

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

In-person and virtual

POSTING OF THE AGENDA

The agenda notice for this meeting was posted in the display case outside the administrative office of the Goleta West Sanitary District and on the District's website at least 72 hours in advance of the meeting.

1. CALL TO ORDER

President Turenchalk called the meeting to 5:34 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Brian McCarthy – General Manager/Board Clerk-Secretary
Jena Acos - District Counsel
Austin Caitlin – Environmental Compliance Specialist

OTHERS PRESENT

Stephen Korosy – Bartlett, Pringle & Wolf, LLP
Steve Wagner – Goleta Sanitary District
Reese Wilson - Goleta Sanitary District
Sharon Rose – 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

None.

**5. APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING OF
FEBRUARY 23, 2023**

(23-03-17)

Upon a motion by Director Lewis, seconded by Director Thomas, the Board unanimously approved the minutes of the Regular Board Meeting of February 7, 2023 as presented.

6. **GENERAL MANAGER UPDATES**

The General Manager provided a report.

7. **LEGAL COUNSEL UPDATES**

District Counsel provided a report.

8. **GOLETA SANITARY DISTRICT CAPITAL IMPROVEMENT PROJECTS UPDATES AND QUARTERLY REPORT**

Mr. Steve Wagner, General Manager of GSD provided a report on the status and schedule for GSD CIP and BESP (Biosolids and Energy Strategic Plan) projects. Mr. Wagner provided a demonstration of their online CIP portal. The report to the Board was received and filed.

9. **CONSIDERATION OF A CHANGE IN THE DISTRICT'S ACCOUNTING AND FINANCIAL BOOKKEEPING SOFTWARE**

(23-03-18)

Staff provided a brief report and introduction. Mr. Stephen Korosy of Bartlett, Pringle & Wolf, LLC (BPW) presented information and answered questions from the Board regarding transitioning from Microsoft Great Plains to Acumatica accounting software. Director Geyer made a motion, seconded by Director Lewis, to authorize the General Manager to purchase the Acumatica software licensing with guidance from BPW at a price not to exceed thirty-five thousand dollars (\$35,000) as presented by following roll call vote:

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

10. **CONSIDERATION OF A REQUEST FOR FUNDING FROM THE LAND TRUST OF SANTA BARBARA COUNTY FOR TREE REMOVAL**

(23-03-19)

Staff provided a report and answered questions regarding a funding request from the Land Trust of Santa Barbara for tree trimming work near the District easement in the Coronado Butterfly Preserve. Upon a motion by Director Bearman, seconded by Director Thomas, the Board approved of the request for an amount not to exceed one-thousand three-hundred dollars (\$1,300) as presented by following roll call vote:

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

11. CONSIDERATION OF DISTRICT SUPPORT OF AB 557

(23-03-20)

District Counsel gave a brief report and answered questions regarding the proposed Bill preserving emergency remote meeting procedures within the Brown Act. Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously authorized staff to send a letter of support for AB 557 to State Assembly Member Hart as presented

12. COMMUNICATIONS

Noted as received.

13. REPORTS

Operations Report

The General Manager provided a report.

Finance Committee

Director Lewis provided a report.

Isla Vista Recreation & Park District

Director Lewis provided a report.

CVRA Ad Hoc Committee

Director Turenchalk provided a report.

Goleta Water District

Director Turenchalk provided a report.

Santa Barbara Airport Commission

Director Lewis provided a report.

Goleta Sanitary District

Director Geyer provided a report.

Management Committee

Director Geyer provided a report.

City of Goleta Counsel Meeting

Director Thomas provided a report.

SBCCSDA Chapter Meeting

Director Geyer provided a report.

SBCCSDA Executing Board Meeting

Director Geyer provided a report.

LAFCO

Director Geyer provided a report.

City of Santa Barbara


Director Thomas provided a report.

14. **FUTURE AGENDA ITEMS**

None.

15. **ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 7:04 PM.



Brian McCarthy, Board Clerk-Secretary

APPROVED



Eva Turenchalk, Board President

Operations Report

January 31 – February 28, 2023

Administration

As approved by the Board, and at the direction of the Finance Committee, staff transferred \$8 MM from the District Montecito Bank & Trust Premier Public Funds account to the District LAIF (Local Agency Investment Fund) account.

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

Bartlett Pringle & Wolf, LLP (BPW) auditors were on site for several days conducting the District's 2022 financial audit. Staff has been corresponding with BPW to discuss follow-up questions, and provide requested documents.

Staff sent annual reminder letters to owners of the Glen Annie Golf Course reminding them of the agreement with the District.

Staff reissued an expired Sewer Availability Letter to Heritage Ridge housing development (332 ERU). Sewer Availability Letters were issued for: 211 Big Sur Drive for a bathroom addition, and 7658 Newport Drive for a Junior ADU.

Correspondence continues with continues with consultants for the Cortona Apartments development regarding submittal of the irrevocable offer to dedicate sewer facilities. Record drawings have been submitted and reviewed.

Staff has begun the annual County Tax Roll billing cycle, beginning with the Business Inventory portion.

GIS locations data and record drawings were provided for a proposed storm drain project located in Isla Vista along Los Carneros Road. A series of "trash capturing devices" are proposed to be installed in line with the storm drain system.

Staff attended weekly Headquarter Buildings Upgrades OAC (Owner, Architect, Contractor) meetings. Installation of the roof and fire sprinklers have been completed for the Operations Building and Shops. Underground utilities to the buildings has begun, but weather has caused delays. Documents and plans have been submitted to the City for Phase 2 design review and approval. District Counsel and EGA continue to work on finalizing bid documents for Phase 2.

Staff reviewed and approved plans for a tenant improvement at the McDonald's restaurant in the Camino Real shopping center. Changes include modifications to the pay kiosk as well as ADA requirements.

Staff reviewed and approved a tenant improvement project for Costco located in the Camino Real Shopping Center. Improvements include modifications to the break room.

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

Weekly standing meeting with ICOM/Redzone continue to improve and resolve issues with the District Computerized Maintenance Management Software (CMMS).

Staff purchased conference call equipment for the board room to allow for remote access to board meetings.

Staff completed and submitted to CIWQS the January electronic No Spill Certification.

Staff attended CalOSHA Covid-19 Safety Standards Webinar.

Collection System

Staff completed all Hot Spots and Root Cut work orders for February. Scheduled hydrocleaning and hydroflushing is completed in the Storke Ranch and IV West areas.

Staff has begun conducting scheduled CCTV inspections for District Zone 3 beginning as Lake Los Carneros and continuing into the Industrial Areas, Castilian and Cortona.

Staff inspected repair and rehabilitation of four manholes with severe I&I completed by Zebron Coatings.

Staff continues to coordinate with the contractor, Newton Construction & Management, Inc., for UCSB Ocean Walk Phase 4 & 5 project conducting inspections of modifications to sewer mainline and laterals.

Staff received Lock Out Tag Out (LOTO) safety training.

Staff received safety training on chainsaws and participated in a hands-on chainsaw handling demonstration.

Industrial Waste & Environmental Compliance

Staff submitted the annual Pretreatment Report to Goleta Sanitary District.

Staff attended the 2023 annual Pretreatment, Pollution Prevention, and Stormwater (P3S) Conference in Monterey.

Staff issued a verbal warning to Google LLC (GQ3) for submitting an incomplete 2022 4th quarter Self-Monitoring Report. Staff received the complete sampling results and returned the IU to compliance.

Staff met with representatives from the Ritz-Carlton Bacara to discuss the increased monitoring and improved maintenance schedule of their grease interceptors. Staff also received the most recent cleaning manifests of the grease interceptors. Staff returned the IU back into compliance for implementing these improvements.

Staff received, processed, and invoiced the Raytheon well water discharge meter reading for the month of January 2023.

Staff began sampling the Class 4 Industrial Users. The first samplers were set to collect the end-of-process discharge from Teledyne-FLIR and Transphorm.

Street Sweeping

Graffiti: None reported.

Abandoned Vehicles: None reported.

Hours: 68.8

Miles: 622.2

Loads: 39

Maintenance: Performed routine inspections and maintenance.

Marborg: 01/04/2023 – 11.66 Tons

01/05/2023 – 9.14 Tons

01/09/2023 – 8.93 Tons

01-19/2023 – 9.71 Tons

01/26/2023 – 13.85 Tons

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	January 2023	2.4527 MGD; 48.3650 %
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Sewer Operations Cleaning Summary from February 1, 2023 to February 28, 2023

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroclean	11,435 ft.
Hot Spot	6,794 ft.
Hydroflush	5,681 ft.
Root Cutting	1,201 ft.
	<hr/>
	25,111 ft.
Lines Cleaned	
Hydroclean	87 lines
Hot Spot	23 lines
Hydroflush	16 lines
Root Cutting	4 lines
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	130 lines
Other Work Orders	
CCTV Work Order	27 Work Orders
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	27 Work Orders

Goleta West Sanitary District
Allowance of Claims
Feb 01 - Feb 28, 2023

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Svcs	2/3/2023	68,932.50
CAL03	Public Employees HEALTH	CalPERS Health Insur	2/27/2023	16,359.07
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension	2/1/2023	10,637.34
FIR01	First Bankcard	District Operations	2/1/2023	949.02
GOL02	Goleta Sanitary District	re issue of lost Dec'22 GSD ck	2/17/2023	259,690.55
RNC01	Rincon Consultants	District Bldg Project	2/10/2023	8,498.75
				365,067.23
Total Services & Supplies				365,067.23
Payroll - (2) pay dates				87,622.34
Total				\$ 452,689.57