

GOLETA WEST SANITARY DISTRICT

Special Board Meeting

AGENDA

Date: FEBRUARY 23, 2023

1:30 PM

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 to 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)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
877 853 5257 US Toll-free
888 475 4499 US Toll-free

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 Turenchalk, Directors Bearman, Lewis, Geyer, Thomas
- 3. APPROVE THE ORDER OF THE AGENDA**
- 4. 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.

5. PUBLIC COMMENT

The public may address the Board for no more than (3) minutes on any issue within the District's jurisdiction which is not on the agenda. No action will be taken on any non-agenda item, except as provided by law.

6. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF FEBRUARY 7, 2023

DISCUSSION-ACTION AGENDA

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

7. CONSIDERATION OF SELECTING A DISTRICTING CONSULTANT TO ASSIST IN THE TRANSITION FROM AT-LARGE TO DISTRICT-BASED ELECTIONS.

- a. District Counsel is recommending that the Board enter into a contract for demographic services with Redistricting Partners to assist in the District's transition to district-based elections.

8. CONSIDERATION OF SELECTING AN IN-PERSON MEETING SITE FOR IN-PERSON BOARD AND COMMITTEES MEETINGS ONCE THE GOVERNOR'S ORDER EXPIRES AT THE END OF FEBRUARY.

- a. The Management Committee and General Manager are recommending that the Board approve of utilizing the District Boardroom for in-person Board and Committee meetings once the Governor's order expires at the end of this month. Equipment will be installed in the Boardroom to provide for hybrid meetings to accommodate in-person or remote participation.

9. FUTURE AGENDA ITEMS

10. 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. 815 NEXT ORDINANCE 95

GOLETA WEST SANITARY DISTRICT

DATE: JANUARY 23, 2023

AGENDA ITEM: #6

AGENDA TITLE: APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF FEBRUARY 7, 2023.

**MINUTES OF THE REGULAR BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
FEBRUARY 7, 2023**

POSTING OF THE AGENDA

The agenda notice for this meeting was posted in the display case outside of 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 Turenchalk called the meeting to 5:31 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

Eva Turenchalk – attended remotely
David Bearman M.D. – attended remotely
Robert Thomas – attended remotely
David Lewis – attended remotely
Craig Geyer – attended remotely

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Brian McCarthy – General Manager/Board Clerk-Secretary
Jennifer Lee – District Counsel – attended remotely

OTHERS PRESENT

Ed Galindo – EGA – attended remotely
Sharon Rose – Goleta Sanitary District – joined remotely at 5:38 PM

3. APPROVE THE ORDER OF THE AGENDA

Upon a suggestion by Director Geyer, the Board changed the order of the agenda to have Item 10 immediately follow Item 5, then continue with the agenda as presented.

4. 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.

(23-02-07)

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

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

ABSENT: None

5. PUBLIC COMMENT

None.

6. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF JANUARY 17, 2023.

(23-02-08)

Upon a motion by Director Lewis, seconded by Director Bearman, the Board Approved the minutes of the Regular Board Meeting of January 17, 2023 as presented by the following roll call vote:

AYES: Turenchalk, Geyer, Thomas, Lewis, Bearman

NOES: None

ABSTAIN: None

ABSENT: None

7. APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING/TRAINING OF JANUARY 25, 2023.

(23-02-09)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board Approved the minutes of the Regular Board Meeting/Training of January 25, 2023 as presented by the following roll call vote:

AYES: Turenchalk, Thomas, Bearman, Geyer, Lewis

NOES: None

ABSTAIN: None

ABSENT: None

8. GENERAL MANAGER UPDATES

The General Manager provided a report.

9. LEGAL COUNSEL UPDATES

District Counsel provided a report.

10. CONSIDERATION OF CHANGE ORDER NOS. 19, 20, 21, 22, & 23 FOR THE GWSD HEADQUARTER BUILDING IMPROVEMENTS PROJECT #12-03

(23-02-10)

The General Manager provided a report and answered questions from the Board. Upon a motion by Director Geyer, seconded by Director Lewis, the Board Approved of Change Order Nos. 19, 20, 21, 22, & 23 as presented by following roll call vote:

AYES: Bearman, Turenchalk, Thomas, Lewis, Geyer

NOES: None

ABSTAIN: None

ABSENT: None

11. CONSIDERATION OF SCHEDULING A SPECIAL BOARD MEETING TO SELECT A DISTRICTING CONSULTANT

(23-02-11)

The General Manager gave a brief report and the Board discussed dates that they would be available to meet. Upon a motion by Director Geyer, seconded by Director Thomas, the Board Authorized the Staff to schedule a Special Board Meeting on Thursday, February 23, 2023 at 1:30 PM by following roll call vote:

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

12. **CONSIDERATION OF GWSD SPONSORING A SANTA BARBARA COUNTY CHAPTER OF THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD MEETING IN 2023**
(23-02-12)

The General Manager and Counsel provided a brief report and answered questions from the Board. Director Geyer provided some additional background information. Upon a motion by Director Geyer, seconded by Director Bearman, the Board Approved of sponsoring a local SBCCSDA meeting for an amount not to exceed \$2,700 by following roll call vote:

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

11. **COMMUNICATIONS**

Noted as received.

12. **REPORTS**

Operations Report

The General Manager provided a report.

Santa Barbara Airport Commission

Director Lewis reported that the meeting was canceled due to a power outage.

SBCCDSA Chapter Meeting

No report.

SBCCDSA Executive Board Meeting

Director Geyer provided a report

Engineering Committee

Directors Geyer and Lewis provided a report.

Goleta Sanitary District

Director Geyer provided a report.

City of Goleta Council Meeting

Director Thomas provided a report.

City of Santa Barbara Council Meeting

Director Thomas provided a report.

Other Director Reports

Director Turenchalk provided a report on the UCLA Land Use Conference that she attended.

13. FUTURE AGENDA ITEMS

Director Geyer requested that at the February 7, 2021 regular meeting, an item be placed on the agenda for the Board to consider sponsoring a local SBCCSDA meeting.

14. ADJOURNMENT

There being no further business, President Turenchalk adjourned the meeting at 6:33 PM.

Brian McCarthy, Board Clerk-Secretary

APPROVED

Eva Turenchalk, Board President

Operations Report

January 11 - 31, 2023

Administration

The General Manager met with Steve Wagner, GM at GSD, to discuss near and long-term GSD CIP projects per their recently adopted Project Notification Policy.

The GWSD Board of Directors and General Manager completed required Discrimination & Harassment Prevention Training (AB 1661), and Ethics Education & Training (AB 1234) provided by Brownstein Farber Hyatt Schreck, LLP.

Staff met with representatives from Bartlett Pringle Wolfe, LLP (BPW) to discuss preliminary annual audit matters, answer questions, and provide requested documents. Auditors are scheduled to be on-site and begin the audit on February 1, 2023.

The 2022 Financial Transactions Report (FTR) was submitted to the State Controller's Office electronically.

Staff met with Raftelis Financial Consultants and Counsel regarding the District's Rate & Fee Study and discuss data and other information required for the study.

Staff attended weekly Headquarter Buildings Upgrades OAC (Owner, Architect, Contractor) meetings. The roof and fire sprinklers are being installed at the Operations Building. Electrical work continues and underground utilities to the buildings should begin soon. Documents and plans have been submitted to the City for Phase 2 design review and approval. District Counsel and EGA are working on finalizing bid documents for Phase 2.

Staff continues to work with Cannon Engineering and Phil Brittain Electric to improve and update the District Supervisory Control and Data Acquisition (SCADA) system.

Staff has a weekly standing meeting with ICOM/Redzone to improve and resolve issues with the District Computerized Maintenance Management Software (CMMS).

Staff attended the Goleta SLOUGH Management Committee bimonthly meeting.

Staff submitted the 2022 Annual Report to the Air Pollution Control District for the emergency stationary generator. Staff also submitted the 2022 Annual Report for the Case tractor and received a certificate of compliance.

Collection System

The District's Utility Worker 1, Kyle Graham, passed the CWEA Collection System Maintenance Grade 2 exam.

Staff responded to 6511 Del Playa Drive in Isla Vista for a sewer lateral backup call. Staff checked the mainlines and determined there were no issues with public sewer system. They advised owner to contact a plumber and notified SB County Public Health.

Staff responded to 6505 Madrid Road in Isla Vista for a sewer lateral backup call. Staff confirmed mainlines were flowing normally and that there were no issues with our system. SB County Public Health was notified and the owner was advised to contact a plumber.

Staff removed a rag obstruction from the primary pump at Emily Lift Station.

Staff completed hydrocleaning in the Lake Los Carneros area and is currently working in the Willow Springs area.

Staff completed all January “hot spot” work orders.

A Sewer Availability Letter was issued to 115-135 Castilian Drive. An existing hangar located on the Santa Barbara Airport is being relocated to this empty lot and will be used for commercial purposes.

Sewer service permits were issued for two ADU conversions located at 217 Ancona Drive and 6748 Pasado Road in Isla Vista.

Staff is working with the contractor (Newton Construction & Management, Inc.) on the UCSB Ocean Walk Phase 4 & 5 project conducting inspections of modifications to sewer mainline and laterals.

Staff is working on list of manholes in need of repair and rehabilitation.

Painting at Pump Station 1 and Emily Lift Station continues when weather prevents field staff from completing routine work.

Staff received safety training and conducted hands-on use of the District’s Honeywell Escape Air emergency equipment.

Industrial Waste & Environmental Compliance

Staff received and reviewed all required 2022 4th quarter Class 4 Industrial User Self-Monitoring Reports.

Street Sweeping

Graffiti: None reported.

Abandoned Vehicles: None reported.

Hours: 50.7

Miles: 380.7

Loads: 17

Maintenance: Performed routine inspections and maintenance.

Marborg: 12/12/2022 – 9.31 Tons

12/16/2022 – 6.39 Tons

12/20/2022 – 8.49 Tons

Table of Treatment Capacity in GSD Plant

| | | |
|-------------------------|---------------|---------------------|
| GWSD Average Daily Flow | December 2022 | 1.82 MGD; 46.9282 % |
|-------------------------|---------------|---------------------|



Sewer Operations Cleaning Summary from January 11, 2023 to January 31, 2023

Your environmental partner since 1954

| Description | Quantity |
|--------------------------|---------------|
| Feet Cleaned | |
| Hydroclean | 15,758 ft. |
| Hot Spot | 1,538 ft. |
| Root Cutting | 556 ft. |
| <hr/> | |
| 17,852 ft. | |
| Lines Cleaned | |
| Hydroclean | 64 lines |
| Hot Spot | 7 lines |
| Root Cutting | 2 lines |
| <hr/> | |
| 73 lines | |
| Other Work Orders | |
| Service Call | 2 Work Orders |
| <hr/> | |
| 2 Work Orders | |

Goleta West Sanitary District

Allowance of Claims

Dec 23 - Jan 31, 2023

| Vendor ID | Vendor Name | Transaction Description | Posted Date | Document Amount |
|--------------------------------------|---|--------------------------------------|-------------|-------------------|
| ADP01 | ADP Inc | Payroll Services | 1/30/2023 | \$ 1,326.17 |
| ADT01 | ADT Security Service Inc | Security Alarms | 1/25/2023 | 272.70 |
| ALL01 | Alliant Insurance Services | Reentry Public Official Bond | 12/27/2022 | 613.00 |
| BAR01 | Bartlett Pringle & Wolf LLC | Accounting & Audit Svcs | 1/25/2023 | 9,241.00 |
| BAR02 | Barricade Pest Control | Pest Control | 1/25/2023 | 100.00 |
| BLU01 | Blueisle Bookkeeping | Bookkeeping Service | 1/25/2023 | 89.00 |
| BOONE | Boone Graphics | Office Supplies PO Books | 1/25/2023 | 637.02 |
| CAL03 | Public Employees Health | CalPERS Health Insurance | 1/24/2023 | 16,359.07 |
| CAL12 | CalPERS Public Employee's Retirement System | CalPERS Pension | 1/30/2023 | 15,956.01 |
| CAN01 | Cannon Corp | SCADA Support | 1/25/2023 | 2,760.00 |
| CHW | Colantuono Highsmith & Whatley | Legal Svcs | 1/25/2023 | 2,493.50 |
| CIN01 | Cintas Corporation | Safety Supplies First Aid | 1/25/2023 | 124.42 |
| CITIG06 | Channel Islands Technology Integrators' Group | Computer Support | 1/30/2023 | 2,701.96 |
| COA01 | Coastal Copy | Copier Svc | 1/25/2023 | 317.42 |
| CWE07 | CWEA | CWEA Membership & Renewals | 1/25/2023 | 202.00 |
| DAL01 | Dal Pozzo Tire Corp | Sweeper Maint Tire Repair | 1/25/2023 | 65.00 |
| DAT01 | Datco Service Corp | Driver Compliance | 1/25/2023 | 146.25 |
| DUT01 | Duthie Power Services | Facility Electrical Monitoring | 1/25/2023 | 3,551.76 |
| EDU01 | Eduardo Galindo Architect | District Bldg Project | 1/25/2023 | 53,297.32 |
| FIR01 | First Bankcard | Operations Supplies FNBO District CC | 1/30/2023 | 1,697.67 |
| GOL02 | Goleta Sanitary District | Treatment | 1/25/2023 | 259,690.55 |
| GOL04 | Goleta Water District | Facility Water | 1/25/2023 | 115.06 |
| HAA01 | Haaker Equipment Company | Sweeper Parts | 1/25/2023 | 9,140.07 |
| HOM01 | Home Depot Credit Svcs | Operations Supplies | 1/25/2023 | 991.26 |
| IBS | IBS of Sierra Madre | Vehicle Maint Batteries | 1/25/2023 | 913.90 |
| JCR01 | Juan Carlos Ramirez | Safety Boots Employee Reimb | 1/25/2023 | 145.43 |
| JOY01 | Joy Equipment Protection Inc | Safety Fire Exting Training | 1/25/2023 | 320.04 |
| LAR01 | Larry's Auto Parts | Vehicle Maint Supplies | 1/25/2023 | 381.80 |
| LEW01 | Dr. David C Lewis | Director Reimbursement | 1/25/2023 | 34.50 |
| LIN01 | Lincoln National Life Ins | Deferred Compensation | 1/4/2023 | 2,190.28 |
| MAR01 | Marborg Industries | Waste Removal & Rolloff | 1/25/2023 | 11,744.73 |
| MCC01 | Brian McCarthy | Safety Boots Employee Reimb | 1/25/2023 | 146.76 |
| MCC02 | McCormix Corporation | Sweeper Fuel | 1/25/2023 | 413.61 |
| MIS01 | Mission Linen Supply | Uniforms & Towels | 1/25/2023 | 1,621.24 |
| MNS01 | MNS Engineers Inc | Consultation Facility | 1/25/2023 | 9,575.00 |
| MSW01 | Mountain Spring Water | Drinking Water | 1/25/2023 | 107.05 |
| NTN01 | Newton Construction | District Bldg Project | 1/25/2023 | 139,698.22 |
| OFF01 | Office Depot | Office Supplies | 1/25/2023 | 1,092.19 |
| PFM01 | PFM Asset Management LLC | Investment Service | 1/27/2023 | 704.09 |
| PLU01 | Plumbers Depot, Inc. | Delivery Chg Vactor Hose | 1/25/2023 | 50.00 |
| PML01 | Pacific Materials Laboratory | District Bldg Project | 1/25/2023 | 4,145.00 |
| SAN07 | Santa Barbara County Water Agency | Annual Permit SB Cnty Water Bd | 1/25/2023 | 365.00 |
| SIL01 | Silvia's Cleaning Company, Inc. | Janitorial Svc | 1/25/2023 | 864.00 |
| SOU02 | Southern California Edison Co | Facility Electricity | 1/25/2023 | 41,331.75 |
| THE02 | The Gas Company | Natural Gas | 1/25/2023 | 551.90 |
| THE08 | The Regents of the University of California | Internet Svc | 1/25/2023 | 103.25 |
| UND01 | Underground Service Alert | Dig Alerts | 1/25/2023 | 245.51 |
| | | | | 598,633.46 |
| Total Services & Supplies | | | | 598,633.46 |
| Payroll - (2) pay dates | | | | 76,179.49 |
| Total | | | | 674,812.95 |

GOLETA WEST SANITARY DISTRICT

DATE: February 23, 2023

AGENDA ITEM: #7

AGENDA TITLE: Selection of Redistricting Partners to Assist the District in its Transition from At-Large to District-Based Elections and Authorizing an Agreement with Redistricting Partners in an Amount Not to Exceed \$40,500

SUMMARY DESCRIPTION: District Counsel recommends entering into a contract for demographic services with Redistricting Partners to assist in the District's transition to district-based elections.

SUPPLEMENTAL MATERIAL:
Proposal submitted by Redistricting Partners

GOLETA WEST SANITARY DISTRICT MEMORANDUM

Date: February 22, 2023

To: Board of Directors

From: Jena S. Acos, District Counsel
Jennifer Y. Lee, Deputy District Counsel

Subject: Selection of Redistricting Partners to Assist the District in its Transition from At-Large to District-Based Elections and Authorizing an Agreement with Redistricting Partners in an Amount Not to Exceed \$40,500

Background:

Since its formation in 1954, the District's Board of Directors has been elected through an at-large election system, in which each voter may cast one vote for each board member seat that is up for election. The California Voting Rights Act ("CVRA"), adopted by the Legislature in 2002, generally disfavors at-large elections and provides that "an at-large method of election may not be imposed or applied in a manner that impairs the ability of a protected class to elect candidates of its choice or its ability to influence the outcome of an election, as a result of the dilution or the abridgement of the rights of voters who are members of a protected class." (Election Code § 14027.) On or about October 5, 2021, the District received a letter alleging a violation of the CVRA from local attorney and retired judge Frank J. Ochoa, who has sent similar letters to other public agencies (e.g., Goleta Sanitary District).

On November 16, 2021, the Board of Directors adopted Resolution 21-805, declaring its intent to transition from at-large to district-based elections for the 2024 general election. The resolution set forth a tentative timeline for the transition and directed District Counsel to retain the appropriate consultants to assist in creating draft maps reflecting the voting districts.

Discussion:

On December 8, 2022, District Counsel released a Request for Proposals ("RFP") for demographic and mapping services and submitted it to five qualified firms, all of whom responded by submitting a proposal. District Counsel evaluated the proposals using criteria identified in the RFP, such as past experience and expertise in the areas identified in the RFP (e.g., Federal and California Voting Rights Acts); prior client satisfaction; cost; and ability to timely provide services. On February 14, 2023, District Counsel and General Manager Brian McCarthy interviewed three of the firms, with Redistricting Partners and National Demographics Corporation ("NDC") being the strongest candidates.

District Counsel now recommends the Board direct her to enter into contract with Redistricting Partners to assist with the districting effort. Redistricting Partners' proposal is attached.

Both Redistricting Partners and NDC have deep experience with districting and redistricting in California, and have worked with local agencies in Santa Barbara County. Both proposed budgets that were similar when comparing the proposed suite of included and optional services, and both were flexible with their schedules. However, General Counsel found that Redistricting Partners' interview was stronger and believes that the "fit" for the District would be better.

Once Counsel enters into an agreement with Redistricting Partners, the firm proposes to commence work immediately, and it is anticipated that the districting process will be complete between April to August of this year. The District will remit consultant payments to Counsel, which will pay Redistricting Partners' bills without markup. Although Redistricting Partners' proposal provides a fixed fee of \$32,500, additional budget is suggested for a Do Not Exceed Amount of \$40,500.