

**MINUTES OF THE REGULAR MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
September 6, 2011**

**CALL TO ORDER**

President Geyer called the meeting to order at 7:00 P.M.

**BOARD MEMBERS PRESENT**

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

**STAFF PRESENT**

Diane P. Powers, Secretary; Mr. Mark Nation, General Manager/Supintendent; Mr. Steven A. Amerikaner, General Counsel

**OTHERS PRESENT**

Mr. Brian Robinson and Mr. Jim Youngson, Terrain Consulting; Mr. Sudhir Pardiwala and Ms. Hannah Phan, Raftelis Financial Consultants, Inc.

**APPROVE THE ORDER OF THE AGENDA**

There was no change to the order of the agenda.

**PUBLIC INPUT**

There was no public input presented at this time.

**MINUTES**

(11-09-52)

Upon a motion by Director Meyer, seconded by Director Lewis the Board unanimously approved the minutes of the regular meeting of August 2, 2011 as written.

**ACTION ITEMS**

**1) Discussion of Wastewater Annexation, Connection and Miscellaneous Fees Report prepared by Raftelis Financial Consultants, Inc.**

President Geyer asked the Board if they had any questions with regards to the Report. Director Meyer expressed considerable concern as to the manner in which the Annexation Fee was calculated when determining the new Connection Fee. Mr. Pardiwala explained that for administrative simplicity they used an average when calculating the fee. Mr. Pardiwala then went on to provide the Board with a power point presentation of the proposed Wastewater Annexation, Connection and Miscellaneous Fees.

(11-09-53)

Upon a motion by Director Lewis, seconded by Director Meyer the Board unanimously approved to direct staff to prepare a draft Ordinance relating to the new fees and to bring it back to the Board for review.

Director Turenchalk suggested that an explanation of the Pretreatment Fees be included in the Ordinance. The Board concurred with Director Turenchalk.

**2) Review Designs for New District Logo**

Mr. Nation provided an overview of the process that has lead to the development of the proposed logos. Director Turenchalk explained that the Public Relations Committee had agreed to the block design and added that it allows for flexibility. She recommended that a tag line be included with the new logo. Director Bearman remarked that he likes the white line that separates the mountains from the water. However, he wanted to see more in the way of mountains and less in the way of water. President Geyer was partial to the idea of a tag line and likes the notion of incorporating both the mountains and water. He requested that the font for both Goleta and West be the same but bolder. Director Lewis suggested that the orange be changed to a shade of brown since that would better represent the environment. Director Meyer recommended a darker shade of orange. Mr. Youngson informed the Board that the notice to be sent out to District customers regarding the new street sweeping schedule is planned for distribution very shortly and the new District website is about ready to be launched. He explained that there is some urgency in approving a logo as soon as possible. The Board agreed to schedule a Special Board meeting for September 9, 2011 at 12:30 PM to address the issue of selecting a new logo for the District.

**3) Review Second Quarter 2011 Investment Review prepared by PFM Asset Management LLC**

(11-09-54)

Upon motion by Director Lewis, seconded by Director Meyer the Board unanimously approved to accept the Second Quarter 2011 Investment Review prepared by PFM Asset Management LLC.

**COMMUNICATIONS**

The communications were noted as received.

**REPORTS**

**Operating Report:**

There were no questions with regards to the Operating Report.

**Finance Committee Meeting:**

Director Lewis provided a report on the August 10 & 25, 2011 Finance Committee Meetings.

**Management Committee Meeting:**

President Geyer provided a report on the August 15, 2011 Management Committee Meeting.

**Public Relations Committee Meeting:**

President Geyer provided a report on the August 29, 2011 Public Relations Committee Meeting.

**Personnel Committee Meeting:**

Director Turenchalk provided a report on the September 1, 2011 Personnel Committee Meeting.

**Goleta Sanitary District Board Meetings:**

Director Meyer provided a report on the August 15, 2011 Goleta Sanitary District Board Meeting.

**City of Goleta Council Meeting:**

No report was provided.

**Goleta Water District Board Meeting:**

Director Turenchalk provided a report on the August 9, 2011 Goleta Water District Board Meeting.

**IVR&PD Board Meeting**

Director Lewis provided a report on the August 11, 2011 IVR&PD Board Meeting.

**SBCSDA Executive Meeting**

Director Meyer provided a report on the August 3, 2011 SBCSDA Executive Meeting.

**SBCSDA Chapter Meeting:**

Director Meyer provided a report on the August 22, 2011 SBCSDA Chapter Meeting.

**CASA Conference:**

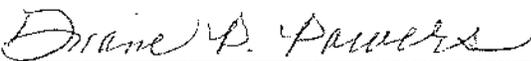
Director Meyer provided a report on the August 10 – 13, 2011 CASA Conference in San Diego.

**CALAFCO Conference:**

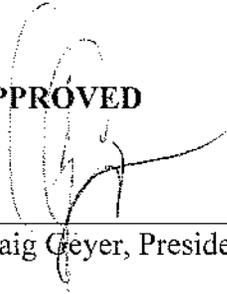
President Geyer provided a report on the August 31 – September 2, 2011 CALAFCO Conference in Napa, California

**ADJOURNMENT**

There being no further business, President Geyer adjourned the meeting at 8:14 P.M.

  
\_\_\_\_\_  
Diane P. Powers, Secretary

**APPROVED**

  
\_\_\_\_\_  
Craig Geyer, President

# GOLETA WEST SANITARY DISTRICT

## Operating Report for July 27 – August 30, 2011

### **I. Administration**

Completed routine administrative duties.

Prepared Board Agenda packet for September 6, 2011 Regular Board Meeting.

Completed 2012 CalPERS Health Plan Design, Rate & Benefit Changes Webinar.

Completed July 2011 Financial Report.

Attended Management, Public Relations and multiple Finance Committee meetings.

Staff mailed the District's response to the Grand Jury report following Board approval.

Sent the required no-spill certification for July 2011 to the state CIWQS site.

District Auditors were onsite for a couple of days and completed the field work portion of the annual audit.

Joseph Hilliard was hired as a Utility Worker I to replace the recent employee vacancy at the District.

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

City of Goleta called and discussed with staff a needed pavement repair near the intersection of Colusa and Del Norte. The City asked the District to perform a repair as they think the trench is failing. Staff informed them that the sewer line has been in that location for about 50 years with no problem and that the sewer is lined, therefore; we know it to be in good condition. They were informed to contact the District should they discover evidence that the GWSD sewer has caused the problem and we will take care of it.

Staff responded to a call from GWD regarding a leak in the street on Pasado in Isla Vista. It was originally thought to be a GWD leak but turned out to be the private lateral. Staff contacted the property management company and they are having their plumber make the repair.

Lash Construction continues making progress on the Embarcadero Del Norte Sewer Replacement Project. Only items left are CCTV inspection, concrete in the intersection and a short punch list.

CDM was onsite for the initial site visit for the Needs Assessment and Site Optimization Study.

Staff has been working to update some of the District's SOPs for operating its equipment.

Held pre-construction meeting for Ocean Meadows Golf Course Trunk Sewer Rehabilitation project. Issued Notice to Proceed following the meeting. The contractor has cleaned and pre-televised the sewer. The actual lining is now taking place. District staff is inspecting the project.

Staff signed off on a Sewer Lateral Replacement Permit at 288 Placer Drive.

Staff completed hydro-cleaning Hot Spots throughout the District.

Staff attended a Utility Coordination Meeting at the County of Santa Barbara Roads Division.

Staff met with a representative of Oilfield Electric to discuss findings and recommendations of their recent Electrical System Analysis of GWSD's facilities. This is part of the Arc Flash Assessment required by CALOSHA.

Staff issued a Conditions Letter for the conversion of a SFR back to a duplex at 6709 Del Playa Drive.

Venco Controls, Inc. completed adjustments to Pump Station # 1, P1 & 2 variable frequency drives.

### **III. Industrial Waste**

Staff conducted an Industrial Wastewater Discharge Compliance Inspection at Transphorm, Inc.

Staff was informed by Bacara Resort and Spa that the facility is under new ownership.

Staff received and reviewed June and July discharge meter readings from Hargis + Associates for the Groundwater Remediation System operating at the former Delco Electronics site.

Staff received and reviewed the Third Quarter Report and July discharge meter readings from Campbell Geo, Inc. for the Groundwater Remediation System operating at the former Joslyn Electronics site.

Staff received and reviewed July discharge meter readings from OTIE, Inc. for the Groundwater Remediation System operating at Raytheon B-4.

Staff received and reviewed July well water discharge estimates submitted by Raytheon for groundwater used in their industrial processes and discharged to the GWSD system.

Staff completed a Grease Interceptor Installation Permit for a device to serve three restaurants on the same parcel at 928 Embarcadero Del Norte.

Staff attended Teledyne ISCO sampler training.

### **IV. Street Sweeping**

Staff has met with representatives from the City of Goleta and MarBorg Industries to discuss the conflicts between street sweeping and trash pick-up routes. It was determined that both the street sweeping program and trash pick-up can be more efficient with some adjustments to the street sweeping schedule. Therefore, staff with the help of Terrain Consulting is developing public relation materials to notify District customers of the change in schedules.

Graffiti – none to report at this time

**Operating Report**  
**Page Three**

Abandon vehicles – none to report at this time

Hours – 97.6  
Miles – 790.2  
Loads- 58

Net tons-haul date: none to report at this time

**STREET SWEEPER MAINTENANCE**

- Replaced main and side brooms
- Replaced linear actuator
- Serviced air filters
- Serviced water spray nozzles

**Table of Treatment Capacity in GSD Plant**

Goleta West Average Daily Flow	June 2011	MGD 1.4730 47.3%
--------------------------------	-----------	------------------

**GOLETA WEST SANITARY DISTRICT**  
**ALLOWANCE OF CLAIMS**  
**July 28 - August 31, 2011**

<b>SERVICES &amp; SUPPLIES</b>	<b>Wastewater O &amp; M</b>	<b>Other Services</b>	<b>Capital Outlay</b>	<b>Total</b>
Acorn Landscape - August 2011 maintenance fees	\$ 333.41			\$ 333.41
ADP, Inc. - Processing charges for period ending 07/18/11	\$ 16.20	\$ 1.80		\$ 18.00
ADP, Inc. - Processing charges for period ending 07/27/11	\$ 184.62	\$ 20.51		\$ 205.13
ADP, Inc. - Processing charges for period ending 08/10/11	\$ 198.16	\$ 22.02		\$ 220.18
Arrowhead Direct - Monthly cooler rental & drinking water	\$ 39.47			\$ 39.47
AT&T - Monthly long distance service	\$ 222.63	\$ 14.21		\$ 236.84
AT&T Mobility - Monthly cell phone service	\$ 107.35			\$ 107.35
Barricade Pest Control - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 3,865.50	\$ 429.50		\$ 4,295.00
Brittain, C. Philip - New electrical de-water well #2	\$ 1,806.55			\$ 1,806.55
CalPERS - Pension contributions: 07/28/11 - 08/10/11	\$ 2,258.67	\$ 175.50		\$ 2,434.17
CalPERS - September 2011 health insurance premium	\$ 9,284.30	\$ 819.18		\$ 10,103.48
CalPERS - Pension contributions: 08/11/11 - 08/24/11	\$ 2,258.67	\$ 175.50		\$ 2,434.17
CampbellGeo, Inc. - UST Remediation Sys Progress Billing -July '11		\$ 5,791.61		\$ 5,791.61
Carpinteria Sanitary District - Joint Safety & Training Officer	\$ 15,816.74			\$ 15,816.74
CDM, Inc. - Design of Main Trunks Project			\$ 31,167.56	\$ 31,167.56
Cintas First Aid & Safety - First aid supplies	\$ 215.09			\$ 215.09
Dal Pozzo Tire Corp. - Two (2) rear tires for sweeper		\$ 531.25		\$ 531.25
Dell Catalog Sales L.P. - New File Server		\$ 10,521.99		\$ 10,521.99
FedEx Office - 10 bound copies of District SSMP	\$ 139.27			\$ 139.27
FIA Card Services - FedEx charge	\$ 13.46			\$ 13.46
Fleet Services - Fuel for District vehicles	\$ 558.53			\$ 558.53
Flo-Systems, Inc. - Part for pump #2 at Emily	\$ 61.42			\$ 61.42
Geyer, Craig - SBCSDA Chapter Mtg.: meal/travel reimbursements	\$ 79.96			\$ 79.96
Geyer, Craig - SBCSDA Executive Mtg.: meal/travel reimbursements	\$ 58.54			\$ 58.54
Geyer, Craig - SBCSDA Chapter Mtg.: meal/travel reimbursements	\$ 79.96			\$ 79.96
Goleta Sanitary District - Capital Projects & Plant Upgrade Project			\$ 158,629.85	\$ 158,629.85
Goleta Valley Paint - Paint for the floor in PS#1	\$ 122.82			\$ 122.82
Goleta Valley Paint - Paint for the floor in PS#1	\$ 61.41			\$ 61.41
Goleta Water District - Monthly service/Emily	\$ 55.68			\$ 55.68
Haaker Equipment Company - Maintenance parts for sweeper		\$ 1,002.01		\$ 1,002.01
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Interstate Billing Service, Inc. - Fuel Pump Assembly for sweeper		\$ 18.53		\$ 18.53
Larrys Auto Parts - Battery for 2000 Chevy Truck	\$ 92.32			\$ 92.32
Larry's Auto Parts - Maintenance parts for street sweeper		\$ 176.95		\$ 176.95
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
Love, Shoshanna - Monthly updates to District website	\$ 56.25			\$ 56.25
MAPS - Calculation of FY 2011-12 sewer service charges for Tax Roll	\$ 440.00			\$ 440.00
MarBorg Industries - 25YD roll-off & recycle fee	\$ 136.91	\$ 547.64		\$ 684.55
MarBorg Industries - 25YD roll-off & recycle fee	\$ 143.16	\$ 572.63		\$ 715.79
MarBorg Industries - 25YD roll-off rental	\$ 20.46	\$ 81.84		\$ 102.30
MarBorg Industries - 25YD roll-off & recycle fee	\$ 154.52	\$ 618.07		\$ 772.59

Allowance of Claims

July 28 - August 31, 2011

Page Two

McCormix Corp. - Fuel for District vehicles	\$ 33.26	\$ 371.02		\$ 404.28
McCormix Corp. - Fuel for street sweeper		\$ 363.25		\$ 363.25
McCormix Corp. - Diesel fuel treatment	\$ 21.23			\$ 21.23
Meyer, Larry D. - SBCSDA Exec & Chapter Mtgs travel & meal reimb.	\$ 130.17			\$ 130.17
Mission Linen Supply - Monthly uniform service	\$ 767.50	\$ 135.44		\$ 902.94
MNS Engineers, Inc. - Phelps Rd Project			\$ 3,675.00	\$ 3,675.00
PfM Asset Management LLC - July investment/advisory services	\$ 2,713.31			\$ 2,713.31
Reliance Standard Life Insurance Co. - Sept. LTD insurance premium	\$ 584.90	\$ 37.49		\$ 622.39
RFC, Inc. - Rate Study Update & Misc. Fees Projects	\$ 6,086.00			\$ 6,086.00
Santa Barbara Bank & Trust - Meeting expenses	\$ 83.22			\$ 83.22
Santa Barbara Bank & Trust - Conf & mtg expenses; overload relay	\$ 1,003.59			\$ 1,003.59
SBCSDA - Annual membership renewal	\$ 300.00			\$ 300.00
SDRMA - August Dental/Life Insurance premiums	\$ 795.05	\$ 107.23		\$ 902.28
SDRMA - September Denta/Life Insurance premiums	\$ 795.05	\$ 107.23		\$ 902.28
Silvia's Cleaning Service - Monthly cleaning service	\$ 280.00			\$ 280.00
Southern California Edison - Monthly service/Emily	\$ 402.13			\$ 402.13
Southern California Edison - Monthly service/main facility	\$ 5,462.46			\$ 5,462.46
TelePacific Communications - Monthly internet service	\$ 200.00			\$ 200.00
The Gas Company - Monthly service/main facility	\$ 47.57			\$ 47.57
The Home Depot - Maintenance parts for pump stations	\$ 141.31			\$ 141.31
The Home Depot - Maintenance parts for PS#2	\$ 207.82			\$ 207.82
Titan Industrial & Safety Supply, Inc. - Rechargeable batteries	\$ 393.96			\$ 393.96
Underground Service Alert - July "Dig Alerts"	\$ 42.00			\$ 42.00
US Bank - Quarterly investment services (04/01/11 - 06/30/11)	\$ 1,346.82			\$ 1,346.82
Van Buren Consulting - Computer support services	\$ 344.00			\$ 344.00
Verizon California - Monthly service/Emily	\$ 128.42			\$ 128.42
Verizon California - Monthly service/main facility	\$ 185.99	\$ 11.87		\$ 197.86
Verizon California - Monthly service/main facility	\$ 183.67	\$ 11.73		\$ 195.40
Verizon Wireless - Monthly broadband service	\$ 120.14			\$ 120.14
				\$ -
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$ 63,186.60</b>	<b>\$ 22,666.00</b>	<b>\$ 193,472.41</b>	<b>\$ 279,325.01</b>

Payroll - Pay Periods Ending: July 27 & August 10 & 24, 2011

\$ 69,304.93

**GRAND TOTAL - Fund 4900**

**\$ 348,629.94**