

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.

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- 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.

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NEYwNVBiWVpUWGk1QT09](https://us02web.zoom.us/j/83306102377?pwd=YkJXZ1BiejVvNEYwNVBiWVpUWGk1QT09)**

Meeting ID: 833 0610 2377

Passcode: 467396

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

One William Moffett Place
Goleta, California 93117

March 31, 2023

CALL TO ORDER: 2:30 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 Regular Meeting of March 20, 2023 and Special Meeting of March 22, 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 24 hours in advance of the meeting.

BUSINESS:

1. PRESENTATION ON THE CURRENT STATE OF OPERATIONS AT THE DISTRICT’S WATER RESOURCE RECOVERY FACILITY
2. STATUS REPORT ON PUBLIC EDUCATION AND OUTREACH PROGRAM
3. CONSIDERATION OF TRANSFERRING RESERVE FUNDS FROM CA-CLASS TO COMMUNITY WEST BANK MONEY MARKET ACCOUNT
(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

Persons with a disability who require any disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the meeting are asked to contact the District's Finance & H.R. Manager at least 3 hours prior to the meeting by telephone at (805) 967-4519 or by email at info@goletasanitary.org.

Any public records which are distributed less than 24 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the District's office located at One William Moffett Place, Goleta, California 93117.

MINUTES

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

March 20, 2023

- CALL TO ORDER:** President Rose called the meeting to order at 6:30 p.m.
- BOARD MEMBERS PRESENT:** Sharon Rose, Edward Fuller, Jerry Smith, Steven T. Majoewsky, George W. Emerson
- 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, Reese Wilson, Senior Project Engineer and Richard Battles, Legal Counsel from Howell Moore & Gough LLP.
- OTHERS PRESENT:** Tom Evans, Director, Goleta Water District
Craig Geyer, Director, Goleta West Sanitary District
- APPROVAL OF MINUTES:** Director Fuller made a motion, seconded by Director Majoewsky, to approve the minutes of the Regular Board meeting of 03/06/2023. The motion carried by the following vote:
- (23/03/2313)
- | | | |
|----------|---|---|
| AYES: | 5 | Rose, Fuller, Smith, Majoewsky, Emerson |
| NOES: | | None |
| ABSENT: | | None |
| ABSTAIN: | | None |
- POSTING OF AGENDA:** The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District's website 72 hours in advance of the meeting.
- PUBLIC COMMENTS:** None
- BUSINESS:**
1. **PRESENTATION OF DISTRICT'S COLLECTION SYSTEM AND SUMMARY OF ACTIVITIES**
Mr. Wagner began the staff report and introduced Luis Astorga, Collections System Manager, who gave a presentation to the Board.

The Board took no action on this presentation item.

2. CONSIDERATION OF THE INFLATION REDUCTION ACT INVESTMENT TAX CREDIT AS A POTENTIAL FUNDING SOURCE FOR CAPITAL IMPROVEMENT PLAN (CIP) PROJECTS

Mr. Wagner and Mr. Wilson gave the staff report on this informational item.
No Board action was taken.

3. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

4. LEGAL COUNSEL'S REPORT

Mr. Battles distributed an article of interest regarding the 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 Majowesky – Reported that the Goleta Water District meeting was postponed.

6. PRESIDENT'S REPORT

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

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

Director Smith made a motion, seconded by Director Majoewsky, to ratify and approve the claims, for the period 03/07/2023 to 03/20/2023 as follows:

Running Expense Fund #4640	\$	265,666.38
Capital Reserve Fund #4650	\$	3,515.80
Depreciation Replacement Reserve Fund #4655	\$	173,487.90

The motion carried by the following vote:

(23/03/2314)

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

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:52 p.m.

Sharon Rose
Governing Board President

Robert O. Mangus, Jr.
Governing Board Secretary

Edward Fuller

Jerry D. Smith

Steven T. Majoewsky

George W. Emerson

MINUTES
SPECIAL MEETING OF THE GOVERNING BOARD
GOLETA SANITARY DISTRICT
A PUBLIC AGENCY
THE LETA HOTEL 5650 CALLE REAL
GOLETA, CALIFORNIA 93117

March 22, 2023

- CALL TO ORDER:** President Rose called the meeting to order at 9:13 a.m.
- BOARD MEMBERS PRESENT:** Sharon Rose, Edward Fuller, Jerry D. Smith, Steven T. Majoewsky, George W. Emerson (arrived at 9:53 a.m.)
- BOARD MEMBERS ABSENT:** None
- STAFF MEMBERS PRESENT:** Steve Wagner, General Manager/District Engineer, Rob Mangus, Finance and Human Resources Manager/Board Secretary, Reese Wilson, Senior Project Engineer and Laura Romano, Senior Management Analyst.
- OTHERS PRESENT:** 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. **ANNUAL PLANNING WORKSHOP**
The Governing Board and General Manager met to discuss various issues related to District operations, including but not limited to prior year goals, financial data, performance information, and revenue projections, including rate and capital project financing. There was a fifteen-minute morning break and a half hour lunch break. No action was taken.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:05 p.m.

Sharon Rose
Governing Board President

Robert O. Mangus, Jr.
Governing Board Secretary

Edward Fuller

Jerry D. Smith

Steven T. Majoewsky

George W. Emerson

AGENDA ITEM #1

AGENDA ITEM: 1

MEETING DATE: March 31, 2023

I. NATURE OF ITEM

Presentation on the Current State of Operations at the District's Water Resource Recovery Facility

II. BACKGROUND INFORMATION

The District owns and operates a state of the art Water Resource Recovery Facility (WRRF) that can process up to 9.8 million gallons of wastewater and up to 3 million gallons of recycled water daily while simultaneously recovering energy for system heating and nutrients for soil amendment. To do this, the District has developed a highly trained group of dedicated staff to work 7 days a week to ensure the ongoing protection of our community's public health and its environment.

Over the last several years, increases in the concentration of flows coming into the WRRF has resulted in an ongoing battle with various forms of toxicity, and overall plant process interference that has required the implementation of new and innovative processes. Our Plant Operations Manager, Pete Regis will provide an overview of the status of our treatment process along with an update on the capital improvement projects that are currently underway and planned for FY 2023-24.

III. COMMENTS AND RECOMMENDATIONS

This presentation is for information purposes only. As such, no Board action is required.

IV. REFERENCE MATERIALS

None

AGENDA ITEM #2

AGENDA ITEM: 2

MEETING DATE: March 31, 2023

I. NATURE OF ITEM

Status Report on Public Education and Outreach Program

II. BACKGROUND INFORMATION

The District has a robust and evolving Public Education and Outreach program, which guides onsite and offsite interactions with the public as well as communications via the District's bi-annual newsletter, through the District's Facebook page, via the District's website, through press releases, and via other communications.

Senior Management Analyst, Laura Romano will present a summary of the Public Education and Outreach activities and current projects. This presentation will focus on expanding Spanish translation to all outreach efforts, as appropriate, enhanced use of social media to communicate District efforts and accomplishments, and consideration of alternative outreach activities during constructions of major Capital Improvement Projects (CIP).

III. COMMENTS AND RECOMMENDATIONS

Activities incorporated into the District's outreach program designed to increase communications with the Spanish-speaking population include:

- Spanish translation of all newsletters, Facebook posts, and informational mailings
- Consideration of Spanish-language advertising, as appropriate
- Recording virtual tour video segments in Spanish

Activities to enhance social media communications include:

- Launching a public governmental account on the Nextdoor site
- Targeted purchase of Facebook boosted posts
- Production of an aerial drone District overview, to be shown on social media

Consideration of alternative outreach activities during construction of major CIP projects include:

- Production of new graphics and plant-wide signage
- Limited plant tours/bird watching opportunities with reduced areas
- Updating information and graphics for off-site events to include new projects
- Updating the District website to showcase construction projects

A calendar of planned outreach activities is attached to this report. This report is for informational purposes only. As such, no Board action is required at this time.

IV. REFERENCE MATERIALS

Schedule of Planned Public Outreach Activities



Goleta Sanitary District

2023 Calendar of Public Outreach Activities

Month(s)/Frequency	Activity	Typical # interactions
Jan.-Dec.	Tours on site	120
Jan.-Dec. 1x/week	Facebook posts	Varies based on posting
March-December	Press releases	Varies based media company
April 29-30	Earth Day	Appx. 3,000
Spring/Summer	Newsletter mailings	12,500 residential mailings
July-Dec.	Launch Nextdoor Account	Varies based on posts
Summer	United Way FITS Water Science program	200-300
Summer	United Way FITS site tours	200-300
August-September	Obtain Drone video for outreach purposes	unknown
September 30-Oct. 1	Booth at Lemon Festival Girsh Park	1500+/-
October	New plant tour Signage installed	Varies based on tours
November	Create 3 new plant tour videos in Spanish on website	unknown
November	Fall Newsletter	12,500 residential mailings
May-December	Ongoing website updates/construction	unknown

AGENDA ITEM #3

AGENDA ITEM: 3

MEETING DATE: March 31, 2023

NATURE OF ITEM

Consideration of Transferring Reserve Funds from CA-CLASS to Community West Bank Money Market Account

I. BACKGROUND INFORMATION

On November 21, 2022 the Board approved Resolution No. 22-695 Authorizing Investment of District Money in the California Cooperative Liquid Asset Securities System (CA-CLASS) Prime Cash Fund. Subsequent Board actions directed staff to invest additional sums into the CA-CLASS Prime Fund account to benefit from the higher rates of return as compared to the Local Agency Investment Fund (LAIF) and to Community West Bank (CWB).

CWB representatives have requested that the District consider moving some of its reserve funds back into the CWB Money Market Account (MMA). On Friday, March 24, 2023 staff met with Martin E. Plourd, CWB President/Chief Executive Officer and David R. Hall, Jr., First Vice President/Senior Regional Banking Manager to discuss this request. Mr. Plourd provided a summary of recent challenges the banking industry has experienced along with the steps that have been implemented to mitigate the risk of associated impacts to CWB.

Mr. Plourd wanted to let the District know that Community West Bank remains financially sound and is not subject to the conditions that led to the other bank failures. As a local bank CWB invests in the community. CWB does not participate in the type of investments that the other banks did. Raising CWB's cash position from different sources at different rates (including customer deposits) is a positive step to increase resiliency. Mr. Plourd explained the CWB would match the CA-CLASS Prime Fund interest rates on an ongoing basis to gain back our deposits. The current 30-day yield rate of the CA-CLASS Prime Fund is approximately 4.77% and is continuing to rise as the Fed Rate (The interest rate of the Federal Reserve Bank of the United States) is increased. He also asked that the funds be moved by the end of the week in order to be on deposit prior to the end of 1st quarter.

III. COMMENTS AND RECOMMENDATIONS

In consideration of the above, staff has initiated a transfer of \$10M from the CA-CLASS Prime Fund account to the CWB MMA. Once completed there would be a little over \$10M in the CA-CLASS account and approximately \$23.8M in the CWB MMA. Mr. Plourd will be attending the meeting remotely via zoom and will be available to answer any questions related this item.

Staff recommends the Board ratify the transfer of \$10M that is in process and consider moving any additional funds as desired. Funds in either account are fully liquid and can be moved and/or used at any time as needed.

IV. REFERENCE MATERIAL

None

GENERAL MANAGER'S REPORT

GOLETA SANITARY DISTRICT GENERAL MANAGER'S REPORT

The following summary report describes the District's activities from March 21, 2023, through March 31, 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 in the area of Hollister and South Kellogg Avenues.

CCTV INSPECTION

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

GREASE AND OIL INSPECTIONS

Staff continues with Grease and Oil Inspections.

REPAIR AND MAINTENANCE

Staff have been checking easements and creek crossings during the recent rain events. No major issues have been noted. Staff assisted with the placement of bypass pumps with the Plant Influent Pump Rehabilitation Project and the relocation of a Smart Cover to monitor flow levels in the trunk lines and service lines immediately outside the plant near Corta St. and S. Fairview Ave. Duke's Plumbing was on-site the week of March 27, 2023 to apply root control to approximately 12,000 linear feet of 6-, 8- and 10-inch diameter sewers throughout the District. Seven manholes and two sewer clean outs were lowered on University Drive near S. San Marcos Drive by Tierra Contracting, in preparation for the grinding and re-paving of streets.

SEWER

Updates to the District's Sewer Service Charges for FY 2023-24 continue.

2. TREATMENT, RECLAMATION AND DISPOSAL FACILITIES REPORT

Plant flows for the month of March 2023 averaged 6.9 million gallons per day (MGD). The Reclamation Plant is still offline due to the continuing rain events, and Goleta Water District is filling the reservoir as needed with potable water. High concentrations and loadings during the weekends continue to cause intermittent challenges and various levels of plant interference.

On February 22, 2023 the Nanobubbler was put back online and we began grabbing samples March 11, 2023. Samples were sent to the Lab on Monday, March 20, 2023.

The Influent Pump Station Rehabilitation Project (Rehab Project) has started the construction phase. The bypass for the Influent Pump Station started on March 7, 2023. The contractors have removed the pumps and the roofers are on site removing the existing roof. The roof is being prepped for the new HVAC system installation.

Maintenance staff continue repairing air valves at the Lift Station, working on vehicle maintenance and flow meters, pulling the Jockey pump at the Lift station to perform maintenance and performing general plant maintenance as well.

GENERAL AND ADMINISTRATIVE ITEMS

Financial Report

The District account balances as of March 31, 2023 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 608,345
Investment Accounts:	<u>\$ 35,877,827</u>
Total District Funds:	\$ 36,486,172

The following transactions are reported herein for the period 03/21/22 – 03/31/23

Regular, Overtime, Cash-outs and Net Payroll:	\$ 128,188
Claims:	\$ 225,086
Total Expenditures:	\$ 353,274
Total Deposits:	\$ 546,527

Transfers of funds:

LAIF to Community West Bank Operational (CWB):	\$ - 0 -
CWB Operational to CWB Money Market:	\$ 10,000,000
CWB Money Market to CWB Operational:	\$ - 0 -
CWB Operational to CA-Class Investment Account	\$ - 0 -
CA-Class Investment Account to CWB Operational	\$ 10,000,000

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.

General Manager's Report

March 31, 2023

Page 3

Deferred Compensation Accounts

CalPERS 457 Deferred Compensation Plan – Previously submitted.

Lincoln 457 Deferred Compensation Plan – Previously submitted.

Personnel Update

A verbal update will be provided at the meeting.

**DISTRICT
CORRESPONDENCE**
Board Meeting of March 31, 2023



Date: **Correspondence Sent To:**

1. 03/16/2023 John Givens
 C/O Dana Olsen
Subject: Sewer Service Availability
Proposed Sewer Service Connection for One Existing Single-Family
Residence
A.P.N. 071-190-004 at 760 Ward Drive, Santa Barbara, CA

Date: **Correspondence Received From:**

1. 03/24/2023 State of California, California Coastal Commission
 Denise Gonzalez, Coastal Program Analyst
Subject: Application No. 4-STB-23-0248
Confirming Receipt of Notice of Local Action Coastal Development Permit
Upgrade Existing Facilities at Goleta Water Resource Recovery Facility

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