

**MINUTES OF THE REGULAR BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
DECEMBER 5, 2023**

In-person and remote attendance per amended agenda

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 this regular meeting. An amended agenda was posted and distributed via email on December 5, 2023 at 2:07 PM due to a Director's request to attend remotely pursuant to the process outlined by AB 2449.

1. CALL TO ORDER

Director Bearman called the meeting to order at 5:34 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

STAFF PRESENT

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

OTHERS PRESENT

Kyle Tanaka – PFM Asset Management LLC – attended remotely
Edwardo Galindo, architect (EGA) - attended remotely
Sharon Rose – Director, GSD – attended remotely, then in-person

3. REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449

Director Turenchalk requested remote participation due to illness. Counsel asked Director Turenchalk questions and determined that she was eligible to participate remotely under provisions provided for in AB 2449. The four Directors attending in-person unanimously voted to allow Director Turenchalk to participate remotely via Zoom. Director Turenchalk joined the meeting at 5:39 PM in her capacity as a Director.

4. APPROVE THE ORDER OF THE AGENDA

Upon a motion by Director Geyer, seconded by Director Lewis, the Board approved the order of the agenda by unanimous vote.

5. **PUBLIC COMMENT**

None

6. **APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING OF NOVEMBER 14, 2023**

(23-12-69)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board approved the minutes of the November 14, 2023 Special Board Meeting as presented by unanimous vote.

7. **GENERAL MANAGER UPDATES**

The General Manager provided a report.

8. **LEGAL COUNSEL UPDATES**

District Counsel provided a report.

The Board took a recess at 5:48 PM due to issues with the Zoom remote participation connection allotted time running out. Staff reconnected to Zoom and the other remote participants rejoined, except for Ms. Sharon Rose. The Board returned from recess at 5:51PM

9. **THE BOARD WILL CONSIDER AUTHORIZING THE GENERAL MANAGER TO LIQUIDATE ALL ASSETS IN THE DISTRICT PFM MANAGED INVESTMENT PORTFOLIO, TRANSFER THOSE FUNDS TO THE DISTRICT CAMP ACCOUNT, CLOSE THE PFM ACCOUNT, AND CLOSE THE US BANK CUSTODIAL ACCOUNT**

(23-12-70)

The General Manger provided a report and referenced a memorandum included in the Board packet from Ms. Sarah Meacham of PFM. The memo provided an analysis of estimated losses the District would incur should the decision be made to liquidate the entire PFM investment portfolio prior to maturity of each investment instrument. Another consideration for the Board was the custodial and management costs of maintaining the PFM portfolio to maturity against the option of liquidating and reinvesting in CAMP (California Asset Management Program), a well performing, low administrative cost investment. The Finance Committee members and Mr. Tanaka of PFM provided additional input. Upon a motion by Director Geyer, seconded by Director Lewis, the Board authorized the General Manager to liquidate all assets in the District PFM portfolio, transfer those funds to the District CAMP account and close the District PFM and US Bank accounts as presented by the following roll call vote:

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

Ms. Rose rejoined the meeting (in-person) at 5:57 PM.

Mr. Tanaka left the meeting at 6:21 PM.

The Board took recess at 6:25 PM again due to issues with the Zoom remote participation connection allotted time running out. Staff reconnected to Zoom and Mr. Galindo rejoined. The Board returned from recess at 6:27 PM.

10. THE BOARD WILL CONSIDER CHANGE ORDER NOS. 30, 31, & 32 FOR THE GWSD HEADQUARTER BUILDING IMPROVEMENTS PROJECT #12-03

(23-12-71)

The General Manager provided a report on Change Order Nos. 30, 31, & 32 submitted for the GWSD Headquarter Building Improvements Project #12-03. Mr. Galindo was available to answer questions. Upon a motion by Director Geyer, seconded by Director Thomas, the Board approved of the Change Orders as presented by the following roll call vote:

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

11. THE BOARD WILL CONSIDER AUTHORIZING THE PURCHASE OF REPLACEMENT IPADS FOR DIRECTORS AND THE GENERAL MANAGER

(23-12-72)

The General Manager provided a report. Upon a motion by Director Geyer, seconded by Director Thomas, the Board moved to continue this item to a future Board meeting and asked that Mr. Simon Bentley of CITIG be available at that meeting to discuss available options and costs for replacement iPads by the following roll call vote:

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

12. THE BOARD WILL CONSIDER ELECTION OF BOARD OFFICERS AND BOARD CLERK-SECRETARY FOR CALENDAR YEAR 2024

(23-12-73)

Upon a motion by Director Geyer, seconded by Director Thomas, the Board moved to elect Director Bearman as President, and Director Lewis as Vice President of the Board for the 2024 calendar year by the following roll call vote:

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

(23-12-74)

Upon a motion by Director Geyer, seconded by Director Thomas, the Board moved to appoint the General Manager as the Board Secretary-Clerk for the 2024 calendar year by the following roll call vote:

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

13. COMMUNICATIONS

Noted as received.

14. REPORTS

Operations Report November 7 - 28, 2023

General Manager provided a report.

Santa Barbara Airport Commission – November 15, 2023

No report.

Goleta Sanitary District – November 20 and December 4, 2023

Director Geyer provided a report.

Goleta City Council – November 21, 2023

No Report.

Finance Committee – November 28, 2023

Discussed during Item 9.

Other Reports

None.

15. FUTURE AGENDA ITEMS

President Turenchalk announced that the January 2, 2024 Regular Board Meeting is being canceled due to her and Director Thomas not being available. She said a Special Board Meeting can be scheduled, if necessary, prior to the January 16, 2024 Regular Board meeting.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:51 PM.

APPROVED



David Bearman, M.D., Board President



Brian McCarthy, Board Clerk-Secretary

Operations Report

November 8 - 28, 2023

Administration

The Headquarter Building Improvements Project Phase 2 – Administrations Building is currently out for bid. A pre-bid conference was held on Wednesday, November 29th and Ed Galindo, architect (EGA), was on site to present the project and answer questions. He was also able to conduct an on-site walk around of Phase 1 which will hopefully be granted occupancy within the next few weeks.

Staff attended weekly Owner, Architect, Contractor (OAC) meetings for the Headquarter Building Improvements Project. Final efforts continue by Newton to obtain sign-off and occupancy of the Shop, Operations Building and Flood Wall. The buildings fire monitoring system and ADA handrails are what is currently holding things up.

Counsel and staff met with Mr. Mike Prater of LAFCO to discuss edits to the latest draft MSR pertaining to Street Sweeping.

Staff corresponded with the County of Santa Barbara Treasurer regarding District funds and the County Treasury Investment Pool.

Staff authorized purchase of three replacement desktop computers for the GM, Office Manager, and Environmental Compliance Specialist, and two replacement field laptops per CITIG's replacement schedule and FY 2023-24 budget. Staff also consulted with CITIG regarding Director and GM replacement iPads.

Staff continues to work with consultants regarding a proposed private Ocean Meadows Housing Development on the Eastern side of the West Campus Open Space. Staff and Counsel met with a representative from UCSB to discuss an easement agreement necessary for this project to connect to the public sewer system.

Staff is corresponding with representatives regarding sewer connections for Heritage Ridge Housing Development, the final phase of the Willow Springs Development off Los Carneros.

Staff completed the November no spill certification electronically on CIWQS as required.

Work with Cannon Engineering on the District SCADA system upgrades and revisions continue. Currently working on reestablishing remote access to the system.

Work continues with RedZone Robotics, developers of the District CMMS system (ICOM) to install important updates and bug fixes within the system.

Staff met with the District Hydraulic Model consultant (participated remotely) to investigate potential flow impacts and loading on the existing system for potential proposed future developments in Isla Vista.

Staff attended Hearing Conservation Webinar hosted by DKF Solutions.

Collection System

Staff and the District's contractor, Venco Controls, completed replacing the variable frequency drive (VFD) on pump # 1 in pump station 1. Staff notified GSD that our pump station settings and operations have returned to normal.

Staff continues to monitor and inspect construction of UCSB's North Campus Faculty Housing project along Phelps Road on the West Campus Open Space. Modifications to the existing sewer main lines to accommodate lot line adjustments is ongoing and being inspected by District staff.

Staff completed hydrocleaning Westfield, Pacific Glenn, and Winchester Commons.

Staff completed CCTV inspection of hotspots and root cut areas and adjusted maintenance frequency accordingly.

Staff reviewed plans, issued permits, and/or conducted final inspection and permit sign-off for the following projects:

- Lateral replacement at 7068 Scripps Crescent.
- Plan review for car wash at 370 Storke Road.
- Issued permit for detached ADU construction at 244 Vereda Galeria in EMID.

Industrial Waste & Environmental Compliance

Staff issued 2024 permit renewal applications to all Industrial Wastewater Discharge Permittees. Staff is currently receiving the completed applications and will begin issuing invoices for the 2024 permit renewal period

Staff sent invoices for the 2023 3rd quarter Class IV – Categorical Industrial Wastewater Discharge Permit compliance sample analysis performed by FGL.

Staff received and processed the Raytheon B-1 campus well water discharge meter readings for the months of September and October.

Staff continues to determine the applicability of an Industrial Wastewater Discharge Permit for the new Ocean Rainforest facility at 6710 Navigator Way.

Staff determined applicability of the Government Fleet Smog Check Program to District vehicles for the 2023 calendar year and has completed the annual reporting submittal.

Staff received and processed CA RB Portable Equipment Registration Program Permit renewal for the Gorman Rupp portable trash pump.

Street Sweeping

Collection staff continued to keep the street sweeping program on schedule while our usual street sweeper driver, Ruben was on alternate work duty and off intermittently on medical leave. Ruben is now back on his normal routine.

Graffiti: None reported.

Abandoned Vehicles: None reported.

Hours: N/A

Miles: N/A

Loads: N/A

Maintenance: Performed routine inspections and maintenance.

Marborg: 10/26/23 = 14.73 tons

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	October 2023	2.135 MGD; 51.3502 %
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Sewer Operations Cleaning Summary from November 8, 2023 to December 28, 2023

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroclean	8,768 ft.
Root Cutting	5,075 ft.
Hot Spot	3,966 ft.
	<hr/> 17,809 ft.
Lines Cleaned	
Hydroclean	48 lines
Root Cutting	17 lines
Hot Spot	15 lines
	<hr/> 80 lines
Other Work Orders	
CCTV Work Order	4 Work Orders
	<hr/> 4 Work Orders

Goleta West Sanitary District
Allowance of Claims
Nov 08 - Nov 28, 2023

Rev_n

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Svcs & Support	11/13/2023	772.84
ATG01	Automotive Technicians Group Inc	Vehicle Smogging	11/15/2023	62.75
BAR01	Bartlett Pringle & Wolf LLC	Audit & Acctng Svcs	11/15/2023	261.00
BAR02	Barricade Pest Control	Pest Control	11/15/2023	100.00
BLU01	Blueisle Bookkeeping	Bookkeeping Svcs	11/15/2023	89.00
CAL03	Public Employees HEALTH	CalPERS Health Insur	11/20/2023	18,131.27
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retirement	11/27/2023	11,561.66
CAN01	Cannon Corp	SCADA Maint	11/15/2023	203.95
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	11/9/2023	5,653.17
COS01	Costco Membership	Costco Membership	11/15/2023	120.00
CWE07	CWEA	CWEA Certif Renewal	11/15/2023	98.00
DAL01	Dal Pozzo Tire Corp	Vehicle Tire Repair	11/15/2023	397.36
EDU01	Eduardo Galindo Architect	District Bldg Proj	11/15/2023	57,792.72
FIL01	Filippin Engr	District Bldg Proj	11/15/2023	2,050.00
FIR02	FirstNet	Wireless Svc	11/15/2023	734.26
FRO01	Frontier Communications	Phone Svc	11/15/2023	171.67
GOL02	Goleta Sanitary District	Treatment	11/15/2023	289,967.89
GRA06	Kyle Graham	Safety Boots	11/15/2023	114.95
HOM01	Home Depot Credit Svcs	Operating Supplies	11/15/2023	384.29
LIN01	Lincoln National Life Ins	Deferred Comp	11/27/2023	394.58
MAR01	Marborg Industries	Waste Removal & Rolloff	11/15/2023	4,443.60
MCC02	McCormix Corporation	Sweeper Fuel	11/15/2023	879.54
MIS01	Mission Linen Supply	Uniforms & Towels	11/15/2023	1,169.80
MSW01	Mountain Spring Water	Drinking Water	11/15/2023	107.05
PML01	Pacific Materials Laboratory	District Bldg Proj	11/15/2023	2,440.00
REL01	Reliance Standard Life Insurance	Insurance LTD	11/13/2023	1,058.19
SBCCSDA	SBCCSDA	SBCCSDA Membership	11/15/2023	300.00
SBI01	SB Independent	Legal Notice Publication	11/21/2023	2,400.00
SCC01	SB South Coast Chamber of Commerce	Chamber Commerce Membership	11/15/2023	1,004.50
SILO1	Silvia's Cleaning Company, Inc.	Janitorial Svc	11/15/2023	720.00
SMI01	Smith & Loveless Inc	Vehicle Maint	11/15/2023	616.28
SOU02	Southern California Edison Co	Electricity	11/21/2023	421.21
SPE01	Specialty Tool And Bolt	Operating Supplies	11/15/2023	13.36
SPE03	Special District Risk Management Authority	Insurance Dental & Life	11/8/2023	1,265.25
THE02	The Gas Company	Natural Gas	11/15/2023	40.60
THE06	The Regents of the University of California	Internet Svc	11/22/2023	103.25
TIE01	Tierra Contracting Inc	District Bldg Proj	11/15/2023	57,607.25
TCRetro	TRI-CO RETROGRAPHICS	District Bldg Project	11/15/2023	249.60
UNDO1	Underground Service Alert	Dig Alerts	11/15/2023	236.64
USB01	US Bank	Custodial Bank & Svcs	11/15/2023	855.75
				464,993.23
Total Services & Supplies				\$ 464,993.23
Payroll - (2) pay dates				\$ 76,074.60
Total				\$ 541,067.83