

MONTECITO SANITARY DISTRICT

A G E N D A for Board Meeting October 8, 2020

The regular meeting of the Governing Board will begin at 1:15 p.m. on October 8, 2020.

Pursuant to State of California Executive Order No. N-29-20 issued on March 17, 2020, and the State of California and Santa Barbara County's shelter in place orders, the Montecito Sanitary District Board Meeting will be held remotely via Zoom Meetings.

The Meeting will be conducted in accordance with the Virtual Meeting Protocols adopted by the Board of Directors on April 9, 2020. These can be viewed and downloaded here: <https://www.montsan.org/virtual-public-meetings>. The public may attend and make a public comment by visiting:

<https://us02web.zoom.us/j/89412826361>

You may also call in at 1-669-900-6833 Meeting ID **894 1282 6361**

If you have difficulty connecting to the virtual meeting, please call 1-714-323-4667 for technical assistance once the meeting has begun.

If you need special assistance to participate in this meeting, because of any disability, please contact the District at 1-805-969-4200. Notification at least twenty-four hours before the meeting will allow the District to make appropriate arrangements for you; thank you.

Materials related to an item on this Agenda, which are part of the agenda packet, are available for public inspection on the District website www.montsan.org

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT

Persons may, in addition to any other matter within the Board of Director's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered. Anyone wishing to address the Board of Directors must comply with the Virtual Meeting Protocols; will be recognized by the President; and must state their name for the record. If you wish to address the Board of Directors on an Agenda Item, you may do so as that particular item is announced. You will be given a reasonable amount of time to address the Board of Directors.

While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda. The Board may briefly respond to comments after Public Comment is closed.

In accordance with Executive Order No. N-29-20 and the Virtual Meeting Protocols, remote public participation is allowed in the following ways:

Participants are encouraged to join the meeting 30 minutes before the start of the meeting.

Public comment will be accepted via email during the meeting, before the close of public comment, and read into the record during public comment, when feasible. We request that written communications be limited to not more than 50 words.

Public comment may be submitted via telephone during the meeting, before the close of public comment, by calling **1-669-900-6833** and entering Zoom Meeting ID: **894 1282 6361** then press pound (#). When prompted to enter participation ID number press pound (#) again. If participants would like to make a public comment they will enter “*9” then the Clerk to the Board will be notified and you will be in the rotation to make a public comment.

3. APPROVAL OF MINUTES

It is recommended that the Board consider approving the minutes from September 24, 2020 regular meeting.

4. APPROVAL OF PAYABLES

It is recommended that the Board consider approving the payables list for expenses incurred by the District between September 19, 2020 and October 2, 2020.

5. OLD BUSINESS

None

6. NEW BUSINESS

A. Low Pressure Sewer Force Main Project - Consideration of Award of Construction Contract

It is recommended that the Board consider:

- i) Awarding the contract to Tierra Contracting in the amount of \$263,636.50; and
- ii) Authorizing a contract change order allowance of \$30,000 to be used at the discretion of the Interim General Manager for change orders; and
- iii) Authorizing the Interim General Manager to execute a professional services agreement, in a form approved by the General Counsel, with Filippin Engineering Inc. in the amount of \$20,400 for part-time inspection services; and
- iv) Authorizing an extra services allowance for \$2,000 to be used at the discretion of the Interim General Manager for extra work for Filippin Engineering ; and
- v) Authorizing the Interim General Manager, or designee, to file a Notice of Exemption under the California Environmental Quality Act (“CEQA”) for the project in accordance with applicable law; and
- vi) Taking such additional, related action that may be desirable.

B. Topographic Survey for Lilac Road Sewer Main Extension

It is recommended that the Board consider:

- i) Authorizing the Interim General Manager to executive a professional services agreement, in a form approved by the General Counsel, with Benner and Carpenter in the amount of \$13,280; and
- ii) Authorizing an extra services allowance for \$1,300 to be used at the discretion of the Interim General Manager for extra work for Benner and Carpenter; and
- iii) Taking such additional, related, action that may be desirable.

C. Shower/Toilet Combo Trailer and Decon Shower Trailer Rental

It is recommended that the Board consider:

- i) Authorizing the Interim General Manager to terminate the decon shower trailer rental agreement upon modification of existing shower facilities; and
- ii) Taking such additional, related, action that may be desirable.

D. Discuss major improvements as mentioned in Ad from Montecito Journal of September 10, 2020

It is recommended that the Board consider:

- i) Receive and file a copy of the advertisement posted in the Montecito Journal on September 10, 2020; and
- ii) Taking such additional, related, action that may be desirable.

E. Discuss Requirements for the Recruitment of a New General Manager

It is recommended the Board consider:

- i) Provide direction regarding timing, methodology, and qualifications needed for selecting a new District General Manager; and
- ii) Taking such additional, related, action that may be desirable.

F. Information Items

The Interim General Manager will provide informational, nonactionable, updates regarding pending matters before the District.

G. Agreements to be Signed

None

7. OPERATIONS AND MAINTENANCE

Review the Operations and Maintenance reports included in the agenda packet.

8. ITEMS FOR THE NEXT AGENDA

9. ADJOURNMENT