

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
April 15, 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 72 hours in advance of the meeting.

1. CALL TO ORDER

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

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

STAFF PRESENT

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

OTHERS PRESENT

Jerry D. Smith – Director, Goleta Sanitary District
Eduardo Galindo – CDM Smith, Inc.
Hans Papke – CDM Smith, Inc.

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda

4. PUBLIC COMMENT

None

5. MINUTES

(14-04-33)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of March 18, 2014 as written.

DISCUSSION-ACTION ITEMS

6. CDM SMITH, INC. – PRESENTATION OF FURTHER EXTERIOR CONFIGURATIONS FOR NEW ADMINISTRATION BUILDING

Ed Galindo from CDM Smith, Inc. provided a presentation exhibiting the options for the new Administration building and courtyard as per direction from the Board at the last Board meeting. Mr. Galindo also answered questions raised by the Board.

Following the presentation and discussion, the Board directed CDM Smith, Inc. to return with 3 options of the "Metal" corner design with different designs for the orange polycarbonate material on the trellis. All the options will include the "Formal" design for the courtyard area.

7. **CDM SMITH, INC. – TASK ORDER NO. 12 - ADDITIONAL SERVICES FOR PUMP STATION #2 UPGRADE**

(14-04-34)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved Task Order No. 12 of the Master Services Agreement with CDM Smith, Inc.

8. **DISCUSSION OF JULY 28, 2008 SEWER SERVICE AGREEMENT WITH UCSB**

Director Geyer reviewed the agreement with the Board as a reminder of its terms.

9. **SECOND QUARTER 2013-2014 FINANCIAL REPORT**

(14-04-35)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to accept the Second Quarter 2013-2014 Financial Report as written.

10. **ORDINANCE NO. 14-85 – PERTAINING TO THE HOLDING AND CONDUCT OF BOARD MEETINGS**

(14-04-36)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to adopt Ordinance No. 14-85 - Pertaining to the Holding and Conduct of Board Meetings.

AYES: Bearman, Geyer, Lewis, Meyer, Turenchalk

NOES: None

ABSTAINED: None

ABSENT: None

11. **CONSIDER SENDING LETTER OF OPPOSITION TO AB 2014 (Garcia)**

(14-04-37)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to direct staff to draft a letter of opposition to AB 2014 to deliver upon signature by the Board President.

12. **COMMUNICATIONS**

The communications were noted as received.

13. **REPORTS**

Operations Report

The General Manager/Superintendent provided a report.

Engineering Committee Meeting

Director Lewis provided a report on the April 8, 2014 meeting.

Management Committee Meeting

Director Geyer provided a report on the April 14, 2014 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the April 7, 2014 meeting.

Goleta Water District

Director Turenchalk provided a report on the April 8, 2014 meeting.

Isla Vista Recreation and Park District

Director Lewis provided a report on the March 27 and April 10, 2014 meetings.

City of Goleta Council Meeting

No Report.

SBCSDA Executive Board Meeting

Director Meyer provided a report on the April 2, 2014 meeting.

SBCSDA Chapter Meeting

Director Meyer provided a report on the March 24, 2014 meeting.

Other Director Reports


None.

14. **Future Agenda Items**

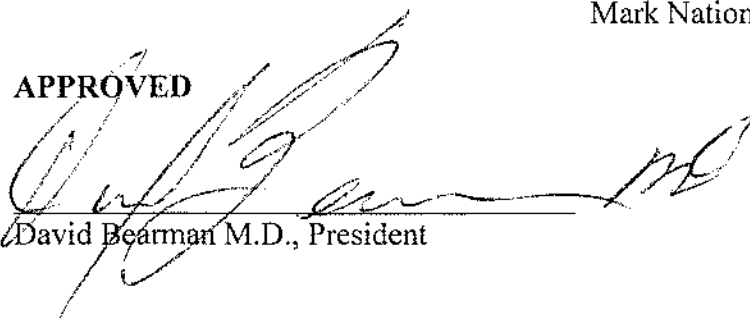
None.

15. **ADJOURNMENT**

There being no further business, President Bearman adjourned the meeting at 8:14 PM.



Mark Nation, Board Secretary

APPROVED


David Bearman M.D., President

GOLETA WEST SANITARY DISTRICT

Operating Report for March 12 – April 8, 2014

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the April 15, 2014 Special Board Meeting.

Completed salary and benefits worksheet for 2014-2015 Budget.

Printed 2014-2015 business inventory for field crew verification.

Requested from the Goleta Water District the 2013 water consumption data to enter into the District's billing data base for preparation of the 2014-2015 tax roll.

Attended Engineering Committee meeting.

Attended SBCSDA Chapter meeting.

Staff participated in the Mesa Road Trunk Sewer Project pre-bid meeting.

Staff worked with project engineers to respond to requests for information and distributed addendum numbers 1-4 for the Mesa Rd. Project.

Received bids for the Mesa Road Trunk Sewer Project.

Staff worked with Bruce Corwin on the process for hiring a firm for construction management for the Mesa Rd. project. RFPs were sent to local firms.

Attended Engineering Committee meeting where the committee, Bruce Corwin and staff reviewed and discussed the proposals received for construction management services.

Staff completed CSDA survey re: protecting RDA Diversion Funds for Special Districts.

Staff met with Patsy from BHFS and the Santa Barbara City Fire Department regarding fire hydrant requirements near the proposed new administration building.

II. Collection System Maintenance

The field crew attended the CWEA Tri-Counties Section Workshop held at El Estero in Santa Barbara.

The crew completed cleaning lines in the Dos Pueblos High School area. Sewer cleaning operations are summarized on the attached sheet.

The crew continues CCTV work for 2014. This year's schedule includes the Phelps area and the Cannon Green area.

Staff continues to inspect as needed at the Haskell's Landing and Willow Springs II developments.

Staff is currently inspecting the Westar/Hollister Village Project, main sewer portion.

The crew completed the monthly equipment exercising to include running generators, emergency pumps and exercising valves throughout the District.

Staff completed plan check and issued an inspection permit for demolition and remodel of two duplexes to create one four-plex at 6791 Del Playa Drive.

Staff signed off on the District's Sewer Connection Permit and City of Goleta Building Permit for the Deckers Corporate Offices (four buildings) on Hollister Ave.

Staff corresponded with the architect of a proposed development, Citrus Village at 7388 Calle Real, regarding the District's Standard Specifications. The proposed development is for four duplexes and one triplex.

Staff responded to a call regarding a private sewer lateral spill at 6599 Del Playa Drive. The District's street sweeper operator observed wastewater running from a clean-out on the private property down the driveway and out into the gutter. Staff contacted the property owner who immediately had a plumber respond and clear the blockage. Staff notified SB County Environmental Health Department of the private lateral spill per the District's SSO Emergency Response Plan.

Staff replaced the impeller on Pump 1 in Pump Station 1. Pump #1 has almost 19,000 hours on it.

Staff replaced the water heater in the break room.

Staff attended a Community Awareness & Emergency Response (CAER) meeting held at the American Red Cross in Santa Barbara.

Staff received safety training on the following topics: Gas and Diesel Fuel Storage; Hazardous Energy Control; Lockout Tag-out Procedures and Competency; and the Quarterly Facility Safety Inspection findings.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at BEI Sensors and Transphorm, Inc.

Staff issued Industrial Wastewater Discharge Permit termination letter to Campbell Geo, Inc. Campbell Geo, Inc. operated a groundwater remediation system at the former Joslyn Electronics site. The RWQCB has approved removal of the remediation system and it is no longer capable of discharging to the sewer system.

Staff signed off on the District's Grease Removal Device Installation Permit and County Building Permit for IV Deli in its new location at the old IV Bookstore, 6553 Pardall Road.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 72

Miles – 553

Loads – 37

10.27 Tons – 2/22/14; 9.76 Tons – 3/3/14; 10.47 Tons – 3/15/14.

STREET SWEEPER MAINTENANCE

- Preventative maintenance checks and services
- Adjust power band belt
- Lube fan

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	February 2014	MGD 1.9085; 61.37%
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GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
March 12 - April 8, 2014

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - Monthly maintenance fee	\$ 333.41			\$ 333.41
ADP, Inc. - Payroll processing for period ending 03/05/14	\$ 217.44	\$ 24.16		\$ 241.60
ADP, Inc. - Payroll processing for period ending 03/19/14	\$ 202.55	\$ 22.50		\$ 225.05
Alliant Insurance Service, Inc. - Annual Crime Policy ins. renewal	\$ 92.70	\$ 10.30		\$ 103.00
Arrowhead Direct - Monthly drinking water & cooler rental	\$ 52.23			\$ 52.23
AT&T Mobility - Monthly cell phone service	\$ 256.35			\$ 256.35
AT&T - Monthly long distance service	\$ 375.00	\$ 23.94		\$ 398.94
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 158.40	\$ 17.60		\$ 176.00
Brownstein Hyatt Farber Schreck - Legal services	\$ 6,165.00	\$ 2,249.49	\$ 3,452.32	\$ 11,866.81
CalPERS - April health insurance premiums	\$ 8,785.62	\$ 638.22		\$ 9,423.84
CalPERS - Pension; 03/06/14 - 03/19/14	\$ 3,341.75	\$ 190.65		\$ 3,532.40
CalPERS - Pension; 03/20/14 - 04/02/14	\$ 3,341.75	\$ 190.65		\$ 3,532.40
Cardmember Service - Mtg expenses; postage; lamp for street sweeper	\$ 146.19	\$ 32.61		\$ 178.80
CDM Smith - PS#2 Upgrade & New Admin Bldg. Projects			\$ 22,012.71	\$ 22,012.71
Cintas Corporation - First aid supplies	\$ 67.79			\$ 67.79
Chuck Rodgers Office Equipment Co. - Typewriter repair	\$ 86.50			\$ 86.50
Datco Services Corporation - Quarterly service (Apr. - June)	\$ 136.50			\$ 136.50
FGL Environmental - NISC sampling; Stations 2, 4 & 5	\$ 1,359.00			\$ 1,359.00
Geyer, Craig - SBCSDA Chapter Mtg. meal & travel reimbursements	\$ 80.68			\$ 80.68
Geyer, Craig - SBCSDA Brd. Mtg. meal & travel reimbursements	\$ 58.48			\$ 58.48
Goleta Sanitary District - February treatment & fixed asset	\$ 112,221.34		\$ 12,608.13	\$ 124,829.47
Goleta Sanitary District - Final Plant Upgrade Project payment			\$ 377,281.70	\$ 377,281.70
Goleta Valley Paint - White paint	\$ 30.77			\$ 30.77
Goleta Water District - Monthly service/Emily	\$ 68.11			\$ 68.11
Goleta Water District - Monthly service/Emily	\$ 68.11			\$ 68.11
Grainger - Wheel Valve Lockout Kit	\$ 238.14			\$ 238.14
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Joy Equipment Protection, Inc. - New fire extinguisher	\$ 60.48			\$ 60.48
Larrys Auto Parts - Supplies for vehicles	\$ 164.18			\$ 164.18
Lincoln Natonal Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
Lincoln Natonal Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
MarBorg Industries - 25 YD roll-off & recycle fees	\$ 193.71	\$ 774.86		\$ 968.57
MarBorg Industries - 25 YD roll-off & recycle fees	\$ 185.76	\$ 743.03		\$ 928.79
MarBorg Industries - 25 YD roll-off & recycle fees	\$ 196.83	\$ 787.34		\$ 984.17
MarBorg Industries - 25 YD roll-off & recycle fees	\$ 199.80	\$ 799.19		\$ 998.99
MarBorg Industries - 25 YD roll-off rental fee	\$ 27.21	\$ 108.85		\$ 136.06
McCormix Corp. - Fuel for street sweeper		\$ 485.02		\$ 485.02
McCormix Corp. - Fuel for street sweeper		\$ 225.30		\$ 225.30
Mission Linen Supply - Monthly uniform service	\$ 602.60	\$ 106.34		\$ 708.94
PFM Asset Management LLC - February investment advisory services	\$ 1,616.41			\$ 1,616.41
Reliance Standard Life Insurance Co. - Apr. LTD insurance premiums	\$ 626.84	\$ 37.49		\$ 664.33

Allowance of Claims

March 12 - April 8, 2014

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Rockwell Engineering & Equipment - Chopper Pump Impeller	\$ 3,399.83			\$ 3,399.83
Sansum Clinic - DMV exam; B. McCarthy	\$ 135.00			\$ 135.00
Sansum Clinic - DOT random drug screen	\$ 40.00			\$ 40.00
Santa Barbara News-Press - Notice inviting bids; Mesa Rd. Proj.	\$ 638.88			\$ 638.88
Schneider Electric - ClearScada annual service & support	\$ 1,710.72			\$ 1,710.72
SDRMA - April Dental/Life insurance premiums	\$ 795.21	\$ 97.00		\$ 892.21
Silvia's Cleaning Service - Monthly cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/main facility	\$ 3,942.69			\$ 3,942.69
Southern California Edison - Monthly service/Emily	\$ 319.43			\$ 319.43
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Corwin Group, Inc. - Project Management; Mesa Rd. Project			\$ 15,963.46	\$ 15,963.46
The Gas Company - Monthly service/Emily	\$ 93.28			\$ 93.28
Underground Service Alert - March "Dig Alerts"	\$ 70.50			\$ 70.50
U.S. Postal Service - Annual bulk mail permit fee #606	\$ 220.00			\$ 220.00
Van Buren Consulting, LLC - Computer support services	\$ 460.00			\$ 460.00
Verizon California - Monthly service/main facility	\$ 218.76	\$ 13.96		\$ 232.72
Verizon California - Monthly service/SCADA	\$ 234.29			\$ 234.29
WEX Bank - Fuel for District vehicles	\$ 835.06	\$ 573.40		\$ 1,408.46
				\$ -
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 156,940.28	\$ 8,151.90	\$ 431,318.32	\$ 596,410.50

Payroll - Pay Period Ending: March 19 & April 2, 2014

\$ 48,314.02

GRAND TOTAL - Fund 4900

\$ 644,724.52