

**MINUTES OF THE REGULAR BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
JUNE 3, 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 5:32 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

David Lewis
Eva Turenchalk
Robert Thomas
Craig Geyer
Margaret Zhu (arrived at 5:36 PM)

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Jena Acos – District Counsel (attended remotely, then joined in-person at 5:40 PM)
Kate Tipple – District Counsel (attended remotely)
Brian McCarthy – General Manager/Board Clerk-Secretary
Austin Catlin – Environmental Compliance Specialist
Kristyn Lopez – Office Manager

OTHERS PRESENT

Dean Nevins – Goleta Sanitary District
Ted Morton – Santa Barbara Channelkeeper

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**

No report.

CONSENT CALENDAR

(25-05-27)

Upon a motion by Director Turenchalk, seconded by Director Thomas, the Board approved Item 8, Item 9 and Item 10 in the Consent Calendar as presented by unanimous vote (5 – 0).

8. **APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF MAY 20, 2025**

9. **RECEIVE AND FILE THE APRIL 2025 MONTHLY FINANCIAL REPORT**

10. **PARTICIPATION IN THE ANNUAL TOUCH-A-TRUCK EVENT**

DISCUSSION-ACTION ITEMS

11. **RECONSIDERATION OF THE CONDITIONS CONSTITUTING AN EMERGENCY AND AUTHORIZATION FOR THE AD HOC SPILL COMMITTEE TO REVIEW AND APPROVE PROPOSALS FOR FORCE MAIN REPAIR**

(25-05-28)

The General Manager provided a report related to the draft report. Upon a motion by Director Turenchalk, seconded by Director Zhu, the Board moved to ratify Resolution No. 25-838 and authorization for the Ad Hoc Spill Committee to review and approve proposals for the force main repair, as presented by the following roll call vote:

AYES: Lewis, Geyer, Thomas, Zhu, Turenchalk

NOES: None

ABSTAIN: None

ABSENT: None

12. **CONSIDERATION OF SALARY RANGE FOR SUPERINTENDENT POSITION**

(25-05-29)

The General Manager and Personnel Committee provided a brief update. Upon a motion by Director Turenchalk, seconded by Director Thomas, the Board approved the new salary range for the Superintendent position, as presented by unanimous vote (5 – 0).

13. **SCHEDULE PUBLIC HEARING FOR PLACING THE SEWER SERVICE CHARGE ON THE COUNTY TAX ROLL FOR FY 2025-2026.**

(25-05-30)

The General Manager provided a brief update. Upon a motion by Director Thomas, seconded by Director Zhu, the Board approved to direct staff to properly notice and schedule a Public Hearing for July 1st, 2025 @ 5:30pm for placing the sewer service charge on the County Tax Roll for FY 2025-2026, as presented by unanimous vote (5 – 0).

14. CONSIDERATION OF RESOLUTION NO. 25-839 ESTABLISHING THE APPROPRIATION LIMIT FOR FY 2025-2026

(25-05-31)

The General Manager provided a brief update. Upon a motion by Director Lewis, seconded by Director Geyer, the Board moved to approve Resolution No. 25-839 establishing the appropriation limit for FY 2025-2026, as presented by unanimous vote (5 – 0).

15. SPECIAL DISTRICT REPRESENTATIVE TO LAFCO NOMINATIONS AND ELECTIONS

Director Geyer and Legal Counsel gave a brief discussion. No action was taken on this Item.

16. AD HOC SUCCESSION PLANNING COMMITTEE UPDATE TO THE BOARD

The Ad Hoc Succession Planning Committee provided an update on the recruitment for the General Manager position. No action was taken on this Item.

INFORMATION ITEMS

17. COMMUNICATIONS

Received.

18. REPORTS

A. Operations Report

The General Manager provided a report.

B. Santa Barbara Airport Commission Meeting

Director Thomas provided a report.

C. EMID Board Meeting

Director Zhu provided a report.

D. Ad Hoc Spill Committee Meeting

No report.

E. Special Personnel Committee Meeting

No report.

F. Goleta Sanitary District Board Meeting

Director Thomas and the General Manager provided a report.

G. Other Reports

No report.

19. FUTURE AGENDA ITEMS

None.

The Board took a recess from 6:20 PM until 6:25 PM to allow for a closed session.

20. CLOSED SESSION

At 6:25 PM The Board President adjourned the meeting into closed session.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).)

Title: General Manager/Superintendent

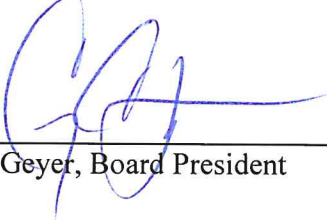
At 7:27 PM the Board reconvened into open session.

District Counsel reported out from closed session that no action was taken by the Board on the closed session items.

21. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 7:28 PM.

APPROVED



Craig Geyer, Board President



Brian McCarthy, Board Clerk-Secretary

Operations Report

May 13 - 27, 2025

Administration

On May 14, 2025, the General Manager Declared an emergency based on information contained in the Xylem draft PipeDiver Assessment Report for the 24-inch force main. Draft force main assessment data for this pipe identified a 20 square inch section of the 24-inch force main pipe that has an electromagnetic anomaly characteristic of external wall loss and estimated to have a depth of 50% of an assumed 0.5-inch nominal pipe wall thickness. Conditions for the emergency declaration were ratified by the Board at the May 20, 2025, regular Board meeting. The Ad Hoc Spill Committee, engineers, planners, counsel and staff have been working to coordinate and expedite excavation and repair of 24-inch force main on Airport property abutting the Goleta Slough.

Ms. Alicia Harrison, Senior Planner with BHFS, coordinated efforts between EGA and Newton Construction to compile and finalize the submittal packet to the City of Santa Barbara for a building permit for Phase 2 of the GWSD Headquarters Building Improvements Project – New Administration Building.

Staff met with representatives from Bartlett, Pringle & Wolf and Hutchinson and Bloodgood for a kick-off meeting for the audit of the FY 2023-24 Financials.

Staff continue to work with Fischer Compliance on the Sewer System Management Plan audit.

The Ad Hoc Succession Committee, representatives from the District consulting firm CPS HR, counsel and staff have scheduled interviews with candidates for the General Manager position.

The transition of the District's financial and accounting system from MS Great Plains to Acumatica continues under the guidance of the Bartlett, Pringle & Wolf, LLP team.

The Sewer System Management Plan Audit continues with staff and the District consultant, Fischer Compliance.

Staff continue to provide information to Raftelis Financial Consulting for the GWSD Financial Plan, Reserves and Rate Study.

HiTech Concepts, Inc. continues to meet with staff. They have received a new SCADA server and are setting up basic programming parameters so that they can begin configuring the new SCADA system with input from staff.

Staff completed plan checks and provided fee estimates for the following:

- Isla Vista Children's Park remodel
- 6595 Del Playa Drive – attached ADU

Permits for Sewer Service were issued for the following:

- 96 St George Place - detached ADU
- 6776 Del Playa Drive – Detached ADU

Staff signed off on a permit issued to 2 Calaveras Avenue for a detached ADU.

The Santa Barbara Airport Annual ID Media Audit was completed for all GWSD staff who hold AOA security badges for the airport property.

Preparation of District charges continues for submission to the County of SB for inclusion on the annual Tax Roll.

Staff continue to meet regularly with BPW and BHFS to discuss pending District matters to coordinate and prioritize efforts.

Staff participated in the Goleta Public Works Day event on May 21, 2025 at Camino Real Shopping Center.

Collection System

Annual preventative maintenance was performed on the Onan portable emergency generator. Annual preventative maintenance and replacement of a suspect voltage regulator was performed on the District's stationary emergency generator and transfer switch. Staff received training on manually transferring between Edison and generator power should the automated system fail.

Staff successfully performed a rebuild of pump 2 in the main pump station. Staff received safety training associated with this work.

Staff completed final review for mainline sewer plans to serve the Heritage Ridge Housing Project. Correspondence has now progressed with the developer to the District entering into a Dedication Agreement for these facilities prior to construction.

Staff is corresponding with Cajun Kitchen regarding tenant improvements.

Staff completed easement clearing on the eastern section of 60-2 off track.

Staff received information and training on Xypex

Industrial Waste & Environmental Compliance

Staff attended the Goleta Slough Management Committee on May 15, 2025.

Staff is troubleshooting an issue with the ISCO automatic samplers used for collecting Industrial Wastewater Discharge Permit compliance samples.

Street Sweeping

Street sweeping schedule changes and holiday makeup dates continue to be posted on the District website. The sweeping program remains on schedule and continues to safely provide this popular service. Our new Utility Worker has been receiving training and tips from staff and will be taking the commercial driver's license test soon.

Graffiti: None reported

Abandoned Vehicles: None reported

Hours: 25.4

Miles: 221.8

Loads: 9

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

Marborg: 4/2/25: 12.49 tons

4/3/25: 10.77 tons

4/11/25: 11.64 tons

4/21/25: 10.54 tons

Table of Treatment Capacity at the GSD Regional Wastewater Treatment Plant

GWSD Average Daily Flow	April 2025	2.2006 MGD; 44.2345 %
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Sewer Operations Cleaning Summary from May 13, 2025 to May 27, 2025

Your environmental partner since 1954

Descripton	Quantity
Feet Cleaned	
Root Cutting	2,861 ft.
Hot Spot	869 ft.
	<hr/>
	3,730 ft.
Lines Cleaned	
Root Cutting	9 lines
Hot Spot	3 lines
	<hr/>
	12 lines

Goleta West Sanitary District

Allowance of Claims

5/10/25 - 5/28/25

Rev_n

Vendor ID	Vendor Name	Transaction Description	Check Date	Document Amount
BAR01	Bartlett Pringle & Wolf LLC	Accounting, IT, Audit	5/23/2025	35,579.00
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	5/15/2025	4,839.94
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	5/15/2025	1,781.28
CAN01	Cannon Corp	Software Upgrades	5/23/2025	84.95
CIT03	City of Santa Barbara	Spill Permit	5/14/2025	1,312.84
DAL01	Dal Pozzo Tire Corp	Vehicle Parts	5/16/2025	75.02
FIR01	First Bankcard	Credit Card	5/22/2025	1,619.57
FIR02	First Net	Phones	5/27/2025	424.68
GOL02	Goleta Sanitary District	Water Treatment	5/23/2025	301,030.41
GOL04	Goleta Water District	Water Delivery	5/16/2025	146.58
GSN01	Geosyntec	Spill Support	5/16/2025	481.53
HIT01	HiTech Concepts, Inc.	Computer Services	5/23/2025	3,785.00
HIT01	HiTech Concepts, Inc.	Computer Services	5/16/2025	12,465.24
LIN01	Lincoln National Life Ins	457 Plan Contributions	5/23/2025	2,225.80
MAR01	Marborg Industries	Rolloff and Waste Disposal	5/16/2025	9,646.20
MAR01	Marborg Industries	Waste Disposal *Reissued Pymt	5/16/2025	179.18
MNS01	MNS Engineers Inc	Spill Support	5/23/2025	405,230.12
SAN01	San Luis Powerhouse	Regulator Repairs	5/23/2025	11,702.72
SOU02	Southern California Edison Co	Electricity	5/12/2025	510.24
SOU02	Southern California Edison Co	Electricity	5/20/2025	5,958.85
SPE03	Special District Risk Management Authority (SDRM	Insurance	5/16/2025	1,154.56
TWO01	Two Trumpets Communications	Communications Services	5/23/2025	2,000.00
UCR08	UC Regents	Network	5/23/2025	103.25
Total Services & Supplies				\$ 802,336.96
Payroll - (1) Pay Date				\$ 40,976.20
Total Allowance of Claims				\$ 843,313.16



GOLETA SANITARY

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

DATE	INVOICE NO
4/30/2025	0000813

BILL TO
Goleta West Sanitary District P.O. Box 4 Goleta, CA 93116

DUE DATE
5/30/2025

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 0.00

Sewage Treatment & Disposal, April 2025:

Sewage Treatment & Disposal	1.00	248,457.98	248,457.98	0.00	0.00	248,457.98
Admin Charge @6%	1.00	14,907.48	14,907.48	0.00	0.00	14,907.48
Capital Projects in Progress 650	1.00	29,957.53	29,957.53	0.00	0.00	29,957.53
Capital Projects in Progress 655	1.00	7,707.42	7,707.42	0.00	0.00	7,707.42

INVOICE TOTAL: 301,030.41 0.00 0.00 301,030.41

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (805) 967-4519

Customer Name: Goleta West Sanitary District
Customer No: 000006
Account No: 0000002

DUE DATE	INVOICE NO
5/30/2025	0000813

Please remit payment by the due date to:

Goleta Sanitary District
One William Moffett Pl
Goleta, CA 93117-3901

Invoice Total: 301,030.41
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 301,030.41

INVOICE BALANCE: \$301,030.41
AMOUNT PAID: _____



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

Invoice Detail

GOLETA WEST SANITARY DISTRICT

Customer #000006

Account #0000002

DESCRIPTION	SUBTOTAL	TOTAL
Sewage Treatment & Disposal April, 2025		
\$ 561,683.70 x 44.2345%	\$ 248,457.98	
Administration Charge: 6%	\$ 14,907.48	\$ 263,365.46
Capital Projects in Progress - See attached (#4650)		
Hazen & Sawyer - Biosolids & Energy Phase 1		
\$ 16,651.70 x 40.78%	\$ 6,790.56	
MNS Engineers Inc - Biosolids & Energy Phase 1		
\$ 48,234.15 x 40.78%	\$ 19,669.89	
The Gas Company - Biosolids & Energy Phase 1		
\$ 7,075.48 x 40.78%	\$ 2,885.38	
Tony Garcia Photography - Biosolids & Energy Phase 1		
\$ 1,500.00 x 40.78%	\$ 611.70	\$ 29,957.53
Capital Projects in Progress - See attached (#4655)		
Tierra Contracting - Fire System ISO Replacement		
\$ 18,900.00 x 40.78%	\$ 7,707.42	\$ 7,707.42
INVOICE TOTAL		\$ 301,030.41

GOLETA SANITARY DISTRICT			
AGENCY FLOWS *			
For the month of April, 2025			
	METER READINGS (MILLION GALLONS)	NET FLOW (MILLION GALLONS)	PERCENTAGE
GOLETA SANITARY DISTRICT:			
GSD Gross Flow:	79.7484		
<i>Less SBMA Firestone Flow:</i>	-1.2617		
NET GSD FLOW:		78.4867	50.8918%
GOLETA WEST SANITARY DISTRICT:	WIMS System read:	68.2196	44.2345%
UNIVERSITY OF CALIFORNIA:	WIMS System read:	5.4383	3.5263%
SANTA BARBARA MUNICIPAL AIRPORT:			
Airport Terminal Flow:	0.8164		
Firestone L/S Flow:	4.0640		
Less Flowdar flow into Firestone L/S:	2.8023		
Airport Flow through Firestone L/S:	1.2617		
NET SBMA FLOW:		2.0781	1.3475%
TOTAL PLANT NET FLOW:		154.2227	100.0000%

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

**GOLETA SANITARY DISTRICT
BILLING STATEMENT
For the month of April, 2025**

AGENCY	PLANT & OUTFALL COSTS	PERCENTAGE OF COSTS	SHARE OF COSTS (SUBTOTAL)	FIRESTONE L/S COSTS	SHARE OF FIRESTONE COSTS	SHARE OF COSTS INCL L/S	PLUS 6% ADMIN CHARGE	AGENCY TOTAL
GSD	561,683.70	50.8918%	285,850.38			285,850.38	17,151.02	303,001.40
GWSD	561,683.70	44.2345%	248,457.98			248,457.98	14,907.48	263,365.46
UCSB	561,683.70	3.5263%	19,806.65			19,806.65	1,188.40	20,995.05
SBMA	561,683.70	1.3475%	7,568.69	3,715.78	31.0459%	8,722.29	523.34	9,245.63
TOTALS:		100.0000%	561,683.70	3,715.78		562,837.30	33,770.24	596,607.54

GOLETA SANITARY DISTRICT OPERATING STATEMENT
For the month of April, 2025

NUMBER	ACCOUNT NAME	TOTAL	LINES 4100	PLANT 4200	PUMP STATION 4300	OUTFALL 4400	ADMIN 4500	LAB 4600	WWREC 4700	IWC 4800	FIRESTONE L/S 4900
4010-4050	Salaries	305,011.48	45,474.11	143,106.73	6,214.55	533.69	54,941.53	25,597.41	19,258.01	8,769.91	1,115.54
4060	Elected Officials	3,760.00					3,780.00				
4080	Retirement	84,731.15	10,973.93	39,543.21	1,778.57	183.59	16,339.54	8,545.28	3,279.68	3,696.70	390.65
4088	Employee Recognition Program	0.00					0.00				
4090	Employee Insurance	84,713.48	14,647.29	38,413.13	1,382.62	172.04	12,306.78	11,864.21	2,203.67	3,079.74	644.00
4095	Workers' Compensation	5,718.66	1,005.45	2,667.27	100.40	17.07	999.61	562.97	150.03	174.02	41.84
4100	FICA	23,649.41	3,490.32	10,975.64	478.46	40.98	4,452.82	1,978.08	1,470.91	676.72	85.48
4110	Unemployment Insurance	54.86	41.53	5.51	0.11	0.11	6.88	0.11	0.22	0.30	0.09
4140	Public Education	10,321.56	1,651.45	3,922.18	103.22	206.43	1,961.10	516.08	825.72	1,032.16	103.22
4150	Janitorial Service/Supplies	4,670.53	1,151.05	2,227.44	6.97	4.97	619.03	384.98	180.27	95.82	
4160	Uniforms	2,193.28	530.35	1,376.34			0.00	215.18		71.41	
4170	Licenses & Permits	2,446.76	32.00	2,097.76			0.00	317.00	0.00	0.00	
4180	Postage & Freight	295.28	213.46	81.82	0.00	0.00	0.00	0.00	0.00	0.00	
4190	Subscriptions	949.70	103.40	283.12			479.70	61.10	0.00	22.38	
4200	Vehicle Expenses	5,973.82	5,712.50	261.32	0.00	0.00	0.00	0.00	0.00	0.00	
4210	Insurance	33,054.21	7,517.50	18,132.71	814.85	957.45	627.26	179.12	3,999.66	40.42	785.24
4220	Memberships	1,006.00	775.00	120.00	0.00	0.00	0.00	111.00	0.00	0.00	
4230	Office Supplies	2,102.85	997.08	154.60	4.58	5.27	232.34	677.68	2.30	29.00	
4235	Analysis/Monitoring	3,817.50	0.00	3,817.50			0.00	0.00	0.00	0.00	
4240	Operating Supplies	79,820.49	1,224.46	73,595.32	0.00	0.00	0.00	4,917.07	0.00	83.64	
4250	Attorney Fees	2,787.30	1,000.20	338.10	8.00	25.00	1,270.00	48.00	25.00	67.00	6.00
4260	Printing/Publication	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4270	Repair and Maintenance	75,487.89	25,759.81	45,546.07	0.00	0.00	2,102.86	542.78	1,536.37	0.00	
4280	Travel	1,963.92	77.94	0.00	0.00	0.00	1,885.98	0.00	0.00	0.00	
4290	Seminars & Conferences	2,646.01	0.00	749.75	0.00	0.00	1,896.26	0.00	0.00	0.00	
4300	Utilities	70,225.26	1,651.96	49,019.14	7,633.72	10.35	2,838.82	1,275.40	7,214.60	40.06	541.21
4310	Election Expense	0.00					0.00				
4330	Computer Svc & Maintenance	16,983.83	3,319.18	11,239.06	318.47	0.00	1,469.84	512.59	75.70	48.99	
4340	Leases & Rentals	250.81	45.15	82.76	7.52	5.02	30.10	57.69	12.54	7.52	
4360	Biosolids Hauling	48,168.94	48,168.94								
4370	Other Professional Services	19,108.16	3,945.50	4,202.37	0.00	0.00	9,625.64	1,030.21	0.00	304.44	
4380	Interest Expense	9,848.16	0.00	0.00	0.00	0.00	9,848.16	0.00	0.00	0.00	
4390	Other Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4400	Machinery & Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Subtotals:	901,781.30	131,340.62	500,127.79	18,852.04	2,161.97	127,714.25	59,393.94	40,234.68	18,240.23	3,715.78
25	Meter Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4400	Machinery & Equipment (M&E)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fixed Assets (1160 & 1170)										
	ADJUSTED TOTALS:	901,781.30	131,340.62	500,127.79	18,852.04	2,161.97	127,714.25	59,393.94	40,234.68	18,240.23	3,715.78

03/31/2025 Operating Trial Balance: 1,236,663.34
Less Depreciation Expense: 334,882.04
Net Operating Expenses: 901,781.30
03/31/2025 Capital Trial Balance: 0.00
Total Trial Balances: 901,781.30
Less Total Operating Statement: 901,781.30
Difference: 0.00

0.00 Should equal Meter Service *No 25*
Total Plant + Lab + Outfall Expenses (not including Meter Service, M&E, or Fixed Assets): \$ 561,683.70