

Regular Board Meeting – November 15, 2023

GENERAL MANAGER’S REPORT: Office Operations

- a. The CCSD Board of Directors and office staff kept focus on the five-year revenue plan for the District’s rates and fees structure and preparation for the Public Hearing, which will be held on November 16th. The Board held four special board meetings/workshops since the last regular board meeting to prepare the PowerPoint presentation and the Hearing agenda. I did final research and updated information for the presentation.
- b. I completed Form 941-Employer’s Quarterly Federal Tax Return and mailed the form to IRS.
- c. I completed DE9 and DE9C, State Quarterly Contribution Return and Report of Wages and transmitted the forms electronically to EDD Services online.
- d. The District received payment of \$415.81 from County of Santa Barbara for disbursement of payments of Special Assessments-Direct Charges to Tax Rolls. CCSD submitted an amount total of \$12,438.81 for FY 2023-24.
- e. CCSD has received nineteen batch payments for California Low Income Household Water Assistance Program, total amount of \$23,926.64. I completed the Direct Pay Agreement modification form for the District to extend its executed Direct Payment Agreement through May 31, 2024 to receive payments.
- f. Office operations have remained very busy this past month.

GENERAL MANAGER’S REPORT: Field Operations

- a. The ARWTP filter system is working effectively for treatment of arsenic removal. The lab result of the Water Plant effluent sample taken on October 24th was 5.18 ppb, while the arsenic level of Water Well #1 was 40.7 ppb.
- b. There were two power failures in October. The standby generator at the Water Treatment Plant worked properly during both outages.
- c. Field staff inspected water meter and backflow device connections for the Highway 166 beautification project to ensure proper installation.
- d. A delivery of 250 gallons of hypochlorite solution 12.5% was delivered to the Water Treatment Plant on November 8th. The last chlorine delivery of 250 gallons was made on September 14th.
- e. Field staff repaired a water leak at the meter at 4706 Cebrian Avenue.
- f. Water service was shut down to customers on the 4855-4897 Block of Morales Street and 4856-4898 Block of Morales Street on November 6th to replace shut off valves at a Morales Street residence. The process went well, and service was restored before noon.
- g. On November 8th, field technician TJ Thomas from Surface Pumps made a field visit to the WWTP facility for evaluation and inspection of pit pump #2. He applied force with a sledge hammer to remove a buildup of rust, and he is confident that the motor will start when it is reinstalled. He also recommended to alternate operation between pit pumps #1 and #2 more often to prevent buildup.
- h. Overall, field operations of the water and sewer systems are in good working order.