

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
May 5, 2015**

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 Lewis called the meeting to order at 6:30 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

David Bearman, M.D.

STAFF PRESENT

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

OTHERS PRESENT

Jerry Smith, Goleta Sanitary District

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

(15-05-27)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of April 7, 2015 as written.

6. CONSIDERATION OF THE DRAFT SPRING 2015 DISTRICT NEWSLETTER

(15-05-28)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved publication and distribution of the Spring 2015 District Newsletter as corrected.

7. BRIEFING ON THE HERITAGE RIDGE RESIDENTIAL PROJECT

The General Manager/Superintendent provided a report to the Board.

8. **FY 2014-2015 THIRD QUARTER FINANCIAL REPORT**

(15-05-29)

Upon a motion by Director Geyer, seconded by President Lewis, the Board unanimously accepted the FY 2014-2015 Third Quarter Financial Report as presented.

9. **COMMUNICATIONS**

The communications were noted as received.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee Meetings

President Lewis provided a report on the April 15 & 23, 2015 meetings.

Management Committee Meetings

Director Geyer provided a report on the April 10, 2015 meeting.

Public Relations Committee Meetings

Director Turenchalk provided a report on the April 16 & 20, 2015 meetings.

Goleta Sanitary District Board Meeting

Director Meyer provided a report on the April 20 & May 4, 2015 Board meetings.

City of Goleta Council Meeting

Director Geyer provided a report on the May 5, 2015 City Council meeting.

Santa Barbara County Special District Chapter Meeting

Director Geyer provided a report on the April 27, 2015 meeting.

Other Director Reports

None

11. **FUTURE ITEMS**

None

12. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 6:59 PM.



Mark Nation, Board Secretary

APPROVED



Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT

Operating Report for April 1, 2015 – April 28, 2015

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the May 5, 2015 Regular Board Meeting.

Completed FY 2014-2015 3rd Quarter Financial Report.

Completed the manual billing for 2014-2015 for the four (4) local elementary schools and Dos Pueblos High School.

Completed the Capital Fund Charge billing for 2015 – 2016 for UCSB owned properties. This includes properties connected via the Mesa Rd Trunk Line.

Began process for the 2015 biennial Actuarial Valuation for CERBT.

Attended weekly construction project meetings for the Mesa Rd. Project and additional meetings as needed. The only physical item remaining is the slurry seal on the UCSB parking lot 32 area. Change Order review and discussions with the contractor continue.

Attended Engineering, Finance, Management and two Public Relations Committee meetings.

Attended the monthly SBCSDA Chapter meeting.

Staff met with Hilary Hauser of Heal the Ocean regarding HTOs efforts to increase the use of recycled water.

Staff attended the monthly SAMA meeting. Consultants presented information on Asset Management Programs.

The District's Chief Inspector attended the City of Goleta's Utility Coordination meeting.

The required no-spill certification for the month of March 2015 was provided to the State CIWQS database.

Staff continues working on the Budget for FY 2015-16

Staff has been working with the University to complete the reconciliation for the Mesa Rd. Project per the Collection System Coordination Agreement between the two parties.

II. Collection System Maintenance

The crew completed hydro-cleaning hotspots throughout the District and completed hydro-cleaning in the Los Carneros area.

The crew continues to inspect with CCTV in the Winchester and Mountain View areas.

Sewer maintenance operations are summarized on the attached sheet.

The field crew completed the annual verification of the District's business inventory.

Staff continues to inspect the main sewer installation for the Westar/Hollister Mixed Use Development as needed.

The crew completed several final inspections of residential units at the "Quiet Frenzy".

The crew performed routine test runs of the Roiline Emergency Pump, the Main Facility Emergency Generator and the Emily Generator. All valves throughout the District were also exercised.

The entire crew participated in safety training on Blood borne Pathogens, Electrical Safety, Lockout-Tagout Certification, Driver Safety, Universal Waste, and Hazardous Communication: Flammables.

Staff completed the quarterly safety inspection.

Staff completed plan check and issued a fee estimate to the Hilton Garden Inn at 6878 Hollister Ave.

Staff completed plan check and issued a fee estimate to I-Tapioca Restaurant in the Paradise Ivy building at 901 Embarcadero Del Mar #106.

Staff inspected and completed the permit for a trenchless sewer lateral replacement at 6749 Sabado Tarde.

Staff corresponded with Schneider Electric and Macro Automatics regarding routine updates and ongoing maintenance of the District's SCADA system.

Staff attended a Goleta Slough Management Committee meeting at the airport.

III. Industrial Waste

Staff inspected Seek Thermal, Inc. to determine if they were required to obtain an Industrial Wastewater Discharge Permit. Staff observed that there are no wet processes being conducted on site and determined that their electronic device assembly and testing operations did not require a permit from the District.

Staff met with a representative of Anderson Environmental regarding a public records request for the Industrial Wastewater Discharge Permit file and any other records pertaining to APN: 073-020-021, the BEI Sensors, Inc. property, located at 7220, 7230, and 7234 Hollister Ave. They are conducting a Phase I Environmental Assessment for the sale of the property.

Staff received and reviewed February and March discharge estimates from Raytheon for well water used in their industrial processes and discharged to the sewer.

Staff inspected installation of a Grease Interceptor at the new FLIR Hollister facility.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours- 74.5

Miles-623.7

Loads- 32

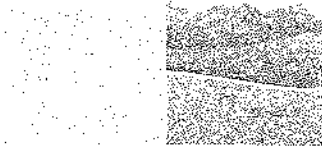
3/7/15 = 05.81 tons; 3/20/15 = 12.98 tons

SWEeper MAINTENANCE

- Routine maintenance
- Unclog water spray nozzles
- Service air filters

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	March 2015	MGD 1.5259; 49.06%
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Sewer Operations Cleaning Summary from March 31, 2015 to April 27, 2015

Your environmental partner since 1974

Performance Summary

Feet Cleaned

Hydroclean	18,885 ft.
Hot Spot	7,115 ft.
Hydroflush	5,660 ft.
Root Cutting	2,997 ft.
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	34,657 ft.

Lines Cleaned

Hydroclean	106 lines
Hot Spot	27 lines
Hydroflush	16 lines
Root Cutting	11 lines
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	160 lines

Other Work Orders

CCTV Work Order	27 Work Orders
Parcel Permit	9 Work Orders
FOG Inspection	2 Work Orders
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	38 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
April 1 - 28, 2015**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - Monthly maintenance fees	\$ 333.41			\$ 333.41
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ADP, LLC - Payroll processing for period ending 03/18/15	\$ 212.41	\$ 23.60		\$ 236.01
ADP, LLC - Payroll processing for period ending 04/01/15	\$ 212.41	\$ 23.60		\$ 236.01
ADP, LLC - Management Reports for period ending 04/10/15	\$ 106.56	\$ 11.84		\$ 118.40
ADP, LLC - Payroll processing for period ending 04/15/15	\$ 228.07	\$ 25.34		\$ 253.41
ADT Security Services - Quarterly alarm service/main facility	\$ 249.96			\$ 249.96
Arrowhead Direct - Monthly cooler rental & drinking water	\$ 76.08			\$ 76.08
AT&T - Monthly long distance service	\$ 456.02	\$ 29.11		\$ 485.13
AT&T Mobility - Monthly cell phone service	\$ 319.01			\$ 319.01
Bank of Sacramento - Mesa Rd. Project Retention Deposit			\$ 17,699.06	\$ 17,699.06
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 183.60	\$ 20.40		\$ 204.00
Brownstein Hyatt Farber Schreck - Legal services	\$ 451.00	\$ 9,658.84	\$ 1,853.50	\$ 11,963.34
CalPERS - Pension; 04/02/15 - 04/15/15	\$ 3,393.61	\$ 192.53		\$ 3,586.14
CalPERS - Pension; 04/16/15 - 04/29/15	\$ 3,393.61	\$ 192.53		\$ 3,586.14
CalPERS - May health insurance premiums	\$ 9,186.82	\$ 657.32		\$ 9,844.14
Carroll Plumbing - Repair backflow preventors/main facility	\$ 474.14			\$ 474.14
Cintas Corporation - First aid supplies	\$ 113.07			\$ 113.07
CITIG - Computer support services	\$ 431.25			\$ 431.25
CITIG - Computer support services	\$ 615.00			\$ 615.00
Coastal Copy, LP - Quarterly copier service	\$ 244.54			\$ 244.54
County of SB Dept of Public Works - Mesa Rd. Project			\$ 4,645.59	\$ 4,645.59
Datco - Quarterly service; April - June 2015	\$ 136.50			\$ 136.50
Derrick's Roofing - Repairs to Generator Room roof	\$ 1,145.00			\$ 1,145.00
First Bankcard - Mtg expenses; GM Leadership Summit Registration	\$ 842.25			\$ 842.25
Freedom Signs - Numbers for new Flatbed Truck & Vactor	\$ 54.00			\$ 54.00
Fugro Consultants, Inc. - Geo Tech Report, New Admin. Bldg. Project			\$ 2,307.50	\$ 2,307.50
Galindo, Eduardo - New Administration Building Project			\$ 14,343.54	\$ 14,343.54
Galindo, Eduardo - PS#2 Upgrade Project			\$ 13,404.87	\$ 13,404.87
Galindo, Eduardo - Garage Building Expansion Project			\$ 3,308.36	\$ 3,308.36
Geyer, Craig - SBCSDA Board Meeting reimbursements	\$ 59.85			\$ 59.85
Goleta Sanitary District - March treatment & Capital Projects	\$ 176,095.11		\$ 6,937.35	\$ 183,032.46
Goleta Water District - Monthly service/Emily	\$ 70.42			\$ 70.42
J Hayes Truck & Equipment Repair - Sweeper repair		\$ 705.60		\$ 705.60
J.V. Enterprises - ARB smoke testing on Vactor & street sweepers		\$ 150.00		\$ 150.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
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MarBorg Industries - 25YD roll-off rental fee	\$ 24.74	\$ 98.95		\$ 123.69
MarBorg Industries - 25YD roll-off and recycle fees	\$ 452.78	\$ 1,811.14		\$ 2,263.92
MarBorg Industries - 25YD roll-off and recycle fees	\$ 206.42	\$ 825.70		\$ 1,032.12
McCormix Corp. - Fuel for street sweeper		\$ 45.76		\$ 45.76
McCormix Corp. - Fuel for street sweeper		\$ 148.10		\$ 148.10

Allowance of Claims

April 1 - 28, 2015

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Meyer, Larry D. - SBCSDA Board & Chapter Mtg. reimbursements	\$ 97.35			\$ 97.35
Mission Linen Supply - Monthly uniform service	\$ 731.59	\$ 129.11		\$ 860.70
Mladen Buntich Construction Co. - Mesa Rd. Project			\$ 336,282.20	\$ 336,282.20
Office Depot - Office supplies	\$ 151.46			\$ 151.46
PFM Asset Management, LLC - March investment advisory services	\$ 876.57			\$ 876.57
Reliance Standard Life Insurance Co. - May LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
Sansum Clinic - DOT Exam/DMV; R Chavez		\$ 135.00		\$ 135.00
S.B. Urban Creeks Council - Goleta Creeks Clean-up Grant		\$ 10,000.00		\$ 10,000.00
Silvia's Cleaning Service - Monthly cleaning service	\$ 387.50			\$ 387.50
Southern California Edison - Monthly service/Emily	\$ 206.44			\$ 206.44
Southern California Edison - Monthly service/Main facility	\$ 3,325.27			\$ 3,325.27
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Gas Company - Monthly service/main facility	\$ 172.01			\$ 172.01
The Regents of the University of Calif. - Mesa Rd. Proj. Reconciliation			\$ 739,760.70	\$ 739,760.70
Velocity Truck Center Ventura County - Headlight lamps for sweeper		\$ 20.26		\$ 20.26
Verizon California - Monthly service/SCADA	\$ 232.65			\$ 232.65
Verizon California - Monthly service/Emily	\$ 113.46			\$ 113.46
WEX Bank - Fuel for District vehicles	\$ 736.45	\$ 506.25		\$ 1,242.70
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 209,309.08	\$ 25,465.03	\$ 1,140,542.67	\$ 1,375,316.78

Payroll - Pay Periods Ending: April 1 & 15, 2015

\$ 55,710.92

GRAND TOTAL - Fund 4900

\$ 1,431,027.70