

**GOLETA WEST SANITARY DISTRICT  
REGULAR BOARD MEETING  
AGENDA  
MAY 6, 2025 at 5:30 PM**

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

**Comments in advance of the meeting:** Correspondence to the Board regarding items appearing on the agenda should be directed to the Secretary of the Board, at [info@goletawest.org](mailto:info@goletawest.org) or the District Office address. Written comments should be submitted by 12:00 PM on the day of the meeting.

**Accessibility:** The Board of Directors Hearing Room is wheelchair accessible. Should special assistance be required to participate in this meeting, please contact the District office by phone (805-968-2617) or email ([info@goletawest.org](mailto:info@goletawest.org)).

**1. CALL TO ORDER**

**2. ROLL CALL**

Members: Directors Geyer, Thomas, Turenchalk, Lewis, Zhu

**3. REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449**

The Board of Directors may consider Boardmember(s) request to participate in the meeting remotely under the regulations of AB 2449 by making the necessary findings and voting on the matter.

**4. APPROVE THE ORDER OF THE AGENDA**

**5. 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.

**6. GENERAL MANAGER UPDATES**

**7. LEGAL COUNSEL UPDATES**

**CONSENT CALENDAR**

Items on the Consent Calendar are considered to be routine and are normally approved by a single roll call vote of the Board. Matters listed on the Consent Calendar will be read only on the request of a member of the Board or the public, in which event, at the discretion of the President or a majority vote of the Board, the matter shall be removed from the Consent Calendar and considered as a separate item at the end of the Discussion-Action Agenda items. Members of the public may speak on any item listed on the Consent Calendar.

**8. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF APRIL 1, 2025**

The Board will consider approval of the minutes for the regular Board Meeting of April 1, 2025.

**9. ACCEPT AND FILE 2025 FEBRUARY FINANCIAL REPORT**

The Board will consider the 2025 February Financial Report and may direct staff to accept and file said report.

**10. AUTHORIZE GENERAL MANAGER TO EXECUTE AN ENGAGEMENT LETTER WITH HUTCHINSON & BLOODGOOD LLP FOR THE AUDIT OF THE DISTRICT FINANCIAL STATEMENTS FOR FY 2023-24**

The Board will consider a proposal from Hutchinson & Bloodgood LLP and may authorize the General Manager to execute an engagement letter with the firm in a not-to-exceed amount of \$33,000 for the audit of the District financial statements for FY 2023-24.

**DISCUSSION-ACTION ITEMS**

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

**11. CONSIDERATION OF RESOLUTION NO. 25-836 TO ADOPT AN ELECTRONIC SIGNATURE USE POLICY AS SECTION 24 IN THE BOARD POLICY HANDBOOK**

The Board will consider adopting Resolution No. 25-836 to adopt an Electronic Signature Use Policy as Section 24 in the Board Policy Handbook.

**12. CONSIDERATION OF REQUEST FOR SEWER AVAILABILITY LETTER FROM CITY VENTURES FOR PROPOSED 59-UNIT TOWNHOME DEVELOPMENT AT 7360 HOLLISTER AVENUE**

The Board will consider authorizing the General Manager to issue a Sewer Availability Letter for 59 ERU (Equivalent Residential Unit) to City Ventures for 7360 Hollister Avenue.

**13. CONSIDERATION OF JOB DESCRIPTIONS FOR THE GENERAL MANAGER AND THE SUPERINTENDENT POSITIONS**

The Board will consider approval of revised separate job descriptions for the positions of General Manager and Superintendent.

**14. CONSIDERATION OF ANNUAL COST OF LIVING ADJUSTMENT (COLA) FOR DISTRICT EMPLOYEES**

The Board will consider approval of a COLA for District employees and may approve Resolution No. 25-837 adopting a revised Appendix A of the Personnel Policies/Employee Handbook, with an effective date of July 1, 2025.

**15. AD HOC SUCCESSION PLANNING UPDATE TO THE BOARD**

The Ad Hoc Succession Planning Committee will provide an update on its activities to the Board. The Board will be asked to ratify approval of the recruitment package for the General Manager position.

## **INFORMATION ITEMS**

The following agenda items are intended for Board information only.

### **16. COMMUNICATIONS**

### **17. REPORTS**

- A. Operations Report – March 26 – April 29, 2025**
- B. Santa Barbara Airport Commission Meeting – April 16, 2025**
- C. Special Management Committee Meeting – April 17, 2025**
- D. Goleta Sanitary District Board Meeting – April 21, 2025**
- E. Special Personnel Committee Meeting – April 21 & April 30, 2025**
- F. SBCCSDA Chapter Meeting – April 28, 2025**
- G. Ad Hoc Succession Plan Meeting – April 28, 2025**
- H. Special Finance Committee Meeting – April 29, 2025**
- I. Other Reports**

### **18. FUTURE AGENDA ITEMS**

### **19. CLOSED SESSION:**

- A. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION**  
Litigation pursuant to Government Code section 54956.9(d)(1): Reference: Central Coast Regional Water Quality Control Board Notice of Violation issued March 4, 2024.
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).)**  
Title: District Legal Counsel

### **20. ADJOURNMENT**