

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

August 29, 2016

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 1:15 p.m. on August 29, 2016 at 1042 Monte Cristo Lane, Montecito, California.

ATTENDANCE

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

Absent: None

Also Present: Diane M. Gabriel, MSD General Manager/District Engineer
Toni M. McDonald, MSD District Administrator

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes of July 25, 2016 were included in the agenda packet.

On MOTION by Director Williams and second by Director Ishkanian, the Board approved unanimously without abstention the minutes of June 13, 2016.

3. APPROVAL OF PAYROLL AND PAYABLES

On MOTION by Director Kern and second by Director Ishkanian, the Board approved unanimously without abstention these payroll and accounts payable expenses from July 25, 2016 through August 29, 2016:

Accounts Payable Expenses	\$ 157,513.19
Capital Improvement Projects	2,581.20
Payroll and Related Expenses	<u>150,615.67</u>
 Total Expenses	 \$ 310,710.06

4. PUBLIC COMMENT

None

5. OLD BUSINESS

A. Montecito Water Reuse

A&O Committee members Directors Kerns and Owens attended the Montecito Water District Ad-hoc Committee on Recycled Water meeting on August 24th. Carole Rollins, MSD Lab & Pretreatment Manager, also attended, and Director Williams attended as a private citizen. The

ad-hoc committee is trying to schedule a tour of the Goleta Sanitary District recycled water facilities to learn more about the recycled water process.

6. NEW BUSINESS

A. Fiscal Year 2015-16 Capital Improvement Projects – Certificates of Participation (COPs) Status Report through June 30, 2016

General Manager Gabriel reported on COP funds status as of end of fiscal year 2015-16.

ACTION: None

B. Operations and Maintenance (O&M) Budget Status Report through June 30, 2016

General Manager Gabriel reported on year to date O&M expenditures (unaudited) as of end of fiscal year 2015-16.

ACTION: None

C. Quarterly Investment Report – June 30, 2016

Director Kern discussed investment account changes for the quarter ending June 30, 2016.

ACTION: None

D. Quarterly Investment Policy Statement – June 30, 2106

District Treasurer Director Kern certified the required statement for the quarter ending June 30, 2016.

ACTION: None

E. Conflict of Interest Code – Biennial Review – Resolution No. 2016-900

Staff discussed the need to update the Conflict of Interest Code to include the location for filing Form 700s, and District Legal Counsel's recommendation to adopt Resolution No. 2016-900 repealing Resolution No. 2014-890 and updating the Code.

Upon MOTION by Director Kerns and second by Director Williams to adopt Resolution No. 2016-900, the MOTION passed on the following roll call vote:

AYES: Kern, Williams, Owens, Kerns, Ishkanian

NAYS: None

ABSENT: None

ACTION: Staff

F. Information Items

Director Ishkanian reported on the August SBCOCSDA meeting at the Santa Maria Airport, which was very informative and well attended. The next meeting is September 26th in Buellton with Paul Hood, the Executive Director of LAFCO.

Director Ishkanian asked the Board to support the nomination of District Administrator Toni McDonald to be honored at the annual SBCOCSDA meeting. The Board unanimously agreed and directed Director Ishkanian to proceed with the nomination process.

Director Williams attended the CASA Conference in Monterey August 10-12; he discussed the conference and distributed bound copies of his report on the Conference sessions.

G. Agreements Signed

- 1270 Pepper Lane, Pump Variance Agreement
- 27 Butterfly Lane, Sewer Service for Existing Cabana w/ Maid's Quarters
- 1782 Jelinda Drive, Termination Agreement for Auxiliary Structures (never constructed)
- 1782 Jelinda Drive, Sewer Service Agreement for new Cabana
- 2920 Sycamore Canyon Road, Sewer Service Agreement for new Garage/Storage/bathroom
- 424 Pimiento Lane, Sewer Service Agreement for Existing Maid's Quarters/Workshop

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 Kerns and second by Director Williams, the MOTION passed unanimously without abstention and the meeting adjourned at 2:40 p.m.


Warner B. Owens, President


Judith Ishkanian, Vice President


Jeff Kerns, Secretary


Thomas N. Kern, Treasurer


Robert Williams, Director

