

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
January 8, 2013**

CALL TO ORDER

President Turenchalk called the meeting to order at 6:31 P.M.

BOARD MEMBERS PRESENT

Dave Bearman, M.D.
Craig Geyer
Dr. David C. Lewis
Larry D. Meyer
Eva Turenchalk

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent; Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

Mr. Sudhir Pardiwalla, RFC, Inc.

APPROVE THE ORDER OF THE AGENDA

There was no change to the order of the agenda.

PUBLIC INPUT

There was no public input presented at this time.

MINUTES

(13-01-01)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved the minutes of the regular meeting of December 4, 2012 as written.

ACTION ITEMS

1) Financial Plan and Sewer Rate Update

Mr. Nation introduced Mr. Sudhir Pardiwalla of RFC, Inc. Mr. Pardiwalla provided a power point presentation. His presentation included assumptions used in his report, three (3) potential rate increase scenarios, discussion of wastewater flow generation factor for commercial properties and other items related to the financial plan.

Director Bearman questioned the assumption of a five percent increase per year in benefit costs. Mr. Pardiwalla replied that this increase is primarily due to projected health insurance increases. Director Geyer and Bearman commented that it is very important that the District meet its target reserve levels. Further discussion included that the District had not increased rates since 1994. The Board Directed Mr. Pardiwalla to return to the next Board Meeting with further information on two (2) of the rate increase scenarios and other data.

2) Goleta Sanitary District Quarterly Construction Progress Report

Director Geyer stated that he had asked that this item be placed on the agenda to insure that the Board reviewed the document. President Turenchalk asked staff to place any further GSD construction progress reports on the agenda when received by the District.

3) Appoint Committee Members and District Representatives

President Turenchalk asked the Directors if anyone wished to be removed from their current appointments. She reported that there were no requested changes proposed by the Directors, therefore; she will make no changes to committee members or District representatives.

4) Consider request for reimbursement of expenses for Director Geyer to attend the 27th Annual Land Use Law and Planning Conference

Director Geyer explained to the Board the benefits of attending the Conference. He remarked that the reimbursement is solely for travel expenses per District policy due to the fact that LAFCO is funding the conference expenses. President Turenchalk expressed that she may also wish to attend the conference.

(13-01-02)

Upon a motion by Director Bearman, seconded by Director Meyer the Board unanimously approved to reimburse expenses for both Director Geyer and President Turenchalk to attend the 27th Annual Land Use Law and Planning Conference.

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operating Report:

Mr. Nation provided a report on the November 28 – December 31, 2012 Operating Report.

Finance Committee Meetings:

Director Lewis provided a report on the December 17 and 21, 2012 Finance Committee Meetings.

Management Committee Meetings:

Director Geyer provided a report on the December 10, 2012 and the January 7, 2013 Management Committee Meetings.

Personnel Committee Meeting:

President Turenchalk provided a report on the December 7, 2012 Personnel Committee Meeting.

Goleta Sanitary District Board Meetings:

President Meyer provided a report on the December 17, 2012 and January 7, 2013 Goleta Sanitary District Board Meetings.

Goleta Water District:

No report was provided.

IVR&PD Board Meeting

Director Lewis provided a report on the December 13, 2012 Board Meeting.

SBCSDA Executive Meetings:

Director Meyer provided a report on the December 5, 2012 and January 9, 2013 SBCSDA Executive Meetings.

SBCSDA Awards Dinner:

Director Meyer provided a report on the December 14, 2012 SBCSDA Awards Dinner.

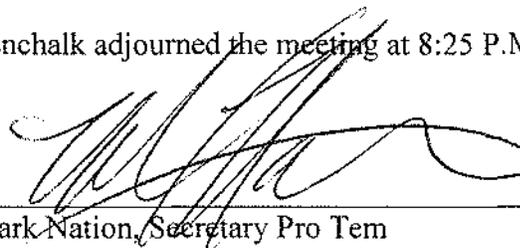
Other Director Reports:

Director Meyer provided a report on the most recent Regional Water Quality Control Board Meeting.

FUTURE AGENDA ITEMS

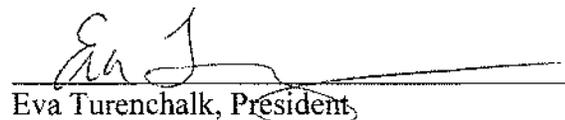
ADJOURNMENT

There being no further business, President Turenchalk adjourned the meeting at 8:25 P.M.



Mark Nation, Secretary Pro Tem

APPROVED



Eva Turenchalk, President

GOLETA WEST SANITARY DISTRICT

Operating Report for November 28 – December 31, 2012

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for January 8, 2013 Special Board Meeting.

Completed November 2012 Financial Report.

Completed annual uniform allowance Memorandum.

Updated 2013 SUI rate with District payroll provider, ADP, Inc.

Renewed District radio licensing with the FCC.

Added five (5) additional tax roll charges for new connections at The Bluffs.

Submitted Statement of Facts, Roster of Public Agencies Filing to the State of California Secretary of State.

Attended Personnel, Management and multiple Finance Committee meetings.

Staff attended a Goleta Sanitary District Regulatory and Legislative Committee meeting where their relationship with LAFCO was discussed.

Staff attended SAMA meeting.

Staff met with the developer of the proposed Rincon Palms Hotel and their engineers from Penfield and Smith regarding sewer connection.

Bob Van Buren came in and performed maintenance on the District's computer servers.

Staff submitted the No Spill Certification to the State CIWQS data base as required for the month of November 2012.

II. Collection System Maintenance

The District experienced a sewer spill at Caseta Place on December 10, 2012. The crew responded immediately following notification from a resident. The blockage was cleared. The area was cleaned per the District's Spill Response Plan. The total volume of the spill was estimated to be 51 gallons. All reporting and notifications were completed as required. Follow up CCTV showed the cause of the spill to be roots coming into the sewer main from a private lateral. The crew spoke with the resident who is addressing the problem.

The crew began CCTV work for the 2013 calendar year in the EMID area. Field work is summarized on the following page.

Duthie Power performed the annual servicing of the main facility emergency generator, the Emily emergency generator, and 2 small generators.

Emergency Power Controls performed the annual service and test of the emergency transfer switchgear.

Joey Hilliard took his Grade I Collection System Technician certification test and passed.

Phil Brittain Electric has been working at the District upgrading the two-way radio system to meet new radio requirements.

District Staff continues to inspect as needed at the Bluffs development as construction has restarted at that site.

The entire crew participated in safety training on ergonomics.

Staff attended quarterly safety program meeting.

Staff met with representatives from UCSB EH&S to discuss emergency assistance and coordination.

The crew completed the annual year end maintenance on all the District equipment and vehicles. All pieces of equipment and vehicles were serviced and exercised.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Compliance Inspections at Raytheon and COSTCO.

Staff conducted wastewater discharge sampling at FLIR.

Staff conducted permit closeout inspection for UCSB facility on Cortona Dr.

Staff continues annuals renewals of Industrial Wastewater Discharge Permits.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 105.9

Miles – 798.3

Loads – 50

11/27/12 = 8.19 tons, 12/11/12 = 11.33 tons

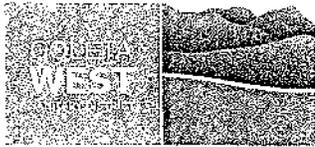
Extra sweeping was performed in I.V. during the Christmas/Holiday break

STREET SWEEPER MAINTENANCE

- Serviced transmission
- Air filters
- Check conveyor belt tension and alignment

Table of Treatment Capacity in GSD Plant

| | | |
|--------------------------------|---------------|--------------------|
| Goleta West Average Daily Flow | November 2012 | MGD 1.6693; 53.70% |
|--------------------------------|---------------|--------------------|



Sewer Operations Cleaning Summary from November 28, 2012 to January 2, 2013

Your environmental partner since 1954

| Description | Quantity |
|--------------------------|-----------------------|
| Feet Cleaned | |
| Hydroclean | 13,320 ft. |
| Hydroflush | 5,660 ft. |
| Root Cutting | 3,277 ft. |
| Hot Spot | 1,334 ft. |
| | <hr/> |
| | 23,591 ft. |
| Lines Cleaned | |
| Hydroclean | 56 lines |
| Hydroflush | 16 lines |
| Root Cutting | 11 lines |
| Hot Spot | 5 lines |
| | <hr/> |
| | 88 lines |
| Other Work Orders | |
| CCTV Work Order | 39 Work Orders |
| | <hr/> |
| | 39 Work Orders |

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
November 29 - December 31, 2012**

| SERVICES & SUPPLIES | Wastewater | Other | Capital | Total |
|---|---------------|-------------|---------------|---------------|
| | O & M | Services | Outlay | |
| Acorn Landscape - Monthly maintenance fees | \$ 333.41 | | | \$ 333.41 |
| ADP, Inc. - Processing charges for period ending 11/28/12 | \$ 193.78 | \$ 21.53 | | \$ 215.31 |
| Airflow Filter Service, Inc. - Filters for street sweeper | | \$ 159.53 | | \$ 159.53 |
| APCO International - Location 2 radio frequency | \$ 210.00 | | | \$ 210.00 |
| Applied Technology Group, Inc. - Radio base repeater | \$ 1,597.74 | | | \$ 1,597.74 |
| Arrowhead Direct - Monthly cooler rental & drinking water | \$ 55.65 | | | \$ 55.65 |
| AT&T - Monthly long distance service | \$ 145.66 | \$ 9.30 | | \$ 154.96 |
| AT&T - Monthly long distance service | \$ 230.92 | \$ 14.74 | | \$ 245.66 |
| AT&T Mobility - Monthly cell phone service | \$ 109.23 | | | \$ 109.23 |
| Barricade Pest Control, Inc. - Monthly rodent service | \$ 100.00 | | | \$ 100.00 |
| Bartlett, Pringle & Wolf, LLP - Accounting services | \$ 522.00 | \$ 58.00 | | \$ 580.00 |
| Blueisle - November bank reconciliations | \$ 79.00 | | | \$ 79.00 |
| Brownstein, Hyatt, Faber, Schreck - Legal services | | \$ 3,552.13 | | \$ 3,552.13 |
| CalPERS - Pension; 11/29/12 - 12/12/12 | \$ 2,695.03 | \$ 188.77 | | \$ 2,883.80 |
| CalPERS - Pension; 12/13/12 - 12/26/12 | \$ 2,695.03 | \$ 188.77 | | \$ 2,883.80 |
| CalPERS - Jan. 2013 health insurance premiums | \$ 9,878.99 | \$ 992.61 | | \$ 10,871.60 |
| Campbell-Geo, Inc. - UST Remediation System progress billing | | \$ 4,965.91 | | \$ 4,965.91 |
| Cardmember Service - Mtg exp; office supplies; atomic clock, pump | \$ 1,429.38 | | | \$ 1,429.38 |
| CASA - 2013 Agency Membership Dues | \$ 8,000.00 | | | \$ 8,000.00 |
| CDM Smith - PS#2 Upgrade Project | | | \$ 21,120.70 | \$ 21,120.70 |
| Chuck Rodgers Office Equipment Co. - Repair & clean typewriter | \$ 118.50 | | | \$ 118.50 |
| Cintas First Aid & Safety - First aid supplies | \$ 89.26 | | | \$ 89.26 |
| Coastal Copy - Contract charge; 10/22/12 - 01/21/13 | \$ 151.03 | | | \$ 151.03 |
| CSRMA - Annual PIP insurance premium | \$ 37,581.24 | \$ 4,175.69 | | \$ 41,756.93 |
| Duthie Electric Service Corp. - Service generators | \$ 3,218.04 | | | \$ 3,218.04 |
| EPC Emergency Power Controls, Inc. - Service transfer switch | \$ 1,750.00 | | | \$ 1,750.00 |
| Fairview Supply - Parts for PS#2 | \$ 195.78 | | | \$ 195.78 |
| Fairview Supply - Valve for water heater | \$ 38.25 | | | \$ 38.25 |
| FGL Environmental - NISC Sampling; Stations 1, 3 & 5 | \$ 1,359.00 | | | \$ 1,359.00 |
| Geyer, Craig - SBCSDA meal and travel reimbursements | \$ 59.24 | | | \$ 59.24 |
| Geyer, Craig - SBCSDA meal and travel reimbursements | \$ 79.96 | | | \$ 79.96 |
| Goleta Sanitary District - Plant Upgrade Progress Billing #20 | | | \$ 243,610.92 | \$ 243,610.92 |
| Goleta Sanitary District - Nov. treatment & Fixed Assets | \$ 173,922.27 | | \$ 1,383.93 | \$ 175,306.20 |
| Goleta Valley Paint - Black spray paint | \$ 32.72 | | | \$ 32.72 |
| Goleta Water District - Monthly service/Emily | \$ 63.86 | | | \$ 63.86 |
| Hilliard, Joey - CWEA Grade I Study Session reimbursement | \$ 40.00 | | | \$ 40.00 |
| Home Depot Credit Services - Maintenance supplies | \$ 61.88 | | | \$ 61.88 |
| HSBC Business Solutions (COSTCO) - Maintenance supplies | \$ 153.89 | | | \$ 153.89 |
| Impulse Advanced Communications - Monthly virtual host service | \$ 55.00 | | | \$ 55.00 |
| Larry's Auto Parts - Maintenance parts for Vactor | \$ 124.49 | | | \$ 124.49 |
| Larry's Auto Parts - Filter & wiper fluid for street sweeper | | \$ 22.92 | | \$ 22.92 |
| Larry Walker Associates - Pretreatment Program Update Project | | \$ 4,320.00 | | \$ 4,320.00 |
| Lenz Pest Control - Quarterly service for ants | \$ 120.00 | | | \$ 120.00 |

Allowance of Claims

November 29 - December 31, 2012

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| | | | | |
|---|---------------|--------------|---------------|---------------|
| Lincoln National Life Insurance Co. - Deferred Compensation | \$ 675.00 | | | \$ 675.00 |
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| MarBorg Industries - 25YD roll-off & recycle fee | \$ 152.55 | \$ 610.20 | | \$ 762.75 |
| MarBorg Industries - 25YD roll-off rental | \$ 19.80 | \$ 79.20 | | \$ 99.00 |
| MarBorg Industries - 25YD roll-off & recycle fee | \$ 199.65 | \$ 798.60 | | \$ 998.25 |
| McCormix Corp. - Fuel for street sweeper | | \$ 130.44 | | \$ 130.44 |
| Meyer, Larry D. - SBCSDA Exec. Mtg. meal & travel reimbursements | \$ 49.69 | | | \$ 49.69 |
| Mission Linen Supply - Monthly uniform service | \$ 781.92 | \$ 137.98 | | \$ 919.90 |
| McCormix Corp. - Fuel & anti-freeze | \$ 325.37 | \$ 488.06 | | \$ 813.43 |
| PFM Asset Management, LLC - Nov. investment advisory services | \$ 1,667.90 | | | \$ 1,667.90 |
| Postmaster - P.O. Box 4 annual rental fee | \$ 76.00 | | | \$ 76.00 |
| Raftelis Financial Consultants, Inc. - Financial Plan & Rate Update | | \$ 2,350.00 | | \$ 2,350.00 |
| Reliance Standard Life Insurance Co. - Jan LTD ins. Premiums | \$ 599.18 | \$ 37.49 | | \$ 636.67 |
| Russ Jones Metalworks - Steel strap & bucket bracket | \$ 239.00 | | | \$ 239.00 |
| SBB&T Cardmember Service - Mtg exp., CASA Conf., radio part | \$ 1,301.18 | | | \$ 1,301.18 |
| Santa Barbara County CAER - 2013 membership dues | \$ 50.00 | | | \$ 50.00 |
| SDRMA - January 2013 Dental/Life insurance premiums | \$ 885.99 | \$ 106.98 | | \$ 992.97 |
| Silvia's Cleaning Service, LLC - November cleaning service | \$ 280.00 | | | \$ 280.00 |
| Southern California Edison - Monthly service/Emily | \$ 335.83 | | | \$ 335.83 |
| Southern California Edison - Monthly service/main facility | \$ 3,142.15 | | | \$ 3,142.15 |
| Speciaty Tool & Bolt - Parts for Valve Vault | \$ 15.90 | | | \$ 15.90 |
| State Industrial Products - Rust inhibitor | | \$ 155.16 | | \$ 155.16 |
| TelePacific Communications - Monthly internet service | \$ 185.00 | | | \$ 185.00 |
| Telewave, Inc. - Radio antenna | \$ 422.27 | | | \$ 422.27 |
| Telewave, Inc. - Duplexer & Collinear antenna | \$ 2,366.38 | | | \$ 2,366.38 |
| Terrain Consulting - FOG Postcard & mailing | | \$ 3,928.18 | | \$ 3,928.18 |
| Terrain Consulting - Winter 2012 Newsletter | | \$ 13,825.65 | | \$ 13,825.65 |
| Tessco - Radio parts | \$ 315.37 | | | \$ 315.37 |
| Tessco - Radio parts | \$ 83.13 | | | \$ 83.13 |
| The Gas Company - Monthly service/main facility | \$ 72.91 | | | \$ 72.91 |
| Titan Industrial & Safety Supply, Inc. - Calibration gas for detector | \$ 1,170.16 | | | \$ 1,170.16 |
| UC Regents - District share of Work-Study wage | \$ 34.29 | | | \$ 34.29 |
| U.C. Regents - Mesa Rd. Project | | | \$ 656.56 | \$ 656.56 |
| Underground Service Alert - November "Dig Alerts" | \$ 34.50 | | | \$ 34.50 |
| Van Buren Consulting, LLC - Computer support services | \$ 832.50 | | | \$ 832.50 |
| Verizon - Monthly service/SCADA | \$ 210.01 | | | \$ 210.01 |
| Verizon Wireless - Monthly broadband service | \$ 120.34 | | | \$ 120.34 |
| Verizon Wireless - Monthly service/man facility | \$ 202.28 | \$ 12.91 | | \$ 215.19 |
| WEX Bank- Fuel for District vehicles | \$ 904.93 | \$ 269.90 | | \$ 1,174.83 |
| Verizon California - Monthly service/Emily | \$ 144.83 | | | \$ 144.83 |
| | | | | \$ - |
| TOTAL SERVICES & SUPPLIES | \$ 266,061.24 | \$ 41,600.65 | \$ 266,772.11 | \$ 574,434.00 |

Payroll - Pay Period Ending: November 28, December 12 & 26, 2012

\$ 77,987.05

GRAND TOTAL - Fund 4900

\$ 652,421.05