

**MINUTES OF THE REGULAR BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
April 4, 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 5:33 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Brian McCarthy – General Manager/Board Clerk-Secretary
Jennifer Lee – District Counsel
Austin Catlin – Environmental Compliance Specialist

OTHERS PRESENT

Stephen Korosy – Bartlett, Pringle & Wolf, LLP
Sharon Rose – Director Goleta Sanitary District – attended remotely

3. REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449

None.

4. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

5. PUBLIC COMMENT

None.

6. **APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF March 21, 2023**

(23-04-23)

Upon a motion by Director Thomas, seconded by Director Lewis, the Board unanimously approved the minutes of the Regular Board Meeting of March 21 2023 as presented.

7. **GENERAL MANAGER UPDATES**

The General Manager provided a report.

8. **LEGAL COUNSEL UPDATES**

No Report.

9. **CONSIDERATION OF BUDGET PROPOSED BY BARTLETT, PRINGLE & WOLF, LLC FOR COMPLETE IMPLEMENTATION SERVICES FOR TRANSITION OF THE DISTRICT ACCOUNTING AND FINANCIAL SYSTEM FROM MICROSOFT DYNAMICS GREAT PLAINS TO ACUMATICA SOFTWARE**

(23-04-24)

Mr. Korosy of Bartlett, Pringle & Wolf, LLC (BPW) presented the plan and budget and answered questions regarding transitioning the District accounting and financial system from Dynamics GP to Acumatica. Upon a motion by Director Geyer, seconded by Director Bearman, the Board moved to approve of the budget proposed by BPW for transitioning to Acumatica including implementation and staff training as presented at an amount not to exceed \$80,000 by following roll call vote:

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

10. **CONSIDERATION OF CHANGE ORDER NO. 24 FOR THE GWSD HEADQUARTER BUILDING IMPROVEMENTS PROJECT #12-03**

(23-04-25)

The General Manager gave a brief report on the change order and answered questions from the Board. Upon a motion by Director Geyer, seconded by Director Lewis, the Board moved to approve Change Order No. 24 for the Buildings Improvement Project #12-03 as presented by the following roll call vote:

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

11. CONSIDERATION OF SCHEDULING A SPECIAL BOARD MEETING FOR PRESENTATION AND CONSIDERATION OF COST-OF-SERVICE RATE AND FEE REPORT

(23-04-26)

Upon a motion by Director Bearman, seconded by Director Lewis, the Board unanimously moved to approve of scheduling a Special Board Meeting on Friday, April 14, 2023 at 2PM to receive the Rate and Fee Report prepared Raftelis Financial Consulting under the guidance of Special Counsel Colantuono, Highsmith, Whatley, LLC.

12. COMMUNICATIONS

Noted as received.

13. REPORTS

Operations Report

The General Manager provided a report.

SBCCSDA Chapter Meeting

There was no meeting.

Finance Committee

Director Lewis provided a report.

Other Reports:

Goleta Water District

Director Turenchalk provided a report.

12. FUTURE AGENDA ITEMS

None.

1. ADJOURNMENT

There being no further business, President Turenchalk adjourned the meeting at 6:12 PM.

APPROVED



Eva Turenchalk, Board President



Brian McCarthy, Board Clerk-Secretary

Operations Report

March 16 - 30, 2023

Administration

Staff continues to correspond with Special Counsel and Raftelis Financial Consultants regarding the District's Cost of Service Rate & Fee Study. The final report is expected to be completed within the next two weeks for consideration by the Board at a Special Board Meeting to be scheduled at a time and date to be determined.

Staff has been corresponding with the Bartlett, Pringle, & Wolf, LLC (BPW) team regarding the transition from Great Plains to Acumatica software.

Staff and Counsel met with Redistricting Partners and is finalizing tentative logistics and schedule for transitioning the District from at-large to District elections in order to comply with the California Voting Rights Act.

Staff is in the process of revising the District Sewer System Management Plan and Spill Emergency Response Plan to comply with the State Water Board's recently adopted Waste Discharge Requirements Order.

Staff verification of the Business Inventory is underway as part of the annual County Tax Roll billing cycle process.

Staff completed and submitted the Special District Leadership Foundation Transparency Certificate of Excellence application.

Staff completed the 2022 Recycled Water Usage Annual Report and submitted it to the California Regional Water Quality Control Board – Central Coast Region.

Weekly meetings with ICOM/Redzone continue to improve and resolve issues with the District Computerized Maintenance Management Software (CMMS). Utilizing ICOM, staff was able to provide accurate data to Raftelis Financial Consulting utilized in Cost-of-Service Rate & Fee Study.

Staff attended weekly Headquarter Buildings Upgrades OAC (Owner, Architect, Contractor) meetings. Interior paint is nearly completed and touchup will be the final step. Electrical is being completed and drop ceilings installed. Exterior doors and Garage doors are scheduled for installation the first week of April. Floodwall curbs are being installation should be completed soon. A 10-inch water line was located approximately 110 feet from where it was thought to be so a change order will be forthcoming for work to make the necessary connection. EGA is working with the City of SB to expedite the west parking area work. And District Counsel and EGA continue to work on finalizing bid documents for Phase 2.

Collection System

Staff was alerted by our SmartCover® installed on the San Miguel offtrack to a high water level alarm. Staff checked the SCADA system and responded to the Emily Lift Station. Staff found a problem with the bubbler system and was able to complete a temporary repair. A permanent repair to the bubbler system was completed, high level conditions were cleaned up, and the station is now operating normally. A high wetwell alarm was not sent by the SCADA system as it relies on the

bubbler level for status. Staff and the District SCADA consultant, Cannon Engineering, are exploring options to provide alarm notification utilizing available technology.

Staff has completed scheduled CCTV inspections for District Zone 3 except for several high traffic areas in and around Hollister and Los Carneros. This work will likely be completed at night when weather conditions are favorable.

Staff completed plan check for proposed improvements at the Pacific Oaks Apartment Complex located at 7164 Davenport Road.

Staff continues to inspect UCSB's North Campus Faculty Housing project along Phelps Road near the West Campus Open Space. Modifications to the existing sewer main lines continues and is being inspected by District staff.

Staff completed all scheduled monthly maintenance, scheduled monthly safety inspections, and the First Quarter Safety Inspections.

Staff completed plan check and issued a fee estimate for a garage conversion to an ADU at 7164 Del Norte Drive.

Industrial Waste & Environmental Compliance

Staff conducted the 2023 first quarter Industrial Wastewater Discharge Permit compliance inspections at the following Class IV facilities: Google GQ3, Raytheon B-1 campus, and Raytheon B-8.

Staff collected 2023 first quarter Industrial Wastewater Discharge Permit compliance samples from the end-of-pipe and end-of-process discharge locations at Lockheed Martin Santa Barbara Focalplane.

Street Sweeping

Graffiti: None to report

Abandoned Vehicles: None reported

Hours: 31.0

Miles: 268.4

Loads: 12

Maintenance: Performed routine inspections and maintenance.

Marborg: None to report.

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	February 2023	2.3556 MGD; 47.6960 %
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Sewer Operations Cleaning Summary from March 15, 2023 to March 29, 2023

Your environmental partner since 1954

Description	Quantity
Other Work Orders	
CCTV Work Order	10 Work Orders
Parcel Permit	1 Work Order
	<hr/> 11 Work Orders

**Goleta West Sanitary District
Allowance of Claims
Mar 16 - Mar 29, 2023**

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ALL01	Alliant Insurance Services	(late) pay PublicBond DBearman	3/16/2023	\$ 613.00
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Svcs	3/29/2023	22,988.50
CAL03	Public Employees HEALTH	CalPERS Health Contriution	3/17/2023	18,811.09
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retirement	3/17/2023	5,318.67
RAF01	RFC Raftelis Financial Consulting, Inc.	Financial Consultation	3/16/2023	900.00
RAF01	RFC Raftelis Financial Consulting, Inc.	Financial Consultation	3/16/2023	1,080.00
WEX01	WEX Bank	Vehicle Fuel	3/22/2023	3,897.70
				53,608.96
Total Services & Supplies				\$ 53,608.96
Payroll - (1) pay date				\$ 35,079.26
Total				\$ 88,688.22