

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 19, 2014**

POSTING OF THE AGENDA

The agenda notice for this meeting was posted in the display case outside the administrative office of the Goleta West Sanitary District and on the District's website at least 48 hours in advance of the meeting.

1. CALL TO ORDER

Vice-President Lewis called the meeting to order at 12:06 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Craig Geyer
Dr. David C. Lewis
Larry D. Meyer
Eva Turenchalk

BOARD MEMBERS ABSENT

David Bearman, M.D.

STAFF PRESENT

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

OTHERS PRESENT

Danna McGrew – Bartlett, Pringle & Wolf, LLC
Eduardo Galindo, Architect
George Emerson – Goleta Sanitary District

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None

5. MINUTES

(14-11-91)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of November 4, 2014 as written.

DISCUSSION-ACTION ITEMS

6. PRESENTATION OF THE FY 2013-2014 ANNUAL FINANCIAL STATEMENTS

Danna McGrew of Bartlett, Pringle & Wolf, LLC provided a detailed overview of the FY 2013-2014 Financial Statements and answered questions from the Board.

(14-11-92)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to accept the FY 2013-2014 Audited Financial Statements as presented.

7. **ED GALINDO, ARCHITECT – PRESENTATION OF FURTHER DESIGN FOR OPERATIONS BUILDING AND NEW ADMINISTRATION BUILDING**

Ed Galindo provided a PowerPoint presentation showing design completed according to Board direction received at the October 20, 2014 Board meeting.

(14-11-93)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved the garage addition with the overhead door option to accommodate the Vector truck.

(14-11-94)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to direct the General Manager to execute an agreement with Ed Galindo, Architect for the design of the garage extension at a cost not-to-exceed \$30,000.

(14-11-95)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the administration building site location, building and courtyard configurations, acknowledged the floodplain design criteria and directed Mr. Galindo to proceed with pre-application reviews as discussed.

(14-11-96)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to add to the previous motion the approval of the administration building square footage (3,116), the veranda square footage (432), the courtyard square footage (1,200) and the opinion of probable cost (\$1,598,844).

(14-11-97)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the operations building floor plan and exteriors, the dimensions of the operations building and the opinion of probable cost (\$1,126,060).

(14-11-98)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the “combined” project schedule for the operations and administration buildings.

8. **FIRST QUARTER 2014-2015 FINANCIAL REPORT**

The General Manager provided an overview of the quarterly financial report and answered question for the Board.

(14-11-99)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to accept the First Quarter 2014-2015 Financial Report as written.

9. **COMMUNICATIONS**

The communications were noted as received.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee Meeting

Director Lewis provided a report on the November 7, 2014 meeting.

Management Committee Meeting

Director Geyer provided a report on the November 10, 2014 meeting.

Goleta Sanitary District Board Meeting

Director Meyer provided a report on the November 17, 2014 Board meeting.

Goleta Water District Board Meeting

Director Turenchalk provided a report on the November 11, 2014 Board meeting.

Isla Vista Recreation and Park District Board Meeting

Director Lewis provided a report on the November 13, 2014 Board meeting.

City of Goleta Council Meeting

No report.

Santa Barbara County Special District Executive Board Meeting

Director Meyer provided a report on the November 5, 2014 meeting.

Other Director Reports

None.

11. **Future Agenda Items**

None


12. **ADJOURNMENT**

There being no further business, Vice-President Lewis adjourned the meeting at 1:36 PM.



Mark Nation, Board Secretary

APPROVED



David Bearman M.D., President

GOLETA WEST SANITARY DISTRICT

Operating Report for October 29 – November 11, 2014

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the November 19, 2014 Special Board Meeting.

Published summary of District Ordinance No. 14-86 in the Santa Barbara News-Press.

Completed State Water Resources Control Board 2014-2015 Wastewater User Charge Survey.

Completed the CSRMA Risk Control Survey.

Attended weekly construction project meetings for the Mesa Rd. Project and additional meetings as needed.

Attended Personnel, Finance and Management Committee meetings.

Following Board approval staff worked with Terrain Consulting to finalize the 2014 District winter newsletter.

Following Board approval Staff finalized the Sewer Service Agreements with UCSB for the San Joaquin and KITP projects.

Submitted the required no-spill certification for October 2014 to the State CIWQS database.

Staff worked with auditors to complete the Management Discussion & Analysis presented to the Board with the Financial Statements.

Prepared 1st quarter FY 2014-2015 financial report.

Tires were replaced on the Prius.

II. Collection System Maintenance

Staff responded to a call from the City of Goleta regarding water coming from a sewer manhole in front of the new development across from Camino Real Marketplace. A contractor was pumping standing rainwater into the site collection system which is not yet connected to the GWSD system. Staff contacted the contractor and had them pump the water to the storm drain system and reminded them that pumping storm water to our system is prohibited.

Staff corresponded with the owner's agent regarding sewer lateral locations and tie-ins for two adjacent SFR's being constructed at 6851 & 6855 Del Playa in Isla Vista.

The crew is currently inspecting with the CCTV equipment in the Phelps area.

The crew is currently hydro-cleaning with the Vactor truck in the Mountain View area.

Sewer maintenance operations are summarized on the attached sheet.

Staff continues inspecting the main sewer installation for the Westar/Hollister Mixed Use Development as needed.

III. Industrial Waste

Staff is continuing the process of renewing Industrial Wastewater Discharge Permits with current permit holders.

Staff collected Non-Industrial Source Control (NISC) samples from three designated manholes and sent them to FGL for analysis.

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at two FLIR facilities.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 37

Miles – 272

Loads – 17

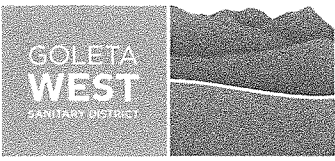
10/23/14 = 10.74 tons

STREET SWEEPER MAINTENANCE

- Routine maintenance

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	September 2014	MGD 1.3926; 44.78%
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Sewer Operations Cleaning Summary from October 30, 2014 to November 11, 2014

Your environmental partner since 1954

Description	Quantity
Other Work Orders	
CCTV Work Order	20 Work Orders
Service Call	1 Work Order
	<hr/> 21 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
October 29 - November 11, 2014**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, LLC - Quarterly documents for period ending 10/30/14	\$ 17.82	\$ 1.98		\$ 19.80
ADP, LLC - Payroll processing for period ending 10/15/14	\$ 228.07	\$ 25.34		\$ 253.41
Arrowhead Direct - Monthly drinking water & cooler rental	\$ 96.23			\$ 96.23
AT&T - Monthly long distance service	\$ 792.97	\$ 50.61		\$ 843.58
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bob Woolever's Tire Shoppe - New tires for Prius	\$ 414.48			\$ 414.48
Bob's Vacuum - New vacuum, bags & belt	\$ 380.11			\$ 380.11
CalPERS - Pension contributions; 10/30/14 - 11/12/14	\$ 3,350.06	\$ 192.53		\$ 3,542.59
CDM Smith - PS#2 Upgrade & New Admin. Bldg. Projects (Closeout)			\$ 3,209.06	\$ 3,209.06
CITIG - Computer support services	\$ 610.00			\$ 610.00
Dal Pozzo Tire Corp. - Tire for street sweeper; core charge; disposal fee		\$ 342.73		\$ 342.73
Geyer, Craig - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Geyer, Craig - SBCSDA Board Meeting meal reimbursement	\$ 57.66			\$ 57.66
Goleta Water District - Monthly service/Emily	\$ 70.42			\$ 70.42
Grainger - Hearing protection signs	\$ 146.31			\$ 146.31
Grainger - Pad holding frames	\$ 95.77			\$ 95.77
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 198.00	\$ 792.00		\$ 990.00
McCormix Corp. - Fuel for street sweeper		\$ 58.04		\$ 58.04
Penfield & Smith - Mesa Rd Project; construction management			\$ 40,793.64	\$ 40,793.64
PFM Asset Management, LLC - Sept. investment advisory services	\$ 937.71			\$ 937.71
Santa Barbara Bee Company - Remove hive from under MH lid	\$ 95.00			\$ 95.00
SBCSDA - 2015 Chapter Dues	\$ 300.00			\$ 300.00
Santa Barbara News-Press - Publish Notice of Public Hearing	\$ 68.64			\$ 68.64
SENS - Battery charger for generator	\$ 942.46			\$ 942.46
Silvia's Cleaning Company, Inc. - October cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/main facility	\$ 4,635.24			\$ 4,635.24
Southern California Edison - Monthly service/Emily	\$ 304.16			\$ 304.16
Specialty Tool & Bolt - Metal epoxy for PS#1	\$ 11.04			\$ 11.04
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Gas Company - Monthly service/main facility	\$ 44.64			\$ 44.64
Underground Service Alert - October "Dig Alerts"	\$ 106.50			\$ 106.50
US Bank - Quarterly custodial banking services	\$ 968.99			\$ 968.99
Verizon California - Monthly service/main facility	\$ 208.89	\$ 13.33		\$ 222.22
Verizon California - Monthly service/SCADA & Emily	\$ 336.32			\$ 336.32
WEX Bank - Fuel for District vehicles	\$ 752.92	\$ 328.51		\$ 1,081.43
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 17,399.41	\$ 1,805.07	\$ 44,002.70	\$ 63,207.18

Payroll - Pay Period Ending: October 29, 2014

\$ 24,346.54

GRAND TOTAL - Fund 4900

\$ 87,553.72