

# **AGENDA**

## **COVID-19 Meeting Notice**

**To address concerns relating to COVID-19 and to comply with the prohibitions on gatherings under Santa Barbara County Health Officer Order No. 2021-12.4, this meeting will be held by remote video conferencing, as authorized by Governor Newsom's Executive Order N-29-20.**

**Members of the public who wish to observe the meeting and/or offer public comment by video conferencing should contact the District at least 24 hours before the meeting at (805) 967-4519 or RMangus@GoletaSanitary.org to obtain the meeting ID and passcode.**

**Members of the public with disabilities who wish to request a reasonable modification or accommodation to observe the meeting and/or offer public comment should contact the District at least 24 hours before the meeting at the foregoing telephone number or email address for instructions on how to access the meeting.**

**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

April 19, 2021

**CALL TO ORDER: 6:30 p.m.**

**ROLL CALL OF MEMBERS**

**BOARD MEMBERS:** Jerry D. Smith  
Steven T. Majoewsky  
George W. Emerson  
Sharon Rose  
Edward Fuller

**CONSIDERATION OF THE MINUTES OF THE BOARD MEETING**

The Board will consider approval of the Minutes of the Regular Meeting of April 5, 2021.

**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. PUBLIC HEARING AND ASSOCIATED ACTIONS RELATED TO THE AMENDMENT OF ORDINANCE NO. 73 TO UPDATE INDUSTRIAL WASTE CONTROL PERMIT CLASSIFICATIONS TO CORRESPOND TO SEWER USE ORDINANCE NO. 92 AND REVISE FEE SCHEDULE  
(Board may take action on this item.)
2. CONSIDERATION OF DRAFT OUTREACH PLAN FOR TRANSITION TO DISTRICT-BASED ELECTIONS  
(Board may take action on this item.)
3. CLOSED SESSION
  - (i) PUBLIC COMMENTS ON CLOSED SESSION ITEM

- (ii) DESIGNATION OF STEVE WAGNER, GENERAL MANAGER, AS DISTRICT REPRESENTATIVE FOR LABOR NEGOTIATIONS
  - (iii) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.6 - CONFERENCE WITH LABOR NEGOTIATOR REGARDING EMPLOYEE REQUESTS FOR MODIFICATIONS TO COMPENSATION AND BENEFITS  
AGENCY DESIGNATED REPRESENTATIVE: STEVE WAGNER, GENERAL MANAGER  
EMPLOYEES: ALL EMPLOYEE TITLES  
(Board may take action on this item.)
  - (iv) PUBLIC REPORT ON CLOSED SESSION
4. CONSIDERATION OF COST-OF-LIVING ADJUSTMENT TO COMPENSATION FOR ALL DISTRICT EMPLOYEES FOR FISCAL YEAR 2021-22  
(Board may take action on this item.)
  5. GENERAL MANAGER'S REPORT
  6. LEGAL COUNSEL'S REPORT
  7. COMMITTEE/DIRECTOR'S REPORTS AND APPROVAL/RATIFICATION OF DIRECTOR'S ACTIVITIES
  8. PRESIDENT'S REPORT
  9. ITEMS FOR FUTURE MEETINGS
  10. CORRESPONDENCE  
(The Board will consider correspondence received by and sent by the District since the last Board Meeting.)
  11. 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.***

# 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

April 5, 2021

**CALL TO ORDER:** President Smith called the meeting to order at 6:30 p.m.

**BOARD MEMBERS PRESENT:** Jerry D. Smith, Steven T. Majoewsky, George W. Emerson, Sharon Rose, Edward Fuller

**BOARD MEMBERS ABSENT:** None

**STAFF MEMBERS PRESENT:** Steve Wagner, General Manager/District Engineer, Rob Mangus, Finance and Human Resources Manager/Board Secretary and Richard Battles, Legal Counsel from Howell Moore & Gough LLP.

**OTHERS PRESENT:** Larry Meyer, Director, Goleta West Sanitary District  
Tom Evans, Director, Goleta Water District

**APPROVAL OF MINUTES:** Director Rose made a motion, seconded by Director Majoewsky, to approve the minutes of the Special Board meeting of 03/24/21. The motion carried by the following vote:

(21/04/2184)

AYES: 5 Smith, Majoewsky, Emerson, Rose,  
Fuller

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 AND CONSIDERATION OF 2021 ACTION PLAN SUMMARY**  
Mr. Wagner gave the staff report.

Director Emerson made a motion, seconded by Director Majoewsky to approve the Action Plan Summary, as revised, and direct staff to bring back the final Action plan.

The motion carried by the following vote:

(21/04/2185)

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

2. CONSIDERATION OF AMENDMENT TO ORDINANCE NO. 73 TO UPDATE INDUSTRIAL WASTE CONTROL PERMIT CLASSIFICATIONS TO CORRESPOND TO SEWER USE ORDINANCE NO. 92 AND REVISED FEE SCHEDULE

Mr. Wagner gave the staff report.

Director Fuller made a motion, seconded by Director Emerson to authorize the publication of a notice of a public hearing to be held on April 19, 2021 for the Board to consider the adoption of an ordinance to update the IWC permit classifications to correspond to the current Ordinance No. 92 Section 6.8 IWC permit classifications, and to approve a revised schedule of IWC permit fees.

The motion carried by the following vote:

(21/04/2186)

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

3. DISCUSSION AND CONSIDERATION OF CYBER SECURITY CONTROL STANDARDS

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

4. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

5. LEGAL COUNSEL'S REPORT

Mr. Battles reported on three pending Assembly bills that will potentially make permanent the Brown Act provisions of Governor Newsom's executive order of March, 2020. The three pending bills are AB703, AB361 and AB339. Mr. Battles gave a brief summary on each of the three.

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

Director Fuller – Goleta Water District meeting is scheduled this week.

Director Rose – Santa Barbara Local Chapter of CSDA forthcoming meeting.

Director Majoewsky – Goleta West Sanitary District meeting is scheduled this week.

Director Emerson – Handout forthcoming.

7. PRESIDENT'S REPORT

President Smith – No report.

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.

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

Director Majoewsky made a motion, seconded by Director Emerson, to ratify and approve the claims, for the period 03/16/21 to 04/05/21 as follows:

Running Expense Fund #4640	\$ 487,757.47
Capital Reserve Fund #4650	\$ 90,629.45
Depreciation Replacement Reserve Fund #4655	\$ 254,306.18
Retiree Health Insurance Sinking Fund #4660	\$ 9,661.95

The motion carried by the following vote:

(21/04/2187)

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

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:28 p.m.



Regular Meeting Minutes

April 5, 2021

Page 4

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Jerry D. Smith  
Governing Board President

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Robert O. Mangus, Jr.  
Governing Board Secretary

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Steven T. Majoewsky

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George W. Emerson

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Sharon Rose

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Edward Fuller

# **AGENDA ITEM #1**

**AGENDA ITEM: 1**

**MEETING DATE: April 19, 2021**

**I. NATURE OF ITEM**

Public Hearing and Associated Actions Related to the Amendment of Ordinance No. 73 to Update Industrial Waste Control Permit Classifications to Correspond to Sewer Use Ordinance No. 92 and Revise Fee Schedule

**II. BACKGROUND INFORMATION**

During 2018-2020, a technical re-evaluation of the District's local limits and a review of the pretreatment program was conducted by outside contractors to ensure continued protection of the District's collection system and water resource recovery plant. In response to changing influent characteristics due to drought conditions and increased water conservation efforts, a decision was made to revise the industrial wastewater discharge permit classifications to add flexibility in controlling wastewater discharge from *all* types of non-residential users. The existing Industrial Waste Control (IWC) permit categories I-IV were regrouped into categories A, B, and C. These and other minor modifications were incorporated into revised Sewer Use Ordinance (SUO) and adopted by the Board as Ordinance No. 92 on December 7, 2020. As is standard procedure, any changes made to the District's SUO, once adopted, must be incorporated into other relevant governing documents.

District Ordinance No. 73, adopted December 7, 2009, is the general regulation establishing the District's fees for plan checks, reviews, permits, inspections and deposits, including IWC permits. The fees under Ordinance No. 73 are subject to adjustment annually (on July 1<sup>st</sup>) to reflect any increases in the cost of living since the date of the last adjustment.

Modifications to Ordinance No. 73 are required to reflect the recent changes to the IWC permit categories included in Ordinance No. 92. No changes are currently proposed for the Collection System schedule of fees. The proposed fees for the new IWC permit categories are consistent with the fees for current permit classifications so that no existing users would be charged additional IWC permit fees due to the change in permit categories.

On April 5, 2021, the Board authorized the publication of a notice of a public hearing to be held on April 19, 2021 for the Board to (i) consider the adoption of an ordinance to update the IWC permit classifications to correspond to the current Ordinance No. 92 Section 6.8 IWC permit classifications, and (ii) approve a revised schedule of IWC permit fees

A copy of the proposed ordinance and revised fee schedule is attached to this report.

The District's environmental review committee considered the proposed revisions to the IWC fee schedule and found that (i) the proposed revisions will not increase fees for any current permit holders, and (ii) the approval of the proposed ordinance is both categorically and statutorily exempt from the California Environmental Quality Act (CEQA). Attached to this report are copies of the committee's Preliminary Environmental Review form and a Notice of Exemption.

## **II. COMMENTS AND RECOMMENDATIONS**

It is recommended that the Board hold a public hearing to receive comments on Ordinance No. 93 prior to considering its adoption. If the Board desires to adopt Ordinance No. 93, staff recommends the Board first adopt Resolution No. 21-662, adopting findings, approving the Preliminary Environmental Review form, and authorizing the filing of a Notice of Exemption related to the adoption of the ordinance. The Board would then adopt Ordinance No. 93.

## **IV. REFERENCE MATERIAL**

Ordinance No. 73

Ordinance No. 92, Section 6.8 – Industrial Wastewater Discharge Permit Classification

Resolution 21-662

Preliminary Environmental Review Form for Update of IWC fees

Notice of Exemption for Update of IWC Fees

Ordinance No. 93

**ORDINANCE NO. 73**

**ORDER OF THE GOVERNING BOARD OF THE  
GOLETA SANITARY DISTRICT ADOPTING  
AN ORDINANCE AND GENERAL REGULATION  
ESTABLISHING REVISED FEES FOR PLAN CHECKS,  
REVIEWS, PERMITS, INSPECTIONS AND DEPOSITS**

WHEREAS, the Goleta Sanitary District (the "District") has completed an evaluation of the fees it charges for plan checks, reviews, permits, inspections and deposits (collectively, the "Fees"); and

WHEREAS, based on said evaluation, the Governing Board of the District has determined that adjustments to the Fees are necessary in order to cover the District's costs of providing service; and

WHEREAS, the District desires to adopt a revised schedule of Fees as set forth herein.

NOW, THEREFORE, BE IT ORDAINED by the Governing Board of the Goleta Sanitary District, as follows:

**1. Repeal of Prior Enactments**

All District ordinances, regulations, resolutions, policies, procedures and administrative provisions that are inconsistent with the provisions of this Ordinance, including but not limited to Ordinance No. 60 adopted on February 18, 2003, are hereby repealed.

**2. Revised Fees**

The schedule of Fees attached hereto as Exhibit "A" is hereby adopted.

**3. Cost of Living Adjustments**

The Fees shall be adjusted on July 1 of each year to reflect any increases in the cost of living since the date of the last adjustment, as determined pursuant to the Consumer Price Index published by the United States Department of Labor, Bureau of Labor Statistics, for the Los Angeles-Riverside-Orange County area (All Urban Consumers, All Items, 1982-1984 = 100). When calculating such increases, the Fees shall be rounded to the nearest whole dollar amount.

**4. Use of Fees**

Revenues derived from the collection of the Fees shall be placed in the District's Running Expense Fund pursuant to District Resolution No. 99-360. Said revenues shall be for the

purpose of covering the District's administrative and labor costs associated with the services provided by the District.

**5. General Findings**

The Governing Board hereby finds that (a) the Fees adopted pursuant to this Ordinance are in an amount necessary to cover the District's administrative and labor costs, (b) in compliance with Article XIII A Section 4 of the California Constitution and Sections 50076 of the Government Code, the Fees do not constitute a special tax requiring voter approval, and (c) the revenues forecast to be generated by the Fees do not exceed the estimated reasonable cost of providing the services for which the Fees are imposed.

**6. CEQA Findings**

The Governing Board hereby further finds that (a) under Section 21080(b)(8) of the Public Resources Code, this Ordinance only increases fees to meet operating expenses, including employee wage rates and fringe benefits, and to fund services associated with the operation of the District's sewer system, (b) there is no substantial evidence in the record before the District that this Ordinance or the adoption of the Fees will have a significant effect on the environment, and (c) no environmental review is required. In accordance with Section 21152(b) and (c) of the Public Resources Code, the Governing Board hereby directs the Secretary of the District to file a Notice of Exemption with the Santa Barbara County Clerk.

**7. Partial Invalidity**

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective, or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Governing Board of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, and phrase, hereof, irrespective of the fact that any one or more section, subsection, sentence, clause, or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

**8. Publication**

The Secretary of the District is hereby directed to cause this Ordinance to be published once in a newspaper published in the District.

**9. Effective Date**

This Ordinance shall have an effective date of January 1, 2010.

ADOPTED, SIGNED, AND APPROVED this 7th day of December, 2009, by the following vote of the Governing Board of the Goleta Sanitary District:

AYES: Fox, Carter, Majoewsky, Emerson, Smith

NOES: None

ABSENT: None

ABSTAIN: None

**COPY**  
*John R. Fox*  
John R. Fox, President

of the Governing Board

COUNTERSIGNED:

**COPY**  
*Kamil S. Azoury*  
Kamil S. Azoury, Secretary

of the Governing Board

**EXHIBIT "A"**

**FEES EFFECTIVE JANUARY 1, 2010**

<b>COLLECTION SYSTEM</b>	
<b>PERMIT TYPE</b>	<b>FEES</b>
Plan check and review fees (commercial/industrial and large development projects only)	Minimum fee: \$100.00 (Per hour rate: \$100.00)
Permit fees	\$150.00
Inspection fees	\$150.00
Inspection fees for industrial establishments	\$200.00
Mainline inspections	\$400/100 ft
Cleanouts/inspection only - no permit fees	N/A
Deposit	\$500.00 (Maximum)

<b>INDUSTRIAL WASTE CONTROL</b>		
<b>PERMIT TYPE</b>	<b>FEES</b>	
	Initial Fee*	Renewal Fee*
Class I, 0	\$200.00	\$100.00
Class II, 12	\$400.00	\$200.00
Class III, 24	\$800.00	\$400.00
Class IV, SIU, 1	\$1,200.00	\$600.00
Class IV CIU, 11	\$1,600.00	\$800.00
Restaurants	\$300.00	\$150.00
"Zero-discharge"	\$100.00	\$50.00

\* The District reserves the right to charge industrial users the initial fee instead of the renewal fee if the District determines that the renewed permit contains significant changes.

The fees set forth in this Exhibit "A" are subject to adjustment on July 1 of each year to reflect any increases in the cost of living since the date of the last adjustment.



# Notice of Exemption

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TO:  Office of Planning and Research  
P.O. Box 3044  
1400 Tenth Street, Room 222  
Sacramento, CA 95812-3044  
or

County Clerk  
County of Santa Barbara  
105 E. Anapamu Street  
Santa Barbara, CA, 93101

FROM: Goleta Sanitary District  
One William Moffett Place  
Goleta, CA 93117

**Project Title:** Adoption of Ordinance No. 73 revising fees for conducting plan checks, reviews and inspections and issuing permits

**Project Location – Specific:** Throughout Goleta Sanitary District

**Project Location – City:** City of Goleta, City of Santa Barbara and unincorporated areas

**Project Location – County:** Santa Barbara

**Description of Project:** Ordinance adopting revised fees for conducting plan checks, reviews and inspections and issuing permits

**Name of Public Agency approving project:** Goleta Sanitary District

**Name of Person or Agency carrying out project:** Goleta Sanitary District

**Exempt status:** (check one)

- Ministerial project.
- Not a project.
- Emergency Project.
- Categorical Exemption.  
State type and class number:
- Declared Emergency.
- Statutory Exemption.  
State Code section number: Section 21080(b)(8) of Public Resources Code
- Other. Explanation:

**Reason why project is exempt:**

Rate increase for services of the kind described in Section 21080(b)(8) of the Public Resources Code to fund operating expenses, including employee wage rates and fringe benefits, and to fund services associated with the operation of the District's sewer system within the existing service area of the District. There is no substantial evidence that this ordinance or the change in fees will have a significant effect on the environment.

**Lead Agency**

**Contact Person:** Kamil S. Azoury

Telephone: (805) 967-4519

Signature of Lead Agency Representative:

**COPY**  
Kamil S. Azoury, General Manager

Date Received for Filing: \_\_\_\_\_

Dated: December 7, 2009

**ORDINANCE NO. 92**

**ORDER OF THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT  
ADOPTING AN ORDINANCE AND GENERAL REGULATION REGULATING THE USE  
OF THE GOLETA SANITARY DISTRICT SEWERAGE SYSTEM AND REPEALING  
ORDINANCE NO. 77**

**BE IT ORDAINED** by the Governing Board of the Goleta Sanitary District of the County of Santa Barbara, State of California, that the following ordinance and general regulation be adopted:

# TABLE OF CONTENTS

## **Section 6 – INDIVIDUAL WASTEWATER DISCHARGE PERMITS**

### 6.8 Industrial Wastewater Discharge Permit Classifications

#### ***6.8 Industrial Wastewater Discharge Permit Classification***

Industrial Wastewater Discharge Permits shall be classified as follows:

**Class A:** This classification is for Significant Industrial Users, SIUs, defined in Section 1.4 of this ordinance, and are industrial users regulated under National Categorical Pretreatment Standards, and/or have a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.

**Class B:** This classification is for Industrial Users that are not classified as an SIU, but may require a permit to communicate and formalize industrial wastewater discharge rules and obligations i.e. implementation of Best Management Practice(s), District inspection/compliance monitoring, equipment installation, self-monitoring/reporting, etc. and will involve verification of ongoing compliance with this ordinance and pretreatment standards or requirements.

**Class C:** This classification is for:

- (1) non-residential users that handle and store toxic or hazardous wastes on site but can demonstrate and certify that they do not directly or indirectly discharge these wastes to the sewer.
- (2) Users who require discharge approval for a temporary and/or short-term duration.
- (3) Users that have the same or substantially similar types of operations, discharge same types of waste, require similar compliance monitoring and/or best management practices, require the same standard treatment equipment and are more appropriately controlled under this type of document.

These non-residential users may be required to submit (a) an application for a Class C permit setting forth requirements for self-monitoring, reporting, and/or equipment installation, or (b) a certified zero industrial wastewater discharge statement setting forth such survey or other information as the District may require to establish that such user will not directly or indirectly discharge toxic or hazardous wastes to the sewer.

**RESOLUTION NO. 21-662**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA  
SANITARY DISTRICT ADOPTING FINDINGS, APPROVING PRELIMINARY  
ENVIRONMENTAL REVIEW FORM, AND AUTHORIZING FILING OF  
NOTICE OF EXEMPTION RELATING TO THE ADOPTION OF ORDINANCE  
NO. 93 AMENDING ORDINANCE NO. 73 AND ESTABLISHING  
REVISED FEES FOR INDUSTRIAL WASTE CONTROL PERMITS**

**WHEREAS**, the Governing Board (the “Board”) of the Goleta Sanitary District (the “District”) is proposing to adopt Ordinance No. 93 (the “Ordinance”) amending Ordinance No. 73 to (i) make the user classifications identified therein correspond to the user classifications under Ordinance No. 92, and (ii) adopt a revised schedule of fees for such revised user classifications (the “IWC Fees”).

**WHEREAS**, the District’s Environmental Committee has conducted a preliminary review of the Ordinance and has concluded that the adoption thereof is exempt from environmental review under the California Environmental Quality Act pursuant to Section 21080(b)(8) of the Public Resources Code and Section 15273 of Title 14 of the California Code of Regulations. Said conclusion is set forth in the Preliminary Environmental Review form prepared by the Environmental Committee, a copy of which has been presented to and reviewed by the Governing Board.

**WHEREAS**, the Governing Board desires to adopt certain findings, approve the Preliminary Environmental Review form, and authorize the filing of a Notice of Exemption relating to the adoption of the Ordinance.

**NOW, THEREFORE**, the Governing Board of the Goleta Sanitary District does hereby find, resolve and order as follows:

**1.** Pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of Title 14 of the California Code of Regulations, the Governing Board finds that the revised IWC Fees are for the purpose of (i) meeting operating expenses, including employee wage and fringe benefits, (ii) purchasing or leasing supplies, equipment or materials, and (iii) meeting financial reserve needs and requirements.

**2.** The Board further finds that (i) there is no substantial evidence in the record before the District that the Ordinance or the approval of the revised IWC Fees will have a significant effect on the environment, and (ii) no environmental review is required.

**3.** The Board hereby approves the Preliminary Environmental Review form prepared by the District’s Environmental Committee.

**4.** In accordance with Sections 15061(d) and 15062 of Title 14 of the California Code of Regulations, following approval of the Ordinance by the Board, the

Secretary of the District is hereby authorized and directed to file with the Santa Barbara County Clerk a Notice of Exemption relating to the adoption of the Ordinance.

**PASSED AND ADOPTED** this 19th day of April, 2021 by the following vote of the Governing Board of the Goleta Sanitary District:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Jerry D. Smith,  
President of the Governing Board

**COUNTERSIGNED:**

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

**PRELIMINARY ENVIRONMENTAL REVIEW  
GOLETA SANITARY DISTRICT**

One William Moffett Place  
Goleta, CA 93117  
(805) 967-4519

**Name of Project:** Adoption of Ordinance No. 93 amending Ordinance No. 73 and establishing revised fees for industrial waste control permits.

**Location:** Throughout the Goleta Sanitary District boundaries.

**Entity or Person Undertaking Project:** (Check appropriate box)

Goleta Sanitary District

Other: Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**Environmental Committee Determination:**

The District's Environmental Committee, having undertaken and completed a preliminary review of this proposed activity in accordance with the California Quality Act Guidelines ("CEQA Guidelines") has concluded that:

**A.** The activity does not require further environmental assessment because:

1. The proposed action does not constitute a project under the CEQA Guidelines Section 15378 or is statutorily exempt.

2. The project constitutes a feasibility or planning study under CEQA Guidelines Section 15262.

3. The project is an Emergency Project under CEQA Guidelines Section 15269.

4. The project is a Ministerial Project under CEQA Guidelines Section 15268.

5. The project is Categorically Exempt under CEQA Guidelines Sections 15273.

6. The project is Statutorily Exempt under Public Resources Code 21080(b)(8).

7. The project involves another public agency which constitutes the lead agency.

Name of Lead Agency \_\_\_\_\_

**B.** The District is the lead agency and the activity is a project which requires further evaluation of the possible significant effects on the environment.

Date: \_\_\_\_\_

\_\_\_\_\_  
Steve D. Wagner  
General Manager

## Notice of Exemption

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To:  Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, CA 95814

From: Goleta Sanitary District  
One William Moffett Place  
Goleta, CA 93117

County Clerk of the Board  
County of Santa Barbara  
105 East Anapamu St. Room 407  
Santa Barbara, CA 93101

**Project Title:** Adoption of Ordinance No. 93 amending Ordinance No. 73 and establishing revised fees for industrial waste control permits.

**Project Location – Specific:** Throughout the Goleta Sanitary District boundaries.

**Project Location – City:** City of Goleta and unincorporated areas of Santa Barbara County.

**Project Location – County:** Santa Barbara.

**Description of Project:** Ordinance No. 93 amends Ordinance No. 73 to (i) make the classifications for industrial users correspond to the classifications under Ordinance No. 92, and (ii) adopt a revised schedule of fees for industrial waste control permits for such revised user classifications.

**Name of Public Agency Approving Project:** Goleta Sanitary District.

**Name of Person or Agency Carrying out Project:** Goleta Sanitary District.

**Exempt Status:** (check one)

- Ministerial (Sec. 21080 (b)(1); 15268);
- Declared Emergency (Sec. 21080 (b)(3); 15269 (a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Section 15273.
- Statutory Exemptions. State code number: 21080(b)(8).

**Reason why project is exempt:** Pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of Title 14 of the California Code of Regulations, the revised fees are for the purpose of (i) meeting operating expenses, including employee wage and fringe benefits, (ii) purchasing or leasing supplies, equipment or materials, and (iii) meeting financial reserve needs and requirements. There is no substantial evidence in the record before the District that the Ordinance or the approval of the revised fees will have a significant effect on the environment.

**Lead Agency Contact Person:** Steve D. Wagner

**Telephone Number:** (805) 967-4519

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  Yes  No

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Title:** General Manager

Signed by Lead Agency

Date received for filing at OPR: \_\_\_\_\_

Signed by Applicant

**ORDINANCE NO. 93**

**ORDER OF THE GOVERNING BOARD OF THE GOLETA  
SANITARY DISTRICT ADOPTING AN ORDINANCE AND GENERAL  
REGULATION AMENDING ORDINANCE NO. 73 AND ESTABLISHING  
REVISED FEES FOR INDUSTRIAL WASTE CONTROL PERMITS**

**WHEREAS**, on December 7, 2009, the Governing Board (the “Board”) of the Goleta Sanitary District (the “District”) adopted Ordinance No. 73 to establish the fees to be charged for plan checks, reviews, permits, inspections and deposits, including fees for industrial waste control permits (the “IWC Fees”).

**WHEREAS**, on December 7, 2020, the Board adopted Ordinance No. 92 to establish revised regulations relating to the use of the District’s sewerage system.

**WHEREAS**, Ordinance No. 92 establishes revised classifications for users of the District’s sewerage system. Such revised user classifications do not correspond to the user classifications and associated IWC Fees that were established by Ordinance No. 73.

**WHEREAS**, the District desires to amend Ordinance No. 73 to (i) make the user classifications identified therein correspond to the user classifications under Ordinance No. 92, and (ii) adopt a revised schedule of IWC Fees for such revised user classifications.

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Board of the Goleta Sanitary District, as follows:

**1. Amendment to IWC Fees**

Ordinance No. 73 is hereby amended by deleting Exhibit “A” attached thereto in its entirety and replacing it with the Amended Exhibit “A” attached hereto.

**2. Findings**

The Governing Board hereby finds that (a) the revised IWC Fees adopted pursuant to this Ordinance are in an amount necessary to cover the District’s administrative and labor costs, (b) in compliance with Article XIII A Section 4 of the California Constitution and Sections 50076 of the Government Code, the IWC Fees do not constitute a special tax requiring voter approval, and (c) the revenues forecast to be generated by the IWC Fees do not exceed the estimated reasonable cost of providing the services for which the IWC Fees are imposed.

**3. Partial Invalidity**

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective, or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, and phrase, hereof, irrespective of the fact that any one or more section, subsection, sentence, clause, or phrase be declared unconstitutional,



ineffective, or in any manner in conflict with the laws of the United States or the State of California.

**4. Continued Effect**

Except as amended herein, Ordinance No. 73 shall continue in full force and effect.

**5. Publication**

The Secretary of the District is hereby directed to cause this Ordinance to be published once in a newspaper published in the District.

**6. Effective Date**

This Ordinance shall be effective as of May 1, 2021.

**PASSED AND ADOPTED** this 19th day of April, 2021, by the following vote of the Governing Board of the Goleta Sanitary District:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Jerry D. Smith,  
President of the Governing Board

**COUNTERSIGNED:**

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

**AMENDED EXHIBIT "A"**  
**FEES**

<b>COLLECTION SYSTEM</b>	
<b>Effective January 1, 2010</b>	
<b>PERMIT TYPE</b>	<b>FEES</b>
Plan check and review fees (commercial/industrial and large development projects only)	Minimum fee: \$100.00 (Per hour rate: \$100.00)
Permit fees	\$150.00
Inspection fees	\$150.00
Inspection fees for industrial establishments	\$200.00
Mainline inspections	\$400/100 ft
Cleanouts/inspection only - no permit fees	N/A
Deposit	\$500.00 (Maximum)

<b>INDUSTRIAL WASTE CONTROL PERMITS</b>		
<b>Effective May 1, 2021</b>		
<b>PERMIT TYPE</b>	<b>FEES</b>	
	<b>Initial Fee*</b>	<b>Renewal Fee*</b>
Class A	\$2000	\$1000
Class B	\$500	\$248
Class C	\$126	\$63

\* The District reserves the right to charge users the initial fee instead of the renewal fee if the District determines that the renewed permit contains significant changes.

The fees set forth in this Amended Exhibit "A" are subject to adjustment on July 1 of each year to reflect any increases in the cost of living since the date the fees were established or the date of the last adjustment, whichever is more recent.

# **AGENDA ITEM #2**

**AGENDA ITEM: 2**

**MEETING DATE: April 19, 2021**

**I. NATURE OF ITEM**

Consideration of Draft Outreach Plan for Transition to District-Based Elections

**II. BACKGROUND INFORMATION**

On August 20, 2018, the Board adopted Resolution No.18-637 declaring their intent to transition from at-large elections to district-based elections in accordance with the California Voting Rights Act for the November 2022 General Election, following the completion and receipt of the data from the 2020 Census.

The District retained a demographic firm, Lapkoff and Gobalet Demographic Research, Inc., in late 2020. They have been in contact with county officials regarding our geographic boundaries and gave a presentation at the February 17, 2021 Board meeting with an updated expectation and timeline of the census data release.

There are a number of prescribed activities that are to take place before the map selection for the districts can be finalized. These include: conduct outreach to the public, including to non-English-speaking communities to explain the districting process and to encourage public participation, hold two public hearings to gather input before map version(s) are drawn, conduct two additional public hearings after draft map(s) have been drawn for additional public feedback, publicize all hearing information in advance of public hearings (on website, social media, in press releases, posted in community), and after draft map(s) are released, and submit final version of map to the County's Office of Elections.

A draft outreach plan with timeline for the transition to district-based elections has been prepared and is presented herein for Board consideration.

**III. COMMENTS AND RECOMMENDATIONS**

The Outreach and Public Education Committee met on April 8, 2021 to review the potential outreach plan for the transition to district-based elections with a timeline for the rollout of activities. Following recommendations by the Committee, staff adapted the timeline and list of activities to reflect these recommendations. The proposed timeline with associated activities is included as an attachment. Staff is working on information related to the district election process that will be posted on the District's website and Facebook page.

**IV. REFERENCE MATERIALS**

Draft Outreach Plan for Transition to District-Based Elections

**Goleta Sanitary District  
Draft Outreach Plan for  
Transition to District-Based Elections**

<b>Month/Year</b>	<b>Activity Description</b>
May 2021	Spring <b>newsletter</b> mailed out containing information regarding upcoming transition to district-based elections.
May 2021	District <b>website</b> is revised to include information on transition to district-based elections. This information is updated throughout the process as required.
Aug. 2021	<b>Flyer</b> is mailed to all residents of the District in both English and Spanish about the district elections process and proposed schedule of public meetings. Flyers posted in community (i.e., community center, library, etc.), website is updated, posted on FB.
Sept. 2021	<b>Press release</b> , social media posts, website updated regarding first round of public hearings.
Oct 2021	<b>First round of public hearings (2)</b> is held to gather input about the districting process and communities of interest that might be taken into consideration when drawing election district plans.
Nov. 2021	<b>Census</b> data released. Website information is updated, posted on FB.
Nov. 2021 – Jan. 2022	<b>Preliminary voting district maps prepared</b> by demographers based on census data, communities of interest, and public input.
Feb. 2022	<b>Press release</b> , social media posts, website updated regarding 2 <sup>nd</sup> round of public hearings on draft voting district maps
Feb. 2022	<b>Draft voting district map(s) published</b> (website, Facebook, posted in community).
March 2022	<b>Second round of public hearings (2)</b> is held to gather input on proposed voting district maps.
April 2022	<b>Press release</b> , social media posts, website updated regarding public hearing on adoption of proposed voting district map.
April 2022	<b>Final Public hearing</b> held to adopt proposed voting district maps and institute district-based elections.
May 2022	<b>Adopted voting district map files are sent to County of Santa Barbara</b> for November election
Nov 8. 2022	<b>General Election</b> based on adopted voting districts for 2 GSD Board members candidates

# **AGENDA ITEM #4**

**AGENDA ITEM: 4**

**MEETING DATE: April 19, 2021**

**I. NATURE OF ITEM**

Consideration of Cost of Living Adjustment to Compensation for all District Employees for Fiscal Year 2021-22

**II. BACKGROUND INFORMATION**

On September 6, 2011 the District's Governing Board adopted Resolution No. 11-522 to formalize the District's historical practice of determining the Cost-of-Living Adjustment (COLA) for its employees' compensation by using the Consumer Price Index (CPI) for the Los Angeles-Riverside-Orange County area. Under Resolution No. 11-522, the District uses the average percentage change in the CPI for the 12-month period starting in April of the prior fiscal year and ending in March of the current fiscal year to determine the COLA for the coming fiscal year. In accordance with this policy, the COLA calculation for FY 2021-22 is based on the CPI data for the 12-month period starting in April, 2020 and ending in March, 2021.

Using the above methodology, and as noted in the attached tabulation imported from the U.S. Department of Labor - Bureau of Labor Statistics, the COLA value is at 1.3%.

**III. COMMENTS AND RECOMMENDATIONS**

The methodology set forth in Resolution No. 11-522 is based on actual CPI data and provides an equitable way to determine the cost of living changes to employee compensation. However, the approval of any COLA for employee compensation is entirely up to the Board. The Board may elect to approve a COLA or not approve a COLA. If the Board elects to approve a COLA for FY 2021-22, staff recommends the COLA be based on the approved methodology as set from Resolution No. 11-522.

The approximate cost of an employee COLA based on the CPI data as referenced above using FY 2020-21 Budget salaries as a basis is approximately \$43,000. The actual cost would be determined with greater precision as the proposed Budget for FY 2021-22 is prepared.

The adoption of a formal resolution relating to changes to employee compensation is necessary to comply with applicable regulations (Title 2, California Code of Regulations Section 570.5) which set forth specific requirements pertaining to publicly available pay schedules.

If the Board approves a COLA for employee compensation, staff would bring a resolution with the revised employee salary schedule back to the Board for consideration as part of the FY 2021-22 budget approval process.

As required by Section 570.5, approved pay schedules are made available for public inspection and are to be kept in the District records for a period not less than 5 years.

#### **IV. REFERENCE MATERIAL**

Consumer Price Index Tabulation from the U.S. Department of Labor and Statistics

Resolution No. 11-522 Paragraph 5, Cost of Living Adjustments Excerpt



# CPI-All Urban Consumers (Current Series) 12-Month Percent Change

Bureau of Labor Statistics

Series Id: CUURS49ASA0

Not Seasonally Adjusted

Series Title: All items in Los Angeles-Long Beach-Anaheim, CA, all urban consumers, not seasonally adjusted

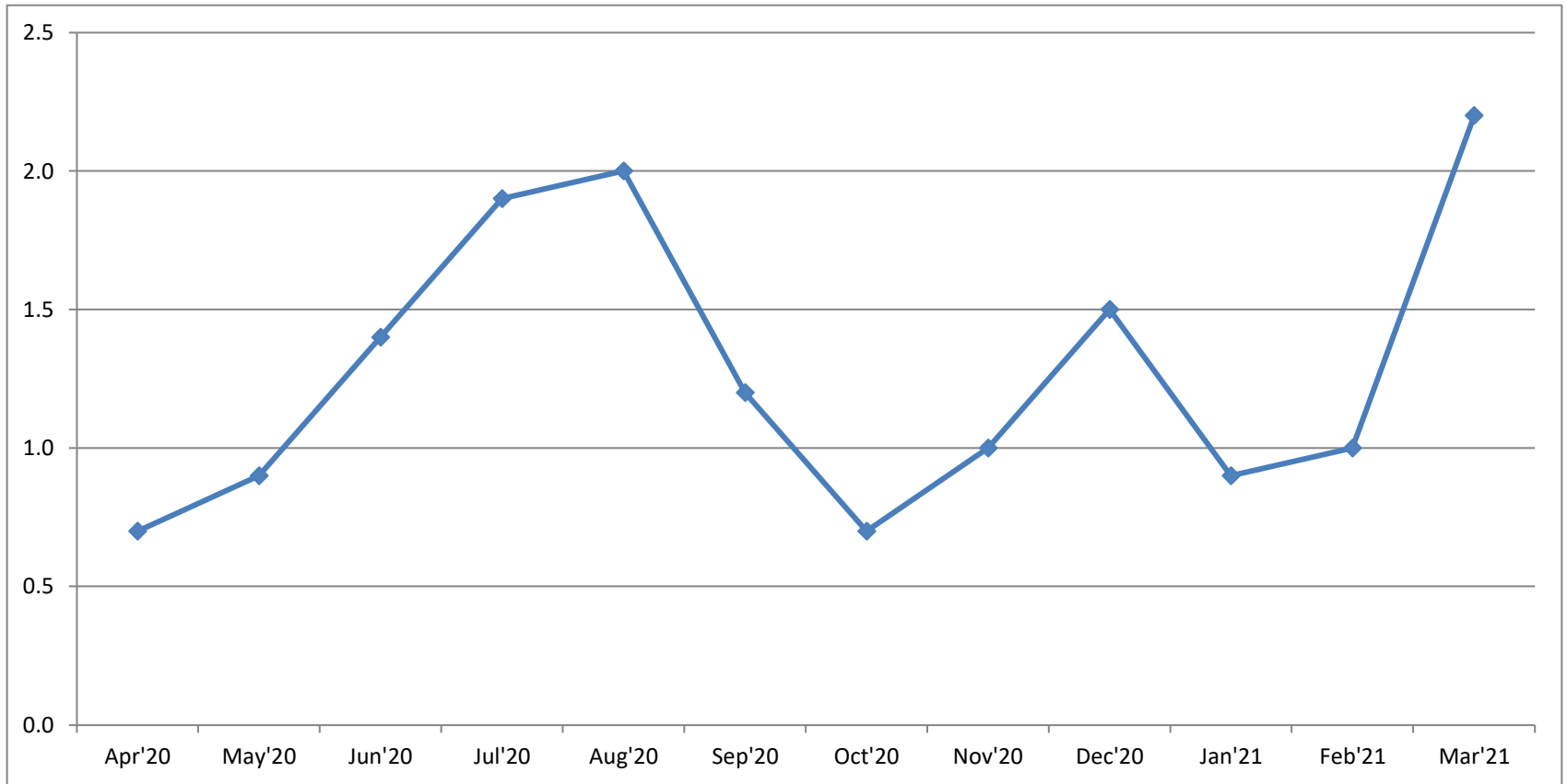
Area: Los Angeles-Long Beach-Anaheim, CA

Item: All items

Base Period: 1982-84=100

Years: 2020 to 2021

Series ID	Apr'20	May'20	Jun'20	Jul'20	Aug'20	Sep'20	Oct'20	Nov'20	Dec'20	Jan'21	Feb'21	Mar'21	Average
CUURA421SA0	0.7	0.9	1.4	1.9	2.0	1.2	0.7	1.0	1.5	0.9	1.0	2.2	1.3



Generated on: 4/14/2021 for 12 month period trend indicator

**RESOLUTION NO. 11-522**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT APPROVING CHANGES IN STAFF ORGANIZATION, REDUCED FUNDING OF CALPERS PENSION COST FOR NEW EMPLOYEES, USE OF AVERAGE SALARY SURVEY RESULTS, REVISED SALARY STRUCTURE AND CONTINUED USE OF CURRENT METHOD FOR CALCULATING COST OF LIVING ADJUSTMENTS TO EMPLOYEE COMPENSATION**

**WHEREAS**, in 2010 the Governing Board of the Goleta Sanitary District (the "District") formed a Compensation and Benefits Ad Hoc Committee (the "Committee") to review the compensation and benefits of District employees and related matters; and

**WHEREAS**, at a special meeting of the District's Governing Board held on September 6, 2011, the Committee presented its recommendations regarding the following matters:

- (i) Changes in staff organization to accurately represent the actual lines of responsibilities at the upper management level, as set forth in the revised organization chart attached hereto as Exhibit "A" and incorporated herein by reference;
- (ii) Reduced funding by the District of the portion of the CalPERS pension cost that is payable by new employees during the first seven (7) years of employment;
- (iii) The use of surveys and average survey results when making adjustments to the salary scale for District employees;
- (iv) The adoption of a new salary scale utilizing five (5) steps rather than seven (7) and reflecting the results of the salary survey recently completed by the Committee, as set forth in the revised salary scale attached hereto as Exhibit "B" and incorporated herein by reference; and
- (v) The continued use of the method currently used by the District for calculating cost of living adjustments to employee compensation; and

**WHEREAS**, the recommendations made by the Committee are more fully described in the staff report presented to the Board at its special meeting on September 6, 2011, a copy of which is attached hereto as Exhibit "C" and incorporated herein by this reference; and

**WHEREAS**, the Board has reviewed and considered the recommendations made by the Committee and, by the adoption of this Resolution, desires to formally approve such recommendations.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Board of the Goleta Sanitary District as follows:

1. **Organizational Chart.** The Board hereby approves the revised organizational chart attached hereto as Exhibit "A".

2. **CalPERS Pension Plan Contributions.** The District participates in a CalPERS pension plan which requires contributions by the District and by the District's employees. The contribution payable by each District employee is an amount equal to seven percent (7%) of the employee's compensation (the "Employee Share"). The balance of the required contributions are payable by the District (the "District Share") Historically, in addition to paying the District Share, the District has also paid the entire Employee Share on behalf of all District employees as an additional employment benefit. The Board hereby adopts the recommendation of the Committee to reduce the funding by the District of the Employee Share during the first seven (7) years of employment according to the following schedule (the "Contribution Schedule"):

YEAR OF EMPLOYMENT	EMPLOYEE SHARE PAYABLE BY EMPLOYEE	EMPLOYEE SHARE PAYABLE BY DISTRICT
Year 1	7%	0%
Year 2	6%	1%
Year 3	5%	2%
Year 4	4%	3%
Year 5	3%	4%
Year 6	2%	5%
Year 7	1%	6%
Year 8 and all years thereafter	0%	7%

The Contribution Schedule shall apply with respect to all new employees of the District who are hired after the effective date thereof. The District shall continue to pay the entire Employee Share on behalf of all District employees who were hired prior to said effective date. The District's General Manager and other appropriate officers of the District are hereby authorized and directed to work with District legal counsel and CalPERS staff to determine the CalPERS and other requirements, if any, that must be complied with in connection with the adoption and implementation of the Contribution Schedule. The effective date of Contribution Schedule shall be the date that this Resolution is adopted by the Board, or such later date as may be required by CalPERS or other applicable requirements.

3. **Compensation and Benefits Surveys.** In order to attract and retain qualified employees, the District seeks to provide its employees with compensation and benefits that are competitive with comparable local public agencies. To ensure that the District's compensation and benefits remain competitive, it shall be the policy of the District to conduct a survey periodically (approximately every five (5) years) of the compensation paid and the benefits provided to the employees of other comparable local public agencies. Survey data shall be obtained from comparable local public agencies and, if available, from the California State Controller's Office. The District's salary scale may be updated using average values obtained from such surveys.

4. **Salary Scale.** The salary scale for District employees shall utilize five (5) regular salary steps (A through E) rather than the existing seven (7) steps. The new salary scale shall also

include an additional probationary and/or training step designated as Step AA for each District position. The Board hereby approves the revised 2010-2011 salary scale attached hereto as Exhibit "B" reflecting these changes and the results of the salary survey recently completed by the Committee in 2010. Said salary scale may be revised based on (i) future compensation and benefits surveys, as provided in Section 3 above, (ii) the 12-month average CPI change, as provided in Section 5, below, and (iii) such other factors as the Board may deem appropriate, in the Board's sole discretion.

**5. Cost of Living Adjustments (COLA).** It shall continue to be the policy of the District to review in May of each year the salary scale then in effect for District employees and to determine whether revisions should be made, effective as of the commencement of the next fiscal year, to take into consideration increases in the cost of living during the prior year.

**a. Methodology.** In the event the Board determines that revisions to the salary scale should be made to reflect increases in the cost of living, the Board may, but shall not be required to, calculate the cost of living increase using the following methodology:

**(i) Definitions.**

- **Index:** The Consumer Price Index published by the United States Department of Labor, Bureau of Labor Statistics, for All Urban Wage Consumers, All Items, for the Los Angeles-Riverside-Orange County Area, 1982-1984 = 100 ("CPI").
- **12-month Average CPI Change:** 12-month average CPI change for April through March beginning in the year prior to the year for which the CPI increase is being calculated.

**(ii) COLA.** The 12-month average CPI change, as defined above, shall be used as a guide for the Board to determine the value of the cost of living adjustment ("COLA") which may be applied to the salary scale starting on July 1 of the fiscal year following the determination of the 12-month average CPI change.

**b. Board Action.** After determining the 12-month average CPI change using the methodology set forth above, or such other methodology as the Board deems appropriate, the Board may, in its sole and absolute discretion:

- (i)** Leave the current salary scale unchanged;
- (ii)** Increase the current salary scale by the average percentage change in the CPI as defined above;
- (iii)** Increase the current salary scale by an amount which is less than the average percentage change in the CPI if the Board determines that the District has insufficient financial resources to pay the increase or that such increase would otherwise not be in the best interests of the District; or

- (iv) Revise the current salary scale based on factors other than the average percentage change in the average CPI defined above.

c. **Nonbinding Effect.** The methodology set forth in Section 5.a. above is intended solely to provide the Board with a method which it may use in determining the increase in the cost of living during the prior year as part of its annual review of the then current employee salary scale. This policy does not (i) require the Board to utilize the methodology set forth above to determine the increase in the cost of living, (ii) require the Board to increase or decrease the salary scale based on the average percentage change in the CPI or other factors, or (iii) confer on any employee of the District a right to receive an increase in compensation based on increases in the CPI or any other factors.

6. **No Vested Rights.** The Board reserves the right to make changes with respect to any or all action taken, items approved and matters addressed in this Resolution as the Board deems appropriate, in the Board's sole discretion. Irrespective of the date of hire or the date of retirement, no employee or retiree shall have any vested rights as a result of any action taken, item approved or matter addressed in connection with the adoption of this Resolution.

7. **Further Actions.** The General Manager and other appropriate officers of the District are hereby authorized and directed to take all necessary action to implement the foregoing resolutions.

**PASSED AND ADOPTED** this 6th day of September, 2011, by the following vote of the Governing Board of the Goleta Sanitary District:

AYES: Majoewsky, Emerson, Smith, Fox, Carter

NOES: None

ABSENT: None

ABSTAIN: None

**COPY**  


Steven T. Majoewsky, Governing Board  
President

ATTEST:

**COPY**  


Kamil S. Azoury, Governing Board Secretary

# **GENERAL MANAGER'S REPORT**

## **GOLETA SANITARY DISTRICT GENERAL MANAGER'S REPORT**

The following summary report describes the District's activities from April 6, 2021 through April 19, 2021. 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 throughout the District.

#### **CCTV INSPECTION**

Staff is conducting routine Closed-Circuit Television (CCTV) inspections in the area of Cathedral Oaks and Turnpike Roads.

#### **2020 CCTVI PROJECT**

The CCTV data has been reviewed by staff and forwarded to Hazen & Sawyer for assessment and incorporation into the District's Asset Management Program for development of a ten-year Capital Improvement Program. The CCTVI work by National Plant Services was completed on schedule and approximately \$20,000 under budget.

#### **2020 AERIAL IMAGERY UPDATE**

The District's Geographic Information System (GIS) map has been updated with the 2020 aerial survey. The District's GIS consultant, ZWorld GIS, continues with the update of the sewer facilities at the City Ventures development off S. Kellogg Avenue, the La Cumbre Mutual Water Company sewer extension and other minor revisions.

#### **GREASE AND OIL INSPECTIONS**

Staff continues with the annual Grease and Oil inspections. Approximately 40 of the 112 Food Service Establishments (restaurants, take outs, clubs, kitchens) within the District have been inspected to date.

#### **COMPETENCY-BASED TRAINING (CBT)**

Staff conducted training and review of the Firestone Lift Station bypass procedure, and continues to work with DKF Solutions in preparation for the upcoming Confined Space Entry training scheduled for the week of April 26, 2021.

#### **REPAIR AND MAINTENANCE**

Two new SmartCover flow level monitoring devices were purchased and installed. The SmartCover devices provide real time flow level monitoring via a satellite link to a computer-based program where alerts and alarms are sent to staff to warn of rising water levels within the manhole, and of potential impending sewer overflows. One SmartCover was installed on Calle Real near Fairview Avenue to monitor the area between Fairview Avenue and La Patera Drive north of the 101 freeway. The other SmartCover was installed in an easement near La Cumbre Road. The District now has a total of eight (8) SmartCovers installed throughout the District collection system.

**2. TREATMENT, RECLAMATION AND DISPOSAL FACILITIES REPORT**

Plant flows have increased to an average of 4.4 million gallons per day (MGD). Reclamation demand has increased to 1.0 MGD. As CV-19 restrictions are starting to lessen, flows are starting to increase. Flow concentrations and loadings during the weekends are causing intermittent challenges and various levels of plant interference.

Centrifuge operations are continuing as planned. Dredging operations have been completed across approximately 80% of the lagoon. We plan to extend the dredging operations through the end of FY 2020-21 to maximize operational benefit, given the reduction in overall solids coming into the plant.

The Lystek refeed project has resumed. The refeed process is now feeding continuously at a lower rate, but at the same volume per week as before the shutdown. Operations staff will continue to monitor digester foaming; to date foaming has not increased significantly with the new digester feeding routine.

**3. GENERAL AND ADMINISTRATIVE ITEMS**

**Financial Software Issues**

The Springbrook Financial suite the District uses was not operating properly and a data issue was discovered. Staff, I.T. personnel and software vendor's engineers and tech support helped to remedy the issues by rebuilding data tables that eliminated the corrupted data, however that necessitated a roll-back to a prior backup dated March 31, 2021. Re-entry of some previously processed items in the following modules is necessary: Payroll for 04/09/21; Cash Receipts, Account Payable; Purchase Orders and General Ledger from March 31, 2021 forward. The payroll on 04/09 was finessed by using a prior template, updating and sending to the bank. The corruption was fixed and backup restored and staff began the reprocessing Wednesday, April 14, 2021. As such, there is no claims list to approve at this meeting. A claims list that includes this time period will be presented at our next Board meeting.

**Financial Report**

The District account balances as of April 19, 2021 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 774,377
Investment Accounts:	\$ 28,362,799
Total District Funds:	\$ 29,137,175

Transfers of funds:

LAIF to Community West Bank Operational (CWB):	\$ - 0 -
CWB Operational to CWB Money Market:	\$ - 0 -
CWB Money Market to CWB Operational:	\$ 650,000

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.

**Community West Bank (CWB)**

CWB Money Market Account – Previously submitted.

**Deferred Compensation Accounts**

CalPERS 457 Deferred Compensation Plan – Previously submitted.

Lincoln 457 Deferred Compensation Plan – Previously submitted.

**COVID-19 Response Plan Update**

A verbal update will be provided at the meeting.

**DISTRICT  
CORRESPONDENCE**  
**Board Meeting of April 19, 2021**



**Date:**                    **Correspondence Sent To:**

1. 04/07/2021    Liam Gunst  
County of SB Resource Recovery & Waste Management  
**Subject:** Industrial Wastewater Discharge Permit Number A-436  
Reclassification to B-372
  
2. 04/07/2021    HR Know Consulting  
Boris Shegolev, SHRM-CP  
**Subject:** Thank You for Your Submission of an SOQ for our  
Compensation and Benefits Study  
Sample, Letters also sent to:
  - Boucher Law  
Christopher Boucher, Esq., Founding Attorney
  - Bryce Consulting  
Shellie Anderson, Principal
  
3. 04/07/2021    Keramida Global EHS & Sustainability Services  
Vicky Keramida, CEO and Chief Technical Officer  
**Subject:** Thank You for Your Submission of an SOQ for our Climate  
Adaptation Plan  
Sample, Letters also sent to:
  - Integral Consulting, Inc.  
David Revell, PhD., Principal
  - AARC Consultants  
Scott Thomas, PhD., Principal Scientist and Vice President
  - Dudek  
Jane Gray, Project Manager
  - Ascent Environmental  
Poonam Boparai, Principal in Charge
  
4. 04/15/2021    Jose Gill  
El Sitio Restaurant  
**Subject:** Notice of Violation – Oil & Grease Pretreatment Upgrade  
Required

**Date:**                    **Correspondence Received From:**

1. 04/06/2021    SCAP  
**Subject:** Toxicity Litigation Update and Request for Voluntary Funding of  
Toxicity Litigation – SCAP v. USEPA

**DISTRICT**  
**CORRESPONDENCE**  
**Board Meeting of April 19, 2021**  
**Page 2**

- | <b><u>Date:</u></b> | <b><u>Correspondence Received From:</u></b>   |
|---------------------|---|
| 2. 04/09/2021       | Innovative Micro Technology<br><b>Subject:</b> Notice of Violation, Industrial Wastewater Discharge Permit # A-429                    |
| 3. 04/12/2021       | Next Energy Technologies<br><b>Subject:</b> Part II Requirements – Special Conditions/Compliance Schedule, Event Description Number 1 |
| 4. 04/12/2021       | LAFCO<br>Santa Barbara Local Agency Formation Commission<br><b>Subject:</b> Transmittal of Proposed Fiscal Year 2021-22 LAFCO Budget  |

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