

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
APRIL 19, 2016**

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 Geyer called the meeting to order at 12:01 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Craig Geyer

Dr. David C. Lewis

Larry D. Meyer

BOARD MEMBERS ABSENT

Eva Turenchalk

David Bearman, M.D.

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent

Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

John Fox, Goleta Sanitary District

3. APPROVE THE ORDER OF THE AGENDA

No change was made to the order of the agenda.

4. PUBLIC COMMENT

None

5. APPROVAL OF THE MINUTES

(16-04-31)

Upon a motion by Director Meyer, seconded by Director Lewis, the Board unanimously approved the minutes of the Regular Board Meeting of April 5, 2016 as written.

6. WASTEWATER ANNEXATION, CONNECTION AND MISCELLANEOUS FEES REPORT

Sudhir Pardiwala of Raftelis Financial Consultants, Inc. (RFC) provided a PowerPoint presentation highlighting the methodology used to determine the fees proposed in the aforementioned report. Mr. Pardiwala also answered questions raised by the Board.

(16-04-32)

Upon a motion by Director Lewis, seconded by Director Meyer, the Board unanimously accepted the report from RFC and approved to direct staff to return to the Board with a draft Ordinance incorporating the fee changes proposed in the RFC report.

7. **CONSIDERATION OF LETTER TO LAFCO REGARDING SPHERE OF INFLUENCE**

(16-04-33)

Upon a motion by Director Meyer, seconded by Director Lewis, the Board unanimously approved to send the letter to Paul Hood of Santa Barbara LAFCO as amended deleting the words "following release of that study" in the last sentence of the letter.

8. **REPORTS**

Operations Report

The General Manager provided a report.

Public Relations Committee Meeting

Director Meyer provided a report on the April 7, 2016 meeting.

Engineering Committee Meeting

Director Meyer provided a report on the April 8, 2016 meeting.

Finance Committee Meeting

Director Lewis provided a report on the April 11, 2016 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the April 18, 2016 Board meeting.

Goleta Water District Board Meeting

No report.

SBCSDA Board Meeting

Director Meyer provided a report on the April 6, 2016 Board Meeting.

Other Director Reports

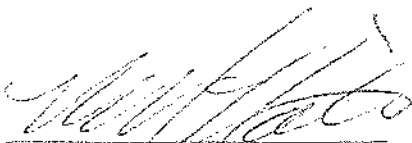
Director Lewis provided a report on the April 14, 2016 Isla Vista Recreation and Park District Board Meeting.

9. **FUTURE AGENDA ITEMS**

None.

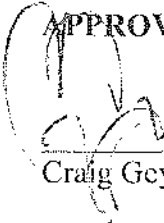
10. **ADJOURNMENT**

There being no further business, President Geyer adjourned the meeting at 12:40PM.



Mark Nation, Board Secretary

APPROVED



Craig Geyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for March 30 – April 12, 2016

I. Administration

Completed routine administrative duties.

Published Ordinance No. 16-88 in the Santa Barbara News-Press.

Submitted the monthly report to the US Department of Labor.

Staff attended Finance, Management, Engineering and Public Relations Committee meetings.

Staff continues working with UCSB regarding dedication of facilities and easements for the North Campus Faculty Housing Developments located in the area near Cannon Green and Pacific Oaks Rd.

Submitted the no-spill certification to the State CIWQS database for March 2016.

Staff continues to work on the Fiscal Year 2016-2017 Budget.

Santa Barbara Overhead door repaired one of the garage doors that had become misaligned and would not close.

Pacific Acoustics installed new ceiling and LED lights in the Board room.

II. Collection System Maintenance

On Wednesday March 30th on duty staff was called out to an issue in Pump Station #1. The filter housing to supply water for the pump seal for pump #3 cracked and leaked water until the float sensor set the alarm and notified on duty staff. Emergency operations worked well and repairs were made as needed.

The crew completed hydro-cleaning hotspots throughout the District. Root cutting throughout the District was also completed. The crew continues CCTV inspections for the 2016 scheduled areas. Sewer operations are summarized on the attached sheet.

The crew performed a visual inspection by walking the force main pipes to GSD located on the Santa Barbara Airport property. No problems were found.

The crew continues manhole inspections throughout the District.

Inspection continues on the Hollister Village Project. Commercial tenant improvements are being permitted and inspected.

The crew continues to inspect the sewer improvements for the Village at Los Carneros Project.

The crew serviced the emergency sump pump for the dry well in PS#1.

The crew replaced the block heater to the Emily Emergency Generator.

Staff completed plan checks and issued a fee estimate for Phase 1 residential housing at The Village at Los Carneros.

Staff received safety training on the following topics:

- CPR, First Aid, Electrical First Aid, & Blood Borne Pathogens from professional trainer Glenda Mahon.
- The District's three new Honeywell Escape Air Breathing Apparatus from subject matter expert Keith Cox.
- Respiratory Protection 2016 from District Safety Officer Jan Powell.

The crew inspected a lateral replacement at 6550 Picasso Rd. in Isla Vista.

III. Industrial Waste

Staff issued a Class 3 Industrial Wastewater Discharge Permit to Solution Deposition Systems, Inc. (SDS) which recently began doing business at 6780 Cortona Drive. SDS assembles specialized tools used in the semiconductor industry.

Staff conducted Fats, Oils, & Grease (FOG) inspections at various restaurants within the District.

Staff signed off on County job card and Sewer Service Permit for installation of a grease interceptor at Tropicana Gardens Apartments.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

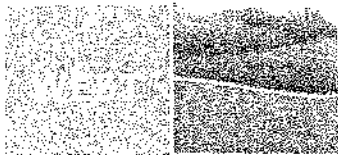
Hours – 28

Miles - 205

Loads - 7

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	March 2016	MGD 1.4065; 45.22%
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Sewer Operations Cleaning Summary from March 30, 2016 to April 11, 2016

2016 04 12 10:54

Summary of Operations

Feet Cleaned

Root Cutting	6,765 ft.
Hot Spot	6,160 ft.
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	12,925 ft.

Lines Cleaned

Root Cutting	26 lines
Hot Spot	24 lines
	<hr/>
	50 lines

Other Work Orders

CCTV Work Order	25 Work Orders
FOG Inspection	4 Work Orders
Parcel Permit	1 Work Order
Structure Inspection Work Order	1 Work Order
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	31 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
March 30 - April 13, 2016**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape Management Co. - March landscape maintenance	\$ 333.41			\$ 333.41
ADP, LLC - Payroll processing for period ending 03/30/2016	\$ 225.35	\$ 25.04		\$ 250.39
ADT Security Services - Quarterly alarm service/main facility	\$ 249.96			\$ 249.96
AT&T - Monthly long distance service	\$ 333.32	\$ 21.28		\$ 354.60
AT&T Mobility - Monthly cell phone service	\$ 280.17			\$ 280.17
CalPERS - Pension; 03/31/2016 - 04/13/2016	\$ 3,715.70	\$ 194.47		\$ 3,910.17
Carrot-Top Industries - Eagle tops for Board Room flags	\$ 64.31			\$ 64.31
C. Philip Brittain - Miscellaneous electrical projects	\$ 2,968.00			\$ 2,968.00
CITIG - Computer support services	\$ 725.25			\$ 725.25
Coastline Equipment - Maintenance parts for Crosswind sweeper		\$ 492.97		\$ 492.97
Craig Geyer - SBCSDA Board Meeting meal & travel reimbursements	\$ 51.49			\$ 51.49
DATCO Service Corp. - April - June, 2016 service fee	\$ 185.25			\$ 185.25
David Bearman, M.D. - SBCSDA Chapter Meeting reimbursements	\$ 40.54			\$ 40.54
Goleta Building Materials, Inc. - Maintenance supplies	\$ 174.96			\$ 174.96
Goleta Sanitary District - March treatment & Capital Projects	\$ 159,501.37		\$ 9,918.06	\$ 169,419.43
Goleta Valley Paint - Paint for Generator Room	\$ 51.59			\$ 51.59
Goleta Valley Paint - Paint & supplies for Generator Room	\$ 480.53			\$ 480.53
Goleta Water District - Monthly service; Emily	\$ 73.16			\$ 73.16
Grainger - Liquid Level Sensor & inspection labels for air packs	\$ 68.67			\$ 68.67
Haaker Equipment Co. - Serpentine Belt for sweeper		\$ 95.61		\$ 95.61
Haaker Equipment Co. - Maintenance parts for sweeper		\$ 127.95		\$ 127.95
Haaker Equipment Co. - Maintenance parts for Vactor	\$ 730.97			\$ 730.97
Larry D. Meyer - SBCSDA travel & meal reimbursements	\$ 190.83			\$ 190.83
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 1,175.00			\$ 1,175.00
MarBorg Industries - 25YD roll-off rental fee	\$ 24.86	\$ 99.45		\$ 124.31
McCormix Corp. - Fuel for street sweeper		\$ 129.06		\$ 129.06
Mission Linen Supply - March uniform service	\$ 634.54	\$ 111.98		\$ 746.52
Nation, Mark - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Office Depot - Office supplies	\$ 40.33			\$ 40.33
Pacific Acoustics North - New ceiling & lights in Board Room	\$ 3,961.00			\$ 3,961.00
Ready Refresh by Nestle - Monthly cooler rental & drinking water	\$ 106.27			\$ 106.27
RFC - Miscellaneous Fees Study	\$ 1,108.13	\$ 369.37		\$ 1,477.50
RECON - Environmental services for New Admin. Bldg. Project			\$ 4,958.74	\$ 4,958.74
Santa Barbara News-Press - Publish Ordinance No. 16-87	\$ 219.12			\$ 219.12
Santa Barbara News-Press - Publish Ordinance No. 16-88	\$ 74.88			\$ 74.88
Santa Barbara Overhead Door - Repair garage rolling steel door	\$ 165.00			\$ 165.00
SBPrinter.com - 1,000 Leave Request forms	\$ 202.25			\$ 202.25
Silvia's Cleaning Service, Inc. - March cleaning service	\$ 387.50			\$ 387.50
Southern California Edison - Monthly service; Emily	\$ 208.04			\$ 208.04
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
Underground Service Alert - March "Dig Alerts"	\$ 49.50			\$ 49.50
Verizon California - Monthly service/SCADA	\$ 257.41			\$ 257.41
				\$ -

Allowance of Claims
March 30 - April 13, 2016
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TOTAL SERVICES & SUPPLIES	\$ 179,302.66	\$ 1,667.18	\$ 14,876.80	\$ 195,846.64
Payroll - Pay Period Ending: March 30, 2016				\$ 27,433.10
GRAND TOTAL - Fund 4900				\$ 223,279.74