

Date: August 4, 2020
5:30 P.M.
UCSB Campus, Parking Lot 32
Santa Barbara, CA 93106
(District Office)

- 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 July 21, 2020.**

DISCUSSION-ACTION AGENDA

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

- 6. ADOPT-A-BLOCK FY 2019-2020 3rd QUARTER AND YEAR-END REPORTS**
 - a. The Board will consider acceptance of the Adopt-A-Block reports.**
- 7. ADOPT-A-BLOCK FUNDING REQUEST FOR FISCAL YEAR 2020-2021**
 - a. The Board will consider the Adopt-A-Block funding request.**
- 8. AGREEMENT FOR INDUSTRIAL SOURCE CONTROL AND PRETREATMENT PROGRAM BETWEEN GOLETA SANITARY DISTRICT AND GOLETA WEST SANITARY DISTRICT**
 - a. The Board will consider approval of the aforementioned agreement.**
- 9. PROPOSAL FOR UPDATE TO GWSD STANDARD SPECIFICATIONS FOR CONSTRUCTION OF SEWER FACILITIES FROM STANTEC CONSULTING SERVICES, INC.**
 - a. The Board will consider acceptance of the aforementioned proposal.**
- 10. SOURCEWELL COOPERATIVE PURCHASING AGREEMENT CONTRACT NO. 122017-FSC FOR A NEW STREET SWEEPER**
 - a. The Board will consider approval of the purchase of a new street sweeper.**
- 11. COMMUNICATIONS**

None.
- 12. REPORTS**
 - A. Operations Report from General Manager**
 - B. Goleta Sanitary District**
 - C. Isla Vista Recreation & Park District**
 - D. SBCCSDA Chapter Meeting**
 - E. City of Goleta**
 - F. Other Director Reports**
- 13. CLOSED SESSION: Public Employee Performance Evaluation (Gov't Code Section 54957)**

Employee: General Manager/Superintendent
Quarterly Update Report (2nd Quarter 2020)

14. FUTURE AGENDA ITEMS:

15. 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. 794

NEXT ORDINANCE 93

August 2020

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

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

September 2020

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

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

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

Goleta West Sanitary District
Statement of Revenues and Expenses
For the Twelve Months Ending Tuesday, June 30, 2020

		Current Month	YTD Actual	Annual Budget
Revenues				
3010 + 3056	Property Tax Revenue	\$367,522	\$3,144,997	\$3,050,000
3380	Interest Income	30,039	350,625	235,000
3381	Unrealized Gain/Loss Investments	(8,926)	124,634	0
3390	Homeowners Property Tax Relief	2,093	13,956	13,000
3410	Miscellaneous Permits	200	34,045	37,000
3420	Planning & Engrng-Plan Ck Fes	336	6,563	4,000
3430	Insurance	1,033	1,033	0
3440	Sanitation Services	145,456	4,344,255	4,350,000
3450	Connection Fees	182,630	543,900	430,000
3460	Inspection Fees	245	18,755	8,000
3480 + 3490	Other Services	179,174	445,588	210,000
3500 + 8300	Gain/Loss on Sale of Fixed Assets	0	0	3,000
	Total Revenues	\$899,802	\$9,028,351	\$8,340,000

Expenses				
6000:6999 - 6120	Salaries and Employee Benefits	100,946	1,299,007	1,227,139
7090	Insurance	0	59,513	63,250
7120	Vehicle Repairs & Maintenance	7,244	48,381	55,800
7121	Repairs & Maintenance	1,661	48,806	85,700
7122	Operating Supplies	0	390	1,500
7200	Audit and Accounting Fees	138	28,603	49,500
7210	Legal Fees	24,878	106,301	125,000
7230	Professional Services - Computer	1,580	25,322	30,000
7235	Professional Services - Financial	3,687	39,515	45,000
7240	Professional Services - Other	0	26,350	60,000
7300	Contractual Services	2,249	167,397	242,000
7383	Licenses & Taxes	0	6,887	11,100
7450	Office Expense	0	1,982	2,500
7460	Printing	401	893	1,800
7470	Publications & Legal Notices	0	54	1,500
7480	Postage	0	406	1,500
7490	Memberships	69	19,397	20,400
7500	Miscellaneous Expense	0	21,310	200,000
7540	Rents/Leases - Equipment	0	0	600
7653	Training/meetings/materials/safety	820	22,528	25,000
7660	Transportation and Travel	0	2,734	10,750
7731	Gasoline-Oil-Fuel	4,475	20,210	27,700
7760	Utilities	9,480	94,453	108,700
7800 + 7860	Other Charges	2,455	8,836	15,000
7900	Treatment	240,668	2,258,157	2,300,000
7920	Administration Fees	14,440	135,489	138,000
7930	County Administrative Fee	0	34,026	36,000
	Total Expenses	\$415,191	\$4,476,947	\$4,885,439

Income (Loss)	<u>\$484,611</u>	<u>\$4,551,404</u>	<u>\$3,454,561</u>
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Goleta West Sanitary District
Fixed Assets Acquired During the Period
For the Twelve Months Ending Tuesday, June 30, 2020

	Current Month	YTD Actual	Annual Budget
Fixed Assets Acquired During the Period			
CIP/Capital	\$110,839	\$7,516,745	\$13,000,000
GSD - Capacity Rights	46,615	242,474	675,000
General Equipment/Capital	57,474	201,825	226,000
Total Fixed Assets Acquired	214,928	7,961,044	13,901,000

Goleta West Sanitary District
Balance Sheet
For the Twelve Months Ending Tuesday, June 30, 2020

	Current Month YTD	Beginning of the Year
ASSETS		
Current Assets		
Cash and Cash Equivalents	\$15,558,291	\$19,111,978
Interest and Other Receivable	97,721	292,739
Connection fees receivable, current portion	178,570	178,570
Total Current Assets	15,834,582	19,583,286
Capital Assets & Capacity Rights		
Structures and Improvements	375,082	365,582
Infrastructure	40,292,533	40,292,533
Equipment	1,788,152	1,595,828
Office Equipment & Furniture	94,658	94,658
Construction in Progress	9,578,612	2,061,867
Total Capital Assets	52,129,037	44,410,467
Accumulated Depreciation	(14,814,041)	(14,814,041)
Net Capital Assets	37,314,996	29,596,427
Intangible Assets - Capacity Rights	29,689,820	29,447,346
Accumulated Amortization	(10,987,866)	(10,987,866)
Net Intangible Assets	18,701,953	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	74,547,851	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	75,046,922	70,834,582

Goleta West Sanitary District
Balance Sheet
For the Twelve Months Ending Tuesday, June 30, 2020

	Current Month YTD	Beginning of the Year
LIABILITIES		
Other Accrued Expenses	3,753	0
Accounts Payable	409,768	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>1,744,991</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	4,551,402	2,236,983
Retained Earnings	68,578,163	66,341,180
Total Net Position	<u>73,129,565</u>	<u>68,578,163</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>75,046,922</u>	<u>70,834,582</u>

MONTH END FINANCIAL REPORT

As of Jun 30, 2020

Fiscal Month # 12

RETAINED EARNINGS Percent of Budget Year Completed

100%

Fund, Description	Previous Month	Current Month
FUND ACCOUNT CASH		
Unrestricted retained earnings		
4900 Running Expense Cash	2,634,636.92	2,828,675.32
4930 Operating Reserve	3,042,285.23	3,046,670.71
Total Unrestricted Fund Account Cash	5,676,922.15	5,875,346.03
Restricted retained Earnings		
4932 Collection System/Plant Upgrade	1,084,598.37	1,269,055.02
4935 Capital & Treatment Plant Reserve	1,608,011.49	1,560,315.48
Total Restricted Fund Account Cash	2,692,609.86	2,829,370.50
Dedicated by Board of Directors		
4910 Property Taxes	543,761.46	888,632.09
4960 Equipment/Vehicle Replacement Cash	374,616.99	317,882.10
4965 Building Replacement	5,641,630.12	5,647,060.68
Total Dedicated Fund Account Cash	6,560,008.57	6,853,574.87
TOTAL FUND ACCOUNT CASH	14,929,540.58	15,558,291.40
TOTAL CASH	14,929,540.58	15,558,291.40

Fixed Assets

Capital Purchases This Fiscal Year

Description	Amount
Tierra Contracting, Inc.	Phelps Rd. Project \$ 6,605,199.57
The Regents of UC	Phelps Rd. Project \$ 15,648.69
Devereaux Capital Grp	Phelps Rd. Project \$ 23,239.72
FirstBancard	Phelps Rd. Project \$ 447.51
Goleta Sanitary District GSD	Treatment GSD \$ 242,474.11
E Galindo Architect	District Building \$ 69,855.16
The Corwin Group	Phelps Rd. Project \$ 30,640.00
Stantec	Phelps Rd. Project \$ 666,872.08
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 \$ 35,795.96
MNS Engineering	District Building \$ 3,112.50
MNS Engineering	Map Updates \$ 9,366.54
National Auto Fleet	New Vehicle Truck \$ 55,745.33
Plumber's Depot	Easement Machine \$ 57,192.46
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	\$ 7,954,962.03

Goleta West Sanitary District
Cash Account Reconciliation
June 30, 2020

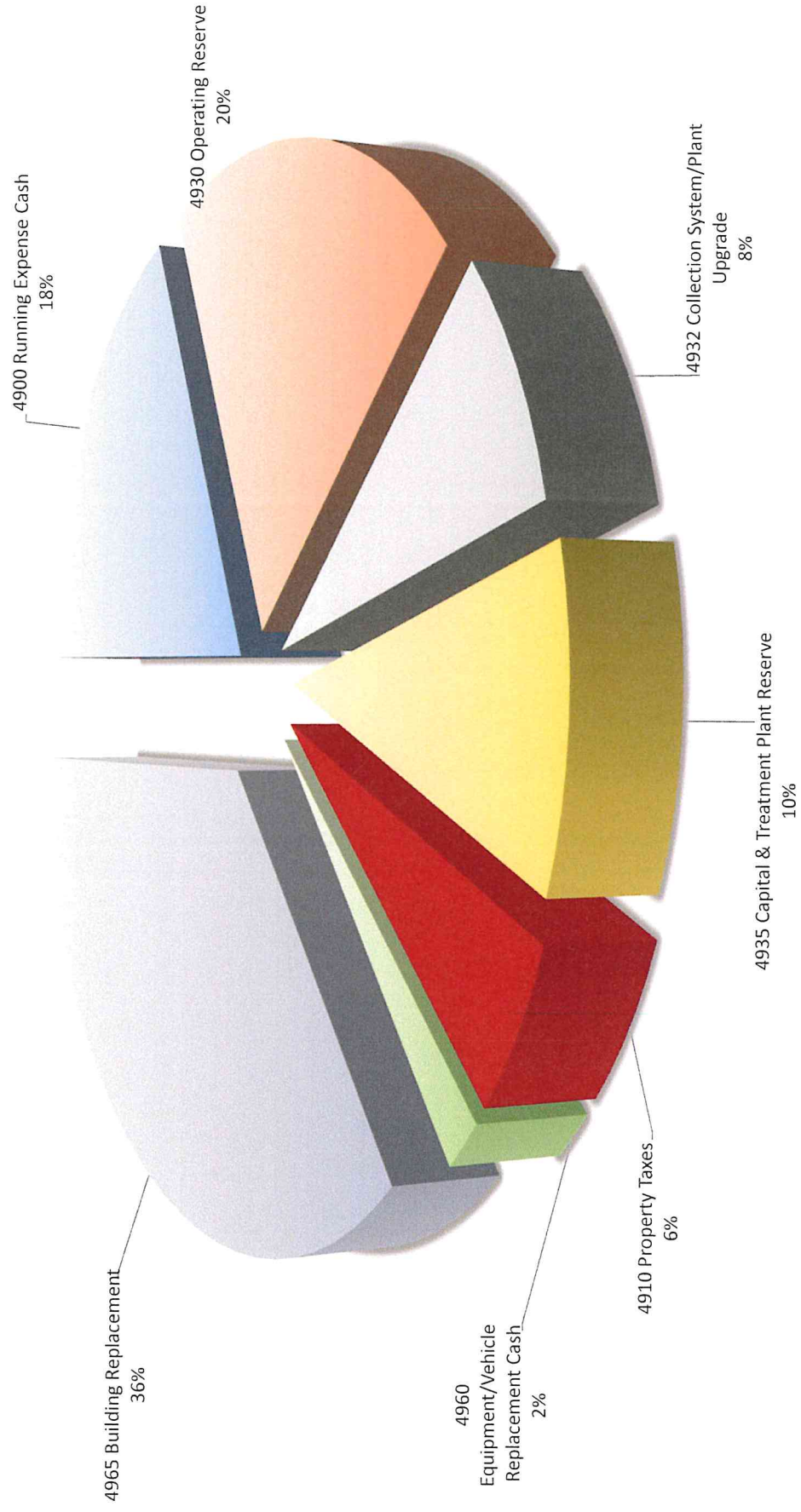
	Beg. Bal.	Disbursements	Receipts	Transfers	Balance	Interest Received	Unrealized Gain/Loss	End. Bal.
4900 Running Expense	2,634,636.92	(136,477.36)	326,444.07		2,824,603.63	5,694.48	(1,622.80)	2,828,675.32
4910 County - Prop. Taxes	543,761.46	(26,023.62)	369,615.13		887,352.97	1,788.93	(509.80)	888,632.09
4930 Operating Reserve	3,042,285.23	-	-		3,042,285.23	6,133.34	(1,747.86)	3,046,670.71
4932 Collec Sys/Pint Upgrade	1,084,598.37	-	182,629.93		1,267,228.30	2,554.77	(728.05)	1,269,055.02
4935 Plant Replacement	1,608,011.49	(49,941.98)	-		1,558,069.51	3,141.11	(895.14)	1,560,315.48
4960 Equipment/Vehicle Repl.	374,616.99	(57,192.46)	-		317,424.53	639.94	(182.37)	317,882.10
4965 Bldg. Replac.	5,641,630.12	(2,698.00)	-		5,638,932.12	11,368.25	(3,239.69)	5,647,060.68
Total Cash & Equivalents	14,929,540.58	(272,333.42)	878,689.13	-	15,535,896.29	31,320.82	(8,925.71)	15,558,291.40

Interest Received	-	Operating	852,769.82	Great Plains - Operating Account
	2,021.12	Money Market	3,602,787.47	Great Plains - Money Market
	-	Payroll	82.77	Great Plains - Payroll
	29,299.70	US Bank Interest	210.00	Great Plains - Petty Cash
	-	County	10,901,458.25	Investments
			200,983.09	FMV Adjustment
			15,558,291.40	

Report Totals	165,696.91	Check Distribution
	40,351.95	Electronic Payments
	66,284.56	Payroll
	-	Fees

31,320.82 **Total Interest Received** 272,333.42 **Total Disbursements**

Fund Balance - Jun 30, 2020



**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
July 21, 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 5:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Dr. David C. Lewis – attended remotely

David Bearman M.D. – arrived at 5:32 - 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

Bruce Corwin – The Corwin Group, Inc. – attended remotely

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
JULY 7, 2020**

(20-07-42)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board approved the minutes of the Regular Board Meeting of July 7, 2020 as presented by the following roll call vote:

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

6. PROPOSAL FOR FLOW MONITORING, MODELING AND MASTER PLAN SERVICES FROM THE CORWIN GROUP, INC.

(20-07-43)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board accepted the proposal from the Corwin Group, Inc. at a cost not-to-exceed \$244,010.00 by the following roll call vote:

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

7. DISCUSSION REGARDING THE OATH OF OFFICE FOR DIRECTORS

A discussion was had about the Oath of Office the Directors take following them being elected. No action was taken.

8. BOARD ORDER CONFIRMING PUBLICATION OF ORDINANCE NO. 20-92

(20-07-44)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board adopted the Board Order Confirming Publication of Ordinance No. 20-92 by the following roll call vote:

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

9. COMMUNICATIONS

The communications were noted as received.

10. REPORTS

Operations Report

The General Manager provided a report.

Goleta Sanitary District

No report.

Goleta Water District

Director Turenchalk provided a report.

Isla Vista Recreation and Park District

No report.

City of Goleta

No report.

Other Director Reports

None.

11. FUTURE AGENDA ITEMS

None.

12. ADJOURNMENT

There being no further business, President Lewis adjourned the meeting at 6:19PM.

Mark Nation, Clerk - Secretary

APPROVED

Dr. David C. Lewis, Board President

July 1, 2020 – July 14, 2020

Administration

Staff completed the required data file and hard copy documents required to place the sewer service charges on the tax roll. The file and documents were sent out to the County on July 14, 2020.

Staff finalized the FY 2020-2021 Budget Document following Board approval.

As required, staff published the summary of Ordinance No. 20-92 following Board approval.

Staff submitted the no-spill certification for June 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.

Collection System

Phelps Road Project: Tierra Contracting continues working on the short punchlist of items. Final job walk scheduled for later this week.

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

The crew is currently hydrocleaning hotspots and root cutting throughout the District for the month of July 2020. All of Isla Vista is now completed. A sewer operations summary is enclosed with this operations report.

The crew cleared easements in the 60-2 Offtract area, Emily Offtract and the Lake Los Carneros Offtract area.

Staff completed a Sewer Service Permit for an ADU at 209 Vereda Leyenda in EMID.

Staff signed off on County of Santa Barbara job-card for Starbucks tenant improvements at 888 Embarcadero Del Norte in Isla Vista.

Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at FLIR Systems, Lockheed Martin SB Focalplane, and Transphorm.

Staff conducted an Industrial Wastewater Discharge Permit termination inspection at Outer Aisle Gourmet located at 103 Santa Felicia Drive. Outer Aisle Gourmet has terminated its lease at this location and moved to a larger facility in Ventura.

Staff received and reviewed May and June estimates for well water utilized by Raytheon in their industrial processes and discharged to sewer.

Street Sweeping

Graffiti – none to report at this time.

Abandoned vehicles – none to report at this time.

Hrs. – 37.4

Miles-328.1

Loads-17

Marborg: None

- Replaced dirt runner
- Serviced water spray system water filter

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	May 2020	MGD 1.904; 45.7698%
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Your environmental partner since 1954

Sewer Operations Cleaning Summary from June 30, 2020 to July 14, 2020

Description	Quantity
Feet Cleaned	
Hydroclean	8,474 ft.
Hot Spot	4,528 ft.
Root Cutting	3,618 ft.
	<hr/>
	16,620 ft.
Lines Cleaned	
Hydroclean	29 lines
Hot Spot	20 lines
Root Cutting	14 lines
	<hr/>
	63 lines
Other Work Orders	
Parcel Permit	1 Work Order
	<hr/>
	1 Work Order

Goleta West Sanitary District

Allowance of Claims

Jul 02, 2020 - Jul 15, 2020

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
BAR01	Bartlett Pringle & Wolf LLC	MS Dynamics Software Renewal	7/14/2020	7,901.00
BLU01	Blueisle Bookkeeping	Bookkeeping Service	7/13/2020	85.00
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension & Annual Unfunded	7/9/2020	67,615.40
CIN01	Cintas Corporation	Safety Supplies	7/13/2020	91.60
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	7/13/2020	1,767.70
COA01	Coastal Copy	Copy Machine Contract	7/13/2020	153.29
CSR02	CSRMA c/o Alliant Insurance Services, Inc.	Insurance Workers Comp & Property	7/13/2020	23,819.00
DAL01	Dal Pozzo Tire Corp	Tire Repair	7/13/2020	147.49
DAT01	Datco Service Corp	Driver Records Service	7/13/2020	175.50
EDU01	Eduardo Galindo Architect	District Bldg Project	7/13/2020	17,517.11
FRO01	Frontier Communications	Phone Service	7/13/2020	359.33
GOL04	Goleta Water District	Facility Water	7/13/2020	90.84
LIN01	Lincoln National Life Ins	Deferred Compensation	7/9/2020	1,700.00
MAR01	Marborg Industries	Waste Removal & Rolloff	7/13/2020	138.30
MCC02	McCormix Corporation	Sweeper Fuel	7/13/2020	140.11
MIL01	Milpas Rental, Inc. #2	Equipment Rental	7/13/2020	278.73
MIS01	Mission Linen Supply	Uniforms & Towels	7/13/2020	613.37
PLU01	Plumbers Depot, Inc.	Vehicle Safety Equipment-Traffic Lights	7/13/2020	7,209.35
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Svc	7/13/2020	562.50
SMI02	Smitty's Towing	Sweeper Towing	7/13/2020	540.00
SMV01	Santa Maria Valley Community Foundation	Green Business Program	7/13/2020	1,611.00
SOU02	Southern California Edison Co	Electricity	7/13/2020	281.99
SPE03	Special District Risk Management Authority	Insurance Life & Dental	7/13/2020	930.10
THE02	The Gas Company	Natural Gas	7/13/2020	47.09
TIE01	Tierra Contracting Inc	Phelps Rd Project	7/13/2020	952,225.11
UCR08	UC Regents	Internet Svc	7/13/2020	102.92
UND01	Underground Service Alert	Dig Alerts	7/13/2020	116.84
Total Services & Supplies				\$1,086,220.67
Payroll - (1) pay date Wk28 2020				\$33,426.01
Total				\$1,119,646.68

GOLETA WEST SANITARY DISTRICT

DATE: AUGUST 4, 2020

AGENDA ITEM #6

AGENDA TITLE: ADOPT-A-BLOCK FY 2019-2020 3rd QUARTER AND YEAR-END REPORTS

SUMMARY DESCRIPTION:

The Adopt-A-Block Supervisor submitted the FY 2019-2020 3rd Quarter and Year-end Reports. Staff and the Management Committee met and reviewed the reports. The Management Committee recommends that the Board accept both the aforementioned Adopt-A-Block reports as presented.

SUPPLEMENTARY MATERIAL:

July 18, 2020 Adopt-A-Block Quarter 3 Report (FY 2019-20).

July 18, 2020 Adopt-A-Block Year-end Report (FY 2019-20).



ISLA VISTA RECREATION AND PARK DISTRICT
961 Embarcadero Del Mar, Isla Vista, CA 93117
Adopt-A-Block Program (AAB)
FY 2019-2020 – Quarter 3 Report

July 18, 2020

Goleta West Sanitary District
Mark Nation
P.O. Box 4
Goleta, CA 93116

Dear Goleta West Sanitary District Board of Directors,

On behalf of Isla Vista Recreation & Park District (IVRPD) and the IV community, I once again write to extend my sincere gratitude for your continued support of AAB.

As with every part of our society, the ongoing coronavirus (COVID-19) pandemic presented an unprecedented challenge to AAB in its third quarter (Q3) of FY 2019-20. Following two months of significantly elevated turnout in January and February, staff made the difficult decision to temporarily close the program on March 11, 2020 out of an abundance of caution for public health and safety. The CA Governor's subsequent *Stay-at-Home Order*, issued March 19, cemented this closure for the remainder of Q3.

Despite the shutdown, staff continued to perform litter abatement fieldwork – deemed an essential government service – while coordinating related efforts with other public agencies in order to fulfill the Goleta West Sanitary District (GWSD) Mission. In conjunction with 1,500+ hours contributed by our volunteers and community service workers (CSWs), these efforts helped clean up over 13,000 pounds of litter and municipal solid waste from IV streets, sidewalks, and gutters in Q3.

The removal of this waste protected the environment by reducing pollution of stormwater runoff and improved public health, safety and quality of life for IV residents.

As our valued supporter, I am therefore pleased to present to you this report, which will address the following topics in greater detail:

- I. Q3 Trash Collection Results
- II. Q3 Actions & Accomplishments
- III. Q4 Projects & Goals
- IV. Q3 Budget Review
- V. Conclusion

I. Q3 Trash Collection Results

The following trash collection results were recorded in Q3 of FY 2019-20.

Quarter 3 (January, February, March) Totals ¹			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
11,867	1,523	1,089	13,062

Compared to the equivalent period in our prior fiscal year (Q3 of FY 2018-19), volunteer hours increased by 48% (**1,523** vs 1,031), blocks cleaned increased by 8% (**11,867** vs 10,989), and total trash collected increased by 23% (**13,062** vs 10,632).

The following groups contributed volunteers throughout Q3:

Alpha Chi Omega, Alpha Delta Pi, Alpha Phi, Alpha Phi Omega, Delta Gamma, Delta Sigma Pi, Gamma Phi Beta, Gamma Zeta Alpha, Hermanas Unidas de UCSB, Hermanos Unidos de UCSB, Institute for Broadening Participation, IV Surfrider, IVRPD Children's Recreation Program, Kappa Alpha Theta, Kappa Kappa Gamma, Kappa Sigma, Lambda Sigma Gamma, Lambda Theta Nu, Legal Education Association for Diversity, Liberty Tattoo Removal Program, Phi Lambda Rho, Phi Sigma Pi, Phi Sigma Rho, Pi Alpha Phi, Pi Beta Phi, Rho Psi Eta, Sigma Delta Alpha, Sigma Kappa Chi, Sigma Lambda Gamma, Sigma Omega Nu, Theta Tau, UCSB Associated Students Environmental Affairs Board, UCSB Cheer Team, UCSB Circle K International Club, UCSB Club Volleyball, UCSB College of Engineering Honors Program, UCSB College of Letters & Science Honors Program, UCSB Disabled Students Program, UCSB Engineers Without Borders, UCSB Roller Hockey, UCSB Women's Club Volleyball, United Cerebral Palsy Work, Inc., Zeta Beta Tau, and Zeta Phi Rho.

AAB also engaged six court or probation-mandated community service workers (CSWs), who together contributed 123 hours of service, and staff collected over 100 buckets of trash during the final weeks of the quarter to help offset service impacts from the program's COVID-19 public health closure.

Please join us in thanking our participants for their valuable contributions!

¹Please reference **Appendix A: AAB Trash Log FY 2019-20**

II. Q3 Actions & Accomplishments

- Removed nearly 1,100 cubic feet (13,000 lbs.) of trash from IV streets, sidewalks, gutters, parks and coastal access points that would have otherwise polluted storm runoff that flows into our creeks, wetlands, ocean and beaches.
- Coordinated remediation of illegal dumping and hazardous materials with Marborg and County of Santa Barbara Resource Recovery & Waste Management (RRWM) code enforcement.

- Conducted regular staff cleanups to offset impact of COVID-19 closure.
- Hosted nine Restorative Justice Workshops, diverting 20 defendants from incurring court fines and criminal records for low-level offenses.
- Submitted FY 2019-20 Q2 Report to GWSD Board and attended introduction meeting with GWSD staff and IVRPD's new General Manager, Kimberly Kiefer.
- Began planning annual "Deltopia/Spring Festival" event cleanup; due to COVID-19 and associated state and local restrictions on large gatherings and events, both the event and cleanup were cancelled.
- Staff attended IV Community Network, UCSB Major Events Committee, and IVFP "Deltopia" planning meetings to keep local stakeholders informed about AAB and receive updates on community affairs.
- Submitted progress report to UCSB Associated Students Coastal Fund (Coastal Fund) for ongoing SPR 19-16 project, which provides funding for all part-time AAB staffing expenditures.
- Secured Coastal Fund approval to reallocate surplus SPR 19-16 labor funds towards procurement of replacement equipment; purchased and inventoried all new trash grabbers, buckets and ergonomic handles.
- Replenished consumable inventory, e.g. nitrile gloves and hand sanitizer, to extent possible; COVID-19 disruptions to supply chains have resulted in ongoing difficulties in procuring PPE and sanitation products.
- Continued cigarette butt collection initiative with IV Surfrider (Q3 statistics are still pending; Surfrider staff were unable to finalize counts prior to the State's Stay-At-Home order) and facilitated three Sunday beach cleanups during AAB off-hours.
- Cigarette butt receptacle prototypes have been built by IV Surfrider; planned Q3 installations and related work were unfortunately disrupted by COVID-19, and staff hopes to revisit this project as soon as feasible.
- Assisted IVRPD in managing internal COVID-19 response, homeless encampment waste management, and illegal dumping on park property.

III. Q4 Projects & Goals

- Continue to assess all applicable health orders and guidelines to determine safe reopening frameworks for all levels of programming and joint initiatives; continue procurement of PPE as it becomes available.
- Coordinate remediation of illegal dumping of large items, hazardous materials, and general street waste during IV "Move-Out" with Marborg and County RRWM.

- Continue conducting regular staff cleanups to offset impact of COVID-19 closure.
- Research and conduct benefit-cost analysis of various volunteer and recreation management software platforms for potential implementation in FY 2020-21.
- Submit annual funding requests for upcoming FY 2020-21; discuss potential donation of GWSD work truck to IVRPD and coordinate pre-donation inspection.
- Continue assisting IVRPD in managing agency response to COVID-19, homeless encampment waste management, and illegal dumping on public property.

IV. Q3 Budget Review

At the end of Q3, AAB reported a net position of \$29,199 having expended 67.9% of its operating revenues YTD². Salary and benefit expenditures were slightly under budget YTD due to the timing of health care premium payments, but are expected to be close to budget at year-end. Service and supply expenditures are also expected to be close to budget at year-end; YTD variances are largely due to the timing of reimbursement payments made to IVRPD for shared services and staff success in funding operating supply expenses through separate grant monies.

²Please reference **Appendix B: AAB FY 2019-20 YTD Financial Report (Jul 19 – Mar 20)**

V. Conclusion

Despite challenges posed by COVID-19, AAB continued to protect the environment and improve public safety in IV throughout Q3 thanks to high volunteer turnout in January and February, targeted staff efforts and collaboration with partner agencies.

Staff continues to assess health orders and guidelines with the goal of safely reopening volunteer operations as soon as possible. I once again thank you all for your continued support of this valuable public program, and look forward to reporting our progress in the coming months.

Sincerely,



Raymond Willefert

Adopt-A-Block Supervisor

Isla Vista Recreation & Park District

961 Embarcadero Del Mar, Isla Vista, CA 93117

cleaniv@ivparks.org | 805.968.2017 x24

Adopt-A-Block provides simple ways for volunteers to make a significant impact on the Isla Vista environment through cleanups, outreach and education.

Work Weeks		CSWs			IVRPD Rec Program			Drop-ins, Groups & Events			Weekly Totals					FY 2019 - 2020 Year to Date Totals			
Monday thru	Sunday	# blocks	# hours	# buckets	# blocks	# hours	# buckets	# blocks	# hours	# buckets	# blocks	# hours	# buckets	cubic feet	pounds	# blocks	# hours	cubic ft	LBS
7/1/2019	7/7/2019	0	0	0	72	9	5	76	17	26	148	26	31	21	248	29025	3959	2773	33272
7/8/2019	7/14/2019	26	5	14	72	9	6	116	13	19	214	27	39	26	312				
7/15/2019	7/21/2019	14	4	7	60	10	7	0	7	7	74	21	21	14	168				
7/22/2019	7/28/2019	13	1	3	40	5	5	16	8	11	69	13	19	13	152				
7/29/2019	8/4/2019	114	10	23	42	7	6	94	10	10	250	27	39	26	312				
8/5/2019	8/11/2019	56	7	11	0	0	0	22	2	6	78	8	17	11	136				
8/12/2019	8/18/2019	58	11	22	0	0	0	43	4	7	101	15	29	19	232				
8/19/2019	8/25/2019	158	18	34	30	5	3	256	26	33	444	49	70	47	562				
8/26/2019	9/1/2019	142	18	25	106	15	11	20	2	6	268	34	42	28	332				
9/2/2019	9/8/2019	0	0	0	122	18	14	0	0	0	122	18	14	9	108				
9/9/2019	9/15/2019	14	1	3	72	9	6	306	100	76	392	110	85	56	676				
9/16/2019	9/22/2019	0	6	0	0	0	0	286	72	38	286	78	38	26	307	FY 2019 - 2020 Q1 (Summer) Totals			
9/23/2019	9/29/2019	0	0	0	0	0	0	667	40	75	667	40	75	50	600	# blocks	# hours	cubic ft¹	LBS¹
9/30/2019	9/30/2019	0	0	0	0	0	0	14	9	6	14	9	6	4	48	3127	474	416	4993
10/1/2019	10/6/2019	0	0	0	0	0	0	80	16	24	80	16	24	16	192	2 Includes 50 buckets picked up by Staff over course of Quarter 2			
10/7/2019	10/13/2019	0	0	0	48	6	5	762	106	130	810	112	135	90	1080				
10/14/2019	10/20/2019	0	1	0	40	5	4	1189	108	132	1229	114	135	90	1080				
10/21/2019	10/27/2019	76	14	8	24	3	2	1326	239	250	1426	256	260	173	2080				
10/28/2019	11/3/2019	236	26	22	36	6	4	914	366	236	1186	399	262	175	2094				
11/4/2019	11/10/2019	219	17	17	56	7	5	973	108	103	1248	132	125	83	998				
11/11/2019	11/17/2019	338	33	22	0	0	0	2907	369	318	3245	402	339	226	2713				
11/18/2019	11/24/2019	16	9	1	48	6	5	2797	259	262	2861	274	268	179	2145				
11/25/2019	12/1/2019	0	0	0	0	0	0	275	49	45	275	49	45	30	360				
12/2/2019	12/8/2019	18	9	9	0	0	0	1250	132	176	1268	140	185	123	1478				
12/9/2019	12/15/2019	28	20	3	48	6	5	237	20	41	313	46	48	32	384				
12/16/2019	12/22/2019	52	13	16	0	0	0	2	5	6	54	18	22	15	176	FY 2019 - 2020 Q2 (Fall) Totals			
12/23/2019	12/29/2019	0	0	0	36	6	5	0	0	0	36	6	5	3	36	# blocks	# hours	cubic ft²	LBS²
12/30/2019	12/31/2019	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14031	1963	1268	15216
1/1/2020	1/5/2020	74	11	25	32	4	3	4	2	1	110	17	29	19	228	3 Includes 100 buckets picked up by Staff over course of Quarter 3			
1/6/2020	1/12/2020	132	21	39	76	11	8	1065	116	172	1273	148	218	145	1744				
1/13/2020	1/19/2020	0	20	31	72	9	7	274	27	28	346	56	66	44	524				
1/20/2020	1/26/2020	0	16	45	90	13	9	1400	309	170	1490	338	224	149	1788				
1/27/2020	2/2/2020	0	8	26	72	10	5	1592	111	136	1664	129	167	111	1336				
2/3/2020	2/9/2020	0	6	22	36	6	4	508	93	77	544	105	103	69	824				
2/10/2020	2/16/2020	0	0	0	40	5	3	478	31	47	518	36	50	33	400				
2/17/2020	2/23/2020	0	4	2	86	12	8	1104	108	107	1190	124	117	78	936				
2/24/2020	3/1/2020	0	10	8	0	0	0	2038	206	236	2038	215	244	163	1952				
3/2/2020	3/8/2020	0	26	22	0	0	0	2694	330	294	2694	356	316	211	2530				
3/9/2020	3/15/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	FY 2019 - 2020 Q3 (Winter) Totals			
3/16/2020	3/22/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	# blocks	# hours	cubic ft	LBS
3/23/2020	3/29/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11867	1523	1089	13062
3/30/2020	3/31/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4 Includes TBD buckets picked up by Staff over course of Quarter 4			
4/1/2020	4/5/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/6/2020	4/12/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/13/2020	4/19/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/20/2020	4/26/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/27/2020	5/3/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
5/4/2020	5/10/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
5/11/2020	5/17/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
5/18/2020	5/24/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
5/25/2020	5/31/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
6/1/2020	6/7/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	FY 2019 - 2020 Q4 (Spring) Totals			
6/8/2020	6/14/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	# blocks	# hours	cubic ft	LBS
6/15/2020	6/21/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6/22/2020	6/28/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6/29/2020	6/30/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Totals	1784	344	458	1456	202	142	25785	3413	3310	# Blocks	# Hrs	# Buckets ¹⁻⁴	cubic ft ¹⁻⁴	LBS ¹⁻⁴
										29025	3959	4159	2773	33272

Each 5 gallon bucket holds ~0.67 cubic feet of trash, with an average weight of 8 pounds/bucket;

In the event a volunteer does not report their collection data, their collection is entered as one (1) bucket

Isla Vista Recreation & Park District
 Adopt-A-Block Program (AAB)
 Fiscal Year 2019 - 2020
 YTD Financial Report (July 2019 through March 2020)

Appendix B

AAB - OPERATING BUDGET		2019 - 20 Budget	Jul 19 - Mar 20 Actuals	Variance
Revenues				
5739 -- GWSD Requested Funding	82,626	82,626	-	
5739 -- Previous FY Surplus	7,144	7,146	2	
5895 -- Other Unrestricted Funding	-	1,103	1,103	
Total Revenues	89,770	90,875	1,105	
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	58,700	41,874	16,826	
6300 -- Overtime	1,700	1,386	314	
6400 -- CalPERS Employer Contribution	4,250	2,663	1,587	
6400 -- Retirement Incentive Contribution	500	380	120	
6550 -- FICA/Medicare	875	655	220	
6600 -- Health Insurance Contribution	10,200	6,796	3,404	
6700 -- Unemployment Ins. Contribution & ETT	485	147	338	
6900 -- Workers Compensation	1,370	1,370	-	
Total Salaries and Employee Benefits	78,080	55,271	22,809	
Expenditures				
Services and Supplies				
7005 -- Advertising/Marketing Expense	500	13	487	
7030 -- Clothing and Personal	250	-	250	
7050 -- Communications	25	8	17	
7090 -- General Liability Insurance	1,575	1,575	-	
7121 -- Operating Supplies	2,000	218	1,782	
7122 -- Event Supplies	1,000	651	349	
7123 -- IT Hardware Maintenance	1,800	1,200	600	
7450 -- Office Expense	300	225	75	
7507 -- ADP Payroll Fees	725	544	181	
7530 -- Publications & Legal Notices	40	-	40	
7650 -- Special Departmental Expense	100	-	100	
7653 -- Training Fees & Supplies	400	-	400	
7669 -- FIN	1,950	1,240	710	
7730 -- Transportation and Travel	50	-	50	
7764 -- Refuse	975	731	244	
Total Services and Supplies	11,690	6,404	5,286	
Total Expenditures	89,770	61,676	28,094	
Net Position	-	29,199	29,199	



ISLA VISTA RECREATION AND PARK DISTRICT
961 Embarcadero Del Mar, Isla Vista, CA 93117
Adopt-A-Block Program (AAB)
FY 2019-2020 – Year-End Report

July 18, 2020

Goleta West Sanitary District
Mark Nation
P.O. Box 4
Goleta, CA 93116

Dear Goleta West Sanitary District Board of Directors,

On behalf of Isla Vista Recreation & Park District (IVRPD) and the IV community, I once again write to extend my sincere gratitude for your continued support of AAB.

In keeping with the mission of the Goleta West Sanitary District (GWSD), AAB continued to protect the environment and safeguard public health and safety in Isla Vista throughout FY 2019-2020.

The ongoing COVID-19 pandemic had a significant impact on 4th quarter (Q4) AAB programming, but the program still managed to host over 4,100 service hours in FY 2019-2020 as a result of above-average turnout in Q1-Q3. I am proud to report that this hard work, contributed by volunteer groups, dedicated individuals, community service workers (CSWs), and staff resulted in the successful remediation of over 37,000 pounds of litter and uncontained solid waste from streets, sidewalks, curbs, gutters, parks and coastal access points in IV this year.

Without your continued support, much of this waste would have polluted storm water runoff and negatively impacted public health, safety and quality of life for IV residents.

As our valued supporter, I am therefore pleased to present to you this report, which will address the following topics in greater detail:

- I. FY 2019-2020 Trash Collection Results
- II. FY 2019-2020 Actions & Accomplishments
 - a. 4th Quarter Detail
 - b. 1st – 3rd Quarter Summary
- III. FY 2020-2021 Projects & Goals
- IV. FY 2019-2020 Budget Review
- V. Conclusion

I. FY 2019-2020 Trash Collection Results

The following trash collection results were recorded in FY 2019-2020:

Quarter 1 (July, August, September) Totals ¹			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
3,127	474	416	4,993
Quarter 2 (October, November, December) Totals ¹			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
14,031	1,963	1,268	15,216
Quarter 3 (January, February, March) Totals ¹			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
11,867	1,523	1,089	13,062
Quarter 4 (April, May, June) Totals ¹			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
1,884	144	331	3,976
FY 2019-2020 Year-End Totals ¹			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
30,909	4,103	3,104	37,248

Compared to its prior fiscal year (2018-2019), AAB experienced approximately 21% decreases in total volunteer hours (**4,103** vs 5,220) and total trash collected (**37,248** vs 47,614 pounds) in **FY 2019-20**. This downturn can be directly attributed to the program-wide COVID-19 public health closure enacted on March 11 and subsequent state and local Stay at Home and Health Orders that impacted programming through year-end.

Due to record volunteer turnout in January and February, COVID-19 impacts on AAB programming were largely isolated to Quarter 4. In fact, totals for turnout and trash collected in Quarters 1, 2 and 3 of FY 2019-20 exceeded those recorded in all three equivalent periods in FY 2018-2019. Quarter 4 historically represents over a third of AAB's annual output, so it is estimated that the COVID-19 pandemic resulted in the loss of approximately 1,800 volunteer hours through the end of FY 2019-20.

To offset these losses, staff conducted additional fieldwork in Q4 while coordinating remediation of larger scale solid-waste violations with partner agencies, e.g. Marborg Industries and the County of Santa Barbara (County) Waste Management and Resource Recovery Division (WMRRD). Staff was also able to successfully reopen CSW programming to a limited degree, per applicable workplace safety guidelines.

The following groups contributed volunteers in FY 2019-20:

Alpha Chi Omega, Alpha Delta Pi, Alpha Gamma Omega, Alpha Phi, Alpha Phi Omega, Alpha Tau Omega, AppFolio, Coastal Dispensary, County of Santa Barbara Project Clean Water, Delta Epsilon Mu, Delta Gamma, Delta Tau Delta, Gamma Phi Beta, Gamma Zeta Alpha, Hermanas Unidas y Hermanos Unidos de UCSB, Inner City Education Foundation View Park Preparatory High School, Institute for Broadening Participation, IV Foot Patrol (IVFP), IV Surfrider, IVRPD Children's Recreation Program, Kappa Alpha Theta, Kappa Kappa Gamma, Kappa Sigma, Lambda Sigma Gamma, Lambda Theta Alpha, Lambda Theta Nu, Legal Education Association for Diversity, Liberty Tattoo Removal Program, Phi Delta Epsilon, Phi Lambda Rho, Phi Sigma Pi, Phi Sigma Rho, Pi Alpha Phi, Pi Beta Phi, Rho Psi Eta, Santa Barbara Cottage Hospital, Santa Barbara County Sheriff's Office, Sigma Alpha Zeta, Sigma Chi, Sigma Delta Alpha, Sigma Kappa Chi, Sigma Lambda Beta, Sigma Lambda Gamma, Sigma Nu, Sigma Omega Nu, Sigma Phi Epsilon, Sigma Pi, Tau Beta Pi, Theta Tau, UCSB Adventure Programs, UCSB Alumni Association, UCSB Associated Students (A.S.) Environmental Affairs Board, UCSB Cheer Team, UCSB Circle K International Club, UCSB Club Tennis, UCSB Club Volleyball, UCSB Club Water Polo, UCSB College of Engineering Honors Program, UCSB College of Letters & Science Honors Program, UCSB Disabled Students Program, UCSB Engineers Without Borders, UCSB Latino Business Association, UCSB Reserve Officer Training Corps, UCSB Roller Hockey, UCSB Water Polo, UCSB Women's Club Volleyball, United Cerebral Palsy Work, Inc., United Way of Santa Barbara County, Xylem Watermark, Zeta Beta Tau, Zeta Phi Rho, and Zeta Psi.

In addition to the volunteer groups listed above, AAB also engaged 21 court or probation mandated CSWs during FY 2019-20, who together contributed 489 hours and collected over 6,400 pounds of trash. Of these totals, 144 hours and 2,700 pounds were contributed and collected during Q4, respectively.

Please join us in thanking our participants for their valuable contributions!

¹Please reference **Appendix A: AAB Trash Log FY 2019-20**

II. FY 2019-2020 Actions & Accomplishments

a. 4th Quarter Detail

- Removed over 300 cubic feet (4,000 lbs.) of trash from IV streets, sidewalks, gutters, parks and coastal access points that would have otherwise polluted storm runoff that flows into our creeks, wetlands, ocean and beaches.
- Coordinated remediation of illegal dumping and hazardous waste with Marborg Industries and County RRWMD, esp. during IV "Move-Out" in June.
- Secured \$6,973 from UCSB A.S. Coastal Fund to fund part-time AAB intern position through FY 2020-2021.

- Replenished consumable inventory, e.g. nitrile gloves and hand sanitizer, to extent possible; COVID-19 disruptions to supply chains have resulted in ongoing difficulties in procuring PPE and sanitation products.
- Held regular staff cleanups to offset impact of COVID-19 public health closure.
- Assessed all applicable health orders and guidelines to continue developing safe reopening frameworks for all levels of programming and joint initiatives. Elective public programming was unable to resume in Q4, but staff was able to reopen CSW programming on a limited basis in May pursuant to social distancing, sanitation, and face covering requirements.
- Evaluated costs and features of various volunteer and recreation management software platforms; research is ongoing and staff is coordinating with IVRPD to identify a platform that spans all operational areas.
- Met with GWSD staff to discuss potential donation of GWSD's 2007 Chevrolet Silverado pick-up truck to IVRPD and coordinated pre donation dealer inspection.
- Assisted IVRPD in managing internal COVID-19 response, homeless encampment waste management, and illegal dumping on park property.

b. 1st – 3rd Quarter Summary

- Hosted nearly 4,000 hours of volunteer and community service resulting in the removal of over 2,700 cubic feet (33,000 lbs.) of trash from public property in IV that would have otherwise polluted storm runoff that flows into our creeks, wetlands, ocean and beaches.
- Organized and hosted cleanup events for Day of Caring, Coastal Cleanup Day, and Halloween and planned "Deltopia" cleanup; due to COVID-19 associated restrictions on large gatherings, this event was subsequently cancelled.
- Recruited and hired part-time AAB intern through UCSB Federal Work Study Program and funded complete replacement of all program equipment with a UCSB A.S. Coastal Fund Major Grant.
- Collaborated with IVFP, Santa Barbara District Attorney's Office, and UCSB Alcohol and Drug Program to create IV Restorative Justice Program allowing students to attend educational workshops and complete community service through AAB in lieu of incurring court fines and criminal records for minor alcohol and noise violations. 12 workshops were hosted between December and March, successfully diverting 24 defendants.
- Tabled at the 2019 UCSB On-Campus Job Fair, Pardall Carnival and Zero Waste Festival; recruited part-time staff, new volunteers and conducted AAB outreach.

- Conducted regular staff cleanups, targeting broken glass and hazardous items to improve public safety in IV. Relayed information to waste management partner agencies as needed to address illegal dumping and serious violations.
- Submitted FY 2018-2019 year-end reports and FY 2019-20 progress and financial reports to AAB funders.
- Staff attended County Homeless/Housing Task Force, County Office of Emergency Management, County Parks, IV Community Network, IV Foot Patrol, IV Safe Task Force, and UCSB Major Events Committee meetings and calls to provide updates on AAB programming and receive information on agency responses to COVID-19.
- Facilitated seven beach cleanups for IV Surfrider – held on Sundays when AAB would normally be closed – and continued cigarette butt collection initiative, resulting in the cleaning up of an estimated 25,000 butts. Cigarette butt receptacle prototypes have also been built by IV Surfrider but planned Q3 installation and following work were unfortunately delayed by COVID-19.

III. FY 2020-2021 Projects & Goals

- Continue to assess all applicable health orders and guidelines to determine safe reopening plans for all levels of programming and joint initiatives; implement plans as soon as practical and permissible. Continue procurement of PPE as it becomes available.
- Complete a comprehensive assessment of existing waste reduction strategies and waste management infrastructure on residential, commercial, and public property in IV.
- Conduct IVRPD waste stream assessment; assist District in developing its composting program with partner agencies and installing “three-tiered” waste receptacles (trash, recycle, compost) throughout its parks and facilities.
- Coordinate remediation of illegal dumping of large items, hazardous materials, and general street waste with Marborg and County RRWM as needed.
- Continue conducting regular staff cleanups to offset impact of COVID-19 closure.
- Continue researching volunteer and recreation management software platforms for implementation in FY 2020-21; plan expansion of IVRPD volunteer facilities.
- Accept donation of 2007 Chevrolet Silverado pick-up truck from GWSD, pending Board surplus declaration and donation determination.
- Continue assisting IVRPD in managing agency response to COVID-19, homeless encampment waste management, and illegal dumping on public property.

IV. FY 2019-2020 Budget Review

AAB reported a net actual surplus of \$3,961 at FY 2019-2020 year-end². Salary and benefit expenditures were close to budget and overall service and supply expenditures were slightly under budget. Notable variances in individual service and supply line items were due to expenses having not been realized due to COVID-19 or otherwise (lines 7005, 7030, 7122, 7653, 7730) and a reduction in accounting software costs (line 7669).

²Please reference **Appendix B: AAB FY 2019-20 YTD Financial Report (July 19 – June 20)**

V. Conclusion

With over 37,000 pounds (3,100 cubic feet) of litter and street waste cleaned up by AAB volunteers, community service workers and staff in FY 2019-2020, the program has continued to fulfill the GWSD's mission to "...protect the environment and the public's health and safety while providing efficient, responsible service."

After recording above-average turnout in the first three quarters of FY 2019-2020, the COVID-19 pandemic has had significant ongoing impacts to AAB programming. Despite these challenges, staff has managed to reopen AAB's CSW program on a limited basis and remains committed to reopening all other areas of programming and joint initiatives as soon as possible pursuant to all applicable health orders and guidelines.

I am so proud of the hard work contributed by all our participants, and I once again thank you all for your unwavering sponsorship. Your support makes our work possible.

Sincerely,



Raymond Willefert

Adopt-A-Block Supervisor
Isla Vista Recreation & Park District
961 Embarcadero Del Mar, Isla Vista, CA 93117
cleaniv@ivparks.org | 805.968.2017 x24

Adopt-A-Block provides simple ways for volunteers to make a significant impact on the Isla Vista environment through cleanups, outreach and education.

Appendix A: AAB Trash Log FY 2019-20

Work Weeks		CSWs			IVRPD Rec Program			Drop-ins, Groups & Events			Weekly Totals					FY 2019 - 2020 Year to Date Totals			
Monday thru	Sunday	# blocks	# hours	# buckets	# blocks	# hours	# buckets	# blocks	# hours	# buckets	# blocks	# hours	# buckets	cubic feet	pounds	# blocks	# hours	cubic ft	LBS
7/1/2019	7/7/2019	0	0	0	72	9	5	76	17	26	148	26	31	21	248	30909	4103	3104	37248
7/8/2019	7/14/2019	26	5	14	72	9	6	116	13	19	214	27	39	26	312	<i>¹ Includes 100 buckets picked up by Staff over course of Quarter 1</i>			
7/15/2019	7/21/2019	14	4	7	60	10	7	0	7	7	74	21	21	14	168				
7/22/2019	7/28/2019	13	1	3	40	5	5	16	8	11	69	13	19	13	152				
7/29/2019	8/4/2019	114	10	23	42	7	6	94	10	10	250	27	39	26	312				
8/5/2019	8/11/2019	56	7	11	0	0	0	22	2	6	78	8	17	11	136				
8/12/2019	8/18/2019	58	11	22	0	0	0	43	4	7	101	15	29	19	232				
8/19/2019	8/25/2019	158	18	34	30	5	3	256	26	33	444	49	70	47	562				
8/26/2019	9/1/2019	142	18	25	106	15	11	20	2	6	268	34	42	28	332				
9/2/2019	9/8/2019	0	0	0	122	18	14	0	0	0	122	18	14	9	108				
9/9/2019	9/15/2019	14	1	3	72	9	6	306	100	76	392	110	85	56	676				
9/16/2019	9/22/2019	0	6	0	0	0	0	286	72	38	286	78	38	26	307	FY 2019 - 2020 Q1 (Summer) Totals			
9/23/2019	9/29/2019	0	0	0	0	0	0	667	40	75	667	40	75	50	600	# blocks	# hours	cubic ft ¹	LBS ¹
9/30/2019	9/30/2019	0	0	0	0	0	0	14	9	6	14	9	6	4	48	3127	474	416	4993
10/1/2019	10/6/2019	0	0	0	0	0	0	80	16	24	80	16	24	16	192	<i>² Includes 50 buckets picked up by Staff over course of Quarter 2</i>			
10/7/2019	10/13/2019	0	0	0	48	6	5	762	106	130	810	112	135	90	1080				
10/14/2019	10/20/2019	0	1	0	40	5	4	1189	108	132	1229	114	135	90	1080				
10/21/2019	10/27/2019	76	14	8	24	3	2	1326	239	250	1426	256	260	173	2080				
10/28/2019	11/3/2019	236	26	22	36	6	4	914	366	236	1186	399	262	175	2094				
11/4/2019	11/10/2019	219	17	17	56	7	5	973	108	103	1248	132	125	83	998				
11/11/2019	11/17/2019	338	33	22	0	0	0	2907	369	318	3245	402	339	226	2713				
11/18/2019	11/24/2019	16	9	1	48	6	5	2797	259	262	2861	274	268	179	2145				
11/25/2019	12/1/2019	0	0	0	0	0	0	275	49	45	275	49	45	30	360				
12/2/2019	12/8/2019	18	9	9	0	0	0	1250	132	176	1268	140	185	123	1478	FY 2019 - 2020 Q2 (Fall) Totals			
12/9/2019	12/15/2019	28	20	3	48	6	5	237	20	41	313	46	48	32	384	# blocks	# hours	cubic ft ²	LBS ²
12/16/2019	12/22/2019	52	13	16	0	0	0	2	5	6	54	18	22	15	176	14031	1963	1268	15216
12/23/2019	12/29/2019	0	0	0	36	6	5	0	0	0	36	6	5	3	36	<i>³ Includes 100 buckets picked up by Staff over course of Quarter 3</i>			
12/30/2019	12/31/2019	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
1/1/2020	1/5/2020	74	11	25	32	4	3	4	2	1	110	17	29	19	228				
1/6/2020	1/12/2020	132	21	39	76	11	8	1065	116	172	1273	148	218	145	1744				
1/13/2020	1/19/2020	0	20	31	72	9	7	274	27	28	346	56	66	44	524				
1/20/2020	1/26/2020	0	16	45	90	13	9	1400	309	170	1490	338	224	149	1788				
1/27/2020	2/2/2020	0	8	26	72	10	5	1592	111	136	1664	129	167	111	1336				
2/3/2020	2/9/2020	0	6	22	36	6	4	508	93	77	544	105	103	69	824				
2/10/2020	2/16/2020	0	0	0	40	5	3	478	31	47	518	36	50	33	400				
2/17/2020	2/23/2020	0	4	2	86	12	8	1104	108	107	1190	124	117	78	936				
2/24/2020	3/1/2020	0	10	8	0	0	0	2038	206	236	2038	215	244	163	1952	<i>⁴ Includes 150 buckets picked up by Staff over course of Quarter 4</i>			
3/2/2020	3/8/2020	0	26	22	0	0	0	2694	330	294	2694	356	316	211	2530				
3/9/2020	3/15/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
3/16/2020	3/22/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
3/23/2020	3/29/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
3/30/2020	3/31/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/1/2020	4/5/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/6/2020	4/12/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/13/2020	4/19/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/20/2020	4/26/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
4/27/2020	5/3/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
5/4/2020	5/10/2020	76	9	15	0	0	0	0	0	0	76	9	15	10	120				
5/11/2020	5/17/2020	152	16	32	0	0	0	0	0	0	152	16	32	21	252				
5/18/2020	5/24/2020	380	25	72	0	0	0	0	0	0	380	25	72	48	572				
5/25/2020	5/31/2020	442	29	68	0	0	0	0	0	0	442	29	68	45	540	FY 2019 - 2020 Q4 (Spring) Totals			
6/1/2020	6/7/2020	474	36	77	0	0	0	0	0	0	474	36	77	51	616	# blocks	# hours	cubic ft	LBS
6/8/2020	6/14/2020	182	16	44	0	0	0	0	0	0	182	16	44	29	348	1884	144	331	3976
6/15/2020	6/21/2020	178	13	41	0	0	0	0	0	0	178	13	41	27	328				
6/22/2020	6/28/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
6/29/2020	6/30/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0				

Totals	3668	488	805	1456	202	142	25785	3413	3310	# Blocks	# Hrs	# Buckets ¹⁻⁴	cubic ft ¹⁻⁴	LBS ¹⁻⁴
										30909	4103	4656	3104	37248

Each 5 gallon bucket holds ~0.67 cubic feet of trash, with an average weight of 8 pounds/bucket;

In the event a volunteer does not report their collection data, their collection is entered as one (1) bucket

Isla Vista Recreation & Park District
 Adopt-A-Block Program (AAB)
 Fiscal Year 2019 - 2020
 Year-End Financial Report (July 2019 through June 2020)

Appendix B

AAB - OPERATING BUDGET		2019 - 20 Budget	2019 - 20 Actuals	Variance
Revenues				
5739 -- GWSD Requested Funding	82,626	82,626	-	
5739 -- Previous FY Surplus	7,144	7,146	2	
5895 -- Other Unrestricted Funding	-	1,103	1,103	
Total Revenues	89,770	90,875	1,105	
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	58,700	58,117	583	
6300 -- Overtime	1,700	2,083	(383)	
6400 -- CalPERS Employer Contribution	4,250	4,269	(19)	
6400 -- Retirement Incentive Contribution	500	500	-	
6550 -- FICA/Medicare	875	902	(27)	
6600 -- Health Insurance Contribution	10,200	10,073	127	
6700 -- Unemployment Ins. Contribution & ETT	485	147	338	
6900 -- Workers Compensation	1,370	1,370	-	
Total Salaries and Employee Benefits	78,080	77,462	618	
Expenditures				
Services and Supplies				
7005 -- Advertising/Marketing Expense	500	13	487	
7030 -- Clothing and Personal	250	-	250	
7050 -- Communications	25	102	(77)	
7090 -- General Liability Insurance	1,575	1,575	-	
7121 -- Operating Supplies	2,000	1,902	98	
7122 -- Event Supplies	1,000	651	349	
7123 -- IT Hardware Maintenance	1,800	1,800	-	
7450 -- Office Expense	300	300	-	
7507 -- ADP Payroll Fees	725	725	-	
7530 -- Publications & Legal Notices	40	-	40	
7650 -- Special Departmental Expense	100	170	(70)	
7653 -- Training Fees & Supplies	400	-	400	
7669 -- FIN	1,950	1,240	710	
7730 -- Transportation and Travel	50	-	50	
7764 -- Refuse	975	975	-	
Total Services and Supplies	11,690	9,453	2,237	
Total Expenditures	89,770	86,914	2,856	
Net Position	-	3,961	3,961	

GOLETA WEST SANITARY DISTRICT

DATE: AUGUST 4, 2020

AGENDA ITEM #7

**AGENDA TITLE: ADOPT-A-BLOCK FUNDING REQUEST FOR FISCAL YEAR
2020-2021**

SUMMARY DESCRIPTION:

The Board will consider the funding request for the FY 2020-2021 Adopt-A-Block program. The Board instituted a funding cap of \$82,626 in 2019. Additionally, the Board authorized up to an additional \$5,000 in funding for the program in 2019.

The Finance Committee met and reviewed the FY 2020-2021 funding request and recommends that the Board approve funding the program in the amount requested for FY 2020-2021, \$87,371.

SUPPLEMENTARY MATERIAL

July 18, 2020 Adopt-A-Block Funding Request (FY 2020-21).



ISLA VISTA RECREATION AND PARK DISTRICT
961 Embarcadero Del Mar, Isla Vista, CA 93117
Adopt-A-Block Program (AAB)
FY 2020-21 – Funding Request & Proposed Budget

July 18, 2020

Goleta West Sanitary District
Mark Nation
P.O. Box 4
Goleta, CA 93116

Dear Goleta West Sanitary District Board of Directors,

I write today on behalf of the Isla Vista Recreation & Park District (IVRPD) and the community of Isla Vista (IV) to once again request your support for the Adopt-A-Block program (AAB).

The recent FY 2019-20 was both a productive and challenging time for AAB. Despite significant impacts from the ongoing coronavirus (COVID-19) pandemic, the program hosted over 4,100 hours of volunteer and community service resulting in the removal of over 37,000 pounds (3,100 cubic feet) of litter and uncontained solid waste from street infrastructure and public right-of-ways throughout IV.

The removal of this waste is critical to protecting the environment and the public's health and safety and directly upholds the Goleta West Sanitary District (GWSD) mission.

In reaching out today, it is my sincere hope that your Board will once again recognize the value of AAB and vote to continue your longstanding support of this valuable public service.

After careful review of anticipated expenditures, it has been determined that the minimum amount needed to run the program in FY 2020-21 at existing staffing levels without reducing services to the local community and environment is \$91,331.

AAB reported a net actual surplus of \$3,961 at the close of FY 2019-2020 and thus requires additional funding to continue operations into the current FY 2020-2021.

With your Board's permission, applying our prior year surplus of \$3,961 towards the FY 2020-21 Proposed Budget (see *Appendix A* for reference) results in a net **FY 2020-21 funding request in the amount of \$87,371.**

This request is higher, by \$4,745 or roughly 5.7%, than the \$82,626 in FY 2019-20 funding requested and approved by GWSD per Board Motion 19-06-27. A subsequent Motion (19-06-28) to provide up to an additional \$5,000 in funding on top of the \$82,626

was unable to be realized in FY 2019-2020, and has instead been encompassed in this current request. Furthermore, the \$87,371 in FY 2020-21 funding requested here from GWSD may be offset by future grants and donations secured by staff.

As with all AAB-monies secured from GWSD, approved funding would be earmarked by IVRPD for AAB operating and overhead expenses, some of which are direct costs and others which are reimbursed to IVRPD based on proportionate use of shared services and supplies.

The request also provides sufficient funding to retain an AAB Supervisor, a represented position subject to the provisions outlined in IVRPD's Memorandum of Understanding with SEIU Local 620, on a continued full-time basis. As in recent years, funding for part-time staffing in FY 2020-21 has been generously committed by the Coastal Fund, a UCSB Associated Students entity.

Our staff continues to work diligently to reopen all areas of programming amid the ongoing COVID-19 pandemic as soon as practical and permissible while performing hands-on litter abatement work and coordinating with our partner agencies to manage waste in Isla Vista in the meantime.

On behalf of IVRPD and the IV community at large, I thank you all for your many years of commitment to environmental protection and public health and safety in IV. I believe that Adopt-A-Block is consistent with the mission and interests of GWSD and hope that your budget allows for your continued support of this valuable program.

Sincerely,



Raymond Willefert

Adopt-A-Block Supervisor
Isla Vista Recreation & Park District
961 Embarcadero Del Mar, Isla Vista, CA 93117
cleaniv@ivparks.org | 805.968.2017 x24

Adopt-A-Block provides simple ways for volunteers to make a significant impact on the Isla Vista environment through cleanups, outreach and education.

CC Kimberly Kiefer
 General Manager
 Isla Vista Recreation & Park District

Board of Directors
Isla Vista Recreation & Park District

Isla Vista Recreation & Park District
 Adopt-A-Block Program (AAB)
 Fiscal Year 2020 - 2021
 Proposed Budget

Appendix A

Fiscal Year	2019 - 20	2019 - 20	2019 - 20	2020 - 21
AAB - OPERATING BUDGET	Budget	Actuals	Variance	Budget
Revenues				
5739 -- GWSD Requested Funding	82,626	82,626	-	87,371
5739 -- Previous FY Surplus	7,144	7,146	2	3,961
5895 -- Other Unrestricted Funding	-	1,103	1,103	-
Total Revenues	89,770	90,875	1,105	91,331
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	58,700	58,117	(583)	62,400
6300 -- Overtime	1,700	2,083	383	1,250
6400 -- CalPERS Employer Contribution/Accrued Liability	4,250	4,269	19	5,150
6460 -- Retirement Incentive Contribution	500	500	-	500
6550 -- FICA/Medicare	875	902	27	923
6600 -- Health Insurance Contribution	10,200	10,073	(127)	10,200
6700 -- Unemployment Insurance Contribution	485	147	(338)	147
6900 -- Workers' Compensation Insurance	1,370	1,370	-	211
Total Salaries and Employee Benefits	78,080	77,462	(618)	80,781
Services and Supplies				
7005 -- Advertising/Marketing	500	13	(487)	500
7030 -- Uniform Allowance	250	-	(250)	500
7050 -- Communications (Internet & Cell)	25	102	77	500
7090 -- Property & Liability Insurance	1,575	1,575	-	1,575
7121 -- Operating Supplies	2,000	1,902	(98)	2,000
7122 -- Event Supplies	1,000	651	(349)	1,000
7123 -- IT Hardware/Software Maintenance	1,800	1,800	-	2,000
7450 -- Office Expense	300	300	-	500
7507 -- Payroll Fees	725	725	0	-
7530 -- Publications & Legal Notices	40	-	(40)	-
7650 -- Special Departmental Expense	100	170	70	-
7653 -- Training Fees & Supplies	400	-	(400)	500
7669 -- Accounting Software	1,950	1,240	(710)	-
7730 -- Transportation and Travel	50	-	(50)	-
7764 -- Refuse	975	975	-	975
Total Services and Supplies	11,690	9,453	(2,237)	10,550
Total Expenditures	89,770	86,914	(2,855)	91,331
Net Position	-	3,961	3,960	-

GOLETA WEST SANITARY DISTRICT

DATE: AUGUST 4, 2020

AGENDA ITEM #8

**AGENDA TITLE: AGREEMENT FOR INDUSTRIAL SOURCE CONTROL AND
PRETREATMENT PROGRAM BETWEEN GOLETA SANITARY
DISTRICT AND GOLETA WEST SANITARY DISTRICT**

SUMMARY DESCRIPTION:

The existing agreement for the pretreatment program was signed in August of 1991. This existing document does not meet the standards required.

The Management Committee met with Staff and District Counsel and recommends that the Board approve the draft Agreement for Industrial Source Control and Pretreatment Program Between Goleta Sanitary District and Goleta West Sanitary District as presented.

SUPPLEMENTARY MATERIAL

July 23, 2020 Memorandum to the Management Committee.

August 20, 1991 Pretreatment Agreement.

July 7, 2020 Draft Agreement.

GOLETA WEST SANITARY DISTRICT MEMORANDUM

Date: July 23, 2020

To: Management Committee

From: Mark Nation
General Manager/Superintendent

Subject: Pretreatment Agreement Between GSD and GWSD

In 1991 GWSD and GSD entered into an Agreement (enclosed) for Industrial Source Control and Pretreatment Program to meet regulatory requirements of the EPA and Regional Water Quality Control Board. Later, in 1994, the USEPA issued a Multijurisdictional Guidance document for these types of agreements. In 2007, GSD adopted many components of the 2007 EPA Model Sewer Use Ordinance, which includes requirements for Multi-jurisdictional Agreements (MJAs) based on the 1994 guidance document.

Recently, GSD hired a consultant to perform a local limits study. This study included a review of any MJAs. The study identified the need to update the MJA between GSD and GWSD as the current agreement does not meet the requirements needed for GSD to submit the pretreatment program administrative document to the USEPA and Regional Board for program approval.

Staff worked with District Counsel and GSD reviewing the new draft document and is satisfied that it will adequately address the requirements.

Enclosures:
1991 Agreement
Draft 2020 Agreement

M.O.U.

AGREEMENT FOR
INDUSTRIAL SOURCE CONTROL AND PRETREATMENT PROGRAM
BETWEEN
GOLETA WEST SANITARY DISTRICT AND GOLETA SANITARY DISTRICT

This Agreement is made and entered into on this the 20th day of August, 1991, by and between the Goleta Sanitary District, (hereinafter called DISTRICT) and the Goleta West Sanitary District, (hereinafter called GWSD). This Agreement is a requirement to the effective enforcement of the pretreatment program of the DISTRICT, required by the California Regional Water Quality Control Board (CRWQCB) and the United States Environmental Protection Agency (EPA). This Agreement sets forth the requirements associated with the monitoring of wastes from the GWSD to wastewater treatment facility of the DISTRICT ("POTW").

ARTICLE I: SPECIFIC CRITERIA

1. The GWSD shall revise its sewer use Ordinance No. 41 as to be no less stringent than the requirements of Ordinance No. 44 of the DISTRICT, Chapters IV, V, VI, VII, VIII of said District Ordinance. Until such revision has become effective GWSD agrees to immediately commence enforcing within its territory the provisions of Chapters IV through VIII of Ordinance No. 44 of the DISTRICT.

2. The GWSD shall enforce all elements of the abovementioned sewer ordinances and all other provisions as required of it by the DISTRICT'S NPDES Permit. In the event the GWSD fails, after notice from the DISTRICT, to enforce the provisions of any of the foregoing sewer ordinances or Federal or State regulations, then the DISTRICT may take enforcement action under its Ordinance No. 44 against users in non-compliance in the GWSD at the expense of the GWSD.

3. The GWSD shall insure all sources of wastewater (existing and new) comply with all State and Federal pretreatment regulations made known to the GWSD by the District, including categorical standards, as well as those pretreatment standards adopted by the DISTRICT.

4. The GWSD shall monitor sources of nondomestic wastes to ensure compliance. The GWSD shall bear responsibility for surveying and updating sources of industrial waste in their district. The GWSD shall be responsible for issuance of industrial wastewater discharge permits for appropriate industries in their district and for implementing pretreatment requirements. A non-industrial source control program shall also be performed by the GWSD in a substantially identical manner to the DISTRICT'S non-industrial source control program.

5. The GWSD shall notify the DISTRICT immediately upon determination of any waste discharge to the sanitary system which does not comply with the GWSD's Sewer Use Ordinance or Federal pretreatment standards.

6. The GWSD shall cooperate with the DISTRICT to the fullest extent possible to apply and enforce the requirements of Sections 307 B and C, and Section 402 B.8 of the Federal Clean Water Act and any regulations implementing those sections including but not limited to:

a. Permit authorized DISTRICT staff to inspect GWSD wastewater facilities, sources, and associated records. The GWSD shall submit, on a timely basis, regularly required reports to the DISTRICT, such as quarterly reports and the annual report.

b. Halt immediately any discharge which the DISTRICT determines is causing interference with the wastewater treatment facility or causing violations of the DISTRICT'S wastewater discharge permit.

c. Permit the DISTRICT to assist the GWSD in implementation of the pretreatment management program if the DISTRICT determines the GWSD has difficulty in implementing same.

7. The DISTRICT agrees as follows:

a. To immediately make known in writing to the GWSD each, every, any and all changes, omissions, deletions or additions to its Ordinance No. 44 which in any way effect GWSD's requirement or ability to enforce said provisions.

b. To further make known to GWSD any potential problem areas as well as any changes to their pretreatment and treatment program or processes.

ARTICLE 2: TERMS

No alteration or variation of the terms of this agreement shall be valid unless made in writing and signed by the parties. No oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

ARTICLE 3: ASSIGNMENT

Neither party shall assign or transfer its interest in this agreement without the written consent of the other.

ARTICLE 4: ARTICLE HEADINGS

Article headings in this agreement are for convenience only and are not intended to be used in interpreting or construing

ing the terms, covenants, and conditions of this Agreement.

ARTICLE 5: PARTIAL INVALIDITY

If any covenant, term, condition, or provision of this contract is found by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect, and shall in no way be affected, impaired, or invalidated thereby.

ARTICLE 6: NOTICES

All notices or other official correspondence relating to contractual matters between the parties hereto shall be made by depositing same first-class, postage paid mail addressed as follows:

To GWSD: General Manager
 Goleta West Sanitary District
 P.O. Box 4
 Goleta, California 93116-0004

To DISTRICT: General Manager/District Engineer
 Goleta Sanitary District
 1000 James Fowler Road
 Goleta, California 93117

Or, to such other address as either party may designate herein-after in writing delivered to the other party. All notices shall be deemed to have been received three (3) days after mailing.

ARTICLE 7: NO WAIVER

No failure or delay by either party in asserting any of its rights and remedies as to any default of the other party shall operate as a waiver of the default, of any subsequent or other default, or any of either parties' rights or remedies. No such delay shall deprive DISTRICT of its right to institute and maintain any action or proceeding which may be necessary to protect, assert or enforce any rights or remedies arising out of this Agreement or the performance of this agreement.

ARTICLE 8: CALIFORNIA LAW

This Agreement shall be interpreted and construed pursuant to the laws of the State of California. The parties agree that should litigation arising from this Agreement be commenced within California, such litigation shall occur within a court of competent jurisdiction within the County of Santa Barbara.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

GOLETA SANITARY DISTRICT

By *John S. Carter*
John S. Carter, President
of the Governing Board

By *Felix R. Martinez*
Felix R. Martinez, Secretary
of the Governing Board

Approved as to Legal Form:

MULLEN & HENZELL

By *Richard D. Battles*
Richard Battles
Attorneys for Goleta Sanitary
District

GOLETA WEST SANITARY DISTRICT

By *Kenneth A. Hendrickson*
Kenneth A. Hendrickson,
President of the Governing
Board

By *Harold R. Vinson*
Harold Vinson, General Manager
of the Goleta West Sanitary
District

Approved as to Legal Form:

RICHARD W. ROBERTSON

By *R. W. Robertson*
Richard W. Robertson
Attorney for Goleta West
Sanitary District

**Agreement for Industrial Source Control and Pretreatment Program between
Goleta Sanitary District
and
Goleta West Sanitary District**

This agreement is entered into this ____ day of _____, 20____, between Goleta Sanitary District ("GSD") and Goleta West Sanitary District ("GWSD"), (hereinafter individually referred to as a "Party" and jointly referred to as the "Parties").

RECITALS

1. GSD owns and operates a Publicly Owned Treatment Works (the "POTW").
2. GWSD currently utilizes a portion of the capacity in the POTW.
3. Facilities located in GWSD's jurisdiction contribute wastewater to the POTW which includes industrial waste. These facilities are hereinafter referred to as industrial users.
4. GSD is legally required to adopt, implement and enforce a pretreatment program to control discharges from all industrial users of the POTW pursuant to requirements set out in 40 C.F.R. Part 403 and California Government Code Sections 54725 through 54740. The purposes of this agreement are to ensure that GWSD (i) adopts an industrial waste and pretreatment ordinance that subjects the industrial users within its boundaries to the necessary pretreatment controls, and (ii) implements and enforces that industrial waste and pretreatment ordinance.

AGREEMENT

- 1.A. GWSD agrees to adopt and diligently enforce an industrial waste and pretreatment ordinance which is at least as stringent and is as broad in scope as the GSD industrial waste and pretreatment ordinance ("GSD Sewer Use Ordinance"), currently designated as Ordinance #77, as it may be amended from time to time. GWSD shall deliver to GSD a copy of its existing industrial waste and pretreatment ordinance within thirty (30) days of the date this Agreement is executed by the Parties.
- B. Whenever GSD revises the GSD Sewer Use Ordinance, it shall promptly deliver a copy of the revised Ordinance to GWSD. Within a reasonable period of time, not to exceed ninety (90) days from the date of delivery, GWSD shall (i) adopt revisions to its industrial waste and pretreatment ordinance that are at least as stringent as those included in the most recently revised GSD Sewer Use Ordinance, and (ii) deliver a copy of its revised industrial waste and pretreatment ordinance to GSD. All revisions to GWSD industrial waste and pretreatment ordinance shall be subject to GSD's prior review (for a period not to exceed ten (10) calendar days) and reasonable approval.
- C. GWSD will adopt and diligently enforce pollutant specific local limits which address at least the same pollutant parameters and are at least as stringent as the local limits enacted by GSD within a reasonable period time, not to exceed ninety days from the date this Agreement is executed by the Parties. If GSD makes any revisions or additions to its local limits, it shall deliver to GWSD a copy of such revisions or additions within thirty (30) days of enactment thereof. GWSD will adopt any such revisions or additions within ninety days of receipt thereof.
- 2.A. GWSD shall take all lawful actions reasonably necessary to ensure that industrial users within its boundaries are compliant with its pretreatment program to the extent required by 40 C.F.R. Sec. 403.8, including the performance of all technical and administrative duties necessary to implement and enforce its industrial waste and pretreatment ordinance against industrial users located in its jurisdiction. GWSD shall: (1) update the industrial waste survey; (2) issue permits

to industrial users required to obtain a permit and who are legally qualified to receive a permit; (3) conduct inspections, sampling, and analysis; (4) perform enforcement activities which it deems appropriate and necessary; and (5) perform any other technical or administrative duties the Parties deem appropriate. In addition, GWSD shall take such lawful and reasonable actions as it determines to be necessary to stop or prevent any discharge to its wastewater collection system which presents or may present an imminent danger to the health or welfare of humans, which reasonably appears to threaten the environment, or which threatens to cause interference, pass through, or biosolids contamination at the POTW.

- B. GWSD shall (i) maintain current information on industrial users located in its jurisdiction, (ii) update the industrial waste survey not less than annually on or before June 1 of each year, and (iii) forward a copy of the industrial waste survey to GSD within thirty (30) days after each update.
- C. GWSD shall notify GSD whenever it becomes aware that (i) a new industrial user has commenced operations in GWSD, or (ii) an existing industrial user has made significant changes to its operations or system which might alter the nature, quality and/or volume of its wastewater within thirty (30) days of becoming aware of the proposed changes. If requested by GSD, GWSD shall (i) request that such industrial user respond to an industrial user questionnaire supplied by GSD, and (ii) within fifteen (15) days after the completed questionnaire is received by GWSD, forward a copy of thereof to GSD for review.
- D. Upon request from GSD, GWSD shall provide GSD access to all records or documents relevant to the pretreatment program for any industrial user located in GWSD or discharging through GWSD to the POTW.
- E. GWSD will inspect and sample wastewater discharges for all industrial users located in its jurisdiction each year. GWSD will submit written notice of scheduled inspections to GSD, providing the opportunity for GSD to attend all inspections. If an inspection is in response to an emergency situation and such notice is not possible, GWSD will make every effort to informally notify GSD of the impending inspection so GSD may attend. GWSD shall forward copies of all inspection reports to GSD within ten (10) days of the inspection. GWSD shall submit to GSD its procedures for sampling and analyses, including all procedures in place for quality assurance and quality control. GWSD procedures for sampling and analyses shall conform to those set out in 40 C.F.R. Part 136, except as otherwise required by the U.S. Environmental Protection Agency.
- F. GWSD shall not object in the event that GSD, with advance notice to GWSD, conducts inspections and sampling at any industrial user's facility located within GWSD, as GSD deems necessary.
- G. GWSD shall issue permits to all industrial users required to be permitted under its industrial waste and pretreatment ordinance located in its jurisdiction, to the extent the permit applicant is lawfully entitled to receive a permit. GWSD's industrial waste and pretreatment ordinance shall provide that no discharge may occur in the absence of a permit authorizing the discharge. The ordinance shall provide that permits must contain, at a minimum, appropriate effluent limitations, monitoring and reporting requirements, a statement of duration, a statement of non-transferability, a statement of applicable civil and criminal penalties, and any other conditions requested to be included in the permit by GSD. After GWSD drafts a permit, GWSD shall forward a copy thereof to GSD for review and comment at least ten (10) days prior to the expected date of issuance. Within seven (7) days of receipt of the proposed permit, GSD will either approve the permit or request GWSD to make additions, deletions, or changes. No permit may be issued if GSD reasonably objects, states those objections in writing, those objections are communicated to GWSD, and the permit is not revised to respond to those objections in a manner that GSD

reasonably finds to be satisfactory. GWSD shall deliver to GSD a copy of any permit issued by GWSD to an industrial user within thirty (30) days.

- H. GWSD shall submit a monthly report to GSD on the compliance status of each significant industrial user and any enforcement response taken or anticipated. Such report shall include the time frames for initial enforcement actions, any subsequent enforcement actions, and any significant changes to the wastewater discharges or operations of any industrial users.
 - I. GWSD shall take such lawful and reasonable steps as may be necessary to enforce the provisions of its industrial waste and pretreatment ordinance and permits. In the event GSD reasonably determines that GWSD has failed to take adequate enforcement action against noncompliant users in GWSD on a timely basis, GSD shall be authorized to take such action on behalf of and as agent for GWSD.
 - J. GWSD shall notify GSD immediately upon determination of any industrial waste discharge which does not comply with GWSD's industrial waste and pretreatment ordinance or federal pretreatment standards.
 - K. GSD shall notify GWSD immediately upon determination of POTW upset, interference, pass through or biosolids contamination that may be a result of industrial waste discharge.
 - L. GSD will respond to requests for information by GWSD within ten (10) days of receiving the request.
3. GSD is authorized to take emergency action, whenever it deems necessary, to stop or prevent any discharge into the GWSD wastewater collection system which presents, or may present, an imminent danger to the health or welfare of humans, which reasonably appears to threaten the environment, or which threatens to cause interference, pass through, or sludge contamination at the POTW. To the extent feasible, GSD shall provide written or verbal notice to the industrial user and GWSD of its intent to take emergency action prior to taking action.
 4. Before an industrial user located outside the jurisdictional boundaries of GWSD is authorized by GWSD to discharge into GWSD's sewer system, GWSD and GSD shall enter into an agreement with the jurisdiction in which such industrial user is located. Such agreement shall be substantially equivalent to this Agreement and must be fully executed prior to any authorization by GWSD or GSD for the industrial user to discharge into the GWSD sewer system.
 5. GWSD shall indemnify, defend and hold harmless GSD and its officers, directors, employees, agents, successors and assigns from and against all damages, claims, demands, obligations, liens, liabilities, actions, causes of action, proceedings, fines, penalties, forfeitures, losses, costs or expenses, including attorneys' fees, arising in connection with industrial waste discharged from GWSD or from the failure of GWSD to comply with this Agreement. GSD shall indemnify, defend and hold harmless GWSD and its officers, directors, employees, agents, successors and assigns from and against all damages, claims, demands, obligations, liens, liabilities, actions, causes of action, proceedings, fines, penalties, forfeitures, losses, costs or expenses, including attorneys' fees, arising from the failure of GSD to comply with this Agreement.
- 6.A. If any term of this Agreement is held to be invalid by final judgment of a court of competent jurisdiction, the remaining terms of this Agreement will be unaffected.
 - B. The Parties shall review and revise this Agreement to ensure compliance with the Federal Clean Water Act (42 U.S.C. §1251 et seq.) and the rules and regulations (see 40 CFR Part 403) issued thereunder, as necessary, but at least every five (5) years on a date to be determined by the Parties.

- C. Either Party may terminate this Agreement by providing ninety (90) days advance written notice to the other Party. All benefits and obligations under this Agreement will cease following ninety (90) days from receipt of such notice.
7. No waiver of any breach of any provision herein and no delay in enforcing performance of any obligation hereunder shall be deemed a waiver of any preceding or succeeding breach, or of any other provision herein, and no such waiver or delay shall impair any right, power or remedy relating to the breach. No extension of time for performance of any obligation or act shall be deemed an extension of the time for performance of any other obligation or act.
8. This Agreement is the final expression of and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings and communications with respect thereto. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligations hereunder be waived, except by a written instrument signed by the Party to be charged.
9. Time is strictly of the essence with respect to each and every term, condition, obligation and provision hereof. Failure to timely perform any of the terms, conditions, obligations or provisions hereof by either Party shall constitute a material breach of and a noncurable (but waivable) default under this Agreement by the Party so failing to perform.
10. The Parties agree that (i) this Agreement shall be governed by, interpreted under and enforced in accordance with the laws of the United States of America and the State of California, (ii) in the event of any dispute, the Parties shall be subject to the jurisdiction of the courts of the State of California, regardless of their place of residence, and (iii) in any action arising in connection with this Agreement, venue shall be in the County of Santa Barbara, State of California, United States of America.
11. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. If executed copies of this Agreement, or if any notices or other written communications permitted or required hereunder, are provided by one Party to the other by email transmission, such email, and the attachments thereto and the signatures thereon, shall for all purposes be treated as originals.
12. The Parties agree to take such actions and execute such documents as may be reasonably required to carry out the intent of this Agreement.
13. Any notices permitted or required hereunder shall be in writing and shall be given by personal delivery or sent by (i) certified or registered mail, postage prepaid, return receipt requested, (ii) reputable overnight delivery service (e.g., UPS, Federal Express, DHL or Airborne), or (iii) email transmission, using the contact information set forth below.

To GSD:

Goleta Sanitary District
Attn: General Manager
1 William Moffett Place
Goleta, CA 93117
swagner@goletasanitary.org

To GWSD:

Goleta West Sanitary District
Attn: General Manager
UCSB Campus, Parking Lot 32
P.O. Box 4
Goleta, CA 93116
mnation@goletawest.org

Either Party may change its contact information for notice purposes by giving notice of such change in the manner set forth above.

14. Neither Party may assign its rights or delegate its obligations under this Agreement, in whole or in part, without the prior written consent of the other Party.
15. Neither Party hereto shall be liable to the other Party for any losses or damages attributable to a default in or breach of this Agreement which is the result of any cause beyond the reasonable control of such Party and without its fault (including, without limitation, effects of fire, strike, war, insurrection, terrorism, acts of God, civil or military authority, civil disturbance, epidemic, and government restriction or prohibition) and the performance of obligations hereunder shall be suspended during, but no longer than, the existence of such cause. The Party affected by any event of force majeure shall inform the other Party thereof in writing without delay and shall endeavor to take up its performance under this Agreement again as soon as reasonably possible.
16. This Agreement supersedes and replaces that certain Agreement for Industrial Source Control and Pretreatment Program between GSD and GWSD dated August 20, 1991 (the "1991 Agreement"). As of the effective date of this Agreement the 1991 Agreement is terminated and shall be of no further force or effect.

"GSD"

GOLETA SANITARY DISTRICT

By _____
Sharon Rose, President
of the Governing Board

COUNTERSIGNED:

By _____
Robert O. Mangus, Jr., Secretary
of the Governing Board

"GWSD"

GOLETA WEST SANITARY DISTRICT

By _____
David C. Lewis, President
of the Governing Board

COUNTERSIGNED:

By _____
Mark Nation, Clerk/Secretary
of the Governing Board

GOLETA WEST SANITARY DISTRICT

DATE: AUGUST 4, 2020

AGENDA ITEM #9

**AGENDA TITLE: PROPOSAL FOR UPDATE TO GWSD STANDARD
SPECIFICATIONS FOR CONSTRUCTION OF SEWER
FACILITIES FROM STANTEC CONSULTING SERVICES, INC.**

SUMMARY DESCRIPTION:

The last update to the GWSD Standard Specifications was in 2012. They are due now for another update. This project was included in the FY 2020-2021 budget. The Engineering Committee met and recommends that the Board accept the proposal from Stantec Consulting, Inc. as presented at a cost not-to-exceed \$21,000.00.

SUPPLEMENTARY MATERIAL:

July 20, 2020 Memorandum to the Engineering Committee.

July 6, 2020 Proposal from Stantec Consulting Inc.

GOLETA WEST SANITARY DISTRICT MEMORANDUM

Date: July 20, 2020

To: Engineering Committee

From: Mark Nation
General Manager/Superintendent

Subject: Update to GWSD Standard Specifications for Construction of Sewer Facilities

The District contracted with CDM to update the Standard Specifications for Construction back in 2012. Prior updates were in 1998 then 2007. The current standards have served the District well for the past 8 years.

There are several areas that are in need of an update due to changes in regulations, improved materials, grease interceptors, other jurisdictions in the District's service area changing how they operate and certain sections in the Specifications simply need more detail than the current set provides.

Staff negotiated the enclosed proposal with Dave Rundle of Stantec Consulting, Inc. for a cost not-to-exceed \$21,000.00.

Staff recommends that the Engineering Committee place this item on the August 4, 2020 Board agenda with a recommendation for approval.



Stantec Consulting Services Inc.

111 East Victoria Street
Santa Barbara, CA 93101
Tel: (805) 963-9532

July 6, 2020
File: 204281090

Attention: Mr. Mark Nation
Goleta West Sanitary District
P.O. Box 4
Goleta, CA 93116-0004

Dear Mr. Nation,

Reference: Design and Construction Standards for Sewer Facilities

Thank you for the opportunity to submit this proposal to update the District's existing *Design and Construction Standards for Sewer Facilities*.

UNDERSTANDING OF PROJECT REQUIREMENTS

The current Standard Specifications were last updated July 2012 and the District would like to update the document to reflect current information and practices.

We have assumed (for the purposes of this proposal) that the District has the Standard Specifications in Microsoft Word or other word processing format since the document was updated in 2012. We have also assumed that the District will provide an electronic copy of the document for updating.

As previously discussed, we prepared GSD's *Standard Specifications for Design and Construction of Sanitary Sewers* and have ACAD files of their Standard Drawings that can be adapted to meet GWSD's requirements and specifications. For the purposes of this proposal, we have assumed that we can adapt the details to use for the GWSD Standard Drawings.

SCOPE OF WORK

Based on our understanding of the project, we propose to perform the following scope of services:

1. Review the *Design and Construction Standards for Sewer Facilities* to familiarize ourselves with the specifics of the document and note areas that we recommend for revisions.
2. Review District ordinances relevant to the specifications for information that may need to be incorporated into the document.
3. Review the project with GWSD staff for their input and concurrence on proposed revisions.
4. Edit the electronic file of the document with the "track changes" feature on highlighting proposed edits to the document.

Design with community in mind



July 6, 2020
Mr. Mark Nation
Page 2 of 3

Reference: Project #16-03 Facilities Engineering Phase VI

5. Submit the edited, tracked version of the document, electronically or hardcopy at the District's direction, for review, comments and/or approval as appropriate.
6. Review and update Standard Drawings 4.1 through 4.17. Submit hardcopies for review, comments and/or approval.
7. Based on the District's review and comments, finalize the documents.
8. Submit one hard copy and a digital copy for the District's use.

CLIENT TO PROVIDE

1. GWSD's *Design and Construction Standards for Sewer Facilities* in digital format.
2. Copies of adopted ordinances, policies, etc. that need to be incorporated into the *Design and Construction Standards for Sewer Facilities*.

SERVICES NOT INCLUDED

The following services and all other services not specifically listed herein are excluded:

1. Services by consultants other than Stantec.
2. Services not included in the scope of work described above.

PROPOSED FEE AND METHOD OF PAYMENT

Our proposed services will be performed on a time and materials, not-to-exceed basis and shall be billed monthly at the rates then in effect. Charges for "time" include professional, technical, and clerical support services provided by Stantec. "Materials" include all reimbursable expenses, such as photocopies, postage, shipping/delivery, mileage, plots, prints, maps/ documents and outside consultant fees.

Based on our understanding of your requirements and our experience with similar projects, we estimate that the fee required for our services will be approximately \$21,000, including reimbursable expenses.

We have estimated the cost of our services based on our understanding at this time of the scope and complexity of the work. However, please note that our services will be performed on a time and materials basis, and it is possible that our actual charges could exceed the amount we have estimated. During the performance of our services, the need for additional or expanded services



July 6, 2020
Mr. Mark Nation
Page 3 of 3

Reference: Project #16-03 Facilities Engineering Phase VI

may be determined. We will make every reasonable effort to keep you informed of our progress and costs incurred.

ADDITIONAL SERVICES

Services performed outside the scope of this agreement require written approval prior to performance of the work. Any work requested by Owner/Client that is outside the scope of this agreement will be identified by Stantec as such, and a fixed fee or not-to-exceed amount will be agreed upon prior to the start of the additional work. Compensation for additional services shall be in accordance with Exhibit "A", Stantec's Billing Rate Schedule currently in effect.

AUTHORIZATION

Thank you for considering Stantec for this project. Should you require additional information or wish to discuss this proposal further, please call me at (805) 448-7658. Our current fee schedule is attached. If this proposal is acceptable, please issue an amendment to our existing agreement or a new contract.

Sincerely,

STANTEC CONSULTING SERVICES INC.

David W. Rundle, RCE 48,540
Principal Engineer
Phone: (805) 448-7658
david.rundle@stantec.com

Hady Izadpanah, RCE 45,823
Senior Principal
Phone: (805) 451-0432
hady.izadpanah@stantec.com

Attachment: Exhibit A – Billing Rates

V:\2064\active\2064xxxx\accounting\proposals\ 20200706_GWSD_Stds_Prop.docx

SCHEDULE OF BILLING RATES – 2020

Billing Level	Hourly Rate	Description												
3	\$108	Junior Level position <input type="checkbox"/> Independently carries out assignments of limited scope using standard procedures, methods and techniques <input type="checkbox"/> Assists senior staff in carrying out more advanced procedures <input type="checkbox"/> Completed work is reviewed for feasibility and soundness of judgment <input type="checkbox"/> Graduate from an appropriate post-secondary program or equivalent <input type="checkbox"/> Generally, one to three years' experience												
4	\$113													
5	\$128													
6	\$132	Fully Qualified Professional Position <input type="checkbox"/> Carries out assignments requiring general familiarity within a broad field of the respective profession <input type="checkbox"/> Makes decisions by using a combination of standard methods and techniques <input type="checkbox"/> Actively participates in planning to ensure the achievement of objectives <input type="checkbox"/> Works independently to interpret information and resolve difficulties <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, three to six years' experience												
7	\$143													
8	\$149													
9	\$159	First Level Supervisor or first complete Level of Specialization <input type="checkbox"/> Provides applied professional knowledge and initiative in planning and coordinating work programs <input type="checkbox"/> Adapts established guidelines as necessary to address unusual issues <input type="checkbox"/> Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, five to nine years' experience												
10	\$165													
11	\$176													
12	\$185	Highly Specialized Technical Professional or Supervisor of groups of professionals <input type="checkbox"/> Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise <input type="checkbox"/> Participates in short and long range planning to ensure the achievement of objectives <input type="checkbox"/> Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures <input type="checkbox"/> Reviews and evaluates technical work <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, ten to fifteen years' experience with extensive, broad experience												
13	\$193													
14	\$209													
15	\$219	Senior Level Consultant or Management <input type="checkbox"/> Recognized as an authority in a specific field with qualifications of significant value <input type="checkbox"/> Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise <input type="checkbox"/> Independently conceives programs and problems for investigation <input type="checkbox"/> Participates in discussions to ensure the achievement of program and/or project objectives <input type="checkbox"/> Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, more than twelve years' experience with extensive experience												
16	\$234													
17	\$242													
18	\$244	Senior Level Management under review by Vice President or higher <input type="checkbox"/> Recognized as an authority in a specific field with qualifications of significant value <input type="checkbox"/> Responsible for long range planning within a specific area of practice or region <input type="checkbox"/> Makes decisions which are far reaching and limited only by objectives and policies of the organization <input type="checkbox"/> Plans/approves projects requiring significant human resources or capital investment <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, fifteen years' experience with extensive professional and management experience												
19	\$253													
20	\$263													
21	\$279													
Survey Crews		<table> <tr> <th>Crew Size</th><th>Regular Rate</th><th>Overtime Rate</th></tr> <tr> <td>1-Person</td><td>\$190</td><td>\$230</td></tr> <tr> <td>2-Person</td><td>\$285</td><td>\$390</td></tr> <tr> <td>3-Person</td><td>\$385</td><td>\$525</td></tr> </table>	Crew Size	Regular Rate	Overtime Rate	1-Person	\$190	\$230	2-Person	\$285	\$390	3-Person	\$385	\$525
Crew Size	Regular Rate	Overtime Rate												
1-Person	\$190	\$230												
2-Person	\$285	\$390												
3-Person	\$385	\$525												

Expert Witness Services carry a 50% premium on labor. Overtime will be charged at 1.5 times the standard billing rate. All labor rates will be subject to annual increase.

GOLETA WEST SANITARY DISTRICT

DATE: AUGUST 4, 2020

AGENDA ITEM #10

**AGENDA TITLE: SOURCEWELL COOPERATIVE PURCHASING AGREEMENT
CONTRACT NO. 122017-FSC FOR A NEW STREET SWEEPER**

SUMMARY DESCRIPTION:

GWSD purchasing policy allows for purchasing supplies or equipment through Sourcewell (formerly NJPA). This satisfies all public bidding requirements. The purchase of a new street sweeper was included in the FY 2020-2021 budget. The Engineering Committee met and recommends that the Board accept the July 1, 2020 Sourcewell Contract No. 122017-FSC proposal as presented at a cost not-to-exceed \$267,747.26.

SUPPLEMENTARY MATERIAL:

July 20, 2020 Memorandum to the Engineering Committee.

July 1, 2020 Sourcewell Proposal from Haaker Equipment Company.

Elgin RegenX Brochure

GOLETA WEST SANITARY DISTRICT MEMORANDUM

Date: July 20, 2020

To: Engineering Committee

From: Mark Nation
General Manager/Superintendent

Subject: Sourcewell Bid for 2021 Street Sweeper

Recently District Staff has been researching and checking out demos of the latest municipal street sweepers available. Staff has determined that the best solution for a new street sweeper for the District would be the RegenX Sweeper by Elgin.

GWSD purchasing policy allows for purchasing supplies or equipment through Sourcewell (formerly NJPA).

Staff felt the RegenX is superior due to the following:

- Mounted on Freightliner Chassis
- Superior reliability
- New simpler design in several areas making for easier servicing
- Less moving parts than others
- Field staff believes it to be the best overall quality sweeper
- Manufactured by Elgin – leader in the industry who also builds Vactor sewer cleaning equipment
- Sold in our area by Haaker Equipment Co. who provides excellent Service for GWSD over the years

District Staff negotiated the trade in of the old 2002 Elgin Eagle Street Sweeper to be included in the purchase as this is a similar situation to when the old Vactor truck was replaced – the engine on the machine no longer meets the tier requirements mandated by the California Air Resources Board (CARB) and cannot be sold in the State of California. Haaker will take it out of state.

District Staff contacted the Sourcewell vendor for Elgin (Haaker Equipment Co.) and obtained a Sourcewell contract bid (enclosed) for the sweeper. Included in the FY 2020-21 District Budget is \$300,000 for a new sweeper.

Staff proposes that the Committee recommend to the Board that it authorizes purchase of the Elgin RegenX Sweeper per the enclosed proposal - Sourcewell Contract Number: 122017-FSC at a cost not-to-exceed \$267,747.26.

HAAKER

EQUIPMENT COMPANY

2070 N. White Avenue, La Verne CA 91750
(909) 598-2706 ~ FAX (909) 598-1427 ~ haaker.com



PROPOSAL

July 1, 2020

TO: GOLETA WEST SANITARY DISTRICT
PO BOX 4
Goleta CA 93116

ATTN: Mr. Mark Nation
805-968-2617
Email:mnation@goletawest.org

In accordance with your request, we are pleased to submit the following proposal for your consideration and approval based on the **Sourcewell Cooperative Purchasing Agreement – Contract #122017-FSC.**

ONE (1) NEW ELGIN REGENX SWEEPER

Regen-X Regenerative Air Street Sweeper with 74 HP Auxiliary Engine
Mounted on 2021 Freightliner M2 Chassis

STANDARD OPTIONS INCLUDED

- Parts Manual
- Operators Manual
- John Deere Operators Manual
- John Deere Parts
- Broom measurement ruler
- 16' 8" Water fill hose
- Machine delivery packet
- Elgin safety manual
- Auto Shutdown, Aux. Engine: low oil pressure, high coolant temp, hydraulic oil level, fuel temp, intake manifold air temp, water-in-fuel, very high spot loading.
- Backup Alarm, electric
- Brooms, hydraulic rotation
- Brooms, Dual
- Camera, rear mounted
- Console, w/rocker switches for all sweep functions
- Full gauge package including tachometer, engine hour meter, oil pressure indicator and coolant temperature. Engine speed control, side broom down pressure controls and automotive style blade fuses. Standard indicators for full load, screen down, and hydraulic oil temp indicator lamps. Optional indicator lamps for hopper up, door open and/or hydraulic oil temp.
- Sweep resume/sweep transport/reverse pick-up
- Fuel Water Separator on Aux Engine
- Hopper rear door, hydraulically opened/closed and locked/unlocked with external manual controls
- Hose, hydrant fill, 16'8" (5080 mm) with coupling
- LED Clearance Lights
- Lights; rear clearance and rear identification
- Manuals, operator and parts
- Right hand 8" convex mirror
- Pick-up head, hydraulically operated, 14" (355 mm) outside diameter pressure hose, 13" (324mm) inside diameter suction hose with quick disconnect on suction side
- Water system; one (1) rocker switch with HI / LOW setting, Spray nozzles: three (3) in the suction, nozzle, three (3) at each side broom
- Side Broom Outer Position Stop

- Hydraulic Oil Cooler
- Vacuum enhancer, cable-controlled in cab, 5 settings
- Water tank, molded polyethylene, 250 gallons
- Water pre-filter, hydrant fill hose
- Functional Control of Water System dispenses water with the use of the sweeper function rocker switch. Water to

- pickup head on when water is turned on, water to side brooms on when brooms are deployed.
- Anti Siphon 2-1/2" Air Gap
- Electric Dual Air Horns
- Sweeper Painted Standard White
- Chassis Painted Standard White
- Red Logo

OPTIONAL EQUIPMENT INCLUDED:

- LED Stop/Tail/Turn
- Right Hand Bostrom Air 905 Cloth Hi-Back
- PM-10 Complaint
- Sidebroom Tilt Option Right Hand
- Sidebroom Tilt Option Left Hand
- Lifeline Hopper System
- Right Hand Inspection Door
- 6" Hopper Drain
- Front Spray Bar
- Hopper Deluge
- In-Cab Hopper Dump
- Dual Sidebroom Scrubbing Position
- Auxiliary Hydraulic Pump
- Left Hand Toolbox
- Warranty through 3rd Year (Parts/Labor)

- (2) Each John Deere Service Manuals, Operators Manuals, Parts Books
- (2) Each – Chassis Service Manuals, Operators Manuals, Parts Manuals
- (2) Each Sweeper Service Manuals. Operators Manuals, Parts Manuals
- 5# Fire Extinguisher
- Safety Triangles
- Hydrant Wrench
- Dual Water Fill (one for reclaimed water, one for fresh water)
- Whelen Light Package – to include Flood Lights (side brooms, rear hopper door), LED Light Bar (front grill), Traffic Advisor, Strobes, Beacon

Sourcewell Unit Price: \$ 253,529.00
 Sourcewell Discount: (\$ 4,566.00)
Subtotal: \$ 248,963.00
 Sales Tax (8.75%) \$ 21,784.26
Subtotal: \$ 270,747.26
Less Trade In Allowance: (\$ 3,000.00)

TOTAL PRICE, FOB, GOLETA, CA: \$ 267,747.26

THE PROPERTY HEREIN IS GUARANTEED BY MANUFACTURER'S WARRANTY ONLY AND SELLER MAKES NO WARRANTY EXPRESSED OR IMPLIED, OF MERCHANTABILITY OR OTHERWISE, OR OF FITNESS FOR ANY PARTICULAR PURPOSE, THAT EXTENDS BEYOND THE ABOVE DESCRIPTION OF THE EQUIPMENT.

NOTE: Price is good for 45 days. Cost increases due to the addition of Government mandated safety or environmental devices incurred after the date of this proposal, will be charged to you at our cost. Proof of such costs, if any, will be documented.

TAXES: SALES TAX applicable at time of delivery will be shown on our invoice. FEDERAL EXCISE TAXES, if applicable, will require payment unless a properly executed Exemption Certificate is submitted.

DELIVERY: 90-120 Days

TERMS: Net 30 or Approved Lease

We appreciate the opportunity to present this proposal and look forward to being of further and continued service.

HAAKER EQUIPMENT COMPANY

ACCEPTED BY: _____

BY: Bryan Fox
BRYAN FOX

DATE: _____

Built By Elgin® **X** Designed By You

RELIABLE, SERVICEABLE, SIMPLE.

The Elgin Innovation Team traversed the country, speaking to hundreds of customers at all levels within the street sweeping industry, both municipal and contractor, in pursuit of true voice-of-the-customer insights. Months of real-world prototype testing and feedback refined the sweeper design to provide customers with exactly what they want and need, while proving the reliability and durability along the way. The input of service technicians, operators, and street sweeping supervisors shaped every detail of the new **RegenX®** mid-dump regenerative air street sweeper from Elgin Sweeper Company, a sweeper that is **easy to use, easy to clean, and easy to maintain** but still delivers the quality and proven technology that is the hallmark of Elgin Sweeper products.

The new **RegenX** was built by Elgin, but designed by you.

Why RegenX®

- X Roll-off dump height with 50° dump angle and 8 yd³ hopper**
 - Avoid double-handling, driving back to the facility to dump, and environmental ground-dumping restrictions
- X Incredibly easy to clean**
 - Simple hopper – rounded corners and external self-dumping dust separator
 - Easy-access washout doors for dust separator and pickup head
 - Cable-controlled drop-down screens standard
- X Easy to service**
 - Easy to access components with locations determined by experienced service technicians
 - Bolt-on wear parts wherever possible (dust separator, hopper inlet, etc.)
 - Simple design with no control modules for sweeper functions
- X Reliable**
 - Better cleanout and easier serviceability leads to more reliability
 - Highly efficient dust separator and large screen surface area reduce carryover and sand blasting
 - Overall simple design – less moving parts, more uptime

Don't take our word for it – Call your dealer & request a demo!



ELGIN
Subsidiary of Federal Signal Corporation

SWEEP SYSTEM

AUXILIARY ENGINE

Make John Deere 4045T
Type 4 cylinder, turbocharged diesel
Displacement 276 cu. in. (4.5 L)
Horsepower 74 (55 kW) @ 2400 RPM
Torque 224 ft-lbs (304 Nm) @ 1600 RPM
Oil Filter Spin-on full flow

Auto Shutdown Low oil pressure, high coolant temp, hydraulic oil level, fuel temp, intake manifold air temp, water-in-fuel, very high soot loading
Electronic Throttle

INSTRUMENTATION / CONTROLS

Rocker Switches central console
Display That Indicates Tachometer, Engine Hour Meter, Oil Pressure, Coolant Temperature

Indicator lamps Full load, screen down, hydraulic oil level
Indicator lamps (when optional); hopper up, door open, hydraulic oil temp

ELECTRICAL SYSTEM

Voltage 12 volt
Sweeper Engine Alternator 75 amperes

SWEEP SYSTEM – COMPONENTS

GENERAL SPECIFICATIONS

SWEEPING PATH:

Pickup Head Only
 90 in (2,286 mm)
Pickup Head & One Side Broom
 117 in (2,971 mm)
Pickup Head & Two Side Brooms
 144 in (3,658 mm)
Travel Speed
 Up to highway speed

BLOWER

Drive Direct 2-groove banded power belt with spring-loaded idler belt tensioner
Blower Construction Hardox brand steel
Blower Housing 7 gauge (4.6 mm) Steel

PICKUP HEAD

Length 90 in (2,286 mm)
Head Area Approx. 2,700 in² (17,420 cm²)
Hose Diameters
 - Pressure: 14 in (355 mm)
 - Suction: 13 in (330 mm)
Control Hydraulic raising and lowering
Vacuum Enhancer External, cable-controlled with in-cab lever
Hose Connection Quick disconnect type near pickup head at lower area of suction hose and upper area of suction hose
Hose Construction Flexible rubber steel reinforced

SIDE BROOM

Diameter 42 in (1067 mm)
Disc Construction Steel plate
Speed Constant
Drive Hydraulic motor, protected by relief valve
Mounting Free floating trailing arm
Motion Pneumatically inward/outward, raised/lowered
Adjustment Inward/outward, forward/backward
Digging Pressure/wear control pneumatic in cab
Sweep Position Fully extended or in front of pickup head with optional full retract feature
Type Segment set disposable

HYDRAULIC SYSTEM

Purpose Powers hydraulic motors on side brooms, activates hopper dump cycle, and raises/lowers pickup head
Hydraulic Pump Capacity 7.7 GPM (29 LPM) @ 2500 RPM
Reservoir Capacity 11 gal (42 L)
Filter 10 micron, spin-on type

DEBRIS HOPPER

Volumetric Capacity 8 yd³ (6 m³)
Effective Dump Angle 50°
Dust Separator Self-dumping, centrifugal with cleanout doors

Lifting Hydraulic, two double acting cylinders
Hopper Dump Door Hydraulic open/close and lock/unlock
Hopper Dumping Control
 - Lever on right side of unit
 - In cab dumping controls optional
Hopper Screens Hinged, pneumatic drop down control on right side of unit, steel
Dump Height Minimum of 56 in

SPRAY WATER SYSTEM

Water Tank Construction Polyethylene
Water Tank Capacity 265 gal (1003 L)
Fill Hose 16 ft 8 in (5,080 mm)
Pump Type Diaphragm with run-dry capability with HI or LO selectable pump speeds
Pump Capacity 8 GPM (30 LPM)
Pump Pressure 40 PSI (2.7 bar)
Spray Nozzles (Total of 9)
 - Quick release brass for ease of cleaning or service
 - 3 in suction tube
 - 6 (3 each) side brooms
Controls Hi-Lo off switch in cab
Filter 100 mesh, cleanable
Fittings Prestomatic Push-To-Lok type with thermoplastic tubing

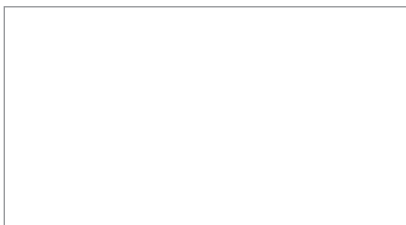
AVAILABLE ENHANCEMENTS

- Dual side broom scrub
- In-cab hopper dump
- Broom hour meter
- Left and right hand toolbox
- Aux. lighting packages
- In-cab side broom tilt
- Variable broom speed
- Auxiliary hydraulic system
- Wandering hose
8 in (203 mm) diameter
- LifeLiner® Hopper System
- Stainless steel hopper
- Hopper inspection door
- Hopper deluge washout system
- Hopper drain
- Centerbroom in pick-up head
- High/low pressure washdown
- Pickup head camera
- Left hand side camera
- Auxiliary water tank capacities
- PM-10 water system
- Extended warranty
- Idle down no water
- Flow blocker
- Hydraulic oil temperature shutdown

PAINT

Powder Coated, standard Elgin white and gray

YOUR ELGIN DEALER IS:



CHASSIS

Available on conventional consult factory

WARRANTY

SWEeper
 1 year parts and labor
ENGINE
 Consult Factory



1300 W. Bartlett Rd.
 Elgin, Illinois, U.S.A. 60120
 Phone 847-741-5370
elginsweeper.com/regenx

Effective 12/19
 P/N 0705431-C

July 15, 2020 – July 29, 2020

Administration

Staff sent the FY 2020-2021 Budget Document to the County Auditor-Controller's Office per the usual procedure.

Staff attended Engineering, Finance and Management Committee Meetings.

Staff attended the July 2020 SBCCSDA Chapter Meeting via Zoom.

Staff attended a CalPERS webinar training on the pension program.

Updated the District's Enterprise System Catalog document on the website as required annually per SB272.

Staff met with a group from UCSB regarding COVID testing of the wastewater. Staff reported verbally on this at the last Board meeting.

Finalized the annual Investment Policy Review. This will go to the Finance Committee then Board soon.

Staff completed forms and delivered to PARS as required for the annual OPEB reimbursement request.

Staff attended kick-off meeting to master plan project with The Corwin Group, Inc.

Collection System

Phelps Road Project: The final job walk was completed. Closeout of certain permits and a few very small items are all that's left to issue a Notice of Completion.

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

Staff completed final inspection on the last building in the Village at Los Carneros Development. Development is completely done.

The crew is currently hydrocleaning hotspots and root cutting throughout the District for the month of July 2020. All of Isla Vista is now completed. A sewer operations summary is enclosed with this operations report.

Joey Hilliard attended the CWEA Collection System Committee Meeting via Zoom.

The crew took apart a stiff valve in PS#1. The valve is on the discharge side of the emergency pump. Parts are now on order to make a repair.

Staff issued three Sewer Availability letters for garage conversions to ADU's to three adjacent properties at 6513, 6515, & 6517 Del Playa Drive.

Staff issued a Sewer Availability Letter for a proposed four-suite retail/restaurant building at 6865 Hollister Ave in the Target parking lot next to Jack-In-The-Box.

Staff participated in a virtual inspection conducted by SB APCD of the District's Detroit Diesel Stationary Emergency Generator.

Certified trainer, Glenda Mahon, provided staff safety training and recertification for First Aid, CPR, and Bloodborne Pathogens.

Staff attended CSRMA Webinar: Tactical Communication Skills When Dealing with Members of the Public.

Industrial Waste

Staff conducted an Industrial Wastewater Discharge Permit compliance inspection at Costco Wholesale Photo Department.

Staff is corresponding with Aptitude Medical, a new tenant at 125 Cremona, regarding Pretreatment Regulations and issuance of an Industrial Wastewater Discharge Permit.

Staff is corresponding with Baba Small Batch, a new tenant at 103 Santa Felicia, regarding Pretreatment Regulations and issuance of an Industrial Wastewater Discharge Permit.

Staff corresponded with Architect and City of Goleta Building Tech regarding installation of a bulk Nitrogen tank at Apeel Sciences.

Street Sweeping

Graffiti – none to report at this time.

Abandoned vehicles – none to report at this time.

Hrs. – 35

Miles-361

Loads-12

Marborg: 6-12-20 = 6.780 TN, 6-26-20 = 6.50 TN, 6-18-20 = 7.030 TN

- Replaced main broom arm air bag on the Eagle
- Replaced pneumatic gutter broom cylinder on the Eagle
- Serviced water filters on both sweepers

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	May 2020	MGD 1.904; 45.7698%
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Your environmental partner since 1954

Sewer Operations Cleaning Summary from July 15, 2020 to July 29, 2020

Description	Quantity
Feet Cleaned	
Hydroclean	4,880 ft.
Root Cutting	1,655 ft.
Hot Spot	591 ft.
	7,126 ft.
Lines Cleaned	
Hydroclean	19 lines
Root Cutting	6 lines
Hot Spot	2 lines
	27 lines
Other Work Orders	
FOG Inspection	2 Work Orders
	2 Work Orders

Goleta West Sanitary District
Allowance of Claims
Jul 16, 2020 - Jul 29, 2020

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Service	7/23/2020	548.15
ADT01	ADT Security Service Inc*	Alarm Service	7/23/2020	268.74
ALL09	Alliant Ins. Services, Inc. Crime Policy	Insurance Crime ACIP	7/23/2020	567.00
BAR02	Barricade Pest Control	Pest Control	7/23/2020	100.00
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	7/27/2020	6,063.50
CAL03	Public Employees Health	CalPERS Health Insurance	7/23/2020	15,536.63
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension	7/22/2020	5,192.40
CAL13	CALAFCO	Membership Renewal	7/23/2020	300.00
DUK01	Duke's Root Control	MH Maintenance	7/23/2020	6,225.14
FIR02	FirstNet	Mobile Phone Service	7/23/2020	333.10
FRE01	Freedom Signs	Facility & Vehicle Signage	7/23/2020	598.44
GOL03	Goleta Valley Paint	Facility Maintenance	7/23/2020	35.68
HAA01	Haaker Equipment Company	Sweeper Repair	7/23/2020	3,701.21
JAI01	Jaimes Landscape	Landscape Maint	7/23/2020	450.00
LIN01	Lincoln National Life Ins	Deferred Compensation	7/22/2020	700.00
MAR01	Marborg Industries	Waste Removal & Rolloff	7/23/2020	2,620.95
MCC02	McCormix Corporation	Sweeper Fuel	7/23/2020	198.17
MIS01	Mission Linen Supply	Uniforms & Towels	7/23/2020	282.88
MSW01	Mountain Spring Water	Drinking Water	7/23/2020	107.00
PLU01	Plumbers Depot, Inc.	Vactor Maintenance Parts	7/23/2020	315.78
REL01	Reliance Standard Life Insurance	Insurance LTD	7/22/2020	787.17
SAN04	Santa Barbara News Press *All payments*	Legal Publications	7/23/2020	699.60
SOU02	Southern California Edison Co	Electricity	7/23/2020	4,045.14
THE07	The Corwin Group, Inc.	Phelps Rd Project	7/23/2020	2,160.00
Total Services & Supplies				\$51,836.68
Payroll - (1) pay date Wk30 2020				\$32,946.21
Total				\$84,782.89