

AGENDA

REMOTE MEETING NOTICE

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INSTRUCTIONS FOR USING ZOOM

- Join the meeting using the link below.
- You must have audio and microphone capabilities on the device you are using to join the meeting.
- When you join the meeting make sure that you join the meeting with audio and follow the prompts to test your speaker & microphone prior to joining the meeting.

TO SPEAK DURING PUBLIC COMMENT USING ZOOM

- The Board President will announce when it is time for Public Comment.
- Click on the Raise Hand icon if you would like to speak during Public Comment.
- Your name will be called on when it's your turn to speak.
- When your name is called, you will be prompted to unmute yourself.
- You will have three (3) minutes to speak. When your time is up, you will be muted.

TO SPEAK ON AN ITEM USING ZOOM

- The Board President will call the item and staff will begin the staff report.
- Click on the Raise Hand icon if you would like to speak on the item.
- Your name will be called on when it's your turn to speak.
- When your name is called, you will be prompted to unmute yourself.
- You will have three (3) minutes to speak. When your time is up, you will be muted.
- You will repeat this process for each item you want to speak on.

FOR OPEN SESSION PARTICIPATION

Join Meeting Electronically at:

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Meeting ID: 874 6592 7036

Passcode: 722267

A G E N D A
REGULAR MEETING OF THE GOVERNING BOARD
OF THE GOLETA SANITARY DISTRICT
A PUBLIC AGENCY

One William Moffett Place
Goleta, California 93117

December 4, 2023

CALL TO ORDER: 6:30 p.m.

ROLL CALL OF MEMBERS

BOARD MEMBERS: Sharon Rose
Edward Fuller
Jerry D. Smith
Steven T. Majoewsky
Dean Nevins

CONSIDERATION OF THE MINUTES OF THE BOARD MEETING

The Board will consider approval of the Minutes of the Regular Meeting of November, 20, 2023

PUBLIC COMMENTS - Members of the public may address the Board on items within the jurisdiction of the Board. Under provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda. Please limit your remarks to three (3) minutes and if you wish, state your name and address for the record.

POSTING OF AGENDA – The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District’s web site 72 hours in advance of the meeting.

BUSINESS:

1. STATUS REPORT ON ANNUAL PRE-WINTER STORM EMERGENCY PREPAREDNESS ACTIVITIES
2. CONSIDERATION OF ANNUAL CONFERENCE AND EVENTS CALENDAR FOR 2023
3. CONSIDERATION OF CONTINUING CONTRIBUTION TO CASA EDUCATION FOUNDATION
(Board may take action on this item.)

4. GENERAL MANAGER'S REPORT
5. LEGAL COUNSEL'S REPORT
6. COMMITTEE/DIRECTOR'S REPORTS AND APPROVAL/RATIFICATION OF DIRECTOR'S ACTIVITIES
7. PRESIDENT'S REPORT
8. ITEMS FOR FUTURE MEETINGS
9. CORRESPONDENCE
(The Board will consider correspondence received by and sent by the District since the last Board Meeting.)
10. APPROVAL OF BOARD COMPENSATION AND EXPENSES AND RATIFICATION OF CLAIMS PAID BY THE DISTRICT
(The Board will be asked to ratify claims.)

ADJOURNMENT

Persons with a disability who require any disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the meeting are asked to contact the District's Finance & H.R. Manager at least 3 hours prior to the meeting by telephone at (805) 967-4519 or by email at info@goletasanitary.org.

Any public records which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the District's office located at One William Moffett Place, Goleta, California 93117.

MINUTES

MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
GOLETA SANITARY DISTRICT
A PUBLIC AGENCY
DISTRICT OFFICE CONFERENCE ROOM
ONE WILLIAM MOFFETT PLACE
GOLETA, CALIFORNIA 93117

November 20, 2023

CALL TO ORDER: President Rose called the meeting to order at 6:31 p.m.

BOARD MEMBERS PRESENT: Sharon Rose, Edward Fuller, Jerry Smith, Steven T. Majoewsky, Dean Nevins

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Steve Wagner, General Manager/District Engineer, Rob Mangus, Finance Director/Board Secretary and Reese Wilson, Senior Project Engineer, Jeff Ferre, General Counsel (via Zoom)

OTHERS PRESENT: Tom Evans, Director, Goleta Water District (via Zoom)
Craig Geyer, Director, Goleta West Sanitary District (via Zoom)

APPROVAL OF MINUTES: Director Smith made a motion, seconded by Director Fuller, to approve the minutes of the Regular Board meeting of November 6, 2023. The motion carried by the following vote:

(23/11/2282)

AYES:	5	Rose, Fuller, Smith, Majoewsky, Nevins
NOES:		None
ABSENT:		None
ABSTAIN:		None

POSTING OF AGENDA: The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District's website 72 hours in advance of the meeting.

PUBLIC COMMENTS: None

BUSINESS:

1. **REVIEW OF FISCAL YEAR 2023-24 FIRST QUARTER BUDGET TO ACTUAL REPORT**

Mr. Wagner and Mr. Mangus gave the staff report on this reporting item, no Board action was taken.

2. REVIEW OF BIOSOLIDS END USE MARKET ASSESSMENT TECHNICAL MEMORANDUM
Mr. Wagner and Mr. Wilson presented the staff report update on this discussion item; no Board action was taken.

3. CONSIDERATION OF NOMINATIONS TO THE SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION (LAFCO) REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBER
Mr. Wagner gave the staff report. No Board action was taken.

4. GENERAL MANAGER'S REPORT
Mr. Wagner gave the report.

5. LEGAL COUNSEL'S REPORT
Mr. Ferre, reported the state is extending and adding funding to the payment program for water and wastewater arrearages that occurred during the COVID-19 pandemic. Mr. Ferre also briefly reviewed the meeting requirements of AB 361, AB 557 and AB 2449. He finished his report with information on fleet replacement requirements that move towards zero emissions.

6. COMMITTEE/DIRECTORS' REPORTS AND APPROVAL/RATIFICATION OF DIRECTORS' ACTIVITIES

Director Smith – No report.

Director Fuller – No report.

Director Nevins – No report.

Director Majoewsky – Reported on his attendance at the Goleta Water District meeting.

7. PRESIDENT'S REPORT
President Rose – Reported on her attendance at the Goleta West Sanitary District meeting.

8. ITEMS FOR FUTURE MEETINGS
No Board action was taken to return with an item.

9. CORRESPONDENCE

The Board reviewed and discussed the list of correspondence to and from the District in the agenda.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:38 p.m.

ATTEST

Sharon Rose
Governing Board President

Robert O. Mangus, Jr.
Governing Board Secretary

AGENDA ITEM #1

AGENDA ITEM: 1

MEETING DATE: December 4, 2023

I. NATURE OF ITEM

Status Report on Annual Pre-Winter Storm Emergency Preparedness Activities

II. BACKGROUND INFORMATION

In the fall of 2023 staff reviewed and updated the list of pre-winter storm emergency preparation activities to lessen the potential for damages to District facilities due to emergency storm events. Since this has been an ongoing process for the last several years, most of the capital improvements and acquisition of emergency equipment have been completed. As such, the remaining activities focus on personnel training, facility inspections and testing of critical equipment. A copy of the current list of emergency preparation activities is attached to this report. All of the activities identified in the attached list have either been completed or are in process.

III. COMMENTS AND RECOMMENDATIONS

This item is for Board information only. No Board action is required at this time.

IV. REFERENCE MATERIAL

2023 Pre-Winter Storm Emergency Preparation Activity List

**Goleta Sanitary District
2023 Pre-Winter Storm Emergency Preparation
Activity List**

	Status
Collections System	
Complete pre-winter creek crossing facility inspections reports	In process
Inspect and confirm MH lids bolted down where required	Ongoing
Complete Firestone List Station pre-storm inspection report	Complete
Confirm portable pump and sandbags staged at Firestone Liftstation	Complete
Confirm Firestone Liftstation bypass Connections in Working Order	Complete
Confirm and update mutual aid contact list as needed	In process
Complete visual inspections of all manholes in off-tract areas	Ongoing
Plant	
Review and Update High Flow Treatment Procedures as Needed	Complete
Complete pre-winter creekbank inspection report	In process
Pre-stage riprap near creekbank for erosion control if needed	Complete
Complete pre-winter WRRF inspection report	Complete
Review of diesel tank refueling protocol for winter storm season	Complete
Efluent Diversion Pump Test	Complete
Severe Storm Event Checklist as-needed	As-needed
Pre-stage bypass for Interstage Pump Station	
Lower pond levels and drain Equalization Basin	
Inspect and confirm Outfall MH lids are bolted down	Complete
Outreach to GWSD and SBA on Inflow/Infiltration Mitigation Measures	Complete
Administration	
Review and Update Emergency Response Plan as required	Ongoing
Coordinate Emergency Response Training of all staff as required	Ongoing
Perform Tabletop Emergency Response Exercise	Scheduled for Jan 2024
Confirmation of Mutual Aid Support with Local Agencies	Complete
Update Prequalified Emergency Response Contractor List	Complete

AGENDA ITEM #2

AGENDA ITEM: 2

MEETING DATE: December 4, 2023

I. NATURE OF ITEM

Consideration of Annual Conference and Events Calendar for 2023

II. BACKGROUND INFORMATION

Each year, individual members of the District's Governing Board attend various conferences and seminars put on by the professional organizations to which the District belongs. The Directors' attendance at these events varies based on their level of involvement in the organization and their role on the Board. While the timing of these events is fairly consistent year to year, the dates and locations vary. Once the schedule for a conference is set, the event dates and locations are typically announced and shown on the organization's website. As the date of the event draws near, another announcement is sent out to members regarding registration and hotel accommodations.

The Board also schedules an annual planning meeting in the spring of each year to review prior year objectives and develop an action plan for the following year. In order to provide advance notice of the Board conferences and annual meeting and to minimize any scheduling conflicts, an annual conference and meeting calendar has been prepared and is presented herein for Board consideration.

III. COMMENTS AND RECOMMENDATIONS

This report is for informational purposes only. As such, no Board action is required.

IV. REFERENCE MATERIAL

2023 Conference and Events Calendar



GOLETA SANITARY

Water Resource Recovery District

2024 CONFERENCE AND EVENTS CALENDAR

DATE	EVENT	LOCATION
Jan 24-26	CASA Winter Conference	Palm Springs, CA
Feb. 26-27	CASA Washington D.C. Policy Forum	Washington D.C.
Mar 20	GSD Annual Planning Meeting	TBD
May 21-22	CSDA Special District Legislative Days	Sacramento, CA
Jul 31-Aug 2	CASA Annual Conference	Monterey, CA
Sept 9-12	CSDA Annual Conference	Indian Wells, CA

AGENDA ITEM #3

AGENDA ITEM: 3

MEETING DATE: December 4, 2023

I. NATURE OF ITEM

Consideration of Continuing Contribution to CASA Education Foundation

II. BACKGROUND INFORMATION

On October 7, 2019, the Board of Directors authorized Resolution No. 19-650 Approving Annual Contributions to the California Association of Sanitation Agencies (CASA) Education Foundation Scholarship Fund, authorizing a \$5,000 pledge over five years at \$1,000 per year. The final installment of that pledge was made in August of 2023, fulfilling our initial pledge of support.

Staff is bringing this item back for consideration of an additional five-year pledge of support.

The California Association of Sanitation Agencies (CASA) represents the interests of local clean water agencies in California that treat wastewater and produce renewable resources such as recycled water, clean energy, and soil enhancements (biosolids). Recognizing the need to recruit new professionals into the industry, CASA members encouraged the association to establish the CASA Education Foundation, a non-profit 501(c)(3) organization committed to raising money and offering competitive scholarships to support students seeking degrees connected to the wastewater industry.

Founded in 2013, the CASA Education Foundation (CEF) was established to provide scholarships that contribute to a student's academic development and career potential in the wastewater field. Each year the CEF awards competitive scholarships to students pursuing higher education in engineering, environmental science, public administration, or other related fields, and who show an interest in serving the wastewater (clean water) industry.

Historically, contributions have come from agencies, consulting firms, service providers, and individuals. The amounts typically range from \$500 to \$5,000. Many organizations, including the District, are finding it challenging to recruit staff as many long-term employees are at or near retirement age; therefore, it makes sense to encourage young people to pursue a career in local government through a variety of methods. The CASA Education Foundation recognizes and aids students who are pursuing careers in the wastewater treatment field.

III. COMMENTS AND RECOMMENDATIONS

Since 2016, the CEF has awarded over 27 scholarships totalling over \$147,500. This has been accomplished through the generous contributions of numerous individuals, public agencies and private corporations. Since these scholarships help to bring new candidates into the industry and potentially to the District, staff recommends the Board consider authorizing an annual contribution to CEF.

The District has no formal policy on making contributions to charitable organizations. If the Board is interested in authorizing additional contributions to CEF, staff will bring back another formal resolution for Board consideration.

IV. REFERENCE MATERIALS

Resolution No. 19-650

Information Brochure and Pledge Form for CASA Education Foundation

RESOLUTION NO. 19-650

RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT APPROVING ANNUAL CONTRIBUTIONS TO THE CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) EDUCATION FOUNDATION SCHOLARSHIP FUND

WHEREAS, the California Association of Sanitation Agencies (CASA) has formed the CASA Education Foundation to administer a scholarship fund with the goal of enhancing the future of California's clean water industry by attracting new professionals into the industry; and,

WHEREAS, the purpose of the scholarships is to help students in California pursuing undergraduate degrees in engineering, environmental science, public administration, wastewater operations, or other related fields, and showing an interest in serving the clean water industry; and,

WHEREAS, the scholarships are awarded on a competitive basis to an undergraduate student enrolled in an accredited California college or university, as determined by the applicant's academic achievement, community involvement, and commitment to a career in a clean water agency; and,

WHEREAS, the mission of the CASA Education Foundation supports the District's goals of 1) supporting environmental education and career opportunities for students, 2) developing and recruiting the talent necessary to design, operate and maintain the District's wastewater infrastructure, and 3) preparing the next generation of professionals to serve the clean water industry.

NOW, THEREFORE, BE IT RESOLVED, BY THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT AS FOLLOWS:

1. The District supports the efforts of the CASA Education Foundation to attract new professionals into the clean water industry.
2. The District finds that contributions to the CASA Education Foundation Scholarship Fund will further the purposes of the District and benefit the public by (i) improving educational opportunities for individuals seeking a career in the clean water industry, (ii) increasing the number of professionals working in the clean water industry, which will increase the pool of qualified candidates for potential employment by the District and will benefit the industry as a whole, and (iii) providing opportunities for the District and CASA to educate the public regarding issues affecting wastewater agencies and opportunities existing within the industry.
3. The District approves an annual contribution of \$1,000 to the CASA Education Foundation Scholarship Fund to fund scholarships for California students FOR A PERIOD OF FIVE YEARS starting in FY2019/20.
4. The General Manager is authorized and directed to take all steps necessary and proper to implement this resolution.

PASSED AND ADOPTED this 7th day of October 2019, by the following vote of the Governing Board of the Goleta Sanitary District:

AYES:

NOES:

ABSENT:

ABSTAIN:

COPY

George W. Emerson,
President of the Governing Board

COUNTERSIGNED:

COPY

Robert O. Mangus, Jr.,
Secretary of the Governing Board

Today's Youth are Tomorrow's Leaders

Help develop the next generation of clean water professionals



The CASA Education Foundation helps ensure clean water for Californians by awarding scholarships to promising students on a path to serving the environmental community.

With no funding received from outside sources, the Foundation relies 100% on individual and organizational donations.

Your donation...

- Is an investment in the next generation of environmental professionals
- Helps address the challenges of an aging workforce
- Provides opportunities for you to meet and recruit talented scholarship recipients
- Identifies your organization as leaders in the industry
- Offers public relations opportunities
- Is tax-deductible

Please consult your tax professional
501c (3) tax-exempt ID number 90-0869052

Through scholarships, students can focus on their studies in the fields of engineering, natural resources, public administration, wastewater operations, and other disciplines in the clean water sector.



PLEDGE FORM



\$100 can help a student focus on his or her studies
\$500 can put textbooks in a student's hands
\$1,000 can help a student realize his or her potential
\$5,000 sponsors a student's entire scholarship

- Yes**, I/we want to support the future of California's clean water community.
I/we pledge a **one-time donation** in the amount of \$_____.
- Yes**, I/we want to support the future of California's clean water community.
I/we pledge a **recurring annual donation** in the amount of \$_____.

Name of Organization

Name of Individual

Address

City

State

Zip

Email

Phone

Please accept the contribution in the name/memory of: _____

Please return form to any CASA Education Foundation Board member, CASA staff member, or to CASA via email or U.S. mail.

Please make checks payable to **CASA Education Foundation**, and mail along with this form to:

CASA Education Foundation
c/o Smith Moore & Associates
808 R Street, Suite 209
Sacramento, CA 95811
Phone: (916) 446-0388
dwelch@casaweb.org

*Thank you for
your support!*

————— **CASA EDUCATION FOUNDATION BOARD OF DIRECTORS** —————

Mike Dunbar
Marco Palilla
Jim Dunbar

Joyce Gwidt
Jim Herberg
Adam Link

E.J. Shalaby
Rick Vaccaro
Betty Burnett

GENERAL MANAGER'S REPORT

GOLETA SANITARY DISTRICT GENERAL MANAGER'S REPORT

The following summary report describes the District's activities from November 21, 2023, through December 4, 2023. It provides updated information on significant activities under three major categories: Collection System, Treatment/Reclamation and Disposal Facilities, and General and Administration Items.

1. COLLECTION SYSTEM REPORT

LINES CLEANING

Staff has been conducting traffic control and easement areas lines cleaning through-out the District.

CCTV INSPECTION

Staff continues with routine Closed-Circuit Television (CCTV) inspections in the area of Hollister Avenue and Modoc Road.

REPAIR AND MAINTENANCE

Staff continues to work on the annual pre-winter storm preparation program. Staff repaired a leak on the Vactor swivel connection to the hose reel.

COLLECTION SYSTEM MAINTENCE TECHNICIAN I RECRUITMENT

New Collection System Technician I Alex Cardenas is scheduled to begin work on Tuesday, December 5, 2023.

UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT UPDATE (UPCCAA)

Staff continues to update the District's qualified contractor list as additional requests are submitted.

2. TREATMENT, RECLAMATION AND DISPOSAL FACILITIES REPORT

Plant flows for the month of October, 2023 averaged 5.27 million gallons a day. The University of California, Santa Barbara and Santa Barbara City College fall semesters are in full swing. The Reclamation Plant has been online since July 10, 2023. High concentrations and loadings during the weekends continue to cause intermittent challenges and various levels of Plant interference.

The Nanobubbler was taken offline November 4, 2023. Samples taken while the Nanobubbler is offline will be compared to the samples taken while it was online to better define and quantify the impacts to the treatment process and operational expenses.

The construction phase of the Influent Pump Station Rehabilitation Project is coming to a close. The Influent Pumps have been put online. The final project closeout is anticipated to be by the end of December 2023 with the final release of retention by the end of January 2024.

Construction of the Biosolids and Energy (BESP) Phase 1 project has begun. Current construction activities include excavation for new electrical vaults and preparing for the installation of those new vaults and conduits to feed Digester 4 and the Combined Heat and Power unit.

The maintenance staff is working on various preventive maintenance work orders.

GENERAL AND ADMINISTRATIVE ITEMS

Financial Report

The District account balances as of November 6, 2023 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 46,845
Investment Accounts:	<u>\$ 30,486,330</u>
Total District Funds:	\$ 31,395,403

The following transactions are reported herein for the period 11/06/23 – 12/04/23

Regular, Overtime, Cash-outs, and Net Payroll:	\$ 303,610
Claims:	\$ 990,441
Total Expenditures:	\$ 1,294,051
Total Deposits:	\$ 431,823

Transfers of funds:

LAIF to Community West Bank Operational (CWB):	\$ - 0 -
CWB Operational to CWB Money Market:	\$ - 0 -
CWB Money Market to CWB Operational:	\$ - 0 -
CWB Operational to CA-Class Investment Account	\$ - 0 -
CA-Class Investment Account to CWB Operational	\$ - 0 -

The District's investments comply with the District's Investment Policy adopted per

Resolution No. 16-606. The District has adequate funds to meet the next six months of normal operating expenses.

Local Agency Investment Fund (LAIF)

- LAIF Monthly Statement – Previously submitted.
- LAIF Quarterly Report – Previously submitted.
- PMIA/LAIF Performance – Previously submitted.
- PMIA Effective Yield – Previously submitted.

CA-Class Investment Account

CA-Class Investment Account – Previously submitted.

Community West Bank (CWB)

CWB Money Market and ICS Accounts – Previously submitted.

Deferred Compensation Accounts

CalPERS 457 Deferred Compensation Plan – Previously submitted.

Lincoln 457 Deferred Compensation Plan – Previously submitted.

Personnel Update

A verbal update will be provided at the meeting.

Special Meeting Proposed

Since our first regular board meeting in 2024 falls on New Year's Day, we are looking to schedule a special meeting on Wednesday January 3, 2024 at 3:00 p.m.

**DISTRICT
CORRESPONDENCE**
Board Meeting of December 4, 2023



<u>Date:</u>	<u>Correspondence Sent To:</u>
1. 11/21/2023	Goleta Water District Subject: Industrial Waste Control Temporary Discharge Permit #C-125-T Contract with Pacific Coast, PC Well Drilling, Inc. Drill and construct a new production well at 4699 Hollister Ave., Goleta, CA 93110.
2. 11/29/2023	Grant Family Trust or Current Resident Subject: Broken Sewer Lateral at Sewer Mainline Connection A.P.N. 061-201-009 at 385 S. Arboleda Rd.
3. 11/29/2023	Bonnie B. Rich or Current Resident Subject: Broken Sewer Lateral & Roots at Sewer Mainline Connection A.P.N. 057-072-040 at 833 Walnut Rd.
4. 11/29/2023	Peter Shingle Subject: TPM 14,884 A.P.N. 061-140-016 at 4605 Vista Buena Rd.