

AGENDA
**FOR THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
TO BE HELD December 20, 2022**

The regular meeting of the Governing Board will be held commencing at 5:30 p.m. The location of the meeting is at 5300 Sixth Street, Carpinteria, CA.

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.

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 participation information.

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]
November 15, 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 1-26)

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

- RWQCB Climate Change Readiness Assessment
- Summerland Sanitary District Meeting Report
- LAFCO Draft Municipal Service Review
- SSS WDR Adoption
- Clean Water SoCal Meeting Report

- Public Outreach Update
- Operations Update

2. **Amendment No. 1 to Cash Contract No. 502 – West Yost Treatment Process of Engineering Support** (Pages 27-33)

Description: The Board to review and consider approving Amendment No. 1 to Cash Contract No. 502 between Carpinteria Sanitary District and West Yost for continuing engineering services related to the wastewater treatment processes.

Staff Recommendation: Staff recommends that the Board approve Amendment No. 1 to Cash Contract No. 502 between Carpinteria Sanitary District and West Yost as presented.

3. **Agreement for General Counsel Legal Services Assumption of Retainer Agreement by Burke, Williams and Sorenson LLP** (Pages 34-52)

Description: The Board to review and consider authorizing the General Manager to (1) execute a retainer agreement for General Counsel services with Burke, Williams & Sorenson, LLP; and (2) terminate the existing retainer agreement for General Counsel services with Hensley Law Group effective on or before December 31, 2022.

Staff Recommendation: Board Decision.

4. **Agreement for Construction and Dedication of a Sewer Main Extension in Santa Claus Lane Between the District and the County of Santa Barbara** (Pages 53-69)

Description: The Board review and consider approving the sewer construction and dedication agreement between the District and the County of Santa Barbara for a sewer main extension in Santa Claus Lane.

Staff Recommendation: Staff recommends that the Board approve the agreement between the District and the County of Santa Barbara as presented.

5. **Lift Station No. 2 Rehabilitation Project** (Page 70)

Description: The Board to receive an update on the status of the Lift Station No. 2 Rehabilitation Project.

Staff Recommendation: None at the time.

6. **CCTV Inspection Van Purchase Ford E-Transit Purchase Proposal: Haaker Equipment Company** (Pages 71-83)

Description: The Board to review and consider authorizing direct purchase of a Ford E-Transit, all-electric, CCTV inspection vehicle from Haaker Equipment Company.

Staff Recommendation: Staff recommends that the Board approve direct purchase of a Ford E-Transit, all-electric, CCTV inspection vehicle as presented.

7. 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. Formation of a Board committee may be considered.

Staff Recommendation: Board Decision.

**8. Comprehensive Annual Financial Report (CAFR) (Pages 84-85)
Audited Financial Statements – Fiscal Year 2021/22**

Description: The Board to receive a report from its independent financial auditor and the District Administrator and consider approval of the Comprehensive Annual Financial Report (CAFR) and audited financial statements for FY 2021/22.

Staff Recommendation: Staff recommends that the Board approve the Comprehensive Annual Financial Report (CAFR) for FY 2021/2022, authorize the District Administrator to distribute copies to interested parties and file the State Controller's Report with the State of California.

9. Annual Board Reorganization (Pages 86-88)

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

Staff Recommendation: None. Board decision.

VII. CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION:
Per Government Code Section 54957. Title: General Manager.

VIII. RECONVENE OPEN SESSION

A. CLOSED SESSION REPORT

IX. BOARD ITEMS

D. 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

E. GENERAL ITEMS

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

X. 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.....#19
Next Resolution Available.....R-361
Posting Date.....12/16/22