

**MINUTES OF THE REGULAR BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
JULY 15, 2025**

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

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 5:29 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

Eva Turenchalk
David Lewis
Margaret Zhu
Robert Thomas
Craig Geyer

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Jena Acos – District Counsel, BHFS
Brian McCarthy – General Manager/Board Clerk-Secretary
Joseph Hilliard – Utility Worker IV
Austin Catlin – Environmental Compliance Specialist
Kate Tripple – Special Counsel, BHFS (joined remotely at 5:29 PM)

OTHERS PRESENT

Dean Nevins – Goleta Sanitary District
Jim Fischer – Fischer Compliance (joined remotely at 5:55 PM)

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. CLOSED SESSION

At 5:32 PM the Board President adjourned the meeting into closed session.

a. PUBLIC EMPLOYMENT (Gov. Code section 54957(b)(1))

Title: Current General Manager / Brian McCarthy

- b. PUBLIC EMPLOYEE APPOINTMENT (Gov. Code section 54957(b)(1))**
Title: Incoming General Manager / Joesph Hilliard

RECONVENE TO OPEN SESSION

At 5:42 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.

6. PUBLIC COMMENT

No public comment.

7. GENERAL MANAGER UPDATES

The General Manager provided a report.

8. LEGAL COUNSEL UPDATES

District Counsel provided a report.

9. CONSENT CALENDAR

(25-07-36)

Upon a motion by Director Lewis, seconded by Director Thomas, the Board approved Items 9a and 9b in the Consent Calendar, as presented by unanimous vote (5-0).

- a. APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING OF JUNE 30, 2025**
- b. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF JULY 1, 2025**

DISCUSSION-ACTION ITEMS

10. RECONSIDERATION OF THE CONDITIONS CONSTITUTING AN EMERGENCY AND RATIFICATION OF AGREEMENTS FOR ASSESSMENT REPAIR WORK

(25-07-37)

The General Manager provided a report. Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board moved to ratify Resolution No. 25-838 and all agreements for assessment repair work, as presented by unanimous vote (5-0).

11. CONSIDERATION OF RESOLUTION NO. 25-841 AMENDING APPENDIX A OF THE PERSONNEL POLICY / EMPLOYEE HANDBOOK TO ADD MANAGEMENT INCENTIVE PAY

(25-07-38)

District Counsel provided a report. Upon motion by Director Lewis, seconded by Director Zhu, the Board adopted Resolution No. 25-841 amending Appendix A of the Personnel Policy / Employee Handbook to add management incentive pay, as presented by unanimous vote (5-0).

12. CONSIDERATION OF RESOLUTION NO. 25-842 CERTIFYING THE SEWER SYSTEM MANAGEMENT PLAN (SSMP) UPDATE

(25-07-39)

Kate Tipple and Jim Fischer provided a report. Upon motion by Director Thomas, seconded by Director Turenchalk, the Board adopted Resolution No. 25-842 certifying the Sewer System Management Plan (SSMP) update, as presented by unanimous vote (5-0).

13. DEDICATION AGREEMENT FOR LAND DEVELOPMENT IMPROVEMENTS FOR THE HERITAGE RIDGE DEVELOPMENT SEWER MAIN SYSTEM

(25-07-40)

The General Manager provided a report. Upon motion by Director Turenchalk, seconded by Director Lewis, the Board approved the dedication agreement for land development improvements for the Heritage Ridge Development sewer main system, as presented by unanimous vote (5-0).

14. CONSIDERATION OF AN EMPLOYMENT AGREEMENT FOR CURRENT GENERAL MANAGER BRIAN MCCARTHY

(25-07-41)

District Counsel provided a report. Upon motion by Director Thomas, seconded by President Geyer, the Board approved the agreement for professional services with Brian McCarthy through December 31, 2025, as presented by the following roll call vote:

AYES: Lewis, Thomas, Geyer, Turenchalk, Zhu
NOES: None
ABSTAIN: None
ABSENT: None

15. CONSIDERATION OF AN EMPLOYMENT AGREEMENT FOR PROFESSIONAL SERVICES FOR GENERAL MANAGER JOSEPH HILLIARD

(25-07-42)

District Counsel provided a report. Upon motion by Director Thomas, seconded by Director Zhu, the Board approved the agreement for professional services with Joseph Hilliard as the new General Manager through July 14, 2027 for an annual salary of \$235,000, as presented by the following roll call vote:

AYES: Zhu, Lewis, Turenchalk, Geyer, Thomas
NOES: None
ABSTAIN: None
ABSENT: None

16. AD HOC SUCCESSION PLANNING COMMITTEE UPDATE TO THE BOARD

The Ad Hoc Succession Planning Committee provided an update and recommended that the committee stay open to satisfy the Superintendent 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. City of Goleta Council Meeting

Director Thomas had nothing to report pertaining to GWSD.

C. SBCCSDA Executive Board Meeting

Director Thomas provided a brief report.

D. Ad Hoc Spill Committee Meeting

Director Turenchalk provided a brief report.

E. Goleta Sanitary District Board Meeting

President Geyer provided a brief report.

F. Goleta Water District Board Meeting

None.

G. EMID Board Meeting

Director Thomas provided a brief report.

H. IVRPD Board Meeting

Director Zhu provided a brief report.

19. FUTURE AGENDA ITEMS

None.

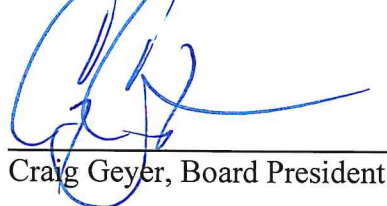
At 6:26 PM the Board reopened agenda Item 10 to revise the motion to include ratification of the contracts and invoices from the emergency repair work. Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board moved to ratify Resolution No. 25-838, as presented by the following roll call vote:

AYES:	Thomas, Zhu, Geyer, Lewis, Turenchalk
NOES:	None
ABSTAIN:	None
ABSENT:	None

20. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 6:28 PM.

APPROVED



Craig Geyer, Board President



Brian McCarthy, Board Clerk-Secretary

Operations Report

June 24 – July 8, 2025

Administration

The emergency declared on May 14, 2025, by the General Manager and ratified by the Board on July 1, 2025, is still in effect based on the District force mains not being under normal operating conditions. Field work for the force main assessment was completed in February of this year and Xylem is still processing data for the final report. Tierra Contracting completed a repair on the 24-inch force main, restored the area and removed their equipment on Tuesday, June 24, 2025. The 24-inch force main was returned to service, and the 18-inch force main has been isolated, and staff are currently decommissioning and emptying it. Staff will CCTV inspect an air pocket identified on the 18-inch force main in the draft assessment report near GWSD headquarters. The results of that inspection may confirm that excavation and repair of that section of force main is warranted.

Counsel and staff have been corresponding with Fischer Compliance on the audit of our Sewer System Management Plan (SSMP). The updated SSMP will be brought to the Board for review and approval, then submitted to the Regional Water Quality Control Board as required by August 2, 2025.

The Ad Hoc Succession Committee, the Board, and staff have been working on recruitment for the next General Manager prior to the retirement of the current GM.

The Building Permit for Phase 2, the new Administration Building, is ready for issuance and the Notice to Proceed has been issued to Newton Construction & Management (NCM) following a long delay. All fees have been paid and NCM will secure the permit prior to commencement of demolition and construction.

Staff continue to correspond with developers for the Heritage Ridge development. The developer opted to enter into the District's standard Dedication Agreement for the mainline sewer to be built to GWSD Design and Construction Standards for Sewer Facilities and dedicated to the District upon completion.

The Sewer System Management Plan (SSMP) audit work continues with staff and the District consultant, Fischer Compliance. The SSMP is scheduled for Board review and approval at the July 15, 2025 regular Board meeting.

The audit of FY 2023-24 financials by Hutchinson and Bloodgood LLP is approximately 90% complete. Staff have been providing documents and responding to questions from the audit team with assistance Laura Copple from Bartlett Pringle and Wolf, LLP (the District's former auditor).

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.

Staff continue to meet with HiTech Concepts, Inc., regarding the new SCADA system and the District's IT consultant from CITIG.

Permits for Sewer Service were issued for the following:

- 971 Embarcadero – new construction of 5-unit apartment building
- 33 San Anzio Way – sewer lateral replacement

Final inspection and Sewer Service permit sign-off were completed for the following projects:

- 6622 Del Playa detached ADU

Staff received 9 hours Compensatory Time Off (CTO) as a Safety Incentive Day for no injuries for the period of July 1, 2024, to June 30, 2025, per the Personnel Policy/Employee Handbook.

Staff received safety training on proper lifting techniques and ergonomics.

Collection System

No Spill Certification was submitted electronically on CIWQS for the month of June 2025 as required.

An emergency repair of the 24-inch force main was completed on Tuesday June 24, 2025. An approximately 16-foot section of the 24-inch DIP force main was replaced to remove a section identified in the Xylem draft Force Main Assessment Report. Staff were able to CCTV inspect approximately 700 linear feet of the pipe while access was possible. The 24-inch force main was put back in service and the 18-inch force main has been isolated and is being made ready for inspection and possible excavation and replacement of an air pocket area identified in the draft Assessment.

All monthly maintenance was completed for the month of June.

Staff are currently working on July hot spots and root cuts. Isla Vista East routes 1, 2, & 3 have been hydro cleaned and route 4 will be completed when staff are available to provide traffic control.

Industrial Waste & Environmental Compliance

Staff conducted 2nd quarter Industrial Wastewater Discharge Permit compliance inspections at the following Class IV – Categorical facilities: Transphorm, Lockheed Martin Santa Barbara Focalplane, Teledyne FLIR, Raytheon B-1 campus, and Raytheon B-8.

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 operate safely providing the reliable service our customers have come to expect.

Graffiti: None reported

Abandoned Vehicles: None reported

Miles: 283.6

Hours: 31.2

Water fills: 19

Loads: 9

Marborg: 6/5/25: 8.67 tons

Maintenance: Routine inspections and maintenance of street sweepers were performed per schedule or as needed. Horn was repaired on both steering wheels on the RegenX.

Table of Treatment Capacity at the GSD Regional Wastewater Treatment Plant

GWSD Average Daily Flow	May 2025	2.2019 MGD; 43.3824 %
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Sewer Operations Cleaning Summary from June 24, 2025 to July 8, 2025

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroclean	10,016 ft.
Hydroflush	1,064 ft.
<hr/>	
11,080 ft.	
Lines Cleaned	
Hydroclean	46 lines
Hydroflush	3 lines
<hr/>	
49 lines	
Other Work Orders	
User Charge	46 Work Orders
Parcel Permit	3 Work Orders
Service Call	1 Work Order
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50 Work Orders	

Goleta West Sanitary District

Allowance of Claims

6/25/25 - 7/8/25

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Vendor ID	Vendor Name	Transaction Description	Check Date	Document Amount
ALL01	Alliant Insurance Services	Insurance	7/3/2025	11,204.00
BAR01	Bartlett Pringle & Wolf LLC	Accounting, IT, & Audit	7/3/2025	30,776.50
BER001	Berchtold Equipment Co.	Water Pump	7/3/2025	229.97
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Fees	7/3/2025	2,596.00
CAL03	Public Health Employees HEALTH	Health Insurance	7/8/2025	21,073.15
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	6/26/2025	4,839.95
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	6/26/2025	1,781.28
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	6/27/2025	\$9,475.25
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	6/27/2025	\$52.83
DEE01	Deep Blue Integration, Inc.	Alarm Monitoring	7/3/2025	660.00
GOL02	Goleta Sanitary District	Water Treatment	7/3/2025	723,051.91
HOM01	Home Depot Credit Svcs	Credit Card Payment	7/3/2025	128.66
LIN01	Lincoln National Life Ins	457 Plan Contributions	7/3/2025	2,220.73
MAR01	Marborg Industries	Rolloff and Waste Disposal	7/3/2025	1,916.49
MIS01	Mission Linen Supply	Uniforms	7/3/2025	1,809.48
SAN06	SB Cnty LAFCO	Membership Renewal	7/3/2025	8,198.00
SBUSD001	Santa Barbara Unified School District	Building Permit	6/26/2025	1,575.45
SBUSD001	Santa Barbara Unified School District	Building Permit	6/26/2025	1,517.10
SCC01	Santa Barbara Chamber	Agency Contribution	7/8/2025	5,500.00
SMI01	Smith & Loveless Inc.	Vehicle Repairs	7/3/2025	145.05
SOU02	Southern California Edison	Electricity	7/1/2025	6,075.64
SPE03	Special District Risk Management Authority	Insurance	7/3/2025	994.90
TRU01	Truist Governmental Finance	Loan Payment	7/7/2025	487,970.01
UCR08	UC Regents	Network	7/3/2025	103.25
WEX01	Wex Bank	Credit Card - Fuel	7/7/2025	2,233.40
Total Services & Supplies				\$ 1,326,129.00
Payroll - (1) Pay Date				\$ 41,158.12
Total Allowance of Claims				\$ 1,367,287.12