

**AMENDED MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
CARPINTERIA VALLEY WATER DISTRICT**

**December 14, 2016**

President Orozco called the regular meeting of the Carpinteria Valley Water District Board of Directors held in Carpinteria City Hall Chamber to order at 5:30 p.m., Wednesday, December 14, 2016 and led the Board in the Pledge of Allegiance.

Directors Present: Holcombe, Roberts, Orozco, Johnson and Van Wingerden

Directors Absent: None

Others Present: Bob McDonald  
Norma Rosales  
Roger Myers  
Ursula Santana  
Dana McGrew

**PUBLIC FORUM**

No one from the public addressed the Board.

**MINUTES**

Following discussion, Director Roberts moved and Director Holcombe seconded the motion to approve the minutes of the regular Board meeting held on November 16, 2016. The motion carried by a 5-0 vote.

**MONTHLY BILLS**

Following discussion, Director Roberts moved and Director Holcombe seconded the motion to approve the monthly bills for the period of November 9 through December 6, 2016. The motion carried by a 5-0 vote.

**APPOINTMENT OF  
TEMPORARY CHAIR**

President Orozco appointed General Manager McDonald as Temporary Chair to handle the Board selection of President.

**ELECTION OF BOARD  
PRESIDENT**

Following discussion, Director Roberts moved and Director Johnson seconded the motion to appoint Director Holcombe as Board President. The motion carried by a 5-0 vote.

**ELECTION OF BOARD  
VICE PRESIDENT**

Following discussion, Director Holcombe moved and Director Orozco seconded the motion to appoint Director Roberts as Vice President. The motion carried by a 5-0 vote.

**APPOINTMENTS OF**

Director Roberts moved and Director Johnson seconded the

**GENERAL MANAGER;  
SECRETARY; INTERNAL  
AUDITOR;  
GENERAL COUNSEL;  
SPECIAL COUNSEL AND  
LABOR NEGOTIATOR;**

motion to approve the following appointments: Robert McDonald as General Manager, Ursula Santana as Secretary; Norma C. Rosales as Internal Auditor; Roger Myers of Myers, Widders, Gibson & Jones & Feingold, L.L.P. as General Counsel and Jeffrey A. Dinkin of Stradling, Yocca, Carlson, & Rauth, as Special Counsel & Labor Negotiator. The motion carried by a 5-0 vote.

**APPROVAL OF THE  
LOCATION, TIME AND  
DAY OF REGULAR  
BOARD MEETINGS;  
MANNER BY WHICH  
SPECIAL BOARD  
MEETINGS ARE CALLED;  
USE OF ROBERTS RULES  
OF ORDER FOR ALL  
PROCEEDINGS AND  
ESTABLISHMENT OF  
FINANCE COMMITTEE**

Following discussion, Director Roberts moved and Director Orozco seconded the motion to approve the following five items;

- 1) the location, time and day of regular Board meetings to be held at Carpinteria City Hall, 5775 Carpinteria Avenue, Carpinteria; 5:30 pm; on any given Wednesday;
- 2) Section 54946 of the Government Code as the manner by which the special Board meetings are called;
- 3) Director compensation for attendance at Board meetings at \$100 per Board meeting and \$100 for any committee meeting or day for each day's service, not exceeding \$600 in any month, plus expenses incident thereto, with mileage expense calculated using the IRS rate per mile;
- 4) use *Roberts Rules of Order* for all proceedings;
- 5) establishing the whole Board as the Finance Committee, with the requirement that all bills, statements, invoices or claims exceeding \$300 are reviewed and approved by one member of the committee on a rotating basis, that each member be provided with a list of the routine monthly bills and purchases, and that bills smaller than \$300 may be approved by the General Manager.

The motion carried by a 5-0 vote.

**CACHUMA OPERATION  
AND MAINTENANCE  
BOARD  
REPRESENTATIVE**

Director Orozco moved and Director Johnson seconded the motion to appoint President Holcombe as the District representative to the Cachuma Operation and Maintenance Board, with Director Roberts as the alternate. The motion carried by a 5-0 vote.

**CENTRAL COAST  
WATER AUTHORITY  
REPRESENTATIVE**

President Holcombe moved and Director Orozco seconded the motion to appoint Director Johnson as the District's representative to the Central Coast Water Authority Operating Committee, with Director Orozco as the alternate. The motion carried by a 5-0 vote.

**ACWA JOINT POWERS  
INSURANCE AUTHORITY**

Following discussion, Director Johnson moved and Director Roberts seconded the motion to appoint Director Holcombe as the District's representative to ACWA and appoint Director Orozco as the Joint Powers Insurance Authority representative. The motion carried by a 5-0 vote.

**STRATEGIC AND  
CAPITAL FACILITIES  
PLAN**

Director Orozco moved and Director Van Wingerden seconded the motion to appoint Director Orozco and Director Johnson to the Strategic and Capital Facilities Plan Committee, with Director Holcombe as the alternate. The motion carried by a 5-0 vote.

**RATE AND BUDGET**

Director Johnson moved and Director Van Wingerden seconded the motion to appoint Director Holcombe and Director Roberts to the Rate and Budget Committee, with Director Orozco as the alternate. The motion carried by a 5-0 vote.

**ORTEGA RESERVOIR**

Director Van Wingerden moved and Director Orozco seconded the motion to appoint Director Holcombe and Director Roberts to the Ortega Reservoir Committee, with Director Van Wingerden as the alternate. The motion carried by a 5-0 vote.

**STRATEGIC WATER  
MANAGEMENT**

Director Holcombe moved and Director Johnson seconded the motion to appoint Director Johnson and Director Roberts to the Strategic Water Management Committee, with Director Orozco as the alternate. The motion carried by a 5-0 vote.

**CARPINTERIA CITY  
RELATIONS**

Director Van Wingerden moved and Director Orozco seconded the motion to appoint Director Holcombe and Director Orozco to the Carpinteria City Relations Committee, with Director Van Wingerden as the alternate. The motion carried by a 5-0 vote.

**COMMUNITY  
OUTREACH**

Director Van Wingerden moved and Director Johnson seconded the motion to appoint Director Johnson and Director Orozco to the Community Outreach Committee, with Director Holcombe as the alternate. The motion carried by a 5-0 vote.

**WATER QUALITY**

Director Roberts moved and Director Van Wingerden seconded the motion to eliminate the Water Quality Committee and to move any water quality issues to the Strategic Water Management Committee. The motion carried by a 5-0 vote.

**DROUGHT MANAGEMENT**

Director Johnson moved and Director Holcombe seconded the motion to appoint Director Johnson and Director Holcombe to the Drought Management Committee, with Directors Van Wingerden and Roberts as alternates. The motion carried by a 5-0 vote.



**RESOURCE  
SUSTAINABILITY**

Director Van Wingerden moved and Director Orozco seconded the motion to appoint Director Roberts and Director Orozco to the Resource Sustainability Committee, with Director Van Wingerden as alternate. The motion carried by a 5-0 vote.

**AD HOC PERSONNEL**

Director Holcombe moved and Director Johnson seconded the motion to appoint Director Roberts and Director Orozco to the Ad Hoc Personnel Committee, with Director Van Wingerden as alternate. The motion carried by a 5-0 vote.

**ACWA/JPIA FALL  
CONFERENCE**

Directors Orozco and Johnson gave verbal reports about the ACWA/JPIA Fall conference meeting they attended November 28 – December 1, 2016.

**CACHUMA OPERATIONS  
AND MAINTENANCE  
BOARD**

Director Holcombe gave a verbal report on the Cachuma Operations and Maintenance Board meeting held on November 28, 2016.

**RATE & BUDGET  
COMMITTEE**

Directors Roberts and Holcombe gave verbal reports on the Rate & Budget Committee meeting held on November 13, 2016.

**CHANGES TO DISTRICT  
RULES AND  
REGULATIONS**

General Manager McDonald gave a brief presentation. The item will be on the agenda of January 11, 2017 for Board approval.

**INDEPENDENT  
AUDITOR'S REPORT AND  
FINANCIAL STATEMENTS  
PREPARED BY  
BARTLETT, PRINGLE &  
WOLF, LLP**

Danna McGrew, Partner at Bartlett, Pringle & Wolf, gave an overview of the District's audited financial statements for the fiscal year ending June 30, 2016. Noting that she previously reviewed the financial statements in detail with the Rate & Budget Committee, she summarized key points of the financial statements. She noted that, the District's overall financial position continues to be strong and provides sufficient liquidity to support stable, ongoing operations. There are no restrictions, commitments or other limitations that would significantly affect the availability of fund resources for future use. Capital assets have continued to increase as new connections and investments continue to be made to upgrade and replace necessary infrastructure and facilities. Following discussion, Director Holcombe moved and Director Roberts seconded the motion to accept the audited financial statements as presented. The motion carried by a 5-0 vote.

**CERTIFICATE OF  
ACHIEVEMENT FOR  
EXCELLENCE IN  
FINANCIAL REPORTING**

Assistant General Manager Rosales announced that the Carpinteria Valley Water District received a certificate of Achievement for Excellence in Financial Reporting by the GFOA of the United States and Canada for its comprehensive

**FROM GOVERNMENT  
FINANCE OFFICERS  
ASSOCIATION (GFOA)**

annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

**RECYCLE WATER  
PROJECT UPDATE**

General Manager McDonald gave a PowerPoint presentation on the Recycled Water Project. He gave a brief overview on the background and status. He noted that the study was completed in April of 2016, and concluded that the preferred project was a Recycled Water Project with a groundwater recharge component. The next steps will include creating an outreach plan, completing a funding and rate impact analysis, injection well siting analysis and a fatal flaws analysis.

**RESOLUTION NO. 1021  
UPDATING CHECK  
SIGNERS FOR ALL OF ITS  
BANK ACCOUNTS**

Following an introduction by Assistant General Manager Rosales, the Board voted unanimously to adopt the amended Resolution No. 1021 updating check signers for all of its bank accounts. Resolution No. 1021 was adopted by roll call as follows:

Ayes: Orozco, Holcombe, Van Wingerden, Roberts and Johnson

Nays: None

Absent: None

**RESOLUTION NO. 1022  
CONCERNING  
INVENTORY OF DISTRICT  
LAND AND AIR SPACE**

Following discussion, Director Roberts moved and Director Holcombe seconded the motion to adopt Resolution No. 1022 concerning inventory of District land and air space. Resolution No. 1022 was adopted by roll call as follows:

Ayes: Orozco, Holcombe, Van Wingerden, Roberts and Johnson

Nays: None

Absent: None

**2017 BOARD MEETING  
AND RATE & BUDGET  
COMMITTEE SCHEDULE**

Following an introduction and discussion, Director Holcombe moved and Director Orozco seconded the motion to accept the 2017 Board meeting schedule and the Rate & Budget Committee schedule.

The motion carried by a 5-0 vote.

**WATER SUPPLY AND  
DROUGHT PLANNING**

General Manager McDonald gave a brief presentation about the status of the District's water supply and the drought. The District continues to conserve and showed a 34.1 percent reduction by Municipal and Industrial customers and 26.9 percent reduction by Agricultural customers in November 2016 compared to November 2013.

**ADJOURNED TO CLOSED SESSION**

President Holcombe adjourned the meeting at 7:31 p.m. to convene the Board into closed session for the following matter:

**CONFERENCE WITH LEGAL COUNSEL: EXISTING AND POTENTIAL LITIGATION  
[GOVERNMENT CODE SECTION 54956.9(D)(4)]  
NAME OF MATTER: COMB AGENCY MEMBER WITHDRAWAL**

**BOARD RECONVENED IN OPEN SESSION**

At 7:54 p.m. President Holcombe reconvened the Board meeting in open session and stated that no reportable action was taken.

**NEXT BOARD MEETING**

The next regular Board meeting is scheduled to be held on January 11, 2017 at Carpinteria City Hall at 5:30 p.m.

**ADJOURNMENT**

President Holcombe adjourned the meeting at 7:55 p.m.

  
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Ursula Santana, Secretary