

AGENDA

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

July 20, 2020

CALL TO ORDER: 6:30 p.m.

ROLL CALL OF MEMBERS

BOARD MEMBERS: Sharon Rose
Robert O. Wageneck
Jerry D. Smith
Steven T. Majoewsky
George W. Emerson

CONSIDERATION OF THE MINUTES OF THE BOARD MEETING

The Board will consider approval of the Minutes of the Regular Meeting of July 6, 2020.

PUBLIC COMMENTS - Members of the public may address the Board on items within the jurisdiction of the Board.

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 DISTRICT SAFETY PROGRAMS
2. REVIEW OF ANNUAL OUTREACH AND PUBLIC EDUCATION PROGRAM
(Board may take action on this item.)
3. CONSIDERATION OF ADJUSTMENT TO GENERAL MANAGER
COMPENSATION
(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

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.

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) days prior to the meeting by telephone at (805) 967-4519 or by email at info@goletasnitary.org.

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

July 6, 2020

CALL TO ORDER: President Rose called the meeting to order at 6:33 p.m.

BOARD MEMBERS PRESENT: Sharon Rose, Robert O. Wageneck, Jerry D. Smith, Steven T. Majoewsky, George W. Emerson

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Steve Wagner, General Manager/District Engineer and Richard Battles, Legal Counsel from Howell Moore & Gough LLP.

OTHERS PRESENT: Tom Evans, Director, Goleta Water District

APPROVAL OF MINUTES: Director Smith made a motion, seconded by Director Wageneck, to approve the minutes of the Regular Board meeting of 06/15/20. The motion carried by the following vote:

(20/07/2104)

AYES: 5 Rose, Wageneck, Smith, Majoewsky
Emerson

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. **CONSIDERATION AND APPROVAL OF RESOLUTION ELECTING TO HAVE SEWER SERVICE CHARGES COLLECTED ON THE TAX ROLL FOR FISCAL YEAR 2020-21, DIRECTING THE PREPARATION AND FILING OF THE REPORT, FIXING TIME AND PLACE FOR HEARING, AND PROVIDING FOR NOTICE THEREOF**

Mr. Wagner gave the staff report.

Director Majoewsky made a motion, seconded by Director Emerson to adopt Resolution No. 20-653 electing to have sewer service charges collected on the tax roll for fiscal year 2020-21, directing the filing of the report and fixing the time and place for a public hearing and providing the notice thereof. The motion carried by the following vote:

(20/07/2106)

AYES: 5 Rose, Wageneck, Smith, Majoewsky, Emerson
NOES: None
ABSENT: None
ABSTAIN: None

2. CONSIDERATION OF PROFESSIONAL SERVICES AGREEMENT WITH LAPKOFF & GOBALET DEMOGRAPHIC RESEARCH INC. FOR DEMOGRAPHIC SERVICES FOR TRANSITION TO DISTRICT-BASED ELECTIONS

Mr. Wagner gave the staff report.

Director Wageneck made a motion, seconded by Director Smith to authorize the General Manager to execute a professional services agreement with Lapkoff & Gobalet for demographic services as set forth in their proposal in an amount not to exceed \$33,050 in the form of an addendum to proposal. The motion carried by the following vote:

(20/07/2107)

AYES: 5 Rose, Wageneck, Smith, Majoewsky, Emerson
NOES: None
ABSENT: None
ABSTAIN: None

3. REVIEW AND CONSIDERATION OF 2020 ACTION PLAN

Mr. Wagner gave the staff report.

Director Majoewsky made a motion, seconded by Director Smith to approve the 2020 Action Plan. The motion carried by the following vote:

(20/07/2108)

AYES: 5 Rose, Wageneck, Smith, Majoewsky, Emerson
NOES: None
ABSENT: None
ABSTAIN: None

By consensus, the Board elected to move the closed session items to the end of the meeting and moved to item # 5 on the agenda.

4. CLOSED SESSION

(i) PUBLIC COMMENTS ON CLOSED SESSION None

The Board went into closed session on the following matter at 7:50 p.m.

- (ii) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957(b)(1) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
TITLE: GENERAL MANAGER

The Board came out of closed session at 9:04 p.m.

- (iii) PUBLIC REPORT ON CLOSED SESSION

The Board President announced that no reportable action was taken in closed session. After discussion regarding the General Manager's compensation, Director Wageneck made a motion, seconded by Director Smith to give the General Manager a merit increase in annual salary in the amount of \$6,000. The motion carried by the following vote:

(20/07/2109)

AYES:	5	Rose, Wageneck, Smith, Majoewsky, Emerson
NOES:		None
ABSENT:		None
ABSTAIN:		None

5. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

6. LEGAL COUNSEL'S REPORT

Mr. Battles reported on a recent case involving conflict of interest procedures and reviewed the requirements for reporting conflicts when serving on a board.

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

Director Wageneck – No report

Director Smith – No report

Director Majoewsky – No report

Director Emerson – Handed out some information from CSDA on pending legislation and an editorial from the Wall Street Journal

8. PRESIDENT'S REPORT

President Rose – Reviewed her written report on the 06/09/20 Goleta Water District meeting and shared an article from Scientific American on the decline of fisheries in North America

9. ITEMS FOR FUTURE MEETINGS

No Board action was taken to return with an item.

10. CORRESPONDENCE

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

11. APPROVAL OF BOARD COMPENSATION AND EXPENSES AND RATIFICATION OF CLAIMS PAID BY THE DISTRICT

Director Smith made a motion, seconded by Director Majoewsky, to ratify and approve the claims, for the period 06/16/20 to 07/06/20 as follows:

Running Expense Fund #4640	\$ 568,841.20
Capital Reserve Fund #4650	\$ 197.50
Depreciation Replacement Reserve Fund #4655	\$ 43,789.58
Retiree Health Insurance Sinking Fund #4660	\$ 11,109.41

The motion carried by the following vote:

(20/07/2110)

AYES:	5	Rose, Wageneck, Smith, Majoewsky, Emerson
NOES:		None
ABSENT:		None
ABSTAIN:		None

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:08 p.m.

Sharon Rose
Governing Board President

Robert O. Mangus, Jr.
Governing Board Secretary

Robert O. Wageneck

Jerry D. Smith

Steven T. Majoewsky

George W. Emerson

AGENDA ITEM #1

AGENDA ITEM: 1

MEETING DATE: July 20, 2020

I. NATURE OF ITEM

Status Report on District Safety Programs

II. BACKGROUND INFORMATION

In December 2019 the District hired Richard Rosenbaum, a seasoned safety manager with over 20 years' experience in the Health and Safety industry. In February 2020 an update was provided to the Board regarding initial assessments and proposed prioritization of tasks and initiatives. Today's update intends to apprise the Board on the status of current initiatives, as well as proposed initiatives targeted by the end of the calendar year.

III. COMMENTS

The update will include status of the District's safety programs along with efforts currently in process and planned for the future. These, among others, include implementation of Job Safety Analysis, a safety focused procedure; standardized safety-centric morning departmental meetings; progress on the Competency Based Training programs and a summary of COVID-19 measures. Additional proposed implementations include Behavior Based Safety initiatives, Resiliency Planning, and regulatory program updates.

Since this report is for informational purposes only, no Board action is required.

IV. REFERENCE MATERIALS

Jobs Safety Analysis (JSA): samples:

- Centrifuge Operation
- A/C Unit Inspection and Cleaning

JSA Title: Centrifuge Operation

Created by:	Pete Regis	Created Date:	4/29/2020	Updated Date:	5/6/2020
	Todd Frederick				Page 1 of 4
Reviewed By:	Richard Rosenbaum		Document Control Number:		

PPE: Head: Choose an item. Eyes: Safety Glasses Hearing: Ear Plug Respiratory: Choose an item.
 Face: Face Shield Hands: Gloves - Leather Footwear: Boots - Steel toe Body: Choose an item.

Other:

Job Step	Hazard	Mitigation
1. Drive cart or walk to centrifuge areas.	<ol style="list-style-type: none"> 1. Fall getting in and out of cart 2. Car/pedestrian/bicyclist accident 3. Rolling ankle on uneven surfaces. 4. Improper tool for job 	<ol style="list-style-type: none"> 1. Have good hand and foot placement use 3 points of contact. 2. Look out for other vehicles or pedestrians. Implement defensive driving techniques. Follow site speed limit. Be mindful at blind corners. Defer to larger vehicles. First move forward parking, if possible. 3. Scan travel path before walking to identify and avoid uneven surfaces. 4. Inventory required tools for task to prevent multiple trips or temptation to use wrong tool.
<p>Operation</p> <ol style="list-style-type: none"> 2. Pre start up inspection <ul style="list-style-type: none"> -Sludge tank full -Polymer in tank -No leaks -Ensure truck present and in position 	<ol style="list-style-type: none"> 1. Equipment damage due to inadequate influent 2. Poor processing. Due to no polymer to process. 3. Equipment damage or failure due to lack of fluid or fuel. 4. Cake to ground 5. Hitting head on chute 6. 	<ol style="list-style-type: none"> 1. Sufficient influent must be available. At least ½ full United Rentals tank. Ideally full tank, 4" below top of tank so you don't dredge during operation. 2. Replace tote when empty (there will still be polymer in mixing tank). Watch tank when approaching empty. Replace when less than 5". 3. Inspect for leaks daily <ul style="list-style-type: none"> -Diesel fuel -Oil -Antifreeze -Gear box fluid 4. Park truck in first loading position at painted line. 5. Avoid walking under chute. If you must, avoid lower angled area. 6.

3. Ensure ball valve to booster pump closed. This valve is only open during shutdown cleaning.	<ol style="list-style-type: none"> 1. Adding water to centrifuge during operation will return it to sludge 2. Fall on stairs 3. 	<ol style="list-style-type: none"> 1. Valve must be closed during operation and open to drain when system is off. 2. Utilize 3 points of contact, handrail. 3.
4. Turn on breakers outside truck control office.	<ol style="list-style-type: none"> 1. No operation, surge to equipment, Arc flash 2. Arc Flash 3. Fall on stairs 4. 	<ol style="list-style-type: none"> 1. Stand off to side when energizing. 2. Electrician to turn on. Intrinsically safe gloves. 3. Use hand rail when accessing level. Mind step to/from control room. 4.
5. Turn on Hercules Pump	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
6. Turn on red breaker in control office.	<ol style="list-style-type: none"> 1. Fall/slip on step to control room 2. 	<ol style="list-style-type: none"> 1. Use hand rail when accessing level. Identify step and level change. Mind step to/from control room. Ensure ground is dry and clear. 2.
3. Turn on system control power. Wait for PLC screen to load	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
4. United Rentals Tank	<ol style="list-style-type: none"> 1. Insufficient amount of material for continued operation. 2. 	<ol style="list-style-type: none"> 1. Ensure full tank of material (Step 2) 2.
5. Push auto select /start to begin operation.	<ol style="list-style-type: none"> 1. Equipment damage, process upset. 2. 	<ol style="list-style-type: none"> 1. Review SOP for operating parameters and adjustments to optimize production. 2.
6. Monitor cake	<ol style="list-style-type: none"> 1. Improper product/effluent 2. 	<ol style="list-style-type: none"> 1. If too wet, yield is clumpy. Reduce sludge feed rate. Slow pump speed in 5 gpm increments and monitor dryness. 2.
7. If vibration above 7 on monitor screen or sludge flow fluctuates or drops without our intervention. (centrifuge)	<ol style="list-style-type: none"> 1. Lose beach, piling up solids inside. Equipment damage. 2. 	<ol style="list-style-type: none"> 1. CIP (Clean in Place) procedure. Shutdown and perform automated CIP process. 2.
8. Operation slowing (pump)	<ol style="list-style-type: none"> 1. Low flow, pump clogging, causing equipment damage 2. Accidental start (chopping mechanism), electrocution 3. 	<ol style="list-style-type: none"> 1. Shut down and prepare for pump maintenance procedure. 2. Perform LOTO procedure (see below) 3.

9. Truck Loading	<ol style="list-style-type: none"> 1. Impacting personnel 2. Fall form ladder 3. Cake to ground (missing) or improper loading. 4. Overweight 5. Top heavy 	<ol style="list-style-type: none"> 1. No personnel on back side of truck during loading 2. Inspect ladder daily. 3 points contact. Don't use cleats on truck as ladder (too high, do not exceed 4') 3. Back truck full to painted stop point. Pull truck forward to load equally. 4-5 location stops 4. Check onboard scales <50,000 lbs. 5. Only load tall trailer ½ full (conveyor)
<p><u>Shutting Down</u></p> <p>10. Make sure the ball valve to the booster pump is manual open</p>	<ol style="list-style-type: none"> 1. Fall on stairs 	<ol style="list-style-type: none"> 1. 3 points contact, handrail
11. Press auto select on the PLC	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
12. Press Stop on PLC	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
13. Once the machine is completely done, close the ball valve from the booster pump.	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
14. Move red breaker to off and wait for drives to stop flashing.	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
15. Turn off main breakers	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
16. You are done on the centrifuge, exit the centrifuge.	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
17. Turn off diesel pump	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
<p><u>Maintenance</u></p> <p>18. Grease auger daily. Two Zerk fittings</p>	<ol style="list-style-type: none"> 1. Equipment seizes 2. 	<ol style="list-style-type: none"> 1. While running, add 5-10 shot of blue grease. 3 at a time, alternating between fittings 2.
19. Grease centrifuge every 200 hours. Two Zerk fittings	<ol style="list-style-type: none"> 1. Equipment seizes 2. Temperature increase causing shutdown 3. 	<ol style="list-style-type: none"> 1. Add 13 shots of white grease. Add "nice and smooth," slowly. 2. Temperature increase is normal. Increase to 200-300°. Manual shut down at 300°. Automated S/D at 400°. First high temperature alarm is normal. 3.
20. Grease front and rear pillow blocks daily	<ol style="list-style-type: none"> 1. Equipment seizes 2. 	<ol style="list-style-type: none"> 1. While running, add 13 shots of grease slowly.
21. Hercules Pump Inspection -Check oil and diesel level	<ol style="list-style-type: none"> 1. Equipment damage 2. 	<ol style="list-style-type: none"> 1. Check oil and diesel every other day 2.
	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.

<u>LOTO Procedure</u>		
Chopper Pump	1.	<ol style="list-style-type: none"> 1. Notify Operations and Maintenance. Lock out power at control office. Document in log. 2. Ensure ball valve for liquid is closed. 3. Close sludge valve. 4. Isolate polymer injection system 5. Turn off chopper pump (local if possible) 6. Test start. Ensure no potential operation of pump. 7. Remove bolts/cover 8. Clean pump 9. Restore pump to service 10. Turn on local pump switch (if possible) 11. Restore polymer 12. Open sludge valve 13. Restore power, test

JSA Title: A/C UNIT INSPECTION & CLEANING

Created by:	Ramon Garza	Created Date:	6/4/2020	Updated Date:	6/19/2020
	Frazier Donnell Evans				Page 1 of 1
Reviewed By:	Donnell Evans		Document Control Number:		

PPE: Head: Choose an item. Eyes: Safety Glasses Hearing: Choose an item. Respiratory: Choose an item.
 Face: Choose an item. Hands: Gloves - Leather Footwear: Boots - Steel toe Body: Choose an item.

Other:

Job Step	Hazard	Mitigation
1. Drive cart or walk to equipment locations	<ol style="list-style-type: none"> 1. Fall getting in and out of cart 2. Car/pedestrian/bicyclist accident 3. Rolling ankle on uneven surfaces. 	<ol style="list-style-type: none"> 1. Have good hand and foot placement use 3 points of contact. 2. Look out for other vehicles or pedestrians. Implement defensive driving techniques. Follow site speed limit. Be mindful at blind corners. Defer to larger vehicles. First move forward parking, if possible. 3. Scan travel path before walking to identify and avoid uneven surfaces.
2. Access the roof	<ol style="list-style-type: none"> 1. Fall or slip and fall from roof access ladder. 2. Drop tools during the hoisting of any tools and or water hoses with pull rope. 	<ol style="list-style-type: none"> 1. Have good hand and foot placement use 3 points of contact at all times. 2. Ensure that all tools and or equipment is secured either in a bucket or tool bag during the hoisting up process and any water hoses are off and secured while being up with pull rope.
3. Set Up at location	<ol style="list-style-type: none"> 1. Process/plant upset 	<ol style="list-style-type: none"> 1. Notify operations of intended activity and work area exclusions
<ol style="list-style-type: none"> 4. Turn Off A/C unit at location disconnect. 5. Verify no energy power to A/C. 6. Open A/C unit check electrical connections, clean inside A/C unit. 7. Inspect A/C motors. 	<ol style="list-style-type: none"> 1. Shock (Electrical) 2. Pinch point injury 3. Lifting 	<ol style="list-style-type: none"> 4. Wear Insulated tools and wear leather gloves when needed. Always check voltage. 5. Do not place hands in pinch area, keep hand out of line of fire. 6. Lift with legs, use two persons to lift 50lbs or more.
8. Verify all is good and power back up	<ol style="list-style-type: none"> 1. Unit not running correctly once powered back up. 	<ol style="list-style-type: none"> 1. Verify that the unit is currently running correctly as well as do a follow up at least 30 mins later.

AGENDA ITEM #2

AGENDA ITEM: 2

MEETING DATE: July 20, 2020

I. NATURE OF ITEM

Review of Annual Outreach and Public Education Program

II. BACKGROUND INFORMATION

The Goleta Sanitary District has a robust Outreach and Public Education program to manage, quantify, and prioritize efforts to raise public awareness of the District's mission, as well as to foster community support for current and future efforts to improve and expand our services to the community.

Through the District's outreach efforts, we strive to inform the public about the functions and activities of the District, and the ways they can positively impact the environment, and help us in our efforts to protect public health.

Like prior years, the proposed FY2020-21 Outreach Program consists of various activities that occur throughout the year. These activities vary in frequency and are intended to reach various sectors of our community. The current outreach program activities include, but are not limited to: direct mailings (newsletters and informational mailers), participation at various community events (the Santa Barbara Earth Day Festival and the Goleta Lemon Festival, etc.), onsite tours of the Water Resource Recovery Facility (WRRF) by various school and community groups, the popular biennial Open House, elementary school water science education presentations, weekly posts on the District's Facebook page, and ongoing updates to the District's website.

These activities are further described on the attached spreadsheet. Taken together these activities seek to inform the public about the District's ongoing operations, basic concepts of water resource recovery, ways the public can help protect the environment through proper disposal of medications, fats oils and grease, and what is appropriate to flush down drains.

The Outreach Committee met on Thursday, July 9, 2020 to review the proposed FY2020-21 Outreach Program and received a status report on recent and upcoming outreach events. A copy of the status report memo to the committee is attached to this report.

III. COMMENTS AND RECOMMENDATIONS

The outreach program has been significantly affected by the COVID-19 pandemic and associated stay at home order, as many of our in-person activities have been cancelled and/or postponed to a future yet to be determined date. This has given us a unique opportunity to develop new ways to connect and educate our community in various virtual platforms.

Several of our outreach activities are being adapted to allow virtual engagement via Zoom and other online video programs. Staff is engaging students from the Santa Barbara County United Way's Fun in the Sun (FITS) summer learning program through a Zoom water science presentation from June 'til the end of July 2020. The program is adapted to quick experiments the students can do from home while guided by GSD lab staff here at the WRRF. Virtual video facility tours are also planned for the public to access via our website and on the District's Facebook page in short segments to be completed by the end of 2020.

Other current outreach activities that are moving forward despite the pandemic include the preparation of the fall 2020 newsletter, posts on social media, and updates to the District web site. A copy of the proposed outreach and education program activities is included for Board consideration. The plan is to implement all activities subject to the ongoing COVID-19 restrictions.

Staff recommends that the Board accept the proposed FY2020-21 Outreach Program, subject to any changes it wishes to make.

IV. REFERENCE MATERIAL

Proposed FY2020-21 Public Outreach Program Activities

Status Report on Outreach and Public Education Program

Goleta Sanitary District

2020-2021 Public Outreach Program Activities

Outreach Activity	Description	Target Audience	Status	Staff Involved	Frequency
Newsletter	Educational and informational newsletter goes out to constituents in the District service area	General Public	Active	GM and designated staff	2-3 times per year
Website	Overview of District processes, programs, news, and information for the public.	General Public	Active	Admin staff	Ongoing
Printed outreach collateral material	General or specific District information including treatment processes and pertinent messaging	Used by BOD and staff when in contact with public	Active	GM and designated staff	As needed
Talking Points for BOD	Preparation of brief talking points for Board to share with the public in easy to understand segments	General Public	Active	GM and designated staff	As Needed
Video	General overview video of District operations	General Public, tours, groups, students	Completed	GM and designated staff	Update as needed
Offsite events	Information about the District operations is shared in booths staffed at events such as: Earth Day, Public Works Week, Tastes and Sounds of Old Town, Lemon Festival etc.	General Public	Active	Open to all interested staff	Annual
Open House	Onsite open house event geared to showcase District operations	General Public	Active	All staff	Every 2 years
Community Group Presentations	Presentations prepared for different groups which may be general, or highlight specific activities, i.e. water recycling	Civic Groups, university classes, community service clubs etc.	Active	GM and designated staff	As requested

Outreach Activity	Description	Target Audience	Status	Staff Involved	Frequency
"Fun In the Sun" United Way Summer Program	In Person or Virtual Water Science Presentations	Disadvantaged youth participating in summer program	Active	Lab staff and Outreach	Annual
Facility Tours	Guided tours of the water resource recovery facility either live in person, or recorded virtual tour	General Public	Active	Operations staff/Outreach Staff	Ongoing
Video Shorts	Short videos of virtual tour stops and other FAQs for use on the website, and social media	All Ages	Active	Outreach staff and Operations staff	TBD
Virtual water science education presentation	Creating online virtual education program teaching introductory water science concepts, including lab experiments (may be live or recorded)	Local students grades 4+	In development	Laboratory staff and designated staff, admin staff	As requested
In Class water science education presentation	Creating live, in class participatory education program, introducing water science concepts, including lab experiments	Local students grades 4+	In development	Laboratory staff and designated staff, admin staff	As requested
Tour Signage	Development and installation of informational signage along WRRF tour route	Onsite tour participants	In development	GM and designated staff	1 time
Social Media	Weekly informational posts on Facebook page	All Ages	Active	Outreach staff	Weekly
Internship Program	Part time paid internship program in IWC and Operations division	College students/Young Professionals	Active	Plant Operations and IWC staff	As needed



GOLETA SANITARY

Water Resource Recovery District

MEMORANDUM

TO: Outreach and Public Education Committee

FROM: Laura Romano

DATE: July 17, 2020

SUBJECT: Status Report on Outreach and Public Education Program

The COVID-19 pandemic and associated stay at home order has significantly impacted the way we are implementing our annual outreach and public education program. Most of our typical activities have been cancelled or delayed until a future yet to be determined date. However, this curtailment of in-person interaction has given us a unique opportunity as we are adapting to provide virtual engagement tools and exploring new and exciting ways to connect with and inform our constituents.

TOURS

We typically host tours throughout the spring months to students from elementary grade level to university. All scheduled tours were cancelled in mid-March. We had expected to host a minimum of 8 tours with an average attendance of 20 students, including a tour for teachers and interns in an education program at UCSB. All of the groups who had to cancel hope to reschedule in the following year. We did host 78 individuals before the COVID-19 impact.

UNITED WAY OF S.B. COUNTY'S FUN IN THE SUN (FITS) SUMMER LEARNING PROGRAM- OFFSITE WATER SCIENCE PROGRAM-June-Aug 2020

One bright spot in the outreach program is the launch of our virtual water science program for 480 students enrolled in the United Way's Fun in the Sun virtual summer learning program. The staff at United Way reached out to us to see if we would be interested in offering the program live virtually and Lena has eagerly embraced adapting the curriculum and presentation for virtual teaching, and will also instruct U.W. teaching staff who may give some presentations in her absence. Free video software has been installed to assist in the filming of the presentation. A combination selfie stick tripod was also purchased. The tools will also be used to record vignettes of the treatment process, thereby creating a virtual tour of the plant. This can be used to engage the public via the website and on Facebook posts.

FITS TOURS and LUNCH BUNCH

These were also cancelled but we may be able to offer a virtual tour option in time for the FITS programs. If not, we will have it available for future use for students and groups.

OTHER TOURS & OFFSITE EVENTS

The District had planned to host some tours of the Lystek pilot project, but those were cancelled, as was a regional meeting for the Santa Barbara County chapter of CSDA.

EARTH DAY, TASTE AND SOUNDS OF OLD TOWN GOLETA & LEMON FEST

Both Earth Day and Tastes and Sounds of Old Town Goleta have been cancelled. It is anticipated that Lemon Fest will be cancelled as well, but no formal cancellation notice has been made to date. The scheduled dates of Lemon Fest are September 12-13, 2020.

NEWSLETTER

We transitioned to a new marketing firm (Westamerica) to give fresh energy and a more professional look to our newsletters. We had planned to produce a spring newsletter, but instead sent out a bilingual COVID-related informational piece which was received by residents in early May.

The next newsletter is being planned for the fall and will be sustainability-themed, as well as contain messaging about proper medicine disposal and proper grease disposal.

OTHER OUTREACH DEVELOPMENTS

A folding two-sided color brochure has been developed and printed for use once the outreach program resumes. One side of the brochure features no wipes and FOG messages; the other side has a process map of the WRRF. One-thousand brochures have been printed.

Weekly posts have been made on the District's Facebook page. Some of the recent posts include information about the current 2020 Pipeline Rehabilitation Project, a link to a New Homebuyer program offered through the Young Leaders Society of the UWSB, a post encouraging residents to take the census, and a post showing our new process simulation model, as well as others relating to COVID 19 changes at the facility, the safety of wastewater treatment in preventing the spread of the virus, and others. Facebook posts are generally done every Friday.

The District is participating in a video created by CASA to promote the work of Sanitation Districts. A portion of the script on the history of sanitation systems was performed by Edgar Guerrero, Collection System Maintenance Tech I. This will be used as a promotional piece by CASA at the virtual conference, and then can be used by participating agencies as a communication piece on websites and via social media.

WEBSITE UPDATES

Updates to articles and uploads of additional photographs are ongoing to ensure the messaging on the website is in line with our mission, vision, and value statements, and are being delivered in a format that is accessible to the public (aimed at an eighth grade reading level).

Public Outreach and Education accomplishments January to July 2020

- Selected new marketing firm and produced large postcard with COVID-19 related information
- Completed artwork on brochure and produced 1000 pieces for future use
- Gave tours to 78 attendees between January-February including a group from Maravilla, UCSB Master Gardeners group, UCSB Health Geography students, and WateReuse Central Coast
- Filmed CASA video on importance of sanitation with staff from Collections
- Lab staff presented water science program to ~480 students virtually
- Posted content once a week on Facebook page on a variety of topics
- Updated website pages adding new photographs

Planned Outreach for July-December 2020

- Film video vignettes of treatment process to create virtual plant tour
- Create fall newsletter themed on sustainability
- Staff booth at Lemon Fest if not cancelled
- Create signage for plant for future public tours
- Continue weekly social media posts
- Continue updates to website

Public Outreach and Education plan for 2021

- 2-3 Newsletters
- Creation and posting of additional “Did you know” video vignettes on website
- Ongoing website updates
- Weekly social media posts
- Participation at off-site events (Earth Day, Public Works Week, Lemon Festival)
- Onsite and virtual facility tours
- Onsite and virtual water science education program
- Open house event in fall

AGENDA ITEM #3

AGENDA ITEM: 3

MEETING DATE: July 20, 2020

I. NATURE OF ITEM

Consideration of Adjustment to General Manager Compensation

II. BACKGROUND INFORMATION

On July 6, 2020 the Board met in closed session to conduct a performance review of the General Manager. Upon exiting the closed session and reconvening in open session the Board voted to give the General Manager a merit increase in salary. However, while the agenda of the July 6, 2020 Board meeting included the closed session discussion related to the performance review of the General Manager, the agenda did not include a separate item for consideration of an adjustment to the compensation for the General Manager as required. As such this item is being brought back to the Board for further consideration.

III. COMMENTS AND RECOMMENDATIONS

Since the decision to provide an adjustment to the compensation for the General Manager was not on the July 6, 2020 agenda, the Board may elect to reconsider its prior decision as part of this item.

IV. REFERENCE MATERIAL

None

GENERAL MANAGER'S REPORT

GOLETA SANITARY DISTRICT GENERAL MANAGER'S REPORT

The following summary report describes the District's activities from July 7, 2020 through July 20, 2020. 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 is conducting priority area lines cleaning through-out the District.

CCTV INSPECTION

Staff is conducting routine Closed-Circuit Television (CCTV) inspections in the area of Calle Real and N. San Marcos Road.

CITY VENTURES DEVELOPMENT

Inspections continue as required for this project.

2020 PIPELINE REHABILITATION PROJECT

Robotic Solutions has begun the final portion of the project with the installation of the "Top Hat" lateral connections. Staff is working with the contractor to ensure that the punch list items are completed. The "Top Hat" installations are scheduled for completion by the week of July 27, 2020.

COLLECTION SYSTEM OFFICE TRAILER

The trailer is fully operational. The Collection System Manager, the Safety and Regulatory Compliance Manager and several other staff are now working out of the office trailer.

REPAIR AND MAINTENANCE

Staff repaired a manhole collar on Arboleda Road near Nogal Road.

GREASE AND OIL INSPECTIONS

Staff continues with the grease and oil inspection program.

COMPETENCY BASED TRAINING

Staff continues work on the Sanitary Sewer Overflow (SSO), eSOP (electronic Standard Operating Procedures). The eSOP will be combined with the previously completed work books and the Competency Based Training (CBT) to complete the SSO training program. Staff continues to work with DKF Solutions on the other CBT items.

CITY OF GOLETA OLD TOWN SIDEWALK PROJECT

Staff continues to coordinate inspections of the sewer manhole-related work with the City of Goleta Construction Management team from Filippin Engineering, Inc.

2. TREATMENT, RECLAMATION AND DISPOSAL FACILITIES REPORT

Operations and Maintenance staff continue to work on preparing the new inventory storage containers.

A recruitment for the position of Maintenance Technician I has been initiated. This will replace a position that is soon to be vacated.

Plant flow levels have begun to increase corresponding with the re-opening of some businesses due to the COVID-19 shutdowns.

The Lystek refeed of the digesters, to quantify increased solids destruction and gas production, has had a few challenges in the startup. Our staff has completed some modifications to the Lystek skid. We will likely start processing material this week.

Reclamation demand is at 1.5 million gallons a day (MGD).

Centrifuge operations continue without problems. Operations staff is starting to notice the reduction in sludge volume in lagoon number 3.

PUBLIC OUTREACH AND EDUCATION

The District laboratory staff continues to provide a virtual water science class to the Santa Barbara County United Way's Fun in the Sun (FITS) summer learning program.

Staff is also beginning to record short video segments to use as virtual tours for the public on different platforms, including the District website and on social media. The video segment recordings will be ongoing through 2020.

3. GENERAL AND ADMINISTRATIVE ITEMS

Financial Report

The District account balances as of July 6, 2020 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 261,886
Investment Accounts:	\$ 27,942,928
Total District Funds:	\$ 28,204,814

The following transactions are reported herein for the period 07/07/20 – 07/20/20.

Regular, Overtime, Cash-outs and Net Payroll:	\$ 115,801
Claims:	\$ 794,706
Total Expenditures:	\$ 910,507
Total Deposits:	\$ 351,376

Transfers of funds:

Community West Bank (CWB) to LAIF:	\$ 17,833,000
CWB Operational to CWB Money Market:	\$ - 0 -
CWB Money Market 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 – June, 2020.

PMIA/LAIF Performance – June, 2020.

PMIA Effective Yield – June, 2020.

Community West Bank (CWB)

CWB Money Market Account – Previously submitted.

Deferred Compensation Accounts

CalPERS 457 Deferred Compensation Plan – June, 2020.

Lincoln 457 Deferred Compensation Plan – Previously submitted.

COVID-19 Response Plan Update

A verbal update will be provided at the meeting.

Personnel Update

A verbal update will be provided at the meeting.



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	GOLETA SANITARY DISTRICT
Account Number	70-42-002

As of 07/15/2020, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2020.

Earnings Ratio		.00003710668261400
Interest Rate		1.36%
Dollar Day Total	\$	9,952,171.32
Quarter End Principal Balance	\$	109,448.84
Quarterly Interest Earned	\$	369.29



PMIA/LAIF Performance Report as of 07/15/20



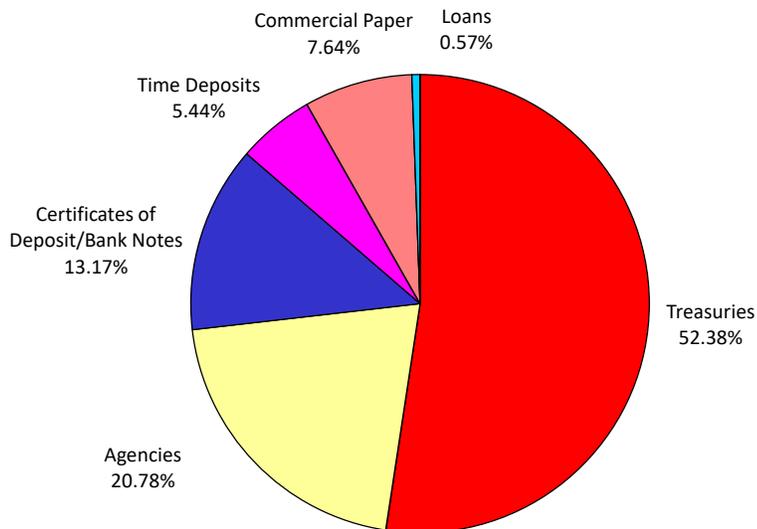
PMIA Average Monthly Effective Yields⁽¹⁾

Jun	1.217
May	1.363
Apr	1.648

Quarterly Performance Quarter Ended 06/30/20

LAIF Apportionment Rate ⁽²⁾ :	1.36
LAIF Earnings Ratio ⁽²⁾ :	0.000037106682614
LAIF Fair Value Factor ⁽¹⁾ :	1.004912795
PMIA Daily ⁽¹⁾ :	1.08%
PMIA Quarter to Date ⁽¹⁾ :	1.41%
PMIA Average Life ⁽¹⁾ :	191

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 06/30/20 \$101.0 billion



Percentages may not total 100% due to rounding

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



[Home](#) -> [PMIA](#) -> PMIA Average Monthly Effective Yields



POOLED MONEY INVESTMENT ACCOUNT

PMIA Average Monthly Effective Yields

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1977	5.770	5.660	5.660	5.650	5.760	5.850	5.930	6.050	6.090	6.090	6.610	6.730
1978	6.920	7.050	7.140	7.270	7.386	7.569	7.652	7.821	7.871	8.110	8.286	8.769
1979	8.777	8.904	8.820	9.082	9.046	9.224	9.202	9.528	9.259	9.814	10.223	10.218
1980	10.980	11.251	11.490	11.480	12.017	11.798	10.206	9.870	9.945	10.056	10.426	10.961
1981	10.987	11.686	11.130	11.475	12.179	11.442	12.346	12.844	12.059	12.397	11.887	11.484
1982	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
1983	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
1984	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
1985	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
1986	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
1987	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
1988	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
1989	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
1990	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
1991	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
1992	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
1993	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
1994	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
1995	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
1996	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
1997	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
1998	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
1999	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
2000	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
2001	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
2002	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
2003	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
2004	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
2005	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
2006	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
2007	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
2008	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
2009	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
2010	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
2013	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
2014	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
2015	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
2016	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
2017	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
2018	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
2019	2.355	2.392	2.436	2.445	2.449	2.428	2.379	2.341	2.280	2.190	2.103	2.043
2020	1.967	1.912	1.787	1.648	1.363	1.217						

CalPERS 457 Plan

June 30, 2020

This document includes important information to help you compare the investment options under your retirement plan. If you want additional information about your investment options, you can go to <https://calpers.voya.com>.

A free paper copy of the information available on the website can be obtained by contacting:

Voya Financial
Attn: CalPERS 457 Plan
P.O. Box 55772
Boston, MA 02205-5772
(800) 260-0659

Document Summary

This document has two parts. Part I consists of performance information for the plan investment options. This part shows you how well the investments have performed in the past. Part I also shows the total annual operating expenses of each investment option.

Part II provides additional information concerning Plan administrative fees that may be charged to your individual account.

CalPERS 457 PLAN

Part I. Performance Information For Periods Ended June 30, 2020

<https://calpers.voya.com>

Table 1 focuses on the performance of investment options that do not have a fixed or stated rate of return. Table 1 shows how these options have performed over time and allows you to compare them with an appropriate benchmark for the same time periods¹. Past performance does not guarantee how the investment option will perform in the future. Your investment in these options could lose money. Information about an investment option's principal risks is available on the website listed above.

Table 1 also shows the Total Annual Operating Expenses of each investment option. Total Annual Operating Expenses are expenses that reduce the rate of return of the investment option². The cumulative effect of fees and expenses can substantially reduce the growth of your retirement savings. Visit the U.S. Department of Labor's website for an example showing the long-term fees and expenses at <http://www.dol.gov/ebsa>. Fees and expenses are only one of many factors to consider when you decide to invest in an option. You may also want to think about whether an investment in a particular option, along with your other investments, will help you achieve your financial goals.

Table 1 - Variable Net Return Investments

Name of Fund / Name of Benchmark	Performance		Annualized Performance				Total Annual Operating Expenses ³	
	3 Month	1 Year	5 Years	10 Years	Since Inception	Inception Date	As a %	Per \$1000
Equity Funds								
State Street Russell All Cap Index Fund - Class 1 <i>Russell 3000 Index</i>	21.88 22.03	6.04 6.53	9.63 10.03	- -	10.65 11.05	10/07/13	0.41%	\$4.10
State Street Global All Cap Equity ex-US Index Fund - Class 1 <i>MSCI ACWI ex-USA IMI Index (net)</i>	18.20 16.96	-4.61 -4.74	2.21 2.30	- -	2.27 2.43	10/07/13	0.46%	\$4.60
Fixed Income								
State Street US ShortTerm Gov't/Credit Bond Index Fund - Class 1 <i>Bloomberg Barclays Cap US 1-3 yr Gov't/Credit Bond Index</i>	1.04 1.17	3.80 4.20	1.64 2.11	- -	1.32 1.81	10/07/13	0.45%	\$4.50
State Street US Bond Fund Index - Class 1 <i>Bloomberg Barclays Capital US Aggregate Bond Index</i>	2.89 2.90	8.46 8.74	3.96 4.30	- -	3.74 4.04	10/07/13	0.40%	\$4.00
Real Assets								
State Street Real Asset Fund - Class A <i>State Street Custom Benchmark⁴</i>	10.72 10.53	-8.40 -8.69	0.19 0.49	- -	-0.40 -0.07	10/08/13	0.55%	\$5.50
Cash (Cash Equivalents)								
State Street STIF <i>BofA ML 3-month US T-Bill</i>	0.04 0.02	1.28 1.63	1.00 1.19	- -	0.82 1.03	09/02/14	0.45%	\$4.50
Target Retirement Date Funds⁵								
CalPERS Target Income Fund <i>SIP Income Policy Benchmark⁶</i>	8.34 8.16	6.52 6.38	4.00 4.20	4.77 5.13	5.44 5.97	12/01/08	0.42%	\$4.20
CalPERS Target Retirement 2015 <i>SIP 2015 Policy Benchmark⁶</i>	9.07 8.88	6.31 6.17	3.88 4.08	5.64 6.10	6.54 7.09	12/01/08	0.42%	\$4.20
CalPERS Target Retirement 2020 <i>SIP 2020 Policy Benchmark⁶</i>	11.28 11.01	5.77 5.55	3.80 3.99	6.04 6.49	6.98 7.50	12/01/08	0.43%	\$4.30
CalPERS Target Retirement 2025 <i>SIP 2025 Policy Benchmark⁶</i>	13.35 13.03	4.86 4.60	4.23 4.39	6.72 7.18	7.61 8.11	12/01/08	0.43%	\$4.30
CalPERS Target Retirement 2030 <i>SIP 2030 Policy Benchmark⁶</i>	15.45 15.11	3.48 3.56	4.25 4.49	7.21 7.71	8.20 8.70	12/01/08	0.44%	\$4.40
CalPERS Target Retirement 2035 <i>SIP 2035 Policy Benchmark⁶</i>	17.65 17.24	2.43 2.45	4.43 4.65	7.66 8.19	8.66 9.22	12/01/08	0.44%	\$4.40
CalPERS Target Retirement 2040 <i>SIP 2040 Policy Benchmark⁶</i>	19.05 18.60	1.51 1.59	4.69 4.93	7.99 8.53	8.98 9.51	12/01/08	0.44%	\$4.40
CalPERS Target Retirement 2045 <i>SIP 2045 Policy Benchmark⁶</i>	19.05 18.60	1.52 1.59	5.21 5.44	8.27 8.82	9.18 9.76	12/01/08	0.44%	\$4.40
CalPERS Target Retirement 2050 <i>SIP 2050 Policy Benchmark⁶</i>	19.05 18.60	1.51 1.59	5.21 5.44	8.27 8.82	9.27 9.76	12/01/08	0.44%	\$4.40
CalPERS Target Retirement 2055 <i>SIP 2055 Policy Benchmark⁶</i>	19.05 18.60	1.51 1.59	5.20 5.44	- -	5.39 5.73	11/01/13	0.44%	\$4.40
CalPERS Target Retirement 2060 <i>SIP 2060 Policy Benchmark⁶</i>	19.05 18.60	1.44 1.59	- -	- -	6.37 6.57	11/01/18	0.44%	\$4.40
Broad-Based Benchmarks⁷								
<i>Russell 3000 Index</i>	22.03	6.53	10.03	13.72	-	-	-	-
<i>MSCI ACWI ex-USA IMI Index (net)</i>	16.96	-4.74	2.30	5.11	-	-	-	-
<i>Bloomberg Barclays Capital US Aggregate Bond Index</i>	2.90	8.74	4.30	3.82	-	-	-	-

Part II. Explanation of CalPERS 457 Plan Expenses

June 30, 2020

<https://calpers.voya.com>

Table 2 provides information concerning Plan administrative fees and expenses that may be charged to your individual account if you take advantage of certain features of the Plan. In addition to the fees and expenses described in Table 2 below, some of the Plan's administrative expenses are paid from the Total Annual Operating Expenses of the Plan's investment options.

Table 2 - Fees and Expenses				
Individual Expenses ⁸				
Service	Fee Amount	Frequency	Who do you pay this fee to?	Description
Loan Origination Fee	\$50	Per loan application	Voya	The charge covers the processing of your loan and applies each time you request a loan from your retirement account. This fee is deducted from your Plan account.
Maintenance Fee (For loans taken on after April 1, 2020)	\$35 (\$8.75 assessed quarterly)	Annual	Voya	The charge covers the maintenance costs of your loan and applies on a quarterly basis. This fee is deducted from your Plan account.
Self-Managed Account (SMA) Maintenance Fee	\$50	Annual fee deducted monthly on a pro-rata basis	Voya	Schwab Personal Choice Retirement Account is available to you if your Employer has elected it as an option. This fee is deducted pro rata on a monthly basis from your core fund investments ⁹ in your CalPERS 457 account. For more information about SMAs, including a complete list of fees charged by Schwab for different types of investment transactions, please contact Schwab at (888) 393-PCRA (7272). Fees may also be incurred as a result of actual brokerage account trades. Before purchasing or selling any investment through the SMA, you should contact Schwab at (888) 393-PCRA (7272) to inquire about any fees, including any undisclosed fees, associated with the purchase or sale of such investment.
Self-Managed Account (SMA) Plan Administrative Fee	0.38% (\$3.80 per \$1,000)	Annual fee deducted monthly on a pro-rata basis	Voya	The SMA Plan Administrative fee pays for recordkeeping costs for assets in your SMA account. This fee is deducted pro rata on a monthly basis from your core fund investments in your CalPERS 457 account. The SMA Plan Administrative Fee is subject to change based on total Plan assets.

Footnotes for Table 1 and Table 2:

- Fund returns shown are net of investment management and administrative expenses and fees unless otherwise noted. Benchmark performance returns do not reflect any management fees, transaction costs or expenses. Benchmarks are unmanaged. You cannot invest directly in a benchmark.
- Historical annual operating expenses are not available. Reported annual operating expenses are estimated based on SSGA investment management, Voya recordkeeping, and SSGA capped operating expenses.
- Total annual operating expenses are comprised of investment management and administrative expenses and fees incurred by the funds.
- State Street Real Asset Fund has a custom benchmark comprised of 25% Bloomberg Roll Select Commodity Index, 25% S&P® Global LargeMidCap Commodity and Resources Index, 15% Dow Jones U.S. Select REIT Index, 25% Bloomberg Barclays U.S. TIPS Index, and 10% S&P Global Infrastructure Index NL SF Class A.
- If the ending market value (EMV) falls to zero in any one month, the inception date resets to the next month with an EMV. Performance is then calculated from the new inception date.
- The benchmark for each Target Retirement Date Fund is a composite of asset class benchmarks that are weighted according to each Fund's policy target weights. The asset class benchmarks are Russell 3000 Index, MSCI ACWI ex-USA IMI Index (net), Bloomberg Barclays Cap US 1-3 yr Gov't/Credit Bond Index, Bloomberg Barclays Capital US Aggregate Bond Index, the SSGA customized benchmark for Real Assets (see footnote 5), and BofA ML 3-month US T-Bill.
- Broad-based benchmarks grouped here provide comparative performance standards for domestic equity, international equity and fixed income.
- The CalPERS Board of Administration periodically reviews the plan administrative fees and adjusts fees to reflect expenses incurred by the Plan. Participant fees are charged to reimburse CalPERS for actual administrative fees of the Plan.
- Core fund investments are listed in Table 1 above the Target Retirement Date funds. Core funds include: State Street Russell All Cap Index Fund (Class 1), State Street Global All Cap Equity ex-US Index Fund (Class 1), State Street US Short Term Government/Credit Bond Index Fund (Class 1), State Street US Bond Fund Index (Class 1), State Street Real Asset Fund (Class A), and State Street Short Term Investment Fund ("STIF").

**DISTRICT
CORRESPONDENCE**
Board Meeting of July 20, 2020



Date: **Correspondence Sent To:**

1. 07/10/2020 Mr. Henry L. Thompson, Airport Director
Subject: Firestone Lift Station Flow Meter Concerns

Date: **Correspondence Received From:**

1. 07/14/2020 Robin Squier
County of Santa Barbara
Clerk, Recorder, Assessor, & Registrar of Voters
Subject: Notice of Election / Candidate Filing

Hard Copies of the Correspondence are available at the District's Office for review