

# **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**

Join Meeting Electronically at:

#### **Join Zoom Meeting**

**<https://us02web.zoom.us/j/86145744582?pwd=MGsyVml4S3FFd0pTSEJxQ3R5TFhzdz09>**

**Meeting ID: 861 4574 4582**

**Passcode: 375494**

**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

January 16, 2023

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

**ROLL CALL OF MEMBERS**

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

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

The Board will consider approval of the Minutes of the Special Meeting of January 6, 2023.

**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. CONSIDERATION AND ACTION REGARDING GOLETA SANITARY DISTRICT STANDING COMMITTEES AND APPOINTMENT OF GOVERNING BOARD MEMBERS TO SERVE ON DISTRICT STANDING COMMITTEES  
(Board may take action on this item.)
2. CONSIDERATION AND ACTION REGARDING ATTENDANCE AT MEETINGS OF OUTSIDE AGENCIES BY GOVERNING BOARD MEMBERS  
(Board may take action on this item.)
3. STATUS REPORT ON FY23 ACTION PLAN

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

January 6, 2023

**CALL TO ORDER:** President Majoewsky called the meeting to order at 10:07 a.m.

**BOARD MEMBERS PRESENT:** Steven T. Majoewsky, George W. Emerson (10:09 a.m.), Sharon Rose, Edward Fuller, Jerry D. Smith (10:09 a.m.),

**BOARD MEMBERS ABSENT:** None

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

**OTHERS PRESENT:** Tom Evans, Director, Goleta Water District  
Craig Geyer, Director, Goleta West Sanitary District

**APPROVAL OF MINUTES:** Director Rose made a motion, seconded by Director Fuller, to approve the minutes of the Regular Board meeting of 12/19/22. The motion carried by the following vote:

(23/01/2294)

AYES:	3	Majoewsky, Rose, Fuller
NOES:		None
ABSENT:	2	Emerson, Smith
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 OF APPOINTMENT OF DISTRICT PRESIDENT AND PRESIDENT PRO TEM FOR CALENDAR YEAR 2023**  
Mr. Wagner gave the staff report. The Board was informed that Director Emerson did not wish to serve as President.

Director Smith made a motion, seconded by Director Emerson to appoint Director Rose as Board President and to appoint Director Fuller as Board President Pro Tem for the coming year.

The motion carried by the following vote:

(23/01/2295)

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

2. PRESENTATION ON THE STATE WATER BOARD SANITARY SEWER SYSTEMS WASTE DISCHARGE REQUIREMENTS (WDR) GENERAL ORDER REISSUANCE

Mr. Wagner began the staff report and introduced Luis Astorga, Collection System Manager who gave a presentation and answered questions from the Board.

No Board action was taken.

3. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

4. LEGAL COUNSEL'S REPORT

Mr. Battles reported on AB 473, which reorganizes and recodifies the California Public Records Act.

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

Director Smith – No report.

Director Fuller – No report.

Director Emerson – No report.

Director Rose – Read her report on the Goleta West Sanitary District meeting she attended.

6. PRESIDENT'S REPORT

President Majoewsky – No report.

7. ITEMS FOR FUTURE MEETINGS

No Board action was taken to return with an item.

8. CORRESPONDENCE

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

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

The Board requested that the Claims list be brought back next meeting as it was not distributed with the agenda.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:24 a.m.

\_\_\_\_\_  
Steven T. Majoewsky  
Governing Board President

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

\_\_\_\_\_  
George W. Emerson

\_\_\_\_\_  
Sharon Rose

\_\_\_\_\_  
Edward Fuller

\_\_\_\_\_  
Jerry D. Smith



# **AGENDA ITEM #1**

**AGENDA ITEM: 1**

**MEETING DATE: January 16, 2023**

**I. NATURE OF ITEM**

Consideration and Action Regarding Goleta Sanitary District Standing Committees and Appointment of Governing Board Members to Serve on District Standing Committees

**II. BACKGROUND INFORMATION**

On July 15, 2013, the District's Governing Board adopted Ordinance No. 80, which established four specified standing committees and designated the definition and main functions of each committee. Ordinance No. 80 (as amended) provides that the District shall have the following standing committees:

- Engineering Committee;
- Finance Committee;
- Personnel Committee; and
- Outreach and Public Education Committee.

Ordinance No. 80 further provides that (i) the District shall have such additional standing committees as may be established from time to time by approval of the Board, and (ii) upon establishing a new standing committee, the Board shall define the committee, designate the committee's main functions and appoint the committee members.

The current members of the District's standing committees are as follows:

	Engineering Committee	Finance Committee	Personnel Committee	Outreach & Public Education Committee
Member:	Majoewsky	Fuller	Majoewsky	Rose
Member:	Smith	Smith	Emerson	Fuller
Alternate:	Fuller	Rose	Smith	Emerson

Each year the appointment of Board members to serve on the District's standing committees is brought before the Board. Under Section 6481 of the Health and Safety Code and Section 1 of Ordinance No. 78 adopted by the Governing Board on May 21, 2012, the appointment of standing committee members requires Board action. Under Section 6 of Resolution No. 13-558 adopted by the Governing Board on September 3, 2013, the term of Directors appointed to serve on District standing committees expires one year after the date of the appointment unless the Board takes action to extend the term or unless a different term is stated at the time of the appointment.

Under the regulations of the Fair Political Practices Commission (FPPC), Directors may vote on their appointment to a committee of the District, so long as FPPC form 806 is posted on the District's website. The form is required to be posted before the Board votes on any appointments and must be updated after the vote to identify the individuals that were elected to serve on the committee(s). Since the District's FPPC Form 806

listing the current committees is posted on the District's website, Directors may vote on their appointment.

### III. COMMENTS AND RECOMMENDATIONS

It is recommended that the Board decide whether any new standing committees will be created or any existing standing committees will be eliminated, and then decide on standing committee appointments. The term of any approved committee appointments will be one year, unless a different term is stated by the Board at the time of the appointment. President Rose is recommending the following committee appointments (no change):

	Engineering Committee	Finance Committee	Personnel Committee	Outreach & Public Education Committee
Member:	Majoewsky	Fuller	Majoewsky	Rose
Member:	Smith	Smith	Emerson	Fuller
Alternate:	Fuller	Rose	Smith	Emerson

### IV. REFERENCE MATERIAL

None

# **AGENDA ITEM #2**

**AGENDA ITEM: 2**

**MEETING DATE: January 16, 2023**

**I. NATURE OF ITEM**

Consideration and Action Regarding Attendance at Meetings of Outside Agencies by Governing Board Members

**II. BACKGROUND INFORMATION**

Historically, the Board assigns individual Board members to attend certain local agencies' governance meetings in order to keep the Board informed of the activities of these local agencies. The payment of compensation and expenses for attendance by assigned Board members to regular or rescheduled governance meetings of the Goleta West Sanitary District and the Goleta Water District is authorized by Resolution Numbers 13-558, 15-586 and 15-587. The list of pre-approved Director activities is included in Sections 2-1.6.2 and 2-1.7.2 of the District's Administrative Code. These assignments are typically made in the beginning of the calendar year after the incoming Board President is seated. In accordance with Resolution No. 13-558, absent any action of the Board, these assignments terminate after twelve months.

On January 17, 2022, the Board voted on the following assignments:

<b>AGENCY</b>	<b>REPRESENTATIVE</b>	<b>ALTERNATE</b>
Goleta West Sanitary District	Director Rose	Director Smith
Goleta Water District	Director Majoewsky	Director Fuller

**III. COMMENTS AND RECOMMENDATIONS**

Under the current version of Section 18702.5 of the Fair Political Practices Commission's (FPPC) regulations, the following matters are deemed to not have a personal financial effect on a Director:

- The payment of any travel expenses, to the extent allowed by law, incurred while attending meetings as an authorized representative of the District.
- State stipends received for attendance at meetings of any group or body created by law or formed by the District for a special purpose, so long as the District posts an FPPC form 806.

Should the Board elect to continue outside agency appointments, directors may vote on their appointment since the District has posted its FPPC form 806 listing the outside agency appointments.

As noted above, and by action of the Board, the assignments for meeting attendance of the above agencies will expire on January 17, 2023. As such, the Board may wish to address this issue and act as needed.

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

Resolution No. 13-558

Resolution No. 15-586

Resolution No. 15-587

**RESOLUTION NO. 13-558**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA  
SANITARY DISTRICT REPEALING RESOLUTION NO. 12-550 AND  
SETTING FORTH REVISED POLICIES PERTAINING TO DIRECTOR  
MEETING ATTENDANCE AND COMPENSATION**

**WHEREAS**, on December 3, 2012, the Governing Board (the “Board”) of the Goleta Sanitary District (the “District”) adopted Resolution No. 12-550 to set forth the policies of the District pertaining to the payment of compensation and to address other issues when members of the District’s Board (“Directors”) (i) attend regular and special meetings of the District’s Board, meetings of District standing committees and ad hoc committees, and meetings of other agencies, associations and organizations at which matters that affect the District are to be discussed and/or acted upon, (ii) serve on boards and committees of various associations and organizations, and (iii) engage in other activities that contribute to their effectiveness as Directors and/or benefit the District (collectively, “Director Activities”); and

**WHEREAS**, The Board desires to repeal Resolution No. 12-550 and replace it with this Resolution in order to (i) add City of Goleta City Council meetings, Goleta West Sanitary District (“GWSD”) Governing Board meetings and Goleta Water District (“GWD”) Board of Directors meetings to the list of pre-approved Director Activities, (ii) adopt a new requirement that any Director who wishes to continue engaging in a previously approved Director Activity shall be responsible for bringing the matter to the Board for consideration and action before the term of the Board approval expires, and (iii) provide for the authorization of the Board President to appoint Directors to attend meetings of other agencies, associations and organizations and serve on boards and committees of associations and organizations.

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

**1. Purpose.** This Resolution sets forth the policies of the District pertaining to the payment of compensation and addresses other issues relating to Director Activities. The Board may deviate from these policies on a case-by-case basis to address specific circumstances as may be determined by the Board. When approving Director Activities, the Board may impose such requirements, restrictions and limitations as it deems appropriate.

**2. Authorized Compensation.** Directors shall be compensated for meeting attendance associated with Director Activities where the compensation is (i) specifically

authorized by the Board on a case-by-case basis, or (ii) included in the table of pre-approved Director Activities set forth below. In the event a Board or committee meeting of the California Special Districts Association (CSDA), the California Sanitation Risk Management Authority (CSRMA), or the California Association of Sanitation Agencies (CASA) is held as part of a larger conference or event for which the District has authorized attendance, but where the District does not pay compensation, the District will not pay compensation for attending said Board or committee meeting.

<b>PRE-APPROVED DIRECTOR ACTIVITIES</b>	
<u><b>Meeting</b></u>	<u><b>Authorized Directors</b></u>
<u>GSD Governing Board:</u> <ul style="list-style-type: none"> <li>• Regular Board meetings</li> <li>• Special Board meetings</li> </ul>	All Directors
<u>GSD Committees:</u> <ul style="list-style-type: none"> <li>• Standing committee meetings</li> <li>• Ad hoc committee meetings</li> </ul>	Directors appointed as committee members, and Directors appointed as alternates when attending committee meetings in the absence of a regular committee member
<u>Santa Barbara Chapter of CSDA:</u> <ul style="list-style-type: none"> <li>• Executive Board meetings</li> </ul>	As approved by the District Board or (if authorized) by the Board President
<u>CSDA:</u> <ul style="list-style-type: none"> <li>• Board of Directors meetings</li> <li>• Legislative Committee meetings</li> </ul>	As approved by the District Board or (if authorized) by the Board President
<u>CSRMA:</u> <ul style="list-style-type: none"> <li>• Board of Directors meetings</li> </ul>	As approved by the District Board or (if authorized) by the Board President
<u>CASA:</u> <ul style="list-style-type: none"> <li>• Board of Directors meetings</li> <li>• Legislative Committee meetings</li> </ul>	As approved by the District Board or (if authorized) by the Board President
<u>City of Goleta City Council meetings:</u> <ul style="list-style-type: none"> <li>• Regular meetings and special meetings held in lieu of regular meetings</li> </ul>	As approved by the District Board or (if authorized) by the Board President
<u>GWSD Governing Board meetings:</u> <ul style="list-style-type: none"> <li>• Regular meetings and special meetings held in lieu of regular meetings</li> </ul>	As approved by the District Board or (if authorized) by the Board President
<u>GWD Board of Directors meetings:</u> <ul style="list-style-type: none"> <li>• Regular meetings and special meetings held in lieu of regular meetings</li> </ul>	As approved by the District Board or (if authorized) by the Board President

**3. Rate of Compensation.** Where compensation is authorized under this Resolution for meeting attendance associated with Director Activities, such compensation shall be at the rate periodically established by ordinance of the Board in accordance with Health & Safety Code Section 6489.

**4. Maximum Compensation.** The maximum compensation a Director is entitled to receive is as follows:



- a. **Daily.** The maximum number of Director Activities that a Director shall be compensated for per day is one (1).
- b. **Monthly.** The maximum number of Director Activities that a Director shall be compensated for in a calendar month is six (6).

5. **Board Compensation Request Forms.** In order to receive compensation which is authorized under this Resolution for meeting attendance associated with a Director Activity, Directors shall submit to District Staff a completed Governing Board Compensable Meeting Attendance Sheet within four (4) weeks of the Director Activity in question. Completed Governing Board Compensable Meeting Attendance Sheet must be submitted by noon on the Wednesday immediately prior to the District's next regular payday in order for compensation to be paid on such payday.

6. **Restrictions and Procedures.** Without the express prior authorization of the Board, no Director shall, as a representative of the District, engage in Director Activities or speak on behalf of the Board. In the event the Board approves a Director Activity that involves the election or appointment of the Director to serve as a board or committee member of an association or organization, such Board approval shall expire at the end of the then current term of such board or committee position, unless withdrawn earlier by the Board as provided below. All other Board approvals relating to Director Activities shall expire one year after the approval is granted unless the Board takes action to extend the term of the approval or unless a different term is stated at the time of approval. Approvals may be granted or withdrawn at any time by action of the Board. Any Director who wishes to continue engaging in a previously approved Director Activity shall be responsible for bringing the matter to the Board for consideration and action before the term of the Board approval, as provided above, expires. Unless specifically authorized by the Board in advance or ratified after the fact, no compensation or expenses shall be paid following expiration or withdrawal of such Board approval. For purposes of this Section 6, a Director shall be deemed to be acting as a representative the District when engaging in a Director Activity if (i) the District pays any compensation or expenses in connection with the Director Activity, or (ii) the Director Activity involves the election or appointment of the Director to serve as a board or committee member of an association or organization and such association or organization requires the approval of the Board in connection with the election or appointment. In order to avoid conflicts of interest, the Board may on a case by case basis delegate to the Board President the authority to appoint individual Directors to attend meetings of other agencies, associations and organizations and serve on boards and committees of associations and organizations.

7. **Report Requirement.** Directors shall provide brief reports on meetings attended at the expense of the District at the next regular meeting of the Board.

8. **Repeal of Resolution No. 12-550.** Resolution No. 12-550 is hereby repealed and is superseded by this Resolution.


**PASSED AND ADOPTED** this 3rd day of September, 2013, by the following vote of the Governing Board of the Goleta Sanitary District:


**AYES: Smith, Fox, Carter, Emerson, Rose**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

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

Countersigned:  
**COPY**  
  
\_\_\_\_\_  
Robert O. Mangus, Jr.,  
Secretary of the Governing Board

**RESOLUTION NO. 15-586**

**RESOLUTION OF THE GOVERNING BOARD OF THE  
GOLETA SANITARY DISTRICT AMENDING RESOLUTION  
NO. 13-558 TO REVISE TABLE OF DIRECTOR ACTIVITIES  
FOR WHICH COMPENSATION IS PRE-APPROVED**

**WHEREAS**, on September 3, 2013, the Governing Board (the “Board”) of the Goleta Sanitary District (the “District”) adopted Resolution No. 13-558 to set forth the policies of the District pertaining to the payment of compensation and to address other issues when members of the District’s Board (“Directors”) (i) attend regular and special meetings of the District’s Board, meetings of District standing committees and ad hoc committees, and meetings of other agencies, associations and organizations at which matters that affect the District are to be discussed and/or acted upon, (ii) serve on boards and committees of various associations and organizations, and (iii) engage in other activities that contribute to their effectiveness as Directors and/or benefit the District (collectively, “Director Activities”);

**WHEREAS**, Section 3 of Resolution No. 13-558 was amended by Resolution No. 14-579 on August 4, 2014 to set forth the procedures to be followed in the event the Board wishes to increase the compensation payable to Directors in connection with Director Activities;

**WHEREAS**, Section 2 of Resolution No. 13-558 sets forth a table of Director Activities for which the payment of compensation has been pre-approved; and

**WHEREAS**, the Board desires to revise the table under Section 2 of Resolution No. 13-558 to delete attendance at Goleta City Council meetings from the list of pre-approved Director Activities.

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

1. **Pre-Approved Director Activities**. The table of pre-approved Director Activities set forth under Section 2 of Resolution No. 13-558 is hereby deleted in its entirety and is replaced with the following:

<b>PRE-APPROVED DIRECTOR ACTIVITIES</b>	
<b><u>Meeting</u></b>	<b><u>Authorized Directors</u></b>
<u>GSD Governing Board:</u> <ul style="list-style-type: none"><li>• Regular Board meetings</li><li>• Special Board meetings</li></ul>	All Directors
<u>GSD Committees:</u> <ul style="list-style-type: none"><li>• Standing committee meetings</li><li>• Ad hoc committee meetings</li></ul>	Directors appointed as committee members, and Directors appointed as alternates when attending committee meetings in the absence of a regular committee member

<u>Santa Barbara Chapter of CSDA:</u> • Executive Board meetings	As approved by the District Board or (if authorized) by the Board President
<u>CSDA:</u> • Board of Directors meetings • Legislative Committee meetings	As approved by the District Board or (if authorized) by the Board President
<u>CSRMA:</u> • Board of Directors meetings	As approved by the District Board or (if authorized) by the Board President
<u>CASA:</u> • Board of Directors meetings • Legislative Committee meetings	As approved by the District Board or (if authorized) by the Board President
<u>GWSD Governing Board meetings:</u> • Regular meetings and special meetings held in lieu of regular meetings	As approved by the District Board or (if authorized) by the Board President
<u>GWD Board of Directors meetings:</u> • Regular meetings and special meetings held in lieu of regular meetings	As approved by the District Board or (if authorized) by the Board President

2. **Continued Effect.** Except as specifically amended herein, all of the terms and provisions of Resolution No. 13-558, as previously amended by Resolution No. 14-579, shall continue in full force and effect.


**PASSED AND ADOPTED** this 2nd day of February, 2015, by the following vote of the Governing Board of the Goleta Sanitary District:


**AYES:** Emerson, Smith, Majoewsky

**NOES:** Rose, Fox

**ABSENT:** None

**ABSTAIN:** None

**COPY**  
  
 George W. Emerson,  
 President of the Governing Board

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

**RESOLUTION NO. 15-587**

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA  
SANITARY DISTRICT AMENDING RESOLUTION NO. 12-549 AND  
REPEALING RESOLUTION NO. 14-564 TO REVISE TABLE OF DIRECTOR  
ACTIVITIES FOR WHICH EXPENSES ARE PRE-APPROVED**

**WHEREAS**, on December 3, 2012, the Governing Board (the “Board”) of the Goleta Sanitary District (the “District”) adopted Resolution No. 12-549 to set forth the policies of the District pertaining to the payment of expenses when members of the District’s Board (the “Directors”) (i) attend regular and special meetings of the District’s Board, meetings of District standing committees and ad hoc committees, and meetings of other agencies, associations and organizations at which matters that affect the District are to be discussed and/or acted upon, (ii) serve on boards and committees of various associations and organizations, and (iii) engage in other activities that contribute to their effectiveness as Directors and/or benefit the District (collectively, “Director Activities”);

**WHEREAS**, Section 3 of Resolution No. 12-549 sets forth a table of Director Activities for which the payment of expenses has been pre-approved;

**WHEREAS**, the table under Section 3 of Resolution No. 12-549 was most recently revised by Resolution No. 14-564 on April 7, 2014; and

**WHEREAS**, the Board desires to further revise the table under Section 3 of Resolution No. 12-549 to delete attendance at Goleta City Council meetings from the list of pre-approved Director Activities.

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

**1. Pre-Approved Director Activities.** The table of pre-approved Director Activities set forth under Section 3 of Resolution No. 12-549, as previously amended, is hereby deleted in its entirety and is replaced with the following:

<b>PRE-APPROVED DIRECTOR ACTIVITIES</b>	
<b><u>Meeting</u></b>	<b><u>Authorized Directors</u></b>
<u>GSD Governing Board:</u> <ul style="list-style-type: none"><li>• Regular Board meetings</li><li>• Special Board meetings</li></ul>	<ul style="list-style-type: none"><li>• All Directors</li></ul>
<u>GSD Committees:</u> <ul style="list-style-type: none"><li>• Standing committee meetings</li><li>• Ad hoc committee meetings</li></ul>	<ul style="list-style-type: none"><li>• Directors appointed as committee members, and Directors appointed as alternates when attending committee meetings in the absence of a regular committee member</li></ul>

<u>Santa Barbara Chapter of CSDA (SBCSDA):</u> <ul style="list-style-type: none"> <li>Regular meetings of members</li> </ul>	<ul style="list-style-type: none"> <li>All Directors</li> </ul>
<u>SBCSDA:</u> <ul style="list-style-type: none"> <li>Executive Board meetings</li> </ul>	<ul style="list-style-type: none"> <li>As approved by the District Board or (if authorized) by the Board President</li> </ul>
<u>State CSDA:</u> <ul style="list-style-type: none"> <li>Board of Directors meetings</li> <li>Legislative Committee meetings</li> </ul>	<ul style="list-style-type: none"> <li>As approved by the District Board or (if authorized) by the Board President</li> </ul>
<u>State CSDA:</u> <ul style="list-style-type: none"> <li>Annual conference</li> </ul>	<ul style="list-style-type: none"> <li>The Board President or an alternate Director designated by the Board President</li> <li>Directors who serve as a member of the Board of Directors or as a member of any committee of CSDA at the State level</li> <li>Newly elected or appointed Directors during the first 12 months in office</li> </ul>
<u>State CSDA:</u> <ul style="list-style-type: none"> <li>Legislative Days</li> </ul>	<ul style="list-style-type: none"> <li>The Board President or an alternate Director designated by the Board President</li> <li>Directors who serve as a member of the Legislative Committee of CSDA at the State level</li> <li>Newly elected or appointed Directors during the first 12 months in office</li> </ul>
<u>CSRMA:</u> <ul style="list-style-type: none"> <li>Board of Directors meetings</li> </ul>	<ul style="list-style-type: none"> <li>As approved by the District Board or (if authorized) by the Board President</li> </ul>
<u>CASA:</u> <ul style="list-style-type: none"> <li>General membership conferences in January and August of each year</li> </ul>	<ul style="list-style-type: none"> <li>All Directors</li> </ul>
<u>CASA:</u> <ul style="list-style-type: none"> <li>Annual Washington DC conference</li> <li>Annual Spring conference</li> </ul>	<ul style="list-style-type: none"> <li>Board President or an alternate Director designated by the Board President</li> <li>Newly elected or appointed Directors during the first 12 months in office</li> </ul>
<u>CASA:</u> <ul style="list-style-type: none"> <li>Board of Directors meetings</li> <li>Legislative Committee meetings</li> </ul>	<ul style="list-style-type: none"> <li>As approved by the District Board or (if authorized) by the Board President</li> </ul>

<p><u>Water Environment Federation:</u></p> <ul style="list-style-type: none"> <li>• Annual Technical Exhibition and Conference (WEFTEC)</li> </ul>	<ul style="list-style-type: none"> <li>• All Directors, but only where the event is held within driving distance and does not involve an overnight stay, in which case one day's attendance is pre-approved</li> <li>• Newly elected or appointed Directors during the first 12 months in office, but not including attendance at technical workshops</li> </ul>
<p><u>GWSD Governing Board meetings:</u></p> <ul style="list-style-type: none"> <li>• Regular meetings and special meetings held in lieu of regular meetings</li> </ul>	<p>As approved by the District Board or (if authorized) by the Board President</p>
<p><u>GWD Board of Directors meetings:</u></p> <ul style="list-style-type: none"> <li>• Regular meetings and special meetings held in lieu of regular meetings</li> </ul>	<p>As approved by the District Board or (if authorized) by the Board President</p>

2. **Continued Effect.** Except as specifically amended herein, all of the terms and provisions of Resolution No. 12-549 shall continue in full force and effect.

3. **Repeal of Resolution No. 14-564.** Resolution No. 14-564 is hereby repealed and is superseded by this Resolution.


**PASSED AND ADOPTED** this 2nd day of February, 2015, by the following vote of the Governing Board of the Goleta Sanitary District:


**AYES:** Emerson, Smith, Majoewsky

**NOES:** Rose, Fox

**ABSENT:** None

**ABSTAIN:** None

**COPY**  
  
 George W. Emerson  
 President of the Governing Board

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

# **AGENDA ITEM #3**



**AGENDA ITEM: 3**

**MEETING DATE: January 16, 2023**

**I. NATURE OF ITEM**

Status Report on FY23 Action Plan

**II. BACKGROUND INFORMATION**

The District's Governing Board held an annual planning meeting on Wednesday March 23, 2022, at Pacifica Suites. At this meeting, the Board reviewed the District's 2021 annual report along with the prior year and year to date financial information. A preliminary draft action plan for FY23 was developed based on this information that included 24 separate goals and 71 actions related to the District's Strategic Plan.

The action plan summary was approved by the Board and staff was directed to provide quarterly status reports on its progress. As such, a status report on the FY23 action plan is presented herein for Board consideration

**III. COMMENTS AND RECOMMENDATIONS:**

Out of the 71 actions included in the FY23 Action Plan, 46 have been completed or are in progress. The remaining actions are scheduled for completion by the end of the fiscal year or will be incorporated into the FY24 Annual Action Plan as appropriate.

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

**IV. REFERENCE MATERIALS:**

FY23 Action Plan Status Report dated January 16, 2023

# GOLETA SANITARY DISTRICT

## FY23 ACTION PLAN STATUS REPORT

### 1/16/23

		Original Timeline	Current Status	Estimated Completion	Remarks
<b>Goal #1 Implement Long-Range Master Plan (LRMP) Projects</b>					
1	Complete construction of Lift Station Rehabilitation Project	Q2 2023	In Progress	Q4 2023	Project awarded. Long lead equipment under development
2	Determine scope and timing of next LRMP rehabilitation project	Q3 2023			
<b>Goal #2 Implement Biosolids &amp; Energy Strategic Plan (BESP) Improvements</b>					
3	Finalize and approve MND for phase 1 project	Q2 2022	Complete	Q2 2022	Final MND approved by Board on June 6, 2022
4	Put BESP Phase 1 project out to bid	Q2 2023	In Progress	Q2 2023	Bid package being prepared. SB County permit hearing set for 2/22/23.
5	Complete preliminary engineering of BESP Phase 2 Improvements	Q3 2022	Complete	Q3 2022	Preliminary Design Report (PDR) completed.
6	Conduct Environmental Review of BESP phase 2 improvements	Q4 2022	In Progress	Q2 2023	Environmental review process for BESP Phase 2 project initiated.
7	Conduct Value Engineering Analysis of BESP Phase 2 Improvements	Q3 2022	Complete	Q4 2022	Value Engineering Analysis completed. HSW receiving station and new flare removed from project scope.
<b>Goal #3 Complete Lystemize Refeed Pilot Project</b>					
8	Complete final phase of TWAS refeed test procedures and collect relevant data	Q2 2022	Complete	Q3 2022	Final test phase completed in September 2022
9	Prepare project proforma based on project cost data and benefits	Q2 2022	In Progress	Q1 2023	Draft proforma under review.
10	Board consideration of proforma and potential for long term use	Q3 2022		Q1 2023	
11	Update LRMP if long term use warranted	Q3 2022		Q2 2023	
<b>Goal #4 Complete CIP/StoryMap Update</b>					
12	Prepare project information sheets for new capital improvement projects (BESP and Lystek)	Q2 2022	Complete	Q3 2022	Information sheets completed in August 2022
13	Update StoryMap and post on District Website	Q2 2022	Complete	Q3 2022	StoryMap update complete in September 2022

**GOLETA SANITARY DISTRICT  
FY23 ACTION PLAN STATUS REPORT  
1/16/23**

		Original Timeline	Current Status	Estimated Completion	Remarks
<b>Goal #5 Complete reclamation facility disinfection study Improvements</b>					
14	Complete disinfection study	Q3 2022	Complete	Q2 2022	Disinfection Study complete in June 2022
15	Prepare report on recommended improvements	Q3 2022	Complete	Q2 2022	Disinfection Study report completed in June 2022
16	Meet with GWD staff on recommended improvements	Q3 2022	Complete	Q3 2022	Meetings with GWD staff held in August and September
17	Board consideration of recommended improvements	Q3 2022	Complete	Q2 2022	Recommended improvements included in FY22-23 budget
18	Implementation of near term recommendations	Q1 2023	In Progress	Q1 2023	Near term recommendations being evaluated and implemented as planned
<b>Goal #6 Initiate Review/Conceptual Engineering of Onsite Water Reuse Facility</b>					
19	Prepare and issue RFQ for conceptual engineering analysis	Q1 2023		Q2 2023	
20	Select Consultant and complete study	Q3 2023		Q4 2023	
21	Board consideration of study findings	Q4 2023			
<b>Goal #7 Adopt and Implement Capacity Exceedance Policy</b>					
22	Complete outreach to affected users and schedule public hearing on proposed policy	Q1 2023			
23	Board consideration of Capacity Exceedance Policy	Q2 2023			
24	Implement policy as directed by Board	Q3 2023			

**GOLETA SANITARY DISTRICT  
FY23 ACTION PLAN STATUS REPORT  
1/16/23**

		Original Timeline	Current Status	Estimated Completion	Remarks
<b>Goal #8 Conduct Sewer Service Charge Rate Study</b>					
25	Continue participation in CASA F&L study	Ongoing	In Progress	Ongoing	Staff continues to participate on Technical Advisory Committee.
26	Prepare RFQ/P for selection of rate study consultant	Q4 2022	In Progress	Q1 2023	Draft RFQ under review
27	Board consideration of rate study consultant	Q2 2023			
28	Conduct Sewer Service Charge Rate Study	Q3 2023			
29	Board consideration of rate study	Q1 2024			
30	Board adoption of new rate structure	Q1 2024			
30	Develop outreach communication plan on proposed rate changes as needed	Q2 2023			
<b>Goal #9 Consider alternative project delivery and finance options for future capital projects</b>					
31	Research alternative project delivery and finance options for future capital projects	Ongoing	In Progress	Ongoing	The use of alternative project delivery methods will be considered as conditions warrant
32	Seek grant funding for large capital projects	Ongoing	In Progress	Ongoing	Grant opportunities for future capital projects
<b>Goal #10 Implement Pension Management Strategies</b>					
33	Develop UAL payoff plan based on updated balance	Q1 2022			
34	Board consideration of UAL payoff plan	Q1 2023			
35	Presentation of UAL payoff plan to contract entities	Q2 2023			
36	Implement UAL payoff plan as approved	Q3 2023			

# GOLETA SANITARY DISTRICT

## FY23 ACTION PLAN STATUS REPORT

### 1/16/23

		Original Timeline	Current Status	Estimated Completion	Remarks
<b>Goal #11 Improve collaboration with partner agencies</b>					
37	Schedule meetings with UCSB on existing and future energy sustainability efforts	Q3 2022	Complete	Q3 2022	Meeting with UCSB on future BESP projects held in August 2022.
38	Schedule meetings with GWD and COG on expanded rec water/reuse	Q4 2022	In Progress	Q1 2023	Prior meetings w/ GWD. Meeting with new COG City Manager to be scheduled
39	Schedule meetings with SBMA on pretreatment proposal	Q2 2022	Complete	Q2 2023	Several meetings with SBMA staff held.
40	Meet with remaining contract entities to consider approval of Multi-Jurisdictional Agreements (MJA)	Q1 2023	In Progress	Q1 2023	Additional meetings with new SBMA director to be scheduled.
41	Develop Project Notification Policy pursuant to GWSD agreement on BESP Phase 1 Project	Q4 2022	Complete	Q4 2022	Project notification policy reviewed by GWSD and approved by GSD board. First quarterly meeting
<b>Goal #12 Implement District Based Elections Pursuant to the CVRA</b>					
42	Conduct public hearings on proposed voting district areas	Q2 2022	Complete	Q2 2022	Second round of public meetings on draft district maps held on March 5 and 21, 2022.
43	Adopt voting district areas and send information to County in time for 2022 election	Q2 2022	Complete	Q2 2022	Board adopted final voting districts map on 4/3/2022
<b>Goal #13 Conduct tri-annual Board self-assessment</b>					
44	Conduct Board self-assessment	Q3 2022	Complete	Q3 2022	Board self assessment workshop held on August 4, 2022
45	Board consideration of self-assessment results & recommendations	Q3 2022	Complete	Q3 2022	Board self assessment workshop held on August 4, 2022
<b>Goal #14 Maintain certification as Santa Barbara County Green Business</b>					
46	Review green business certification criteria to ensure compliance	Q4 2022	Complete	Q4 2022	Green business certification requirements reviewed and confirmed.
47	Prepare and submit application if required to maintain certification	Q1 2023		Q2 2023	
48	Continue to support and participate in SBC Green Business program	Ongoing	In Progress	Ongoing	

**GOLETA SANITARY DISTRICT  
FY23 ACTION PLAN STATUS REPORT  
1/16/23**

		Original Timeline	Current Status	Estimated Completion	Remarks
<b>Goal #15 Initiate Development of District Wide Resiliency Plan</b>					
49	Prepare draft Resiliency Plan	Q1 2023			timing dependent on hiring of additional staff resources
50	Board consideration of draft Resiliency Plan	Q2 2023			timing dependent on hiring of additional staff resources
51	Post approve RP on District Website	Q2 2023			timing dependent on hiring of additional staff resources
<b>Goal #16 Complete Climate Adaptation Plan</b>					
52	Complete draft CAP	Q2 2022	Complete	Q2 2022	Draft CAP completed in May 2022
53	Board consideration of draft CAP	Q2 2022	Complete	Q2 2022	Board approval of CAP on May 2, 2022
54	Post approved CAP on website	Q2 2022	Complete	Q2 2022	Plan posted on wed in May 2022
<b>Goal #17 Implement annual outreach program activities</b>					
55	Review annual outreach program with Board Outreach Committee	Q1 2023			
56	Board consideration of annual outreach program	Q1 2023			
<b>Goal #18 Implement Competency Based Training Programs</b>					
57	Complete and implement CBT programs for CS and Operations staff	Q2 2023	In Progress	Q3 2023	
58	Initiate development of CBT program for Maintenance and Laboratory staff	Q2 2023			

**GOLETA SANITARY DISTRICT  
FY23 ACTION PLAN STATUS REPORT  
1/16/23**

		Original Timeline	Current Status	Estimated Completion	Remarks
<b>Goal #19 Recruit and hire Senior Project Engineer</b>					
59	Develop position description and survey comparable positions	Q2 2022	Complete	Q2 2022	
60	Board consideration of new position	Q2 2022	Complete	Q2 2022	
61	Recruit and hire Senior Project Engineer	Q3 2022	Complete	Q1 2023	Interviews concluded and finalist selected. Offer letter under review and acceptance is anticipated.
<b>Goal #20 Recruit and hire Safety and Regulatory Compliance Manager</b>					
62	Develop position description and survey comparable positions	Q2 2022	Complete	Q2 2022	
63	Board consideration of new position	Q2 2022	Complete	Q2 2022	
64	Recruit and hire Safety and Regulatory Compliance Manager	Q3 2022	In Progress	Q2 2023	
<b>Goal #21 Recruit and hire Senior Operator Position</b>					
65	Recruit and hire Senior Operator Position	Q3 2022	Complete	Q1,2023	Position underfilled by hiring a new Plant Operator III. Existing Operator III to be promoted pending
<b>Goal #22 Conduct 5 yr. salary and benefits survey of comparable organizations</b>					
66	Board consideration of survey results	Q2 2022	Complete	Q2 2022	
67	Implement salary and benefit adjustment per Board Direction	Q2 2022	Complete	Q2 2022	Salary adjustments included in FY 2022-23 budget
<b>Goal #23 Update succession plans for near term retirements and key staff positions</b>					
68	Update succession plans for near term retirements and key staff positions	Q3 2022	In progress	Q2 2023	

**GOLETA SANITARY DISTRICT  
FY23 ACTION PLAN STATUS REPORT  
1/16/23**

		Original Timeline	Current Status	Estimated Completion	Remarks
<b>Goal #24 Initiate development of GSD Employee Leadership Academy</b>					
<b>69</b>	Research similar programs at other agencies	Q3 2022	Complete	Q4 2022	Research of other programs completed.
<b>70</b>	Consider joint program with other agencies	Q3 2022	Complete	Q4 2022	Joint program not recommended at this time
<b>71</b>	Develop preliminary academy objectives, goals and policies	Q2 2023	In Progress	Q3 2023	Brent Ives hired to assist with program development



# **GENERAL MANAGER'S REPORT**

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

The following summary report describes the District's activities from January 7, 2023, through January 16, 2023. It provides updated information on significant activities under three major categories: Collection System, Treatment/Reclamation and Disposal Facilities, and General and Administration Items.

### **1. COLLECTION SYSTEM REPORT**

#### **LINES CLEANING**

Staff has been conducting routine lines cleaning on Calle Real and North La Patera Lane.

#### **CCTV INSPECTION**

Staff continues with routine Closed-Circuit Television (CCTV) inspections in the area of N. Turnpike Road and Cathedral Oaks Road.

#### **REPAIR AND MAINTENANCE**

Staff has been conducting creek and bridge crossing inspections during the recent storm events. There were several streets in the areas of Old Town Goleta and Hope Ranch Annex which were flooded. Preventative measures will be taken to address inflow and infiltration in these areas.

#### **COMPETENCY BASED TRAINING**

Staff continues to work with DKF Solutions to complete the last remaining item of the Collection System Competency Based Training (CBT) Program. Staff is reviewing a proposal from DKF to update the District Overflow Emergency Response Plan to conform with the new State Water Board Waste Discharge requirements.

#### **CWEA ANNUAL CONFERENCE PRESENTATION**

Staff and Hazen & Sawyer will be presenting the District Asset Management Program update at the California Water Environment Association (CWEA) annual conference to be held April 18-21, 2023, in San Diego CA. The presentation will focus on District efforts of asset management, assessments for annual Capital Improvement Projects and long-term planning.

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

Plant flows decreased to an average of 3.6 million gallons per day (MGD) over the holiday break at UCSB. UCSB came back on campus January 9, 2023. Over the rain event our average flow was 12.6 MGD, January 9 through January 10, 2023. The demand for reclaimed water continues to decrease due to cooler temperatures and rain events. Also, due to the recent rain events we did not have the peracetic acid on long enough to get enough information needed to determine if it would be helpful. The Reclamation Plant is still offline due to the continuing rain events, and Goleta Water District will be filling the reservoir with potable water. High concentrations and loadings during the weekends continue to cause intermittent challenges and various levels of plant interference.

We sent plant-wide sampling to an outside lab to get a better baseline on what is happening with the quaternary ammonia compounds (QACs) and surfactants.

On January 3, 2023, we sent our second sampling session to the lab. After the Effluent Knife Gate replacement, we will bring the Nanobubbler at the Headworks back online.

The Influent Pump Station Rehabilitation project submittal and procurement process is still ongoing due to supply chain issues. The overnight shutdown of the UCSB Lift Station occurred on January 5, 2023. Unfortunately, the contractor wasn't able to replace the Knife Gate during the planned shutdown. They were able to get the new bypass connections installed. We are in planning mode again with the construction company and the University to determine when the Knife Gate can be replaced at a time that will have the least impact on UCSB campus.

Maintenance staff continue repairing the heat loop leaks and air valves at the Lift Station, installing the air compressor for the weld shop, and performing general plant maintenance.

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

#### **Financial Report**

The District account balances as of January 13, 2023 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 893,102
Investment Accounts:	<u>\$ 36,829,905</u>
Total District Funds:	\$ 37,723,006

The following transactions are reported herein for the period 12/19/22 – 01/12/23

Regular, Overtime, Cash-outs and Net Payroll:	\$ 129,985
Claims:	\$ 797,579
Total Expenditures:	\$ 927,564
Total Deposits (01/06/23-01/13/23):	\$ 13,914

Transfers of funds (01/06/23-01/13/23):

LAIF to Community West Bank Operational (CWB):	\$ - 0 -
CWB Operational to CWB Money Market:	\$ - 0 -
CWB Money Market to CWB Operational:	\$ 800,000
CWB Operational to CA-Class Investment Account	\$ 4,000,000

The District's investments comply with the District's Investment Policy adopted per Resolution No. 16-606. The District has adequate funds to meet the next six months of normal operating expenses.

#### **Local Agency Investment Fund (LAIF)**

LAIF Monthly Statement – Previously submitted.

LAIF Quarterly Report – Previously submitted.

PMIA/LAIF Performance – Previously submitted.  
PMIA Effective Yield – Previously submitted.

**CA-Class Investment Account**

CA-Class Investment Account – Previously submitted.

**Community West Bank (CWB)**

CWB Money Market Account – Previously submitted.

**Deferred Compensation Accounts**

CalPERS 457 Deferred Compensation Plan – Previously submitted  
Lincoln 457 Deferred Compensation Plan – Previously submitted

**Personnel**

A verbal update will be provided at the meeting.

**Annual Board Events Calendar for 2023**

The 2023 Governing Board calendar of events is shown below:

<b>2023 GOVERNING BOARD EVENTS CALENDAR</b>		
<b>DATE</b>	<b>EVENT</b>	<b>LOCATION</b>
Jan 25-27	CASA Winter Conference	Palm Springs
Feb 27–Mar 1	CASA Washington D.C. Policy Forum	Washington DC.
Mar 22	Annual Planning Meeting	Pacifica Suites
April 29-30	Santa Barbara Earth Day Festival	Santa Barbara
May 16-17	CSDA Special District Legislative Days	Sacramento
Aug 9-11	CASA Annual Conference	San Diego
Aug 28-31	CSDA Annual Conference	Monterey
Sept TBD	Goleta Lemon Festival	Girsh Park
Oct TBD	GSD Open House Event	GSD

**DISTRICT  
CORRESPONDENCE**  
Board Meeting of January 16, 2023



- | <b><u>Date:</u></b> | <b><u>Correspondence Sent To:</u></b>   |
|---------------------|---|
| 1. 01/09/2023       | Ariana Katovich<br>Executive Director<br>Santa Barbara Wildlife Care Network, SBCN<br><b>Subject:</b> Notice of Violation Permit C-247-25 Deficient<br>Reporting/Ongoing Complaints |

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