

Regular Board Meeting – March 13, 2024

GENERAL MANAGER’S REPORT: Office Operations

- a. I submitted an update to the Emergency Response/Contingency Plan for Santa Barbara County Fire Station, which is now Station 27. I certified CCSD information with CERS (California Environmental Reporting System) for 2024.
- b. It was necessary to re-submit the WWTP self-monitoring reports to the GeoTracker database to revise some data in accordance with comments from Cecile Blancarte, Water Resources Control Engineer with the Central Coast Regional Water Quality Control Board.
- c. The rate codes in the billing program were updated to the new water rates and surcharge for active accounts, which became effective for the 02-28-2024 billing received in March. In addition, the bill design template was revised to include the formula for the surcharge.
- d. Erin Miller, Office Clerk, and I had a Microsoft Teams meeting on February 27<sup>th</sup> with Shen Huang of NV5 and Stefan McLin of BESST to finalize details of the well investigation survey of Well No. 3 for the Well No. 4 Drilling and Equipping Project. The survey will consist of a four-day process from March 18<sup>th</sup> to March 21<sup>st</sup>; one day to install the pump, two days for the well investigation, and one day to remove the pump. Mario Cervantes, Water Treatment and Water Distribution Operator, will be present for the sampling process, and he will deliver the samples to Pace Analytical in Bakersfield.
- e. I received confirmation from Jessica Krebs of DFA-SWRCB that she approved Claim No. 1 for the Water System Capital Improvements Project. CCSD will receive reimbursement of \$3,011.25 for project costs to date.
- f. I had a Microsoft Teams meeting on March 1<sup>st</sup> with Jessica Krebs, James Owens and Shen Huang of NV5, and Jason Cunningham and Laureen Tan of DDW-SWRCB for the WS CIP planning. NV5 is working on the engineering report. Much discussion was held about components for system improvements. A planning workshop is scheduled for March 25<sup>th</sup> from 12:00 pm to 1:00 pm at the District business office with site visits afterwards. Mario Cervantes plans to be present, along with Ms. Tan, Ms. Krebs, and NV5 engineers. An invitation is extended for two CCSD Board members to attend.
- g. I completed 2023 Public Water System Statistics data and submitted the form electronically to Santa Barbara County Water Agency.
- h. Erin Miller and I are in the process of cleaning out and organizing files. There is still a lot of paperwork to sort and pack away, but much progress has been made. It is a time-consuming process and must be coordinated with completion of regular duties.

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GENERAL MANAGER'S REPORT: Field Operations

- a. Annual hazardous materials refresher training was done on February 16<sup>th</sup>. The Notice to Comply and documentation of a summary of the Water Treatment Plant - Hazardous Materials Safety Review meeting and roster of attendees were submitted to Greg Berends, Hazardous Materials Specialist II with Santa Barbara County Environmental, to finalize the triennial hazardous material inspection.
- b. A delivery of 250 gallons of hypochlorite solution 12.5% was delivered to the Water Plant on February 23<sup>rd</sup>. The previous chlorine delivery of 250 gallons was made on November 8, 2023.
- c. Field staff repaired a water leak at the meter at 4867 Morales Street.
- d. Field staff sprayed weeds around the fire hydrants and at WTP and WWTP facilities to control the overgrowth of vegetation from the rainy season.
- e. Field operations of the water and sewer systems are going well.