

**MINUTES OF THE REGULAR BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
JANUARY 7, 2025**

In-person meeting

POSTING OF THE AGENDA

The agenda 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 72 hours in advance of this regular meeting.

1. CALL TO ORDER

President Geyer called the meeting to order at 5:30 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

Robert Thomas
Eva Turenchalk
David Lewis
Craig Geyer

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Jena Acos – District Counsel
Kristyn Lopez – Office Manager
Austin Catlin – Environmental Compliance Specialist
Brian McCarthy – General Manager/Board Clerk-Secretary

OTHERS PRESENT

Dean Nevins – Director, Goleta Sanitary District
Naomi Dewey – District Special Counsel

3. REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449

No request for remote participation.

4. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

5. PUBLIC COMMENT

No public comment.

6. GENERAL MANAGER UPDATES

The General Manager provided a report.

7. LEGAL COUNSEL UPDATES

District Counsel provided a report. Discussion occurred between the Directors and District Counsel about scheduling the upcoming AB1234 Ethics Training.

CONSENT CALENDAR

(25-01-01)

Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board approved items 8 – 11 in the Consent Calendar as presented by unanimous vote (4 – 0).

8. **APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING OF DECEMBER 10, 2024**
9. **APPROVAL OF THE 2025 GWSO OFFICERS, STANDING COMMITTEE MEMBERS AND DISTRICT REPRESENTATIVES**
10. **APPROVAL OF SPONSORSHIP OF SBCCSDA LOCAL MEETING**
11. **AUTHORIZE THE FINANCE COMMITTEE AND GENERAL MANAGER TO DRAFT A REQUEST FOR PROPOSALS TO FINANCIAL CONSULTING FIRMS FOR A DISTRICT FINANCIAL STUDY**
12. **CONSIDERATION OF RESOLUTION NO. 24-831 DECLARING AN EMERGENCY AND AUTHORIZING THE GENERAL MANAGER TO TAKE ALL NECESSARY ACTIONS TO ADDRESS THE EMERGENCY**
(25-01-02)
The General Manager provided a summary of the item. Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board reaffirmed Resolution No. 24-831 declaring an emergency regarding the October 30, 2024 spill as presented by unanimous vote (4-0).
13. **CONSIDERATION OF AN AMENDMENT OF SECTION 7.12 OF THE BOARD POLICY HANDBOOK**
(25-01-03)
The General Manager and Legal Counsel provided a summary of the item. Upon a motion by Director Turenchalk, seconded by Director Thomas, the Board adopted Resolution No. 25-834 amending section 7.12 of the Board Policy Handbook as presented by unanimous vote (4-0).
14. **CONSIDERATION OF ADOPTING THE FISCAL YEAR 2024-25 BUDGET**
(25-01-04)
The General Manager provided a summary of the item. Upon a motion by Director Lewis, seconded by Director Thomas, the Board adopted the fiscal year 2024-25 budget as presented by unanimous vote (4-0).
15. **CONSIDERATION OF AWARING CONTRACT TO HUMAN RESOURCES FIRM FOR GENERAL MANAGER RECRUITMENT**
(25-01-05)
The General Manager and District Special Counsel provided a report on the item. Discussion among Directors ensued. Upon a motion by Director Turenchalk, seconded by Director Thomas, the Board awarded a contract to human resources firm CPS HR to recruit for the position of General Manager and assist with development and implementation of District Personnel Training and Succession Planning Documents as presented by unanimous vote (4-0).
16. **AD HOC SUCCESSION PLANNING UPDATE TO THE BOARD**
District Special Counsel and the Ad Hoc Succession Planning Committee members provided an update. Discussion ensued. No action was taken on this item.
17. **COMMUNICATIONS**
None

18. REPORTS

A. Operations Report

The General Manager provided a report.

B. Embarcadero Municipal Improvement District

No report.

C. Local Area Formation Commission (LAFCO)

No report.

D. Isla Vista Recreation & Park District

No report.

E. Goleta Sanitary District (GSD)

Director Geyer provided a report.

F. Other Reports

None


19. FUTURE AGENDA ITEMS

None

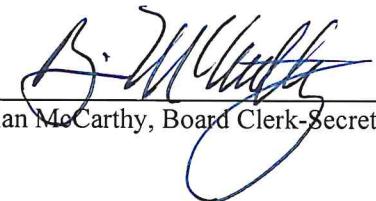
20. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 6:30 PM.

APPROVED



Craig Geyer, Board President



Brian McCarthy, Board Clerk-Secretary

Operations Report

November 26 - December 31, 2024

Administration

Staff coordinated with local agencies, supporting contractors, and engineers to prepare for the force mains assessment conducted by Xylem Technologies during the week of December 9th. The SmartBall, intended to detect leaks and pockets of trapped gas, was successfully deployed into the 18" and 24" force mains at the GWSD yard and retrieved at GSD. The PipeDiver tool, used to identify areas of wall loss in the 24" ductile iron pipe (DIP) and potential failure points, was deployed successfully at the GWSD yard, but became lodged in the final turn of the run approximately 300 feet from the retrieval point at GSD. Tierra Contracting was mobilized to excavate, recover the tool, and replace a tee fitting with a 90-degree fitting where the PipeDiver was stuck. To do this work, the 24" force main was taken out of service and drained. District staff is in the process of recommissioning the 24" force main so that Xylem can return during the week of February 3, 2025 to complete a second PipeDiver assessment run on that line. Once Xylem has completed their field work, the data will be correlated and analyzed, and the District should receive a preliminary assessment sometime in March 2025.

Staff continues to communicate with the Board, Ad Hoc Committee, District counsel, regulatory agencies, local agencies, consultants, and contractors continues to disseminate information regarding the February and October Spills. Clean up response, investigation, and reporting continue.

The Bartlett, Pringle & Wolf's (BPW) Client Accounting Services (CAS) team continues to complete routine accounting and financial tasks for the District. Efforts to true-up personnel and benefit records continue. Staff is meeting with the BPW team occur every other Tuesday.

Ms. Alicia Harrison with BHFS continues to work with Newton Construction and Ed Galindo to incorporate information required by the City of Santa Barbara into the plan submittal for a Building Permit for the new Administration Building. Submission of the Phase 2 Administration Building permit resubmittal packet to the City of SB should occur within the next few weeks.

Ms. Kristyn Lopez began working as the District Office Manager on December 9, 2024.

CARB smoke testing was completed on all required vehicles.

No spill certification for the month of November 2024 was submitted on CIWQS to the Regional Water Quality Control Board.

Collection System

Clean up and investigation efforts related to the October Spill are ongoing. Tierra Contracting has

replaced all the ARV/Hot Tap couplings in manholes on the airport with new repair couplings.

Staff assisted with coordination and execution of the force mains assessment and subsequent repair work.

Staff continues to perform daily inspections of the entire force mains route to GSD taking photos and noting any unusual conditions.

Efforts to improve District SCADA system and to improve staff notification capabilities continue with Cannon Engineering.

Staff has been working on completing all annual year end maintenance of facilities and vehicles.

Industrial Waste & Environmental Compliance

Staff completed Industrial Wastewater Discharge Permit compliance inspections at all six Class 4 Categorical Industrial Users.

Staff issued a verbal Notice of Warning to the Google GQ# facility for a pH excursion. Google staff are currently investigating the incident and will provide a written summary of their findings.

Staff completed issuance/renewal of all annual Industrial Wastewater Discharge Permits.

Street Sweeping

Street sweeping schedule changes and makeup date are posted on the District website. Sweeping was suspended on days that required all staff participation preparing for and during the Force Main Assessment Project.

Graffiti: None to report.

Abandoned Vehicles: None to report.

Hours: 28

Miles: 256.3

Loads: 12

Maintenance: Routine inspections and maintenance of street sweepers is performed as needed or per schedule.

Marborg: 11/21/24 – 7.84 tons

11/27/24 – 6.99 tons

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	November 2024	2.1045 MGD; 43.3588%
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Sewer Operations Cleaning Summary from November 26, 2024 to December 31, 2024

Your environmental partner since 1954

Description	Quantity
Other Work Orders	
Parcel Permit	1 Work Order
	<hr/> 1 Work Order

Goleta West Sanitary District
Allowance of Claims
11/13/24 - 12/31/2024

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Vendor ID	Vendor Name	Transaction Description	Check Date	Document	Amount
ADP01	ADP Inc	Payroll Fees	12/13/2024	\$	953.90
BAR01	Bartlett Pringle & Wolf LLC	Accounting Services	12/18/2024		29,011.50
BAR02	Barricade Pest Control	Pest Control	12/4/2024		115.00
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	11/22/2024		146,061.66
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	12/19/2024		145,708.01
CAL03	Public Employees HEALTH	CalPERS Health Insur	12/6/2024		17,772.69
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/30/2024		9,475.25
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/30/2024		52.83
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/27/2024		4,839.95
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/27/2024		1,251.44
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/27/2024		609.31
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/24/2024		389.76
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/20/2024		1,179.64
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/20/2024		1,139.20
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/13/2024		4,839.95
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	12/13/2024		846.96
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	11/29/2024		9,475.25
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	11/29/2024		643.25
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	11/15/2024		716.52
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	11/15/2024		4,839.94
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	11/29/2024		52.83
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	11/29/2024		4,839.94
CAN01	Cannon Corp	Alarm Repairs	12/18/2024		3,934.31
CAN01	Cannon Corp	Alarm Repairs	11/20/2024		4,382.37
CIN01	Cintas Corporation	Safety Supplies	12/4/2024		39.22
CIT03	City of Santa Barbara	City Dues	12/19/2024		658.00
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	12/4/2024		1,951.31
COA02	Coastline Equipment	Vehicle Repairs	11/20/2024		270.47
DAT01	Datco Service Corp	Service Fees	11/20/2024		20.00
DES01	Destin Thomas Communications	Technical Services	12/4/2024		1,042.31
FGL01	FGL Environmental	Contractual Services	12/18/2024		11,733.00
FGL01	FGL Environmental	Contractual Services	11/20/2024		1,436.00
FIR01	First Bankcard	Credit Card Payment	12/16/2024		919.57
FIR01	First Bankcard	Credit Card Payment	11/14/2024		1,069.86
FIR02	FirstNet	Phones	11/20/2024		425.00
FIR02	FirstNet	Phones	12/18/2024		425.00
GOL02	Goleta Sanitary District	Water Treatment	11/20/2024		517,994.97

GOL04	Goleta Water District	Water	11/20/2024	146.58
GOL04	Goleta Water District	Water	12/18/2024	136.25
GSN01	Geosyntec	Consulting Services	12/18/2024	2,737.08
HAA01	Haaker Equipment Company	Vehicle Repairs	11/20/2024	1,075.37
HAA01	Haaker Equipment Company	Vehicle Repairs	12/18/2024	8,279.86
HOM01	Home Depot Credit Svcs	Credit Card Payment	12/4/2024	706.23
INC01	in color	Web Hosting	12/18/2024	1,668.00
LAR01	Larry's Auto Parts	Vehicle Repairs	12/18/2024	181.61
LIN01	Lincoln National Life Ins	457 Plan	12/23/2024	2,439.09
LIN01	Lincoln National Life Ins	457 Plan	12/6/2024	2,172.88
LIN01	Lincoln National Life Ins	457 Plan	11/25/2024	3,243.00
MAR01	Marborg Industries	Waste Removal	12/18/2024	173.40
MAR01	Marborg Industries	Waste Removal	11/20/2024	3,713.54
MIS01	Mission Linen Supply	Uniforms & Towels	12/4/2024	1,756.28
MNS01	MNS Engineers Inc	Sewer Assessment	12/4/2024	2,490.00
MSW01	Mountain Spring Water	Water Delivery	12/4/2024	88.15
NTN01	Newton Construction	District Building Project	12/4/2024	103,999.44
SAN03	Sansum-SBMFC Occupational Medicine Center	DMV Exam	11/20/2024	165.00
SAN22	Santa Barbara County Special Districts	Membership Renewal	11/20/2024	300.00
SCC01	SB South Coast Chamber of Commerce	Membership Renewal	12/4/2024	1,065.00
SIL01	Silvia's Cleaning Company, Inc.	Cleaning	12/18/2024	1,300.00
SOU02	Southern California Edison Co	Electricity	11/20/2024	6,867.40
SOU02	Southern California Edison Co	Electricity	12/18/2024	530.18
SPE01	Specialty Tool And Bolt	Repairs	12/18/2024	8.50
SPE03	Special District Risk Management Authority	Taxable Sales	12/5/2024	732.35
STA01	State Water Resources Control Board	Permits Fees	12/18/2024	4,508.00
STA01	State Water Resources Control Board	Permits Fees	12/18/2024	1,500.00
TAF01	Taft Electric Company	Repairs	11/20/2024	3,900.12
THE02	The Gas Company	Gas	12/18/2024	27.33
TIE01	Tierra Contracting Inc	District Building Project	11/20/2024	1,975.00
TOT02	Total Compensation Systems, Inc.	Financial Services	12/18/2024	1,530.00
TRL01	Trusted Legal	Legal Consulting	12/18/2024	2,516.25
TRU01	Truist Governmental Finance	Biogas Generator	12/18/2024	487,537.51
UCR08	UC Regents	Internet	12/18/2024	103.25
UCR08	UC Regents	Internet	11/20/2024	103.25
UND01	Underground Service Alert	Digi Alerts	12/4/2024	130.15
USP	US Postal Service, Bulk Mail Entry Unit	PO Box Renewal	12/4/2024	200.00
WEX01	Wex Bank	Vehicle Fuel	12/6/2024	1,851.98
YHM01	YHModeling	Engineering Services	12/18/2024	4,275.00

Total Services & Supplies	\$	1,587,249.20
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Payroll - (3) Pay Date	\$	124,942.01
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Total Allowance of Claims	\$	1,712,191.21
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