

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
June 16, 2020**

These are the **minutes** of the **regular** meeting of the Governing Board of the Carpinteria Sanitary District in the City of Carpinteria, County of Santa Barbara, and State of California.

The Governing Board of the Carpinteria Sanitary District held a regular meeting on **June 16, 2020**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

In accordance with the provisions of the Governor's Executive Order Nos. N-29-20 and N-33-20 and orders from the Santa Barbara County Health Officer, Board members participated in the meeting either remotely using an electronic online meeting platform (Zoom) or in person. The agenda notice for this meeting, including instructions for the public to provide comments and/or participate in the electronic meeting, was posted in the front window of the administrative office of the Carpinteria Sanitary District and on the District's website at least 72 hours in advance of the meeting. District staff were present at the District administrative office for this meeting, in the event public members wished to participate or provide comments in person. The Board Room was held open for the purpose of conducting a public hearing for Item V.A.2.

I. CALL TO ORDER

President Damron called the meeting to order at 5:30 p.m. and noted that all directors were present at tonight's meeting.

Directors Present: Michael Damron – President
Debbie Murphy – President Pro-Tem (by Zoom video-conference):
Gerald Velasco – Treasurer
Lin Graf – Secretary
Mike Modugno – Secretary Pro-Tem

Staff Present: Craig Murray – General Manager
Kim Garcia – Board Clerk

Legal Counsel Present: Tony Trembley – Law Office of Anthony H. Trembley (by Zoom video-conference):

Public Present: None – no written comments were received and no members of the public requested or elected to participate remotely (via Zoom) or in person.

I. PLEDGE OF ALLEGIANCE

President Damron led those present in the Pledge of Allegiance.

II. BOARD APPROVAL OF AGENDA

President Damron asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda was approved as submitted.

III. BOARD APPROVAL OF MINUTES OF THE MEETING OF May 5, 2020

Director Graf made a motion, seconded by Director Velasco that the Board approve the minutes of the May 5, 2020 regular Board meetings as presented. The motion carried by the following roll call vote:

AYES:	5	Graf, Damron, Modugno, Murphy, Velasco
NOES:	0	None

ABSENT: 0 None
ABSTAIN: 0 None

IV. PUBLIC FORUM

None

V. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager's Status Report

General Manager reviewed his written report regarding the following items:

- COVID-19 Response Plan Status Report
- Emergency Outfall Repair and Maintenance Project
- Emergency Floodwall Foundation Repair Project
- Collection System Rehabilitation Project
- Operations Update

2. PUBLIC HEARING - Resolution No. R-336 – Sewer Service Charges on Assessor Rolls

General Manager said that notice was published twice in the *Coastal View News* about tonight's hearing and that Resolution No. R-336, according to state law, allows the District to place sewer service charges on the tax roll. A procedure text was provided to the Board President for conducting the hearing.

President Damron opened the hearing and asked General Manager to call the roll. Answering "present" were Directors Velasco, Murphy, Modugno, Graf and President Damron. General Manager said there were five Board members present, and that met the 2/3's quorum required by State law to adopt the resolution setting rates on the County Assessor's Rolls.

President Damron asked General Manager to file the Notice of Hearing and Proof of Publication of the hearing with the Secretary. General Manager delivered Proof of Publishing of the Notice of Hearing to Board Secretary, Director Graf. President Damron noted for the record there were no members of the public present who wished to speak on the item and no comments had been submitted electronically prior to the deadline. General Manager said there was no majority protest and President Damron declared the hearing closed.

President Damron asked for a motion on the resolution. Director Graf made a motion, seconded by Director Velasco that the Board adopt Resolution No. R-336 ordering the filing with the County Auditor of a report of sewer service charges for FY 2020/2021 to be placed on and collected by the County Assessor's Rolls. The motion carried by the following roll call vote:

AYES: 5 Damron, Graf, Velasco, Modugno, Murphy
NOES: 0 None

ABSENT: 0 None
ABSTAIN: 0 None

The Resolution passed with the required 4/5's affirmative vote.

3. Resolution No. R-337 – Setting Appropriations Limits for FY 2020/21

The District Administrator stated that Section 7910 of the Government Code requires Special Districts to adopt a resolution each year to establish an appropriations limit for the following fiscal year. The appropriations limit represented the maximum amount that a municipal entity or other local governmental entity may collect from property tax revenue. The District's proposed amended appropriations limit for FY 2020/2021 was \$4,477,643, and the projected property tax revenue for this period was \$658,261, well within the established limit.

Director Velasco made a motion, seconded by Director Murphy that the Board adopt Resolution No. R-337 setting the appropriation limit for FY 2020/21 as presented. The motion carried by the following roll call vote:

AYES: 5 Damron, Graf, Velasco, Modugno, Murphy
NOES: 0 None
ABSENT: 0 None
ABSTAIN: 0 None

4. Resolution No. R-338 – Adoption of the FY 2020/21 Annual Budget

General Manager submitted for Board review and adoption the Fiscal Year 2020/21 Budget for the Carpinteria Sanitary District. General Manager thanked District staff and the Board Finance committee for their input. General Manager provided the Board with an overview of the Budget document and highlighted key information. General Manager reviewed the proposed capital improvement projects for FY 2020/21, including budget amendments for two previously authorized capital projects.

Director Graf made a motion, seconded by Director Velasco that the Board adopt Resolution No. R-338 adopting the Fiscal Year 2020/21 Budget as submitted with operating and debt service expenditures totaling \$5,448,343. The motion carried by the following roll call vote:

AYES: 5 Damron, Graf, Velasco, Modugno, Murphy
NOES: 0 None
ABSENT: 0 None
ABSTAIN: 0 None

5. Long Range Capital Improvement Program: 2019-2029 – Annual Update Review

General Manager reviewed his staff report related to the District's updated Long Range Capital Improvement Program summary. Projected timing and budget estimates for a number of projects were adjusted. Newly identified projects were also incorporated into the updated capital plan.

No Board action was taken on this item.

6. Resolution No. R-339 – Resolution Adopting Rules and Regulations Governing Public

Project Contracts, Professional Service, the Purchase of Supplies, Equipment and Services, and the Disposal of Surplus Property.

General Manager reviewed his staff report related to Resolution No. R-339 adopting rules and regulations governing public contracts, professional services, the purchase of supplies, equipment and services and disposal of surplus property. Resolution No. R-339 would concurrently repeal Resolution No. R-91.

Director Velasco made a motion, seconded by Director Modugno that the Board adopt Resolution No. R-339 as presented. The motion carried by the following roll call vote:

AYES:	5	Damron, Graf, Velasco, Modugno, Murphy
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

President Damron noted for the record the Director Murphy had to excuse herself from the meeting.

7. Emergency Outfall Repair and Maintenance- Continuation of Emergency Action

General Manager reviewed his staff report related to the emergency condition of the District's ocean outfall as required by Public Contract Code Section 22050 (c)(1).

Director Modugno made a motion, seconded by Director Graf that the Board continue the emergency action as prescribed in Resolution No. R-334. The motion carried by the following roll call vote:

AYES:	4	Graf, Damron, Velasco, Modugno
NOES:	0	None
ABSENT:	1	Murphy
ABSTAIN:	0	None

8. CASA Annual Conference

This item was on the agenda to provide the Board with an update of important dates regarding the upcoming 2020 Virtual CASA Annual Conference.

No Board action was taken on this item.

9. Carpinteria Advanced Purification Project

General Manager provided an update related to the Carpinteria Advanced Purification Project.

No Board action was taken on this item.

VI. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Velasco reported on the meeting held June 15, 2020.

Standing Personnel Committee

None.

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

None

B. GENERAL ITEMS

SBCSDA (Santa Barbara California Special Districts Association) Report

None.

CSRMA Report

None.

Board Member Vacation Dates

None.

Future Agenda Items

None.

VII. ADJOURNMENT

There being no further items to discuss, President Damron adjourned the meeting at 6:45 p.m.

Michael Damron
President

Debbie Murphy
President Pro-Tem

Lin Graf
Secretary

Mike Modugno
Secretary Pro-Tem

Gerald Velasco
Treasurer