

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
July 16, 2019**

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

Vice-President Lewis called the meeting to order at 5:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

David Bearman, M.D.

STAFF PRESENT

Mark Nation – General Manager/Superintendent
Steven A. Amerikaner - District Counsel

OTHERS PRESENT

Angela Tang- PARS
Tory Milazzo – Highmark Capital

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None.

**5. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF
JULY 2, 2019**

(19-07-33)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of July 2, 2019.

**6. PUBLIC AGENCY RETIREMENT SYSTEM (PARS) OPEB AND PENSION TRUST
PROGRAMS REVIEW**

Angela Tang from PARS and Tory Milazzo from Highmark Capital provided a presentation to the Directors and answered questions as needed.

7. **PROPOSAL FROM BARTLETT, PRINGLE & WOLF, LLC FOR 2019 – 2021 AUDITS**

(19-07-34)

Upon a motion from Director Geyer, seconded by Director Turenchalk, the Board unanimously accepted the proposal for 2019 – 2021 audit services as presented.

8. **RESOLUTION NO. 19-786: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GOLETA WEST SANITARY DISTRICT AMENDING THE DISTRICT'S INVESTMENT POLICY**

(19-07-35)

Upon a motion from Director Geyer, seconded by Director Turenchalk, the Board adopted Resolution No. 19-786: A Resolution of the Board of Directors of the Goleta West Sanitary District Amending the District's Investment Policy by the following roll call vote:

AYES: Meyer, Lewis, Turenchalk, Geyer
NOES: None
ABSTAIN: None
ABSENT: Bearman

9. **COMMUNICATIONS**

Noted as received.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee

Director Lewis provided a report.

Goleta Sanitary District

Director Meyer provided a report.

Goleta Water District

Director Turenchalk provided a report.

Isla Vista Recreation and Park District

Director Lewis provided a report.

SBCCSDA Executive Board

Director Meyer provided a report.

City of Goleta

No report.

Other Director Reports

None.

11. **FUTURE AGENDA ITEMS**

None.

12. **ADJOURNMENT**

There being no further business, Vice-President Lewis adjourned the meeting at 5:55PM.

APPROVED



David Bearman M.D., Board President



Mark Nation, Clerk - Secretary

June 26, 2019 – July 9, 2019

Administration

Staff prepared the final draft budget for fiscal year 2019-2020.

Staff completed work on the commercial billing process for fiscal year 2019-2020 tax roll.

Staff completed the annual confirmation calling to all GWSD emergency contact numbers.

Staff met with the City of Goleta building department to discuss sewer lateral inspection in certain scenarios that have special equipment such as backflow preventers, grease interceptors etc.

Collection System Maintenance

The crew continues mowing and trimming easements throughout the District.

The crew completed hydro-cleaning hotspots and hydro-flushing throughout the District for July 2019. They are currently root cutting throughout the District for the month of July 2019. A sewer operations summary is enclosed with this operations report.

The crew continued with CCTV inspections in the Isla Vista area this period.

Staff prepared a fee estimate for tenant improvements proposed by AppFolio at 70 Castilian Drive.

Staff prepared a fee estimate for site improvements at Cabrillo Business Park and for construction of the first of four proposed new buildings.

Staff conducted initial plan check and returned them to the architect for corrections for Vons Chicken Restaurant at 955 Embarcadero del Mar.

The “Environmental Awareness” training for the Phelps Road Project was held at GWSD for all parties required to participate.

An all staff safety meeting was held to discuss the findings of the 2019 2nd Quarter Safety Inspection.

Staff completed the monthly equipment safety checks and vehicle mileage/safety checks.

The crew test ran the emergency generator for Emily Lift Station and the Main Pump Station.

Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the following facilities: Karl Storz Imaging, Google, Outer Aisle Gourmet, and SerImmune, Inc.

Staff received and reviewed April and May discharge estimates for well water utilized in Raytheon's industrial processes and discharged to the GWSD sewer system.

Street Sweeping

Graffiti – reported graffiti behind the new Los Carneros homes on the storm drain culverts.

Abandon vehicle – none to report at this time

Hrs. – 32.5

Miles- 268.4

Loads- 15

Marborg: 6/22/19 = 8.57 TN

- Serviced water filters and nozzles
- Replaced blown headlamp
- Replaced drag shoes
- Inspected tension and alignment on conveyor belt on the Eagle
- Replaced cab filter on the Crosswind
- Changed oil and filter on aux engine on the Eagle

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	April 2019	MGD 2.21; 42.2122%
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Sewer Operations Cleaning Summary from June 26, 2019 to July 9, 2019

Your environmental partner since 1954

Descripton	Quantity
Feet Cleaned	
Root Cutting	5,162 ft.
Hot Spot	3,679 ft.
Hydroflush	923 ft.
	<hr/>
	9,764 ft.
Lines Cleaned	
Root Cutting	20 lines
Hot Spot	12 lines
Hydroflush	3 lines
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	35 lines
Other Work Orders	
CCTV Work Order	20 Work Orders
FOG Inspection	1 Work Order
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	21 Work Orders

Goleta West Sanitary District
Allowance of Claims
Jun 29, 2019 - Jul 12, 2019

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Processing	7/11/2019	\$585.16
ALL0107	Alliant Insurance Services	Insurance AMVP, ACIP	7/11/2019	\$4,485.00
AQU01	Aqua-Flo Supply	Maintenance Supplies	7/11/2019	\$118.79
BAR01	Bartlett Pringle & Wolf LLC	Accounting & Audit Services	7/11/2019	\$7,906.00
BAR02	Barricade Pest Control	Pest Control	7/11/2019	\$100.00
BLU01	Blueisle Bookkeeping	Bookkeeping Services	7/11/2019	\$127.50
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension	7/11/2019	\$4,399.63
CIN01	Cintas Corporation	Safety Firsts Aid Supplies	7/11/2019	\$79.22
CTIG06	Channel Islands Technology Integrators' Group	Computer Support	7/11/2019	\$1,067.45
COA01	Coastal Copy	Service Contract	7/11/2019	\$170.11
COU06	County of Santa Barbara	District Share LAFCO	7/11/2019	\$4,770.00
CSR02	CSRMA c/o Alliant Insurance Services, Inc.	Insurance Property, Wkrs Comp	7/11/2019	\$33,782.00
DAT01	Datco Service Corp	DMV Drug Testing	7/11/2019	\$175.50
DFK01	DFK Solutions	Safety Training Confined Space	7/11/2019	\$1,080.00
FRO01	Frontier Communications	Phone Service	7/11/2019	\$287.95
GEY01	Craig Geyer	SBCCSDA Reimbursement	7/11/2019	\$54.26
GOL04	Goleta Water District	Water Service	7/11/2019	\$87.31
ISL01	Isla Vista Recreation & Park District	Adopt A Block	7/11/2019	\$82,626.00
JAI01	Jaimes Landscape	Landscape Maintenance	7/11/2019	\$365.00
LAR01	Larry's Auto Parts	Vehicle Parts	7/11/2019	\$17.65
LIN01	Lincoln National Life Ins	Deferred Compensation	7/9/2019	\$2,000.00
MAR01	Marborg Industries	Waste Removal & Roll Off	7/11/2019	\$1,146.90
MCC02	McCormix Corporation	Sweeper Fuel	7/11/2019	\$138.05
MIS01	Mission Linen Supply	Uniforms & Towels	7/11/2019	\$419.06
NMG01	Nielsen Merksamer	Legal Services	7/11/2019	\$1,012.50
REA01	ReadyRefresh by Nestle	Drinking Water	7/11/2019	\$117.09
SAN04	Santa Barbara News Press	Publication Legal Notice	7/11/2019	\$112.32
SAN14	Santa Barbara County Public Works	SB County Green Business Pgm	7/11/2019	\$1,611.00
SED01	Sedaru Inc.	Hydraulic Model Update	7/11/2019	\$185.00
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Service	7/11/2019	\$450.00
SOU02	Southern California Edison Co	Electricity	7/11/2019	\$309.79
SOU04	South Coast Deli	Lunches	7/11/2019	\$57.99
THE02	The Gas Company	Natural Gas	7/11/2019	\$43.05
THE06	The Regents of the University of California	Internet Service	7/11/2019	\$102.92
TIE01	Tierra Contracting Inc	Phelps Rd Project	7/11/2019	\$137,750.00
UND01	Underground Service Alert	Dig Alerts	7/11/2019	\$106.64
Total Services & Supplies				\$287,846.84
Payroll - (1) pay date 07/10/2019				\$32,898.94
Total				\$320,745.78