

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
May 16, 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 24 hours in advance of this special meeting.

**1. CALL TO ORDER**

Director Bearman called the meeting to 5:31 PM

**2. ROLL CALL: BOARD MEMBERS PRESENT**

David Bearman M.D.

David Lewis

Craig Geyer

Eva Turenchalk

**BOARD MEMBERS ABSENT**

Robert Thomas

**STAFF PRESENT**

Brian McCarthy – General Manager/Board Clerk-Secretary

Jennifer Lee – District Counsel

Joey Hilliard – Utility Worker 4

**OTHERS PRESENT**

Ed Galindo – Architect, EGA

Sharon Rose – GSD Director

**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  
May 2, 2023**

(23-05-33)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board approved the minutes of the Regular Board Meeting of May 2, 2023 as presented by a 4-1 vote with Director Thomas being absent.

7. **GENERAL MANAGER UPDATES**

The General Manager provided a report.

8. **LEGAL COUNSEL UPDATES**

District Counsel provided a report.

9. **CONSIDERATION OF THE HEADQUARTER BUILDINGS IMPROVEMENT PROJECT LEED CERTIFICATION AND PROJECT UPDATE**

Mr. Ed Galindo, Architect EGA, provided a report and update on current LEED Certification regulations. He had also provided a letter recommending that the Board consider not pursuing LEED Certification for the new Administration Building. The Board asked questions and discussed this matter. Mr. Galindo was directed to provide additional details regarding obtaining LEED Certification, confirm that we would qualify under LEED V2009, and include additional cost estimates involved in pursuing LEED Certification for the Board to consider at the next meeting.

No action was taken by the Board on this item.

10. **CONSIDERATION OF CHANGE ORDER NO. 25 FOR THE HEADQUARTER BUILDINGS IMPROVEMENT PROJECT #12-03**

(23-05-34)

The General Manager provided an introduction. Mr. Ed Galindo, Architect EGA, provided an explanation for the Change Order No. 25 and answered questions from the Board. Upon a motion by Director Geyer, seconded by Director Lewis, the Board approve Change Order No. 25 for \$58,400 for the Headquarter Buildings Improvement Project #12-03 by the following roll call vote:

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

11. **CONSIDERATION OF DISTRICT INVESTMENT POLICY**

(23-05-35)

The General Manager provided some background on the annual review of the District 2021 Investment Policy. He explained that Ms. Sarah Meacham of PFM provided an opinion that no changes to the current policy were necessary at this time. The Finance Committee would like to make some edits to the Policy prior to next years review, but will bring those recommendations to the Board at a future meeting. Upon a motion by Director Geyer,

seconded by Director Lewis, the Board approved of the Annual Review by PFM Asset Management of the District 2021 Investment Policy by the following roll call vote:

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

**12. CONSIDERATION OF THE CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP)**

(23-05-36)

This item was continued from the May 2, 2023 meeting so that the Finance Committee could provide the Board with some additional information. The General Manager provided a report and answered questions about CAMP and opening an investment account with CAMP as part of a plan to move investments out of PFM Asset Management. Director Geyer added that this account will allow diversification and work in conjunction with the District LAIF account. Upon a motion by Director Geyer, seconded by Director Lewis, the Board authorized the General Manager to open an account with CAMP and transfer funds into it under the guidance of the Finance Committee by the following roll call vote:

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

**13. CONSIDERATION OF PROPOSAL FOR CONSTRUCTION OF FORCE MAIN ACCESS VAULT AT PUMP STATION NO. 1**

(23-05-37)

The General Manager provided a report and answered questions about the Force Main Vault and proposals received for construction of the Vault. Upon a motion by Director Lewis, seconded by Director Geyer, the Board authorized the General Manager to accept the proposal from Tierra Contracting for construction of the Forcemain Vault for \$88,765 by the following roll call vote:

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

**14. CONSIDERATION OF AMENDMENT NO. 1 TO MNS ENGINEERS, INC. FORCE MAINS CONDITION AND LINING ASSESSMENT PROPOSAL**

(23-05-38)

The General Manager provided a report and answered questions regarding additional costs for further considerations associated with the Force Mains Condition and Lining Assessment

being completed by MNS Engineers, Inc. Upon a motion by Director Geyer, seconded by Director Lewis, the Board approved MNS's Amendment No. 1 to the Force Mains Condition and Lining Assessment Proposal for \$34,695 by the following roll call vote:

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

**15. CONSIDERATION OF RESOLUTION 23-820 AMENDING "APPENDIX A" OF THE PERSONNEL POLICY/EMPLOYEE HANDBOOK**  
(23-05-39)

The General Manager explained that at the May 2, 2023 meeting the Board approved a 4% COLA and to increase the District Safety Shoe Reimbursement amount to \$300 per year. Upon a motion by Director Geyer, seconded by Director Lewis, the Board adopted Resolution 23-820 amending Appendix A of the Personnel Policy/Employee Handbook as presented by the following roll call vote:

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

**16. COMMUNICATIONS**

Noted as received. The Board discussed sponsorship of this year's Lemon Festival and directed the General Manager to commit the District for the same level of sponsorship as last year.

**17. REPORTS**

**Operations Report**

The General Manager provided a report.

**SBCCSDA Meeting**

There was no meeting.

**Finance Committee**

Director Lewis provided a report.

**Engineering Committee**

Director Geyer provided a report.

**Goleta Water District**

Director Turenchalk provided a report.

**Isla Vista Recreation & Park District**

Director Lewis provided a report.

**Goleta Sanitary District**

Director Geyer provided a report.

**Other Reports**

None.

**18. FUTURE AGENDA ITEMS**

None.

**19. ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 6:56 PM.

  
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Brian McCarthy, Board Clerk-Secretary

**APPROVED**

  
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Eva Turenchalk, Board President

# Operations Report

April 27 – May 10, 2023

## **Administration**

Staff sent letter to UCSB notifying them of increase in Capital Fund Charge effective July 1, 2023.

Work continues for placing GWSD charges on the annual County Tax Roll billing cycle. Staff is currently working on the business inventory and site verification.

Staff continues to process and catalogue Prop 218 protest letters to the proposed sewer rate increase scheduled for a June 1, 2023 Public Hearing.

New Waste Discharge Requirements (WDRs) issued by the State Water Board will go into effect in June of this year. Staff is updating and editing the District Sewer System Management Plan (SSMP) and to the Spill Emergency Response Plan (SERP), formerly called the Sanitary Sewer Overflow Response Plan. No issues are anticipated with meeting the deadline and the District remaining in compliance.

Staff attended Clean Water Summit Partners webinar on compliance requirements for the New Waste Discharge Requirements (WDRs), Sewer System Management Plan (SSMP), and Spill Emergency Response Plan (SERP).

Weekly Headquarter Buildings Upgrades OAC (Owner, Architect, Contractor) meetings continue. Communications with EGA and District counsel continue regarding Phase 1 & 2 of the Buildings Improvement Project.

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

Staff renewed SmartCover 2023 Service and Warranty Contract.

Weekly meetings continue with RedZone Robotics, developers of the District CMMS system named "ICOM" regarding important updates and bug fixes within the system.

Staff continues to work with Cannon Corp regarding the SCADA system upgrades and revisions.

A permit was issued for a JADU construction located at 6891 Pasado Rd in Isla Vista.

Staff reviewed and approved a bedroom and bathroom addition located at 211 Big Sur Drive in Goleta. No permit is required for the proposed work.

Staff issued a sewer availability letter for a proposed garage conversion JADU located at 7309 Davenport Road in Goleta.

## **Collection System**

UCSB's North Campus Faculty Housing project, the Ocean Walk Development along Phelps Road near the West Campus Open Space continues. Modifications to the existing sewer main lines to

accommodate lot line adjustments continues and is being inspected by District staff. Permits for 15 homes were issued as the project is nearing the final phase.

Staff completed easement clearing of the San Miguel, Los Carneros, and Timbers offtracks.

The field crew completed all hotspots for May. Scheduled hydrocleaning of Evergreen, San Miguel offtrack, and the Phelps trunk line have been completed.

Staff is currently working on CCTV inspection of south Los Carneros and Hollister Ave.

Staff continues to edit/update existing SOPs and write new Standard Operating Procedures (SOPs) and for all District operations and equipment.

### **Industrial Waste & Environmental Compliance**

Staff received, reviewed, and processed the 1st quarter end-of-process and end-of-pipe sample results for the Class IV Categorical Industrial Wastewater Discharge Permittees. Staff also began issuing invoices to the Permittees for the laboratory analysis fees for samples collected.

Staff attended Hazardous Waste Management: Hazardous Waste Handler T22 Training webinar through DKF Solutions.

Staff is collecting end-of-pipe samples for the Class III and II Industrial Wastewater Discharge Permittees.

Staff is scheduling the 2nd quarter facility inspections for the Class IV Categorical Industrial Wastewater Discharge Permittees.

### **Street Sweeping**

Graffiti: None reported.

Abandoned Vehicles: None reported.

Hours: 36.5

Miles: 334.1

Loads: 10

Maintenance: Performed routine inspections, maintenance, and repairs.

Marborg: 04/27/2023 - 12.02 tons

### **Table of Treatment Capacity in GSD Plant**

GWSD Average Daily Flow	March 2023	2.6739 MGD; 40.1567 %
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# Sewer Operations Cleaning Summary from April 27, 2023 to May 10, 2023

Your environmental partner since 1954

Description	Quantity
<b>Feet Cleaned</b>	
Hydroflush	5,681 ft.
Hydroclean	3,352 ft.
Hot Spot	1,477 ft.
Root Cutting	120 ft.
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<b>10,630 ft.</b>	
<b>Lines Cleaned</b>	
Hydroclean	16 lines
Hydroflush	16 lines
Hot Spot	7 lines
Root Cutting	1 line
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<b>40 lines</b>	



**Goleta West Sanitary District**  
**Allowance of Claims**  
**Apr 27 - May 12, 2023**

Rev\_n

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADT01	ADT Security Service Inc*	Alarm Security Svc	5/2/2023	\$ 285.87
BAR01	Bartlett Pringle & Wolf LLC	Acctng & Audit Svcs	5/2/2023	37,250.00
BRI01	C. Philip Brittain	Pump Stn SCADA Consult	5/2/2023	4,111.96
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Svcs	4/27/2023	34,188.50
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retirement	5/1/2023	5,318.67
CAN01	Cannon Corp	SCADA Emily troubleshooting	5/2/2023	1,440.00
CHW	Colantuono Highsmith & Whatley	Legal Svcs	5/2/2023	15,316.50
CIN01	Cintas Corporation	Safety Supplies On Site	5/2/2023	78.22
DAT01	Datco Service Corp	Driver Records	5/2/2023	146.25
FIL01	Filippin Engr	Distr Bldg Proj	5/2/2023	4,663.75
FIR01	First Bankcard	Mtgs misc	5/1/2023	2,506.90
FIR02	FirstNet	Wireless Svc	5/2/2023	731.51
GOL04	Goleta Water District	Facility Water	5/2/2023	230.12
GRA03	Grainger	Operations Tools	5/2/2023	562.54
HAA01	Haaker Equipment Company	Sweeper Parts Svc	5/2/2023	3,038.95
LEW01	Dr. David C Lewis	Board Member Reimb	5/2/2023	34.25
MAR01	Marborg Industries	Waste Removal & Rolloffs	5/2/2023	2,717.80
MCC02	McCormix Corporation	Sweeper Fuel	5/2/2023	274.03
MIS01	Mission Linen Supply	Uniforms & Towels	5/2/2023	1,426.07
MNSO1	MNS Engineers Inc	Maint & Repair	5/2/2023	15,468.15
NTN01	Newton Construction	District Bldg Project	5/2/2023	223,938.75
RAF01	RFC Raftelis Financial Consulting, Inc.	Consulting Svcs	5/2/2023	1,206.25
SBCIT	City of Santa Barbara	District Bldg Project	5/12/2023	1,077.00
SCA01	SCAP Southern California Alliance of	SCAP Membeship	5/2/2023	538.00
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Svc	5/2/2023	864.00
SOU02	Southern California Edison Co	Electricity	5/2/2023	8,144.97
SPE03	Special District Risk Management Authority	Insur SDRMA_ Life, ADD, Dental	5/5/2023	936.89
UCSB9	The Regents of UC	Internet Svc	5/2/2023	103.25
UND01	Underground Service Alert	Dig Alerts	5/2/2023	125.38
VEL01	Velocity Truck Center Ventura County	Vehicle Maint Pts	5/2/2023	219.59
WEX01	WEX Bank	Vehicle Fuel	5/5/2023	2,254.09
ZWO01	ZWORLD GIS	Ops Data Svcs GIS	5/2/2023	2,800.00
				371,998.21
<b>Total Services &amp; Supplies</b>				<b>\$ 371,998.21</b>
Payroll - (1) pay date				\$ 40,092.20
<b>Total</b>				<b>\$ 412,090.41</b>