

**MINUTES OF THE SPECIAL MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
June 18, 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 **June 18, 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 48 hours in advance of the meeting.

**I. CALL TO ORDER**

President Damron called the meeting to order at 5:30 p.m. and noted all Directors were present at tonight's meeting.

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

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

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

Public Present: Hillary Hauser – Heal the Ocean  
Staff and Board Members of Heal the Ocean.

**II. PLEDGE OF ALLEGIANCE**

President Damron led the Pledge of Allegiance.

**I. BOARD APPROVAL OF AGENDA**

President Damron asked if there were any modifications and/or changes to the agenda. President Damron proposed hearing Item VI.A.2 prior to VI.A.1. The agenda was approved as modified.

**II. BOARD APPROVAL OF MINUTES OF THE MEETING OF June 5, 2024**

Director Graf made a motion, seconded by Director Murphy that the Board approve the minutes of the June 5, 2024 Special Board meeting as presented. The motion carried by the following vote:

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

**III. PUBLIC FORUM**

None

#### **IV. MATTERS BEFORE THE BOARD**

##### **A. GENERAL REPORTS:**

###### **1. General Manager's Status Report**

General Manager reviewed his written report regarding the following items:

- Staffing Updates
- Manhole Raising Project
- Belt Press Replacement Project
- Operations Update

###### **2. Resolution No. R-370 - Commending Hillary Hauser Upon Retirement as Executive Director of Heal the Ocean**

General Manager reviewed his staff report related to Resolution No. R-370 Commending Hillary Hauser Upon Her Retirement as Executive Director of Heal the Ocean. General Manager read aloud the Resolution No. 370 and presented Ms. Hauser with a certificate.

Ms. Hauser provided an overview of the Septic to Sewer Conversion Project that the District and Heal the Ocean successfully completed and expressed her gratitude to the District for its role throughout the important project.

Director Graf made a motion, seconded by Director Velasco that the Board adopt Resolution No. R-370 as presented. The motion carried by the following roll call vote:

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

###### **3. PUBLIC HEARING - Resolution No. R-371 – Sewer Service Charges on Assessor Rolls**

General Manager said that notice was published twice in the *Coastal View News* about tonight's hearing and that Resolution No. R-371, according to state law, allows the District to place sewer service charges on the tax roll. A procedure summary was provided to the Board President for conducting the hearing.

President Damron opened the hearing and asked the Board Clerk to call the roll. Answering "present" were Directors Modugno, Velasco, Graf, Murphy and President Damron. General Manager said there were five Board members present, and that met the 2/3's quorum required by State law to adopt the resolution setting rates on the County Assessor's Rolls.

President Damron asked General Manager to file the Notice of Hearing and Proof of Publication of the hearing with the Secretary. General Manager delivered Proof of Publishing of the Notice of Hearing to Board Secretary, Director Velasco. President Damron noted for the record there were no members of the public present who wished to speak on the item and no comments had been submitted electronically prior to the deadline. General Manager said there was no majority protest and President Damron declared the hearing closed.

Director Murphy made a motion, seconded by Director Graf that the Board adopt Resolution No. R-371 ordering the filing with the County Auditor of a report of sewer service charges for FY 2024/2025 to be placed on and collected by the County Assessor's Rolls. The motion carried by the following roll call vote:

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

**4. Resolution No. R-372 – Adoption of the FY 2024/25 Annual Budget and Setting the Annual Appropriations Limit**

General Manager submitted for Board review and adoption the Fiscal Year 2024/25 Budget for the Carpinteria Sanitary District. General Manager thanked District staff and the Board Finance committee for their input. General Manager reviewed the proposed capital improvement projects for FY 2024/245.and provided the Board with an overview of the Budget document and highlighted key information.

If adopted, Resolution No. R-372 would adopt the Fiscal Year 2024/25 budget and set the annual appropriation limit at \$4,866,517.

Director Murphy made a motion, seconded by Director Modugno, that the Board adopt Resolution No. R-372 adopting the Fiscal Year 2024/25 Budget as submitted with operating and debt service expenditures totaling \$4,023,4.. and setting the annual appropriations limit at \$4,866,517. The motion carried by the following roll call vote:

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

**5. Cash Contract No. 521 – Nimble Tree Care – Tree Pruning Services**

General Manager reviewed his staff report related to Cash Contract No. 521 between the District and Nimble Tree Care for tree pruning services at the Administration Building site. If approved, Cash Contract No. 521 would engage Nimble tree care based on their May 3, 2024 proposal with a not to exceed amount of \$11,100

Director Velasco made a motion, seconded by Director Graf that the Board approve Cash Contract No. 521 between the Carpinteria Sanitary District and Nimble Tree Care dated June 18, 2024. The motion carried by the following vote:

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

**6. Carpinteria Advanced Purification Project**

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

No Board action was taken on this item.

**V. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

Director Modugno reported on the meeting held 6/17/2024

Standing Personnel Committee

None.

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

Standing Recycled Water Committee

None.

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**B. GENERAL ITEMS**

SBCSDA (Santa Barbara California Special Districts Association) Report

CSRMA Report

None.

Board Member Vacation Dates

None

Future Agenda Items

None.

**VI. ADJOURNMENT**

There being no further items to discuss, the meeting adjourned at 6:29 p.m.

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Mike Damron  
President

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Gerald Velasco  
President Pro-Tem

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Debbie Murphy  
Secretary

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Lin Graf  
Secretary Pro-Tem

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Mike Modugno  
Treasurer