

AGENDA
**FOR THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
TO BE HELD May 17, 2022**

The regular meeting of the Governing Board will be held commencing at 5:30 p.m. The Carpinteria Sanitary District has determined this meeting to be an Essential Public Meeting that will be conducted pursuant to the provisions of the Governor’s Executive Order. Please note that Board members may participate in person at 1110 Eugenia Place, Carpinteria, CA, or via video or teleconference.

The public is encouraged to participate in one of the following ways:

1. Submitting a Written Comment. If you wish to submit a written comment, please email your comment to the Board Clerk at kimg@carpsan.com by **3:00 P.M. on the day of the meeting**. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations.
2. Attend the in-person meeting at The Carpinteria Sanitary District Administration Office.
3. Participate via video or teleconference using the Zoom remote meeting platform. Instructions to participate electronically are provided here.

Zoom Conferencing Instructions

Join Zoom Meeting
<https://us02web.zoom.us/j/87050258695?pwd=SjteVVvAYaJlswothErUiCuq68dNea.1>
Meeting ID: 870 5025 8695
If you would like to attend via Zoom, please contact Kim Garcia, via email at kimg@carpsan.com or by phone at (805) 684-7214 x 111 for a meeting password.

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- I. CALL TO ORDER**
 - II. PLEDGE OF ALLEGIANCE**
 - III. BOARD APPROVAL OF AGENDA** AS [SUBMITTED] [MODIFIED]
Board President asks the Board, public, staff, and legal counsel if there are any additions and/or modifications to the Agenda.
 - IV. APPROVAL OF MINUTES** AS [SUBMITTED] [MODIFIED]
April 19, 2022
 - V. PUBLIC FORUM**
The public may address the Governing Board on items of interest to the public which are not already on this evening's agenda and are within the subject matter jurisdiction of the Board. The time allotted for this discussion shall be pursuant to Board Bylaws.

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager's Status Report (Pages 1-2)

Description: General Manager to review his written report regarding the following issues:

- COVID-19 Pandemic Status Update
- Administration Building Replacement Project Update
- Sawyer Avenue Sewer Realignment
- Budget Development and Sewer Service Charge Update
- Operations Update

2. Continuation of Meeting Teleconferencing Pursuant to Resolution No. R-351 (Page 3)

Description: The Board to review and consider approving continuing the use of teleconferencing for public meetings pursuant to Resolution No. R-351.

Staff Recommendation: Staff recommends that the Board authorize the continuation (discontinuance) of the emergency proclamation and allow (cease) teleconferencing of meetings pursuant to Resolution No. R-351.

3. Resolution No. R-354 - Resolution Setting the Date for a Hearing and Giving Notice thereof of Election to Collect Sewer Service Charges on the County Tax Roll for the Fiscal Year 2022/23 (Pages 4-7)

Description: The Board to review and consider adopting Resolution No. R-354 for collecting sewer service charges on the County tax roll for the Fiscal Year 2022/23.

Staff Recommendation: Staff recommends that the Board adopt Resolution No. R-354.

4. 2022 General Election – Carpinteria Sanitary District (Page 8)

Description: The Board to be provided information regarding the 2022 General Election for the Carpinteria Sanitary District Board of Directors.

Staff Recommendation: None.

5. Carpinteria Advanced Purification Project (CAPP) Update

Description: The Board will receive an update status report on the Carpinteria Advanced Purification Project being pursued in conjunction with the Carpinteria Valley Water District. Information on current activities and future tasks or milestones will be presented.

Staff Recommendation: None. Information Only.

VII. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): One case

VIII. BOARD ITEMS

A. COMMITTEE REPORTS

Description: Verbal reports by the committee chairperson(s) of the following committees:

- Standing Finance Committee
- Standing Personnel Committee
- Standing Public Relations Committee
- Standing Utilities Committee

B. GENERAL ITEMS

1. SBCSDA (Santa Barbara – California Special Districts Association) Report
2. Board Member Vacation Dates
3. Future Agenda Items

IX. ADJOURNMENT

FURTHER INFORMATION AVAILABLE

A staff report providing more detailed information is available for most agenda items and may be reviewed in the District office during regular hours (Monday - Friday from 8:00 a.m. to 12:00 p.m. and/or 1:00 p.m. to 5:00 p.m.). Copies of individual reports may be requested at this office. Call (805) 684-7214 extension 110 for more information.

In compliance with the Ralph M. Brown Act and the Americans with Disabilities Act, if you need a disability-related modification, accommodation, or other special assistance to participate in this meeting, please contact the District's Board Secretary at (805) 684-7214, extension 111, at least 48 hours prior to the start of the meeting.

Next Ordinance Available.....#17
Next Resolution Available.....R-355
Posting Date.....5/13/22

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
April 19, 2022**

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 **April 19, 2022**, at 5:30 p.m. at its District administrative office located at 1110 Eugenia Place, Carpinteria, California.

The agenda notice for this meeting, including instructions for the public to provide comments, 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. The Carpinteria Sanitary District has determined this meeting to be an Essential Public Meeting that will be conducted pursuant to the provisions of Assembly Bill 361 and adoption of Resolution No. R-351. Please note that Board members may participate in person at 1110 Eugenia Place, Carpinteria, CA, or via video or teleconference.

I. CALL TO ORDER

President Graf called the meeting to order at 5:30 p.m. and noted that Legal Counsel would be absent from tonight's meeting and that all Directors were present.

Directors Present: Lin Graf– President
 Mike Modugno – President Pro-Tem
 Michael Damron – Secretary
 Debbie Murphy – Treasurer

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

Legal Counsel
Present: Karl H Berger – Hensley Law Group (by Zoom video-conference)

Public Present: Sudhir Pardiwala – Raftelis

II. PLEDGE OF ALLEGIANCE

President Graf led the Pledge of Allegiance.

III. BOARD APPROVAL OF AGENDA

President Graf 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 April 5, 2022

Director Damron made a motion, seconded by Director Murphy that the Board approve the minutes of the April 5, 2022 Regular Board meeting as presented. The motion carried by the following 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. General Manager’s Status Report

General Manager reviewed his written report regarding the following items:

- Santa Barbara LAFCO Update
- SAMA Meeting Report
- Administration Building Replacement Report
- Operations Update

2. Continuation of Meeting Teleconferencing – Pursuant to Resolution No. R-351

The Board considered continuing the allowance of teleconferencing of public meeting under an emergency proclamation due to the COVID-19 pandemic.

Director Murphy made a motion, seconded by Director Damron that the Board authorize the continuation of the emergency proclamation and allow teleconferencing of meeting pursuant to Resolution No. R-351. The motion carried by the following vote:

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

3. Resolution No. R-353 – Establishing Procedures for Increasing Wastewater Rates in Accordance with the Requirements of Proposition 218

General Manager reviewed his staff report related to Resolution No. R-353, Establishing Procedures for Increasing Wastewater Rates in Accordance with the Requirements of Proposition 218.

Director Damron made a motion, seconded by Director Modugno that the Board adopt Resolution No. R-353. The motion carried by the following vote:

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

4. Authorization to Distribute Prop 218 Notice of Public Hearing Regarding a Proposed Sewer Service Charge Rate Increase

General Manager reviewed his staff report related to authorizing distribution of a Notice of Public

Hearing commencing a 45-day protest period for proposed sewer service charge rate increase and setting hearing date for June 7, 2022.

If approved, the Notice of Public Hearing will be mailed to all District customers in accordance with Proposition 218 requirements.

Director Damron made a motion, seconded by Director Murphy that the Board approve the attached Notice of Public Hearing for distribution to District customers initiating the 45-day protest period and establishing June 7, 2022 as the hearing date for consideration of proposed sewer service charge rate adjustments. The motion carried by the following vote:

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

5. Change Order No. 9 – Cash Contract No. 484 Administration Building Replacement Project

General Manager reviewed his staff report related to Change Order No. 9 to Cash Contract No. 484. If approved, Change Order No. 9 would result in a net cost increase totaling \$1,294 increasing the contract price to \$3,919,815.

Director Murphy made a motion, seconded by Director Modugno that the Board approve Change Order No. 9 to Cash Contract No. 484 with Newton as presented. The motion carried by the following vote:

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

6. Carpinteria Advanced Purification Project

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

No Board action was taken on this item.

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Murphy reported on the meeting of April 18, 2022.

Standing Personnel Committee

None

Standing Public Relations Committee

None

Standing Utilities 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.

VIII. ADJOURNMENT

There being no further items to discuss, President Graf adjourned the meeting at 6:01 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Secretary Pro-Tem

Debbie Murphy
Treasurer



Carpinteria Sanitary District

Board of Directors Meeting
General Manager's Status Report

TO: Board of Directors
FROM: Craig Murray, P.E. – General Manager
SUBJECT: General Manager's Status Report
DATE: May 17, 2022

COVID-19 Pandemic Status Update. The District is continuing to implement its COVID-19 Emergency Response Plan. Staff is carefully monitoring CDC guidance, State and local health orders, CalOSHA requirements and other relevant information sources. A memo was recently distributed to staff with updates implementing CalOSHA Emergency Temporary Standards that became effective on May 6th.

Administration Building Replacement Project Update. Work remains largely on target with recent schedule updates. Exterior concrete is progressing and should be complete by the end of May. Landscaping activities are ongoing and the contractor is coordinating with the landscape architect on irrigation system testing and planting locations. Finish electrical, including completion of the PV solar system, is moving along well. Two key items that are delayed into June include the built-in cabinetry and the linear wood ceiling features. There was a problem with installation of the lockset on the entry door, with related cosmetic damage, which caused us to reject the door entirely. A replacement door is on order and timing for delivery is not yet certain. District staff is focused on transition planning and coordination of utility services.

Sawyer Avenue Sewer Realignment. District staff is working collaboratively with Phoenix Engineering to develop a plan to address hydraulic issues in the sewer system near the intersection of Holly Avenue and Sawyer Avenue. This long term problem area may potentially be fixed with minor system modifications. A contractor and surveyor were engaged on May 11th to conduct a pothole investigation in order to determine the best course of remedial action.

Budget Development and Sewer Service Charge Updates. Following the April 19th Board meeting, the Prop 218 notice was mailed to all property owners and residents within our service area. The rate increase hearing remains as scheduled, at 5:30 p.m. on June 7th. At that meeting, the Board will consider an ordinance to implement the updated SSC schedule, as well as an ordinance modifying our Development Impact Fee (DIF). The FY 2022/23 budget is advancing and will be reviewed by the Board Finance Committee at their May 18th meeting. A final budget will be considered by the Board at the June 21st regular meeting.

Operations Update

System operations updates are as follows:

- The treatment plant is operating well. We did have a total coliform sample exceed the instantaneous maximum effluent limit in our NPDES permit during the period. This excursion was reported to the Central Coast RWQCB, with indication that it was likely a sampling or laboratory error, as all other parameters were normal and chlorine residual in the contact chamber was at or above target levels for complete disinfection.

- The collection system is operating well with no reported problems or issues.
- Both the Vactor and the CCTV inspection van were taken to Haaker's maintenance facility in Los Angeles for service and minor repairs on this specialty equipment.
- A successful public online auction sale was completed via GovDeals.com for the out of service 2003 Chevrolet roll-off truck. The winning bid was \$6,700 (plus a buyer's premium) and the buyer transported the vehicle out of California per the auction requirements.
- Schneider Electric will be removing a phase relay on the new electric switchgear that was causing hard trips on the main breaker for the treatment facility in the event of intermittent power loss.
- Work is continuing on the Lab/Breakroom Improvements Project – interior wall framing, drywall and ceiling modifications have been completed in the lab area. Painting and flooring are underway. Windows and doors have been ordered and are expected in the next week or two. Newton will move onto the kitchen/break room remodel next.
- The membrane covers for the primary clarifier tank were replaced on a pro-active basis. This cover system has proven to be very cost-effective and provides superior odor control when compared to fixed fiberglass covers used historically.
- Repairs to the roof above the laboratory are being made to address recurring minor leaks.
- Staff is working to update the District's Sewer System Management Plan. The updated SSMP will come to the Board for approval at a future meeting.



Carpinteria Sanitary District

Board of Directors Meeting

STAFF REPORT

TO: Board of Directors

FROM: Craig Murray, P.E. - General Manager

SUBJECT: Continuation of Meeting Teleconferencing Pursuant to Resolution No. R-351

DATE: May 17, 2022

REQUESTED ACTION: That the Board review and consider continuing the use of teleconferencing for public meetings pursuant to Resolution No. R-351.

BACKGROUND: On September 15, 2021, Governor Newsom signed AB 361 into law. This bill leaves existing Brown Act teleconferencing rules in place, but would exempt an agency from complying with teleconferencing rules during a declared state of emergency or local emergency.

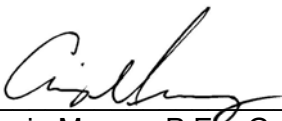
The District, by adoption of Resolution No. R-351, is currently under an emergency proclamation due to the COVID-19 pandemic and under AB 361 has the option to continue to allow virtual attendance at meetings. Pursuant to Resolution No. R-351, the Board must reconsider the emergency state and allowance of public meeting teleconferencing every 30 days.

RECOMMENDATION: It is recommended that the Board consider authorizing the continuation of the emergency proclamation and allowing teleconferencing of meetings pursuant to Resolution No. R-351.

SUGGESTED MOTION: I move that the Board authorize the continuation (discontinuance) of the emergency proclamation and allow (cease) teleconferencing of meetings pursuant to Resolution No. R-351.

M _____ S _____

Ayes: _____ Nays: _____ Abstentions: _____

Prepared By:  _____
Craig Murray, P.E. - General Manager



Carpinteria Sanitary District
Board of Directors Meeting

STAFF REPORT

TO: Board of Directors
FROM: Craig Murray, P.E. - General Manager
SUBJECT: **RESOLUTION No. R-354 – Resolution Setting the Date for a Hearing and Giving Notice thereof of Election to Collect Sewer Service Charges on the County Tax Roll for the Fiscal Year 2022/23**
DATE: May 17, 2022

REQUESTED ACTION: Board to consider adopting Resolution No. R-354 setting the hearing date of June 21, 2022 for consideration of placing sewer service charges on the 2022/23 tax roll and authorizing the notice thereof.

BACKGROUND: The Board, through adoption of Ordinance No. 1987-1 on June 16, 1987, initially authorized the collection of sewer charges on the County Assessor’s tax roll. Ordinance No. 17, which is expected to be adopted by the District Board of Directors at a properly noticed hearing on June 7, 2022, will additionally authorize such collection. This authority to collect via the tax roll, granted by state law, remains in place until an ordinance “to change” is adopted. The Board must also conduct a hearing and approve placement of the charges on the tax roll annually. This hearing must be noticed and published as set forth in the California Health and Safety Code.

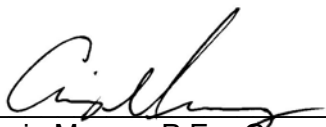
Approval and adoption of Resolution No. R-354 will authorize staff to publish notice of the June 21, 2022 hearing in the local *Coastal View News* newspaper. The hearing will be at the District’s office located at 1110 Eugenia Place, Carpinteria, California, at 5:30 p.m.

RECOMMENDATION: Staff recommends adoption of Resolution No. R-354

SUGGESTED MOTION: I move that the Board adopt Resolution No. R-354 setting the location, time, and date of the hearing and authorizing publication and notice per State law.

M _____ S _____

Ayes: _____ Nays: _____ Abstentions: _____

Prepared By:  _____
Craig Murray, P.E. - General Manager

Attachments: Resolution No. R-354
Notice of Hearing

RESOLUTION NO. R-354

A RESOLUTION OF THE BOARD OF DIRECTORS OF CARPINTERIA SANITARY DISTRICT SETTING THE DATE FOR A HEARING AND GIVING NOTICE THEREOF OF ELECTION TO COLLECT SEWER SERVICE CHARGES ON THE COUNTY TAX ROLL FOR THE FISCAL YEAR 2022/23

WHEREAS, pursuant to the authority of Section 6520.5 of the Health and Safety Code (“Code”), the Governing Board (“Board”) of the Carpinteria Sanitary District has prescribed sewer service rates; and

WHEREAS, pursuant to Section 5473 of the Code, the Board by its Ordinance No. 1987-1, dated June 16, 1987, initially elected to collect sanitary sewer service charges by means of the County Tax Roll each fiscal year; and

WHEREAS, on June 7, 2017, the Board will consider the adoption of Sewer Service Charges for Fiscal Year 2022/23 in accordance with proposed District Ordinance No. 17, and thereafter on June 21, 2022 will hold a hearing as set forth in Paragraph 1 below; and

WHEREAS, Section 5473 of the Health and Safety Code requires that in the event of such an election the District shall cause a written report to be filed, and the report shall contain a description of each parcel to be served by sewers and the charge therefore; and

WHEREAS, the report for fiscal year 2022/2023 is being prepared and will be on file in the office of the District on or before June 1, 2022; and

WHEREAS, Section 5473.1 of the Health and Safety Code requires that a hearing be held on the report and that notice of the hearing by publication and mailing be given.

NOW, THEREFORE, BE IT RESOLVED:

1. That a hearing is hereby set and shall be held at 5:30 p.m. on the 21st day of June, 2022 at the Carpinteria Sanitary District's administrative office located at 1110 Eugenia Place, Carpinteria, California, for the purpose of hearing all objections and protests, if any, to the report on file in the office of the District;
2. That notice of the said hearing shall be given as follows:
 - a) By publication in the COASTAL VIEW on or before the 2nd day of June, 2022 and the 9th day of June, 2022.
 - b) By mailing a notice in writing to those owners of those parcels of real property described in the report who are connected to the District's facilities and which parcels were not shown on the District's report for the prior fiscal year 2021/2022. The notice shall be mailed to the said owner's address as it appeared on the last equalized assessment roll available or the address shown to the Secretary of this District. Mailing is to be completed by June 1, 2022.
 - c) A copy of the said written report will be available for inspection by the public on June 1, 2022 at the District office located at 1110 Eugenia Place, Carpinteria, California.

3. That the General Manager shall be and hereby is authorized and directed to give the notice in form as required by law and to do any and all such other things as necessary for the holding of said hearing.

PASSED AND ADOPTED by the Governing Board of the Carpinteria Sanitary District on the 17th day of May, 2022 by the following vote to wit:

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

Resolution No. R-354 was thereupon declared, carried, and adopted.

Dated this 17th day of May, 2022.

We certify that the above is a true and correct copy of Resolution No. R-354, adopted by the Board of Directors of the Carpinteria Sanitary District on May 17, 2022.

APPROVED:

Lin Graf
President, Board of Directors

ATTEST:

Michael Damron
Secretary, Board of Directors

**NOTICE OF PUBLIC HEARING
CARPINTERIA SANITARY DISTRICT
REPORT TO COLLECT SEWER SERVICE CHARGES
ON COUNTY TAX ROLL**

NOTICE IS HEREBY GIVEN that on the date of June 21, 2022, at 5:30 p.m. at 1110 Eugenia Place, Carpinteria, California, a hearing will be held on a written report on file in the office of the District, located at the above-referenced address. The report contains a description of each parcel of real property within Carpinteria Sanitary District to which sewer service is being rendered or for which an application for service has been made, and sets forth the annual charge proposed to be made for sewer services to each said parcel for the fiscal year 2022/2023.

The purpose of the hearing on the report is to enable the Governing Board of the Carpinteria Sanitary District to hear and consider all objections or protests to the election by the District to collect the sewer service charges as shown on the report on the County Tax Roll in the same manner and at the same time as general taxes.

The report is available for examination during normal business hours beginning June 1, 2022, and will remain available for examination during regular business hours at the administrative office of the District located at 1110 Eugenia Place, Carpinteria, California, 93013.

Dated this 17th day of May, 2022.

Lin Graf, President
Board of Directors
Carpinteria Sanitary District



Carpinteria Sanitary District
Board of Directors Meeting

STAFF REPORT

TO: Board of Directors
FROM: Craig Murray, P.E. - General Manager
SUBJECT: 2022 General Election – Carpinteria Sanitary District
DATE: May 17, 2022

REQUESTED ACTION: None. Information Item Only

BACKGROUND: The District Board of Directors, by adoption of Resolution No. R-274, elected to consolidate its general elections for open Board of Director seats with the Statewide General Election. On even years, a Notice of Elective Offices to Be Filled is submitted to the elections office of each county where service is provided, currently Santa Barbara and Ventura Counties.

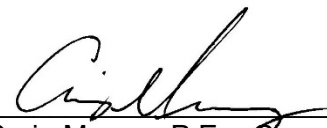
There are two members of the Board of Directors with expiring terms in 2022: Director Modugno and Director Graf (currently serving as Board President). The General Election will be held November 8, 2022. Each member interested must submit required candidate papers with the County of their residence. The candidate-filing period opens on Monday, July 18, 2022 and closes at 5:00 p.m. on Wednesday, August 17, 2022 for incumbents.

Key information will also be posted on the County Elections websites, as follows:

- <https://www.countyofsb.org/2813/General-Election>
- <https://recorder.countyofventura.org/elections/>

RECOMMENDATION: None.

SUGGESTED MOTION: None.

Prepared By: 
Craig Murray, P.E. - General Manager