

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
November 7, 2023**

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 7, 2023**, 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 Modugno called the meeting to order at 5:30 p.m. and noted that Director Velasco was absent from tonight's meeting.

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

Staff Present: Craig Murray – General Manager
 Kim Garcia – District Administrator

Legal Counsel
Present: Karl Berger – Burke, Williams & Sorenson (by Zoom video-conference)

Public Present: Scott German, CPA – Fechter & Company (by Zoom video-conference)

II. PLEDGE OF ALLEGIANCE

President Modugno led the Pledge of Allegiance.

III. BOARD APPROVAL OF AGENDA

President Modugno 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 3, 2023.

Director Damron made a motion, seconded by Director Graf that the Board approve the minutes of the October 3, 2023 Regular Board meeting as presented. The motion carried by the following vote:

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

V. PUBLIC FORUM

None.

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. Annual Comprehensive Finance Report and Audited Financial Statements – Fiscal Year 2022/23

General Manager introduced Scott German of Fechter and Company, Certified Public Accountants. Mr. German provided the Board and staff with an oral summary of the Annual Comprehensive Finance Report contents. He indicated that the District received an unqualified opinion.

District Administrator reviewed her staff report and related supplemental financial reports.

Director Murphy made a motion, seconded by Director Graf that the Board adopt the Annual Comprehensive Financial Report for the years ended June 30, 2023 and June 30, 2022 and that the District Administrator be authorized to distribute the necessary reports and file the State Controller's Report with the State of California. The motion carried by the following vote:

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

2. General Manager's Status Report

General Manager reviewed his written report regarding the following items:

- Lift Station No. 2 Rehabilitation Project Update
- Lower Lateral Rehabilitation Project Update
- WateReuse California Annual Conference
- Accounting System Software Transition
- Operations Update

3. Termination of Emergency Action

General Manager reviewed his staff report related to terminating the emergency condition related to the damaged ocean outfall pipeline. An emergency permit was obtained and notifications were sent to required agencies and to the public via social media. The marine contractor mobilized on October 2nd and had fully completed necessary evaluations and repairs.

Staff continues to participate with a team from FEMA and CalOES to ensure disaster assistance grant funding for the emergency work.

Director Damron made a motion, seconded by Director Murphy that the Board terminate the emergency action as prescribed in Resolution No. R-367. The motion carried by the following vote:

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

4. Task Order No. 2023-001 – MKN Associates As-Needed Engineering Services – Belt Filter Press Engineering Design Services

General Manager reviewed his staff report related to Task Order No. 2023-001 with MKN Associates for engineering design services related to the belt filter press replacement project. If approved, Task Order No. 2023-001 would engage MKN, based on their proposal, for design services on a time and materials basis with a not to exceed budget of \$132,097.

Director Damron made a motion, seconded by Director Murphy that the Board authorize the General Manager to approve Task Order No. 2023-001 pursuant to as-needed engineering services with MKN as presented. The motion carried by the following vote:

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

5. Treatment Plant Operator Grade 3 and Grade 4 Salary Modification – Approval of Modified Salary Matrix for FY 2023/24

General Manager reviewed his staff report related to approving a modified Salary Matrix for FY 2023/24 that reflects increased salary schedule for Treatment Plant Operator Grade 3 and 4 positions.

Director Damron made a motion, seconded by Director Graf that the Board approved the modified salary matrix for FY 2023/24 as proposed. The motion carried by the following vote:

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

6. Carpinteria Advanced Purification Project – Draft Joint Exercise of Powers Agreement and Lease Agreement

General Manager reviewed his staff report related to draft versions of a Joint Exercise of Powers Agreement between the District and Carpinteria Valley Water District and an associated lease agreement.

No Board action was taken on this item.

7. 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 Graf reported on the meeting held October 16, 2023.

Standing Personnel Committee

None.

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

Standing Recycled Water Committee

None.

Summerland Sanitary Coordination Ad-Hoc 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

I. ADJOURNMENT

There being no further items to discuss, President Modugno adjourned the meeting at 7:06 p.m.

Mike Modugno
President

Michael Damron
President Pro-Tem

Gerald Velasco
Secretary

Debbie Murphy
Secretary Pro-Tem

Lin Graf
Treasurer