

**MINUTES OF THE REGULAR MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
May 1, 2012**

**CALL TO ORDER**

President Meyer called the meeting to order at 7:00 P.M.

**BOARD MEMBERS PRESENT**

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

**STAFF PRESENT**

Diane P. Powers, Secretary; Mr. Mark Nation, General Manager/Superintendent; Mr. Steven A. Amerikaner, General Counsel

**OTHERS PRESENT**

Mr. George Emerson and Mr. John R. Fox, Directors, Goleta Sanitary District; Ms. Nancy Jones, PFM Asset Management, LLC

**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**

(12-05-18)

Upon a motion by Director Geyer, seconded by Director Bearman the Board unanimously approved the minutes of the regular meeting of April 3, 2012 as written.

**ACTION ITEMS**

**1) 1<sup>st</sup> Quarter 2012 Investment Review**

Ms. Nancy Jones from PFM Asset Management, LLC provided the Board with the highpoints of the 1st Quarter 2012 Investment Review. Directors Bearman and Geyer expressed some concern with regards to future sewer rates as reserves diminish as a result of Capital projects.

(12-05-19)

Upon a motion by Director Geyer, seconded by Director Turenchalk the Board unanimously approved to accept the 1<sup>st</sup> Quarter 2012 Investment Review as presented.

**2) Discussion of Goleta Sanitary District Plant Upgrade Project Cash Flow Projections**

Mr. Nation pointed out the District's share of the cash flow projection for the GSD Plant Upgrade Project. Director Turenchalk asked for clarification of the contractors associated with the project. Mr. Nation replied: i) Dudek is responsible for construction management; ii) HDR

is the Design Engineer; iii) ESP oversees the archaeology studies; iv) PCL are the general contractors.

**3) District Website Content/Inclusion – Complete Board Packet Materials**

Director Geyer spoke in favor of including the entire agenda packet on the District's website. Director Turenchalk agreed but understands that the file is quite large and will take a bit of time for someone to download. She went on to say that the Public Relations Committee is looking into this feature for the website. Director Geyer remarked that he believes including the agenda in its entirety will eventually become law. Mr. Amerikaner replied that currently only the agenda is required to be posted on the website and that posting of the remainder of the agenda packet is a voluntary call by the Board. President Meyer observed that GSD posts the entire agenda packet on their website, but removes it after the meeting. The Board agreed that this topic be further addressed by the Public Relations Committee.

**4) Review of the 2012-2013 LAFCO Budget**

Director Bearman questioned why the salaries portion of the budget was not broken down. He believes that it did not furnish an adequate amount of detail. Director Geyer replied that the salaries line item included the Executive Officer and his wife (Braitman and Associates). Director Bearman requested a breakdown of the staff. Director Geyer suggested that a letter be sent to the Executive Officer of LAFCO requesting this information. He mentioned that training and travel expenses have been cut, however; he wanted to see these items increased as he believes training to be very important. Director Geyer pointed out that the LAFCO Commissioners have not attended training in five years. President Meyer wished to see a breakdown of the General Fund (rent and other items). Director Geyer mentioned that LAFCO is making an effort to recover its costs through revised processing fees. The Board concurred that a letter be prepared by Counsel that requests the LAFCO provide more detail with respect to salaries and benefits as well as the General Fund Cost Allocation.

**5) 3<sup>rd</sup> Quarter FY 2011-2012 Financial Report (Jan. – Mar.)**

Mr. Nations provided a review of the 3<sup>rd</sup> Quarter FY 2011-2012 Financial Report.  
(12-05-20)

Upon a motion by Director Geyer, seconded by Director Turenchalk the Board unanimously approved to accept the 3<sup>rd</sup> Quarter FY 2011-2012 Financial Report as presented.

**COMMUNICATIONS**

The communications were noted as received.

**REPORTS**

**Operating Report:**

Mr. Nation provided highlights of the operating report.

**Finance Committee Meeting:**

Director Lewis provided a report on the May 1, 2012 Finance Committee Meeting.

**Management Committee Meetings:**

Director Geyer provided a report on the April 12 & 16, 2012 Management Committee Meetings.

**Personnel Committee Meeting:**

Director Turenchalk provided a report on the April 30, 2012 Personnel Committee Meeting.

**Goleta Sanitary District Board Meeting:**

No report was provided.

**Goleta Water District Board Meeting:**

Director Geyer provided a report.

**IVR&PD Board Meeting**

Director Geyer provided a report.

**City of Goleta Council Meetings:**

No report was provided on the April 17 and May 1, 2012 City of Goleta Council Meetings.

**SBCSDA Executive Meeting:**

Director Geyer provided a report on the April 4, 2012 SBCSDA Executive Meeting.

**SBCSDA Chapter Meeting**

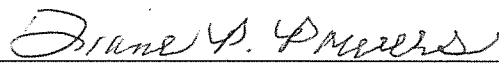
President Meyer provided a report.

**Other Director Reports**

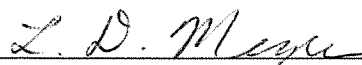
**FUTURE AGENDA ITEMS**

**ADJOURNMENT**

There being no further business, President Meyer adjourned the meeting at 8:19 P.M.

  
\_\_\_\_\_  
Diane P. Powers, Secretary

**APPROVED**

  
\_\_\_\_\_  
Larry D. Meyer, President

# GOLETA WEST SANITARY DISTRICT

## Operating Report for March 28 – April 24, 2012

### I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for May 1, 2012 regular Board Meeting.

Completed 2012 Census of Governments Survey for Public Employment & Payroll.

Completed 3<sup>rd</sup> Quarter Financial Report.

Began data entry for 2012-2013 tax roll commercial billings.

The required updates were made to the District's website.

Attended two Management Committee meetings.

Staff continues to work on the FY 2012-13 budget.

The crew is reviewing plans for the proposed Decker's buildings at the Cabrillo Business Park.

Attended the monthly SAMA meeting.

Staff worked with Raftelis Financial Consultants to finalize their reserve fund update memo. Staff then worked with District Counsel to finalize a draft resolution to present to the Finance Committee and then to the Board.

Staff has been working with UCSB and CDM Smith to finalize all the work required to meeting the goal of constructing the Mesa Road Project this summer.

### II. Collection System Maintenance

District Staff is inspecting the sewer installation at the UCSB North Campus Faculty Housing Phase II development.

The crew completed hydro-cleaning hotspots throughout the District with 5,788 ft. cleaned since the last report.

The crew completed hydro-cleaning the Phelps South area with 9,555 ft. cleaned since the last report.

The crew is currently hydro-cleaning the Santa Barbara Shores area.

Haaker Equipment installed a level wind accessory on the new Vactor. There was no charge as the machine was not delivered with it as specified.

Phil Brittain and Jeff from Venco Controls were on site to make some needed adjustments to the controls to Pump #2 in PS1.

Staff reviewed the findings of the First Quarter Facility Safety Inspection in an All-Staff Meeting. Staff also received First Aid, CPR, and Blood Borne Pathogen training from an instructor with the American Heart Association.

### III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Compliance inspections at the Groundwater Remediation System at the former Joslyn Electronics site operated by Campbell Geo, Inc.

Staff collected Industrial Wastewater Discharge Compliance samples from Lockheed Martin Santa Barbara Focalplane, Calient Networks, DuPont Displays, Karl Storz Imaging, Medtronic Neurosurgery, UCSB Engineering Research Centers, and the US Postal Service Processing and Distribution Center.

Staff continues to conduct FOG inspections at Food Service Establishments (FSE's) within the District.

Staff received and reviewed March well water discharge estimates from Raytheon for water used in their industrial processes and discharged to the GWSD Collection system.

### IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 56.9

Miles – 565.2

Loads – 36

\*Extra street sweeping in I.V. during spring break\*

#### STREET SWEEPER MAINTENANCE

- Replaced side brooms

#### Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	March 2012	MGD 1.4684 47.2%
--------------------------------	------------	------------------

**GOLETA WEST SANITARY DISTRICT  
ALLOWANCE OF CLAIMS  
March 28 - April 24, 2012**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, Inc., - Payroll processing charges for period ending 03/21/12	\$ 185.21	\$ 20.58		\$ 205.79
ADP, Inc., - Payroll processing charges for period ending 04/04/12	\$ 198.76	\$ 22.08		\$ 220.84
ADP, Inc. - Management reports for period ending 04/13/12	\$ 93.73	\$ 10.42		\$ 104.15
ADT Security Services - Quarterly service; 05/01/12 - 07/31/12	\$ 362.94			\$ 362.94
Arrowhead Direct - Monthly cooler rental & drinking water	\$ 44.25			\$ 44.25
AT&T - Monthly long distance service	\$ 187.16	\$ 11.95		\$ 199.11
AT&T Mobility - Monthly cell phone service	\$ 108.66			\$ 108.66
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Monthly accounting services	\$ 433.80	\$ 48.20		\$ 482.00
Blueisle Bookkeeping - March bank reconciliations	\$ 79.00			\$ 79.00
CalPERS - Pension contributions; 03/22/12 - 04/04/12	\$ 2,522.31	\$ 176.11		\$ 2,698.42
CalPERS - Pension contributions; 04/05/12 - 04/18/12	\$ 2,522.31	\$ 176.11		\$ 2,698.42
CalPERS - May health insurance premium	\$ 10,043.92	\$ 943.26		\$ 10,987.18
CampellGeo, Inc. - UST remediation progress billing		\$ 8,694.08		\$ 8,694.08
DATCO - Quarterly service Fee; Jan. - March 2012	\$ 136.50			\$ 136.50
FGL Environmental - NISC Sampling; Stations #2, 4 & 5	\$ 1,359.00			\$ 1,359.00
Geyer, Craig - SBCSDA dinner & travel reimbursements	\$ 79.96			\$ 79.96
Geyer, Craig - SBCSDA lunch & travel reimbursements	\$ 58.70			\$ 58.70
Geyer, Craig - SBCSDA dinner reimbursement	\$ 40.00			\$ 40.00
Goleta Sanitary District - Plant Upgrade Proj; Progress billing #13			\$ 850,855.45	\$ 850,855.45
Goleta Sanitary District - March treatment; Fixed Assets; Capital	\$ 126,848.63		\$ 3,334.32	\$ 130,182.95
Goleta Water District - Monthly service/Emily	\$ 55.93			\$ 55.93
Haaker Equipment Co. - Four (4) side brooms for sweeper		\$ 721.40		\$ 721.40
J. Hayes Truck & Equip Repair - Repair headlights; water truck	\$ 95.00			\$ 95.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
MarBorg Industries - 25YD roll-off rental	\$ 20.46	\$ 81.84		\$ 102.30
MarBorg Industries - 25YD roll-off & recycle fee	\$ 273.20	\$ 1,092.82		\$ 1,366.02
McCormix Corp. - Fuel for District vehicles	\$ 4.37	\$ 291.20		\$ 295.57
McCormix Corp. - Fuel for street sweeper		\$ 264.40		\$ 264.40
Mission Linen Supply - Monthly uniform service	\$ 1,077.80	\$ 190.20		\$ 1,268.00
Office Depot - Office supplies	\$ 68.36			\$ 68.36
PFM Asset Management, LLC - March investment services	\$ 2,183.10			\$ 2,183.10
Raftelis Financial Consultants Inc. - Rate Study Update	\$ 2,954.80			\$ 2,954.80
Reliance Standard Life Insurance Co. - May LTD ins premium	\$ 599.18	\$ 37.49		\$ 636.67
Santa Barbara Bank & Trust - Mtg & conf exp; maint. supplies	\$ 856.72			\$ 856.72
Silvia's Cleaning Service - Monthly cleaning service	\$ 280.00			\$ 280.00
Southern California Edison - Monthly service/Emily	\$ 297.62			\$ 297.62
Southern California Edison - Monthly service/main facility	\$ 4,067.61			\$ 4,067.61
Southwest Pipeline - Release of final payment for OMGC Project			\$ 42,874.81	\$ 42,874.81
TelePacific Communications - Monthly internet service	\$ 185.00			\$ 185.00
The Gas Company - Monthly service/main facility	\$ 97.52			\$ 97.52
The Home Depot - Toilet flappers & marking paint	\$ 16.23			\$ 16.23

Allowance of Claims

March 28 - April 24, 2012

Page Two

Titan - Calibration gas and Thickster gloves	\$ 995.60			\$ 995.60
UC Regents - District share of Work-Study wage	\$ 45.44			\$ 45.44
Underground Service Alert - March "Dig Alerts"	\$ 60.00			\$ 60.00
U.S. Postal Service - Bulk mail permit #606	\$ 190.00			\$ 190.00
Van Buren Consulting, LLC - Computer support services	\$ 1,823.75			\$ 1,823.75
Verizon California - Monthly service/main facility	\$ 185.70	\$ 11.85		\$ 197.55
Verizon California - Monthly service/Emily	\$ 136.66			\$ 136.66
Verizon Communications - Monthly service/SCADA	\$ 222.99			\$ 222.99
Verizon Wireless - Monthly broadband service	\$ 120.34			\$ 120.34
Wright Express FSC - Fuel for District vehicles	\$ 1,107.58	\$ 1,063.83		\$ 2,171.41
				\$ -
				\$ -
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$ 164,775.80</b>	<b>\$ 13,857.82</b>	<b>\$ 897,064.58</b>	<b>\$ 1,075,698.20</b>

Payroll - Pay Period Ending: April 4 & 18, 2012

\$ 51,200.81

**GRAND TOTAL - Fund 4900**

**\$ 1,126,899.01**