

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
January 16, 2024**

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 **January 16, 2024**, 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 Legal Counsel was absent and all Directors were present at tonight's meeting.

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

Staff Present: Craig Murray – General Manager
 Kim Garcia – Board Clerk

Legal Counsel
Present: None.

Public Present: None.

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 December 19, 2023

Director Murphy made a motion, seconded by Director Damron that the Board approve the minutes of the December 19, 2023 Regular Board meeting as presented. The motion carried by the following vote:

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

V. PUBLIC FORUM

None

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. Annual Board Reorganization

President Modugno said this was the time the Board established officers, meeting place, meeting time and other housekeeping functions required annually by law.

After Board discussion, the following determinations were made:

BOARD AND COMMITTEE DETERMINATIONS:

Director Damron as President.

Director Velasco as President Pro-Tem.

Director Murphy as Secretary.

Director Graf as Secretary Pro-Tem.

Director Modugno as Treasurer.

Finance Committee: **Chair** - Director Modugno; **Member** – Director Damron

Personnel Committee: **Chair** - Director Velasco; **Member** – Director Graf

Public Relations Committee: **Chair** - Director Murphy; **Member** – Director Modugno

Local Utilities Committee: **Chair** - Director Graf; **Member** – Director Murphy

Recycled Water Committee: **Chair** - Director Velasco; **Member** – Director Modugno

Coastal Districts Financing Authority: **Member** - Director Damron; **Member** – Director Velasco

Summerland Sanitary Coordination Ad-Hoc Committee: **Chair** – Graf; **Member** - Murphy

The Board discussed and affirmed/reaffirmed the following:

- The Board reaffirms Karl H. Berger as Legal Counsel.
- The Board reaffirms Craig Murray, P.E. as General Manager.
- The Board affirms 5300 Sixth Street as the place of regular meetings of the Board.
- The Board affirms the first and third Tuesday of each month as the days of the regular meetings of the Board, unless the first and third Tuesday falls on a national holiday.
- The Board affirms 5:30 p.m. as the time of the regular meetings of the Board.
- The Board reaffirms that Section 54956 and 54956.5 of the Government Code are designated as the manner by which special and emergency meetings respectively shall be called.
- The Board reaffirms compensation to Directors as established by Board Resolution for attendance at regular, special or adjourned meetings of the Board of Directors, for committee meetings, seminars, conferences and other meetings as established by Board Resolution.

Director Graf made a motion, seconded by Director Velasco that the Board approve the Board and Committee determinations and that the Board approve and adopt the organizational provisions as presented in this staff report and orders the Secretary to file a Statement of Facts with the Secretary of State and the County Clerk Recorder’s Office. The motion carried by the following vote:

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

2. General Manager’s Status Report

General Manager reviewed his written report regarding the following items:

- Quarterly Incident Report
- SAMA Meeting Report
- Caselle Accounting Software Transition Update
- CalPERS UAL Management
- Operations Update

3. FY 2023/24 Mid-Year Budget Adjustment

General Manager reviewed his staff report related to the FY 2023/24 mid-year budget adjustment. Proposed changes include receipt of additional grant revenue totaling \$210,000 and increased expenses for electricity, polymer and outfall repair and maintenance totaling \$277,000. If approved, the net mid-year budget would be increased by \$67,000.

Director Modugno made a motion, seconded by Director Graf that the Board approve the mid-year budget adjustment. The motion carried by the following vote:

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

**4. Santa Barbara LAFCO – Mailed Ballot Elections
Regular Special District Member Selection**

General Manager reviewed his staff report related to the Santa Barbara LAFCO – mailed ballot elections for a regular special district member selection.

Director Damron made a motion, seconded by Director Murphy that the Board cast their vote for Craig Geyer. The motion carried by the following vote:

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

5. 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. CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION:

Per Government Code Section 54957. Title: General Manager

President Damron led the Board into the above referenced closed session item at 6:10 p.m.

VIII. RECONVENE OPEN SESSION

A. CLOSED SESSION REPORT

President Damron reconvened the open session at 6:21 p.m. and said that there was no action to report on the closed session item.

IX. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

President Damron reported on the meeting held 1/11/2024.

Standing Personnel Committee

None.

Standing Public Relations Committee

None.

Standing Utilities Committee

None

B. GENERAL ITEMS

SBCSDA (Santa Barbara California Special Districts Association) Report

None

CSRMA Report

None.

Board Member Vacation Dates

Director Murphy - October

Future Agenda Items

None

X. ADJOURNMENT

There being no further items to discuss, the meeting adjourned at 6:23 p.m.

Mike Damron
President

Gerald Velasco
President Pro-Tem

Debbie Murphy
Secretary

Lin Graf
Secretary Pro-Tem

Mike Modugno
Treasurer