

**Board of Directors – Regular Meeting  
San Simeon Community Services District  
AGENDA**

**Wednesday October 10, 2007  
Regular Meeting 6:00 PM  
Cavalier Banquet Room**

*Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson.*

1. 6:00 PM- REGULAR SESSION

- A. Roll Call
- B. Pledge of Allegiance

2. PUBLIC COMMENT:

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.

- A. Sheriff's Report
- B. Public Comment

3. STAFF REPORTS

A. General Manager Report

Current Project Report

- (a) Curb painting
- (b) Treatment Plant generator painting
- (c) LAIF account authority information
- (d) Letter sent to State regarding quarterly invoice

B. Superintendent Report

- (a) Water & Wastewater Operation Report
- (b) CCC / EQ Basin improvements (update)
- (c) Smoke testing start date October 15, 2007
- (d) Reservoir inspection

C. Other Reports

- (a) District Financial Summary

D. District Counsel Report

4. ITEMS OF BUSINESS

- A. Approval of Minutes – September 12, 2007
- B. Approval of September 2007 Disbursements Journal (Warrants)

5. DISCUSSION/ACTION ITEMS

- A. Review / Approve budget and scope of work for Wellhead rehabilitation design (Vice Chair Person Russell)
- B. Sewer pipe bridge integrity test (GM)
- C. Grant writer proposal (GM)
- D. Board Committee Reports
- E. Board Reports

6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

7. ADJOURNMENT

77 10



## **General Manager's Report October 10, 2007**

### **A. Curb Painting**

At the previous Board meeting questions arose regarding curb painting colors and curb painting regulations in effort to understand why San Simeon curbs are painted in the existing manner. Staff has mainly painted curbs using previously painted curbs as a template, thus an inconsistency in uniformity has been recognized. Options to improve curb painting uniformity are: 1) create a curb painting standard after determining San Simeon CSD has the authority to do so. This option could involve an engineering traffic control study to determine proper distances given the determined volume and speed of traffic.

The color designations for curb painting are:

Red = No Parking

White = Loading and Unloading of Passengers

Yellow = Commercial Loading and Unloading

Green = Temporary Parking

Blue = Handicap Parking

### **B. Treatment Plant Generator Painting**

One contractor of three has reviewed the work required for painting the plant generator. To date a quote for performing the work has not been received. Most likely this task will be added to the scope of work of the sewer pipe bridge painting contractor unless a timely quote is presented for consideration from the contractor who reviewed painting the generators.

### **C. LAIF Account Authority Information**

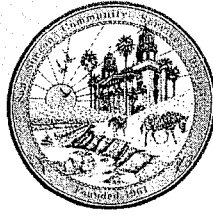
At the previous Board meeting the Board and Staff entered into general discussion regarding the LAIF account. The security of the account was called into question specifically with regard to transfers. After discussion with the LAIF account representative, Staff has determined that LAIF account transfers can be made by members of the Board and the General Manager provided each is on the LAIF account list of authorized individuals and has the pass code. As a security measure the only place LAIF account funds can be transferred to, is the San Simeon CSD's Mid-State Bank checking account.

### **D. Letter sent to State regarding quarterly invoice**

A letter was sent to the State Parks Department to inform them that the quarterly invoice they regularly receive will be updated to reflect Waste water Treatment Plant operations, maintenance and repair cost per the service agreement.



# San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

September 25, 2007

San Simeon District  
Attn: Accounting / Earl Moon / Nick Franco  
750 Hearst Castle Road  
San Simeon, CA 93452

Dear Mr. Moon and Mr. Franco

It was a pleasure meeting with you and Nick Franco on August 31, 2007 to discuss various issues such as beach enforcement jurisdiction, posting dog leash signs and the State's lift station pipeline project. Also during the meeting, our letter to you dated January 17, 2007 requesting partial reimbursement for repairs and maintenance activities which had taken place at the San Simeon Wastewater Treatment Plant was presented by you for discussion. Said letter itemized repair and maintenance cost incurred by the District for repair and maintenance performed at the Wastewater Treatment Plant.

At that time, it was stated that your interpretation of the 1971 agreement between the State of California Department of Parks and Recreation (State) and the San Simeon Community Services District (District), sets forth a quarterly charge based on one-fourth of the annual cost incurred by the District multiplied by a ratio established by dividing total gallonage of sewage discharged from the State, by the total gallonage of sewage treated by the District should be inclusive of the January 17, 2007 repair and maintenance reimbursement request.

District staff has had the opportunity since our meeting to re-visit the 1971 agreement between the State and the District. It is our pleasure to inform you that we agree with your interpretation of the agreement. In addition to District Staff's review of the agreement, Staff also reviewed quarterly invoices presented to the State. Our review of invoices dating back to June 2004 brought to light that it is necessary for the District to update the Annual Operating Expense for Wastewater as used to calculate the State's quarterly charge for District services.

Our review of the District's annual operating expense as used to calculate the State's 2004 to 2005 operating expenses yielded a value of \$445,790 and our review of 2005 to 2006 operating expenses yielded a value of \$711,806.

An updated Annual Operating Expense for Wastewater will be provided on future quarterly invoices and the invoice for the period of July through September 2007 will include itemized adjustments for previous quarterly invoices dating back to June 2005 as previous invoices reflected a total Annual Operating Expense of \$430,091 for Wastewater prior to our review of operating, maintenance and repair cost.

If you need additional information please contact me at 805 927-4778.

Sincerely,

A handwritten signature in black ink, appearing to be 'Charles Grace', followed by a horizontal line extending to the right.

Charles Grace  
General Manager  
San Simeon CSD

11



San Simeon Community Services District

---

## Superintendent's Report

September 2007



# Superintendent's Report

September 2007

October 4, 2007

The Wastewater Treatment Plant performed well during the month and produced a good quality treated effluent. Based on lab results received so far we were in compliance throughout the month of ~~August~~ <sup>September</sup> with no exceedances.

Based on depth readings taken at our wells, the water table has dropped nearly a foot (10.8") over the last month and the current average reading is at about 14.7 feet from the surface. As shown on Page 3 of this report, by comparison with average water depth for both wells last year at this time versus this year, the water table is down 3.2 feet from last year at the end of September. The tests being conducted to check for salt water intrusion show no indication of any increase in chlorides. The water quality still continues to be good.

Update on Chlorine Contact Chamber – Equalization Basin Electrical & Instrumentation Improvement Project: All the components have now been installed and nearly all of the conduit and wiring has been completed. However, a delay occurred due to the fact that the Chlorine Analyzer we received was not equipped to analyze Total Chlorine as we need and as we ordered. The company we purchased the unit from is cooperating to correct the problem expeditiously. Unfortunately, we can't move forward with setup and calibration of the chlorination control system until we receive the items needed from them. I expect that this will be resolved within the next week so we can proceed and get the system working

As of this date the new control panel for Pump #3 was installed. Now we can proceed to check out the pump and, if the pump works, we will proceed to flush the line from Well #3 up to the reservoir, sanitize the well, disinfect the pipe, then sample and test the water quality as required by the SLO Health Department.

Report prepared and submitted by Dan Daniels, Facility Manager, ECO Resources, Inc.

San Simeon Community Services District - Monthly Data Report - September 2007

	INPUT Wastewater Inf Meter Tot	CALCULATED Wastewater Daily Flow	INPUT Well 1 Readings	CALCULATED Well 1 Total Pumped	INPUT Well 2 Readings	CALCULATED Well 2 Total Pumped	INPUT Well 1 Readings	CALCULATED Well 1 Total Pumped	INPUT Well 2 Readings	CALCULATED Well 2 Total Pumped	CALCULATED Total Daily Water Produced	INPUT Well 1 level	INPUT Well 2 level	INPUT State Sewer Daily Flow
08/31/07	7091864		34121		51187									
09/01/07 Wed	7191468	99,604	34235	85,347	51235	35,904					121,251	-	Running	7,537
09/02/07 Thur	7275869	84,401	34328	69,938	51303	50,490					120,428	Running	-	16,892
09/03/07 Fri	7378704	102,835	34357	21,243	51419	86,918					108,161	14.4	14.5	20,832
09/04/07 Sat	7448123	69,419	34482	93,949	51419	0					93,949	14.4	14.5	12,581
09/05/07 Sun	7527768	79,645	34482	0	51522	76,820					76,820	14.3	14.4	8,431
09/06/07 Mon	7541795/54205	68,232	34600	88,414	51522	0					88,414	14.4	14.5	7,251
09/07/07 Tue	91285	37,080	34600	0	51625	77,119					77,119	14.4	14.5	8,449
09/08/07 Wed	165346	74,061	34719	88,414	51625	0					88,414	14.4	14.5	9,766
09/09/07 Thur	251882	86,536	34719	0	51741	86,992					86,992	14.4	14.5	9,010
09/10/07 Fri	303711	51,829	34719	0	51866	93,425					93,425	14.4	14.5	8,644
09/11/07 Sat	362693	58,982	34853	100,531	51882	11,893					112,424	14.4	14.5	8,878
09/12/07 Sun	421440	58,747	34872	14,436	51901	14,212					28,648	14.4	14.5	9,212
09/13/07 Mon	483083	61,643	34979	80,111	51934	24,759					104,870	14.5	14.6	7,300
09/14/07 Tue	546097	63,014	34979	0	52033	73,678					73,678	14.5	14.6	8,970
09/15/07 Wed	628664	82,567	35090	82,729	52033	0					82,729	14.6	14.7	9,217
09/16/07 Thur	703005	74,341	35204	85,122	52033	0					85,122	14.6	14.8	10,171
09/17/07 Fri	774369	71,364	35204	0	52138	78,615					78,615	14.6	14.7	9,069
09/18/07 Sat	837670	63,301	35322	88,414	52138	0					88,414	14.6	14.7	9,284
09/19/07 Sun	903251	65,581	35327	3,964	52235	72,481					76,446	14.6	14.7	9,679
09/20/07 Mon	951613	48,362	35441	84,823	52235	0					84,823	14.7	14.8	9,029
09/21/07 Tue	1026044	74,431	35441	0	52338	77,343					77,343	14.7	14.8	8,416
09/22/07 Wed	1114438	88,394	35559	88,788	52359	15,932					104,720	-	Running	10,116
09/23/07 Thur	1195862	81,424	35634	55,726	52453	69,714					125,440	Running	-	11,122
09/24/07 Fri	1261836	65,974	35690	41,813	52453	0					41,813	14.8	14.9	9,409
09/25/07 Sat	1313970	52,134	35690	0	52563	82,579					82,579	14.8	14.9	8,067
09/26/07 Sun	1411390	97,420	35811	90,658	52563	0					90,658	14.8	14.9	8,541
09/27/07 Mon	1464598	53,208	35811	0	52669	79,288					79,288	14.8	14.9	9,337
09/28/07 Tue	1524624	60,026	35925	85,197	52669	0					85,197	14.8	14.9	8,243
09/29/07 Wed	1611217	86,593	35925	0	52771	76,072					76,072	14.8	14.9	9,474
09/30/07 Thur	1688351	77,134	36045	89,984	52794	17,354					107,338	-	Running	10,279
TOTALS		2,138,282		1,439,601		1,201,587					2,641,188			293,206
Average		71,276	Average	47,987	Average	40,053					88,040	14.6	14.7	9,774
Min		37,080	Min	0	Min	0					28,648	14.3	14.4	7,251
Max		102,835	Max	100,531	Max	93,425					125,440	14.8	14.9	20,832

San Simeon Community Services District Data Summary Sheet September 2007

2006

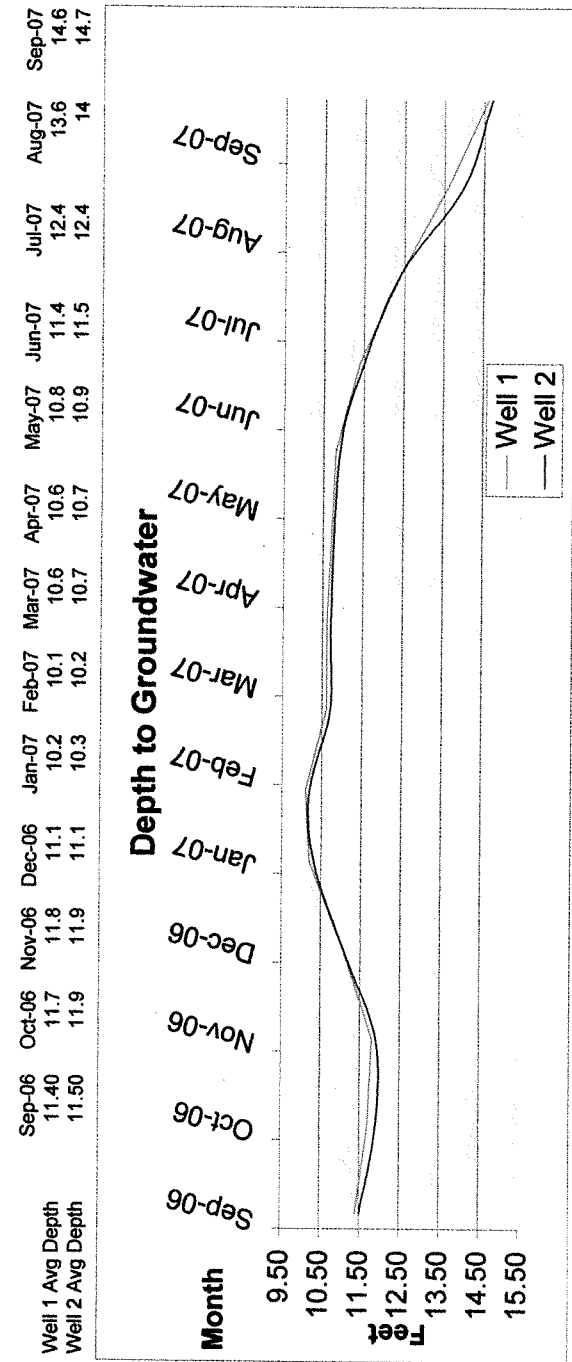
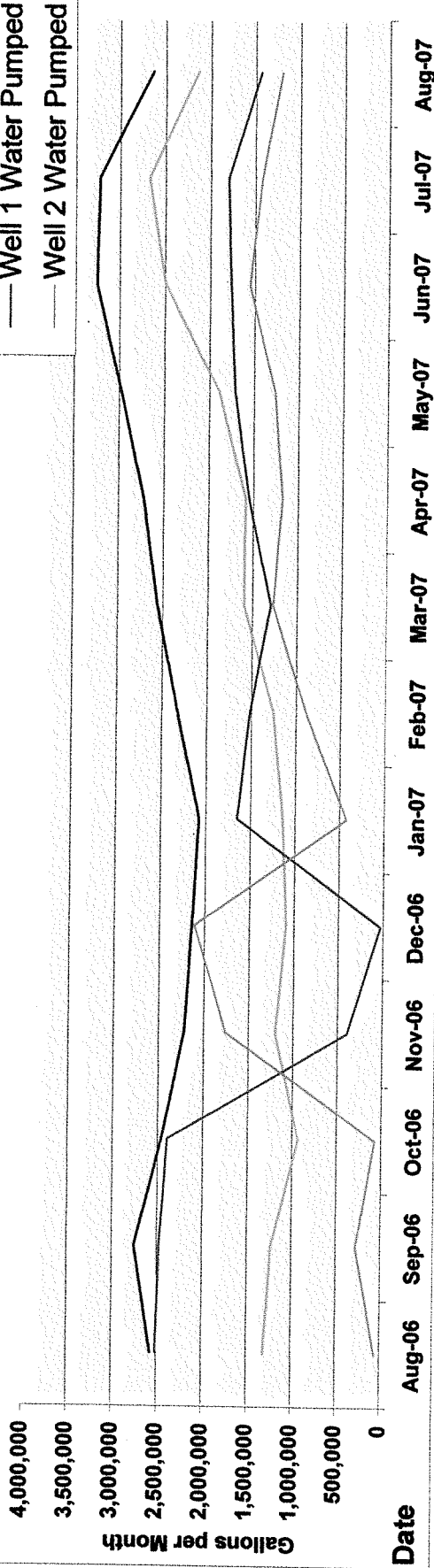
	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	Nov-06	Dec-06	Total for 2006
Wastewater Treated	1,271,275	1,363,034	1,512,445	1,869,983	1,449,000	1,539,288	1,790,204	1,849,711	1,907,276	1,229,498	936,304	1,198,866	17,425,974
Total Well Production	1,995,868	1,926,324	2,187,480	2,418,658	2,633,708	2,767,600	3,509,616	2,940,536	2,571,689	2,755,408	2,464,361	2,216,623	30,367,903
Well 1 Water Pumped	0	540,654	701,474	43,758	0	177,276	663,476	1,955,721	2,614,327	2,479,919	2,395,545	393,523	11,885,974
Well 2 Water Pumped	1,955,868	1,385,670	1,486,005	2,374,900	2,633,708	2,590,324	2,846,140	984,817	57,372	279,488	68,816	1,755,406	18,394,534
Water Well 1 Avg Depth to Water	10.4	10.5	10.1	9.8	10.5	10.9	10.8	11.4	11.4	11.7	11.8	11.1	10.9
Water Well 2 Avg Depth to Water	10.4	10.5	10.4	10.0	10.6	11.0	10.9	11.2	11.5	11.9	11.9	11.1	10.9
Average Depth of Both Wells	10.4	10.5	10.3	9.9	10.5	10.9	10.9	11.3	11.5	11.8	11.9	11.1	10.9
State Wastewater Treated	705,247	397,658	282,804	456,107	315,831	315,831	428,805	417,679	285,432	239,387	207,822	269,494	4,333,165
State % of Total WW Flow	55.48	28.17	19.36	23.15	21.80	20.52	23.90	22.58	21.83	19.47	22.20	22.46	25.16
Biosolids Removal (Gallons)	6,000	6,000	12,000	6,000	12,000	35,490	32,268	28,223	25,180	24,607	24,947	6,198	218,933
WW Permit Exceed, Revised 12-7-06	2	1	0	1	4	1	0	1	0	0	1	0	11
Constituents Exceeded	T Collform	T Collform	None	T Collform	T Collform	None	None	T Collform					
Sample Limit	230	230		230	230			230					
Sample Result	240	500		900	300			240					
	500				1600								
					350								
Constituents Exceeded	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2	Tot CL2
Sample Limit	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Sample Result	7.1	52			52								1.04

2007

	Jan-07	Feb-07	Mar-07	Apr-07	May-07	Jun-07	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Total for 2007
Wastewater Treated	1,088,548	1,137,863	1,252,523	1,598,800	1,589,146	1,892,780	2,495,710	2,678,522	2,138,282				15,672,174
Total Well Production	2,140,776	2,076,298	2,329,571	2,565,480	2,722,870	2,981,528	3,254,024	3,226,348	2,641,188				23,938,093
Well 1 Water Pumped	28,349	1,651,734	1,519,338	1,285,835	1,548,960	1,714,640	1,761,839	1,799,538	1,439,601				12,759,234
Well 2 Water Pumped	2,112,427	424,565	891,018	1,289,655	1,174,510	1,266,888	1,557,486	1,426,810	1,201,587				11,324,946
Water Well 1 Avg Depth to Water	10.2	10.1	10.6	10.6	10.8	11.4	12.4	13.6	14.6				11.6
Water Well 2 Avg Depth to Water	10.3	10.2	10.7	10.7	10.9	11.4*	12.4*	14.0	14.7				10.6
Average Depth of Both Wells	10.3	10.2	10.7	10.7	10.9	11.4	12.4	13.8	14.7				11.1
Change in Average Well Depth from 2006	-0.1	-0.4	0.4	0.7	0.3	0.5	1.5	2.5	3.2				10.8
State Wastewater Treated	191,904	230,939	210,820	286,505	255,666	302,289	414,765	421,045	283,206				1,478,123
State % of Total WW Flow	17.63	20.30	16.83	17.92	16.09	15.97	16.62	15.72	13.71				9.31
Biosolids Removal (Gallons)	0	5,523	5,933	6,487	12,308	6,000	12,500	18,686	5,977				74,415
WW Permit Limitation Exceeded	0	0	1	0	1	0	0	0	0				2
Constituents Exceeded	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform	T Collform
Sample Limit	230	230	230	230	230	230	230	230	230	230	230	230	230
Sample Result			300										

# Production/Treatment - September 2007

--- Wastewater Treated  
 --- Total Well Production  
 --- Well 1 Water Pumped  
 --- Well 2 Water Pumped





San Simeon Community Services District Superintendent's Report September 2007

Comparison of Sales

	January	February	March	April	May	June	July	August	September	October	November	December
Water Sales (Dollars)	2005 \$12,025		\$13,396	\$14,661	\$15,951		\$18,566	\$22,159		\$16,502	\$17,224	\$11,593
Water Sales (Dollars)	2006 \$11,701	\$12,630	\$11,913	\$13,342	\$14,784	\$14,747	\$26,542	\$30,958	\$17,753	\$16,789	\$26,277	\$12,577
% +/- from 2005	0.97		0.89	0.91	0.93		1.43	1.40		1.02	1.53	1.08
Water Sales (Dollars)	2007 \$12,781	\$13,154	\$11,913	\$13,342	\$16,078	\$18,927	\$20,538	\$19,692	\$18,658			
% +/- from 2006	1.09	1.04	1.00	1.00	1.09	1.28	0.77	0.64	1.05			

	January	February	March	April	May	June	July	August	September	October	November	December
Amount Water Sold (cu ft)	2005 259,424	317,559	292,318	316,279	327,339		379,201	453,232	402,325		350,631	238,106
Amount Water Sold (cu ft)	2006 242,900	261,269	247,461	276,898	305,006	305,006	541,198	630,400	360,280	343,995	333,258	258,977
% +/- from 2005	0.94	0.82	0.85	0.88	0.93		1.43	1.39	0.90		0.95	1.09
Amount Water Sold (cu ft)	2007 263,799	272,449	243,280	372,462	327,790	366,672	423,236	408,673	370,687			
% +/- from 2006	1.09	1.04	0.98	1.35	1.07	1.27	0.78	0.65	1.03			

	January	February	March	April	May	June	July	August	September	October	November	December
Water Produced - Month Cycle (cu ft)	2005				423,911	419,684	629,460	494,829	384,412	376,639	349,027	280,741
Water Produced - Meter Cycle (cu ft)	2005											
Water Produced - Month Cycle (cu ft)	2006	266,850	257,550	289,792	323,375	370,028	469,236	393,150	343,836	368,398	329,485	296,362
Water Produced - Meter Cycle (cu ft)	2006											
Water Produced - Month Cycle (cu ft)	2007	286,221	277,601	311,440	342,980	398,630	435,000	431,330	353,100			
Water Produced - Meter Cycle (cu ft)	2007	303,720	299,230	243,280	387,580	400,730	436,390	450,190	383,840			
% +/- from 2006	1.07	1.08	1.07	1.06	1.03	1.08	0.93	1.10	1.03			
*Water Loss	13.14	8.95	1.56	3.90	3.61	3.51	3.01	9.24	3.43			

\*Percentage of Water Produced vs. Net Water Sold



**Other Reports**  
**District Financials Summary**

District Financials

August 2007 Billings	\$ 41,578.43
September 2007 Billings	\$ 36,516.87
September Past Due (31-60 days)	\$ 268.83
LAIF Account (July 2007)	\$798,441.30
SEP Account 1 (August 27,2007)	\$ 86,516.43
SEP Account 2 (August 27,2007)	\$ 20,812.19
Accounts Payable (As of August, 2007)	\$ 84,593.76
Checking Account Balance (As of August 27,2007)	\$104,207.23



11





**Board of Directors – Regular Meeting  
San Simeon Community Services District  
MINUTES  
Wednesday September 12, 2007  
Regular Meeting 6:00 PM  
Cavalier Banquet Room**

*Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson.*

**1. 6:05 PM- REGULAR SESSION : Roll Call** – All Directors present  
Pledge of Allegiance

**2. PUBLIC COMMENT:** No comment from public.

**A. Sheriff's Report:** Deputy Foster present. No report. Problems in neighboring town; nothing in San Simeon. Vice-Chair Russell brought up camp fire issue/jurisdiction. Will find out definite boundaries and make sure that they respond. There are still some grey areas as to where campfires **are allowed**. Foster will check these boundaries and jurisdictions and get back to us.

**B. Public Comment:** No comment

**3. STAFF REPORTS**

**A. General Manager Report: Charlie Grace**

**Current Project Report**

**(1) Curb painting:** Curb painting was completed.

Comment from Vice-Chair Russell regarding what should be painted red or yellow. He doesn't feel there is a consistency.

Mr. Grace assured Vice-Chair Russell that he had made sure that all codes and regulations were researched prior to project.

**(2) Sewer pipe bridge integrity test:** Integrity test was performed and waiting results.

**(3) Treatment Plant generator painting:** 3 contractors have been contacted. Waiting for estimates. Having problems getting contractors to come to San Simeon. Mr. Grace suggested to tie in the Bridge painting to the generator painting to make the job bigger and more appealing to contractors.

**(4) Camp fires on beach (Jurisdiction and Sign):** The question was who has jurisdiction of Beach near Pico Bridge. The beach west of Pico Bridge is in the Sheriff's jurisdiction. Mr. Grace said that signs have been ordered and will be placed between Pico and Vista Del Mar that say "No Camping and No Fires". Counsel mentioned they could pass an ordinance stating there are no fires or camping allowed on beach. Matter will be put on hold to see how the signs work out.

## **B. Superintendent Report: Dan Daniels**

**(1) Water & Wastewater Operation Report:** Waste Water Treatment Plant performed well during the month of August and produced good quality treated effluent. Based on lab results, plant was in compliance throughout the month of August, with no exceedances or fines and exceptional water quality.

Wells have dropped 1-½ feet. Quality of water is still good. No indication of saltwater intrusion.

**Well 3: To get the Well back on line:** Hearst prefers to pay for any modifications, updating and replacements that are needed. Electrician is working on situation, still an on going discussion. Once we get access to the Well, then an inspection will need to be done. Once all parts are working then we will need to start pumping the water through. Once we make sure the pumps are working, it will need to be disinfected and water tested before it can be used. Looking at about a month to get the Well online if there are no major problems.

**Water Depths:** We still don't have any salt water intrusion. As long as we don't have any rough seas, and seas don't go over the berm we will be okay. We are still above Stage 3 level.

**(2) CCC / EQ Basin improvements (update):** Instrumentation upgrade is coming along nicely. Everything is replaced except for one instrument. Ready to start. Chlorine Analyzer is being waited on. Will be done by end of September. Having a problem with one of the flow meters (the one that

measures the flow coming back from the equalization basin). It is giving unusable signals, but we are making progress.

**(3) Reservoir cleaning:** A diving crew videotaped reservoir inspection. We are waiting for the primary report to be finished. Preliminary results say that everything is okay. Very little debris was found, and cleaned. (photos attached to report).

**(4) Collection system hot spot cleaning:** Hot spot sections were cleaned. (photos attached to report).

### **C. Other Reports**

#### **(1) District Financial Summary**

<b>July 2007 Billings</b>	<b>\$ 43,179.32</b>
<b>August 2007 Billings</b>	<b>\$ 41,578.43</b>
<b>August Past Due (31-60 days)</b>	<b>\$ 363.04</b>
<b>LAIF Account (July 2007)</b>	<b>\$798,441.30</b>
<b>SEP Account 1 (July)</b>	<b>\$ 86,145.53</b>
<b>SEP Account 2 (July)</b>	<b>\$ 20,722.97</b>
<b>Accounts Payable (As of July 31, 2007)</b>	<b>\$ 73,338.59</b>
<b>Checking Account Balance (As of July 31, 2007)</b>	<b>\$ 79,487.47</b>

(A general discussion occurred about LAIF account signer and security of transfers.)

### **D. District Counsel Report: Mr. Schultz**

Finished meeting with the RWQCB. They agreed to the extension for completion of the Tertiary treatment upgrade. We have until August of 2012. This will give us time to get grants or update equipment.

If we get the grants necessary, we will go Tertiary. If not, then we forfeit the money in the SEP Accounts.

#### **4. ITEMS OF BUSINESS**

##### **A. Approval of Minutes – August 8, 2007**

Motion Made: Director Fields

Second: Director Ricci

Approved: 5-0

##### **B. Approval of August 2007 Disbursements Journal (Warrants)**

Motion Made: Vice-Chair Russell

Second: Director Ricci

Approved: 5-0

#### **5. DISCUSSION/ACTION ITEMS**

##### **A. Review / Approval of treatment plant paving quote**

Motion Made: Vice Chair Russell

Second: Director Ricci

Approved: 5-0

##### **B. Review / Approval of collection system smoke testing quote;**

Motion Made: Vice Chair Russell

Second: Director Mc Adams

Approved: 5-0

##### **C. Review/Approve budget and scope of work for wellhead rehabilitation design**

Discussion to be continued at next meeting

##### **D. Letter sent to Keshav Gupta 9450 Castillo Dr. regarding Oceanside**

Legal representation Wiley Ramey for Gupta was present. Letter was



submitted to Counsel Shultz stating that the Laundromat was not intended for public usage. Board of Directors stated that there was a change in use; from just motel and motel guests use to regular public Laundromat usage. This would have required a Will Serve Letter/permits and permit fees from the motel to the District.

Shultz has suggested that the motel make it accessible to only their guests and staff by securing the doors with motel keys available to only guests and staff, signs should also be posted. All motels should do this.

Mr. Ramey is directed to prepare documentation on reconfiguration.

Staff directed to prepare a letter to all motels recommending items that will prevent the use of laundry facilities by the public.

**E. Board Committee Reports:** No Committee Reports

**F. Board Reports:** No Board Reports

## **6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS**

Vice-Chair Russell feels that the Board needs to start prioritizing capital needs. We have reports from engineers on what needs to be done with the wells, reservoir, and with water distribution pipes in town. We have made a commitment to the RWQCB to do tertiary treatment if we get the grants for the costs. If we don't get the grants we would pay the fines as there are more pressing issues. Noted by Mr. Grace to be put on the Agenda for next meeting.

Director Ricci had a question about the letter from Cal Pers. Schultz stated that the letter didn't affect us.

Director Ricci also had a question about the letter received from the County Clerks office regarding annual statements. Have they been done? Per Mr. Grace, 700 Forms were filled out and mailed out.

Director Ricci had a third question regarding the California Special Districts Association (Regarding Ballot). Do we vote or not?

Director Ricci's fourth question was with regards to Ordinances. She wants to go over all Ordinances regarding Stage 1, 2, and 3. She does not like the procedures.

**7. ADJOURNMENT** at 7:44 pm.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Disbursements Journal**  
September 13 through October 4, 2007

Type	Date	Num	Name	Memo	Paid Amount	Balance
Check	09/13/2007	5721	State Water Resources Control Board	R3-2006-0102	-22,500.00	66,674.36
Check	09/13/2007	5722	USA Blue Book	Grayline level controller	-1521.59	44,374.36
Check	10/04/2007	5723	USA Blue Book	Grayline AVFM-II	-2795.00	
Check	10/04/2007	5724	USA Blue Book			40,057.77
Bill Pmt-Check	10/04/2007	5725	RALPH MCADAMS	Monthly Board service	-100.00	39,957.77
Bill Pmt-Check	10/04/2007	5726	ALAN M FIELDS	Monthly Board Service	-100.00	39,857.77
Bill Pmt-Check	10/04/2007	5727	Boyle Engineering Corporation	Task order 3-05 tertiary upgrade	-3,458.70	36,399.07
Bill Pmt-Check	10/04/2007	5728	CALPERS	Monthly billing	-174.21	36,224.86
Bill Pmt-Check	10/04/2007	5729	Cambria Hardware	rebar, nails, twist ties, etc.	-95.34	36,129.52
Bill Pmt-Check	10/04/2007	5730	Cambria Rock	Ready mix	-388.02	35,741.50
Bill Pmt-Check	10/04/2007	5731	DEEDEE RICCI	Monthly Board Service	-100.00	35,641.50
Bill Pmt-Check	10/04/2007	5732	GBP&B	Services	-1,200.00	34,441.50
Bill Pmt-Check	10/04/2007	5733	JOHN K. RUSSELL	Monthly Board Service	-100.00	34,341.50
Bill Pmt-Check	10/04/2007	5734	McCarthy Steel, Inc.	Materials	-220.04	34,121.46
Bill Pmt-Check	10/04/2007	5735	Michael Tindall	Aluminum material	-437.58	33,683.88
Bill Pmt-Check	10/04/2007	5736	Oasis Equipment Rental	Facility improvement	-111.24	33,572.64
Bill Pmt-Check	10/04/2007	5737	Pacific States Electrical	2 100 AMP disconnect switches	-1479.42	
Bill Pmt-Check	10/04/2007	5738	Pacific States Electrical	Perform basin calibrations	-2278.19	
Bill Pmt-Check	10/04/2007	5739	Pacific States Electrical	Install 480 V feeder wiring, breaker and driver	-762.74	
Bill Pmt-Check	10/04/2007	5740	Pacific States Electrical	Upgrade chlorine and dechlorination system	-8899.67	
Bill Pmt-Check	10/04/2007	5741	PG&E	Street Lighting	-13,420.02	20,152.62
Bill Pmt-Check	10/04/2007	5742	ROBERT W SCHULTZ ESQ.	Legal expenses	-672.62	19,480.00
Bill Pmt-Check	10/04/2007	5743	San Simeon Community Services District	Hilton 9231 Balboa #5	-2,610.00	16,870.00
Bill Pmt-Check	10/04/2007	5744	SDRMA	1 yr liab insurance	-50.00	16,820.00
Bill Pmt-Check	10/04/2007	5745	TERRY LAMBETH	Monthly Board Service	-6,862.72	9,957.28
Bill Pmt-Check	10/04/2007	5746	Boyle Engineering Corporation	Task order 7-05 capacity evaluation and rate study	-100.00	9,857.28
Bill Pmt-Check	10/04/2007	5747	ECO Resources Inc	Equip. rental, Siemens water Tech, misc. parts	-2,797.20	7,060.08
Bill Pmt-Check	10/04/2007	5748	ECO Resources Inc	Operations management		
Bill Pmt-Check	10/04/2007	5749	McMaster Carr	One-hole strap- in scope	-51,460.67	-44,400.59
					-129.68	-44,530.27
					-111,404.63	-44,530.27
					-111,404.63	-44,530.27

1020 - General checking

Total 1020 - General checking



**Discussion / Action Item**  
**October 10, 2007**

**A. Review / Approval Budget and Scope of Work for Wellhead Rehabilitation Design (Vice Chair Person Russell)**

The Water Sub-Committee and Water Committee have been meeting to discuss the draft water master plan completed by Boyle Engineering in effort to establish a prioritized list of projects to improve San Simeon CSD infrastructure.

**B. Sewer Pipe Bridge Integrity Test (General Manager)**

A coating and corrosion inspection evaluation of the sewer pipe bridge was conducted by ATS services. As a result several recommendations were made such as replacing the truss splice plate bolts, and work with a coatings consultant to plan and optimize the new coating performance. Staff request approval to move forward with obtaining cost estimates to replace the truss splice plate bolts. Once the bolts are replaced staff will revisit and present to the Board painting (coating) estimates.

**C. Grant Writer Proposal (General Manager)**

The San Simeon Community Services District has a host of projects on the horizon (as demonstrated by the introduction of the draft water master plan) which will require a significant amount of funding to complete. A list of these potential projects has been submitted to the County. A Grant Writer working with the District is a positive step toward possibly obtaining funding from grants if and when they become available. Staff recommends that the Board approve the proposal from Boyle.





**PIPE BRIDGE STRUCTURE**  
**CORROSION AND COATING EVALUATION**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**8/20/2007**



**ADVANTAGE TECHNICAL SERVICES, Inc.**

*Specialty Engineering & Inspection Company*  
(805)595-2282

DATE: 8/20/2007  
PAGES: 1-4  
REVISION: 0





**ADVANTAGE TECHNICAL SERVICES, Inc.**Specialty Engineering & Inspection Company  
(805)595-2282

# COATING AND CORROSION EVALUATION

**PROJECT:** San Simeon CSD Pipe Bridge**LOCATION:** Pipe Bridge North of Wastewater Treatment Plant.**CLIENT:** San Simeon CSD**DATE:** 8/20/07

The field inspection was conducted by William Bellis, P.E. on 8/20/07.

The coating is failing in patches that are spread throughout the truss structure. Locations are scattered. Ultrasonic thickness measurements were made using a dual element transducer. The locations were sanded to sound metal prior to measurement. A measurement was taken of the corroded area and of an adjacent area that had no visible corrosion. The locations, where coating has failed, have corrosion working under the coating so the failure sites are growing. Corrosion can be assumed to be rapid in the coastal conditions and moisture is present in corrosion sites. Many of these locations have significant metal loss. Several locations have 54%-57% of the assumed original base metal thickness ( $t_u$ ). Thickness measurements and percentage of the assumed original thickness are logged ( $t_c/t_u$ , page 2). Significant metal loss was present on the bolts at the connections between the two halves of the truss structure. The corroded bolts are substantially weakened due to the corrosion. Threads are completely rusted away.

-Coating adhesion was found to be fair to poor overall with some locations of intercoat lamination (peeling between coats) but this does not appear to be significant as a cause of the coating failures. The poor adhesion to base metal, however, is significant in the coating system's failure to stop or slow the advancement of corrosion.

-Dry film thickness measurements were taken with a Elektro-Physik Type 1 Pull off gage (S/N 025962). Film thickness readings ranged between 8 and 14 with a few readings up to 20. Readings are logged on page 2. The readings indicated that the coating was applied fairly evenly and coating erosion is not the primary cause of failure.

-Corrosion measurements were not made on ductile iron pipe.

**Recommendations:**

1. Prepare a plan for replacement and replace the corroded bolts on the truss splice plates. Work with ATS or other structural construction specialists to assure that the replacement process does not cripple the structure. This should be completed immediately due to the severely weakened condition and lack of structural redundancy.
2. Acquire an engineering evaluation of the corroded structure to assure competence.
3. Whether the structure is to be replaced or repaired, work with coatings consultants such as ATS to plan construction methodology and optimize the new coating performance.

Inspection Supervisor: 

William D. Bellis, P.E.

Pg 1 of 4

RCE #C055334

AWS CWI #89010381

NACE Coating Inspector 1 #5396

ICBO Special Inspector for Reinforced Concrete #92429

ICBO Special Inspector for Structural Steel and Welding #0874517-85

**ADVANTAGE TECHNICAL SERVICES, Inc.**Specialty Engineering & Inspection Company  
(805)595-2282

# COATING AND CORROSION EVALUATION

**PROJECT:** San Simeon CSD**LOCATION:** Pipe Bridge North of Wastewater Treatment Plant.**CLIENT:** San Simeon CSD**DATE:** 8/20/07

ID	Type	Location	Dia. (NP in.)	Position (clock)	t <sub>u</sub> (in.)	t <sub>c</sub> (in.)	% Orig. t <sub>c</sub> /t <sub>u</sub> (%)	DFT (mils)
1	Pipe	Bottom chord East side	4"	3:00	0.235	0.15	64%	10-12
		Paint failure w/ significant corrosion.						
2	Pipe	Bottom chord East side	4"	6:00	0.235	n/a	n/a	10-14
		No significant corrosion						
3	Pipe	Bottom chord East side	4"	12:00	0.235	n/a	n/a	10
		No significant corrosion						
4	Pipe	Brace, East side	4"	1:00	0.257	0.14	54%	11
		Paint failure w/ significant corrosion.						
5	Pipe	Top chord intercoat lamination (was 7)	5"	12:00	0.24	n/a	n/a	8-12
		No significant corrosion						
6*	Pipe	Diagonal 5' N of mid span	4"	1:00	0.23	0.13	57%	8-10
		*(Marked as 13 in field/photos)						
7	Pipe	Top chord, S of mid., trapped H <sub>2</sub> O	5"	3:00	0.26	0.222	85%	12-20
		Paint failure w/ significant corrosion.						
8	Pipe	Brace, mid span west side	2"	12:00	0.16	0.12	75%	10-12
		Paint failure w/ significant corrosion.						
9	Pipe	Brace, near bottom chord mid span	2"	12:00	0.155	0.1	65%	9-11
		Paint failure w/ significant corrosion.						
10	Plate	Connection plate mid span. Serious loss of	n/a (pl)	n/a	1"	1"	100%	15-20
		metal on bolts. Active corrosion on plate.						
11**	Pipe	Top chord, N toward end, heavy corrosion	5"	12:00	0.25	0.2	80%	10-12
		** (marked as 12 in field/photos)						

t<sub>c</sub> Thickness of corroded area.t<sub>u</sub> Thickness of area with no visible (external) corrosion.

% Orig. Ratio of corroded area to the adjacent area with no visible corrosion.

DFT Dry film thickness of coating

**UT Equipment:**

Panametrics Epoch IIIIB

**Transducer:**

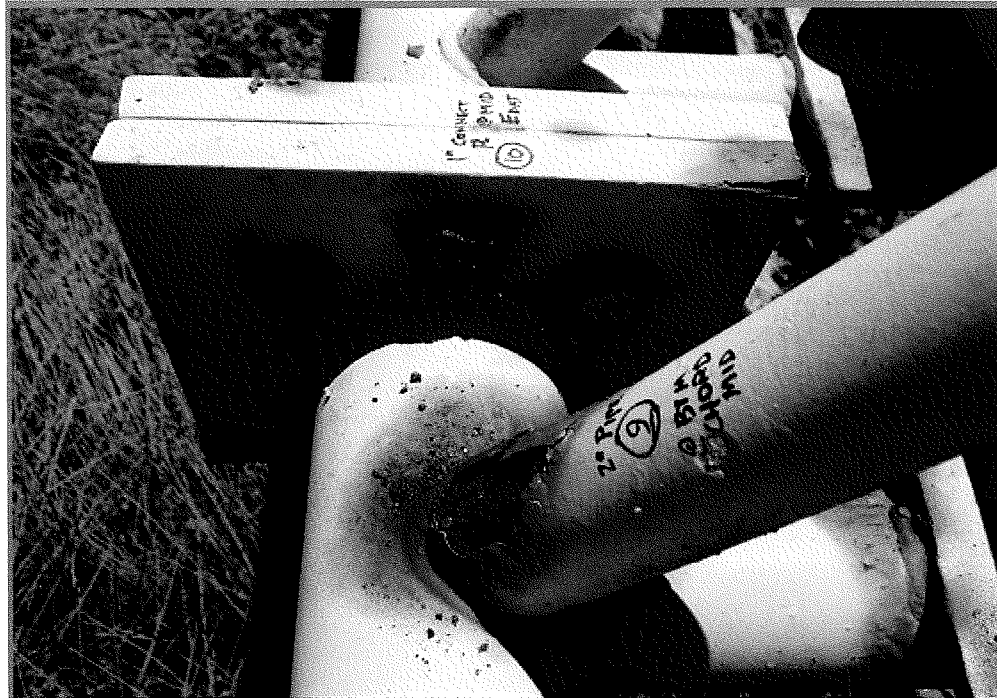
Dual element, D790-SM

**Calibration block:**

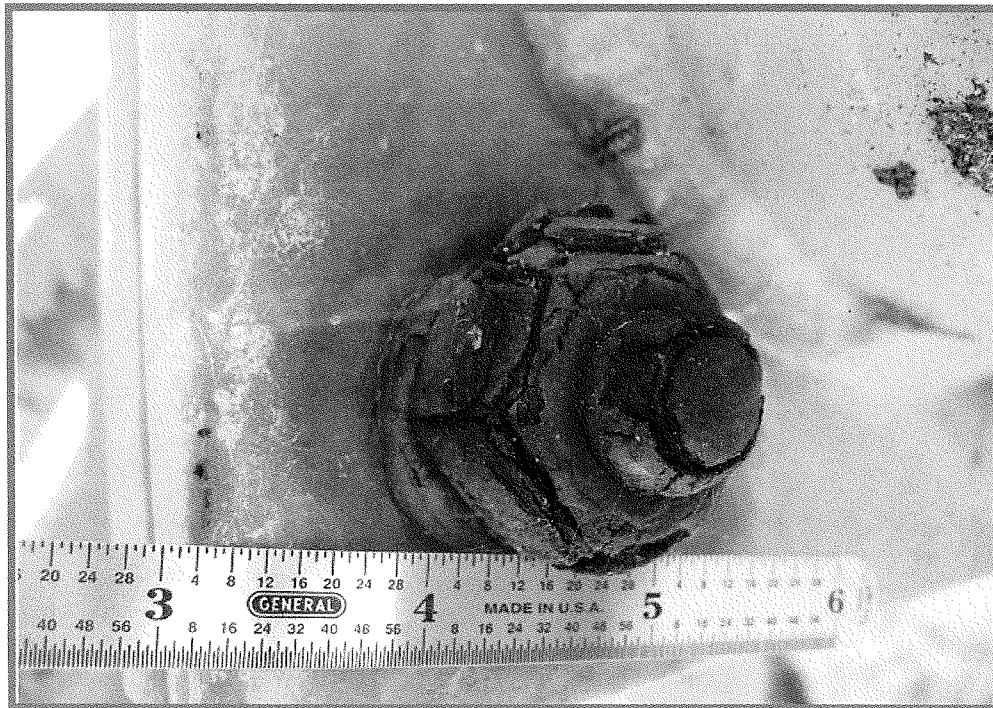
4340 steel step wedge (SN 02-7030)

**Dry Film Thickness Gauge:**

Elektro-Physik Type 1 Pull off gage (S/N 025962)



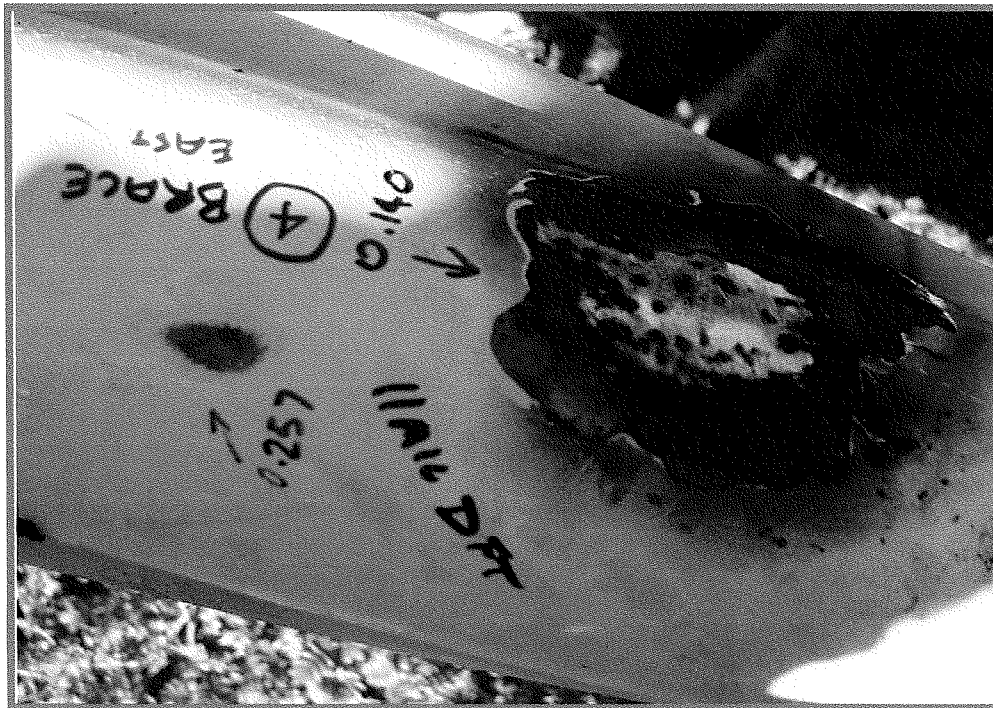
Connection plate typical of three that are located at the mid-span. These plates are between the main chords of the truss. They are the location of the bolts that are severely corroded. A corrosion site (9) is visible on the 2" brace in the foreground.



Typical condition of bolts that are located on the connection plates between the two halves of the bridge. The bolts are severely corroded and are loaded in direct tension (bottom chord). These bolts should be replaced immediately pursuant to an engineered procedure.



This view shows the typical condition of the bridge overall.



Typical condition at a sampled corrosion location. The corroded area on the right was measured as 0.140" thick with UT. The un-corroded area toward the left shows 0.257". The significant rust scaling is visible around the area that was prepared by sanding to sound metal.

Task Order 2-07

SAN SIMEON COMMUNITY SERVICES DISTRICT (“DISTRICT”)

AND

BOYLE ENGINEERING, A PROFESSIONAL CORPORATION (“CONSULTANT”)

This Task Order is issued by DISTRICT and accepted by CONSULTANT pursuant to the mutual promises, covenants, and conditions contained in the Agreement between the above named parties dated the 8<sup>th</sup> day of February 2005.

I. PURPOSE

The purpose of this Task Order is to obtain engineering services to develop a strategic approach to obtaining funding for District projects.

II. SCOPE OF WORK

Boyle and their subconsultant, Kestrel Consulting, Inc. will become familiar with specific District projects and master planned projects through phone interviews and document review. Boyle will perform as an extension of District staff to coordinate with the subconsultant, and to provide detailed project information as required. Once priorities and relationships are clear, we will have collaborative discussions with District staff, potential partners, grant makers and others to identify potential mechanisms for funding. After additional research, we will suggest integrated funding strategies for the top 2-4 projects. Our expertise lies in grants, low interest loans and development of partnerships. Only feasible funding strategies will be suggested. If the District chooses to go forward, we can help with implementation, and will propose a separate scope of work at that time.

Some aspects of the strategy may also need further development, for example, positioning for future water bond funding, or elevating the profile of local issues in regional plans. It should be said that there is no “magic bullet.” Grants, partnerships and loans are available to offset project costs; but pricing that recovers the costs of building, operating, and maintaining a system is essential to achieving sustainability. Grant makers want to see that drinking water and wastewater utilities price their water to reflect the full costs of treatment and delivery.

To accomplish the goals stated above, we propose the following scope of work:

- ❖ Review relevant plans and supporting documents;
- ❖ Conduct phone interviews with District staff, partners, regulators, consultants and others associated with priority projects;
- ❖ Initiate collaborative discussions of potential funding mechanisms;

- ❖ Research relevant state and federal grant and loan programs to determine suitability; and
- ❖ Suggest a feasible strategy for funding the top 2-4 priority projects. Strategies may include grants, loans and partnerships. We may also discuss ways to increase grant-makers' awareness of projects and local need. **The final product in this task will be a summary letter report and a conference call or meeting with you to discuss. The report will identify next steps for implementation.**

III. PROJECT SCHEDULE

Work shall be completed within 6 weeks from Notice to Proceed.

IV. PROJECT BUDGET

Compensation for scope of services described herein will be made on a time and materials basis with a budget maximum of \$10,000 which will not be exceeded without written authorization from the District.

V. PAYMENT

CONSULTANT shall perform the proposed Scope of Work in accordance with the project budget estimate. Services shall be invoiced monthly on an accrued cost basis. Total fees shall not exceed the estimated fee of \$10,000 without additional written authorization from the District.

EFFECTIVE DATE

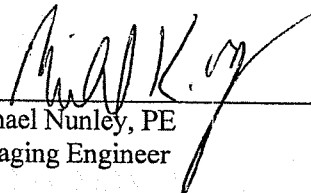
This Task Order No. 2-07 is effective as of the 24<sup>th</sup> day of SEPTEMBER, 2007.

IN WITNESS WHEREOF, duly authorized representatives of the DISTRICT and of the CONSULTANT have executed this Task Order No. 2-07 evidencing its issuance by DISTRICT and acceptance by CONSULTANT.

BOYLE ENGINEERING,  
A California Corporation

SAN SIMEON COMMUNITY SERVICES  
DISTRICT

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2007

By:   
Michael Nunley, PE  
Managing Engineer

By: \_\_\_\_\_  
Charles Grace  
San Simeon Community Services District

**San Simeon Community Service District  
Capital Improvement Projects recommended by  
contract engineers  
October 10, 2007**

**1. Rehabilitation of Water Wells**

Well 1 was constructed in 1952; well 2 in 1967. Since then, no significant rehabilitation has been done except for the replacement of the electrical wiring.

Recommended by engineers:

a. Replacement of pumps, sheds, and associated piping	\$98,000
b. Replacement of electrical equipment and instrumentation	\$183,000
c. Demolition of existing facilities	\$5,000
d. Misc. (mobilization, earthwork, structural)	\$25,000
e. Contingency (30%)	\$59,000
f. Engineering services	<u>\$66,000</u>
Total	\$436,000

**2. Rehabilitation of Water Distribution System**

The 'water distribution system' here means the underground piping and the storage reservoir(s) (which together limit how much water (gallons per minute) can be provided to any user at any instant of time).

Our engineers report that the existing water distribution system is deficient for two reasons:

Although the current system provides adequate water flow for the current users under normal usage,

i it does not provide an adequate quantity of water flow for fire-fighting for the current users, and

ii it does not provide an adequate quantity of water flow for new users if/when new sources of water are available and new commercial and residential building is allowed.

The solutions to these two deficiencies have a great deal of overlap—both require replacing virtually our entire underground piping system, and the construction of additional reservoir(s). The larger pipes needed for correcting the current fire-flow deficiencies are the same larger pipes needed for higher water consumption resulting from new water sources and new customers. [ If we replace all of our underground pipes to correct the fire-flow problem, we would size the new pipes to also serve any possible new customers]

Recommended by our engineers:

a. Replacing underground pipes	\$2,255,000
b. Additional reservoir(s)	<u>\$1,450,000</u>
Total	\$3,705,000



### 3. Tertiary Treatment of Wastewater

The SSCSD Board has decided that the District would go forward with adding additional equipment at the waste-water treatment plant for improving the outfall discharged water to tertiary treatment standards ONLY if the District is able to obtain grants sufficient to cover the cost of the equipment and installation.

The Board has contracted with our engineers to do the required construction plans and specifications so that a more accurate estimate of costs can be obtained, thereby allowing the Board to seek grants for this project.

---

Engineers' estimation of costs for tertiary treatment: \$510,000

[This cost estimate is for the purchase and installation of the equipment to produce tertiary treated output to the ocean; it does not cover any costs for storage, distribution and monitoring needed to use this treated water for irrigation or any other allowed uses.]

**DRAFT**

**San Simeon Community Services District  
Wellhead Rehabilitation Project  
Design and Construction Phase Services**

**Project Understanding**

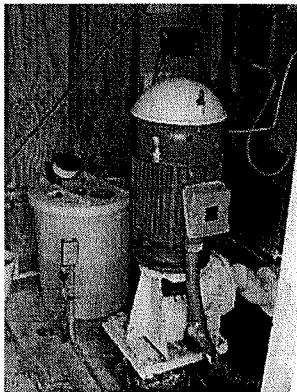
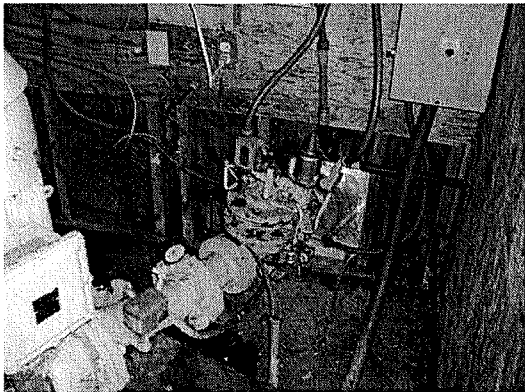
San Simeon relies solely on groundwater wells for its potable water supply. Two wells located in the Pico Creek Basin provide the District with water for commercial, residential, and fire protection uses. Through careful operation and management, these wells have performed admirably since 1952 and 1967, respectively, with few problems.

In October 2006, Boyle submitted a detailed evaluation of the District wellfield. The recommendations outlined in the report include:

- Replacement of vertical turbine pumps with submersible pumps;
- Video inspection, and if required, rehabilitation of well casing;
- Replacement of electrical and control equipment;
- Replacement of pump enclosures;
- Replacement of aboveground piping and valving (it is assumed that the new aboveground piping at the wellhead will be connected to the existing underground piping onsite);
- Installation of water level monitoring transducers and chart recorders; and
- Installation of security fencing around District wellfield property.



Boyle Engineering is pleased to present this budget and scope of work for the San Simeon Community Services District's Wellhead Rehabilitation Project. We look forward to assisting the District in their commitment to maintaining a safe and reliable water supply.



## Work Plan (cont'd)

### Scope of Services

#### Task Group 1 Preliminary Engineering

##### 1.1 Survey

Boundary and topographic survey was conducted by Twin Cities Surveying Inc. on 11/30/06. Project plans will be prepared on this existing base map in Autocad format.

##### 1.2 Preliminary Design Memorandum

Boyle will prepare three (3) copies of a technical memorandum summarizing the recommended improvements. The technical memorandum will address specific project elements, including:

- Wellhead enclosure size and material;
- Construction phasing and temporary water service;
- Site piping and operational strategy;
- Coordination with existing telemetry;
- Provisions for monitoring groundwater levels;
- Functionality and coating of existing standby generator;
- Security fencing; and
- Coordination with future projects involving SCADA and telemetry improvements.

Boyle will request written approval of the technical memorandum before proceeding with 50 percent plans and specifications.

##### 1.3 Permitting Assistance

Boyle will attend one meeting with San Luis Obispo County Planning Department to assist the District in obtaining permitting for the project. It is assumed that the District staff will prepare an application and obtain a County Building Permit for repair and maintenance. If a Development Plan (DP)/Coastal Development Permit (CDP) or Minor Use Permit (MUP) is required, Boyle will submit a Scope and Budget Amendment Request for District approval. Boyle will also provide a copy of the technical memorandum to County Environmental Health Services, and will participate in one meeting or conference call to discuss the project.

#### Task Group 2 Construction Documents

Two copies of the 50 percent plans and specifications will be provided. This progress submittal will be on 11" x 17" sheets. Final plans will be 1 in. = 20 ft. scale on 24" x 36" sheets. A total of two final copies will be provided, including one camera-ready set of plans and specifications.

##### 2.1 Construction Plans and Technical Specifications

The final construction documents are anticipated to include the following sheets in one complete bid package:

- G1 – Title & Notes
- C1 – Piping and Site Plan
- C2 - Elevation View
- D1 –Miscellaneous Details
- E1-E2 – Electrical Plans and Details

It is assumed that the District will coordinate any relocations with utility companies, will pay any utility service or relocation fees, and will fill out any service contracts.

## **2.2 Contract Documents**

Boyle will prepare a complete bid package including General Provisions and bid forms.

## **2.3 Opinion of Probable Construction Cost**

Boyle will prepare and submit a final opinion of construction cost following the acceptance of final project plans and specifications.

## **Task Group 3 Construction Phase Services**

### **3.1 Bid Phase Services**

During the bid phase, Boyle will attend a pre-bid meeting, attend a construction job walk, respond to up to four requests for information, and prepare and distribute up to two addenda. We will examine bids and make a recommendation regarding award of contract. The District will be responsible for reproducing and distributing the bid documents.

### **3.2 Construction Observation**

Boyle will provide an onsite observer at the project site for monitoring the quality of the Contractor's work. Boyle will also prepare documentation of construction tasks. We have assumed a construction duration of 60 working days, and have assumed that the construction observer would be onsite 50% of the time. Boyle will work closely with the contractor performing the well casing inspection, and will make recommendations to the District based on the contractor's findings.

### **3.3 Progress Meetings**

Boyle will attend two (2) progress meetings to discuss the status of the project.

### **3.4 Respond to RFIs and Change Orders**

During the construction phase, Boyle will log, manage, and respond to up to four (4) Requests for Information from the Contractor. Boyle will also review proposed change orders submitted by the Contractor or requested by the District and provide a recommendation for approval or rejection.

### **3.5 Final Inspection and Recommendations**

Boyle will observe the completed construction and prepare a punch-list of items recommended for completion.

### **3.6 Prepare Record Drawings**

Boyle will prepare record drawings based on the Contractor's markups of the construction plans.

### **3.7 Optional Task Item - Operations Manual**

At the District's request, Boyle will provide a budget and scope for preparation of an operations manual for each wellhead. Fee for this optional task item has not been included in this budget.

**Proposed Schedule**

The following table outlines our anticipated schedule:

<b><u>Milestone Schedule</u></b> <b>San Simeon CSD</b> <b>Wellfield Rehabilitation Project</b>		
<b>Milestone</b>		<b>Completion</b>
1	Notice to Proceed	
2	Preliminary Design Memorandum	4 weeks after NTP
3	Submit 50% Design Submittal	4 weeks after written approval of Preliminary Design Memorandum
4	Submit Final Design Documents	Within 4 weeks of receipt of District's 50% Design comments

**District's Responsibilities**

1. Potholing of existing utilities;
2. Construction staking; and
3. Permitting and easements.

**Budget for Engineering Services**

The attached Project Budget has been prepared based on Boyle's Standard Fees Schedule (Exhibit B) as attached. **We propose to perform the scope of work outlined above on a time-and-materials basis with a not-to-exceed budget of \$74,392.**

<b><u>Budget</u></b> <b>San Simeon CSD</b> <b>Wellfield Rehabilitation Project</b>	
Preliminary Engineering and Construction Documents	\$38,946
Construction Phase Services	\$35,446

Project Budget

**DRAFT**

Engineering Services  
San Simeon Wellhead Rehabilitation

9/10/2007

Task Description	Personnel Hours					Budget				
	Principal	Senior I	Assistant	Drafter	Total Hours	Labor	Subconsultant	Non-labor Fees	Total Non-Labor	Total
<b>Preliminary Engineering</b>										
Preliminary Design Memorandum	1	32		12	45	\$ 5,810		\$ 465	\$ 465	\$ 6,275
Permitting Assistance		8			8	\$ 1,120		\$ 90	\$ 90	\$ 1,210
<b>Subtotal</b>	<b>1</b>	<b>40</b>	<b>-</b>	<b>12</b>	<b>53</b>	<b>\$ 6,930</b>	<b>\$ -</b>	<b>\$ 554</b>	<b>\$ 554</b>	<b>\$ 7,484</b>
<b>Construction Documents</b>										
Construction Plans (4 sheets)		20	40	60	120	\$ 12,700		\$ 1,016	\$ 1,016	\$ 13,716
Electrical Plans and Specs (2 sheets)						\$ -	\$ 7,000	\$ -	\$ 7,000	\$ 7,000
Technical Specifications		15	40		55	\$ 6,300		\$ 504	\$ 504	\$ 6,804
Contract Documents		12			12	\$ 1,680		\$ 134	\$ 134	\$ 1,814
Opinion of Probable Construction Cost		4	8		12	\$ 1,400		\$ 112	\$ 112	\$ 1,512
QC	3				3	\$ 570		\$ 46	\$ 46	\$ 616
<b>Subtotal</b>	<b>3</b>	<b>51</b>	<b>88</b>	<b>60</b>	<b>202</b>	<b>\$ 22,650</b>	<b>\$ 7,000</b>	<b>\$ 1,812</b>	<b>\$ 8,812</b>	<b>\$ 31,462</b>
<b>Construction Phase Services</b>										
Bid Phase Services		8			8	\$ 1,120		\$ 90	\$ 90	\$ 1,210
Construction observation		40	200		240	\$ 26,600		\$ 2,128	\$ 2,128	\$ 28,728
Respond to RFIs and Cos		12	8		20	\$ 2,520		\$ 202	\$ 202	\$ 2,722
Final Inspection and Recommendations		4	4		8	\$ 980		\$ 78	\$ 78	\$ 1,058
Progress meetings (2)		6			6	\$ 840		\$ 67	\$ 67	\$ 907
Prepare Record Drawing:				8	8	\$ 760		\$ 61	\$ 61	\$ 821
<b>Subtotal</b>	<b>-</b>	<b>70</b>	<b>212</b>	<b>8</b>	<b>290</b>	<b>\$ 32,820</b>	<b>\$ -</b>	<b>\$ 2,626</b>	<b>\$ 2,626</b>	<b>\$ 35,446</b>
<b>Total</b>	<b>4</b>	<b>161</b>	<b>300</b>	<b>80</b>	<b>545</b>	<b>\$ 62,400</b>	<b>\$ 7,000</b>	<b>\$ 4,992</b>	<b>\$ 11,992</b>	<b>\$ 74,392</b>

Amounts shown are fee.

Personnel Category	S/HR
Principal	\$190.00
Senior I	\$140.00
Assistant	\$105.00
Drafter	\$95.00



**BOYLE ENGINEERING CORPORATION  
(SAN LUIS OBISPO OFFICE)**

**FEE SCHEDULE FOR PROFESSIONAL SERVICES  
Effective January 1, 2007**

**Engineers, Planners, Architects, Scientists:**

Principal	\$190.00 per hour
Senior II	\$155.00 per hour
Senior I	\$140.00 per hour
Associate	\$120.00 per hour
Assistant	\$105.00 per hour
Construction Observer	\$105.00 per hour

**Technical Support Staff:**

Design/CADD Supervisor	\$110.00 per hour
Senior Designer/Design CADD Operator	\$105.00 per hour
Drafter/CADD Operator	\$95.00 per hour
Clerical/General Office	\$67.00 per hour

**General Project Expenses** <sup>(1)</sup> 8% of Labor

**Direct Project Expenses**

Other Reproduction (8-1/2 x 11/11x17 Color)	\$1.15/1.50 per page
Plan Sheet Printing – In House Bond / Mylar	\$3.00/7.00 per sheet
Subcontracted Services/Reproduction	Cost + 10%
Subcontracted or Subconsultant Services	Cost + 10%
Auto Mileage for Construction Phase Services	\$0.60 per mile
Travel & Subsistence (other than mileage)	Cost
Miscellaneous Supplies/Services	Cost + 10%

If authorized by the Client, an overtime premium multiplier of 1.5 may be applied to the billing rate of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours.

Applicable sale taxes, if any, will be added to these rates. Invoices will be rendered monthly. Payment is due upon presentation.

Fee schedule is subject to change.

<sup>(1)</sup> Includes mail, telephone, fax, office photo copies, personal computers and mileage (except as noted).

# San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

September 25, 2007

San Simeon District  
Attn: Accounting / Earl Moon / Nick Franco  
750 Hearst Castle Road  
San Simeon, CA 93452

Dear Mr. Moon and Mr. Franco

It was a pleasure meeting with you and Nick Franco on August 31, 2007 to discuss various issues such as beach enforcement jurisdiction, posting dog leash signs and the State's lift station pipeline project. Also during the meeting, our letter to you dated January 17, 2007 requesting partial reimbursement for repairs and maintenance activities which had taken place at the San Simeon Wastewater Treatment Plant was presented by you for discussion. Said letter itemized repair and maintenance cost incurred by the District for repair and maintenance performed at the Wastewater Treatment Plant.

At that time, it was stated that your interpretation of the 1971 agreement between the State of California Department of Parks and Recreation (State) and the San Simeon Community Services District (District), sets forth a quarterly charge based on one-fourth of the annual cost incurred by the District multiplied by a ratio established by dividing total gallonage of sewage discharged from the State, by the total gallonage of sewage treated by the District should be inclusive of the January 17, 2007 repair and maintenance reimbursement request.

District staff has had the opportunity since our meeting to re-visit the 1971 agreement between the State and the District. It is our pleasure to inform you that we agree with your interpretation of the agreement. In addition to District Staff's review of the agreement, Staff also reviewed quarterly invoices presented to the State. Our review of invoices dating back to June 2004 brought to light that it is necessary for the District to update the Annual Operating Expense for Wastewater as used to calculate the State's quarterly charge for District services.

Our review of the District's annual operating expense as used to calculate the State's 2004 to 2005 operating expenses yielded a value of \$445,790 and our review of 2005 to 2006 operating expenses yielded a value of \$711,806.

An updated Annual Operating Expense for Wastewater will be provided on future quarterly invoices and the invoice for the period of July through September 2007 will include itemized adjustments for previous quarterly invoices dating back to June 2005 as previous invoices reflected a total Annual Operating Expense of \$430,091 for Wastewater prior to our review of operating, maintenance and repair cost.

If you need additional information please contact me at 805 927-4778.

Sincerely,

A handwritten signature in black ink, appearing to be 'Charles Grace', followed by a horizontal line extending to the right.

Charles Grace  
General Manager  
San Simeon CSD

Meeting Date: 10 | 10 | 07

Meeting Type: Regular

Call to Order Time: 6:08 pm

Director Roll Call:

P=Present A= Absent

Lambeth P

Ricci P

Russell P

Fields P

McAdams A

Staff:

Grace

Schultz

Facility Manager

District Manager

Other

Approval of Minutes for:

Motion September 12, 2007

Second Listen to CD to get who not signed and who signed

Vote ~~A~~ All in Favor

Approval of Minutes for:

Motion ~~Russell~~

Second ~~Fields~~

Vote ~~All in Favor~~

Approval of Warrants for:

Motion Russell

Second Fields

Vote ~~A~~ All in Favor



TO DISCUSS APPROVAL TO APPROVE PREPARE BUDGET TO APPROVE PREPARE BUDGET TO APPROVE PREPARE BUDGET  
 TO APPROVE PREPARE BUDGET TO APPROVE PREPARE BUDGET TO APPROVE PREPARE BUDGET  
 TO APPROVE PREPARE BUDGET TO APPROVE PREPARE BUDGET TO APPROVE PREPARE BUDGET

<b>Discussions/Action Items:</b>	
Motion <del>to</del> John Russell Second Alan Fazel	A. Review / Approval Budget and scope of work for water pipe rehabilitation (vice chair person Russell)
<b>Discussions/Action Items:</b>	All in Favor
Motion <del>to</del> Second	B. Sewer Pipe Scope Integrity Test (General Manager) <del>to support the sewer and water</del> FIELDS RECEI
Vote	All in Favor
<b>Discussions/Action Items:</b>	C. Grant water proposal (General Manager) <del>to support the sewer and water</del>
Motion Second	
Vote	
<b>Discussions/Action Items:</b>	Barrio Committee Reports GENERAL DISCUSSION
Motion Second	
Vote	
<b>Next Meeting Agenda Items:</b>	
1	INVEST BUDGET AFTER WE GET MORE INFO FROM COURTESY
2	IN
3	DEC OR JANUARY ASK THEM TO APPROVE
4	
<b>Notes:</b>	
<b>Adjournment Time:</b>	