



# SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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## AGENDA

### BOARD OF DIRECTORS MEETING

Oceano Community Services District

1655 Front Street

Oceano, California 93445

**Wednesday, November 19, 2014 at 6:00 P.M.**

#### **Board Members**

Matthew Guerrero, Chair

Tony Ferrara, Vice Chair

Glenn Marshall, Director

#### **Agencies**

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

#### **Alternate Board Members**

Mary Lucey, Director

Jim Guthrie, Director

Debbie Peterson, Director

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

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### 1. CALL TO ORDER AND ROLL CALL

### 2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

This public comment period is an invitation to members of the community to present comments, thoughts or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters which are within the jurisdiction of the District. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or presiding Board Member may:

- Direct Staff to assist or coordinate with you.
- It may be the desire of the Board to place your issue or matter on a future Board meeting agenda.

Please adhere to the following procedures when addressing the Board:

- Comments should be limited to three (3) minutes or less.
- Your comments should be directed to the Board as a whole and not directed to individual Board members.
- Slanderous, profane or personal remarks against any Board Member, Staff or member of the audience shall not be permitted.

Any writing or document pertaining to an open-session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the offices of the Oceano CSD, a member agency located at 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act (ADA) and California Government Code §54954.2, requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires modification or accommodation in order to participate at the above referenced public meeting by contacting the General Manager or Bookkeeper/Secretary at (805) 481-6903.

**3. CONSENT AGENDA**

The following routine items listed below are scheduled for consideration as a group. Each item is recommended for approval unless noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member may request that any item be withdrawn from the Consent Agenda to permit discussion or to change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

**3A. Review and Approval of the Minutes of the November 5, 2014 meeting**

**3B. Review and Approval of Warrants**

**4. PLANT SUPERINTENDENT'S REPORT**

**5. BOARD ACTION ON INDIVIDUAL ITEMS:**

**6. MISCELLANEOUS ITEMS**

**A.** Miscellaneous Oral Communications

**B.** Miscellaneous Written Communications

The District has received a correspondence from the Ferguson Group LLC. Via Caren Ray; District Four Supervisor, regarding possible grant opportunities.

**7. PUBLIC COMMENT ON CLOSED SESSION**

**8. CLOSED SESSION**

**A.** Closed Session pursuant to Government code section 54957:  
**PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
Annual Evaluation of District General Manager Rick Sweet

**9. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

**10. ADJOURNMENT**

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT**

City of Arroyo Grande, City Council Chambers  
215 East Branch Street  
Arroyo Grande, California 93420

Minutes of the Meeting of Wednesday November 05, 2014  
6:00 P.M.

**1. CALL TO ORDER AND ROLL CALL**

Present: Chair Matthew Guerrero, Oceano Community Services District; Director Tony Ferrara, City of Arroyo Grande; Director Glenn Marshall, City of Grover Beach

District Staff in Attendance: Mike Seitz, District Counsel; Rick Sweet, District Manager; John Clemons, Plant Superintendent; Amy Simpson, District Bookkeeper/Secretary; Alicia Lara, HR; Shannon Sweeney, District Engineer

**2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

Director Guerrero opened the public comment period. There being no public comment, Director Guerrero closed the public comment period.

**3. CONSENT AGENDA**

- 3A. Review and Approval of the Minutes of the October 15, 2014 meeting**
- 3B. Review and Approval of Warrants**

**Action:** It was moved to approve the Consent Agenda unanimously as presented.

**4. PLANT SUPERINTENDENT'S REPORT**

Mr. Clemons presented the Superintendent's Report.

**Action:** The Board received and filed the Plant Superintendent's report.

**5. BOARD ACTION ON INDIVIDUAL ITEMS**

**5A. Contract for Human Resource Services with Alicia Lara**

The Board approved an agreement with Lara HR Services to provide Human Resource Services.

**5B. Agreement for Engineering Services with WSC for Planning Study on a Recycled Water Project.**

The Board approved by roll call vote an agreement with Water System Consulting (WSC) for preparation of a planning Study for a recycled water project.

**6. MISCELLANEOUS COMMUNICATIONS**

**7. CLOSED SESSION**

- (1) Conference with Legal Counsel pursuant to government Code Section 54956.9; 1 case
  - a. Central Coast RWQCB vs. SSLOCSD et al. (pending litigation)  
ACLC No. R3-2012-0030

The Board authorized the filing of a writ in Superior Court. The attorney is Melissa Thorne of Downey Brand.

**8. ADJOURNMENT**

There being no further business to come before the Board, Director Guerrero adjourned the meeting at approximately 6:38 p.m.

***THESE MINUTES ARE DRAFT AND NOT OFFICIAL UNTIL APPROVED BY THE BOARD OF DIRECTORS AT A SUBSEQUENT MEETING.***

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

WARRANT REGISTER REVISED

11/19/2014 FY 2014/15

ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABALONE COAST ANALYTICAL, INC.	LAB TESTING	2355	1119-8976	8040	370.00	370.00
ADAMSKI MOROSKI MADDEN	LEGAL SERVICES	34155	77	7070	3,697.77	3,697.77
ALICIA LARA	HR SERVICES	2014-001, 002, 003, 004	78	7079	3,550.00	3,550.00
ALLIED ADMINISTRATORS	DENTAL INSURANCE	DECEMBER	79	6025	1,055.36	1,055.36
ALLSTAR INDUSTRIAL SUPPLY	MISC SUPPLIES		80	8030	264.75	264.75
AMIAD WATER SYSTEMS	WEAWEWIRE SCREEN	7300017058	81	8035	2,112.48	2,112.48
ARAMARK	UNIFORMS	11/07/14	82	7025	202.30	202.30
BARTLE WELLS ASSOCIATES	RATE STUDY	1003	83	7089	1,645.00	1,645.00
CALIFORNIA ELECTRIC SUPPLY	MISC SUPPLIES	586532	84	8030	93.63	365.69
CALIFORNIA ELECTRIC SUPPLY	FFR PUMP #2	584801		26-8065	272.06	
CALPORTLAND	CONCRETE	92273653, 92276010	85	26-8015	1,067.62	1,067.62
CARR'S BOOTS	EMPLOYEE BOOTS	JONES	86	7025	125.00	125.00
CENTRAL COAST WTR TRT	LAB WATER	23553	87	8040	60.00	60.00
CITY OF SANTA MARIA	UNDERPAY	142950110038	88	26-8015	0.39	0.39
COUNTY OF SLO - EH	ENVIRONMENTAL HEALTH SERVICES	IN0095618	89	7068	914.01	914.01
ENGEL & GRAY, INC	BIOSOLIDS COLLECTIONS	74719	90	7085	3,175.14	3,175.14
FANNY MUJ	REIMBURSEMENT	MUJ GRADE 1 CERT.	91	6075	140.00	140.00
FASTENAL	MISC SUPPLIES	CAS1410329	92	8030	5,460.94	5,460.94
GLENN MARSHALL	BOARD SERVICE	OCTOBER	93	7075	200.00	200.00
GARING TAYLOR & ASSOCIATES	ENGINEERING	12820,	94	26-8015	131.25	5,805.00
GARING TAYLOR & ASSOCIATES	ENGINEERING	12821, 12822, 12823		7077	5,673.75	
HAVOC INDUSTRIAL & SAFETY SUPPLY	VALVE FOR BRINE STATION	1061	95	7086	427.85	427.85
I.I. SUPPLY	EQUIPMENT MAINTENANCE	28201	96	8056	137.27	137.27
JB DEWAR INC	VEHICLE FUEL AND OIL	72054	97	8020	135.82	135.82
JIM GUTHRIE	BOARD SERVICE	OCTOBER	98	7075	100.00	100.00
JOHN CLEMONS	PER DIEM	ROCKWELL AUTOMATION	99	7050	175.00	175.00
JOSLYN HOSDON ACCOUNTING	STATE REPORTING	14-16	9000	7079	942.50	942.50
MATT GUERRERO	BOARD SERVICE	OCTOBER	01	7075	200.00	200.00
MINERS	MISC SUPPLIES	OCTOBER	02	8030	110.93	110.93
NESTLE PURE LIFE	WATER	14J0012917373	03	8040	144.53	144.53
NOBLE SAW INC.	LAWNMOWER	237929	04	8030	517.32	517.32
OFFICE DEPOT	OFFICE SUPPLYS	OCTOBER	05	8045	219.64	219.64
PERRY'S	BACK UP BALDOR MOTOR	17377	06	8030	581.46	581.46
SANCON ENGINEERING, INC.	CHEMICAL GROUTING LEAKS	24779	07	26-8015	9,712.00	52,522.00
SANCON ENGINEERING, INC.	INSTALL CIPP	24778		26-8015	42,810.00	
SHIPSEY & SEITZ, INC.	LEGAL SERVICES		08	7070	536.50	10,155.70
SHIPSEY & SEITZ, INC.	LEGAL SERVICES			7071	9,619.20	
SPRINT	CELL PHONES	NOVEMBER	09	7013	71.12	71.12
STANLEY	ALARM SYSTEM	DECEMBER	10	7011	62.20	62.20
SOUTH COUNTY SANITARY	TRASH	4658537	11	7093	109.25	109.25
TELEDYNE		DUPLICATE INVOICE	12	8040	0.00	0.00
TONY FERRARA	BOARD SERVICE	OCTOBER	13	7075	100.00	100.00
THE TRIBUNE	ADVERTISING	11/02/14	14	7005	396.00	396.00
UNITED RENTALS	TRUNK SEWER MAINTENANCE	10/31/14	15	26-8015	627.67	627.67
U.S. POSTAL SERVICE	P.O. BOX	ANNUAL FEE	16	8045	146.00	146.00
VWR	LAB SUPPLIES		17	8040	438.15	438.15
WEST COAST INDUSTRIAL SUPPLY	MISC SUPPLIES	35862	18	8030	160.19	160.19
WW GRAINGER	HOUSEHOLD	9581633360	19	8035	309.50	449.41
	MISC SUPPLIES	835217498		8030	139.91	
PG&E	ELECTRICTY	OCTOBER	21		15,577.31	15,577.31
SUB TOTAL		SUB TOTAL			\$ 114,718.77	114,718.77
SO. SLO CO. SANITATION DISTRICT	PAYROLL REIMBUSEMENT	10/31/14	20	1016	\$24,174.61	24,174.61
GRAND TOTAL					\$ 138,893.38	\$ 138,893.38

We hereby certify that the demands numbered serially from 111914-8976 to 111914-9021 together with the supporting evidence have been examined, and that they comply with the requirements of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT. The demands are hereby approved by motion of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, together with warrants authorizing and ordering the issuance of checks numbered identically with the particular demands and warrants.

BOARD OF DIRECTORS:

DATE: \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Secretary

Subject: Superintendent's Report  
November 14, 2014

Chart 1 – Plant Data

November* 2014	INF Flow MGD	Peak Flow MGD	INF BOD mg/L	EFF BOD mg/L	INF TSS mg/L	EFF TSS mg/L	Fecal Coli	Cl2 lbs/day	BOD REM Eff. %
Average	2.27	3.9	415	20.8	375	25.8	63	197	94.98
High	2.45	4.5	432	22.2	406	27.5	300	375	
Limit	5.0			40/60/90		40/60/90	2000		80
1 <sup>st</sup> Half CY 2014									
Average	2.37	3.8	390.7	27.9	404	33.5	66	151	92.85
High	3.24	4.8	540	34.1	560	46.5	1600	500	

- \* = Plant data through November 14<sup>th</sup>.

Limit – 40/60/90 represent NPDES Permit limits for the monthly average, weekly average, and instantaneous value for plant effluent BOD and TSS.

Plant processes continue to perform well.

### Miscellaneous

As the wet weather season approaches, citizens have expressed concern about our level of preparedness for wet weather events at the WWTP. Plant staff has adopted a policy of being prepared year 'round for rain events with a heightened focus during the winter months.

Below is a list of preventative measures that Plant Staff has undertaken, and continue to practice in order to be ready for storm and flooding events.

### 2012

- Installed shunt trip by-pass switch. In the event the shunt trip shorts out, we can use the bypass switch to continue operation.
- Raised the shunt trip to 4 feet above ground level.
- All 12 inch valves associated with the emergency diesel pump are chained open.
- Emergency pump left connected year 'round.
- Installed raised lid on electric vault near headworks.
- Developed new Standard Operating Procedures for Emergency Operating situations.

- Replaced wiring at influent pump station.
- Installed drainage ditch at generator building.
- Provide regular training for staff on emergency procedures.

#### **2013 -14**

- Replaced influent pumps # 3 and #4 with new 40 hp pumps (3500 gal/min capacity).
- Replaced FFR pump motors #1 and #2 with 60hp motors for more capacity.
- Installed # 3 pump at FFR.
- Plant staff attended the SLO County Arroyo Grande Creek Levee Failure Emergency Response Plan Training with SLO Co. Public Works Dept.
- Developed Plant-wide valve exercise program.

As a matter of standard practices we currently perform the following tasks as indicated:

- Run the emergency generator for 20 minutes every two weeks. We also run it under full load every six months.
- Run the diesel emergency bypass pump every two weeks. We fully operate the pump once every three months.
- The emergency generator and the 10 MGD emergency by-pass pump are serviced semi-annually by the dealer.
- 6 inch, 3 inch and 2 inch portable pumps are checked bi-weekly for proper operation.
- All storm water sump pumps are operated weekly to insure readiness.
- Sump pump replacements are kept in stock.
- Check the amp draw on the sump pumps twice a year. (Late summer and early spring).
- Clean underground electrical vaults on a regular basis.
- Clean plant storm drains on a regular basis.
- Exercise all plant water and sludge valves on a semi-annual basis.
- Participate in a multi-agency emergency preparedness agreement.
- Maintain a stockpile of sand for diversion of water in case of flood (Sand is eventually used for filtration in sludge beds).
- SLO County has installed level sensors at key waterways and will share rising water notifications with the District.

Best regards,

John Clemons  
Superintendent



## FY 2015 WaterSMART: Title XVI Water Reclamation and Reuse Projects

<b>Agency:</b>	Bureau of Reclamation
<b>Latest Solicitation:</b>	10/30/2014 – 12/15/2014
<b>Award Range:</b>	Up to \$4,000,000
<b>Total Funding:</b>	\$21,500,000
<b>Match:</b>	75%

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**Summary:** The Bureau of Reclamation’s Title XVI Water Reclamation and Reuse program is an important part of the Department of Interior’s WaterSMART program. Under Title XVI of Public Law 102-575, the Bureau of Reclamation works to identify and investigate opportunities to reclaim and reuse wastewater and naturally impaired ground and surface water in the 17 Western States and Hawaii. Title XVI also provides authority for Reclamation to provide up to the 25 percent of the cost of planning, designing, and constructing congressionally authorized water recycling projects.

For purposes of the Title XVI Program, a water reuse project is a project that reclaims and reuses municipal, industrial, domestic, or agricultural wastewater and naturally impaired groundwater and/or surface waters. Reclaimed water can be used for a variety of purposes such as environmental restoration, fish and wildlife, groundwater recharge, municipal, domestic, industrial, agricultural, power generation, or recreation.

Title XVI projects develop and supplement urban and irrigation water supplies through water reuse, thereby improving efficiency, providing flexibility during water shortages, and diversifying the water supply. Title XVI projects provide growing communities with new sources of clean water while promoting water and energy efficiency and environmental stewardship. Through water reuse, Title XVI projects increase water management flexibility, making our water supply more resilient and thereby helping to prepare for the impacts of climate change.

**Applicant Eligibility:** Sponsors of water reclamation and reuse projects specifically authorized for funding under Title XVI of Public Law 102-575 are eligible to apply for funding through this program.



**Funding Details:** The President’s FY 2015 budget request includes \$21.5 million for this Title XVI funding opportunity. The amount of funding available for awards is dependent on final FY 2015 appropriations.

Reclamation anticipates providing no more than \$4,000,000 per applicant. Reclamation may consider awards of more than \$4,000,000 per applicant if final program funding is sufficient.

Project awards will be made through grants or cooperative agreements as applicable to each project. If a cooperative agreement is awarded, the recipient should expect Reclamation to have substantial involvement in the project. Substantial involvement by Reclamation may include the following:

- Collaboration and participation with the recipient in the management of the project and close oversight of the recipient’s activities to ensure that the program objectives are being achieved
- Oversight that may include review, input, and approval at key interim stages of the project

**Match Requirements:** The Federal share of an authorized Title XVI project (Reclamation’s share plus any other sources of Federal funding), including any funding provided as a result of this funding opportunity, cannot exceed 25 percent of the total project cost. In-kind contributions, pre-award costs, and indirect costs may be included as part of the project’s budget.

**Website Information:** <http://www.usbr.gov/WaterSMART/title/>

**Contact:**

Shaun Wilken  
Grants Management Specialist  
(303) 445-3697  
[Swilken@usbr.gov](mailto:Swilken@usbr.gov)



## FY 2015 WaterSMART: Water and Energy Efficiency Grants

<b>Agency:</b>	Bureau of Reclamation
<b>Latest Solicitation:</b>	10/30/2014 – 1/14/2015
<b>Award Range:</b>	Up to \$1,000,000
<b>Total Funding:</b>	\$18,200,000
<b>Match:</b>	50%

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**Summary:** Through the WaterSMART Grants Reclamation provides 50/50 cost share funding for projects that seek to conserve and use water more efficiently, increase the use of renewable energy and improve energy efficiency, benefit endangered and threatened species, facilitate water markets, or carry out other activities to address climate-related impacts on water or prevent any water-related crisis or conflict. Water conservation and efficiency are crucial to most western States' plans to ensure that water is available to meet demands into the future.

Reclamation is also making funding available for water management improvements that complement other ongoing efforts to address water supply sustainability. For example, through the WaterSMART Basin Study Program, Reclamation is working with State and local partners, as well as other stakeholders, to comprehensively evaluate the ability to meet future water demands within a river basin. The Basin Studies allow Reclamation and its partners to evaluate potential impacts of climate change to water resources within a particular river basin, and to identify adaptation strategies to address those impacts. Partners who have completed a Basin Study may apply for cost-shared funding to implement Basin Study adaptation strategies that meet the eligibility and requirements of this solicitation.

In addition, funding is available for water delivery system improvements that will enable farmers to make additional on-farm improvements in the future, including improvements that may be eligible for Natural Resources Conservation Service (NRCS) funding.

**Applicant Eligibility:** Eligible applicants are states, tribal entities, irrigation districts, water districts, or other organizations with water or power delivery authority located in the western United States or United States Territories.

**Funding Details:** The President's FY 2015 budget request includes \$19 million for WaterSMART grants. The amount of actual funding available for awards is dependent on final FY 2015 appropriations. Approximately \$800,000 of FY 2015 WaterSMART grant funding, if available, will be allocated to additional phases of projects selected through previous years' solicitations. Reclamation will allocate funding to projects in two groups:

- Projects in Funding Group I may receive up to \$300,000 for a project with a performance period of up to two years.
- Projects in Funding Group II may receive up to \$1,000,000 for a larger, phased project that can be completed within three years. Each phase of projects in this group will be funded on an annual basis, and can receive no more than \$500,000 in a given year. Each phase of the project is expected to be completed within one year of the award.

Reclamation expects that the majority of awards will be made for projects in Funding Group I.

**Match Requirements:** The Federal share of a proposed project (Reclamation's share plus any other sources of Federal funding) cannot exceed 50 percent of the total project cost. In-kind contributions, pre-award costs, and indirect costs may be included as part of the project's budget.

**Website Information:** <http://www.usbr.gov/WaterSMART/weeg/index.html>

**Contact:**

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