

**MINUTES OF THE REGULAR MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
MAY 17, 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 5:30 PM.

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

Craig Geyer

Dr. David C. Lewis

Larry D. Meyer

Eva Turenchalk

David Bearman, M.D. – arrived at 5:35 PM

**BOARD MEMBERS ABSENT**

None

**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**

(16-05-40)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of May 3, 2016 as written.

**6. REVIEW DRAFT FY 2016-2017 BUDGET DOCUMENT**

Staff reviewed the entire budget document with the Board. Staff also responded to questions and comments as needed. The final draft of the budget document will be completed and brought back to the Board for consideration at the June 7, 2016 Board meeting.

7. **REVIEW THIRD QUARTER FY 2015-2016 FINANCIAL REPORT**

(16-05-41)

Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board unanimously accepted the FY 2015-2016 Third Quarter Financial Report as presented.

8. **PROPOSED 2016 CSDA BYLAWS AMENDMENTS**

This item was tabled to the next regular Board meeting scheduled for June 7, 2016.

9. **ADOPT-A-BLOCK FY 2015-2016 THIRD QUARTER REPORT**

(16-05-42)

Upon a motion by Director Lewis, seconded by President Turenchalk, the Board unanimously accepted the Adopt-a-Block FY 2015-2016 Third Quarter Report as presented.

10. **STATUS UPDATE ON PROPOSED COUNTY ORDINANCE FOR SAFE DRUG DISPOSAL**

(16-05-43)

Upon a motion by Director Bearman, seconded by Director Turenchalk, the Board unanimously approved to send a letter from the Board in support of the County's proposed Ordinance for safe drug disposal. The Board approved to authorize the Board President to sign said letter.

11. **REPORTS**

**Operations Report**

The General Manager provided a report.

**SBCSDA Board Meeting**

Director Meyer provided a report on the May 4, 2016 Board meeting.

**Finance Committee Meeting**

Director Lewis provided a report on the May 6, 2016 meeting.

**Management Committee Meeting**

President Geyer provided a report on the May 16, 2016 meeting.

**Goleta Water District Board Meeting**

Director Turenchalk provided a report on the May 10, 2016 Board meeting.

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

Director Lewis provided a report on the May 12, 2016 Board meeting.

**Goleta Sanitary District Board Meeting**

No report.

**City of Goleta Council Meeting**

No report.

**Other Director Reports**

Director Lewis reported on the May 4, 2016 Goleta Sanitary District Workshop which he attended in place of Director Meyer.

**12. FUTURE AGENDA ITEMS**

None.

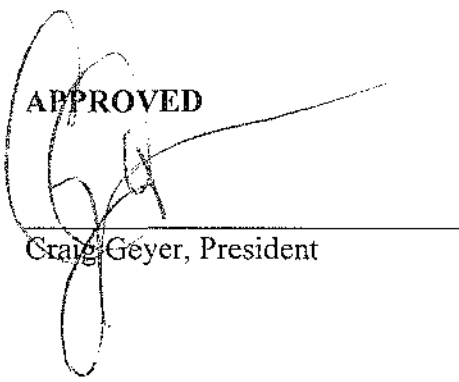
**13. ADJOURNMENT**

There being no further business, President Geyer adjourned the meeting at 6:21PM.



Mark Nation, Board Secretary

**APPROVED**



Craig Geyer, President

# GOLETA WEST SANITARY DISTRICT

## Operating Report for April 27 – May 10, 2016

### **I. Administration**

Completed routine administrative duties.

Staff continues to enter water consumption data for the FY 2016-2017 commercial tax roll billing.

Enrolled new employee in State of California Department of Motor Vehicles Employer Pull Notice Program.

Staff continues working on fiscal year 2016-2017 Budget.

Attended Finance Committee meeting.

Staff and Dave Rundle from Stantec have been working with the contractor to finalize the remaining change orders for the Mesa Road Project. Finally, these change orders should be coming to the Board for consideration in the next few weeks.

Staff completed the annual commercial business site verification. The Office Manager uses this data to complete the commercial billing portion of the annual sewer service charge billing.

Staff sent the required no-spill certification to the State CIWQS system for April 2016.

Staff met with Patsy from BHFS and City of Santa Barbara planners regarding the buildings project. A meeting with ABR is scheduled for later this month. It is anticipated that the District should receive permits to build the garage addition and the new operations building in early 2017.

CITIG replaced the computer firewall with a new unit that will provide improved security for the District's computer systems.

### **II. Collection System Maintenance**

The crew continues CCTV inspections for the 2016 scheduled areas. Sewer operations are summarized on the attached sheet.

The crew continues manhole inspections throughout the District.

The crew is performing plan check for the assisted living project near Ellwood School.

Commercial tenant improvements at Hollister Village are being permitted and inspection is ongoing.

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

Ruben Chavez attended the CWEA Annual Conference and earned continuing education units required to maintain his collection system certification.

The crew is currently painting the generator room.

Per OSHA recommendation, safety training was held on the Zika Virus.

Staff completed plan check and issued a fee estimate for new businesses proposed for Hollister Village: Picology, and Pickles & Swiss.

### III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the following locations: Bacara Resort & Spa, FLIR Systems, Transphorm, Inc.

Staff collected industrial Wastewater Discharge Permit compliance samples from the following locations: Bacara Resort & Spa, Costco Wholesale, and two Karl Storz Imaging facilities.

Staff took receipt of a new ISCO sampler for use in the District's Pretreatment and Non Industrial Source Control (NISC) programs.

Staff met with the manager and a plumbing contractor regarding grease interceptor modifications at the Hillel Center on Embarcadero del Mar.

### IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 36

Miles- 255

Loads- 11

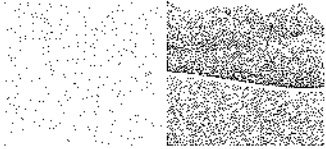
3/17/16 = 14.26 tons

#### SWEEPER MAINTENANCE

- Replaced headlight on eagle street sweeper
- Took crosswind to Coastline Equipment for auxiliary engine diagnostic check

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

Goleta West Average Daily Flow	April 2016	MGD 1.4453; 46.47%
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# Sewer Operations Cleaning Summary from April 26, 2016 to May 10, 2016

Your environment. Our passion since 1934.

## Summary

### Feet Cleaned

Hot Spot	482 ft.
	<hr/>
	<b>482 ft.</b>

### Lines Cleaned

Hot Spot	1 line
	<hr/>
	<b>1 line</b>

### Other Work Orders

Site Verification Work Order	288 Work Orders
CCTV Work Order	42 Work Orders
Parcel Permit	1 Work Order
	<hr/>
	<b>331 Work Orders</b>

**GOLETA WEST SANITARY DISTRICT  
ALLOWANCE OF CLAIMS  
April 27 - May 10, 2016**

<b>SERVICES &amp; SUPPLIES</b>	<b>Wastewater O &amp; M</b>	<b>Other Services</b>	<b>Capital Outlay</b>	<b>Total</b>
Acorn Landscape Management Co. - Apr. landscape service	\$ 333.41			\$ 333.41
ADP, LLC - Payroll processing for 04/13/16 & Management Rpts.	\$ 353.15	\$ 39.24		\$ 392.39
ADP, LLC - Payroll processing for period ending 04/27/16	\$ 225.35	\$ 25.04		\$ 250.39
Alliant Insurance Services, Inc. - Crime renewal policy	\$ 441.00	\$ 49.00		\$ 490.00
Aqua-Flo - PVC bushings	\$ 12.09			\$ 12.09
Aqua-Flo - PVC supplies	\$ 4.22			\$ 4.22
AT&T - Monthly long distance service	\$ 254.03	\$ 16.21		\$ 270.24
Blueisle Bookkeeping - March bank reconciliations	\$ 85.00			\$ 85.00
CalPERS - Pension; 04/28/16 - 05/11/16	\$ 3,715.70	\$ 194.47		\$ 3,910.17
Cintas Corporation - First Aid supplies	\$ 111.98			\$ 111.98
CITIG - Computer support services	\$ 739.00			\$ 739.00
Coastal Copy, LP - Quarterly copier service	\$ 459.13			\$ 459.13
Coastline Equipment - Fuel filters for sweeper		\$ 172.29		\$ 172.29
County of Santa Barbara. - IRWM Program		\$ 1,170.00		\$ 1,170.00
C. Philip Brittain - Electrical projects	\$ 1,854.34			\$ 1,854.34
Craig Geyer - SBCSDA Chapter Meeting reimbursements	\$ 76.72			\$ 76.72
Craig Geyer - SBCSDA Board Meeting reimbursements	\$ 53.84			\$ 53.84
CWEA Memberships & Certifications	\$ 263.00	\$ 250.00		\$ 513.00
Eduardo Galindo - PS#2 Upgrade; Garage Expansion; New Admin Bldg			\$ 43,331.22	\$ 43,331.22
Eva Turenchalk - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Frontier Communications - Monthly service; SCADA	\$ 239.34			\$ 239.34
Frontier Communications - Monthly service; Emily & main facility	\$ 401.64	\$ 18.49		\$ 420.13
Frontier Communications - Monthly service; Emily & main facility	\$ 112.00			\$ 112.00
Goleta Sanitary District - April treatment & Capital Projects	\$ 138,812.04		\$ 3,593.42	\$ 142,405.46
Goleta Water District - Monthly service/Emily	\$ 73.16			\$ 73.16
Home Depot Credit Services - Operating supplies	\$ 45.88			\$ 45.88
Larry's Auto Parts - Belt for Vactor	\$ 56.43			\$ 56.43
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 1,250.00			\$ 1,250.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 195.92	\$ 783.69		\$ 979.61
MarBorg Industries - 25YD roll-off rental fee	\$ 24.06	\$ 96.24		\$ 120.30
McCormix Corp. - Diesel fuel for generator tank	\$ 1,852.53			\$ 1,852.53
McCormix Corp. - Fuel for street sweeper		\$ 43.99		\$ 43.99
Mission Linen Supply - April uniform service	\$ 929.87	\$ 164.10		\$ 1,093.97
ReadyRefresh by Nestle - Monthly cooler rental & drinking water	\$ 101.01			\$ 101.01
RFC - Miscellaneous Fees Study	\$ 1,539.68	\$ 513.22		\$ 2,052.90
R.S. Technical Services, Inc. - Circuit breaker - CCTV	\$ 38.31			\$ 38.31
Ruben Chavez - CWEA Conference mileage reimbursement		\$ 208.79		\$ 208.79
Santa Barbara News-Press - Publish Ordinance No. 16-88	\$ 78.00			\$ 78.00
SDRMA - Dental/Life insurance premiums	\$ 833.63	\$ 89.04		\$ 922.67
Silvia's Cleaning Company, Inc. - April cleaning service	\$ 330.00			\$ 330.00
Southern California Edison - Monthly service/Emily	\$ 184.48			\$ 184.48
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
TESSCO.com - Radio antenna mount with spring	\$ 130.95			\$ 130.95

Underground Service Alert - April "Dig Alerts"	\$ 60.00			\$ 60.00
US Bank - Quarterly investment services (January -March)	\$ 863.54			\$ 863.54
WEX Bank - Fuel for District vehicles	\$ 1,126.65	\$ 216.79		\$ 1,343.44
				\$ -
<b>TOTAL SERVICES &amp; SUPPLIES</b>	\$ 158,505.08	\$ 4,050.60	\$ 46,924.64	\$ 209,480.32

Payroll - Pay Period Ending: April 27, 2016 \$ 27,371.43

**GRAND TOTAL - Fund 4900** **\$ 236,851.75**