

Regular Board Meeting – April 15, 2020

GENERAL MANAGER’S REPORT: Office Operations

- a. Customer billing of services is back on track with the regular schedule. Payments are incoming at a good rate.
- b. I issued the final letter of response to Angel Brune, California Builder Services, in regard to his request for information about Ranchoil Subdivision.
- c. I submitted the Local Agency and District Customers On-Bill Financing Loan Agreement for PG&E LED Lighting Project to Jay Langner, Account Executive from EcoGreen Solutions. Installations may begin the week of April 20<sup>th</sup>. The installers will not require any help or contact from CCSD staff.
- d. I prepared a draft PSA between CCSD and Reid Johnson for his prior consulting services and technical information provided to CCSD and CCSD Attorney regarding Reconstruction of Domestic Well No. 2 Dispute – Bertram Drilling, Inc. vs. CCSD.
- e. I completed the final version of the District calendar for calendar year 2020 to include the new policy for the board meeting schedule.
- f. I have spent much time conferring and corresponding with Gary Kvistad and coordinating efforts to finalize the revised Grant of Easement and Quitclaim between the Owner and CCSD.
- g. Progress Report 9 was submitted for each DACI Funding project on April 10<sup>th</sup>. Progress reports include invoices and backup documentation required for disbursement of funds.
- h. I prepared a spreadsheet of projections for DACI Project 4.4 in the event that DWR approves a six-month extension for completion of Tasks and updated the Excel workbook DACI Grant Projects.
- i. I conferred with Mark Honberger of Remarkable Recreation Solutions to provide content and ideas for the second quarterly bilingual newsletter. CCSD Board input is needed as to how to proceed with the Logo Contest. The newsletters will be enclosed with the May billing.
- j. Fliers for updates to the 2020 Census and the Cuyama Community Bulletin released April 3, 2020 were enclosed with the April billing.
- k. I participated in the weekly community-wide call on April 8<sup>th</sup> since CCSD provides essential services to the community. I also provided a CCSD section for the Cuyama Community Bulletin of April 9<sup>th</sup> with contact information and to notify that office staff, field staff, and licensed operators are working regular work schedules to provide water and services to the community.
- l. All monitoring reports for the water system have been completed and submitted to SWRCB-DDW. The monitoring report for the sewer system for quarter 1 of 2020 is due May 1<sup>st</sup>.
- m. Good progress was made with training the Clerical Assistant, Lourdez Ruiz, in the billing process and preparing bank deposits.
- n. Office operations are going well, even though there are many additional duties to be addressed at this time.

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GENERAL MANAGER’S REPORT: Field Operations

- a. The ARWTP filter system is working for treatment of arsenic removal. The lab result of the Water Plant effluent sample taken on March 16<sup>th</sup> was 8.9 ppb, while the arsenic level of Water Well #1 was 66 ppb. Lab results for April are not yet available.
- b. Dean Lovett and Johnny Tarver made complete repairs to water service at 4695 Cebrian Avenue on Friday, March 27<sup>th</sup>, which required water to be shut off to the entire Townsite. Customers received prior notification.
- c. When Dean Lovett checked the Water Plant later that day, he discovered a power failure to the facility and the generator in operation. I contacted PG&E Company for a service call, and the technician made the repair that evening. There were blown fuses at the PG&E transformer.
- d. Dean Lovett then checked Water Well #1 following that incident and discovered a power failure to the water well. I again contacted PG&E Company for a service call, and the technician made the repair that same night. There were blown fuses at the PG&E transformer.
- e. Water leaks were repaired at two other residences on Cebrian Avenue, and another is pending.
- f. Installation of the chain link fence along Pond 2 at the WWTP facility will be complete after the last clips are put in place along a bottom portion of the fence.
- g. Much weed abatement has been done at the WTP and WWTP facilities. A burn permit was acquired from Santa Barbara County Fire Department, and tumbleweeds were burned at the Water Plant.
- h. The current rate of water usage measures 40,000 gallons per day.
- i. Field operations of the water and sewer systems are going well.