

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
December 1, 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 **December 1, 2020**, at 5:30 p.m. at its District administrative office located at 1110 Eugenia Place, 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 Murphy 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)
Gerald Velasco – Treasurer (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: None.

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 November 3, 2020

Director Graf made a motion, seconded by Director Velasco that the Board approve the minutes of the November 3, 2020 regular Board meetings as presented. The motion carried by the following roll call vote:

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

ABSTAIN: 0 None

V. PUBLIC FORUM

None

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager's Status Report

General Manager reviewed his written report regarding the following items:

- CSD Elections Update
- SAMA Meeting Report
- PFAS Sampling – SWRCB General Order
- UPCCAA List Invitation
- Operations Update

2. Notice of Award – Cash Contract No. 484 – Administration Building Replacement Project

General Manager reviewed his staff report related to issuing a Notice of Award to Newton Construction & Management, Inc. of San Luis Obispo, California, for the Administration Building Replacement Project. Newton is believed to be the lowest responsive, responsible bidder with a bid amount of \$3,821,000. Minor irregularities were identified in the bid submitted by Newton, specifically in the List of Subcontractors, but their bid was otherwise complete. Staff verified contract licensing and DIR registration for the general contractor and listed subcontractors. If approved, a Notice of Award would be transmitted to Newton with the construction contract for execution,

Legal counsel noted that he had reviewed the bid documents and that the minor irregularities in the submittal from Newton Construction did not materially affect the bids or provide the bidder any competitive advantage.

Director Modugno noted his concerns over the financial aspect of the project, providing his opinion that the magnitude of the proposed expenditure was too high and that the District should consider alternatives. Directors Graf, Velasco and Damron offered comments in favor of the proposed action, indicating that the bid was lower than an independent cost estimate, interest rates were highly favorable, and costs were not likely to go down in the future.

After Board discussion, Director Graf made a motion, based on the staff report and presentation from the General Manager, to waive minor irregularities in the bid from Newton and approve issuance of a Notice of Award for the Administration Building Replacement project to Newton Construction & Management, Inc. of San Luis Obispo, California in the amount of \$3,821,000. The motion was seconded by Director Velasco and then carried by the following roll call vote:

AYES:	3	Damron, Graf, Velasco
NOES:	1	Modugno
ABSENT:	1	Murphy

ABSTAIN: 0 None

3. Public Financing Status Report – Administration Building Replacement Project

General Manager provided an update related to the municipal financing process underway for the District's Administration Building Replacement Project. Financing proposals were received from seven lending institutions in response to the request distributed by the District's placement agent. A summary report was presented with a 15-year term loan from JPMorgan Chase Bank, N.A. identified as the most favorable proposal. The Board will consider a loan agreement and related actions at a future regular meeting.

No Board action was taken on this item.

4. Carpinteria Advanced Purification Project

General Manager reviewed his staff report 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 Velasco reported on the meeting held November 20, 2020.

Standing Personnel Committee

None.

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

Director Graf reported on the meeting held November 12, 2020.

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 6:16 p.m.

Michael Damron
President

Debbie Murphy
President Pro-Tem

Lin Graf
Secretary

Mike Modugno
Secretary Pro-Tem

Gerald Velasco
Treasurer