

GOLETA WEST SANITARY DISTRICT
Regular Board Meeting
AGENDA

Date: July 7, 2020

5:30 P.M.

UCSB Campus, Parking Lot 32
Santa Barbara, CA 93106
(District Office)

The Goleta West Sanitary District has determined this meeting to be an essential public meeting and will be conducting the meeting pursuant to the provisions of the Governor's Executive Orders N-29-20 and N-33-20 and the Santa Barbara County Health Officer's order.

In response to the spread of the COVID-19 virus, Governor Newsom has temporarily suspended the requirement for local agencies to provide a physical location from which members of the public can observe and offer public comment and has ordered all Californians to stay home except as needed to maintain continuity of operations of certain critical infrastructure.

To minimize the potential spread of the COVID-19 virus, the Goleta West Sanitary District has decided to close physical access for members of the public to Goleta West Sanitary District Board meetings until further notice.

Members of the public who wish to attend should contact the District office by phone (805-968-2617) or email (info@goletawest.org) prior to two (2) hours before the meeting time to obtain the remote participation information.

Since this is an evolving COVID-19 situation, the Goleta West Sanitary District will provide updates to any changes to this policy as soon as possible. The Goleta West Sanitary District thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

1. CALL TO ORDER

2. ROLL CALL **Members: President Lewis, Directors Geyer, Turenchalk, Meyer, Bearman**

3. APPROVE THE ORDER OF THE AGENDA

4. PUBLIC COMMENT

The public may address the Board for no more than (3) minutes on any issue within the District's jurisdiction which is not on the agenda. No action will be taken on any non-agenda item, except as provided by law.

5. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF June 2, 2020.

DISCUSSION-ACTION AGENDA

The Board will consider and may take action on the following items.

6. **CONSIDERATION OF ADOPTION OF DISTRICT RESOLUTION NO. 20-793: A RESOLUTION OF THE GOLETA WEST SANITARY DISTRICT ADOPTING THE SEWER SERVICE CHARGE REPORT, DETERMINING EACH CHARGE DESCRIBED IN THE SAID REPORT AND DIRECTING THE DELIVERY THEREOF TO THE COUNTY AUDITOR OF THE COUNTY OF SANTA BARBARA**
 - a. **Public Hearing.**
 - b. **The Board will consider adoption of Resolution No. 20-793.**
7. **ORDINANCE NO. 20-92: RELATING TO FEES AND CHARGES AND REPEALING AND REPLACING ORDINANCE NO. 18-90**
 - a. **Public Hearing.**
 - b. **The Board will consider adoption of Ordinance No. 20-92.**
8. **HEADQUARTERS BUILDINGS PROJECT UPDATE**
 - a. **The Board will receive an update from consultants working on the project.**
9. **DECLARE THE 2007 CHEVROLET SILVERADO PICK-UP SURPLUS TO THE DISTRICT**
 - a. **The Board will consider declaring the 2007 Chevrolet Silverado Pick-up surplus and authorizing its donation to the Adopt-A-Block Program with Isla Vista Recreation and Park District.**
10. **CONSIDER ADOPTION OF THE FISCAL YEAR 2020-2021 BUDGET DOCUMENT**
 - a. **The Board will consider adoption of the FY 2020-2021 budget.**
11. **COMMUNICATIONS**
June 2020 CALAFCO Quarterly Communication.
12. **REPORTS**
 - A. **Operations Report from General Manager**
 - B. **Engineering Committee**
 - C. **Goleta Sanitary District**
 - D. **Goleta Water District**
 - E. **Isla Vista Recreation and Park District**
 - F. **SBCCSDA**
 - G. **City of Goleta**
 - H. **Other Director Reports**

13. FUTURE AGENDA ITEMS:

14. ADJOURNMENT:

Written materials relating to an item on this agenda that are distributed to the Goleta West Sanitary District within 72 hours before the meeting during which the item will be considered are made available for public inspection at the District administrative offices located at UCSB Campus, Parking Lot 32, Santa Barbara, CA, during business hours.

NEXT RESOLUTION NO. 793

NEXT ORDINANCE 92

July 2020

| July 2020 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 5 | 6 | 7 | 1 | 2 | 3 | 4 |
| 12 | 13 | 14 | 8 | 9 | 10 | 11 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| August 2020 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 2 | 3 | 4 | 5 | 6 | 7 | 1 |
| 9 | 10 | 11 | 12 | 13 | 14 | 8 |
| 16 | 17 | 18 | 19 | 20 | 21 | 15 |
| 23 | 24 | 25 | 26 | 27 | 28 | 22 |
| 30 | 31 | | | | | 29 |

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|---|--|---|---------------------------------------|--|----------|
| Jun 28 | 29 | 30 | Jul 1 12:00pm SBCCSDA Executive Board Meeting | 2 | 3 Independence Day Holiday (observed) - GWSD Closed | 4 |
| 5 | 6 6:30pm GSD Board Meeting | 7 1:30pm City of Goleta Council Meeting 5:30pm Regular Board Meeting | 8 | 9 6:00pm IVR&PD Regular Meeting | 10 | 11 |
| 12 | 13 | 14 5:30pm Goleta Water District Board Meeting | 15 6:00pm Santa Barbara Airport Commission Mtg | 16 | 17 | 18 |
| 19 | 20 6:30pm GSD Board Meeting | 21 5:30pm Regular Board Meeting | 22 | 23 | 24 | 25 |
| 26 | 27 6:00pm SBCCSDA Chapter Meeting | 28 | 29 | 30 | 31 | Aug 1 |

Goleta West Sanitary District
Statement of Revenues and Expenses
For the Eleven Months Ending Sunday, May 31, 2020

| | | Current Month | YTD Actual | Annual Budget |
|-----------------|-----------------------------------|--------------------------|-----------------------|--------------------------|
| Revenues | | | | |
| 3010 + 3056 | Property Tax Revenue | \$0 | \$2,777,475 | \$3,050,000 |
| 3380 | Interest Income | 19,552 | 320,586 | 235,000 |
| 3381 | Unrealized Gain/Loss Investments | 3,732 | 133,560 | 0 |
| 3390 | Homeowners Property Tax Relief | 4,885 | 11,863 | 13,000 |
| 3410 | Miscellaneous Permits | 500 | 33,845 | 37,000 |
| 3420 | Planning & Engnrng-Plan Ck Fes | 3,406 | 6,227 | 4,000 |
| 3440 | Sanitation Services | 0 | 4,198,800 | 4,350,000 |
| 3450 | Connection Fees | 0 | 361,270 | 430,000 |
| 3460 | Inspection Fees | 11,755 | 18,510 | 8,000 |
| 3480 + 3490 | Other Services | 0 | 266,413 | 210,000 |
| 3500 + 8300 | Gain/Loss on Sale of Fixed Assets | 0 | 0 | 3,000 |
| | Total Revenues | \$43,830 | \$8,128,549 | \$8,340,000 |

| | | | | |
|------------------|------------------------------------|------------------|--------------------|--------------------|
| Expenses | | | | |
| 6000:6999 - 6120 | Salaries and Employee Benefits | 133,798 | 1,198,062 | 1,227,139 |
| 7090 | Insurance | 0 | 59,513 | 63,250 |
| 7120 | Vehicle Repairs & Maintenance | 4,518 | 41,138 | 55,800 |
| 7121 | Repairs & Maintenance | 3,592 | 47,145 | 85,700 |
| 7122 | Operating Supplies | 0 | 390 | 1,500 |
| 7200 | Audit and Accounting Fees | 230 | 28,465 | 49,500 |
| 7210 | Legal Fees | 21,036 | 81,423 | 125,000 |
| 7230 | Professional Services - Computer | 2,127 | 23,742 | 30,000 |
| 7235 | Professional Services - Financial | 1,039 | 35,828 | 45,000 |
| 7240 | Professional Services - Other | 0 | 26,350 | 60,000 |
| 7300 | Contractual Services | 2,058 | 165,149 | 242,000 |
| 7383 | Licenses & Taxes | 0 | 6,887 | 11,100 |
| 7450 | Office Expense | 158 | 1,982 | 2,500 |
| 7460 | Printing | 0 | 492 | 1,800 |
| 7470 | Publications & Legal Notices | 0 | 54 | 1,500 |
| 7480 | Postage | 0 | 406 | 1,500 |
| 7490 | Memberships | 192 | 19,328 | 20,400 |
| 7500 | Miscellaneous Expense | 12,600 | 21,310 | 200,000 |
| 7540 | Rents/Leases - Equipment | 0 | 0 | 600 |
| 7653 | Training/meetings/materials/safety | 2,318 | 21,708 | 25,000 |
| 7660 | Transportation and Travel | 81 | 2,734 | 10,750 |
| 7731 | Gasoline-Oil-Fuel | 1,437 | 15,735 | 27,700 |
| 7760 | Utilities | 7,174 | 84,973 | 108,700 |
| 7800 + 7860 | Other Charges | 0 | 6,381 | 15,000 |
| 7900 | Treatment | 167,154 | 2,017,489 | 2,300,000 |
| 7920 | Administration Fees | 10,029 | 121,049 | 138,000 |
| 7930 | County Administrative Fee | 0 | 34,026 | 36,000 |
| | Total Expenses | \$369,541 | \$4,061,759 | \$4,885,439 |

| | | | |
|----------------------|---------------------------|---------------------------|---------------------------|
| Income (Loss) | <u>(\$325,711)</u> | <u>\$4,066,790</u> | <u>\$3,454,561</u> |
|----------------------|---------------------------|---------------------------|---------------------------|

Goleta West Sanitary District
Fixed Assets Acquired During the Period
For the Eleven Months Ending Sunday, May 31, 2020

| | Current Month | YTD Actual | Annual Budget |
|--|--------------------------|-------------------------|--------------------------|
| Fixed Assets Acquired During the Period | | | |
| CIP/Capital | \$1,057,613 | \$7,405,905 | \$13,000,000 |
| GSD - Capacity Rights | 30,679 | 195,859 | 675,000 |
| General Equipment/Capital | 37,309 | 144,351 | 226,000 |
| Total Fixed Assets Acquired | <u>1,125,601</u> | <u>7,746,115</u> | <u>13,901,000</u> |

Goleta West Sanitary District
Balance Sheet
For the Eleven Months Ending Sunday, May 31, 2020

| | Current Month YTD | Beginning of the Year |
|--|----------------------|--------------------------|
| ASSETS | | |
| Current Assets | | |
| Cash and Cash Equivalents | \$14,929,541 | \$19,111,978 |
| Interest and Other Receivable | 99,003 | 292,739 |
| Connection fees receivable, current portion | 178,570 | 178,570 |
| Total Current Assets | 15,207,113 | 19,583,286 |
| Capital Assets & Capacity Rights | | |
| Structures and Improvements | 375,082 | 365,582 |
| Infrastructure | 40,292,533 | 40,292,533 |
| Equipment | 1,730,678 | 1,595,828 |
| Office Equipment & Furniture | 94,658 | 94,658 |
| Construction in Progress | 9,467,773 | 2,061,867 |
| Total Capital Assets | 51,960,723 | 44,410,467 |
| Accumulated Depreciation | (14,814,041) | (14,814,041) |
| Net Capital Assets | 37,146,683 | 29,596,427 |
| Intangible Assets - Capacity Rights | 29,643,205 | 29,447,346 |
| Accumulated Amortization | (10,987,866) | (10,987,866) |
| Net Intangible Assets | 18,655,338 | 18,459,479 |
| Net OPEB Asset | 760,114 | 760,114 |
| Pension Stabilization Fund PARS | 1,118,407 | 1,118,407 |
| Connection Fees Receivable, net of current portion | 817,798 | 817,798 |
| Total Assets | 73,705,453 | 70,335,511 |
| DEFERRED OUTFLOWS OF RESOURCES | | |
| Deferred pensions | 348,578 | 348,578 |
| Deferred OPEB | 150,493 | 150,493 |
| Total Deferred Outflows of Resources | 499,071 | 499,071 |
| Total Assets and Deferred Outflows of Resources | 74,204,524 | 70,834,582 |

Goleta West Sanitary District
Balance Sheet
For the Eleven Months Ending Sunday, May 31, 2020

| | Current Month YTD | Beginning of the Year |
|---|--------------------------|--------------------------|
| LIABILITIES | | |
| Other Accrued Expenses | 3,558 | 0 |
| Accounts Payable | 52,178 | 752,584 |
| Compensated Absences | 259,717 | 259,717 |
| Net Pension Liability | 1,070,754 | 1,070,754 |
| Deposits | 1,000 | 1,000 |
| Total Liabilities | <u>1,387,206</u> | <u>2,084,054</u> |
| DEFERRED INFLOWS OF RESOURCES | | |
| Deferred pensions | 172,365 | 172,365 |
| Total Deferred Inflows of Resources | <u>172,365</u> | <u>172,365</u> |
| NET POSITION | | |
| Net Income | 4,066,790 | 2,236,983 |
| Retained Earnings | 68,578,163 | 66,341,180 |
| Total Net Position | <u>72,644,953</u> | <u>68,578,163</u> |
| Total Liabilities, Deferred Inflows of Resources, and Net Position | <u>74,204,524</u> | <u>70,834,582</u> |

MONTH END FINANCIAL REPORT
As of May 31, 2020

Fiscal Month # 11

RETAINED EARNINGS Percent of Budget Year Completed

92%

| Fund, Description | | Previous Month | Current Month |
|---|--|----------------|---------------|
| FUND ACCOUNT CASH | | | |
| Unrestricted retained earnings | | | |
| 4900 Running Expense Cash | | 3,962,559.30 | 2,634,636.92 |
| 4930 Operating Reserve | | 3,038,918.46 | 3,042,285.23 |
| Total Unrestricted Fund Account Cash | | 7,001,477.76 | 5,676,922.15 |
| Restricted retained Earnings | | | |
| 4932 Collection System/Plant Upgrade | | 1,083,398.09 | 1,084,598.37 |
| 4935 Capital & Treatment Plant Reserve | | 1,666,893.06 | 1,608,011.49 |
| Total Restricted Fund Account Cash | | 2,750,291.15 | 2,692,609.86 |
| Dedicated by Board of Directors | | | |
| 4910 Property Taxes | | 579,828.63 | 543,761.46 |
| 4960 Equipment/Vehicle Replacement Cash | | 374,202.42 | 374,616.99 |
| 4965 Building Replacement | | 5,643,407.69 | 5,641,630.12 |
| Total Dedicated Fund Account Cash | | 6,597,438.74 | 6,560,008.57 |
| TOTAL FUND ACCOUNT CASH | | 16,349,207.65 | 14,929,540.58 |
| TOTAL CASH | | 16,349,207.65 | 14,929,540.58 |

Fixed Assets

Capital Purchases This Fiscal Year

| Description | | Amount | |
|-------------------------------------|------------------------|--------|--------------|
| Tierra Contracting, Inc. | Phelps Rd. Project | \$ | 6,595,573.97 |
| The Regents of UC | Phelps Rd. Project | \$ | 15,648.69 |
| Devereaux Capital Grp | Phelps Rd. Project | \$ | 22,500.00 |
| Goleta Sanitary District GSD | Treatment GSD | \$ | 195,859.06 |
| E Galindo Architect | District Building | \$ | 69,855.16 |
| The Corwin Group | Phelps Rd. Project | \$ | 23,080.00 |
| Stantec | Phelps Rd. Project | \$ | 577,103.48 |
| Schneider Electric USA | SCADA Service | \$ | 1,404.00 |
| WIN911 | SCADA Software | \$ | 495.00 |
| SmartCover | SCADA Software | \$ | 14,496.95 |
| Zebron Contracting | Manhole Rehabilitation | \$ | 46,930.00 |
| Channel Islands Technology | Computer Support | \$ | 3,190.17 |
| Brownstein, Hyatt, Farber, Schreck | District Building | \$ | 33,097.96 |
| MNS Engineering | District Building | \$ | 3,112.50 |
| MNS Engineering | Map Updates | \$ | 9,085.00 |
| National Auto Fleet | New Vehicle Truck | \$ | 55,745.33 |
| Haaker | Push Camera | \$ | 10,511.68 |
| TW Land Planning & Development | Wastewater Study | \$ | 24,137.60 |
| State Water Resources Control Board | Phelps Rd. Project | \$ | 442.00 |
| County of Santa Barbara | Phelps Rd. Project | \$ | 95.00 |
| City of Goleta | Phelps Rd. Project | \$ | 20,000.00 |
| City of Santa Barbara | District Building | \$ | 17,670.00 |
| FYTD Total | | \$ | 7,740,033.55 |

Goleta West Sanitary District
Cash Account Reconciliation
May 31, 2020

| | Beg. Bal. | Disbursements | Receipts | Transfers | Balance | Interest Received | Unrealized Gain/Loss | End. Bal. |
|-------------------------------------|----------------------|-----------------------|------------------|-----------|----------------------|-------------------|----------------------|----------------------|
| 4900 Running Expense | 3,962,545.47 | (1,359,017.02) | 28,192.83 | | 2,631,721.28 | 2,256.97 | 658.67 | 2,634,636.92 |
| 4910 County - Prop. Taxes | 579,842.46 | (36,682.76) | - | | 543,159.70 | 465.82 | 135.94 | 543,761.46 |
| 4930 Operating Reserve | 3,038,918.46 | - | - | | 3,038,918.46 | 2,606.18 | 760.58 | 3,042,285.23 |
| 4932 Collec Sys/Pint Upgrade | 1,083,398.09 | - | - | | 1,083,398.09 | 929.12 | 271.15 | 1,084,598.37 |
| 4935 Plant Replacement | 1,666,893.06 | (60,661.08) | - | | 1,606,231.98 | 1,377.51 | 402.01 | 1,608,011.49 |
| 4960 Equipment/Vehicle Repl. | 374,202.42 | - | - | | 374,202.42 | 320.92 | 93.66 | 374,616.99 |
| 4965 Bldg. Replac. | 5,643,407.69 | (8,020.93) | - | | 5,635,386.76 | 4,832.92 | 1,410.43 | 5,641,630.12 |
| Total Cash & Equivalents | 16,349,207.65 | (1,464,381.79) | 28,192.83 | - | 14,913,018.69 | 12,789.44 | 3,732.45 | 14,929,540.58 |

Interest Received

- Operating

2,100.60 Money Market

- Payroll

10,688.84 US Bank Interest

- County

Report Totals

1,337,546.16 Check Distribution

61,940.85 Electronic Payments

64,894.78 Payroll

- Fees

739,745.92 Great Plains - Operating Account

3,600,766.35 Great Plains - Money Market

82.77 Great Plains - Payroll

210.00 Great Plains - Petty Cash

10,358,386.40 Investments

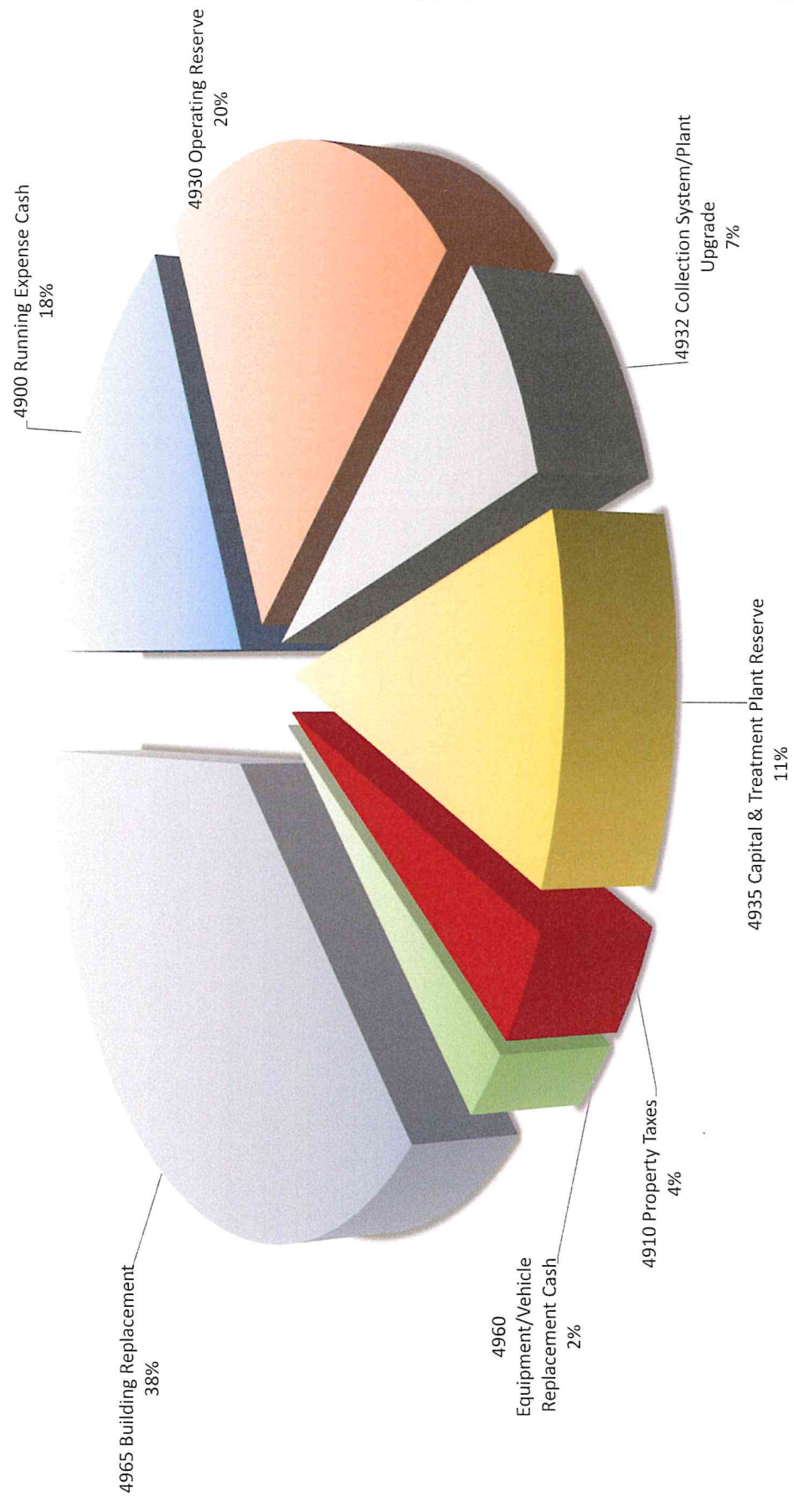
230,349.14 FMV Adjustment

14,929,540.58

12,789.44 Total Interest Received

1,464,381.79 Total Disbursements

Fund Balance - May 31, 2020



**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
June 2, 2020**

POSTING OF THE AGENDA

The agenda notice for this meeting was posted in the display case outside the administrative office of the Goleta West Sanitary District and on the District's website at least 48 hours in advance of the meeting.

This Board meeting was conducted pursuant to California Government Code Section 54953 and Governor Newsom's Executive Order, N-29-20, temporarily suspending portions of the Brown Act to implement social distancing in response to the COVID-19 pandemic. Members of the Board participated in this meeting remotely. Public Comment on agenda items also could occur remotely.

1. CALL TO ORDER

President Lewis called the meeting to order at 5:30 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Dr. David C. Lewis – attended remotely
David Bearman M.D. – attended remotely
Craig Geyer – attended remotely
Eva Turenchalk – attended remotely
Larry Meyer – attended remotely

BOARD MEMBERS ABSENT

None.

STAFF PRESENT

Mark Nation – General Manager/Superintendent
Steven A. Amerikaner – District Counsel - attended remotely

OTHERS PRESENT

Steve Majeowsky – Goleta Sanitary District – attended remotely

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None.

5. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF MAY 19, 2020

(20-06-32)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board approved the minutes of the Regular Board Meeting of May 19, 2020 as presented by the following roll call vote:

AYES: Lewis, Bearman, Turenchalk, Geyer, Meyer
NOES: None
ABSTAIN: None
ABSENT: None

6. RESOLUTION NO. 20-792: ESTABLISHING THE APPROPRIATION LIMIT FOR FY 2020-2021

(20-06-33)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board adopted Resolution No. 20-792 by the following roll call vote:

AYES: Lewis, Bearman, Turenchalk, Geyer, Meyer
NOES: None
ABSTAIN: None
ABSENT: None

7. SCHEDULE PUBLIC HEARING FOR PLACING THE SEWER SERVICE CHARGES ON THE COUNTY TAX ROLL FOR FY 2020-2021

(20-06-34)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board directed staff to publish the noticing as required to hold a Public Hearing at the Regular Board Meeting scheduled for July 7, 2020 by the following roll call vote:

AYES: Meyer, Lewis, Bearman, Turenchalk, Geyer
NOES: None
ABSTAIN: None
ABSENT: None

8. CSDA BOARD OF DIRECTORS ELECTION – TERM 2021-2023; SEAT C – COASTAL NETWORK

(20-06-35)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board approved to direct staff to complete the ballot voting for Vincent Ferrante for the CSDA Board of Directors Seat C – Coastal Network by the following roll call vote:

AYES: Lewis, Bearman, Turenchalk, Geyer, Meyer
NOES: None
ABSTAIN: None
ABSENT: None

9. REVIEW DRAFT FY 2020-2021 BUDGET DOCUMENT

Staff presented the Draft FY 2020-2021 Budget Document and answered questions from the Board. The Budget Document will be brought back to the Board for adoption at the next regular meeting on July 7, 2020.

10. COMMUNICATIONS

None.

11. REPORTS

Operations Report

The General Manager provided a report.

Goleta Sanitary District

No report.

Finance Committee

President Lewis provided a report.

City of Goleta

Director Geyer provided a report on a City Finance Committee meeting he attended.

Other Director Reports

None.

12. FUTURE AGENDA ITEMS

The Board asked that a report on the status of the Headquarters Buildings Project permitting be provided at the next regular meeting.

13. ADJOURNMENT

There being no further business, President Lewis adjourned the meeting at 5:54PM.

Mark Nation, Clerk - Secretary

APPROVED

Dr. David C. Lewis, Board President

May 14, 2020 – May 26, 2020

Administration

Staff attended a Finance Committee Meeting.

Staff continues work on the FY 2020-2021 Budget Document.

On May 14th the City of Santa Barbara Planning Commission approved the CDP for the construction of the new administration building. The Garage remodel and new operations building were previously approved.

Following Board approval a Notice of Award was issued for the new easement machine.

Invoices for the annual capital fund charges were delivered to UCSB.

Collection System

The Phelps Road Project continues. All new pipes and manholes are in the ground and complete. Wastewater is flowing along the new route. Tierra Contracting is paving on Phelps Road and taking care of final punchlist items. They should be 100% complete within 2-3 weeks.

Staff continues inspection of the public sewer portion of the Cortona Apartments Project.

The crew completed hydrocleaning the San Miguel Offtract area. The crew also finished cleaning hotspots and root cutting throughout the District for the month of May 2020. A sewer operations summary is enclosed with this operations report.

The crew mowed and cleared several easement areas in the District.

SmartCover[®] manhole sensors were installed at three strategic locations in the GWSD collection system to monitor flow and proactively alert staff to potential blockages that could result in an SSO.

Industrial Waste

Staff collected Industrial Wastewater Discharge Permit compliance samples at Calient Technologies, and SerImmune.

Staff completed Fats, Oils & Grease (FOG) inspections at seven food service establishments in the District.

Street Sweeping

Graffiti – none to report at this time.

Abandoned vehicles – none to report at this time.

Hrs. – 37.1

Miles-254.9

Loads-15

Marborg: 4/17/20 = 10.680 TN, 4/29/20 = 9.600 TN

- Replaced conveyor curtain on the Eagle
- Inspected and serviced water spray nozzles on both sweepers

Table of Treatment Capacity in GSD Plant

| | | |
|-------------------------|------------|---------------------|
| GWSD Average Daily Flow | April 2020 | MGD 1.939; 41.9947% |
|-------------------------|------------|---------------------|



Your environmental partner since 1954

Sewer Operations Cleaning Summary from May 14, 2020 to May 26, 2020

| Description | Quantity |
|--------------------------|----------------------|
| Feet Cleaned | |
| Hydroclean | 3,297 ft. |
| Root Cutting | 2,219 ft. |
| Hot Spot | 1,648 ft. |
| | 7,164 ft. |
| Lines Cleaned | |
| Hydroclean | 16 lines |
| Root Cutting | 9 lines |
| Hot Spot | 7 lines |
| | 32 lines |
| Other Work Orders | |
| FOG Inspection | 7 Work Orders |
| | 7 Work Orders |

Goleta West Sanitary District
Allowance of Claims
May 14, 2020 - May 28, 2020

| Vendor ID | Vendor Name | Transaction Description | Posted Date | Document Amount |
|--------------------------------------|---|------------------------------------|-------------|---------------------|
| BAR01 | Bartlett Pringle & Wolf LLC | Accounting & Audit Svcs | 5/21/2020 | 230.00 |
| BAR02 | Barricade Pest Control | Pest Control | 5/21/2020 | 200.00 |
| BRI01 | C. Philip Brittain | Purge System Electrical | 5/21/2020 | 2,338.45 |
| CAL03 | Public Employees HEALTH | CalPERS Health Insurance | 5/20/2020 | 15,541.27 |
| CAL12 | CalPERS Public Employee's Retirement System | CalPERS Pension | 5/28/2020 | 4,733.51 |
| CITIG06 | Channel Islands Technology Integrators' Group | Computer Support | 5/21/2020 | 568.75 |
| CWE07 | CWEA | Membership & Certifications | 5/28/2020 | 479.00 |
| EDU01 | Eduardo Galindo Architect | Buildings Project | 5/21/2020 | 1,890.83 |
| FIR01 | First Bankcard | Computer Supplies | 5/28/2020 | 208.29 |
| FIR02 | FirstNet | Mobile Phone Svc | 5/21/2020 | 59.49 |
| FRO01 | Frontier Communications | Phone Service | 5/21/2020 | 648.56 |
| GOL02 | Goleta Sanitary District | Treatment | 5/28/2020 | 207,862.31 |
| GOL04 | Goleta Water District | Facility Water | 5/21/2020 | 182.25 |
| GOL05 | City of Goleta | Phelps Project Development Deposit | 5/15/2020 | 10,000.00 |
| HAA01 | Haaker Equipment Company | Sweeper Repair & Parts | 5/21/2020 | 3,658.71 |
| LIN01 | Lincoln National Life Ins | Deferred Compensation | 5/28/2020 | 700.00 |
| MAR01 | Marborg Industries | Waste Removal & Rolloff | 5/21/2020 | 2,441.52 |
| MCC02 | McCormix Corporation | Sweeper Fuel | 5/21/2020 | 119.97 |
| MIS01 | Mission Linen Supply | Uniforms & Towels | 5/21/2020 | 705.04 |
| NMG01 | Nielsen Merksamer | Legal Services | 5/21/2020 | 13,770.00 |
| OFF01 | Office Depot | Office Supplies | 5/28/2020 | 146.14 |
| REL01 | Reliance Standard Life Insurance | Insurance LTD | 5/26/2020 | 787.17 |
| SOU02 | Southern California Edison Co | Electricity | 5/21/2020 | 3,320.40 |
| STA04 | Stantec Consulting Services Inc. | Phelps Rd Project Management | 5/21/2020 | 29,982.25 |
| THE06 | The Regents of the University of California | Internet Svc | 5/21/2020 | 102.92 |
| THE07 | The Corwin Group, Inc. | Phelps Rd Project | 5/21/2020 | 1,460.00 |
| ZEB01 | Zebron Contracting, Inc. | Manhole Rehabilitation | 5/28/2020 | 12,300.00 |
| Total Services & Supplies | | | | \$314,436.83 |
| Payroll - (1) pay dates Wk22 2020 | | | | \$32,506.66 |
| Total | | | | \$346,943.49 |

GOLETA WEST SANITARY DISTRICT

DATE: July 7, 2020

AGENDA ITEM: #6

AGENDA TITLE: CONSIDERATION OF ADOPTION OF DISTRICT RESOLUTION NO. 20-793: A RESOLUTION OF THE GOLETA WEST SANITARY DISTRICT ADOPTING THE SEWER SERVICE CHARGE REPORT, DETERMINING EACH CHARGE DESCRIBED IN THE SAID REPORT AND DIRECTING THE DELIVERY THEREOF TO THE COUNTY AUDITOR OF THE COUNTY OF SANTA BARBARA

SUMMARY DESCRIPTION:

At the June 2, 2020 Board Meeting the Board set the Public Hearing date for July 7, 2020. The Notice of Hearing was published twice as per Gov't Code Section 6066. The Public Hearing was noticed in the Santa Barbara News-Press on June 19 & 26, 2020.

Following the Public Hearing the Board will consider adopting Resolution No. 20-793: Adopting the sewer service charge report, determining each charge described in the said report and directing the delivery thereof to the County Auditor of the County of Santa Barbara. This report includes the total sewer service charge fee for each parcel in which the fees will be collected on the County tax roll.

The County has requested that the tax roll file be submitted by July 27, 2020, which is two weeks earlier than the statutory deadline.

Staff recommends that the Board adopt Resolution No. 20-793.

SUPPLEMENTARY MATERIAL:

June 24, 2020 Memorandum

Resolution No. 20-793

The Board Clerk-Secretary will have a parcel listing of the 2020-2021 sewer service charges available at the Board Meeting.

GOLETA WEST SANITARY DISTRICT MEMORANDUM

Date: June 24, 2020

To: Board of Directors

**From: Mark Nation
General Manager/Superintendent**

**Subject: Resolution No. 20-793 Adopting the Sewer Service Charge Report,
Determining Each Charge Described in the Said Report and Directing the Delivery
Thereof to the County Auditor of the County of Santa Barbara**

At the June 2, 2020 Regular Board Meeting the Board set a Public Hearing date for July 7, 2020 and authorized publication of the required public notices. The Notice of Public Hearing was published twice as per Gov't Code Section 6066, in the Santa Barbara News-Press on June 19 and June 26, 2020.

The draft Sewer Service Charge Report listing every parcel and its associated fee was prepared and available for review on June 19, 2020.

The total parcels included on the tax roll for Sewer Service Charges is 6,008. The total Sewer Service Charge Revenue collected from those parcels is \$3,774,779.85.

Following the Public Hearing the Board will consider adopting Resolution No. 20-793.

The County has requested that the tax roll file be submitted by July 27, 2020, which is two weeks earlier than the statutory deadline.

RESOLUTION NO. 20-793

A RESOLUTION OF THE GOLETA WEST SANITARY DISTRICT ADOPTING THE SEWER SERVICE CHARGE REPORT, DETERMINING EACH CHARGE DESCRIBED IN THE SAID REPORT AND DIRECTING THE DELIVERY THEREOF TO THE COUNTY AUDITOR OF THE COUNTY OF SANTA BARBARA

WHEREAS, Goleta West Sanitary District (“District”) is authorized to adopt and levy a sewer service charge on each property owner receiving sewer services from the District pursuant to California Health & Safety Code sections 5471 and 6520.5 and Government Code section 66000 *et seq.*, and the District has adopted such charge by District Ordinance No. 18-90; and

WHEREAS, Health & Safety Code section 5473 authorizes the District to elect to have sewer services charges collected on the secured tax roll upon annually preparing a written report containing a description of each parcel of real property receiving sewer services and the amount of the charge for each parcel for the year, computed in conformity with the charges prescribed by the District’s ordinance, and filing such report with the clerk of the Board; and

WHEREAS, in compliance with section 5473, the written report has been prepared, which contains a description of each parcel of real property receiving sewer services from the District and the amount of the sewer charge for each such parcel for the year 2020 – 2021 computed in conformity with the charges prescribed by Ordinance No. 18-90 (“Report”) and the Report has been filed with the Clerk - Secretary of the Board; and

WHEREAS, on July 7th, 2020, the Board of Directors of the District held a properly noticed public hearing on the Report and considered all objections and protests, if any, to the Report, in compliance with Health & Safety Code section 5473.2; and

WHEREAS, at the public hearing the owners of a majority of the parcels described in the Report did not protest the Report; and

WHEREAS, the public hearing has been closed.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1) The Board hereby finds and determines that each charge described in the Report on file herein, a copy of which is incorporated herein by reference (together with amendments made by this Board, if any), is correct and is computed in accordance with the charges prescribed by Ordinance No. 18-90 of the District.
- 2) The Report is hereby adopted.
- 3) The Auditor-Controller for Santa Barbara County is hereby ordered to place the sewer service charges set forth in the Report on the tax roll for the year 2020 – 2021.
- 4) The Clerk - Secretary of the District is hereby authorized and instructed to deliver to the County Auditor of the County of Santa Barbara a copy of the Report, with a statement endorsed hereon over their signature stating that the Report has been finally adopted by the Goleta West Sanitary District Board of Directors for the purpose of collecting the charges shown thereon on the tax rolls of the County of Santa Barbara.

DATED this 7th day of July 2020

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Board of Directors of the Goleta West Sanitary District at a Board meeting thereof held on the 7th day of July 2020, by the following vote of the members thereof:

AYES:

NOES:

ABSTAINED:

ABSENT:

Mark Nation, Clerk - Secretary

(SEAL)

APPROVED

David Lewis, Board President

GOLETA WEST SANITARY DISTRICT

DATE: July 7, 2020

AGENDA ITEM: #7

**AGENDA TITLE: ORDINANCE NO. 20-92: RELATING TO FEES AND CHARGES
AND REPEALING AND REPLACING ORDINANCE NO. 18-90**

SUMMARY DESCRIPTION:

At the May 19, 2020 Board Meeting the Board approved to hold a Public Hearing and consider Ordinance No. 20-92 at the Regular Board Meeting scheduled for July 7, 2020. The Notice of Hearing was published twice as required in the Santa Barbara News-Press on June 18 & 25, 2020.

Following the Public Hearing the Board will consider Ordinance No. 20-92.

Ordinance No. 20-92 repeals and replaces Ordinance No. 18-90, which establishes the District's rates and fees. The following types of fees, none of which are property-related, will be adjusted per the schedule included in this Ordinance: (1) Connection Fees; (2) Industrial Wastewater Permit Fees; (3) Permit Processing Fees; (4) Inspection Fees; (5) Plan Check Fees; and (6) Frontage Fees.

SUPPLEMENTARY MATERIAL:

Ordinance No. 20-92

Notice of Public Hearing

**GOLETA WEST SANITARY DISTRICT
ORDINANCE NO. 20-92**

**AN ORDINANCE OF THE GOLETA WEST SANITARY DISTRICT
RELATING TO FEES AND CHARGES
AND REPEALING AND REPLACING ORDINANCE NO. 18-90**

Recitals

- A. The Goleta West Sanitary District (“District”) has the authority to impose fees and charges on its customers for services the District provides pursuant to its enabling act, including, but not limited to, Sections 6520.2 and 6520.5 of the Health and Safety Code and Sections 57330 and 66000 *et seq.* of the Government Code.
- B. The District is authorized to amend its fees and charges from time to time by a two-thirds vote of the Board of Directors.
- C. On April 23, 2020 the District received a Wastewater Connection and Miscellaneous Fees Report prepared by Raftelis Financial Consultants, Inc. (“Study”). The District Board of Directors accepted the Study.
- D. This Ordinance does not make changes to the District’s annual sewer service charges or any property-related fees, nor shall any provision of this Ordinance be construed as extending, imposing, or increasing the District’s sewer service charges or property-related fees.
- E. The Board of Directors desires to adopt this Ordinance to implement the recommendations of the Study.

NOW, THEREFORE, the Board of Directors of the Goleta West Sanitary District ordains as follows:

Section 1. The Board of Directors finds and determines that each of the above recitals are true and correct and are each relied upon independently by the Board in connection with its adoption of this Ordinance.

Section 2. The Board of Directors of the Goleta West Sanitary District hereby ordains as follows:

FEES AND CHARGES; BILLING; REFUNDS

Table of Contents

| | | |
|--------------------|---|-----------|
| ARTICLE I | FEES AND CHARGES | 3 |
| 1.01 | Fees and Charges, Schedule of Fees and Charges..... | 3 |
| 1.02 | Plan Check Fees | 3 |
| 1.03 | Annexation Charges | 4 |
| 1.04 | Permit Processing Fees | 4 |
| 1.05 | Connection Fees | 5 |
| 1.06 | Frontage Fees | 6 |
| 1.07 | Inspection Fees..... | 7 |
| 1.08 | Industrial Wastewater Permits Fees. | 7 |
| 1.09 | Costs of Laboratory Analysis..... | 8 |
| 1.10 | Equivalent Residential Unit. | 8 |
| 1.11 | Annual Sewer Service Charges | 8 |
| 1.12 | Sewer Service Charges For Connections Not In District | 10 |
| 1.13 | Unauthorized Connections..... | 10 |
| ARTICLE II | BILLING | 10 |
| 2.01 | Collection of Sewer Service Charges on Tax Roll..... | 10 |
| 2.02 | Not on County Assessment Roll | 10 |
| 2.03 | Manual Billings..... | 10 |
| 2.04 | Filing of Report..... | 11 |
| 2.05 | Disposition of Fees..... | 11 |
| ARTICLE III | REFUNDS..... | 11 |
| 3.01 | Refunds | 11 |

ARTICLE I: FEES AND CHARGES

1.01 Fees and Charges, Schedule of Fees and Charges.

All fees, connection charges, and other charges imposed by the District shall be paid and complied with in the manner provided in this ordinance. The Board may, from time to time, amend the fees and charges set forth herein by complying with applicable state laws and by adopting an ordinance by a two-thirds vote of the members of the Board.

1.02 Plan Check Fees.

(a) Requirement. Any person who seeks to connect any improvement or structure to the District's collection system, or to otherwise construct facilities related to that system, shall submit plans for review and approval by the District and the payment of a plan check fee in accordance with the Plan Check Fee table below.

(b) Construction of Public Sewer. Any person who seeks to construct a public sewer shall apply to the District for a public sewer construction permit and shall pay a plan check fee deposit in the amount equal to two percent (2%) of the General Manager's estimate of the costs of the public sewer improvements to be constructed. Following the District's final inspection of the construction of the sewer facilities, the District shall calculate the plan check fee owed by determining the number of hours expended by District staff in reviewing plans and related activities, and applying a fee of \$68 per hour. The difference between the plan check fee deposit and the plan check fee owed shall be refunded to the applicant, or collected from the applicant, as the case may be.

| Category | Plan Check Fee |
|---|--------------------------------|
| Single Family Residential | \$153 |
| Multi-family Residential/per ERU, New/Remodel | \$68 per hour \$153 Minimum |
| Commercial/Industrial New/Remodel/Tenant Improvements | \$68 per hour \$153 Minimum |
| Special Facility Installations (Pump Stations, Manholes, Grease interceptors | \$68 per hour \$153 Minimum |
| Construction of public sewers – Deposit | 2% of engineer's cost estimate |
| Accessory Dwelling Units | \$153 |

1.03 Annexation Charges.

(a) Requirement. Any person who seeks to have real property annexed into the District is required to pay to the District an annexation charge in accordance with this section 1.03. The Board shall not consent to annexation of the real property into the District until the appropriate annexation fee is paid.

(b) Terms and Conditions. The payment of the annexation charge shall be fixed by the Board as a condition upon which such annexation shall be made, in the manner provided by law. However, nothing contained in this section shall be construed to limit such additional terms and conditions that may be imposed on annexations as are now or may hereafter be authorized by law.

(c) Special or Unusual Factors. At the time of hearing upon the proposed terms and conditions of any annexation, the Board may, upon finding that there are special or unusual factors involved in the pertinent annexation, increase, decrease, or defer payment of all or a portion of the annexation charge to an amount or time or event that will in the discretion of the Board properly compensate the District and properly charge the land to fit those special or unusual factors.

(d) Annexation Administrative Fee. Any person who seeks the District's consent to have real property annexed into the District shall reimburse the District for the time expended by District staff in processing the annexation application at a rate of Seventy-Five Dollars (\$75) per hour. The District is authorized to require an applicant to deposit with the District a sum of money equal to the estimated Administrative Fee that the District calculates will be required to be paid, which deposit shall be credited against the Administrative Fee the applicant is determined to owe. The following fees shall be paid by the applicant.

| Category | Annexation Fee |
|-------------------------------|-----------------------|
| Annexation Fee | \$5,331 per acre |
| Annexation Administrative fee | \$75 per hour |

1.04 Permit Processing Fees.

Any person who applies for any permit from the District shall pay a permit processing fee. The following fee shall be paid at the time of application.

| Category | Permit Fee |
|-----------------|-------------------|
| Permit Fee | \$100 |

1.05 Connection Fees.

(a) Purpose; Definitions. The purpose of the sewer connection fee is (a) to provide revenue to acquire, construct, install and replace capital facilities and other assets required for the District's wastewater system, and (b) to contribute to the cost of acquisition, construction, installation and replacement of the District's wastewater facilities and other capital assets so that the owner of each parcel connected to the District's system pays a proportionate share of those costs. Payment of the applicable connection fee allows discharges of wastewater to be made from the respective parcel in an amount that corresponds to the amount of the charge established by this Ordinance. For purposes of this Ordinance, "connection fee" has the same meaning as "capacity charge" or "capacity fee".

(b) Requirement to Pay Connection Fee. Any person who seeks to connect to the District's sewer facilities shall obtain a sewer connection permit and pay a connection fee as set forth below. No connection may be made to the District Sewer System, or to any sewer flowing into the Sewer System, until the applicable sewer connection fee has been paid to the District. The connection fee shall be in addition to fees for permits, inspections or other requirements of the District.

(c) Single Family Residential Structures. The estimated capacity demand for a single family residential structure is one (1) Equivalent Residential Unit (ERU) per dwelling unit. A dwelling unit is defined as a room or group of rooms having interior access between all habitable rooms, including permanent provisions for living, sleeping, eating, cooking, bathing and sanitary facilities, constituting a separate and independent housekeeping unit, occupied or intended for occupancy by one or more persons on a non-transient basis and having not more than one kitchen.

(d) Multiple-Family Residential Structures. The estimated capacity demand for a multiple-family residential structure is one (1) ERU per dwelling unit.

(e) Commercial, Industrial, Institutional, Dormitory, and Miscellaneous Structures. The estimated capacity demand for each commercial, industrial, institutional, dormitory, and miscellaneous structure, including boarding or lodging houses, dormitories, and hotels, is one (1) ERU per twenty-five (25) drainage fixture unit count per Uniform Plumbing Code (2015 Edition), Chapter 7, Table 702.1.

(f) Accessory Dwelling Unit (ADU). For purposes of this Ordinance, the following terms have the following meanings:

"Accessory Dwelling Unit" means an attached or detached dwelling unit. "Dwelling unit" shall have the same meaning as provided by the zoning code for the local jurisdiction with authority to issue building permits for the structure.

"Attached Accessory Dwelling Unit" means an Accessory Dwelling Unit that is constructed to be attached to an existing single family residence or accessory structure on the same parcel and that has an independent exterior access.

“Detached Accessory Dwelling Unit” means an Accessory Dwelling Unit that is not physically connected to any other structure on the parcel.

“Junior Accessory Dwelling Unit” means an Attached Accessory Dwelling Unit that does not exceed 500 square feet in size and is contained entirely within an existing single family residence.

(g) Connection Fees. The following connection fees are hereby established and shall be paid prior to issuance of a connection permit.

| Category | Connection Fee |
|---|--|
| Single Family Residential | \$4,060 |
| Multi-family Residential | \$4,060 per ERU |
| Commercial/Industrial/Institutional/ Dormitory & Miscellaneous | \$4,060 per ERU |
| Attached ADUs | No Charge |
| Detached ADUs | Formula: ADU size (in square feet) divided by 1747 square feet (average size of a single family residence in the District), multiplied by \$4060 (SFR connection fee). |
| Junior ADUs | No Charge |

1.06 Frontage Fees.

A frontage fee is imposed on any person who is able to use an existing collector line (i.e., a public sewer line less than 12-inches in diameter) and therefore has no need to install a collector line. It is a charge to utilize unused capacity in a collector sewer line calculated so the owner of each parcel connected to the District’s collector sewers pays a proportionate share of costs associated with that collector line’s construction. The following frontage fees are hereby established and shall be paid prior to issuance of a connection permit.

| Category | Frontage Fee |
|---|--|
| Single Family Residential | \$1,375 |
| Multi-family Residential | \$1,375 per ERU |
| Commercial/Industrial/Institutional/ Dormitory & Miscellaneous | \$1,375 per ERU |
| Attached ADUs | No Charge |
| Detached ADUs | Formula: ADU size (in square feet) divided by 1747 square feet (average size of a single family residence in the District), multiplied by \$1375 (SFR frontage fee). |
| Junior ADUs | No Charge |

1.07 Inspection Fees.

(a) Requirement. Any person who seeks to connect to the District's sewer facilities by applying for a sewer connection permit is required to pay an inspection fee in the amount specified below. A sewer connection permit shall not be issued until the inspection fee has been paid. A connection of any category in the table below requires the payment of an inspection fee.

(b) Public Sewer Construction. A connection permit applicant proposing to construct a public sewer shall pay an inspection fee deposit with the application in an amount determined by the General Manager per the following table. Upon issuance of the permit, the inspection fee shall be calculated by determining the number of hours expended by District staff, multiplied by an hourly rate of \$85, except as provided in Subsection (c). The fee shall be compared to the deposit and (i) any excess deposit returned to the applicant, or (ii) any fee owed in excess of the deposit shall be paid to the District, as the case may be.

(c) Additional Fees. All inspection fees for inspections that the applicant requests to take place on Saturdays, Sundays, holidays or after working hours shall be at the hourly rate specified in the following table.

| Category | Inspection Fee |
|---|--|
| Single Family Residential | \$177 |
| Multi-family Residential/per ERU, New/Remodel | \$105 per ERU |
| Building Sewer Repair & Replacement | \$177 |
| Commercial/Industrial New/Remodel/Tenant Improvements | \$285 |
| Special Facility Installations (Pump Stations, Manholes, Grease interceptors | \$285 |
| Construction of public sewers – fee Construction of public sewers -- deposit | \$85 per hour of District staff time 5% of engineer's cost estimate |
| Accessory Dwelling Units | \$177 |

1.08 Industrial Wastewater Permits Fees.

(a) Fee. The District is required to comply with the administrative provisions of the Federal Clean Water Act and water quality requirements set by the California Regional Water Quality Control Board. Therefore, the District imposes an industrial wastewater permit fee on customers as a regulatory measure on the activity of discharging industrial waste into the sewer system in order to protect the public health, safety and welfare. Any person who applies for an industrial wastewater discharge permit pursuant to the District's Industrial Waste and Pretreatment Ordinance shall pay the appropriate industrial wastewater discharge permit fee as set forth below. An Industrial Wastewater Permit shall not be issued until the appropriate fee has been paid.

| Customer Class | Industrial Waste Discharge Permit Fee | |
|----------------|---------------------------------------|------------|
| | Permit Issuance Fee** | Annual Fee |
| Class I | \$800 | \$855 |
| Class II | \$885 | \$1,195 |
| Class III | \$965 | \$1,830 |
| Class III-R | \$965 | \$1,830 |
| Class IV | \$1,135 | \$3,340 |

**Note: in addition to the Permit Issuance Fee, the Annual Fee shall be charged to the applicant on a pro-rated quarterly basis from the time the permit is issued. For example, if the permit¹ is issued in the first calendar quarter of the year, the applicant shall pay an Annual Fee equal to seventy-five percent (75%) of the annual fee for that Customer Class for that year.

(b) Use of Proceeds from Fees. Revenues derived from permits required by this ordinance shall be used to defray the District's cost of the regulatory program including the costs for facility inspections, equipment, wastewater sample collection, permit preparation, required reporting, annual Environmental Protection Agency audits and all permit program related requirements.

1.09 Costs of Laboratory Analysis. The costs of laboratory analysis to establish a user's compliance with its discharge limits under its industrial wastewater discharge permit shall be billed to the user sampled.

1.10 Equivalent Residential Unit. One Equivalent Residential Unit ("ERU") is defined as 74,600 gallons per year of water usage.

1.11 Annual Sewer Service Charges.

(a) Findings; Purpose. The average wastewater flow discharged from a typical residential dwelling in the District's service area is presumed by the District to be 74,600 gallons per year (1 ERU). It is fair and reasonable to charge residential users for wastewater services based on a flat rate because (i) there is no practical means to directly measure sewer system usage, (ii) there is no calculable difference in the cost of service to various residential customers, even those with different levels of sewer system usage, and (iii) the cost of attempting to calculate the actual difference would be prohibitively expensive. Therefore, any usage-based system is at best an estimate of actual flows derived from factors which in a residential setting do not ensure that usage-based charges will be significantly more accurate than a flat-rate charge. The flat-rate charge system results in charges that substantially reflect proportionality of use.

(b) Charges Imposed. The following service charges are hereby established and shall be effective on July 1 following the effective date of this ordinance. Surcharges are imposed on each non-residential use and vary based on the strength of the wastewater.

| \$ /yr/ERU* | | | |
|---|--|--|-----------|
| All users | | | \$ 262.00 |
| Surcharges (per ERU) | | | |
| 1. Hospitals and convalescent homes | | | \$ 10.00 |
| 2. Service stations without trailer dump facilities, machine shops, auto repair | | | \$ 15.00 |
| 3. Hotels, motels, boarding, dorms, lodging house | | | \$ 26.00 |
| 4. Service stations with trailer dump facilities | | | \$ 84.00 |
| 5. Take out or drive-in, churches with food service facilities, factories, industrial plants, etc | | | \$ 136.00 |
| 6. Markets with garbage disposals, mortuaries | | | \$ 260.00 |
| 7. Restaurants, food service facilities | | | \$ 276.00 |

**One ERU is 74,600 gallons per year of water usage.*

(c) **Residential Uses.** Sewer service charges for residential uses shall be determined by assigning one ERU to each dwelling unit, as that term is defined in Section 1.05(c) above. Residential uses include single family residences, condominiums, mobile home spaces, apartments, trailers, duplexes, triplexes, ADU's, Junior ADU's, and all other residential uses with sanitary facilities and one kitchen provided in the unit, but do not include boarding or lodging houses, dormitories, and hotels.

(d) **Non-Residential Uses; Charges Based on Water Usage -** Sewer service charges for non-residential uses shall be determined by calculating the water usage attributable to non-residential uses, and dividing the water usage by 74,600 to yield the number of ERU's for which charges are to be paid. "Water usage" shall be based on actual water consumption on the property during the most recent full year of water service. For premises with no water consumption history, the General Manager shall estimate water usage based on comparable uses on comparable properties. Where a parcel has several different uses and the uses are not individually metered for water service, the General Manager shall estimate water usage for each use based on comparable uses in the vicinity or, if there are no such similar uses, based on generally accepted studies of water usage for such uses. Where a parcel does not have a water meter, the General Manager shall estimate the water usage on the parcel based on comparable properties and uses.

(e) **Special Circumstances.** Where sewer service charges are based on water usage, the District recognizes that special circumstances, such as a customer's use of water for irrigation or cooling purposes, may justify the District's determination that a sewer service charge should be reduced. In making such a determination, the District will consider evidence presented by a customer that a portion of its water use is unrelated to discharges into the sewer system, along with other relevant information.

(f) **Temporary Sewer Service Charges.** In the event that the District permits a one-time discharge or temporary discharges into the District's sewer facilities, the District shall

impose a sewer service charge based on the General Manager's estimate of the amount of such discharge or discharges and his or her estimate of the strength of the discharge or discharges. The General Manger shall calculate such temporary or special sewer service charge or charges to be reasonably consistent with the amount of an increment of an annual sewer service charge with the same strength characteristics.

1.12 Sewer Service Charges For Connections Not In District.

The sewer service charge imposed upon connections to real property located outside of the boundaries of the District shall be as determined by agreement between the District and the owner of the real property.

1.13 Unauthorized Connection

The owner of any property on which is located a connection to the District's collection system which has not been authorized by the District shall be liable to pay to the District, on demand, a connection charge, plus a one hundred percent (100%) penalty. The District shall have the option to bill any such charges to the owner in the same manner as it bills sewer service charges for service provided through permitted connections.

ARTICLE II: BILLING

2.01 Collection of Sewer Service Charges on Tax Roll.

The District hereby elects to have the sewer service charges set forth in Section 1.11 of this ordinance collected on the tax roll in the same manner, by the same persons and at the same time as, together with and not separately from, its general taxes. This election shall remain in full force and effect so long as this provision of this ordinance remains in effect.

2.02 Not on County Assessment Roll.

The charge imposed upon each parcel of real property located within the boundaries of the District and attached to the facilities of the District, but not carried upon the County Assessment Roll for the purpose of ad valorem taxes, shall be calculated as set forth herein.

2.03 Manual Billings.

(a) Bills Authorized. Whenever an annual sewer service charge levied pursuant to Section 1.11 of this Ordinance cannot be collected by the County Tax Collector of Santa Barbara County, the General Manager is hereby authorized to send a bill for the charge to the owner of the property charged. This authority also applies to sewer service charges accruing after a new connection to the District's wastewater facilities, in which case the annual charge shall be prorated over the period of time from the date of the new connection to the end of the fiscal year.

(b) Delinquent and Unpaid Charges. Charges are due on the date mailed and become delinquent when they remain unpaid for a period of sixty (60) days.

(c) **Penalty for Nonpayment.** If charges are not paid when due, there shall be added thereto the same delinquency penalty and interest as charged by the County for delinquent taxes.

(d) **Collection.** Where charges remain delinquent and unpaid on July 1, delinquent and unpaid charges, penalties, and interest may be added to the following year's tax bill associated with the property. Such charges may also become a lien on the property. (Authority: Cal. Health & Safety Code §§ 6520.10 – 6520.12)

2.04 Filing of Report.

The General Manager of the District shall annually prepare a report in accordance with California Health and Safety Code Sections 5473.1, 5473.2, and 5473.4, as amended, and file the same with the Auditor of the County of Santa Barbara as required therein.

2.05 Disposition of Fees.

All fees collected on behalf of the District shall be deposited with the proper authority provided by the District to receive such funds.

ARTICLE III: REFUNDS

3.01 Refunds.

The Board is authorized to approve a request for a refund submitted by any person who has paid a fee or charge to the District upon a finding that the fee or charge was not required to be paid under the District's ordinances, resolutions or rules and regulations. The Board may adopt procedures for the approval of refunds.

Section 3. Repeal. Ordinance No. 18-90 is hereby repealed.

Section 4. Publication. Upon adoption, this ordinance shall be entered in the minutes of the Board and either posted for one week in three public places in the District or published as required by law, and shall take effect upon expiration of the week of such publication or posting. If published, the General Manager shall prepare a summary of the ordinance for publication; the summary shall include the names of those board members voting for and against the ordinance.

Section 5. Effective Date. This Ordinance shall take effect on August 7, 2020.

Section 6. CEQA. The Board finds that this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21080(b)(8) ("rates, tolls, fares or other charges by public agencies"), State CEQA Guidelines sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), 15321(b) (an action by a regulatory agency to enforce a law, general rule, standard, or objective administered or adopted by the regulatory agency), and 15060(c)(3)

(this activity is not a project as defined in section 15378).

Section 7. Severability. If any section, sub-section, sentence, clause or phrase of this ordinance or the application thereof to any person or circumstance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this ordinance or the application of such provisions to other persons or circumstances. The Board hereby declares that it would have passed this ordinance or any section, subsection, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, sub-sections, sentences, clauses or phrases be declared to be unconstitutional.

PASSED and ADOPTED by the Board of Directors of the Goleta West Sanitary District on the 7th day of July, 2020.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

Mark Nation, Board Secretary

David C. Lewis, President

(SEAL)

20399671

**GOLETA WEST SANITARY DISTRICT
P.O. Box 4 – UCSB Campus, Parking Lot 32
Goleta, California 93116
(805) 968-2617**

HEARING TO BE HELD VIA TELECONFERENCE ONLY:

<https://us02web.zoom.us/j/82779361817> Meeting ID: 827 7936 1817

NOTICE OF PUBLIC HEARING

TUESDAY, July 7, 2020

Notice is hereby given that a public hearing will be held via teleconference by the Board of Directors of the Goleta West Sanitary District (“District”) at 5:30 p.m. on Tuesday July 7, 2020, on the following matters:

Consideration and adoption of an Ordinance relating to the fees and charges for sewer service and repealing and replacing Ordinance No. 18-90. The Board of Directors finds and determines that it is in the best interests of the District and its customers to increase certain fees and charges to maintain the public health and safety. The following types of fees, none of which are property-related, will be adjusted per the schedule included in this Ordinance: (1) Connection Fees; (2) Industrial Wastewater Permit Fees; (3) Permit Processing Fees; (4) Inspection Fees; (5) Plan Check Fees; and (6) Frontage Fees.

The Board of Directors further finds and determines that this ordinance is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Public Resources Code Section 21080(b)(8) (“rates, tolls, fares or other charges by public agencies”), State CEQA Guidelines sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), 15321(b) (an action by a regulatory agency to enforce a law, general rule, standard, or objective administered or adopted by the regulatory agency), and 15060(c)(3) (this activity is not a project as defined in section 15378).

Under this Ordinance, no changes are made to the District’s annual sewer service charges, nor shall any provision of this Ordinance be construed as extending, imposing or increasing the District’s sewer service charges or property-related fees.

NOTE: In accordance with Executive Orders N-25-20, N-29-20, and N-33-20, issued by the Governor of the State of California in response to COVID-19, in-person public participation at District meetings is currently suspended. The District has established alternative methods of participation which permit members of the public to observe and address meetings telephonically and/or electronically. Comments may be submitted in writing by email to info@goletawest.org by 1:00 P.M. on July 7, 2020. The proposed Ordinance can be found at <http://goletawest.org>.

This Notice was posted on the District website (<http://goletawest.org>), and at the District outside display case located at UCSB Campus, Parking Lot 32, Santa Barbara at 5:00 p.m. on July 1, 2020. The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District’s programs, services or activities because of any disability. If you need special assistance to

participate in this meeting, please contact the District office at 805-968-2617. Notification at least forty-eight (48) hours prior to the meeting will enable the District to make appropriate arrangements.

A handwritten signature in black ink, appearing to read 'Mark Nation', written over a horizontal line.

Mark Nation
Clerk/Secretary of the Governing Board

GOLETA WEST SANITARY DISTRICT

DATE: July 7, 2020

AGENDA ITEM: #8

AGENDA TITLE: HEADQUARTERS BUILDINGS PROJECT UPDATE

SUMMARY DESCRIPTION:

At the June 2, 2020 Board Meeting the Board requested an update on the progress of the GWSD headquarters buildings projects.

Patsy Price from BHFS and Ed Galindo – Architect, will attend the meeting and provide a report.

SUPPLEMENTARY MATERIAL:

July 1, 2020 Staff Report

GOLETA WEST SANITARY DISTRICT

Staff Report

To: Board of Directors, Goleta West Sanitary District

From: Brownstein Hyatt Farber Schreck, LLP, District Legal Counsel

Date: July 1, 2020

Re: District Headquarters Projects – Status Update

This memo provides an update on the status of permitting for the District's headquarters improvement projects including the perimeter floodwall, equipment garage addition, operations building renovation, and new administration building.

Since our update to your Board in January 2020, we have made significant progress in obtaining required City of Santa Barbara approvals despite the closure of City offices and transition to virtual hearings. The attached schedule from EGA Design shows the anticipated schedule for completion of the projects. Below are details on the approvals obtained and those remaining.

Perimeter Floodwall

- Coastal Development Permit (CDP) – Approved November 21, 2019.
- Design Review – Final Approval February 3, 2020.
- Building Permit – Plan check comments received June 22, 2020. Outstanding comments are minimal and we are in the process of preparing a response.
- We anticipate building plans will be approved by August. This will allow the Building Permits for the operations building and equipment garage to be approved.
- Contractor bidding based on the approved plans would occur in September/October. Once your Board selects a contractor and contracts are finalized, the contractor will pull the building permit and begin construction.
- Construction of the floodwall is anticipated to take approximately four months with completion in April 2021.¹ The floodwall must be completed before the City will grant occupancy clearance for the other structures.

¹ Construction timelines for each project will be refined by the selected contractor(s).

Garage & Operations Buildings

- CDP – The Planning Commission re-approved the CDP for the garage and operations buildings on April 16, 2020.
- Design Review – Final Approval May 4, 2020.
- Building Permits – In plan check with a few minor outstanding issues, primarily related to clarifying the timing of construction relative to the floodwall.
- We anticipate building plans will be approved by August/September. Contractor bidding based on the approved plans would occur September-November.
- Construction of the garage and operations building is anticipated to take approximately six months for the garage and nine months for the operations building with completion around November 2021.

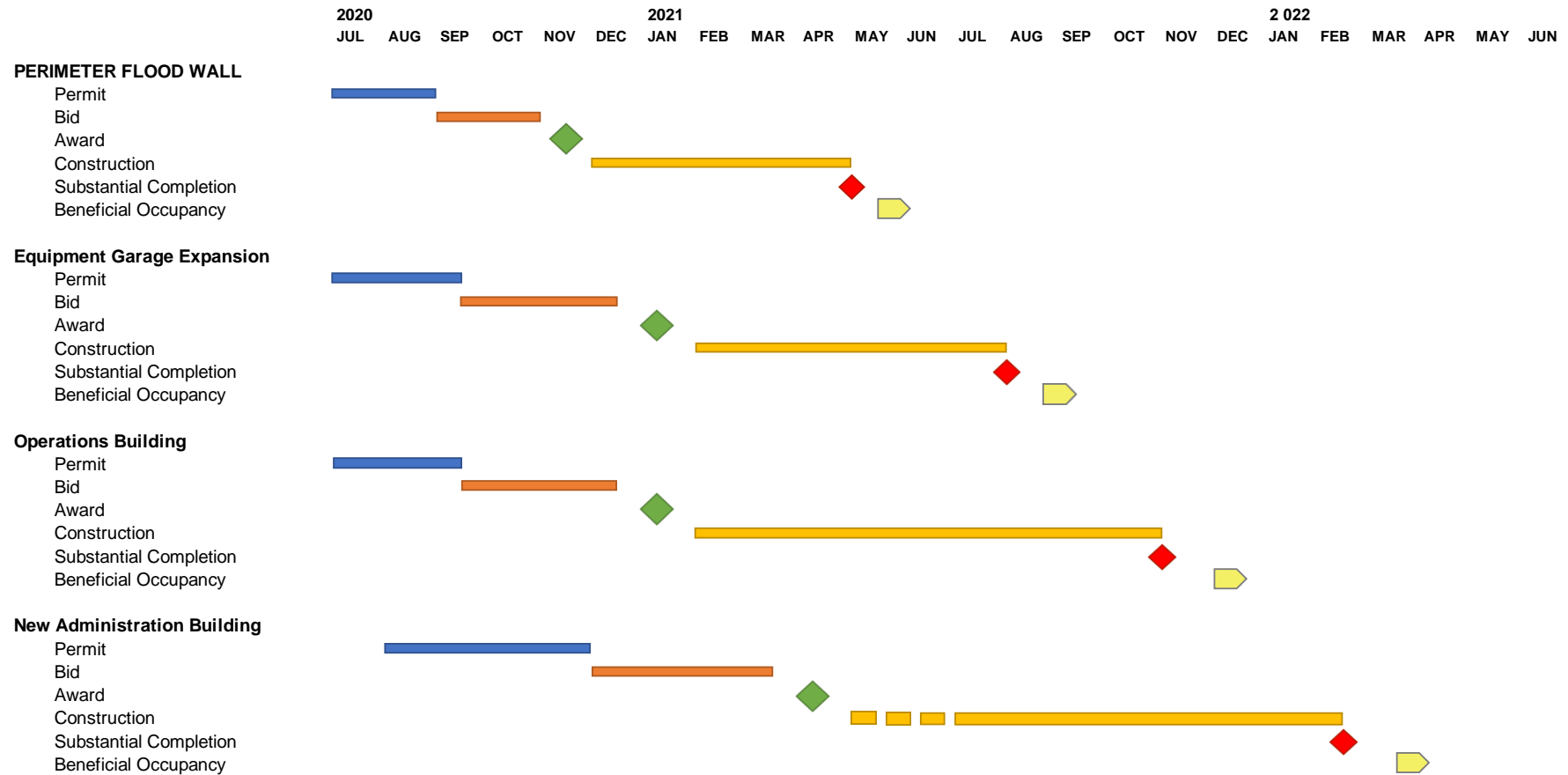
New Administration Building

- CDP – Approved May 14, 2020.
- Design Review – Concept review completed March 27, 2017. Return for Project Design/Final Approval once building plans are ready for submittal, estimated in August.
- Building Permit – EGA Design is updating plans to comply with 2020 California Building Code. Project will be submitted for building plan check following Design Review approval.
- Building plan check is anticipated to take four to five months with contractor bidding and selection to follow. Based on the current projections, construction would take approximately 10 months with completion in early 2022.

Attachment: EGA Design Headquarters, Building Upgrades Projected Timeline

Goleta West Sanitary District

Headquarters, Building Upgrades



Your environmental partner since 1954



GOLETA WEST SANITARY DISTRICT

DATE: JULY 7, 2020

AGENDA ITEM #9

**AGENDA TITLE: DECLARE THE 2007 CHEVROLET SILVERADO PICK-UP
SURPLUS TO THE DISTRICT**

SUMMARY DESCRIPTION:

As reported at an earlier Board meeting, the new 2020 pick-up truck is now in service therefore, the 2007 Chevrolet Silverado needs to be declared surplus to the District.

In the past the Board has discussed donating obsolete vehicles to IVRP&D in support of the Adopt-A-Block program. Resolution No. 611 (policy relating to disposal of obsolete personal property) allows for donation of obsolete personal property to other governmental agencies including a special district. IVR&PD would be pleased to accept the donation of the truck.

Staff recommends that the Board declare the 2007 Chevrolet Silverado Pick-up Truck surplus to the District and approve donation of the vehicle to the Isla Vista Recreation and Park District.

SUPPLEMENTARY MATERIAL:

None.

GOLETA WEST SANITARY DISTRICT

DATE: JULY 7, 2020

AGENDA ITEM #10

**AGENDA TITLE: CONSIDER ADOPTION OF THE FISCAL YEAR 2020-2021
BUDGET DOCUMENT**

SUMMARY DESCRIPTION:

Staff and the Finance Committee met on two occasions to review the draft FY 2020-2021 budget document. The full Board reviewed the draft budget document at the Regular Board Meeting on June 2, 2020. No major changes have been made since the last review by the Board. Staff recommends that the Board adopt the FY 2020-2021 budget document as presented.

SUPPLEMENTARY MATERIAL:

FY 2020-2021 Budget Document.

GOLETA WEST SANITARY DISTRICT



ADOPTED BUDGET

FISCAL YEAR 2020-2021

***Adopted by the Governing Board
July 7, 2020***

TABLE OF CONTENTS
FISCAL YEAR 2020–2021 BUDGET

| <u>Description</u> | <u>Page</u> |
|--|-------------|
| Introduction | (1) |
| District Organization Chart | (2) |
| Budget Goals | (3) |
| Revenues Description | (3) |
| Fiscal Year 2020-2021 Total Revenues | (4) |
| Fiscal Year 2020-2021 Operating Revenues (O&M) | (4) |
| Fiscal Year 2020-2021 Non-Operating Revenues | (4) |
| Revenues Summary | (5) |
| District Operating & Reserve Funds | (6) |
| Transfers to Reserve Funds | (8) |
| Fund Activity | (9) |
| Chart - Projected Fund Balance - June 30, 2021 | (10) |
| Fiscal Year 2020-2021 Total Expenditures | (11) |
| Fiscal Year 2020-2021 Wastewater O & M Expenditures | (12) |
| Wastewater Operations & Maintenance Expenditures Summary | (13) |
| Fiscal Year 2020-2021 Other Services Expenditures | (14) |
| Other Services Expenditures Summary | (15) |
| Capital Improvement Expenditures Description | (16) |
| Fiscal Year 2020-2021 Capital Improvement Expenditures | (17) |
| Capital Projects Summary | (18) |
| Appendix ‘A’ | (19) |

INTRODUCTION

Goleta West Sanitary District's mission is **to protect the environment and the public's health and safety while providing efficient, responsible service.**

The Goleta West Sanitary District (GWSD) was first established in 1954 under the Sanitary District Act of 1923 as the Isla Vista Sanitary District to serve the community of Isla Vista and the Western Goleta Valley. In 1990, the name of the District was changed to Goleta West Sanitary District in an effort to more accurately describe the service area. GWSD currently serves a population of approximately 39,500.

GWSD provides wastewater collection, treatment and street sweeping for its constituents. The District owns 40.78% treatment capacity rights in the regional treatment plant at Goleta Sanitary District.

GWSD owns and operates two pump stations and approximately sixty-eight (68) miles of sewers.

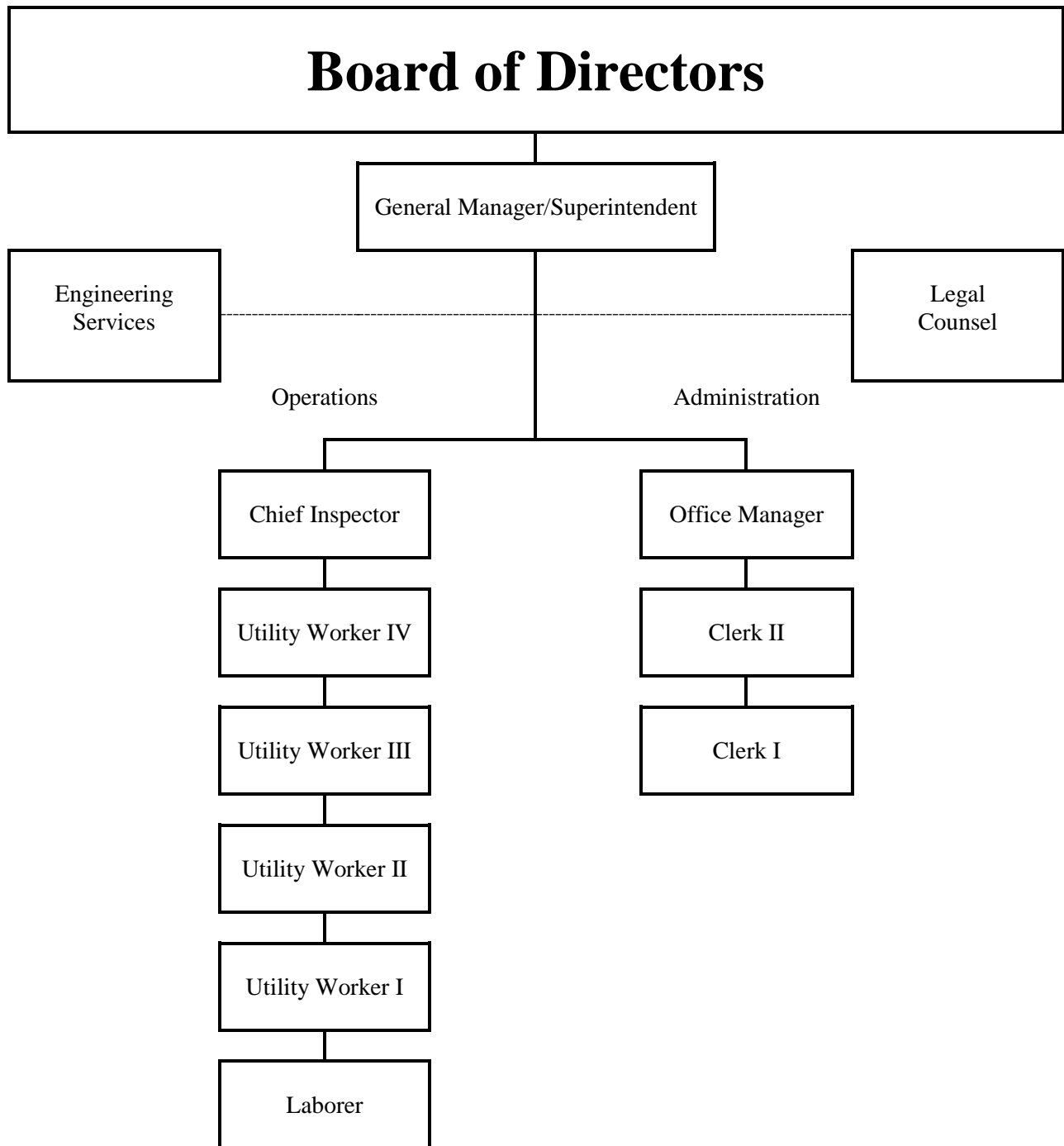
GWSD is governed by a five-member Board of Directors elected at-large from its service area and who serve for a four-year term. The Board conducts meetings on the first and third Tuesday of each odd month and on the first Tuesday of each even month in the District's Administrative Offices located in Parking Lot 32 on the UCSB Campus.

GWSD's fiscal year runs for a twelve (12) month period beginning July 1 through June 30 of the following year. The District's budget consists of three separate and distinct secondary expenditure accounts: (i) Wastewater Operation & Maintenance Expenditures, (ii) Other Services Expenditures, (iii) Capital Improvement Expenditures. A draft budget is prepared during the fourth quarter for adoption by the Board of Directors in June of the same year. Capital Improvement Projects are tracked as Construction in Progress (CIP) and paid for from a corresponding reserve fund.

GWSD currently employs seven (7) full time employees. The employees work in the following budgeted categories: Administration; Collection System; Pump Station and Other Services/Street Sweeping.

The District's Organization Chart is included on the following page.

Goleta West Sanitary District Organization Chart



BUDGET GOALS

The primary goals of the District are the basis for establishing the annual operating and capital improvement budgets. The goals include:

- Professionally manage, operate and maintain all parts of the wastewater collection system in order to protect public health and the environment.
- Ensure that the system is operated in a manner that meets all regulatory requirements.
- Ensure that the system has adequate hydraulic capacity to convey peak flows for current users and into the future.
- Ensure that the District's street sweeping program operates efficiently and effectively.
- Strategically implement critical capital facility upgrades and improvements to ensure the system will perform well on a long term basis.
- Ensure that financial and capital planning prepares the District well for the future needs of the community.
- Employ a highly qualified, professional staff that will operate District facilities to the highest standards.

REVENUES DESCRIPTION

The District receives revenue from several sources. Operating revenues are comprised primarily of sewer service charges, permit fees, inspection fees, plan check fees, and interest earned from those sources. Property taxes fund the District's other services expenditures (including street sweeping) and Capital Improvement Program. Non-operating revenues are comprised primarily of property taxes, connection fees and interest earned from those sources.

The following spreadsheet outlines the District revenue sources to include: (i) total revenues, (ii) operating revenues and (iii) non-operating revenues.

FISCAL YEAR 2020-2021 TOTAL REVENUES

| Account | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|--|---------------------|---------------------|-------------------------------|---------------------|--|
| 3010 Property Taxes | \$2,977,951 | \$3,050,000 | \$3,000,000 | \$3,100,000 | |
| 3380 Interest Income | \$327,629 | \$235,000 | \$280,000 | \$159,000 | |
| 3381 Unrealized Gain/Loss Investments | \$227,503 | \$0 | \$100,000 | \$0 | |
| 3390 Homeowners Property Tax Relief | \$14,179 | \$13,000 | \$13,000 | \$13,000 | |
| 3410 Miscellaneous Permits | \$37,250 | \$37,000 | \$34,000 | \$37,000 | |
| 3420 Planning & Engineering-Plan Ck Fees | \$3,297 | \$4,000 | \$3,200 | \$15,000 | |
| 3430 Insurance Refunds | \$0 | \$0 | \$0 | \$0 | |
| 3440 Sanitation Serv./Sewer User Fees | \$4,314,212 | \$4,350,000 | \$4,320,000 | \$4,300,000 | |
| 3450 Connection Fees | \$89,876 | \$430,000 | \$361,270 | \$700,000 | |
| 3460 Inspection Fees | \$5,880 | \$8,000 | \$6,755 | \$18,000 | |
| 3480 Other Services Income | \$180,857 | \$210,000 | \$266,413 | \$250,000 | |
| 3500 Gain/Loss on Sale of Fixed Assets | \$0 | \$3,000 | \$0 | \$0 | |
| Total Revenue | \$8,178,634 | \$8,340,000 | \$8,384,638 | \$8,592,000 | 3% |

Note: The Total Revenues table above is the total of the Operating Revenues and Non-Operating Revenues tables shown below.

FISCAL YEAR 2020-21 OPERATING REVENUES (O&M Unrestricted)

| Account | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|--|---------------------|---------------------|-------------------------------|---------------------|--|
| 3380 Interest Income | \$114,998 | \$82,485 | \$89,000 | \$55,809 | |
| 3410 Miscellaneous Permits | \$37,250 | \$37,000 | \$34,000 | \$37,000 | |
| 3420 Planning & Engineering-Plan Ck Fees | \$3,297 | \$4,000 | \$3,200 | \$15,000 | |
| 3430 Insurance Refunds | \$0 | \$0 | \$0 | \$0 | |
| 3440 Sanitation Serv./Sewer User Fees | \$4,314,212 | \$4,350,000 | \$4,320,000 | \$4,300,000 | |
| 3460 Inspection Fees | \$5,880 | \$8,000 | \$6,755 | \$18,000 | |
| 3480 Other Services Income | \$180,857 | \$210,000 | \$266,413 | \$250,000 | |
| 3500 Gain/Loss on Sale of Fixed Assets | \$0 | \$3,000 | \$0 | \$0 | |
| Total Operating Revenues | \$4,656,494 | \$4,694,485 | \$4,719,368 | \$4,675,809 | 0% |

FISCAL YEAR 2020-21 NON-OPERATING REVENUES

| Account | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| 3010 Property Taxes | \$2,977,951 | \$3,050,000 | \$3,000,000 | \$3,100,000 | |
| 3380 Interest Income | \$212,631 | \$152,515 | \$191,000 | \$103,191 | |
| 3381 Unrealized Gain/Loss Investments | \$227,503 | \$0 | \$100,000 | \$0 | |
| 3390 Homeowners Property Tax Relief | \$14,179 | \$13,000 | \$13,000 | \$13,000 | |
| 3450 Connection Fees | \$89,876 | \$430,000 | \$361,270 | \$700,000 | |
| Total Non-Operating Revenues | \$3,522,140 | \$3,645,515 | \$3,665,270 | \$3,916,191 | 7% |

REVENUES SUMMARY

2019-2020 projected actual column on the preceding spreadsheet represents the projected revenues through June 30, 2020. The last column is a comparison of the 2019-2020 budget and the 2020-2021 budget.

Overall revenues are projected to increase as compared to prior year. Total revenues are projected to increase by 3% as compared to the 2019-2020 fiscal year budget. Operating revenues are expected to decrease just slightly as compared to prior year budget and non-operating revenues are expected to increase 7% as compared to prior year budget primarily due to a projected increase in connection fee revenue as compared to the prior year estimate.

Major components of total revenues and/or significant changes in total revenues consist primarily of the following:

- The County of Santa Barbara has provided the District with the estimated property tax revenue for 2020-2021 fiscal year.
- Interest Income is earned on all District funds, which are included in the District's investment portfolio. The 2020-2021 budget amount is based on an estimate from the District's investment managers. The projected decrease is a result of predicted market conditions and current reserve balances.
- Unrealized Gain/Loss Investments represent the unrealized short term investment earnings or losses in the District's portfolio or, the increased/decreased market value of a security that is still being held compared with its original cost. Revenues are not budgeted for this item as it is difficult to estimate.
- Miscellaneous Permits includes fees for connection permits and permits to industries for the Industrial Waste Pretreatment Program.
- Sanitation Service/Sewer User Fees are collected for the District by the County of Santa Barbara as reported on the tax rolls. Residential users are charged a flat fee per year for a single family dwelling. Commercial users are charged according to prior year's water usage and the type of wastewater discharged. Sewer User Fees are expected to be similar to prior year.
- Connection Fees includes revenues from the proposed Cortona Apartments development.
- Other Services income is primarily the Capital Fund Charge for UCSB properties.

DISTRICT OPERATING & RESERVE FUNDS

District revenues are deposited into District Operating and Reserve funds. The funds are sources for District expenditures including capital improvement projects. In fiscal year 2011-12 the Governing Board revised the District's reserve fund policy in District Resolution No. 12-732. The objective of maintaining these funds is to take a fiscally responsible approach to ensuring that funds are available to meet the District's long term needs and goals. Certain reserve funds are mandated by law or legal requirement; other funds are dedicated by the Board of Directors. The following is a description of each of the District's funds.

UNRESTRICTED FUNDS

4900 Running Expense Fund

The Running Expense fund receives monies from all unrestricted revenue streams. Operation & Maintenance expenses are paid directly from this fund.

4930 Operations Reserve Fund

The Operations Reserve fund is used to meet ongoing cash flow requirements as well as unanticipated increases in operating costs. This fund shall also be used to ensure sufficient funding for District purposes in the event of an unanticipated increase in operations costs, such as those caused by large unexpected fluctuations in energy costs, or reduction in wastewater revenues. Unrestricted reserve funds may be used for any proper District purpose. The Operations Reserve Fund shall be funded by income from sources other than property tax. Target for this fund is to maintain a minimum balance of one-hundred percent (100%) of annual wastewater O & M costs (\$3,919,506) projected actual for FY 2019-20).

RESTRICTED RESERVE FUNDS

4932 Collection System/Plant Upgrade Reserve Fund

The Collection System/Plant Upgrade Reserve fund is an encumbered reserve fund for capital costs related to increasing system capacity or capital improvements. This fund may be used to finance the expansion or upgrade of existing facilities that will benefit customers that have paid fees to the fund. Pursuant to Government Code §66000 *et seq.*, the fees generated for this fund are accounted for separately and are used only for the specific purposes authorized by law. This fund is funded by capacity charges, developer fees and interest earned thereon.

4935 Capital and Treatment Plant Upgrade Reserve Fund

The Capital and Treatment Plant Upgrade Reserve fund may be used to replace, upgrade and improve the existing system. This fund is designated for ongoing needs for financing capital projects and the replacement or upgrade of the existing treatment plant facilities. Property taxes shall fund this reserve. The 2012 Reserve Policy Update Report from Raftelis Financial Consultants provides target reserve levels for the District's capital upgrade funds.

DEDICATED RESERVE FUNDS

4910 Property Tax Reserve Fund

The Property Tax Reserve fund is used to fund the other services budget including street sweeping operations and to replenish the capital upgrades and replacement reserve funds. Monies posted to this fund are the sum of all property tax revenues collected during the current fiscal year and any accrued interest.

4960 Equipment/Vehicle Replacement Reserve Fund

The Equipment/Vehicle Replacement Reserve fund is dedicated for replacement of District sewer cleaning equipment, street sweeping equipment and other vehicles at the end of their life cycles.

4965 Building Replacement Reserve Fund

The Building Replacement Reserve fund is dedicated for the upgrade of the buildings at the District headquarters.

TRANSFERS TO RESERVE FUNDS

| Fund | Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | Foot Note |
|---|---|-----------------------------|-----------------------------|---------------------------------------|-----------------------------|----------------------|
| 4930 | Operating Reserve Fund | \$200,000 | \$200,000 | \$200,000 | \$200,000 | 1 |
| 4932 | Capacity Fees for Collection System/Plant Reserve | \$89,876 | \$430,000 | \$375,000 | \$700,000 | 2 |
| 4935 | Capital and Treatment Plant Upgrade Reserve | \$2,000,000 | \$2,000,000 | \$2,000,000 | \$1,500,000 | 3 |
| 4960 | Equipment/Vehicle Replacement Reserve | \$100,000 | \$100,000 | \$100,000 | \$100,000 | 4 |
| 4965 | Building Replacement Reserve | \$600,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | 5 |
| Total Transfers to Reserve Funds | | \$2,989,876 | \$3,730,000 | \$3,675,000 | \$3,500,000 | |

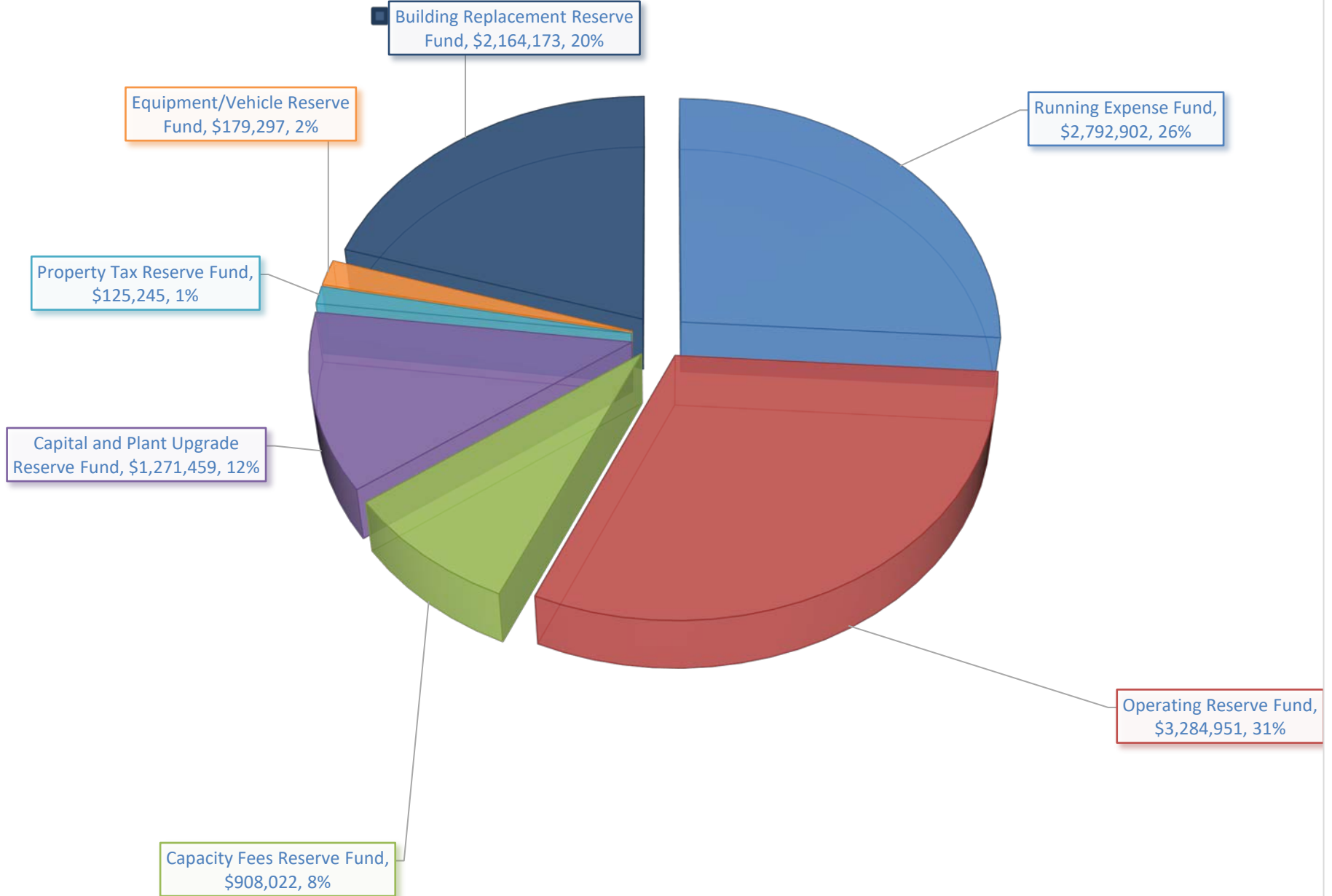
Foot
Note

- 1 Funds to meet cash flow requirements and unanticipated increases in O&M costs (transfer from Fund 4900)
- 2 By law Connection Fees are deposited into this reserve fund.
- 3 To fund capital projects and replace or upgrade treatment facilities
- 4 Accumulate annually to replace District sewer cleaning and street sweeping equipment and other vehicles
- 5 Accumulate annually to replace or upgrade District buildings

FUND ACTIVITY

| Fund & Description | Estimated Fund Acct Balance 6/30/2020 | Estimated Revenue/Transfers FY 2020-2021 | Estimated Expenditures/Transfers FY 2020-2021 | Estimated Fund Acct Balance 6/30/2021 |
|--|--|---|---|--|
| <u>Unreserved Funds</u> | | | | |
| 4900 Running Expense | \$2,600,000 | Revenue & Interest \$4,649,795 | Wastewater O&M Expenses and transfer to Fund 4930 \$4,456,892 | \$2,792,902 |
| 4930 Operating Reserve | \$3,050,000 | Transfer from Fund 4900 & Interest \$234,951 | None \$0 | \$3,284,951 |
| <u>Restricted Funds</u> | | | | |
| 4932 Capacity Fees for Collection System/Plant Reserve | \$700,000 | Connection Fees & Interest \$708,022 | Closeout of Phelps Road Project (\$500K) \$500,000 | \$908,022 |
| 4935 Capital and Treatment Plant Upgrade Reserve | \$1,000,000 | Transfer from Fund 4910 & Interest \$1,511,459 | GSD Capital (\$740K), Flow and I&I Study (\$500K) \$1,240,000 | \$1,271,459 |
| <u>Dedicated Funds</u> | | | | |
| 4910 Property Taxes | \$550,000 | Revenue & Interest \$3,119,303 | Other Services Budget, Routine Collection & PS Capital (\$135K) Transfer - Fund 4935 (\$1.5Mil) Transfer - Fund 4960 (\$100K) Transfer - Fund 4965 (\$1Mil) \$3,544,058 | \$125,245 |
| 4960 Equipment/Vehicle Replacement Reserve | \$375,000 | Trans from Fund 4910 & Interest \$104,297 | New Sweeper (\$300K) \$300,000 | \$179,297 |
| 4965 Building Replacement Reserve | \$5,600,000 | Trans from Fund 4910 & Interest \$1,064,173 | Facilities Upgrades - Ops Bldg & Garage Construction, Admin bldg design/permitting \$4,500,000 | \$2,164,173 |
| Totals | \$13,875,000 | \$11,392,000 | \$14,540,950 | \$10,726,050 |

PROJECTED FUND BALANCES - JUNE 30, 2021



FISCAL YEAR 2020-21 TOTAL EXPENDITURES

| Description | | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| Personnel Expenses | | | | | | |
| 6000 | Salaries | \$732,325 | \$767,000 | \$777,000 | \$813,000 | |
| 6010 | Stand-By Pay | \$38,170 | \$40,000 | \$40,500 | \$42,000 | |
| 6020 | Overtime | \$15,419 | \$17,350 | \$15,688 | \$17,875 | |
| 6030 | Retirement | \$125,715 | \$165,000 | \$177,300 | \$187,250 | |
| 6040 | Deferred Comp | \$9,600 | \$10,800 | \$10,800 | \$12,000 | |
| 6050 | FICA | \$44,602 | \$51,110 | \$51,658 | \$54,118 | |
| 6060 | Medicare | \$11,285 | \$11,953 | \$12,081 | \$12,657 | |
| 6070 | Health Insurance | \$116,372 | \$122,500 | \$142,000 | \$144,500 | |
| 6080 | Life/Dental & Long Term Disability | \$19,455 | \$21,300 | \$19,800 | \$20,250 | |
| 6090 | SDI | \$1,263 | \$0 | \$0 | \$0 | |
| 6100 | SUI | \$843 | \$1,100 | \$2,950 | \$3,000 | |
| 6110 | Workers Comp | \$15,264 | \$19,025 | \$31,164 | \$31,950 | |
| Subtotal Personnel Expenses | | \$1,130,313 | \$1,227,138 | \$1,280,941 | \$1,338,600 | 9% |
| Operating Expenses | | | | | | |
| 7090 | Insurance | \$59,944 | \$63,250 | \$59,513 | \$62,500 | |
| 7120 | Vehicles R&M | \$43,711 | \$55,800 | \$51,338 | \$54,000 | |
| 7121 | Repairs & Maint | \$71,507 | \$85,700 | \$58,098 | \$80,700 | |
| 7122 | Operating Supplies | \$1,537 | \$1,500 | \$389 | \$1,500 | |
| 7200 | Prof Svcs Accounting/Auditing | \$42,205 | \$49,500 | \$30,800 | \$45,500 | |
| 7210 | Prof Svcs Legal Fees | \$96,187 | \$125,000 | \$85,000 | \$113,000 | |
| 7220 | Prof Svcs Engineering | \$0 | \$0 | \$0 | \$20,000 | |
| 7230 | Prof Svcs Computer | \$23,172 | \$30,000 | \$25,500 | \$30,000 | |
| 7235 | Prof Svcs Financial | \$32,643 | \$45,000 | \$39,100 | \$45,000 | |
| 7240 | Prof Svcs Other | \$28,411 | \$60,000 | \$28,500 | \$57,000 | |
| 7300 | Contractual Services | \$172,476 | \$242,000 | \$169,000 | \$218,000 | |
| 7383 | Permits/Licences/Fees | \$4,664 | \$11,100 | \$9,155 | \$13,500 | |
| 7450 | Office Supplies | \$4,034 | \$2,500 | \$4,000 | \$4,000 | |
| 7460 | Printing | \$257 | \$1,800 | \$991 | \$1,800 | |
| 7470 | Publications/Legal Notices | \$301 | \$1,500 | \$1,500 | \$1,500 | |
| 7480 | Postage | \$376 | \$1,500 | \$425 | \$1,500 | |
| 7490 | Memberships | \$19,829 | \$20,400 | \$19,400 | \$21,300 | |
| 7500 | Miscellaneous | \$1,554 | \$200,000 | \$21,310 | \$200,000 | |
| 7540 | Rents/Leases | \$0 | \$600 | \$0 | \$600 | |
| 7653 | Trainings/Meetings/Materials/Safety | \$20,804 | \$25,000 | \$22,038 | \$23,000 | |
| 7660 | Travel | \$6,317 | \$10,750 | \$3,383 | \$10,750 | |
| 7731 | Gasoline/Oil/Fuel | \$25,058 | \$27,700 | \$22,900 | \$26,200 | |
| 7760 | Utilities | \$104,890 | \$108,700 | \$94,000 | \$103,400 | |
| 7800 | Election Expense | \$0 | \$0 | \$0 | \$40,000 | |
| 7860 | Contribution to Other Agencies | \$13,587 | \$15,000 | \$10,000 | \$14,000 | |
| 7900 | GSD/Treatment | \$2,047,469 | \$2,300,000 | \$2,220,000 | \$2,360,000 | |
| 7910 | GSD/Outfall | \$0 | \$0 | \$0 | \$0 | |
| 7920 | GSD/Administrative Fee | \$122,848 | \$138,000 | \$132,000 | \$141,600 | |
| 7930 | County Administrative Fee | \$34,538 | \$36,000 | \$34,026 | \$37,000 | |
| Subtotal Operating Expenses | | \$2,943,781 | \$3,658,300 | \$3,108,340 | \$3,727,350 | 2% |
| Capital Outlay | | | | | | |
| | General Equipment/Capital | \$142,864 | \$226,000 | \$201,390 | \$435,000 | |
| | GSD - Capacity Rights | \$480,036 | \$675,000 | \$375,000 | \$740,000 | |
| | Construction in Progress/Capital | \$431,512 | \$13,000,000 | \$8,575,000 | \$5,500,000 | |
| Subtotal Capital Outlay | | \$1,054,412 | \$13,901,000 | \$9,151,390 | \$6,675,000 | -52% |
| Total Operating & Non-Operating Expenses | | \$5,128,506 | \$18,786,438 | \$13,540,671 | \$11,740,950 | -38% |

FISCAL YEAR 2020-21 TOTAL WASTEWATER OPERATIONS & MAINTENANCE EXPENDITURES

| Code | Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| Personnel Expenses | | | | | | |
| 6000 | Salaries | \$614,762 | \$640,000 | \$651,000 | \$677,000 | |
| 6010 | Stand-By Pay | \$38,170 | \$40,000 | \$40,500 | \$42,000 | |
| 6020 | Overtime | \$15,419 | \$17,000 | \$15,688 | \$17,500 | |
| 6030 | Retirement | \$120,426 | \$158,500 | \$171,000 | \$180,750 | |
| 6040 | Deferred Comp | \$9,600 | \$10,800 | \$10,800 | \$12,000 | |
| 6050 | FICA | \$37,766 | \$43,214 | \$43,846 | \$45,663 | |
| 6060 | Medicare | \$9,606 | \$10,107 | \$10,254 | \$10,679 | |
| 6070 | Health Insurance | \$106,330 | \$111,500 | \$130,500 | \$133,000 | |
| 6080 | Life/Dental & Long Term Disability | \$17,723 | \$19,400 | \$17,900 | \$18,350 | |
| 6090 | SDI | \$1,061 | \$0 | \$0 | \$0 | |
| 6100 | SUI | \$843 | \$1,100 | \$2,950 | \$3,000 | |
| 6110 | Workers Comp | \$13,738 | \$17,025 | \$28,048 | \$28,750 | |
| Subtotal Personnel Expenses | | \$985,444 | \$1,068,646 | \$1,122,486 | \$1,168,692 | 9% |
| Operating Expenses | | | | | | |
| 7090 | Insurance | \$54,283 | \$56,750 | \$54,010 | \$56,500 | |
| 7120 | Vehicles R&M | \$11,221 | \$25,800 | \$19,338 | \$24,000 | |
| 7121 | Repairs & Maint | \$71,507 | \$85,700 | \$58,098 | \$80,700 | |
| 7122 | Operating Supplies | \$1,537 | \$1,500 | \$389 | \$1,500 | |
| 7200 | Prof Svcs Accounting/Auditing | \$36,630 | \$43,000 | \$26,000 | \$39,000 | |
| 7210 | Prof Svcs Legal Fees | \$72,413 | \$50,000 | \$41,000 | \$48,000 | |
| 7220 | Prof Svcs Engineering | \$0 | \$0 | \$0 | \$20,000 | |
| 7230 | Prof Svcs Computer | \$23,172 | \$30,000 | \$25,500 | \$30,000 | |
| 7235 | Prof Svcs Financial | \$31,616 | \$35,000 | \$34,000 | \$35,000 | |
| 7240 | Prof Svcs Other | \$13,965 | \$25,000 | \$12,500 | \$22,000 | |
| 7300 | Contractual Services | \$55,780 | \$92,000 | \$39,000 | \$73,000 | |
| 7383 | Permits/Licences/Fees | \$4,664 | \$10,500 | \$8,420 | \$10,500 | |
| 7450 | Office Supplies | \$4,034 | \$2,500 | \$4,000 | \$4,000 | |
| 7460 | Printing | \$257 | \$1,800 | \$991 | \$1,800 | |
| 7470 | Publications/Legal Notices | \$301 | \$1,500 | \$1,500 | \$1,500 | |
| 7480 | Postage | \$376 | \$1,500 | \$425 | \$1,500 | |
| 7490 | Memberships | \$19,551 | \$19,400 | \$19,200 | \$20,400 | |
| 7500 | Miscellaneous | \$0 | \$0 | \$149 | \$0 | |
| 7540 | Rents/Leases | \$0 | \$600 | \$0 | \$600 | |
| 7653 | Trainings/Meetings/Materials/Safety | \$20,489 | \$24,000 | \$20,830 | \$22,000 | |
| 7660 | Travel | \$6,317 | \$10,000 | \$3,050 | \$10,000 | |
| 7731 | Gasoline/Oil/Fuel | \$14,024 | \$15,700 | \$12,900 | \$14,200 | |
| 7760 | Utilities | \$71,287 | \$75,700 | \$62,000 | \$70,400 | |
| 7800 | Election Expense | \$0 | \$0 | \$0 | \$0 | |
| 7860 | Contribution to Other Agencies | \$0 | \$0 | \$0 | \$0 | |
| 7900 | GSD/Treatment | \$2,047,469 | \$2,300,000 | \$2,220,000 | \$2,360,000 | |
| 7910 | GSD/Outfall | \$0 | \$0 | \$0 | \$0 | |
| 7920 | GSD/Administrative Fee | \$122,848 | \$138,000 | \$132,000 | \$141,600 | |
| 7930 | County Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Operating Expenses | | \$2,683,741 | \$3,045,950 | \$2,795,300 | \$3,088,200 | 1% |
| Total Operating and Personnel Expenses | | \$3,669,185 | \$4,114,596 | \$3,917,786 | \$4,256,892 | 3% |

Appendix 'A' includes separate spreadsheets for the four (4) service categories, which comprise the Wastewater O&M Budget.

WASTEWATER OPERATIONS & MAINTENANCE EXPENDITURES SUMMARY

Overall wastewater operating and personnel expenses are projected to increase by 3% as compared to 2019-2020 fiscal year budget. This is primarily due to increased personnel expenses. The following describes significant operating and maintenance expenses as well as any significant changes as compared to the prior year budget:

- Personnel expenses include all District wastewater operations labor costs. The 2020 - 2021 budget projects a 9% increase in total personnel costs as compared to prior year budget. This is due to increases in salaries, CalPERS retirement costs (unfunded liability payment increase), and health insurance.
- Insurance costs include both primary and property insurance. The projected estimate is provided by the District's pooled insurance program.
- Vehicles Repair & Maintenance. This line item includes repair and maintenance to all District wastewater related vehicles.
- Repairs & Maintenance includes costs associated with the routine maintenance in the District's wastewater operations such as manhole rings and covers, manhole raising, certain small pipeline and manhole repairs, easement maintenance, pump station maintenance, equipment/parts etc.
- Professional Services Accounting /Auditing includes the annual audit.
- Professional Services Engineering includes hiring an engineer to update the District's Standard Specifications for Sewer Construction.
- Professional Services Financial includes financial consulting, investment management and other banking services.
- Professional Services Other includes public relations activities and consulting.
- Contractual Services includes emergency generator service contract, pest control services, uniforms, alarm service, computer services, underground service alert and non-industrial sampling.
- Memberships are fees paid to organizations in which the District belongs such as: California Association of Sanitation Agencies, California Special District Association, California Water Environment Association, CALAFCO etc.
- GSD/Treatment consists of treatment services provided by Goleta Sanitary District (GSD).
- GSD/Administrative Fee includes the 6% administrative charge required per the District's agreement with GSD.

FISCAL YEAR 2020-21 OTHER SERVICES EXPENDITURES

| Code | Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| 44 | Other Services | | | | | |
| | Personnel Expenses | | | | | |
| 6000 | Salaries | \$117,563 | \$127,000 | \$126,000 | \$136,000 | |
| 6010 | Stand-By Pay | \$0 | \$0 | \$0 | \$0 | |
| 6020 | Overtime | \$0 | \$350 | \$0 | \$375 | |
| 6030 | Retirement | \$5,289 | \$6,500 | \$6,300 | \$6,500 | |
| 6040 | Deferred Comp | \$0 | \$0 | \$0 | \$0 | |
| 6050 | FICA | \$6,836 | \$7,896 | \$7,812 | \$8,455 | |
| 6060 | Medicare | \$1,679 | \$1,847 | \$1,827 | \$1,977 | |
| 6070 | Health Insurance | \$10,042 | \$11,000 | \$11,500 | \$11,500 | |
| 6080 | Life/Dental & Long Term Disability | \$1,732 | \$1,900 | \$1,900 | \$1,900 | |
| 6090 | SDI | \$202 | \$0 | \$0 | \$0 | |
| 6100 | SUI | \$0 | \$0 | \$0 | \$0 | |
| 6110 | Workers Comp | \$1,526 | \$2,000 | \$3,116 | \$3,200 | |
| Subtotal Personnel Expenses | | \$144,869 | \$158,492 | \$158,455 | \$169,908 | 7% |
| | Operating Expenses | | | | | |
| 7090 | Insurance | \$5,661 | \$6,500 | \$5,503 | \$6,000 | |
| 7120 | Vehicles R&M | \$32,490 | \$30,000 | \$32,000 | \$30,000 | |
| 7121 | Repairs & Maint | \$0 | \$0 | \$0 | \$0 | |
| 7122 | Operating Supplies | \$0 | \$0 | \$0 | \$0 | |
| 7200 | Prof Svcs Accounting/Auditing | \$5,575 | \$6,500 | \$4,800 | \$6,500 | |
| 7210 | Prof Svcs Legal Fees | \$23,774 | \$75,000 | \$44,000 | \$65,000 | |
| 7220 | Prof Svcs Engineering | \$0 | \$0 | \$0 | \$0 | |
| 7230 | Prof Svcs Computer | \$0 | \$0 | \$0 | \$0 | |
| 7235 | Prof Svcs Financial | \$1,027 | \$10,000 | \$5,100 | \$10,000 | |
| 7240 | Prof Svcs Other | \$14,446 | \$35,000 | \$16,000 | \$35,000 | |
| 7300 | Contractual Svcs | \$116,696 | \$150,000 | \$130,000 | \$145,000 | |
| 7383 | Permits/Licences/Fees | \$0 | \$600 | \$735 | \$3,000 | |
| 7450 | Office Supplies | \$0 | \$0 | \$0 | \$0 | |
| 7460 | Printing | \$0 | \$0 | \$0 | \$0 | |
| 7470 | Publications/Legal Notices | \$0 | \$0 | \$0 | \$0 | |
| 7480 | Postage | \$0 | \$0 | \$0 | \$0 | |
| 7490 | Memberships | \$278 | \$1,000 | \$200 | \$900 | |
| 7500 | Miscellaneous | \$1,554 | \$200,000 | \$21,161 | \$200,000 | |
| 7540 | Rents/Leases | \$0 | \$0 | \$0 | \$0 | |
| 7653 | Trainings/Meetings/Materials/Safety | \$315 | \$1,000 | \$1,208 | \$1,000 | |
| 7660 | Travel | \$0 | \$750 | \$333 | \$750 | |
| 7731 | Gasoline/Oil/Fuel | \$11,034 | \$12,000 | \$10,000 | \$12,000 | |
| 7760 | Utilities | \$33,603 | \$33,000 | \$32,000 | \$33,000 | |
| 7800 | Election Expense | \$0 | \$0 | \$0 | \$40,000 | |
| 7860 | Contribution to Other Agencies | \$13,587 | \$15,000 | \$10,000 | \$14,000 | |
| 7900 | GSD/Treatment | \$0 | \$0 | \$0 | \$0 | |
| 7910 | GSD/Outfall | \$0 | \$0 | \$0 | \$0 | |
| 7920 | GSD/Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| 7930 | County Administrative Fee | \$34,538 | \$36,000 | \$34,026 | \$37,000 | |
| Subtotal Operating Expenses | | \$294,578 | \$612,350 | \$347,066 | \$639,150 | 4% |
| Total Operating and Personnel Expenses | | \$439,447 | \$770,842 | \$505,521 | \$809,058 | 5% |

OTHER SERVICES EXPENDITURES SUMMARY

Total Other Services operating and personnel expenses are projected to increase by 5% as compared to prior year budget primarily due to an election for the District Board of Directors being budgeted for this fiscal year.

Following are descriptions of significant other services operation and maintenance expenses.

- Personnel expenses include all District street sweeping operation and maintenance labor costs and a portion of Board salaries and Administration staff time.
- Vehicles R&M includes all street sweeper repair and maintenance.
- Professional Services Legal Fees include legal fees related to both property tax and legislative or governance issues.
- Professional Services Other includes public relations activities and consulting.
- Contractual Services includes proportionate share of uniforms and ADP payroll services and the Adopt-a-Block program and Mutt Mitt agreement with the Isla Vista Recreation and Park District.
- Miscellaneous line item expenses are monies set aside for potential funding of environmental projects.
- Utilities primarily consist of charges associated with hauling sweeping debris.
- Election Expense – an election is scheduled for two Director’s seats this fiscal year.
- Contribution to Other Agencies includes the District’s share of the LAFCO budget, Green Business Program, Integrated Regional Water Management Plan etc.
- County Administrative Fee is the fee charged by the County of Santa Barbara for the collection and distribution of the District’s property tax revenues.

CAPITAL IMPROVEMENT EXPENDITURES

The District's Capital Improvement Expenditures are required for upgrading and replacement of District facilities and equipment. The Capital Expenditures also account for the District's pro-rated share of upgrades and replacement of treatment facilities and equipment at the Goleta Sanitary District with whom the District contracts for treatment services.

In April 2011 the District with the assistance of Consultants, prepared an update to the District's Capital Improvement Plan (CIP). The CIP outlines the capital facility needs of the District and helps to carry out the goal of operating and maintaining its facilities in a cost effective manner over the long term. This program is intended to be flexible and reviewed regularly.

Capital Improvement Expenditures are typically funded from restricted or designated reserve funds earmarked for specific purposes. The Capital Improvement Expenditures are depicted on the following page broken down on a spreadsheet by service category. In addition, there is a brief description of each specific proposed capital expenditure on succeeding pages.

FISCAL YEAR 2020-21 TOTAL CAPITAL IMPROVEMENT EXPENDITURES

| Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|----------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| General Equipment/Capital | \$142,864 | \$226,000 | \$201,390 | \$435,000 | |
| GSD - Capacity Rights | \$480,036 | \$675,000 | \$375,000 | \$740,000 | |
| Construction in Progress/Capital | \$431,512 | \$13,000,000 | \$8,575,000 | \$5,500,000 | |
| Total Capital Outlay | \$1,054,412 | \$13,901,000 | \$9,151,390 | \$6,675,000 | -52% |

FISCAL YEAR 2020-21 CAPITAL IMPROVEMENT EXPENDITURES BY SERVICE CATEGORY

Fiscal Year 2020-21 Capital - Pump Station

| Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|--------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| 41 Pump Station | | | | | |
| General Equipment/Capital | \$57,276 | \$60,000 | \$39,200 | \$60,000 | |
| Construction in Progress/Capital | \$48,827 | \$4,500,000 | \$175,000 | \$4,500,000 | |
| Subtotal Pump Station Capital | \$106,103 | \$4,560,000 | \$214,200 | \$4,560,000 | 0% |

Fiscal Year 2020-21 Capital - Collection System

| | | | | | |
|---|------------------|--------------------|--------------------|--------------------|-------------|
| 42 Collection System | | | | | |
| General Equipment/Capital | \$76,754 | \$155,000 | \$159,000 | \$75,000 | |
| Construction in Progress/Capital | \$382,685 | \$8,500,000 | \$8,400,000 | \$1,000,000 | |
| Subtotal Collection System Capital | \$459,439 | \$8,655,000 | \$8,559,000 | \$1,075,000 | -88% |

Fiscal Year 2020-21 Capital - Other Services

| | | | | | |
|---|------------|------------|------------|------------------|-----------|
| 44 Other Services | | | | | |
| General Equipment/Capital | \$0 | \$0 | \$0 | \$300,000 | |
| Construction in Progress/Capital | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Street Sweeping Capital | \$0 | \$0 | \$0 | \$300,000 | 0% |

Fiscal Year 2020-21 Capital - Administration

| | | | | | |
|--|----------------|-----------------|----------------|------------|--------------|
| 45 Administration | | | | | |
| General Equipment/Capital | \$8,834 | \$11,000 | \$3,190 | \$0 | |
| Construction in Progress/Capital | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Administration Capital | \$8,834 | \$11,000 | \$3,190 | \$0 | -100% |

Fiscal Year 2020-21 Capital - Treatment

| | | | | | |
|-----------------------------------|------------------|------------------|------------------|------------------|------------|
| 46 Treatment | | | | | |
| General Equipment/Capital | \$0 | \$0 | \$0 | \$0 | |
| GSD - Capacity Rights | \$480,036 | \$675,000 | \$375,000 | \$740,000 | |
| Construction in Progress/Capital | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Treatment Capital | \$480,036 | \$675,000 | \$375,000 | \$740,000 | 10% |

CAPITAL PROJECTS SUMMARY

Fiscal year 2020-2021 Total Capital Improvement Expenditures are projected to decrease by 52% as compared to prior year budget. This is due to the large Phelps Road project being completed in June 2020.

The Pump Station General Equipment/Capital category includes an allocation for routine capital costs to the pump stations (\$60,000). The Construction in Progress/Capital category includes monies for continued work on the District headquarters upgrade including construction on the pump station #2 remodel and garage remodel and continuing design and permitting for the proposed new administration building (\$4,500,000).

The Collection System General Equipment/Capital category includes an allocation for routine capital improvements and equipment (\$75,000). The Construction in Progress/Capital category includes costs associated with closeout of the Phelps Road Project (\$500,000) and a flow monitoring/infiltration and inflow study (\$500,000).

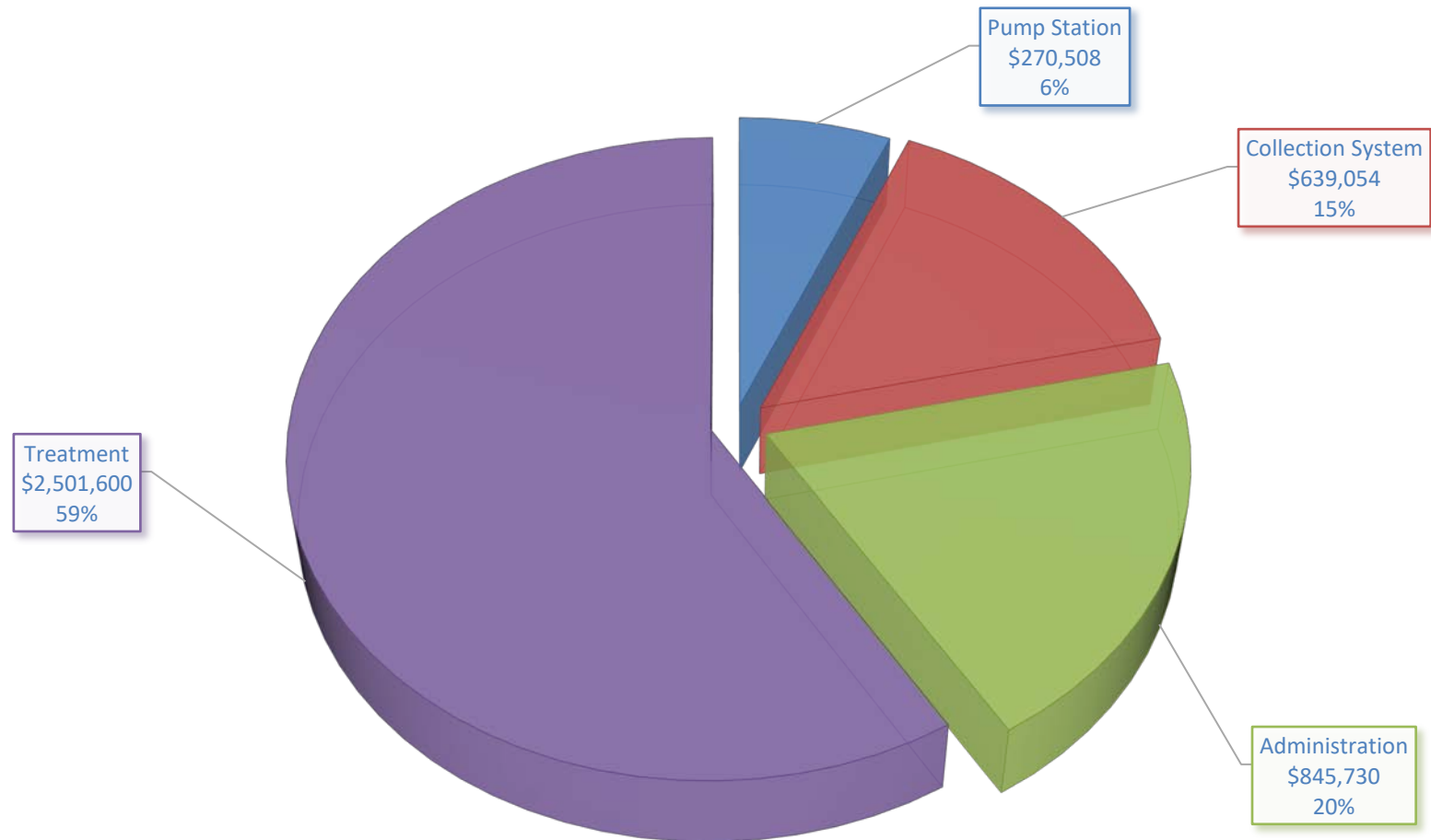
The Other Services category includes an allocation for the purchase of a new street sweeper (\$300,000).

The Treatment category GSD-Capacity Rights include GWSD's share of Goleta Sanitary District plant capital improvement costs, (\$740,000). These estimated costs are based on information provided by GSD.

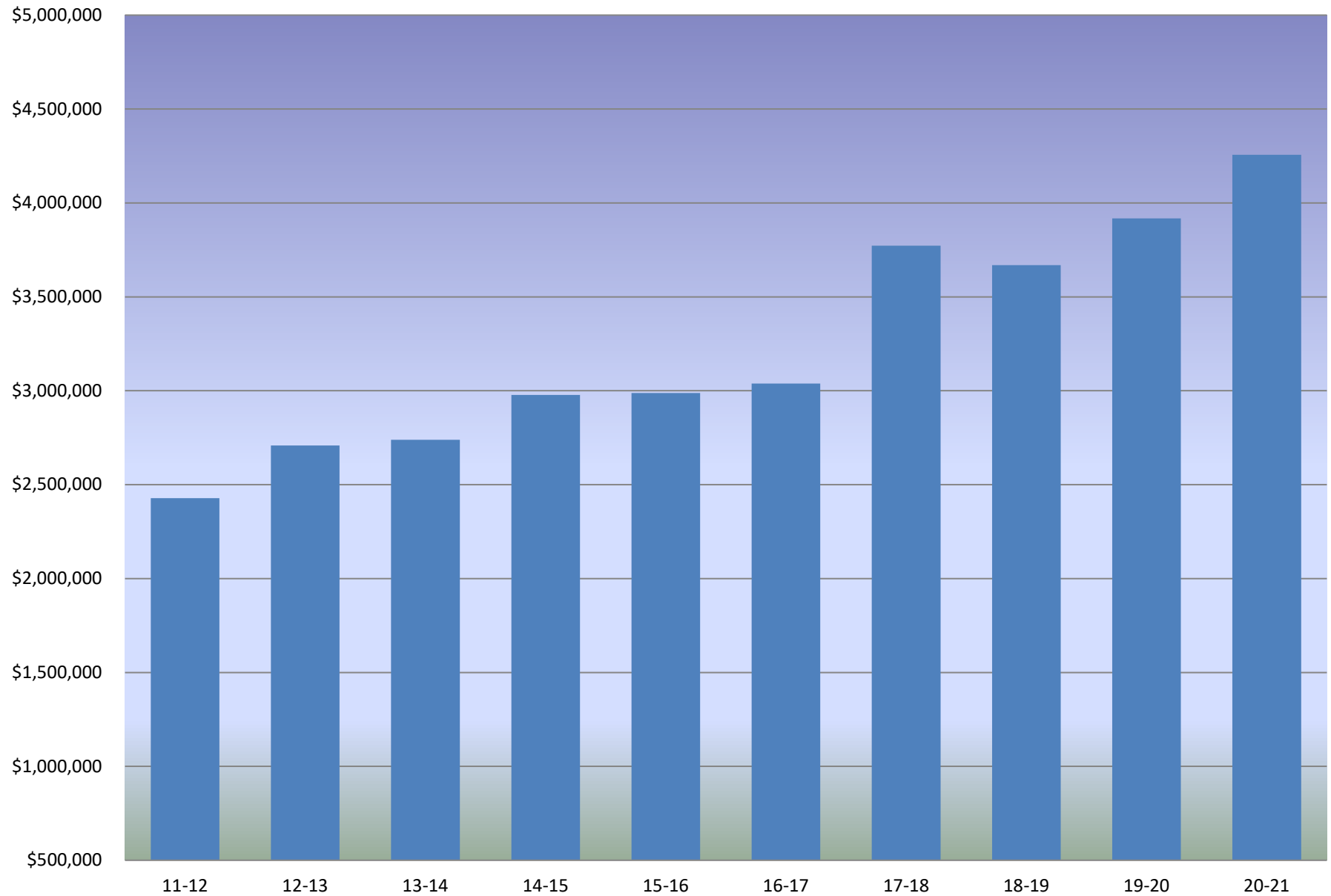
APPENDIX 'A'

1. Chart - Wastewater O&M by Service Category
2. Chart – Historical Wastewater O&M Expenses
3. Fiscal Year 2020-2021 Wastewater O&M – Pump Station
4. Fiscal Year 2020-2021 Wastewater O&M – Collection System
5. Fiscal Year 2020-2021 Wastewater O&M – Administration
6. Fiscal Year 2020-2021 Wastewater O&M – Treatment

WASTEWATER O&M BY SERVICE CATEGORY
THE FOLLOWING CHART DISPLAYS THE PROJECTED O&M EXPENSES
BY SERVICE CATEGORY FOR FY 2020 - 2021



Historical Wastewater O&M Expenses



FISCAL YEAR 2020-21 WASTEWATER O&M - PUMP STATION

| Code | Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| 41 | PUMP STATION | | | | | |
| | Personnel Expenses | | | | | |
| 6000 | Salaries | \$46,331 | \$53,000 | \$40,000 | \$50,000 | |
| 6010 | Stand-By Pay | \$38,170 | \$40,000 | \$40,500 | \$42,000 | |
| 6020 | Overtime | \$15,357 | \$15,000 | \$15,200 | \$15,300 | |
| 6030 | Retirement | \$0 | \$0 | \$0 | \$0 | |
| 6040 | Deferred Comp | \$0 | \$0 | \$0 | \$0 | |
| 6050 | FICA | \$5,501 | \$6,696 | \$5,933 | \$6,653 | |
| 6060 | Medicare | \$1,305 | \$1,566 | \$1,388 | \$1,556 | |
| 6070 | Health Insurance | \$0 | \$0 | \$0 | \$0 | |
| 6080 | Life/Dental & Long Term Disability | \$0 | \$0 | \$0 | \$0 | |
| 6090 | SDI | \$145 | \$0 | \$0 | \$0 | |
| 6100 | SUI | \$4 | \$0 | \$0 | \$0 | |
| 6110 | Workers Comp | \$3,816 | \$4,725 | \$7,791 | \$8,000 | |
| Subtotal Personnel Expenses | | \$110,629 | \$120,987 | \$110,812 | \$123,508 | 2% |
| | Operating Expenses | | | | | |
| 7090 | Insurance | \$14,134 | \$15,750 | \$13,757 | \$14,500 | |
| 7120 | Vehicles R&M | \$0 | \$0 | \$288 | \$0 | |
| 7121 | Repairs & Maint | \$30,613 | \$45,000 | \$28,000 | \$42,000 | |
| 7122 | Operating Supplies | \$1,463 | \$1,500 | \$255 | \$1,500 | |
| 7200 | Prof Svcs Accounting/Auditing | \$0 | \$0 | \$0 | \$0 | |
| 7210 | Prof Svcs Legal Fees | \$0 | \$0 | \$0 | \$0 | |
| 7220 | Prof Svcs Engineering | \$0 | \$0 | \$0 | \$0 | |
| 7230 | Prof Svcs Computer | \$0 | \$0 | \$0 | \$0 | |
| 7235 | Prof Svcs Financial | \$0 | \$0 | \$0 | \$0 | |
| 7240 | Prof Svcs Other | \$0 | \$0 | \$0 | \$0 | |
| 7300 | Contractual Services | \$19,365 | \$25,000 | \$5,000 | \$21,000 | |
| 7383 | Permits/Licences/Fees | \$1,849 | \$5,500 | \$1,700 | \$5,000 | |
| 7450 | Office Supplies | \$0 | \$0 | \$0 | \$0 | |
| 7460 | Printing | \$0 | \$0 | \$0 | \$0 | |
| 7470 | Publications/Legal Notices | \$0 | \$0 | \$0 | \$0 | |
| 7480 | Postage | \$0 | \$0 | \$0 | \$0 | |
| 7490 | Memberships | \$0 | \$0 | \$0 | \$0 | |
| 7500 | Miscellaneous | \$0 | \$0 | \$0 | \$0 | |
| 7540 | Rents/Leases | \$0 | \$0 | \$0 | \$0 | |
| 7653 | Trainings/Meetings/Materials/Safety | \$1,706 | \$2,000 | \$2,265 | \$2,000 | |
| 7660 | Travel | \$0 | \$0 | \$0 | \$0 | |
| 7731 | Gasoline/Oil/Fuel | \$1,783 | \$3,200 | \$2,690 | \$3,000 | |
| 7760 | Utilities | \$59,387 | \$64,000 | \$50,000 | \$58,000 | |
| 7800 | Election Expense | \$0 | \$0 | \$0 | \$0 | |
| 7860 | Contribution to Other Agencies | \$0 | \$0 | \$0 | \$0 | |
| 7900 | GSD/Treatment | \$0 | \$0 | \$0 | \$0 | |
| 7910 | GSD/Outfall | \$0 | \$0 | \$0 | \$0 | |
| 7920 | GSD/Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| 7930 | County Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Operating Expenses | | \$130,300 | \$161,950 | \$103,955 | \$147,000 | -9% |
| Total Operating and Personnel Expenses | | \$240,929 | \$282,937 | \$214,767 | \$270,508 | -4% |

FISCAL YEAR 2020-21 WASTEWATER O&M - COLLECTION SYSTEM

| Code | Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| 42 | COLLECTION SYSTEM | | | | | |
| | Personnel Expenses | | | | | |
| 6000 | Salaries | \$271,982 | \$279,000 | \$299,000 | \$307,000 | |
| 6010 | Stand-By Pay | \$0 | \$0 | \$0 | \$0 | |
| 6020 | Overtime | \$62 | \$2,000 | \$488 | \$2,200 | |
| 6030 | Retirement | \$19,585 | \$16,500 | \$19,000 | \$17,750 | |
| 6040 | Deferred Comp | \$0 | \$0 | \$0 | \$0 | |
| 6050 | FICA | \$17,579 | \$17,422 | \$18,568 | \$19,170 | |
| 6060 | Medicare | \$4,115 | \$4,075 | \$4,343 | \$4,483 | |
| 6070 | Health Insurance | \$76,153 | \$75,500 | \$90,000 | \$92,000 | |
| 6080 | Life/Dental & Long Term Disability | \$8,985 | \$9,800 | \$9,000 | \$9,350 | |
| 6090 | SDI | \$586 | \$0 | \$0 | \$0 | |
| 6100 | SUI | \$0 | \$0 | \$0 | \$0 | |
| 6110 | Workers Comp | \$7,632 | \$9,450 | \$15,582 | \$16,000 | |
| Subtotal Personnel Expenses | | \$406,679 | \$413,747 | \$455,981 | \$467,954 | 13% |
| | Operating Expenses | | | | | |
| 7090 | Insurance | \$28,307 | \$31,500 | \$27,514 | \$28,750 | |
| 7120 | Vehicles R&M | \$11,213 | \$25,000 | \$17,500 | \$23,000 | |
| 7121 | Repairs & Maint | \$40,894 | \$40,000 | \$30,000 | \$38,000 | |
| 7122 | Operating Supplies | \$74 | \$0 | \$134 | \$0 | |
| 7200 | Prof Svcs Accounting/Auditing | \$0 | \$0 | \$0 | \$0 | |
| 7210 | Prof Svcs Legal Fees | \$0 | \$0 | \$0 | \$0 | |
| 7220 | Prof Svcs Engineering | \$0 | \$0 | \$0 | \$20,000 | |
| 7230 | Prof Svcs Computer | \$0 | \$0 | \$0 | \$0 | |
| 7235 | Prof Svcs Financial | \$0 | \$0 | \$0 | \$0 | |
| 7240 | Prof Svcs Other | \$0 | \$0 | \$0 | \$0 | |
| 7300 | Contractual Svcs | \$33,630 | \$37,000 | \$20,000 | \$30,000 | |
| 7383 | Permits/Licences/Fees | \$271 | \$2,000 | \$3,360 | \$2,000 | |
| 7450 | Office Supplies | \$0 | \$0 | \$2,000 | \$1,500 | |
| 7460 | Printing | \$0 | \$0 | \$491 | \$0 | |
| 7470 | Publications/Legal Notices | \$0 | \$0 | \$0 | \$0 | |
| 7480 | Postage | \$0 | \$0 | \$0 | \$0 | |
| 7490 | Memberships | \$940 | \$1,400 | \$800 | \$1,400 | |
| 7500 | Miscellaneous | \$0 | \$0 | \$149 | \$0 | |
| 7540 | Rents/Leases | \$0 | \$250 | \$0 | \$250 | |
| 7653 | Trainings/Meetings/Materials/Safety | \$7,119 | \$8,000 | \$11,565 | \$8,000 | |
| 7660 | Travel | \$2,955 | \$2,000 | \$1,050 | \$2,000 | |
| 7731 | Gasoline/Oil/Fuel | \$10,173 | \$10,000 | \$7,100 | \$9,000 | |
| 7760 | Utilities | \$7,196 | \$6,500 | \$7,000 | \$7,200 | |
| 7800 | Election Expense | \$0 | \$0 | \$0 | \$0 | |
| 7860 | Contribution to Other Agencies | \$0 | \$0 | \$0 | \$0 | |
| 7900 | GSD/Treatment | \$0 | \$0 | \$0 | \$0 | |
| 7910 | GSD/Outfall | \$0 | \$0 | \$0 | \$0 | |
| 7920 | GSD/Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| 7930 | County Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Operating Expenses | | \$142,772 | \$163,650 | \$128,663 | \$171,100 | 5% |
| Total Operating and Personnel Expenses | | \$549,451 | \$577,397 | \$584,644 | \$639,054 | 11% |

FISCAL YEAR 2020-21 WASTEWATER O&M - ADMINISTRATION

| Code | Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| 45 | ADMINISTRATION | | | | | |
| | Personnel Expenses | | | | | |
| 6000 | Salaries | \$296,449 | \$308,000 | \$312,000 | \$320,000 | |
| 6010 | Stand-By Pay | \$0 | \$0 | \$0 | \$0 | |
| 6020 | Overtime | \$0 | \$0 | \$0 | \$0 | |
| 6030 | Retirement | \$100,841 | \$142,000 | \$152,000 | \$163,000 | |
| 6040 | Deferred Comp | \$9,600 | \$10,800 | \$10,800 | \$12,000 | |
| 6050 | FICA | \$14,686 | \$19,096 | \$19,344 | \$19,840 | |
| 6060 | Medicare | \$4,186 | \$4,466 | \$4,524 | \$4,640 | |
| 6070 | Health Insurance | \$30,177 | \$36,000 | \$40,500 | \$41,000 | |
| 6080 | Life/Dental & Long Term Disability | \$8,738 | \$9,600 | \$8,900 | \$9,000 | |
| 6090 | SDI | \$330 | \$0 | \$0 | \$0 | |
| 6100 | SUI | \$839 | \$1,100 | \$2,950 | \$3,000 | |
| 6110 | Workers Comp | \$2,290 | \$2,850 | \$4,675 | \$4,750 | |
| Subtotal Personnel Expenses | | \$468,136 | \$533,912 | \$555,693 | \$577,230 | 8% |
| | Operating Expenses | | | | | |
| 7090 | Insurance | \$11,842 | \$9,500 | \$12,739 | \$13,250 | |
| 7120 | Vehicles R&M | \$8 | \$800 | \$1,550 | \$1,000 | |
| 7121 | Repairs & Maint | \$0 | \$700 | \$98 | \$700 | |
| 7122 | Operating Supplies | \$0 | \$0 | \$0 | \$0 | |
| 7200 | Prof Svcs Accounting/Auditing | \$36,630 | \$43,000 | \$26,000 | \$39,000 | |
| 7210 | Prof Svcs Legal Fees | \$72,413 | \$50,000 | \$41,000 | \$48,000 | |
| 7220 | Prof Svcs Engineering | \$0 | \$0 | \$0 | \$0 | |
| 7230 | Prof Svcs Computer | \$23,172 | \$30,000 | \$25,500 | \$30,000 | |
| 7235 | Prof Svcs Financial | \$31,616 | \$35,000 | \$34,000 | \$35,000 | |
| 7240 | Prof Svcs Other | \$13,965 | \$25,000 | \$12,500 | \$22,000 | |
| 7300 | Contractual Svcs | \$2,785 | \$30,000 | \$14,000 | \$22,000 | |
| 7383 | Permits/Licences/Fees | \$2,544 | \$3,000 | \$3,360 | \$3,500 | |
| 7450 | Office Supplies | \$4,034 | \$2,500 | \$2,000 | \$2,500 | |
| 7460 | Printing | \$257 | \$1,800 | \$500 | \$1,800 | |
| 7470 | Publications/Legal Notices | \$301 | \$1,500 | \$1,500 | \$1,500 | |
| 7480 | Postage | \$376 | \$1,500 | \$425 | \$1,500 | |
| 7490 | Memberships | \$18,611 | \$18,000 | \$18,400 | \$19,000 | |
| 7500 | Miscellaneous | \$0 | \$0 | \$0 | \$0 | |
| 7540 | Rents/Leases | \$0 | \$350 | \$0 | \$350 | |
| 7653 | Trainings/Meetings/Materials/Safety | \$11,664 | \$14,000 | \$7,000 | \$12,000 | |
| 7660 | Travel | \$3,362 | \$8,000 | \$2,000 | \$8,000 | |
| 7731 | Gasoline/Oil/Fuel | \$2,068 | \$2,500 | \$1,700 | \$2,200 | |
| 7760 | Utilities | \$4,704 | \$5,200 | \$5,000 | \$5,200 | |
| 7800 | Election Expense | \$0 | \$0 | \$0 | \$0 | |
| 7860 | Contribution to Other Agencies | \$0 | \$0 | \$0 | \$0 | |
| 7900 | GSD/Treatment | \$0 | \$0 | \$0 | \$0 | |
| 7910 | GSD/Outfall | \$0 | \$0 | \$0 | \$0 | |
| 7920 | GSD/Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| 7930 | County Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Operating Expenses | | \$240,352 | \$282,350 | \$209,272 | \$268,500 | -5% |
| Total Operating and Personnel Expenses | | \$708,488 | \$816,262 | \$764,965 | \$845,730 | 4% |

FISCAL YEAR 2020-21 WASTEWATER O&M - TREATMENT

| Code | Description | 2018-2019 Actual | 2019-2020 Budget | 2019-2020 Projected Actual | 2020-2021 Budget | % Change 19/20 Budget to 20/21 Budget |
|---|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|--|
| 46 | TREATMENT | | | | | |
| | Personnel Expenses | | | | | |
| 6000 | Salaries | \$0 | \$0 | \$0 | \$0 | |
| 6010 | Stand-By Pay | \$0 | \$0 | \$0 | \$0 | |
| 6020 | Overtime | \$0 | \$0 | \$0 | \$0 | |
| 6030 | Retirement | \$0 | \$0 | \$0 | \$0 | |
| 6040 | Deferred Comp | \$0 | \$0 | \$0 | \$0 | |
| 6050 | FICA | \$0 | \$0 | \$0 | \$0 | |
| 6060 | Medicare | \$0 | \$0 | \$0 | \$0 | |
| 6070 | Health Insurance | \$0 | \$0 | \$0 | \$0 | |
| 6080 | Life/Dental & Long Term Disability | \$0 | \$0 | \$0 | \$0 | |
| 6090 | SDI | \$0 | \$0 | \$0 | \$0 | |
| 6100 | SUI | \$0 | \$0 | \$0 | \$0 | |
| 6110 | Workers Comp | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Personnel Expenses | | \$0 | \$0 | \$0 | \$0 | 0% |
| | Operating Expenses | | | | | |
| 7090 | Insurance | \$0 | \$0 | \$0 | \$0 | |
| 7120 | Vehicles R&M | \$0 | \$0 | \$0 | \$0 | |
| 7121 | Repairs & Maint | \$0 | \$0 | \$0 | \$0 | |
| 7122 | Operating Supplies | \$0 | \$0 | \$0 | \$0 | |
| 7200 | Prof Svcs Accounting/Auditing | \$0 | \$0 | \$0 | \$0 | |
| 7210 | Prof Svcs Legal Fees | \$0 | \$0 | \$0 | \$0 | |
| 7220 | Prof Svcs Engineering | \$0 | \$0 | \$0 | \$0 | |
| 7230 | Prof Svcs Computer | \$0 | \$0 | \$0 | \$0 | |
| 7235 | Prof Svcs Financial | \$0 | \$0 | \$0 | \$0 | |
| 7240 | Prof Svcs Other | \$0 | \$0 | \$0 | \$0 | |
| 7300 | Contractual Svcs | \$0 | \$0 | \$0 | \$0 | |
| 7383 | Permits/Licences/Fees | \$0 | \$0 | \$0 | \$0 | |
| 7450 | Office Supplies | \$0 | \$0 | \$0 | \$0 | |
| 7460 | Printing | \$0 | \$0 | \$0 | \$0 | |
| 7470 | Publications/Legal Notices | \$0 | \$0 | \$0 | \$0 | |
| 7480 | Postage | \$0 | \$0 | \$0 | \$0 | |
| 7490 | Memberships | \$0 | \$0 | \$0 | \$0 | |
| 7500 | Miscellaneous | \$0 | \$0 | \$0 | \$0 | |
| 7540 | Rents/Leases | \$0 | \$0 | \$0 | \$0 | |
| 7653 | Trainings/Meetings/Materials/Safety | \$0 | \$0 | \$0 | \$0 | |
| 7660 | Travel | \$0 | \$0 | \$0 | \$0 | |
| 7731 | Gasoline/Oil/Fuel | \$0 | \$0 | \$0 | \$0 | |
| 7760 | Utilities | \$0 | \$0 | \$0 | \$0 | |
| 7800 | Election Expense | \$0 | \$0 | \$0 | \$0 | |
| 7860 | Contribution to Other Agencies | \$0 | \$0 | \$0 | \$0 | |
| 7900 | GSD/Treatment | \$2,047,469 | \$2,300,000 | \$2,220,000 | \$2,360,000 | |
| 7910 | GSD/Outfall | \$0 | \$0 | \$0 | \$0 | |
| 7920 | GSD/Administrative Fee | \$122,848 | \$138,000 | \$132,000 | \$141,600 | |
| 7930 | County Administrative Fee | \$0 | \$0 | \$0 | \$0 | |
| Subtotal Operating Expenses | | \$2,170,317 | \$2,438,000 | \$2,352,000 | \$2,501,600 | 3% |
| Total Operating and Personnel Expenses | | \$2,170,317 | \$2,438,000 | \$2,352,000 | \$2,501,600 | 3% |

News from the Board of Directors

CALAFCO QUARTERLY

June 2020

A message from the Executive Director

So much has changed in our world since the last Quarterly Report in February of this year. Each of us have dealt personally with changes and health matters related to the COVID-19 pandemic; we've professionally dealt with

keeping LAFCo business going while striving to keep ourselves, each other and our communities healthy and safe; and been faced with understanding and responding to the fiscal fallout of the pandemic and the recent calls for racial and social justice...it can all overwhelm us if we let it.

This Quarterly Report will begin differently. We are highlighting the good news in our CALAFCO family first, followed by Association updates. Happy reading!

Welcome New LAFCo Family Members

We welcome two new babies to the CALAFCO family!

San Mateo LAFCo Mgmt. Analyst Rob Bartoli and his wife Michelle welcomed (10 days early) **Luca Robert Bartoli** on March 30, 2020. Luca weighed in at 7 lbs., 11 oz. The family is all well, healthy and enjoying the comforts of home.



Not to be outdone, Napa LAFCo Executive Officer Brendon Freeman and family welcomed **Noah Campos Freeman** into the world on April 6, 2020. Noah tipped the scales at 8 lbs., 11 oz. upon his release from quarantine. Mom Isabel, Noah and Dad are all doing fine. Although neither set of parents are getting much sleep right now!

Congratulations to the Freemans and Bartoli's on bringing two future LAFCo EOs into the world!

Congratulations on Upcoming Retirements

We want to congratulate two long-time LAFCo leaders on their upcoming retirements. Their contributions to CALAFCO and to LAFCos statewide are far too numerous to list here. Needless to say, they both leave huge shoes to fill and will be greatly missed. We wish them both all the best in their retirement!

After a distinguished near 20-year career with Sonoma LAFCo, Asst. EO **Carole Cooper** is retiring at the end of June. Carole spent 12 years on the CALAFCO Legislative Committee and was the recipient of the CALAFCO Project of the Year Award as part of the team that revised the definition section of CKH, and received the Outstanding LAFCo Professional Award.



San Luis Obispo LAFCo EO **David Church** is also calling it time to retire. David has been with his LAFCo for almost 19 years and will be retiring in July. David also spent a number of years contributing to CALAFCO on the Legislative Committee and as the Deputy EO representing the coastal region for four years. David received several CALAFCO Achievement Awards including the Mike Gotch Courage & Innovation in Local Government Leadership Award and the Outstanding LAFCo Professional Award.



LAFCos in the News

Tuolumne LAFCo Adds Special Districts

For the first time since 2012, special districts have been added to a LAFCo! CALAFCO acknowledges the hard work of **Tuolumne LAFCo** and congratulates them on adding special districts to their LAFCo. This is no easy feat and their process was a long one. We will learn more about it from EO **Quincy Yaley** in our next edition of *The Sphere*. As of today, 31 of the 58 LAFCos have special district representation. Way to go Tuolumne LAFCo!

Santa Clara LAFCo Receives Award for Communication and Outreach Plan

Earlier this month, **Santa Clara LAFCo** received the American Planning Association - California Northern Chapter's "Award of Excellence - Communication Initiative" for their communication and outreach plan. The APA highlighted the plan as one of the outstanding winners for its "fresh ideas that are transferable to other communities and represent guidebooks toward a more inclusive, accessible and equitable planning future."

Los Angeles LAFCo Receives Award of Excellence

In May, the Los Angeles Chapter of the American Planning Association awarded it's "Award of Excellence: Hard Won Victories" for "Rescuing the Sativa Water System" to **LA LAFCo**, the County of Los Angeles, and the SWRCB for their collaborative work on the Agency.

CALAFCO congratulates **Tuolumne, Santa Clara** and **Los Angeles** LAFCos on their achievements!



News from the Board of Directors

CALAFCO QUARTERLY

June 2020

Page 2



CALAFCO BOARD UPDATE

The CALAFCO Board met February 21 and May 1. Here is a summary of the actions taken by the Board at these respective meetings.



February 21

As a follow up to the December 2019 meeting, the Board continued the discussion of transitioning the two primary contractors to employees to comply with AB 5. In executive session, the Board accepted the retirement announcement of Executive Director Pamela Miller, developed a recruitment plan and timeline and discussed the transition.

The Board considered the Tulare LAFCo proposed dues structure. After much discussion, they unanimously approved the convening of an ad hoc committee sometime in the summer to once again look at the dues structure that was adopted by the membership in October 2019. It is likely that this ad hoc committee will also include several member LAFCos outside of the Board.

Other actions the Board took at this meeting included:

- ✓ Reconfirmed no CPI increase (pursuant to Bylaws) for the FY 2020-21 LAFCo dues;
- ✓ Approved a request from Contra Costa LAFCo to prepare and file an amicus brief
- ✓ Conducted the annual dashboard review of the 2019 Strategic Plan objectives; and
- ✓ Accepted a series of reports including the 2020 conflict of interest filings, quarterly financial and investment reports, and the legislative report.

May 1

After careful consideration, the Board adopted a balanced budget for FY 2020-21. There are several notable differences in this budget as compared to past budgets, including:

- The Annual Conference revenue and expenses were adjusted for a smaller attendance and for a break-even model due to the pandemic;
- We are now budgeting for employer expenses such as employer's insurance, payroll services and payroll taxes, workers' compensation and overtime for the Administrator which is a non-exempt position; and
- For the first time, the operational costs of the Association are covered by member LAFCo dues, so there is no budget deficit. This is a result of the membership approving the new dues structure at the October 31, 2019 annual business meeting.

The Board also received a report from the Executive Director (ED) Recruitment Committee on the progress of the recruitment. During this report current ED Pamela Miller shared that given the uncertain times we are currently in and will be facing for the unforeseen future, she did not see

this is not a good time for a change in leadership for the Association and offered to stay on as the ED. The Recruitment Committee then took this under advisement.

Other actions taken by the Board at the May 1 meeting included:

- ✓ Received and filed the quarterly financial and investment reports;
- ✓ Received and filed the Legislative Committee report; and
- ✓ Received a verbal update on the Annual Conference from the Conference Chair and Program Chair.

All Board meeting packets are posted on the CALAFCO website.

EXECUTIVE DIRECTOR PAMELA MILLER STAYING WITH CALAFCO

As was announced in early June, Pamela Miller will be staying with the Association as Executive Director. To comply with the requirements of AB 5, both Pamela and Jeni Tickler, CALAFCO's Administrator, will be transitioning to employee status effective September 1. Both will remain as part-time employees.

2020 STAFF WORKSHOP AND ANNUAL CONFERENCE

Staff Workshop

Due to the COVID-19 pandemic, CALAFCO's Staff Workshop was cancelled. The workshop was scheduled for March 25-27 in Newport Beach. As it turned out, this was the right call, and done ahead of the March 19 stay-at-home order issued by the Governor.

CALAFCO staff was able to negotiate a revision in the facility contract to avoid a cancellation fee of over \$36,000. The workshop for 2020 has been booked at the same facility with only a slight increase in the food and beverage minimum and room rates. Further, all deposits (hotel, bus, boat, and caterer for the mobile workshop) were successfully moved forward to next year without penalty.

We wish to thank our Workshop hosts, *Imperial* and *Orange LAFCos* and their staff who worked so hard to prepare a fabulous workshop, and Program Chair *Gary Thompson*. His team did such an outstanding job that the program as planned will be moved forward to the 2021 Workshop.

Annual Conference

The Annual Conference is currently scheduled for October 21-23 in Monterey at the Hyatt Regency. Due to the ongoing restrictions on gatherings because of COVID-19, and due to shrinking local agency budgets, CALAFCO staff is currently exploring viable options for the Conference. The Program Planning Committee is already hard at work and planning session topics that are extremely relevant for the times. Details about the Conference will be announced as soon as a decision is made. We want to thank Conference Chair

News from the Board of Directors

CALAFCO QUARTERLY

June 2020

Page 3



Jane Parker and Program Chair *Christine Crawford*, as well as the entire program planning team for their work thus far.

Your Board's top priority is ensuring the health and safety of all of you, our Association members, your families, and those at the hotel facility. Our decision will be based with that in mind as priority #1.

CALAFCO UNIVERSITY

Under the leadership of *Martha Poyatos*, the format of the CALAFCO



University is being revised. For the remainder of the year, we will be offering all CALAFCO U sessions virtually. We are currently planning a series of short online sessions including LAFCo 101 for staff, Clerk 101 (to include Public Records Requests and BOE info), and a LAFCo Primer for Commissioners. This series will be offered at no cost to all member LAFCo staff and commissioners, and will be recorded and placed online for on-demand access to our members. A number of other courses are also being planned, so keep an eye open for announcements coming soon.



CALAFCO LEGISLATIVE UPDATE

This has been a legislative year like no other given the pandemic. As we have been reporting, the Legislature went into recess to comply with the Governor's stay at home orders and was out for several months without bills moving. Upon return, both houses adopted revised calendars and cut

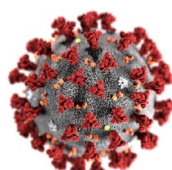
back their bill count significantly.

As you are all aware, the state is now grappling with a \$54 billion deficit and Legislators are having to make difficult decisions on how to close that deficit gap. One thing is certain – even if there is federal funding assistance, local governments throughout the state will be operating in fiscal crisis for several years to come.

As a result, the CALAFCO legislative priorities for the year have all but vanished. The LAFCo funding bill not be moving forward and our work with the Protest Provisions Rewrite Working Group has been put on pause. Staff hopes to reconvene that working group in late summer.

CALAFCO'S COVID-19 RESPONSE AND MEMBER SUPPORT

As all of you were forced to quickly pivot and revise the way you conduct business in March, so was CALAFCO staff. We have been working remotely since mid-March and monitor the office mail and voicemails. Both Pamela and Jeni continue to do everything as usual, just from home.



Seeing a need to support LAFCo staff as they navigated the difficult waters of caring for themselves, their commissions, and the public so that business would be seamless, CALAFCO began hosting weekly meetings for Executive Officers and another for Clerks. These meetings create a space in which LAFCo staff can discuss the unusual issues they are dealing with, share ideas and collectively develop solutions. Over three months later, the meetings are now transitioning to bi-weekly.

CALAFCO staff also issued a number of special bulletins to the full membership over the past several months, sharing critical information and resources as appropriate. In addition, we are sharing a variety of resources and educational opportunities from other resources on things like conducting virtual meetings, fiscal impacts of COVID, etc.

Seeing a need for remote meeting resources for our member LAFCos, CALAFCO offered our toll free conference calling system for you to conduct your meetings and in May purchased several Zoom licenses, one specifically for use by our member LAFCos to conduct your meetings virtually at no cost to you.

We hope you have found these resources useful and we will continue to work in providing you the support you need.

CALAFCO ADMINISTRATIVE UPDATE

We successfully migrated to a new email server at the end of February and are happy to report the transition was seamless and has resolved all of CALAFCO staff's email issues.



The CALAFCO website is being updated to enhance the library archives and member forms sections. So far over the past several months the following updates have occurred:

- ✓ CALAFCO University session archives are fully updated with all prior CALAFCO U session materials online
- ✓ Attorney General Opinions section is fully updated with all AG Opinions posted
- ✓ CALAFCO Directories have all been indexed, reorganized and updated
- ✓ In CALAFCO Publications, The Sphere section has been fully updated with a more usable indexing
- ✓ In the Resources section, all of the Useful Weblinks have been updated.

Future updates (some currently in progress) include a full update and re-indexing of the Forms Library and updating of the LAFCo litigation section.



CALAFCO BOARD OF DIRECTORS NOMINATION PERIOD OPEN

The nomination period for the 2020 CALAFCO Board of Directors election is open. Nominations are being accepted through 5:00 p.m. September 22, 2020. Nomination packets were emailed to all LAFCo EOs, are placed on the CALAFCO website, and hard copies will be mailed to each LAFCo office.



CALAFCO Associate Members' Corner

This section highlights our Associate Members. The information below is provided to CALAFCO by the Associate member upon joining the Association. All Associate member information can be found in the CALAFCO Member Directory.

Our last edition featured our Gold Associate Members. In our next several editions we will highlight our Silver Associate Members.

Berkson Associates **Berkson Associates**

provides clear, concise analysis for preparation of governance studies including district formation, consolidation and dissolutions. Extensive experience completing incorporation studies. Expertise also includes market analysis, public agency budget forecasting and demographic/housing analysis in support of MSRs. For more information, contact **Richard Berkson** at richard@berksonassociates.com. You can also visit their website at www.berksonassociates.com.



Santa Ynez Community Services District



SANTA YNEZ
COMMUNITY SERVICES DISTRICT

Founded in 1971, **the Santa Ynez Community Services District** provides wastewater collection and transportation and street lighting, serving approximately 688 wastewater connections. Effluent collected by the District is treated at the City of Solvang wastewater treatment plant. For more information about the District, visit their website at www.sycsd.com, or contact the Secretary/Treasurer **Wendy Berry** at wendy@sycsd.com.

Rosenow Spevacek Group, Inc.

RSG is a creatively charged counterpart to California public agencies. They work with the people responsible for vibrant places and propel them to their goals. Better Communities. Bolder futures. To learn more about them visit their website at www.webrsg.com or contact **Jim Simon** at jsimon@webrsg.com.



City of Fontana



City of Fontana is responsible for managing the City's annexation program, which includes coordinating annexation meetings, meeting with landowners and developers concerning the benefits of annexation, preparing Plans for Services, overseeing preparation of environmental documents pertaining to rezoning and annexation, and presenting them to the Planning Commission, City Council and LAFCo for review and consideration. In addition, oversee the preparation of out-of-agency service agreements for sewer and other municipal services. Visit them at www.fontana.org.

CALAFCO wishes to thank all of our Associate Members for your ongoing support and partnership. We look forward to continue highlighting you in future Quarterly Reports.

Mark Your Calendars For These Upcoming CALAFCO Events

- ❖ CALAFCO Legislative Committee meeting – July 17, 2020 via conference call
- ❖ CALAFCO Board of Directors meeting – July 24, 2020 – Location TBD



The full revised CALAFCO 2020 Calendar of Events can be found on the CALAFCO website. It is being updated regularly as events and meetings are cancelled or changed.

All CALAFCO Board and Legislative Committee meeting packets are available online at www.calafco.org.

Your CALAFCO Board and Staff wish all of you a safe and healthy summer. We continue to face both known and unknown challenges. As we do, keeping ourselves, our families, our work teams, and our communities healthy and safe remains a priority. Please, be well.



May 27, 2020 – June 30, 2020

Administration

Staff attended an Engineering Committee Meeting.

Staff finalized the FY 2020-2021 Draft Budget Document.

Staff published the notices for the public hearings for items on the Board agenda as required.

Staff worked with Bruce Corwin to develop scope of work for flow monitoring, capital improvement and master plan services for a proposal to be reviewed by the Engineering Committee then Board for approval.

The updated GWSD website is now live. This is update was changing to another platform that allows for compliance with the latest transparency requirements. A review of the site for errors is in process.

Staff submitted the no-spill certification for May 2020 to the State of California CIWQS database as required.

Staff working with PFM on the annual Investment Policy Review. This will go to the Finance Committee then Board once it is complete.

Staff corresponded with agent for proposed exterior renovations at 250, 260, and 270 Storke Road.

Staff prepared a Sewer Availability Letter for a proposed new 4,600 S.F. 4-suite restaurant/retail building in the parking lot of Target at 6865 Hollister Avenue.

Collection System

Phelps Road Project: All new pipes and manholes are in the ground and complete. All roads are paved and manholes to grade. All that remains is a short punchlist of items. Primary on the list is re-installation of the electric gate between Storke Ranch and UCSB property. Other than the gate mostly just clean-up of staging area etc. Hope to have the punchlist complete within 2-3 weeks.

Staff continues inspection of the public sewer portion of the Cortona Apartments Project.

The crew completed hydrocleaning the Timbers, Los Carneros and Dos Pueblos Offtract areas. Also completed was the Isla Vista East area. The crew is currently working to complete the Isla Vista West area. The crew also finished cleaning hotspots and root cutting throughout the District for the month of May 2020. A sewer operations summary is enclosed with this operations report.

Staff completed, documented and filed the required Annual AST (Aboveground Storage Tank) Inspection.

Staff completed CARB required PERP (Portable Engine Registration Program) renewal application for the Onan portable emergency generator.

Staff attended CSRMA virtual training on SSO Volume Estimation.

Staff participated in CAER virtual meeting on local industry response to Covid-19.

The crew replaced 2 manhole frame and covers on Storke Road.

Staff had Tierra Contracting replace 2 manhole rings and covers and adjust to grade on Calle Real near Toulumne Drive.

The crew completed the monthly inspections and exercising of equipment, safety inspections and maintenance throughout the District for May 2020.

Edison had a planned power outage at the Emily Lift Station in early June. Staff placed the emergency generator at the site and monitored via SCADA. No problems were encountered.

Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the Ritz-Carlton Bacara, and Raytheon B-1 campus and B-8.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the Ritz Carlton Bacara.

Staff received and reviewed February, March, and April estimates for well water utilized in Raytheon's industrial processes and discharged to sewer.

Staff is corresponding with local dental offices to complete EPA required Amalgam separator compliance documentation.

Staff completed Fats, Oils & Grease (FOG) inspections at ten food service establishments in the District.

Street Sweeping

Graffiti – none to report at this time.

Abandoned vehicles – none to report at this time.

Hrs. – 111.1

Miles-1,011.1

Loads-48

Marborg: 5/01/20 - 7.510 TN, 5/08/20 - 9.33 TN, 5/19/20 - 7.290 TN, 6/02/20 - 4.860 TN.

- Replaced gutter brooms
- DMC transmission in Ventura diagnosed and repaired a transmission malfunction on the Crosswind
- Routine checks and services

Table of Treatment Capacity in GSD Plant

| | | |
|-------------------------|----------|---------------------|
| GWSD Average Daily Flow | May 2020 | MGD 1.904; 45.7698% |
|-------------------------|----------|---------------------|



Your environmental partner since 1954

Sewer Operations Cleaning Summary from May 27, 2020 to June 30, 2020

| Descripton | Quantity |
|--------------------------|-----------------------|
| Feet Cleaned | |
| Hydroclean | 63,928 ft. |
| Hot Spot | 5,619 ft. |
| Root Cutting | 840 ft. |
| | 70,387 ft. |
| Lines Cleaned | |
| Hydroclean | 244 lines |
| Hot Spot | 16 lines |
| Root Cutting | 4 lines |
| | 264 lines |
| Other Work Orders | |
| FOG Inspection | 10 Work Orders |
| Service Call | 1 Work Order |
| | 11 Work Orders |

Goleta West Sanitary District
Allowance of Claims
May 29, 2020 - Jul 01, 2020

| Vendor ID | Vendor Name | Transaction Description | Posted Date | Document Amount |
|--|---|-------------------------------------|-------------|---------------------|
| ADP01 | ADP Inc | Payroll Service | 6/18/2020 | 840.00 |
| ALL01 | Alliant Insurance Services | Insurance AMVP renewal | 7/1/2020 | 4,056.00 |
| ASB01 | Asbury Environmental Services | Waste Recycling | 6/24/2020 | 434.00 |
| BAR01 | Bartlett Pringle & Wolf LLC | Accounting & Audit Svcs | 7/1/2020 | 8,039.00 |
| BAR02 | Barricade Pest Control | Pest Control | 6/18/2020 | 100.00 |
| BLU01 | Blueisle Bookkeeping | Bookkeeping Services | 6/10/2020 | 148.75 |
| BOONE | Boone Graphics | Supplies Notice Tags | 7/1/2020 | 400.83 |
| BRO01 | Brownstein, Hyatt, Farber, Schreck | Legal Services | 6/29/2020 | 6,446.00 |
| CAL03 | Public Employees HEALTH | CalPERS Health Insur | 6/22/2020 | 15,541.27 |
| CAL12 | CalPERS Public Employee's Retirement System | CalPERS Pension | 6/25/2020 | 13,897.45 |
| CIN01 | Cintas Corporation | Safety Supplies | 6/10/2020 | 89.46 |
| CITIG06 | Channel Islands Technology Integrators' Group | Computer Support | 7/1/2020 | 1,157.70 |
| CSR02 | CSRMA c/o Alliant Insurance Services, Inc. | Workers Comp | 6/18/2020 | 1,010.00 |
| DAL01 | Dal Pozzo Tire Corp | Repair Sweeper Tire | 6/18/2020 | 55.00 |
| DEV01 | Devereaux Capital Group LLC | Phelps Rd Project | 6/10/2020 | 369.86 |
| DFK01 | DFK Solutions | Safety Training | 6/10/2020 | 135.00 |
| DMC01 | DMC Transmissions | Sweeper Repair | 6/24/2020 | 1,808.15 |
| FIR01 | First Bankcard | Website, Communications, Operations | 7/1/2020 | 860.17 |
| FIR02 | FirstNet | Mobile Phone Svc | 6/18/2020 | 332.61 |
| FRO01 | Frontier Communications | Phone Svc | 7/1/2020 | 760.23 |
| FSS01 | Fluid Sealing Supply | Facility Maintenance | 6/10/2020 | 137.40 |
| GOL02 | Goleta Sanitary District | May 2020 Treatment | 7/1/2020 | 301,722.92 |
| GOL04 | Goleta Water District | Facility Water | 6/18/2020 | 84.74 |
| HAA01 | Haaker Equipment Company | Maintenance & Parts | 6/24/2020 | 1,499.33 |
| HOM01 | Home Depot Credit Svcs | Operating Supplies | 7/1/2020 | 193.82 |
| INN01 | Innovyze | InfoCare Renewal | 7/1/2020 | 1,314.00 |
| JAI01 | Jaimes Landscape | Landscape Maintenance | 6/10/2020 | 385.00 |
| LIN01 | Lincoln National Life Ins | Deferred Compensation | 6/23/2020 | 2,300.00 |
| MAR01 | Marborg Industries | Waste Removal & Rolloff | 7/1/2020 | 4,537.94 |
| MCC02 | McCormix Corporation | Vehicle Fuel | 6/18/2020 | 3,376.78 |
| MIS01 | Mission Linen Supply | Uniforms & Towels | 7/1/2020 | 1,206.96 |
| MNS01 | MNS Engineers Inc | Map Updates GIS | 6/29/2020 | 281.54 |
| MSW01 | Mountain Spring Water | Drinking Water | 6/10/2020 | 132.50 |
| NAT01 | Mark Nation | Safety Reimbursement | 6/24/2020 | 150.00 |
| NMG01 | Nielsen Merksamer | Legal Services | 6/18/2020 | 21,130.00 |
| NNA01 | National Notary Association | Notary Association Membership | 6/18/2020 | 69.00 |
| OMI01 | Ocean Meadows Investors LLC | Phelps Rd Project | 6/18/2020 | 369.86 |
| PFM01 | PFM Asset Management LLC | Investment Service | 6/24/2020 | 2,533.60 |
| PLU01 | Plumbers Depot, Inc. | Easement Machine | 6/18/2020 | 57,192.46 |
| RAF01 | RFC Raftelis Financial Consulting, Inc. | Financial Consulting | 6/18/2020 | 1,005.00 |
| REA01 | ReadyRefresh by Nestle | Drinking Water | 6/10/2020 | 297.80 |
| REL01 | Reliance Standard Life Insurance | Insurance LTD | 6/24/2020 | 787.17 |
| SAN07 | Santa Barbara County Water Agency | IRWMP | 7/1/2020 | 2,454.77 |
| SIL01 | Silvia's Cleaning Company, Inc. | Janitorial Service | 6/10/2020 | 450.00 |
| SMI01 | Smith & Loveless Inc | Maintenance Parts | 6/18/2020 | 84.83 |
| SOU02 | Southern California Edison Co | Electricity | 6/24/2020 | 3,623.69 |
| SPE01 | Specialty Tool And Bolt | Maintenance Parts | 6/18/2020 | 47.11 |
| SPE03 | Special District Risk Management Authority | Insurance Life & Dental | 6/18/2020 | 930.10 |
| STA04 | Stantec Consulting Services Inc. | Phelps Rd Project Mgmt. | 7/1/2020 | 89,768.60 |
| THE02 | The Gas Company | Natural Gas | 6/10/2020 | 51.67 |
| THE06 | The Regents of the University of California | Internet Svc | 6/10/2020 | 102.92 |
| THE07 | The Corwin Group, Inc. | Phelps Rd Project | 6/18/2020 | 7,560.00 |
| TIE01 | Tierra Contracting Inc | Phelps Rd Project | 7/1/2020 | 9,625.60 |
| TOY01 | Toyota of Santa Barbara | Vehicle Repair_Prius | 6/10/2020 | 735.96 |
| UND01 | Underground Service Alert | Dig Alerts | 6/10/2020 | 101.99 |
| VEL01 | Velocity Truck Center Ventura County | Sweeper Repair | 6/18/2020 | 2,781.20 |
| WEX01 | WEX Bank | Vehicle Fuel | 6/9/2020 | 4,944.34 |
| WIN01 | Winema Industrial & Safety Supply | Safety Supplies | 7/1/2020 | 441.24 |
| WIN02 | WinCan LLC | CCTV Training | 6/10/2020 | 3,300.00 |
| Total Services & Supplies | | | | \$584,193.32 |
| Payroll - (2) pay dates Wk24 & Wk26 2020 | | | | \$66,284.56 |
| Total | | | | \$650,477.88 |



GOLETA SANITARY
Water Resource Recovery District
One William Moffett Place, Goleta, CA 93117
Phone: (805) 967-4519, (805) 964-3583

RECEIVED
JUN 30 2020
CITY OF GOLETA

TO:
GOLETA WEST SANITARY DISTRICT
P.O. Box 4
Goleta, CA 93116

DATE: June 29, 2020

INVOICE NO. 20-0118
May, 2020

| DESCRIPTION | SUBTOTAL | TOTAL |
|--|---------------|-------------------|
| Sewage Treatment & Disposal May, 2020 | | |
| \$ 525,822.27 x 45.7698% | \$ 240,667.80 | |
| Administration Charge: 6% | \$ 14,440.07 | \$ 255,107.87 |
| Machinery & Equipment - See Attached (#4640) | | |
| U.S Bank Corporation - Sea Train Storage Container project | | |
| \$ 1,286.54 x 40.78% | \$ 524.65 | \$ 524.65 |
| Capital Projects in Progress - See attached (#4655) | | |
| All Phase Electrical Supply - Cart Storage & Charge Facility | | |
| \$ 1,204.69 x 40.78% | \$ 491.27 | |
| Hazen & Sawyer - Biosolids/Energy Project | | |
| \$ 67,359.13 x 40.78% | \$ 27,469.05 | |
| MISCOWater - Repairs & Maint. (R&M) reclassification | | |
| \$ (1,500.00) x 40.78% | \$ (611.70) | |
| Prudential Overall Supply Pad at Biosolids -Lystek Project | | |
| \$ 5.47 x 40.78% | \$ 2.23 | |
| Red Valve Company, Inc. - Digester Isolation Valves | | |
| \$ 39,250.66 x 40.78% | \$ 16,006.42 | |
| Ventura Steel - Cart Storage & Charge Facility/ Storage Shed Project | | |
| \$ 1,193.76 x 40.78% | \$ 486.82 | |
| Westech Engineering Inc. - Secondary Clarifier Drive 3&4 | | |
| \$ 6,248.68 x 40.78% | \$ 2,548.21 | |
| Yale Chase Equipment & Service, Inc. Generator Parts to R&M | | |
| \$ (740.32) x 40.78% | \$ (301.90) | \$ 46,090.40 |
| INVOICE TOTAL \$ | | 301,722.92 |

| GOLETA SANITARY DISTRICT AGENCY FLOWS * For the month of May, 2020 | | | |
|---|---|---------------------------------------|-------------------|
| | METER READINGS (MILLION GALLONS) | NET FLOW (MILLION GALLONS) | PERCENTAGE |
| GOLETA SANITARY DISTRICT: WIMS System Record of GSD Gross Flow: Less SBMA Firestone Flow: NET GSD FLOW: | 68.4486 | | |
| | -0.7601 | | |
| | | 67.6885 | 52.4824% |
| GOLETA WEST SANITARY DISTRICT: | WIMS System read: | 59.0310 | 45.7698% |
| UNIVERSITY OF CALIFORNIA: | WIMS System read: | 1.3076 | 1.0139% |
| SANTA BARBARA MUNICIPAL AIRPORT: WIMS System Airport Terminal Flow: WIMS System Firestone L/S Flow: Less Flowdar flow into Firestone L/S: Airport Flow through Firestone L/S: NET WIMS SYSTEM SBMA FLOW: | 0.1865 | | |
| | 3.6418 | | |
| | -2.8817 | | |
| | 0.7601 | | |
| | | 0.9466 | 0.7339% |
| TOTAL PLANT NET FLOW: | | 128.9737 | 100.0000% |

Invoice dated 06/29/20

* Goleta Sanitary District has put in place a Water Information Management System or WIMS that began running December, 2016. This system gathers telemetry data from the various flow meters on a daily basis and is reflected here. The flow meters throughout the system and the data gathered does away with the prior return flow calculation for some of the entity users. The monthly totals and percentage flow are displayed above.

| GOLETA SANITARY DISTRICT BILLING STATEMENT For the month of May, 2020 | | | | | | | | |
|---|-----------------------|---------------------|---------------------------|---------------------|--------------------------|-------------------------|----------------------|--------------|
| AGENCY | PLANT & OUTFALL COSTS | PERCENTAGE OF COSTS | SHARE OF COSTS (SUBTOTAL) | FIRESTONE L/S COSTS | SHARE OF FIRESTONE COSTS | SHARE OF COSTS INCL L/S | PLUS 6% ADMIN CHARGE | AGENCY TOTAL |
| GSD | 525,822.27 | 52.4824% | 275,964.15 | | | 275,964.15 | 16,557.85 | 292,522.00 |
| | | | | | | | | |
| GWSD | 525,822.27 | 45.7698% | 240,667.80 | | | 240,667.80 | 14,440.07 | 255,107.87 |
| | | | | | | | | |
| UCSB | 525,822.27 | 1.0139% | 5,331.31 | | | 5,331.31 | 319.88 | 5,651.19 |
| | | | | | | | | |
| SBMA | 525,822.27 | 0.7339% | 3,859.01 | 108.09 | 20.8715% | 3,881.57 | 232.89 | 4,114.46 |
| | | | | | | | | |
| TOTALS: | | | 525,822.27 | 108.09 | | 525,844.83 | 31,550.69 | 557,395.52 |

GOLETA SANITARY DISTRICT OPERATING STATEMENT

For the month of May, 2020

| NUMBER | ACCOUNT NAME | TOTAL | LINES 4100 | PLANT 4200 | PUMP STATION 4300 | OUTFALL 4400 | ADMIN 4500 | LAB 4600 | WWREC 4700 | IWC 4800 | FIRESTONE L/S 4900 |
|-----------|------------------------------|-------------------|------------------|-------------------|----------------------|-----------------|------------------|------------------|------------------|------------------|-----------------------|
| 4010-4050 | Salaries | 230,739.49 | 44,677.20 | 103,774.61 | 3,208.79 | 143.80 | 36,917.05 | 20,410.25 | 15,474.70 | 5,435.08 | 698.01 |
| 4060 | Elected Officials | 2,727.66 | | | | | 2,727.66 | 0.00 | | | |
| 4080 | Retirement | 60,846.10 | 9,905.84 | 29,224.89 | 1,064.15 | 75.51 | 8,646.48 | 6,272.73 | 3,381.31 | 2,048.35 | 226.84 |
| 4088 | Employee Recognition Program | 0.00 | | | | | 0.00 | | | | |
| 4090 | Employee Insurance | 65,080.06 | 15,192.80 | 28,802.80 | 1,077.57 | 102.18 | 8,537.84 | 5,953.98 | 2,789.37 | 2,144.36 | 479.16 |
| 4095 | Workers' Compensation | 6,025.33 | 1,137.51 | 2,833.22 | 117.90 | 20.93 | 919.43 | 484.08 | 253.54 | 218.49 | 40.23 |
| 4100 | FICA | 17,823.97 | 3,390.51 | 7,927.82 | 246.54 | 11.16 | 3,040.46 | 1,558.65 | 1,181.20 | 414.05 | 53.58 |
| 4110 | Unemployment Insurance | 78.38 | 51.84 | 23.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.31 | 0.00 | 2.48 |
| 4140 | Public Education | 8,375.66 | 1,340.11 | 3,182.74 | 83.76 | 167.51 | 1,591.38 | 418.78 | 670.05 | 837.57 | 83.76 |
| 4150 | Janitorial Service/Supplies | 3,938.25 | 1,086.87 | 1,802.14 | 6.00 | 4.00 | 521.39 | 295.64 | 133.82 | 88.39 | |
| 4160 | Uniforms | 1,051.35 | 265.50 | 607.46 | | | 0.00 | 133.35 | | 45.04 | |
| 4170 | Licenses & Permits | 2,039.52 | 0.00 | 1,568.00 | | 0.00 | 0.00 | 305.17 | 166.35 | | |
| 4180 | Postage & Freight | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4190 | Subscriptions | 350.00 | 72.00 | 227.00 | | | 0.00 | 30.00 | | 21.00 | |
| 4200 | Vehicle Expenses | 1,819.76 | 1,686.94 | 132.82 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4210 | Insurance | 14,269.10 | 3,023.69 | 6,562.15 | 244.96 | 50.80 | 2,195.60 | 1,072.60 | 549.40 | 485.50 | 84.40 |
| 4220 | Memberships | 281.00 | 192.00 | 0.00 | 0.00 | | 0.00 | 89.00 | | 0.00 | |
| 4230 | Office Supplies | 732.15 | 55.49 | 208.93 | 3.22 | 3.22 | 406.38 | 25.19 | 3.22 | 26.50 | |
| 4235 | Analysis/Monitoring | 17,305.88 | 0.00 | 15,870.88 | | 0.00 | | 2,060.00 | 30.00 | 1,245.00 | (1,900.00) |
| 4240 | Operating Supplies | 48,793.62 | 59.26 | 45,700.10 | 0.00 | 0.00 | 50.80 | 2,791.75 | 174.78 | 16.93 | |
| 4250 | Attorney Fees | 8,054.80 | 400.34 | 796.68 | 19.91 | 59.75 | 6,435.54 | 111.54 | 59.75 | 159.34 | 11.95 |
| 4260 | Printing/Publication | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4270 | Repair and Maintenance | 50,049.31 | 867.31 | 48,945.31 | 200.87 | 0.00 | 0.00 | 0.00 | 35.82 | 0.00 | |
| 4280 | Travel | (266.22) | 81.18 | 178.54 | 0.00 | 0.00 | (549.92) | 23.98 | 0.00 | 0.00 | |
| 4290 | Seminars & Conferences | (569.00) | 0.00 | (869.00) | | | | 0.00 | 0.00 | 0.00 | |
| 4300 | Utilities | 42,695.96 | 2,208.87 | 31,161.69 | 4,413.73 | 9.11 | 1,121.10 | 563.62 | 2,835.48 | 54.68 | 327.68 |
| 4310 | Election Expense | 0.00 | | | | | 0.00 | | | | |
| 4330 | Computer Svc & Maintenance | 19,625.71 | 4,923.09 | 7,004.43 | 256.58 | | 4,038.17 | 1,678.07 | 85.53 | 1,639.84 | |
| 4340 | Leases & Rentals | 54,750.00 | 0.00 | 54,750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4350 | Consulting Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4360 | Biosolids Hauling | 42,304.19 | | 42,304.19 | | | | | | | |
| 4370 | Other Professional Services | 51,287.85 | 3,113.08 | 48,174.77 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4390 | Other Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4400 | Machinery & Equipment | 6,287.38 | 5,000.84 | 1,286.54 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Subtotals: | 756,497.26 | 98,732.27 | 482,182.46 | 10,943.98 | 647.97 | 76,899.36 | 44,278.38 | 27,824.63 | 14,880.12 | 108.09 |
| 25 | Meter Service | 1,900.00 | | | | | | | | \$ | 1,900.00 |
| 4400 | Machinery & Equipment (M&E) | (6,287.38) | (5,000.84) | (1,286.54) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Fixed Assets (1160 & 1170) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | ADJUSTED TOTALS: | 752,109.88 | 93,731.43 | 480,895.92 | 10,943.98 | 647.97 | 76,899.36 | 44,278.38 | 27,824.63 | 14,880.12 | 2,008.09 |

05/31/2020 Operating Trial Balance:

Less Depreciation Expense:

Net Operating Expenses:

05/31/2020 Capital Trial Balance:

Total Trial Balances:

Less Total Operating Statement:

Difference

1,047,784.06

289,386.80

758,397.26

0.00

758,397.26

758,397.26

0.00

1,900.00 Should equal Meter Service "No 25"

Total Plant +Lab + Outfall Expenses (not including Meter Service, M&E, or Fixed Assets):

\$ 525,822.27