

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
November 15, 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 **November 15, 2022**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, 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.

**I. CALL TO ORDER**

President Graf called the meeting to order at 5:30 p.m. and noted that Director Velasco was absent and all other Directors were present at tonight's meeting.

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:       None

**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 October 18, 2022**

Director Damron made a motion, seconded by Director Murphy that the Board approve the minutes of the October 18, 2022 Regular Board meeting as presented. The motion carried by the following vote:

AYES:	4	Graf, Murphy, Damron, Modugno
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:

- District Staffing Updates
- Lift Station 2 Rehabilitation Project
- FEMA Floodplan Mapping Update
- LAFCO Draft Municipal Service Review
- Operations Update

#### **2. Cash Contract No. 497 – Change Order No. 2 Laboratory and Breakroom Improvements Project**

General Manager reviewed his staff report related to Change Order No. 2 to Cash Contract No. 497. If approved, Change Order No. 2 would result in a net cost increase totaling \$20,565 increasing the contract price to \$188,772 and an extension of the contract completion date to December 31, 2022.

Change Order No. 2 covers costs for unanticipated extra work in the locker room area, primarily for demolition of existing tile walls.

Additionally, the authorized budget for this CIP project, allocated in FY 2016/17, is \$150,000. Staff recommends that the Board consider a \$50,000 increase to the previously authorized budget amount.

Director Murphy made a motion, seconded by Director Modugno that the Board approve Change Order No. 2 to Cash Contract No. 497 and increase the approved CIP budget for the project to \$200,000. The motion carried by the following vote:

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

#### **3. Cash Contract No. 505 – Cushman Contracting Corporation Clarifier Scum Trough Replacement Project**

General Manager reviewed his staff report related Cash Contract No. 505 with Cushman Contracting Corporation for the Clarifier Scum Trough Replacement Project. If approved, Cash Contract No. 505 would engage Cushman, based on their proposal, with a not to exceed contract price of \$52,630.

Additionally, the authorized budget for this CIP project, allocated in FY 2021/22, is \$75,000. Staff recommends that the Board consider a \$30,000 increase to the previously authorized budget amount.

Director Damron made a motion, seconded by Director Modugno that the Board approve Cash Contract No. 505 between the Carpinteria Sanitary District and Cushman Contracting, Inc. for the Clarifier Scum Trough Replacement Project and increase the authorized CIP budget to a total of \$105,000. The motion carried by the following vote:

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

**4. Administration Building Open House**

The Board received information regarding an Administration Building Open House event.

No Board action was taken on this item.

**5. 2023 CASA Winter Conference**

This item was on the agenda to provide the Board with an update of important dates regarding the upcoming CASA Winter Conference.

No Board action was taken on this item.

**6. Carpinteria Advanced Purification Project**

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

After Board discussion, President Graf appointed the current members of the Joint Utilities Committee to participate in any CAPP related meetings. There was also Board consensus to create a standing Recycled Water committee during the Boards annual reorganization process, generally held at a regular meeting in December.

**VII. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

None.

Standing Personnel Committee

None.

Standing Public Relations Committee

President Graf reported on the meeting held November 8, 2022.

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 6:27 p.m.

---

Lin Graf  
President

---

Mike Modugno  
President Pro-Tem

---

Michael Damron  
Secretary

---

Gerald Velasco  
Secretary Pro-Tem

---

Debbie Murphy  
Treasurer