

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
November 3, 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 **November 3, 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 remotely using an electronic online meeting platform (Zoom). 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.

**I. CALL TO ORDER**

President Damron called the meeting to order at 5:30 p.m. and noted that Director Velasco was absent from tonight's meeting, and that all others were present via ZOOM at tonight's meeting.

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

Staff Present: Craig Murray – General Manager (by Zoom video-conference)  
Kim Garcia – Board Clerk (by Zoom video-conference)

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

Public Present: Joshua Calhoun, CPA – Teaman, Ramirez & Smith (by Zoom video-conference)

**II. PLEDGE OF ALLEGIANCE**

President Damron led the Pledge of Allegiance.

**III. 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.

**IV. BOARD APPROVAL OF MINUTES OF THE MEETING OF October 6, 2020**

Director Murphy made a motion, seconded by Director Modugno that the Board approve the minutes of the October 6, 2020 regular Board meetings as presented. The motion carried by the following roll call vote:

|       |   |                               |
|-------|---|-------------------------------|
| AYES: | 4 | Damron, Modugno, Graf, Murphy |
| NOES: | 0 | None                          |

ABSENT: 1 Velasco  
ABSTAIN: 0 None

**V. PUBLIC FORUM**  
None

**VI. MATTERS BEFORE THE BOARD**

**A. GENERAL REPORTS:**

**1. Comprehensive Annual Finance Report and Audited Financial Statements – Fiscal Year 2019/20**

General Manager introduced Joshua Calhoun of Teaman, Ramirez & Smith, Certified Public Accountants.

Mr. Calhoun provided the Board and staff with an oral summary of the CAFR contents. He indicated that the District received an unqualified opinion and that the District's financial management continues to be very solid. Mr. Calhoun reviewed several GASB required letters that supplement the CAFR. There was discussion related to the CalPERS unfunded liability obligation included in the financial statements and related payment to the newly established Section 115 Trust.

District Administrator reviewed her staff report and related supplemental financial reports.

Director Graf made a motion, seconded by Director Murphy that the Board adopt the Comprehensive Annual Financial Report for the years ended June 30, 2020 and June 30, 2019 and that the District Administrator be authorized to distribute the necessary reports and file the State Controller's Report with the State of California. The motion carried by the following vote:

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

**2. General Manager's Status Report**

General Manager reviewed his written report regarding the following items:

- COVID – 19 Response Plan Status Report
- Administration Building Replacement Project
- Main Switchgear Replacement Project
- Operations Update

**3. Agreement for Placement Agent Services – Brandis Tallman, a Division of Oppenheimer Co., Inc.**

General Manager reviewed his staff report related to an Agreement for Placement Agent Services with Brandis Tallman, a Division of Oppenheimer Co., Inc. for the proposed debt financing to fund the District's Administration Building Replacement Project.

Director Murphy made a motion, seconded by Director Graf that the Board approve the Agreement

for Placement Agent Services between the District and Brandis Tallman, a Division of Oppenheimer Co., Inc. dated November 3, 2020, as presented and authorize the General Manager to execute the agreement. The motion carried by the following roll call vote:

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

**4. Carpinteria Advanced Purification Project**

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

No Board action was taken on this item.

**B. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

Director Graf reported on the meeting held October 30, 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 6:18 p.m.

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Michael Damron  
President

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Debbie Murphy  
President Pro-Tem

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Lin Graf  
Secretary

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Mike Modugno  
Secretary Pro-Tem

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Gerald Velasco  
Treasurer