

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
October 6, 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 **October 6, 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 Secretary Graf was absent at roll call but expected at 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)  
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 September 15, 2020**

Director Graf made a motion, seconded by Director Velasco that the Board approve the minutes of the September 15, 2020 regular Board meetings as presented. The motion carried by the following roll call vote:

AYES:	3	Damron, Modugno, Velasco
NOES:	0	None

ABSENT: 1 Graf  
ABSTAIN: 1 Murphy

**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:

- Quarterly Incident Report
- Staff Recognition
- CASA Strategic Planning Session
- Administration Building Replacement Project
- Effluent Oil & Grease Analysis Issues
- Operations Update

President Damron noted for the record that Director Graf had joined the meeting via Zoom.

**2. Resolution No. R-341 Adopting a Debt Management Policy In Compliance with SB 1029**

General Manager reviewed his staff report related Resolution No. R-341 Adopting a Debt Management Policy In Compliance with SB1029

If adopted, Resolution No. R-341 would serve as the debt management policy of the District and supersede all prior debt management policies of the District.

Director Murphy made a motion, seconded by Director Graf that the Board adopt Resolution No. R-341 as presented. The motion carried by the following roll call vote:

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

**3. Professional Services Agreement for Municipal Advisor Fieldman, Rolapp & Associates, Inc.**

General Manager reviewed his staff report related to a professional services agreement between the District and Fieldman, Rolapp & Associations for financial advisory and related services for the proposed debt financing to fund the District Administration Building Replacement Project.

Director Velasco made a motion, seconded by Director Graf that the Board approve the Professional Services Agreement for Municipal Advisor between the District and Fieldman, Rolapp & Associates, Inc., dated October 6, 2020 as presented. The motion carried by the following roll call vote:

AYES: 5 Damron, Graf, Modugno, Velasco, Murphy

NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

**4. Agreement for Legal Services – Jones Hall, Special Counsel Services in Connection with Loan Agreement**

General Manager reviewed his staff report related to an agreement for legal services between the District and Jones Hall, a Professional Law Corporation for special counsel services necessary for the proposed debt financing to fund the District Administration Building Replacement Project.

Director Velasco made a motion, seconded by Director Murphy that the Board approve the Agreement for Legal Services between the District and Jones Hall, dated October 6, 2020 as presented.. The motion carried by the following roll call vote:

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

**5. 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 Velasco reported on the meeting held September 23, 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

Director Velasco will be unavailable for the November 3<sup>rd</sup> meeting.

Future Agenda Items

None.

**C. ADJOURNMENT**

There being no further items to discuss, President Damron adjourned the meeting at 6:07 p.m.

---

Michael Damron  
President

---

Debbie Murphy  
President Pro-Tem

---

Lin Graf  
Secretary

---

Mike Modugno  
Secretary Pro-Tem

---

Gerald Velasco  
Treasurer