

**MINUTES OF THE SPECIAL BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
AUGUST 6, 2024**

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

Director Turenchalk called the meeting to order at 5:30 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

Craig Geyer

Eva Turenchalk

Robert Thomas

David Bearman M.D. – arrived at 5:34 PM

David Lewis

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Brian McCarthy – General Manager/Board Clerk-Secretary

Jennifer Lee – District Counsel

Jena Acos – District Counsel – attended remotely

OTHERS PRESENT

Danna McGrew, Bartlett, Pringle & Wolf

Lura Copple, Bartlett, Pringle & Wolf – attended remotely

3. REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449

None.

4. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

5. PUBLIC COMMENT

No public comment.

6. APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETINGS OF JULY 30, 2024

(24-08-59)

Upon a motion by Director Thomas, seconded by Director Lewis, the Board approved the minutes for the July 30, 2024 Special Board Meeting by a vote of 4-0-1 with Director Bearman being absent.

7. GENERAL MANAGER UPDATES

The General Manager provided a report.

8. **LEGAL COUNSEL UPDATES**

No report

9. **CONSIDERATION OF 3RD QUARTER FINANCIALS ANALYSIS BY BARTLETT PRINGLE & WOLF AND UPDATE ON CLIENT ACCOUNTING SERVICES (CAS) TRANSITION**

The General Manager introduced this item and Ms. Danna McGrew and Ms. Laura Copple from Bartlett, Pringle and Wolf (BPW). Ms. McGrew and Ms. Copple provided a report on the FY 2023-24 third quarter financials, then updated the Board on the progress BPW's CAS team has made since being authorized by the Board to support routine accounting and financial matters that had previously been completed by in-house staff. Discussion ensued, but no action was taken by the Board on this item

10. **RECONSIDERATION OF THE CONDITIONS CONSTITUTING AN EMERGENCY**

(24-08-60)

The General Manager introduced this item and provided an update on status of progress being made on Spill investigation and force mains work. Board questions and discussion followed. Upon a motion by Director Geyer, seconded by Director Lewis, declaring that an emergency condition still exist, the Board reaffirmed Resolution 24-823 s by the following roll call vote:

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

11. **CONSIDERATION OF TECHNICAL MEMORANDUM FOR ASSESSING THE 24-INCH FORCE MAIN AND REQUESTING BOARD AUTHORIZATION TO CONTRACT WITH A CONSULTANT TO MAKE SAID ASSESSMENT**

(24-08-61)

Director Turenchalk introduced this item. The Board and staff discussed the memo and recommendations. Director Geyer made a motion, seconded by Director Bearman, to authorize the General Manager to enter into an agreement to utilize PICA SeeSnake technology to assess the 24-inch force main as presented in the MNS memo by the following roll call vote:

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

12. **AUTHORIZE CHANGE IN SCOPE OF THE SPILL AD HOC COMMITTEE TO REVIEW THE DRAFT FORCE MAIN ASSESSMENT / FEASIBILITY STUDY AND COORDINATE WITH STAFF ON PREPARING SAID STUDY FOR THE FULL BOARD'S CONSIDERATION**

(24-08-62)

The General Manager introduced this item. Director Thomas made a motion, seconded by Director Lewis, to authorize the Spill As Hoc Committee to work with MNS Engineers and staff to proceed with completing a draft Force Mains Assessment Report for presentation to the Board. The motion passed by unanimous vote.

13. **CONSIDERATION OF RESOLUTION NO. 24-829 AMENDING THE BOARD POLICY HANDBOOK BY ADDING A NEW SECTION 2, REVISING SECTION NUMBERS ACCORDINGLY, AND MODIFYING SECTIONS 7 AND 11**

(24-08-63)

District Counsel Acos provided report and answered questions. Some minor changes were to numbering and language to the draft Board Policy Handbook and Resolution. Director Lewis made a motion, seconded by Director Bearman, to accept the updated Board Policy Handbook including changes discussed and adopt Resolution No. 24-829 by the following roll call vote:

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

14. CONSIDERATION OF RESOLUTION NO. 24-830 APPROVING AN AMENDED CONFLICT OF INTEREST CODE FOR DESIGNATED EMPLOYEES AND AUTHORIZING THE SUBMISSION OF THE 2024 LOCAL AGENCY BIENNIAL NOTICE
(24-08-64)

The General Manager and District Counsel Lee introduced this item. Staffing and job responsibility changes that have taken place over the last few years warrant that additional staff participate in Conflict of Interest training. Upon a motion by Director Geyer to approve Resolution No. 24-830, seconded by Director Thomas the motion passed by the following unanimous roll call vote:

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

15. REPORT ON VEHICLE REPLACEMENT PER THE CALIFORNIA AIR RESOURCES BOARD'S ADVANCED CLEAN FLEETS REGULATIONS AND FUNDING OPTIONS

District Counsel Acos and Lee provided a general overview of Zero Emissions Vehicle (ZEV) regulations and potential funding sources. Directors provided additional information from presentations and written materials they received. Counsel and staff answered questions for which they had answers and explained that the applicable regulations and funding opportunities will take time to fully research, but those of merit will be brought back to the Board for consideration in the future. No action was taken by the Board on this item.

16. COMMUNICATIONS

Received

17. REPORTS

A. Operations Report

The General Manager provided a report.

B. LAFCO: August 1, 2024

Director Geyer provided a report.

C. Goleta Sanitary District: August 5, 2024

Director Geyer provided a report.

D. Other Reports

Directors Bearman and Thomas provided reports on the CASA 2024 Annual Conference


18. FUTURE AGENDA ITEMS

A request was made for a review of the travel expense per diem allowance for the Board and staff. A suggestion was made to consider placing a plaque on the new building honoring former Board member Larry Meyer.


19. **ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 6:43 PM.

APPROVED



David Lewis, Board Vice President
for
Eva Turenchalk, Board President



Brian McCarthy, Board Clerk-Secretary

Operations Report

July 10 - 30, 2024

Administration

District counsel and staff continue to communicate with the Ad Hoc Committee, the Board, regulatory agencies, and consultants regarding matters related to the February Spill and updates to the District's website.

Public Notice for a Public Hearing scheduled August 15, 2024 at 5:30 PM is being published as required in the SB Independent. At the Hearing the Board will consider adoption of a Resolution to place GWSD Sewer Service Charges on the FY 2024-25 County Tax Roll.

Staff met with the General Manager of IVRPD.

Staff continues to work with Bartlett, Pringle & Wolf's (BPW) Client Accounting Services (CAS) team complete the day-to-day accounting and financial tasks for the District. Weekly coordination meetings with the BPW team occur every Tuesday.

The Personnel Committee, counsel and staff continue to work on revisions and updates to the Personnel Policy/Employee Handbook.

Counsel completed revisions to the Board Policy Handbook and incorporation of Director responsibilities as directed by the Board at the July 7, 2024 Regular Board Meeting following approval of the Information Sheet for BOD Candidates.

Weekly Owner-Architect-Contractor (OAC) meetings for the Headquarter Buildings Improvement Project have been temporarily discontinued until construction resumes. Communication is ongoing regarding Phase 2 permitting between Ed Galindo, architect, Alicia Harrison, BHFS Land Use Planner, and counsel and staff.

Counsel and staff met with APCD to learn more about ZEVs, heavy-duty fleet equipment and truck EV replacement options, and potential grant and funding sources.

Collection System

Staff continues to take photos and conduct inspections of the entire route of the force mains to GSD, however the frequency has been reduced from daily to once per week, routinely on Wednesdays. Water quality sampling has been discontinued as of July 19th due to results being under the fecal coliform threshold for two consecutive samples.

Installation of the Siemens flow meter for PS1 effluent will also be scheduled once Tierra Contracting is available. Installation of a valve and access vault modifications to provide for emergency pump station bypass into the 18-inch force main and repair of an existing valve will be completed at the same time.

Staff continues to work with MNS Engineers on the Force Mains Condition Assessment.

Staff investigated an odor complaint at 6842 Phelps Road.

Staff is corresponding with the City of Goleta regarding numerous infrastructure projects related to storm drain damage from the previous year's rain events. Staff has inspected work near our infrastructure on SB Shores, Newport and Bassano Drive.

Staff is corresponding with architects for construction of a proposed apartment building at 971 Embarcadero Del Mar in Isla Vista.

Staff continues to review mainline sewer facility and correspond with agents for the Heritage Ridge Housing Development as part of the Willow Springs tract.

Correspondence continues with Flowers & Associates regarding proposed construction of Anthem Chapel next to Christ Lutheran Church at 6595 Covington Way and connection to public sewer.

Correspondence with new property owner at 6521 Pardall regarding installation of a grease interceptor continues.

Inspections continue for construction of UCSB's North Campus Faculty Housing project to modify the existing sewer main lines to accommodate lot line adjustments.

Staff completed all scheduled July root cuts and hot spots. All scheduled hydro cleaning has been completed for IV West, the Los Carneros 20-inch trunk line and sections of the Storke trunk line.

Sewer Availability Letters were issued for the following:

- Attached ADU at 6701 Del Play Drive
- Detached ADU at 6790 Scripps Crescent
- Detached ADU at 330 Vereda Leyenda

A Sewer Service Permit was issued for a sewer lateral replacement at 6503 Madrid Road.

Inspection and Permit sign off was completed for an ADU at 7093 Armstrong and 77 Manchester.

Industrial Waste & Environmental Compliance

Staff issued a written Notice of Warning to Teledyne FLIR, LLC due to a Cadmium exceedance identified during their 2nd quarter Self-Monitoring Sampling as required by their Industrial

Wastewater Discharge Permit. Staff is working with the Industrial User to identify sources of the exceedance in the facility and collect a resample to confirm compliance.

Staff continues to review the 2024 2nd quarter Self-Monitoring Reports for the Class IV Industrial Wastewater Discharge Permittees.

Street Sweeping

District staff continues to perform street sweeping services as the regular operator is unavailable. The program has remained on schedule. Information for street sweeping makeup days for holidays continues to be posted on the District website.

Graffiti: None reported

Abandoned Vehicles: None reported

Hours: 43.1

Miles: 375.6

Loads: 17

Maintenance: Performed routine inspections and maintenance of street sweepers.

Marborg: None reported for this period.

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	May 2024	2.2818 MGD; 47.1729 %
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Your environmental partner since 1954

Sewer Operations Cleaning Summary from July 10, 2024 to July 30, 2024

Descripton	Quantity
Feet Cleaned	
Hot Spot	6,016 ft.
Hydroflush	5,681 ft.
Root Cutting	1,054 ft.
	12,751 ft.
Lines Cleaned	
Hot Spot	24 lines
Hydroflush	16 lines
Root Cutting	5 lines
	45 lines
Other Work Orders	
Site Verification	52 Work Orders
User Charge	10 Work Orders
Parcel Permit	2 Work Orders
	64 Work Orders

Goleta West Sanitary District
Allowance of Claims
6/29/24 - 7/31/2024

Rev_n

Vendor ID	Vendor Name	Transaction Description	Check Date	Document	Amount
ADP01	ADP Inc	Payroll Fees	7/12/2024	\$	940.19
ADT01	ADT Security Service Inc*	Security	7/17/2024		299.04
ADT01	ADT Security Service Inc*	Security	7/31/2024		26.58
ALL01	Alliant Insurance Services	Insurance	7/3/2024		8,210.00
AQU01	Aqua-Flo Supply	Operations Supplies	7/17/2024		118.13
ASB01	Asbury Environmental Services	Vehicle Fuel	7/17/2024		105.00
BAR01	Bartlett Pringle & Wolf LLC	Accounting Services	7/17/2024		875.00
BAR01	Bartlett Pringle & Wolf LLC	Accounting Services	7/31/2024		12,453.00
BAR01	Bartlett Pringle & Wolf LLC	Accounting Services	7/3/2024		4,501.87
BAR02	Barricade Pest Control	Pest Control	7/17/2024		115.00
BLU01	Blueisle Bookkeeping	Accounting Services	7/17/2024		89.00
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	7/8/2024		90,709.29
CAG01	CA Green Business Network	Green Biz Network Contr	7/17/2024		5,000.00
CAL03	Public Employees HEALTH	CalPERS Health Insur	7/11/2024		19,198.07
CAN01	Cannon Corp	Software Services	7/31/2024		1,145.18
CAS01	CASA	Membership	7/3/2024		1,390.00
CHA03	Ruben Chavez	Reimbursement	7/31/2024		260.99
CIN01	Cintas Corporation	Safety Supplies	7/17/2024		72.74
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	7/23/2024		16,157.85
COA01	Coastal Copy	Contract Charge	7/17/2024		627.54
DAL01	Dal Pozzo Tire Corp	Tire Replacement	7/31/2024		562.07
DAT01	Datco Service Corp	Service Fees	7/17/2024		378.75
DEE01	Deep Blue Integration, Inc.	Fire Alarms	7/17/2024		440.00
DEE01	Deep Blue Integration, Inc.	Fire Alarms	7/3/2024		660.00
EDU01	Eduardo Galindo Architect	District Building Project	7/3/2024		48,167.34
EWE01	Ewers Engineering, Inc	Flow Reporting	7/3/2024		4,790.00
EWE01	Ewers Engineering, Inc	Flow Reporting	7/17/2024		9,371.00
FGL01	FGL Environmental	Water Analysis	7/17/2024		13,822.50
FIR01	First Bankcard	Credit Card Payment	7/15/2024		1,129.80
FIR02	FirstNet	Phones	7/3/2024		424.81
FIR02	FirstNet	Phones	7/31/2024		424.88
GOL02	Goleta Sanitary District	Water Treatment	7/3/2024		12,157.02
GOL04	Goleta Water District	Water	7/31/2024		125.34
GRA03	Grainger	Sensors	7/17/2024		205.00
GRA06	KYLE GRAHAM	Reimbursement	7/12/2024		231.66
HOM01	Home Depot Credit Svcs	Operations Supplies	7/3/2024		159.01
MAR01	Marborg Industries	Waste Removal	7/17/2024		4,974.06

MAR01	Marborg Industries	Waste Removal	7/31/2024	4,936.48
MIS01	Mission Linen Supply	Uniforms & Towels	7/3/2024	1,413.42
MNS01	MNS Engineers Inc	Construction	7/17/2024	13,191.31
MSW01	Mountain Spring Water	Water Delivery	7/17/2024	97.60
REL01	Reliance Standard Life Insurance	Insurance	7/31/2024	7,407.33
SAN22	Santa Barbara County Special Districts	Reimbursement	7/31/2024	1,387.22
SCC01	SB South Coast Chamber of Commerce	Lemon Festival	7/17/2024	5,000.00
SIE02	Siemens Industry, Inc.	Construction	7/17/2024	11,992.27
SIL01	Silvia's Cleaning Company, Inc.	Cleaning	7/17/2024	1,200.00
SOU02	Southern California Edison Co	Electricity	7/17/2024	1,000.09
SOU02	Southern California Edison Co	Electricity	7/31/2024	7,123.14
THE02	The Gas Company	Natural Gas	7/17/2024	39.06
THE02	The Gas Company	Natural Gas	7/31/2024	27.15
TIE01	Tierra Contracting Inc	Construction	7/3/2024	63,432.00
TRL01	Trusted Legal	Legal Services	7/31/2024	4,925.25
UCR01	UC Regents	Water	7/3/2024	530.52
UCR08	UC Regents	Construction	7/17/2024	3,311.50
UND01	Underground Service Alert	Dig Alerts	7/3/2024	118.26
VEL01	Velocity Truck Center Ventura County	Truck Supplies	7/31/2024	215.30
WEX01	WEX Bank	Vehicle Fuel	7/22/2024	2,411.70

Total Services & Supplies		\$	390,077.31
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Payroll - (2) Pay Date		\$	71,719.02
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CalPERS Public Employee's - Outstanding	CalPERS Retir Contr	\$	32,294.19
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Lincoln Insurance - Outstanding	Deferred Comp	\$	5,121.01
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Total Allowance of Claims		\$	499,211.53
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