

Regular Board Meeting – January 15, 2020

GENERAL MANAGER’S REPORT: Office Operations

- a. The District received Agreement Number D190202400 between CCSD and SWRCB for the Well No. 4 Project on December 12, 2019. The signature pages and Opinion of General Counsel letter were due to be returned by January 11, 2020; however, the new Grant of Easement and Quitclaim must be completed and recorded prior to the final Opinion of General Counsel letter. The Division of Financial Assistance-SWRCB granted an extension to submit the documents as soon as possible after the deadline.
- b. The District received the draft of the new Grant of Easement and Quitclaim from Gary Kvistad after completion of the legal descriptions of the well sites and easement by Fargen Surveys.
- c. I have closely monitored progress of the Financing Agreement with all parties to ensure that the Well No. 4 Project is on track with requirements to move forward with its construction.
- d. I conferred with Mark Honberger of Remarkable Recreation Solutions to provide content and ideas, and we were able to complete/publish the first quarterly bilingual newsletter. The newsletters were enclosed with the billing sent out last week.
- e. I met with Paul Chounet and Casey Walsh of UCSB-Department of Anthropology to discuss Project 5.2 IRWM Engagement Efforts and address problems with its progress. Casey also presented the Cuyama Water Census. A Zoom meeting is scheduled for Friday, January 17th, for a discussion on Cuyama DACI project assistance with Casey Walsh, Jane Gray and Madelyn Murray of Dudek, and Fray Crease, Water Agency Manager.
- f. I had a conference call with Madelyn Murray regarding DACI projects – scope of work, progress, and remaining budgets. The District has completed Project 9.1.1 Master Plan and Project 9.1.2 Hydro Study. There has been good progress with Project 4.4 Community Outreach with the first newsletter and setting up the CCSD website. The website will be ready for public access this month.
- g. Dean Lovett and I had a conference call with Matthew Choi, Energy Engineer of EcoGreen Solutions, to review information and documentation for energy efficiency upgrades for the WTP and WWTP. We were able to provide remaining items he requested for the proposed projects.
- h. Jay Langner, Account Executive of EcoGreen Solutions, reported that he received PG&E project approval of LED Lighting upgrades for the District sites.
- i. I submitted the Annual Reporting Transmittal to BARFleets for the District vehicle.
- j. I completed the EPA ID Number Verification Questionnaire and Manifest Fees Assessment for the California Department of Toxic Substances Control. There was no transport of hazardous waste; therefore, there were no manifest fees.
- k. I updated the Hazardous Materials Business Plan, which included Facility Information, Inventory/Site Map, and Emergency Response/Contingency Plan and submitted the HMBP electronically to California Environmental Reporting System (CERS). I received confirmation that the HMBP was accepted by the regulator.
- l. All monitoring reports for the water system have been completed and submitted to SWRCB-DDW; month of December, quarter 4 of 2019, and annual 2019. Monitoring reports for the sewer system for quarter 4 of 2019 and the annual report 2019 are due February 1st.
- m. I closed out the payroll records for calendar year 2019 and set up payroll records and tax tables for 2020. W-2 forms are due to employees by January 31, 2020.

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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 December 10th was 7.8 ppb, while the arsenic level of Water Well #1 was 55 ppb.
- b. Dean Lovett and Johnny Tarver completed research of WTP and WWTP equipment to provide specifications to Matthew Choi of EcoGreen Solutions for energy efficiency upgrades to the plants.
- c. A technician from PTS Rentals, Inc. completed a full service of the generator at the Water Plant on December 12th.
- d. Current water usage is at an average of 22,000 gallons per day. There were two incidents in the last month of excessive water usage. When Dean Lovett checked the water system, both times he found the problems at CVHS; the backflow prevention device had failed and opened, and a toilet was running continuously. He notified Eric Callaway.
- e. Routine service and maintenance are done on a daily basis. Field operations of the water and sewer systems are going well.