

Regular Board Meeting – December 11, 2019

GENERAL MANAGER'S REPORT: Office Operations

- a. The Professional Services Agreement between Remarkable Recreation Solutions/Mark Honberger and CCSD was finalized with marked modifications and authorized signatures.
- b. I updated insurance payment schedules for employees and the payroll item list and employee information to reflect benefit changes effective January 1, 2020.
- c. I prepared a CCSD report for the CVCA meeting of November 20, 2019, per the request of Pamela Bazcuk. The report gave an update of District activities and provided an opportunity for community outreach.
- d. The budget report for the month of October 2019 was completed. The district is on track with projections for expenses and income received, both unrestricted and restricted.
- e. I conferred with Jesica at iDGroup regarding Can and Will Serve for the Cuyama Buckhorn project and provided her with necessary documentation. Cuyama Land Holdings LLC submitted Application for Can and Will Service for water connection and sewer connection and paid a total of \$2,900 for connection fees.
- f. I spent much time reviewing WTP and WWTP manuals for specifications of equipment in response to Nick Rugulo of EcoGreen Solutions. Much information is required to engineer energy efficiency upgrades for the plants.
- g. Henrik Nielsen, the owner of Ranchoil Subdivision, contacted me to request documentation from CalTrans for his water line to the Santa Barbara County Public Works facilities along Highway 166. I referred him to Kurt Klucker, County Road Maintenance Superintendent. Mr. Nielsen reported that he is working on getting the line in service but it will take months. I reminded him that he will need Board approval for water service out to Ranchoil Subdivision.
- h. I attended an online Zoom meeting for Streamline training for the CCSD website. I will be updating content and uploading documents to the website. Streamline support is available for technical assistance. I have become familiar with the dashboard and worked on content. The District will meet State requirements for Special District websites by January 2020.
- i. I initially posted the position announcement for Temporary/Part-Time Clerical Assistant on November 14th with a closing date of November 27th. The closing date was extended to December 9th, and the position announcement has now been reposted with a closing date of open until filled.
- j. I attended the webinar for Prop 68 Groundwater and Proposition 68 Groundwater Treatment and Remediation Grant Program funding on December 2nd. The solicitation will close January 24, 2020. Proposals will be reviewed for high priority of treatment and remediation activities that prevent or reduce the contamination to drinking water supply or enhance local water supply, plus availability of matching funds. Matching funds of 50% may be reduced or waived for DAC. A proposed project for existing facilities could be eligible for grant funding at \$500,000 minimum and \$5,000,000 maximum.
- k. I contacted Gary Kvistad on December 5th to determine if drafts of the easement agreements would be available for Board review at the December board meeting. He replied that he was still waiting to coordinate easement issues with the engineer and surveyor so nothing is ready at this time. I am waiting for his report on the conference call of December 9th.

Regular Board Meeting – December 11, 2019

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 November 19th was 7.1 ppb, while the arsenic level of Water Well #1 was 55 ppb.
- b. Dean Lovett and Johnny Tarver also did research of WTP and WWTP equipment to provide specifications to Nick Rugulo of EcoGreen Solutions for energy efficiency upgrades to the plants.
- c. A technician from PTS Rentals, Inc. will complete service of the generator at the Water Plant on December 12th.
- d. Some minor repairs were done to fix leaks at the Water Plant and two water meters and the rake cable and blowers at the WWTP. Field staff follows a daily routine to check plants and the water well. Overall, field operations of the water and sewer systems are going well.