



**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
www.sslocsd.us

**AGENDA
BOARD OF DIRECTORS MEETING**

Grover Beach City Hall Chambers
154 South 8th Street
Grover Beach, California 93433

Wednesday, April 5, 2017, at 6:00 p.m.

Board Members

John Shoals, Chair
Linda Austin, Vice Chair
Jim Hill, Director

Agencies

City of Grover Beach
Oceano Community Services District
City of Arroyo Grande

Alternate Board Members

Karen White, Director
Tim Brown, Director
Barbara Nicolls, 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. PLEDGE OF ALLEGIANCE**
 - 3. AGENDA REVIEW**
 - 4. 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.
- Direct Staff 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 District Administrator or Bookkeeper/Secretary at (805) 481-6903. So that the District may address your request in a timely manner, please contact the District two business days in advance of the meeting.

5. 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.

- 5A. Approval of Warrants**
- 5B. Financial Review at February 28, 2017**
- 5C. Approval of Minutes of Meeting of March 1, 2017**

6. ACTION ITEMS:

- 6A. Approval of Minutes of Meeting of December 21, 2016**
- 6B. Purchase of Crane for Flatbed Truck**

Approval to purchase a replacement crane the District's flatbed truck in the amount of \$19,401 from Industrial Truck Bodies

- 6C. Request for Proposal to Clean Primary Digester No. 1, and Allow the District Administrator to Proceed to Execute a Contract for Digester Cleaning not to exceed \$380,000**

- 1. Release of Request for Proposal for Cleaning of Primary Digester No. 1;
- 2. District Administrator to Execute Contract Not To Exceed \$380,000; and
- 3. For Fiscal Year 2016-17 utilize \$201,200 from Fund 20, Project No. 2016-B1-01 (AG Sewer Bridge Repair) & \$178,800 from Fund 20 fund balance.

- 6D. Rental of a Dewatering Centrifuge to Assist with District's Digester Cleaning and Rehabilitation Project**

- 1. Approval to enter into a rental contract with Pace DS for a dewatering centrifuge for a minimum 6-month time period or longer; and
- 2. For Fiscal Year 2016-17 utilize \$36,000 from Fund 19 & Fund 19/Schedule A-1, and include funds in the Fiscal Year 2017-18 draft Budget to support this rental.

6E. District Administrator & Plant Operation's Report

7. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code Section 54957.6. Agency designated representative: District Administrator

Employee Organizations: Service Employees International Union (SEIU) Local 620, Non-represented Management and Non-Represented Employees.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (two potential cases).

8. ADJOURN MEETING

The next regularly scheduled Board meeting on April 19, 2017, 6 pm at the Grover Beach City Hall Chambers, 154 South 8th Street, Grover Beach, California 93433

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
WARRANT REGISTER

04/05/2017 FY 2016/17

VENDORS	BUDGET LINE ITEM	DESCRIPTION	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABBA PUMP PARTS	UNSCHEDULE MAINTENANCE	1770149	030117-1993	29	5,493.00	5,493.00
AGP VIDEO	PROF. SERVICES	6888	1994	7080	1,355.00	1,355.00
AIRFLOW FILTER SERVICES	EQUIPMENT MAINTENANCE	28469	1995	8030	136.50	136.50
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	Apr-17	1996	6025	862.26	862.26
ALLSTAR INDUSTRIAL SUPPLY	SAFETY SUPPLIES	1970/1917	1997	8056	493.16	493.16
ARAMARK	UNIFORMS	8606;5794;2965;0105	1998	7025	750.93	750.93
ATLAS PERFORMANCE IND.	ADMIN OFFICE SPACE	RI97146	1999	7040	450.00	450.00
AT&T	COMMUNICATIONS	1/25/17-2/24/17	2000	7013	296.39	296.39
AUTOSYS, INC.	EQUIPMENT MAINTENANCE	1032	2001	8030	2,475.00	2,475.00
BANK OF THE WEST	TRAINING	WATER USE CONFERENCE	2002	7050	550.00	3,866.60
	OFFICE SUPPLIES	USPS,OFFICEMAX, TONER		8045	936.78	
	DISPOSAL SERVICES	247924		7085	44.20	
	EQUIPMENT MAINTENANCE	2017-005 MECHANICAL DRIVE		8030	1,179.67	
	ADMIN OFFICE SPACE	TRI COUNTY FUNITURE		7040	1,155.95	
BRENNTAG	PLANT CHEMICALS	BPI706326; BPI708423	2003	8050	9,845.49	9,845.49
CA WATER ENVIRON. ASSOC.	MEMBERSHIPS	JACKMAN	2004	7050	172.00	172.00
CALPERS	EMPLOYEE HEALTH	Apr-17	2005	6010	18,341.80	18,341.80
CAL ELECTRIC SUPPLY	EQUIPMENT MAINTENANCE	7826-684792	2006	1940	129.06	129.06
CANNON	EQUIPMENT MAINTENANCE	CHLORINE CONTACT PROJECT	2007	8030	935.45	935.45
CENTRAL COAST TECHNOLOGY	COMPUTER SUPPORT	929; 912; 907; 932	2008	7082	1,203.43	1,203.43
CHARTER	COMMUNICATIONS	3/1/17-3/28/17	2009	7013	524.49	524.49
CITY OF GROVER BEACH	BILLING	Jan-17	2010	7081	1,924.75	1,924.75
CITY OF PISMO BEACH	TRAINING	BASIC ELECTRIC CLASS	2011	7050	1,350.00	1,350.00
CULLIGAN CCWT	EQUIPMENT RENTAL	40974	2012	7032	60.00	60.00
CULLIGAN SANTA MARIA	EQUIPMENT RENTAL	63923	2013	7032	17.50	17.50
ENGEL&GRAY	BIO SOLIDS HANDLING	78367;78284	2014	7085	5,354.34	5,354.34
FRANKS LOCK&KEY	UNSCHEDULE MAINTENANCE	42874	2015	29	193.88	193.88
FGL INC	CHEMICAL ANALYSIS	684191A-IN	2016	7078	2,153.00	2,153.00
FISHER SCIENTIFIC	LAB SUPPLIES	0996888	2017	8040	365.38	365.38
GEORGE'S TREE SERVICE	DISPOSAL SERVICES	1074	2018	7085	650.00	650.00
GILBERT TRUJILLO	GENERAL LEGAL SERVICES	FEBRUARY 2017	2019	7071	8,942.50	8,942.50
GRAINGER	SAFETY SUPPLIES	9373698621	2020	8056	41.00	41.00
GRAYLIFT	EQUIPMENT MAINTENANCE	00640364	2021	8030	1,064.49	1,064.49
I.I. SUPPLY	EQUIPMENT MAINTENANCE	44072;44355	2022	8030	95.64	95.64
JB DEWAR	FUEL	839667;840913	2023	8020	291.29	291.29
JESSICA MATSON	WEBSITE	FEB-2017	2024	7065	45.00	45.00
JIM HILL	BOARD SERVICE	MARCH 2017	2025	7075	100.00	100.00
JOHN SHOALS	BOARD SERVICE	MARCH 2017	2026	7075	100.00	100.00
KAREN WHITE	BOARD SERVICE	MARCH 2017	2027	7075	100.00	100.00
KERIMA WATER SOLUTIONS	PLANT CHEMICALS	9017533941	2028	8050	7,359.97	7,359.97
LIEBERT, CASSIDY WHITMORE	OUTSIDE COUNSEL	1435336;1435769;143896;1436895;1436897	2029	7070	3,980.00	3,980.00
MICHAEL K NUNLEY	DIGESTER 1 CLEANING	3106	2030	7077	3,618.34	6,746.03
	GIS IMPLEMENTATION	3094		7015	300.00	
	REDUNDANCY PROJECT	3144		20-7080	759.25	
	HEADWORKS IMPROVEMENT	3105		26-8065	2,068.44	
MIER BROS	UNSCHEDULE MAINTENANCE	261025	2031	29	1,454.63	1,454.63
MINERS	EQUIPMENT MAINTENANCE	FEBRUARY 2017	2032	8035	448.17	448.17
NBS	OCEANO BILLING	APRIL- JUNE 2017	2033	7074	2,500.45	2,500.45
NORMAN & VASQUEZ ASS.	ADMIN OFFICE SPACE	BUILDING CODE AUDIT	2034	7040	1,500.00	1,500.00
OILFIELD & ENVIRO. COMPLIANCE	CHEMICAL ANALYSIS	1700841	2035	7078	183.00	183.00
PG&E	ELECTRICITY	2/8-3/9	2036	7091	11,441.33	11,441.33
POLYDYNE INC	PLANT CHEMICALS	1121063	2037	8050	6,738.52	6,738.52
PRAXAIR	EQUIPMENT RENTAL	76300032	2038	7032	29.73	29.73
PRECISE WEIGH SYSTEMS	LAB SUPPLIES	2832	2039	8040	260.00	260.00
R.F. MCDONALD CO.	TRAINING	PUMP WORKSHOP/240376	2040	8030	1,200.00	1,200.00
READY REFRESH	HOUSEHOLD SUPPLIES	1/27/17-2/26/17	2041	8035	107.26	107.26
ROBIN OAKS, J.D	OUTSIDE COUNSEL	PHASE ONE	2042	7070	2,256.00	2,256.00
SAN LUIS POWERHOUSE	EQUIPMENT MAINTENANCE	37370	2043	8030	1,921.62	1,921.62
SIEMENS	EQUIPMENT MAINTENANCE	5601501669	2044	8030	1,656.22	1,656.22
SM TIRE	EQUIPMENT MAINTENANCE	592423	2045	8060	251.08	251.08
SO CAL GAS	GAS	1/30/17-3/1/17	2046	7092	178.80	178.80
SO. CO. SANITARY SERV.	GARBAGE	MARCH 2017	2047	7093	435.26	435.26
SPRINT	COMMUNICATIONS	FEBRUARY 2017	2048	7014	219.09	219.09
STANLEY SECURITY	ALARMS	APRIL 2017	2049	7011	64.06	64.06
STATE COMP INSURANCE	WORK COMP	MARCH 2017	2050	6080	5,580.67	5,580.67
TELEDYNE INSTRUMENTS	LAB SUPPLIES	S020165119	2051	8040	248.82	248.82
THOMA ELECTRIC	EQUIPMENT MAINTENANCE	37402	2052	8030	1,680.00	1,680.00
TRIBUNE	ADVERTISING	SURPLUS AUCTION	2053	7005	89.54	89.54
USA BLUEBOOK	EQUIPMENT SUPPLIES	187987;192062	2054	8030	351.78	351.78
VWR	LAB SUPPLIES	8055;5769;6421;2954;2955	2055	8040	460.66	460.66
WATER SYSTEMS CONSULTING	RECYCLED WATER FACILITIES	2444	2056	20-7090	1,803.24	1,803.24
WENDY STOCKTON, ESQ.	LEGAL COUNSEL	FEBRUARY 2017	2057	7071	3,640.00	3,640.00
SUB TOTAL					\$ 134,965.26	\$ 134,965.26

SO SLO CO SAN DIST. REIMB	RABOBANK MARCH	PAYROLL			\$ 62,231.69	\$ 62,231.69
SO. SLO CO. SANITATION DISTRICT	PAYROLL 03.03.17 PAYROLL 03.17.17	\$31,916.27 \$30,315.42				
GRAND TOTAL					\$ 197,196.95	\$ 197,196.95

We hereby certify that the demands numbered serially from 030117-1993 to 030117-2057 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 Place, Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.org

Date: April 5, 2017
To: Board of Directors
From: Gerhard Hubner, District Administrator
Subject: **Financial Review as of February 28, 2017**

Overall Financial Summary

As of February 28, 2017, the District has received total revenues of \$2,956,192. Of this amount, \$2,789,082 is for operating revenues, and \$167,110 is for non-operating revenues.

District expenses totaled \$2,655,576 as of February 28, 2017.

Local Agency Investment Fund

The balance in the District's LAIF account was \$2,430,608 as of February 28, 2017.

County of San Luis Obispo Treasury Pool

As of February 28, 2017, the reconciled cash balance with the County of San Luis Obispo Treasury Pool was \$2,611,015. 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.

Rabobank Funds

At February 28, 2017, the reconciled cash balance in the District's Rabobank account totaled \$201,207. This account has been used to process the District's contracted payroll provider service and other District expenditures.

Account for the Oceano Community FY 15/16 Revenue

At February 28, 2017, the reconciled cash balance in this account totaled \$898. This account has been used as a pass thru account to receive Oceano Community prior year revenue.

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
MONTHLY CASH REPORT FEBRUARY 2017

Cash Balance at 01/31/17 \$ 5,333,034.41

Deposits	\$	198,656.45
Deposits from Property Tax Current	\$	28,105.40
Deposits from Property Tax Delinquent	\$	2,395.72
Warrant Register 02/01/17		(174,913.78)
Warrant Register 02/15/17		(69,094.44)
Pay Roll 2/3/17		(29,957.17)
Pay Roll 2/17/17		(29,815.25)
CalPERS Retirement		(15,428.12)
Rabobank February Activity		(153.40)
Total February Activity		(90,204.59)

Cash Balance at 2/28/17 \$ 5,242,829.82

		CASH BALANCE
Cash by Institution		@ 02/28/17
Cash with County Treasury		2,611,014.62
Cash with LAIF		2,430,607.97
Cash with Rabobank		201,207.23
		\$ 5,242,829.82

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Grover Beach City Council Chambers
154 South 8th Street,
Grover Beach, CA

Minutes of the Meeting of Wednesday March 01, 2017
6:00 P.M.

1. CALL TO ORDER AND ROLL CALL

Present: Chairman John Shoals, City of Grover Beach; Director Jim Hill, City of Arroyo Grande; Alternate Karen White, Oceano Community Services District

District Staff in Attendance: John Clemons, Plant Superintendent; Gerhardt Hubner, District Administrator; Gilbert Trujillo, District Legal Counsel; Amy Simpson, Bookkeeper/Secretary

2. FLAG SALUTE

3. AGENDA REVIEW

No changes

4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Chairman Shoals opened the public comment period.

Julie Tacker commented about the Liebert, Cassidy, Whitmore contract, costs related to it since May 2016, and the status with the facilitator. She also asked about the Public Records Request Act and the intention of such Act when responding to requests within 10 days.

Patricia Price commented about the District's Website, tapes transferred to AGP Video, a letter written by Mary Lucey and its inaccuracies, and requested an apology. She also commented about Plant Superintendent John Clemons.

Mary Lucey commented that the letter was a post and not a letter and would not apologize; she feels the Public Records Requests are abused and out of control and have a definite fiscal impact on the District.

Shirley Gibson stated she had recently started attending meetings and recommended the Board start working on the current and future status of the District and not the past.

Chairman Shoals closed public comment.

5. CONSENT AGENDA

5A. Approval of Warrants

5B. Approval of Minutes of Meeting of February 15, 2017

Chairman Shoals opened the public comment period on Items 5A and 5B.

Chairman Shoals closed public comment.

Motion: Director Hill made a motion to approve Items 5A and 5B.
Second: Alternate White
Action: Approved unanimously by roll call vote.

6. ACTION ITEMS:

6A. Approval of Minutes of Meeting of December 21, 2016

Chairman Shoals opened the public comment period.

Julie Tacker referred to the District's Bylaws regarding requests/attachments being reflected in the record.

Patty Welsh felt it was not necessary for letters to be attached to the minutes.

Mary Lucey provided comments.

Patricia Price read a letter.

Chairman Shoals closed public comment.

Motion: Director Hill made a motion to approve Item 6A.
Second: None.
Action: Motion failed.

Chairman Shoals stated he would like to continue this item to the next meeting as he is still keeping with his previous discussion of not including attachments to the minutes. Director White agreed as she was not in attendance at the December 21st meeting and had not had an opportunity to review the tape. She also stated that Director Austin should be back and available for the next meeting. This item will return at the next meeting.

6B. DISTRICT ADMINISTRATOR & PLANT SUPERINTENDENT REPORT

Administrator Hubner presented the District Administrator and Plant Superintendent's Report.

Director Hill commented on the Surplus Sale, specifically related to the "bridge" and possibly donating it to the Sheriff's Department, and the I & I Study on the website.

Chairman Shoals opened the public comment period.

Julie Tacker commented on Cambria CSD's Brine; RGSP and cost sharing, total compensation and consultant; Strategic Planning; and the outreach initiative with OCSD.

Chairman Shoals closed public comment.

Action: The Board received and filed this report.

6C. FISCAL YEAR 2016/17 SECOND QUARTER (MID-YEAR) REVIEW BUDGET PERFORMANCE REVIEW

Administrator Hubner gave a power point presentation on the 2nd Quarter Budget Performance using graphs which showed Revenues, Expenses, Transfers and Fund Balances. He discussed approximately 30 different accounts. He requested an increase of \$46,000 for Professional Services including Outside Counsel, Attorney Fees, Human Resources and Computer Support. The other large increase would be for Maintenance, Tools, and Replacement. This increase would cover the cost of the previously Board approved new flooring for the District Control Building and office. He would be able to accommodate this with transfers internally in Operating Fund 19.

Chairman Shoals opened the public comment period.

Julie Tacker commented on the Student Intern Program (decrease); the Source Control Program (decrease) as she thought that was for the quarterly newsletter; the IT invoices (increase) due to the trailer; and legal costs.

Debbie Peterson commented on the Knudsen Report and legal costs.

Beatrice Spencer commented on the increase in costs related to legal, outside legal, and human resources.

Mary Lucey commented on special districts and how they must have legal representation at meetings and be assured that investigations and other issues stay within the law, and come at a cost.

Chairman Shoals closed public comment.

Director Hill then provided his comments about the increase in outside counsel and legal fees, investigations and computer support. He is not supportive of these increases. He also indicated concerns about other items that have not come to the Board for approval.

Motion: Alternate White made a motion to adopt Resolution No. 2017-363 authorizing the budgetary adjustments as detailed in Exhibit A

Second: Chairman Shoals

Noes: Director Hill

Action: Approved 2-1.

6D. CORRECTIONS TO EXHIBIT "A" CONTRIBUTIONS ON BEHALF OF EMPLOYEE, AND THE 2016-2017 SALARY RANGE MONTHLY COMPENSATION TABLE AS CONTAINED AS PART OF RESOLUTION NO. 2016-349

Administrator Hubner presented this item. The item is to consider and approve corrections to Exhibit "A" Contributions on Behalf of Employee, and 2016-2017 Salary Range Monthly Compensation Table contained within Resolution No. 2016-349. He reported that this was a simple housekeeping item.

There was no public comment on this item.

Motion: Director Hill made a motion to approve corrections to Exhibit "A" Contributions on Behalf of Employee, and 2016-2017 Salary Range Monthly Compensation Table contained within Resolution No. 2016-349

Second: Alternate White

Action: Approved unanimously by roll call vote.

6E. REQUEST BY THE CITY OF ARROYO GRANDE TO PARTICIPATE IN JOINT INVESTIGATION

Director Hill recused himself at this time.

Legal Counsel Trujillo presented this report. He reported that there is a request by the City of Arroyo Grande to participate in a joint investigation alleging misconduct by Mayor Hill. This investigation is related to this District because of his role as a Board Member. The cost to the District would be \$7,500.

Chairman Shoals opened the public comment period.

Julie Tacker, Otis Page, Debbie Peterson, Patricia Price, Ron Holt, and Beatrice Spencer asked that if the Board does participate, that they use an independent investigator and not Liebert, Cassidy, Whitmore due to an alleged conflict.

Mary Lucey, and Shirley Gibson have concerns of exposure to litigation and would recommend using Liebert, Cassidy, Whitmore to investigate the allegations.

Chairman Shoals closed public comment.

Motion: Alternate Member White made a motion to join with the City of Arroyo Grande in hiring a firm to investigate the recent allegations focused on Arroyo Grande Mayor Jim Hill. Legal Counsel suggested the motion include authorization for District Counsel to execute any contract amendments that may be necessary with Liebert, Cassidy, Whitmore, to execute any conflict waiver that may be necessary to effectuate this joint representation and to share 50% of the cost of the investigation.

Second: Chairman Shoals

Action: Approved 2-0. (Director Hill recused himself from this item)

Chairman Shoals provided some comments as it related to litigations, the Knudson report, personnel matters, that this is not a "Witch Hunt", and how to move forward from here.

Director Hill resumed his seat at the dais.

7. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code Section 54957.6. Agency designated representative: District Administrator

Employee Organizations: Service Employees International Union (SEIU) Local 620, Non-represented Management and Non-Represented Employees.

8. RECONVENE TO OPEN SESSION

At 8:10 p.m., the Board reconvened to open session.

The Board provided direction to staff to provide a future report on a I & I Study, website audio tapes, and start date for delivery of Cambria CSD's brine.

9. ADJOURNMENT

This meeting adjourned at 8:15 p.m.

The next regularly scheduled Board meeting on March 15, 2017, 6 p.m. at the Grover Beach City Council Chambers, 154 South 8th Street, Grover Beach, California 93433

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

OCSD Board Room
1655 Front Street
Oceano, California 93445

Minutes of the Meeting of Wednesday December 21, 2016
6:00 P.M.

1. CALL. TO ORDER AND ROLL CALL

Present: Chairman John Shoals, City of Grover Beach; Director Jim Hill, City of Arroyo Grande; Director Linda Austin, Oceano Community Services District

District Staff in Attendance: John Clemons, Plant Superintendent; Gerhardt Hubner, District Administrator; Gilbert Trujillo, District Legal Counsel; Amy Simpson; District Bookkeeper/Secretary

2. FLAG SALUTE

3. AGENDA REVIEW

Approved as presented.

4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Chairman Shoals opened public comment period.

Julie Tacker commented on Cambria CSD's Brine Disposal project, the Recycling Project, and capital funding for the Redundancy Project.

Chairman Shoals closed public comment.

5. CONSENT AGENDA

5A. Approval of Minutes of Meeting of November 16, 2016

5B. Approval of Minutes of Meeting of December 07, 2016

5C. Approval of Warrants

Administrator Hubner informed the Board that he has directed staff to return the Washer/Dryer listed on the Warrant Register, and a refund/credit will appear on a future statement.

Chairman Shoals opened public comment period.

Julie Tacker commented on Item 7B, minutes from December 07, 2016 Board meeting, and the Jessica Matson warrant.

Chairman Shoals closed the comment period.

Motion: Director Hill made a motion to approve the Consent Agenda with one modification to December 07 meeting. Item 7B Public Comment has been

corrected to reflect that various individuals spoke against Item 7B.

Second: Director Austin

Action: Approved unanimously by roll call vote.

6. DISTRICT ADMINISTRATOR AND PLANT SUPERINTENDENT'S REPORT

Administrator Hubner provided update on NPDES permit renewal, Grit Removal Project, Satellite Facility Grant Study, Coastal Development Permit waiver for the Admin. Trailer and the Sea-Train, Regional Efforts, Personnel Policy Manual, and announced Fanny Mui received the Tri Counties Lab Person of the Year Award.

The Board had a discussion on the update of the Personnel Policy and Job Descriptions and having that work expedited. A majority of the Board did not direct staff to expedite the schedule for updating the PPM and job descriptions, rather to follow the schedule contained in the adopted Resolution on the subject.

Plant Superintendent reported on effluent plant data, operational maintenance, and training.

Chairman Shoals opened public comment period.

Julie Tacker and Ron Arnoldsen commented on District Administrator and Plant Superintendent's Report.

Chairman Shoals closed public comment.

The Board received clarification on the Cambria CSD Brine Project. The Board will be briefed once an application is received.

Action: The Board received and filed this report.

7. ACTION ITEMS:

7A. APPROVAL OF WASTEWATER BILLING AND CONNECTION FEE AGREEMENT(S) WITH THE CITIES OF GROVER BEACH AND ARROYO GRANDE

1. Approve the City of Grover Beach Billing Agreement
2. Approve the City of Arroyo Grande Billing and Collection Fee Agreement

There was no public comment on this item.

Motion: Director Hill made a motion for approval of 7A as presented.

Second: Director Austin

Action: Approved unanimously by roll call vote.

7B. ELECTION OF CALENDAR YEAR 2017 BOARD OFFICERS

Consider and elect a Chair and Vice-Chair for 2017 Calendar Year

Chairman Shoals opened public comment period.

Julie Tacker and Patricia Price spoke in favor of Director Hill being Chairman.

Nancy McNeil and Mary Lucey spoke in favor of Director Shoals continuing as Chairman.

Chairman Shoals closed public comment.

Motion: Director Austin made a motion to elect Chairman Shoals as Chairman.

Second: Chairman Shoals

Action: Approved unanimously by roll call vote.

Motion: Chairman Shoals made a motion to elect Director Austin as Vice Chair.

Second: Director Hill

Action: Approved unanimously by roll call vote.

8. MISCELLANEOUS WRITTEN COMMUNICATIONS

1. Letter from Mary Lucey

Administrator Hubner announced that there were three more letters submitted.

1. Received from Julie Tacker
2. Received from Lindsey Westbrook
3. Received from Kris Victorine

Ron Arnoldsen submitted a news article to be included into record.

Chairman Shoals opened public comment period.

Julie London, Julie Tacker, and Patricia Price did not agree with the statements Mary Lucey made in her letter.

Nancy McNeil supported Mary Lucey's letter

Mary Lucey read her letter into the record and submitted a signature page.

Chairman Shoals closed public comment.

Administrator Hubner announced that future meetings will be held in Grover Beach City Hall Chambers located at 154 South 8th Street, Grover Beach.

9. ADJOURN MEETING

This meeting adjourned at 7:30 pm.

The next regularly scheduled Board meeting on January 04, 2017 6 pm at the Grover Beach City Hall Chamber located at 154 South 8th Street, Grover Beach, California

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

DRAFT

December 19, 2016

Dear SSLOCSD Board of Directors,

In light of Mary Lucey's (December 15) letter attached to Wednesday's staff packet, I'd like this response read into the record too.

I would like to remind the board that in 2015 your Plant Superintendent was harassed by racist emails from a former staffer. The chair at the time, Mayor Jim Hill, reacted swiftly and got police involved. <https://calcoastnews.com/2015/03/exclusive-former-sanitation-plant-manager-tied-to-racially-charged-emails/>

Later that year, when Jeff Edwards (exercising his 1st Amendment right to free speech that is also protected by the Brown Act) metaphorically spoke at the podium about your then District Administrator, Rick Sweet, going "off the reservation" as his bias towards Oceano CSD continuing to inequitably bill your district customers, when (then) Director Lucey shot back from the dais. Then, Vice-Chair Shoals, presided over that meeting and allowed Ms. Lucey to ramble on about her Native American heritage and her being born on a reservation, then allowed her to call Mr. Edwards a "bigot." <https://calcoastnews.com/2015/07/south-county-billing-dispute-erupts-with-allegation-of-racism/>

Ms. Lucey's December 15th letter suggests that Mr. Hubner has been defamed by the CalCoastNews December 4, 2016 headline, "Sanitation district administrator accused of racism" <https://calcoastnews.com/2016/12/sanitation-district-administrator-accused-racism/>, and wants the board to make some further statement in Hubner's defense. But, Lucey fails to find the irony that it was she that defamed the district's Superintendent, John Clemons, a black man, when she went online <https://www.slotruth.org/2016/09/16/jim-hill-new-town-same-old-tricks/> misrepresented facts reflecting poorly on Clemons and Mayor Hill. In my opinion, this article triggered the whole mess that became an investigation of Hubner and how he treats Clemons. Let me remind you that I was one of three citizens who were contacted by the investigator from Liebert, Cassidy and Whitmore. She suggests, "The damage done to this man's reputation, along with the time and money wasted on this is despicable." Again, I have to opine, it was she who set the wheels of this investigation in motion with her defamation of both Clemons and Hill. She even went so far as to suggest that since Clemons was a candidate for the Oceano CSD that his employment/personnel matters were now open to the public.

Lucey also suggests the article on CalCoastNews, "publicity is doing damage to the district and it's [sic] reputation in the business world." She wants the "Board come out and show support for this Administrator...", yet it was perfectly OK for her to defame Clemons and Hill and call Edwards a "Bigot". At the December 7 meeting she stated that she will

“never apologize” for her opinion piece and further defamed Clemons and Ms. Simpson by suggesting their personal relationship was compromising their professional relationship and the district needed to have the unpermitted trailer for that reason. This was an assertion she had also made when the budget discussion included offsite offices. To my knowledge, Clemons and Simpsons personal relationship has had no bearing on matters of the district.

Lucey’s letter is written using a mix of the words “I” and “we” throughout and signs “and the residents of Oceano.” She also says, “Many in the community of Oceano have been paying close attention to the operations of the Sanitation District since the flood of 2010.” Since 2010 the minutes of the meetings reflect very few members of the Oceano community actually participate in SSLOCSD meetings. Most of their interest has related to the homeless encampments in and around the district’s property and early this year a few attended the meeting that identified delinquent Oceano accounts, including two of hers.

Your board stated “The District takes all complaints of discrimination very seriously. Discrimination on the basis of any legally protected status not only violates the law but also violates the District policy and undermines efficient operations. Therefore attorneys for the District commissioned an independent investigation of complaints of discrimination presented to the District. There have been no sustained complaints of discrimination.” This statement suffices and fulfills Lucey’s request. The real question is when will she retract her statements against Edwards, Clemons and Hill?

Thank you for your consideration of these important facts.

Julie Tacker

Amy Simpson

From: Lindsey Westbrook <lindseywestbrooks@gmail.com>
Sent: Tuesday, December 20, 2016 12:14 PM
To: Amy Simpson
Subject: Board pack 12/21/2016

December 19, 2016

To: South County Sanitation District Board of Directors:
Chairman, Mayor Shoals, Grover Beach
Director: Mayor Hill, Arroyo Grande
Director: Linda Austin, Oceano Community Service District

Dear Directors,

I request this correspondence be included in your board packet for December 21, 2016 and to

please have it verbally read into the record.

Many in the community of Oceano have been paying close attention to the operations of the

Sanitation District since the flood of 2010.

After a long and costly investigation by The State of California, and after several years of litigation

it is being brought to closure.

For the past few years after the abuse of power from John Wallace at South County Sanitary had begun to heal. Until the hiring of Hubner in early April 2016.

I am speaking up today against Hubner. It is imperative that we maintain the highest standards of the plant and Hubner falls well below those standards.

Since he has become administrator multiple employee complaints have been filed against Hubner. He has proven that he is unable to effectively manage even the smallest of staff at our plant. He has continually shown his inability to manage and is putting South County Sanitary in jeopardy of legal troubles. His administrative costs are skyrocketing. I would hope with the employment of a full-time administrator that he would be able to effectively supervise and run projects. He has failed to do so.

I have a voice. I demand that the best qualified person with the most experience oversee ALL plant operations. Hubner is not that person.

I would like to see the Board come out and terminate his contract as administrator. At minimum I ask

that the Board as a whole give him direction, under the guidance of the chairperson of the Board on how to effectively manage staff and improve morale while cutting back on cost of hiring outside consultants. As a full-time administrator Hubner should be able to conduct these small projects (like writing a newsletter) and not incur these additional costs to our district.

My wish is that Hubner would use his most qualified staff to operate the plant. Listen to their advice and learn to properly manage staff without leaving the district open to lawsuits.

In closing I would like to add that this District needs professionalism Hubner has been unable to show his ability to have any. I also find it troubling that one of the boards past representatives Mary Lucey feels that she can write the board sleek as though she spells for all Oceanans. I assure you she does not!

Thank you for your time.

Respectfully submitted,

Lindsey Westbrook
A resident of Oceano

Amy Simpson

From: South San Luis Obispo County Sanitation District <sslocsd@sslocsd.org>
Sent: Tuesday, December 20, 2016 10:22 AM
To: Gerhardt Hubner; Amy Simpson; jess04811@gmail.com
Subject: Contact Form submission from sslocsd.org

Name

Kris Victorine

Email

KrisA500@aol.com

Subject

Response to Mary Lucy Letter to the Board

Message

December 20, 2016
Reference: Mary Lucy's letter dated December 15, 2016

South San Luis Obispo County Sanitary District
1600 Aloha Place
Oceano, CA 93445

Dear SSLOCSD Board of Directors,

Please include this correspondence in the December 21, 2016 board packet and also read into the record.

I first want to make it clear that, as a resident of Oceano, Mary Lucy does not speak for me. If she, in fact, is speaking for any Oceano residents, their names should have been noted in the correspondence.

First, I would like to note that accusations of racism should always be taken seriously and investigated; everyone deserves a voice. If the complaints were, indeed, determined to be 'false accusations' and a personal attack on Mr. Hubner, I believe the investigation and Mr. Shoals comments after closed session would have been harsher. The Board stated that "There was no sustainable proof of discrimination," not that the complaints were completely unsubstantiated. I have concerns about the 'leadership climate' at the plant.

Second, I am very concerned about the fiscal stewardship of Mr. Hubner. The cost of running the plant is increasing. I would like to see the cost/benefit justification for the increases. I have been paying attention to the operations of the Sanitation District, like Mary Lucy stated, however, I'm sorry to say, not enough attention. I will rectify that.

Lastly, the Board does not owe Mr. Hubner an apology. They did their job; they took employee complaints seriously and responded appropriately to the investigation results.



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

1600 Aloha Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.org

STAFF REPORT

Date: April 5, 2017
To: Board of Directors
From: Gerhardt Hubner, District Administrator
Via: Michael Arias, Interim Shift Supervisor
Subject: **PURCHASE OF CRANE FOR FLATBED TRUCK**

RECOMMENDATION

Approval to purchase a replacement crane the District's flatbed truck in the amount of \$19,401 from Industrial Truck Bodies

BACKGROUND

The current crane used at the District's facility is approximately 15 years old. This piece of equipment is used on a daily basis to lift materials that would otherwise have to be carried by hand up a flight of stairs at our headworks. This equipment is used to lift equipment that is too heavy for any other method, thus it is also a preventative safety measure. Recently the crane stopped rotating counterclockwise and will only do so through the use of an override button.

DISCUSSION

District staff solicited quotes from two different vendors. Douglas Truck Bodies submitted a quote for a total of \$24,240.76. Industrial Truck Bodies submitted a quote for \$19,400.89. Between the two quotes the one from Industrial Truck Bodies was the only one within the set budget amount. Both quotes meet the specifications needed for this equipment by the District.

Staff recommends purchasing a new replacement crane rather than continue to fund repairs for existing crane

FISCAL CONSIDERATIONS

This piece of equipment was scheduled to be replaced during Fiscal Year 2016-2017. A line item of \$20,000 was included in the Adopted Budget for Fiscal Year 2016-17, under Fund 20, Schedule B1, Project No. 2016-B1-14. Per the District's Purchasing and

Construction Polices purchases over \$7,500 but over \$45,000 require Board approval.

ATTACHMENT

1. Quote from Industrial Truck Bodies
2. Quote from Douglas Truck Bodies

L.I.T.B. Inc. dba

INDUSTRIAL TRUCK BODIES

1701 N. River Rock ct. unit C

Santa Maria, CA 93454

Phone # 805 928 4266 Fax # 805 928 5940

Name / Address
South San Luis County Sanitaion Dist 1600 Aloha Place Oceano, CA 93445

Quote

Date	10/12/2016
Estimate #	E-7895
P.O./Job No.	
Terms: 50% deposit required. Balance due upon delivery.	
Ordered By	Billy Romhild
Customer Phone	489-6670
Fax	
Cellular#	489-6666

Make	Model/Year	GVWR	Wheel/Tank	CAWB		
Ford	F350/2014	13500	DR/ST	60CA	F.O.B. ITB, Santa Maria	
License		Vin. #			Dep. Ck#...	
Qty	Description				Unit	Total
1	Liftmoore 4000X-16; 16,000 ft-lb rating Capacity 4000 lbs@ 4'; 12V. D.C. Planetary gear winch; Traveling block; Load limit sensor; anti-two block; Power Rotation; Power Boom Elevation; Power Boom extension from 8' to 12' w/ manual extension from 12' to 16'				13480.00	13,480.00T
1	Inbound Freight				475.00	475.00T
20	Installation labor: Reinforce Flatbed to accept crane; install crane & outriggers				70.00	1,400.00
1	Outriggers, 18K Manual Pull Out, for 95" wide bodies				1,280.00	1,280.00T
1	Boom Rest				198.00	198.00T
1	MATERIALS: plate and channel for reinforcement				250.00	250.00T
2	RKI H361818 BLACK				376.00	752.00T
2	Underbed box installation				105.00	210.00

ACCOUNTS ARE C.O.D. or will be paid for by terms previously arranged in writing. An administration fee of 2% per month or 24% per annum will be added on all overdue accounts. Merchandise will remain the legal property of Industrial Truck Bodies until paid for in full. Deposits are transferable but not refundable. \$20.00 charge for NSF checks. I authorize that work herein described be prepared.

Subtotal	\$18,045.00
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Sales Tax (8.25%)	\$1,355.89
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Total	\$19,400.89
--------------	-------------

Accepted By:



1958 - 2013



Built to Fit Your Needs!

231 21st Street
Bakersfield, CA 93301
douglasstruckbodies.com



Phone: 661.327.0258
Toll Free: 800.635.7641
Fax: 661.327.3894

Sales Order #	46040
Purchase Order #	
VIN #	
Unit / Truck#	
Key Tag #	
Date	02/22/2017
Salesman	Danny
Terms	COD

Page 1 of 2

Bill To: South Sanitation Co.
None
Oceanio, CA

Ship South Sanitation Co.
None
Oceanio, CA
Phone: (805) 489-6666
Email: mychal@sslocsd.us

Truck Make: FORD	Model: F350	Year: 2015	Additional Information:
Chassis Color:	Body Color: BLACK	Paint Code:	ATTN: MICHAEL
Cab Type:	Cab Axle: 60"	Rear Axle: DRW	(ADD CRANE TO EXISTING FLATBED)
			** ESTIMATE **
			** (WOOD FLOOR) **

Ln#	Item Code	Qty	Description	List Price	Extension
		1.0	*** ADD CRANE AND ACCESSORIES TO FLATBED ***		\$ 0.00
2	069-0032	1.0	* * * Crane Configurations * * *	\$ 0.00	\$ 0.00
3	061-1024	1.0	Auto Crane 4004EH-HW (16'), 404181001 - Power Extension from 8' to 12', Manual from 12'-16' - 360° Continuous power rotation - 30 ft Tethered (HW) Remote Control Pendant. - Non-tipping swiveling travel block with latch. - Power - 5° to 75° boom elevation. - Automatic overload protection. - Meets OSHA 1910.180 requirements and ANSI B30.5 safety standards. - 10,500 GVWR minimum chassis requirement. - Two Year Factory Warranty	\$ 14,763.00	\$ 13,286.70
4	040-23	1.0	Inbound Freight for AC6000+ Crane	\$ 750.00	\$ 750.00
5	003-0061	1.0	Hoist Support, 4,000lb-10,000lbs Cranes - Upgraded HD compartment support for crane.	\$ 2,406.00	\$ 1,924.80
6	003-0190	1.0	-CSR 5"x3"x1/4" Understructure - Upgraded HD underbody suport to 5" x 3" x 1/4" tubing.	\$ 1,190.00	\$ 952.00
7	009-0059	1.0	Boom Support, 4,000# - 14,000#	\$ 376.00	\$ 319.60
8	009-0066	1.0	Install, Crane, 4,000# - 14,000#	\$ 361.00	\$ 361.00
9	060-0089	1.0	ANL-300, Bussman Fuse & Holder Kit	\$ 73.00	\$ 73.00

Authorized dealer of



Item 6B Attachment
No. 2, Page 1



1958 - 2013



Built to Fit Your Needs!



231 21st Street
Bakersfield, CA 93301
douglasstruckbodies.com

Phone: 661.327.0258
Toll Free: 800.635.7641
Fax: 661.327.3894

Sales Order #	46040
Purchase Order #	
VIN #	
Unit / Truck#	
Key Tag #	
Date	02/22/2017
Salesman	Danny
Terms	COD

Page 2 of 2

Ln#	Item Code	Qty	Description	List Price	Extension
10	060-33	1.0	Deep Cycle Battery Package - Includes hold down rods & plastic tray	\$ 181.00	\$ 181.00
11	003-4033	1.0	** MUST BE EXISTING BOX TO INSTALL IN ** Box, Underbody (est'd 34" Wide) - Galvanealed steel construction w/ Triple seal weatherstripping. - Fold-Down door w/ stainless steel paddle latch.	\$ 469.00	\$ 398.65
12	067-0015	1.0	-TO INSTALL BATTERY INSIDE A-1 Springs, F-350 DRW 2 Crane Side 1 Other	\$ 680.00	\$ 632.40
13	009-0104	2.0	Stiff Leg, Crank Style	\$ 206.00	\$ 362.56
15	009-100	2.0	1.0 Material for second Stiff Leg Taxable Labor - Mounting Department	\$ 98.00	\$ 215.00 \$ 196.00
16	009-9131	1.0	-LABOR TO ADD EXTRA STIFF LEG FOR SUPPORT Special Pedestal Riser For 10k Crane	\$ 1,963.00	\$ 1,570.40
17	009-100	8.0	-18" TALL Taxable Labor - Mounting Department	\$ 98.00	\$ 784.00
19	010-01	1.0	-LABOR TO REMOVE FLATBED TO BUILD SUPPORTS FOR CRANE AND THEN RE-INSTALL IT (APPROX COST) *** **** PLEASE NOTE **** **** QUOTE IS ONLY AN ESTIMATE. THE FLATBED WOULD NEED TO BE SEEN TO CONFIRM THE WORK TO BE DONE **** Paint Materials	\$ 595.00	\$ 0.00 \$ 595.00

Subtotal: \$ 22,602.11

Sales Tax: \$ 1,638.65

Shipping: \$ 0.00

Grand Total: \$ 24,240.76

Received By: _____ Date: _____

Revision # 8

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Authorized dealer of



Item 6B Attachment
No. 2, Page 2



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

1600 Aloha Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.org

STAFF REPORT

Date: April 5, 2017

To: Board of Directors

From: Gerhardt Hubner, District Administrator

**Subject: REQUEST FOR PROPOSAL TO CLEAN PRIMARY DIGESTER NO. 1, AND
ALLOW THE DISTRICT ADMININSTRATOR TO PROCEED TO EXECUTE
A CONTRACT FOR DIGESTER CLEANING NOT TO EXCEED \$380,000**

RECOMMENDATIONS:

Approve:

1. Release of Request for Proposal for Cleaning of Primary Digester No. 1;
2. District Administrator to Execute Contract Not To Exceed \$380,000; and
3. For Fiscal Year 2016-17 utilize \$201,200 from Fund 20, Project No. 2016-B1-01 (AG Sewer Bridge Repair) & \$178,800 from Fund 20 fund balance.

BACKGROUND

The District operates two anaerobic digesters. Digester No. 1 (capacity of 750,000 gallons) is a partially buried covered concrete tank (steel cover), having an inside diameter of 70-feet, and sloped bottom. Digester No. 2 is a 60-foot diameter steel digester (capacity of 420,000 gallons). Wastewater and sludge enters Digester No. 1 where it is heated and mixed. Supernatant from Digester No. 1 is then transferred to Digester No. 2, where sludge settles. Supernatant from Digester No. 2 then goes back to the headworks.

Digester No. 1 was last cleaned in 2005, with Digester No. 2 cleaned in 2009/2010. It is standard practice in the wastewater industry to clean a wastewater facilities' digesters every 8 to 10 years, or more frequently for facilities with limited primary screening or grit removal. This was the case with the District until it recently completed its Grit Removal System in January of this year.

DISCUSSION

Need/Rationale for Cleaning Digesters

Digester No. 1 is way overdue for cleaning. As a result, the supernatant line from Digester

1 to Digester No. 2 is clogging frequently with rags and other debris. This clogging and inability to move solids can negatively affect the District's wastewater plant in several ways:

- Increased staff time during normal work hours to clear Digester No. 1's supernatant line.
- Increased overtime hours to respond to alarm callouts (see today's Operations Report, Item 6E);
- Inability to maintain the primary clarifier sludge blanket at appropriate levels (blanket was at 76" in early March 2017, should be 24"-36");
- Increased effluent total suspended solids concentrations; and
- Less effective chlorination due to increased solids in the chlorine contact chamber; and potentially leading to increased chemical cost and greater chance of fecal coliform violations.

From the list above, the failure to clean the digesters in a timely manner has increased cost of operation and can lead to greater chance of a NPDES permit violation. It is vital that the District address this issue immediately.

When digesters are cleaned on a more frequent basis, not only are the problems listed above avoided, but also the cost of cleaning can be more reasonable. A typical digester clean out is estimated to run \$100,000 to \$150,000. Recently, District staff has become increasingly concerned with the functionality of Digester No. 1, and its ability to operate and process solids.

One reason for increased cost is due to the availability of onsite space to allow digester materials to dry. The District currently has eight drying beds with a capacity of 30,000 gallons apiece (or 240,000 gallons total). Unfortunately, four of the eight drying beds are already called for in the near future, leaving only 120,000 gallons available to dry digester debris for a digester cleaning project. Michael K Nunley (MKN) Associates, District contract engineers, estimated 2,281 yd.³ of debris (equivalent to approximately 154,000 gallons of debris) are retained in the digester(s), so there is insufficient space onsite to dry the debris. Therefore, hauling and/or processing costs are more expensive than if the debris was able to be dried on-site.

Furthermore, the delay in cleaning the digesters means Digester No. 2 now has more debris in it. When Digester No. 1 is removed from service for the cleaning project, Digester No. 2 must be relied upon solely to digest sludge. Digester No. 2 also likely has grit and rags within it. When heated and mixed to serve as the sole digester for the plant, this debris from Digester No. 2 will need to be processed and sent to the plant's centrifuge. Unfortunately, material such as grit from the debris will cause excessive wear on the District's existing centrifuge resulting in increased maintenance and possibly failure. Staff recommends that a rental dewatering centrifuge be acquired while Digester No. 2 is solely in service. As described in the companion item on today's agenda, the cost of the centrifuge rental will be \$14,000 per month, now an unavoidable cost due to the delays in cleaning.

Project Phased Approach

In December 2016, District staff and our consultant engineering firm MKN, became concerned with the structural integrity of Digester No. 1. Thereafter, staff undertook multiple

discussions with MKN to draft proposals to complete two phases of work. The first phase was to solicit services, through a Request for Bid and preparation of specifications, for the cleanout of the digesters (this has been completed). The second phase will involve, after cleanout, an inspection and structural survey to determine the digester's structural integrity. Recommendations for any repairs are also proposed as part of this second phase.

Project Description

The Digester No. 1 Cleaning Project consists of removal and disposal of sand, grit, screenings, sludge, floatables, and macrofauna including snails and fly larvae from Digester 1, and hose washing of interior surfaces including walls, ceiling, floor, and appurtenances.

The Contractor will clean the existing supernatant pipe system including the interior surfaces of the overflow box. The supernatant return pipe shall be cleaned from the overflow box to the first elbow (approximately three feet below existing grade). All three-intermittent supernatant draw off wall connections and piping between the penetration and the overflow box will also be cleaned. Furthermore, the Contractor will also furnish all necessary labor, materials, and equipment to clean inlet and outlet piping inside of the Digester up to 1 foot beyond the exterior wall or to a feasible extent. Cleaning will consist of removing debris and other adhered material from the interior and exterior of the pipe or structure, and disposal.

FISCAL CONSIDERATIONS

At the time of drafting the Fiscal Year 2016/17 Budget, the cleaning of Primary Digester No. 1 was not identified as a specific need or project, therefore it was not included in the Adopted FY 2016/2017 Budget. Funds to pay for the Primary Digester No. 1 for this Fiscal Year are available in the Adopted 2016/17 Budget within Fund 20, Project No. For Fiscal Year 2016-17 utilize \$201,200 from Fund 20, Project No. 2016-B1-01 (AG Sewer Bridge Repair) & \$178,800 from Fund 20 fund balance.

If approved today, District staff anticipates project startup by June 1st, taking 30 days to complete. Therefore, the project may extend into the next Fiscal Year.

CONCLUSION

District staff believes it is very important that cleaning of the Digesters (Digester 1 is overdue, Digester 2 is due) be performed without delay. Additional delay may result in increased operational costs and greater chance for fecal coliform or total suspended solids violations. We are recommending to allow this project proceed on an expedited basis with a release of request for proposal, and authorization to proceed with awarding and executing a contract with the lowest qualified bid proposal, up to \$380,000.

ATTACHMENT:

1. Draft Opinion of Probable Construction Cost Estimate

South San Luis Obispo County Sanitation District
2017 Digester No. 1 Cleaning
DRAFT OPINION OF PROBABLE CONSTRUCTION COST
March 2017

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Demobilization and Cleanup	1	LS	\$ 20,000	\$ 20,000
2	Remove Digester Contents, Onsite Dewatering, Return Centrate to Plant Headworks, Clean Digester Tank	691,000	gal	\$ 0	\$ 201,000
3	Handling, Haul-off, and Disposal of Dewatered Solids	400	DRY TONS	\$ 239	\$ 96,000
4	Handling, Haul-off, and Disposal of Screened Inert Solids	100	WET TONS	\$ 102	\$ 11,000
Subtotal					\$ 328,000
Contingency 15%					\$ 50,000
Total					\$ 378,000

Prepared By: Jon Hanlon, PE

Prepared on: 3/24/2017

The opinion of probable construction cost presented here is only an opinion of possible construction costs for budgeting purposes. This opinion is limited to the conditions existing at issuance and is not a guaranty of actual price or cost. Uncertain market conditions such as, but not limited to, local labor or contractor availability, wages, other work, material market fluctuations, price escalations, force majeure events and developing bidding conditions, etc. may affect the accuracy of this estimate. MKN & Associates, Inc., is not responsible for any variance from this budgetary opinion of construction cost or actual prices and conditions obtained. The opinion of probable construction cost is based on the draft design plans prepared for the City; addition or subtraction of design elements will impact the final project cost.



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

1600 Aloha Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.org

STAFF REPORT

Date: April 5, 2017
To: Board of Directors
From: Gerhardt Hubner, District Administrator
Via: Michael Arias, Shift Supervisor
Subject: **RENTAL OF A DEWATERING CENTRIFUGE TO ASSIST WITH
DISTRICT'S DIGESTER CLEANING AND REHABILITATION PROJECT**

RECOMMENDATION

1. Approval to enter into a rental contract with Pace DS for a dewatering centrifuge for a minimum 6-month time period or longer; and
2. For Fiscal Year 2016-17 utilize \$36,000 from Fund 19 & Fund 19/Schedule A-1, and include funds in the Fiscal Year 2017-18 draft Budget to support this rental.

BACKGROUND

This is a companion item to today's Item 6C. As described in Item 6C, the District needs to clean out and do repair maintenance on Primary Digester No. 1. During the period that Digester No. 1 is down for cleaning and maintenance, the District's wastewater treatment facility will be operating with the use of only one digester (Digester No. 2). The additional demand this will place on solids dewatering is more than our current centrifuge can handle. For example, currently our centrifuge processes less than 30 gallons per minute of sludge. Estimates for solids dewatering, during the period Digester No. 1 is out of operation, requires a centrifuge capable of processing sludge at a rate of greater than 90 gallons per minute. Thus, an additional temporary centrifuge is needed to accomplish the overall goal of cleaning out our digesters.

DISCUSSION

To accomplish and successfully implement the Digester cleaning and rehabilitation project, District staff solicited quotes from three (3) different vendors. Staff believes a minimum of six-months will be needed for renting this temporary centrifuge and complete our digester cleaning process.

Factors that were considered in evaluating each of the quotes received include:

- Monthly rental cost
- Minimum time rental must be made
- Total rental cost over a six-month period
- Transportation costs (to and from)
- Setup costs
- Training costs
- Deposit and/or and additional charges
- Availability of equipment

All quotes were based on a six-month period. Pace DS provided an overall quote of \$97,800.00; Petroleum Solids Control at \$113,900.00; and Dolphin Services at \$163,425.00. Each of the vendors has equipment ready to meet our needed startup timeline estimated to be between April 15th and May 1st.

Conclusion

As noted, Pace DS provided the lowest overall price based upon all the above listed factors above. In addition, Pace DS worked with the District in 2005/06, the last time Primary Digester No. 1 was cleaned. They are also familiar with our facility and their equipment worked well when previously used at the District.

FISCAL CONSIDERATIONS

The rental of a temporary centrifuge (and associated cleaning of Primary Digester No. 1) was not identified as a specific need or project, therefore it was not included in the Draft or Adopted FY 2016/2017 Budget. District staff anticipates rental of the centrifuge would begin May 1st, and extend into the next Fiscal Year. Funds to pay for the rental for this Fiscal Year are available in the Adopted 2016/17 Budget within Fund 19, Schedule A-1, Project Nos. 2016-A1-09 (Centrifuge, \$20,000), 2016-A1 (Signage, \$5,000), 2016-A1-02 (Asphalt Repair, \$5,000), and 2016-19-8061 (Equipment Rental, \$9,000).

If the Board approves the staff recommendation today, additional funds to support the additional four months of rental will be included in the draft Budget for Fiscal Year 2017-18.



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

1600 Aloha Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765

Date: April 5, 2017

To: Board of Directors

From: Gerhardt Hubner, District Administrator, Michael Arias, Interim Shift Supervisor, & Fanny Mui, Laboratory Technician

Subject: **DISTRICT ADMINISTRATOR AND PLANT OPERATION'S REPORT**

Today's report presents ongoing information on latest Direct staff activities of possible interest to the Board and members of the public, major capital project and studies updates, programmatic initiatives, regional collaboration, NPDES discharge permit renewal, our regular Superintendent report, and operation and maintenance activities. *Updates since the last report are provided in italics below:*

Major Capital Projects and Studies:

- **Cherry Ave. Arroyo Grande Sewer Bridge Project:**

CEQA: Status: Complete. Board approved MND at its September 7, 2016 meeting.

Regulatory permits: RWQCB permit received. On *February 27th*, we received notification by the California Department of Fish and Wildlife that we can proceed with our project as described in our project application.

Final Design and Bid Package: *Final design, specifications and bid package are nearing completion (90%+). The cost estimate is undergoing further refinement. We are recommending this project be delayed until next fiscal year, and work started in late summer or early fall.*

- **Grit Removal System:** *Status: Operational and Complete.*

A transmittal to RWQCB with cost data on the now operational Grit Removal Project (in conformance with the RWQCB's Settlement SEP provisions) has been sent. The final project record drawings were delivered last week.

- **Mechanical Bar Screen** – Status: *Underway and on Schedule*

A contract was awarded to FFR, with a notice to proceed issued on November 8, 2016 (contract allows 140 working days to complete). Equipment is expected to arrive the week of April 10th, and be installed the week of May 2nd. Start up and testing of the bar screens is expected the week of May 22nd, with final demobilization by the end of May. *Two Change orders were recently approved to support successful implementation of the headworks project. Change Order No. 1 for \$2,092 is needed to relocate above grade the new Duperon electrical control panel now adjacent to the existing Muffin Monster control panel within the Headworks equipment vault. Change Order No. 2 for \$25,822 is needed to relocate the existing headworks bypass pump piping. Funds and authorization to support and approve both these change orders were provided for in a separate contingency established by the Board in its approval back in September 2016.*

- **Redundancy Project:**

Design: On March 16, 2016, the Board approved a design contract with Kennedy Jenks for Phase I of this project. Phase I includes: assistance with CEQA, permitting, special studies, geotechnical and surveying. Later design phases are on hold until project permitting is completed.

Coastal Commission Permitting:

- On August 5, 2016, responses to the Coastal Commission staff's April 15th letter to our Coastal Development Permit application were submitted. This submittal also included five attachments (site plans, biological surveys, sea level rise analysis, flood risk mitigation strategy, and site photos).
- On August 16, 2016, a one-page form from the County of San Luis Obispo on its permitting determination was transmitted.
- On September 9, 2016, our CEQA Addendum, and supplemental information requested by Coastal Commission staff, was transmitted via a cover letter.
- On October 13, 2016, a response from Coastal Commission staff to our September 8th submittal was received.
- On October 21, 2016, via cover letter answers to questions posed, and updated project facility design plans were provided to Coastal Commission staff. The later transmittal also included updated project descriptions, and further included project design plans on past and proposed projects at the District's facility.
- On January 24, 2017, a letter (Attachment No. 1) was sent to Coastal Commission staff requesting an update on the status of our CDP application.
- On January 26, 2017, District staff had a phone conversation with Coastal Commission staff. CC staff reported to us that the CDP is targeted for consideration at their May 2017 Commission meeting.

District staff and its consultant team continue to engage Coastal Commission staff in real time with any requests for information or project clarifications. Coastal Commission staff requested and minor revisions were made to the facility site plan and project description.

CEQA: Status: Complete. At the September 7, 2016 Board meeting, the Board approved an CEQA Addendum to the 2010 Mitigation Negative Declaration.

Financing: At the October 5, 2016 Board meeting, the Board approved authorization to proceed with a contract with Bartle Wells Associates for assistance in preparing the financial package and evaluating other financial options. *On March 22nd, we held a teleconference with*

BWA to discuss their work product and draft SRF financial loan application. Our intent is to bring this package and enabling Resolutions to the Board for consideration at its April 19th meeting.

- **Recycled Water Planning Facilities Study Grant:** On January 4th the Board held a workshop and presented the highlights on the Draft Study. On January 24th, District staff jointly presented with City of Arroyo Grande staff, and WSC consultants the Draft Study. The completion of this Study and Report is considered a major milestone in this multi-year effort. On January 11th, per Board feedback and directive, District staff submitted the Draft Study to the SWRCB for their review. *District staff contacted SWRCB staff at the beginning of March to solicit their comments. SWRCB staff's main comment was to request a recommendation section be added to the Study. District and Arroyo Grande staff are amendable to this request and have directed WSC to draft this section. SWRCB staff also indicated they are ready to release a 50% reimbursement with the draft, and the remaining amount upon completion of the Final.*
- **District Control Building and Office** – Significant issues and problems are evident in the District's Operational and Administrative Building. Identified issues include: Strong and persistent odors, noise and disruption from brine disposal trucks, multiple leaks in the ceiling/roof, mold, old desks and chairs (some decades old), old and stained carpets and flooring, infestation of pests, bubbling and peeling paint, break room/kitchen deterioration, identified leaks in the indoor plumbing, insufficient and overlapping utilization of space for administration vs. operations, IT integration, file storage, and others.

District staff executed a contract with an architectural firm for an audit/assessment of the existing building for disabled access and 2016 Building Code compliance. The initial assessment was conducted on March 27th, and recommendations for any proposed corrected actions are expected in the coming weeks. Any major correction actions would likely need to come to the Board at a future date for funding.

- **New Capital Projects:** Staff has initiated several new capital projects including:
 - **Concrete Sludge Lagoon:** Contained within the FY 2016-2107 Adopted Budget (\$60,000), preliminary engineering and design work is complete, and now awaiting Coastal Commission permitting approval. Final award of contract will still need Board approval before proceeding to construction.
 - **Primary Digester No. 1 Cleanout and Structural Evaluation:** The District has two primary digesters at its facility. Primary Digester No. 1 (constructed in 1965) is long overdue for its regular clean out and inspection (last completed in 2005). In addition, staff and our consultant engineering firm MKN, are concerned with its structural integrity. Therefore, staff has undertaken discussions with MKN to complete two phases of work. The first phase is to solicit services, through a Request for Bid and preparation of specifications, for the cleanout of the digester. The second phase will involve, after cleanout, an inspection and structural survey to determine the digester's structural integrity. Recommendations for any repairs are also proposed as part of this second phase. *This project will be heard today as a separate action item.*
 - **Inflow & Infiltration (I &I) Study:** *As reported at the last Board meeting, the District's plant received significant increased flow this year as a result of the recent wet weather season.*

Staff is investigating this inflow and infiltration into our collection system with the goal of ultimately determining the source. Following the last Board meeting, staff contacted our contract engineering MKN and directed them to draft a study proposal. Staff has also discussed the I&I problem and future study with our operators and contract engineer Ms. Shannon Sweeney. We believe a multiple phase study approach is best, first with the installation of new flow meters to measure any increase flow from our member agencies collection system. Staff also will be researching, and proposing, as part of next year's Fiscal Year Budget, the cost to complete this I&I study.

Programmatic Initiatives

- Outreach Initiative: *A question was raised at past Board meeting(s) regarding the status of old audiotapes residing on our previous website. During development of our new website, and final migration of content, transfer of these old audiotapes did not occur. Future public outreach efforts include drafting the next edition of our newsletter with focus on the District's capital projects.*
- Record's Management Initiative: *Staff has completed an administrative draft (which completely revamps our existing Record's Retention Policy). Our expert in sanitation district records, will be at the facility on April 18th, to provide us with an evaluation on the current state of our files and records, feedback on our draft Record Retention Policy, and provide other recommendations.*
- Human Resources/Personal Policy Manual Update: *Significant progress continues in updating the District's Personnel Policy Manual to meet the six-month deadline of April 19th. All Sections of PPM have now been reviewed with proposed revisions, with final review of some section pending legal review. Subsequently, the revised Manual will be shared with employee union representatives through a "meet and process".*
- Strategic Planning Initiative: *In preparation for an upcoming Strategic Planning Workshop Board members, staff, City and General Managers from our member agencies were interviewed and/or surveyed. These interviews and surveys were captured through written input on questions such as what is the future mission of the District, long term vision, strengths, weaknesses (or limitations), opportunities and threats to the District, most important guiding values, priority goals and key outcomes to achieve in the next five years. The Workshop is now tentatively scheduled for one of the Board's May meetings.*
- Financial Initiative:

Annual Fiscal Year 2015-2016 Audit: Auditors from Glenn Burdette, under contract to the District, were at our office February 21st. *Subsequently our auditors informed us that several action items required additional staff follow-up, including: completing an IT questionnaire, drafting and submittal of District legal and assignment letters, and questions regarding our fixed assets. We completed (with assistance from our past auditor Moss, Levy and Hartzheim, LLP) and submitted the required Special District Financial Transactions Report to the State Controller's Office. In addition, we completed and submitted the required SDMA questionnaire by its deadline.*

GASB 68 Accounting Report/Pension: The District is required to complete the GASB 68 Report, which evaluates and reports our pension obligations and liabilities. This Report is also

necessary for the Glenn Burdette auditors to complete their Fiscal Year 2015-16 Audit. The firm Total Compensation Systems, Inc. completing this Report due to its familiarity with District finances (recently they completed the Post-Retirement GASB 43/45 Report for the District), cost and ability to meet our timeline. *This Report was transmitted to our Auditor.*

Regional Collaboration

- Regional Groundwater Sustainability Project (RGSP): This project consists of a potential future regional recycling project in the South San Luis Obispo County area in conjunction with the City of Pismo, and the District (which participation of our member agencies: Cities of Arroyo Grande, Grover Beach, and Oceano CSD. *On March 30th, District staff (with others) participated in an interview with an additional EIR consultant firm. Staff is also evaluating various legal mechanisms to cost share the joint EIR with the City of Pismo.*
- North Cities Management Area Technical Group - The NCMA TG, which includes representatives from the Cities of Arroyo Grande, Grover Beach, Pismo Beach, and the Oceano Community Services District, was formed as a result of the Santa Maria Groundwater Basin (SMGB) Adjudication. This group is exploring various ways to protect and enhance future water supplies in the basin through groundwater monitoring, and the collection and analyzing of data pertinent to water supply and demand. Recent focus has been on the development of a groundwater model using District's SEP funds, and RWQCB buy-in on the model development workplan. *The most recent meeting was March 13th (staff was unable to attend).*
- Water Reuse, Central Coast Chapter - The Association is a not-for-profit association (501c6) of utilities, government agencies and industry that advocates for laws, policies and funding to promote water reuse. *Staff attended two of three-day Annual Conference in San Diego held March 19th to 21st.*
- Zone 1-1A Flood Control Advisory Committee – The Committee focus is to provide input and coordination on proposed improvements and maintenance of the Zone 1/1A flood facilities, working with the Coastal San Luis Resource Conservation District. At the June 15, 2016 Board meeting, the Board approved District staff participation.
- Integrated Water Resource Management (IRWM) – Integrated Regional Water Management (IRWM) is a collaborative effort with the County of San Luis Obispo to manage all aspects of water resources on a region wide scale. At the July 6th Board meeting the Board approved the District's participation in the IRWM program. *The next scheduled meeting is April 5th.*
- San Luis Obispo County Flood Control and Water Conservation District Water Resources Advisory Committee (WRAC) – *The next scheduled meeting is April 5th.*
- Countywide Water Action Team/Water Management Efforts: Water managers throughout San Luis Obispo County meet quarterly to discuss and collaborate on water supply management solutions. *The meeting set for March 24th was cancelled. Instead a tour of Salinas Reservoir is planned for May 5th.*
- County of SLO Multi-Jurisdictional Hazard Mitigation Plan: Staff have received an invitation by the County of San Luis Obispo to participate in the development of a multi-jurisdictional Hazard Mitigation Plan. Informational sessions on the topic will be held on April 12th.

RWQCB NPDES Permit Renewal

On December 15, 2016, District and RWQCB staff met at the RWQCB's office to discuss the District permit renewal process and schedule. A draft permit is not likely to be released for public review sooner than mid to late 2017.

District's Brine Disposal Program:

Per a request from RWQCB staff, District staff participated in a meeting on February 17th at their office to discuss the current District's Brine Disposal Program, and potential changes to the Program. District staff is revising its Brine Disposal Plan, and evaluating ways it can accommodate changes regarding its final effluent sampling location. As to the District's most recent enrolled Permittee (Cambria CSD), it is our understanding that the earliest Cambria CSD plan to truck brine to the District's facility is in September.

Plant Operation's Report

During this reporting period (March 1st through March 28th, 2017) the District's facility continues to regularly meet its Permit Limitations as required under the State of California's National Pollutant Discharge Elimination System (NPDES) Permit. All process values (lab test results) were within permit limits.

Plant Data (Monthly Data as of March 28, 2017)

March 2017	INF Flow MGD	INF Peak Flow MGD	INF BOD mg/L	EFF BOD mg/L	BOD % Removal	INF TSS mg/L	EFF TSS mg/L	TSS % Removal	Fecal Coliform MPN/100mL	Chlorine Usage lbs/day
Low	2.33	3.5	464	24.8		416	22.1		<1.8	0
High	2.75	4.6	513	41.7		472	55.5		22	395
Average	2.47	3.9	497	30.6	93.8	457	37.3	91.8	3.5	183
Limit				40/60/90	>80		40/60/90	>80	2000	

**Limit – 40/60/90 represents NPDES permit limits for the monthly average, weekly average and daily maximum for plant effluent BOD and TSS.

Operation and Maintenance Projects

- Fabrication of new chemical pump stand for Ferric Chloride
- Relocation and installation of Ferric Chloride chemical dosing equipment
- Troubleshoot and repair Boiler Hot Water Pump VFD failure
- Completed semi-annual work order for electric motor maintenance
- Completed work orders for the cleaning and taking an oil sample for the FFR
- Performed flush of FFR
- Performed cleaning of Chlorine Contact channels
- Met with MKN & Associates to review Digester Cleaning RFP
- Completed installation of piping, pump, and motor for Influent Pump No. 2
- Check and test run Influent Pump No. 2
- Install reclaimed water pump 2
- Completed work orders for Amiad Filters

Training

- Staff attended in a Safety Meeting on the topic of bloodborne illnesses transmitted by insects
- Staff attended a training class covering the topic of hands on pump and seal training
- Staff attended a class covering Rockwell Logix software programming for SCADA

Call Outs

- March 2nd, 11:30pm – High level Digester No. 2 sump alarm. Operator Romhild responded.
- March 3rd, 10:12pm – High level Digester No. 2 sump alarm. Operator Jones responded.
- March 4th, 8:25pm - High level Digester No. 2 sump alarm. Operator Romhild responded.
- March 5th, 5:42am - High level Digester No. 2 sump alarm. Operator Romhild responded.
- March 6th, 10:40pm - High level Digester No. 2 sump alarm. Operator Arias responded.
- March 8th, 12:55am - High level Digester No. 2 sump alarm. Operator Arias responded.
- March 9th, 2:28am - High level Digester No. 2 sump alarm. Operator Arias responded.
- March 10th, 12:12- High level Digester No. 2 sump alarm. Operator Arias responded.
- March 11th, 2:00am - High level Digester No. 2 sump alarm. Operator Arias responded.
- March 11th, 10:35pm - High level Digester No. 2 sump alarm. Operator Arias responded.
- March 14th, 12:20am - High level Digester No. 2 sump alarm. Operator Mui responded.
- March 18th, 9:38pm - High level Digester No. 2 sump alarm. Operator Mui responded.
- March 19th, 8:49pm - High level Digester No. 2 sump alarm. Operator Mui responded.



State of California – Natural Resources Agency
DEPARTMENT OF FISH AND WILDLIFE
Central Region
1234 East Shaw Avenue
Fresno, California 93710
(559) 243-4593
www.wildlife.ca.gov

EDMUND G. BROWN JR., Governor
CHARLTON H. BONHAM, Director



March 7, 2017

Gerhardt Hubner
South San Luis Obispo County Sanitation District
Post Office Box 339
Oceano, California 93475

Subject: Notification of Lake or Streambed Alteration No. 1600-2015-0097-R4
Cherry Avenue Pipe Bridge Maintenance Project
Arroyo Grande Creek – San Luis Obispo County

Dear Mr. Hubner:

The California Department of Fish and Wildlife (Department) received your Notification of Lake or Streambed Alteration (Notification) on May 14, 2015 and deemed your Notification complete on December 28, 2016. The Department had until February 27, 2017 to submit a draft Lake or Streambed Alteration Agreement (Agreement) to you or inform you that an Agreement is not required. The Department did not meet that date. As a result, by law you may now complete the project described in your Notification without an Agreement.

Please note that pursuant to Fish and Game Code section 1602(a)(4)(D), if you proceed with this project, it must be the same as described and conducted in the same manner as specified in the Notification and any modifications to that Notification received by the Department in writing prior to February 27, 2017. This includes completing the project within the proposed term and seasonal work period and implementing all avoidance and mitigation measures to protect fish and wildlife resources specified in the Notification and all attachments to the Notification. If the term proposed in your Notification has expired, authorization by operation of law, without an Agreement, will no longer be possible. Please contact the Department as soon as possible if you will not be able to implement your project as described in the Notification, including the project term. Beginning or completing a project that differs in any way from the one described in the Notification may constitute a violation of Fish and Game Code section 1602.

As proposed in the Notification, the Project will consist of activities related to the removal of existing coating materials and re-coating of a triangular metal pipe bridge supporting a sewer line over Arroyo Grande Creek. A containment system will be suspended from the bridge to catch debris removed during cleaning and re-coating of the bridge thereby preventing any materials from entering the creek. Minor vegetation trimming will be required to access all portions of the bridge. The Project will be completed by October 15, 2017.

Also note that while you are entitled to complete the project without an Agreement, you are still responsible for complying with other applicable local, state, and federal laws. These include, but are not limited to, the state and federal Endangered Species Acts and Fish and Game Code sections 3503 and 3503.5 (bird nests), 5650 (water pollution), and 5901 (fish passage).

Finally, if you decide to proceed with your project without an Agreement, you must have a copy of this letter and your Notification with all attachments available at all times at the work site.

If you have any questions regarding this matter, please contact Charles Walbridge, Environmental Scientist, at (559) 243-4014 extension 352 or charles.walbridge@wildlife.ca.gov.

Sincerely,



Julie A. Vance
Regional Manager

cc: Gerhardt Hubner
gerhardt@sslccsd.us

Malcolm McEwen
mmcewen@garingtaylor.com

