

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339 Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

<http://sslocsd.org/>

Agenda

Board of Directors Meeting

1655 Front Street

Oceano, California 93445

Board Members

Bill Nicolls, Chairman

Matthew Guerrero, Vice Chairman

Tony Ferrara, Director

Alternates

John Shoals, Director

Lori Angello, Director

Jim Guthrie, Director

Agencies

City of Grover Beach

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

Oceano Community Services strict

City of Arroyo Grande

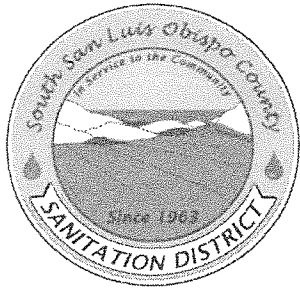
PLEASE NOTE

THE REGULAR MEETING OF JULY 18, 2012

HAS BEEN CANCELLED

A special meeting will be held on July 17, 2012

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. 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act 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 the modification or accommodation in order to participate at the above referenced public meeting by contacting the District Administrator or Administrative Assistant at 805-544-4011.



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Board of Directors Special Meeting Agenda

1655 Front Street
Oceano, California 93445

Tuesday, July 17, 2012 at 6:00 PM

Board Members

Bill Nicolls, Chairman

Matthew Guerrero, Vice Chairman

Tony Ferrara, Director

Alternates

John Shoals, Director

Lori Angello, Director

Jim Guthrie, Director

Agencies

City of Grover Beach

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

Oceano Community Services District

City of Arroyo Grande

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 that 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 Chairman 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 agenda.

Please adhere to the following procedures when addressing the Board:

- Comments should be limited to 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. 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act 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 the modification or accommodation in order to participate at the above referenced public meeting by contacting the District Administrator or Administrative Assistant at 805-544-4011.

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 change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

3a. Review and Approval of Minutes of June 27, 2012 meeting

3b. Review and Approval of Warrants

3c. Financial Report ending June 30, 2012

4. PLANT SUPERINTENDENT'S REPORT**5. BOARD ACTION ON INDIVIDUAL ITEMS:****A. SALE/DISPOSAL OF SCRAP METAL**

Staff recommends the Board declare the listed material as surplus and direct staff to proceed with sale

B. SUPPORT FOR THE LOCAL GROUNDWATER ASSISTANCE GRANT APPLICATION

Staff recommends the Board affirm their support of the City of Arroyo Grande's LGA application

C. DEVELOPMENT OF PRETREATMENT ORDINANCE; AGREEMENT FOR PROFESSIONAL SERVICES; CAROLLO ENGINEERS

Staff recommends the Board enter into an agreement with Carollo Engineers to update the District's Pretreatment Ordinance

6. MISCELLANEOUS ITEMS

- a. Miscellaneous Oral Communications
- b. Miscellaneous Written Communications

7. ADJOURNMENT

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

District Office
1600 Aloha Place
Oceano, CA 93445

Minutes of the Wednesday, June 27, 2012 Special Meeting
4:30 P.M.

1. CALL TO ORDER AND ROLL CALL

Present: Chairman Bill Nicolls, City of Grover Beach; Vice Chairman Matthew Guerrero, Oceano Community Services District; Director Tony Ferrara, City of Arroyo Grande.

Others in Attendance: John Wallace, District Administrator; Mike Seitz, District Counsel; Bob Barlogio, Plant Superintendent; Matthew Haber, Bookkeeper/Secretary

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

Jeff Edwards spoke about the issuance of the Administrative Civil Liability (ACL) against the District by the Regional Water Quality Control Board. He had a number of questions and observations.

Mary Lucey also spoke about the ACL liability. She sees the September 6th hearing as an important date. She would like to see the District take some action which would be looked upon in a favorable fashion.

3. CONSENT AGENDA

A. Review and Approval of Minutes of the Meeting of June 6, 2012.

B. Review and Approval of Warrants.

C. Financial Report ending May 31, 2012

It was moved by Vice Chairman Guerrero, seconded by Director Ferrara, to approve Consent Agenda Items 3A, 3B and 3C, as presented. Motion carried unanimously.

4. PLANT SUPERINTENDENT'S REPORT

Plant Superintendent Barlogio said that the Plant has been running well. For the month of June, average effluent BOD has been 36 mg/L, and average Total Suspended Solids (TSS) has been 30 mg/L. Both have limits of 40 mg/L. There was a high fecal coliform of 13,000 MPN, but a total coliform of only 3,000 MPN, which is not feasible, especially with a chlorine residual of 19.1. Plant Superintendent Barlogio said that the fecal coliform is a component of total coliform. Duplicate samples sent out the following day resulted in results of <2 MPN. Plant Superintendent Barlogio informed the Water Board.

Plant Superintendent Barlogio said that Staff has been training on the emergency response plan by working through 2-3 chapters per week. He said that Shift Supervisor Rodriguez has passed his crane certificate. Staff is also working on the front gate.

Director Ferrara asked about the high fecal coliform numbers. Plant Superintendent Barlogio replied that the sample was not cloudy, and turbidity was down around 20. Administrator Wallace said that Staff believes it is a lab error, and this was communicated to the Regional Water Board. When Vice Chairman Guerrero asked whether this was a mandatory reporting issue, Plant Superintendent Barlogio replied that it was and also that this may be the first violation for the District in the past 180 days if the results were accurate. There will be a follow-up with the Regional Water Quality Board.

Chairman Nicolls suggested that the Board offer some sort of recognition to the District's temporary technical writer, Kate Weber, such as a certificate of appreciation. Administrator Wallace said that it would be appropriate to give a letter signed by the Board in order to express the District's appreciation for her work on the Standard Operating Procedures (SOPs).

5. BOARD ACTION ON INDIVIDUAL ITEMS

A. RECAP OF THE JUNE 7TH WATER RECYCLING FORUM

Administrator Wallace presented a recap of the water recycling forum held on June 7, 2012 at the South County Regional Center and gave the Board DVD copies of the forum. The video is posted on the District's website as well. The forum received many positive comments. Administrator Wallace presented the next steps including the follow-up with the stakeholders, particularly the farmers. Staff has been talking with NCMA/NNMA about the hydrologic characteristics of the groundwater basin where water may be able to percolate for groundwater recharge. As Staff goes through the facilities plan for the District's long-range plan, there will be fine tuning as to where the water recycling facilities would go so any potential conflicts would be better known. Staff is also looking into both federal and state funding to help pay the costs of recycled water. The District already has an application with the IRWM program for \$40,000 to identify some of these things. Staff will arrange for regular update meetings with the stakeholders.

Vice Chairman Guerrero said that he had called KCOY about correcting its coverage. Director Ferrara said that the Surfriders had come to the Arroyo Grande City Council meeting and that Brad Snook had given a presentation which indicated that he was happy about the outcome of the symposium and that he looks forward to working with the District. Director Ferrara said that identified stakeholders may be placed into ad-hoc groups or standing committees. The District should then release a short press release indicating that the District has formed a stakeholder group to continue the work towards a recycled water project which would address a number of different issues such as potential users. Director Ferrara asked whether there was a list of individuals and organization to be a part of such a group. Administrator Wallace replied that an official group has not yet been formed, but Staff is in the process of talking to people to sit on that group.

Jeff Edwards commented on the symposium. He said that one of the examples cited during the workshop was Monterey Regional Water Pollution Control Agency where agriculturalists on the Monterey Peninsula were experiencing saltwater intrusion into their groundwater supply.

B. PRESENTATION OF, AND PUBLIC HEARING FOR, ADOPTION OF THE
FY 2012-13 BUDGET

Administrator Wallace presented the proposed final budget for Fiscal Year 2012-13. Staff has corrected and adjusted a number of small items. Staff examined the connection fees

coming from the Member Agencies and reduced the expected revenue amounts. Staff has negotiated a reduction in the pretreatment ordinance cost from \$43,000 down to \$32,000. Staff has also included a proposal for a rate study as part of a new major budget item (MBI). Sewer service rates will have to be reviewed. Proposition 18 adjustments last only five years.

Administrator Wallace referred to Table 1 in the staff report because of the number of projects which are included in the budget. There are a number of projects which should be done, but some of which can be postponed. With the amount of money the District has, it is not possible to complete all the projects. To address this, Staff will return to the Board with a priority list. Furthermore, major projects are started with Board action.

Administrator Wallace said that the budget includes no compensation increase for Staff at this time, although the Board may want to revisit that at the mid-year review because the District's salaries are below average for the comparable benchmark position (Operator II). Vice Chairman Guerrero said that after the September 6th hearing, the issue should be looked at further.

Vice Chairman Guerrero questioned the amounts for Contract Administration vs District Administration. Administrator Wallace responded that Contract Administration is project specific and done mainly in the field and is a part of engineering services. Vice Chairman Guerrero asked who does Contract Administration. Administrator Wallace said that Wallace Group staff does some, but depending on need, outside specialists help out as well.

Vice Chairman Guerrero brought up legal costs and pointed out that the amount budgeted for District Counsel is \$45,000 and the amount for Outside Legal Counsel is \$200,000. Counsel Seitz said that the amount for outside legal counsel includes both outside counsel and litigation services performed by Counsel Seitz.

Director Ferrara spoke about the anticipated healthcare costs and whether those had been factored into the budget. Administrator Wallace replied that they had been, but the exact increases are not yet known. Since the District does quarterly reviews of its budget, these amounts will be adjusted when known.

Vice Chairman Guerrero asked about the billing service fees. Administrator Wallace responded that the Board had previously approved a \$15,000 increase to help the Member Agencies improve their billing software so that it would be clearer as to what amount of money the District should expect. The additional \$5,000 per Member Agency (\$15,000 total) was not used last year so it was rolled over into the new fiscal year.

Julie Tacker said that she had emailed Administrator Wallace about the administrative fees. She would like to know more about this. Ms. Tacker also complimented Staff on being helpful in responding to her questions and said that the District's budget is very easy to navigate.

Jeff Edwards said that some of these budgetary questions would be captured in the individual contracts amongst the District and the Member Agencies.

Administrator Wallace said that the format of the major budget items (MBIs) in the budget had been revised with information summarized into one page so the budget is now more readable.

Director Ferrara asked Administrator Wallace to follow up on the posting of the administrative billings. Administrator Wallace replied that he would be happy to. He then mentioned that there would be two resolutions for action regarding the budget. The first would be for the employee compensation package, and the second would be for the adoption of the budget itself.

It was moved by Director Ferrara, seconded by Vice Chairman Guerrero, to adopt Resolution No. 2012-299 A Resolution Adopting an Employee Compensation Package for the 2012-13 Fiscal Year and on the following roll call vote to wit:

AYES: Director Ferrara, Vice Chairman Guerrero, Chairman Nicolls

NOES: None

ABSENT: None

The foregoing resolution was passed and adopted the 27th day of June 2012.

It was moved by Vice Chairman Guerrero, seconded by Director Ferrara, to adopt Resolution No. 2012-298 A Resolution Adopting the 2012-13 Fiscal Year Budget and on the following roll call vote to wit:

AYES: Director Ferrara, Chairman Nicolls

NOES: Vice Chairman Guerrero

ABSENT: None

The foregoing resolution was passed and adopted the 27th day of June 2012.

Chairman Nicolls said that the Board would go into closed session at this time.

7. PUBLIC COMMENT ON CLOSED SESSION

None

8. CLOSED SESSION (THE BOARD MET IN CLOSED SESSION AFTER ITEM 5B)

- (1) Conference with Legal Counsel regarding significant exposure to litigation pursuant to Government Code Section 54956.9; 2 cases
Mascolo v. SSLOCSD et al. and Appleton vs SSLOCSD et al.
- (2) Conference with Legal Counsel regarding significant exposure to litigation pursuant to Government Code Section 54956.9 subdivision b; 2 cases

9. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

District Counsel announced that the Board heard reports from Staff but no reportable action was taken.

5. C. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) INSURANCE RENEWAL (THIS ITEM WAS PRESENTED AFTER THE BOARD HAD RETURNED FROM CLOSED SESSION)

Administrator Wallace presented the staff recommendation that the Board review the

documents from SDRMA for renewal of the District's insurance for FY 2012-13 and to direct Staff to renew the District's insurance with SDRMA with liability coverage of \$10M at a cost of \$28,005.98.

It was moved by Vice Chairman Guerrero, seconded by Director Ferrara, to direct staff to renew the District's liability insurance coverage of \$10M with SDRMA at a cost of \$28,005.98. Motion carried unanimously.

6. **MISCELLANEOUS ITEMS**

A. Miscellaneous Oral Communications
None

B. Miscellaneous Written Communications
None

10. **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at approximately 5:30 p.m.

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



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TO: Board of Directors
FROM: John L. Wallace, *District Administrator*
DATE: July 17, 2012
SUBJECT: Monthly Financial Review (June 2012)

Overall Monthly Summary

During the month of June, the District earned revenue in the total amount of \$109,562 of which \$61,590 was earned from OCSD for sewer services for April, and \$10,287 was earned for May. \$2,475 was received for a connection fee in Oceano. \$25,479 was also received from the Lucia Mar Unified School District for annual sewer services. For the month of June, \$1,877 was earned for the AT&T cell-tower lease, and \$1,526 was earned for brine disposal services. Sewer service revenue for June has not yet been received from any of the Member Agencies. FOG and WDR reimbursements from the Member Agencies billed for the months of April and May totaled \$6,328.

District operating expenses totaled \$303,280 for the month of June. Non-operating expenses totaled \$67,539.

Local Agency Investment Fund

The LAIF balance was \$3,447,368 at June 30, 2012.

County of San Luis Obispo Treasury Pool

As of June 30, 2012, the reconciled cash balance with the County of San Luis Obispo Treasury Pool was \$480,107. The County issues the majority of the District's checks, and the majority of the District's revenues are deposited with this agency. As such, the County provides 'banking services' to the District and provides some accounting documents for internal control purposes.

To arrive at the reconciled cash balance, differences between the District's cash balance and the County's are investigated for possible errors. These reconciling items are then applied to the cash balances to arrive at the reconciled amount. At June 30, 2012, the District's books show a cash balance of \$462,208 in the County Treasury Pool. The County's statement, however, has a cash balance of \$508,146. Of the total difference between the two amounts, \$12,082 is a prior period adjustment which existed prior to FYE 2010. The remaining amounts consist of additional prior-year adjustments from FYE 2011 and current-year adjustments, all of which will be applied with the approval of the District's auditors.

Rabobank Funds

As of June 30, 2012 the reconciled cash balance with Rabobank totaled \$18,763. This account is used to process LAIF transfers and for the issuance of payroll checks through the District's contracted payroll provider service. Funds are transferred periodically from LAIF in order to cover these expenses.

MONTHLY FINANCIAL STATEMENT (Government Code Section 53646(d))
 SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
 FINANCIAL SUMMARY FOR JUNE 30, 2012 FY 2011-12

	FUND 19 OPERATING	FUND 20 EXPANSION	FUND 26 REPLACEMENT	DISTRICT- WIDE
CASH BALANCE	(668,006)	4,298,950	297,460	3,928,404
Cash w/County	3,702,476	(1,432,302)	(1,807,967)	462,208*
Cash w/LAIF	(4,391,041)	5,731,252	2,107,157	3,447,368
Cash w/Rabobank	20,559		(1,730)	18,829*
TOTAL DEPOSITS				
Current - County Treasury Pool	422,075	2,475		424,550
LONG-TERM DEBT				
Energy Project Principal Amount		380,736		380,736
REVENUES:				
OPERATING				
Current	103,684			103,684
Year-to-date	2,775,198			2,775,198
NON-OPERATING				
Current Period				
FEMA Funding				
Connection Fees		2,475		2,475
Interest				
Lease Income (AT&T Cell)	1,877			1,877
Brine Disposal	1,526			1,526
Total - Current Period	3,403			5,878
Year-to-Date				
FEMA Funding	73,504			73,504
Connection Fees		39,600		39,600
Interest	754	8,040	2,956	11,749
Lease Income (AT&T Cell)	22,571			22,571
Brine Disposal	7,630			7,630
Energy Rebates		150,000		150,000
Total - YTD	104,459	197,640	2,956	305,055
TOTAL REVENUES:				
Current Period	107,087	2,475	0	109,562
Year-to-date	2,879,657	197,640	2,956	3,080,253
EXPENSES:				
Current Period	303,280	0	67,539	370,820
Year-to-date	2,710,185	212,115	395,182	3,317,482
Net Income (Loss) - Current Period	(196,193)	2,475	(67,539)	(261,258)
Net Income (Loss) - YTD	169,472	(14,476)	(392,226)	(237,230)

* Unreconciled totals in District's books only. Please see reconciliation schedules for reconciled balances.

NEW CONNECTIONS	CURRENT NUMBER	CURRENT REVENUE	FY 2011/12 YEAR-TO-DATE	FY 2011/12 YTD REVENUE
Arroyo Grande	0	0	11	27,225
Grover Beach	0	0	3	7,425
Oceano	1	2,475	2	4,950
TOTAL NEW DISTRICT CONNECTIONS	1	2,475	16	39,600

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
WARRANT REGISTER
7/17/2012 PRIOR FISCAL YEAR 2011-12

ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABALONE COAST ANALYTICAL	CHEMICAL ANALYSIS	MAY	071712-6704	7078	1,755.50	1,755.50
ABBA EMPLOYER SERVICES	CONTRACT LABOR	17729 17730 17745 17760	5	6085	3,537.88	3,537.88
APPLIED INDUSTRIAL TECH	MISC SUPPLIES	85747643 85747709	6	8030	20.24	20.24
ARAMARK UNIFORMS	EMPLOYEE UNIFORMS	7036438 7054920	7	7025	392.60	392.60
ARROWHEAD	LAB WATER FOR JUNE	12F0012917373	8	8040	120.03	120.03
B&B STEEL & SUPPLY	STEEL	392864 393247 393521	9	8060	957.75	957.75
B&B SURPLUS	MISC SUPPLIES	496088 496089 496091	10	8060	845.13	845.13
BATTERIES PLUS	12V BATTERY	246806	11	8032	127.63	127.63
BILL NICOLLS	BOARD SERVICE	JUNE	12	7075	200.00	200.00
BRENNTAG PACIFIC	PLANT CHEMICALS	207766 208686 211942	13	8050	13,257.77	13,257.77
BRISCO MILL & LUMBER YARD	MISC SUPPLIES	151480 151512	14	8060	274.41	274.41
CARBOTROL CORP	CO-GEN GAS SCRUBBER MEDIA	2255 73398	15	7097	1,568.00	1,568.00
CENTRAL COAST FENCE	SERVICE CALL - FRONT GATE	74174	16	8060	75.00	75.00
CENTRAL COAST WATER TREATMENT	TRI-BED EXCHANGE	7643	17	8040	181.50	181.50
CHERRY LANE NURSERY	LANDSCAPING SUPPLIES	32146	18	8060	206.79	206.79
E&J AUTO PARTS	MISC AUTO SUPPLIES	JUNE	19	8032	4.15	4.15
FEDEX	SHIPPING	7-929-82558 7-937-33049	20	8045	285.36	285.36
FGL ENVIRONMENTAL	CHEMICAL ANALYSIS	281774A 281793A 281858A	21	7078	198.00	198.00
FRESHCRETE	CONCRETE	41	22	8060	1,098.54	1,098.54
GAS COMPANY	GAS SERVICE	5/25/12 TO 6/25/12	23	7092	685.98	685.98
GRAPHIC CONTROLS	MISC SUPPLIES	KP8584	24	8030	323.34	323.34
GROVER TOOL RENTAL	TOOL RENTAL	29001	25	7032	99.00	99.00
HARRINGTON INDUSTRIAL PLASTICS	MISC SUPPLIES	1373616	26	8060	296.92	296.92
INTERSTATE BATTERIES	CART BATTERIES	100007862	27	8030	231.55	231.55
JB DEWAR INC	VEHICLE FUEL	797765 799031	28	8020	502.96	502.96
JOHN DEERE LANDSCAPES	LANDSCAPING SUPPLIES	61696244	29	8060	45.26	45.26
JWC ENVIRONMENTAL	GRINDER/MONSTER CARE	6/25/12 TO 6/25/13	30	19/8061	4,702.00	4,702.00
LEE CENTRAL COAST NEWSPAPERS	WATER RECYCLING FORUM AD	FINANCE CHARGE ON INV. #1077954	31	7005	3.60	3.60
LIEBERT CASSIDY WHITMORE	LEGAL SERVICES	152568	32	7071	5,421.00	5,421.00
LINC DELIVERY	DELIVERY SERVICE	MAY	33	8040	385.00	385.00
MATTHEW GUERRERO	BOARD SERVICE	JUNE	34	7075	200.00	200.00
OFFICE DEPOT	OFFICE SUPPLIES	JUNE	35	8045	180.16	180.16
PC MECHANICAL INC	WORK ON FFR	40636	36	7079	825.00	825.00
PERS MEDICAL	EMPLOYEE MEDICAL	JULY W/ADJUSTMENTS	37	6010	9,310.23	9,310.23
POLYDYNE INC.	CLARIFLOC	736030	38	8050	2,910.77	2,910.77
POWDER COATING USA	FRONT GATE REFINISHING	19479 10 MBI 05	39	19/8061	850.00	850.00
PRAXAIR	MISC SUPPLIES	43260628	40	8060	43.63	43.63
SAN LUIS COUNTY NEWSPAPERS	FORUM ADS AND BUDGET NOTICES	3996082	41	7005	941.00	941.00
SAN LUIS PERSONNEL	CONTRACT LABOR	10093 10109	42	6085	1,081.13	1,081.13
SANTA MARIA DIESEL	MISC SUPPLIES	JUNE	43	8055	68.87	68.87
SCOTT O'BRIEN FIRE & SAFETY CO	ANNUAL INSPECTION	40689	44	8056	156.00	156.00
SDRMA	NON-MEMBER CERT: ADD'L INSURED	AG CHAMBER OF COMMERCE INV. #40354	45	7043	50.00	50.00
SM TIRE	TRAILER TIRES	570568	46	8030	103.39	103.39
SPRINT	CELL PHONE SERVICE	JUNE	47	7013	75.81	75.81
TEKTEGRITY	MANAGED IT SERVICE	21507-112 21951-112	48	7015	693.00	693.00
TIGERDIRECT	COMPUTER SUPPLIES	J05367660101 J05367660102	49	7015	83.34	83.34
		J05367660103				
TITAN INDUSTRIAL	MISC SUPPLIES	1050534	50	8060	288.97	288.97
TOM'S MOBILE REPAIR SERVICE	CRANE REPAIR	1451	51	8032	783.58	783.58
TONY FERRARA	BOARD SERVICE	JUNE	52	7075	200.00	200.00
UNDERGROUND SERVICE ALERT	DIG ALERT SERVICE	12006037	53	7011	114.00	114.00
WALLACE GROUP	ADMIN SERVICES	JUNE	54	7076	12,860.46	55,660.57
	OPERATIONS PROJECTS			various	30,556.06	
	REIMBURSABLE PROJECTS			various	3,340.55	
	MAJOR BUDGET ITEMS			various	8,903.50	
WESCORP	WORK ON ELEC SYS UPGRADE	83 04 MBI 16	55	26/8065	2,272.32	2,272.32
WEST COAST INDUSTRIAL	SAFETY SUPPLIES	26394	56	8056	257.95	257.95
WHITE CAP CONSTRUCTION SUPPLY	MISC TOOLS	68098844-06 3010798089-05	57	8055	451.99	451.99
		58091393-04 65065247-00				
		9228650-02 65065747-00				
WW GRAINGER	MISC SUPPLIES	9855346038 9863772209	58	8030	73.42	244.08
		9855703436		8035	170.66	
SUB TOTAL					115,648.68	115,648.68
PAYROLL	PPE 06/29/2012				22,683.98	22,683.98
GRAND TOTAL					138,332.66	138,332.66

We hereby certify that the demands numbered serially from 071712-6704 to 071712-6758 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

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
WARRANT REGISTER
7/17/2012 FISCAL YEAR 2012-13

ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
AARON ALLEN	MEDICAL REIMBURSEMENT		071712-6759	6075	500.00	500.00
ABBA EMPLOYER SERVICES	CONTRACT LABOR	17797 17814 17816	60	6085	1,551.55	1,551.55
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	AUGUST	61	6025	791.36	791.36
ARAMARK UNIFORMS	EMPLOYEE UNIFORMS	7073144	62	7025	173.55	173.55
B&B STEEL & SUPPLY	STEEL	394197	63	8060	30.03	30.03
BARKS PLUMBING AND APPLIANCE INC	HVAC REPAIR	25089	64	8060	328.00	328.00
CENTRAL COAST WATER TREATMENT	LAB SUPPLIES	7977	65	8040	60.00	60.00
CHARTER	INTERNET SERVICE	JULY	66	7011	60.81	60.81
CITY NATIONAL BANK	CO-GEN INSTALLMENT SALE	AGREEMENT #09-028 DUE 8/16/12	67	7096	37,398.30	37,398.30
CWEA	MEMBERSHIP RENEWAL	BARLOGIO	68	7050	132.00	132.00
E&J AUTO PARTS	MISC AUTO SUPPLIES	333906	69	8032	12.88	12.88
INTERSTATE BATTERIES	CART BATTERIES	100008000	70	8030	285.18	285.18
SO CO SANITARY SERVICE	TRASH SERVICE	JULY	71	7093	92.03	92.03
STANLEY SECURITY	SECURITY - AUGUST	9387532	72	7011	62.20	62.20
STATE FUND COMPENSATION	WORKERS' COMP DEPOSIT	POLICY 1858792-12	73	6080	11,173.54	11,173.54
WESCORP	WORK ON ELEC SYS UPGRADE	83 04 MBI 16	74	26/8065	1,136.16	1,136.16
WILLIAM ROMHILD	MEDICAL REIMBURSEMENT		75	6075	500.00	500.00
SUB TOTAL					53,287.59	53,287.59
GRAND TOTAL					53,287.59	53,287.59

We hereby certify that the demands numbered serially from 071712-6759 to 071712-6775 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



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339 Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

<http://www.sslocsd.org/>

To: Board of Directors
From: Bob Barlogio, Plant Superintendent
Via: John Wallace, District Administrator
Date: July 17, 2012

Subject: Superintendent's Report

As of this writing, for June of 2012, the data is as follows:

Average daily flow 2.53 million gallons per day with a maximum day of 2.74 million gallons

Average chlorine usage 287 gallons per day, we have done more chlorinated FFR flushes

Highest fecal was a 13,000 mpn (limit of 2400), as report at the last board meeting. 7 sample median high was a 23 mpn (limit of 200)

BOD's monthly average in-334 mg/l, out-33 mg/l

TSS's monthly average in-395 mg/l, out-30 mg/l

The plant received 7 loads of brine for disposal, for \$1526 income during the month of June.

July 2012 numbers are looking like this:

Daily flow, average 2.66 MGD, maximum daily 2.76 MGD

Chlorine usage 311 pounds per day, up because of higher flows

Highest fecal is 300mpn, with a 7 sample median of 11mpn

No BOD or TSS results yet.

I have been in contact with Battalion Chief Riki Heath about scheduling 1st Responder training on August 21 and 28.

Staff has been cleaning the sludge beds, taking advantage of the good weather and not running the centrifuge. It reduces our electric bill.

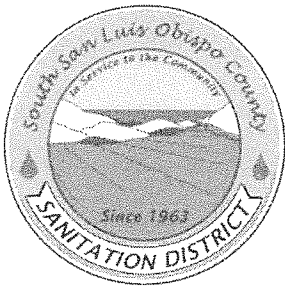
We have a new front gate. Weldfab, in Arroyo Grande, built the gate, had the gate powde-coated in Paso Robles (they have the largest oven in the area). It was re- installed by Central Coast Fencing, who also tuned up the electric gate mechanism. Total cost around \$3,000, well under the \$12,000 budgeted as 10 MBI 05.

Staff has poured a concrete slab for the water filter. The water filter will filter the water from the CCT before sending the water to the mechanical seals used around the plant. This should extend the life of the mechanical seals.

We are doing something a little different this year with the FFR. The warm weather and increase loading to the FFR during the summer, promotes insect growth. Last year in July, we had high BOD results, but the TSS was within our permit limits. We hope to improve this year with the chlorinated flushes every week. We will keep you informed as the summer progresses.

We are in the process of refurbishing a Moyno sludge pump for a primary clarifier. We would like to have one on the shelf and ready to install for each primary, until we install redundancy pumps at both primary clarifiers.

We have received some parts for the Fairbanks-Morse influent pump. A rebuilt unit from Flo-Systems, the factory rep, would cost upward to \$27,000. We are hoping to get it done for half that amount by using local pump repair facility and aftermarket parts. When completed, we plan to replace the # 1 influent pump. We will have to replace the suction and discharge valves before we remove the existing pump. I will be coming back for a purchase approval of an electric 40 hp motor when I get several quotes.



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Staff Report

To: Board of Directors
From: Bob Barlogio, Plant Superintendent
Via: John Wallace, District Administrator
Date: July 17, 2012
Subject: Surplus metal

Recommendation:

Staff recommends the Board approval disposal of surplus (scrap) metal to best priced recycler. I will check prices again, but currently, the best price looks to be Pacific Industrial.

Funding:

Sale of metal will go to the Operating Fund 19-5025, Other Sales.

Discussion:

We have several totes of scrap metal from the wiring project and valve replacement. Staff would like your approval to sell the scrap metal, mostly iron and some copper wire, to the highest price recycler. Staff will return with a copy of the receipt, showing price and quantity of scrap metal at the next board meeting.

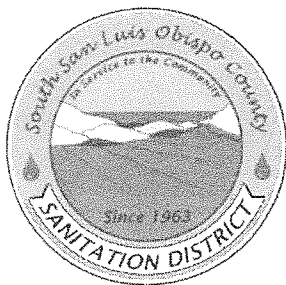
Prices quoted to staff on July 10, 2012. Prices vary to the quality and quantity, to be determined on site.

A-1 Metals Paso Robles 238-3545, iron between \$70 to \$160 per ton, copper \$0.75 to \$1.25 per pound

Bedford Enterprises Santa Maria 922-4977, iron, \$175 per ton, copper \$0.30 to \$1.00 per pound

SA Recycling Paso Robles, 227-1090, iron \$150 to \$170 per ton, copper \$0.80 to \$1.30 per pound

Pacific Industrial, Grover Beach 458-6572 iron \$200 per ton, copper \$1.25 per pound



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Staff Report

To: Board of Directors
From: John Wallace, *District Administrator* 
Date: July 17, 2012 Meeting
Subject: Support for the Local Groundwater Assistance Grant Application

Recommendation:

That the Board affirm their support for the City of Arroyo Grande's application for a Local Groundwater Grant Application (LGA).

Funding:

This grant would be fully funded by the State Department of Water Resources and the local water purveyors participating in this study. The District is not being requested to participate financially.

Discussion:

The Northern Cities Management Association, made up of the water purveyors in the Five Cities Area (Pismo Beach, Grover Beach, Arroyo Grande and Oceano CSD) are seeking a grant for a salt and nutrient management study, a part of which will directly affect wastewater recycling. The City of Arroyo Grande is taking the lead on this application and a copy of their recent action is attached.

Also attached is a letter of support from the District to the State DWR that has been listed as "pending" until your board concurs with this recommendation.



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July 10, 2012

California Department of Water Resources
1416 9th Street
Sacramento, CA 95814

SUBJECT: Letter of Support for Local Groundwater Assistance Grant Application and Intent to Participate in the Development of a Salt and Nutrient Management Plan for the Northern Cities Management Area and Nipomo Mesa Management Area of the Santa Maria Groundwater Basin

To Whom It May Concern,

The City of Arroyo Grande is applying for a Local Groundwater Assistance (LGA) grant from the State of California Department of Water Resources to cover the entire cost for the development of a Salt and Nutrient Management Plan (SNMP) for the Northern Cities and Nipomo Mesa Management Areas of the Santa Maria Groundwater Basin. A SNMP is required to be developed for each groundwater basin within the State by May 14, 2014, in accordance with the requirements of State Water Resources Control Board Recycled Water Policy. A separate SNMP is being developed by stakeholders within the Santa Maria Valley Management Area.

This letter confirms the South San Luis Obispo County Sanitation District's support for the LGA grant application, and intent to work cooperatively with the other participating agencies to complete this important regional project if an LGA grant is awarded.

Sincerely,

South San Luis Obispo County Sanitation District
John L. Wallace, PE
District Administrator



MEMORANDUM

TO: CITY COUNCIL

FROM: TERESA MCCLISH, COMMUNITY DEVELOPMENT DIRECTOR *TMM*

SUBJECT: CONSIDERATION OF A RESOLUTION FOR THE SUBMISSION OF AN APPLICATION TO THE CALIFORNIA DEPARTMENT OF WATER RESOURCES TO OBTAIN A LOCAL GROUNDWATER ASSISTANCE GRANT AND AUTHORIZATION TO ENTER INTO A GRANT AGREEMENT

DATE: JULY 10, 2012

RECOMMENDATION:

It is recommended the City Council:

- A. adopt the attached resolution authorizing the City Manager to file an application with the California Department of Water Resources (DWR) to obtain a Local Groundwater Assistance (LGA) Grant and enter into a grant agreement; and,
- B. direct the City Clerk to submit the authorizing resolution to the California Department of Water Resources.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

The City, as the lead applicant, on behalf of project stakeholders including representatives from the Northern Cities Management Area (NCMA) and Nipomo Mesa Management Area (NMMA), is requesting \$250,000 of LGA Grant funds to cover the costs of developing a Salt and Nutrient Management Plan (SNMP) for the portions of the Santa Maria Groundwater Basin underlying the NCMA and NMMA.

BACKGROUND:

The Local Groundwater Management Assistance Act of 2000 (AB 303, Stats. of 2000, ch 708, §2; Water Code Section 10795 *et seq.*) and Proposition 50 (ch 8 Water Code Section 79560-79565) created Local Groundwater Assistance Funds. The intent of these Acts is to provide grants to local public agencies to conduct groundwater studies or to carry out groundwater monitoring and management activities. Priority for grant funding is given to local public agencies that have adopted a formalized groundwater management plan (GWMP) and demonstrated collaboration with other agencies in the management of the affected groundwater basin. For the purposes of the LGA Grant program, the Court ordered Stipulation and Judgment of the Santa Maria Groundwater Basin (*Santa Maria Valley Water Conservation District v. City of Santa Maria, et. al.*) serves as the GWMP for the basin.

**CITY COUNCIL
CONSIDERATION OF RESOLUTION TO OBTAIN A LOCAL GROUNDWATER
ASSISTANCE GRANT
JULY 10, 2012
PAGE 2**

The State Water Resources Control Board adopted the Recycled Water Policy (Policy) on February 3, 2009, and the Policy became effective on May 14, 2009. The goal of the Policy is to increase the use of recycled water while protecting water quality. The intent of the Policy is that "salts and nutrients from all sources be managed on a basin-wide or watershed-wide basis in a manner that ensures attainment of water quality objectives and protection of beneficial uses. The State Water Board finds that the appropriate way to address salt and nutrient issues is through the development of regional or subregional salt and nutrient management plans rather than through imposing requirements solely on individual recycled water projects." The Policy requires each groundwater basin/sub-basin in California to have a salt and nutrient management plan (SNMP) within five years of the effective date of the Policy (May 14, 2014).

ANALYSIS OF ISSUES:

The future management of the Santa Maria Groundwater Basin and long term water sources, such as recycled water, depends upon thorough characterization of the basin, as well as meeting State requirements for monitoring of salt and nutrients. If awarded, funding from the LGA grant will be used to develop a SNMP. This application is being submitted by the City of Arroyo Grande on behalf of participating agencies from the NCMA and other stakeholders of the proposed SNMP.

The City submitted a successful grant application for a Desalination Study and produced a report in 2006. That and subsequent studies on alternative long term sustainable water supplies have been conducted over the last several years. In 2010, the Council directed staff to pursue alternatives for recycled water after considering the feasibility and costs of several long term water solutions that were analyzed in a 2010 Water Alternatives Study. The next step in developing a recycled water program is developing a SNMP. The scope for the development of a SNMP includes the following components:

- Water recycling and stormwater recharge/use goals and objectives
- Salt and nutrient source identification, basin assimilative capacity and loading estimates, together with fate and transport of salt and nutrients
- Implementation measures to manage salt and nutrient loading in the basin
- An antidegradation analysis demonstrating that the projects included within the plan will, collectively, satisfy the requirements of State Water Resources Control Board Resolution No. 68-16
- A basin wide monitoring plan
- Annual monitoring of Emerging Constituents/Constituents of Emerging Concern (CECs)

**CITY COUNCIL
CONSIDERATION OF RESOLUTION TO OBTAIN A LOCAL GROUNDWATER
ASSISTANCE GRANT
JULY 10, 2012
PAGE 3**

ALTERNATIVES:

The following alternatives are presented for the Council's consideration:

- Approve staff's recommendations;
- Do not approve staff's recommendations;
- Modify as appropriate and approve staff's recommendations; or
- Provide direction to staff.

ADVANTAGES:

The recommended action will allow the City of Arroyo Grande and partner agencies to receive up to \$250,000 in grant funds from the State. This grant money will allow the City and other agencies to develop the necessary data and develop a SNMP. A SNMP is required to be developed for each groundwater basin within the State by May 14, 2014 per the requirements of State Water Resource Control Board's Recycled Water Policy. The development of a SNMP is a critical step to assist the NCMA and NMMA agencies to plan and implement recycled water projects within the NCMA and NMMA.

DISADVANTAGES:

Staff believes there is little disadvantage to proceeding with the study. With regard to any future project, there are a number of issues that will need to be resolved in order to proceed. These include costs, coordination and approval by partner agencies, environmental impacts, and the permitting process involved.

ENVIRONMENTAL REVIEW:

No environmental review is required for the study at this time. Environmental review will be required prior to proceeding with approval of any improvement project(s).

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted in front of City Hall on Thursday, July 5, 2012. The Agenda and report were posted on the City's website on Friday, July 6, 2012. No public comments were received.

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ARROYO GRANDE AUTHORIZING THE CITY MANAGER TO
SUBMIT AN APPLICATION WITH THE CALIFORNIA
DEPARTMENT OF WATER RESOURCES (DWR) TO OBTAIN A
LOCAL GROUNDWATER ASSISTANCE GRANT AND ENTER
INTO A GRANT AGREEMENT**

WHEREAS, the City Council of Arroyo Grande desires to seek certain Local Groundwater Assistance Grant funds made available through the California Department of Water Resources (DWR); and

WHEREAS, the California Department of Water Resources requires all applicants to provide a resolution designating an authorized representative to file an application and enter into a grant agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Arroyo Grande that:

1. An application be made by the City of Arroyo Grande to the California Department of Water Resources to obtain a Local Groundwater Assistance Grant pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code (PRC) Section 75001 et seq.) and to enter into an agreement to receive a grant for the Preparation of a Salt and Nutrient Management Plan for the Northern Cities Management Area and Nipomo Mesa Management Area of the Santa Maria Groundwater Basin.
2. The City Manager is appointed as the official representative authorized and directed to prepare the necessary data, make investigations, execute, and file such application and execute an agreement with the California Department of Water Resources to accept the grant.

On motion of Council Member _____, seconded by Council Member _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

the foregoing Resolution was passed and adopted this _____ day of _____, 2012.

RESOLUTION NO. _____
PAGE 2

TONY M. FERRARA, MAYOR

ATTEST:

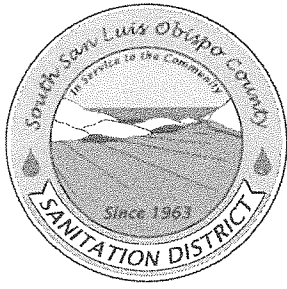
KELLY WETMORE, CITY CLERK

APPROVED AS TO CONTENT:

STEVEN ADAMS, CITY MANAGER

APPROVED AS TO FORM:

TIMOTHY J. CARMEL, CITY ATTORNEY



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Staff Report

To: Board of Directors
From: John Wallace, *District Administrator* 
Date: July 17, 2012 Meeting

Subject: Development of Pretreatment Ordinance; Agreement for Professional Services; Carollo Engineers

Recommendation:

That the Board enter into an agreement, in a form approved by District Counsel, with Carollo Engineers for updating the District's Pretreatment Ordinance

Funding:

The FY 2012-13 Budget includes item No. 19-7065, Source Control Program in the amount of **\$60,000**. This budget includes consultant costs to update the ordinance and for Staff to manage the pretreatment program.

Discussion:

On November 16, 2011, The Board directed Staff to prepare a Request for Proposals (RFP) for engineering services to update the existing pretreatment ordinance to current EPA requirements. The RFP was sent to a total of five firms which have had experience with drafting and administering these ordinances. Carollo responded with a written proposal that was received on May 22, 2012. On June 6, 2012, the original proposal from Carollo was presented to the Board in the amount of \$43,000, and Staff was directed to proceed with negotiations to determine a final scope and cost.

After negotiations with Carollo, the final scope was written and the lump sum fee was determined to be **\$29,600**. (Scope and costs from Carollo are attached.)

Since it was determined that Carollo Engineers is a qualified consultant, Staff recommends that the District enter into an agreement with Carollo Engineers for updating the District's Pretreatment Ordinance.

**South San Luis Obispo County Sanitation District
Pretreatment Ordinance Update
Proposed Scope of Services
Revised July 2, 2012
by
Carollo Engineers, Inc.**

Carollo will update the District's pretreatment ordinance (1994-1) to address the Federal Pretreatment Regulations (40 CFR 403), Pretreatment Standards under Sections 307(b), 307(c), and 307(d) of the Clean Water Act, and the enforcement of National Pretreatment Standards in accordance with 40 CFR 403.5 and 403.6. The scope for the ordinance update is as follows:

Task 1. Meet with District Staff and District Engineer Personnel for a Project kickoff meeting. Review the existing Ordinance from 1994 and evaluate compliance with pertinent regulations, and District permits, including the EPA model ordinance.

Task 2. Create new ordinance, based on the EPA Model Pretreatment Ordinance, dated January 2007. Weave in portions of the current District ordinance that need to be retained.

Task 3. Meet with District Staff and District Engineer Personnel to discuss the draft ordinance.

Task 4. Prepare and conduct one (1) separate informational meeting with the District Member Agencies, Industrial and Commercial Users, and the SSLOCSD Board of Directors.

Task 5. Incorporate comments into public draft, and attend one (1) Board of Directors meeting to present the draft ordinance.

Task 6. Evaluate and respond to District and agency comments and prepare the final Pretreatment Ordinance. Present at a SSLOCSD Board of Directors Meeting for approval.

The scope does not include services to develop new local limits, monetary fines, cost recovery fees, or other industrial compliance or permit-related fees.

Deliverables:

- Agendas, presentation, handouts, and meeting notes from all project meetings; powerpoint presentations for three (3) meetings;
- One (1) initial and one (1) subsequent revised draft of the Pretreatment Ordinance;
- After comments are incorporated, a final copy shall be provided electronically, and one (1) bound and one (1) unbound copies of the final, draft Pretreatment Ordinance;
- Submit all supporting technical data used for Pretreatment Ordinance preparation.

All documents will be turned over to the SSLOCSD in paper and electronic form, upon completion of the work. Electronic formats shall be compatible with Microsoft Office Word Version 2010. All documentation, reports, notes, and other data generated as part of the service

by the consultant or its subconsultants for this project shall be the property of the SSLOCSD and will be submitted in a format acceptable to the District.

San Luis Obispo County Sanitation District Pretreatment Ordinance Update
July 2, 2012

Revised Fee Estimate

Task No.	Description	SP	LPP	PP	ST	DP	Total Hours	Direct Labor Cost	Expenses (printing, mileage, etc.)	PECE expenses	TOTALS
1	Kickoff Meeting with District staff and District Engr	0	18			0	18	\$3,456	\$192	\$178	\$3,826
2	Ordinance Revisions (drafts)	1	10	28		5	44	\$6,978	\$100	\$436	\$7,514
3	Review Meeting with District staff and District Engr (conf call)	0	8			0	8	\$1,536	\$50	\$79	\$1,665
4	Meeting with Member Agencies, Ind & Comm Dischargers (ppt)	0	22		3	2	27	\$4,851	\$50	\$267	\$5,168
5	Board of Directors meeting to review draft (ppt)	0	18			2	20	\$3,648	\$192	\$198	\$4,038
6	Ordinance Revisions (final)	1	6	8		1	16	\$2,726	\$0	\$158	\$2,884
7	Board of Directors meeting - final ordinance (ppt)	0	10			2	12	\$2,112	\$192	\$119	\$2,423
8	Project Management	2	8				10	\$2,012	\$0	\$99	\$2,111
	Subtotal Engineer's Services	4	100	36	3	12	155	\$27,319	\$776	\$1,535	\$29,630
	Fee Schedule	\$238	\$192	\$155	\$145	\$96					
	Direct Labor Costs	\$952	\$19,200	\$5,580	\$435	\$1,152					

Total Cost **\$29,630**

Lump Sum **\$29,600**

SP = Senior Professional, Dave Stringfield/Lou Carella
LPP = Lead Project Professional, Penny Carlo
PP = Project Professional, Nicola Fontaine
ST = Senior Technician
DP = Document Processing
PECE = Project Equipment and Communication Expense