

# **AGENDA**

## **REMOTE MEETING NOTICE**

To address concerns relating to COVID-19, this meeting will be accessible by remote video conferencing. 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**

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**Meeting ID: 880 2547 9828**

**Passcode: 770937**

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

One William Moffett Place  
Goleta, California 93117

July 18, 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 July, 6, 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. DISCUSSION AND ACTION ON AUDIT SERVICES CONTRACT  
(Board may take action on this item.)
2. STATUS REPORT ON BIOSOLIDS AND ENERGY STRATEGIC PLAN  
COORDINATION EFFORTS WITH GOLETA WEST SANITARY DISTRICT
3. CONSIDERATION OF RECRUITMENT SERVICES AGREEMENT  
(Board may take action on this item.)

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

## **ADJOURNMENT**

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

# 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

July 6, 2022

- CALL TO ORDER:** President Majoewsky called the meeting to order at 2:00 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 Richard Battles, Legal Counsel from Howell Moore & Gough LLP.
- OTHERS PRESENT:** Tom Evans, Director, Goleta Water District, Larry Meyer, Director, Goleta West Sanitary District, and Brian McCarthy, General Manager, Goleta West Sanitary District.
- APPROVAL OF MINUTES:** Director Smith made a motion, seconded by Director Emerson, to approve the minutes of the Regular Board meeting of 06/20/22. The motion carried by the following vote:
- (22/07/2242)
- |          |   |   |
|----------|---|---|
| AYES:    | 5 | Majoewsky, Emerson, Rose, Fuller, Smith |
| NOES:    |   | None                                    |
| ABSENT:  |   | None                                    |
| ABSTAIN: |   | None                                    |
- POSTING OF AGENDA:** The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District's website 24 hours in advance of the meeting.
- PUBLIC COMMENTS:** None
- BUSINESS:**
1. **CONSIDERATION AND APPROVAL OF RESOLUTION ELECTING TO HAVE SEWER SERVICE CHARGES COLLECTED ON THE TAX ROLL FOR FISCAL YEAR 2022-23, DIRECTING THE PREPARATION AND FILING OF THE REPORT,**

FIXING TIME AND PLACE FOR HEARING, AND PROVIDING FOR NOTICE  
THEREOF

Mr. Wagner gave the staff report.

Director Fuller made a motion, seconded by Director Rose to approve and adopt Resolution No. 22-690 electing to have sewer service charges collected on the tax roll for fiscal year 2022-23 and directing the preparation and filing of the report and fixing the time and place for a public hearing and providing the notice thereof.

The motion carried by the following vote:

(22/07/2243)

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

2. STATUS REPORT ON BIOSOLIDS AND ENERGY STRATEGIC PLAN'S FINANCING  
PLAN AND COORDINATION EFFORTS WITH GOLETA WEST SANITARY DISTRICT

Mr. Wagner gave the staff report.

The Board took no action on this report item.

3. CONSIDERATION OF BIOSOLIDS DISPOSAL AGREEMENT ASSIGNMENT  
REQUEST

Mr. Wagner gave the staff report.

Director Smith made a motion, seconded by Director Fuller to approve the assignment of the Tip Fee Agreement from Liberty Composting, Inc. to Synagro West, LLC and authorize the General Manager to sign the assignment request letter and to direct staff to continue to investigate alternatives for biosolids disposal.

The motion carried by the following vote:

(22/07/2244)

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

4. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

5. LEGAL COUNSEL'S REPORT

Mr. Battles reported on the status of pending bills AB 1944 and AB 2449 that propose to make some of emergency provisions of, or modifications to, the Brown Act permanent.

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

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

Director Emerson – No report.

Director Fuller – No report.

Director Smith – No report

7. PRESIDENT'S REPORT

President Majoewsky – No report.

8. ITEMS FOR FUTURE MEETINGS

No Board action was taken to return with an item.

9. CORRESPONDENCE

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

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

Director Rose made a motion, seconded by Director Fuller, to ratify and approve the claims, for the period 06/21/2022 to 07/06/2022 as follows:

Running Expense Fund #4640	\$	372,879.95
Depreciation Replacement Reserve Fund #4655	\$	26,350.20
Retiree Health Insurance Sinking Fund #4660	\$	11,477.35

The motion carried by the following vote:

(22/07/2245)

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

NOES: None

ABSENT: None

ABSTAIN: None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:04 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 Smith

# **AGENDA ITEM #1**

**AGENDA ITEM: 1**

**MEETING DATE: July 18, 2022**

**I. NATURE OF ITEM**

Discussion and Action on Audit Services Contract

**II. BACKGROUND INFORMATION**

Assembly Bill 1345 added section 12410.6.(b) to Government Code regarding auditor rotation requirements of public accounting firms providing audit services to local agencies. Government Code section 12410.6.(b) indicates that commencing in Fiscal Year 2013-14 (FY13-14), a local agency shall not employ a public accounting firm to provide audit services to a local agency if the lead audit partner or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for that local agency for six consecutive fiscal years. For purposes of calculating the six consecutive fiscal years, the local agency shall not take into account any time that a public accounting firm was employed by that local agency prior to the FY13-14. The Controller may waive this requirement if he or she finds that another eligible public accounting firm is not available to perform the audit.

Moss, Levy and Hartzheim (MLH) of Santa Maria was hired to prepare the District's annual audit and review its financial statements from 2013 until 2018. In 2018 the District elected to issue a Request for Proposals for the Fiscal Year 2017-18 audit services and engaged Fechter & Company CPAs from the list of respondents. The Board, at the recommendation of staff, selected MLH for the Fiscal Year 2018-19, Fiscal Year 2019-20 and Fiscal Year 2020-21 audits.

MLH has been serving many local agencies for over 36 years and performed well while serving with the District. District staff requested the attached proposal from MLH for consideration and approval for Fiscal Year 2021-22 (FY21-22) audit services.

**III. COMMENTS AND RECOMMENDATIONS**

Staff recommends the Board approve the engagement proposal, have the Board President sign and direct the General Manager to sign, retaining MLH to conduct the District's annual audit for FY 2021-22 as described in the attached engagement proposal.

**IV. REFERENCE MATERIAL**

Engagement proposal from Moss Levy Hartzheim, dated June 23, 2022



June 23, 2022

To the Board of Directors  
Goleta Sanitary District  
1 Moffett Place  
Goleta, CA 93117

We are pleased to confirm our understanding of the services we are to provide Goleta Sanitary District for the fiscal year ended June 30, 2022.

### **Audit Scope and Objectives**

We will audit the financial statements of the business-type activities including the major fund and the disclosures, which collectively comprise the basic financial statements of Goleta Sanitary District as of and for the fiscal year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of Proportionate Share of Net Pension Liability
- 3) Schedule of Pension Contributions
- 4) Schedule of Changes in the Net OPEB Liability and Related Ratios
- 5) Schedule of OPEB Contributions

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of Goleta Sanitary District and other procedures we consider necessary to enable us to

express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of financial statements does not relieve you of your responsibilities.

#### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

## **Other Services**

We will also assist in preparing the financial statements and related notes of Goleta Sanitary District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

## **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial

statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Moss, Levy & Hartzheim LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to [Name of Regulator] or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Moss, Levy & Hartzheim LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Adam V. Guise is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately July 8, 2022 and to issue our reports no later than November 30, 2022.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$15,850. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### **Reporting**

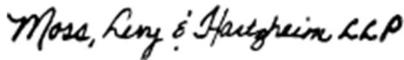
We will issue a written report upon completion of our audit of Goleta Sanitary District's financial statements. Our report will be addressed to management and the Board of Directors of Goleta Sanitary District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a

separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that Goleta Sanitary District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to Goleta Sanitary District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Moss, Levy & Hartzheim LLP

RESPONSE:

This letter correctly sets forth the understanding of Goleta Sanitary District.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

# **AGENDA ITEM #2**

## **AGENDA ITEM: 2**

**MEETING DATE:** July 18, 2022

### **I. NATURE OF ITEM**

Status Report on Biosolids and Energy Strategic Plan Coordination Efforts with Goleta West Sanitary District

### **II. BACKGROUND INFORMATION**

Staff continues to be in close contact with the Goleta West Sanitary District (GWSD) regarding their ongoing review of the Biosolids and Energy Strategic Plan (BESP) projects. Several meetings with GWSD staff have occurred and more meetings are anticipated as this process moves forward. A draft agreement to document GWSD's consent of the BESP projects has been prepared and is being review by GWSD legal counsel. GWSD has hired John Mukhar, an engineer with Mott MacDonald to review the BESP project on their behalf and has also engaged their rate study consultant Sudir Pardiwala of Raftelis to develop possible financing options that include debt issuance and/or rate increases. This process is timely as GWSD has until August 2, 2022, to approve their current financing proposal.

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

Since GWSD's review of the BESP projects is ongoing they have not yet consented to the BESP projects. Based on the meetings and conversations we have had with GWSD to date, it appears that while they may consent to the phase 1 BESP project, they may not be comfortable with consenting to the phase 2 BESP project until the environmental process has been completed and the project scope and costs are fully known. We remain hopeful that GWSD will consent to the phase 2 BESP project when the environmental review process is completed and have had additional time to fully understand the benefits of the project.

A proposal for environmental and regulatory permitting services for the phase 2 BESP project was considered by the Board on June 20, 2022. However, at that time the Board elected to hold off on executing the agreement until further discussions with GWSD on the phase 2 BESP project had occurred. Staff will bring the proposal back to the Board for further consideration on August 1, 2022.

Staff has also received a proposal for the design engineering of the phase 2 BESP project. The proposal is being reviewed and will be brought to the Board for consideration at a future meeting.

This Report is for informational purposes only. As such, no Board action is required at this time.

### **IV. REFERENCE MATERIALS**

None

# **AGENDA ITEM #3**

**AGENDA ITEM: 3**

**MEETING DATE: July 18, 2022**

**I. NATURE OF ITEM**

Consideration of Recruitment Services Agreement

**II. BACKGROUND INFORMATION**

The District's employees are its most valuable asset and are critical to delivering excellent service. In the past the District has been able to successfully recruit new staff by posting on local job search sites, such as Craig's List, and posting on affiliated organizational websites; however the climate for recruiting and hiring is very challenging post-pandemic. We have posted our vacant positions in various outlets and have received little to no qualified candidates. Other local employers and governmental entities are having similar difficulties in finding qualified candidates for vacancies.

When the job market tightens as it is now, many government agencies hire recruiting firms to assist in locating qualified candidates. Given the lack of responses to the job postings for the Safety and Regulatory Compliance Manager and Senior Project Engineer positions, staff reached out to a number of recruiting firms for Statements of Qualifications (SOQs).

Staff reached out to firms after getting recommendations from peers and reviewing professional government postings on websites including governmentjobs.com. Staff identified five recruiting firms that work in the greater Southern California area. A Request for Qualifications (RFQ) was sent and companies were asked to provide references from other government organizations if possible.

**III. COMMENTS AND RECOMMENDATIONS**

Of the five companies that received the RFQ, two submitted proposals that are attached to this report. The two companies which replied, CPS HR Consulting (CPS) and Tripepi Smith Talent Solutions (Tripepi Smith) have similar programs for recruitment and selection services. The scope of work can be in either two or three phases. The first two phases include meeting with the District to understand the positions and organization and develop a strategic recruitment plan, then develop materials, including brochure design and marketing, and recruiting outreach. CPS includes applicant screening in its proposal. Tripepi Smith has an a la carte option of services (time and materials) for the development of outreach materials and for recruitment marketing. Each company also offers full-service options where the firm handles review of candidates, prepares interview questions and facilitates interviews, performs background checks, coordinates all candidate communication, and provides reference checking.

Pricing was somewhat similar for like offerings at the higher level; the table below shows the comparable pricing for services for two position recruitments:

<b>Name of company</b>	<b>Price for 2 Phases</b>	<b>Price for 3 Phases incl. selection</b>	<b>Notes</b>
CPS HR Consulting	\$16,000 each position	\$19,000 each position (plus travel expenses if req'd.)	Works with municipal and special district gov'ts.
Tripepi Smith Talent Solutions	Estimated at \$6260 each position based on time and materials	\$18,500 each position plus expenses	Primarily works with municipal gov'ts.

While it appears that the price for Tripepi Smith's basic services is significantly less, billing for time and materials, the actual amount could be greater depending on the time needed to develop the brochures and the amount of labor used to do the outreach and advertising.

CPS's fee includes \$1000 for brochure development, \$500 for outreach tools, and \$3500 for advertising fees on various job sites. The rest of the amount, \$11,000 is labor costs for an estimated 80-100 hours of labor. The key factor is to determine which consultant firm has the best connections to good candidates. CPS has worked extensively with special district governments and has been vetted and recommended by CSDA as a vendor. They have a long list of successful recruitments for similar positions.

Tripepi Smith has worked primarily with city and county governments and has provided only one reference (a current client) who is recruiting for a special district position.

Based on these factors staff is recommending that the Board authorize the General Manager to execute a professional services agreement with CPS in an amount not to exceed \$32,000 in the form of an addendum to proposal.

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

Two Phase Proposal-Request for Qualifications submitted by CPS HR Consulting, dated June 29, 2022

Three Phase Proposal-Request for Qualifications submitted by CPS HR Consulting, dated June 29, 2022

Statement of Qualifications submitted by Tripepi Smith Talent Solutions, dated July 1, 2022

PROPOSAL – REQUEST FOR QUALIFICATIONS

**Goleta Sanitary District**  
**Recruitment and Selection Services**  
**Senior Project Engineer and**  
**Safety and Regulatory Compliance Manager**

June 29, 2022

SUBMITTED BY:  
CHRISTINA BATORSKI PEACOCK  
*Manager, Recruitment Solutions*

CPS HR Consulting  
2450 Del Paso Road, Suite 220  
Sacramento, CA 95834  
P: 916-471-3426  
cbpeacock@cpsshr.us  
Tax ID: 68-0067209

[www.cpsshr.us](http://www.cpsshr.us)



Your Path to Performance

June 29, 2022

Steve Wagner, P.E. CSDM  
General Manager/District Engineer  
Goleta Sanitary District  
One William Moffett Place  
Goleta, CA 93117

**Submitted via email to:** [swagner@goletasanitary.org](mailto:swagner@goletasanitary.org) and [lromano@goletasanitary.org](mailto:lromano@goletasanitary.org)

**Subject: Recruitment for Senior Project Engineer and Safety and Regulatory Compliance Manager**

Dear Mr. Wagner:

CPS HR Consulting (“CPS HR”) is pleased to have the opportunity to submit a proposal to assist the Goleta Sanitary District (“District”) with recruitment and selection services for the positions of Senior Project Engineer and Safety and Regulatory Compliance Manager. We are uniquely qualified to undertake this effort as we have vast experience in assisting public agencies with search, screening, and placement.

We understand that each agency is unique, and our extensive experience allows us to tailor our process to specifically meet your needs. Our work with local government agencies throughout the United States gives us an in-depth understanding of government operations, programs, and services.

Each recruitment is an opportunity to shape and prepare your organization for the future. We understand how important these transitions can be and CPS HR is perfectly placed to assist the District in these endeavors. Once this project begins, we will work with the District to tailor our processes to highlight your exciting opportunities and attract the best possible candidates. It is our commitment to work in partnership with your organization to successful results.

Thank you for the opportunity to be considered for this assignment. Should you have questions or comments about the information presented in this proposal, **please contact me at [cbpeacock@cps hr.us](mailto:cbpeacock@cps hr.us) or (916) 471-3426.**

Sincerely,



Christina Batorski Peacock  
Manager, Recruitment Solutions

# Qualifications, Capabilities, and Experience

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## Recruitment Experts

CPS HR specializes in the recruitment and selection of key professionals for cities, counties, special districts, and non-profits. Working in partnership with the governing body or selection team, we develop customized search strategies that focus on locating and recruiting qualified candidates who match the agency's unique needs. Our wealth of recruitment experience has been gained through **more than 19 years** of placing top and mid-level executives in public agencies throughout the United States.

Reasons to choose CPS HR include:

- **Unmatched Recruitment Experience for Government Agencies.** CPS HR has extensive experience in recruiting professionals for public agencies across the United States. As a public agency ourselves, we understand how to work with and within government. Our understanding of public sector culture and policy uniquely sets us apart from our competitors.
- **Seasoned Executive Recruiters.** Our recruiters possess a high level of expertise in recruiting and placing professionals at all recruitment levels. Our staff of experts includes an exceptional group of full-time employees as well as a full complement of subject matter experts, intermittent employees, and part-time employees with a variety of public and private sector experience.
- **Success Recruiting Non-Job Seeking Talent.** We recognize that the very best candidates for some types of positions may not be looking for a career change, therefore, our recruitment team takes a very aggressive approach to identify and recruit such candidates.
- **Vast Pool of Public Agency Contacts.** CPS HR maintains a database of candidates and an extensive network of external resources to leverage for executive-level positions. We utilize our vast pool of public and non-profit contacts to deliver a strong list of competitive candidates who will be well prepared to assist you in the accomplishment of your specific mission and goals.
- **Satisfied Clients.** *Our client satisfaction rating averages 4.6 on a scale of 5.* While many companies talk about client satisfaction, how many measure the impact of that through assessing client satisfaction by distributing written surveys and tying the results of these surveys to their performance management system? CPS HR Consulting does. A client satisfaction survey is sent at the end of every engagement requesting feedback on the quality of our staff, deliverables, and the overall consulting relationship.

# Recruitment and Selection Services

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## Methodology and Scope of Work

Our proposed process is designed to provide the District with partial recruitment and selection services required to ensure the ultimate selection of a new Incumbent uniquely suited to the District's needs.



### **PHASE I – Strategic Recruitment Plan**

The first step in this engagement is a thorough review of the District's needs, culture, and goals; the recruitment and selection process; and the schedule. CPS HR is prepared to meet with key stakeholders to obtain input in developing the ideal candidate profile and to assist us in understanding key issues and challenges. Activities for this phase at each recruitment level will include:

- Foster client collaboration.
- Create a tailored plan for the District and unique position.
- Review of job duties and compensation for marketability.
- Define ideal candidate profile with hiring authority and key stakeholders.
- Identify testing/assessment needs.

### **PHASE II – Marketing and Applicant Screening**

The recruitment process is tailored to fit the District's specific wants and needs, with targeted advertising, combined with personal contacts with qualified individuals from our extensive database.

CPS HR will prepare, submit for your approval, and publish advertisements in appropriate magazines, journals, newsletters, job bulletins, and websites to attract candidates on a nationwide, regional, local, or targeted basis based on the recruitment strategy. CPS HR is focused on reaching a diverse candidate pool and would recommend publications/websites that are targeted to minority and female candidates.

CPS HR would execute the following tasks for this phase at each recruitment level including:

- Create a two-page to four-page colored brochure.

- Identify advertising sources.
- Coordinate advertising placements.
- Create targeted marketing campaigns.
- Conduct active and passive sourcing of candidates through e-mail, phone, and social media.
- Review applicant resumes and ensure minimum qualifications are met utilizing the District’s applicant tracking system or CPS HR’s applicant tracking system (NEOGOV).
- Develop and administer secondary rated screening.
- Provide list of qualified candidates.

## Pricing Structure

<u>Staff Level</u>	<u>Service</u>	<u>Flat Rate Cost</u> <i>(includes professional fees and expenses*)</i>
Senior Project Engineer	Full-cycle recruitment (All Phases)	\$16,000
Safety and Regulatory Compliance Manager	Full-cycle recruitment (All Phases)	\$16,000
Total		\$32,000

*\*Travel expenses for candidates is not included in our pricing. As requested, CPS HR can bill for services provided in advance to meet your deadline for the current fiscal year ending.*

## Project Staffing

CPS HR has assembled a strong project team with each member possessing extensive recruiting experience and a direct, in-depth understanding of local government. **Christina Batorski Peacock will serve as the Project Manager** for this assignment because of her strong project management skills. She will coordinate all aspects of the project including the project staff, finalizing project plans and deliverables, organizing, and securing resources, managing communications, monitoring project progress, resolving any problems, and ensure timely and successful completion of the engagement. Ms. Peacock will be supported by Debbie Gutman, Senior HR Consultant, and Jackie Frost, Administrative Technician.

## Project Listing

The below list of recruitments we have conducted that highlights the depth and breadth of our experience with recruitment and selection of middle management or specialized positions.

Agency	Title
Rialto, City of	Project Manager - Engineering
Rialto, City of	Engineering Technician
San Jose, City of	Senior Engineer - CIP
San Jose, City of	Senior Engineer - Municipal Water System - Env.
Santa Clara, City of	Principal Electric Utility Engineer
Fort-Collins Loveland Water District, CO	Water Operations Supervisor
Fort-Collins Loveland Water District, CO	Utilities Operations Superintendent
Alameda Housing Authority, City of	Risk Manager
Boulder River Fire Rescue, CO	Firefighter - Paramedic/EMT
Fairfield, City of	Management Analyst I, II, and Senior
Santa Clara, City of	Electric Program Manager
Oxnard, City of	Civil Engineers
Fullerton, City of	Principal Civil Engineer
Palo Alto, City of	Senior Engineer
San Joaquin Area Flood Control Agency	Director of Engineering
Redlands, City of	Director of City's Municipal Utilities and Engineering Department
Palo Alto, City of	Transportation Engineer
Southgate Recreation and Park District	Parks Manager
West Bay Sanitary District	Finance Manager
Avondale, City of	Development and Engineering Services Director
County of Coconino	Engineering Division Manager
County of Coconino	County Engineer
Sacramento Area Flood Control Agency	Associate Engineer
Redlands, City of	Director of City's Municipal Utilities and Engineering Department
San Jose DOT, City of	PPD Division Principal Engineer
Puget Sound Clean Air Agency	Engineer II
Sacramento Area Flood Control Agency	Principal Engineer
Fairfield, City of	Assistant Director of Public Works/City Engineer
Alameda, City of	Chief Engineer
Anaheim, City of	Engineer Manager-Design Services and Engineer Manager-Capital Programs
Anaheim, City of	Engineer Manager-Development Services
Tualatin Water District	Chief Engineer
Chandler, City of	City Engineer
Roseville, City of	Power Engineering Manager
Fairfield, City of	Assistant Director of Public Works/City Engineer
Goodyear, City of	Engineering Director

## References

Provided below is a partial list of clients we have recently worked with in providing similar executive recruitment services. We are confident that these public-sector clients will tout our responsiveness and ability to successfully place candidates that were a good fit for their organization's needs.

CLIENT/POSITIONS	CONTACT(S)
<b>Sacramento Area Flood Control Agency</b> 1007 7th Street, Floor 7 Sacramento, CA 95814	Jason Campbell, Deputy Executive Director (916) 874-4321 <a href="mailto:campbellja@saccounty.net">campbellja@saccounty.net</a>
Associate Engineer Recruitment (2018)	
<b>Southgate Recreation and Parks District</b> 6000 Orange Avenue Sacramento, CA 955823	Paula Hansen, Administration Manager (916) 428-1171 ext. 12 <a href="mailto:phansen@southgaterecandpark.net">phansen@southgaterecandpark.net</a>
Multiple Middle Management Recruitments (2018-2019)	
<b>West Bay Sanitary District</b> 500 Laurel Street Menlo Park, CA 94025	Phil Scott, District Manager (650) 321-0384 <a href="mailto:PScott@westbaysanitary.org">PScott@westbaysanitary.org</a>
Middle Management Recruitment (2019)	
<b>Elk Grove Water District</b> 9257 Elk Grove Blvd Elk Grove, CA 95624	Stefani Phillips, HR Administrator (916) 685-3556 <a href="mailto:stefani@egwd.org">stefani@egwd.org</a>
Program Manager (2020)	

PROPOSAL – REQUEST FOR QUALIFICATIONS

**Goleta Sanitary District**  
**Recruitment and Selection Services**  
**Senior Project Engineer and**  
**Safety and Regulatory Compliance Manager**

June 29, 2022

SUBMITTED BY:  
CHRISTINA BATORSKI PEACOCK  
*Manager, Recruitment Solutions*

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Your Path to Performance

June 29, 2022

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General Manager/District Engineer  
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**Submitted via email to:** [swagner@goletasanitary.org](mailto:swagner@goletasanitary.org) and [lromano@goletasanitary.org](mailto:lromano@goletasanitary.org)

**Subject: Recruitment for Senior Project Engineer and Safety and Regulatory Compliance Manager**

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Sincerely,



Christina Batorski Peacock  
Manager, Recruitment Solutions

# Qualifications, Capabilities, and Experience

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# Recruitment and Selection Services

## Methodology and Scope of Work

Our proposed process is designed to provide the District with the full range of services required to ensure the ultimate selection of a new Incumbent uniquely suited to the District's needs.



### **PHASE I – Strategic Recruitment Plan**

The first step in this engagement is a thorough review of the District's needs, culture, and goals; the recruitment and selection process; and the schedule. CPS HR is prepared to meet with key stakeholders to obtain input in developing the ideal candidate profile and to assist us in understanding key issues and challenges. Activities for this phase at each recruitment level will include:

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CPS HR would execute the following tasks for this phase at each recruitment level including:

- Create a two-page to four-page colored brochure.
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- Coordinate advertising placements.
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- Conduct active and passive sourcing of candidates through e-mail, phone, and social media.
- Review applicant resumes and ensure minimum qualifications are met utilizing the District’s applicant tracking system or CPS HR’s applicant tracking system (NEOGOV).
- Develop and administer secondary rated screening.
- Provide list of qualified candidates.

### PHASE III – Selection

CPS HR will design a selection process based on information gathered in Phase I. We will meet with the District to review this process and discuss the District’s preferred approach in assessing the final candidates.

We can coordinate all aspects of the selection process for the District. This includes preparing appropriate materials such as interview questions, evaluation manuals, and other assessment exercises; and facilitating the interviews.

CPS HR will be available to complete the following components of this phase at each recruitment level:

- Develop interview questions and/or other requested selection tools.
- Develop and facilitate training of interview panel for the District’s interview process.
- Coordinate all candidate communication and scheduling.
- Facilitate hiring interview process.
- Conduct professional reference checks available upon request.
- Facilitate appointment of selected candidate upon request.
- Prepare a written report that summarizes the results of the recruitment process.

## Pricing Structure

<u>Staff Level</u>	<u>Service</u>	<u>Flat Rate Cost</u> <i>(includes professional fees and expenses*)</i>
Senior Project Engineer	Full-cycle recruitment (All Phases)	\$19,000
Safety and Regulatory Compliance Manager	Full-cycle recruitment (All Phases)	\$19,000
<b>Total</b>		<b>\$38,000</b>

*\*Travel expenses for candidates is not included in our pricing. As requested, CPS HR can bill for services provided in advance to meet your deadline for the current fiscal year ending.*

## Six Month Service Guarantee

If the employment of the candidate selected and appointed by the District as a result of a full recruitment (Phases I, II, and III) for the **Senior Project Engineer** and the **Safety and Regulatory Compliance Manager** comes to an end before the completion of the first six (6) months of service, CPS HR will provide the District with professional services to appoint a replacement. Professional consulting services will be provided at no cost. However, the District would be responsible only for expenses. **This guarantee does not apply to situations in which the successful candidate is promoted or re-assigned within the organization during the six (6) month period.** Additionally, should the initial recruitment efforts not result in a successful appointment, CPS HR will extend the aggressive recruiting efforts and screen qualified candidates until an offer is made and accepted.

## Project Staffing

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CPS HR has assembled a strong project team with each member possessing extensive recruiting experience and a direct, in-depth understanding of local government. **Christina Batorski Peacock will serve as the Project Manager** for this assignment because of her strong project management skills. She will coordinate all aspects of the project including the project staff, finalizing project plans and deliverables, organizing, and securing resources, managing communications, monitoring project progress, resolving any problems, and ensure timely and successful completion of the engagement. Ms. Peacock will be supported by Debbie Gutman, Senior HR Consultant, and Jackie Frost, Administrative Technician.



## INTRODUCTION

Thank you for the opportunity to present our proposal in response to your request for recruitment support for the Senior Project Engineer and Safety & Regulatory Compliance Manager positions. This proposal will outline our approach to the recruitment process and how we believe we will best serve Goleta Sanitary.

Tripepi Smith is a force multiplier for the communication operations in cities across California, and we've leveraged our knowledge and the talents of our team to make our firm a valuable player in executive recruitment services, as well. Our Tripepi Smith team offers unrivaled design skills, content creation abilities and local government familiarity and connections to help drive awareness and interest in the positions we are recruiting for. Additionally, Tripepi Smith has 26 years of human resources leadership experience thanks to our partnership with Executive Recruiter Cathy Thompson.

As co-founder and president of Tripepi Smith and TS Talent Solutions, I am qualified to enter into agreements with Goleta Sanitary and to make the statements below on behalf of the firm. This proposal is valid for thirty (30) days from July 1, 2022.

Regards,



**Ryder Todd Smith**

Co-Founder & Chief Executive Officer  
TS Talent Solutions

Ryder@TripepiSmith.com • (626) 536-2173 • Fax (949) 679-8371  
PO Box 52152, Irvine, CA 92619

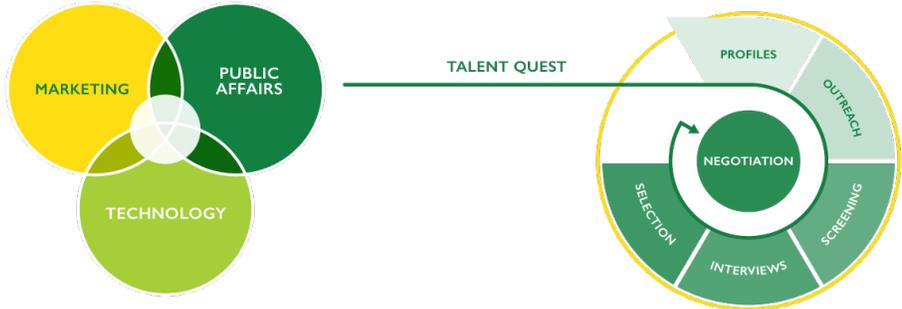
Ryder is the contact person throughout the proposal evaluation period.



# STATEMENT OF QUALIFICATIONS

## A Public Affairs Firm that Understands Talent

Tripepi Smith Talent Solutions is a staffing firm under the umbrella of Tripepi Smith Marketing and Public Affairs. The firm has been dedicated to solving problems within the local government world since its inception, so it was a natural progression to move into the area of recruitment and talent solutions. Tripepi Smith has worked with more than 100 agencies over the past year alone, as well as countless City Managers, department leaders and other executive staff. We know what, and who, makes an effective government leader, and we use that experience to attract, evaluate and retain high-quality talent for our clients. With a skilled team of writers, graphic artists, and project managers, we provide whatever level of support our clients need—from attractive brochure design and strategic conversations to identify the ideal candidate, to full-blown culture curation and recruitment support from beginning to end.



## Implementing Strategy and Engaging Attention

Tripepi Smith understands marketing, and we value carefully crafted language and quality visuals to attract the right applicants to an opportunity. Paired with the strategic knowledge and first-hand expertise of Cathy Thompson, we work with our clients to identify the right skill set and personality for the position, compile those requirements into a compelling recruitment package and ensure that the position is put in front of the most qualified candidates.

## Content x Distribution = IMPACT

Tripepi Smith understands growth in technology and brings substantial technical skills to the table. We recognize how crucial it is to not only develop great visuals and messaging, but to ensure the audiences we want to reach see the content. Without content distribution there is no IMPACT. IMPACT creates a pool of great candidates for your city.

## PROJECT TEAM

Cathy Thompson will be the lead and face of the recruitment. Cathy's years of experience and approachable personality make her a strong partner for Goleta Sanitary on this project. Ryder Todd Smith will be tapped for strategy on positioning the opportunity and leveraging his extensive network and relationships in the municipal government community. Kylie Benzing will execute on position placements to ensure we cast a wide net to find a pool of excellent candidates and Sara Madsen will design all the visuals assets.

For additional information on each team member, visit [TSTalentSolutions.com/Team/](https://TSTalentSolutions.com/Team/).

## PROPOSED SCOPE OF WORK

Tripepi Smith Talent Solutions is a multifaceted recruitment consultancy service. Specific to this engagement, we recommend our Talent Quest level of support.

### Talent Quest

Our Talent Quest option provides the most comprehensive level of traditional search services, with our Tripepi Smith Talent solutions flair. Each Talent Quest is a dedicated journey to fill a specific executive level position. We will spearhead the entire process, with the Goleta Sanitary being as involved or hands off as they like. Our work will include job description development, position brochure content development and graphic design, marketing the position, fielding candidate questions, evaluating and filtering down the candidates, facilitating interviews, completing background checks and negotiating compensation. The proposed schedule spans 16 weeks for both positions given they will be running simultaneously. However, this can be adjusted if Goleta Sanitary prefers a shorter process.

### Search Support

For the organization that wants to handle the selection and interview process in-house without full Tripepi Smith support, we offer Search Support—graphic design and content development services a la carte. Tripepi Smith graphic artists will make your position and agency shine with amazing visuals that make a compelling case for your position. Then, we leverage digital platforms to spread the word far and wide to ensure talent learns about the chance to join your team. This work leverages the skills of inhouse recruiting and combines it with the design acumen and digital expertise of the Tripepi Smith team. The proposed schedule spans seven weeks for this level of support.

# COST PROPOSAL

## Talent Quest

For the Talent Quest level of support, the recruitment for each position will be a complete and comprehensive search to present Goleta Sanitary with the most capable, talented candidates available. The fee to perform each search will be **\$18,500, plus expenses, for an estimated total of \$43,000\***. Those expenses will include advertising and travel. Top candidates will be subject to education verifications, DMV, civil and criminal background checks and credit checks.

Fees for **each** position will be collected in three installments as follows:

1. Upon execution of the Agreement - \$6,000
2. Following Presentation of Candidates - \$6,000 plus expenses
3. Upon Acceptance of Offer - \$6,500 plus any remaining expenses

\* This proposal is good for 30 days from July 1, 2022.

This proposal is for comprehensive recruitment services, which includes all tasks noted above, however as requested, additional *services* outside the "scope of services" will be billed using the noted ad hoc model rates.

Talent Quest	Cost	Notes
Senior Project Engineer Recruitment	\$18,500	Fixed Cost
Safety & Regulatory Compliance Manager Recruitment	\$18,500	Fixed Cost
<b>RECRUITMENT TOTAL</b>	<b>\$37,000</b>	
Estimated Fees (\$3,000/position)	\$6,000	Estimated Costs
<b>PROJECT TOTAL</b>	<b>\$43,000</b>	

### Search Support

The nature of our work in our Search Support package calls for an ad hoc (time & materials) approach. Tripepi Smith estimates the cost for a search support level engagement to support each recruitment as follows:

Search Support	Cost	Notes
Senior Project Engineer Recruitment	\$3,260	Hourly/Estimated
Safety & Regulatory Compliance Manager Recruitment	\$3,260	Hourly/Estimated
<b>RECRUITMENT TOTAL</b>	<b>\$6,520</b>	
Estimated Fees (\$3,000/position)	\$6,000	Estimated
<b>PROJECT TOTAL</b>	<b>\$12,520</b>	

Billing will take place on a time & materials basis with Tripepi Smith using the following information and rates for this recruitment work. Time at Tripepi Smith is billed in 15-minute increments – i.e., we invoice out time in the following examples: 1.25, 0.75, 4.0 or 6.5 hours. Fees will be collected monthly.

Resource	Hourly - Standard
Principal	\$330.00
Director / Art Director	\$220.00
Senior Business Analyst	\$175.00
Business Analyst	\$120.00
Junior Business Analyst	\$95.00
Senior Graphic Designer	\$160.00
Graphic Designer	\$120.00
Junior Graphic Designer	\$95.00

Expenses are expected to be about \$3,000 per position for posting to various digital job boards and hotspots popular with local government agencies. Hiring TS Talent Solutions means Goleta Sanitary automatically agrees for the posting to be placed on PublicCEO job board (owned by Tripepi Smith) for a \$330 fee.

\* This proposal is good for 30 days from July 1, 2022.

**Tripepi Smith Talent Solutions' Guarantee**

The Tripepi Smith Talent Solutions team guarantees industry-standard services. If within one year following appointment, selected candidate resigns or is terminated for cause, our team will conduct another search free of professional services charges. However, Goleta Sanitary will cover expenses related to the recruitment, including advertising fees, background check fees and travel costs. \*This only applies to the Talent Quest level of support.

**REFERENCES**

Contact	Description
<p><b>City of Fairfield</b>  <b>David Gassaway</b>                      Interim City Manager                      818.790.8880                      DGassaway@Fairfield.ca.gov</p> <p>Completed 06/2022</p>	<p>TS Talent Solutions, in partnership with Cathy Thompson, filled a Finance Director position in the City of Fairfield. TSTS identified top talent by collaborating with City staff, creating a detailed marketing brochure and managing online advertisement of the open position. The search process was successful, resulting in the selection of John Furtado.</p>
<p><b>Morro Bay</b>  <b>Scott Collins</b>                      City Manager                      805.772.6206                      SCollins@MorroBayca.gov</p> <p>Completed 12/2021</p>	<p>TS Talent Solutions worked alongside the City of Morro Bay on multiple recruitments by creating detailed marketing brochures and managing online advertisements for the following positions:</p> <ul style="list-style-type: none"> <li>• Engineering Technician (Completed 12/2021)</li> <li>• City Engineer (Completed 12/2021)</li> <li>• Assistant City Manager (Completed 04/2021)</li> <li>• Director of Public Works (Completed 01/2021)</li> </ul>

**RECRUITING BROCHURE SAMPLES**

To view recruiting brochure samples, please visit:  
[TSTalentSolutions.com/Recruitment-Brochure-Samples/](https://TSTalentSolutions.com/Recruitment-Brochure-Samples/)

## Tripepi Smith Talent Solutions References

- West County Wastewater District - Recruitment of Records Program Coordinator (in progress)
- Costa Mesa Sanitary District - General communications, SB1383 Education & Outreach (ongoing)
- Placer Mosquito and Vector Control District - Website Redesign
- Rowland Water District RWD - Website Support
- Water Replenishment District - Photography
- Cosumnes Community Services District - Brand Strategy

### Other non-city clients include:

- California City Management Foundation
- CalChoice Energy CCA
- Clean Energy Alliance
- California Joint Powers Insurance Authority
- Independent Cities Finance Authority JPA
- Inland Empire Utilities Agency
- League of California Cities
- Municipal Management Association of Northern California
- Municipal Management Association of Southern California
- South Orange County Wastewater Authority

# **GENERAL MANAGER'S REPORT**

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

The following summary report describes the District's activities from July 7, 2022 through July 18, 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 Cathedral Oaks Road and N. Kellogg Avenue.

#### **CCTV INSPECTION**

Staff continues routine Closed-Circuit Television (CCTV) inspections in the area of N. La Cumbre and Foothill Roads.

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

Staff continues with the annual Grease and Oil inspections. Approximately 60 inspections have been completed since January of this year.

#### **REPAIR AND MAINTENANCE**

Staff lowered seven manholes and two clean outs in preparation for a County of Santa Barbara paving project in the area of Walnut Lane south of Hollister Avenue. Staff is also working with the County of Santa Barbara's paving contractor on the coordination of lowering and raising approximately 40 manholes as part of a larger paving project. The installation of a manhole on Placencia Street near S. Fairview Avenue has been temporarily delayed due to the need to relocate a Goleta Water District line in the vicinity of the proposed work.

Staff completed oil changes on the Vaccon, Vactor, TV truck and the F-250 truck.

#### **COMPETENCY BASED TRAINING**

Staff continues working with DKF Solutions on the Firestone Lift Station and excavation standard operating procedures (SOPs).

#### **FY 2022-23 TAX ROLL UPDATE FOR SEWER SERVICE CHARGES AND HANDBILLING**

Staff continues updating the sewer service charge information for FY 2022-23.

#### **GSD CAPITAL IMPROVEMENT PROJECTS (CIP) STORY MAP UPDATE**

Staff is working with Hazen and Sawyer to finalize the 10-Year Update of the Collection System and Treatment Plant CIP Story Map.

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

Plant flows have decreased to an average of 3.7 million gallons per day (MGD), a loss of 1 MGD over the last two weeks. The demand for reclaimed water has begun to increase due to warmer temperatures. Low 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 been completed and we received the Technical Memorandum on June 22, 2022. We will review the results and conclusions to determine what steps should be taken.

The centrifuge was taken out of the plant on July 8, 2022. We will be cleaning the Baker tank on Wednesday, July 13, 2022 and will reach out to United Rentals to schedule a pick-up date.

The testing phase of Lystek Thickened Waste Activated Sludge (TWAS) pre-treatment pilot project is in process. We are running this process to see how much gas is produced with no heat. We believe the thermal hydrolysis process may reduce inhibitory chemicals that are 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 forward to the Board.

The Influent Pump Station Rehabilitation project submittal and procurement process is coming to an end. Construction of the project may not start for another five to eight months, depending on the completion of the procurement process.

Biosolids and Energy Strategic Plan (BESP) Phases 2 & 3 preliminary engineering design continues 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.

The nanobubble project is running, and testing has begun. It has been discussed that we will move the nanobubble to the Interstage Pump area this August to see if there will be more of a benefit. A proforma will be completed at the end of the pilot period to determine ongoing benefits, costs or potential savings.

Maintenance will be working on the air valves at the lift station. Also, work continues to bring the biogas boiler back online.

### **PUBLIC EDUCATION AND OUTREACH**

The District's summer newsletter arrived in mailboxes and customers have been acting on the opportunity to book tours of the plant. In fact, the first quarterly tour, scheduled for September 14, 2022 is already filled. Customers can sign up online via the website, or call. The next tour is planned for January 18, 2023.

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

### **Financial Report**

The District account balances as of July 18, 2022 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 987,602
Investment Accounts:	\$ 33,810,103
Total District Funds:	\$ 34,797,705

The following transactions are reported herein for the period 07/07/22 – 07/18/22

Regular, Overtime, Cash-outs and Net Payroll:	\$ 114,707
Claims:	\$ 920,845
Total Expenditures:	\$ 1,035,552
Total Deposits:	\$ 1,076,609

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 – June, 2022

PMIA Effective Yield – June, 2022

**Community West Bank (CWB)**

CWB Money Market Account – Previously submitted.

**Deferred Compensation Accounts**

CalPERS 457 Deferred Compensation Plan – June, 2022

Lincoln 457 Deferred Compensation Plan – Previously submitted.

**Personnel**

A verbal update will be provided at the meeting.

**Board Self-Assessment Workshop**

A special meeting of the Board for its triennial self-assessment will be held on Tuesday July 19, 2022 starting at 10am.



# PMIA/LAIF Performance Report as of 07/13/22



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

June	0.861
May	0.684
Apr	0.523

## Quarterly Performance Quarter Ended 03/31/22

LAIF Apportionment Rate <sup>(2)</sup> :	0.32
LAIF Earnings Ratio <sup>(2)</sup> :	0.00000875657176851
LAIF Fair Value Factor <sup>(1)</sup> :	0.988753538
PMIA Daily <sup>(1)</sup> :	0.42%
PMIA Quarter to Date <sup>(1)</sup> :	0.29%
PMIA Average Life <sup>(1)</sup> :	310

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 06/30/22 \$234.5 billion

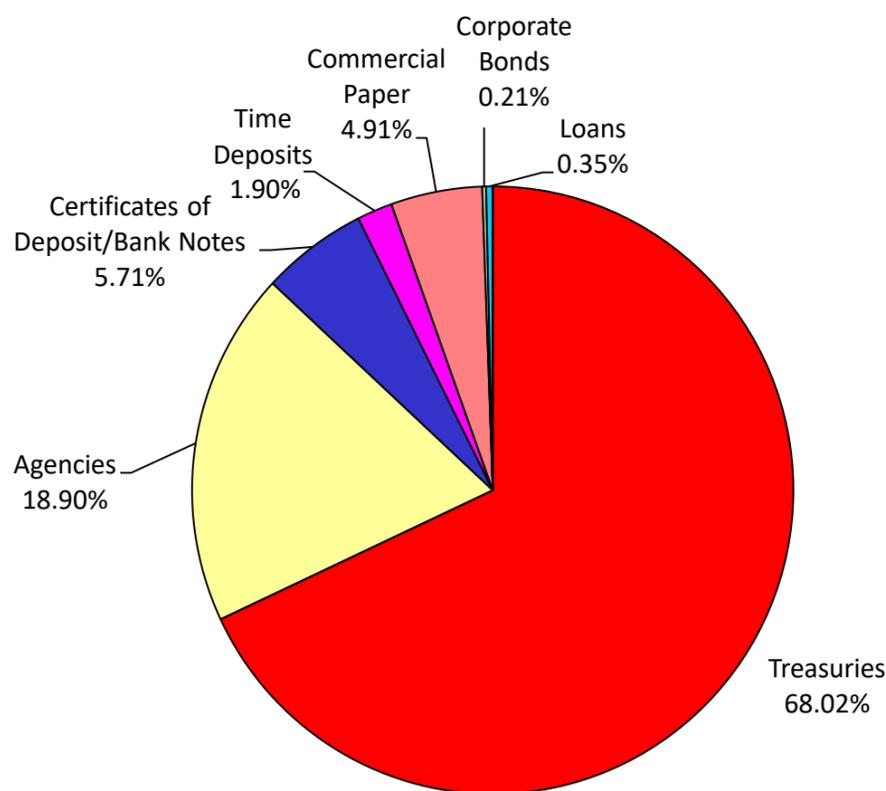


Chart does not include \$4,693,000.00 in mortgages, which equates to 0.002%. Percentages may not total 100% due to rounding.

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



**POOLED MONEY INVESTMENT ACCOUNT**  
**PMIA Average Monthly Effective Yields**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>1982</b>	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
<b>1983</b>	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
<b>1984</b>	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
<b>1985</b>	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
<b>1986</b>	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
<b>1987</b>	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
<b>1988</b>	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
<b>1989</b>	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
<b>1990</b>	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
<b>1991</b>	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
<b>1992</b>	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
<b>1993</b>	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
<b>1994</b>	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
<b>1995</b>	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
<b>1996</b>	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
<b>1997</b>	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
<b>1998</b>	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
<b>1999</b>	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
<b>2000</b>	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
<b>2001</b>	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
<b>2002</b>	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
<b>2003</b>	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
<b>2004</b>	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
<b>2005</b>	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
<b>2006</b>	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
<b>2007</b>	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
<b>2008</b>	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
<b>2009</b>	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
<b>2010</b>	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
<b>2011</b>	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
<b>2012</b>	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
<b>2013</b>	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
<b>2014</b>	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
<b>2015</b>	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
<b>2016</b>	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
<b>2017</b>	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
<b>2018</b>	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
<b>2019</b>	2.355	2.392	2.436	2.445	2.449	2.428	2.379	2.341	2.280	2.190	2.103	2.043
<b>2020</b>	1.967	1.912	1.787	1.648	1.363	1.217	0.920	0.784	0.685	0.620	0.576	0.540
<b>2021</b>	0.458	0.407	0.357	0.339	0.315	0.262	0.221	0.221	0.206	0.203	0.203	0.212
<b>2022</b>	0.234	0.278	0.365	0.523	0.684	0.861						

# CalPERS 457 Plan

June 30, 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  
(800) 260-0659

## **Document Summary**

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

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

# CalPERS 457 PLAN

## Part I. Performance Information For Periods Ended June 30, 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	-16.70	-13.96	10.25	-	10.79	10/07/13	0.31%	\$3.10
<i>Russell 3000 Index</i>	-16.70	-13.87	10.60	-	11.14			
State Street Global All Cap Equity ex-US Index Fund - Class I	-13.60	-19.75	2.41	-	2.82	10/07/13	0.32%	\$3.20
<i>MSCI ACWI ex-USA IMI Index (net)</i>	-14.28	-19.86	2.50	-	2.98			
<b>Fixed Income</b>								
State Street US ShortTerm Gov't/Credit Bond Index Fund - Class I	-0.71	-3.89	0.66	-	0.57	10/07/13	0.32%	\$3.20
<i>Bloomberg US 1-3 yr Gov't/Credit Bond Index</i>	-0.63	-3.56	1.07	-	1.02			
State Street US Bond Fund Index - Class I	-4.78	-10.55	0.56	-	1.49	10/07/13	0.31%	\$3.10
<i>Bloomberg US Aggregate Bond Index</i>	-4.69	-10.29	0.88	-	1.79			
<b>Real Assets</b>								
State Street Real Asset Fund - Class A	-9.06	8.48	7.31	-	3.74	10/08/13	0.44%	\$4.40
<i>State Street Custom Benchmark<sup>4</sup></i>	-9.12	8.83	7.62	-	4.11			
<b>Cash (Cash Equivalents)</b>								
State Street STIF	0.13	-0.01	0.90	-	0.59	09/02/14	0.33%	\$3.30
<i>BofA ML 3-month US T-Bill</i>	0.10	0.17	1.11	-	0.80			
<b>Target Retirement Date Funds<sup>5</sup></b>								
CalPERS Target Income Fund	-7.92	-10.77	2.91	3.28	4.63	12/01/08	0.32%	\$3.20
<i>SIP Income Policy Benchmark<sup>6</sup></i>	-7.96	-10.59	3.12	3.50	5.12			
CalPERS Target Retirement 2015	-7.91	-10.80	2.97	3.84	5.62	12/01/08	0.32%	\$3.20
<i>SIP 2015 Policy Benchmark<sup>6</sup></i>	-7.96	-10.61	3.17	4.10	6.13			
CalPERS Target Retirement 2020	-9.24	-11.59	3.54	4.49	6.26	12/01/08	0.32%	\$3.20
<i>SIP 2020 Policy Benchmark<sup>6</sup></i>	-9.33	-11.43	3.73	4.75	6.74			
CalPERS Target Retirement 2025	-10.64	-12.63	4.25	5.38	7.02	12/01/08	0.32%	\$3.20
<i>SIP 2025 Policy Benchmark<sup>6</sup></i>	-10.77	-12.51	4.42	5.63	7.49			
CalPERS Target Retirement 2030	-11.97	-13.46	4.74	6.06	7.77	12/01/08	0.32%	\$3.20
<i>SIP 2030 Policy Benchmark<sup>6</sup></i>	-12.14	-13.36	4.98	6.36	8.24			
CalPERS Target Retirement 2035	-13.34	-14.54	5.29	6.74	8.39	12/01/08	0.32%	\$3.20
<i>SIP 2035 Policy Benchmark<sup>6</sup></i>	-13.56	-14.48	5.50	7.04	8.90			
CalPERS Target Retirement 2040	-14.67	-15.40	5.81	7.31	8.84	12/01/08	0.32%	\$3.20
<i>SIP 2040 Policy Benchmark<sup>6</sup></i>	-14.93	-15.37	6.03	7.61	9.32			
CalPERS Target Retirement 2045	-14.67	-15.39	6.11	7.59	9.02	12/01/08	0.32%	\$3.20
<i>SIP 2045 Policy Benchmark<sup>6</sup></i>	-14.93	-15.37	6.32	7.89	9.53			
CalPERS Target Retirement 2050	-14.67	-15.39	6.11	7.59	9.09	12/01/08	0.32%	\$3.20
<i>SIP 2050 Policy Benchmark<sup>6</sup></i>	-14.93	-15.37	6.32	7.89	9.53			
CalPERS Target Retirement 2055	-14.67	-15.40	6.10	-	5.99	10/07/13	0.32%	\$3.20
<i>SIP 2055 Policy Benchmark<sup>6</sup></i>	-14.93	-15.37	6.32	-	6.30			
CalPERS Target Retirement 2060	-14.67	-15.40	-	-	7.28	11/01/18	0.32%	\$3.20
<i>SIP 2060 Policy Benchmark<sup>6</sup></i>	-14.93	-15.37	-	-	7.48			
<b>Broad-Based Benchmarks<sup>7</sup></b>								
<i>Russell 3000 Index</i>	-16.70	-13.87	10.60	12.57	-	-	-	-
<i>MSCI ACWI ex-USA IMI Index (net)</i>	-14.28	-19.86	2.50	5.01	-	-	-	-
<i>Bloomberg US Aggregate Bond Index</i>	-4.69	-10.29	0.88	1.54	-	-	-	-

## Part II. Explanation of CalPERS 457 Plan Expenses

### June 30, 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 July 18, 2022



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

1. 07/07/2022 California Regional Water Quality Control Board  
Central Coast Region  
**Subject:** Monitoring and Reporting Review Section
  
2. 07/08/2022 Delgado, Julia Trust 8/27/2008  
**Subject:** Roots at Sewer Mainline Connection: 1062 Via Los Padres  
A.P.N. 067-430-0009
  
3. 07/11/2022 Mr. Sinan Imar  
Kate Farms, Inc.  
**Subject:** Industrial Waste Control Program Permit Number B-374-25
  
4. 07/11/2022 Mr. Theiler DePalma  
MANN+HUMMEL Water & Fluid Solutions, Inc.  
**Subject:** Industrial Wastewater Discharge Permit Number A-437  
(Re: Name Change)
  
5. 07/11/2022 St. Rafael School  
**Subject:** Second Request  
Goleta Sanitary District Sewer Service Charge Fiscal Year ending June  
30, 2022  
Letter also sent to:
  - Alpha Resource Center of Santa Barbara
  - Goleta Water District
  - Santa Barbara Unified School District
  - United Boys & Girls Clubs of Santa Barbara County

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