

**MINUTES OF THE
REGULAR MEETING
of the
BOARD OF DIRECTORS
for the
MONTECITO SANITARY DISTRICT**

June 28, 2010

1. CALL TO ORDER

The Governing Board of the MONTECITO SANITARY DISTRICT met in regular session on the 28th day of June 2010 at 1042 Monte Cristo Lane, Montecito, California, at 1:15 p.m.

ATTENDANCE

Present: Directors Charles C. Arnold, Deirdre M. Cannata, Judith M. Ishkanian, Edward P. McAniff

Absent Jeff Kerns

Also Present: Diane Gabriel, General Manager; Debbie Hughey, Office Manager

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes from the prior Board meeting were included in the agenda packets for Board review. Upon MOTION by Director Arnold, and seconded by Director McAniff, the minutes of June 14, 2010 were approved as submitted.

3. APPROVAL OF PAYROLL AND PAYABLES

Upon MOTION by Director Cannata, and seconded by Director McAniff, the Board approved the PAYROLL AND ACCOUNTS PAYABLE EXPENSES for the District through June 28, 2010 as follows:

Accounts Payable (6/17/10)	\$ 28,876.22
Accounts Payable (6/25/10)	\$ 300.00
Accounts Payable (6/28/10)	\$ 33,719.12

Payroll (6/17//10)	\$ 34,225.25
Payroll Related (6/17/10)	<u>\$ 10,074.01</u>

TOTAL	<u>\$107,194.60</u>
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4. **PUBLIC FORUM**

No member of the public was present to address the Board on non-agenda items.

5. **OLD BUSINESS**

A. **ANNUAL SEWER SERVICE CHARGE HEARING TO COLLECT SEWER SERVICE CHARGES ON THE COUNTY TAX ROLL SCHEDULED FOR JULY 12TH**

The General Manager confirmed that all Directors plan to be present for the July 12, 2010 public hearing to continue collecting the annual sewer service charges on the County of Santa Barbara property tax roll.

ACTION: None Required

6. **NEW BUSINESS**

A. **OFFICEHOLDER AND CANDIDATE CAMPAIGN STATEMENT – SHORT FORM 470**

As officeholders, each Director must file a Campaign Statement annually for the current calendar year by July 31st with the County Elections Office. Government Code 84200 of the Political Reform Act of 1974 requires disclosure of contributions received and expenditures made by any officeholder or candidate for public office if **all** of the following statements are true:

- The officeholder normally receives \$200 or more per month in salary;
- The officeholder does not anticipate receiving and/or spending \$1,000 or more for political purposes in the calendar year (exceeding the \$1,000 limit triggers other requirements);
- The officeholder does not have a controlled committee as defined by the FPPC (having such a committee triggers other requirements).

A blank Form 470 was enclosed in the agenda packets. Individual forms for each member of the Board were made available for signature at Monday's meeting. Staff will mail the signed originals to the County Elections Office and maintain copies for the District's files.

ACTION: Board Members and Staff

B. LABORATORY PROJECT BUILDING SITE EXCAVATION AND ROUGH GRADING – APPROVAL TO ADVERTISE FOR BIDS

Manager Gabriel reported that at their meeting on April 12, 2010, the Board authorized the execution of a contract with Architects West for the final design of a new testing laboratory to be constructed to the east of the maintenance shop building. Due to the nature of the existing soils in the area and the issues that were encountered during the construction of the maintenance building, it was determined that it will be in the best interest of the District to complete the over excavation and re-compaction of the soil during the dry summer months. A plan for the necessary soils work and grading was prepared by the Civil Engineer sub-consultant to Architects West. The engineer's cost estimate for this work is \$90,000.

After discussion, a MOTION was made by Director Cannata, and seconded by Director Arnold, that the General Manager be authorized to advertise the soils and grading portion of the laboratory project for bids and return to the Board, at a future date, for authorization to award a contract. The MOTION passed unanimously.

ACTION: General Manager

C. LETTER TO PROPERTIES ON SEPTIC WITH SEWER AVAILABLE – POSSIBLE CONNECTION FEE INCREASE IN 2011

The Board reviewed a draft of a letter to be sent to properties within the District that are currently served by a septic system but have sewer readily available at their property frontage. At their meeting on May 10, 2010, the Board had directed staff to prepare a letter to inform the property owners that the District Board will be considering an increase in sewer connection fees. The Board will publicly consider such increases at a hearing in October 2010 and if approved the new connection fees would go into effect in January 2011.

A MOTION was made by Director Arnold, and seconded by Director McAniff, that the letter to property owners as drafted, be mailed out to property owners. The MOTION passed unanimously.

ACTION: Staff

D. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) – 2010 BOARD ELECTIONS

The Board considered ballot information on CSDA's upcoming 2010 board elections. Six candidates are running and MSD is entitled to only one vote. Mailed ballots must be received in

Sacramento by Friday, August 6, 2010. The candidates are listed below:

- John R. Fox, Incumbent, Goleta Sanitary District
- Kathy Tiegs, Cucamonga Valley Water District
- John DeMonaco, Chino Valley Independent Fire District
- Elaine Freeman, Rancho Simi Recreation and Park District
- Manuel M. Lopez, Oxnard Harbor District

After discussion, a MOTION was made by Director Arnold, and seconded by Director Cannata, that the District cast their one vote for the incumbent John Fox, from Goleta Sanitary District and that the ballot be signed by Manager Gabriel. The MOTION passed unanimously.

ACTION: Manager Gabriel and Staff

E. RESOLUTION NO. 2010-857 - RETIREMENT OF CHRIS BOTELHO

Manager Gabriel related to the Board that Chris Botelho will be retiring effective July 16, 2010. Mr. Botelho has been employed by the District for 27 years. Staff is planning a retirement party for Chris on July 8th.

A MOTION was made by Director Cannata, and seconded by Director McAniff, that the Board, in recognition of Mr. Botelho's longevity and dedication of service to the District, adopt Resolution No. 2010-857, Honoring Mr. Chris Botelho Upon His Retirement From the District. The MOTION passed by the following roll-call vote:

AYES:	Arnold, Cannata, Ishkanian, McAniff
NAYS:	None
ABSENT:	Kerns
ABSTAIN:	None
ACTION:	Board Officers, Manager Gabriel, and Staff

F. INFORMATIONAL ITEMS

1. *Board Approved Operations & Maintenance Budget for Fiscal Year 2010-11*
2. *Board Approved Estimated Revenues for Fiscal Year 2010-11*
3. *California Association of Sanitation Agencies 55th Annual Conference – August 18-21, 2010 held in Monterey, California. No Board members or staff plans to attend at this time.*
4. *Special District & Local Government Institute Finance Seminar – September 9-10, 2010 held in San Francisco, California. No Board members or staff plans to attend at this time.*

G. AGREEMENT SIGNED BY BOARD OFFICERS

1580 Ramona Lane – Residential Sewer Service Agreement for Pool Cabana

7. OPERATIONS AND MAINTENANCE

The Board reviewed the Operations and Maintenance information included in their agenda packets.

8. ITEMS FOR THE NEXT AGENDA

1. No items

9. ADJOURNMENT

There being no further business to come before the Board, it was MOVED by Director Arnold, and seconded by Director Cannata, that the meeting be adjourned. The MOTION carried, and the meeting adjourned at 2:13 pm.




Judith M. Ishkanian, President

A B S E N T

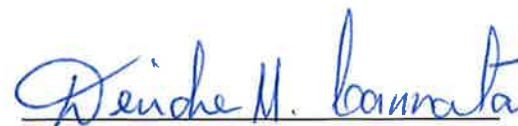
Jeff Kerns, Vice-President



Edward P. McAniff, Treasurer



Charles C. Arnold, Secretary



Deirdre M. Cannata, Director