

# **AGENDA**

## **AB 361 REMOTE MEETING NOTICE**

This meeting is being held virtually pursuant to AB 361 as meeting in person may present imminent risks to the health or safety of attendees. The public may participate in this meeting remotely via zoom as set forth below.

### **INSTRUCTIONS FOR USING ZOOM**

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

### **TO SPEAK ON AN ITEM USING ZOOM**

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

### **FOR OPEN SESSION PARTICIPATION**

Join Meeting Electronically at:

#### **Join Zoom Meeting**

**<https://us02web.zoom.us/j/81410775010?pwd=YndDUkg2dINHc25XTzgzRElvSHc3dz09>**

**Meeting ID: 814 1077 5010**

**Passcode: 857534**

**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

March 21, 2022

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

**ROLL CALL OF MEMBERS**

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

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

The Board will consider approval of the Minutes of the Special Meeting of March 5, 2022.

The Board will consider approval of the Minutes of the Regular Meeting of March 7, 2022.

**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. SECOND PUBLIC HEARING PRESENTATION ON REVIEW OF DRAFT MAPS AND TRANSITION TO DISTRICT-BASED ELECTIONS PROCESS
2. CONSIDERATION OF LAFCO MUNICIPAL SERVICES REVIEW QUESTIONNAIRE  
(Board may take action on this item.)
3. STATUS UPDATE ON USAGE OF EMPLOYEE ASSISTANCE PROGRAM

4. CONSIDERATION OF PROPOSED ANNEXATION OF 1351 HOLIDAY HILL ROAD, GOLETA, APN 077-030-006  
(Board may take action on this item.)
5. CONSIDERATION OF RESOLUTION NO. 22-679, REPEALING RESOLUTION NO. 18-624 AUTHORIZING INVESTMENT OF DISTRICT MONEY IN LOCAL AGENCY INVESTMENT FUND AND RESOLUTION NO. 22-680 REPEALING RESOLUTION NO. 21-661 DESIGNATING PERSONS AUTHORIZED TO ACT ON DISTRICT ACCOUNTS  
(Board may take action on this item.)
6. GENERAL MANAGER'S REPORT
7. LEGAL COUNSEL'S REPORT
8. COMMITTEE/DIRECTOR'S REPORTS AND APPROVAL/RATIFICATION OF DIRECTOR'S ACTIVITIES
9. PRESIDENT'S REPORT
10. ITEMS FOR FUTURE MEETINGS
11. CORRESPONDENCE  
(The Board will consider correspondence received by and sent by the District since the last Board Meeting.)
12. 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**  
SPECIAL MEETING OF THE GOVERNING BOARD  
GOLETA SANITARY DISTRICT  
A PUBLIC AGENCY  
DISTRICT OFFICE CONFERENCE ROOM  
ONE WILLIAM MOFFETT PLACE  
GOLETA, CALIFORNIA 93117

March 5, 2022

- CALL TO ORDER:** President Majoewsky called the meeting to order at 3:03 p.m.
- BOARD MEMBERS PRESENT:** Steven T. Majoewsky, George W. Emerson, Sharon Rose, Edward Fuller, Jerry D. Smith
- BOARD MEMBERS ABSENT:** None
- STAFF MEMBERS PRESENT:** Steve Wagner, General Manager/District Engineer, Rob Mangus, Finance and Human Resources Manager/Board Secretary, and Laura Romano, Management Analyst
- OTHERS PRESENT:** Tom Evans, Director, Goleta Water District
- 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 24 hours in advance of the meeting.
- PUBLIC COMMENTS:** None

**BUSINESS:**

1. **PUBLIC HEARING PRESENTATION ON TRANSITION TO DISTRICT-BASED ELECTIONS PROCESS AND REVIEW OF DRAFT MAPS**  
Mr. Wagner began the staff report and introduced Shelley Lapkoff of Lapkoff and Gobalet Demographers who gave a presentation on the process of transitioning to district-based elections and five sample maps.

President Majoewsky opened the public hearing at 4:03 p.m.

There was no public comment and President Majoewsky closed the public hearing at 4:05 p.m. No Board action was taken.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:14 p.m.

Special Meeting Minutes

Month Date, 2021

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Steven Majoewsky  
Governing Board President

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Robert O. Mangus, Jr.  
Governing Board Secretary

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George W. Emerson

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Sharon Rose

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Edward Fuller

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Jerry D. Smith

**MINUTES**  
REGULAR MEETING OF THE GOVERNING BOARD  
GOLETA SANITARY DISTRICT  
A PUBLIC AGENCY  
DISTRICT OFFICE CONFERENCE ROOM  
ONE WILLIAM MOFFETT PLACE  
GOLETA, CALIFORNIA 93117  
March 7, 2022

- CALL TO ORDER:** President Majoewsky called the meeting to order at 6:30 p.m.
- BOARD MEMBERS PRESENT:** Steven T. Majoewsky, Sharon Rose, Edward Fuller, Jerry D. Smith
- BOARD MEMBERS ABSENT:** George W. Emerson
- 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 (via Zoom).
- OTHERS PRESENT:** Larry Meyer, Director, Goleta West Sanitary District  
Tom Evans, Director, Goleta Water District
- APPROVAL OF MINUTES:** Director Smith made a motion, seconded by Director Rose, to approve the minutes of the Special Board meeting of 02/18/22. The motion carried by the following vote:
- (22/03/2294)
- |          |   |                                |
|----------|---|--------------------------------|
| AYES:    | 4 | Majoewsky, Rose, Fuller, Smith |
| NOES:    |   | None                           |
| ABSENT:  | 1 | Emerson                        |
| 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 ADOPTION OF RESOLUTION CONTINUING THE CONDUCT OF MEETINGS UNDER MODIFIED BROWN ACT REQUIREMENTS**  
Mr. Wagner gave the staff report.

Director Fuller made a motion, seconded by Director Smith to approve and adopt Resolution No. 22-678 to continue to conduct meetings under modified Brown Act requirements.

The motion carried by the following vote:

(22/03/2295)

AYES:	4	Majoewsky, Rose, Fuller, Smith
NOES:		None
ABSENT:	1	Emerson
ABSTAIN:		None

2. PRESENTATION ON LABORATORY OPERATIONS

Mr. Wagner began the staff report and introduced Lena Cox, Laboratory Technical Services Manager, who gave a presentation to the Board. There was no Board action on this presentation item.

3. CONSIDERATION OF PUBLICATION OF PUBLIC NOTICE FOR ADJUSTMENT TO DIRECTORS' COMPENSATION FOR FISCAL YEAR 2022-2023

Mr. Wagner gave the staff report.

Director Fuller made a motion, seconded by Director Rose to table this item until the full Board is present for discussion.

The motion carried by the following vote:

(22/03/2296)

AYES:	4	Majoewsky, Rose, Fuller, Smith
NOES:		None
ABSENT:	1	Emerson
ABSTAIN:		None

4. CONSIDERATION OF PROPOSED ANNEXATION OF 4525, 4538 AND 4539 VIA MARIA APN 153-234-005, 153-234-002 AND 153-234-006

Mr. Wagner gave the staff report.

Consensus of the Board was no objection to the proposed annexation of 4525, 4538 and 4539 Via Maria.

5. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

6. LEGAL COUNSEL'S REPORT

Mr. Battles did a follow-up report on a Public Records Act case and reported on a debt relief or assistance program for unpaid sewer service charges, not collected due to COVID-19.

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

Director Fuller – No report.

Director Rose – Reported on the Goleta West Sanitary District meeting she attended.

Director Smith – No report.

8. PRESIDENT'S REPORT

No report.

9. ITEMS FOR FUTURE MEETINGS

No Board action was taken.

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 Fuller made a motion, seconded by Director Rose, to ratify and approve the claims, for the period 02/19/22 to 03/07/22 as follows:

Running Expense Fund #4640	\$ 297,776.36
Depreciation Replacement Reserve Fund #4655	\$ 1,004.68
Retiree Health Insurance Sinking Fund #4660	\$ 11,477.35

The motion carried by the following vote:

(22/03/2297)

AYES:	4	Majoewsky, Rose, Fuller, Smith
NOES:		None
ABSENT:	1	Emerson
ABSTAIN:		None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:54 p.m.

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Steven T. Majoewsky  
Governing Board President

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Robert O. Mangus, Jr.  
Governing Board Secretary

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George W. Emerson

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Sharon Rose

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Edward Fuller

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Jerry D. Smith

# **AGENDA ITEM #1**

**AGENDA ITEM: 1**

**MEETING DATE: March 21, 2022**

**I. NATURE OF ITEM**

Second Public Hearing Presentation on Review of Draft Maps and Transition to District-Based Elections Process

**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 (CVRA) for the November 2022 General Election, following the completion and receipt of the data from the 2020 Census. On July 6, 2020 the Board approved an agreement with Lapkoff and Gobalet for demographic services to assist in creating the new voting district maps pursuant to the CVRA.

A number of outreach activities must take place before the new voting district maps can be finalized. These activities include but are not limited to the following:

1. Conducting public outreach, including to non-English-speaking communities to explain the districting process and to encourage public participation.
2. Holding two public hearings to gather input before draft voting district maps are prepared.
3. Holding two additional public hearings after draft voting district maps have been prepared for additional public feedback.
4. Publicizing the above public hearings in advance (on website, social media, in press releases, posted in community).
5. Holding a public meeting on the proposed voting district maps for approval.
6. Submitting the approved final version of voting district maps to the County's Office of Elections.

Today's meeting is the fourth of five public hearings. The public has been invited to join in person and virtually. The fifth public hearing to review Board's preferred draft map will take place on Monday, April 4, 2022 at 6:30 p.m. at the District's Boardroom. An interpreter is available to assist with anyone desiring Spanish-language interpretation virtually via Zoom.

### **III. COMMENTS AND RECOMMENDATIONS**

At the last hearing, the Board directed staff to have the demographers create revised draft maps that keep the existing board members in separate voting districts and meet all the other state and federal map requirements. They also requested that the revised draft maps clearly show the major roadways and proposed boundaries. The revised maps were also to display Latinx population in each draft district in a shading.

Shelley Lapkoff, of Lapkoff and Gobalet Demographers, will give an updated presentation on the process, review the revised draft maps, and take any questions the Board or public may have. This presentation and any comments or questions will be recorded in both English and Spanish for future viewing on the District's website.

As this item is for informational purposes, no action is required.

### **IV. REFERENCE MATERIALS**

None

# **AGENDA ITEM #2**

**AGENDA ITEM: 2**

**MEETING DATE: March 21, 2022**

**I. NATURE OF ITEM**

Consideration of LAFCO Municipal Services Review Questionnaire

**II. BACKGROUND INFORMATION**

The District's sphere of influence is reviewed and updated every 5 years by the Santa Barbara Local Agency Formation Commission (LAFCO). This is accomplished through the preparation of a document called a Municipal Service Review (MSR). LAFCO has initiated the MSR process for 33 separate agencies and has issued a survey questionnaire to gather the information required to prepare the draft MSR.

Attached to this report is a copy of the survey response request letter from LAFCO dated February 9, 2022. The response to the survey is due March 31, 2022. While much of the information being requested about the District doesn't require Board direction, the one question that does is whether the District desires any changes to its sphere of influence.

The District's current sphere of influence boundary is mostly coterminous with its jurisdictional boundary. Modification to the District's sphere of influence has been discussed during prior MSR updates but no changes have been made. While the District may request consideration of a change in its sphere of influence boundary, any change is subject to review and approval by LAFCO.

According to the California Association of Local Agency Formation Commissions (CALAFCO) an agencies sphere of influence is defined as:

*A planning boundary outside of an agency's legal boundary (such as the city limit line) that designates the agency's probable future boundary and service area. Factors considered in a sphere of influence review focus on the current and future land use, the current and future need and capacity for service, and any relevant communities of interest.*

*The purpose of the sphere of influence is to ensure the provision of efficient services while discouraging urban sprawl and the premature conversion of agricultural and open space lands by preventing overlapping jurisdictions and duplication of services.*

A copy of the draft response to the MSR survey questionnaire along with a map showing the District's current jurisdictional boundary and sphere of influence boundary are included as reference materials.

### **III. COMMENTS**

Staff is seeking the Board direction on whether any changes to the District's sphere of influence is desired. If so, staff will include this information in the response to the MSR survey questionnaire. The responses to the survey will form the basis for the draft MSR that is scheduled to be available for review in September 2022.

### **IV. REFERENCE MATERIAL**

LAFCO MSR letter with questionnaire dated February 9, 2022

GSD Sphere of Influence and Boundary Map

# LAFCO

**Santa Barbara Local Agency Formation Commission**  
105 East Anapamu Street ♦ Santa Barbara CA 93101  
805/568-3391 ♦ FAX 805/568-2249  
www.sblafco.org ♦ lafco@sblafco.org

February 9, 2022

Steve Wagner, General Manager  
Goleta Sanitary District  
One William Moffett Place  
Goleta, CA. 93117  
swagner@goletasanitary.org

## **Program to Update Spheres of Influence and Municipal Service Review**

Dear Steve:

The law requires that Spheres of Influence be updated every five years. The Santa Barbara Local Agency Formation Commission (LAFCO) received a report from its staff regarding a proposed program and schedule to review and update Spheres of Influence for the cities and special districts in Santa Barbara County.

After receiving the report and discussing the update program on February 3, 2022, the Commission directed me to prepare a new Municipal Service Reviews (MSR) to update the Spheres of Influence. Updates will be prepared to include services related to water, wastewater, recycled water and stormwater services. Since your Agency provides some of these services directly, indirectly, or by contract, I am requesting information to assist our preparation in a new Municipal Service Review and Sphere of Influence.

In this regard, please complete the attached Santa Barbara LAFCO Municipal Service Review Survey and Questionnaire (**Attachment A**). The information contained in your response will be the basis for preparing a new Municipal Service Review and either readopting the agencies existing Sphere of Influence or adding or deleting areas from the agencies Sphere of Influence.

Please provide the requested information **no later than March 31, 2022**. I am available and willing to meet with you, other members of your staff, and attend a Board meeting to discuss this matter.

Enc:

Sincerely,



Mike Prater  
Executive Officer

**LOCAL AGENCY FORMATION COMMISSION OF SANTA BARBARA COUNTY**

**Comprehensive Water/Wastewater/Recycled  
Water/Stormwater Service & Sphere Review (Survey  
Questions – Deadline is March 31, 2022)**

**\*\*Please refer to page 7 for information on how to respond to this survey\*\***

<b>Survey Questions</b>	<b>Agency Response</b>
<p><b>A. Overview:</b></p> <p>1) Administrative Office Address and Mailing Address (if different)</p> <p>2) Website Address</p> <p>3) Contact Information of LAFCO Liaison (for any follow-up questions)</p> <p>4) Number of Employees for entire agency. Please indicate whether employees are full-time, part-time, contract, etc.</p> <p>5) Number of Operators and their Grade Levels. Number of Emergency Operators available.</p> <p>6) Staffing experience and tenure to the agency. Please indicate # years each employee has been in the industry and the number of years with the current agency.</p> <p>7) Current Board/Council Members and Term Limits. Please indicate who is the current Board Chair/President.</p> <p>8) Board/Council Members background and years on the board. Background example indicate educator, finance, etc.</p> <p>9) Current Plant/Operations Manager. Please list for both Water Treatment and Wastewater Treatment, if applicable. Please indicate the number of years serving as the current Manager.</p> <p>10) Regular Board meeting date and location.</p> <p>11) Would you be able to participate in an online short survey as well or further encourage citizen participation in an online survey?</p>	

**B. Boundaries:**

- 1) Does your agency desire to change its existing jurisdictional boundary? If yes, please indicate the area(s) and reason(s).
- 2) Does your agency desire to change its existing sphere of influence boundary? If yes, please indicate the area(s) and reason(s).
- 3) Does your agency plan to or currently provide services outside its existing boundaries? If yes, please indicate the area(s) and reason(s).
- 4) Are there any overlaps or duplicate services being provided by another agency within your agency's boundaries?
- 5) Have consolidation or reorganization with others been considered in the past 5 years? Would this evaluation benefit your agency?

**C. Service Provisions**

Please indicate which services your agency provides related to the service review of Water/Wastewater/Recycled Water/Stormwater. Examples include

- 1) Collection
- 2) Treatment
- 3) Disposal
- 4) Recycled Water Use (list level of treatment)
- 5) Stormwater Management
- 6) Groundwater Sustainability Agency Member
- 7) Other

Please indicate whether your agency provides these services in-house or by-contract with another agency within your boundaries, and whether your agency provides a service outside your boundaries.

Please provide a current draft of your Groundwater Sustainability Plan (GSP).

**D. Connection Types**

- 1) Total number of water, wastewater connections for each following type.
  - a) Single Family
  - b) Multi-Family
  - c) Commercial
  - d) Industrial
  - e) Agricultural
  - f) Other?

**E. Population**

- 1) Please provide population estimates for the following years: 2020, 2025, 2030, 2035, and 2040. If a population forecast is unavailable, please provide the current population count.
- 2) Do you believe future population or housing will affect your agency's service capacity?
- 3) Is your agency aware of any disadvantage communities within or adjacent to your boundary?

**F. Capacity and System Demands**

- 1) Please indicate the permitted capacity and any estimated equivalent units. Provide any State Permitting Documents.
- 2) Estimated annual demand in gallons and AF
- 3) Estimate gallons per day for each resident or equivalent unit.
- 4) Distribution/Collection and Storage description.
- 5) Any other Information your agency tracks?

**G. Treatment Plants, Boosters, Lift Stations**

Please provide information for the following:

- 1) Number of and type of treatment plants
- 2) Name and location of treatment plants
- 3) Built date of treatment plants
- 4) Current condition of treatment plants
- 5) Size, square footage/ acres of treatment plants
- 6) Number of Boosters and Lift Stations
- 7) Name/location of Boosters and Lift Stations
- 8) Current condition of Boosters and Lift Stations
- 9) Size, capacity of Boosters and Lift Stations
- 10) Disposal process

Are there any plans to upgrade current treatment plants or construct new treatment plants?

**H. Finances**

Please provide information for the following:

- 1) Adopted Financial Statements (2018 to 2021)
- 2) Adopted/Proposed Budgets (2021 and 2022)
- 3) Capital Improvement Plans (if applicable)
- 4) Any Pension/OPEB Obligations and payments
- 5) Ending Fund Balance for 2021
- 6) Total Fund Balance/Annual Revenue for 2021
- 7) Revenue sources
- 8) COVID Fund/Refund Applications (ARPA, Cares Act, Grants, etc.)

**I. Water Supply Sources**

Please indicate which type of water supply and estimated acre-feet are available for your agency use: Examples include:

- 1) Groundwater
- 2) Surface Water
- 3) State Water
- 4) Recycled Water
- 5) Desalination
- 6) River Alluvium
- 7) Other(s)?

**J. Shared Services**

Please indicate whether your agency collaborates with other organizations through any of the following:

- 1) Exchange Agreement
- 2) Wheeling Arrangements
- 3) Lease Agreement
- 4) Memorandum of Understanding
- 5) Joint Power Authorities/Agreements
- 6) Other Contracts?

Please name the organizations and purpose that your agency collaborates with and provide documents, if possible. LAFCO would like to highlight these partnerships and joint efforts.

**K. Distribution/Collection Maintenance**

Please indicate which Inspection, Repair, Replacement, Upgrade or Addition your agency addressed during FY 2016 to 2021. Also indicate how many miles of system lines were addressed for each FY from 2016-2021:

- 1) Inspected
- 2) Cleaned
- 3) Replaced
- 4) Added
- 5) Video
- 6) Booster Stations addressed
- 7) Treatment Plant Upgrades, Repairs,
- 8) Other(s)?
- 9) Storm Drains

## **L. Other Information**

Please provide the following:

- 1) Rate Structure. Connection Fees, User Fees per Month for various types (SFR, MFR, MHP, Commercial, Industrial, etc)
- 2) Provide most recent Rate Study Report.
- 3) Does your agency have an emergency and disaster mitigation plan? If so, please provide a copy/link to review the document.
- 4) Does your agency have an Urban Water Management Plan? If so please provide a copy/link to review the document.
- 5) Does your agency have a Sewer System Management Plan? If so please provide a copy/link to review the document.
- 6) Please provide a copy/link to review the following documents? Master Plans, Strategic Plans, Conservation Plans, Reclaimed Water Reports/ Studies.
- 7) Has climate change affected your agency? Do you have a Climate Action plan?
- 8) How is your agency preparing for future service needs/demands? What strategies are used to direct growth/service demands where infrastructure is or will be available?
- 9) Are there any new or pending laws that have affected your agency? If so, please provide information on such laws/bills.
- 10) List agencies to which your agency is required to report and for what. Do you prepare or receive annual reports or inspections?
- 11) Describe your agencies efforts regarding Public Outreach?

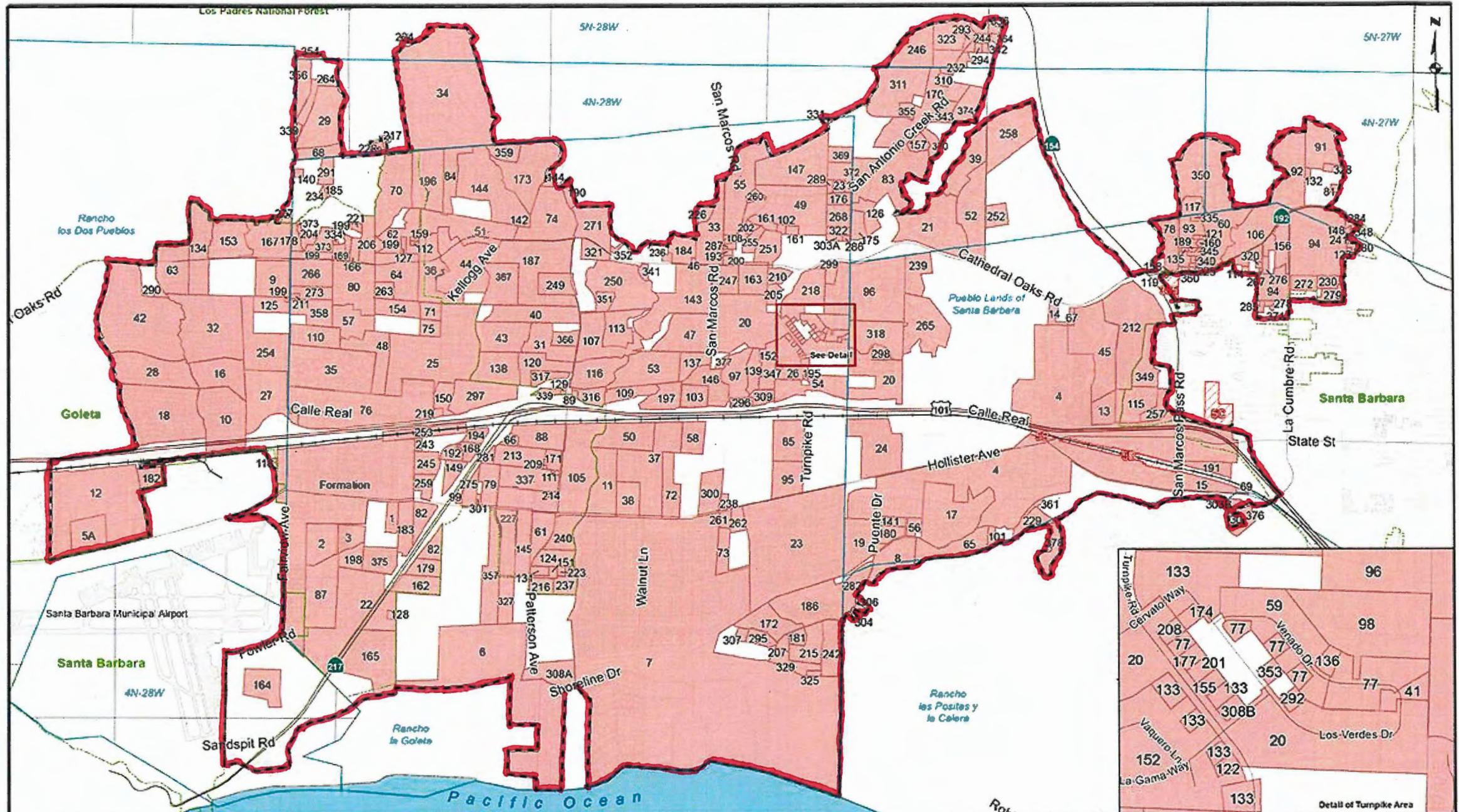
<b>L. Other Information (continued)</b>	
<p>12) How are the operations of your agency routinely evaluated, and by whom? Any procedures, customer feedback, etc.?</p> <p>13) Are there any best practices or recent success stories you would like LAFCO to highlight in the upcoming service review?</p> <p>14) What opportunities/challenges does your agency face?</p> <p>15) What regional collaboration does your agency participate in?</p> <p>16) Are there any specific topics you would like LAFCO to analyze as part of the upcoming service review?</p>	

## **LAFCO Staff Comments**

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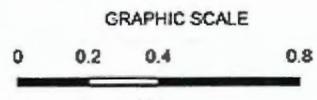
**Survey Responses:** If the requested information is available on the agency's website or online, please provide the hyperlink and direct us to the proper location. We understand that your time is limited, and LAFCO staff can retrieve the information if pointed in the right direction.

Thank you for participating in LAFCO's survey. Please send your responses to LAFCO no later than **Thursday, March 31, 2022.** Responses can be sent by email at [lafco@sblafco.org](mailto:lafco@sblafco.org). Feel free to contact LAFCO staff if you have any questions. The LAFCO office number is 805-568-3391.



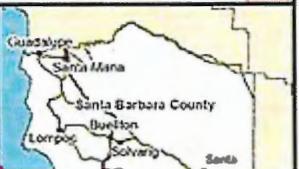
### Goleta Sanitary District

Compiled by the Santa Barbara County Surveyor's Office on 05/21/2020.  
 Last Action: 378, La Cumbre Mutual Water Company Annex, LAFCO 18-20, recorded 2/19/2019.  
 Sphere of influence: 11/4/2010 Last Amended 2/19/2019.  
 See Boundary Activity Table at <http://countyofsb.org/pwd/specialdistricts.sbc>  
Completion information was not found for all proposed boundary changes, therefore the numbering is not continuous.  
 SOURCE: THE PUBLIC AGENTS. This data is for reference only. It should not be used for any legal purposes.



#### Legend

- Freeways
- Highways
- Roads
- Railroads
- Parcels
- Sections
- Land Grants and Townships
- City Boundaries
- Formacion
- Annexation
- Detachment
- Sphere of Influence



# **AGENDA ITEM #3**

**AGENDA ITEM: 3**

**MEETING DATE: March 21, 2022**

**I. NATURE OF ITEM**

Status Update on Usage of Employee Assistance Program

**II. BACKGROUND INFORMATION**

The District's employees are its most valuable asset and are critical to delivering excellent service. As such, the District offers a robust employee benefits program that includes a full suite of healthcare coverage, a service-based retirement system, life insurance, pretax health spending accounts, access to additional retirement and investment accounts, health and wellness programs, and employee performance recognition programs. This list of benefits has evolved over time. In September 2022 the District's employee benefits program was expanded to include an Employee Assistance Program (EAP).

Employee Assistance Programs (EAPs) began as occupational counselling programs offering treatment for work performance impairment problems such as alcohol and drug use, but have evolved to include items such as financial counseling, stress management, critical incident response, legal counseling, identity theft, smoking cessation, and a number of mental health issues. Adoption of an EAP was included in the District's 2020 Strategic Plan and 2020 Annual Action Plan.

On September 21, 2020 the Governing Board approved an annual service contract with Claremont EAP for \$4500. The EAP program was introduced to staff in November of 2020.

One of the deliverables of the Claremont EAP is an Annual Utilization Report. According to the agency representative, the District's usage was 17.1%. This percentage is higher than the national average usage of between 4-6%. This percentage is found by dividing the total number of Clinical and Life Management cases by the total number of employees, in our case 6 divided by 35 to equal 17.1%. All of the cases were self-referrals for the employees themselves (not family members) and 75% of those who contacted Claremont were very satisfied with the initial call; 73% were very satisfied with the EAP counselor. This leaves some room for improvement. 98% would recommend the EAP to a friend or colleague.

**III. COMMENTS**

A copy of the Annual Utilization Report is included in this item. The staff seem to be well-aware of the opportunity to access the EAP, and it is required as part of

the contract that staff be given a packet with contact information, an Evidence of Coverage and Disclosure form, and information on the Employee Assistance Program annually.

All information shared in the Annual Utilization Report is anonymous, employees' privacy is always protected and no members of management are aware of contact with Claremont unless the employee chooses to share this information.

Information about the program is also included on the District's intranet portal for ease of access.

As this item is for information only, no action is required at this time.

#### **IV. REFERENCE MATERIALS**

Annual Utilization Report dated February 16, 2022

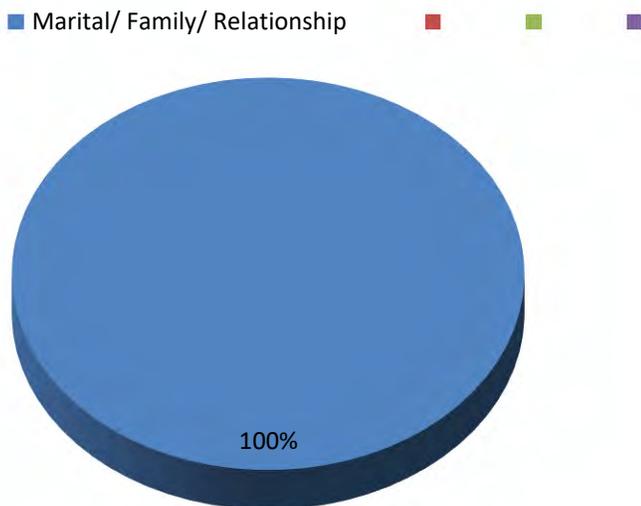
**Goleta Sanitary District**  
 Annual Utilization Report

Reporting Period: 11/1/2020 to 10/31/2021

**Total Utilization Based on 35 Employees**

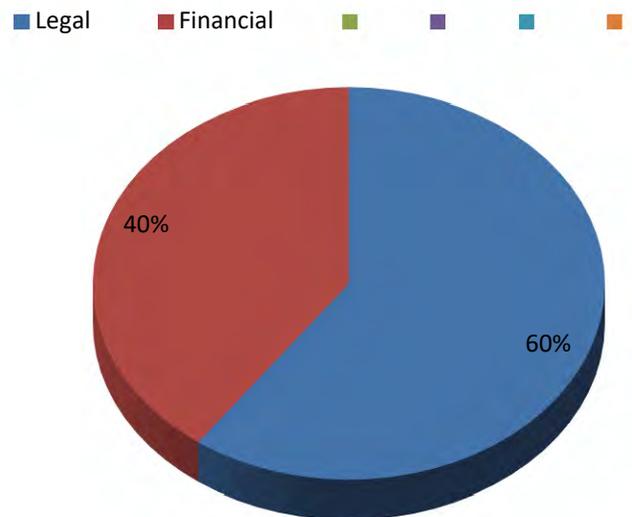
	<b>Cases This Year</b>	<b>Annual Utilization %</b>
<b>Total Cases</b>	<b>6</b>	<b>17.1%</b>
Clinical	1	2.9%
Life Management	5	14.3%

**New Cases: Clinical**



	<b>This Year</b>
<b>Total Clinical Cases</b>	<b>1</b>
Marital/ Family/ Relationship	1
Addiction/ Substance Abuse	0
Career Counseling	0
Grief/ Loss	0
Immediate Support	0
Medical	0
Other	0
Psychological	0
Traumatic Workplace Incident	0
Work Issue	0

**New Cases: Life Management**



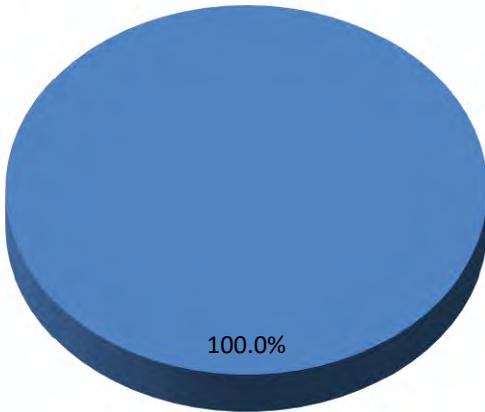
	<b>This Year</b>
<b>Total Life Mgmt Cases</b>	<b>5</b>
Legal	3
Financial	2
Adoption Assistance	0
Child Care	0
Community Referral	0
Convenience	0
Elder Care	0
Medical Advice	0
Other	0

**Goleta Sanitary District**  
 Annual Utilization Report

Reporting Period: 11/1/2020 to 10/31/2021

**Referral Type for New Clinical and Life Management Cases**

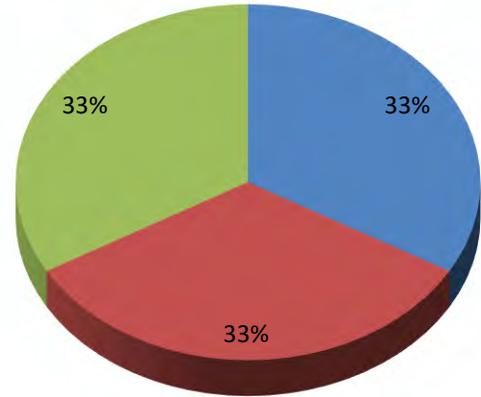
- Self
- Formal Management Referral
- Informal Management Referral



<u>Referral Source</u>	<u># of cases</u>	<u>% of cases</u>
Self	6	100.0%
Formal Management Referral	0	0.0%
Informal Management Referral	0	0.0%
<b>Total</b>	<b>6</b>	<b>100.0%</b>

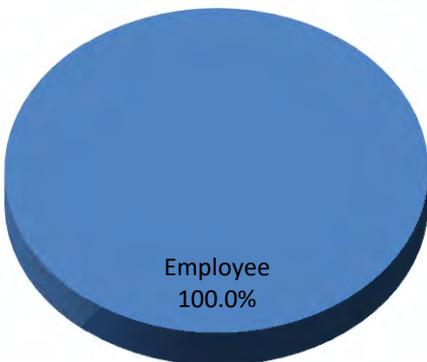
**Source of Self-Referrals**

- Other
- Brochure
- Previous EAP User



<u>Self Referrals</u>	<u># of cases</u>	<u>% of cases</u>
Other	2	33.3%
Brochure	2	33.3%
Previous EAP User	2	33.3%
<b>Total</b>	<b>6</b>	<b>100.0%</b>

**New Cases: Employees vs. Family Members**



	<u># of cases</u>	<u>% of cases</u>
Employee	6	100.0%
Family members	0	0.0%
<b>Total</b>	<b>6</b>	<b>100.0%</b>

**Goleta Sanitary District**  
 Annual Utilization Report

Reporting Period: 11/1/2020 to 10/31/2021

**Account Services**

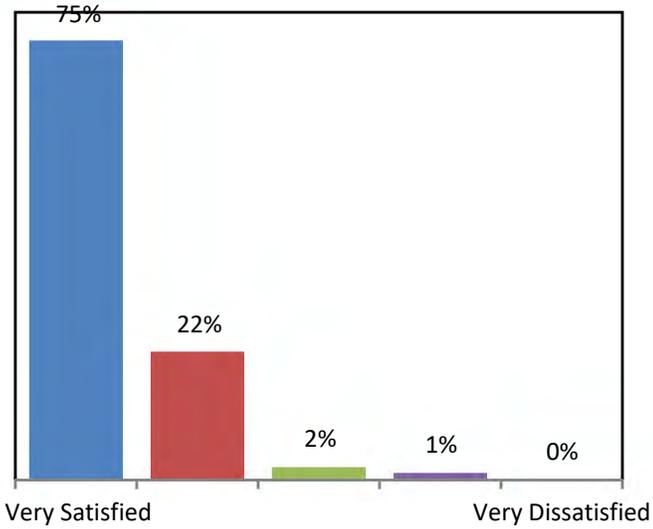
<b>Date of Service</b>	<b>Service Description</b>
November 2, 2020	Distributed Webinar Flyer (November Webinar)
November 9, 2020	Distributed Other Materials (National Caregivers Month Flyer & Article)
November 17, 2020	Distributed Other Materials (2 Holiday Flyers)
December 1, 2020	Distributed Webinar Flyer (December Webinar)
December 14, 2020	Distributed Other Materials (Tess Flyer)
December 16, 2020	Distributed Other Materials (Online Peer Support Groups Flyer)
January 4, 2021	Distributed Webinar Flyer (January 2021)
January 12, 2021	Distributed Newsletters (Q1 2021)
January 28, 2021	Distributed Other Materials (Skills We Need for 2021 Flyer)
February 1, 2021	Distributed Other Materials (New Website Announcement)
February 1, 2021	Distributed Webinar Flyer (February)
February 11, 2021	Distributed Other Materials (Random Acts of Kindness Flyers)
February 17, 2021	Distributed Other Materials (Winter Storms Flyer)
March 2, 2021	Distributed Other Materials (Resilience Resource Flyer)
March 2, 2021	Distributed Webinar Flyer (March Webinar)
March 23, 2021	Distributed Other Materials (Atlanta & Boulder Shootings Flyer)
April 1, 2021	Distributed Webinar Flyer (April)
April 1, 2021	Distributed Newsletters (2nd Quarter)
April 6, 2021	Distributed Other Materials (April Financial Literacy Month Flyers)
April 13, 2021	Distributed Other Materials (Flyer in Response to Shootings in MN & TN)
April 13, 2021	Distributed Other Materials (AAPI Support Flyer)
May 3, 2021	Distributed Other Materials (Mental Health Awareness Month)
May 3, 2021	Distributed Webinar Flyer (May Webinar)
May 3, 2021	Distributed Webinar Flyer (May Webinar)
May 6, 2021	Distributed Other Materials (Children's Mental Health Awareness Day )
June 1, 2021	Distributed Webinar Flyer (June Webinar)
July 1, 2021	Distributed Webinar Flyer (July 2021)
July 22, 2021	Distributed Newsletters (Q3 2021)
August 13, 2021	Distributed Webinar Flyer (Aug 2021 webinar)
August 13, 2021	Distributed Webinar Flyer (Aug 2021 webinar)
September 2, 2021	Distributed Other Materials (Your EAP is Here to Help: Tropical Storm Ida)
September 7, 2021	Distributed Other Materials (EAP Support & Resources: Wildfire Toolkit)
October 4, 2021	Distributed Other Materials (Brand Update)
October 5, 2021	Distributed Newsletters (October Newsletter)
October 7, 2021	Distributed Webinar Flyer (October Webinar)

**Goleta Sanitary District**  
 Annual Utilization Report

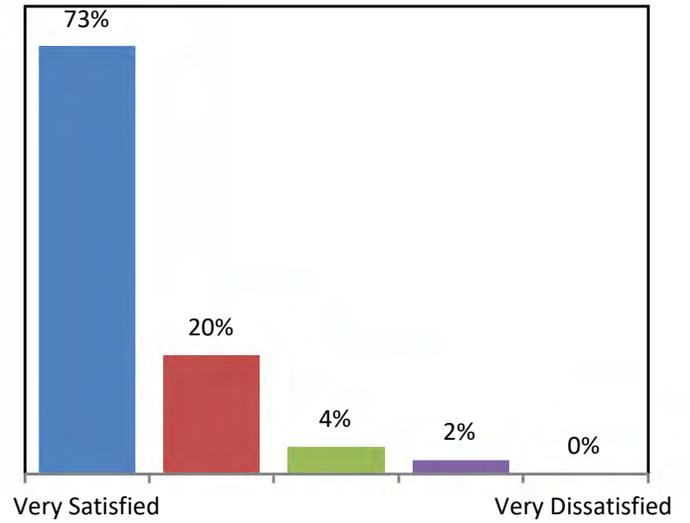
Reporting Period: 11/1/2020 to 10/31/2021

**Client Satisfaction\***

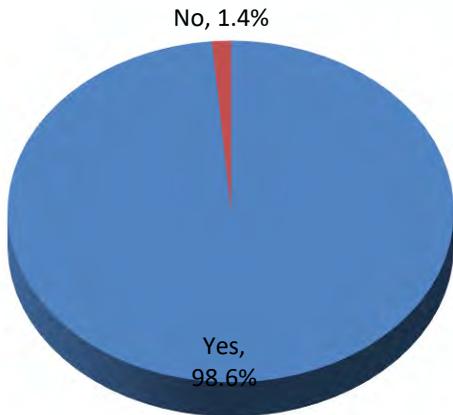
**Satisfaction with Initial Call**



**Satisfaction with EAP Counselor**



**Was Initial Appointment with the EAP scheduled in a timely fashion?**



**Would Recommend the EAP to a friend or colleague?**



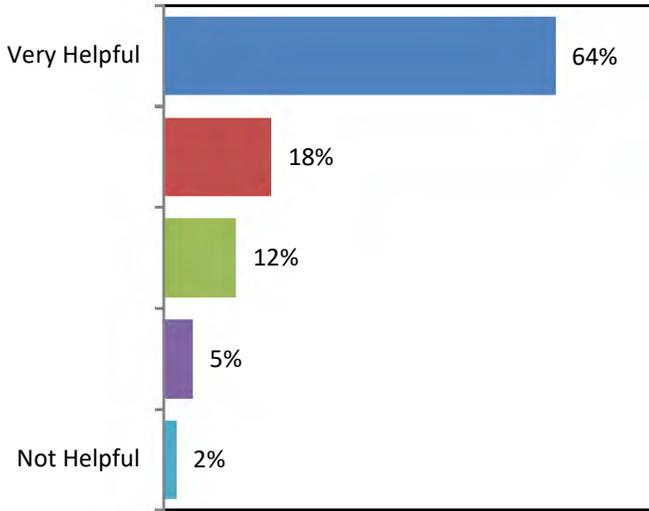
\*In order to protect client confidentiality, clinical outcome and satisfaction statistics are based on data across all Claremont groups. This data is refreshed monthly.

**Goleta Sanitary District**  
 Annual Utilization Report

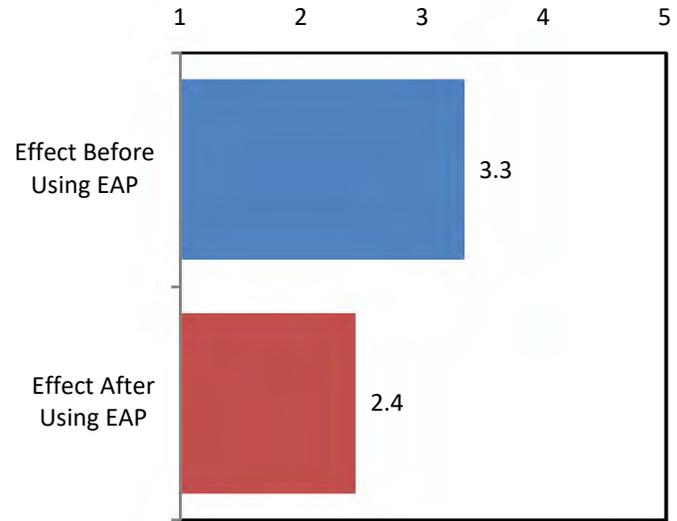
Reporting Period: 11/1/2020 to 10/31/2021

**Clinical Case Outcomes\***

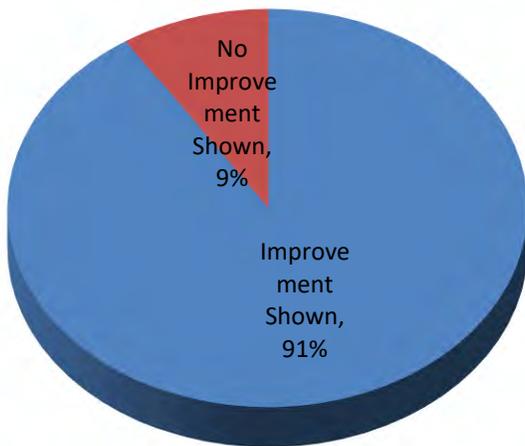
**Self-Reported Helpfulness of EAP  
 in Resolving Issue**



**Self-Reported Effect of Issue on  
 Work Performance**



**Provider Reported Rating of Client Improvement**



\*In order to protect client confidentiality, clinical outcome and satisfaction statistics are based on data across all Claremont groups. This data is refreshed monthly.

# **AGENDA ITEM #4**

**AGENDA ITEM: 4**

**MEETING DATE: March 21, 2022**

**I. NATURE OF ITEM**

Consideration of Proposed Annexation of 1351 Holiday Hill Road, Goleta  
APN 077-030-006

**II. BACKGROUND INFORMATION**

Sielinde Pukke, agent for the owners of 1351 Holiday Hill Road, has requested a Sewer Service Availability letter. The SSA was issued on August 14, 2020. The property is outside the District's Sphere of Influence (SOI). The property contains a 24,000 SF commercial art studio. The owners propose to connect to the existing private sewer force main owned by the Santa Barbara Wildlife Care Network (WCN) located on N. Fairview Avenue in order to serve the property. District staff has been informed that the owners of the Holiday Hill property will enter into agreement with WCN to allow the connection of the proposed new sewer line.

Staff received a letter from LAFCO dated January 14, 2022 requesting District review of the proposed annexation. A copy of the letter is attached to this report and is presented herein for Board consideration.

**III. COMMENTS**

It is the District's understanding that Ms. Pukke and Ms. Trish Allen of Suzanne Elledge Permitting and Planning Services are preparing the LAFCO submittals required for the annexation of the property. District staff has been in communication with Ms. Pukke and Ms. Allen.

Staff has reviewed the proposal and has issued an SSA with standard conditions. As such staff recommends the Board authorize the General Manager to inform LAFCO that the District doesn't object to the proposed annexation.

**IV. REFERENCE MATERIAL**

LAFCO Letter dated January 14, 2022

Copy of LAFCO submittals for the Holiday Hill annexation

GSD SSA dated August 14, 2020

# LAFCO



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## Santa Barbara Local Agency Formation Commission

105 East Anapamu Street ♦ Santa Barbara CA 93101

805/568-3391 ♦ FAX 805/568-2249

www.sblafco.org ♦ lafco@sblafco.org

January 14, 2022

Steve Wagner, General Manager  
Goleta Sanitary District  
One William Moffett Place  
Goleta, CA 93117

Subject: 1351 Holiday Hill – Sphere & Annexation to the Goleta Sanitary District (LAFCO № 22-01)

Dear Steve Wagner:

A petition has been submitted to the Santa Barbara County Local Agency Formation Commission (LAFCO) proposing the annexation of territory to the Goleta Sanitary District. A copy of the proposal is attached to this letter for LAFCO Proceeding № 22-01. This proposal will annex land to your district.

The above-titled application has been filed with LAFCO on January 11, 2022. This notice is pursuant to Government Code Sections 56658 (b) and 56662 (c). The Proposed Project includes a sphere amendment and annexation of approximately 4.0 acres of property into the Goleta Sanitary District for sewer service. The property is outside the sphere of influence and is located at 1351 Hoilday Hill Road west of Fairview Road.

We request that you review these documents and notify us of any questions, comments, concerns or conditions you have. If you identify conditions for this project, please explain why they are necessary. We also welcome any additional comments you wish to make concerning this proposal.

By state law your district has 60 days in which to request termination of these proceeding pursuant to Government Code Sections 56857. Please respond with your comments before March 15, 2022. Your input will be considered in the preparation of the staff report that will be presented to LAFCO.

This proposal will be on LAFCO's February 3, 2022 agenda for information purposes only. You will be notified in advance before LAFCO considers the merits of the proposal.

Sincerely,

A handwritten signature in blue ink that reads "M Prater".

Mike Prater  
Executive Officer

Attachments:  
Petition, Questionnaire, Map and Legal

**TO:**

Local Agency Formation Commission  
County of Santa Barbara  
105 East Anapamu Street, Rm 407  
Santa Barbara, CA 93101

**To be filled in by LAFCO**

File No: \_\_\_\_\_  
Date Presented: \_\_\_\_\_  
Officially Filed: \_\_\_\_\_  
Designated as: \_\_\_\_\_  
\_\_\_\_\_  
LAFCO Action: \_\_\_\_\_  
Date: \_\_\_\_\_

**PETITION FOR**

Claybottress LLC - Annexation to Goleta Sanitary District

(Name of Proposal)

The undersigned by their signature hereon DO HEREBY REPRESENT REQUEST AND PETITION as follows:

1. The proposal is made pursuant to Part 3, Division 3, and Title 5 of the California Government Code (commencing with Section 56000, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000).

2. The nature of the proposed change of organization (i.e., annexation, detachment, Reorganization, etc.) is/are:

Annexation of 1351 Holiday Hill Road into the Goleta Sanitary District.

The property is outside the GSD Sphere of Influence.

3. The name or names of all districts and/or cities for which any such change or organization is proposed is as follows:

Goleta Sanitary District (GSD)

4. The names of all other affected counties, cities and districts are:

N/A

5. The territory(ies) proposed for annexation to Goleta Sanitary District

is/are: nonresidential property, uninhabited

(uninhabited (less than 12 people) or inhabited (12 or more people))

6. This proposal is  is not within the sphere of influence of the affected city and/or district.  
(Circle one)



14. The reasons for this proposal are:

A. This proposal is being filed in order to annex the property at 1351 Holiday Hill Road, APN 077-030-006, into the Goleta Sanitary District and to connect to a private sewer main located in Fairview Road.

B. \_\_\_\_\_  
\_\_\_\_\_

15. The persons signing this petition have signed as \_\_\_\_\_ registered voters OR  owners of land.

16. If the formation of a new district is included in the proposal: N/A

A. The principal act(s) under which said district(s) is/are proposed to be formed is/are: \_\_\_\_\_

B. The proposed name(s) of the new district(s) is/are: \_\_\_\_\_  
\_\_\_\_\_

C. The boundaries of the proposed new district(s) are as described in Exhibit(s) \_\_\_\_\_, heretofore incorporated herein.

17. If an incorporation or formation of a district is in the proposal:

A. The proposed name of the new city/district is: N/A

B. Provisions are requested for appointment of:

i. City/District Manager \_\_\_\_\_ Yes \_\_\_\_\_ No

ii City Clerk & City Treasurer \_\_\_\_\_ Yes \_\_\_\_\_ No  
(City only)

C. Number of members proposed for initial Board of Directors/City Council, pursuant to Chapter Three commencing with §61120. (Please check one, below.)

\_\_\_\_\_ 3 (Three) \_\_\_\_\_ 5 (Five)

18. If the proposal includes the consolidation of special districts, the proposed name of the consolidated district(s) is/are: N/A

19. How will the new district be financed?

N/A

\_\_\_\_\_  
\_\_\_\_\_

20. Proponents of this proposal: (Names of Chief Petitioners, not to exceed three (3), who hereby request that proceedings be taken in accordance with the provisions of Section 56000, et. seq. of the Government Code and herewith affix signatures) as follows:

Please sign on the top line and print on the line below.

Name	Mailing Address
1. 	
Joshua P. Rabinowitz, <i>Manager</i>	1021 Anacapa Street, 2nd floor Santa Barbara, CA 93101
2.	
3.	

When a form is completed and the requisite number of qualified signatures has been obtained (after circulation), the petition is to be filed with the Executive Officer.

**The petition and signature sheets must be left intact. Removal of the signature sheets from one counterpart to another counterpart will invalidate the entire petition.**

**NOTE: THIS PAGE MUST BE COMPLETED AND ATTACHED TO EACH PETITION.**

According to Election Code, Section 104, whenever any petition is submitted to the elections official, each section of the petition shall have attached to it a declaration signed by the Circulator of the petition, setting forth, in the Circulator's own hand, the following:

**PRINTED NAME OF CIRCULATOR** (including given name, middle name or initial and last name):

Trish Allen

**RESIDENCE ADDRESS OF CIRCULATOR:**

3827 Sterrett Avenue Santa Barbara, CA 93110

**DATES ON WHICH ALL SIGNATURES TO THE PETITION WERE OBTAINED:**

Starting date: 12/20/2021

Ending date: \_\_\_\_\_

The Circulator, by affixing his/her signature below, hereby certifies:

1. That the Circulator circulated the attached petition and witnessed the appended signatures being written;
2. That, according to the best information and belief of the Circulator, each signature is the genuine signature of the person whose name it purports to be;
3. That the Circulator shall certify to the content of the declaration as to its truth and correctness, under penalty or perjury under the laws of the State of California, with the signature of his or her name at length, including given name, middle name or initial, and last name.

January 10, 2022

Date



\_\_\_\_\_  
Name (as required above)

As a signer of this Petition, I hereby certify that I have read the content of the Petition and request that proceedings be taken for the proposal as provided by said Petition.

**PLEASE SIGN NAME ON THE TOP LINE**  
**PRINT NAME ON THE SECOND LINE**

Date signed	Signature & printed name of Petitioners	Residential Address of Petitioners	Official Use Only
	Sign:		
	Print:		
	Sign:		
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SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

**Proposal Justification Questionnaire for Annexations,  
Detachments and Reorganizations**

(Attach additional sheets as necessary)

1. Name of Application: (The name should match the title on the map and legal description; list all boundary changes that are part of the application)

*Claybottress LLC - Annexation to Goleta Sanitary District*

2. Describe the acreage and general location; include street addresses if known:

*1351 Holiday Hill Road, APN 077-030-006, approximately 4.0 acres; the property is accessed off of Holiday Hill Road via a private road, El Camino Ratel.*

3. List the Assessor's Parcels within the proposal area:

*APN 077-030-006*

4. Purpose of proposal: (Why is this proposal being filed? List all actions for LAFCO approval. Identify other actions that are part of the overall project, i.e., a tract map or development permit.)

*The purpose of the proposal is to construct a private sewer lift station and force main to be connected to the existing Wildlife Care Network force main to provide sewer service to 1351 Holiday Hill. The property is located outside the Goleta Sanitary District (GSD) Sphere of Influence (SOI) and therefore this application proposes to adjust the SOI and annex to the GSD. Please refer to the Sewer Service Availability letter from GSD dated August 14, 2020 included in our application materials.*

5. Land Use and Zoning - Present and Future

A. Describe the existing land uses within the proposal area. Be specific.

*The existing land uses for the proposal area include office, storage, and ceramics studio/manufacturing, workshops and shared artist studio spaces.*

B. Describe any changes in land uses that would result from or be facilitated by this proposed boundary change.

*The proposed project will continue to include the existing uses listed above in addition to the following uses as part of the proposed Conditional Use Permit:*

- *Weekly ceramics classes and workshops to include wheel throwing, hand building, and glazing;*
- *A Facility Manager's residence;*
- *Artist in residency residential studios (2);*
- *Monthly/Quarterly/Seasonal functions to include artist gallery openings, fundraisers, holiday sales and a movie night.*

C. Describe the existing zoning designations within the proposal area.

*The subject site is zoned, I-E-1 Single Family Residential with a Land Use Designation of RES-1.0, and is located in the Holiday Hill EDRN (Existing Developed Rural Neighborhood).*

D. Describe any proposed change in zoning for the proposal area. Do the existing and proposed uses conform with this zoning?

*No proposed changes in zoning for the subject site. Via the issuance of a Land Use Permit (LUP) dated May 27, 1988, Santa Barbara County records confirm that Light Industrial/R&D/Office uses are allowed to be maintained at the subject site, as stipulated in Article 35.101 of the County's Land Use Development Code. The subject site has maintained the legal non-conforming uses of Research & Development, office, and storage, including using the existing open floor space for ceramic studio fabrication, workshops and shared studio space. In April 2020, a Land Use Permit (LUP) was filed to allow for the continuation of this nonconforming use; the LUP was issued by County Planning and Development on June 9, 2020.*

E. (For City Annexations) Describe the rezoning that will apply to the proposal area upon annexation. Do the proposed uses conform with this rezoning?

*N/A*

F. List all known entitlement applications pending for the property (i.e., zone change, land division or other entitlements).

*20CUP-00000-00020 & 20BAR-00000-00188.*

6. Describe the area surrounding the proposal

Using Table A, describe existing land uses, general plans and zoning designations for lands adjacent to and surrounding the proposal area. The application is incomplete without this table.

*See attached Table A.*

7. Conformity with Spheres of influence

A. Is the proposal area within the sphere of influence of the annexing agency?

No.

B. If not, include a proposal to revise the sphere of influence.

*See enclosed Proposal for Sphere of Influence Application.*

8. Conformity with County and City General Plans

A. Describe the existing County General Plan designation for the proposal area.

*Res-1.0.*

B. (For City Annexations) Describe the City general plan designation for the area.

*N/A*

C. Do the proposed uses conform with these plans? If not, please explain.

*Yes.. Via the issuance of a Land Use Permit (LUP) dated May 27, 1988, Santa Barbara County records confirm that Light Industrial/R&D/Office uses are allowed to be maintained at the subject site, as stipulated in Article 35.101 of the County's Land Use Development Code. The subject site has maintained the legal non-conforming uses of Research & Development, office, and storage, including using the existing open floor space for ceramic studio fabrication, workshops and shared studio space. In April 2020, a Land Use Permit (LUP) was filed to allow for the continuation of this nonconforming use; the LUP was issued by County Planning and Development on June 9, 2020.*

9. Topography and Natural Features

A. Describe the general topography of the proposal area and any significant natural features that may affect the proposal.

*The subject site is currently developed with an existing two-story, 22'1" tall, approximate 23,010 gross (21,823 net) SF building, and parking lot. Las Vegas Creek is located to the west of the site.*

B. Describe the general topography of the area surrounding the proposal.

*Rural residential and agricultural properties.*

10. Impact on Agriculture

A. Does the affected property currently produce a commercial agricultural commodity?

*No.*

B. Is the affected property fallow land under a crop rotational program or is it enrolled in an agricultural subsidy or set-aside program?

*No.*

C. Is the affected property Prime Agricultural Land as defined in Government Code §56064?

*No.*

D. Is any portion of the proposal area within a Land Conservation (Williamson) Act contract?

*No.*

1) If "yes," provide the contract number and the date the contract was executed. *N/A*

2) If "yes", has a notice of non-renewal be filed? If so, when? *N/A*

3) If this proposal is an annexation to a city, provide a copy of any protest filed by the annexing city against the contract when it was approved. *N/A*

11. Impact on Open Space

Is the affected property Open Space land as defined in Government Code Section 65560?

*No.*

12. Relationship to Regional Housing Goals and Policies (City annexations only)

If this proposal will result in or facilitate an increase in the number of housing units, describe the extent to which the proposal will assist the annexing city in achieving its fair share of regional housing needs as determined by SBCAG.

*N/A*

13. Population

A. Describe the number and type of existing dwelling units within the proposal area.

*(1). Existing Facility Manager's residence on the first floor.*

B. How many new dwelling units could result from or be facilitated by the proposal?

*(2). Proposed artist in residency units.*

Single-family       N/A                            Multi-family       N/A      

14. Government Services and Controls – Plan for Providing Services (per §56653)

A. Describe the services to be extended to the affected territory by this proposal.

*The purpose of the proposal is to construct a private sewer lift station and force main to be connected to the existing Wildlife Care Network force main to provide sewer service to 1351 Holiday Hill. The property is located outside the Goleta Sanitary District (GSD) Sphere of Influence (SOI) and therefore this application proposes to adjust the SOI and annex to the GSD. Please refer to the Sewer Service Availability letter from GSD dated August 14, 2020 included in our application materials.*

B. Describe the level and range of the proposed services.

*The proposed services will be limited to the subject property.*

C. Indicate when the services can feasibly be provided to the proposal area.

*The services can feasibility be provided following issuance of a permit for construction anticipated in winter 2022.*

D. Indicate any improvements or upgrading of structures, roads, sewers or water facilities or other conditions that will be required as a result of the proposal.

*The existing septic system located at the subject site will be abandoned.*

E. Identify how these services will be financed. Include both capital improvements and ongoing maintenance and operation.

*The services will be financed by the propert owner. An agreement will be executed between the subject parcel and the Wildlife Car Network.*

F. Identify any alternatives for providing the services listed in Section (A) and how these alternatives would affect the cost and adequacy of services.

*No other alternatives have been identified.*

15. Ability of the annexing agency to provide services

Attach a statement from the annexing agency describing its ability to provide the services that are the subject of the application, including the sufficiency of revenues (per Gov't Code §56668j).

See enclosed Sewer Service Availability Letter, from the Goleta Sanitary District, dated 08/14/2020.

16. Dependability of Water Supply for Projected Needs (as per §56653)

If the proposal will result in or facilitate an increase in water usage, attach a statement from the retail water purveyor that describes the timely availability of water supplies that will be adequate for the projected needs.

See enclosed Preliminary Water Service Availability Determination Letter, from the Goleta Water District, dated 01/06/2021.

17. Bonded indebtedness and zones – These questions pertain to long term debt that applies or will be applied to the affected property.

A. Do agencies whose boundaries are being changed have existing bonded debt? \_\_\_\_\_  
If so, please describe.

B. Will the proposal area be liable for payment of its share of this existing debt? \_\_\_\_\_  
If yes, how will this indebtedness be repaid (property taxes, assessments, water sales, etc.)

C. Should the proposal area be included within any 'Division or Zone for debt repayment? \_\_\_\_\_  
If yes, please describe.

D. (For detachments) Does the detaching agency propose that the subject territory continue to be liable for existing bonded debt? \_\_\_\_\_. If yes, please describe.

N/A

18. Environmental Impact of the Proposal

A. Who is the "lead agency" for this proposal? *County of Santa Barbara*

B. What type of environmental document has been prepared? *In progress.*

None, Categorically Exempt -- Class \_\_\_\_\_

EIR \_\_\_\_\_ Negative Declaration \_\_\_\_\_ Mitigated ND or ND X

Subsequent Use of Previous EIR \_\_\_\_\_ Identify the prior report. \_\_\_\_\_

*Environmental review is in progress; ND anticipated.*

Proposal Justification Questionnaire – Annexations, detachments, reorganizations (10-4-01)

This form can be downloaded from [www.sblafco.org](http://www.sblafco.org)

- C. If an EIR has been prepared, attach the lead agency's resolution listing significant impacts anticipated from the project, mitigation measures adopted to reduce or avoid significant impacts and, if adopted, a "Statement of Overriding Considerations."

*N/A*

19. Boundaries

- A. Why are these particular boundaries being used? Ideally, what other properties should be included in the proposal?

*The parcel is located adjacent to the existing Wildlife Care Network's private sewer main located within Fairview Road.*

- B. If any landowners have included only part of the contiguous land under their ownership, explain why the additional property is not included.

*N/A. The entire parcel is proposed to be included in the annexation request.*

20. Final Comments

- A. Describe any conditions that should be included in LAFCO's resolution of approval.
- B. Provide any other comments or justifications regarding the proposal.
- C. Enclose all pertinent staff reports and supporting documentation related to this proposal. Note any changes in the approved project that are not reflected in these materials.

21. Notices and Staff Reports

List up to three persons to receive copies of the LAFCO notice of hearing and staff report.

<u>Name</u>	<u>Address</u>
-------------	----------------

A.  
*Trish Allen - SEPPS INC.; 1625 State Street, Suite 1; Santa Barbara, CA 93101*

B.  
*Patrick Hall, Clay Studio Executive Director; 1351 Holiday Hill Rd., Goleta, CA 93117*

C.  
Proposal Justification Questionnaire – Annexations, detachments, reorganizations (10-4-01)  
This form can be downloaded from [www.sblafco.org](http://www.sblafco.org)

*Christopher Schmuckal, Planner; County of Santa Barbara, Development Review Division, Planning and Development Department, 123 E. Anapamu Street; Santa Barbara, CA 93101*

Who should be contacted if there are questions about this application?

<u>Name</u>	<u>Address</u>	<u>Phone</u>
<i>Trish Allen - SEPPS INC.; 1625 State Street, Suite 1; Santa Barbara, CA 93101</i>		
<i>Trish Allen – <a href="mailto:Trish@sepps.com">Trish@sepps.com</a> (805) 966-2758 X116</i>		

Signature:



Date January 10, 2022

TABLE A

Information regarding the areas surrounding the proposal area

	Existing Land Use	General Plan Designation	Zoning Designation
East	Residential	1311 Holiday Hill Rd. (RES-1.0)	1311 Holiday Hill Rd. (1-E-1)
West	Residential / Agricultural	1210 Franklin Ranch Rd. (A-1-5)	1210 Franklin Ranch Rd. (AG-1-5)
North	Residential	2 El Camino Ratel (RR-5) 1361 Holiday Hill Rd. (RES-1.0)	2 El Camino Ratel (RR-5) 1361 Holiday Hill Rd. (1-E-1)
South	Residential	1335 Holiday Hill Rd. (RR-5)	1335 Holiday Hill Rd. (RR-5)

Other comments or notations:

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

**Questionnaire for Amending a Sphere of Influence,**  
(Attach additional sheets as necessary)

Sphere of Influence of the Goleta Sanitary District

Purpose of the proposal

1. Why is this proposal being filed? List all actions for LAFCO approval. Identify other actions that are part of the overall project, i.e., a tract map or development permit.

*This proposal is being filed in order to annex the property, located at 1351 Holiday Hill Road, APN 077-030-006, into the Goleta Sanitary District and to connect to a private sewer main located in Fairview Road.*

*The project proposes an interior remodel including a floor area addition of approximately 2,097 SF. The tenant improvement, addition and proposed use, a Community Center/Trade School to provide workshop and instruction space for clay arts, will require a Conditional Use Permit and Development Plan approval by the County of Santa Barbara Planning Commission.*

Consultation with the County (City sphere changes only)

2. Provide documentation regarding consultation that has occurred between the City and the County with regard to agreement on boundaries, development standards and zoning requirements for land in the proposed sphere as required by Government Code §56425.

N/A

Description of area to be included in the sphere

3. What area is proposed to be included in the sphere? Attach a map identifying the current sphere and the proposed addition. What is the acreage?

*See attached Exhibit \_ that identifies the existing Goleta Sanitary District sphere of influence boundary and Exhibit \_ that identifies the proposed addition to include the property located at 1351 Holiday Hill Road (APN 077-030-006), approximately 4 (four) acres in size.*

4. Why was it decided to use these particular boundaries?

*The proposed boundary is limited to the project site located at 1351 Holiday Hill Road (APN077-030-006).*

5. What are the existing land uses for the proposal area? Be specific.

*The existing land uses for the proposal area include office, storage, and ceramics studio/manufacturing, workshops and shared artist studio spaces.*

6. Are there proposed land uses for the proposal area? Be specific.

*The proposed project will continue to include the existing uses listed above in addition to the following uses as part of the proposed Conditional Use Permit:*

- *Weekly ceramics classes and workshops to include wheel throwing, hand building, and glazing;*
- *A Facility Manager's residence;*
- *Artist in residency residential studios (2);*
- *Monthly/Quarterly/Seasonal functions to include artist gallery openings, fundraisers, holiday sales and a movie night.*

#### Relationship to Existing Plans

7. Describe current County general plan and zoning designations for the proposal area.

*The subject site is zoned, 1-E-1 Single Family Residential with a Land Use Designation of RES-1.0, and is located in the Holiday Hill EDRN (Existing Developed Rural Neighborhood).*

8. Describe any City general plan and rezoning designations for the proposal area.

*N/A*

#### Environmental Assessment

9. What is the underlying project? Who is the lead agency? What type of environmental document has been prepared for the proposed project?

*The proposed project is primarily to operate a Community Art Center with associated incidental uses and periodic functions described above. The lead agency is the County of Santa Barbara and the environmental review is pending.*

Justification

10. To assist LAFCO in making determinations pursuant to Government Code §56425, please provide information relevant to each of the following:
- A. Present and planned uses in the area, including agricultural and open-space lands.
  - B. Present and probable needs for public facilities and services in the area.
  - C. Present capacity of public facilities and adequacy of public services the affected agency provides or is authorized to provide.
  - D. Existence of any social or economic communities of interest in the area.

Additional Comments

11. Provide any other comments or justifications regarding the proposal.
12. Enclose any pertinent staff reports and supporting documentation related to this proposal.
13. Notices and Staff Reports

List up to three persons to receive copies of the LAFCO notice of hearing and staff report.

Name

Address

1. *Trish Allen - SEPPS INC.; 1625 State Street, Suite 1; Santa Barbara, CA 93101*
2. *Patrick Hall, Clay Studio Executive Director; 1351 Holiday Hill Rd., Goleta, CA 93117*
3. *Christopher Schmuckal, Planner; County of Santa Barbara, Development Review Division, Planning and Development Department, 123 E. Anapamu Street; Santa Barbara, CA 93101*

Who should be contacted if there are questions about this application?

Name

Address

Phone

*Trish Allen - SEPPS INC.; 1625 State Street, Suite 1; Santa Barbara, CA 93101 805-966-2758*

Signature:



January 10, 2022

**EXHIBIT "A"**

**Claybottress Annexation**  
**To the Goleta Sanitary District**  
**LAFCO 22-xx**

That certain real property located in Los Dos Pueblos Rancho in the County of Santa Barbara State of California, described as follows:

Commencing at the Northwesternly Corner of Annexation No. 356 being the Hollstien Annexation to the Goleta Sanitary District per LAFCO Resolution No. 07-6 Recorded 03-04-2008 as Instrument No. 2008-12243 of Official Records, said point also being the Northwesternly corner of Parcel 1 of Parcel Map No. 14,437 filed in Book 59, Pages 91 through 93, inclusive, of Parcel Maps in the office of the County Recorder of said County; thence along the fourth course of said Hollstien Annexation and along the Easterly Right of Way of Fairview Avenue South 01'01"10 West 1163.72 feet; thence leaving said line of said Hollstien Annexation South 63°31'10 West 79.55 to a point on the Westerly Right of Way line of Fairview Avenue; thence along said Westerly Right of Way of Fairview Avenue North 02°47'40" West 36.13 feet to the beginning of a tangent curve to the left whose radial center bears South 87°12'20" West 15.00 feet; thence along the arc of said curve to the left a delta of 102°35'30", a radius of 15.00 feet for a length of 26.86 feet to a point on the Southerly Right of Way of Holiday Hill Rd. and the beginning of a compound curve to the left whose radial center bears South 15°23'10" East 155.00 feet; thence along said Southerly Right of Way of Holiday Hill Road and along the arc of said compound curve to the left a delta of 7°08'40", a radius of 155.00 feet for a length of 19.33 feet to a point of reverse curvature to the right whose radial center bears North 22°31'50" West 325.00 feet; thence continuing along said Southerly Right of Way of Holiday Hill Road and along the arc of said reverse curve to the right a delta of 67°54'00", a radius of 325.00 feet for a length of 385.15 feet to the Northeastly most corner of a 4.19 Acre parcel shown on Record of Survey filed in Book 43, Page 3 of Records of Survey in the office of said County Recorder, said point being the True Point of Beginning;

- Thence 1<sup>st</sup> along the Easterly line of said 4.19 Acre parcel shown on said Record of Survey South 2°54'36" West 242.46 feet to an angle point;
- Thence 2<sup>nd</sup> along the Southerly line of said 4.19 Acre parcel shown on said Record of Survey South 75°54'10" West 254.83 feet to an angle point;
- Thence 3<sup>rd</sup> along the Southwesterly line of said 4.19 Acre parcel shown on said Record of Survey North 45°35'40" West 465.93 feet to an angle point;
- Thence 4<sup>th</sup> along the Westerly line of said 4.19 Acre parcel shown on said Record of Survey North 0°04'10" East 100.00 feet to an angle point;
- Thence 5<sup>th</sup> along the Northwesternly line of said 4.19 Acre parcel shown on said Record of Survey North 58°52'13" East 187.05 feet to an angle point on the Westerly line of Lot 1, Block "A" of the Ratel Tract according to the map thereof recorded in Book 40, Pages 1 and 2 of Maps in the office of the County Recorder;
- Thence 6<sup>th</sup> along said Westerly line of said Lot 1 South 00°04'10" West 102.00 feet to the Southwesterly corner of said Lot 1;
- Thence 7<sup>th</sup> along the Southerly line of said Lot 1 South 80°29'50" East 170.74 feet to an angle point in said Southerly line;
- Thence 8<sup>th</sup> continuing along said Southerly line of said Lot 1 North 83°45'10" East 192.00 feet to a point on the Southwesterly Right of Way of said Holiday Hill Road and the beginning of a non-tangent curve to the left whose radial center bears North 64°21'10" East 675.00 feet;
- Thence 9<sup>th</sup> along said Southwesterly Right of Way of Holiday Hill Road and along said non-tangent curve to the left a delta of 3°59'00", a radius of 675.00 feet for a length of 46.93 feet to the beginning of a compound curve to the left whose radial center bears North 60°22'10" East 325.00 feet;
- Thence 10<sup>th</sup> along said Southwesterly Right of Way of Holiday Hill Road and along said compound curve to the left a delta of 15°00'00", a radius of 325.00 feet for a length of 85.08 feet to the True Point of Beginning.

~ End of Description ~

The above described area contains 4.20 Acres more or less

Prepared By: \_\_\_\_\_  
Barry J. Waters, P.L.S. 6419      date:

Approved as to Form and Survey Content

\_\_\_\_\_  
Aleksandar Jevremovic, P.L.S. 8378      date:  
County Surveyor

PREPARED BY:  
 WATERS CARDENAS LAND SURVEYING, LLP.  
 5553 HOLLISTER AVE, STE 7  
 GOLETA, CA 93117 (805) 967-4416

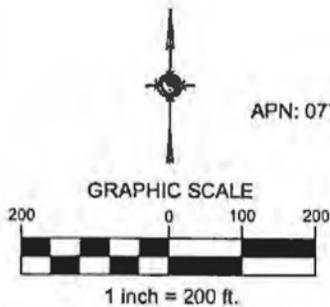
BARRY J. WATERS, PLS 6419 DATE \_\_\_\_\_  
 LIC. EXP. DATE: DECEMBER 2022

**APPROVED AS TO FORM AND SURVEYING CONTENT.**

ALEKSANDAR JEVREMOVIC, LS 8378  
 SANTA BARBARA COUNTY SURVEYOR  
 LICENSE EXPIRATION DATE \_\_\_\_\_

Parcel Line Table Per (R)		
Line #	Length	Direction
L1	79.55	S63° 31' 10"W
L2	36.13	N02° 47' 40"W

Curve Table Per (R)			
Curve #	Length	Radius	Delta
C1	26.86	15.00	102°35'30"
C2	19.33	155.00	7°08'40"
C3	385.15	325.00	67°54'00"



APN: 077-030-007

APN: 077-030-027

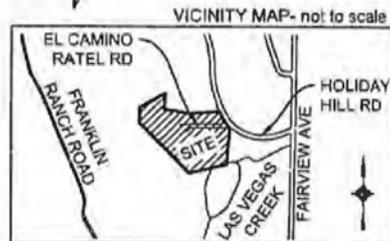
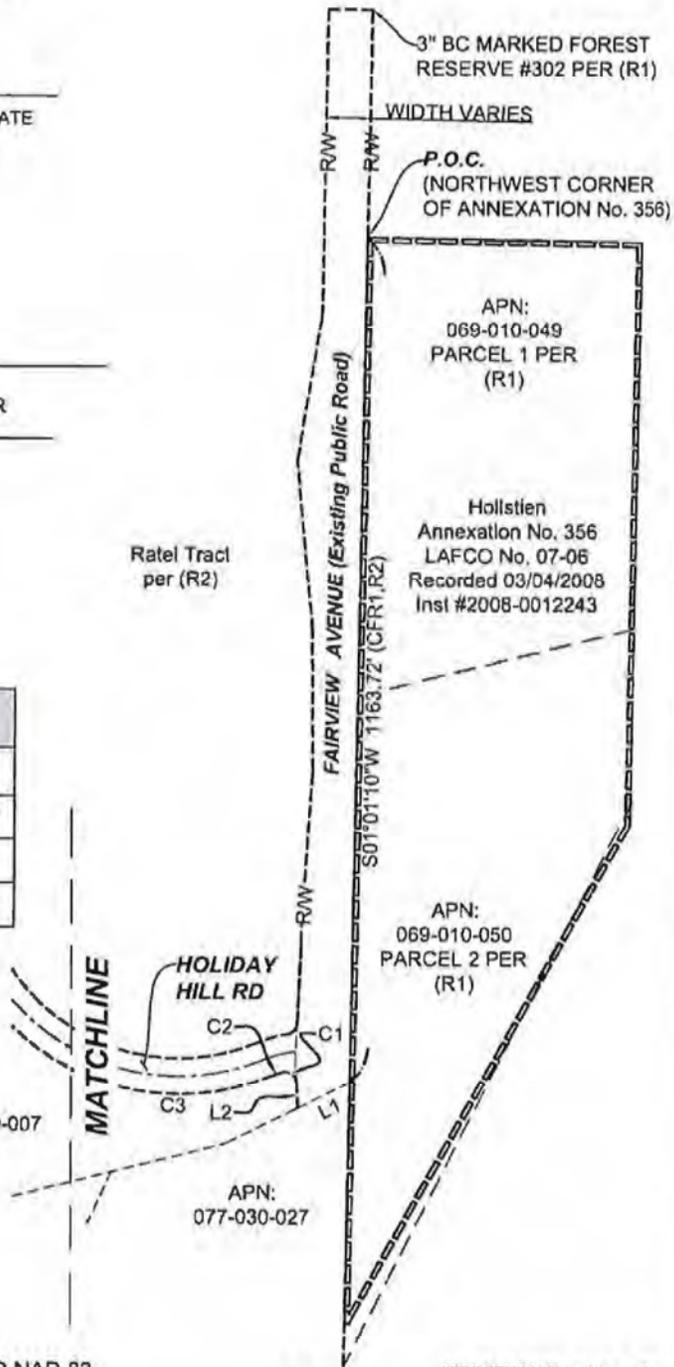
**NOTES:** ALL MAPS ROTATED TO NAD 83 COORDINATE BASIS

(R) = RECORD OF SURVEY BOOK 43, PAGE 3.  
 (R1) = PARCEL MAP 14,1437 AS FILED IN BOOK 59, PAGE 92.  
 (R2) = RATEL TRACT AS FILED IN BOOK 40, PAGE 2.

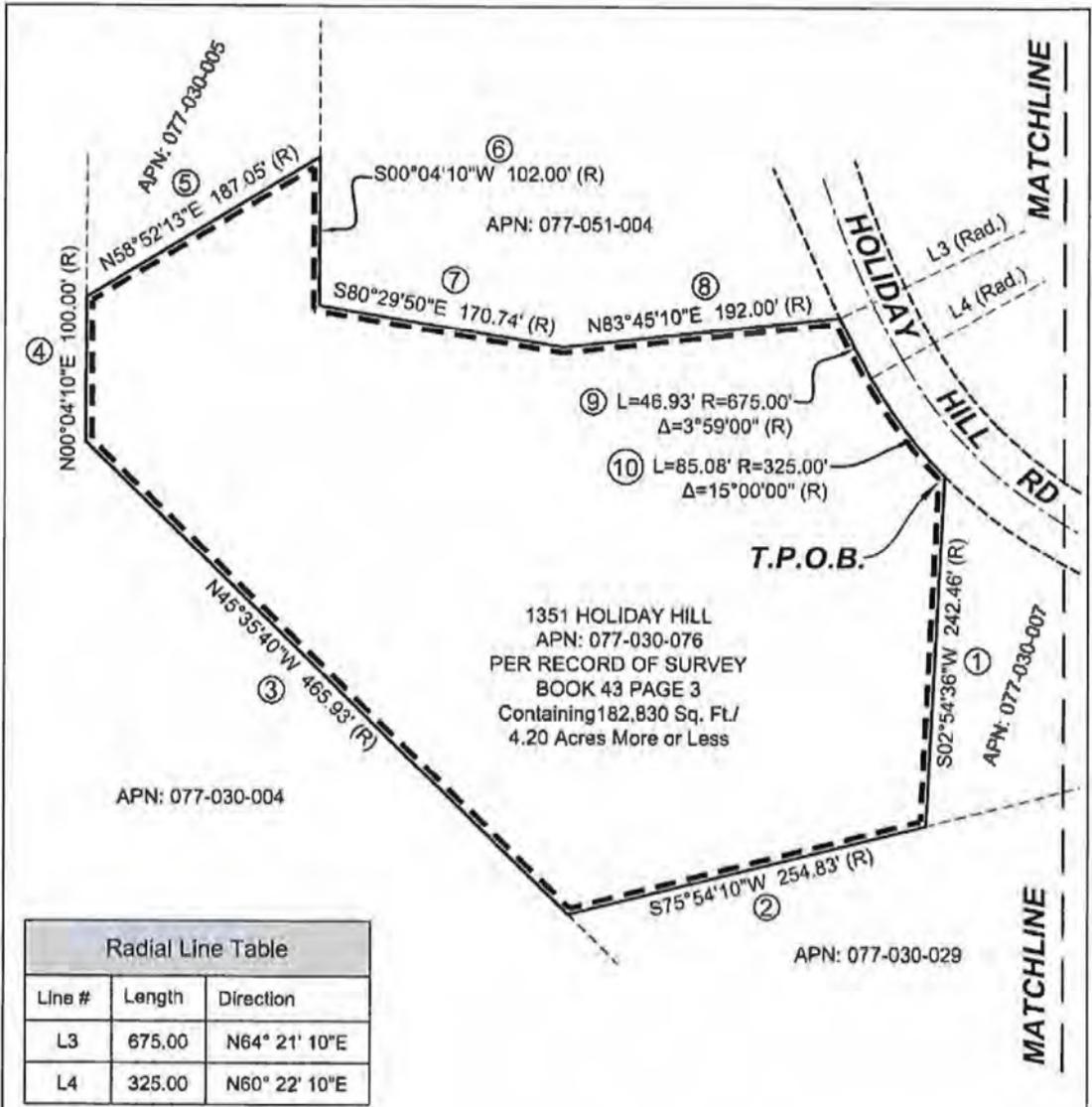
**LEGEND:**

- APN : ASSESSOR PARCEL NUMBER
- CF : CALCULATED FROM
- No. : NUMBER
- P.O.C. : POINT OF COMMENCEMENT
- R/W : RIGHT OF WAY
- RAD. : RADIAL
- RESO. : RESOLUTION
- (#) : COURSE NUMBER (TYPICAL)
- : INDICATES EXISTING DISTRICT BOUNDARY
- - - : INDICATES PROPOSED DISTRICT BOUNDARY

Ratel Tract per (R2)



**EXHIBIT "B"**  
 LAFCO 22-XX  
 CLAYBOTTRESS ANNEXATION TO  
 GOLETA SANITARY DISTRICT  
 THAT PORTION OF RANCHO LA GOLETA,  
 COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA  
 MAP PREPARED 12/10/2021 SHEET 1 OF 2



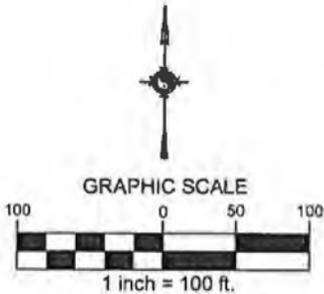
Radial Line Table		
Line #	Length	Direction
L3	675.00	N64° 21' 10"E
L4	325.00	N60° 22' 10"E

**NOTES:** ALL MAPS ROTATED TO NAD 83 COORDINATE BASIS

- (R) = RECORD OF SURVEY BOOK 43, PAGE 3.
- (R1) = PARCEL MAP 14,1437 AS FILED IN BOOK 59, PAGE 92.
- (R2) = RATEL TRACT AS FILED IN BOOK 40, PAGE 2.

**LEGEND:**

- APN : ASSESSOR PARCEL NUMBER
- CF : CALCULATED FROM
- No. : NUMBER
- P.O.C. : POINT OF COMMENCEMENT
- R/W : RIGHT OF WAY
- RAD. : RADIAL
- RESO. : RESOLUTION
- T.P.O.B. : TRUE POINT OF BEGINNING
- Ⓢ : COURSE NUMBER (TYPICAL)
- : INDICATES EXISTING DISTRICT BOUNDARY
- - - : INDICATES PROPOSED DISTRICT BOUNDARY



**EXHIBIT "B"**

LAFCO 22-XX  
 CLAYBOTTRESS ANNEXATION TO  
 GOLETA SANITARY DISTRICT

THAT PORTION OF RANCHO LA GOLETA,  
 COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

MAP PREPARED 12/10/2021 SHEET 2 OF 2

**Claybottress Annexation**  
**Calculated Closure**

**Segment #1 : Line**

Course: S02°54'36"W Length: 242.46'  
North: 1995665.9434' East: 6013053.0946'

**Segment #2 : Line**

Course: S75°54'10"W Length: 254.83'  
North: 1995603.8819' East: 6012805.9430'

**Segment #3 : Line**

Course: N45°35'40"W Length: 465.93'  
North: 1995929.8909' East: 6012473.0559'

**Segment #4 : Line**

Course: N00°04'10"E Length: 100.00'  
North: 1996029.8908' East: 6012473.1771'

**Segment #5 : Line**

Course: N58°52'13"E Length: 187.05'  
North: 1996126.5915' East: 6012633.2917'

**Segment #6 : Line**

Course: S00°04'10"W Length: 102.00'  
North: 1996024.5915' East: 6012633.1681'

**Segment #7 : Line**

Course: S80°29'50"E Length: 170.74'  
North: 1995996.4032' East: 6012801.5651'

**Segment #8 : Line**

Course: N83°45'10"E Length: 192.00'  
North: 1996017.2963' East: 6012992.4250'

**Segment #9 : Curve**

Length: 46.93' Radius: 675.00'  
Delta: 003°59'00" Tangent: 23.47'  
Chord: 46.92' Course: S27°38'20"E  
Course In: N64°21'10"E Course Out: S60°22'10"W  
RP North: 1996309.4558' East: 6013600.9213'  
End North: 1995975.7321' East: 6013014.1901'

**Segment #10 : Curve**

Length: 85.08' Radius: 325.00'  
Delta: 015°00'00" Tangent: 42.79'  
Chord: 84.84' Course: S37°07'50"E  
Course In: N60°22'10"E Course Out: S45°22'10"W  
RP North: 1996136.4139' East: 6013296.6903'  
End North: 1995908.0908' East: 6013065.4036'

Perimeter: 1847.04' Area: 182830.35 Sq. Ft.  
Error Closure: 0.0079 Course: S29°12'33"W  
Error North: -0.00692 East: -0.00387

Precision 1: 233803.80



# GOLETA SANITARY

Water Resource Recovery District

Board of Directors:

August 14, 2020

Sharon Rose  
President

Sielinde Pukke  
Shubin Donaldson Architects  
414 B Anacapa Street Suite 101  
Santa Barbara, CA 93101

Robert O. Wageneck

Jerry D. Smith

Steven T. Majoewsky

George W. Emerson

**SUBJECT: Sewer Service Availability  
Proposed Sewer Service Connection for one existing light  
manufacturing building**

Steve D. Wagner, PE  
General Manager  
District Engineer

**A.P.N. 077-030-006 at 1351 Holiday Hill, Goleta, CA**

Dear Ms. Pukke,

This letter is in response to your recent inquiry relative to the availability of sewer service for the above-mentioned property.

The subject property, as shown on the attached parcel map, is currently outside the Goleta Sanitary District service area (sphere of influence) and is not annexed to the District. Based on the District's preliminary understanding from the information you provided, your client proposes to construct a private sewer lift station and force main to be connected to the existing Wildlife Care Network force main in order to provide sewer service for the property. Currently the non-profit Clay Studio occupies an existing 24,000 SF building which is served by a septic system.

Please be advised that adequate sewage collection, treatment, and disposal capacity is currently available to serve the proposed project and that the District does not currently have a moratorium or similar restriction on new sewer connections. Subject to the terms specified in this letter, and upon satisfaction of the conditions set forth in the attached Exhibit "A", the District will issue a sewer connection permit and authorize the connection of the project to the District's sewer collection system. Although adequate sewer capacity is currently available to serve the project, issuing this letter does not guarantee sewer service by the District or reserve capacity for the project. The District provides all new sewer service on a first-come, first-serve basis, as determined from the date on which the connection permit is issued. The District cannot predict the pace of future development in the community and cannot anticipate the demand for new sewer service.

One William Moffett Place, Goleta CA 93117

(805) 967-4519 office (805) 964-3583 fax

[www.GoletaSanitary.org](http://www.GoletaSanitary.org)

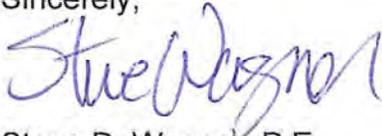
In addition, the District is unable to predict what new regulatory requirements might be imposed in the future by Federal, State and/or local agencies, or exactly what effects said requirements might have on the District's ability to accept any new connections.

This letter does not constitute a sewer connection permit for the proposed project, but sets forth the terms on which a connection permit is issued. By providing this letter, the responsibility or liability for sewer service or matters pertaining to this project will not be the responsibility of the District.

Please note that the District's current assessment with respect to capacity availability, along with terms and conditions stipulated in Exhibit "A" for this project, are valid for two years from the date of this letter. At the end of the two year period, the applicant, if still interested in the District's availability of service, must submit in writing a request for reassessment of its service conditions and capacity availability outlined in this letter.

If you have any questions regarding this matter please call Mr. Luis Astorga at this office.

Sincerely,



Steve D. Wagner, P.E.  
General Manager/District Engineer

SDW: LA

Attachments  
Exhibit A  
Parcel Map

cc: Luis Astorga, Goleta Sanitary District  
Potterbot, LLC

**EXHIBIT "A"**  
**TERMS AND CONDITIONS**

Applicant shall comply with all applicable District provisions of its Standards and Ordinances.

The District Sphere of Influence (SOI) must be adjusted and the property must be annexed to the District. Sphere of Influence adjustments and annexation to the District may incur additional costs by other agencies, depending on the specific application. Please contact LAFCO for SOI and annexation information and application materials. LAFCO can be contacted at:

Santa Barbara LAFCO  
105 E. Anapamu Street  
Room 407  
Santa Barbara, CA 93101  
(805) 568-3391  
(805) 568-2249 FAX  
Email [lafco@sblafco.org](mailto:lafco@sblafco.org)

Upon completion of the SOI and annexation, the applicant/owner(s) must submit a complete copy of the final building structure site, floor and plumbing plans to the District. The District will review the plans and contact the applicant and the County of Santa Barbara after plans are reviewed. The County of Santa Barbara Building and Safety, Public Works Road Division and Environmental Health may require that you apply for additional permits.

Applicant to submit engineered plans for connection of proposed sewer force main to existing WildLife Care Network sewer force main for District review.

In the event it is necessary to construct a sewer main or trunk line extension and/or appurtenances thereto (the "Extension") to connect the project to the District's existing sewer collection system, the Extension shall be constructed, and any necessary easements shall be obtained, by and at the expense of the applicant. Upon completion of the Extension and the connection of the Project to the District's sewer system, the applicant shall execute and deliver to the District a Grant of Rights document in recordable form conveying the Extension to the District. The applicant shall also convey to the District any easements necessary to enable the District to properly operate, repair and maintain the Extension. This easement document must be executed, complete and ready for recordation. Enclosed is a copy of the District's General and Construction Notes which are to be included on the improvement plans.

Easements must be a minimum 15 feet wide and vehicle access easement must be a minimum 12 feet wide. Easement widths are based on the size and depths of the sewerlines. No trees or shrubbery may be planted within the GSD easement.

A sampling manhole, per District Standards, if required after our review of the project plans, needs to be shown on the plans and constructed and installed at the property line or within the private property.

A grease interceptor, if required after review of the project plans, needs to be shown on the plans and installed outside the building within the private property.

Building structures on the lot, not directly connected to a public sewer, will have to be separately connected with the public sewer upon subsequent subdivision of the lot.

Each property has to be separately connected to District facilities.

If there is an inability to achieve gravity flow from the building structure to the District's sewage collection facilities, an injector pump system design will need to be submitted to the Santa Barbara County Building and Safety Division for approval prior to connection of any portion of your force main sewer system. The design must include dual pump and alarm system.

A backflow preventer encased in a concrete vault with a metal lid, embossed with "sewer" or "clean-out", must be installed within the private property whenever the residential interior plumbing fixtures are lower than the District's upstream manhole rim elevation. This manhole is the next immediate manhole upstream from the structure sewer service connection to the main sewerline.

In cases where well treatment facilities are to be connected to the District's facilities the applicant needs to submit a discharge analysis report and quantity of the discharge in gallons per year for the purpose of calculating connection fees.

All well treatment facilities, commercial and industrial manufacturing establishments are subject to the District's Industrial Waste Control Pretreatment requirements. An Industrial Waste Control Permit Application must be submitted prior to issuance of the service permit.

The Applicant shall provide the District with verification that a private and/or public sewer easement has been created, conveyed and recorded, thus allowing the connection of the project to the District's public sewer. The easement documentation shall include language expressly providing for: "The construction, installation, repair, operation and maintenance of the building and lateral sewer," which connect the project to the District's public sewer.

The Applicant shall provide the District with verification that an agreement to share the existing Wild Life Care Network private sewer force main has been created, conveyed and recorded.

In the event that an assessment district is formed for the purpose of providing sewer service for the Holiday Hill area, any agreement to share the existing Wild Life Care Network private sewer force main shall be subservient to the terms and conditions of the sewer assessment district.

Once the plans and easement documents have been received, reviewed and accepted, the District will stamp the plans approved. A sewer connection permit may be obtained by the applicant once they have paid all applicable fees, posted all required bonds and satisfied all applicable ordinances, regulations, standards and requirements of the District and any other local, state or federal agency with jurisdiction over the project.

As of the date of this letter, the required fees are as follows:

District Annexation Fees:

District Annexation Processing Fee: **\$200.00**  
District Annexation Fee: **\$1,905.00** for 1 acre or less, for  
properties greater than 1 acre: **\$1,905.00** multiplied by the total acreage

There are other fees associated with annexation from other agencies such as LAFCO, County of Santa Barbara and State Board of Equalization, please contact LAFCO for additional information.

Other District Fees:

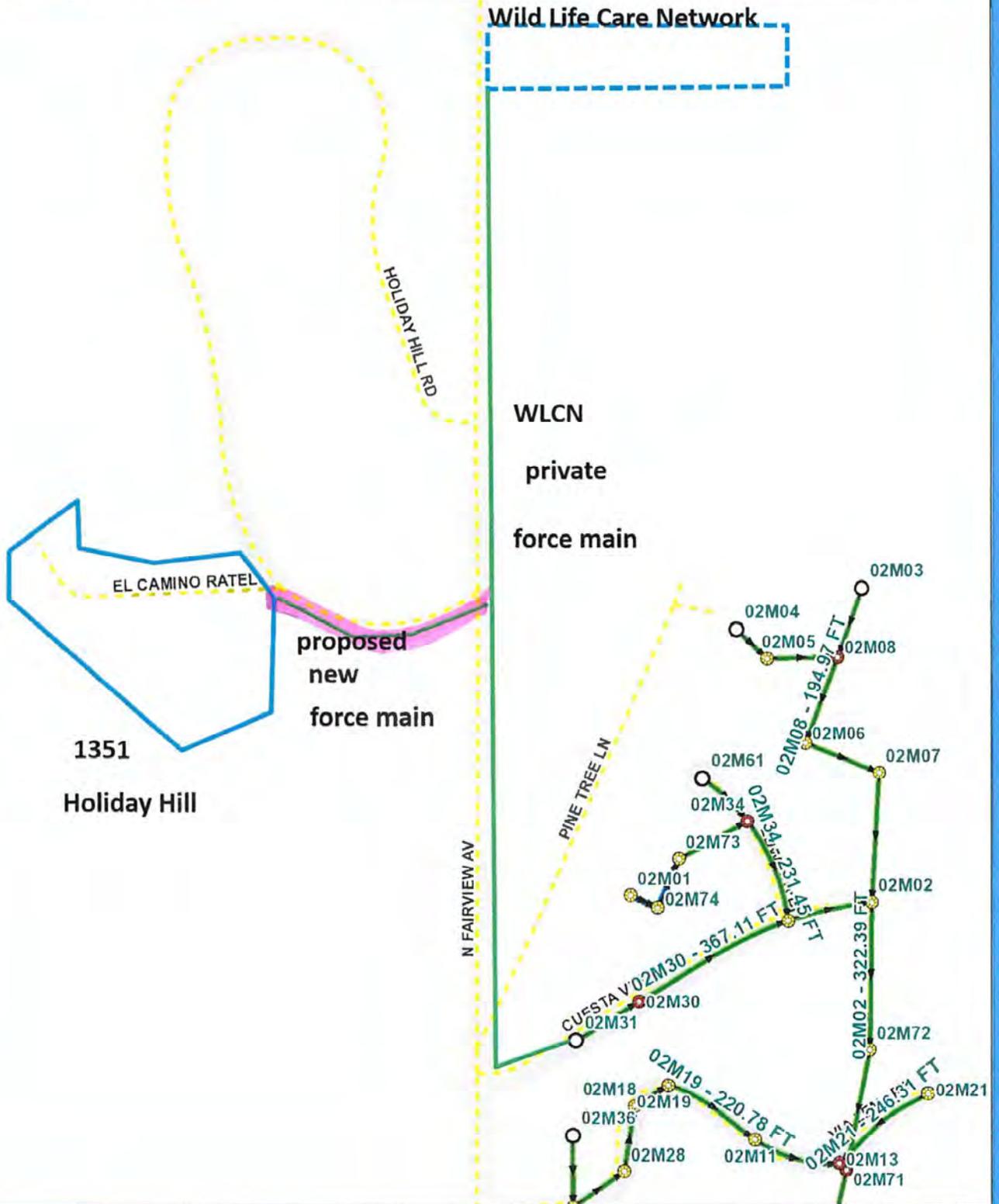
Connection Fees:

Single Family Dwelling Unit: **\$2,266.00 / Unit**  
Apartment, Duplex, Mobile Home Space, Condominium Unit: **\$1,587.00 / Unit**  
Connection fees for commercial/industrial and other non-residential establishments are based on the number of equivalent residential units (ERUs) of the proposed development. The number of ERUs are defined as the ratio of the proposed total number of plumbing fixtures of the proposed development and that of a single family dwelling (20 fixture units per dwelling). The connection fee for the proposed development is determined by multiplying the proposed ERUs by the connection fee of a single family dwelling. Under no circumstance shall the fee be less than that of a single family dwelling.  
Permit fee: **\$187.00** (for project)  
Permit fee: **\$187.00** (for cleanout installation at property line only, inspection fee waived)  
Industrial Waste Control Annual Permit fee: **\$248.00 to \$2,000.00** (Based on Discharger Classification)  
Inspection fee: **\$187.00** (per residential or commercial building structure connection)  
Inspection fee: **\$248.00** (per industrial/manufacturing building structure connection)

Inspection fee: **\$500.00** (per 100 feet of mainline extension)  
Plan check and review fee: **\$126.00** per hour (**\$126.00** minimum fee)  
Deposit, as required **\$500.00**

These fees are subject to periodic adjustments and applicant shall pay the fees in effect at the time application is made for a connection permit.

**Wild Life Care Network**



WLCN  
private  
force main

1351  
Holiday Hill

proposed  
new  
force main



**Goleta Sanitary District**

Key to Features

Structures	Sewer Pipe	Outfall Pipe
○ CO	— FORCE MAIN	— Streets
● DROP	— LATERAL SEWER	— Tax Parcels
● MH	— MAIN LINE	
● WYE	— SANITARY SEWER	
● Wet Well	— SIPHON INVERTED	



Feet  
0 188

State Plane California Zone V NAD 83  
Santa Barbara County, California  
**Goleta Sanitary District**

Compiled on ##-##-##

DISCLAIMER: This map is for informational purposes only and does not constitute a contract. The user assumes all responsibility for the use of this map. The Goleta Sanitary District is not responsible for any errors or omissions. Provided by zworldgis.com

# **AGENDA ITEM #5**

**AGENDA ITEM: 5**

**MEETING DATE: March 21, 2022**

**I. NATURE OF ITEM**

Consideration of Resolution No. 22-679, Repealing Resolution No. 18-624 Authorizing Investment of District Money in Local Agency Investment Fund and Resolution No. 22-680 Repealing Resolution No. 21-661 Designating Persons Authorized to Act on District Accounts.

**II. BACKGROUND INFORMATION**

The annual change rotation of Board President and President Pro Tem requires new signature cards for the District's accounts. In reviewing the new signature cards, Community West Bank's auditors raised concerns that the District's authorizing resolutions don't specifically reference all current bank accounts or otherwise reflect the District's banking practice with respect to the signature and transfer authority of the smaller ancillary accounts.

In reviewing the prior authorizing Resolutions, legal counsel has determined that two separate resolutions needed revisions. These are Resolution No. 18-624 and Resolution No. 21-661.

Revisions to the Local Agency Investment Fund Resolution No. 18-624 are proposed to better reflect the activity in that account, including the authority to make deposits and transfer funds to other District Accounts. Proposed Resolution No 22-679 (attached) repeals Resolution No. 18-632 in its entirety and includes these changes.

Resolution No. 21-661 (attached) designates the following individuals as authorized signatories on all the District's bank accounts:

Governing Board President  
Governing Board President Pro Tem  
General Manager  
Plant Operations Manager

However, two smaller ancillary accounts, the Petty Cash and an Accounts Receivable ACH Zero Balance account are held at Community West Bank. These accounts require signature and transfer authority that is different from the larger accounts included in Resolution No. 21-661. The proposed Resolution No. 22-680 (attached) repeals Resolution No. 21-661 in its entirety and includes the above changes, and designates authority for signing, transfers and approval of Payroll Direct Deposit transactions.

### **III. COMMENTS AND RECOMMENDATIONS**

Staff recommends the Board approve and adopt the proposed Resolutions No. 22-679 and No. 22-680 to clarify the authorized activities and signers on the District's accounts.

### **IV. REFERENCE MATERIALS**

Resolution No. 18-624

Resolution No. 22-679

Resolution No. 21-661

Resolution No. 22-680

**RESOLUTION NO. 18-624**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA  
SANITARY DISTRICT AUTHORIZING INVESTMENT OF GOLETA  
SANITARY DISTRICT MONEY IN LOCAL AGENCY INVESTMENT FUND**

**WHEREAS**, pursuant to Chapter 730 of the statutes of 1976, Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, the Governing Board of the Goleta Sanitary District does hereby find that the deposit of money in and the withdrawal of money from the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein is in the best interests of the Goleta Sanitary District.

**NOW THEREFORE, BE IT RESOLVED**, that the Governing Board does hereby authorize the deposit of District money in and the withdrawal of District money from the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein.

**BE IT FURTHER RESOLVED**, that the persons holding the following Goleta Sanitary District offices shall be authorized to order the deposit of money in and the withdrawal of money from the Local Agency Investment Fund:

- President of the Governing Board
- General Manager/District Engineer/Treasurer
- Finance and Human Resources Manager/Board Secretary

**BE IT FURTHER RESOLVED** that this Resolution shall supersede and replace Resolution No. 13-560 adopted by the Governing Board of the Goleta Sanitary District on September 25, 2013.

**PASSED AND ADOPTED** this 16th day of February, 2018, by the following vote of the Governing Board of the Goleta Sanitary District:

**AYES:** Majoewsky, Rose, Wageneck, Smith

**NOES:** None

**ABSENT:** None

**ABSTAIN:** Emerson

**COPY**  


Steve T. Majoewsky,  
President of the Governing Board

Countersigned:

**COPY**  


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

**RESOLUTION NO. 22-679**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA  
SANITARY DISTRICT REPEALING, SUPERSEDING, AND REPLACING  
RESOLUTION NO. 18-624 AND AUTHORIZING INVESTMENT OF  
DISTRICT MONEY IN LOCAL AGENCY INVESTMENT FUND**

**WHEREAS**, pursuant to Chapter 730 of the statutes of 1976, Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund (“LAIF”) in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, the Governing Board (the “Board”) of the Goleta Sanitary District (the “District”) desires to authorize the investment of District funds in LAIF.

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

1. The Board hereby finds that the investment of District funds in LAIF is in the best interests of the District.

2. The Board hereby authorizes the investment of District funds in LAIF.

3. The persons holding the following District offices shall be authorized to order (i) the deposit of funds into LAIF, and (ii) the transfer of funds between LAIF and other accounts maintained by the District with various financial institutions:

- President of the Governing Board
- General Manager/District Engineer/Treasurer
- Finance and Human Resources Manager/Board Secretary

4. Resolution No. 18-624 is hereby repealed in its entirety and is superseded and replaced by this Resolution.

**PASSED AND ADOPTED** this 21st day of March, 2022, by the following vote of the Governing Board of the Goleta Sanitary District:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Steven T. Majoewsky,  
President of the Governing Board

**COUNTERSIGNED:**

---

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

**RESOLUTION NO. 21-661**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT REPEALING RESOLUTION NO. 16-605 AND DESIGNATING AUTHORIZED SIGNATORIES ON DISTRICT BANK ACCOUNTS**

**RESOLVED BY THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT**, a California public agency, as follows:

1. That the persons holding the positions listed below are hereby designated as authorized signers on behalf of the Goleta Sanitary District on all District bank accounts:

Governing Board President  
Governing Board President Pro Tem  
General Manager  
Plant Operations Manager

2. Resolution No. 16-605 is hereby repealed in its entirety and is replaced and superseded by this Resolution.

**PASSED AND ADOPTED** this 15th day of March, 2021, by the following vote of the Governing Board of the Goleta Sanitary District:

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

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**COPY**  
Jerry D. Smith,  
President of the Governing Board

**COUNTERSIGNED**  
**COPY**  
Robert O. Mangus, Jr.,  
Secretary of the Governing Board

**RESOLUTION NO. 22-680**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT REPEALING RESOLUTION NO. 21-661 AND DESIGNATING PERSONS AUTHORIZED TO ACT ON DISTRICT ACCOUNTS**

**WHEREAS**, the Goleta Sanitary District (the “District”) maintains various accounts with financial institutions for the deposit of District funds and the payment of District expenses (“District Accounts”).

**WHEREAS**, the Governing Board of the District, by this Resolution, desires to designate the persons who are authorized to (i) sign checks to make payments from District Accounts (“Signing Authority”), (ii) make deposits into and transfers between District Accounts (“Transfer Authority”), and approve direct deposit transactions for District payroll payments (“Payroll Authority”)

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

**1.** With respect to District Accounts, the persons holding the positions listed in the table attached hereto as Exhibit “A” shall have the Signing Authority, Transfer Authority, and/or Payroll Authority indicated in said table.

**2.** Resolution No. 21-661 is hereby repealed in its entirety and is superseded and replaced by this Resolution.

**PASSED AND ADOPTED** this 21st day of March, 2022, by the following vote of the Governing Board of the Goleta Sanitary District:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Steven T. Majoewsky,  
President of the Governing Board

**COUNTERSIGNED:**

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

**EXHIBIT “A”**

<b>TRANSACTION</b>	<b>SIGNING AUTHORITY</b>	<b>TRANSFER AUTHORITY</b>	<b>PAYROLL AUTHORITY</b>
Checking Account Transactions	<ul style="list-style-type: none"> <li>• Governing Board President</li> <li>• Governing Board President Pro Tem</li> <li>• General Manager</li> <li>• Plant Operations Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Governing Board President</li> <li>• Governing Board President Pro Tem</li> <li>• General Manager</li> <li>• Plant Operations Manager</li> <li>• Finance and Human Resources Manager/Board Secretary</li> </ul>	N/A
Petty Cash Transactions	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Plant Operations Manager</li> <li>• Finance and Human Resources Manager/Board Secretary</li> </ul>	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Plant Operations Manager</li> <li>• Finance and Human Resources Manager/Board Secretary</li> </ul>	N/A
ACH Zero Balance Account Transactions	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Plant Operations Manager</li> <li>• Finance and Human Resources Manager/Board Secretary</li> </ul>	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Plant Operations Manager</li> <li>• Finance and Human Resources Manager/Board Secretary</li> </ul>	N/A
Payroll Direct Deposit Processing	N/A	N/A	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Finance and Human Resources Manager/Board Secretary</li> <li>• Administration Supervisor</li> <li>• Accounting Technician</li> </ul>

# **GENERAL MANAGER'S REPORT**

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

The following summary report describes the District's activities from March 8, 2022 through March 21, 2022. 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 routine lines cleaning in the area of Hollister Avenue and Nogal Drive.

#### **CCTV INSPECTION**

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

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

Staff continues with the annual Grease and Oil inspections.

#### **REPAIR AND MAINTENANCE**

Staff continues working with City of Goleta on their current paving project on Hollister and S. Kellogg Avenues. A total of five (5) District manholes will be raised to grade by the City's contractor as part of the paving project which is anticipated to be completed by the end of March 2022.

#### **GOLETA SANITARY DISTRICT FY 2021-22 PILOT PROJECTS**

Tierra Contracting has completed the work of replacing the manhole covers and frames on Calle Real near El Sueno Road. A total of 17 frames were replaced. The sewer lateral connection repair work was started on Tuesday, March 15, 2022 and completed on Wednesday, March 16, 2022. Five lateral connection Cured In Place Pipe (CIPP) repairs were installed. The Armorock manhole installation and the fiberglass manhole liner installation are scheduled to be completed in the coming weeks as materials are delivered to the respective contractors.

#### **2021 CCTVI PROJECT REVIEW & ASSET MANAGEMENT PROGRAM UPDATE**

Staff has finalized review of the Asset Management Plan with Hazen & Sawyer. The updated files and information will be uploaded to the District's Capital Improvement Program story map.

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

Plant flows have increased to an average of 4.7 million gallons per day (MGD) with UCSB returning to full in-person instruction, bringing plant flows back to near pre-pandemic levels. The demand for reclaimed water has begun to increase due to warmer temperatures. Flow concentrations and loadings during the weekends continue to cause intermittent challenges and various levels of plant interference. The Reclamation Disinfection Study by Hazen and Sawyer (Hazen) has completed the initial data collection and analysis. Conclusions to date demonstrate that there is a strong correlation between high total coliform values and surfactant concentrations. The next steps involve designing

bench testing protocols to evaluate some of the proposed short-term solutions such as: peracetic/performic acid augmentation and enhanced coagulation/flocculation. Medium and long-term solutions such as micro/nano-filtration and ultraviolet disinfection prior to chlorination will be evaluated at a feasibility level for cost and constructability.

Biofilter #2 has been modified to run as a mixed reactor, having both an aerobic (with oxygen) process and a submerged anaerobic (without oxygen) process. This modification will reduce the biological loading on the activated sludge process and hopefully will reduce the inhibitory impact of cleaning chemicals entering the plant. Currently, we are seeing nitrogen removal across the biofilter of about 60% which corresponds to about 12.5% of the total treatment plant's nitrogen removal. This reduction of nutrient loading on the downstream processes has already provided a new level of overall process stability.

Centrifuge and dredging operations continue in lagoon #2.

The Lystek Thickened Waste Activated Sludge (TWAS) pre-treatment pilot project has been configured and tested. New larger hoses have been installed. We have successfully run the reactor at double the solids concentration from our initial testing. We have verified that our propane use has dropped proportionately. Instrumentation changes have been made and the reactor is now operating 24 hours a day. When the reactor is running consistently, we are seeing a significant increase in biogas production. We hypothesize that the thermal alkaline hydrolysis process may be destroying inhibitory chemicals that have adsorbed onto the sludge. We will be testing this hypothesis by sampling for these chemicals before and after the reactor once a steady state during the demonstration period has been reached. Once the demonstration period is complete, a summary report of the results and proforma analysis will be prepared and brought to the Board.

The Influent Pump Station Rehabilitation project has begun with the submittal and procurement process for the long lead-time items. Construction of the project may not start for another 6-9 months depending on the completion of the procurement process.

A workshop on the environmental document for Biosolids and Energy Strategic Plan (BESP) Phase 1 is scheduled for later this month. This project is scheduled to begin construction by the end of the calendar year and be completed by the end of 2023.

BESP Phases 2 & 3 preliminary engineering design is continuing to move forward. This project will provide a 30% design package for a centrifuge, thermal dryer, and a fats, oil and grease (FOG) receiving facility. This level of design is necessary to understand the cost and funding implications of the project.

## **PUBLIC EDUCATION AND OUTREACH**

Outreach and publication of information continues for the District's public hearings on voting district draft maps for the transition to district-based elections. Radio, digital, print, and social media advertisements continue, and the printed flyer prompted two phone calls

from members of the public. The District's website has been updated with new versions of the draft voting district maps. Public notice was placed in the Santa Barbara News Press on Monday, March 14, 2022 for the next hearing on March 21, 2022 at the District's headquarters and remotely. Nearly all outreach was done in both English and Spanish.

### **3. GENERAL AND ADMINISTRATIVE ITEMS**

#### **Financial Report**

The District account balances as of March 21, 2022 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 274,903
Investment Accounts:	\$ 32,393,744
Total District Funds:	\$ 32,668,647

The following transactions are reported herein for the period 03/08/22 – 03/21/22

Regular, Overtime, Cash-outs and Net Payroll:	\$ 121,658
Claims:	\$ 512,376
Total Expenditures:	\$ 634,035
Total Deposits:	\$ 4,070

Transfers of funds:

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

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 – February, 2022

PMIA Effective Yield – February, 2022

#### **Community West Bank (CWB)**

CWB Money Market Account – Previously submitted.

#### **Deferred Compensation Accounts**

CalPERS 457 Deferred Compensation Plan – February, 2022

Lincoln 457 Deferred Compensation Plan – Previously submitted.

#### **Annual Planning Meeting**

The District's annual planning meeting will be held on Wednesday, March 23<sup>rd</sup> at the

General Manager's Report

March 21, 2022

Page 4

Pacifica Suites fireside room at 8:30am. A copy of the annual report was distributed on Friday March 18, 2022..



# PMIA/LAIF Performance Report as of 03/08/22



## PMIA Average Monthly Effective Yields<sup>(1)</sup>

Feb	0.278
Jan	0.234
Dec	0.212

## Quarterly Performance Quarter Ended 12/31/21

LAIF Apportionment Rate <sup>(2)</sup> :	0.23
LAIF Earnings Ratio <sup>(2)</sup> :	0.00000625812849570
LAIF Fair Value Factor <sup>(1)</sup> :	0.997439120
PMIA Daily <sup>(1)</sup> :	0.22%
PMIA Quarter to Date <sup>(1)</sup> :	0.21%
PMIA Average Life <sup>(1)</sup> :	340

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 02/28/22 \$199.1 billion

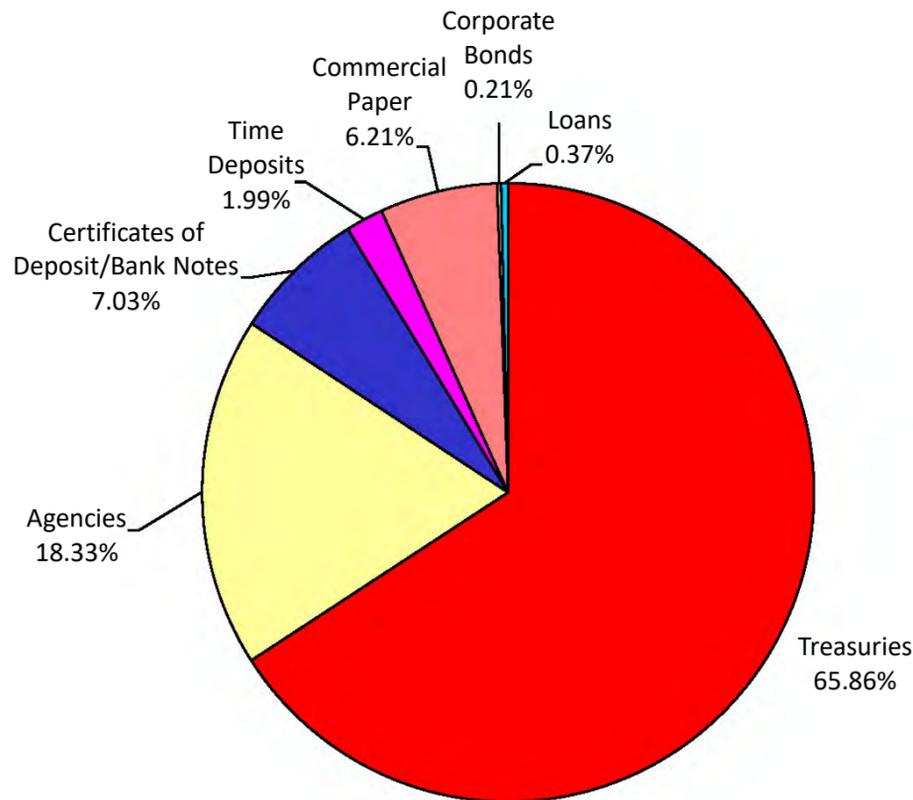


Chart does not include \$5,920,000.00 in mortgages, which equates to 0.003%. Percentages may not total 100% due to rounding.

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:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller



# **CalPERS 457 Plan**

**February 28, 2022**

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 389  
Hartford, CT 06141

## **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 February 28, 2022

<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 periods<sup>1</sup>. 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 option<sup>2</sup>. 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 <sup>3</sup>	
	3 Month	1 Year	5 Years	10 Years	Since Inception	Inception Date	As a %	Per \$1000
<b>Equity Funds</b>								
State Street Russell All Cap Index Fund - Class I	-4.65	12.15	14.29	-	13.26	10/07/13	0.31%	\$3.10
<i>Russell 3000 Index</i>	-4.64	12.29	14.68	-	13.63			
State Street Global All Cap Equity ex-US Index Fund - Class I	-1.82	-0.37	7.21	-	4.76	10/07/13	0.32%	\$3.20
<i>MSCI ACWI ex-USA IMI Index (net)</i>	-1.96	-0.20	7.38	-	4.98			
<b>Fixed Income</b>								
State Street US ShortTerm Gov't/Credit Bond Index Fund - Class I	-1.38	-1.95	1.13	-	0.84	10/07/13	0.32%	\$3.20
<i>Bloomberg US 1-3 yr Gov't/Credit Bond Index</i>	-1.30	-1.62	1.55	-	1.31			
State Street US Bond Fund Index - Class I	-3.55	-2.92	2.40	-	2.49	10/07/13	0.31%	\$3.10
<i>Bloomberg US Aggregate Bond Index</i>	-3.49	-2.64	2.71	-	2.79			
<b>Real Assets</b>								
State Street Real Asset Fund - Class A	10.77	21.39	7.81	-	4.37	10/08/13	0.44%	\$4.40
<i>State Street Custom Benchmark<sup>4</sup></i>	10.99	22.02	8.14	-	4.76			
<b>Cash (Cash Equivalents)</b>								
State Street STIF	-0.05	-0.20	0.92	-	0.60	09/02/14	0.33%	\$3.30
<i>BofA ML 3-month US T-Bill</i>	0.02	0.04	1.13	-	0.81			
<b>Target Retirement Date Funds<sup>5</sup></b>								
CalPERS Target Income Fund	-2.59	1.29	5.20	4.19	5.47	12/01/08	0.32%	\$3.20
<i>SIP Income Policy Benchmark<sup>6</sup></i>	-2.56	1.55	5.42	4.45	5.98			
CalPERS Target Retirement 2015	-2.60	1.44	5.26	4.62	6.50	12/01/08	0.32%	\$3.20
<i>SIP 2015 Policy Benchmark<sup>6</sup></i>	-2.56	1.69	5.48	4.98	7.03			
CalPERS Target Retirement 2020	-2.61	2.60	6.09	5.32	7.23	12/01/08	0.32%	\$3.20
<i>SIP 2020 Policy Benchmark<sup>6</sup></i>	-2.59	2.84	6.30	5.67	7.73			
CalPERS Target Retirement 2025	-2.79	3.59	7.20	6.24	8.11	12/01/08	0.32%	\$3.20
<i>SIP 2025 Policy Benchmark<sup>6</sup></i>	-2.78	3.82	7.39	6.60	8.59			
CalPERS Target Retirement 2030	-2.82	4.74	8.00	6.98	8.96	12/01/08	0.32%	\$3.20
<i>SIP 2030 Policy Benchmark<sup>6</sup></i>	-2.83	4.95	8.27	7.40	9.45			
CalPERS Target Retirement 2035	-2.99	5.74	8.92	7.73	9.70	12/01/08	0.32%	\$3.20
<i>SIP 2035 Policy Benchmark<sup>6</sup></i>	-3.01	5.93	9.17	8.17	10.24			
CalPERS Target Retirement 2040	-3.03	6.65	9.79	8.37	10.25	12/01/08	0.32%	\$3.20
<i>SIP 2040 Policy Benchmark<sup>6</sup></i>	-3.07	6.82	10.05	8.82	10.76			
CalPERS Target Retirement 2045	-3.03	6.65	10.17	8.66	10.43	12/01/08	0.32%	\$3.20
<i>SIP 2045 Policy Benchmark<sup>6</sup></i>	-3.07	6.82	10.43	9.11	10.98			
CalPERS Target Retirement 2050	-3.03	6.65	10.17	8.66	10.51	12/01/08	0.32%	\$3.20
<i>SIP 2050 Policy Benchmark<sup>6</sup></i>	-3.07	6.82	10.43	9.11	10.98			
CalPERS Target Retirement 2055	-3.03	6.64	10.17	-	8.05	10/07/13	0.32%	\$3.20
<i>SIP 2055 Policy Benchmark<sup>6</sup></i>	-3.07	6.82	10.43	-	8.39			
CalPERS Target Retirement 2060	-3.03	6.64	-	-	12.74	11/01/18	0.32%	\$3.20
<i>SIP 2060 Policy Benchmark<sup>6</sup></i>	-3.07	6.82	-	-	13.02			
<b>Broad-Based Benchmarks<sup>7</sup></b>								
<i>Russell 3000 Index</i>	-4.64	12.29	14.68	14.27	-	-	-	-
<i>MSCI ACWI ex-USA IMI Index (net)</i>	-1.96	-0.20	7.38	5.61	-	-	-	-
<i>Bloomberg US Aggregate Bond Index</i>	-3.49	-2.64	2.71	2.47	-	-	-	-

## Part II. Explanation of CalPERS 457 Plan Expenses

### February 28, 2022

<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 <sup>8</sup>				
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 or 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 <sup>9</sup> 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	0.29% (\$2.90 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:**

- <sup>1</sup> 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.
- <sup>2</sup> 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.
- <sup>3</sup> Total annual operating expenses are comprised of investment management and administrative expenses and fees incurred by the funds.
- <sup>4</sup> State Street Real Asset Fund has a custom benchmark comprised of 25% Bloomberg Roll Select Commodity Index, 25% S&P® Global Large MidCap Commodity and Resources Index, 10% Dow Jones US Select REIT Index, 20% Bloomberg US Government Inflation-Linked 1-10 Year Bond Index, and 20% S&P® Global Infrastructure Index.
- <sup>5</sup> 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.
- <sup>6</sup> 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 US Aggregate Bond Index, the SSGA customized benchmark for Real Assets (see footnote 4), and BofA ML 3-month US T-Bill.
- <sup>7</sup> Broad-based benchmarks grouped here provide comparative performance standards for domestic equity, international equity and fixed income.
- <sup>8</sup> 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.
- <sup>9</sup> 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 I), State Street Global All Cap Equity ex-US Index Fund (Class I), State Street US Short Term Government/Credit Bond Index Fund (Class I), State Street US Bond Fund Index (Class I), State Street Real Asset Fund (Class A), and State Street Short Term Investment Fund ("STIF").

**DISTRICT  
CORRESPONDENCE**  
Board Meeting of March 21, 2022



- | <u><b>Date:</b></u> | <u><b>Correspondence Sent To:</b></u>                                                                                                                                                                  |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. 03/10/2022       | James Craviotto Living Trust 12/1/04<br><b>Subject:</b> Mineral Deposits in Sewer Lateral: 41 Aero Camino, Goleta, CA<br>APN: 073-060-001                                                              |
| 2. 03/10/2022       | Warm LLC<br>Edgar Hernandez<br><b>Subject:</b> Mineral Deposits in Sewer Lateral: 42 Aero Camino, Goleta, CA<br>APN: 073-060-030                                                                       |
| 3. 03/11/2022       | Paul Lau<br><b>Subject:</b> Goleta Sanitary District Sewer Service Information<br>APN: 059-100-011 at 4428 La Paloma Ave.                                                                              |
| 4. 03/15/2022       | Robert Molholm<br><b>Subject:</b> Sewer Service Availability<br>Proposed Sewer Service Connection for One Existing Single-Family<br>Residence: 4460 Vieja Drive, Santa Barbara, CA<br>APN: 061-210-015 |
| 5. 03/15/2022       | Johan Denecke<br>Atomica Corp.<br><b>Subject:</b> Notice of Violation – Failure to Pay for Compliance Monitoring                                                                                       |
| 6. 03/15/2022       | Theiler DePalma<br>Microdyn-Nadir US, Inc.<br><b>Subject:</b> Notice of Violation – Failure to Pay for Compliance Monitoring                                                                           |
| 7. 03/16/2022       | Schultz, Peter/Susan LIV TR<br><b>Subject:</b> Roots at Sewer Mainline Connection: 5428 Agana Dr.<br>APN: 069-292-011                                                                                  |

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