

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

**February 10, 2014**

**A. CALL TO ORDER**

The Governing Board of the MONTECITO SANITARY DISTRICT met in a regular session on the 10th day of February 2014 at 1042 Monte Cristo Lane, Montecito, California, at 1:15 p.m.

**ATTENDANCE**

**Present:** Directors Thomas Kern, Jeff Kerns, Judith M. Ishkanian, Deirdre M. Cannata, and Warner B. Owens

**Absent:** No one

**Also Present:** Diane M. Gabriel, General Manager;  
Toni M. McDonald, District Administrator  
Alex Alonzo, Operations Manager  
Carole Rollins, Laboratory & Pretreatment Manager  
Daniel Jacquez, Interim Chief Plant Operator  
Ricardo Larroude, Collection System Supervisor

**B. APPROVAL OF MINUTES OF THE LAST MEETING**

The minutes of the prior Board meeting were included in the agenda packet. On MOTION by Director Owens and second by Director Ishkanian, the minutes of January 13, 2014 were approved unanimously without abstention.

**C. APPROVAL OF PAYROLL AND PAYABLES**

On MOTION by Director Ishkanian and second by Director Owens, the Board approved unanimously without abstention the following PAYROLL AND ACCOUNTS PAYABLE EXPENSES from January 14, 2013 through February 10, 2014:

Accounts Payable Expenses	\$ 60,351.14
Payroll and Related Expenses	152,087.39
Total Expenses	<u>\$ 212,438.53</u>

4. **PUBLIC COMMENT**

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

5. **OLD BUSINESS**

No old business

6. **NEW BUSINESS (A – F)**

**A. ANNUAL REPORT TO THE REGIONAL WATER QUALITY CONTROL BOARD**

General Manager Diane Gabriel discussed the District's National Pollution Discharge Elimination System (NPDES) permit from the Regional Water Quality Control Board (RWQCB) for January 2013 through 2018, which requires an annual summary report of specific data and test results.

The District has electronically filed the calendar year 2013 report and a copy has been given to each Director. Carole Rollins, Laboratory and Pretreatment Manager, reviewed this report with the Board and answered questions.

Alex Alonzo, Operations Manager, discussed work accomplished by the Collections Division in 2013, including cleaning fifty miles of sewer pipeline, video inspection of nineteen miles of pipe, rehabilitation of almost four miles of pipe, and inspection of 853 manholes. Mr. Alonzo also discussed the Collections Division's 2014 goals.

The Board thanked and acknowledged the achievements of the entire staff.

ACTION: None

**B. CONTINUING DISCLOSURE ANNUAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2013**

As a result of the COP funding and the associated Disclosure Agreement, the District has an obligation to file a Continuing Disclosure Annual Report. A draft of this report was provided to the Board. The District Administrator compiled the updated information with current audited financial statements and service charge rates for Fiscal Year July 1, 2012 through June 30, 2013. When final, the report must be filed with specific nationally recognized municipal securities information repositories approved by the Securities and Exchange Commission. A copy of the report must also be sent to Bank of New York, which is the administrator of District COP funds. Toni McDonald, District Administrator, reviewed the report with the Board, answered questions, and noted an error in the Current Principal Amount Outstanding, which will be corrected prior to the report's filing.

ACTION: Staff

**C. OCEAN OUTFALL – ANNUAL INSPECTION**

General Manager Diane Gabriel reported the District’s ocean outfall must be inspected annually as a requirement of its NPDES permit. This year’s underwater inspection was conducted by Hughes Commercial Diving on October 23, 2013. No defects or issues were identified with the outfall pipeline and all diffusers were functioning properly. Ms. Gabriel summarized the report, answered questions, and delivered a copy of the complete report to each Director.

ACTION: None

**D. HONORING DIRECTOR DEIRDRE M. CANNATA FOR FORTY YEARS OF BOARD SERVICE**

Directors recognized Mrs. Deirdre Cannata for her forty years of dedicated Board service.

**E. INFORMATION ITEMS**

- Toni McDonald reported on the CASA 2014 Winter Conference.
- Directors Ishkanian and Owens reported on the January 27<sup>th</sup> Santa Barbara Chapter CSDA meeting. The Santa Barbara Chapter now has an IRS Employer Identification Number and is recognized as part of CSDA.
- Director Ishkanian reported that the February 24<sup>th</sup> SB Chapter CSDA meeting topic is “Current Challenges Facing the State Water Project.” Directors Ishkanian, Kerns, Owens, and Cannata plan to attend.
- Toni McDonald reported that the Statement of Economic Interest Form 700 will be e-mailed to Directors from the County of Santa Barbara Elections Office.

**F. AGREEMENTS SIGNED**

None

**7. OPERATIONS AND MAINTENANCE**

The Board reviewed the information provided in the agenda packet. General Manager Diane Gabriel notified the Board of a sanitary sewer overflow on Buena Vista, which occurred the day after the O&M information was compiled. The Public Information Committee (Directors Ishkanian and Cannata) will begin creating an informative piece to be mailed and published regarding the District and information homeowners should know about the private sewer lateral and the requirement to advise the District before a lateral is to be cleaned.

**8. ITEMS FOR THE NEXT AGENDA**

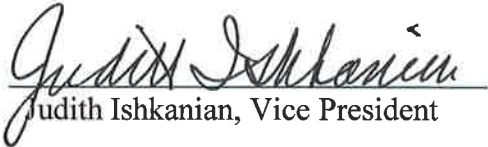
No items were requested or suggested.

9. **ADJOURNMENT**

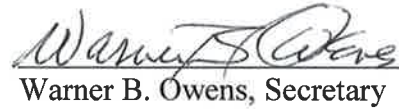
There being no other business, on MOTION to adjourn by Director Ishkanian and second by Director Cannata, the MOTION passed unanimously without abstention and the meeting adjourned at 2:53 p.m.



Thomas N. Kern, President



Judith Ishkanian, Vice President



Warner B. Owens, Secretary



Jeff Kerns, Treasurer



Deirdre M. Cannata, Director