

* Public Copy

**Board of Directors
San Simeon Community Services District**



BOARD PACKET

**Wednesday, September 12, 2012
Regular Meeting 6:00 pm**

Cavalier Banquet Room
250 San Simeon Avenue
San Simeon, CA

Prepared by  **APT water**

AGENDA
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, September 12, 2012
6:00 pm

CAVALIER BANQUET ROOM
250 San Simeon Avenue
San Simeon, CA

Note; All comments concerning any item on the agenda are to be directed to the Board Chairperson

1. NO CLOSED SESSION

2. REGULAR SESSION: 6:00

- A. Roll Call
- B. Pledge of Allegiance

3. 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** – Report for August

4. STAFF REPORTS

A. General Manager's Report

- 1. **Staff Activity** – Report on Staff activities for the month of August.
- 2. **Grants, Loans and Partnership Opportunities** – Update on USDA Loan
- 3. **Small Scale Recycled Water Project** – Verbal update on Status of project.
- 4. **PG&E Street Light update**
- 5. **Rip Rap update**

B. Superintendent's Report

- 1. **Wastewater Treatment Plant** – Summary of operations and maintenance for August.

2. **Water Distribution Systems** – Distribution performance for the Month of August.
3. **District Streets Maintenance** – Summary of street maintenance.

C. **District Financial Summary** – Update on Monthly Financial Status for close of business August 31, 2012.

D. **District Counsel's Report** – Oral Report on current issues.

5. **ITEMS OF BUSINESS**

A. **Approval of last month's minutes** - August 16, 2012.

B. **Approval of Disbursements Journal** – September 12, 2012.

6. **DISCUSSION/ACTION ITEMS**

No Discussion Action Items for the month of September

7. **Board Committee Reports** – Oral Report from Committee Members.

8. **Board Reports** – Oral Report from Board Members on current issues.

9. **BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS**

10. **ADJOURNMENT**

GENERAL MANAGER'S REPORT
Charles Grace
Staff Activities for August

General Manager's Report
September 12, 2012

1. Staff Activity – Report on Staff activities for the month of August. Along with billing and collections, Staff Worked with counsel on USDA engineer contracts. APT Staff has been providing project coordination and labor for the SSRWP. Staff has repainted the District office along with weed and hedge maintenance.

2. Grants, Loans and Partnership Opportunities –

USDA Loan:

The USDA has approved all engineering contracts and has forwarded the Bid Process to Phoenix Engineering to commence.

3. Small Scale Recycled Water Project –

Verbal update on Status of project.

4. PG&E Street Light update

Staff has contacted PG&E regarding the replacement pole program. PG&E projects start date around November or December. They will contact us when they have a schedule in place.

5. Rip Rap update – Cathy Novak

Ms. Novak has received word that the Coastal Commission (CCC) will be giving us back the application, due to legal requirements (need more information). She has sent a response back to the CCC to see if she can set up a phone meeting to discuss what is needed. She has not heard a response back yet.

SUPERTINTENDENT'S REPORT
Jerry Copeland
Facilities Update for August

SAN SIMEON COMMUNITY SERVICES DISTRICT

Superintendent's Report

Activities of August 2012

Wastewater Treatment Plant

- The wastewater treatment plant performed well this month. Staff continued with the manufacturer's recommended preventive maintenance on the facility equipment. Quarterly maintenance was performed on Blower #4.
- Staff performed all sampling and testing at the wastewater treatment plant as required by the RWQCB.
- Staff continued with sampling and testing protocol for the for the HiPOx equipment. The discharge line and hydrant were installed for the recycled water project. Various trenches around the construction areas were backfilled.
- One load of sludge was hauled away.

Water Distribution System

- All routine sampling and testing was performed.
- Monthly meter reading was performed.
- The magnetic coil on the motor starter for well pump #2 failed. It was removed and replaced and is back online.

District and Equipment Maintenance

- Staff continues with all of the scheduled preventive maintenance for all the equipment at the facilities. We are recording all of these activities.

San Simeon Community Services District - Monthly Data Report - August 2012

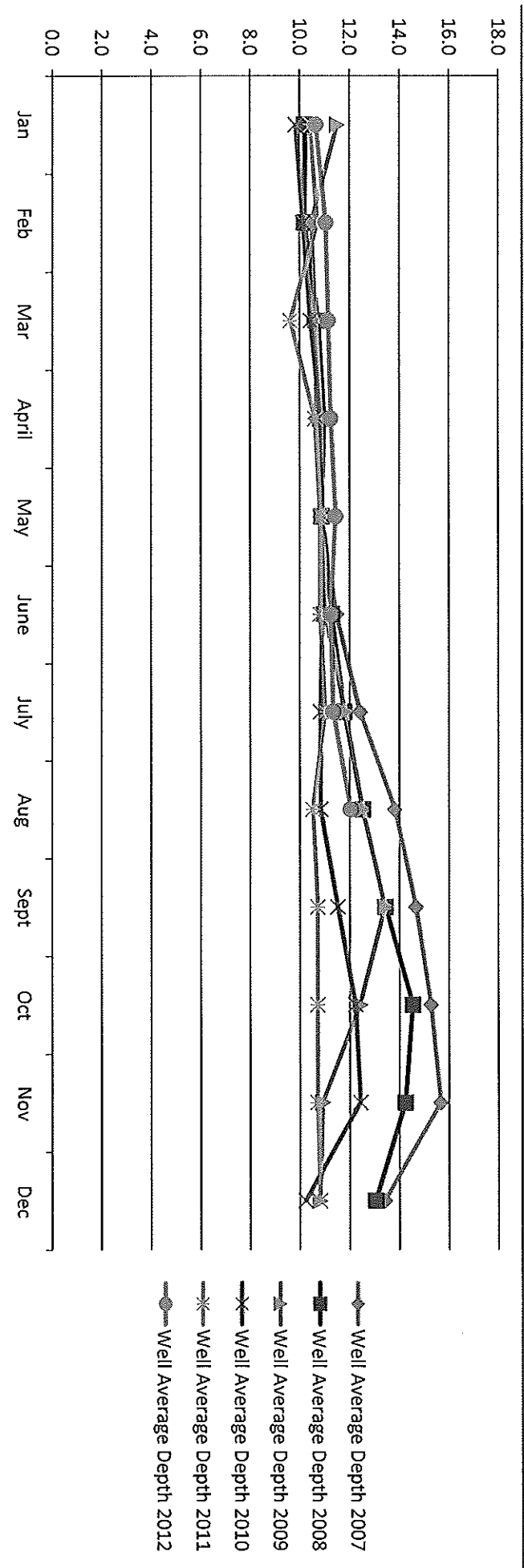
Date	Day	Wastewater Influent Daily flow	Wastewater Effluent Daily Flow	CALCULATED Well 1 Total Pumped	CALCULATED Well 2 Total Pumped	CALCULATED Total Daily Water Produced	Water Level Well 1	Water Level Well 2	Rainfall In Inches	INPUT State Sewer Daily Flow
08/01/12	Wed	104,916	102,490	133,443	0	133,443	11.5	11.6	0.00	15,392
08/02/12	Thu	100,131	117,190	77,418	0	77,418	11.6	11.7	0.00	15,143
08/03/12	Fri	121,920	121,660	137,183	0	137,183			0.00	14,218
08/04/12	Sat	118,872	122,630	127,534	0	127,534	11.6	11.7	0.00	16,840
08/05/12	Sun	101,092	119,340	73,154	0	73,154	11.7	11.8	0.00	18,369
08/06/12	Mon	106,006	109,570	135,313	0	135,313			0.00	14,699
08/07/12	Tue	106,402	114,110	103,748	0	103,748	11.8	11.9	0.00	16,961
08/08/12	Wed	108,718	114,590	69,489	0	69,489	11.8	11.9	0.00	15,440
08/09/12	Thu	106,536	115,750	133,144	0	133,144	11.7	11.8	0.00	18,313
08/10/12	Fri	114,563	114,910	74,950	0	74,950	11.9	12.0	0.00	14,365
08/11/12	Sat	121,776	120,860	139,876	0	139,876			0.00	18,158
08/12/12	Sun	107,930	112,920	78,241	0	78,241	11.9	12.0	0.00	17,459
08/13/12	Mon	109,951	112,070	134,490	0	134,490	11.9	12.0	0.00	14,749
08/14/12	Tue	95,635	100,990	70,910	0	70,910	11.9	12.0	0.00	16,832
08/15/12	Wed	101,532	110,250	136,286	0	136,286	11.9	12.0	0.00	15,222
08/16/12	Thu	87,851	103,580	64,328	0	64,328	12.0	12.1	0.00	16,296
08/17/12	Fri	101,335	109,460	82,953	59,092	142,045	11.9	12.0	0.00	19,343
08/18/12	Sat	103,314	114,610	75,997	0	75,997	11.9	12.0	0.00	8,667
08/19/12	Sun	101,184	107,240	8,452	84,898	93,350	11.9	12.0	0.00	16,502
08/20/12	Mon	100,537	103,130	78,914	59,242	138,156			0.00	11,986
08/21/12	Tue	98,947	112,560	70,761	0	70,761	12.2	12.3	0.00	14,443
08/22/12	Wed	91,969	95,310	14,436	61,934	76,371	12.0	12.1	0.00	13,426
08/23/12	Thu	88,935	92,780	76,670	23,487	100,157	11.9	12.0	0.00	13,116
08/24/12	Fri	92,706	86,840	1,720	73,434	75,154	12.0	12.1	0.00	11,632
08/25/12	Sat	101,266	91,720	83,178	67,096	150,273			0.00	12,049
08/26/12	Sun	90,011	91,960	65,226	6,283	71,509	12.2	12.3	0.00	14,630
08/27/12	Mon	80,971	104,060	72,481	299	72,780	12.2	12.3	0.00	11,633
08/28/12	Tue	75,755	84,960	0	65,226	65,226	12.2	12.3	0.00	11,015
08/29/12	Wed	79,165	68,030	73,379	0	73,379	12.2	12.3	0.00	9,556
08/30/12	Thu	75,487	71,460	0	71,359	71,359	12.1	12.2	0.00	11,422
08/31/12	Fri	87,493	80,130	75,997	19,972	95,968	12.1	12.2	0.00	10,955
TOTALS		3,082,906	3,227,160	2,469,672	592,321	3,061,993			0.00	448,831
Average		99,449	104,102	79,667	19,107	98,774	11.9	12.0	0.00	14,478
Minimum		75,487	68,030	0	0	64,328	11.5	11.6	0.00	8,667
Maximum		121,920	122,630	139,876	84,898	150,273	12.2	12.3	0.00	19,343

DATA SUMMARY SHEET

	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Total for 2012
2012													
Wastewater Final Effluent (Month Cycle)	2,282,400	2,013,230	2,330,795	2,716,990	2,525,450	2,715,470	3,502,920	3,227,160					21,314,415
Wastewater Influent	2,374,670	2,155,421	2,402,116	2,798,195	2,575,428	2,749,696	3,298,298	3,082,906					21,416,730
Adjusted Wastewater Influent (- State Flow) *	2,100,280	1,917,729	2,145,425	2,464,553	2,265,629	2,380,258	2,801,758	2,634,075					18,709,707
Water Produced (month cycle)	1,981,790	1,852,198	1,796,370	2,288,880	2,390,907	2,672,903	3,132,146	3,061,993					19,177,187
Sewer Influent/Water Produced Ratio	1.15	1.15	1.34	1.19	1.07	1.03	1.05	1.01					N/A
Adjusted Sewer/Water Ratio	1.06	1.04	1.19	1.08	0.95	0.89	0.90	0.86					N/A
Total Well Production	1,981,790	1,852,197	1,796,370	2,288,880	2,390,907	2,672,903	3,132,146	3,061,993					19,177,186
Well 1 Water Pumped	1,811,620	753,161	1,202,260	920,938	1,572,371	1,793,255	2,823,774	2,469,672					13,347,051
Well 2 Water Pumped	170,170	1,099,036	594,110	1,367,942	818,536	879,648	308,372	592,321					5,830,135
Water Well 1 Avg Depth to Water	10.6	10.9	11.0	11.1	11.3	11.2	11.2	11.9					N/A
Water Well 2 Avg Depth to Water	10.7	11.0	11.1	11.2	11.4	11.2	11.3	12.0					N/A
Average Depth of Both Wells	10.7	11.0	11.1	11.2	11.4	11.2	11.3	12.0					N/A
Change in Average Well Depth from 2011	-0.2	-0.3	-1.5	-0.6	-0.6	-0.4	-0.3	-1.5					N/A
State Wastewater Treated	274,390	217,692	256,691	333,642	309,799	369,438	496,540	448,831					2,707,023
State % of Total WW Flow	12%	10%	11%	12%	12%	13%	15%	15%					N/A
Biosolids Removal (Gallons)	6,000	0	6,000	6,000	6,000	6,000	6,000	6,000					42,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	0					0
Constituent Exceeded	None	None	None	None	None	None	None	None					N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A					N/A
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A					N/A
2011													
Wastewater Influent	2,751,319	2,612,956	3,533,336	2,489,112	2,448,333	2,789,621	3,220,512	3,224,824	2,760,550	2,635,506	2,383,662	2,337,981	33,187,712
Adjusted Wastewater Influent (- State Flow) *	2,391,644	2,225,772	3,067,170	2,182,733	2,136,474	2,444,591	2,748,834	2,768,508	2,441,709	2,365,703	2,154,301	2,089,096	29,016,535
Water Produced (month cycle)	1,767,449	1,521,806	1,554,527	2,091,782	2,300,004	2,542,228	3,134,419	3,130,978	2,710,594	2,335,032	1,796,995	1,465,182	26,350,996
Sewer Influent/Water Produced Ratio	1.56	1.60	2.27	1.19	1.07	1.10	1.03	1.03	1.02	1.13	1.30	1.60	N/A
Adjusted Sewer/Water Ratio	1.35	1.70	1.97	1.14	0.93	0.96	0.88	0.88	0.90	1.01	1.20	1.43	N/A
Average Depth of Both Wells	10.5	10.7	9.6	10.6	10.8	10.8	11.0	10.5	10.7	10.7	10.7	10.8	N/A
Change in Average Well Depth from 2010	-0.7	-0.6	+0.8	+0.2	0.0	+0.1	-0.3	+0.3	+0.8	+1.5	+1.7	-0.6	N/A
State Wastewater Treated	359,675	284,781	466,166	306,379	311,859	345,030	471,678	456,316	318,841	269,803	228,361	248,885	4,067,774
State % of Total WW Flow	13%	13%	13%	12%	13%	12%	15%	14%	12%	10%	10%	11%	N/A
Biosolids Removal (Gallons)	6,000	6,000	6,000	6,000	6,000	6,000	6,000	12,000	6,000	6,000	6,000	0	66,000
WW Permit Limitation Exceeded	1	None	None	None	None	None	None	None	None	None	None	None	1
Constituent Exceeded	Coliform	0	0	0	0	0	0	0	0	0	0	0	N/A
Sample Limit	2400	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sample Result	3000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

The formula for calculation of "State % of total WW Flow" compares the State Wastewater Treated to the Wastewater Influent Flow.

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Well Average Depth 2007	10.3	10.2	10.7	10.7	10.9	11.5	12.4	13.8	14.7	15.3	15.7	13.4
Well Average Depth 2008	10.2	10.2	10.7	11.0	10.9	11.3	11.8	12.5	13.4	14.5	14.2	13.0
Well Average Depth 2009	11.5	10.5	10.6	10.8	10.9	11.0	11.8	12.5	13.4	12.4	10.9	10.8
Well Average Depth 2010	9.8	10.1	10.4	10.8	10.8	10.9	10.8	10.8	11.5	12.2	12.4	10.2
Well Average Depth 2011	10.4	10.7	9.6	10.6	10.8	10.8	11.0	10.5	10.7	10.7	10.7	10.8
Well Average Depth 2012	10.6	11.0	11.1	11.2	11.4	11.2	11.3	12.0				



DISTRICT FINANCIALS
Renee Lundy

August 31, 2012

*** Financial Summary**

*** Balance Sheet**

*** Water Sales & Production**

SAN SIMEON COMMUNITY SERVICES DISTRICT

FINANCIAL SUMMARY

BILLING
August 31, 2012

July Billing Revenue	\$ 67,974.54
August Billing Revenue	\$ 71,555.26
Past Due (31 to 60 days)	\$ 0.00
Past Due (60 days)	\$ 364.64

RABOBANK SUMMARY
Ending Balances August 31, 2012

Money Marketing Account

Closing Balance	\$ 408,838.92
Reserve Fund	(\$250,000.00)
Hook up Deposits	(\$ 43,470.00)
Available Funds	\$ 115,368.92

SEP ACCOUNT 3

(transferred to SEP Checking)

General Checking Account	\$ 97,589.03
Well Rehab Project/USDA Checking Account	\$ 100.00
SEP Checking Account	\$ 6,836.09

LAIF Closing Balance August 31, 2012 **\$ 515.28**

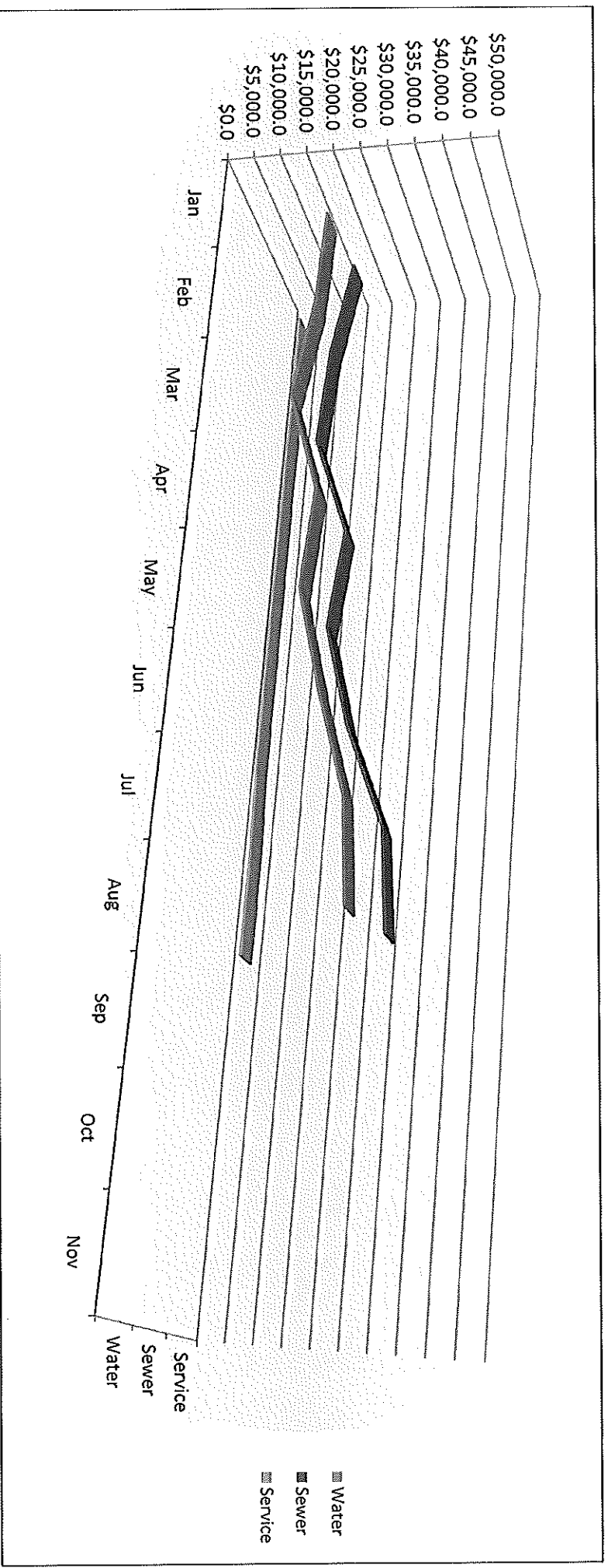
Accounts Payable (As of August 31, 2012) **\$ 1,418.27**

SAN SIMEON COMMUNITY SERVICES DISTRICT
Balance Sheet
As of August 31, 2012

	Aug 31, 12
ASSETS	
Current Assets	
Checking/Savings	
1010 · Petty cash	150.00
1020 · General checking	97,589.03
1021 · SEP Funds checking	6,836.09
1022 · USDA checking	100.00
1040 · Cash In county treasury	1,346.94
1050 · LAIF - nonrestricted cash	515.28
1060 · Money Market Account 9548643039	408,838.92
Total Checking/Savings	515,376.26
Other Current Assets	
1200 · Accounts receivable	64,237.70
1300 · Prepaid expenses	5,677.68
Total Other Current Assets	69,915.38
Total Current Assets	585,291.64
Fixed Assets	
1400 · Fixed assets	
1420 · Building and structures	395,874.73
1500 · Equipment	316,747.53
1540 · Major water projects	158,616.22
1580 · Sewer plant	1,488,555.08
1600 · Water system	550,390.00
1620 · WWTP expansion	299,565.92
1630 · Tertiary Project	237,884.19
1640 · Wellhead project	4,263.92
Total 1400 · Fixed assets	3,451,897.59
1690 · Accumulated depreciation	(1,791,455.47)
Total Fixed Assets	1,660,442.12
TOTAL ASSETS	2,245,733.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts payable	1,418.27
Total Accounts Payable	1,418.27
Other Current Liabilities	
2100 · Payroll liabilities	119.70
2500 · Customer security deposits	10,358.13
2510 · Connect hookup wait list	43,470.00
Total Other Current Liabilities	53,947.83
Total Current Liabilities	55,366.10
Total Liabilities	55,366.10
Equity	
3200 · Fund balance	2,183,002.39
Net Income	7,365.27
Total Equity	2,190,367.66
TOTAL LIABILITIES & EQUITY	2,245,733.76

2012 WATER SALES AND PRODUCTION

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Water	\$18,368.8	\$17,712.9	\$14,752.5	\$20,943.1	\$19,569.8	\$24,471.6	\$30,164.0	\$31,860.6					\$177,843.21
Sewer	\$19,403.2	\$16,370.8	\$15,243.1	\$22,112.6	\$20,266.8	\$25,270.9	\$32,911.6	\$34,733.9					\$186,312.93
Service	\$4,251.5	\$4,272.0	\$4,251.5	\$4,251.5	\$4,251.5	\$4,292.4	\$4,792.3	\$4,792.3					\$35,155.08
Total	\$42,023.5	\$38,355.7	\$34,247.2	\$47,307.2	\$44,088.1	\$54,034.9	\$67,867.9	\$71,386.8					\$399,311.2
Water Sold Cu Ft	248582	225987	201323	285397	264824	329516	361479	380540					2297648
Water Sold Acre ft	5.71	5.19	4.62	6.55	6.08	7.56	8.30	8.74					52.75



DISTRICT REVENUE

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YET
Water	\$18,368.8	\$17,712.9	\$14,752.5	\$20,943.1	\$19,569.8	\$24,471.6	\$30,164.0	\$31,860.6					\$177,843.2
Sewer	\$19,403.2	\$16,370.8	\$15,243.1	\$22,112.6	\$20,266.8	\$25,270.9	\$32,911.6	\$34,733.9					\$186,312.9
Service	\$4,251.5	\$4,272.0	\$4,251.5	\$4,251.5	\$4,251.5	\$4,292.4	\$4,792.3	\$4,792.3					\$35,195.1
Late Fees	\$509.5	\$66.6	\$177.6	\$204.2	\$268.6	\$195.6	\$106.6	\$170.8					\$1,699.5
State Billing			\$12,350.99			\$14,482.23		\$1,346.94					\$28,180.16
County Prop Tax	\$619.54	\$1,594.90	\$5,291.08	\$17,886.71	\$765.20	\$349.85	\$528.42						\$27,035.70
TOTAL	\$43,152.57	\$40,017.17	\$52,066.87	\$65,398.07	\$45,121.80	\$69,062.60	\$68,502.96	\$72,904.50	\$0.00	\$0.00	\$0.00	\$0.00	\$456,226.54

2012

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YET
Water	\$14,079.9	\$14,436.8	\$14,580.3	\$15,978.4	\$17,181.9	\$20,045.1	\$29,080.9	\$30,541.4	\$24,905.3	\$23,664.7	\$18,603.5	\$18,224.2	\$241,322.4
Sewer	\$14,010.9	\$14,599.5	\$13,759.0	\$16,248.7	\$17,077.0	\$20,232.7	\$30,694.0	\$32,170.1	\$26,341.4	\$24,926.1	\$19,583.4	\$19,169.6	\$248,812.4
Service	\$3,820.5	\$3,838.8	\$3,802.2	\$3,802.2	\$3,820.5	\$3,802.2	\$4,272.0	\$4,231.1	\$4,251.5	\$4,251.5	\$4,251.5	\$4,272.0	\$48,416.1
Late Fees	\$175.71	\$157.43	\$209.24	\$328.45	\$927.82	225.80	\$356.68	\$101.30	\$843.71	\$104.57	\$630.80	\$98.08	\$3,933.8
State Billing			\$11,953.63			\$13,715.07			\$15,046.67			\$14,638.77	\$55,354.1
County Prop Tax	\$1,477.22		\$5,052.73	\$19,947.64	\$1,010.56	\$455.35	\$2,191.03	\$15.30	\$1,449.09	\$2,573.45	\$8,150.50	\$25,373.46	\$67,696.3
TOTAL	\$33,564.21	\$33,032.51	\$49,357.12	\$66,305.40	\$40,017.76	\$58,250.42	\$66,594.53	\$67,059.19	\$72,837.69	\$55,520.40	\$51,219.72	\$81,776.15	\$665,535.10

2011

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YET
Water	\$14,655.9	\$12,301.9	\$12,308.1	\$17,354.2	\$16,361.6	\$23,235.2	\$23,422.1	\$24,495.2	\$24,323.5	\$18,281.7	\$17,712.1	\$13,309.5	\$217,760.9
Sewer	\$14,474.7	\$12,023.6	\$11,960.2	\$17,100.5	\$15,949.3	\$22,296.5	\$21,589.4	\$22,706.9	\$22,330.6	\$16,837.1	\$17,839.7	\$13,259.2	\$208,367.6
Service	\$3,498.7	\$3,498.7	\$3,481.9	\$3,498.7	\$3,498.7	\$3,481.9	\$3,835.7	\$3,820.5	\$3,802.2	\$3,802.2	\$3,802.2	\$3,857.1	\$43,878.5
Late Fees	\$214.07	\$130.07	\$132.54	\$158.48	\$754.55	\$291.27	\$870.23	\$578.79	\$96.79	\$55.83	\$254.46	\$260.05	\$3,797.1
State Billing			\$15,319.73			\$18,674.54			\$12,346.08			\$12,156.15	\$58,496.5
County Prop Tax	\$3,215.01	\$268.85	\$6,014.92	\$16,244.84	\$1,289.79	\$672.32	\$3,103.65	\$29.75	\$958.44	\$707.60	\$8,316.76	\$27,270.18	\$66,092.1
TOTAL	\$36,058.42	\$28,223.10	\$49,217.37	\$54,356.62	\$37,853.86	\$68,651.72	\$52,821.03	\$51,631.13	\$63,857.66	\$39,684.38	\$47,925.31	\$70,112.12	\$600,392.7

2010

ITEMS OF BUSINESS

*** Minutes – August 16, 2012**

*** Disbursements Journal – September 12, 2012**

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Thursday, August 16, 2012
6:00 pm

CAVALIER BANQUET ROOM
250 San Simeon Avenue
San Simeon, CA

Note; All comments concerning any item on the agenda are to be directed to the Board Chairperson

1. NO CLOSED SESSION

2. REGULAR SESSION@6:03

A. Roll Call:

Chairperson Ricci – Present
Vice-Chair Mc Adams – Present
Director Fields - Present
Director Price - Present
Director Williams - Present

Also Present:

General Manager - Charles Grace
District Counsel – Robert Schultz

B. Pledge of Allegiance

3. PUBLIC COMMENT: None

A. Sheriff's Report – None

B. Swearing In of Dan Williams to San Simeon CSD Board

4. STAFF REPORTS

A. General Manager's Report

1. Staff Activity – Report on Staff activities for the month of July. Along with billing and collections, Staff worked with counsel on USDA engineer contracts and coordinated with PG&E to get one of their Staff members to attend the District meeting. Staff attended a WRAC and CSDA meeting on behalf of the District. Currently WRAC is seeking applications for Grants for the 2014 year. State billing was prepared and a check has already been received for \$14,482.23. APT Staff has been providing project coordination and labor for the SSRWP. Staff has had a contractor provide weed abatement, curb and limit line painting.

2. Grants, Loans and Partnership Opportunities –

USDA Loan: The final engineering contracts have been sent to USDA for final approval. Staff is waiting to hear back from USDA's final comments.

There is currently no update on the Beach Accesses at the time this Board Packet was put together.

3. Small Scale Recycled Water Project –

We are continuing compliance sampling and we are close to completing the test.

B. Superintendent's Report

Wastewater Treatment Plant

- The wastewater treatment plant performed well this month. Staff continued with the manufacturer's recommended preventive maintenance on the facility equipment.
- Staff performed monthly, quarterly, semi-annual and annual sampling and testing at the wastewater treatment plant as required by the RWQCB.
- Staff participated in the start-up and subsequent sampling and testing protocol for the HiPOx equipment.
- One load of sludge was hauled away.

Water Distribution System

- All routine sampling and testing was performed including annual sampling at the well site as required by the CDPH.
- Monthly meter reading was performed.

District and Equipment Maintenance

- Staff continues with all of the scheduled preventive maintenance for all the equipment at the facilities. We are recording all of these activities.

- Staff painted additional curb red at Avonne and Pen Way as requested by the District Board. In addition, the limit lines at the stop signs around the District and the barrier at the intersection of Pico and Avonne were also painted.
- Staff continued with weed and brush abatement throughout the District and the facilities.

C. District Financial Summary – Update on Monthly Financial Status for close of business July 31, 2012.

**BILLING
July 31, 2012**

June Billing Revenue	\$ 54,126.59
July Billing Revenue	\$ 67,974.54
Past Due (31 to 60 days)	\$ 168.15
Past Due (60 days)	\$ 364.64

**RABOBANK SUMMARY
Ending Balances July 31, 2012**

Money Marketing Account	
Closing Balance	\$408,679.00
Reserve Fund	(\$250,000.00)
Hook up Deposits	(\$ 43,470.00)
Available Funds	\$ 115,209.00
SEP ACCOUNT 3	(transferred to SEP Checking)
General Checking Account	\$ 74,543.97
Well Rehab Project/USDA Checking Account	\$ 100.00
SEP Checking Account	\$ 6,836.09
LAIF Closing Balance July 31, 2012	\$ 515.28
Accounts Payable (As of July 31, 2012)	\$ 3,255.49

D. District Counsel's Report – Oral Report on current issues.

Besides general District duties and the election situation, Counsel finished up the settlement agreement with SWWC.

5. ITEMS OF BUSINESS

A. Approval of last month's minutes - July 19, 2012.

Motion to approve minutes with amendments

Motion by: Director Price

2nd by: Director Williams

All in: 5/0

B. Approval of Disbursements Journal – August 16, 2012.

Motion to approve Disbursements Journal as is.

Motion by: Vice-Chair McAdams

2nd by: Director Fields

All in: 5/0

6. DISCUSSION/ACTION ITEMS

A. Ordinance 112 – Mandated Recycle Water Use

An Ordinance mandating the use of recycled water from the District's recycle water facilities was discussed. The objective is for the District to continually focus on ways to improve and enhance the quality of service to its customers. In light of this objective, it is the policy of the District that recycled water shall be used within its service area wherever such use is economically justified, financially and technically feasible. This Ordinance shall mandate all persons, customers, and properties served by the District seeking recycled water to be required to only utilize the reclaimed water from the San Simeon Community Services District recycled water system.

Chairperson Ricci Y

Director Fields Y

Director Williams Y

Vice-Chair McAdams Y

Director Price Y

Motion by: Director Price

2nd by: Director Williams

7. Board Committee Reports – None

8. Board Reports – None

9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

10. ADJOURNMENT@6:56 pm

SAN SIMEON COMMUNITY SERVICES DISTRICT
Disbursements Journal
September 1 - 6, 2012

Type	Date	Num	Name	Memo	Amount	Balance
					Balance forward	97,589.03
Paycheck	09/01/2012	6713	ALAN FIELDS	Monthly service	-94.35	97,494.68
Paycheck	09/01/2012	6714	DAN WILLIAMS	Monthly service	-94.35	97,400.33
Paycheck	09/01/2012	6715	DOLORES RICCI	Monthly service	-94.35	97,305.98
Paycheck	09/01/2012	6716	LEROY E PRICE	Monthly service	-94.35	97,211.63
Paycheck	09/01/2012	6717	RALPH N MCADAMS	Monthly service	-94.35	97,117.28
Bill Pmt	09/06/2012	6718	APTwater, Inc	Operations management	-38,360.45	58,756.83
Bill Pmt	09/06/2012	6719	CALPERS	Monthly billing	-527.47	58,229.36
Bill Pmt	09/06/2012	6720	Glenn Burdette	Bookkeeping	-1,500.00	56,729.36
Bill Pmt	09/06/2012	6721	Michael O'Neill	Monthly maintenance fee	-275.00	56,454.36
Bill Pmt	09/06/2012	6722	Phoenix Civil Engineering, Inc	Engineering services	-520.00	55,934.36
Bill Pmt	09/06/2012	6723	ROBERT W SCHULTZ ESQ.	Services	-1,725.00	54,209.36
Bill Pmt	09/06/2012	6724	SLO County Newspapers	Ord 112	-40.80	54,168.56
Bill Pmt	09/06/2012	6725	Significant Digits, Inc.	Annual licensing fee for SDRreader (billing program)	-550.00	53,618.56
					-43,970.47	53,618.56
					-43,970.47	53,618.56

DISCUSSION & ACTION ITEMS

Discussion Action Items
September 12, 2012

There are no action items for the month of September.