

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
May 15, 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. John R. Fox, Director, Goleta Sanitary District

APPROVE THE ORDER OF THE AGENDA

There was no change to the order of the agenda.

PUBLIC INPUT

Director Geyer reported that the SBCSDA Chapter Meeting will take place on Monday May 21, 2012 rather than the last Monday of the month, which is the Memorial Day holiday.

MINUTES

(12-05-21)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved the minutes of the regular meeting of May 1, 2012 as written.

ACTION ITEMS

1) Review UCSB Capital Fund Charge

Mr. Nation informed the Board that the Finance Committee had met and recommends that the Board not impose an increase in the Capital Fund Charge at this time. He explained that there has not been a significant increase in property tax revenues. No action needed to be taken.

2) Update GWSD Investment Policy

Mr. Nation explained that the Finance Committee had met with Ms. Nancy Jones of PFM Asset Management LLC to discuss the District's Investment Policy. He pointed out that the changes recommended by PFM reflect updated language to the Policy and that the Finance Committee recommends the Board adopt Resolution No. 12-731: Amending the District's Investment Policy.

(12-05-22)

Upon a motion by Director Geyer, seconded by Lewis the Board unanimously approved to adopt Resolution No. 12-731: Amending the District's Investment Policy.

AYES: Bearman, Geyer, Lewis, Meyer, Turenchalk
NOES: None
ABSTAIN: None
ABSENT: None

3) Review the Draft Reserve Policy Update Memo from Raftelis Financial Consultants, Inc. and Resolution No. 12-732: Revising the District's Reserve Fund Policy

Mr. Nation reported that the Board had discussed increasing the reserve fund levels at the regular meeting of March 6, 2012. President Meyer questioned the status of Fund 4933 (Devereux Creek Project). Mr. Nation responded that the project is complete and the fund has been eliminated as per Resolution No. 12-732.

(12-05-23)

Upon a motion by Director Geyer, seconded by Director Turenchalk the Board unanimously approved to adopt Resolution No. 12-732: Revising the District's Reserve Fund Policy.

AYES: Bearman, Geyer, Lewis, Meyer, Turenchalk
NOES: None
ABSTAIN: None
ABSENT: None

4) COLA for District employees

President Meyer reported that the Personnel Committee had met and recommends a 3% COLA for District employees. Director Geyer replied that he cannot support a 3% COLA since the CPI is 2%. He explained that the District may become a target if they were to award a 3% COLA to its employees. Directors Bearman and Turenchalk supported the 3% COLA adjustment.

(12-05-24)

Upon a motion by Director Geyer, seconded by Director Lewis the Board approved to adopt Resolution No. 12-733: Amending Appendix "A" of the Personnel Policy Handbook (awarding a 2% COLA).

AYES: Geyer, Lewis, Meyer
NOES: Bearman, Turenchalk
ABSTAIN: None
ABSENT: None

5) Review Draft FY 2012-2013 Budget Document

Mr. Nation provided a comprehensive review of the Draft FY 2012-2013 Budget Document. He explained that the Finance Committee had met to review said document. Mr. Nation reminded the Board that it is customary that following the preliminary review of the budget that the document be brought back to the Board for approval in June. President Meyer advised the Board that if they have any further questions with regards to the budget to contact Mr. Nation.

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operating Report:

Mr. Nation provided highlights of the operating report.

Engineering Committee Meeting:

Director Lewis provided a report on the May 11, 2012 Engineering Committee Meeting.

Finance Committee Meeting:

Director Lewis commented that the topics of the Finance Committee Meeting were addressed as items on the agenda.

Management Committee Meetings:

Director Geyer provided a report on the May 11, 2012 Management Committee Meeting.

Goleta Sanitary District Board Meeting:

President Meyer provided a report on the May 7, 2012 Goleta Sanitary District Board Meeting.

Goleta Water District Board Meeting:

Director Turenchalk provided a report on the May 8, 2012 Goleta Water District Board Meeting.

IVR&PD Board Meeting

Director Lewis reported that the IVR&PD Board Meeting is scheduled for May 16, 2012.

City of Goleta Council Meetings:

No report was provided on the May 15, 2012 City of Goleta Council Meeting.

SBCSDA Executive Meeting:

Director Meyer provided a report on the May 2, 2012 SBCSDA Executive Meeting.

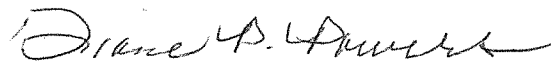
Other Director Reports

President Meyer reported on the May 3, 2012 CCRWQCB Meeting.

FUTURE AGENDA ITEMS

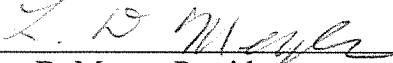
ADJOURNMENT

There being no further business, President Meyer adjourned the meeting at 8:02 P.M.



Diane P. Powers, Secretary

APPROVED



Larry D. Meyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for April 25 – May 8, 2012

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for May 15, 2012 regular Board Meeting.

Continue to work on data entry for the commercial billing portion of the 2012-2013 tax roll.

Completed manual billings for Dos Pueblos High School and local elementary schools for 2011-2012.

Completed adjusting Journal Entries requested by District auditor.

Attended two Finance Committee meetings and a Personnel Committee meeting.

Staff completed first draft of the FY 2012-13 budget document.

Staff worked with Raftelis Financial Consultants to finalize their reserve fund update memo.

Staff issued a fee estimate letter for the Decker's buildings that are proposed to be built at the Cabrillo Business Park.

Staff attended the SCAP Collection Systems Committee meeting. Several topics were discussed including spill reporting and estimation and status of proposed changes to Waste Discharge Requirements.

II. Collection System Maintenance

District Staff continues to inspect the sewer installation at the UCSB North Campus Faculty Housing Phase II development.

The crew completed hydro-flushing throughout the District with 6,842 ft. cleaned since the last report.

The crew completed hydro-cleaning the Santa Barbara Shores area with 12,871 ft. cleaned since the last report.

The crew completed hydro-cleaning the Dos Pueblos Off-tract area with 3,502 ft. cleaned since the last report.

Phil Brittain repaired the bubbler system to the diversion structure dewatering well.

Tierra Contracting was called to investigate what appeared to be a water leak in the pavement area near PS#2. It was found to be a 3-inch water service to pump #2 that was leaking where a repair coupling was located. The problem was repaired and the pavement patched as needed.

The crew exercised valves throughout the District.

Staff inspected mainline connection on Trigo Road to serve the IV Loop project.

III. Industrial Waste

Staff met with a representative of FLIR Systems to discuss pretreatment regulations and their plans to consolidate all of their Goleta/Santa Barbara operations at the former location of Delco Electronics.

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

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

Staff received and reviewed March Groundwater Remediation System discharge meter readings from Hargis + Associates for the Delco clean-up site.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 37.1

Miles – 676.7

Loads - 17

Additional street sweeping was performed in I.V. during spring break

4/13/12 - 18.79 tons of debris

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
April 25 - May 8, 2012

| SERVICES & SUPPLIES | Wastewater O & M | Other Services | Capital Outlay | Total |
|---|---------------------|-------------------|-------------------|--------------|
| Acorn Landscape - Monthly maintenance fees | \$ 333.41 | | | \$ 333.41 |
| ADP, Inc. - Processing charges for period ending 04/18/12 | \$ 201.41 | \$ 22.38 | | \$ 223.79 |
| Arrowhead Direct - Monthly cooler rental & drinking water | \$ 91.80 | | | \$ 91.80 |
| AT&T - Monthly long distance service | \$ 269.53 | \$ 17.20 | | \$ 286.73 |
| Bob Woolever's Tire Shoppe - New tires for Chevy S-10 | \$ 414.80 | | | \$ 414.80 |
| Bob Woolever's Tire Shoppe - Align & rotate tires; 2007 Chevy Truck | \$ 68.23 | | | \$ 68.23 |
| Brownstein, Hyatt, Farber, Schreck - Legal services | | \$ 7,942.10 | | \$ 7,942.10 |
| CalPERS - Pension; 04/19/12 - 05/02/12 | \$ 2,522.31 | \$ 176.11 | | \$ 2,698.42 |
| CampbellGeo, Inc. - UST Remediation System progress billing | | \$ 6,743.85 | | \$ 6,743.85 |
| CDM Smith - Mesa Rd. & Phelps Rd. Projects | | | \$ 11,542.38 | \$ 11,542.38 |
| Cintas First Aid & Safety - First aid supplies | \$ 105.85 | | | \$ 105.85 |
| Coastal Copy - Quarterly service charges | \$ 461.22 | | | \$ 461.22 |
| CWEA - Membership renewal; R. Chavez | \$ 132.00 | | | \$ 132.00 |
| CWEA Tri-Counties Section - Workshop reg; Chavez & Hilliard | \$ 30.00 | \$ 30.00 | | \$ 60.00 |
| Geyer, Craig - SBCSDA Executive Mtg. meal & travel reimbursements | \$ 59.72 | | | \$ 59.72 |
| Goleta Valley Paint - 3 cans black spray paint | \$ 24.54 | | | \$ 24.54 |
| Goleta Water District - Monthly service | \$ 55.93 | | | \$ 55.93 |
| Haaker Equipment Co. - Vactor nozzle | \$ 505.50 | | | \$ 505.50 |
| Haaker Equipment Co. - Repairs to street sweeper | | \$ 29,767.21 | | \$ 29,767.21 |
| Hilliard, Joseph - Maintenance supplies | \$ 52.94 | | | \$ 52.94 |
| Impulse Advanced Communications - Monthly virtual host service | \$ 55.00 | | | \$ 55.00 |
| Larry's Auto Parts - Impact socket | \$ 11.41 | | | \$ 11.41 |
| Lincoln National Life Insurance Co. - Deferred Compensation | \$ 675.00 | | | \$ 675.00 |
| MarBorg Industries - 25YD roll-off & recycle fees | \$ 300.28 | \$ 1,201.10 | | \$ 1,501.38 |
| MarBorg Industries - 25YD roll-off rental | \$ 19.80 | \$ 79.20 | | \$ 99.00 |
| McCormix Corp. - Fuel for street sweeper | | \$ 523.22 | | \$ 523.22 |
| Meyer, Larry D. - SBCSDA meal and travel reimbursements | \$ 170.18 | | | \$ 170.18 |
| Meyer, Larry D. - SBCSDA meal and travel reimbursements | \$ 53.00 | | | \$ 53.00 |
| Mission Linen Supply - Monthly uniform service | \$ 584.93 | \$ 103.23 | | \$ 688.16 |
| Santa Barbara Bank & Trust - Battery back-up; maintenance; mtg exp. | \$ 383.11 | | | \$ 383.11 |
| SDRMA - May Dental/Life insurance premiums | \$ 829.47 | \$ 107.49 | | \$ 936.96 |
| Silvia's Cleaning Service, LLC - Monthly cleaning service | \$ 280.00 | | | \$ 280.00 |
| Southern California Edison - Monthly service/Emily | \$ 292.38 | | | \$ 292.38 |
| TelePacific Communications - Monthly internet service | \$ 185.00 | | | \$ 185.00 |
| The Gas Company - Monthly service/main facility | \$ 53.16 | | | \$ 53.16 |
| The Home Depot - Pump station maintenance supplies | \$ 76.30 | | | \$ 76.30 |
| Underground Service Alert - April "Dig Alerts" | \$ 52.50 | | | \$ 52.50 |
| US Bank - Quarterly investment services | \$ 1,216.43 | | | \$ 1,216.43 |
| Van Buren Consulting - Computer support services | \$ 1,022.50 | | | \$ 1,022.50 |
| Venco Controls, Inc. - Troubleshoot Allen Bradley VFD in PS#1 | \$ 285.00 | | | \$ 285.00 |
| Verizon California - Monthly service/main facility | \$ 349.18 | \$ 22.29 | | \$ 371.47 |
| Verizon California - Monthly service/Emily | \$ 136.66 | | | \$ 136.66 |
| Verizon Communications - Monthly service/SCADA | \$ 226.49 | | | \$ 226.49 |
| | | | | \$ - |

Allowance of Claims
April 25 - May 8, 2012
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|--|--------------|--------------|--------------|---------------------|
| TOTAL SERVICES & SUPPLIES | \$ 12,586.97 | \$ 46,735.38 | \$ 11,542.38 | \$ 70,864.73 |
| Payroll - Pay Period Ending: May 2, 2012 | | | | \$ 26,714.12 |
| GRAND TOTAL - Fund 4900 | | | | \$ 97,578.85 |