

Regular Board Meeting – May 15, 2024

GENERAL MANAGER’S REPORT: Office Operations

- a. I completed Form 941-Employer’s Quarterly Federal Tax Return and mailed the form to IRS.
- b. I completed DE9 and DE9C, State Quarterly Contribution Return and Report of Wages and transmitted the forms electronically to EDD Services online.
- c. I completed the 2023 Government Compensation in California (GCC) Report and uploaded the file to the SCO Data Exchange Portal. I received confirmation that the file upload was successful.
- d. I completed and electronically submitted the SSA Annual Information Request to CalPERS, the official California State SS Administrator.
- e. All monthly and quarterly monitoring reports for the water system have been completed and submitted to SWRCB-DDW. Drought & Conservation Reporting reports for quarter 1 of 2024 were completed and received by the SAFER Clearinghouse, Division of Drinking Water.
- f. The Volumetric Annual Report for Wastewater and Recycled Water was submitted to GeoTracker prior to the due date of April 30th. The WWTP quarterly self-monitoring report for Quarter 1-2024 was completed and submitted to the GeoTracker database.
- g. The District received a payment of \$6,352.82 from County of Santa Barbara for disbursement of payments of Special Assessments-Direct Charges to Tax Rolls. CCSD has received a total of \$11,590.71 this fiscal year in direct deposits.
- h. Erin Miller, Office Clerk, and I had a Microsoft Teams meeting on May 2<sup>nd</sup> with Jessica Krebs of SWRCB-DFA and James Owens and Shen Huang of NV5 for the Water System Capital Improvements Project planning. The meeting addressed priority of projects:
  - 1) Raw water storage tanks (NTP for cleaning and inspection in progress)
  - 2) ARWTP site improvements
  - 3) Replacement of distribution system
- i. Erin Miller and I attended RCAC 2024 Online Training Series, “Regulations Basics-California Safe Water Drinking Act.” The 4-hour session regulations/requirements for cross-connection control, operator certification, system classification, Revised Total Coliform Rule, Ground-water Rule, and primary standards, secondary standards, public notification, reporting and recordkeeping, Disinfection By-Products Rule, waterworks standards, and Lead and Copper Rule. We plan to attend Regulations Update Overview on July 10.

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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 April 29<sup>th</sup> was 5.26 ppb, while the arsenic level of Water Well #1 was 44.2 ppb.
- b. Field staff and Mario Cervantes, Jr. made a difficult repair to a water leak in the service line at 4706 Cebrian Avenue. They were able to complete the repair without shutting down water service to that area. They installed a clamp on the water line and replaced the water meters.
- c. Weed abatement is under control at the WTP and WWTP facilities. Field staff sprayed weeds at the WTP and Water Well #1. Additional labor was contracted to mow weeds around the treatment plants and easements and along Perkins Road to the water well.
- d. The District will start its water meter replacement program in the next few weeks.
- e. Field operations of the water and sewer systems are going well.