

**MINUTES OF THE REGULAR MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
August 4, 2015**

**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 72 hours in advance of the meeting.

**1. CALL TO ORDER**

President Lewis called the meeting to order at 6:30 PM.

**2. ROLL CALL: BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

None

**STAFF PRESENT**

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

**OTHERS PRESENT**

Jerry Smith, Goleta Sanitary District

**3. APPROVE THE ORDER OF THE AGENDA**

Item No. 7 was moved to last on the agenda.

**4. PUBLIC COMMENT**

None

**5. APPROVAL OF THE MINUTES**

(15-08-41)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved the minutes of the Regular Board Meeting of July 7, 2015 as written.

**6. CONSIDERATION OF ADOPTION OF DISTRICT RESOLUTION NO. 15-753: A RESOLUTION OF THE GWSD ADOPTING THE SEWER SERVICE CHARGE REPORT, DETERMINING EACH CHARGE DESCRIBED IN THE SAID REPORT AND DIRECTING THE DELIVERY THEREOF TO THE COUNTY AUDITOR OF THE COUNTY OF SANTA BARBARA.**

**a. Public Hearing**

President Lewis opened the public hearing at 6:31 PM. Hearing no requests for comments on the agenda item President Lewis closed the public hearing at 6:32 PM.

**b. Consideration of Adoption of Resolution No. 15-753**  
(15-08-42)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved adoption of Resolution No. 15-753: Adopting the Sewer Service Charge Report, determining each charge described in the said Report and directing the delivery thereof to the County Auditor of the County of Santa Barbara by the following roll call vote:

<b>AYES:</b>	Lewis, Geyer, Turenchalk, Bearman, Meyer
<b>NOES:</b>	None
<b>ABSTAINED:</b>	None
<b>ABSENT:</b>	None

**7. \*ITEM 7 WAS MOVED TO THE LAST POSITION ON THE AGENDA\***

**8. REVIEW ADOPT-A-BLOCK 2014-2015 ANNUAL REPORT**  
(15-08-43)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to accept the Adopt-A-Block 2014-2015 Annual Report as presented.

**9. COMMUNICATIONS**

No communications were provided with the agenda.

**10. REPORTS**

**Operations Report**

The General Manager provided a report.

**Finance Committee Meeting**

Director Geyer provided a report on the July 2, 2015 meeting.

**Management Committee Meeting**

Director Geyer provided a report on the July 6, 2015 meeting.

**Goleta Sanitary District Board Meetings**

Director Meyer provided a report on the July 24 and August 3, 2015 Board meetings.

**Isla Vista Recreation and Park District Board Meeting**

President Lewis provided a report on the July 9, 2015 Board meeting.

**City of Goleta Council Meeting**

No report

**SBCSDA Board Meeting**

Director Geyer provided a report on the July 3, 2015 Board meeting.

**Other Director Reports**

Directors Geyer and Meyer reported on the July 27, 2015 SBCSDA Chapter meeting.

**11. FUTURE ITEMS**

The Board requested to place an item on a future agenda to discuss electronic agendas and providing tablets for the Board.

**12. CLOSED SESSION: Public Employee Performance Evaluation  
(Gov't Code Section 54957)**

**Employee: General Manager/Superintendent**

**a. Quarterly Update Report**

The Board went into closed session at 6:49 PM.

The Board returned to open session at 6:54 PM.

No action was taken.

\*At this time Director Geyer recused himself and left the meeting since he owns property in Isla Vista, which may pose a conflict of interest.\*


**7. RESOLUTION 15-754: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GOLETA WEST SANITARY DISTRICT SUPPORTING ASSEMBLY BILL 3 (WILLIAMS), ISLA VISTA COMMUNITY SERVICES DISTRICT, IN ITS CURRENT FORM, OPPOSING AMENDMENTS AFFECTING THE DISTRICT, AND AUTHORIZING THE PRESIDENT OF THE BOARD TO ADVOCATE THE BOARD'S POSITION TO STATE AND LOCAL LAWMAKERS.**

General Counsel provided a report on the status of AB3 and answered questions from the Board.

No action was taken.

**13. ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 7:14 PM.



Mark Nation, Board Secretary

**APPROVED**



Dr. David C. Lewis, President

# GOLETA WEST SANITARY DISTRICT

## Operating Report for July 1 – July 28, 2015

### I. Administration

Completed routine administrative duties.

Attended 2016 CalPERS Health Insurance webinar.

Completed the June 30, 2015 year-end financial report.

Completed and submitted the 2014 Annual State Compensation Report.

Completed permits for Citrus Village 10 unit development.

Completed confirmation letters and bank account balance information request for 2014-2015 Audit.

Attended Finance, Engineering and Management Committee meetings.

Change Order review and discussions with the contractor on the Mesa Road Project continue.

Attended SAMA meeting.

Staff continues to work with PR Consultants regarding updates to the District website following PR Committee meetings.

The District received a thank you note addressed to the Board and Staff from Ken Hendrickson's widow and children for the flowers that were sent.

Total Compensation Systems, Inc. continues to work on the required actuarial valuation for the California Employee Retirement Benefit Trust (CERBT).

Staff sent out requests for prices to several dealerships (per the usual process) for the new pick-up that is included in the FY 2015-16 Budget. This item will come to Committee then the Board for approval.

Per the new policy the GM completed a quarterly performance report and sent to the Personnel Committee.

GM attended a Goleta City Council meeting. On the agenda was an item to initiate a policy of no construction during the day on major arterial streets. Following discussion the Council sent the item back to City staff to work with the utilities to revise for specific areas. District staff is in agreement with the decision.

GM attended one of the ongoing AB 3 meetings held on Tuesday evenings in Isla Vista.

GM attended the CSDA General Manager Leadership Summit in Newport Beach. Topics included: succession planning, millennials entering the work force, utilizing technology in the field and boardroom, dealing with difficult employees, board member orientation, keynote speakers etc. The conference was well attended.

## **II. Collection System Maintenance**

The crew completed hydro-cleaning hotspots throughout the District. The crew also completed hydro cleaning the Los Carneros Off-tract and the 60-2 Off-tract areas.

Sewer maintenance operations are summarized on the attached sheet.

The crew continues to inspect with CCTV in the Ocean Meadows Golf Course area.

Jeff Hayes truck repair is currently repairing the brakes on the water truck.

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

Challenge asphalt paved the lower portion of the Emily lift station and repaired and sealed the pavement on the road at Emily as well as the headquarters yard.

All staff participated in safety training on fall protection.

Staff inspected and signed off on tenant improvement permit for Corepower Yoga in the Camino Real Marketplace.

Staff attended a Goleta Slough Management Committee meeting at the Airport.

The Backflow Prevention Device at Emily lift station was inspected and documented by a qualified technician as required by GWD.

Staff inspected and signed off on sewer lateral replacement permit at 48 Deerhurst.

## **III. Industrial Waste**

Staff completed the Semi-annual Non-Industrial Source Control (NISC) and Pretreatment Status Reports and delivered them to GSD.

Staff issued a Notice of Violation (NOV) on July 7, 2015 to BEI Sensors, Inc. for Federal Categorical violations of their Industrial Wastewater Discharge Permit limits for Lead and Zinc. Both constituents were just slightly over limit. BEI has been shutting down this location for approximately six-months and moving it to Newbury Park. The violation was reported by BEI in their required self-monitoring report. BEI was required to respond in writing to the NOV and resample for Lead and Zinc. Staff is awaiting laboratory results of the resample.

Staff sent an Industrial Wastewater Discharge Permit application to Karl Storz Imaging for their new facility located at 1 South Los Carneros, the old Santa Barbara Bank & Trust Administration building. They are planning to relocate most of their Goleta operations to this site.

Staff received and reviewed June meter readings from Raytheon for well water utilized in their industrial processes and discharged to the sewer.

Staff is in the process of conducting FOG (Fats, Oils, & Grease) inspections at all the restaurants within the District.

#### IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours- 82.1

Miles-815

Loads- 35

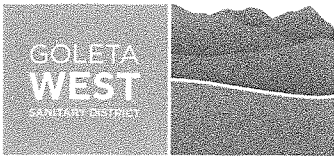
6/13/15 = 13.18 tons, 6/20/15 = 13.04 tons, 7/8/15 = 10.32 tons

##### Sweeper Maintenance

- Replaced air filter regulator on Eagle
- Haaker Equipment Co. replaced fan bearings
- Dal Pozzo Tire Co. replaced front tires on the Crosswind

##### **Table of Treatment Capacity in GSD Plant**

Goleta West Average Daily Flow	May 2015	MGD 1.3727; 44.14%
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# Sewer Operations Cleaning Summary from June 30, 2015 to July 29, 2015

Your environmental partner since 1954

<b>Description</b>	<b>Quantity</b>
<b>Feet Cleaned</b>	
Hydroclean	15,259 ft.
Hydroflush	5,028 ft.
Hot Spot	3,668 ft.
Root Cutting	1,350 ft.
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	<b>25,305 ft.</b>
<b>Lines Cleaned</b>	
Hydroclean	58 lines
Hydroflush	14 lines
Hot Spot	13 lines
Root Cutting	4 lines
	<hr/>
	<b>89 lines</b>
<b>Other Work Orders</b>	
CCTV Work Order	16 Work Orders
Parcel Permit	2 Work Orders
FOG Inspection	1 Work Order
	<hr/>
	<b>19 Work Orders</b>

**GOLETA WEST SANITARY DISTRICT  
ALLOWANCE OF CLAIMS  
July 1 - 28, 2015**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape Management Co. - June landscape maintenance	\$ 333.41			\$ 333.41
Acorn Landscape Management Co. - Landscape irrigation repair	\$ 85.00			\$ 85.00
ADP, LLC - Payroll processing for period ending 06/24/15	\$ 222.07	\$ 24.67		\$ 246.74
ADP, LLC - Payroll processing for period ending 07/08/15	\$ 349.87	\$ 38.87		\$ 388.74
ADT Security Services - Quarterly alarm service	\$ 249.96			\$ 249.96
Asbury Environmental Services - Waste oil & waste filter pick-up	\$ 70.00			\$ 70.00
Alternative Digital Printing - Letterhead envelopes	\$ 187.26			\$ 187.26
Arrowhead Direct - Monthly drinking water & cooler rental	\$ 81.38			\$ 81.38
AT&T - Monthly long distance service	\$ 267.22	\$ 17.06		\$ 284.28
AT&T Mobility - Monthly cell phone service	\$ 249.15			\$ 249.15
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 804.60	\$ 89.40		\$ 894.00
Brownstein Hyatt Farber Schreck - Legal Services	\$ 2,050.00	\$ 5,542.57	\$ 6,628.48	\$ 14,221.05
CALAFCO - 2015-2016 Dues	\$ 300.00			\$ 300.00
CalPERS - Pension; 06/25/15 - 07/08/15	\$ 3,444.98	\$ 192.53		\$ 3,637.51
CalPERS - Pension; 07/09/15 - 07/22/15	\$ 3,484.02	\$ 195.74		\$ 3,679.76
CalPERS - Unfunded liability for inactive rate plan	\$ 4,981.00			\$ 4,981.00
CalPERS - August health insurance premiums	\$ 9,184.85	\$ 657.32		\$ 9,842.17
Carroll Plumbing & Maint. - Repair backflow device; main facility	\$ 89.00			\$ 89.00
Carroll Plumbing & Maint. - Replace backflow device & piping	\$ 4,529.76			\$ 4,529.76
CDM Smith - Record drawings for Mesa Rd. Project			\$ 6,424.55	\$ 6,424.55
CITIG - Computer support services	\$ 1,162.50			\$ 1,162.50
CITIG - Computer support services	\$ 658.25			\$ 658.25
CITIG - Computer support services	\$ 351.25			\$ 351.25
City of Goleta - Encroachment Permit for MH repair on Calle Real	\$ 246.00			\$ 246.00
City of Santa Barbara - Final DART permitting for PS#2 Project			\$ 1,250.00	\$ 1,250.00
County of Santa Barbara - District share of LAFCO Budget		\$ 4,295.00		\$ 4,295.00
County of Santa Barbara - 2015-2016 Green Business Program		\$ 1,518.00		\$ 1,518.00
CSRMA - Workers' Compensation annual insurance premium	\$ 18,525.60	\$ 2,058.40		\$ 20,584.00
CSRMA - Property Insurance/Director Fee annual insurance premium	\$ 1,643.51	\$ 182.61		\$ 1,826.12
CWEA - Annual Membership Renewal; J. Hilliard	\$ 164.00			\$ 164.00
Dal Pozzo Tires - Two (2) tires for street sweeper		\$ 810.01		\$ 810.01
Dal Pozzo Tires - Repair flat on sweeper		\$ 172.49		\$ 172.49
DATCO - Quarterly service; July - September	\$ 146.25			\$ 146.25
FGL Environmental - NISC Sampling; Stations 1, 3 & 5	\$ 1,359.00			\$ 1,359.00
Goleta Building Materials, Inc. - Backflow preventor repair	\$ 57.20			\$ 57.20
Goleta Sanitary District - May Treatment & Capital Projects	\$ 140,610.06		\$ 4,812.81	\$ 145,422.87
Goleta Water District - Monthly service/Emily	\$ 70.42			\$ 70.42
Haaker Equipment Company - Maintenance parts for Vactor	\$ 601.94			\$ 601.94
Haaker Equipment Company - Brooms for sweeper		\$ 5,667.60		\$ 5,667.60
Haaker Equipment Company - Maintenance parts for sweeper		\$ 102.94		\$ 102.94
Haaker Equipment Company - Credit for returned parts for sweeper		\$ (383.71)		\$ (383.71)
Haaker Equipment Company - Maintenance parts for sweeper		\$ 148.47		\$ 148.47



Allowance of Claims

July 1 - 28, 2015

Page Two

Haaker Equipment Company - Maintenance parts for sweeper		\$ 129.99		\$ 129.99
Haaker Equipment Company - Linear Actuator; lens for sweeper		\$ 1,398.52		\$ 1,398.52
Haaker Equipment Company - Linear Actuator; lens for sweeper		\$ 1,315.36		\$ 1,315.36
Haaker Equipment Company - Hose guide for Vactor	\$ 685.00			\$ 685.00
Haaker Equipment Company - Filter Regulator for sweeper		\$ 192.81		\$ 192.81
Haaker Equipment Company - Credit for returned part for sweeper		\$ (84.53)		\$ (84.53)
IVR&PD - FY 2015-2016 Mutt-Mitt Funding		\$ 3,681.91		\$ 3,681.91
IVR&PD - FY 2015-2016 Adopt-A-Block Funding		\$ 79,021.00		\$ 79,021.00
Larry Auto Parts - Maintenance supplies for sweeper	\$ 51.49			\$ 51.49
Lenz Pest Control - Monthly rodent service	\$ 120.00			\$ 120.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 236.06	\$ 944.26		\$ 1,180.32
MarBorg Industries - 25YD roll-off & recycle fees	\$ 233.88	\$ 935.52		\$ 1,169.40
MarBorg Industries - 25YD roll-off rental	\$ 23.94	\$ 95.76		\$ 119.70
MarBorg Industries - 25YD roll-off & recycle fees	\$ 193.71	\$ 774.84		\$ 968.55
McCormix Corp. - Fuel for street sweeper		\$ 273.00		\$ 273.00
Meyer, Larry D. - SBCSDA meeting reimbursements	\$ 98.01			\$ 98.01
Mission Linen Supply - June uniform service	\$ 698.40	\$ 123.25		\$ 821.65
Office Depot - Office supplies	\$ 141.71			\$ 141.71
PFM Asset Management LLC - June investment advisory services	\$ 847.06			\$ 847.06
Reliance Standard Life Insurance Co. - Aug. LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
Sansum Clinic - DMV Exam; K. Spencer	\$ 135.00			\$ 135.00
SCAP - 2015-2016 annual dues	\$ 538.00			\$ 538.00
SDRMA - July Dental/Life insurance premiums	\$ 760.61	\$ 92.61		\$ 853.22
Silvia's Cleaning Company, Inc. - June cleaning service	\$ 387.50			\$ 387.50
Southern California Edison - Monthly service/Emily	\$ 248.29			\$ 248.29
Southern California Edison - Monthly service/main facility	\$ 4,704.03			\$ 4,704.03
Stantec - Mesa Rd. Project Construction Management			\$ 16,560.25	\$ 16,560.25
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Gas Company - Monthly service/main facility	\$ 120.04			\$ 120.04
The Home Depot - Maintenance supplies	\$ 264.61			\$ 264.61
Total Compensation Systems, Inc. - GASB45 Valuation; 1st payment	\$ 1,150.00			\$ 1,150.00
Underground Service Alert - June "Dig Alerts"	\$ 52.50			\$ 52.50
Verizon California - Monthly service/main facility	\$ 221.58	\$ 14.14		\$ 235.72
Verizon California - Monthly service/SCADA	\$ 252.78			\$ 252.78
Verizon California - Monthly service/Emily	\$ 227.68			\$ 227.68
WEX Bank - Fuel for District vehicles	\$ 798.40	\$ 231.80		\$ 1,030.20
Wilson Backflow Testing - Annual backflow testing; Emily	\$ 45.00			\$ 45.00
				\$ -
<b>TOTAL SERVICES &amp; SUPPLIES</b>	\$ 211,972.07	\$ 110,524.26	\$ 35,676.09	\$ 358,172.42

Payroll - Pay Period Ending: June 24, July 8 & 22, 2015

\$ 80,821.86

**GRAND TOTAL - Fund 4900**

**\$ 438,994.28**