

# **AGENDA**

## **REMOTE MEETING NOTICE**

This meeting will be accessible by remote video conferencing. The public may observe and 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 DURING PUBLIC COMMENT USING ZOOM**

- The Board President will announce when it is time for Public Comment.
- Click on the Raise Hand icon if you would like to speak during Public Comment.
- 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.
- You will have three (3) minutes to speak. When your time is up, you will be muted.

### **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.
- You will have three (3) minutes to speak. 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/88534205707?pwd=c3A4OGJONEZGcjltYWNsNXkRTQT09>

**Meeting ID: 885 3420 5707**

**Passcode: 663072**

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

One William Moffett Place  
Goleta, California 93117

March 4, 2024

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

**ROLL CALL OF MEMBERS**

**BOARD MEMBERS:** Edward Fuller  
Jerry D. Smith  
Steven T. Majoewsky  
Dean Nevins  
Sharon Rose

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

The Board will consider approval of the Minutes of the Special Meeting of February 21, 2024.

**PUBLIC COMMENTS** - Members of the public may address the Board on items within the jurisdiction of the Board. Under provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda. Please limit your remarks to three (3) minutes and if you wish, state your name and address for the record.

**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. PRESENTATION ON LABORATORY OPERATIONS
2. STATUS UPDATE ON THE SOLIDS HANDLING IMPROVEMENT PROJECT (SHIP)
3. STATUS REPORT ON PUBLIC EDUCATION AND OUTREACH PROGRAM
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](mailto:info@goletasanitary.org).***

***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

February 21, 2024

**CALL TO ORDER:** President Fuller called the meeting to order at 3:00 p.m.

**BOARD MEMBERS PRESENT:** Edward Fuller, Jerry Smith, Steven T. Majoewsky, Dean Nevins, Sharon Rose

**BOARD MEMBERS ABSENT:** None

**STAFF MEMBERS PRESENT:** Steve Wagner, General Manager/District Engineer, Rob Mangus, Finance Director/Board Secretary and Reese Wilson, Senior Project Engineer, Shamus Lauter-O'Donnell, Collections System Supervisor, Jeff Ferre, General Counsel (via Zoom)

**OTHERS PRESENT:** Tom Evans, Director, Goleta Water District  
Craig Geyer, Director, Goleta West Sanitary District (via Zoom)

**APPROVAL OF MINUTES:** Director Nevins made a motion, seconded by Director Majoewsky, to approve the minutes of the Regular Board meeting of 02/05/24. The motion carried by the following vote:

(24/02/2302)

AYES:	5	Fuller, Smith, Majoewsky, Nevins, Rose
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 ADOPTION OF RESOLUTION NO. 24-712 IN RECOGNITION AND APPRECIATION OF THE SERVICE OF LUIS ASTORGA TO THE DISTRICT.

Mr. Wagner gave the staff report.

Director Majoewsky made a motion, seconded by Director Rose to approve, as amended, and adopt Resolution No. 24-712 in recognition and appreciation of the service of Luis Astorga to the District.

The motion carried by the following vote:

(24/02/2303)

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

2. PRESENTATION OF DISTRICT'S COLLECTION SYSTEM DIVISION AND 2023 SUMMARY OF ACTIVITIES

Mr. Wagner began staff report and introduced Shamus Lauter-O'Donnell, Collections System Supervisor, who presented to the Board. No Board action was taken on this presentation item.

3. CONSIDERATION OF POTENTIAL CHANGE TO DIRECTORS' COMPENSATION FOR FISCAL YEAR 2024-25

Mr. Wagner gave the staff report.

Consensus of the Board to direct staff to move forward with a draft ordinance for a compensation increase of 5%.

4. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

5. LEGAL COUNSEL'S REPORT

Mr. Ferre reported on AB764 recently signed into law, that would require counties, county boards of education, cities, school districts, community college districts, and special districts, if the governing body of these local governments is elected by districts, to comply with uniform requirements related to redistricting, including mapping.

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

Director Smith – No report.

Director Rose – No report.

Director Nevins – No report.

Director Majoewsky – Reported on the Goleta Water District meeting he attended.

7. PRESIDENT'S REPORT

President Fuller – 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 Smith made a motion, seconded by Director Rose, to ratify and approve the claims, for the period 02/06/2024 to 02/21/2024 as follows:

Running Expense Fund #4640	\$	403,249.73
Capital Reserve Fund #4650	\$	3,870.00
Depreciation Replacement Reserve Fund #4655	\$	1,655.00

The motion carried by the following vote:

(24/02/2304)

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

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:28 p.m.

ATTEST

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Edward Fuller  
Governing Board President

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Robert O. Mangus, Jr.  
Governing Board Secretary

# **AGENDA ITEM #1**

**AGENDA ITEM: 1**

**MEETING DATE: March 4, 2024**

**I. NATURE OF ITEM**

Presentation on Laboratory Operations

**II. BACKGROUND INFORMATION**

The District's Water Resource Recovery Facility (WRRF) has an onsite laboratory where staff monitors all phases of the treatment process in order to ensure compliance with the numerous regulatory permit requirements associated with the treatment, reuse and/or discharge of municipal wastewater. The Environmental Laboratory Accreditation Program (ELAP) has implemented a new standard for the accreditation of environmental laboratories. The District's laboratory has been working on implementing procedures to comply with the new standard requirements for laboratories to maintain certification. The District's Environmental Services Manager, Lena Cox, will provide an overview of ongoing laboratory operational activities and compliance status with the new laboratory standard requirements as well as the division's recent reorganization goals.

**III. COMMENTS AND RECOMMENDATIONS**

This presentation is for informational purposes only, no Board action is required.

**IV. REFERENCE MATERIAL**

None

# **AGENDA ITEM #2**

**AGENDA ITEM: 2**

**MEETING DATE: March 4, 2024**

**I. NATURE OF ITEM**

Status Update on the Solids Handling Improvement Project (SHIP)

**II. BACKGROUND INFORMATION**

Since 2018, the District has worked closely with Hazen and Sawyer Inc. (Hazen) to develop and implement a Biosolids and Energy Strategic Plan (BESP). The goal of the BESP was to determine the most appropriate combination of biosolids treatment, disposal and energy recovery improvements that, once implemented, would help the District achieve its vision of long-term energy sustainability.

The first BESP project, BESP Phase 1, includes the installation of a new 500,000-gallon anaerobic digester and a 160kW Combined Heat and Power (CHP) system to convert biogas into electricity for use onsite. The BESP Phase 1 project is under construction and anticipated for completion in June 2025.

The second BESP project, now titled the Solids Handling Improvement Project (SHIP), includes the installation of a new centrifuge and an indirect thermal dryer facility to produce "Class A" biosolids for beneficial reuse in the region. On March 6, 2023, the Board authorized Staff to enter into a design services agreement for the SHIP. This effort will result in the preparation of a full set of plans and specifications based on the final (100%) design, which will be used to bid and construct the project. The 100% design and environmental review are currently under way. The project schedule, updated on February 13, 2024, is included for reference.

Through the early design process, three thermal dryer vendors were identified for potential installation at the District: Komline-Sanderson, BCR Environmental (BCR), and Andritz. In June 2023, Staff traveled with the Hazen and Sawyer design team to Wisconsin and Illinois to tour wastewater facilities utilizing indirect thermal dryers from the three manufacturers. The visits and interviews with operators were invaluable, and Staff returned with a clear ranking of the three technologies based on factors like operational flexibility, startup and cooldown time, ease of maintenance, dust generation, water use, and energy consumption.

**III. COMMENTS AND RECOMMENDATIONS**

Due to the complexity of indirect thermal dryers and the differences between the three systems, the SHIP 100% design drawings cannot be completed without knowing which supplier's technology will be used. In November 2023, the District issued a request for proposals (RFP) to BCR Environmental, Komline-Sanderson, and Andritz for the pre-selection of the thermal dryer technology, which will be included in the SHIP 100% design. The RFP included design specifications and a draft Memorandum of Understanding to lock in the equipment price until construction commences.

The District received proposals from BCR and Komline-Sanderson. After thorough

review with the Hazen and Sawyer design team, the two proposals were scored using criteria included in the RFP. Staff carried out a sensitivity analysis on the scores assigned to each vendor, and BCR remained the clear frontrunner in all cases. In addition to having lower capital and operating costs, the equipment proposed by BCR includes a pellet mill, which was investigated and ruled out of the conceptual design during the value engineering process. The pellet mill will compress the dry Class A product into pellets which are much denser and less dusty than the end product originally specified in the RFP.

The District entered into a Professional Services Agreement with BCR as established in the RFP to finalize the thermal dryer design for incorporation into the SHIP 100% design drawings.

At a future meeting, staff will present to the Board, for review and approval, a draft MOU establishing the “best and final” price of the BCR thermal dryer equipment for inclusion in the construction contract.

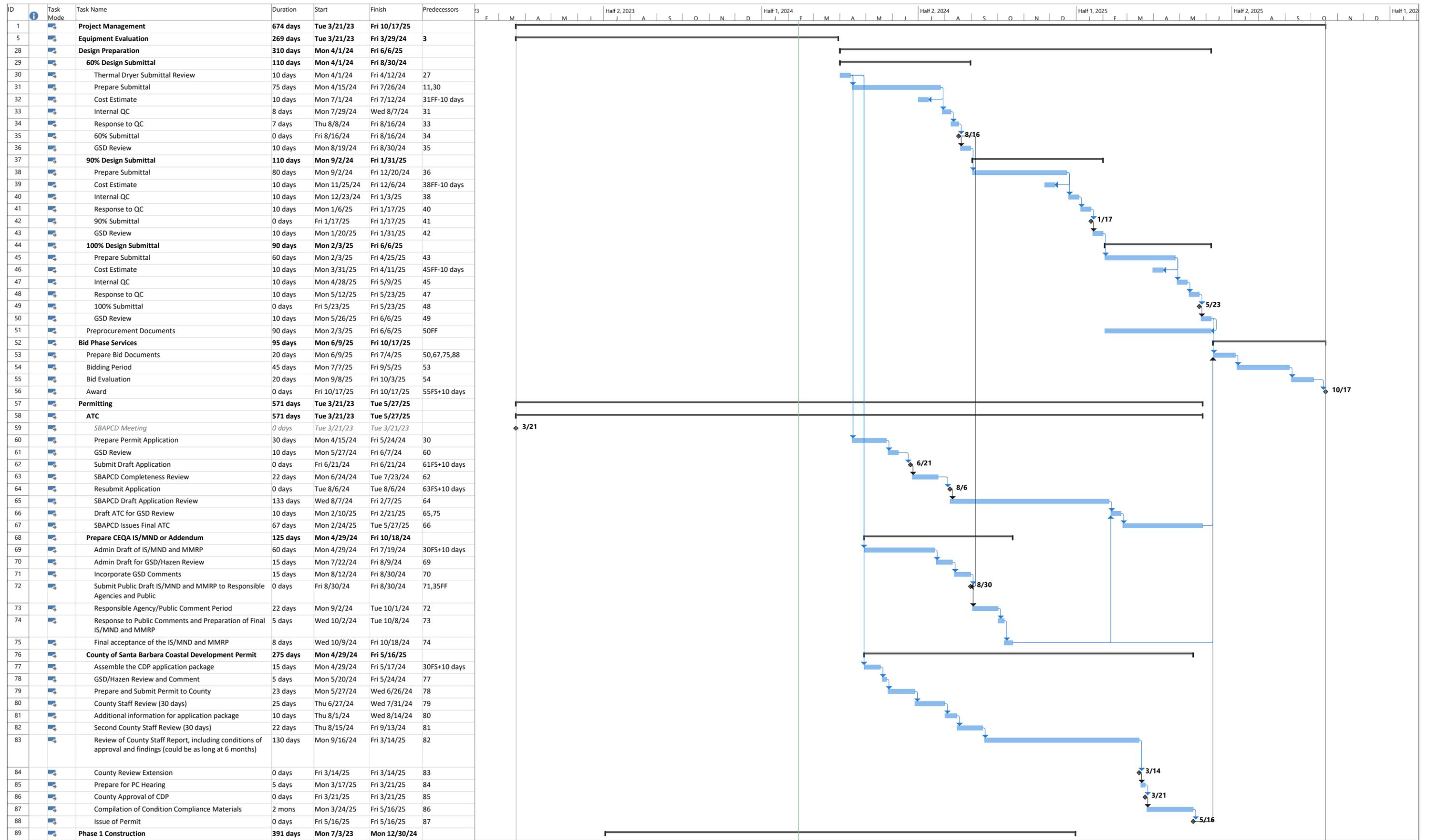
This item is for informational purposes only, no Board action is required.

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

SHIP Project Schedule

BCR Bio-Scru Reference Installation Photo from the Wisconsin Dells

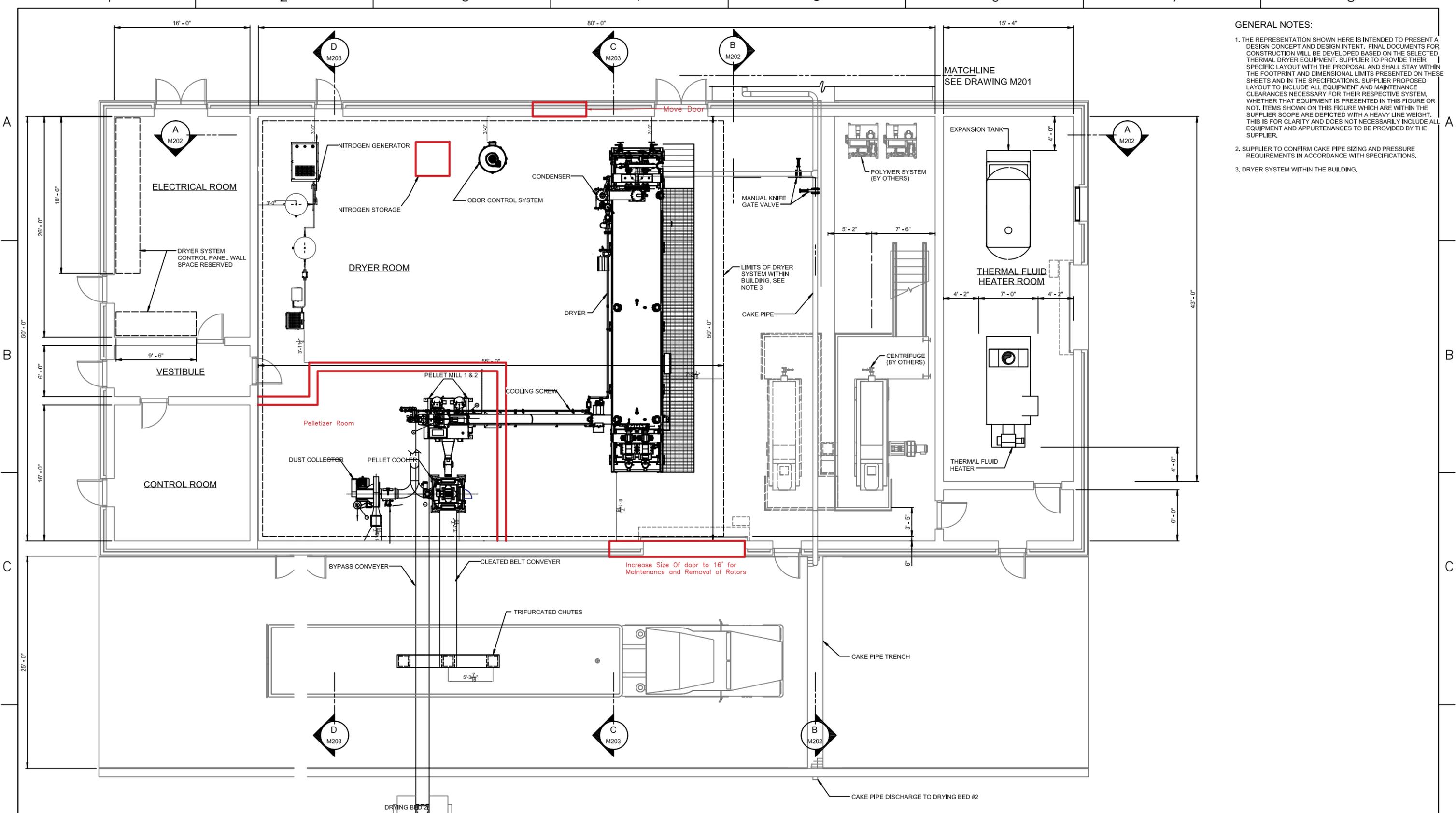
Draft Equipment Layout



Project: SHIP Schedule Date: Tue 2/13/24

█ Milestone    ◆ Project Summary    ▬ Inactive Milestone    ◆ Manual Task    █ Manual Summary Rollup    ▬ Start-only    ▬ External Tasks    ▬ Deadline    ▬ Manual Progress  
⋯ Summary    ▬ Inactive Task    ▬ Inactive Summary    ▬ Duration-only    ▬ Manual Summary    ▬ Finish-only    ▬ External Milestone    ◆ Progress





- GENERAL NOTES:**
1. THE REPRESENTATION SHOWN HERE IS INTENDED TO PRESENT A DESIGN CONCEPT AND DESIGN INTENT. FINAL DOCUMENTS FOR CONSTRUCTION WILL BE DEVELOPED BASED ON THE SELECTED THERMAL DRYER EQUIPMENT. SUPPLIER TO PROVIDE THEIR SPECIFIC LAYOUT WITH THE PROPOSAL AND SHALL STAY WITHIN THE FOOTPRINT AND DIMENSIONAL LIMITS PRESENTED ON THESE SHEETS AND IN THE SPECIFICATIONS. SUPPLIER PROPOSED LAYOUT TO INCLUDE ALL EQUIPMENT AND MAINTENANCE CLEARANCES NECESSARY FOR THEIR RESPECTIVE SYSTEM. WHETHER THAT EQUIPMENT IS PRESENTED IN THIS FIGURE OR NOT, ITEMS SHOWN ON THIS FIGURE WHICH ARE WITHIN THE SUPPLIER SCOPE ARE DEPICTED WITH A HEAVY LINE WEIGHT. THIS IS FOR CLARITY AND DOES NOT NECESSARILY INCLUDE ALL EQUIPMENT AND APPURTENANCES TO BE PROVIDED BY THE SUPPLIER.
  2. SUPPLIER TO CONFIRM CAKE PIPE SIZING AND PRESSURE REQUIREMENTS IN ACCORDANCE WITH SPECIFICATIONS.
  3. DRYER SYSTEM WITHIN THE BUILDING.

**BOTTOM PLAN**  
3/16" = 1'-0"

REVISION HISTORY						
ECN	REV	DESCRIPTION	DWN	CHK	APP	DATE
---	A	ISSUED FOR REVIEW	SEM	LWR	LWR	1/10/24

**BCR**  
100 N. LAURA STREET  
SUITE 601  
JACKSONVILLE, FL. 32202  
PHONE (904) 819-9160

M202		
GOLETA DRYER BUILDING LAYOUT IC3600 BIOSCRU		
COMPANY DESC.	PLANT LOCATION	
PROJECT NO.	STATUS	SCALE
DOCUMENT NO.		REV A
DRAWING NO.	SHEET NO. 1 - of - 1	

# **AGENDA ITEM #3**

**AGENDA ITEM: 3**

**MEETING DATE: March 4, 2024**

**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, Facebook page, website, press releases, and other communications.

Communications and Human Resources Manager, Laura Romano will present a summary of the Public Education and Outreach activities and current projects. This presentation will focus on adapting outreach methods during construction at the plant and the possibility of expanding social media communications.

**III. COMMENTS AND RECOMMENDATIONS**

Activities incorporated into the District’s outreach program include:

- Producing two newsletters in both English and Spanish
- Recording additional virtual video tour segments in Spanish
- Participating in local festivals including: Earth Day in April, Public Works Day in May, and the Lemon Festival in September
- Leading Water Science classes at United Way’s Fun in the Sun program in June or July and hosting a Lunch Bunch with students
- Offering tours on a limited basis

Activities to enhance social media communications include:

- Consideration of creating Instagram, Tick Tock, and/or YouTube accounts
- Boosting Facebook posts
- Recruitment video

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

- Continuing to update the District website to showcase construction projects
- Adding the additional Spanish virtual tour videos
- Updating outreach materials for in-person offsite events
- Participating in job fair activities at local area high schools and colleges

A calendar of planned outreach activities is attached to this report.

This report is for informational purposes only, no Board action is required at this time.

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

Schedule of Planned Public Outreach Activities



**GOLETA SANITARY**  
Water Resource Recovery District

**Goleta Sanitary District**

**2024 Calendar of Public Outreach Activities**

<b>Month(s)/Frequency</b>	<b>Activity</b>	<b>Anticipated # interactions</b>
Jan.-Dec.	Tours on site	48
Jan.-Dec. 1x/week	Facebook posts	Varies based on posting
Jan-Dec. 1x/week	Nextdoor posts	Varies based on posts
Mar-December	Press releases	Varies based media company
Mar-December	website & outreach materials updates	unknown
April 27-28	Earth Day	Appx. 3,000
Spring/Summer	Launch new social media account	unknown
Spring/Summer	Newsletter mailings	12,500 residential mailings
Summer	United Way FITS Water Science	200-300
August-September	Obtain Drone video for outreach purposes	unknown
September 29-30	Booth at Lemon Festival Girsh Park	1500+/-
Sept.-November	Employment fairs-HS and college	Varies
November	All virtual plant tour videos in Spanish on website	unknown
November	Fall Newsletter	12,500 residential mailings

# **GENERAL MANAGER'S REPORT**

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

The following summary report describes the District's activities from February 22, 2024, through March 4, 2024. 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 priority lines cleaning throughout the District.

#### **CCTV INSPECTION**

Staff has been conducting Closed-Circuit Television (CCTV) inspections in the area of Hollister Avenue and Walnut Lane.

#### **REPAIR AND MAINTENANCE**

Jeff Hayes Truck Repair completed the 90-day inspection on the Vactor and Vaccon trucks. No major deficiencies were found.

#### **MUTUAL AID**

Staff assisted Goleta West Sanitary District (GWSD) with the recent GWSD force main break on the Santa Barbara Airport property.

#### **COLLECTION SYSTEM MAINTENANCE TECH I RECRUITMENT (CSMT 1)**

Secondary interviews with two candidates were conducted. A recommendation to issue a Conditional Offer of Employment letter will be made soon.

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

Plant flows for the month of February 2024 have averaged 7.2 million gallons a day. The Reclamation Plant is offline and the new sample pumps for the chlorine residual and filtered water have been ordered. These pumps will be put into use after the Reclamation Plant cleaning is complete. We will bring the Reclamation Plant back online March 1, 2024.

Substantial progress of the final closeout of the Influent Pump Station Rehabilitation Project has been made. The final release of retention is expected to be made by March 18, 2024.

Installation of the new laser flow meter for the influent line has been postponed due to rain impacts. It will be calibrated once installed. Plastic sheeting has been put down behind the Primary Clarifiers and the adjacent hill has been shored up to stop the deterioration of soil on the hillside from rain.

Construction of the Biosolids and Energy (BESP) Phase 1 project continues. Current construction activities include preparation for the construction of new underground electrical duct banks and the installation of new conduits in the Power and Maintenance

Building to feed Digester #4 and the Combined Heat and Power unit.

Repairs to the erosion caused by the storm event on February 6, 2024 have been completed and no further damage to the bank has occurred.

**GENERAL AND ADMINISTRATIVE ITEMS**

**Financial Report**

The District account balances as of March 4, 2024. Shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 278,828
Investment Accounts:	\$ 34,631,313
Total District Funds:	\$ 34,910,141

The following transactions are reported herein for the period 02/22/24 – 03/04/24

Regular, Overtime, Cash-outs, and Net Payroll:	\$ 141,679
Claims:	\$ 690,919
Total Expenditures:	\$ 832,598
Total Deposits:	\$ 634,809

Transfers of funds:

LAIF to Community West Bank Operational (CWB):	\$ - 0 -
CWB Operational to CWB Money Market:	\$ - 0 -
CWB Money Market to CWB Operational:	\$ 250,000
CWB Operational to CA-Class Investment Account	\$ - 0 -
CA-Class Investment Account 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 – Previously submitted.  
PMIA Effective Yield – Previously submitted.

**CA-Class Investment Account**

CA-Class Investment Account – Previously submitted.

**Community West Bank (CWB)**

CWB Money Market and ICS Accounts – Previously submitted.

**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.

**Goleta West Sanitary District Spill Assistance Update**

A verbal update on the assistance provided to the GWSD related to their recent spill event will be provided at the meeting.

**DISTRICT  
CORRESPONDENCE  
Board Meeting of March 4, 2024**



- | <b><u>Date:</u></b> | <b><u>Correspondence Sent To:</u></b>   |
|---------------------|---|
| 1. 02/20/2024       | Charles Demangeat<br><b>Subject:</b> Sewer Service Availability<br>Proposed Connection of One Existing Single-Family Residence<br>A.P.N. 065-250-015 at 1215 Anderson Lane, Santa Barbara                     |
| 2. 02/28/2024       | Tedd White<br>Neal Feay Company<br><b>Subject:</b> Notice of Violation, Industrial Wastewater Discharge & Deficient Reporting   |
| 3. 02/29/2024       | Central Coast Regional Water Quality Control Board<br><b>Subject:</b> Goleta Sanitary District 2023 Annual Pretreatment Report for Monitoring and Reporting Program No. R3-2017-0021, NPDES Permit #CA0048160 |
| 4. 02/29/2024       | State Water Resource Control Board<br><b>Subject:</b> Goleta Sanitary District 2023 Annual Pretreatment Report for Monitoring and Reporting Program No. R3-2017-0021, NPDES Permit #CA0048160                 |
| 5. 02/29/2024       | U.S. EPA, Region 9<br>Pretreatment Program<br><b>Subject:</b> Goleta Sanitary District 2023 Annual Pretreatment Report for Monitoring and Reporting Program No. R3-2017-0021, NPDES Permit #CA0048160         |

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