

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

February 13, 2017

1. CALL TO ORDER

The Governing Board of the MONTECITO SANITARY DISTRICT convened a regular meeting at 1:15 p.m. on February 13th at 1042 Monte Cristo Lane, Montecito, California.

ATTENDANCE

Present: Directors Thomas Kern, Jeff Kerns, Judith M. Ishkanian, Warner B. Owens, and Bob Williams

Also Present: Diane M. Gabriel, MSD General Manager/District Engineer
Toni M. McDonald, MSD District Administrator
Alex Alonzo, MSD Operations Manager
Carrie Poytress, MSD Engineering Manager

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes of January 30, 2017 were included in the agenda packet.

On MOTION by Director Ishkanian and second by Director Kern, the Board approved unanimously without abstention the minutes of January 30, 2017.

3. APPROVAL OF PAYROLL AND PAYABLES

On MOTION by Director Kern and second by Director Kerns, the Board approved unanimously without abstention these payroll and accounts payable expenses from January 30, 2017 through February 13, 2017:

Accounts Payable Expenses	\$ 69,577.99
Capital Improvement	87,575.18
Payroll Expenses	<u>0.00</u>
 Total Expenses	 \$ 157,153.17

4. PUBLIC COMMENT

None.

5. OLD BUSINESS

A. MONTECITO WATER REUSE

General Manager Gabriel informed the Board of her attendance at the Montecito Water District (MWD) Strategic Planning Committee on February 6th where she learned that MWD plans to receive 200 acre feet/year of recycled water from the City of Santa Barbara by 2020 and does not plan to receive any recycled water from MSD until 2025 or later.

ACTION: None

6. NEW BUSINESS

A. MIRAMAR SEWER LIFT STATION AND FORCE MAIN PERLIMINARY DESIGN – STATUS REPORT

At its meeting on December 12, 2016 the Board voted to authorize the execution of a professional services contract with Phoenix Civil Engineering, Inc. in the amount of \$35,909.50 for the preliminary design of the public sewer facilities (sewer lift station and force main) necessary to serve the Miramar Resort, which is currently under construction.

Engineering Manager Poytress distributed a drawing of the preliminary lift station site layout.

The preliminary design phase is now complete and staff has negotiated a scope of services and fee with Phoenix Civil Engineering for final design of the necessary facilities. The time and materials not-to-exceed fee of \$285,510 includes professional engineering services to prepare construction plans and specifications (bid documents) for the sewer lift station (located on the Miramar site) and the sewer force main pipeline (located in South Jameson Lane) as well as a construction cost estimate. The District-Phoenix agreement provides for extra services funding of \$15,000 to cover the cost of work elements not currently identified or described in its scope of services, bringing the total amount of the design contract to \$300,510.

On MOTION by Director Owens and second by Director Kern, the Board approved unanimously without abstention the execution of the professional services contract with Phoenix Civil Engineering for the final design of the Lift Station and Sewer Force Main to serve the Miramar.

ACTION: Staff

B. 2007 CERTIFICATES OF PARTICIPATION (COPs) REFUNDING

District Administrator McDonald reported the District had received preliminary documents from Stradling Yocca Carlson & Rauth (Bond Counsel) and that staff is reviewing these documents and preparing the Preliminary Official Statement. The Finance Committee will meet in early March to review refunding options.

ACTION: None

C. 2016/2017 FORM 700 FILING NOTIFICATION

District Administrator McDonald distributed the Form 700s to the individual directors to complete and sign. The Annual filing deadline is April 3, 2017.

ACTION: Staff

D. COLLECTIONS SYSTEM & TREATMENT PLANT PERFORMANCE DURING RECENT STORMS

Operations Manager Alonzo reported on the Collection System and Treatment Plant during the recent rain events.

ACTION: None

E. INFORMATION ITEMS

Directors Williams and Ishkanian distributed reports to the Board from their recent attendance at the CASA Conference in Palm Springs

ACTION: None

F. AGREEMENTS SIGNED

None

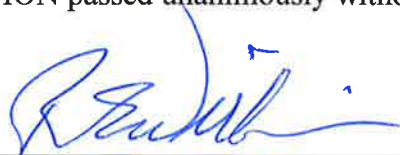
7. OPERATIONS AND MAINTENANCE

The Board reviewed the information in the agenda packet.

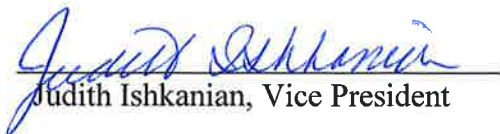
8. ITEMS FOR THE NEXT AGENDA

9. ADJOURNMENT

There being no other business, on MOTION to adjourn by Director Ishkanian and second by Director Kerns, the MOTION passed unanimously without abstention and the meeting adjourned at 2:20 p.m.



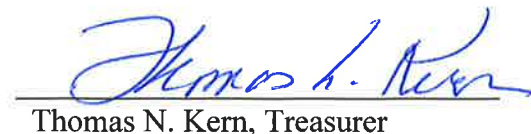
Bob Williams, President



Judith Ishkanian, Vice President



Warner B. Owens, Secretary



Thomas N. Kern, Treasurer



Jeff Kerns, Director

