

Board of Directors San Simeon Community Services District



BOARD PACKET

**Tuesday, November 10, 2020
Regular Meeting 3:00 pm**

Virtual Board Meeting via Zoom
Meeting Room: 927-053-7206
Password: 114376

Prepared by:



GRACE
ENVIRONMENTAL SERVICES

Board Meeting Brown Act Check Sheet

Does the agenda have the correct:

Meeting location

Meeting time

Is the agenda posted 72 hours prior to the Regular meeting

Posting 1 District Office

Posting 2 Corner Store

Posting 3 Chamber of Commerce

Is the agenda on the website 72 hours prior to the Regular meeting

Has the Board Packet been distributed to the Board

At the time of Packet Distribution to the Board has the Packet Been:

Distributed to the individuals / entities on the Distribution List

Loaded on the Website

Budget Committee Meeting

Does the agenda have the correct:

Meeting location

Meeting time

Is the agenda posted 72 hours prior to the Regular meeting

Posting 1 District Office

Posting 2 Corner Store

Posting 3 Chamber of Commerce

Water Committee Meeting

Does the agenda have the correct:

Meeting location

Meeting time

Is the agenda posted 72 hours prior to the Regular meeting

Posting 1 District Office

Posting 2 Corner Store

Posting 3 Chamber of Commerce

AGENDA
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Tuesday, November 10, 2020
3:00 pm

Pursuant to Governor Gavin Newsom's Executive Order N-29-20 dated March 17, 2020 and the San Luis Obispo County Local Emergency Order and Regulation regarding COVID-19 dated March 18, 2020, this meeting shall occur as a virtual teleconference using the Zoom app. Members of the public cannot physically attend this meeting.

Internet Meeting Location

Join Zoom Meeting

<https://us02web.zoom.us/j/9270537206?pwd=RDNNcTErb2E1TmswRG51WGNEZVJLQT09>

Meeting ID: 927 053 7206

Password: 114376

One tap mobile

+1 669 900 9128, 9270537206# US (San Jose)

+1 346 248 7799, 9270537206# US (Houston)

Time: November 10, 2020 03:00 PM Pacific Time

NOTE: On the day of the meeting, the virtual meeting room will be open beginning at 2:30 PM. If you are unable to access the meeting please contact the District office at (805) 927-4778 prior to the 3:00 PM meeting start time and staff can assist you in accessing the meeting. Should you have any questions related to the information on this agenda or if you wish to submit public comment in the written format you can email Cortney Murguia at admin@sansimeoncsd.org. Members of the public can also contact the District office at (805) 927-4778 with any questions or concerns related to this agenda or accessing the meeting.

1. REGULAR SESSION: 3:00 PM

A. Roll Call

2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Public Comment - Any member of the public may address the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Chair. Your comments should be directed to the Board as a whole and not directed to individual Board members. The Brown Act restricts the Board from taking formal action on matters not published on the agenda.

3. SPECIAL PRESENTATIONS AND REPORTS:

A. STAFF REPORTS:

- i. **Sheriff's Report** – Report for October.
- ii. **Superintendent's Report** – Summary of October activities.
- iii. **General Manager's Report** – Summary of October Activities.
- iv. **District Financial Summary** – Summary of October Financials.

v. **District Counsel's Report** – Summary of October Activities.

B. BOARD OF DIRECTORS AND COMMITTEE REPORTS:

i. **Will Serve Ad-Hoc Committee Report – Chairperson Kellas**

C. SPECIAL PRESENTATION:

D. PUBLIC COMMENTS ON SPECIAL PRESENTATIONS AND REPORTS:

Public Comment - This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #3 – Special Presentations and Reports. If a member of the public wishes to speak at this time, Public Comment is limited to three (3) minutes.

4. CONSENT AGENDA ITEMS:

Public Comment - Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public Comment is limited to three (3) minutes.

A. Review and approval of Minutes for the Regular Meeting on October 14, 2020.

B. Review and approval of Minutes for the Special Meeting on October 28, 2020.

C. Review and approval of Disbursements Journal.

5. BUSINESS ACTION ITEMS:

Public Comment – Public comment will be allowed for each individual business item. Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public Comment is limited to three (3) minutes per person for each business item.

A. Review of authorization of powers to the General Manager awarded under Resolution 20-419.

B. Adoption of Resolution 20-427 regarding the San Luis Obispo County Integrated Regional Water Management Plan and finding the Project Exempt from CEQA.

C. Consideration of request from Robert Hather for an intent to serve letter.

6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS – Requests from Board members to Staff to receive feedback, prepare information, and/or place an item on a future agenda(s).

7. ADJOURNMENT

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the District office, 111 Pico Avenue, San Simeon. If requested, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a

request for a disability-related modification or accommodation, contact the District Administrator at 805-927-4778 as soon as possible and at least 48 hours prior to the meeting date. This agenda was prepared and posted pursuant to Government Code Section 54954.2.

3. A. ii. SUPERINTENDENT REPORT
Jerry Copeland
Facilities Update for October 2020



SUPERINTENDENT'S REPORT

Item 3.A.ii

Prepared by: Jerry Copeland

1. Wastewater Treatment Plant

- All sampling, testing and reporting at the Wastewater Treatment Plant was performed as required by the RWQCB.
- Annual Outfall Inspection was performed.
- The motor coupling was replaced on Blower #7.
- The valve and expansion joint were replaced on the discharge side of Blower #5.
- One load of sludge was hauled away.

2. Water Treatment and Distribution System

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- Monthly water meter reading was performed.
- The reservoir was cleaned and inspected.

3. District and Equipment Maintenance

- Staff continues with all of the scheduled preventive maintenance for all the equipment at the facilities. We are recording all these activities.
- Weed abatement was performed around the reservoir.

San Simeon Community Services District

Superintendent's Report

October 2020

MONTHLY DATA REPORT

Date	Day	Wastewater Influent Daily Flow	Wastewater Effluent Daily Flow	Well 1 Total Daily Produced	Well 2 Total Daily Produced	Total Daily Water Produced	R.O. Daily Influent Flow	R.O. Daily Effluent Flow	R.O. Daily Brine Flow	Distribution Chloride	Chloride Wells 1 2	Recycled Water Distributed	Water Level Well 1	Water Level Well 2	Rainfall in Inches	State Flows
10/01/20	Thursday	61,705	63,480	67,021	0	67,021	0	0	0	-	-	0	11.7	11.6	0.00	1,540
10/02/20	Friday	64,653	66,310	0	69,639	69,639	0	0	0	-	-	0	11.8	11.6	0.00	2,233
10/03/20	Saturday	93,149	92,020	80,036	55,128	135,164	0	0	0	-	-	0	11.8	11.6	0.00	2,014
10/04/20	Sunday	76,217	77,860	43,833	38,148	81,981	0	0	0	-	-	0	-	-	0.00	3,495
10/05/20	Monday	63,116	63,180	30,294	38,073	68,367	0	0	0	-	-	0	12.4	12.1	0.00	2,616
10/06/20	Tuesday	53,986	58,200	0	35,231	35,231	0	0	0	-	-	0	-	-	0.00	1,389
10/07/20	Wednesday	48,949	55,430	69,340	2,020	71,359	0	0	0	-	-	0	11.9	11.8	0.00	1,506
10/08/20	Thursday	46,403	52,500	0	66,796	66,796	0	0	0	-	-	0	12.0	11.8	0.00	1,504
10/09/20	Friday	57,171	58,560	67,544	14,661	82,205	0	0	0	-	-	0	12.0	11.8	0.00	1,787
10/10/20	Saturday	90,110	88,030	69,340	65,001	134,341	0	0	0	-	-	0	12.0	11.8	0.00	1,883
10/11/20	Sunday	71,750	73,290	25,432	299	25,731	0	0	0	-	-	0	-	-	0.00	2,258
10/12/20	Monday	58,055	59,640	0	75,324	75,324	0	0	0	-	-	0	12.0	11.9	0.00	2,861
10/13/20	Tuesday	47,544	48,810	68,218	0	68,218	0	0	0	-	-	0	12.2	12.0	0.00	1,766
10/14/20	Wednesday	50,735	53,710	0	65,076	65,076	0	0	0	-	-	0	12.2	12.0	0.00	1,764
10/15/20	Thursday	46,706	51,290	70,088	0	70,088	0	0	0	-	-	0	12.3	12.1	0.00	1,544
10/16/20	Friday	61,183	61,340	0	69,863	69,863	0	0	0	-	-	0	12.3	12.1	0.00	1,426
10/17/20	Saturday	86,490	85,500	76,072	0	76,072	0	0	0	-	-	0	12.3	12.1	0.00	2,161
10/18/20	Sunday	67,083	68,630	0	90,134	90,134	0	0	0	-	-	0	-	-	0.00	2,802
10/19/20	Monday	59,960	60,990	70,985	0	70,985	0	0	0	-	-	0	12.3	12.1	0.00	2,493
10/20/20	Tuesday	42,015	46,830	0	66,946	66,946	0	0	0	-	-	0	12.4	12.2	0.00	1,750
10/21/20	Wednesday	56,570	61,240	66,497	0	66,497	0	0	0	-	-	0	12.4	12.3	0.00	1,478
10/22/20	Thursday	26,024	38,780	0	64,029	64,029	0	0	0	-	-	0	12.4	12.2	0.00	1,598
10/23/20	Friday	77,521	79,720	67,844	0	67,844	0	0	0	-	-	0	12.4	12.2	0.00	1,416
10/24/20	Saturday	75,849	75,830	0	80,485	80,485	0	0	0	-	-	0	12.5	12.5	0.00	1,495
10/25/20	Sunday	62,382	65,900	71,509	0	71,509	0	0	0	-	-	0	-	12.3	0.00	2,877
10/26/20	Monday	49,708	47,870	0	65,226	65,226	0	0	0	-	-	0	12.5	12.2	0.00	2,213
10/27/20	Tuesday	40,601	47,600	64,403	0	64,403	0	0	0	-	-	0	12.5	12.3	0.00	1,773
10/28/20	Wednesday	63,876	56,200	0	66,348	66,348	0	0	0	-	<30	<30	12.6	12.4	0.00	1,434
10/29/20	Thursday	30,914	49,100	68,741	0	68,741	0	0	0	-	-	0	12.5	12.3	0.00	1,483
10/30/20	Friday	42,680	44,110	0	68,741	68,741	0	0	0	-	-	0	12.6	12.4	0.00	1,886
10/31/20	Saturday	52,281	63,450	68,442	0	68,442	0	0	0	-	-	0	12.7	12.5	0.00	2,993
TOTALS		1,825,386	1,915,400	1,145,637	1,097,166	2,242,803	0	0	0			0			0.00	61,438
Average		58,883	61,787	36,956	35,392	72,348	0	0	0	0	0	0	12.3	12.1	0.00	1,982
Minimum		26,024	38,780	0	0	25,731	0	0	0	0	0	0	11.7	11.6	0.00	1,389
Maximum		93,149	92,020	80,036	90,134	135,164	0	0	0	0	0	0	12.4	12.5	0.00	3,495

DATA SUMMARY SHEET

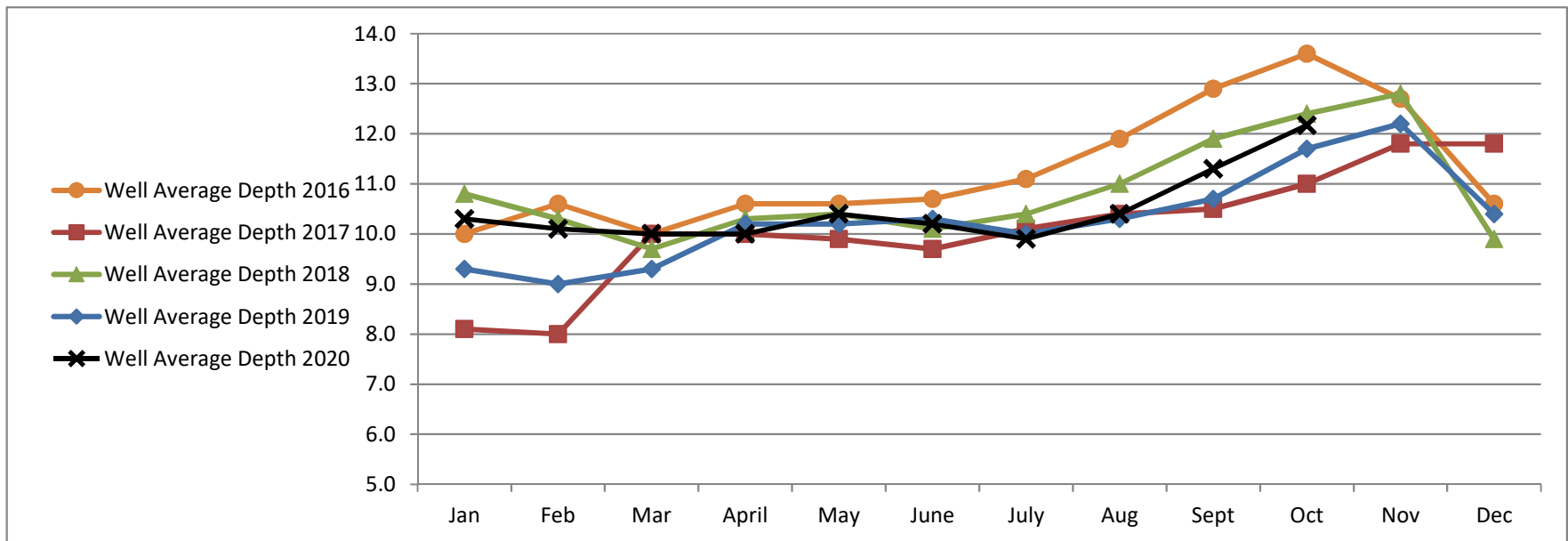
2020													
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Total for 2020
Wastewater Influent	2,215,755	1,971,958	1,944,913	1,583,618	1,850,716	2,266,319	2,341,110	2,516,424	1,858,385	1,825,386			20,374,584
Wastewater Final Effluent (Month Cycle)	2,168,690	1,922,920	1,846,450	1,555,350	1,707,500	2,045,070	2,304,980	2,397,730	1,907,070	1,915,400			19,771,160
Adjusted Wastewater Influent (- State Flow)	1,958,507	1,780,122	1,818,999	1,500,460	1,748,006	2,201,429	2,262,301	2,440,274	1,798,005	1,763,948			19,272,051
Water Produced (month cycle)	1,843,670	1,872,693	1,514,688	1,215,724	1,962,303	2,261,129	2,673,502	2,726,684	2,321,568	2,242,803			20,634,765
Sewer Influent/Water Produced Ratio	1.20	1.05	1.28	1.31	0.94	1.00	0.88	0.92	0.80	0.81			N/A
Adjusted Sewer/Water Produced Ratio	0.94	0.95	1.20	1.24	0.89	0.91	0.85	0.90	0.78	0.79			N/A
Well 1 Water Production	1,841,426	403,172	3,665	5,685	5,535	1,653,903	2,592,867	2,724,740	1,221,484	1,145,637			11,598,114
Well 2 Water Production	2,244	1,469,521	1,511,023	1,210,040	1,956,768	607,226	80,634	1,945	1,100,084	1,097,166			9,036,651
Total Well Production	1,843,670	1,872,693	1,514,688	1,215,724	1,962,303	2,261,129	2,673,502	2,726,684	2,321,568	2,242,803			20,634,765
Water Well 1 Avg Depth to Water	10.3	10.1	10.0	10.0	10.4	10.2	9.9	10.5	11.3	12.3			N/A
Water Well 2 Avg Depth to Water	10.2	10.0	9.9	9.9	10.3	10.1	9.8	10.3	11.2	12.1			N/A
Average Depth to Water of Both Wells	10.3	10.1	10.0	10.0	10.4	10.2	9.9	10.4	11.3	12.2			N/A
Change in Average Depth to Water from 2019	+1.0	+1.1	+0.7	-0.2	+0.2	+0.1	+0.1	+0.1	+0.6	+0.6			N/A
Average Chloride mg/L at the Wells	32	32	32	-	-	-	-	-	-	<30			N/A
State Wastewater Treated	257,248	191,836	125,914	83,158	102,710	64,890	78,809	76,150	60,380	61,438			1,102,533
State % of Total WW Flow	12%	10%	7%	5%	6%	3%	3%	3%	3%	3%			N/A
Recycled Water Sold (Gallons)	0	0	0	0	0	0	0	0	0	0			0
Biosolids Removal (Gallons)	4,500	9,000	9,000	0	4,500	4,500	9,000	0	4,500	4,500			49,500
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0			0
RW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0			0
Constituent Exceeded	None	None	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	N/A			N/A
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			N/A
2019													
	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Total for 2019
Wastewater Influent	2,974,678	2,978,722	3,279,598	2,517,042	2,622,942	2,407,688	2,798,408	2,948,183	2,466,442	2,409,305	2,067,815	2,722,375	32,193,198
Wastewater Final Effluent (Month Cycle)	2,921,320	2,950,740	3,186,710	2,456,140	2,464,900	2,553,710	3,022,860	2,737,320	2,323,010	2,323,340	1,984,940	2,611,160	31,536,150
Adjusted Wastewater Influent(- State Flow) *	2,599,672	2,540,371	2,840,773	2,267,805	2,227,432	2,089,028	2,339,678	2,543,256	2,152,297	2,116,543	1,802,882	2,355,957	27,875,694
Water Produced (month cycle)	1,849,654	1,643,730	2,013,823	2,212,060	2,175,858	2,456,058	2,832,302	2,609,472	2,373,404	2,390,682	2,001,947	1,865,437	26,424,428
Sewer Influent/Water Produced Ratio	1.61	1.81	1.63	1.14	1.24	0.98	1.09	1.13	1.04	1.01	1.03	1.46	N/A
Adjusted Sewer/Water Ratio	1.41	1.55	1.41	1.03	1.06	0.85	0.91	0.98	0.91	0.86	0.90	1.26	N/A
Average Depth of Both Wells	9.3	9.0	9.3	10.2	10.2	10.3	10.0	10.3	10.7	11.7	12.2	10.4	N/A
Change in Average Depth to Water from 2018	-1.5	-1.3	-0.4	-0.1	-0.2	+0.2	-0.4	-0.8	-1.3	-0.7	-0.6	+0.5	N/A
Average Chloride mg/L at the Wells	55	44	44	46	46	38	38	38	38	32	32	32	N/A
State Wastewater Treated	375,006	438,351	438,825	294,237	395,510	318,660	458,730	404,927	314,145	292,762	264,933	366,418	4,362,504
State % of Total WW Flow	13%	15%	13%	12%	15%	13%	16%	14%	13%	12%	13%	14%	N/A
Recycled Water Sold (Gallons)	0	0	0	0	0	0	0	0	0	0	0	0	0
Biosolids Removal (Gallons)	4,500	0	9,000	9,000	4,500	9,000	9,000	4,500	4,500	4,500	0	4,500	63,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0	0	0	N/A
RW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Constituent Exceeded	None	None	None	None	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	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	N/A	N/A	N/A	N/A

San Simeon Community Services District

Superintendent's Report

October 2020

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Well Average Depth 2016	10.0	10.6	10.0	10.6	10.6	10.7	11.1	11.9	12.9	13.6	12.7	10.6
Well Average Depth 2017	8.1	8.0	10.0	10.0	9.9	9.7	10.1	10.4	10.5	11.0	11.8	11.8
Well Average Depth 2018	10.8	10.3	9.7	10.3	10.4	10.1	10.4	11.0	11.9	12.4	12.8	9.9
Well Average Depth 2019	9.3	9.0	9.3	10.2	10.2	10.3	10.0	10.3	10.7	11.7	12.2	10.4
Well Average Depth 2020	10.3	10.1	10.0	10.0	10.4	10.2	9.9	10.4	11.3	12.2		



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3. A. iii GENERAL MANAGER'S REPORT
Charles Grace
Update for October 2020



GENERAL MANAGER'S REPORT

Item 3.A.iii

Staff Activity – Report on Staff activities for the month of October 2020. Regular activities performed by District staff include: Processing of utility payments, customer service duties, answering phone calls, mailing of the regular monthly utility bills. Prepared and distributed the agenda and Board packet for both a Regular and a Special Board meeting.

Staff also attended to the following items:

- Responded to ten (10) public records requests.
- Filled two (2) inquiries with PG&E pertaining to street lights.
- Mailed Requests for Proposal (RFPs) to thirty (30) firms for development of a Coastal Hazard Response Plan (CHRP).
- Submitted a claim on behalf of the District to Alliance United Insurance to bill for costs related to the broken fire hydrant Castillo Avenue.
- Mailed the Notice of Board Vacancy to San Simeon residents.

Update on District Grants:

NFWF Grant – Staff received notice that the grant has been rescinded. A copy of the email from NFWF legal counsel has been included in the Board packet. Attached is a copy of the notification from NFWF.

OPC Grant – Rescinded. However, OPC communicated general support for the San Simeon CHRP project and we will continue to work with them to see if there is a way forward to secure funding under this grant cycle, or re-submit for another grant cycle.

Prop 1 Grant – Meeting information requests from the County re: new Board Resolution and a request to update the project schedule given progress to-date. We have an email to the County asking for a timeframe for starting to submit billings;

LCP Grant – Grant is secured and we continue to submit quarterly reports with no billings submitted. SSCSD is able to start billing once the CHRP project kicks off.

Update on District Projects:

Disadvantaged Community Survey (MHI) – No update.

LAFCO Solid Waste Power – No update.

Water Tank Project Update – No update.



Cortney Murguia <cmurguia@graceenviro.com>

Final Review and Award Recission (Proposal #65747)

Daniel Strodel <Daniel.Strodel@nfwf.org>
To: Cortney Murguia <cmurguia@graceenviro.com>

Fri, Oct 23, 2020 at 10:51 AM

Cortney:

I have reviewed your response of August 27, 2020 on behalf of the SSCSD to my August 18, 2020 request for additional information and documentation for final review of the proposed grant agreement (Proposal #65747).

As stated on page 10 of our Request for Proposal (RFP), a copy of which you attached in your response, under eligibility, applicants must be able to comply with OMB guidance in subparts A through F or 2 CFR 200. Additionally, as stated on page 12 of the RFP under Budget, "costs must be allowable, reasonable and budgeted in accordance with NFWF's Budget Instructions cost categories. Finally, it is restated that federal funded projects must comply with OMB Uniform Guidance as applicable."

My August 18, 2020 request sought additional information to address NFWF's concerns regarding your compliance with the aforementioned terms and regulations. Your response did not resolve these issues of concern. Moreover, we have additional information that indicates that your organization was aware of the ineligibility of the project and continued forward in seeking the NFWF award. Accordingly, for all of the above reasons, I am notifying you herewith that the award (Proposal #65747) has been rescinded.

Sincerely,

Dan

Daniel J. Strodel

General Counsel

National Fish and Wildlife Foundation

1133 15th Street, NW suite 1000

Washington, DC 20005

This electronic mail transmission may contain confidential or privileged information. If you believe you have received this message in error, please notify the sender by reply transmission and delete the message without copying or disclosing it.

3. A. iv. DISTRICT FINANCIALS
Cortney Murguia
October 31, 2020

SAN SIMEON COMMUNITY SERVICES DISTRICT



3.A.iv FINANCIAL SUMMARY

Billing October 31, 2020

September Billing Revenue	\$	86,431.18
October Billing Revenue	\$	92,417.67
Past Due (60+ days)	\$	15,038.20

ENDING BANK BALANCES

October 31, 2020

PACIFIC PREMIER BANK:

Money Market Account Closing Balance September 30, 2020	\$	1,167,832.95
Interest for October	\$	197.85
Money Market Account Closing Balance September 30, 2020	\$	1,168,030.80
Reserve Fund		(250,000.00)
Wait-list Deposits		(70,836.00)
Customer Deposits		(9,250.00)
Available Funds	\$	<u>837,944.80</u>
General Checking Account October 31, 2020	\$	68,992.63
LAIF Closing Balance October 30, 2020	\$	559.01
Interest Money Market Account 2019	\$	22,529.11
*Interest Money Market Account 2020	\$	11,824.41

SAN SIMEON COMMUNITY SERVICES DISTRICT
Balance Sheet

As of October 31, 2020

Accrual Basis

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Petty cash	150.00
1015 · Pacific Prem - General Checking	55,909.38
1017 · Pacific Premier-Money Market	1,168,030.80
1040 · Cash in county treasury	108.33
1050 · LAIF - non-restricted cash	557.83
Total Checking/Savings	<u>1,224,756.34</u>
Other Current Assets	
1200 · Accounts receivable	155,940.53
1220 · A/R - Hearst Castle	4,898.26
1300 · Prepaid expenses	8,639.55
Total Other Current Assets	<u>169,478.34</u>
Total Current Assets	<u>1,394,234.68</u>
Fixed Assets	
1400 · Fixed assets	
1420 · Building and structures	395,874.73
1500 · Equipment	329,437.01
1540 · Major Water Projects	190,360.90
1560 · Pipe bridge	28,075.58
1580 · Sewer plant	1,488,555.08
1600 · Water system	550,390.00
1620 · WWTP expansion	299,565.92
1630 · Tertiary Project	262,932.67
1640 · Wellhead Rehab Project	450,827.53
1650 · Walkway access projects	26,791.00
1660 · RO Unit	931,966.97
1670 · Reservoir / Water Tanks	243,540.68
1680 · Generator	29,101.14
Total 1400 · Fixed assets	<u>5,227,419.21</u>
1690 · Accumulated depreciation	<u>-2,573,161.93</u>
Total Fixed Assets	<u>2,654,257.28</u>
TOTAL ASSETS	<u><u>4,048,491.96</u></u>

SAN SIMEON COMMUNITY SERVICES DISTRICT
Balance Sheet

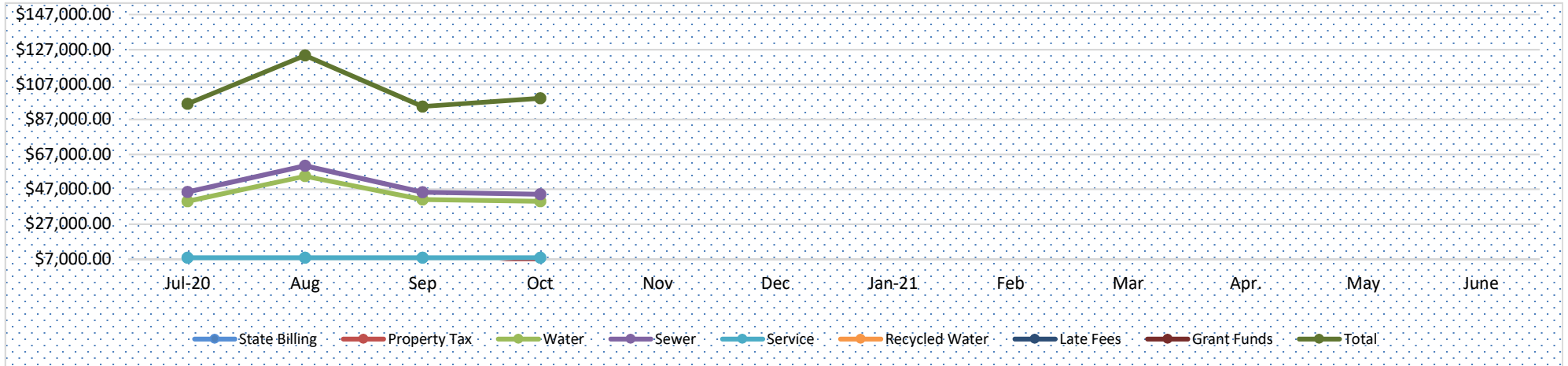
As of October 31, 2020

Accrual Basis

	<u>Oct 31, 20</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2500 · Customer security deposits	9,200.00
2510 · Connect hookup wait list	70,944.00
2520 · USDA Loan	443,122.00
	<hr/>
Total Other Current Liabilities	523,266.00
	<hr/>
Total Current Liabilities	523,266.00
	<hr/>
Total Liabilities	523,266.00
	<hr/>
Equity	
3200 · Fund balance	2,501,237.34
3201 · BOD designated - water improve	53,618.00
3202 · BOD designated-WW improvement	53,315.00
3203 · BOD designated-gen fund improve	15,065.00
3204 · BOD designated for reserves	250,000.00
3205 · BOD designated for customer dep	78,950.00
3206 · Unrestricted net equity	576,332.00
3900 · Suspense	6,505.46
Net Income	-9,796.84
	<hr/>
Total Equity	3,525,225.96
	<hr/>
TOTAL LIABILITIES & EQUITY	4,048,491.96
	<hr/> <hr/>

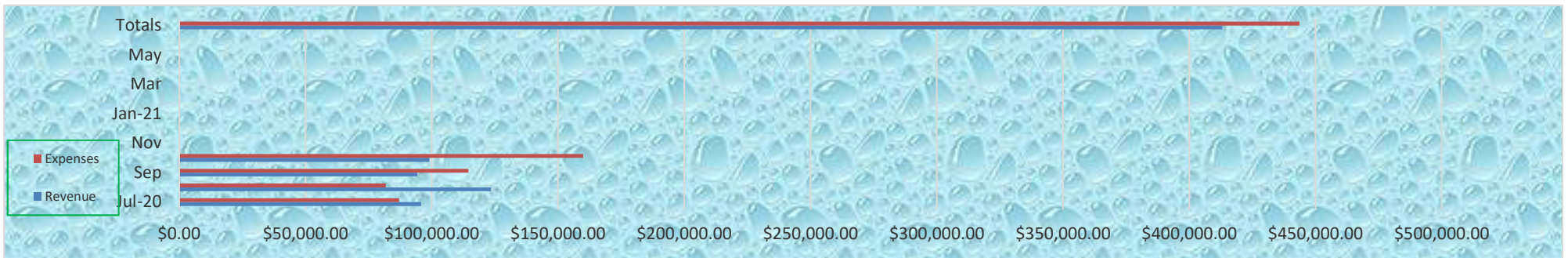
DISTRICT REVENUE FY 2020/2021

	Jul-20	Aug	Sep	Oct	Nov	Dec	Jan-21	Feb	Mar	Apr.	May	June	Totals
State Billing				\$4,898.26									\$4,898.26
Property Tax	\$2,336.92	\$751.11	\$11.88	\$6,945.71									\$10,045.62
Water	\$40,209.97	\$54,512.44	\$41,179.63	\$40,129.44									\$176,031.48
Sewer	\$45,546.00	\$60,488.59	\$45,320.14	\$44,227.62									\$195,582.35
Service	\$7,830.48	\$7,834.18	\$7,910.24	\$7,872.17									\$31,447.07
Recycled Water													\$0.00
Late Fees	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00
Grant Funds	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00
Total	\$95,923.37	\$123,586.32	\$94,421.89	\$99,174.94									\$413,106.52
Water Sold Cu Ft	292033	387244	297886	291236									1268399
Water Sold Acre ft	6.70	8.89	6.84	6.69									29.12



REVENUE VS EXPENSES

	Jul-20	Aug	Sep	Oct	Nov	Dec	Jan-21	Feb	Mar	Apr.	May	June	Totals
Revenue	\$95,923.37	\$123,586.32	\$94,421.89	\$99,174.94									\$413,106.52
Expenses	\$87,144.37	\$81,902.63	\$114,623.38	\$160,041.02									\$443,711.40
Balance	\$8,779.00	\$41,683.69	(\$20,201.49)	(\$60,866.08)									(\$30,604.88)



**SAN SIMEON COMMUNITY SERVICES
HISTORICAL FISCAL REVIEW**

FY 2017/2018

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$24,606.31			\$21,914.14			\$21,542.66			\$23,690.87	\$91,753.98
Property Tax	\$1,282.43		\$121.78	\$3,983.38	\$11,222.22	\$31,099.09	\$7,506.90	\$2,750.02	\$640.94	\$22,168.20	\$1,686.05	\$771.97	\$83,232.98
Water	\$34,880.43	\$36,192.33	\$31,137.52	\$27,999.25	\$26,930.07	\$19,762.53	\$22,551.64	\$25,457.70	\$16,741.07	\$28,408.76	\$27,795.23	\$36,075.95	\$333,932.48
Sewer	\$38,495.46	\$39,770.86	\$33,836.96	\$30,919.58	\$29,421.68	\$21,164.32	\$25,021.12	\$28,652.26	\$19,108.33	\$32,900.73	\$31,492.38	\$40,773.70	\$371,557.38
Service	\$6,820.12	\$6,950.95	\$6,821.63	\$6,659.98	\$6,886.29	\$6,886.29	\$6,789.30	\$6,853.96	\$6,724.64	\$6,724.64	\$6,724.64	\$6,724.64	\$81,567.08
Late Fees	\$628.24	\$379.06	\$292.61	\$241.85	\$221.14	\$159.01	\$113.69	\$197.92	\$487.09	\$284.43	\$202.63	\$179.47	\$3,387.14
Grant Funds	\$332,310.87						\$42,858.00						
Revenue	\$82,106.68	\$83,293.20	\$96,816.81	\$69,804.04	\$74,681.40	\$100,985.38	\$61,982.65	\$63,911.86	\$65,244.73	\$90,486.76	\$67,900.93	\$108,216.60	\$965,431.04
Expense	\$94,660.34	\$87,503.06	\$104,489.98	\$71,763.52	\$62,490.35	\$85,613.60	\$88,196.48	\$73,251.65	\$109,510.66	\$70,856.21	\$80,363.24	\$80,743.66	\$1,009,442.75
Balance	(\$12,553.66)	(\$4,209.86)	(\$7,673.17)	(\$1,959.48)	\$12,191.05	\$15,371.78	(\$26,213.83)	(\$9,339.79)	(\$44,265.93)	\$19,630.55	(\$12,462.31)	\$27,472.94	(\$44,011.71)
Water Sold Cu Ft	299369	310960	266284	241692	232942	169355	194345	217741	144425	244412	237414	308832	2,867,771
Water Sold Acre f	6.87	7.14	6.11	5.55	5.35	3.89	4.46	5.00	3.32	5.61	5.45	7.09	65.84

FY 2018/2019

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$26,723.91			\$20,971.00			\$19,858.71			\$19,390.52	\$86,944.14
Property Tax	\$1,288.59		\$169.19	\$7,205.82	\$8,542.19	\$33,187.58	\$1,319.32	\$4,888.55	\$2,227.01	\$22,928.34	\$3,062.24	\$1,057.02	\$85,875.85
Water	\$41,336.59	\$45,279.14	\$41,178.74	\$34,050.67	\$30,760.16	\$24,353.21	\$29,009.60	\$27,745.06	\$24,146.67	\$35,445.24	\$29,158.01	\$38,455.33	\$400,918.42
Sewer	\$47,258.33	\$53,156.35	\$47,379.43	\$39,628.31	\$35,491.84	\$28,149.21	\$34,169.78	\$32,181.86	\$27,850.19	\$41,666.62	\$33,854.74	\$44,856.07	\$465,642.73
Service	\$7,111.73	\$7,113.60	\$7,113.60	\$7,113.60	\$7,079.40	\$7,079.40	\$7,147.80	\$7,079.40	\$7,079.40	\$7,079.40	\$7,045.20	\$7,079.40	\$85,121.93
Late Fees	\$461.43	\$201.49	\$290.08	\$168.71	\$600.53	\$135.60	\$178.43	\$146.51	\$126.87	\$177.46	\$111.54	\$272.66	\$2,871.31
Grant Funds				\$11,367.00		\$18,753.05							
Revenue	\$97,456.67	\$105,750.58	\$122,854.95	\$88,167.11	\$82,474.12	\$113,876.00	\$71,824.93	\$72,041.38	\$81,288.85	\$107,297.06	\$73,231.73	\$111,111.00	\$1,127,374.38
Expense	\$81,495.91	\$74,250.58	\$102,279.81	\$104,990.12	\$111,554.79	\$92,037.25	\$94,850.91	\$94,625.06	\$71,744.58	\$105,016.25	\$89,244.32	\$98,066.81	\$1,120,156.39
Balance	\$15,960.76	\$31,500.00	\$20,575.14	(\$16,823.01)	(\$29,080.67)	\$21,838.75	(\$23,025.98)	(\$22,583.68)	\$9,544.27	\$2,280.81	(\$16,012.59)	\$13,044.19	\$7,217.99
Water Sold Cu Ft	334631	367360	332914	275609	243491	195107	236456	227602	197397	288979	236030	311046	3,246,622
Water Sold Acre f	7.68	8.43	7.64	6.33	5.59	4.48	5.43	5.23	4.53	6.63	5.42	7.14	74.53

FY 2019/2020

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$25,528.71			\$22,455.35			\$15,776.54			\$7,016.19	\$70,776.79
Property Tax	\$1,218.61	\$2,752.21	\$3,126.48	\$5,305.64	\$6,019.52	\$23,503.23	\$13,612.60	\$5,282.91	\$2,659.00	\$15,436.18	\$9,385.45	\$916.22	\$89,218.05
Water	\$41,718.97	\$39,623.52	\$40,324.01	\$43,808.36	\$32,208.00	\$23,432.56	\$33,732.14	\$34,067.23	\$24,268.55	\$17,909.86	\$28,582.31	\$36,460.31	\$396,135.82
Sewer	\$48,137.21	\$45,503.27	\$45,161.69	\$48,244.57	\$34,916.02	\$26,527.95	\$39,321.56	\$39,368.21	\$27,637.52	\$19,243.28	\$29,934.22	\$37,683.06	\$441,678.56
Service	\$7,113.60	\$7,045.20	\$7,079.40	\$7,451.10	\$7,489.26	\$7,344.54	\$7,525.44	\$7,453.08	\$7,489.26	\$7,489.26	\$7,489.26	\$7,453.08	\$88,422.48
Recycled Water													\$0.00
Late Fees	\$1,957.04	\$2,399.24	\$1,407.87	\$468.45	\$316.84	\$1,136.41	\$237.28	\$307.96	\$2,793.44	\$5,540.71	\$4,647.78	\$3,802.45	\$25,015.47
Grant Funds			\$8,750.00	\$167,376.61						\$1,485.90		\$8,369.50	\$185,982.01
Revenue	\$100,145.43	\$97,323.44	\$122,628.16	\$105,278.12	\$80,949.64	\$104,400.04	\$94,429.02	\$86,479.39	\$80,624.31	\$65,619.29	\$80,039.02	\$93,331.31	\$1,111,247.17
Expense	\$90,205.84	\$67,705.50	\$94,401.58	\$97,595.50	\$87,822.01	\$86,173.97	\$85,716.44	\$75,643.11	\$62,582.54	\$73,942.83	\$90,232.61	\$79,762.52	\$991,784.45
Balance	\$9,939.59	\$29,617.94	\$28,226.58	\$7,682.62	(\$6,872.37)	\$18,226.07	\$8,712.58	\$10,836.28	\$18,041.77	(\$8,323.54)	(\$10,193.59)	\$13,568.79	\$119,462.72
Water Sold Cu Ft	336845	319458	323518	329822	242893	179311	260006	261505	185972	137196	217871	274085	3,068,482
Water Sold Acre f	7.73	7.33	7.43	7.57	5.58	4.12	5.97	6.00	4.27	3.15	5.00	6.29	70.44

4. CONSENT AGENDA

- A. Review and approval of Minutes for the Regular Meeting on October 14, 2020.**

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, October 14, 2020
3:00 pm

Internet Meeting Location

1. REGULAR SESSION - 3:01 PM

- | | |
|--|---|
| A. Chairperson Kellas – Present
Vice-Chairperson Russell – Absent
Director Carson – Present
Director Maurer – Present
Director de la Rosa – Present | General Manager, Charlie Grace
District Counsel, Natalie Frye Laacke |
|--|---|

2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA: None

3. SPECIAL PRESENTATIONS AND REPORTS: None

A. STAFF REPORTS:

- i. Superintendent's Report** – Jerry Copeland provided a summary of September activities.
- ii. Sheriff's Report** – Sheriff MacDonald provided the report for September.
- iii. General Manager's Report** – Charlie Grace provided a summary of September activities.
- iv. District Financial Summary** – Charlie Grace provided a monthly financials.
- v. District Counsel's Report** – Natalie Frye Laacke provided a Summary of September activities.

B. BOARD OF DIRECTORS AND COMMITTEE REPORTS:

Chairperson Kellas read a letter from John Russell pertaining to his resignation.

C. SPECIAL PRESENTATION: None

D. PUBLIC COMMENTS ON SPECIAL PRESENTATIONS AND REPORTS – None

4. CONSENT AGENDA ITEMS:

Henry Krzciuk requested that two items be pulled from the Disbursements Journal.

A. Review and approval of Minutes for the Regular Meeting on September 9, 2020.

B. Review and approval of Disbursements Journal.

A motion was made to approve Items A & B on the consent agenda.

Motion: Chairperson Kellas

2nd: Director Carson
Vote: 4/1
Absent: Director Russell

Roll Call:

Kellas: Yes Russell: Absent Carson: Yes Maurer: Yes De la Rosa: Yes

5. BUSINESS ACTION ITEMS:

Public Comment – None

A. Review of authorization of powers to the General Manager awarded under Resolution 20-419.

Chairperson Kellas made a motion to table this matter until the next board meeting.

B. Discussion and Consideration of security camera installation; not to exceed the amount of \$35,000.

A demonstration was given by Sentinel Security Solutions. Director Carson, the General Manager, and Cortney Murguia discussed the best choice of action in handling the security camera installation.

A motion was made to direct staff to install cameras at the WWTP and District office not to exceed the amount of \$35,000.00.

Motion: Chairperson Kellas
2nd: Director Carson
Vote: 3/2
Absent: Director Russell

Roll Call:

Kellas: Yes Russell: Absent Carson: Yes Maurer: No De la Rosa: Yes

C. Authorization of the General Manager to obtain Harbor Offshore Inc. to perform the ocean outfall and water reservoir inspection; not to exceed the amount of \$13,307.00.

A motion was made to have staff obtain Harbor Offshore to perform the ocean outfall and water reservoir inspection.

Motion: Chairperson Kellas
2nd: Director Carson
Vote: 4/1
Absent: Director Russell

Roll Call:

Kellas: Yes Russell: Absent Carson: Yes Maurer: Yes De la Rosa: Yes

D. Authorization of the General Manager to obtain Dechance to perform the water valve replacement; not to exceed the amount of \$11,520.00.

A motion was made to approve Dechance to perform the water valve replacement; not to exceed the amount of \$11,520.00

Motion: Chairperson Kellas
2nd: Director Maurer
Vote: 4/1
Absent: Director Russell

Roll Call:

Kellas: Yes Russell: Absent Carson: Yes Maurer: Yes De la Rosa: Yes

E. Authorization of the General Manager to obtain Mission Paving Inc. to perform street repairs; not to exceed the amount of \$50,000.00.

Cortney Murguia introduced the item and provided information about potential spending options

A motion was made authorizing staff to obtain Mission Paving to perform street repairs not to exceed the amount of \$50,000.00.

Motion: Chairperson Kellas
2nd: Director Carson
Vote: 4/1
Absent: Director Russell

Roll Call:

Kellas: Yes Russell: Absent Carson: Yes Maurer: Yes De la Rosa: Yes

F. Approval of Revocable Encroachment License Agreement with Hearst Holdings, Inc.

Henry Krzcuik expressed several concerns that he had related to the encroachment agreement.

Mike Hanchett provided historical information to the Board about the importance of the RO system and how it has improved community's water quality,

A motion was made to approve the revocable encroachment license agreement with Hearst Holdings.

Motion: Chairperson Kellas
2nd: Director Carson
Vote: 4/1
Absent: Director Russell

Roll Call:

Kellas: Yes Russell: Absent Carson: Yes Maurer: Yes De la Rosa: Yes

G. Discussion regarding acceptance of utility easement A.P.N. 013-091-032.

District counsel provided information on conflict of interest laws.

Director Mather and Director de la Rosa recused themselves from this matter due to potential violations of conflict of interest laws.

Chairperson Kellas reminded the board that this will not influence their property value.

A motion was made to table this item so Board members could obtain additional information about a conflict of interest. .

H. Discussion and Consideration related to the Water Service Moratorium and water waitlist.

Chairperson Kellas introduced the item and reviewed the 11 steps that had been outlined in the staff report.

Community members David Sansone, Jeffery Stolbery, Henry Krzcuik, and Bob Hather commented on various matters throughout the review of the steps. Chairperson Kellas, Director de la Rosa, and Director Carson asked questions about the items.

Chairperson Kellas established an adhoc committee to review the process of will serve letters. Director Carson shall serve as the second member.

I. Adoption of Resolution 20-426 establishing a waitlist for water, sewer and service allocations.

Henry Krzcuik inquired about various items from the staff report and the Resolution.

Director Carson remarked that the district does not require a third party to review potential water usage/water availability. Chairperson Kellas and Charlie Grace responded to several questions posed by Director Carson.

A motion was made to adopt Resolution 20-426.

Motion: Chairperson Kellas

2nd: Director de la Rosa

Vote: 4/1

Absent: Director Russell

Roll Call:

Kellas: Yes Russell: Absent Carson: No Maurer: Yes De la Rosa: Yes

6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS –

Chairperson Kellas asked that the open board vacancy be posted on the next agenda.

7. ADJOURNED FOR CLOSED SESSION - 5:38 PM

8. RECONVENE TO OPEN SESSION - 6:20 PM

No reportable action was taken regarding this matter.

9. ADJOURNMENT - 6:22 PM

DRAFT

4. CONSENT AGENDA

B. Review and approval of Minutes for the Special Meeting on October 28, 2020.

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
Wednesday, October 28, 2020
3:00 pm

Internet Meeting Location

1. REGULAR SESSION- 3:00 PM

- | | |
|---|---|
| A. Chairperson Kellas – Present
Director Carson – Present
Director Maurer – Present
Director de la Rosa – Present | General Manager, Charlie Grace
District Counsel, Natalie Frye Laacke
District Counsel, Jeff Minnery |
|---|---|

2. PUBLIC COMMENT: None

3. BUSINESS ACTION ITEMS

- A. Discussion and consideration related to moving the November 11, 2020 board meeting to November 10, 2020 because of Veterans' Day.**

Motion: Chairperson Kellas
2nd: Director Carson
Vote: 3/1
Absent: Director Russell

Roll Call:

Kellas: Yes Carson: Yes Maurer: No De la Rosa: Yes

- B. Discussion regarding CEQA review related to lifting the water service moratorium and direction to staff regarding proposals received from environmental consultants to conduct CEQA analysis.**

Chairperson Kellas directed staff to go through policies and procedures to review the Proposal Reviewal Sheet. Staff will submit the proper documentation in accordance with the policy and procedures.

- C. Discussion on procedure and direction to staff, to fill the vacancy on the San Simeon Community Services District created by the resignation of Director John Russell; direction to staff to post notice of vacancy pursuant to Gov't Code 1780.**

Henry Krzcuik, Director Maurer, Mike Hanchett, and Chairperson Kellas discussed the public notice that will be posted pertaining to the open seat on the board of directors.

Motion: Chairperson Kellas

2nd: Director Carson
Vote: 4/1
Absent: Director Russell

Roll Call:

Kellas: Yes Carson: Yes Maurer: Yes De la Rosa: Yes

Public comment - Henry Krzcuik inquired as to who was attending the closed session meeting. Chairperson Kellas confirmed that board members are attending the closed session meeting.

4. ADJOURNED FOR CLOSED SESSION- 3:21 PM

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: District Counsel

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager Service

5. RECONVENED TO OPEN SESSION- 4:32 PM

There was no reportable action was taken regarding this matter.

6. ADJOURNMENT- 4:35 PM

4. CONSENT AGENDA

C. Review and approval of Disbursements Journal.

SAN SIMEON COMMUNITY SERVICES DISTRICT

Disbursements Journal

October through December 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
<u>October Expenditures after BOD Meeting</u>					
Check	10/14/2020	Elec Pymt	Pacific Premier Bank (formerly HOB)	Monthly bank fee 10/14/2020.	-106.52
Bill Pmt -Check	10/30/2020	2492	Dechance Construction Co. Inc.	Replace 2" water valve 9233 Balboa. Inv 2020-24 date 10/6/2020. Test and replace broken hydrant on Castillo. Inv 2020-23 date 10/6/2020.	-2,599.88
Bill Pmt -Check	10/30/2020	2493	ASAP Reprographics	Print mylar maps related water, wastewater, and parcels located within district boundaries. Inv 217661 date 10/29/2020 and Inv 217581 date 09/30/2020.	-907.85
Check	10/30/2020	2494	void	void ck #2494	0.00
Bill Pmt -Check	10/16/2020	2495	San Simeon Ranch/Hearst Corp	Encroachment permit fee - Reverse Osmosis building Pico Ave. Email date 10/16/2020.	-32,449.00
<u>November Expenditures</u>					
Paycheck	11/10/2020	2105	DANIEL de la ROSA	Board Service October 2 through November 1, 2020.	-92.35
Paycheck	11/10/2020	2106	GWEN KELLAS	Board Service October 2 through November 1, 2020.	-92.35
Paycheck	11/10/2020	2107	JOHN K RUSSELL	Board Service October 2 through November 1, 2020.	-92.35
Paycheck	11/10/2020	2108	WILLIAM E MAURER	Board Service October 2 through November 1, 2020.	-92.35
Paycheck	11/10/2020	2109	WILLIAM J CARSON	Board Service October 2 through November 1, 2020.	-92.35
Bill Pmt -Check	11/10/2020	2110	Sandra Lages	Customer security deposit refund account #127. 11/03/2020.	-50.00
Bill Pmt -Check	11/10/2020	2111	California Special Districts Assoc (CSDA)	2021 Membership dues, ID 255.	-3,004.00
Bill Pmt -Check	11/10/2020	2112	Harbor Offshore Inc.	Ocean outfall inspection and Water reservoir inspection and cleaning. Inv 2020-036-01 date 10/30/2020.	-13,307.00
Bill Pmt -Check	11/10/2020	2113	Kathleen Fry Bookkeeping Services	Bookkeeping services Oct 2020. Inv 2020-10-CSD dated 10/31/2020.	-1,320.00
Bill Pmt -Check	11/10/2020	2114	Lori Mather Video Services	Video services for special SSCSD board meeting (held via Zoom on 10/20/20). Invoice dated 10/28/2020.	-300.00
Bill Pmt -Check	11/10/2020	2115	Moss, Levy & Hartzheim, LLP	Audit to Date for FYE 6/30/2020. Inv 24619 dated 9/30/2020.	-4,000.00
Bill Pmt -Check	11/10/2020	2116	Phoenix Civil Engineering, Inc	Prof Svcs on Water Tank (Reservoir) Project through Aug 31, 2020. Inv 19431 dated 9/4/2020.	-29,604.38
Bill Pmt -Check	11/10/2020	2117	RNM Engineering Inc	Electrical engineering for well generator and RO building. Inv 1423 date 10/14/2020.	-3,300.00
Bill Pmt -Check	11/10/2020	2118	rrm design group	Solid waste authority planning services, coordinate with LAFCO. Inv 0440-02-0820 dated 9/16/2020.	-1,970.00
Bill Pmt -Check	11/10/2020	2119	San Simeon Ranch/Hearst Corp	Revocable encroachment license agreement annual fee for RO Building.	-5,000.00
Bill Pmt -Check	11/10/2020	2120	Simply Clear Marketing & Media	Monthly website service and mgt fee service period Nov 21 - Dec 20, 2020. Inv 30970 dated 10/20/2020.	-400.00
Bill Pmt -Check	11/10/2020	2121	Grace Environmental Services - GES	Reimburse GES for analyzer purchased through Hopkins Technical. Replaces 15 y.o. analyzer at WWTP to control effluent. Inv 1406 date 10/20/2020.	-5,470.87
Bill Pmt -Check	11/10/2020	2122	Grace Environmental Services - GES	Operations Management, Electrical and Maintenance Fees Nov 2020. Inv 1408 dated 11/1/2020.	-54,197.38
Check	11/25/2020	Elec Pymt	CalPERS Fiscal Services Division	Retiree Health monthly premium for December 2020.	-353.08
Check	11/25/2020	Elec Pymt	CalPERS Fiscal Services Division	Unfunded Accrued Liability only - prepayment for December 2020. Cust. ID # 7226734344.	-1,317.97
Liability Check	11/25/2020	Elec Pymt	US Treasury - IRS	Payroll tax remittance for paychecks dated 11/10/2020.	76.50
TOTAL					-160,043.18

5. A. Business Items



BUSINESS ACTION ITEM STAFF REPORT

Item 5.A. Review of authorization of powers to the General Manager awarded under Resolution 20-419.

Summary:

On April 22, 2020, District Resolution 20-419 was adopted by the Board. A copy of this resolution is included with this staff report. Within this resolution item number six (6) requires that the authority vested in the General Manager by this resolution will be reviewed during each regularly scheduled Board meeting.

Enc: Resolution 20-419

RESOLUTION NO. 20-419

**RESOLUTION OF THE SAN SIMEON COMMUNITY SERVICES
DISTRICT TO TEMPORARILY AUTHORIZE INCREASED
AUTHORITY OF THE GENERAL MANAGER AND TEMPORARY
RELIEF FOR NONPAYMENT OF WATER/SEWER BILLS**

Recitals

WHEREAS, on March 4, 2020, the Governor of the State of California declared a State of Emergency to exist in California as a result of the threat of Novel Coronavirus 2019 (“COVID-19”); and

WHEREAS, on March 12, 2020, the Governor issued Executive Order N-25-20 in further response to the spread of COVID-19, mandating compliance with state and local public health officials as pertains to measures to control the spread of COVID-19; and

WHEREAS, on March 13, 2020, the San Luis Obispo County Health Officer declared a public health emergency and the County Emergency Services Director also proclaimed a local emergency due to the COVID-19 pandemic; and

WHEREAS, on March 14, 2020, the San Luis Obispo County Public Health Department announced the first confirmed case of COVID-19 in San Luis Obispo County, and additional cases have since been confirmed; and

WHEREAS, the health, safety and welfare of San Simeon Community Services District (“District”) residents, businesses, visitors and staff are of utmost importance to the Board of Directors (“Board”), and additional future measures may be needed to protect the community; and

WHEREAS, preparing for, responding to, mitigating, and recovering from the spread of COVID-19 may require the District to divert resources from normal day-to-day operations and it may impose extraordinary requirements on and expenses to the District; and

WHEREAS, the District General Manager (“General Manager”) currently has spending authority up to \$5,000.00, without prior Board approval in addition to limited authority related to personnel matters; and

WHEREAS, in the absence of Board action, strict compliance with certain District rules and ordinances could prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

WHEREAS, after consideration of all the facts reasonably available for review at the present time, the Board of Directors finds it in the best interest of the District to authorize the increase in General Manager spending authority to \$10,000, and up to \$15,000 upon authorization

from the President of the Board, and approves all acts necessary and appropriate to ensure the operation of the District.

WHEREAS, the Board understands that the closures of schools and other businesses due to COVID-19 is causing or may cause a financial hardship for many of its ratepayers and therefore will suspend discontinuation of services and make other accommodations for ratepayers experiencing a hardship during this emergency.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the San Simeon Community Services District, as follows:

1. The Board of Directors authorizes an increase in the General Manager's spending authority to \$10,000, and up to \$15,000 upon authorization from the President of the Board.
2. The Board of Directors orders that the process to discontinue water or sewer service for nonpayment shall be suspended. Ratepayers experiencing a financial hardship should contact the District office.
3. The Board of Directors orders that all late fees for nonpayment of water or sewer service shall be waived. Ratepayers experiencing a financial hardship should contact the District office.
4. The Board of Directors orders that for ratepayers experiencing a financial hardship due to COVID-19, the General Manager is authorized to work with the ratepayer on an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges.
5. The General Manager may take all actions necessary, proper, and appropriate in his/her reasonable discretion to ensure the operation of the District, the safety of employees, and the safety of the public, including, but not limited to reasonable deviations from Board adopted Ordinances, Resolutions, Policies, and Procedures.
6. The authority vested in the General Manager by this resolution will be reviewed during each regularly scheduled Board meeting and otherwise terminate upon a declaration by the Governor that the State of Emergency has ended and the County Health Officer that the Public Health Emergency has ended and the County Emergency Services Director that the Local Emergency has ended.

ADOPTED by the Board of Directors of the San Simeon Community Services District on April 22, 2020, by the following roll call votes:

AYES: Carson, Kellas, Maurer

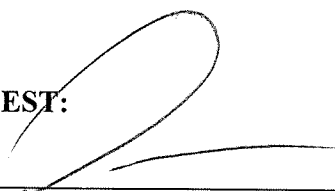
NOES: Russell
ABSENT: 0
ABSTAINED: 0

The foregoing Resolution is hereby adopted this 22 day of April, 2020.



Gwen Kellas, acting Chairperson of the
Board of Directors

ATTEST:



Charles Grace, General Manager and
Secretary for the Board of Directors

**APPROVED AS TO FORM
AND LEGAL EFFECT:**



Natalie F. Laacke, District Counsel

5. B. Business Items



BUSINESS ACTION ITEM STAFF REPORT

Item 5.B. Adoption of Resolution 20-427 regarding the San Luis Obispo County Integrated Regional Water Management Plan and finding the Project Exempt from CEQA.

Summary:

In order to continue eligibility for State Prop. 1 grant funding administered by the County, the San Simeon CSD is requested approve and adopt the County's Integrated Regional Water Management Plan and their findings exempting the Plan from CEQA. Recently, minor edits to the 2019 Plan were approved by the County Board of Supervisors; as such, each of the Agencies applying for funding under the current Prop. 1 grant cycle has been asked to adopt the latest version of the Plan through the recommended Resolution.

Enc: Resolution 20-427

RESOLUTION NO. 20-427

**RESOLUTION ADOPTING THE 2019 SAN LUIS OBISPO COUNTY
INTEGRATED REGIONAL WATER MANAGEMENT PLAN AND
FINDING THAT THE PROJECT IS EXEMPT FROM SECTION 21000 ET SEQ.
OF THE CALIFORNIA PUBLIC RESOURCES CODE (CEQA)**

WHEREAS, the State of California has established an Integrated Regional Water Management grant program pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Water Code Section 79700 *et seq.*) (also known as “Proposition 1”); and

WHEREAS, a Memorandum of Understanding (Attachment “1”), which has been signed by the agencies listed in Attachment “2” and who constitute the Regional Water Management Group for the San Luis Obispo County Region as of the date of this Resolution, designates the San Luis Obispo County Flood Control and Water Conservation District as the lead agency responsible for plan development and adoption but also provides for the adoption of the plan by each member of the Regional Water Management Group; and

WHEREAS, the concepts, direction and approach to water resources management embodied in the State’s Integrated Regional Water Management program guidelines closely match those of the San Simeon Community Services District and

WHEREAS, previous versions of / updates to the San Luis Obispo County Integrated Regional Water Management Plan were developed and adopted by multiple agencies in the County, including the, in coordination with the San Luis Obispo County Flood Control and Water Conservation District, in 2014 prior to development of the version known as 2019 San Luis Obispo County Integrated Regional Water Management Plan; and

WHEREAS, the updates reflected in the 2019 San Luis Obispo County Integrated Regional Water Management Plan are needed in order to effectively and efficiently integrate the region’s water resources management planning objectives and implementation strategies in the following five key areas: Water Supply, Groundwater Monitoring and Management, Flood Management, Ecosystems and Watershed, and Water Resources Management and Communications; and

WHEREAS, similar to prior versions, the 2019 San Luis Obispo County Integrated Regional Water Management Plan has been developed in coordination with the Regional Water Management Group and in accordance with current (2016) State standards; and

WHEREAS, the 2019 San Luis Obispo County Integrated Regional Water Management Plan identifies goals, objectives, strategies and projects designed to improve regional water supply reliability, water recycling, water conservation, water quality improvement, stormwater capture and management, flood management, recreation and access, wetland enhancement and creation, and environmental and

habitat protection and improvement; and

WHEREAS, the 2019 San Luis Obispo County Integrated Regional Water Management Plan is not subject to the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 *et seq.*) because it involves only a planning study, as defined in Section 15262 of the State CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the San Simeon Community Services District that:

1. The 2019 San Luis Obispo County Integrated Regional Water Management Plan for the San Luis Obispo County Region is hereby adopted, and the Board of Directors, or designee, of the San Simeon Community Services District hereby authorized and directed to implement actions consistent with updating the Plan on a five-year cycle as described within the Plan.
2. Adoption of the 2019 San Luis Obispo County Integrated Regional Water Management Plan for the San Luis Obispo County Region is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15252 of the State CEQA Guidelines because the Plan consists of a planning study which identifies potential projects and policies for possible future actions subject to future approval.

PASSED AND ADOPTED by the Board of Directors of the San Simeon Community Services District on November 10, 2020 by the following roll call vote:

AYES:

ABSTAIN:

NOES:

ABSENT:

Gwen Kellas, Chairperson
Board of Directors

Charles Grace
Board Secretary/General Manager

Exhibit "A"

San Luis Obispo County Region
Integrated Regional Water Management Program Participants
Memorandum of Understanding

The undersigned agencies and organizations hereby agree as follows:

1. BACKGROUND

The State of California has established an Integrated Regional Water Management (IRWM) planning and grant program pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code (PRC) Section 75001 et seq., also known as Proposition 84). This program is anticipated to be perpetuated and/or modified by future Bond acts. The IRWM program provides guidance for collaborative efforts to manage all aspects of water resources in a region by crossing jurisdictional, watershed, and political boundaries to involve multiple agencies, stakeholders, individuals, and groups in order to address issues and differing perspectives of all entities involved through mutually beneficial solutions. Regions that develop IRWM plans in accordance with the guidelines are eligible for certain water resources grant funding opportunities.

In accordance with PRC Section 75001 (et seq.) and State IRWM Program guidelines, a Memorandum of Understanding (MOU) (dated 2009), signed by eleven agencies within San Luis Obispo County, established a Regional Water Management Group (RWMG) for the San Luis Obispo County IRWM Region, and the San Luis Obispo County IRWM Region was officially accepted by the State in May 2009.

The San Luis Obispo County IRWM Region water resources stakeholders have determined the need to update the IRWM MOU in order to meet new State IRWM guidelines, to clarify the governance structure for IRWM planning in the San Luis Obispo County IRWM Region, and encourage broader participation. This MOU, in conjunction with the current IRWM Plan, sets forth the San Luis Obispo County IRWM Region's governance structure thereby allowing members and other stakeholders to understand how to participate in the IRWM Plan development and implementation.

2. PURPOSE, GOALS, AND APPROACH

2.1 Purpose. The purpose of this MEMORANDUM OF UNDERSTANDING (MOU) is to establish the mutual understandings among the San Luis Obispo County Region participants with respect to their joint efforts to develop and implement an Integrated Regional Water Management (IRWM) Plan for the San Luis Obispo County Region, including the definition of common IRWM terms, roles and responsibilities of IRWM Program Participants, and decision-making processes.

2.2 Goals. The goal of the IRWM program is to provide a reliable, long-term, and high-quality water supply, and to establish a unified vision among the participants' goals for water quality improvement, ecosystem preservation, water supply protection and enhancement, ground water management and flood management, in the context of social justice and climate change adaptation, while protecting the environment. The adopted IRWM plan will identify major water-related goals, objectives and conflicts within the region, consider a broad variety of water management strategies, identify the appropriate mix of water demand and supply management alternatives, water quality protections, flood management strategies, and environmental stewardship actions.

2.3 Approach. The San Luis Obispo County Region participants are specifying their shared intent to coordinate and collaborate on water management issues, giving consideration to disadvantaged communities and Native American tribes and their water related needs. In order to

enhance participation of stakeholders, it will be necessary to work at a sub-regional level to better understand the water resources needs and priorities throughout the region. When applying for grants, the San Luis Obispo County Region will strive to distribute the grant funding request fairly across the geographic region. The goal is to distribute awarded funding from each grant cycle equally across the sub-regions (i.e. one quarter of the overall funding to benefit each of the three sub-regions' projects/programs and one quarter of the overall funding to benefit regional projects/programs), to the extent feasible.

3. DEFINITIONS

3.1 Integrated Regional Water Management Plan (Plan). A comprehensive plan for a defined geographic area which shall satisfy the requirements of California's IRWM Program.

3.2 San Luis Obispo County Region (Region). The geographic area of San Luis Obispo County, which is coterminous with the San Luis Obispo County Flood Control and Water Conservation District (District) boundary.

3.3 Local Agency. Any city, county, city and county, special district, joint powers authority, or other political subdivision of the state, a public utility as defined in Section 216 of the Public Utilities Code, or a mutual water company as defined in Section 2725 of the Public Utilities Code.

3.4 Program Participants. Development and implementation of the Region's Plan is a collaborative effort undertaken by the Region's participants, as further discussed in Section 4. The effort is being led by the District, in partnership with the Regional Water Management Group, Water Resources Advisory Committee, Implementation Affiliates, and Interested Stakeholders. Only regional projects and programs to be implemented by those agencies which have adopted the Plan will be eligible for grant applications. The Region categorizes IRWM Program Participants into the following:

3.4.1 Regional Water Management Group (RWMG). A group in which three or more local agencies, at least two of which have statutory authority over water supply or water management, as well as those other persons who may be necessary for the development and implementation of the Plan, participate by means of this memorandum of understanding, in accordance with requirements of the California Water Code (CWC § 10539). The Region's RWMG members are signatories to this MOU, have adopted the current Plan, and may designate a representative to participate in RWMG activities and its Working Group. The entities must be either a Local Agency or an IRS 501(c)(3) nonprofit organization. The RWMG has the capacity to carry out projects (i.e. financial resources, management structure, adequate staffing). The agencies/organizations that form the RWMG may have planning or implementation projects eligible for State IRWM grants.

3.4.2 Water Resources Advisory Committee (WRAC). This is the committee comprised of water purveyor, resource conservation district, environmental and agricultural, and other water resources representatives that was originally established in the 1940s to advise the District Board of Supervisors on water resource issues. The WRAC is a Brown Act committee that meets monthly, with the exception of July and August. Many participants are actively engaged in issues relevant to Plan development and implementation, and will represent important stakeholder groups throughout the program.

3.4.3 RWMG Working Group (Working Group). The Working Group will involve representatives from the RWMG who have technical expertise and are able to work on the details associated with IRWM efforts. The Working Group will engage stakeholders at a sub-regional level in order to better understand the specific water resources needs and priorities of that sub-region.

3.4.4 **Implementation Affiliates.** These entities will adopt the Plan by resolution, but would not be signatories of the MOU. The entities must be either a Local Agency or an IRS 501(c)(3) nonprofit organization. The Implementation Affiliates have the capacity to carry out projects (i.e. financial resources, management structure, adequate staffing). In order to have a planning or implementation project eligible for State IRWM grants, agencies must be an Implementation Affiliate if they are not a part of the RWMG.

3.4.5 **Interested Stakeholders.** These individuals, organizations, and nonprofits (including those that are not IRS 501(c)(3) nonprofit organizations) who are interested in the IRWM program. The Interested Stakeholders may sign a letter of support for the Plan, or otherwise provide input to the RWMG, but would not be eligible for directly receiving State IRWM grant funds.

3.5 Sub-regions. The Region's IRWM program seeks to engage stakeholders and understand the water resources needs of the Region. To adequately ensure this balanced access and opportunity for participation in the IRWM program, the RWMG will utilize a sub-regional geographic structure, allowing more focused planning and local outreach efforts that are later brought into the context of the overall IRWM Region. These sub-regions have been deliberately defined in terms of logical planning and watershed/ hydrogeologic unit boundaries. These "sub-regions" include the North Coast, North County, and South County (see Attachment 1).

3.6 Regional Projects or Programs. Projects or programs to be implemented by the RWMG and/or Implementation Affiliates are identified in the Plan and are based upon the State's IRWM Guidelines under which the current Plan was adopted, which includes but is not limited to: reducing water demand through agricultural and urban water use efficiency, increasing water supplies for any beneficial use, improving operational efficiency and water supply reliability, improving water quality, improving resource stewardship, and improving flood management.

3.7 Integration. Assembling into one document the water-related management strategies, projects, programs, and plans of the Region. The development and implementation of the Plan should demonstrate the RWMG is forming, coordinating and integrating separate efforts in order to function as a unified effort in a collaborative manner that balances interests and engages a variety of stakeholders and seeks to efficiently integrate regional resources. The Plan development will identify water management strategies for the Region and the priority projects and programs that demonstrate how these strategies work together to meet goals identified in Section 2. It will also identify regional benefits of linkages between projects and plans that address different primary water-related objectives (for example, identifying regional benefits of linkages between a water supply project and a flood management project in the same watershed).

4. IRWM PROGRAM PARTICIPANTS

4.1 Program Participant Structure. Elements of the Plan will be developed and implemented by the Program Participants. The RWMG, including the District as the Lead Agency, and the Implementation Affiliates are responsible for Plan development and implementation.

4.2 Plan Development and Implementation. The Region's Plan that was adopted by the District, developed in coordination with and approved by stakeholders in 2005, and updated in 2007, will be the basis for subsequent adopted Plans for the Region. The Working Group will propose changes to the previous versions of the Plan to comply with new State guidelines and incorporate new information and projects. Since a key element of the IRWM Program is integration, the RWMG will work with Program Participants to identify water management strategies for the Region and sub-regions and the priority projects that demonstrate how these strategies work together to meet the purpose and goals in Section 2. How each Program

Participant contributes and participates in Plan development and implementation is described below:

4.2.1 Lead Agency. The District will act as the lead agency for Plan development, will execute this MOU, and will adopt the Plan in accordance with 4.3 and 4.4 below. The District will ultimately be responsible for the final production of the Region's Plan, hiring consultant(s) to develop the Plan, and presentations to stakeholders, submittal of IRWM grant applications, and execution and administration of grant agreements with the State. As the Lead Agency, the District will execute and administer agreements with RWMG members and Implementation Affiliates responsible for the implementation of projects that are awarded grants, including data collection relevant to grant agreements, project reporting, etc. Efforts described in Section 4.2.1 are subject to the availability of funding.

4.2.2 RWMG. Members will execute this MOU and adopt the Plan in accordance with 4.3 and 4.4 below. RWMG members will designate a representative with clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. This representative will be eligible to participate on the Working Group. All RWMG members, whether or not their representative is participating in the Working Group, hereby agree to provide information sufficient to meet State guidelines for their regional projects and programs to be included in the Plan and participate in the review of the Plan. RWMG members will consider integrating projects and programs with other agencies when possible, especially with disadvantaged communities and Native American tribes, in accordance with State IRWM Guidelines. RWMG members responsible for the implementation of regional projects and programs awarded grant funding will be responsible, through contract with the District, for complying with the provisions of the District's grant agreement with the State. The RWMG will provide updates to the WRAC and seek WRAC support of recommendations at key decision points.

4.2.3 WRAC. The WRAC will provide a forum for public meetings/ workshops related to Plan development and implementation at key decision points. The WRAC will review and comment on the RWMG recommendations to the District's Board of Supervisors at key decision points.

4.2.4 Working Group. Representatives of the Working Group will be designated by the RWMG member and will have clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. The District will provide materials with sufficient lead time for RWMG member and Working Group engagement. The Working Group will develop information, draft documents and recommendations pertaining to the Plan update consistent with current State IRWM Guidelines during Plan development. Efforts are anticipated to include stakeholder outreach, collection and incorporation of updated data, etc. The Working Group will develop information and recommendations for IRWM program planning and implementation, stakeholder outreach, and pursuit of funding opportunities. All RWMG members will participate in the process to select the Region's IRWM projects and programs for grant applications by way of the Working Group, who will conduct project/program solicitations and evaluations, and will make recommendations on grant funding allocations. The Working Group will need to conduct sub-regional public meetings during Plan development and implementation to facilitate stakeholder participation.

4.2.5 Implementation Affiliates. Implementation Affiliates shall adopt the Plan in accordance with Section 4.3. Implementation Affiliates will designate a representative with clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. All

Implementation Affiliates will provide information sufficient to meet State guidelines for their regional projects and programs to be included in the Plan and participate in the review of the Plan and for implementation activities, such as project status updates, project reporting, data collection, etc. Implementation Affiliates will consider integrating projects and programs with neighboring agencies when possible, especially with disadvantaged communities and Native American tribes, in accordance with State IRWM Guidelines. Implementation Affiliates responsible for the implementation of regional projects and programs awarded grant funding will be responsible, through contract with the District, for complying with the provisions of the District's grant agreement with the State.

4.2.6 Interested Stakeholders. Interested Stakeholders may participate in the Plan development and implementation process by way of participation at WRAC and/or RWMG meetings. Interested Stakeholders that are not WRAC members will be notified when an IRWM program item will be reviewed by the WRAC if they request inclusion on the IRWM contact list (Section 5.6). Sub-regional meetings will be required to ensure Interested Stakeholders, including disadvantaged communities, who may not necessarily be able to attend WRAC meetings, can participate in Plan development and implementation.

4.3 IRWM Plan Adoption. Plan approval and adoption will be required of the governing bodies of RWMG members and Implementation Affiliates. Plan updates to meet new State guidelines, add new RWMG Members, add or remove and evaluate regional projects and programs, or other updates to information do not require Plan re-adoption. Significant changes to the Plan, including revised goals and objectives, revised methodologies (such as methodology for evaluating, ranking, and prioritizing projects and programs), revised regional boundaries, or other changes deemed significant by the RWMG and the Lead Agency, will require Plan re-adoption via the decision-making process described in Section 4.5.

4.4 Personnel and Financial Resources. It is expected that Program Participants will contribute the resources necessary to fulfill the responsibilities listed within Section 4 of this MOU. Program Participants that receive implementation grant funding, shall contribute a proportionate share of non-project costs associated with the grant agreement, based on awarded implementation funding (for example, contributing toward the cost of updating the Plan, should that be a condition of grant award)..

4.5 Decision Making. The RWMG shall develop IRWM program materials and will make recommendations to the Lead Agency at key decision points of the IRWM program. Written input will be sought between the representatives of RWMG members in the event the need for a decision arises that cannot be brought forth to the RWMG before a decision needs to be made. The District, by way of its Public Works Department, shall notify the RWMG agencies of recommendations being taken to the District's Board of Supervisors for action. The District's Board of Supervisors may approve, alter, or return any said recommendation of the RWMG. Furthermore, if the District's Board of Supervisors intends to alter an item or proposition approved by the RWMG, the District's Board of Supervisors shall set forth in writing its findings, after which the Board will hold a public hearing. The RWMG agencies shall have the right to appear and address the District's Board of Supervisors.

5. MUTUAL UNDERSTANDINGS

5.1 Need for the Region's IRWM Plan

5.1.1 To improve communication and cooperation between public and private agencies and minimize conflict-generated solutions.

5.1.2 To enhance our existing water management efforts by increasing stakeholder awareness of important issues, providing more opportunities for collaborative efforts and improving efficiencies in government and water management.

5.1.3 To qualify for state grants and other funding opportunities only available to those regions which have developed IRWM plans.

5.2 Subject matter scope of the IRWM Plan. The Plan focuses on water supply, water quality protection and improvement, ecosystem preservation and restoration, groundwater monitoring and management, and flood management as these are the most prevalent water resource issues facing the Region.

5.3 Geographical scope of the IRWM Program. The Region for this memorandum is coterminous with the boundary of San Luis Obispo County. This is an appropriate geographic region for integrated regional water management planning because it encompasses all aspects of water management generally within the same physical, political, environmental, social, and economic boundaries. The Region may engage stakeholders within the three sub-regions in order to better understand the specific water resources needs and priorities of that sub-region, which would then be incorporated into the context of the greater IRWM Region planning and implementation.

The Region is bordered by the Greater Monterey County IRWM region to the north, the Santa Barbara County and Watersheds Coalition of Ventura County IRWM regions to the south, and the Kern County IRWM region to the east.

Water resources issues that overlap neighboring regional boundaries are either covered by existing cooperative water management plans (i.e. Nacitone Watershed Management Plan), adjudication (i.e. Santa Maria Groundwater Basin), and operational agreements (i.e. Nacimiento Reservoir), or have no defining water resource management issue. All of these items are to be included in the Region's Plan consistent with the plans of neighboring regions. The RWMG will continue to coordinate with neighboring regions to address additional water resources issues and possible integrated water management strategies in our respective IRWM plans.

5.4 Non-binding nature. This document and participation in the IRWM program efforts are nonbinding, and in no way suggest that a RWMG member or Implementation Affiliate may not continue its own planning and undertake efforts to secure project funding from any source. An agency/ organization may withdraw from participation in accordance with Section 5.7.

5.5 Other on-going regional efforts. Development of the Plan is separate from efforts of other organizations to develop water-related plans on a regional basis. As the Plan is developed, work products can be shared with these separate efforts to provide them with current information.

5.6 Reports and communications. The WRAC, an IRWM contact list, and the District's website will serve as the forum for updates and correspondence relating to the IRWM program and Plan development.

5.7 Termination. Because the Plan will require periodic review and updating for use into the future, it is envisioned that the joint efforts of those involved will be ongoing in maintaining a living document. Thus this MOU will remain as a reflection of the understandings of the RWMG Members. As indicated, parties to this MOU may terminate their involvement at any time, but must provide all RWMG agencies with 30 days' advance notice of intent to terminate.

5.8 Superseded Prior MOU. This MOU supersedes the MOU dated April 21, 2009 (2009 MOU).

5.9 Counterparts. This MOU may be executed in counterparts and has the same force and effect as if all the signatures were obtained in one document.

6. SIGNATORIES TO THE MEMORANDUM OF UNDERSTANDING

We, the undersigned representatives of our respective agencies or organizations, acknowledge the above as our understanding of how the San Luis Integrated Regional Water Management Plan will be developed.

COUNTY OF SAN LUIS OBISPO

By: JAMES R. PATTERSON

Chairman,
Board of Supervisors
of San Luis Obispo County

ATTEST:

JULIE L. RODEWALD
Clerk of the Board of Supervisors

By: ~~Sandy Currens~~
Deputy Clerk

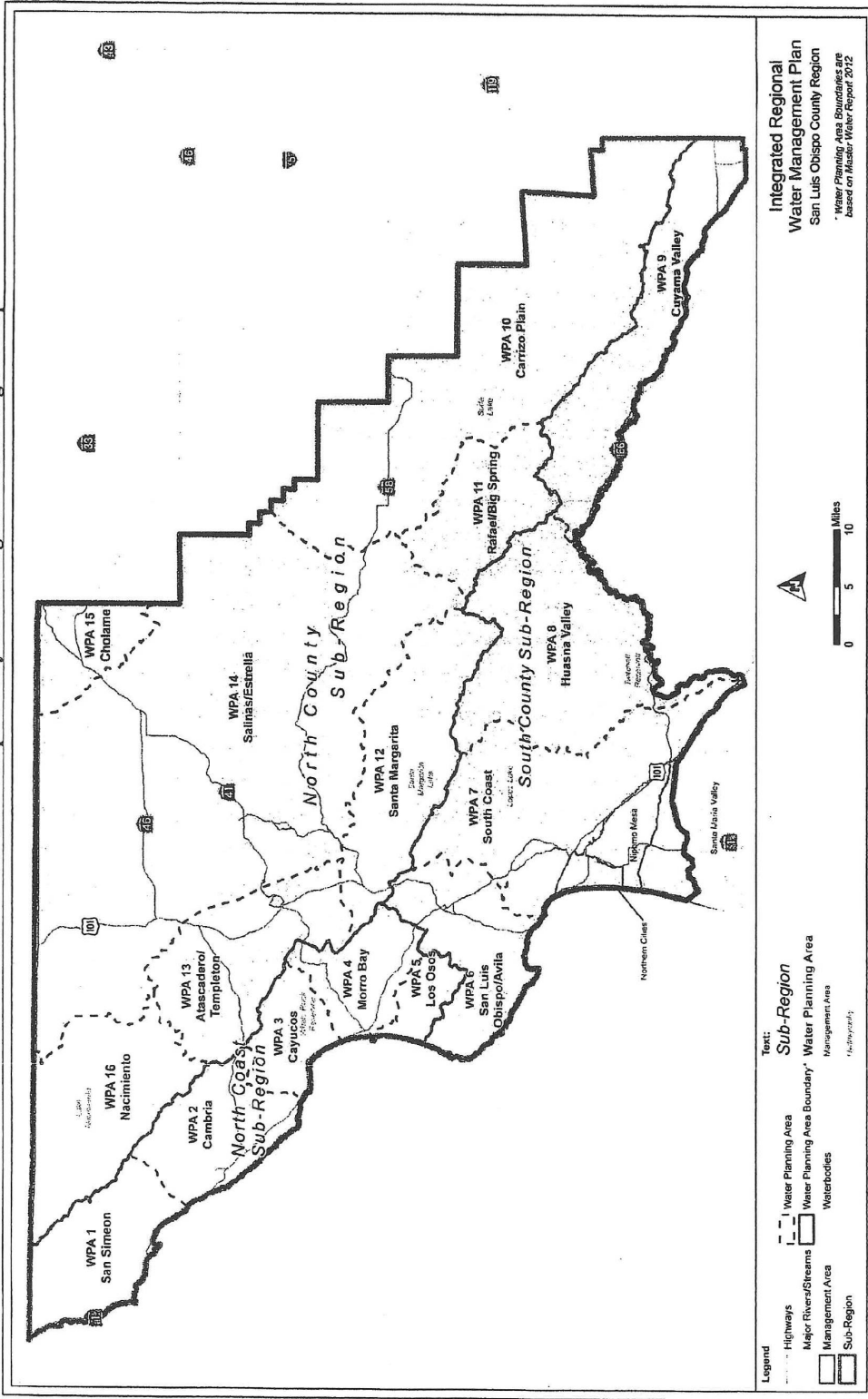
APPROVED AS TO FORM AND LEGAL EFFECT:

WARREN R. JENSEN
County Counsel

By: 
Deputy County Counsel

Date: 9/24/12

Attachment 1 – San Luis Obispo County IRWM Region and Sub-Regions Map



Attachment 2

**Memorandum of Understanding Signatories for
San Luis Obispo County Region IRWM Participants**

Agency or Organization
San Luis Obispo County Flood Control and Water Conservation District
County of San Luis Obispo
Avila Beach Community Services District
California Men's Colony
Cambria Community Services District
Central Coast Salmon Enhancement
City of Arroyo Grande
City of Grover Beach
City of Morro Bay
City of Paso Robles
City of Pismo Beach
City of San Luis Obispo
Coastal San Luis Resource Conservation District
Estrella-El Pomar-Creston Water District
Heritage Ranch Community Services District
The Land Conservancy of San Luis Obispo County
Los Osos Community Services District
Morro Bay National Estuary Program
Nipomo Community Services District
Oceano Community Services District
Templeton Community Services District
San Miguel Community Services District
San Miguelito Mutual Water Company
San Simeon Community Services District
Shandon-San Juan Water District
South San Luis Obispo County Sanitation District
S&T Mutual Water Company
Upper Salinas - Las Tablas Resource Conservation District

5. C. Business Items



BUSINESS ACTION ITEM STAFF REPORT

Item 5.C. Consideration of request from Robert Hather for an intent to serve letter.

Property owner Robert Hather is currently number eight (8) on the water sewer waitlist. His parcel number is 013-071-009. Mr. Hather is requesting that he be issued a will serve letter. His letter references sections of District Ordinance 102 and Ordinance 117. Staff is looking for direction from the Board regarding this matter

Enc: Letter from Bob Hather
Exhibit "A" Sansone letter
Handout Director Carson

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Request from property owner: Robert Hather

Agenda request for the Nov 10 2020 San Simeon Community Services District

From: Robert Hather

[REDACTED]

Date: Oct 28, 2020

I ask that the Board include in the administrative record for this hearing all district ordinances, records, files, water waiting lists, evidence of payment of fees to district for waiting list, or otherwise, reports about available water supplies available for domestic use within the District service area; all prior communications presented by me or in my behalf regarding obtaining water service to my property located on Avonne.

Included in the above documents is a water availability study:

**GROUNDWATER AVAILABILITY STUDY
PICO CREEK VALLEY GROUNDWATER BASIN
2014 UPDATE
SAN SIMEON COMMUNITY SERVICES DISTRICT
San Simeon, California
SEPTEMBER 2014
Cleath-Harris Geologists, Inc.**

[REDACTED]

On page 1. of that study it states:

The purpose of this report is to update the previous Groundwater Availability Study (Cleath, 1986) and to re-evaluate the sustainable yield of the Pico Creek Valley groundwater basin, the primary source of water to the San Simeon Community Services District (District). The District currently pumps 75 to 80 acre-feet per year from the Pico Creek Valley groundwater basin, which is susceptible to seawater intrusion. A 1987 License for Diversion and Use of Water permits the District to pump up to 140 acre-feet per year (AFY) from Pico Creek underflow.

Therefore the district knows how much water is being used (75-80 af/year) and they know how much they have (140 af/year).

The report goes on further to state on Page 2. :

The existing 140 AFY maximum permitted diversions of Pico Creek underflow is considered the potential District build-out demand for the yield analyses.

This refers to understanding that there is sufficient water for full build out.

Also, as part of the record is a report: **Phoenix Civil Engineering, Inc water demand report 1/20/2014** page 1. states:

Once all of the incomplete or nonstandard single family accounts were removed from the group, a total of 59 single family residential accounts were used to determine the average annual water usage. This group was developed using only meter readings that were complete for all three years and had readings above 2,000 cubic feet. Using this group, it was determined that the average water consumption for a single family residence was 4,050 cubic feet per year or 83 gallons per day. This is an average value and low when compared to other communities, but consistent with the value calculated in the San Simeon CSD Water System Master and Wastewater Collection System Evaluation (Boyle, 2007 p. 12). That report calculated an average demand of 74 gallons per person per dwelling unit. Also provided in that report was that the County of San Luis Obispo estimates the number of residents per unit at 0.7 to 1.4 persons.

Therefore the district and the board has calculations of water demand for future build out which concludes there is sufficient water for build out under the North Coast Plan update for all of San Simeon. Furthermore, the district is permitted to deliver 140 af/year from by the State of California Environmental Protection Agency State Water Resources Board Division of Water Rights license for the diversion and use of water under permit number 12465 License number 12272.

Therefore, I am asking for the issuance of a will serve letter and the lifting of restrictions on will serve letters under District Ordinance 117, Section 8, "Lifting of Restrictions Imposed During a Water Shortage, which provides:

"The General Manager shall lift or reduce the restrictions imposed during a water shortage as set forth above when he or she determines, after consultation with the Chairperson of the Board of Directors and such other persons as he or she deems appropriate, that the conditions which caused the shortage have been alleviated. Such action shall be promptly and extensively publicized."

At the very least, the restrictions imposed during a water shortage should be lifted as a first step by the General Manager after this public consultation.

As an alternative, I request a will serve letter under the hardship exemption: Ordinance 102 (V) provides for relief under the moratorium through a process called "Hardship Application.

SECTION V. HARSHIP APPLICATIONS

Any person aggrieved by this moratorium law may file a hardship application for relief from such moratorium, which application shall be determined by the Board of Directors after public hearing and considering such factors as the Board may deem appropriate considering the purposes of the enactment of this law, including but not limited to: (1) nature and extent of financial hardship, (2) extent of proposed usage of water, (3) existence of suspected environmental problems within the vicinity of the applicant, (4) amount of removal of vegetation, (5) amount of traffic to be generated, (6) the general magnitude of potential adverse environmental impacts, (7) potential storm water generation, (8) whether the subject property has the potential for re-zoning, and (9) such other factors as may be significant relative to the individual property and circumstances. The granting of any hardship shall remain in harmony with the general purpose and intent of this ordinance so that the goals hereof can be achieved and

substantial justice done. In granting any hardship, the Board may impose such reasonable and additional stipulations and conditions as will in its judgment thus fulfill the purposes of this ordinance.

My response to the factors for consideration are as follows:

1. Denying me water service takes away the value of the property. As evidenced in nearby Cambria, lots for single family residences with water service sell for approximately \$400,000 or more but lots without water have sold to as little as \$25,000. My lot which is zoned for multifamily is worth well over \$1,000,000 with a will serve letter but only a small fraction of that without water as noted by the listing of a property on my street that couldn't sell for a little over \$100,000 of equal size. That is a significant financial impact to me.
2. Based on your studies, my intended usage would be 1.3 af/yr; only a fraction of available water.
3. My plans have been reviewed by County Planning and there were no objections or impacts raised. The only concern was obtaining the will serve letter.
4. Every year you have me remove all the vegetation.
5. Traffic will be examined by the County but has also been addressed in the North Coast Plan update. It is extremely there would be adverse traffic impacts.
6. In the County Planning pre application meeting I attended for my proposed project, no adverse environmental impacts were noted.
7. Storm water is designed to be contained on site using permeable bricks for surfaces and use of basins.
8. No rezone is will be applied for.

I also request placing on the agenda a motion to recognize the letter from Dave Sansone dated October 28, 2020 and vote by the board to adopt his recommendation for meeting the County's deadline for conducting a study on Pico Creek and rely on that report to satisfy the intent of CEQA. See Exhibit A

Sincerely,
Robert Hather



Exhibit "A"

Letter from Property owner: David Sansone

[REDACTED]

San Simeon Community Services District
111 Pico Avenue
San Simeon, CA 93452

October 28, 2020

sent via email

RE: CEQA concerns by the CSD and a possible path forward to remove the Water Connection Moratorium.

Ladies and Gentlemen;

Please allow me to offer my thoughts and a suggestion as to how to best move forward. My understanding is the CSD want to continue with the process of removing the existing water connection Moratorium, my discussion below is based on this assumption.

Before you commission a CEQA study, please consider the key "procedural hurdle" before you, compliance with the 2018 North Coast Area Plan Update. This document contains a deadline of October 5, 2021, which is less than a year away. The Update contains the following in Chapter 7 (Planning Area Standards), Part C (San Simeon Acres), Section 2 (Service Capacity), and Part C. (water Use). Section 'C' states:


"C. Water Use. Within three years of adoption of this Plan, an instream flow management plan for Pico Creek shall be completed by the SSCSD and approved by the County. The plan shall identify a specific amount of new development, withdrawals for which will not adversely affect riparian and wetland habitat or agricultural activities. If three years after the adoption of this Plan the study has not yet been approved by the County, no further development or land division which relies on water from Pico Creek shall be approved."

The paragraph above broken down into its components:

1. An Instream Flow Management Plan for Pico Creek needs to be generated and submitted to the County for approval. Plan is to address:
 - a. What is the specific amount of water to be withdrawn to meet new development?
 - i. The CSD has the data on hand per the current 'wait list'; the quantity of water is currently 26 AF.

[REDACTED]

[REDACTED]

- 
- b. Show that this level of additional withdrawal will not adversely affect riparian and wetland habitat or agricultural activities.
- i. This task will be completed as a part of the study Cleath-Harris Geologists Inc. is currently proposing on to you. It is my understanding this proposal will be in your hands very shortly, perhaps next week.
 - ii. Cleath-Harris Geologists Inc. will be speaking to the hydrology, and they will also involve an Environmental Firm, Stillwater Sciences. Stillwater will address the Biological, Botany and Riparian vegetation aspects.
 - iii. Personally, I also believe that the 'safe yield' that comes out of the Cleath - Harris - Stillwater study will also demonstrate that the District has additional water, excess to the 25 AF needed by the current 'wait list', for future connections.
- c. And the 'deadline': "If three years after the adoption of this Plan the study has not yet been approved by the County, no further development or land division which relies on water from Pico Creek shall be approved."

Now I will digress to CEQA and the current discussion before the Board. The deadline (above) is real, CEQA is a bit more nebulous, as this requirement can be met through a number of approaches. One approach is to cause the preparation of an 'Initial Study' could be done that dismisses most impacts. This study would then be submitted to the County for review and acceptance. I believe the "Cleath - Harris - Stillwater" study (the process of which is already in process) would fill the requirement of an 'Initial Study'.

I also received the "Cayucos Water shortage Emergency Termination" PDF from Director Carson. Having reviewed it, I believe Cayucos has based their request to lift their Moratorium on a process that is very similar to what I propose above. Please see the section in that document "Supplemental Water Supply Completed".

Conclusion:

Please consider the following as a possible course of action:



1. Keep the two responses received from EMC and Dereck on file, but do not move forward with them at this time.
 2. Engage Cleath-Harris Geologists, and their sub-consultant Stillwater, to perform the Pico Creek Study with the intent of this study to be that it will be submitted to the County to *specifically comply with 'Condition C' of the N.C. Area Update.*
 - a. The Award Document should specifically state the CSD's intent to comply.
 - b. A satisfactory schedule, with pertinent Milestones, should be part of the Award.
 - c. I believe the County will need 3 - 4 moths to review this report, indicating the need to have it into them as early as possible, ideally by the end of February.
- 
- 

Exhibit A
page 3 of 3



3. If, after the County has had a chance to review the Cleath report, and they still have concerns, then you'll have to address them at that time.

Thank you all very much for your consideration. Based on my experience, I do believe the path forward, as I have outlined above, is the most efficient for the CSD, with respect to both "time and money".

Sincerely,

David Sansone

Enclose



Handout from Director Carson

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works	(2) MEETING DATE 5/22/2012	(3) CONTACT/PHONE Doug Bird, Hydraulic Operations Adm. (805) 435-1100	
(4) SUBJECT Hearing to consider approval of a resolution terminating a water shortage emergency for County Service Area No. 10, Zone A, Cayucos Water System.			
(5) RECOMMENDED ACTION It is our recommendation that your Honorable Board conduct a hearing to consider and approve the attached resolution terminating a water shortage emergency.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT N/A	(8) ANNUAL FINANCIAL IMPACT N/A	(9) BUDGETED? N/A
(10) AGENDA PLACEMENT <input type="checkbox"/> Consent <input type="checkbox"/> Presentation <input checked="" type="checkbox"/> Hearing (Time Est. <u>30 mins.</u>) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A		(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(14) W-9 <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
(15) LOCATION MAP Attached	(16) BUSINESS IMPACT STATEMENT? No	(17) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date	
(18) ADMINISTRATIVE OFFICE REVIEW <i>Nikki J. Schmidt</i>			
(19) SUPERVISOR DISTRICT(S) District 2 -			

Reference: 12MAY22-H-1

County of San Luis Obispo



TO: Board of Supervisors

FROM: Public Works
Doug Bird, Hydraulic Operations Administrator

VIA: Dean Benedix, Utilities Division Manager
Will Clemens, Department Administrator

DATE: 5/22/2012

SUBJECT: Hearing to consider approval of a resolution terminating a water shortage emergency for County Service Area No. 10, Zone A, Cayucos Water System.

RECOMMENDATION

It is our recommendation that your Honorable Board conduct a hearing to consider and approve the attached resolution terminating a water shortage emergency.

DISCUSSION

CSA 10A provides water service to customers in the southern portion of the community of Cayucos as shown in the attached vicinity map. In addition, Morro Rock Mutual Water Company and Paso Robles Beach Water Association also purvey water to Cayucos residents and businesses within their water system boundaries. Collectively, the three purveyors are known as the Cayucos Area Water Organization (CAWO).

On March 23, 1993, the Board of Supervisors approved Resolution No. 93-141, "Resolution Declaring a Water Shortage Emergency Condition in San Luis Obispo County Waterworks District No. 8" (now CSA 10A). Resolution No. 93-141 was a response to a CAWO Water Management Plan that recommended limiting the amount of water service will-serves issued in subsequent years. The limitation was based on uncertainty as to the actual number of new customers that could be provided water service without impacting the water being supplied to existing customers. Moreover, the Board adopted a policy for the issuance of water service will-serve letters during the water shortage emergency, thereby limiting the number of will-serve letters that could be issued in any given year. Approximately 190 water will-serves have been issued since 1993. Currently there are approximately 170 vacant properties remaining in CSA 10A.

Supplemental Water Supply Completed

CSA 10A has a 190 acre-foot annual entitlement to the Whale Rock Reservoir water supply. In addition, on October 24, 2006, CSA 10A contracted for 25 acre-feet per year of Nacimiento Project water. Accordingly, it is anticipated that the additional 25 acre-feet of Nacimiento water coupled with the remaining balance of the Whale Rock entitlement (40 acre-feet per year) will be sufficient to meet

CSA 10A's needs for ultimate buildout. Nacimiento water is delivered via an exchange with the City of San Luis Obispo whereby CSA 10A pays for delivery of Nacimiento water to the city and CSA 10A is allowed to draw additional water from the city's share of Whale Rock Water.

Your Board does have the contractual option to purchase additional Nacimiento water (up to a maximum of an additional 55 acre-feet per year) to meet any unforeseen buildout needs, of CSA 10A. This option is pursuant to a water exchange agreement between the City of San Luis Obispo and County Service Area No. 10 for a total exchange amount of 160 AF of water. In addition to providing long-term water reliability for CSA 10A, the additional option also helps to ensure long term reliability for the rest of the Cayucos community.

Proposed Next Steps

The attached resolution terminates the water shortage emergency in CSA 10A, and eliminates water restrictions currently imposed by the water shortage emergency, pursuant to California Water Code, Section 355. As a result, issuance of future will-serve letters in CSA 10A will follow normal practices which include coordination with the Cayucos Fire Protection District and the County Department of Planning and Building.

OTHER AGENCY INVOLVEMENT/IMPACT

Staff coordinates the issuance of water service will-serve letters with the County Department of Planning and Building and the Cayucos Fire Protection District. The Department of Planning and Building issues building permits in accordance with the County's Growth Management Policy and the Cayucos Fire Protection District reviews and approves all building permit applications for conformance with the current Uniform Fire Code. Both the County Department of Planning of Building and the Cayucos Fire Protection District are aware of today's request and concur with the recommended action. The proposed recommendations have been discussed numerous times with the Cayucos Citizens Advisory Council and were again discussed at their regularly scheduled meetings on April 4, 2012 and on May 2, 2012. The Advisory Council has taken no action on the item. County Counsel has reviewed the resolution for legal form and effect.

The County Clerk has noticed the hearing in accordance with the California Water Code Sections 350-359.

FINANCIAL CONSIDERATIONS

The basic charge for establishing a water service connection in CSA 10A is \$8,100 per dwelling unit. Connection fees collected from CSA 10A customers offset the costs associated with CSA 10A's participation in the Nacimiento Water Project and maintaining existing infrastructure.

The application fee for a CSA 10-A "will-serve" letter is \$100. Application fees collected from CSA 10A customers offset the administrative costs associated with processing an application for a "will-serve" letter.

RESULTS

The execution of this resolution will terminate the water shortage emergency and will allow CSA 10A property owners to receive water service will-serves on an 'as needed' basis, subject to the rules and regulations of the District, which will contribute to a safe, healthy, livable, and well governed community in Cayucos.

File: CF 320.420.02 Districts/CSA 10A

Reference: 12MAY22-H-1

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ATTACHMENTS

1. CSA 10A Vicinity Map
2. Exhibit No. 1 - Notice of Public Hearing
3. Resolution Rescinding a Declaration of a Water Shortage Emergency