

GOLETA WEST SANITARY DISTRICT

Regular Board Meeting

AGENDA

Date: December 7, 2021

5:30PM

UCSB Campus, Parking Lot 32

Santa Barbara, CA 93106

(District Office)

In response to the spread of the COVID-19 virus, Governor Newsom declared a state of emergency which directly impacts the ability of board members and members of the public to meet safely in person. To help minimize the potential spread of the COVID-19 virus, the Goleta West Sanitary District has decided hold this public meeting telephonically pursuant the requirements of Government Code section 54953(e) (as amended by AB 361). Members of the public are invited to attend and participate in the Goleta West Sanitary District Board Meeting in one of the following ways:

Join Zoom Meeting:

<https://us02web.zoom.us/j/9609647119>

Meeting ID: 960 964 7119

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

Please contact the District office by phone (805-968-2617) or email (info@goletawest.org) with any questions.

1. CALL TO ORDER

2. ROLL CALL

Members: President Geyer, Directors Turenchalk, Meyer, Bearman, Lewis

3. APPROVE THE ORDER OF THE AGENDA

4. 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.

5. RE-RATIFICATION OF RESOLUTION NO. 21-804 -- RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR OF

**THE STATE OF CALIFORNIA ON MARCH 4, 2020, AND RE-AUTHORIZING
REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES
OF GOLETA WEST SANITARY DISTRICT PURSUANT TO BROWN ACT
PROVISIONS.**

- a. The Board will consider re-ratifying Resolution No. 21-804 and determining that existing circumstances continue to justify holding remote teleconference board meetings.

**6. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF
NOVEMBER 16, 2021.**

DISCUSSION-ACTION AGENDA

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

**7. PUBLIC AGENCY RETIREMENT SYSTEM (PARS) OPEB AND PENSION
TRUST PROGRAMS REVIEW**

- a. The Board will receive a presentation reviewing the District's trust administered by PARS.

**8. ADOPT-A-BLOCK FY 2020-2021 YEAR-END REPORT AND FY 2021-2022 1ST
QUARTER REPORT**

- a. The Board will consider acceptance of the Adopt-A-Block reports.

9. BOARD ORDER CONFIRMING PUBLICATION OF ORDINANCE NO. 21-94

- a. The Board will consider adoption of the Board Order.

10. FISCAL YEAR 2021-2022 FIRST QUARTER FINANCIAL REPORT

- a. The Board will consider acceptance of the quarterly financial report.

11. SPECIAL DISTRICT LAFCO NOMINATIONS AND ELECTION

- a. The Board will consider the aforementioned memo from LAFCO.

12. EMPLOYMENT AGREEMENT FOR ASSISTANT GENERAL MANAGER

- a. The Board will consider approval of an employment agreement.

**13. ELECTION OF BOARD OFFICERS AND BOARD CLERK-SECRETARY FOR
CALENDAR YEAR 2022**

- a. The Board will select officers to begin their term effective January 2021.

14. COMMUNICATIONS

Notice and Agenda for December 9, 2021 SB LAFCO Meeting.

15. REPORTS

- A. Operations Report from General Manager

- B. Personnel Committee**
- C. Management Committee**
- D. Finance Committee**
- E. Goleta Sanitary District**
- F. Isla Vista Recreation and Park District**
- G. SBCCSDA Meetings**
- H. City of Goleta**
- I. Other Director Reports**

16. FUTURE AGENDA ITEMS

17. ADJOURNMENT

Written materials relating to an item on this agenda that are distributed to the Goleta West Sanitary District within 48 hours before the meeting during which the item will be considered are made available for public inspection at the District administrative offices located at UCSB Campus, Parking Lot 32, Santa Barbara, CA, during business hours.

NEXT RESOLUTION NO. 806

NEXT ORDINANCE 95

December 2021

December 2021							January 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	2	3	4	5	6	7	8
12	13	14	8	9	10	11	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 28	29	30	Dec 1 12:00pm SBCSDA Executive Board Meeting 1:00pm Finance Committee Meeting	2	3	4
5	6 6:30pm GSD Board Meeting	7 5:30pm City of Goleta Council Meeting 5:30pm GWSD Regular Board Meeting	8	9 5:30pm IVR&PD Regular Meeting	10	11
12	13	14 5:30pm Goleta Water District Board Meeting	15 6:00pm Santa Barbara Airport Commission Mtg	16	17	18
19	20 6:30pm GSD Board Meeting	21 5:30pm City of Goleta Council Meeting	22	23	24 Christmas Eve Holiday - GWSD Closed	25
26	27 Christmas Day Holiday (observed) - GWSD Closed 6:00pm SBCSDA Chapter Meeting	28	29	30	31 New Year's Eve Holiday - GWSD Closed	Jan 1, 22

January 2022

January 2022							February 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	6	7	1	2	3	4	5
9	10	11	12	13	14	8	13	14	8	9	10	11	12
16	17	18	19	20	21	15	20	21	15	16	17	18	19
23	24	25	26	27	28	22	27	28	22	23	24	25	26
30	31					29							

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 26	27	28	29	30	31	Jan 1, 22
2	<div>New Year's Day Holiday (observed) - GWSD</div> <div>6:30pm GSD Board Meeting</div>	<div>5:30pm City of Goleta Council Meeting</div> <div>5:30pm GWSD Regular Board Meeting</div>	<div>12:00pm SBCCSDA Executive Board Meeting</div>	6	7	8
9	10	<div>5:30pm Goleta Water District Board Meeting</div>	12	<div>5:30pm IVR&PD Regular Meeting</div>	14	15
16	<div>MLK Holiday - GWSD Closed</div> <div>6:30pm GSD Board Meeting</div>	<div>5:30pm GWSD Regular Board Meeting</div> <div>5:30pm City of Goleta Council Meeting</div>	<div>6:00pm Santa Barbara Airport Commission Mtg</div>	20	21	22
23	<div>6:00pm SBCCSDA Chapter Meeting</div>	25	26	27	28	29
30	31	Feb 1	2	3	4	5

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 16, 2021**

POSTING OF THE AGENDA

The agenda notice for this meeting was posted outside the administrative office of the Goleta West Sanitary District and on the District's website at least 48 hours in advance of the meeting.

This Board meeting was conducted pursuant to California Government Code Section 54953 and Governor Newsom's Executive Order, N-29-20, temporarily suspending portions of the Brown Act to implement social distancing in response to the COVID-19 pandemic. Members of the Board participated in this meeting remotely. Public Comment on agenda items also could occur remotely.

1. CALL TO ORDER

President Geyer called the meeting to order at 5:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Craig Geyer – attended remotely

Eva Turechalk – attended remotely

Larry Meyer – attended remotely

David Bearman M.D. – attended remotely

BOARD MEMBERS ABSENT

David Lewis

STAFF PRESENT

Mark Nation – General Manager/Superintendent

Brian McCarthy – Chief Inspector

Jena Acos – District Counsel – attended remotely

OTHERS PRESENT

Steve Majeowsky – Goleta Sanitary District – attended remotely

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

Director Meyer mentioned that people in his neighborhood were impressed with the sweeper making up the missed sweep day for the Veteran's Day holiday.

5. **RE-RATIFICATION OF RESOLUTION NO. 21-804 -- RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR OF THE STATE OF CALIFORNIA ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF GOLETA WEST SANITARY DISTRICT PURSUANT TO BROWN ACT PROVISIONS.**

(21-11-62)

Upon a motion by Director Meyer, seconded by Director Turenchalk, the Board approved the re-ratification of Resolution No. 21-804 as presented by the following roll call vote:

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

6. **APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING OF OCTOBER 29, 2021, THE REGULAR BOARD MEETING OF NOVEMBER 2, 2021 AND THE SPECIAL BOARD MEETING OF NOVEMBER 9, 2021.**

(21-11-63)

Upon a motion by Director Turenchalk, seconded by Director Meyer, the Board approved the minutes of the Special Board Meeting of October 29, 2021, the Regular Board Meeting of November 2, 2021 and the Special Board Meeting of November 9, 2021 as presented by the following roll call vote:

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

7. **RESOLUTION NO. 21-805, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GOLETA WEST SANITARY DISTRICT DECLARING ITS INTENT TO TRANSITION FROM AT-LARGE TO DISTRICT-BASED ELECTIONS BY THE 2024 GENERAL ELECTION**

(21-11-64)

Upon a motion by Director Turenchalk, seconded by Director Bearman, the Board adopted Resolution No. 21-805, Declaring its Intent to Transition from At-Large to District-Based Elections by the 2024 General Election by the following roll call vote:

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

8. **APPOINTMENT OF CVRA AD-HOC COMMITTEE**

President Geyer appointed Director Turenchalk to serve as Chair of an Ad-Hoc Committee created for the purpose of working on CVRA issues associated with transitioning to district-

based elections by the 2024 general election. President Geyer then expressed his interest in being appointed by the Board to that CVRA Ad-Hoc Committee.

At this time President Geyer recused himself and left the Zoom meeting.

(21-11-65)

Upon a motion by Director Bearman, seconded by Director Turenchalk, the Board approved to appoint President Geyer as the other member of the CVRA Ad-Hoc Committee by the following roll call vote:

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

9. LETTER OF APPRECIATION TO IVR&PD REGARDING THE ADOPT-A-BLOCK PROGRAM

(21-11-66)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board approved to direct staff to send the letter of appreciation as amended to the Isla Vista Recreation & Park District following President Geyer's signature by the following roll call vote:

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

10. COMMUNICATIONS

The communications were noted as received.

11. REPORTS

Operations Report

The General Manager provided a report.

Goleta Sanitary District

Director Meyer provided a report.

Goleta Water District

Director Turenchalk provided a report.

Isla Vista Recreation & Park District

No report.

SBCSDA Meetings

Director Meyer provided a report.

City of Goleta

No report.

Other Director Reports

None.

12. FUTURE AGENDA ITEMS

None.

13. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 5:56PM.

Mark Nation, Clerk - Secretary

APPROVED

Craig Geyer, Board President

October 27, 2021 – November 9, 2021

Administration

Special Board Meetings were held October 29 and November 9, 2021.

District auditors completed the on-site field work for the FY 2020-2021 audit and have been in contact with Staff asking follow-up questions.

Newton Construction continues work on the perimeter floodwall portion of the buildings project. The poured concrete wall portion near where the new administration building location is should be poured in the next couple of weeks. Conduits for the electrical switchgear are in place awaiting Edison's inspection. The underground vault near the transformer is now in place. Once the site is utilizing power from the new location and the electrical gear in the old PS#2 is disabled, the work on the Garage and New Operations Building will begin. Construction progress meetings are attended by staff and Ed Galindo.

Final interviews of the top candidates for the position of Environmental Compliance Specialist were held on November 3, 2021. References are now being communicated with. A job offer will be made to the selected candidate soon.

Following Board direction, Staff submitted the District's vote for the CSDA 2021 Bylaws update.

The one year warranty period for the performance bond to be in place for the Phelps Road Project has now passed. Staff released the bond to Tierra Contracting, Inc.

Staff prepared and sent the annual letter to EMID regarding the condition and maintenance of their sewer system.

Collection System

The crew completed hydro cleaning throughout the District for the month of November 2021. Hotspots, root cutting, the Pacific Glen area, Homes at Sandpiper area, Quiet Frenzy area and the Westfield area were all completed this period. A sewer operations summary is included with this operations report.

The crew performed easement maintenance throughout the District.

The crew continues working on 2022 CCTV inspections primarily in the Evergreen area this period.

Staff continues working on the required bi-annual audit of the District's Sewer System Management Plan.

Staff prepared permit fee estimate for the agent to the owner for a garage conversion to an ADU at 7616 Pismo Beach Circle.

Staff continues to work with Stantec Engineering regarding updates to the District Standard Specifications. This should come to the Board in the near future.

All-staff continues completing various online safety training courses offered through CSRMA.

Industrial Waste

Staff is continuing the Industrial Wastewater Discharge Permit renewal process with all permitted industries within the District.

Staff is corresponding with Aeluma, Inc., a new start-up semiconductor manufacture within the District. An Industrial Wastewater Discharge Permit will be issued to this facility once staff has gathered all necessary information

Staff has been corresponding with a new start-up company, Aeluma, Inc., regarding our Pretreatment Program and requirements for obtaining an Industrial Wastewater Discharge Permit.

Street Sweeping

Graffiti - none to report

Abandoned vehicles - Reported white Ford van, license plate # 7J75506, 7577 Hempstead Avenue

Hrs. - 39

Miles - 349.3

Loads - 10

Marborg - 10/7/2021 = 8.820 TN

Maintenance

- Repaired hopper pulley cable, re-aligned with pulleys
- Crosswind delivered to Cummins sales and service in Ventura for diagnosis of ECU and exhaust regen system

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	September 2021	MGD 1.985; 46.2586%
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Sewer Operations Cleaning Summary from October 27, 2021 to November 9, 2021

Your environmental partner since 1954

Descripton	Quantity
Feet Cleaned	
Hydroclean	6,450 ft.
Hot Spot	717 ft.
Root Cutting	242 ft.
	<hr/>
	7,409 ft.
Lines Cleaned	
Hydroclean	47 lines
Hot Spot	3 lines
Root Cutting	1 line
	<hr/>
	51 lines
Other Work Orders	
CCTV Work Order	24 Work Orders
FOG Inspection	9 Work Orders
	<hr/>
	33 Work Orders

Goleta West Sanitary District
Allowance of Claims
October 28, 2021 - November 09, 2021

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amou
ADP01	ADP Inc	Payroll Svc	11/8/2021	705.83
ALL01	Alliant Insurance Services	Insurance Public Official Bond	11/8/2021	350.00
AQU01	Aqua-Flo Supply	Operating Supplies	11/8/2021	400.50
BAR01	Bartlett Pringle & Wolf LLC	Audit & Accounting Svcs	11/8/2021	6,587.00
BAR02	Barricade Pest Control	Pest Control	11/8/2021	300.00
BLU01	Blueisle Bookkeeping	Bookkeeping Svcs	11/8/2021	85.00
CAL13	CALAFCO	Annual Membership	10/29/2021	300.00
CAN01	Cannon Corp	SCADA Support	11/8/2021	1,360.00
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	10/29/2021	2,302.20
COA01	Coastal Copy	Copier Svc	11/8/2021	189.41
CWE07	CWEA	CWEA Membership	11/8/2021	192.00
DAT01	Datco Service Corp	DOT Services	11/8/2021	175.50
FIR01	First Bankcard	Operations Supplies	11/8/2021	924.48
FRO01	Frontier Communications	Phone Svc	11/8/2021	1,096.18
GOL02	Goleta Sanitary District	Treatment	11/8/2021	291,930.36
LAR01	Larry's Auto Parts	Vehicle Parts	11/8/2021	363.12
LIN01	Lincoln National Life Ins	Deferred Compensation	11/5/2021	1,800.00
MAR01	Marborg Industries	Waste Removal & Rolloff	11/8/2021	1,638.08
MCC02	McCormix Corporation	Sweeper Fuel	11/8/2021	262.97
MIS01	Mission Linen Supply	Uniforms & Towels	11/8/2021	1,302.86
MSW01	Mountain Spring Water	Drinking Water	11/8/2021	94.20
NMG01	Nielsen Merksamer	Legal Svcs	11/8/2021	875.50
PFM01	PFM Asset Management LLC	Investment Management	11/8/2021	1,243.79
PLU01	Plumbers Depot, Inc.	Maintenance Supplies	11/8/2021	1,117.74
SIL01	Silvia's Cleaning Company, Inc.	Janitorial	11/8/2021	480.00
SMI02	Smitty's Towing	Sweeper Towing	11/8/2021	666.50
SOU02	Southern California Edison Co	Electricity	11/8/2021	4,885.08
THE02	The Gas Company	Natural Gas	11/8/2021	55.65
UND01	Underground Service Alert	Dig Alerts	11/8/2021	232.62
Total Services & Supplies				321,916.57
Payroll - (0) pay dates				\$0.00
Total				\$321,916.57

GOLETA WEST SANITARY DISTRICT

DATE: DECEMBER 7, 2021

AGENDA ITEM #7

**AGENDA TITLE: PUBLIC AGENCY RETIREMENT SYSTEM (PARS) OPEB
AND PENSION TRUST PROGRAMS REVIEW**

SUMMARY DESCRIPTION:

Representatives from PARS will present a review of the Districts PARS 115 Trust – OPEB Prefunding and Pension Rate Stabilization Programs.

SUPPLEMENTARY MATERIAL

PPT Presentation from PARS

PUBLIC
AGENCY
RETIREMENT
SERVICES

PARS

TRUSTED SOLUTIONS. LASTING RESULTS.

GOLETA WEST SANITARY DISTRICT

PARS 115 Trust – OPEB Prefunding Program and
Pension Rate Stabilization Program Review
December 7, 2021

CONTACTS



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Executive Vice President
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Angela Tang
Client Services Coordinator
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Tory Milazzo, CFA
Senior Portfolio Manager
(805) 564-6219
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PARS 115 TRUST TEAM

Trust Administrator & Consultant



- Serves as record-keeper, consultant, and central point of contact
- Sub-trust accounting
- Coordinates all agency services
- Monitors plan compliance (IRS/GASB/State Government Code)
- Processes contributions/disbursements
- Hands-on, dedicated support teams

37

Years of Experience
(1984-2021)

2,000+

Plans under
Administration

1,000+

Public Agency
Clients

430+

115 Trust Clients

500K+

Plan Participants

\$6.4B

Assets under
Administration

Trustee



- 5th largest commercial bank and one of the nation's largest trustees for Section 115 trusts
- Safeguard plan assets
- Oversight protection as plan fiduciary
- Custodian of assets

158

Years of Experience
(1863-2021)

\$5.0T

Assets under
Administration

Investment Manager



- Investment sub-advisor to trustee U.S. Bank
- Investment policy assistance
- Uses open architecture
- Active and passive platform options
- Customized portfolios (with minimum asset level)

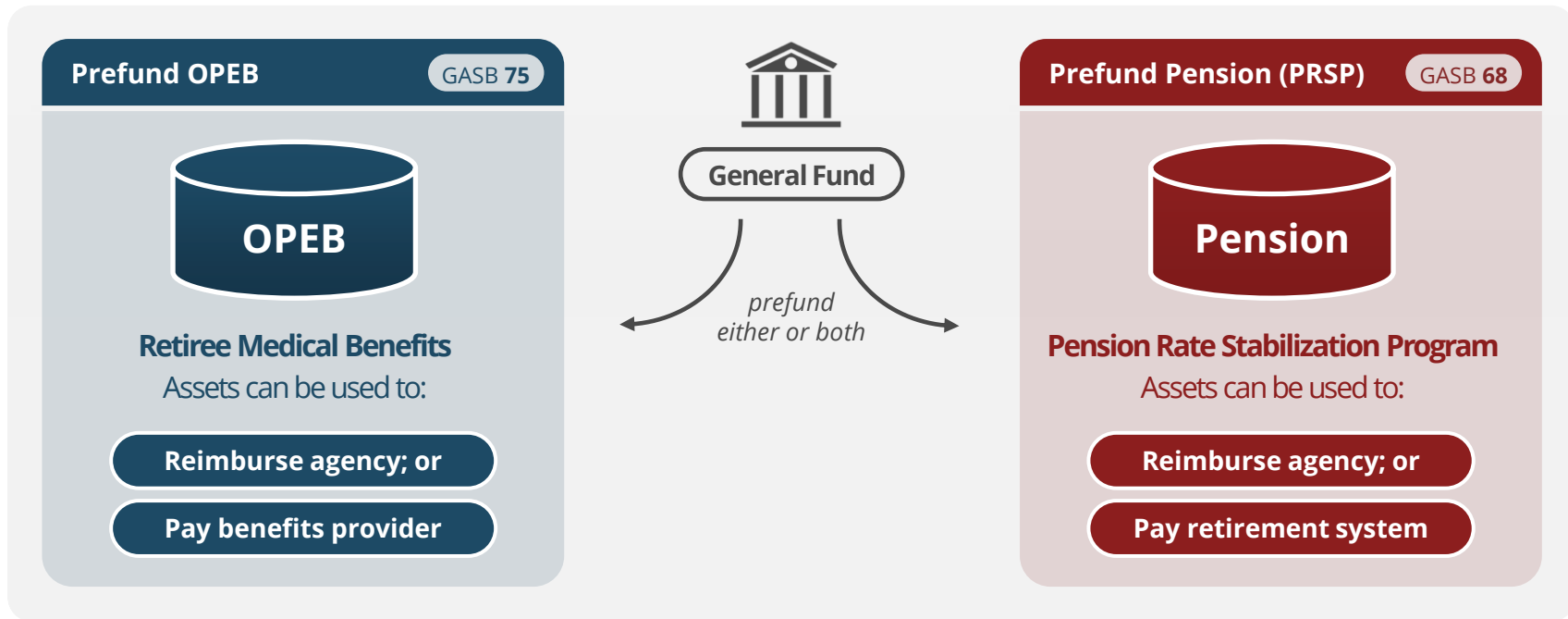
102

Years of Experience
(1919-2021)

\$19.0B

Assets under
Management &
Advisement

PARS IRS-APPROVED SECTION 115 TRUST



Subaccounts

OPEB and pension assets are individually sub-accounted, and can be divided by dept., bargaining group, or cost center.



Financial Stability

Assets in the PARS Section 115 Combination Trust can be used to address unfunded liabilities.



Flexible Investing

Allows separate investment strategies for OPEB and pension subaccounts.



Anytime Access

Trust funds are available anytime; OPEB for OPEB and pension for pension.



Economies-of-Scale

OPEB and pension assets aggregate and reach lower fees on tiered schedule sooner – saving money!



No Set Up Cost or Minimums

No set-up costs, no minimum annual contribution amounts, and no fees until assets are added.

SUMMARY OF AGENCY'S OPEB PLAN

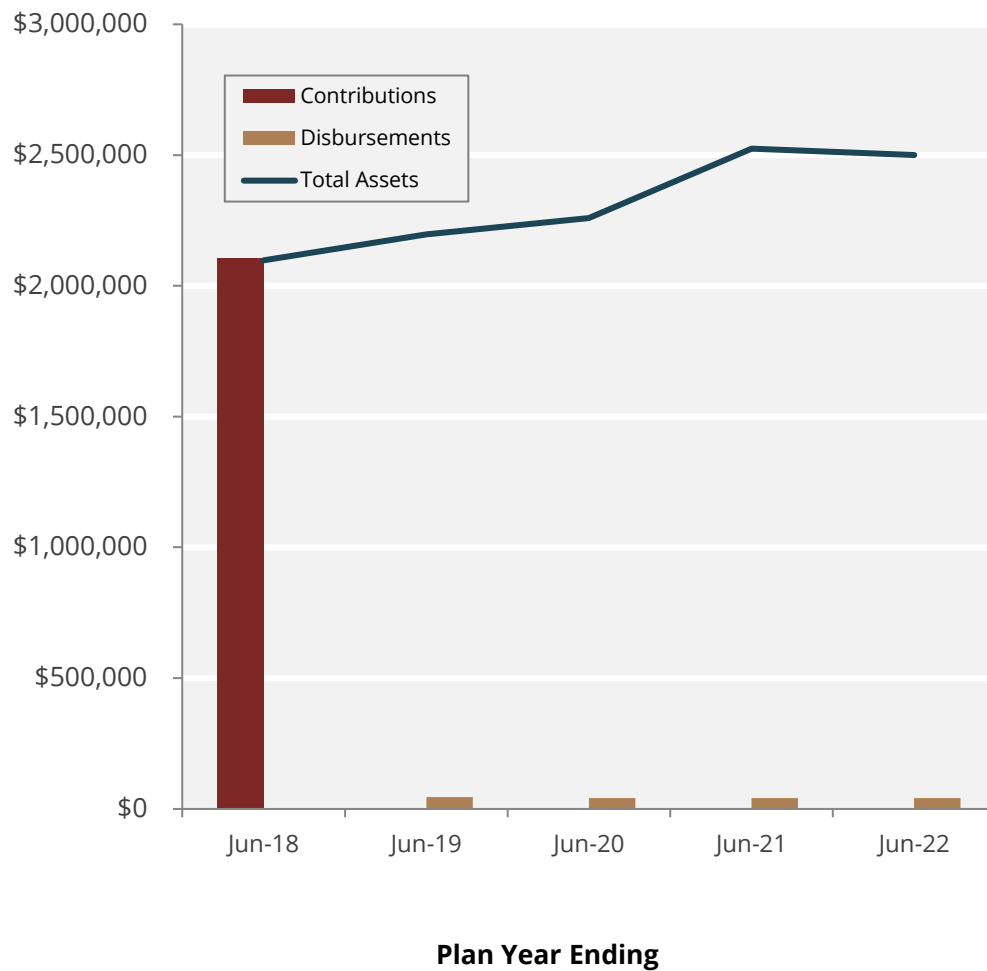
Plan Type:	IRC Section 115 Irrevocable Exclusive Benefit Trust
Trustee Approach:	Discretionary
Plan Effective Date:	August 1, 2017
Plan Administrators:	General Manager District Treasurer
Current Investment Strategy:	Moderately Conservative HM PLUS (Active) Strategy; Individual Account <i>*Prior to October 2018: Conservative Strategy</i>

AS OF OCTOBER 31, 2021:

Initial Contribution:	October 2017: \$2,104,763
Additional Contributions:	\$0
Total Contributions:	\$2,104,763
Disbursements:	\$168,128
Total Investment Earnings:	\$615,055
Account Balance:	\$2,500,800

SUMMARY OF AGENCY'S OPEB PLAN

HISTORY OF CONTRIBUTIONS, DISBURSEMENTS, AND TOTAL ASSETS AS OF OCTOBER 31, 2021:



Year	Contributions	Disbursements	Total Assets
Jun-18*	\$2,104,763	\$0	\$2,097,481
Jun-19	\$0	\$44,944	\$2,197,210
Jun-20	\$0	\$41,247	\$2,259,265
Jun-21	\$0	\$41,238	\$2,524,511
Jun-22**	\$0	\$40,699	\$2,500,800

*Plan Year Ending June 2018 is based on 9 months of activity.
 **Plan Year Ending June 2022 is based on 4 months of activity.

OPEB ACTUARIAL RESULTS

- We have received the actuarial report by Total Compensation Systems, Inc. with a measurement date as of June 30, 2020. In the table below, we have summarized the results.

Demographic Study	Measurement Date June 30, 2019	Measurement Date June 30, 2020
Actives	7	7
Retirees	6	6
Total	13	13

OPEB ACTUARIAL RESULTS

	June 30, 2019 Measurement 5.00% Discount Rate	June 30, 2020 Measurement 5.00% Discount Rate
Total OPEB Liability (TOL)	\$1,104,078	\$1,169,511
Fiduciary Net Position	\$2,155,963	\$2,218,047*
Net OPEB Liability (NOL)	(\$1,051,885)	(\$1,048,536)
Funded Ratio (%)	195.3%	189.7%
Service Cost	\$28,899 <i>for FY 2018-19</i>	\$55,041 <i>for FY 2019-20</i>
Annual Benefit Payments (Pay-as-you-Go)	\$49,209 <i>for FY 2020-21</i>	\$58,124 <i>for FY 2021-22</i>

*As of October 31, 2021, assets at \$2,500,800 (approx. ~213.8% funded).

Rule of thumb: For every one percent increase in the discount rate, the unfunded liability is lowered by 10-12%.

SUMMARY OF AGENCY'S PENSION PLAN

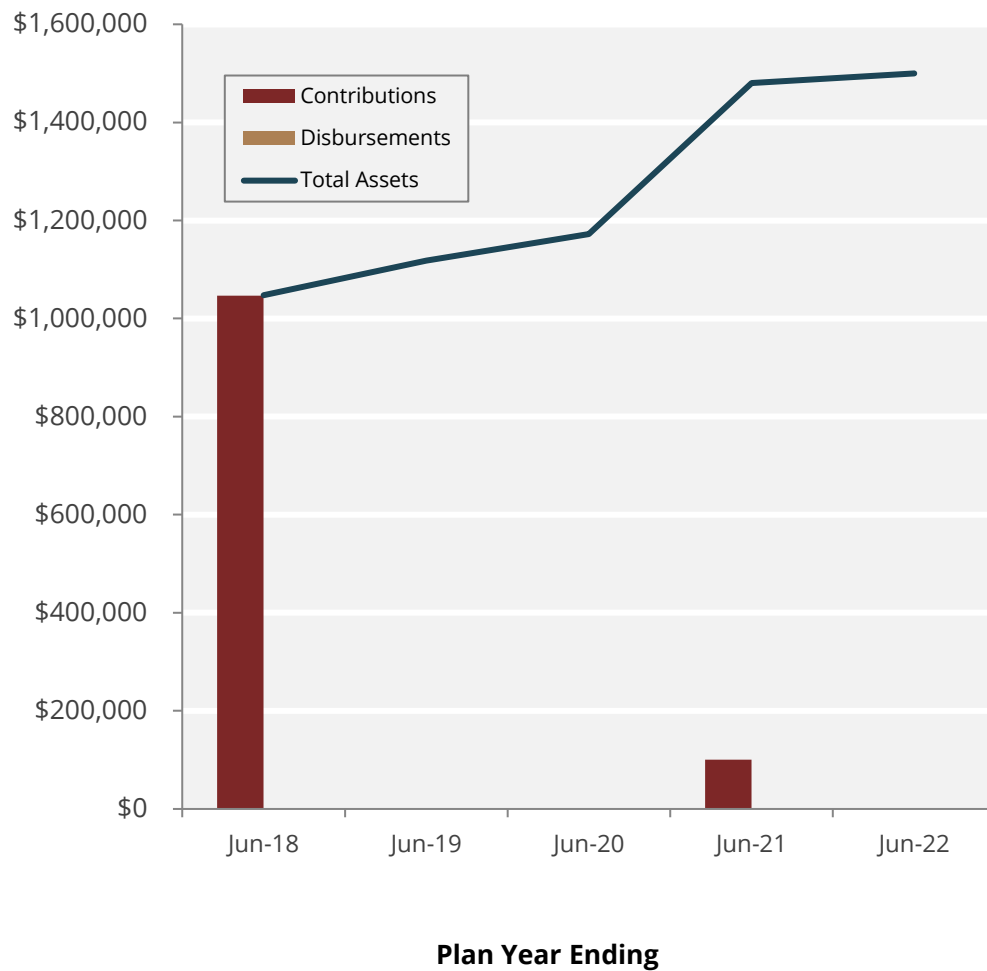
Plan Type:	IRC Section 115 Irrevocable Exclusive Benefit Trust
Trustee Approach:	Discretionary
Plan Effective Date:	August 1, 2017
Plan Administrators:	General Manager District Treasurer
Current Investment Strategy:	Moderate HM PLUS (Active) Strategy; Individual Account <i>*Between October 2018-November 2020: Moderately Conservative Strategy Prior to October 2018: Conservative Strategy</i>

AS OF OCTOBER 31, 2021:

Initial Contribution:	June 2018: \$1,046,762
Additional Contributions:	\$100,000
Total Contributions:	\$1,146,762
Disbursements:	\$0
Total Investment Earnings:	\$376,567
Account Balance:	\$1,500,241

SUMMARY OF AGENCY'S PENSION PLAN

HISTORY OF CONTRIBUTIONS, DISBURSEMENTS, AND TOTAL ASSETS AS OF OCTOBER 31, 2021:



Year	Contributions	Disbursements	Total Assets
Jun-18*	\$1,046,762	\$0	\$1,047,859
Jun-19	\$0	\$0	\$1,118,407
Jun-20	\$0	\$0	\$1,172,092
Jun-21	\$100,000	\$0	\$1,480,089
Jun-22**	\$0	\$0	\$1,500,241

*Plan Year Ending June 2018 is based on 1 month of activity.
 **Plan Year Ending June 2022 is based on 4 months of activity.



PENSION FUNDING STATUS

As of June 30, 2020, Goleta West Sanitary District's CalPERS pension plan is funded as follows*:

Combined Miscellaneous Groups	Valuation as of June 30, 2019	Valuation as of June 30, 2020	Change
Actuarial Liability	\$5.1 M	\$5.4 M	6.1% ↑
Assets	\$3.7 M	\$3.9 M	4.2% ↑
Unfunded Liability	\$1.3 M	\$1.5 M	11.4% ↑
Funded Ratio	73.5%	72.1%	1.8% ↓
Employer Contribution Amount	\$138.5 K (FY 20-21)	\$159.1 K (FY 21-22)	14.9% ↑
Employer Contribution Amount – Projected*	---	\$261.5 K (FY 27-28)	64.3% ↑
Normal Cost	\$73.9 K (FY 20-21)	\$78.2 K (FY 21-22)	5.84% ↑

* Data through 2027-28 from Agency's latest CalPERS actuarial valuation.

HIGHMARK CAPITAL MANAGEMENT INVESTMENT REVIEW

PARS/GOLETA WEST SANITARY DISTRICT

October 2021

Presented by
Salvatore “Tory” N. Milazzo III CFA
Director, Investment Executive

Economic and Market Forecasts - October 2021

	2021	2022
	Assumptions	Assumptions
GDP	5.5% - 6.5%	3.5% - 4.5%
S&P500 earnings	\$190 - \$210	\$210 - \$220
Unemployment	4.9% - 5.4%	4.1% - 4.8%
Core PCE Inflation	3.2% - 3.7%	2.1% - 2.5%
Fed Funds Target	0.0% - 0.25%	0.0% - 0.25%

ASSET ALLOCATION – Moderately Conservative HM Plus (OPEB)

As of October 31, 2021

Current Asset Allocation		Investment Vehicle	
Equity		Range: 50%-70%	31.97%
Large Cap Core	COFYX	Columbia Contrarian Core Inst3	3.12%
	VGIAX	Vanguard Growth & Income Adm	5.98%
Large Cap Value	DODGX	Dodge & Cox Stock Fund	2.74%
	IVE	iShares S&P 500 Value ETF	1.28%
Large Cap Growth	HNACX	Harbor Capital Appreciation Retirement	1.82%
	PRUFX	T. Rowe Price Growth Stock Fund I	1.77%
Mid Cap Core	IWR	iShares Russell Mid-Cap ETF	2.59%
Small Cap Value	UBVFX	Undiscovered Managers Behavioral Val R6	2.60%
Small Cap Growth	RSEJX	Victory RS Sm Cap Growth #279	2.55%
International Core	DFALX	DFA Large Cap International I	2.21%
International Value	DODFX	Dodge & Cox International Stock Fund	1.13%
International Growth	MGRDX	MFS® International Growth R6	1.12%
Emerging Markets	HHHFX	Hartford Schrodgers Emerging Mkts Eq F	2.00%
Real Estate	VNQ	Vanguard Real Estate ETF	1.07%
Fixed Income		Range: 30%-50%	66.87%
Short-Term	VFSUX	Vanguard Short-Term Investment-Grade Adm	11.60%
Intermediate-Term	DBLFX	DoubleLine Core Fixed Income I	17.53%
	PTTRX	PIMCO Total Return Instl Fund	17.56%
	PTRQX	Prudential Total Return Bond Q	17.49%
High Yield	PHIYX	PIMCO High Yield Instl	2.68%
Cash		Range: 0%-20%	1.16%
	FGZXX	First American Government Oblig Z	1.16%
TOTAL			100.00%

Account Name: Goleta West Sanitary District OPEB

As of: October 31, 2021

Performance Report

	Market Value	Quarter to Date (1 Month)	Year to Date (10 Months)	1 Year	3 Years	Inception to Date 11/01/2017
Cash Equivalents	29,224	.00	.02	.02	.93	1.05
Lipper Money Market Funds Index		.00	.00	.00	.91	1.03
Total Fixed Income	1,673,965	-.19	-.64	1.31	5.36	3.60
Bloomberg US Aggregate Bd Index (USD)		-.03	-1.58	-.48	5.63	3.65
Total Equities	772,122	5.18	17.63	40.26	18.44	14.24
Large Cap Funds	417,429	6.11	23.31	44.58	21.29	17.51
S&P 500 Composite Index		7.01	24.04	42.91	21.48	17.78
Mid Cap Funds	64,784	6.05	22.00	45.25	19.75	15.71
Russell Midcap Index		5.95	22.02	45.40	19.85	15.34
Small Cap Funds	128,568	4.36	11.57	41.95	15.91	14.03
Russell 2000 Index (USD)		4.25	17.19	50.80	16.47	12.63
International Equities	161,341	3.15	6.51	28.12	13.17	6.93
MSCI EAFE Index (Net)		2.46	11.01	34.18	11.54	6.63
MSCI EM Free Index (Net USD)		.99	-.27	16.96	12.30	5.50
Wilshire REIT Index		7.95	34.71	52.78	14.39	11.11
Total Managed Portfolio	2,501,772	1.49	4.91	12.34	9.68	7.03

Returns are gross of fees not including account level advisory fees unless otherwise stated. Gross returns are presented before management and custodial fees but after all trading expenses, embedded and reflect the reinvestment of dividends and other income. Net returns are net of investment management fees in effect for the respective time period. Returns for periods over one year are annualized. An investor cannot invest directly in unmanaged indices. The information presented has been obtained from sources believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

ASSET ALLOCATION – Moderate HM Plus (Pension)

As of October 31, 2021

Current Asset Allocation		Investment Vehicle	
Equity		Range: 20%-40%	53.04%
Large Cap Core	COFYX	Columbia Contrarian Core Inst3	5.26%
	VGIAX	Vanguard Growth & Income Adm	10.21%
Large Cap Value	DODGX	Dodge & Cox Stock Fund	4.68%
	IVE	iShares S&P 500 Value ETF	2.10%
Large Cap Growth	HNACX	Harbor Capital Appreciation Retirement	3.09%
	PRUFX	T. Rowe Price Growth Stock Fund I	3.01%
Mid Cap Core	IWR	iShares Russell Mid-Cap ETF	4.24%
Small Cap Value	UBVFX	Undiscovered Managers Behavioral Val R6	4.27%
Small Cap Growth	RSEJX	Victory RS Sm Cap Growth #279	4.18%
International Core	DFALX	DFA Large Cap International I	3.48%
International Value	DODFX	Dodge & Cox International Stock Fund	1.74%
International Growth	MGRDX	MFS® International Growth R6	1.72%
Emerging Markets	HHHFX	Hartford Schroders Emerging Mkts Eq F	3.27%
Real Estate	VNQ	Vanguard Real Estate ETF	1.80%
Fixed Income		Range: 50%-80%	45.84%
Short-Term	VFSUX	Vanguard Short-Term Investment-Grade Adm	8.35%
Intermediate-Term	DBLFX	DoubleLine Core Fixed Income I	11.79%
	PTTRX	PIMCO Total Return Instl Fund	11.81%
	PTRQX	Prudential Total Return Bond Q	11.76%
High Yield	PHIYX	PIMCO High Yield Instl	2.14%
Cash		Range: 0%-20%	1.11%
	FGZXX	First American Government Oblig Z	1.11%
TOTAL			100.00%

Account Name: PARS/GOLETA WEST SANITARY 115P-PENSION

As of: October 31, 2021

Performance Report

	Market Value	Quarter to Date (1 Month)	Year to Date (10 Months)	1 Year	3 Years	Inception to Date 10/01/2018
Cash Equivalents	16,814	.00	.02	.02	.93	.96
Lipper Money Market Funds Index		.00	.00	.00	.91	.93
Total Fixed Income	688,721	-.19	-.63	1.38	5.38	5.08
Bloomberg US Aggregate Bd Index (USD)		-.03	-1.58	-.48	5.63	5.20
Total Equities	768,286	5.21	17.85	40.52	18.51	14.89
Large Cap Funds	425,034	6.11	23.33	44.61	21.30	17.74
S&P 500 Composite Index		7.01	24.04	42.91	21.48	18.10
Mid Cap Funds	63,540	6.05	22.12	45.50	19.81	15.91
Russell Midcap Index		5.95	22.02	45.40	19.85	15.96
Small Cap Funds	126,657	4.36	11.57	41.96	15.91	11.97
Russell 2000 Index (USD)		4.25	17.19	50.80	16.47	11.74
International Equities	153,056	3.12	6.49	28.10	13.16	9.66
MSCI EAFE Index (Net)		2.46	11.01	34.18	11.54	8.26
MSCI EM Free Index (Net USD)		.99	-.27	16.96	12.30	8.69
Wilshire REIT Index		7.95	34.71	52.78	14.39	12.86
Total Managed Portfolio	1,500,633	2.63	8.92	16.70	11.07	10.19

Returns are gross of fees not including account level advisory fees unless otherwise stated. Gross returns are presented before management and custodial fees but after all trading expenses, embedded and reflect the reinvestment of dividends and other income. Net returns are net of investment management fees in effect for the respective time period. Returns for periods over one year are annualized. An investor cannot invest directly in unmanaged indices. The information presented has been obtained from sources believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

GOLETA WEST SANITARY DISTRICT

For Period Ending October 31, 2021

LARGE CAP EQUITY FUNDS

Fund Name	1-Month Return	3-Month Return	Year-to- Date	1-Year Return	3-Year Return	5-Year Return	10-Year Return
Columbia Contrarian Core Inst	5.34	2.27	20.88	42.37	21.66	17.70	16.08
Harbor Capital Appreciation Retirement	8.71	6.30	19.80	41.32	31.91	27.22	20.01
Vanguard Growth & Income Adm	6.94	4.86	23.91	43.13	20.66	18.40	16.23
T. Rowe Price Growth Stock I	5.78	3.03	21.33	39.52	27.05	23.89	19.10
Dodge & Cox Stock	4.48	3.79	30.02	60.21	16.88	16.25	15.39
S&P 500 TR USD	7.01	5.13	24.04	42.91	21.48	18.93	16.21

MID CAP EQUITY FUNDS

iShares Russell Mid-Cap ETF	5.94	4.12	21.86	45.14	19.69	16.30	14.60
Russell Mid Cap TR USD	5.95	4.17	22.02	45.40	19.85	16.47	14.78

SMALL CAP EQUITY FUNDS

Undiscovered Managers Behavioral Val L	3.99	4.26	30.24	72.50	13.32	11.96	13.87
T. Rowe Price New Horizons I	4.99	6.82	19.94	39.24	33.43	30.09	22.24
Russell 2000 TR USD	4.25	3.44	17.19	50.80	16.47	15.52	13.50

INTERNATIONAL EQUITY FUNDS

Dodge & Cox International Stock	4.18	2.88	12.95	44.03	9.73	7.93	7.15
DFA Large Cap International I	3.17	1.21	12.65	35.55	12.04	10.11	7.48
MFS International Growth R6	4.22	0.72	8.89	26.42	15.88	13.87	9.43
MSCI EAFE NR USD	2.46	1.24	11.01	34.18	11.54	9.79	7.37
Hartford Schroders Emerging Mkts Eq Y	1.25	-1.89	-0.88	17.88	14.37	11.30	6.31
MSCI EM NR USD	0.99	-0.49	-0.27	16.96	12.30	9.39	4.88

REAL ESTATE FUNDS

Fund Name	1-Month Return	3-Month Return	Year-to- Date	1-Year Return	3-Year Return	5-Year Return	10-Year Return
Vanguard Real Estate ETF	7.06	3.18	30.82	47.45	15.70	10.29	10.79

BOND FUNDS

DoubleLine Core Fixed Income I	-0.05	-0.68	-0.16	1.95	4.86	3.21	3.74
PIMCO Total Return Instl	-0.30	-1.03	-1.06	0.42	5.84	3.70	3.74
PGIM Total Return Bond R6	0.02	-1.29	-1.43	1.61	6.49	4.20	4.41
Vanguard Short-Term Investment-Grade Adm	-0.50	-0.76	-0.15	0.75	3.89	2.62	2.53
Bloomberg US Agg Bond TR USD	-0.03	-1.08	-1.58	-0.48	5.63	3.10	3.00

Source: SEI Investments, Morningstar Investments

Returns less than one year are not annualized.

GOLETA WEST SANITARY DISTRICT

DATE: DECEMBER 7, 2021

AGENDA ITEM #8

**AGENDA TITLE: ADOPT-A-BLOCK FY 2020-2021 YEAR-END REPORT AND
FY 2021-2022 1ST QUARTER REPORT**

SUMMARY DESCRIPTION:

The Management Committee met and reviewed both the Adopt-A-Block FY 2020-2021 year-end report and the 1st Quarter FY 2021-2022 Adopt-A-Block report. The Committee recommends that the Board accept both reports as presented. Kimberly Kiefer the IVR&PD General Manager will attend the meeting to answer questions from the Board.

SUPPLEMENTARY MATERIAL:

November 2, 2021 Adopt-A-Block FY 2020-2021 Year-End Report
November 2, 2021 Adopt-A-Block FY 2021-2022 Quarter 1 Report.



ISLA VISTA RECREATION AND PARK DISTRICT
961 Embarcadero Del Mar, Isla Vista, CA 93117
Adopt-A-Block Program (AAB)
FY 2020-2021 – Year-End Report

November 2, 2021

Goleta West Sanitary District
Mark Nation
P.O. Box 4
Goleta, CA 93116

Dear Goleta West Sanitary District Board of Directors,

On behalf of Isla Vista Recreation & Park District (IVRPD) and the IV community, I once again write to extend my sincere gratitude for your continued support of AAB.

As you know, AAB temporarily pivoted operations at the start of the 2020-21 fiscal year (FY 2020-21) to support IVRPD's emergent need to respond to the joint COVID-19 and housing crises while the former prevented resumption of typical volunteer activities.

This support continued through the final quarter (Q4) of FY 2020-21 with considerable staff time devoted to coordinating the ramp-down and closure of the People's Park Temporary Emergency Sleeping Site previously outlined in our Q3 report.

In completing this work, all impacted unsheltered individuals were offered alternative shelter accommodations and over 22 tons of solid and/or hazardous waste was safely collected with support from the County of Santa Barbara (County), affiliated service providers, and contracted waste haulers.

Without your continued support, much of this waste would have polluted storm runoff and negatively impacted public health, safety and quality of life for IV residents.

As our valued supporter, I am therefore pleased to present to you this report, which will address the following topics in greater detail:

- I. FY 2020-21 Trash Collection Results
- II. FY 2020-21 Actions & Accomplishments
 - a. 4th Quarter Detail
 - b. 1st – 3rd Quarter Summary
- III. FY 2021-22 Projects & Goals
- IV. FY 2020-21 Budget Review
- V. Conclusion

I. FY 2020-21 Trash Collection Results

The following trash collection results were recorded in FY 2020-21:

Quarter 1 (July, August, September) Totals			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
1,074	74	169	2,024
Quarter 2 (October, November, December) Totals			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
N/A	N/A	9,450	33,500
Quarter 3 (January, February, March) Totals			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
N/A	N/A	4,683	17,000
Quarter 4 (April, May, June) Totals			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
N/A	N/A	12,350	44,000
FY 2020-21 Year-End Totals			
# Blocks Cleaned	# Volunteer Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
1,074	74	26,652	96,524

With the exception of a few weeks in Q1 during which health orders permitted limited community service worker participation, COVID-19 restrictions prevented resumption of most AAB volunteer services in FY 2020-21.

Despite these challenges and decreased public participation, AAB continued to play a key role in protecting the IV environment and community by coordinating the clean-up and proper disposal of nearly 100,000 pounds of solid and/or hazardous waste associated with encampment activity occurring in IV during FY 2020-21.

Compared to the prior fiscal year (FY 2019-20), this represented an approximately 160% increase in total trash collection (**96,524** vs 37,248 pounds) in **FY 2020-21**.

Please join us in thanking our community service workers for their valuable contributions in Q1 as well as the many members of our partner organizations, including IV Surfrider, UCSB Associated Students and Honors Programs, and numerous Greek Letter Organizations who have continued to reach out over the last year to express their support and eagerness to resume volunteering with AAB in Fall 2021.

II. FY 2020-21 Actions & Accomplishments

a. 4th Quarter Detail

- Coordinated clean-up of over 12,350 cubic feet (44,000 lbs.) of trash from IV streets, sidewalks, gutters, parks and coastal access points that would have otherwise polluted storm runoff that flows into the local environment.
- Managed sanitation, waste collection and related services at People's Park with Park Ranger support; monitoring park for compliance with established sleeping area boundaries, fire safety lanes, and other site guidelines.
- Worked with partner agencies, management and legal counsel to develop and implement a transition plan to return People's Park to a recreational area available to all members of the IVRPD community per IVRPD Board directives.
 - a. People's Park was officially closed on June 17, 2021. No citations were issued, nor arrests made as part of this process and all impacted unsheltered individuals were offered alternative shelter accommodations coordinated by the County of Santa Barbara and affiliated service providers.
- Coordinated remediation of illegal dumping and hazardous waste with Marborg Industries and County Resource Recovery & Waste Management Division (RRWMD), esp. during IV "Move-Out" in June.
- Resumed sponsorship of IV Surfrider cleanups to extent feasible by loaning sanitized equipment out for community clean-ups; coordinated staff cleanups to help offset impact of COVID-19 on volunteer operations.
- Continued work on development of future volunteer/stewardship program expansions, waste management improvements, identification of funding and implemented District phone system upgrades to better route constituent calls.

b. 1st – 3rd Quarter Summary

- Removed over 14,300 cubic feet (52,500 lbs.) of trash from IV streets, sidewalks, gutters, parks, and coastal access points that would have otherwise polluted storm runoff that flows into our creeks, wetlands, ocean, and beaches.
- Co-chaired IVRPD COVID-19 taskforce; monitored health orders and guidelines, made policy recommendations to management, developed safety and reopening plans, and delivered safety and operations updates at IVRPD Board Meetings.
- Assisted IVRPD in managing homeless encampments and associated hazardous material concerns; drafted COVID-19 Encampment Management Policy (CEMP) that was unanimously adopted by IVRPD Board of Directors in August 2020.

- Working with numerous partner agencies, implemented CEMP at four encampment locations; completed cleanups and initiated site closures to allow for completion of restoration and deferred maintenance work; successfully relocated over 50 individuals to alternative shelter locations.
 - a. Coordinated service provider outreach and encampment site visits with County Fire and Environmental Health Services; managed Quik Response waste and biohazard clean-ups at all encampments.
 - b. Supported establishment of a Temporary Emergency Shelter on property co-owned by the County and IVRPD. Funded through Federal CARES Act COVID-19 relief administered by the County and operated by Good Samaritan, the project provided 20-40 beds/night through June 2021.
 - c. Established a Temporary Emergency Sleeping Site at People's Park, adjacent to the Pallet Home Shelter, with 12x12' delineated sleeping areas separated by 6' fire safety lanes, regular sanitation, and trash servicing.
 - d. Developed storage infrastructure and personal property inventory procedures to support clean-up efforts; coordinated cleanup support infrastructure including sanitation amenities, dumpsters, and fencing.
 - e. Managed sanitation, waste collection and related services with Park Ranger support; monitoring People's Park for compliance with established sleeping area boundaries, fire safety lanes, and other safety guidelines.
 - f. Worked with management and counsel to draft staff report on the impact of People's Park on IVRPD for March 25 Special Board Meeting.
 - g. Worked with IVRPD Policy and Ordinance committee, staff and counsel to draft revisions to the IVRPD Storage and Dumping Ordinance to ensure compliance with case law and better allow staff to respond to violations.
- Recruited, hired, trained and supervised new IVRPD Park Ranger.
- Audited IVRPD waste management practices and implemented Phase 1 recommendations to reduce environmental impacts caused by illegal dumping and unauthorized access and improve future staff and volunteer accessibility.
- Reviewed IVRPD recycling operations with County RRWMD staff and determined that District facilities are either compliant with State commercial recycling requirements or qualify for exemptions; filed appropriate waivers.
- Conducted regular staff cleanups, targeting broken glass and hazardous items to improve public safety in IV. Relayed information to waste management partner agencies as needed to address illegal dumping and serious violations.

III. FY 2021-22 Projects & Goals

- Continue assessment of all applicable health orders and guidelines to develop and implement reopening plans for all areas of programming and joint initiatives.
- Coordinate ramp-down of any remaining People's Park support infrastructure and services, including sanitation, trash collection, security, temporary fencing and management of impounded property.
- Implement comprehensive volunteer program expansion incorporating existing AAB framework with IVRPD land stewardship opportunities; plan associated facility redesign.
- Implement Phase 2 IVRPD waste management recommendations, including replacement of aging trash receptacles in parks and facilities with multi-stream (trash, recycle, and/or compost) units to reduce litter from overflow.
- Continue researching volunteer and recreation management software platforms for implementation; determine and/or secure funding as needed.
- Coordinate remediation of illegal dumping of large items, hazardous materials, and general street waste with Marborg, County RRWMD and other waste management partners as needed.

IV. FY 2020-21 Budget Review

As previously reported, ongoing programming disruptions due to COVID-19 resulted in overall service and supply expenditures being under budget at year-end with the exception of allocated fixed overhead costs. Salary and benefit expenditures were close to budget, with the exception of lines 6100 and 6400 which were slightly under-budget.

As previously determined, budgeted amounts for AAB continue to be treated as annual allocations per the GWSD approved operating budget with IVRPD covering any expenses in excess.

Ultimately, AAB reported a net position of \$9,238 at FY 2020-21 year-end¹ which was approximately \$5,400 higher than originally projected. Staff will seek guidance from GWSD on the recategorization or reimbursement of the funds in question at the next regularly scheduled committee meeting.

¹Please reference **Appendix A: AAB FY 2020-21 YTD Financial Report (July 20 – June 21)**

V. Conclusion

In light of volunteer program disruptions caused by the COVID-19 pandemic, AAB temporarily pivoted operations during FY 2020-21 to support IVRPD's emergent need to address the social and environmental impacts of encampment activity occurring on public property in Isla Vista.

AAB efforts focused on the coordination of sanitation, trash collection and related services at five encampment locations with support from the County of Santa Barbara, affiliated service providers and numerous contracted waste haulers. In the end, nearly 50 tons of solid and/or hazardous waste materials were collected in FY 2020-21.

The removal of this waste effectively protected the Isla Vista environment by preventing contamination of storm water runoff, reducing point pollution and directly benefitted the public health and safety of our shared constituency.

As such, I hope you will agree that AAB has continued to fulfill the GWSD mission during FY 2020-21 – despite much of the work accomplished being very different from our usual enterprise – and I once again wish to thank you all for your continued support.

Sincerely,



Raymond Willefert

Adopt-A-Block Supervisor
Isla Vista Recreation & Park District
961 Embarcadero Del Mar, Isla Vista, CA 93117
cleaniv@ivparks.org | 805.968.2017 x103

Adopt-A-Block provides simple ways for volunteers to make a significant impact on the Isla Vista environment through cleanups, outreach and education.

CC Kimberly Kiefer
 General Manager
 Isla Vista Recreation & Park District

 Board of Directors
 Isla Vista Recreation & Park District

Isla Vista Recreation & Park District
 Adopt-A-Block Program (AAB)
 Fiscal Year 2020 - 2021
 Year-End Financial Report (July 2020 through June 2021)

Appendix A

AAB - OPERATING BUDGET	2020 - 21 Budget	2020 - 21 Allocated Actuals per Budget	Variance
Revenues			
5739 -- GWSD Requested Funding	87,371	87,371	-
5739 -- Previous FY Surplus	3,960	3,960	-
Total Revenues	91,331	91,331	-
Expenditures			
Salaries and Employee Benefits			
6100 -- Regular Salaries	62,400	58,827	(3,573)
6300 -- Overtime	1,250	1,250	-
6400 -- CalPERS Employer Contribution	5,150	4,126	(1,024)
6400 -- Retirement Incentive Contribution	500	500	-
6550 -- FICA/Medicare	923	923	-
6600 -- Health Insurance Contribution	10,200	10,200	-
6700 -- Unemployment Ins. Contribution & ETT	147	140	(7)
6900 -- Workers Compensation	211	153	(58)
Total Salaries and Employee Benefits	80,781	76,119	(4,662)
Expenditures			
Services and Supplies			
7005 -- Advertising/Marketing Expense	500	-	(500)
7030 -- Clothing and Personal	500	424	(76)
7050 -- Communications	500	500	-
7090 -- General Liability Insurance	1,575	1,575	-
7121 -- Operating Supplies	2,500	-	(2,500)
7122 -- Event Supplies	1,000	-	(1,000)
7123 -- IT Hardware Maintenance	2,000	2,000	-
7450 -- Office Expense	500	500	-
7653 -- Training Fees & Supplies	500	-	(500)
7730 -- Transportation and Travel	-	-	-
7764 -- Refuse	975	975	-
Total Services and Supplies	10,550	5,974	(4,576)
Total Expenditures	91,331	82,093	(9,238)
Net Position	-	9,238	9,238



ISLA VISTA RECREATION AND PARK DISTRICT
961 Embarcadero Del Mar, Isla Vista, CA 93117
Adopt-A-Block Program (AAB)
FY 2021-2022 – Quarter 1 Report

November 2, 2021

Goleta West Sanitary District (GWSD)
Mark Nation
P.O. Box 4
Goleta, CA 93116

Dear GWSD Board of Directors,

On behalf of Isla Vista Recreation & Park District (IVRPD) and the IV community, I once again write to extend my sincere gratitude for your continued support of AAB.

As you are aware, most AAB operations in the prior fiscal year ending June 30, 2021 (FY 2020-21) centered around providing support for IVRPD efforts to manage public and environmental health issues associated with increased homeless encampment activity occurring on public property in Isla Vista during COVID-19.

These efforts culminated in June 2021 with the closure of the Temporary Emergency Sleeping Site previously established in People's Park in December 2020 with support from the County of Santa Barbara and numerous ancillary support services.

In keeping with AAB's role in setting up and coordinating many of these services, significant staff time was devoted to supporting their ramp-down throughout Quarter 1 (Q1) of FY 2021-22 following the closure of People's Park.

As COVID-19 restrictions continue to loosen due to increased vaccination and decreasing case rates, staff have also resumed focus on planning and implementing the safe reopening of volunteer events starting in Q2 to coincide with UCSB's fall quarter.

Thanks to your support, AAB continued to provide Isla Vistans with a high level of environmental service in Q1 and I am therefore pleased to present to you this report addressing the following topics:

- I. FY 2021-22 Q1 Trash Collection Results
- II. FY 2021-22 Q1 Actions & Accomplishments
- III. FY 2021-22 Q2 Projects & Goals
- IV. FY 2021-22 Q1 Budget Review
- V. Conclusion

I. FY 2021-22 Q1 Trash Collection Results

The following solid-waste collection results were recorded in Q1:

Quarter 1 (July, August, September) Totals			
# Blocks Cleaned	# Service Hours	Trash Collected (Ft ³)	Trash Collected (lbs.)
N/A	N/A	1,080 (est.)	5,000 (est.)

Following the closure of People's Park, significant AAB staff time in Q1 was devoted to coordinating the ramp-down of prior support infrastructure and services, including sanitation, trash collection, security, fencing, and management of stored property.

To the extent feasible, staff also conducted regular cleanups of trash in and around roadways during Q1 and hosted a small event for Coastal Cleanup Day 2021. We have also continued to collect contact information from interested volunteers – both individuals and community groups – and look forward to engaging with them beginning in Q2.

II. FY 2021-22 Q1 Actions & Accomplishments

- Coordinated removal and proper disposal of approximately 1,000 cubic feet (5,000 pounds) of solid waste in IV that would have otherwise polluted storm runoff that flows into the local environment.
- Supported ramp-down and termination of People's Park support infrastructure and services following June '21 closure of Temporary Emergency Sleeping Site.
- Attended Coastal Cleanup Day beach captain planning meeting at Watershed Resource Center and hosted annual IV Streets clean-up site for 2021 Event.
- Supported IVRPD application to the *Special District COVID-19 Relief Fund* and/or FEMA by compiling and coding expenditures related to encampment management.
- Planned re-opening of volunteer operations with IVRPD staff; currently, four events are slated for Oct-Jan to be held on the following Saturdays: October 16, November 6, December 4, and January 8.
- Compiled cost-estimates for replacement of IVRPD park and facility trash receptacles with multi-stream (trash, recycle, and/or compost) units.
- Discussed potential for joint application for Clean California Local Grants Program funding with County of Santa Barbara Project Clean Water staff.
- Coordinated staff cleanups, targeting broken glass and hazardous materials to improve public safety in IV. Relayed information to waste management partner agencies as needed to address illegal dumping and serious violations.

III. FY 2021-22 Q2 Projects & Goals

- Continue reviewing health orders and guidelines to develop and implement safe reopening plans for volunteer programming and joint initiatives, e.g., sponsorship of partner agency cleanups held outside normal AAB operating hours.
- Coordinate and host volunteer events planned for October, November and December with both trash collection and park stewardship elements.
- Continue discussions with Project Clean Water re: submittal of a joint application to the Clean CA Local Grants Program to address trash issues in Isla Vista.
- Continue work on development of future volunteer program expansion, waste management improvements and identification of funding.
- Relocate IVRPD waste bins from Estero cul-de-sac to Perfect Park parking lot and IVRPD Office in response to continued challenges with unauthorized access and illegal dumping.
- Coordinate remediation of illegal dumping of large items, hazardous materials, and general street waste with Marborg, County of Santa Barbara Resource Recovery and Waste Management Division and other partners as needed.

IV. FY 2021-22 Q1 Budget Review

At the end of Q1 (YTD for the purposes of this section), AAB is reporting a net position of \$72,616 having expended almost exactly one quarter (25.2%) of its YTD operating revenues¹.

As previously determined, budgeted amounts for AAB continue to be treated as annual allocations per the GWSD approved operating budget with IVRPD covering any expenses in excess. Accordingly, salary and benefit expenditures are tracking budget YTD and expected to be on budget at year-end.

Due to timing of payments for allocated fixed overhead costs, most service and supply line items are under budget – with the exception of Line 7123 which was paid in full for the year – but are expected to be close to budget at year-end once more AAB programming reopens.

¹Please reference **Appendix A: AAB FY 2021-22 YTD Financial Report (July 21 – Sept 21)**

V. Conclusion

With the closure of People's Park in June 2021 and subsequent ramp-down of support services in Q1, staff anticipates an expedited return to hosting volunteer services in Q2 and beyond.

Accordingly, staff is resuming focus on planning and implementing the safe reopening of volunteer events scheduled to begin in October 2021.

We appreciate the continued backing of the GWSD Board and staff, especially throughout the events of the last year, and look forward to presenting updates on our reopening plans and progress in the coming months.

On behalf of IVRPD and the community of Isla Vista, I thank you all for your support.

Sincerely,

A handwritten signature in black ink, appearing to read 'Raymond Willefert', with a stylized, flowing script.

Raymond Willefert
AAB Supervisor, IVRPD
961 Embarcadero Del Mar, Isla Vista, CA 93117
cleaniv@ivparks.org | 805.968.2017 x103

CC Kimberly Kiefer
 General Manager
 Isla Vista Recreation & Park District

 Board of Directors
 Isla Vista Recreation & Park District

Adopt-A-Block Program (AAB)

Fiscal Year 2021 - 2022

YTD Financial Report (July 2021 through September 2021)

AAB - OPERATING BUDGET		2021 - 22 Budget	Jul 21 - Sep 21 Allocated Actuals per Budget	Variance
Revenues				
5739 -- GWSD Requested Funding		87,851	87,851	-
5739 -- Previous FY Surplus		3,805	9,238	5,433
Total Revenues		91,656	97,089	5,433
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries		62,400	15,631	(46,769)
6300 -- Overtime		1,250	1,250	-
6400 -- CalPERS Employer Contribution		5,150	1,148	(4,002)
6400 -- Retirement Incentive Contribution		500	480	(20)
6550 -- FICA/Medicare		923	258	(665)
6600 -- Health Insurance Contribution		10,200	2,682	(7,518)
6700 -- Unemployment Ins. Contribution & ETT		147	-	(147)
6900 -- Workers Compensation		211	211	-
Total Salaries and Employee Benefits		80,781	21,659	(59,122)
Expenditures				
Services and Supplies				
7005 -- Advertising/Marketing Expense		500	-	(500)
7030 -- Clothing and Personal		500	23	(477)
7050 -- Communications		650	185	(465)
7090 -- General Liability Insurance		1,625	406	(1,219)
7121 -- Operating Supplies		2,500	-	(2,500)
7122 -- Event Supplies		1,000	-	(1,000)
7123 -- IT Hardware Maintenance		2,075	2,075	-
7450 -- Office Expense		500	125	(375)
7653 -- Training Fees & Supplies		500	-	(500)
7730 -- Transportation and Travel		-	-	-
7764 -- Refuse		1,025	-	(1,025)
Total Services and Supplies		10,875	2,815	(8,060)
Total Expenditures		91,656	24,473	(67,183)
Net Position		-	72,616	72,616

GOLETA WEST SANITARY DISTRICT

DATE: DECEMBER 7, 2021

AGENDA ITEM #9

**AGENDA TITLE: BOARD ORDER CONFIRMING PUBLICATION OF
ORDINANCE NO. 21-94**

SUMMARY DESCRIPTION:

Section 6490 of the Health and Safety Code requires the District to publish an adopted ordinance once in a newspaper published in the District before it takes effect. In lieu of publishing the entire ordinance, the District may publish a summary indicating the general nature of the ordinance and the names of those Board members voting for and against it.

At its November 2, 2021 meeting, the Board adopted Ordinance No. 21-94 Regulating the Discharge of Industrial Waste and the Pretreatment of Industrial Waste. The General Manager of the District provided a summary of the Ordinance to the Santa Barbara News-Press for publication and the summary was published on November 9, 2021.

Section 6490 also provides that “[a] subsequent order of the board that publication ... has been made is conclusive evidence that the publication ... has been properly made.”

Staff recommends that the Board adopt the proposed order to establish that Ordinance No. 21-94 has been properly published in accordance with the requirements of Section 6490.

SUPPLEMENTARY MATERIAL

Board Order

Proof of Publication November 9, 2021

**GOLETA WEST SANITARY DISTRICT
BOARD ORDER CONFIRMING PUBLICATION OF ORDINANCE NO. 21-94**

WHEREAS, on November 2, 2021, the Board of Directors held a public hearing regarding the adoption of Ordinance No. 21-94 regulating the pretreatment and discharge of industrial waste. Ordinance No. 21-94, which repeals and replaces Ordinance No. 13-84, sets forth uniform requirements for users of the District's Sanitary Sewer System and enables the District to comply with all applicable Federal and State laws, including the Clean Water Act (33 United States Code § 1251 et seq.) and the General Pretreatment Regulations (Title 40 of the Code of Federal Regulations [40 CFR] Part 403).

WHEREAS, following the public hearing, the Board voted to adopt Ordinance No. 21-94 and directed the District's General Manager/Superintendent to publish a summary or a copy of the Ordinance in the Santa Barbara News-Press along with the names of the Board Members voting for and against it, in compliance with Health and Safety Code section 6490. Said publication occurred on November 9, 2021.

BY THIS ORDER, on this 7th day of December 2021, the Board confirms that publication of Ordinance No. 21-94 has been properly accomplished, as required by Health and Safety Code section 6490.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

Mark Nation, Secretary

Craig Geyer
President of the Governing Board

SANTA BARBARA NEWS PRESS
Proof of Publication
(2015.5C.C.P)

RECEIVED
NOV 15 2021
GOLETA WEST
SANITARY DISTRICT

**Superior Court of
the State of California
In and For The County of Santa Barbara**

In the Matter of:

**Legal 57710
Ad# 638863**

Notice of Adoption of Ordinance

The undersigned, being the principal clerk of the printer of the Santa Barbara News Press, a newspaper of general circulation, printed and published daily in the City of Santa Barbara, County of Santa Barbara, California and which newspaper has been adjudged a newspaper of general circulation by the Superior Court in the County of Santa Barbara, State of California, Adjudication Number 47171; and that affiant is the principal clerk of said Santa Barbara News Press. That the printed notice hereto annexed was published in the SANTA BARBARA NEWS-PRESS, in the issues of the following named dates:

November 9, 2021

I hereby certify (or declare) under penalty of perjury that the foregoing is true and correct.

Executed on this 9th of November, 2021 at Santa Barbara, CA

P. Matsumaru

P. Matsumaru

NOTICE OF ADOPTION OF ORDINANCE NO. 21-94 OF THE GOLETA WEST SANITARY DISTRICT REGULATING THE DISCHARGE OF INDUSTRIAL WASTE AND THE PRETREATMENT OF INDUSTRIAL WASTE

The following summarizes Ordinance No. 21-94, pursuant to California Health and Safety Code section 6490. The Board of Directors ("Board") of the Goleta West Sanitary District (District) during its regular meeting of November 2, 2021, adopted an ordinance regulating the pretreatment and discharge of industrial waste. Ordinance No. 21-94, which repeals and replaces Ordinance No. 13-8, sets forth uniform requirements for users of the District's Sanitary Sewer System and enables the District to comply with all applicable Federal and State laws, including the Clean Water Act (33 United States Code § 1251 et seq.) and the General Pretreatment Regulations (Title 40 of the Code of Federal Regulations [40 CFR] Part 403).

The ordinance was passed and adopted on November 2, 2021, by the following vote of the Board:

AYES: Lewis, Geyer, Turenchalk, Meyer, Bearman

NOES:

ABSTENTIONS:

ABSENT:

A certified copy of the full text of the ordinance is posted in the office of the clerk of the board, at UCSB Campus, Parking Lot 32, Santa Barbara, CA 93106, and is available for review upon request. In light of the ongoing public health state of emergency related to COVID-19, please call (805) 968-2617 to confirm the District's office hours prior to seeking in-person inspection.

Publish: November 9, 2021

NOV 9 / 2021 -- 57710

GOLETA WEST SANITARY DISTRICT

DATE: DECEMBER 7, 2021

AGENDA ITEM #10

AGENDA TITLE: FISCAL YEAR 2021-2022 FIRST QUARTER FINANCIAL REPORT

SUMMARY DESCRIPTION:

The Finance Committee met with Staff and reviewed the 1st Quarter FY 2021-2022 Financial Report. The Committee recommends that the Board accept the financial report as presented.

SUPPLEMENTARY MATERIAL:

FY 2021-2022 1st Quarter Financial Report



Goleta West Sanitary District

Quarterly Financial Report

July 1, 2021 – September 30, 2021

Table of Contents

- Management's Year-to-Date Budget Analysis
- Statement of Revenue and Expenses (as of September 30, 2021)
- Fixed Assets Acquired During the Period (as of September 30, 2021)
- Balance Sheet (as of September 30, 2021)
- Fund Balance Report (Retained Earnings)
- Cash Accounts Reconciliation
- Pie Chart (Fund Balance – September 30, 2021)

MANAGEMENT'S YEAR-TO-DATE BUDGET ANALYSIS

The following are comments explaining significant variances for the 1st quarter from the FY 2021-2022 District Budget. Significant variance is defined by District Auditors to be a minimum of both \$5,000.00 and 20% off budget.

REVENUES

3010 Property Tax Revenue – The District has not yet received an installment of property tax revenue. Next quarter's report should be on budget as the District typically receives a significant amount of monies collected on the tax roll in late December.

3380 Interest Income – Over budget year-to-date. The District has received more interest income than expected year-to-date.

3381 Unrealized Gain/Loss Investments – Unrealized losses and gains reflect changes in the fair market value of the District's portfolio. This account has not been budgeted for due to the uncertainty of market conditions.

3440 Sanitation Services – The District has not yet received the first large installment of sewer user fees. Next quarter's report should be on budget as the District collects these fees on the County Tax Roll. December is typically when the District receives the first substantial amount.

3450 Connection Fees – Under budget year-to-date. Connection Fee revenues have not been received from any developments thus far. Staff expects this line item to be near budget at year-end.

3480 Other Services – Under budget year-to-date. The primary revenue included in this line item is Capital Fund Charges for UCSB owned properties. This line item should be on budget at year-end.

EXPENSES

7090 Insurance – Slightly under budget year-to-date due to the timing of payments. This item should be on budget at year-end.

7121 Repairs & Maintenance – This line item is over budget YTD due to the timing of expenditures in the pump stations and collection system. Primary expenditures thus far are replacement valves at Emily lift station and rehabilitation of several manholes. Should be near budget at year-end.

7200 Audit & Accounting Fees – This line item is under budget YTD due to timing of payments for accounting consulting and the annual audit. Staff expects this item to come into budget range later in the fiscal year.

7235 Professional Services – Financial – Under budget year-to-date. Expenses to this line item have not been realized YTD.

7240 Professional Services - Other – This line item is under budget YTD. Staff expects this to be closer to budget at year-end. Public relations expenses and consultants are expensed to this line item.

7300 Contractual Services – This line item is over budget year-to-date due to the timing of large payments such as Adopt-A-Block. Staff expects this to be on budget at year-end.

7500 Miscellaneous Expense – This item is over budget YTD due to the Board approving payment to IVR&PD to assist with environmental issues related to the homeless situation in Isla Vista. This is a line item for potential GWSD environmental projects.

7760 Utilities – Slightly over budget year-to-date. Utility costs have been slightly more than staff expected thus far. Should be near budget at year-end.

7930 County Administrative Fee - Expenses for this line item have not been realized YTD. This is typically billed to GWSD by the County near year-end.

FIXED ASSETS

CIP/Capital – Slightly under budget year-to-date. The Buildings Project is now going strong. Staff expects this item to catch up as large payments to the contractor are paid.

GSD – Capacity Rights – Costs for Treatment Plant projects budgeted in this line item have not been realized YTD. Staff expects this to be close to budget at year-end.

General Equipment/Capital – Under budget YTD. The primary piece of equipment budgeted for (jet rodder) is on order. Staff expects this item to be near budget at year-end.

Goleta West Sanitary District
Statement of Revenues and Expenses
For the Three Months Ending Thursday, September 30, 2021

		Current Month	YTD Actual	Annual Budget
Revenues				
3010 + 3056	Property Tax Revenue	\$0	\$0	\$3,125,000
3380	Interest Income	11,186	37,593	60,000
3381	Unrealized Gain/Loss Investments	(15,655)	(30,724)	0
3390	Homeowners Property Tax Relief	0	0	8,100
3410	Miscellaneous Permits	500	7,785	37,000
3420	Planning & Engnrng-Plan Ck Fes	680	952	10,000
3430	Insurance	0	0	(21)
3440	Sanitation Services	14,645	52,648	4,300,000
3450	Connection Fees	7,547	12,982	162,000
3460	Inspection Fees	993	1,098	15,000
3480 + 3490	Other Services	0	0	240,000
3500 + 8300	Gain/Loss on Sale of Fixed Assets	0	0	500
	Total Revenues	\$19,896	\$82,334	\$7,957,579

Expenses				
6000:6999 - 6120	Salaries and Employee Benefits	108,754	367,769	1,590,125
7090	Insurance	0	15,452	86,489
7120	Vehicle Repairs & Maintenance	1,254	17,358	53,800
7121	Repairs & Maintenance	16,339	44,991	80,500
7122	Operating Supplies	0	0	1,500
7200	Audit and Accounting Fees	0	5,296	45,500
7210	Legal Fees	9,335	22,069	104,101
7220	Professional Services- Engineering	1,307	1,307	102
7230	Professional Services - Computer	2,471	3,880	30,000
7235	Professional Services - Financial	(793)	1,982	43,000
7240	Professional Services - Other	0	0	57,000
7300	Contractual Services	2,318	123,066	206,617
7383	Licenses & Taxes	0	325	12,600
7450	Office Expense	(65)	(65)	4,189
7460	Printing	0	0	1,700
7470	Publications & Legal Notices	0	420	800
7480	Postage	0	35	1,400
7490	Memberships	7,927	8,311	19,751
7500	Miscellaneous Expense	0	100,000	200,000
7540	Rents/Leases - Equipment	0	0	650
7653	Training/meetings/materials/safety	1,222	1,616	17,478
7660	Transportation and Travel	0	743	7,750
7731	Gasoline-Oil-Fuel	470	3,690	26,775
7760	Utilities	10,287	33,756	109,500
7800 + 7860	Other Charges	0	1,611	13,000
7900	Treatment	459,364	571,689	2,525,000
7910	GSD/Outfall	0	0	162
7920	Administration Fees	27,562	34,301	151,500
7930	County Administrative Fee	0	0	28,000
	Total Expenses	\$647,752	\$1,359,602	\$5,418,989

Income (Loss)	<u>(\$627,856)</u>	<u>(\$1,277,268)</u>	<u>\$2,538,590</u>
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Goleta West Sanitary District
Fixed Assets Acquired During the Period
For the Three Months Ending Thursday, September 30, 2021

	Current Month	YTD Actual	Annual Budget
Fixed Assets Acquired During the Period			
CIP/Capital	\$56,610	\$363,653	\$5,550,000
GSD - Capacity Rights	107,764	109,324	640,000
General Equipment/Capital	2,812	2,812	455,016
Total Fixed Assets Acquired	<u>167,186</u>	<u>475,789</u>	<u>6,645,016</u>

Goleta West Sanitary District
Balance Sheet
For the Three Months Ending Thursday, September 30, 2021

	Current Month YTD	Beginning of the Year
ASSETS		
Current Assets		
Cash and Cash Equivalents	\$14,480,945	\$15,906,750
Interest and Other Receivable	78,227	83,182
Total Current Assets	14,559,171	15,989,932
Capital Assets & Capacity Rights		
Structures and Improvements	223,408	223,408
Infrastructure	51,470,018	51,470,018
Equipment	1,907,831	1,905,019
Office Equipment & Furniture	86,995	86,995
Construction in Progress	2,737,726	2,374,072
Total Capital Assets	56,425,978	56,059,513
Accumulated Depreciation	(16,706,059)	(16,706,059)
Net Capital Assets	39,719,919	39,353,454
Intangible Assets - Capacity Rights	30,068,556	29,959,232
Accumulated Amortization	(12,482,210)	(12,482,210)
Net Intangible Assets	17,586,346	17,477,022
Net OPEB Asset	1,048,536	1,048,536
Pension Stabiliation Fund PARS	1,480,089	1,480,089
Connection Fees Receivable, net of current portion	520,258	520,258
Total Assets	74,914,320	75,869,291
DEFERRED OUTFLOWS OF RESOURCES		
Deferred pensions	347,724	347,724
Deferred OPEB	69,517	69,517
Total Deferred Outflows of Resources	417,241	417,241
Total Assets and Deferred Outflows of Resources	75,331,561	76,286,532

Goleta West Sanitary District
Balance Sheet
For the Three Months Ending Thursday, September 30, 2021

	Current Month YTD	Beginning of the Year
LIABILITIES		
Other Accrued Expenses	(178)	63,228
Accounts Payable	545,857	160,154
Unearned Revenue	167,316	167,316
Compensated Absences	304,219	304,219
Net Pension Liability	1,341,461	1,341,461
Deposits	1,000	1,000
Total Liabilities	<u>2,359,674</u>	<u>2,037,378</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred pensions	88,304	88,304
Deferred OPEB	190,158	190,158
Total Deferred Inflows of Resources	<u>278,462</u>	<u>278,462</u>
NET POSITION		
Net Income	(1,277,267)	3,488,089
Retained Earnings	<u>73,970,693</u>	<u>70,482,604</u>
Total Net Position	<u>72,693,425</u>	<u>73,970,693</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>75,331,561</u>	<u>76,286,532</u>

MONTH END FINANCIAL REPORT
As of Sep 30, 2021

Fiscal Month #	3		
RETAINED EARNINGS	Percent of Budget Year Completed	25%	
	Fund, Description	Previous Month	Current Month
FUND ACCOUNT CASH			
Unrestricted retained earnings			
	4900 Running Expense Cash	(96,910.18)	(699,780.71)
	4930 Operating Reserve	3,131,902.72	3,162,272.44
	Total Unrestricted Fund Account Cash	3,034,992.54	2,462,491.73
Restricted retained Earnings			
	4932 Collection System/Plant Upgrade	2,244,337.70	2,250,406.29
	4935 Capital & Treatment Plant Reserve	2,449,304.29	2,269,572.01
	Total Restricted Fund Account Cash	4,693,641.99	4,519,978.30
Dedicated by Board of Directors			
	4910 Property Taxes	1,284,462.99	1,373,956.69
	4960 Equipment/Vehicle Replacement Cash	151,464.96	151,365.49
	4965 Building Replacement	5,976,795.28	5,973,152.47
	Total Dedicated Fund Account Cash	7,412,723.23	7,498,474.65
	TOTAL FUND ACCOUNT CASH	15,141,357.75	14,480,944.68
	TOTAL CASH	15,141,357.75	14,480,944.68
Fixed Assets	Capital Purchases This Fiscal Year		
	Description		Amount
	Pacific Materials Laboratory	District Building	\$ 1,610.00
	The Corwin Group	Master Plan	\$ 15,335.00
	Newton Construction	District Building	\$ 277,050.78
	Rincon Consultants	District Building	\$ 10,534.00
	E Galindo Architect	District Building	\$ 16,605.64
	CA Portable Storage PODS	District Building	\$ 491.94
	Goleta Sanitary District	Treatment Fixed Assets	\$ 109,323.87
	Schneider Electric USA	SCADA Service	\$ 2,812.11
	SoCal Edison	District Building	\$ 3,433.60
	Rincon Consultants	District Building	\$ 6,742.29
	City of Goleta	Utility Cover Adjustments	\$ 31,850.00
	FYTD Total	\$	475,789.23

Goleta West Sanitary District
Cash Account Reconciliation
September 30, 2021

		Beg. Bal.	Disbursements	Receipts	Transfers	Balance	Interest Received	Unrealized Gain/Loss	End. Bal.
4900	Running Expense	(204,918.29)	(512,235.48)	16,913.19		(700,240.58)	(296.63)	756.50	(699,780.71)
4910	County - Prop. Taxes	1,402,824.28	(27,964.67)	-		1,374,859.61	582.41	(1,485.33)	1,373,956.69
4930	Operating Reserve	3,164,350.58	-	-		3,164,350.58	1,340.46	(3,418.60)	3,162,272.44
4932	Collec Sys/Plnt Upgrade	2,244,337.70	-	7,547.48		2,251,885.18	953.93	(2,432.82)	2,250,406.29
4935	Plant Replacement	2,389,507.53	(118,444.03)	-		2,271,063.50	962.05	(2,453.54)	2,269,572.01
4960	Equipment/Vehicle Repl.	151,464.96	-	-		151,464.96	64.16	(163.63)	151,365.49
4965	Bldg. Replac.	5,993,790.99	(16,713.16)	-		5,977,077.83	2,531.96	(6,457.32)	5,973,152.47
Total Cash & Equivalents		15,141,357.75	(675,357.34)	24,460.67	-	14,490,461.08	6,138.33	(15,654.73)	14,480,944.68

Interest Received

-	Operating
792.99	Money Market
-	Payroll
5,345.34	US Bank Interest
-	County

6,138.33 **Total Interest Received**

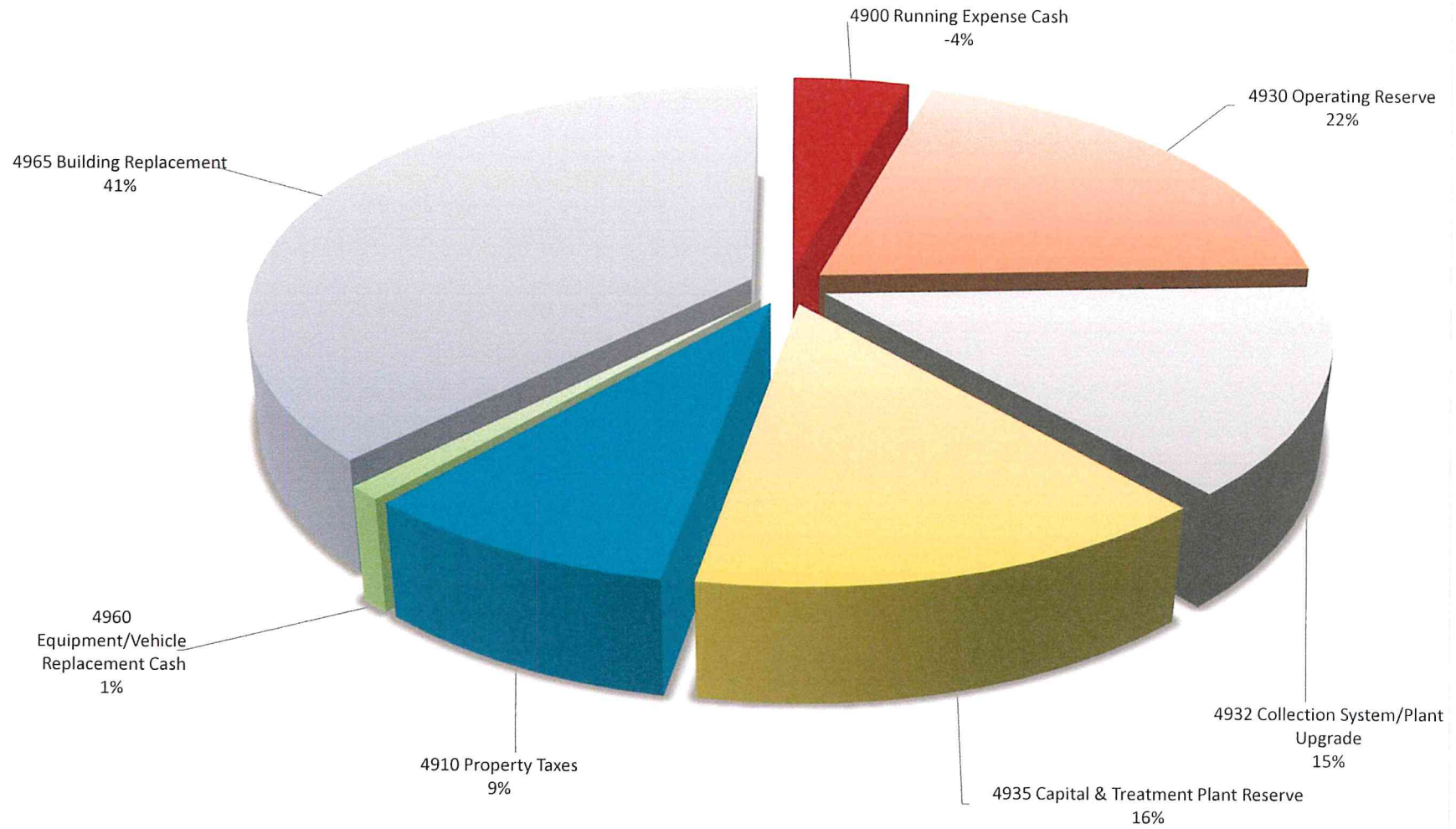
Report Totals

544,323.49	Check Distribution
58,734.97	Electronic Payments
72,250.61	Payroll
48.27	Fees

675,357.34 **Total Disbursements**

65,356.18	Great Plains - Operating Account
3,492,208.54	Great Plains - Money Market
82.77	Great Plains - Payroll
210.00	Great Plains - Petty Cash
10,947,664.54	Investments
(24,577.35)	FMV Adjustment
14,480,944.68	

Fund Balance - Sep 30, 2021



GOLETA WEST SANITARY DISTRICT

DATE: DECEMBER 7, 2021

AGENDA ITEM #11

AGENDA TITLE: SPECIAL DISTRICT LAFCO NOMINATIONS AND ELECTION

SUMMARY DESCRIPTION:

The Board may wish to nominate someone for the Regular Special District Member to LAFCO. Nominations are requested by no later than January 14, 2022. The election will be held at the January 24, 2022 SBCSDA Meeting.

SUPPLEMENTARY MATERIAL

November 22, 2021 Call for Nominations and Notice of Election

LAFCO

Santa Barbara Local Agency Formation Commission

105 East Anapamu Street ♦ Santa Barbara CA 93101

805/568-3391 ♦ FAX 805/568-2249

www.sblafco.org ♦ lafco@sblafco.org

November 22, 2021

TO: Members of the Independent Special District Selection Committee

SUBJECT: Nominations for and Election of Regular Special District Member to LAFCO;

CALL FOR NOMINATIONS FOR AND NOTICE OF ELECTION FOR LAFCO REGULAR

SPECIAL DISTRICT MEMBER; ELECTION DATE IS JANUARY 24, 2022

This is a Call for Nominations and Notice of Election of a special district member to serve as the special district regular member on LAFCO. It is recommended that this be placed on your Board's Agenda. The Election will be held at the Santa Barbara Chapter of the CSDA Annual Meeting **on January 24, 2022**, pending a quorum. The Committee is made up of the presiding officer of each district; however, if a presiding officer is unable to participate, a district board may appoint one of its members as an alternate to participate in the presiding officer's place, a copy of the meeting minutes showing the appointment needs to be presented.

A Nomination Form is attached and must be filled out and signed by the presiding officer of a district or, if that person is unable to participate, then by his or her alternate as designated by the district board. (See GC § 56332.) Nominations are requested by no later than January 14, 2022; however, nominations after that date, including at the January 24, 2022 meeting, will be accepted.

Notice: There will be no election if pursuant to Government Code section 56332(c)(2), "[at] the end of the nomination period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed" to the Commission.

Alternative Procedure. If more than one person is nominated and a quorum cannot be achieved at the January 24, 2022, meeting, the LAFCO Executive Officer will conduct a mailed ballot election.

Commissioners: Roger Aceves ♦ Cynthia Allen ♦ Jay Freeman ♦ Craig Geyer ♦ Joan Hartmann ♦ Steve Lavagnino
Holly Sierra ♦ Shane Stark ♦ Etta Waterfield, Chair ♦ Vacant- Vice-Chair ♦ Das Williams **Executive Officer:** Mike Prater

1. **LAFCO Regular Special District Member.** The current term of office of the current Regular Special District Member ends on March 1, 2022. The term of office shall be four years or until the appointment and qualification of his or her successor. The new term of office ends on March 1, 2026.
2. **Voting Requirements.** The Independent Special District Selection Committee consist of the presiding officer of the legislative body of each independent special district. If the presiding officer of an independent special district is unable to participate in the nomination process or an election, the legislative body of the district may appoint one of its members as an alternate to participate in the presiding officer's place.
3. **Quorum; Majority Vote; Possible Runoff Election.** There are 38 special districts. For the election to be valid, at least 20 valid votes must be received. Election shall be by a majority of those voting, and not by plurality. In the event that a nominee does not receive a majority of votes cast, a runoff election shall be held between the two nominees receiving the highest number of votes.

Nominations for one Regular Special District Member should be submitted to the LAFCO Executive Officer, at the following address, faxed, or emailed by **January 14, 2022**. Nomination Forms are attached to this notice.

Santa Barbara Local Agency Formation Commission
105 East Anapamu Street, Santa Barbara CA 93101
FAX 805/568-2249
Email Address: lafco@sblafco.org

Please contact the LAFCO office if you have any questions.

Sincerely,



Mike Prater
Executive Officer

Enc.

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

<p style="text-align: center;">NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to lafco@sblafco.org</p>	<p style="text-align: center;">LAFCO STAFF USE</p> <p>Date Received: _____</p>
<p>Please print in ink or type</p>	
<p>POSITION SOUGHT: Regular Special District Member</p>	
<p>NAME OF NOMINEE: _____</p> <p>NOMINEE'S DISTRICT: _____</p> <p>MAILING ADDRESS:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>π Phone: Bus. _____ . Cell: _____</p>	
<p>SIGNATURE OF NOMINATOR:</p> <p>_____ Name of Independent Special District</p> <p>_____ Signature</p> <p>_____ Print Name</p> <p>Nominator Title (please check one)</p> <p><input type="checkbox"/> Presiding Officer of the Special District Board</p> <p><input type="checkbox"/> Presiding Officer's alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)</p> <p>Date: _____</p>	

ADDITIONAL INFORMATION: On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Alternate Special District Member: This information will be distributed to all independent special districts.

GOLETA WEST SANITARY DISTRICT

DATE: DECEMBER 7, 2021

AGENDA ITEM #12

**AGENDA TITLE: EMPLOYMENT AGREEMENT FOR ASSISTANT GENERAL
MANAGER**

SUMMARY DESCRIPTION:

At the Regular Board meeting on November 2, 2021 the Board directed Staff to work with District Counsel to prepare an Employment Agreement for Assistant Manager between GWSD and Brian McCarthy with a term to be complete on February 28, 2022 then, bring the proposed agreement to the Personnel Committee for review. Following the Personnel Committee review the agreement needs to go to the Board for approval.

The attached draft agreement was prepared by District Counsel and was reviewed by Brian McCarthy and the Personnel Committee.

The Committee recommends that the Board approve the agreement as presented.

SUPPLEMENTARY MATERIAL

Agreement for Professional Services

AGREEMENT FOR PROFESSIONAL SERVICES ASSISTANT GENERAL MANAGER

This Agreement is entered into as of the 7th day of December, 2021, by and between the **Goleta West Sanitary District** ("District") and **Brian McCarthy** ("Employee") at Santa Barbara, California, with reference to the following facts:

- A.** Employee currently serves as Chief Inspector of the District.
- B.** The District wishes to appoint Employee to serve as Assistant General Manager on the terms and conditions stated below.

NOW, THEREFORE, in consideration of the above recitals and of the mutual promises and conditions of this Agreement, **IT IS AGREED** as follows:

1. EMPLOYMENT. District hereby appoints the Employee to serve as Assistant General Manager in addition to his current responsibilities as assigned to him by the General Manager on the terms and conditions stated below, and the Employee hereby accepts that appointment, effective December 1, 2021, on those terms and conditions.¹ This Agreement shall be applicable only to Employee's appointment as Assistant General Manager, and shall not govern his duties and employment as Chief Inspector.

2. SCOPE OF DUTIES AND SERVICES. Under the terms and conditions of this Agreement, Employee shall personally provide all of the services and duties ordinarily performed by an Assistant General Manager for the District under the general direction and control of the General Manager, in addition to Employee's duties as Chief Inspector. As an Assistant General Manager, Employee shall assist the General Manager with the operation and management of the District, including the supervision and control of all of District's property, activities, personnel, business and operations, subject to the budgetary guidelines and directives of the Board of Directors, and for otherwise carrying out the policies and directives set by the Board of Directors.

3. TERM; TERMINATION. The term of this Agreement shall begin as of December 1, 2021, and shall continue for a three (3) month period unless otherwise terminated as provided in this Section and in Section 11 below.

a. Termination by District. Notwithstanding the foregoing, the Board of Directors retains the discretion to terminate Employee's appointment as Assistant General

¹ Employee currently fulfills the role of the District's Chief Inspector. However, the District recently authorized a reorganization which revised the job description for several types of employees, added a new position, and retired the Chief Inspector position. This change will go into effect on December 1, 2021. For a description of the Chief Inspector's job duties, please refer to Appendices A and B to the District's Personnel Policy in effect prior to December 1, 2021.

Manager without cause upon thirty (30) days prior written notice or, in the Board of Director's sole discretion, payment of thirty (30) days' pay in lieu of notice.

b. Termination by Employee. Employee shall have the right to resign from his appointment as Assistant General Manager at any time, provided he gives the District a minimum of thirty (30) days advance written notice. During the thirty (30) day period subsequent to said written notice of resignation, Employee shall continue to discharge his duties as Assistant General Manager to the best of his ability, unless District opts, in its sole discretion, to restrict Employee to performance of the duties of the Chief Inspector or to place Employee on paid leave during all or any portion of said thirty (30) day period. In addition, Employee shall be considered to have voluntarily resigned his employment as Assistant General Manager of the District effective immediately if he fails to return from vacation or from an approved leave of absence or fails to report to work without notice to the District for three (3) consecutive days. If Employee voluntarily resigns from his employment as Assistant General Manager, he shall not be entitled to any severance pay or benefits.

4. NO IMPACT ON DUTIES AS CHIEF INSPECTOR. Employee shall continue to perform his duties as Chief Inspector, notwithstanding his appointment as Assistant General Manager.²

5. COMPENSATION. For the services to be provided by Employee serving as Assistant General Manager pursuant to this Agreement, Employee shall receive the following compensation:

a. Additional Salary. In addition to the salary Employee receives as Chief Inspector, Employee shall be paid an additional annual salary of \$4,788 (a move to GWSD salary range 228.5), which salary may be adjusted by the Board of Directors in its sole and absolute discretion. Employee's additional salary pursuant to this Agreement shall be payable at the same time as other management employees of the District and in accordance with established District procedures.

b. Benefits. Except as otherwise provided herein, all provisions of the Personnel Policies/Employee Handbook and other rules and regulations of the District relating to vacation, sick leave, retirement, pension system contributions, holidays, and other fringe benefits and working conditions as they now exist or hereafter may be amended, shall also apply to Employee's service as Assistant General Manager in the same manner as they apply to other employees of the District. In the event of a conflict between this Agreement and such rules and regulations of the District, the terms of this Agreement shall control.

6. VEHICLE USE. District shall make available to Employee a District-owned vehicle for his use in connection with his responsibilities as Assistant General Manager. District

² For a description of the Chief Inspector's job duties, please refer to Appendices A and B to the District's Personnel Policy in effect prior to December 1, 2021. *See also* FN 1.

shall pay for the cost of maintenance, repair and gasoline, and provide insurance for this vehicle. Employee shall operate the District-owned vehicle in a safe manner, and shall maintain a valid California automobile driver's license during the term of this Agreement.

7. REIMBURSABLE EXPENSES. Expenses incurred by Employee in the performance of his duties as Assistant General Manager under the terms of this Agreement shall be reimbursed to Employee by the District, but these shall be limited to those reasonable and necessary for the performance of Employee's duties under this Agreement, and shall be submitted for approval and reimbursement or payment upon receipt of duly executed expense of petty cash vouchers, receipts, statements or personal affidavits pursuant to District policy.

8. CONFLICT OF INTEREST. Employee represents and warrants to District that he presently has no interest, and covenants that he will not acquire any interests, direct or indirect, financial or otherwise, which would conflict in any manner or interfere with the performance of services required to be performed under this Agreement.

9. GENERAL PROVISIONS.

a. Notices. All notices, requests, demands and other communications under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if personally served or on the second day after mailing if mailed by first-class mail, registered or certified, return receipt requested, postage prepaid and properly addressed as follows:

To District: President
Goleta West Sanitary District
P.O. Box 4
Goleta, CA 93116-0004

To Employee: Brian McCarthy
3405 Madrona Drive
Santa Barbara, CA 93105

Any party may change their address for purposes of this section by giving the other party written notice of the new address in the manner set forth above.

b. Waiver. The waiver of any breach of any provision hereunder by either party to this Agreement shall not be deemed to a waiver of any other provision or subsequent breach hereunder, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

c. Construction of Terms. The language of all parts of this Agreement shall be construed according to their plain meaning and shall not be construed for or against

either party. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment or exhibits hereto.

d. Severability. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be unenforceable, void or invalid, in whole or in part, for any reason, the remainder of the Agreement shall remain in full force and effect. In the event of such entire or partial invalidity, the parties hereto agree to enter into supplemental or other agreements to effectuate the intent of the parties and the purpose of this Agreement.

e. Controlling Law. This Agreement shall be construed in accordance with and governed by the laws of the State of California, with venue proper only in the County of Santa Barbara, State of California.

f. Entire Agreement. This Agreement constitutes the entire Agreement between the parties pertaining to the employment of Employee by the District and supersedes all prior and contemporaneous agreements, representations, promises and understanding of the parties, whether oral or in writing. No supplement, modification or amendment of this Agreement shall be binding, unless executed in writing by all parties and this Agreement may not be altered, amended or modified by any other means. Each party waives their future right to claim, contest, or assert that this Agreement was modified, canceled, superseded or changed by any oral agreement, course of conduct, waiver, or estoppel.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

GOLETA WEST SANITARY DISTRICT

By: _____
Craig Geyer, President

EMPLOYEE

Brian McCarthy

GOLETA WEST SANITARY DISTRICT

DATE: DECEMBER 7, 2021

AGENDA ITEM #13

**AGENDA TITLE: ELECTION OF BOARD OFFICERS AND BOARD CLERK-
SECRETARY FOR CALENDAR YEAR 2022**

SUMMARY DESCRIPTION:

The Board Policy Handbook states that annually at the first Board Meeting in December the Board shall elect a President, Vice-President and the Board Clerk-Secretary. Section 5 of the Board Policy Handbook states that a member who has completed a term as Vice President will be selected to serve as President in the subsequent year, unless the Board otherwise determines. If the Board chooses to follow the standing order Director Meyer would serve as President and Director Turenchalk as Vice-President.

Staff recommends that the Board should elect Brian McCarthy as Clerk-Secretary.

The recent history of Board officers is as follows:

2021 – Pres. – Geyer, V.P. – Meyer
2020 – Pres. – Lewis, V.P. – Geyer
2019 – Pres. – Bearman, V.P. – Lewis
2018 – Pres. – Turenchalk, V.P. – Bearman
2017 – Pres. – Meyer, V.P. - Turenchalk
2016 – Pres. – Geyer, V.P. – Meyer
2015 – Pres. – Lewis, V.P. – Geyer
2014 – Pres. – Bearman, V.P. – Lewis
2013 – Pres. – Turenchalk, V.P. – Bearman

SUPPLEMENTARY MATERIAL:

Section 5 of the Board Policy Handbook (Board Officers)

SECTION 5. BOARD OFFICERS

5.1 The officers of the District are as defined by the Sanitary District Act of 1923, which as of this writing defines "officers" as the five members of the Board.

5.2 At the first meeting in December of each year, the Board shall select one of its members to serve as President for the upcoming calendar year, and shall select one of its members to serve as Vice President for the upcoming calendar year, and shall select a qualified person, who may or may not be a member of the Board of Directors, to serve as Secretary for the upcoming calendar year. It is anticipated that a member who has completed a term as Vice President will be selected to serve as President in the subsequent year, unless the Board otherwise determines.

5.3 The President of the Board of Directors shall serve as chair at all Board meetings. The President shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances and any other discussion of questions that follow such actions.

5.4 In the absence of the President, the Vice President of the Board of Directors shall preside over Board meetings. If the President and Vice President are both absent, the remaining members shall select a member to preside at that meeting.

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

NOTICE OF HEARING

NOTICE IS HEREBY GIVEN that a meeting of the Santa Barbara Local Agency Formation Commission will be held on **Thursday, December 9, 2021, at 1:00 PM** at the Joseph Centeno Betteravia Government Administration Building, 511 East Lakeview Parkway, Santa Maria, California. Please see page two(2) of the attached Agenda for alternative methods of public participation.

Disclosure of Campaign Contributions – LAFCO Commissioners are disqualified and are not able to participate in proceedings involving an “entitlement for use” if, within the 12 months preceding the LAFCO decision, the Commissioner received more than \$250 in campaign contributions from the applicant, an agent of the applicant or an financially interested person who actively supports or opposes the LAFCO decision on this matter.

Those who have made such contributions are required to disclose that fact for the official record of the proceedings. Disclosures must include the amount of the contribution and the recipient Commissioner and may be made either in writing to the Executive Officer of the Commission prior to the hearing or by an oral declaration at the time of the hearing.

The foregoing requirements are set forth in the Political Reform Act of 1974, specifically in Government Code section 84308.

Disability Accommodations - Persons with a disability who require any disability-related modification or accommodation are asked to contact the LAFCO office at least three (3) days prior to the meeting by telephone at (805) 568-2240 or by email at lafco@sblafco.org.

Additional information – Additional information regarding items to be considered at the meeting may be obtained by contacting the LAFCO office at 105 East Anapamu Street, Santa Barbara CA 93101 or by calling (805) 568-2240.

Dated this 1st day of December 2021.

Natasha Carbajal, Commission Clerk
Santa Barbara LAFCO

**Santa Barbara
Local Agency Formation Commission**

Santa Barbara



Commissioner Roger Aceves
Commissioner Cynthia Allen, Alternate
Commissioner Craig Geyer
Commissioner Joan Hartmann
Commissioner Steve Lavagnino
Commissioner Jay Freeman
Commissioner Holly Sierra, Alternate
Commissioner Shane Stark, Alternate
Commissioner Etta Waterfield
Commissioner Vacant
Commissioner Das Williams, Alternate

Agenda

Thursday, December 9, 2021
1:00 PM

**JOSEPH CENTENO BETTERAVIA GOVERNMENT
ADMINISTRATION BUILDING BOARD HEARING ROOM
511 EAST LAKESIDE PARKWAY
SANTA MARIA**

Meetings, Agendas, Supplemental Materials and Minutes of the Local Agency Formation Commission are available on the internet: www.sblafco.org

IMPORTANT NOTICE REGARDING PUBLIC PARTICIPATION

On September 16, 2021, Governor Newsom signed AB 361, which modified the Brown Act to allow for teleconferencing participation at local legislative body public meetings during a proclaimed state of emergency. As urgency legislation, this law took effect immediately. Pursuant to Government Code section 54953(e)(1)(A, B, & C), the Commission is holding its December 9, 2021 meeting via teleconferencing because as a result of a proclaimed state of emergency, the Commission has determined that: 1) meeting in person presents an imminent risk to the health and safety of attendees and 2) the County Health Office recommends measures that support practicing social distancing. Therefore, Commissioners and members of the public may attend this meeting via teleconferencing, as provided below.

The following alternative methods of participation are available to the public:

1. You may observe the live stream of LAFCO meetings in the following ways:

- Televised on local cable channel 20;
- Online at: <http://www.countyofsb.org/ceo/csbtv/livestream.sbc>; and
- YouTube at: <https://www.youtube.com/user/CSBTV20>

2. If you wish to make a general public comment or to comment on a specific agenda item, the following methods are available:

- **Distribution to the Commission** - Submit your comment via email prior to 5 p.m. on the day prior to the Commission meeting. Please submit your comment to the Clerk of the Board at: sbcob@countyofsb.org. Your comment will be placed into the record and distributed appropriately.

- **Read into the record at the meeting** - Submit your comment via email prior to 5 p.m. on the day prior to the Commission meeting, limited to 250 words or less, to the Clerk of the Board at: sbcob@countyofsb.org. Please state in your email that you would like this "read into the record." Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments timely received on an agenda item will be placed into the record and distributed accordingly.

- **Zoom** - Individuals wishing to participate and provide public comment during the Commission meeting may join by webinar or telephone, as follows:

Webinar:

<https://countyofsb.zoom.us/j/96927264111?pwd=em5BUy9kZHpidWdiUHcrTTAySFJkdz09>

Telephone:

Dial-in: +1-213-338-8477

Meeting ID: 969 2726 4111

Password: 1104

Members of the public wishing to be called on for public comment should click on the "Raise Hand" button on Zoom or *9 on your touchtone phone when the item they wish to speak on has begun. When the chair calls for public comment, the clerk will announce you and will unmute your microphone at the appropriate time.

1:00 P.M. Call to Order and Roll Call**Pledge of Allegiance****Approval of Minutes of the November 4, 2021 Meeting****Public Comment Period**

Persons desiring to address the Commission must complete and deliver to the Commission Clerk the form which is available at the Hearing Room entrance prior to the commencement of this comment period. This is an opportunity for members of the public to speak on items that are not on the agenda.

Consent Calendar

All matters listed hereunder constitute a Consent Agenda and will be acted upon by a single roll call vote of the Commission. Matters listed on the Consent Calendar will be read only on the request of a member of the Commission or the public, in which event the matter shall be removed from the Consent Calendar and considered as a separate item. Members of the public may speak on any item listed on the Consent Calendar.

- 1) Hold a hearing pursuant to Government Code § 54953(e)(1)(A) & (B) and consider determination that 1) local health officials recommend social distancing to reduce transmission of COVID-19 and 2) as a result of the declared pandemic emergency, requiring in-person attendance at Commission hearings presents an imminent risk to the health and safety of attendees and, therefore, Commission meetings may be held via teleconferencing pursuant to Government Code § 54953(e)(2).
- 2) Receive and file a report on Disbursements for October and November 2021.
- 3) Approve the 2022 Santa Barbara Local Agency Formation Commission Regular Schedule of Meeting Dates and Locations.

Changes of Organization

- 1) Consider approval of LAFCO application File No. 21-05 for the Hagerman sphere of influence amendment and annexation to Laguna County Sanitation District (Annexation No. 46). Adoption of a Resolution includes the following actions:
 - a. Find the proposal to be exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15319, Class 19 Annexation of Existing Facilities and Lots for Exempt Facilities and common-sense rule pursuant to CCR Section 15061(b)(3);

- b. Condition approval upon the annexed territory being liable for any existing indebtedness and authorized taxes, charges, fees and assessments of the Laguna County Sanitation District;
- c. Find the subject territory is uninhabited; all affected landowners have given written consent and the annexing agency has given written consent to the waiver of conducting authority proceedings; and;
- d. Waive the conducting authority proceedings and direct the staff to complete the proceeding.

Business Items

- 1) Present a Certificate of Appreciation to Roger Welt.
- 2) Consider the adoption of a service and sphere of influence review for the 13 agencies that provide fire, law enforcement, crime and safety, and EMS services in Santa Barbara County. Adoption of a Resolution includes the following actions:
 - a. Find, that the action is exempt from provisions of the California Environmental Quality Act (CEQA) as “information collection” under Section 15306 of the State CEQA Guidelines and based on the determination that this action does not have the potential for causing a significant effect on the environment (Section 15061(b)(3));
 - b. Determine, pursuant to Government Code Section 56425, that LAFCO is required to develop and determine a sphere of influence for the 13 affected agencies, and review and update, as necessary;
 - c. Determine, pursuant to Government Code Section 56430, that LAFCO is required to conduct a service review before, or in conjunction with an action to establish or update a sphere of influence; and
 - d. Adopt a Resolution (LAFCO No. 2021-XX) approving the 2021 Countywide Fire Protection, Law Enforcement, Crime & Safety and Emergency Medical Service and Sphere Review with the following terms and conditions:
 - 1. Affirming the currently adopted Spheres of Influence of the Carpinteria/Summerland, and Montecito Fire Protection Districts, as shown on Exhibits A & B, and;
 - 2. Amending the Spheres of Influence of the Santa Barbara County Fire Protection District to include the four Channel Island areas not currently within the boundaries of a fire protection agency, as shown on Exhibit C, and
 - 3. Adopting a “zero” Sphere of Influence of the County Service Area 32 (Unincorporated Police Services), as shown on Exhibit D.

- 3) Consider amendments to Commissioner Handbook regarding:
 - a. Section 7, XIV Indemnification; and
 - b. Section 13, Employee Handbook, Section 4.3 "Holiday" adding June 19th Holiday
- 4) Consider execution of Employment Contract with Mike Prater for executive officer services at annual salary of \$172,886.83 and \$14,407.24 monthly and effective December 9, 2021 reappoint Mr. Prater to a two-year term as Commission Executive Officer.
- 5) Consider and approve an Engagement Letter Agreement with Bartlett, Pringle and Wolf, LLP to perform audits of financial statements for Santa Barbara LAFCO for the years ending June 30, 2021 & 2022.

Information Items

- 1) Receive and file a report on Santa Barbara LAFCO application fee schedule.
- 2) Receive and file a report on the CALAFCO Board meetings held on November 12, 2021.

Commissioner and Staff Announcements

- 1) Commissioner announcements and requests for future agenda items.
- 2) Executive Officer comments.

Adjourn to

Regular Meeting on January 6, 2022

County Administration Building Board of Supervisors Hearing Room, Fourth Floor 105 East Anapamu Street, Santa Barbara

Materials Submitted After Distribution of Packet - Materials related to an item on this agenda submitted after distribution of the agenda packet will be available on the Commission website at: <http://www.sblafco.org/>, subject to the ability to post the documents prior to the meeting.

Notice of Disability Accommodations - Persons with a disability who require any disability-related modification or accommodation, in order to participate in the meeting are asked to contact the LAFCO office at least three (3) days prior to the meeting by telephone at 805-568-2240 or by email at lafco@sblafco.org.

November 10, 2021 – December 1, 2021

Administration

Staff attended Personnel, Management and Finance Committee meetings.

District auditors are finalizing the FY 2020-2021 audited financial statements and the initial finance committee meeting is scheduled. This should come to the Board at the January 4, 2022 Regular Board Meeting.

Newton Construction continues work on the buildings project. The poured concrete section of the flood wall is complete. This is the portion of the wall encompassing what will be the courtyard of the new administration building. Electrical switchgear, breakers, panels etc. all arrived and the old locker room is being prepared for the installation of those components. Once the site is utilizing power from the new location and the electrical gear in the old PS#2 is disabled, the work on the Garage and New Operations Building will begin. Construction progress meetings are attended by staff and Ed Galindo.

Austin Caitlin was selected to fill the Environmental Compliance Specialist position. Austin accepted the employment offer and will start on December 16, 2021 following the pre-employment physical.

Collection System

The crew completed hydro cleaning throughout the District for the month of December 2021. Hotspots and root cutting were also completed this period. A sewer operations summary is included with this operations report.

The crew performed easement maintenance throughout the District.

The crew continues working on 2022 CCTV inspections primarily in the Evergreen area this period.

Staff continues working on the required bi-annual audit of the District's Sewer System Management Plan.

Staff continues to work with Stantec Engineering regarding updates to the District Standard Specifications. This should come to the Board in the near future.

Staff completed the monthly routine test runs and equipment checks.

The crew began the tasks associated with annual equipment maintenance on all the GWSD equipment.

Staff participated in Vector Solutions training webinar. Staff continues to utilize Vector Solutions online safety training resources provided through CSRMA.

An all-staff meeting was held to discuss the findings of the 3rd quarter safety inspection.

Staff prepared a Permit fee estimate for a proposed detached ADU at 7526 Astoria Place.

Industrial Waste

Staff is continuing the Industrial Wastewater Discharge Permit renewal process with all permitted industries within the District.

Staff received notification from Google that they plan to commence wet processes at their GQ3 facility located at 55 Castilian.

Staff collected Industrial Wastewater Discharge Permit compliance samples at Baba Small Batch and Karl Storz Imaging.

Staff continues completing FOG inspections at restaurants throughout the District.

Street Sweeping

Extra sweeping was performed to make up missed sweep days due to the District being closed on Thursday and Friday of Thanksgiving week.

Graffiti - Reported a tagged stop sign exiting Girsh Park, a stop sign at Phelps and Whittier Dr. and a tagged fence at the dead end of Puerto Dr. – cross street Tuolumne Dr.

Abandoned vehicles – None to report.

Hrs. – 63.9

Miles- 541.1

Loads-19

Marborg – None to report.

Maintenance

- Changed oil and oil filter on crosswind main engine
- Changed oil and oil filter on Regen x main engine
- Installed ball valves on crosswinds heat and AC lines

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	October 2021	MGD 2.185; 47.9350%
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Your environmental partner since 1954

Sewer Operations Cleaning Summary from November 10, 2021 to December 1, 2021

Descripton	Quantity
Feet Cleaned	
Hydroflush	5,234 ft.
Root Cutting	3,115 ft.
Hot Spot	2,699 ft.
	<hr/>
	11,048 ft.
Lines Cleaned	
Hydroflush	15 lines
Root Cutting	12 lines
Hot Spot	10 lines
	<hr/>
	37 lines
Other Work Orders	
CCTV Work Order	26 Work Orders
FOG Inspection	3 Work Orders
Parcel Permit	3 Work Orders
	<hr/>
	32 Work Orders

Goleta West Sanitary District
Allowance of Claims
November 10, 2021 - December 01, 2021

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amou
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	11/12/2021	52,466.66
CAL03	Public Employees Health	CalPERS Health Insurance	11/23/2021	15,619.47
CAL12	Public Employee's Retirement System	CalPERS Pension	11/30/2021	10,777.68
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	11/22/2021	684.70
CUM01	Cummins Cal Pacific LLC	Sweeper Engine Maint	11/22/2021	2,810.47
EDU01	Eduardo Galindo Architect	District Bldg Upgrades	11/24/2021	3,060.24
FIR01	First Bankcard	Operations Supplies	11/22/2021	320.77
FRO01	Frontier Communications	Phone Service	11/22/2021	253.38
LIN01	Lincoln National Life Insurance	Deferred Compensation	11/29/2021	700.00
MAR01	Marborg Industries	Waste Removal & Rolloff	11/22/2021	355.31
MCC02	McCormix Corporation	Sweeper Fuel	11/24/2021	447.61
NMG01	Nielsen Merksamer	Legal Services	11/22/2021	6,755.00
NTN01	Newton Construction	District Bldg Upgrades	11/24/2021	432,120.57
PML01	Pacific Materials Laboratory	District Bldg Upgrades	11/24/2021	3,037.50
POD01	California Portable Storage Inc	District Bldg Project Storage	11/22/2021	491.94
REL01	Reliance Standard Life Insurance	Insurance-LTD	11/24/2021	2,430.32
RNC01	Rincon Consultants	District Bldg Upgrades	11/24/2021	30,202.00
SAN04	Santa Barbara News Press	Legal Publications	11/22/2021	390.00
SOU02	Southern California Edison Co	Electricity	11/22/2021	1,771.66
SPE03	Special District Risk Management Authority	Insurance-Life & Dental	11/24/2021	954.30
THE08	The Regents of the University of California	Internet Svc	11/22/2021	103.25
USB01	US Bank	Investment Svcs	11/22/2021	933.08
WEX01	WEX Bank	Vehicle Fuel	11/12/2021	4,228.01
WIN01	Winema Industrial & Safety Supply	Safety Supplies	11/22/2021	426.04
WIN02	WinCan LLC	Employee Training - CCTV Software	11/22/2021	3,300.00
Total Services & Supplies				574,639.96
Payroll - (2) pay dates				\$72,261.34
Total				\$646,901.30



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

DESCRIPTION	SUBTOTAL	TOTAL
Sewage Treatment & Disposal October, 2021		
\$ 406,832.06 x 47.9350%	\$ 195,014.95	
Administration Charge: 6%	\$ 11,700.90	\$ 206,715.85
Capital Projects in Progress - See attached (#4650)		
SB County APCD - Biosolids & Energy Phase 1		
\$ 1,665.21 x 40.78%	\$ 679.07	\$ 679.07
Capital Projects in Progress - See attached (#4655)		
HiTech Concepts, Inc. - Plant Communication Equipment Upgrade		
\$ 10,312.50 x 40.78%	\$ 4,205.44	
Lystek International Limited - Pad at Biosolids Project		
\$ 8,661.28 x 40.78%	\$ 3,532.07	\$ 7,737.51
INVOICE TOTAL		\$ 215,132.43

GOLETA SANITARY DISTRICT AGENCY FLOWS * For the month of October, 2021			
GOLETA SANITARY DISTRICT: WIMS System Record of GSD Gross Flow: Less SBMA Firestone Flow: NET GSD FLOW:	METER READINGS (MILLION GALLONS)	NET FLOW (MILLION GALLONS)	PERCENTAGE
	69.2765		
	-1.1428		
		68.1337	48.2136%
GOLETA WEST SANITARY DISTRICT:	WIMS System read:	67.7399	47.9350%
UNIVERSITY OF CALIFORNIA:	WIMS System read:	4.1723	2.9525%
SANTA BARBARA MUNICIPAL AIRPORT: WIMS System Airport Terminal Flow: WIMS System Firestone L/S Flow: Less Flowdar flow into Firestone L/S: Airport Flow through Firestone L/S: NET WIMS SYSTEM SBMA FLOW:	0.1276 4.1803 3.0375 1.1428		
		1.2704	0.8990%
TOTAL PLANT NET FLOW:		141.3163	100.0000%

Invoice dated 11/09/21

* 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 October, 2021**

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	406,832.06	48.2136%	196,147.97			196,147.97	11,768.88	207,916.85
GWSD	406,832.06	47.9350%	195,014.95			195,014.95	11,700.90	206,715.85
UCSB	406,832.06	2.9525%	12,011.72			12,011.72	720.70	12,732.42
SBMA	406,832.06	0.8990%	3,657.42	2,742.87	27.3383%	4,407.27	264.44	4,671.71
TOTALS:		100.0000%	406,832.06	2,742.87		407,581.91	24,454.92	432,036.83

GOLETA SANITARY DISTRICT OPERATING STATEMENT

For the month of October, 2021

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	244,808.99	45,045.37	106,293.28	5,223.49	198.45	44,227.48	21,605.23	13,166.55	8,028.55	1,020.59
4060	Elected Officials	3,825.00					3,825.00	0.00			
4080	Retirement	64,398.92	10,597.01	28,655.71	1,257.92	57.17	10,438.42	7,349.83	3,158.25	2,611.08	273.53
4088	Employee Recognition Program	0.00					0.00				
4090	Employee Insurance	67,103.52	15,384.42	29,409.81	1,080.21	49.68	8,795.60	7,247.31	2,631.02	2,119.97	385.50
4095	Workers' Compensation	5,886.37	1,081.62	2,711.59	105.73	11.37	962.01	520.47	271.22	190.79	31.57
4100	FICA	17,739.80	3,257.00	7,585.57	370.45	7.97	3,282.31	1,615.40	970.18	587.09	63.83
4110	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
4140	Public Education	5,596.55	895.45	2,126.68	55.97	111.93	1,063.34	279.83	447.72	559.66	55.97
4150	Janitorial Service/Supplies	3,328.78	860.76	1,590.29	6.00	4.00	428.69	260.96	106.32	71.76	
4160	Uniforms	779.28	187.96	459.56			0.00	101.77		29.99	
4170	Licenses & Permits	4,408.51	0.00	908.51		0.00	0.00	3,500.00	0.00		-
4180	Postage & Freight	256.99	37.10	74.15	0.00	0.00	0.00	145.74	0.00	0.00	-
4190	Subscriptions	350.00	87.50	206.25			0.00	37.49		18.76	
4200	Vehicle Expenses	2,057.19	1,813.50	243.69	0.00	0.00	0.00	0.00	0.00	0.00	-
4210	Insurance	18,835.89	4,321.63	10,686.93	383.53	191.82	918.12	744.26	950.76	232.71	406.13
4220	Memberships	150.00	0.00	150.00	0.00		0.00	0.00		0.00	-
4230	Office Supplies	230.70	36.91	76.11	2.31	2.31	83.06	11.54	2.31	16.15	-
4235	Analysis/Monitoring	0.00	0.00	0.00		0.00		0.00	0.00	0.00	-
4240	Operating Supplies	14,430.12	333.52	13,265.23	0.00	0.00	35.10	787.50	0.00	8.77	-
4250	Attorney Fees	7,290.00	70.93	141.04	4,156.80	10.72	2,849.49	19.79	10.72	28.04	2.47
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	33,348.60	7,064.47	25,571.27	0.00	0.00	0.00	0.00	712.86	0.00	-
4280	Travel	2,408.47	0.00	2,285.47	0.00	0.00	123.00	0.00	0.00	0.00	-
4290	Seminars & Conferences	175.00	0.00	0.00			175.00	0.00		0.00	
4300	Utilities	68,182.74	1,426.59	46,034.87	6,518.17	9.06	2,434.68	1,234.81	9,981.32	45.63	497.61
4310	Election Expense	0.00					0.00				
4330	Computer Svc & Maintenance	6,990.28	1,798.67	3,923.09	110.31		937.60	110.31	55.15	55.15	-
4340	Leases & Rentals	25,623.94	110.38	25,277.80	17.01	11.34	65.06	85.93	19.46	31.29	5.67
4350	Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	-
4360	Biosolids Hauling	52,647.65		52,647.65							
4370	Other Professional Services	7,440.92	1,722.81	155.30	0.00	0.00	5,520.48	28.22	0.00	14.11	-
4390	Other Expenses	11.84	0.00	0.00	0.00	0.00	11.84	0.00	0.00	0.00	
4400	Machinery & Equipment	4,848.75	4,848.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Subtotals:		663,154.80	100,982.35	360,479.85	19,287.90	665.82	86,176.28	45,686.39	32,483.84	14,649.50	2,742.87
25	Meter Service	0.00									
4400	Machinery & Equipment (M&E)	(4,848.75)	(4,848.75)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fixed Assets (1160 & 1170)										
ADJUSTED TOTALS:		658,306.05	96,133.60	360,479.85	19,287.90	665.82	86,176.28	45,686.39	32,483.84	14,649.50	2,742.87

10/31/2021 Operating Trial Balance: 964,656.08

Less Depreciation Expense: 301,501.28

Net Operating Expenses: 663,154.80

10/31/2021 Capital Trial Balance: 0.00

Total Trial Balances: 663,154.80

Less Total Operating Statement: 663,154.80

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): \$ 406,832.06

406,166.24 Plant & Lab