

**GOLETA WEST SANITARY DISTRICT
SPECIAL BOARD MEETING
AGENDA
DECEMBER 16, 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 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).

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 Director(s') request(s) to participate in the meeting remotely under the regulations of AB 2449 by making the necessary findings and/or voting on the matter.

4. APPROVE THE ORDER OF THE AGENDA

5. GENERAL MANAGER UPDATES

6. LEGAL COUNSEL UPDATES

7. 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.

**a. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF
NOVEMBER 18, 2025**

The Board will consider approval of the minutes for the Regular Board Meeting of November 18, 2025.

b. RECEIVE AND FILE GENERAL MANAGER'S OPERATIONS REPORT FOR THE REGULAR BOARD MEETING OF NOVEMBER 18, 2025

The Board will consider receiving and filing the General Manager's Operations Report for the Regular Board Meeting of November 18, 2025.

c. RECEIVE AND FILE ALLOWANCE OF CLAIMS FOR THE REGULAR BOARD MEETING OF NOVEMBER 18, 2025

The Board will consider receiving and filing the Allowance of Claims for the Regular Board Meeting of November 18, 2025.

d. CONSIDERATION OF THE OCTOBER 2025 MONTHLY FINANCIAL REPORT

The Board will consider the October 2025 Monthly Financial Report and direct staff to receive and file said report.

e. RESCIND JOB DESCRIPTION FOR THE SUPERINTENDENT POSITION THAT WAS APPROVED AT THE MAY 6, 2025 REGULAR BOARD MEETING

The Board will rescind the job description that was approved at the May 6, 2025 regular Board meeting and authorize the Personnel Committee to work with legal counsel and staff to revise the job description and compensation for the recently established, but currently vacant, Superintendent position, and to proceed with recruitment for that role. The Superintendent will report to and be managed by the General Manager.

f. APPROVE REVISIONS TO THE BOARD POLICY HANDBOOK TO REFLECT THE GENERAL MANAGER'S INCREASED PURCHASING AUTHORITY OF \$75,000

The Board will consider the proposed revisions to the Board Policy Handbook, section 22, Purchasing of Equipment and supplies and contracting for services which was approved at the November 18, 2025 Regular Board Meeting. The Board Policy is available on our website or by clicking the following link: [Board Policy Handbook](#)

DISCUSSION-ACTION ITEMS

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

8. RECONSIDERATION OF THE CONDITIONS CONSTITUTING AN EMERGENCY AND APPROVE INVOICES FOR FORCE MAIN WORK

On May 20, 2025, the Board adopted Resolution 25-838 declaring an emergency pursuant to Public Contract Code sections 20806 and 22050, to allow an immediate response to prevent a potential sewage spill. Pursuant to said Resolution, the General Manager entered into an agreement with MNS Engineers, Inc for \$1,937.25, invoice #91841, and Tierra Contracting for \$24,605.00, invoice #3828-2 and \$12,730.00, invoice #3828-3, for repairs on the 24- and 18-inch force mains, which the Board is asked to ratify. The Board will review the conditions warranting an emergency and will, by a 4/5 vote, make a determination on whether there is a need to continue the action.

9. SELECTION OF BOARD PRESIDENT, VICE PRESIDENT AND CLERK/SECRETARY FOR CALENDAR YEAR 2026

Pursuant to Board Policy Handbook Section 6, the Board will select a member to serve as President, Vice President and Clerk/Secretary for the upcoming year.

10. CONSIDERATION OF AMENDMENTS TO THE EMPLOYMENT AGREEMENTS OF BRIAN MCCARTHY AND JOSEPH HILLIARD

The Board will consider the Personnel Committee's recommendation regarding Amendment to Brian McCarthy and Joseph Hilliard's current employment agreements to refer to "Administrative Leave" as "Management Leave".

11. CONSIDER APPROVAL OF REVISIONS TO APPENDIX A OF THE PERSONNEL POLICY/EMPLOYEE HANDBOOK

The Board will consider the proposed revisions to the Personnel Policy/Employee Handbook to include the General Manager compensation and Publicly Available Pay Schedule.

INFORMATION ITEMS

The following agenda items are intended for Board information only.

12. COMMUNICATIONS

13. REPORTS

- A. Operations Report – November 12, 2025 – December 9, 2025**
- B. Goleta Sanitary District – December 1, 2025**
- C. City of Goleta – December 2, 2025**
- D. SBCCSDA Executive Board Meeting – December 3, 2025**
- E. Santa Barbara County Legislative Program Meeting – December 8, 2025**
- F. Goleta Water District Board Meeting – December 9, 2025**
- G. EMID Board Meeting – December 10, 2025**
- H. Santa Barbara Airport Commission Meeting – December 10, 2025**
- I. Goleta Sanitary District Board Meeting – December 15, 2025**
- J. Other Reports**

14. FUTURE AGENDA ITEMS

15. ADJOURNMENT