

Regular Board Meeting – March 16, 2022

GENERAL MANAGER'S REPORT: Office Operations

- a. I completed the 2022-23 SDRMA Renewal Questionnaire and submitted it electronically in the MemberPlus Online portal. The District will receive a credit incentive of \$75 each policy.
- b. The CBSW billing system was updated to reflect the end of the five-year plan for a surcharge of \$22.00 a month per user, which ended on January 31, 2022 in accordance with Resolution #17-1.
- c. I reviewed the Completeness Checklist from Lawrence Sanchez for the Water System Improvements Project. I completed required documents and submitted them to Jerry Tinoco of RCAC and Shen Huang of NV5 on February 23<sup>rd</sup> for their final check to ensure all was in order to upload to FAAST by February 28<sup>th</sup>. I have not received feedback from Mr. Sanchez.
- d. CCSD received a check for the payment amount of \$16,585.00 for water arrearages plus \$497.55 for administrative costs from the SWRCB for the California Water & Wastewater Arrearage Payment Program. I finalized the allocations of funds to credit customer accounts and set up payment plans for customers with remaining debt. Customers whose accounts are closed and had their arrearages transferred to a third party will receive direct payment of grant funds. It has been a painstaking process. Unused funds of \$167.27 will be returned, and reporting requirements will be completed in a timely manner. Next, I will complete the funding application for wastewater arrearages. The request payment amount of request for wastewater arrearages will be updated to \$9,308.49.
- e. I completed 2021 Public Water System Statistics data and submitted the form electronically to Santa Barbara County Water Agency.
- f. Adam Guise, Partner at Moss, Levy & Hartzheim, has not yet scheduled fieldwork to prepare reports for financial statements as of and for FYE 2018-2019 and 2019-2020. Engagement letters were signed and returned to Mr. Guise on February 9<sup>th</sup>. I reviewed and organized files and accounting records so that all is in order for the fieldwork when it takes place.
- g. Office operations are going well.

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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 February 8<sup>th</sup> was 4.7 ppb, while the arsenic level of Water Well #1 was 50 ppb.
- b. The Endress & Hauser Prosonic flow meter at the WWTP facility is still working correctly to measure the Sewer Plant distribution since Alan Fitchpatrick of Revelation Automation, LLC performed technical service last month.
- c. The headworks at the WWTP remains in good working order since Alan Fitchpatrick made corrections to its electrical system last month.
- d. Quincon and Anderson Burton contractors for the Fire Station Project connected the new water line to the water distribution system on Tuesday, February 22<sup>nd</sup>. It was necessary to shut down water service to all customers that day. Notices to customers were distributed on February 17<sup>th</sup>. Customers were also notified that there could be interruptions to service on Wednesday, February 23<sup>rd</sup>, but the connection was completed the first day. The water line was chlorinated and tested the week prior to the connection to the distribution system. Mario Cervantes provided oversight and took samples to test for Total Coliform and E. Coli. with results of <1 MPN/100 ml for both. Field staff and Mr. Cervantes performed inspections during the connection process. In addition, field staff replaced valves at the WTP during the shut down of water service.
- e. It was necessary for contractors to perform additional work to tie in the water line for water supply to Immaculate Conception Catholic Church. The process was completed on Thursday, February 24<sup>th</sup>. Field staff provided assistance with the project.
- f. Dean Lovett determined that there is another water leak somewhere in the District due to a substantial increase in water usage. So far, he has not been able to locate the problem, but he will continue to monitor the situation until it is resolved.
- g. Jorge Sanchez was contracted to repair the driveway at 4855 Sisquoc Street. It is near completion.
- h. Weed abatement has begun at the WTP and WWTP facilities.
- i. Field operations of the water and sewer systems are going well.