

AGENDA
**FOR THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
TO BE HELD December 21, 2021**

The regular meeting of the Governing Board will be held commencing at 5:30 p.m. The location of the meeting is 1110 Eugenia Place, Carpinteria, California. 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.

To minimize the potential spread of the COVID-19 virus, and in accordance with the Santa Barbara County Public Health Order No. 2021-10.6, the District will require all visitors to wear a facemask while indoors, regardless of vaccination status. The public is encouraged to participate in one of the following ways:

1. Submit 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. Members of the public may attend the in-person meeting at the District Administration office at 1110 Eugenia Place.

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]
December 7, 2021

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 (Page 1)

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

- December 13-14 Rain Event
- Lift Station No. 4 Improvements
- Rate and Fee Study
- Operations Update

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

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 teleconferencing of meetings pursuant to Resolution No. R-351.

3. Annual Board Reorganization (Pages 3-5)

Description: Board action establishing officers, meeting place, meeting time and other housekeeping functions required/authorized annually by law.

Staff Recommendation: None. Board decision.

4. Cash Contract No. 484 – Change Order No. Administration Building Replacement Project (Pages 6-16)

Description: The Board to review and consider approving Change Order No. 7 to Cash Contract 484 with Newton Construction & Management, Inc.

Staff Recommendation: Staff recommends that the Board approve Change Order No. 7 to Cash Contract No. 484 with Newton as presented.

5. Reimbursement Request for Overpayment of Sewer Service Charges 3504 Via Real (APN 005-430-061) (Pages 17-19)

Description: The Board to review and consider approving a refund for overpayment of sewer service charges to Westerlay Orchids.

Staff Recommendation: Staff recommends that the Board approve and authorize the District Administrator to issue a refund to Westerlay Orchids as presented.

**6. Laboratory and Break Room Improvements Project (Pages 20-60)
Adopting Resolution No. R-352 and Approving Cash Contract No. 497 with
Newton Construction & Management, Inc.**

Description: The Board to review and consider adopting Resolution No. R-352 waiving competitive bidding requirements and making certain other findings for the Laboratory and Break Room Improvements Project and approve Cash Contract No. 497 between the District and Newton Construction and Management, Inc. of San Luis Obispo, California.

Staff Recommendation: Staff recommends that the Board adopt Resolution No. R-352 waiving competitive bidding requirements and making certain other findings for the Laboratory and Break Room Improvements Project and approve Cash Contract No. 497 between the District and Newton Construction and Management, Inc. as presented.

7. Carpinteria Advanced Purification Project (CAPP) Update

Description: The Board will receive an updated 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.

8. Employment Contract – General Manager

Description: The Board to review and consider approval of an employment agreement between the District General Manager and the Carpinteria Sanitary District.

Staff Recommendation: If desirable, authorize the President to execute an employment agreement in a form approved by District Counsel.

VII. 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

VIII. 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-353
Posting Date.....12/17/21