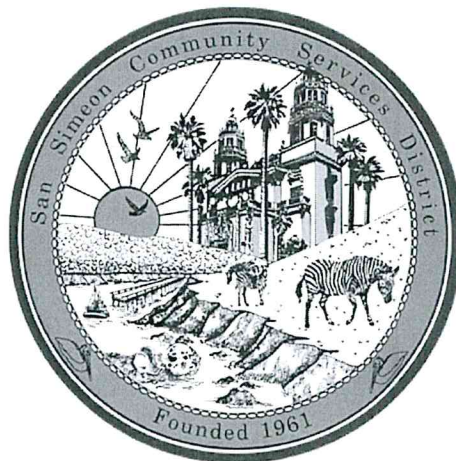


**Board of Directors
San Simeon Community Services District**



BOARD PACKET

**Wednesday, September 13, 2017
Regular Meeting 6:00 pm**

**Cavalier Banquet Room
250 San Simeon Avenue
San Simeon, CA**

Prepared by:



GRACE
ENVIRONMENTAL SERVICES

AGENDA
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, September 13, 2017
6:00 pm

CAVALIER BANQUET ROOM
250 San Simeon Avenue
San Simeon, CA 93452

1. REGULAR SESSION: 6:00 PM

A. Roll Call

B. Pledge of Allegiance

2. PUBLIC COMMENT:

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda. 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.

A. Sheriff's Report – Report for August.

B. Public comment on Sheriff's Report.

3. PRESENTATIONS AND ANNOUNCEMENTS FROM BOARD:

4. STAFF REPORTS

A. General Manager's Report – Summary of August Activities.

B. Superintendent's Report - Summary of August Activities.

C. District Financial Summary – Update on Monthly Financial Status for close of business August 31, 2017.

D. District Counsel's Report – Summary of August activities.

5. ITEMS OF BUSINESS

A. Consideration of approval of last month's minutes – August 9, 2017.

B. Consideration of approval of Disbursements Journal – September 13, 2017.

6. DISCUSSION/ACTION ITEMS

- A. Review of Proposals and Consideration of Award of Agreement for Traffic Control Engineering Services.**
- B. Consideration of Adoption of Ordinance No. 118 Repealing Ordinance No. 93 Regarding Abatement of Hazardous Weeds, Trees and Debris.**
-Move Ordinance be read in title only and all further readings be waived.
- C. Discussion and Consideration of process to activate weed abatement authority with the Local Agency Formation Commission (LAFCO).**

7. BOARD COMMITTEE REPORTS – Oral Reports from Committee Members.

8. BOARD REPORTS – Oral Reports from Board Members on current issues.

9. 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).

10. 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.

4A. GENERAL MANAGER'S REPORT
Charles Grace
Update for August 2017

4A. GENERAL MANAGER'S REPORT

September 13, 2017

1. Staff Activity – Report on Staff activities for the month of August

During the month of August, staff sent out regular customer billing. Staff continues to provide documentation to FEMA as part of our grant application process. The first project submitted to FEMA was the repair for Pico Ave Stairs. FEMA has finished their review of all paperwork associated with this item, and approved the project. The next phase of the grant process is a project review by The California Office of Emergency Services (CALOES) for this project. As information becomes available to staff, we will continue to report back to the Board. Staff also continued gathering information about obtaining weed abatement power from LAFCO. Staff has been preparing for the routine annual audit.

During our routine review of the money marketing and general checking bank account statements staff noticed a discrepancy in deposits. Over the course of 30 days a total of four deposits, in the amount of \$22,037.76 were deposited into the money marketing account when the funds should have been deposited into the general checking account. Staff worked to have these funds transferred into the correct account. This change has been noted as part of the District Financial summary in the Board packet.

A payment was made for the USDA loan payment in the amount of \$10,345.00.

2. Update – Reservoir /Storage tank project.

Phoenix Engineering has completed the 30% design which includes three tank location options. Staff contacted five firms and requested proposals for permit assistance (CEQA) and environmental review for the Potable Water Storage Tank Project. Attached please find the following documents:

- A draft schedule of design, bid, and construction phases.
- Preliminary cost estimates based on tank location.
- 30% Reservoir Design with location options included.

Draft schedule of design, bid, and construction phases.

**San Simeon Community Services District
Potable Water Storage Tanks
Design, Bid and Construction Phases - Project Schedule**

Item	Description	August				September				October				November				December				January				February				March				April				May				June				July				August																			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52																
Design Level																																																																					
1	30% Reservoir Design	█																																																																			
2	District Review									█																																																											
3	Complete 30% Design									█																																																											
4	Plans, Specifications OPCC 50% Level									█																																																											
5	District Review																	█																																																			
6	Plans, Specifications OPCC 95% Level																	█																																																			
7	District Review																					█																																															
8	Final Design Submittal																					█																																															
Bid Level																																																																					
9	District Preparation of Final Documents																					█																																															
10	Board Approval of Final Documents																					█																																															
11	Advertisement of Project																					█																																															
12	Acceptance of and Responses to RFIs																					█																																															
13	PreBid Meeting																					█																																															
14	Bids Due																					█																																															
15	Review of Bids and Contacting of References																					█																																															
16	Board Approval of Lowest Responsible Bidder																					█																																															
17	Insurance/Contract																					█																																															
18	Conformed Document Submittal																					█																																															
19	Preconstruction Meeting																					█																																															
20	Notice to Proceed																					█																																															
21	Construction																					█																																															

Note: This schedule presumes the environmental process will occur during design assuming permitting is approved and the project is 100% funded.

Preliminary cost estimates based on tank location.

San Simeon CSD
Potable Water Storage Tanks

Preliminary Cost Estimate - Option 1A

Location: Furthest upslope from existing tank, least view impact, increased pressure in the distribution system

Item	Description	Unit	Unit Cost	Quantity	Total
1	Mobilization	LS	\$71,000	1	\$71,000
2	Earthwork	LS	\$78,600	1	\$78,600
3	Installation of 12-inch Dia. Pipe	LF	\$175	556	\$97,300
4	Site Improvements	LS	\$57,400	1	\$57,400
5	Tanks Installation	LS	\$1,170,000	1	\$1,170,000
6	Fence Installation	LF	\$18	560	\$10,100
7	Record Drawings	LS	\$6,000	1	\$6,000
Subtotal					\$1,490,400
			Overhead/Insurance/Bond/Profit	25%	\$372,600
			Contingency	20%	\$298,100
			Design	15%	\$223,600
			Construction Management	7%	\$104,300
Total					\$2,489,000

Notes

Mobilization is 5% of the sum of the remaining bid items.

All unit costs include an additional 20% of contractor profit, in addition to final overhead and profit calculated after the subtotal.

Excavation activity includes two laborers, excavator operator, excavator, dump truck, and half time of superintendent and work truck. Activity duration is assumed to be 16 hours for the excavation.

Installation of 12-inch dia. ductile pipe or PVC pipe activity includes all materials and labor and is estimated at \$175 per linear foot.

Site improvements include the gravel access road to the tank site. For Options 1A and 1B, it is from the existing iron fence at the existing tank site to the proposed site only. Additional access road will be needed from the District office if desired. Gravel is assumed to be the ground cover around the tanks.

Tank cost is estimated at \$1.25/gallon for an above ground welded steel tank.

Disinfection and pressure testing is included in the tank cost and pipeline costs respectively.

Chain link fence is estimated at \$15/lf and surrounds the tank site only.

San Simeon CSD
Potable Water Storage Tanks

Preliminary Cost Estimate - Option 1B

Location: Midslope from existing tank, likely to be viewed from surrounding area, increased pressure in the distribution system

Item	Description	Unit	Unit Cost	Quantity	Total
1	Mobilization	LS	\$69,200	1	\$69,200
2	Earthwork	LS	\$78,600	1	\$78,600
3	Installation of 12-inch Dia. Pipe	LF	\$175	390	\$68,300
4	Site Improvements	LS	\$51,600	1	\$51,600
5	Tanks Installation	LS	\$1,170,000	1	\$1,170,000
6	Fence Installation	LF	\$18	560	\$10,100
7	Record Drawings	LS	\$6,000	1	\$6,000
Subtotal					\$1,453,800
	Overhead/Insurance/Bond/Profit		25%		\$363,500
	Contingency		20%		\$290,800
	Design		15%		\$218,100
	Construction Management		7%		\$101,800
Total					\$2,428,000

Notes

Mobilization is 5% of the sum of the remaining bid items.

All unit costs include an additional 20% of contractor profit, in addition to final overhead and profit calculated after the subtotal.

Excavation activity includes two laborers, excavator operator, excavator, dump truck, and half time of superintendent and work truck. Activity duration is assumed to be 16 hours for the excavation.

Installation of 12-inch dia. ductile pipe or PVC pipe activity includes all materials and labor and is estimated at \$175 per linear foot.

Site improvements include the gravel access road to the tank site. For Options 1A and 1B, it is from the existing iron fence at the existing tank site to the proposed site only. Additional access road will be needed from the District office if desired. Gravel is assumed to be the ground cover around the tanks.

Tank cost is estimated at \$1.25/gallon for an above ground welded steel tank.

Disinfection and pressure testing is included in the tank cost and pipeline costs respectively.

Chain link fence is estimated at \$15/lf and surrounds the tank site only.

San Simeon CSD
Potable Water Storage Tanks

Preliminary Cost Estimate - Option 1C

Location: closest to existing tank, highly visible, minimal pressure change in the distribution system

Item	Description	Unit	Unit Cost	Quantity	Total
1	Mobilization	LS	\$67,100	1	\$67,100
2	Earthwork	LS	\$78,600	1	\$78,600
3	Installation of 12-inch Dia. Pipe	LF	\$175	150	\$26,300
4	Site Improvements	LS	\$50,900	1	\$50,900
5	Tanks Installation	LS	\$1,170,000	1	\$1,170,000
6	Fence Installation	LF	\$18	560	\$10,100
7	Record Drawings	LS	\$6,000	1	\$6,000
Subtotal					\$1,409,000
	Overhead/Insurance/Bond/Profit		25%		\$352,300
	Contingency		20%		\$281,800
	Design		15%		\$211,400
	Construction Management		7%		\$98,600
Total					\$2,353,100

Notes

Mobilization is 5% of the sum of the remaining bid items.

All unit costs include an additional 20% of contractor profit, in addition to final overhead and profit calculated after the subtotal.

Excavation activity includes two laborers, excavator operator, excavator, dump truck, and half time of superintendent and work truck. Activity duration is assumed to be 16 hours for the excavation.

Installation of 12-inch dia. ductile pipe or PVC pipe activity includes all materials and labor and is estimated at \$175 per linear foot.

Site improvements include the gravel access road to the tank site. For Options 1A and 1B, it is from the existing iron fence at the existing tank site to the proposed site only. Additional access road will be needed from the District office if desired. Gravel is assumed to be the ground cover around the tanks.

Tank cost is estimated at \$1.25/gallon for an above ground welded steel tank.

Disinfection and pressure testing is included in the tank cost and pipeline costs respectively.

Chain link fence is estimated at \$15/lf and surrounds the tank site only.

San Simeon CSD
Potable Water Storage Tanks
Original Quantities

Item - Option 1A	Quantity	Unit	Unit Cost	Total
Mobilization	1	LS	\$71,000	\$71,000
Earthwork	1	LS	\$78,600	\$78,600
Installation of 12-inch Dia. Pipe	556	LF	\$175	\$97,300
Site Improvements	1	LS	\$57,400	\$57,400
Tanks Installation	1	LS	\$1,170,000	\$1,170,000
Fence Installation	560	LF	\$18	\$10,100
Record Drawings	1	LS	\$6,000	\$6,000
Subtotal				\$1,490,400

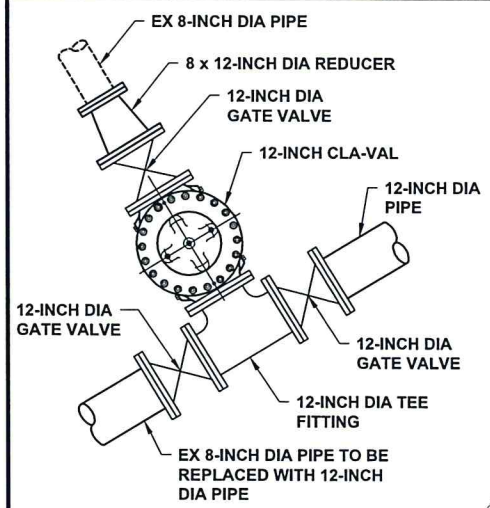
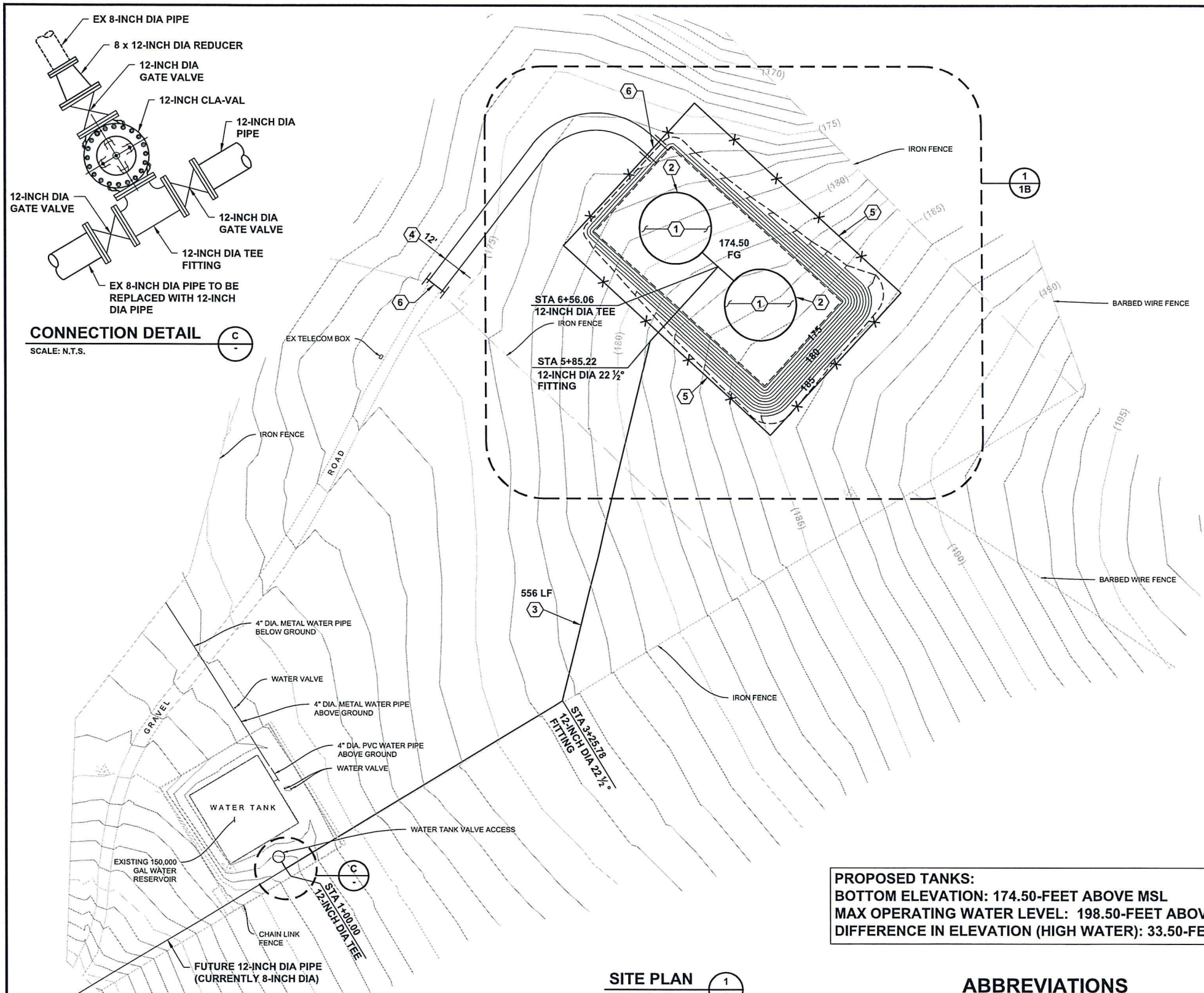
Item - Option 1B	Quantity	Unit	Unit Cost	Total
Mobilization	1	LS	\$69,200	\$69,200
Earthwork	1	LS	\$78,600	\$78,600
Installation of 12-inch Dia. Pipe	390	LF	\$175	\$68,300
Site Improvements	1	LS	\$51,600	\$51,600
Tanks Installation	1	LS	\$1,170,000	\$1,170,000
Fence Installation	560	LF	\$18	\$10,100
Record Drawings	1	LS	\$6,000	\$6,000
Subtotal				\$1,453,800

Item - Option 1C	Quantity	Unit	Unit Cost	Total
Mobilization	1	LS	\$67,100	\$67,100
Earthwork	1	LS	\$78,600	\$78,600
Installation of 12-inch Dia. Pipe	150	LF	\$175	\$26,300
Site Improvements	1	LS	\$50,900	\$50,900
Tanks Installation	1	LS	\$1,170,000	\$1,170,000
Fence Installation	560	LF	\$18	\$10,100
Record Drawings	1	LS	\$6,000	\$6,000
Subtotal				\$1,409,000

Item	Unit Cost	Unit
Laborer	\$52.08	hour
Concrete Laborer	\$56.90	hour
Backhoe Operator	\$70.63	hour
Superintendent	\$62.50	hour
Air Compressor/Tools	\$19.35	hour
Compactor (hand operated)	\$8.82	hour
Motorized sweeper	\$27.88	hour
Generator	\$4.04	hour
Backhoe	\$52.03	hour
Dump Truck	\$33.12	hour
Work Truck	\$19.98	hour
Equipment Trailer	\$12.97	hour
Record Drawings	\$5,000.00	lump sum
Excavation	\$24.00	cubic yard
12-inch Diameter Pipe	\$175.00	linear foot
Site Fencing	\$15.00	linear foot
Tank Cost	\$1.50	gallon
Gravel Paving	\$24.00	linear foot
Site Work	\$40,000.00	lump sum

Activity Duration Estimates	Unit Price	Unit
Pipeline installation	\$220.07	hour
General construction	\$168.79	hour
Excavation	\$301.18	hour

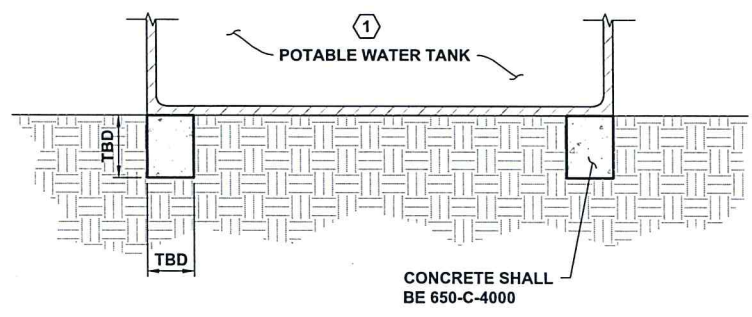
30% Reservoir Design with location options included.



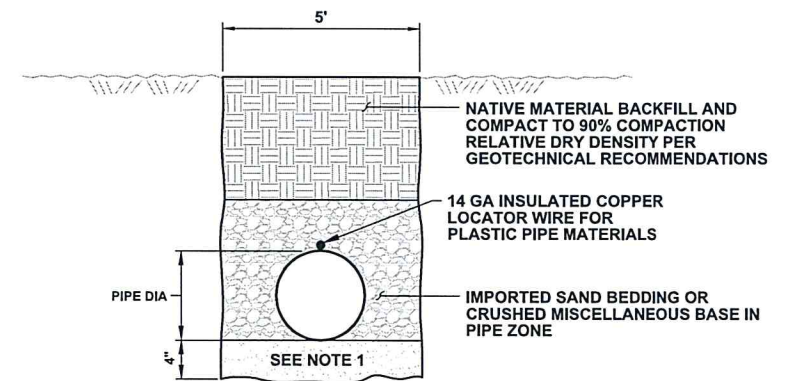
CONNECTION DETAIL
SCALE: N.T.S.

CONSTRUCTION NOTES

- ① (2) 50-FOOT DIA BY 28-FOOT TALL 375,000 GALLON ABOVE GROUND WELDED STEEL POTABLE WATER TANK.
- ② WATER TANK SUPPORT PAD. SEE **A**
- ③ 12-INCH DIA PVC C900 DR 18 OR DUCTILE IRON CLASS 53 COMMON INLET/OUTLET PIPE. SEE PLAN FOR LENGTH. FOR TRENCH SEE **B**
- ④ 12-FOOT WIDE DG (DECOMPOSED GRANITE) OR CMB (CRUSHED MISCELLANEOUS BASE) ACCESS ROADWAY. SEE **C**
- ⑤ 6-FOOT HIGH CHAIN LINK FENCE PER SPPWC STD PLAN 600-3 AROUND THE PERIMETER OF THE TANK SITE. CHAIN LINK FENCE TO HAVE 3 STRANDS OF BARBED WIRE ALONG THE TOP.
- ⑥ 16-FOOT WIDE CHAIN LINK ACCESS GATE.



TANK SUPPORT PAD DETAIL
SCALE: N.T.S.



- NOTES:**
- 1. IMPORTED SAND BEDDING SHALL EXTEND 4-INCHES MIN. BELOW PIPE
 - 2. OVER EXCAVATION SHALL BE REQUIRED IF NATIVE MATERIAL IS SOFT, SPONGY OR UNSTABLE. OVER EXCAVATION MATERIALS SHALL BE CRUSHED ROCK MATERIAL AND COMPACTED TO 95% RELATIVE COMPACTION.

TYPICAL TRENCH DETAIL
SCALE: N.T.S.

PROPOSED TANKS:
 BOTTOM ELEVATION: 174.50- FEET ABOVE MSL
 MAX OPERATING WATER LEVEL: 198.50- FEET ABOVE MSL
 DIFFERENCE IN ELEVATION (HIGH WATER): 33.50- FEET (15 PSI)

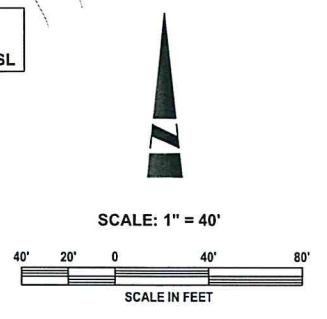
SITE PLAN
SCALE: 1" = 40'

DIRT QUANTITIES:
 CUT = 4,136 CY
 FILL = 0 CY
 ON SITE DISTRIBUTION (GRADING) = 4,136 CY

ABBREVIATIONS

BOT	BOTTOM OF SLOPE
CMB	CRUSHED MISCELLANEOUS BASE
CY	CUBIC YARDS
DG	DECOMPOSED GRANITE
DIA	DIAMETER
ELEV	ELEVATION
EX	EXISTING
FG	FINISHED GROUND
MAX	MAXIMUM
MSL	MEAN SEA LEVEL
N.T.S.	NOT TO SCALE
PVC	POLYVINYL CHLORIDE
TOP	TOP OF SLOPE

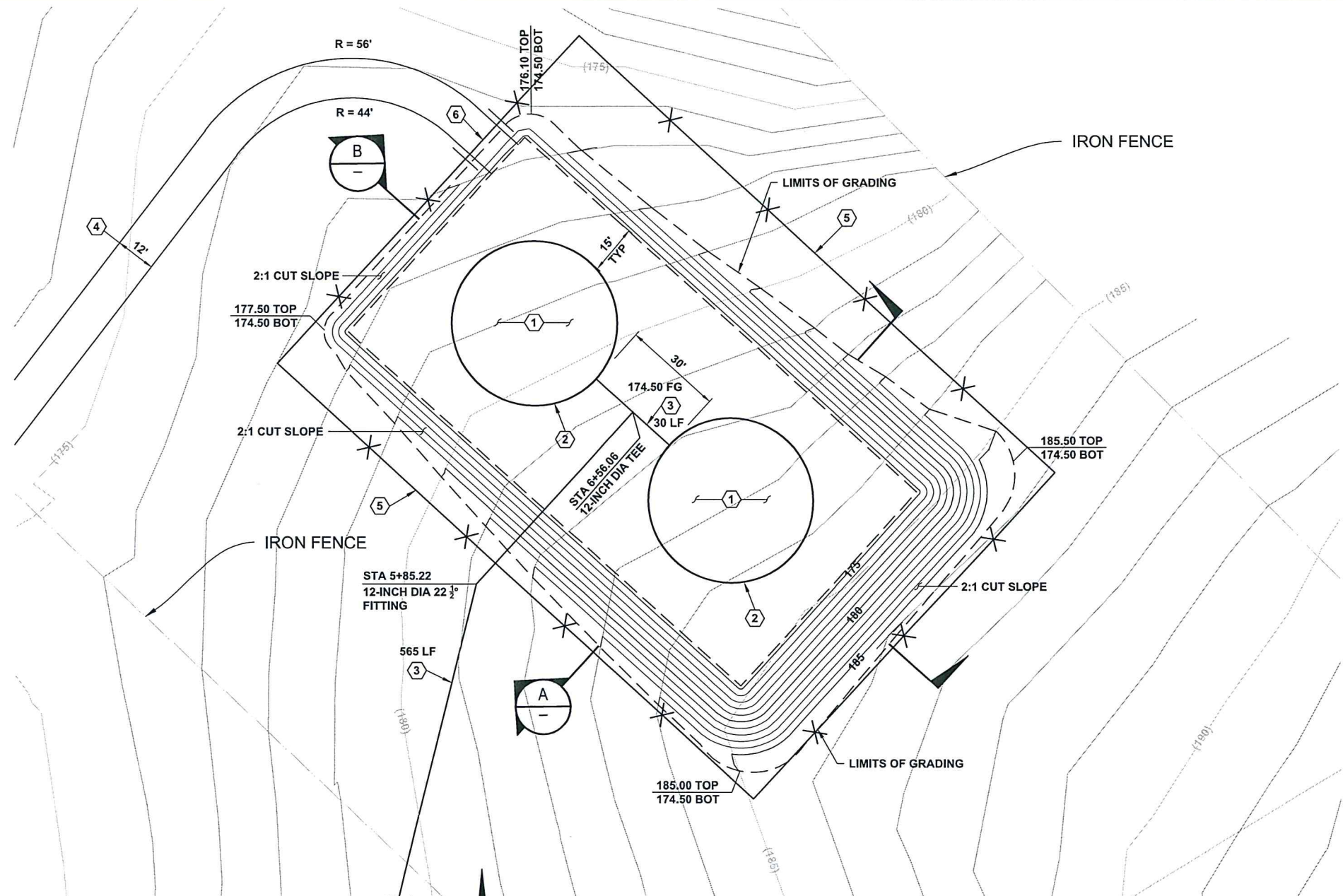
EXISTING RESERVOIR:
 BOTTOM ELEVATION: 151- FEET ABOVE MSL
 MAX OPERATING WATER LEVEL: 165- FEET ABOVE MSL



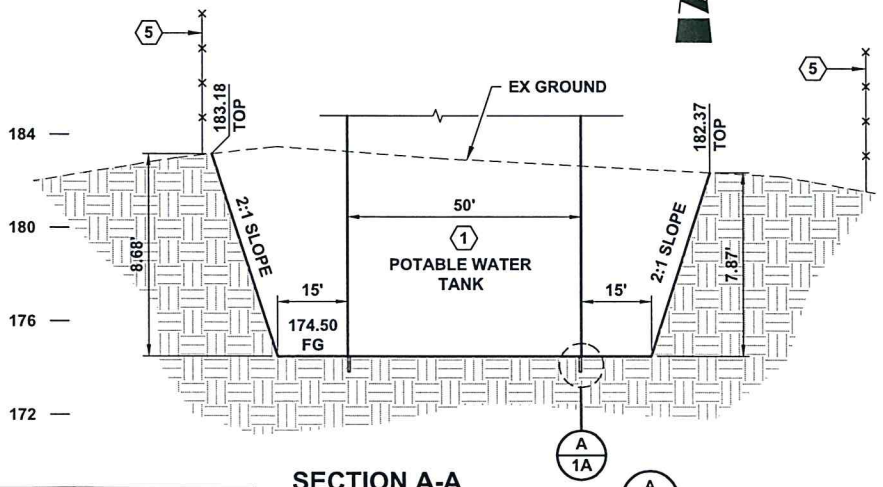
VERIFY SCALES
 BAR IS ONE INCH ON ORIGINAL DRAWING
 IF NOT ONE INCH ON THIS SHEET,
 ADJUST SCALES ACCORDINGLY

CONSTRUCTION NOTES

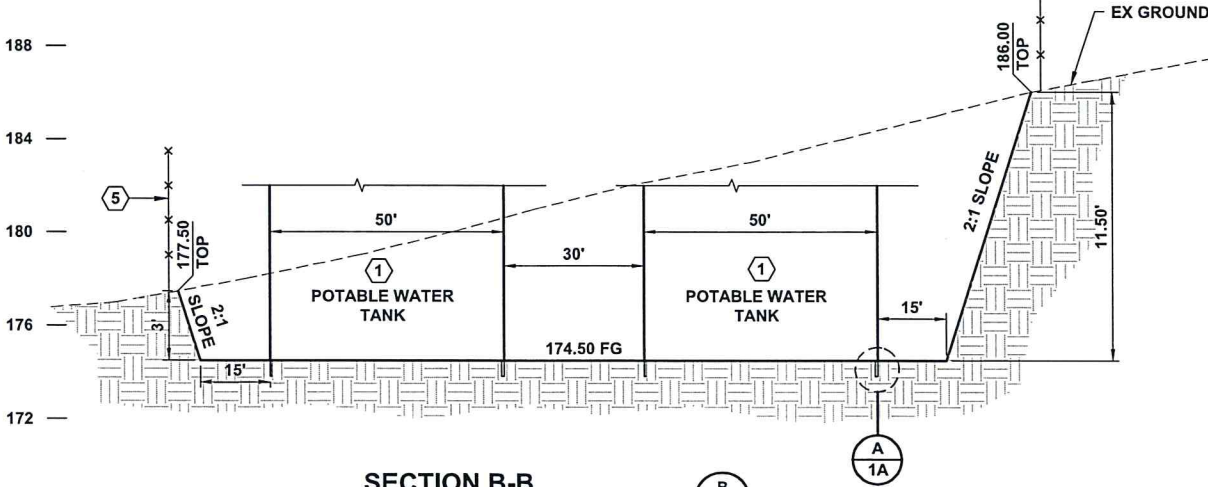
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- ② WATER TANK SUPPORT PAD. SEE A
1A
- ③ 12-INCH DIA PVC C900 DR 18 OR DUCTILE IRON CLASS 53 COMMON INLET/OUTLET PIPE. SEE PLAN FOR LENGTH. FOR TRENCH SEE B
1A
- ④ 12-FOOT WIDE DG (DECOMPOSED GRANITE) OR CMB (CRUSHED MISCELLANEOUS BASE) ACCESS ROADWAY. SEE C
-
- ⑤ 6-FOOT HIGH CHAIN LINK FENCE PER SPPWC STD PLAN 600-3 AROUND THE PERIMETER OF THE TANK SITE. CHAIN LINK FENCE TO HAVE 3 STRANDS OF BARBED WIRE ALONG THE TOP.
- ⑥ 16-FOOT WIDE CHAIN LINK ACCESS GATE.



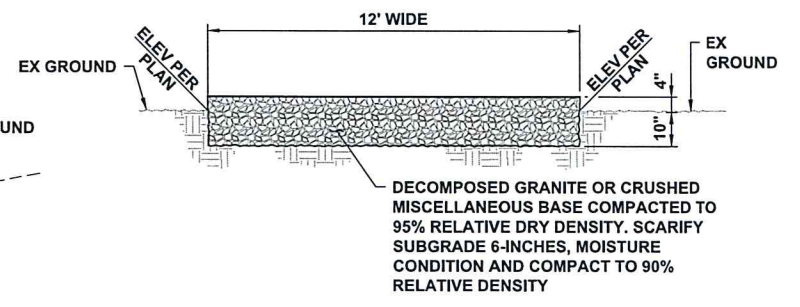
DETAIL 1
1A
SCALE: 1" = 20'



SECTION A-A A
1A
SCALE: 1" = 20' HORIZONTAL, 1" = 4' VERTICAL



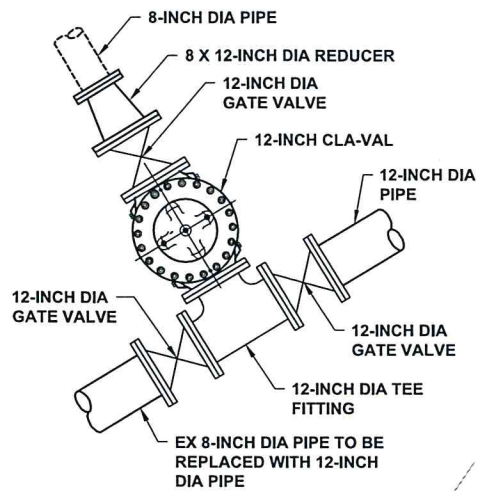
SECTION B-B B
1A
SCALE: 1" = 20' HORIZONTAL, 1" = 4' VERTICAL



DG OR CMB ACCESS ROADWAY DETAIL C
-
SCALE: N.T.S.

VERIFY SCALES
BAR IS ONE INCH ON ORIGINAL DRAWING
0 1
IF NOT ONE INCH ON THIS SHEET,
ADJUST SCALES ACCORDINGLY

SAN SIMEON COMMUNITY SERVICES DISTRICT
30% WATER RESERVOIR DESIGN
EXHIBIT 1A.2



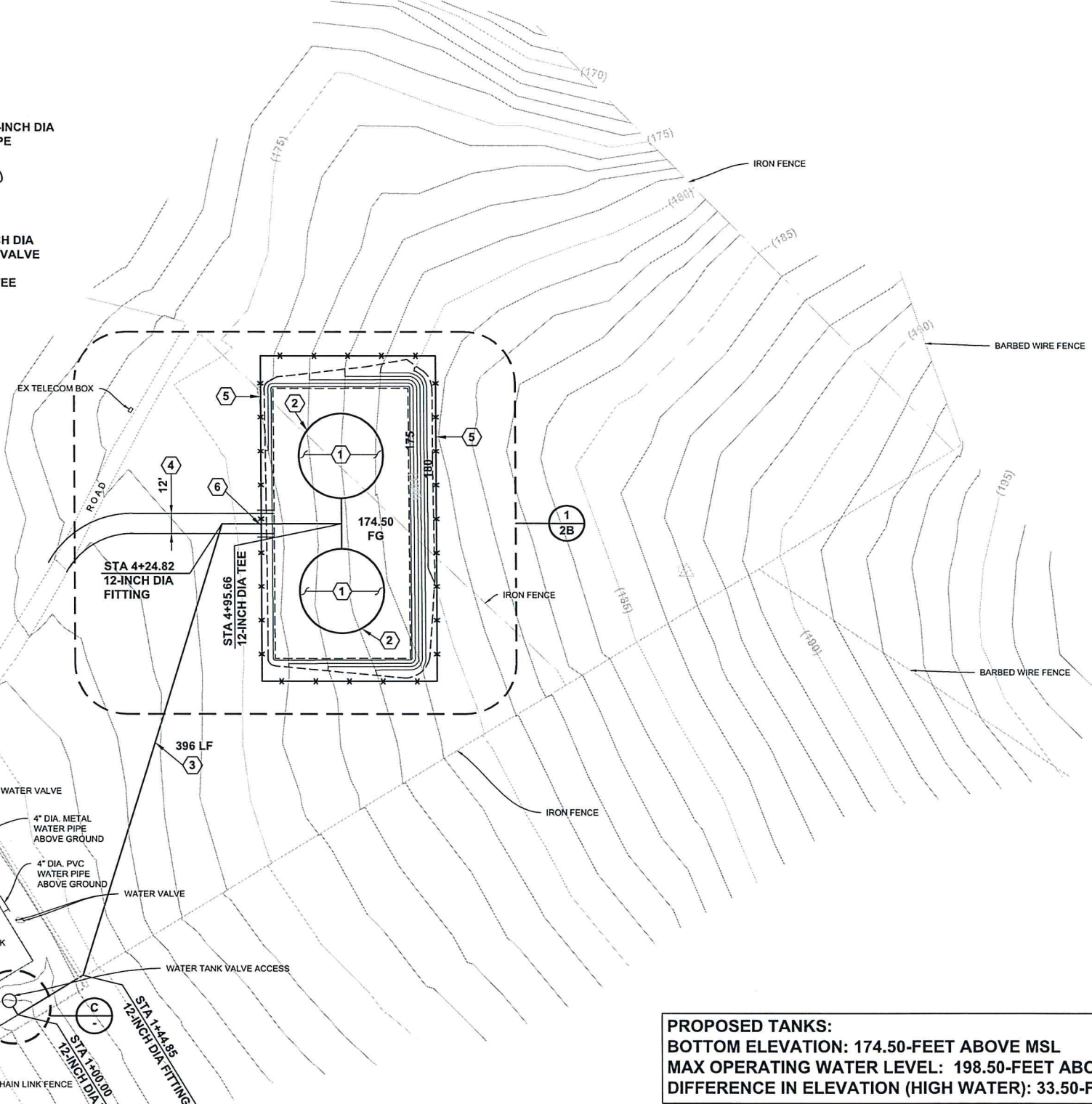
CONNECTION DETAIL

SCALE: N.T.S.



SCALE: 1" = 40'

VERIFY SCALES
BAR IS ONE INCH ON ORIGINAL DRAWING
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 BOTTOM ELEVATION: 174.50- FEET ABOVE MSL
 MAX OPERATING WATER LEVEL: 198.50- FEET ABOVE MSL
 DIFFERENCE IN ELEVATION (HIGH WATER): 33.50- FEET (15 PSI)

SITE PLAN

SCALE: 1" = 40'

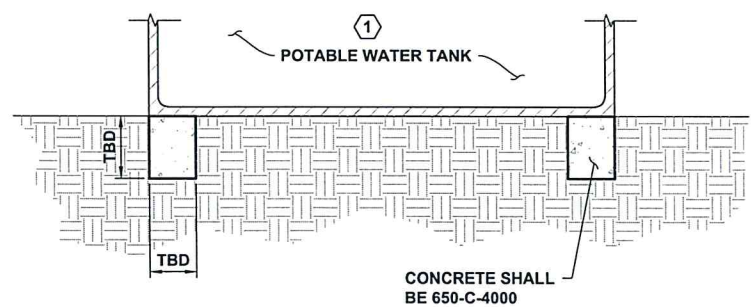
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 FILL = 0 CY
 ON SITE DISTRIBUTION (GRADING) = 1,813 CY

ABBREVIATIONS

BOT	BOTTOM OF SLOPE
CMB	CRUSHED MISCELLANEOUS BASE
CY	CUBIC YARDS
DG	DECOMPOSED GRANITE
DIA	DIAMETER
ELEV	ELEVATION
EX	EXISTING
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MAX	MAXIMUM
MSL	MEAN SEA LEVEL
N.T.S.	NOT TO SCALE
PVC	POLYVINYL CHLORIDE
TOP	TOP OF SLOPE

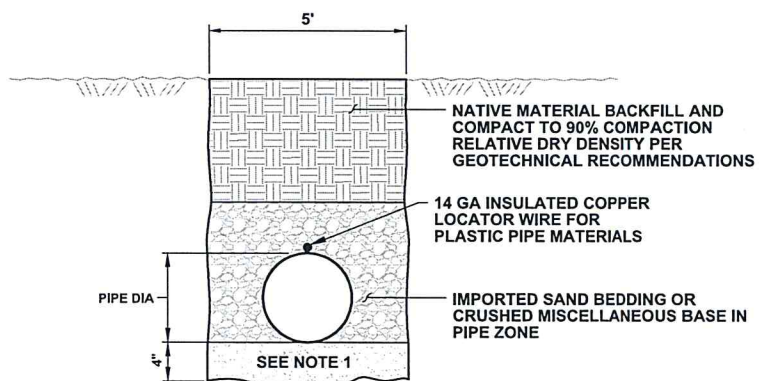
CONSTRUCTION NOTES

- 1 (2) 50-FOOT DIA BY 28-FOOT TALL 375,000 GALLON ABOVE GROUND WELDED STEEL POTABLE WATER TANK.
- 2 WATER TANK SUPPORT PAD. SEE
- 3 12-INCH DIA PVC C900 DR 18 OR DUCTILE IRON CLASS 53 COMMON INLET/OUTLET PIPE. SEE PLAN FOR LENGTH. FOR TRENCH SEE
- 4 12-FOOT WIDE DG (DECOMPOSED GRANITE) OR CMB (CRUSHED MISCELLANEOUS BASE) ACCESS ROADWAY. SEE
- 5 6-FOOT HIGH CHAIN LINK FENCE PER SPPWC STD PLAN 600-3 AROUND THE PERIMETER OF THE TANK SITE. CHAIN LINK FENCE TO HAVE 3 STRANDS OF BARBED WIRE ALONG THE TOP.
- 6 16-FOOT WIDE CHAIN LINK ACCESS GATE.



TANK SUPPORT PAD DETAIL

SCALE: N.T.S.



NOTES:

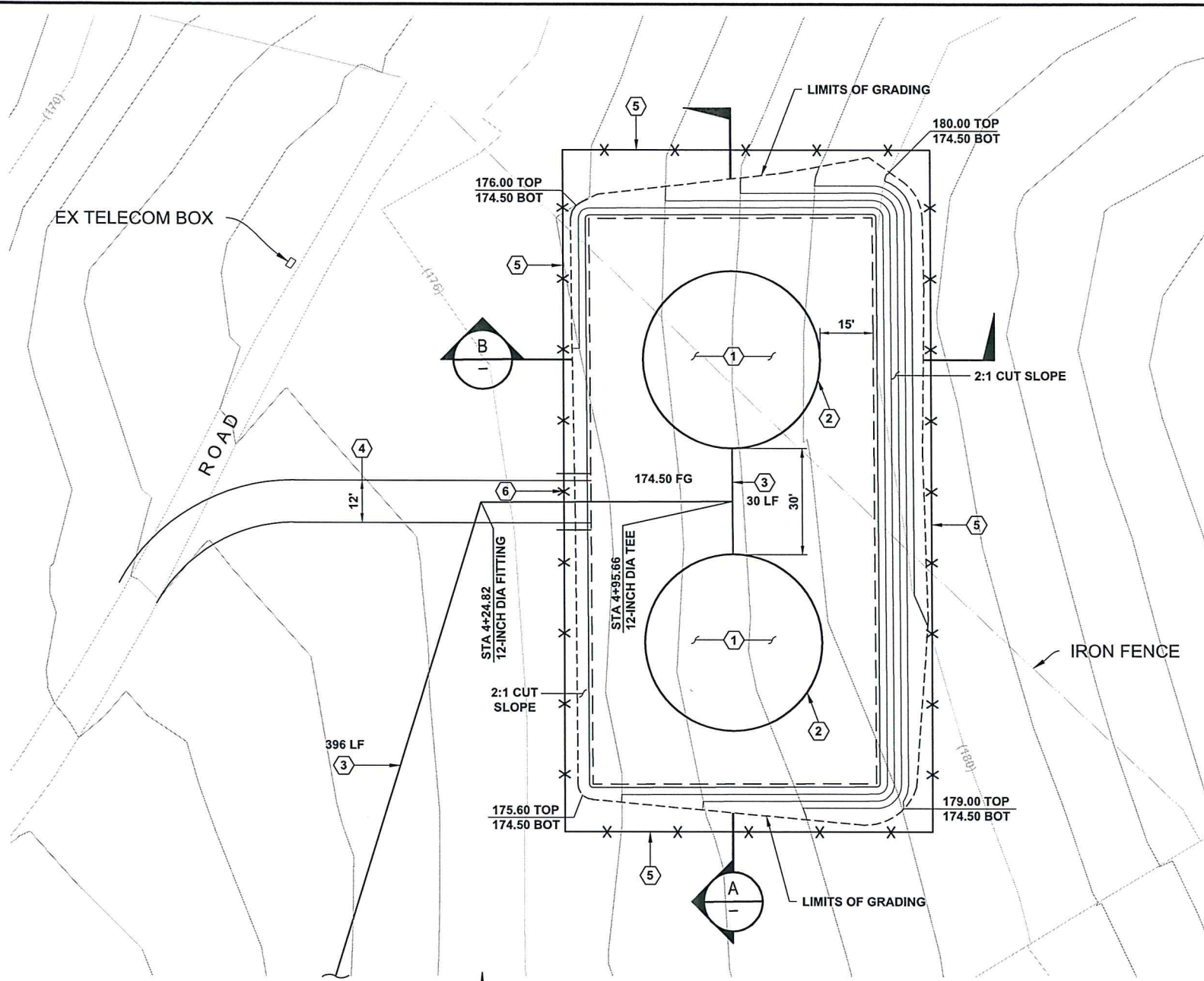
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TYPICAL TRENCH DETAIL

SCALE: N.T.S.



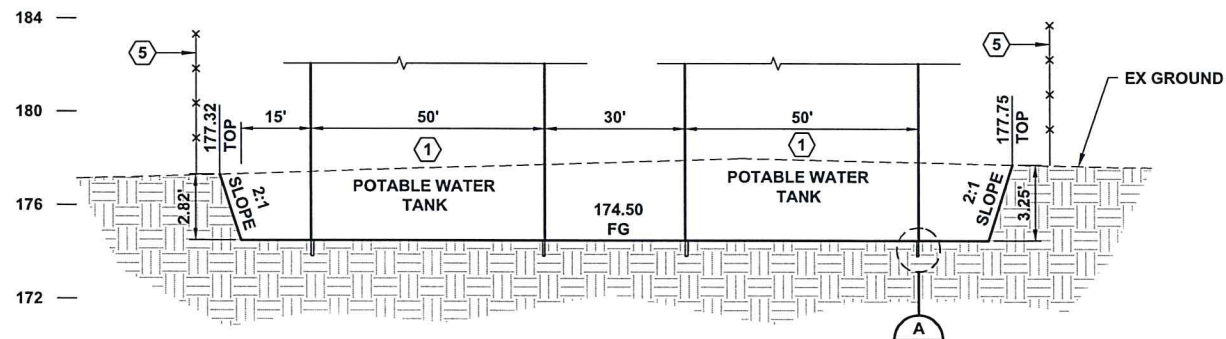
SAN SIMEON COMMUNITY SERVICES DISTRICT
 30% WATER RESERVOIR DESIGN
 EXHIBIT 1B.1



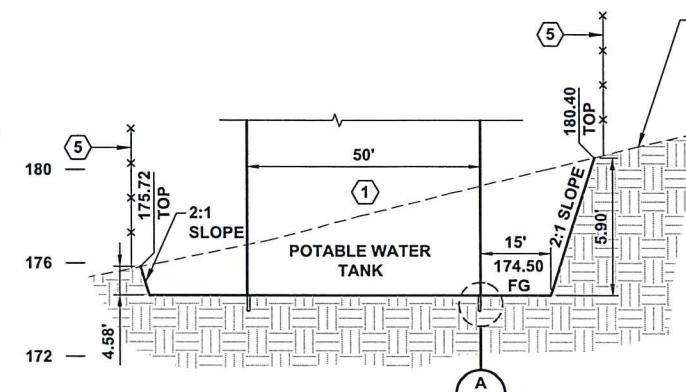
CONSTRUCTION NOTES

- ① (2) 50-FOOT DIA BY 28-FOOT TALL 375,000 GALLON ABOVE GROUND WELDED STEEL POTABLE WATER TANK.
- ② WATER TANK SUPPORT PAD. SEE A
2A
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2A
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- ⑤ 6-FOOT HIGH CHAIN LINK FENCE PER SPPWC STD PLAN 600-3 AROUND THE PERIMETER OF THE TANK SITE. CHAIN LINK FENCE TO HAVE 3 STRANDS OF BARBED WIRE ALONG THE TOP.
- ⑥ 16-FOOT WIDE CHAIN LINK ACCESS GATE.

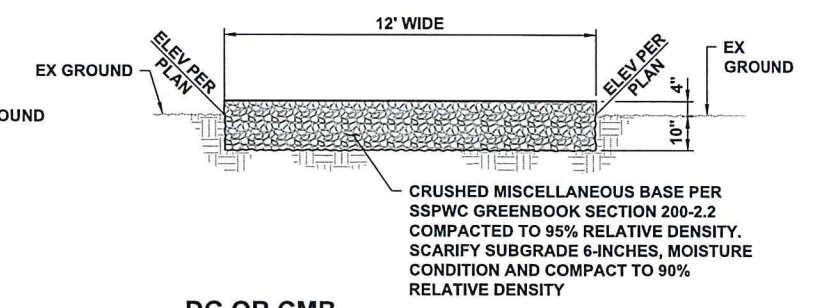
DETAIL
SCALE: 1" = 20'
1
2A



SECTION A-A
SCALE: 1" = 20' HORIZONTAL, 1" = 4' VERTICAL
A
-



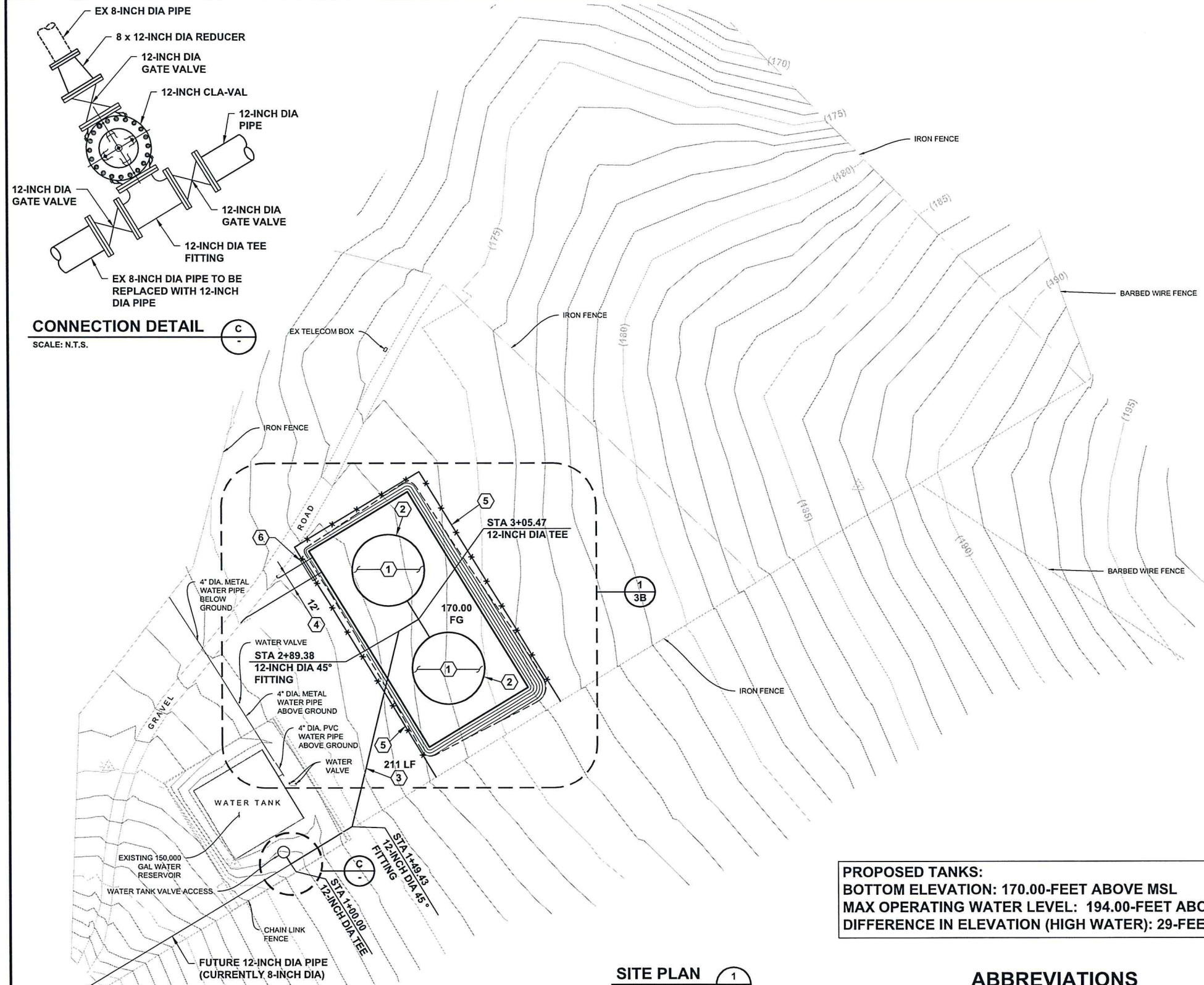
SECTION B-B
SCALE: 1" = 20' HORIZONTAL, 1" = 4' VERTICAL
A
2A B
-



DG OR CMB ACCESS ROADWAY DETAIL
SCALE: N.T.S.
C
-

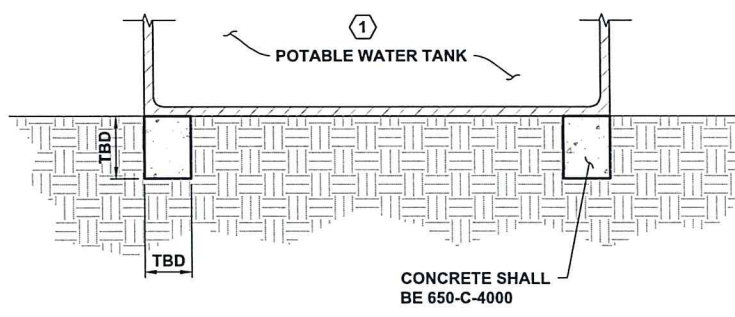
VERIFY SCALES
BAR IS ONE INCH ON ORIGINAL DRAWING
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IF NOT ONE INCH ON THIS SHEET,
ADJUST SCALES ACCORDINGLY

SAN SIMEON COMMUNITY SERVICES DISTRICT
30% WATER RESERVOIR DESIGN
EXHIBIT 1B.2



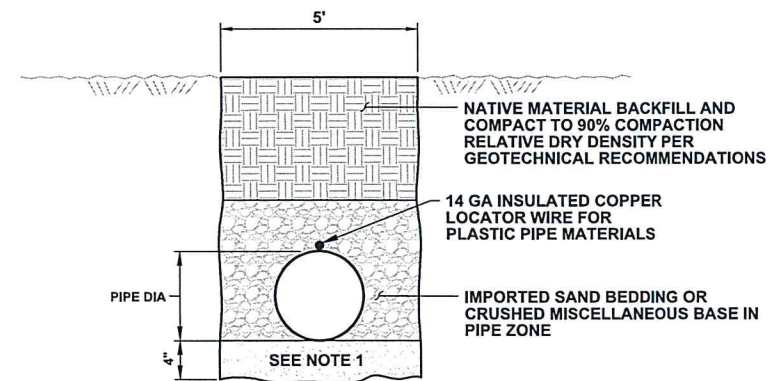
CONSTRUCTION NOTES

- ① (2) 50-FOOT DIA BY 28-FOOT TALL 375,000 GALLON ABOVE GROUND WELDED STEEL POTABLE WATER TANK.
- ② WATER TANK SUPPORT PAD. SEE A
- ③ 12-INCH DIA PVC C900 DR 18 OR DUCTILE IRON CLASS 53 COMMON INLET/OUTLET PIPE. SEE PLAN FOR LENGTH. FOR TRENCH SEE B
- ④ 12-FOOT WIDE DG (DECOMPOSED GRANITE) OR CMB (CRUSHED MISCELLANEOUS BASE) ACCESS ROADWAY. SEE C / 3B
- ⑤ 6-FOOT HIGH CHAIN LINK FENCE PER SPPWC STD PLAN 600-3 AROUND THE PERIMETER OF THE TANK SITE. CHAIN LINK FENCE TO HAVE 3 STRANDS OF BARBED WIRE ALONG THE TOP.
- ⑥ 16-FOOT WIDE CHAIN LINK ACCESS GATE.



TANK SUPPORT PAD DETAIL A

SCALE: N.T.S.



NOTES:

- 1. IMPORTED SAND BEDDING SHALL EXTEND 4-INCHES MIN. BELOW PIPE
- 2. OVER EXCAVATION SHALL BE REQUIRED IF NATIVE MATERIAL IS SOFT, SPONGY OR UNSTABLE. OVER EXCAVATION MATERIALS SHALL BE CRUSHED ROCK MATERIAL AND COMPACTED TO 95% RELATIVE COMPACTION.

TYPICAL TRENCH DETAIL B

SCALE: N.T.S.

PROPOSED TANKS:
 BOTTOM ELEVATION: 170.00- FEET ABOVE MSL
 MAX OPERATING WATER LEVEL: 194.00- FEET ABOVE MSL
 DIFFERENCE IN ELEVATION (HIGH WATER): 29- FEET (13 PSI)

SITE PLAN 1

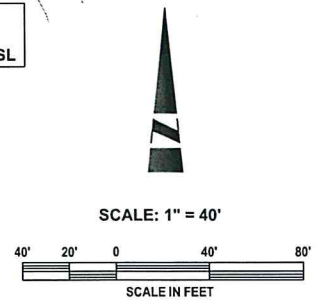
SCALE: 1" = 40'

DIRT QUANTITIES:
 CUT = 1834 CY
 FILL = 0 CY
 ON SITE DISTRIBUTION (GRADING) = 1834 CY

ABBREVIATIONS

BOT	BOTTOM OF SLOPE
CMB	CRUSHED MISCELLANEOUS BASE
CY	CUBIC YARDS
DG	DECOMPOSED GRANITE
DIA	DIAMETER
ELEV	ELEVATION
EX	EXISTING
FG	FINISHED GROUND
MAX	MAXIMUM
MSL	MEAN SEA LEVEL
N.T.S.	NOT TO SCALE
PVC	POLYVINYL CHLORIDE
TOP	TOP OF SLOPE

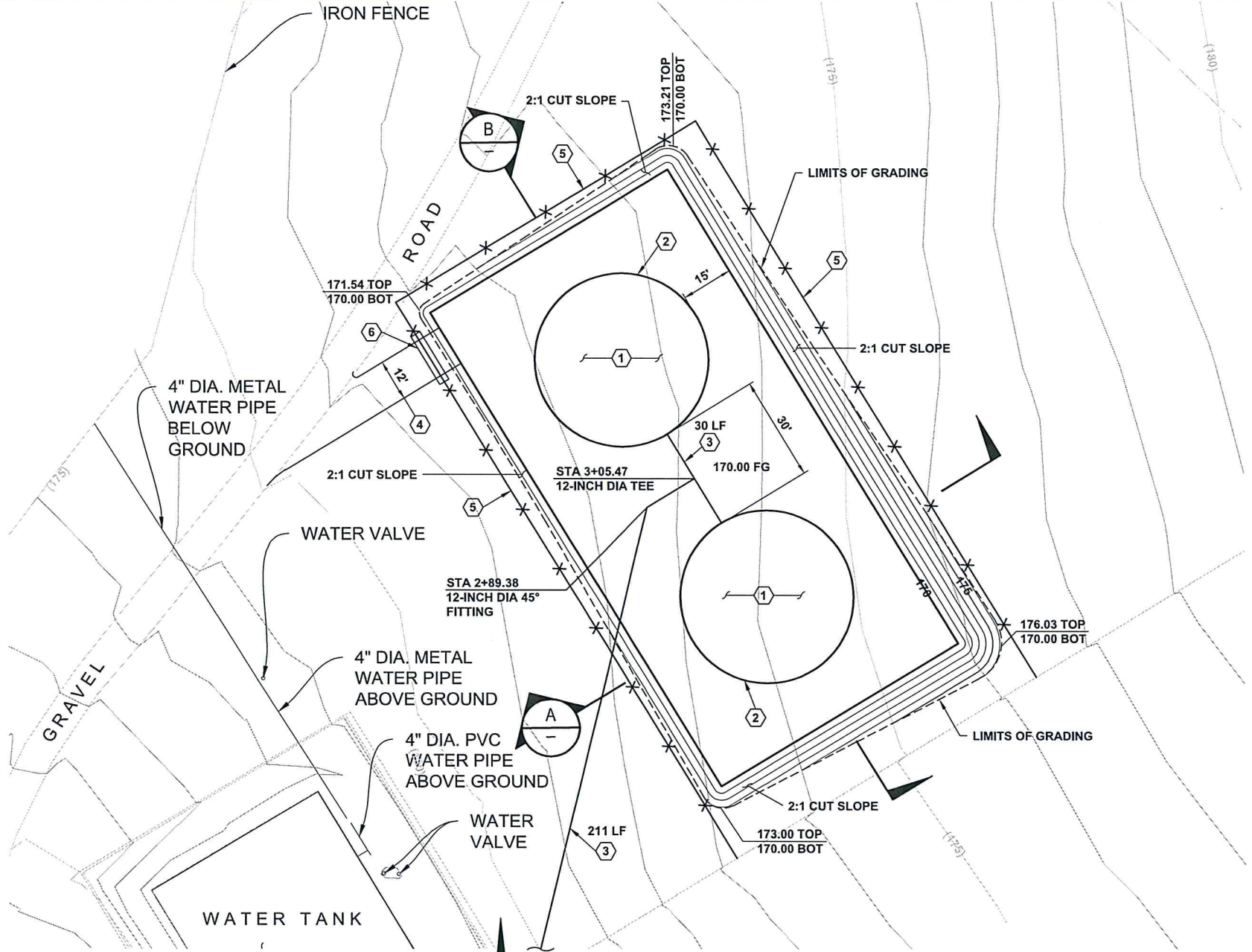
EXISTING RESERVOIR:
 BOTTOM ELEVATION: 151- FEET ABOVE MSL
 MAX OPERATING WATER LEVEL: 165- FEET ABOVE MSL



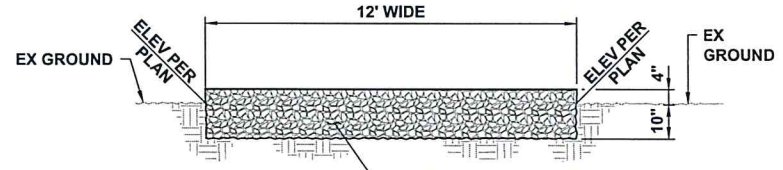
VERIFY SCALES
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 IF NOT ONE INCH ON THIS SHEET,
 ADJUST SCALES ACCORDINGLY

CONSTRUCTION NOTES

- ① (2) 50-FOOT DIA BY 28-FOOT TALL 375,000 GALLON ABOVE GROUND WELDED STEEL POTABLE WATER TANK.
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3A
- ③ 12-INCH DIA PVC C900 DR 18 OR DUCTILE IRON CLASS 53 COMMON INLET/OUTLET PIPE. SEE PLAN FOR LENGTH. FOR TRENCH SEE B
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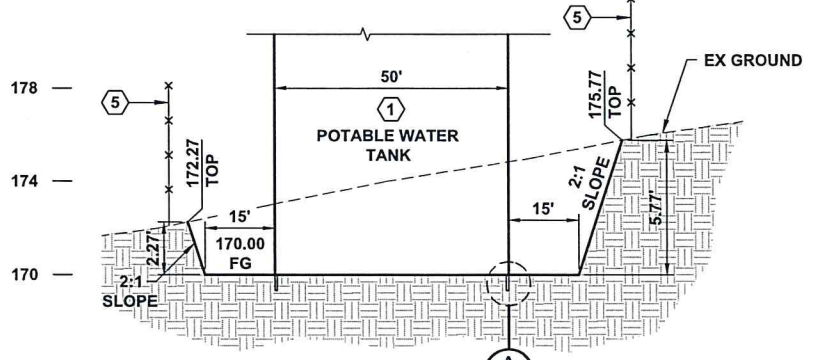


DETAIL
SCALE: 1" = 20'
1
3A

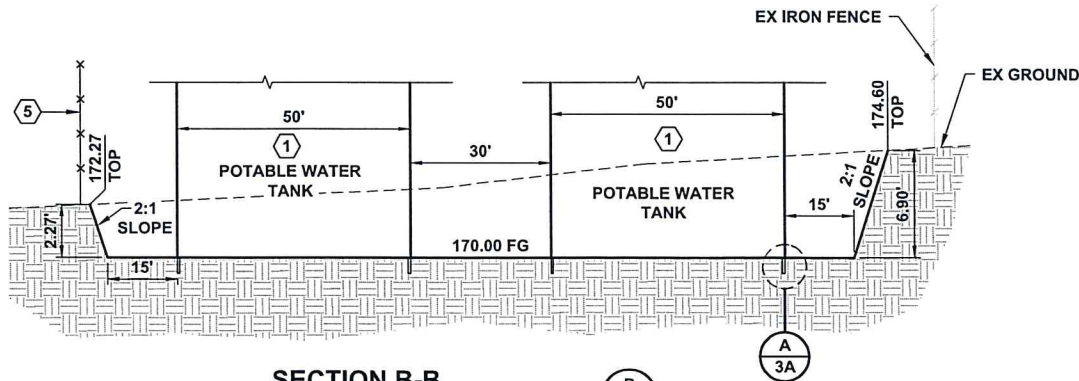


DECOMPOSED GRANITE OR CRUSHED MISCELLANEOUS BASE COMPACTED TO 95% RELATIVE DRY DENSITY. SCARIFY SUBGRADE 6-INCHES, MOISTURE CONDITION AND COMPACT TO 90% RELATIVE DENSITY

DG OR CMB ACCESS ROADWAY DETAIL
SCALE: N.T.S.
C
-



SECTION A-A
SCALE: 1" = 20" HORIZONTAL, 1" = 4" VERTICAL
A
3A



SECTION B-B
SCALE: 1" = 20" HORIZONTAL, 1" = 4" VERTICAL
B
-

VERIFY SCALES
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0 1
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ADJUST SCALES ACCORDINGLY

SAN SIMEON COMMUNITY SERVICES DISTRICT
30% WATER RESERVOIR DESIGN
EXHIBIT 1C.2

4B. SUPERTINTENDENT'S REPORT
Jerry Copeland
Facilities Update for August 2017

4B. SUPERINTENDENT'S REPORT

Activities of August 2017

1. Wastewater Treatment Plant

- All sampling, testing and reporting at the Wastewater Treatment Plant and the Recycled Water Facility was performed as required by the RWQCB.
- Staff was on duty providing oversight to all facilities during the scheduled power outage in the early morning hours of 8/14/17.
- The Equalization Basin flow meter and sensor was replaced. The old one was sent for repair.
- The motor for the Equalization Basin pump #2 was replaced.

2. Water 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).
- Tri-Annual well sampling and testing was performed.
- The automatic flow control valves (Cla-Val) at the wells were both rebuilt.
- Two water distribution system valves in the street were replaced.
- Annual valve exercising was completed.
- Monthly water meter reading was performed.
- The fire hydrants around the District were painted.

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 of these activities.
- The brush around the Wastewater Treatment Plant was trimmed back.
- Curb painting was performed around the District

San Simeon Community Services District Superintendent's Report August 2017

MONTHLY DATA REPORT

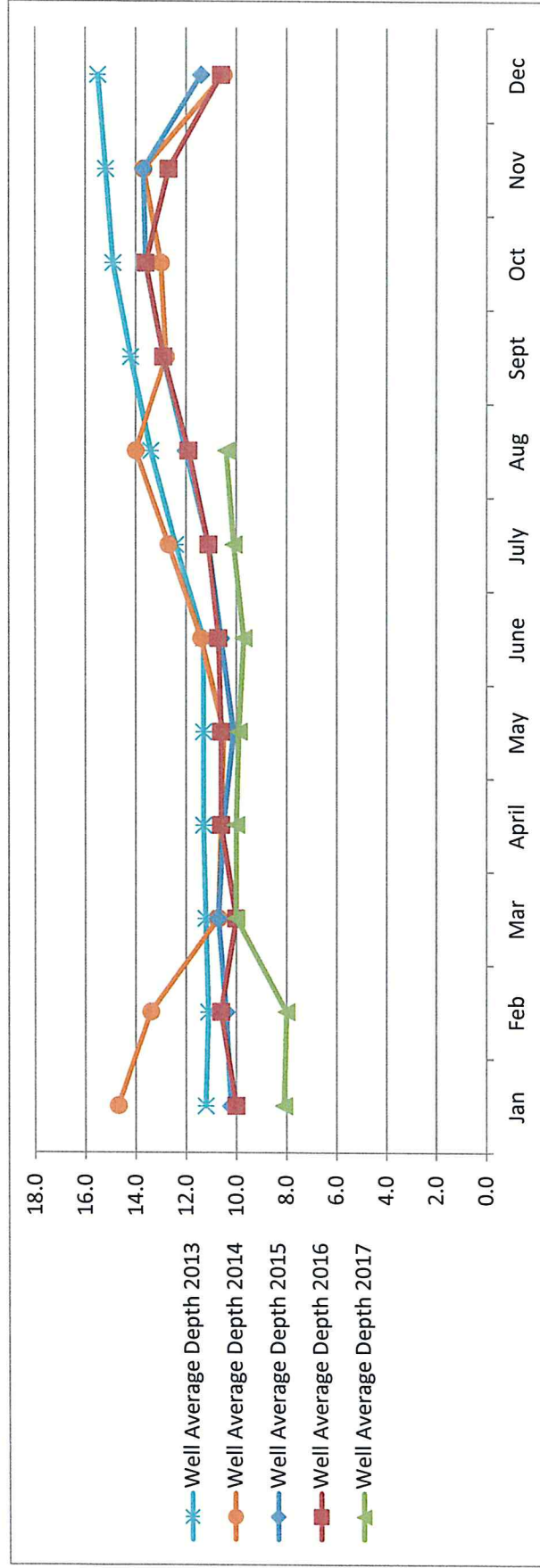
Date	Day	Wastewater Influent Daily Flow	Wastewater Effluent Daily Flow	Well 1 Total Daily Produced	Well 2 Total Daily Produced	Total Daily Water Produced	R.O. Daily Influent Flow	R.O. Daily Effluent Flow	R.O. Daily Brine Flow	Distribution Chloride	Chloride Wells 1	Chloride Wells 2	Recycled Water Distributed	Water Level Well 1	Water Level Well 2	Rainfall in Inches	State Influent Daily Flow
08/01/17	Tue	105,637	90,520	1,870	120,877	122,747	0	0	0	65	-	65	0	10.2	10.4	0.00	8,217
08/02/17	Wed	104,504	89,350	0	58,793	58,793	0	0	0	-	-	-	0	10.2	10.5	0.00	17,864
08/03/17	Thu	102,882	85,340	0	57,820	57,820	0	0	0	-	-	-	0	10.2	10.5	0.00	17,726
08/04/17	Fri	115,687	97,210	1,047	126,038	127,085	0	0	0	-	-	-	0	10.1	10.4	0.00	18,125
08/05/17	Sat	124,875	110,020	0	83,178	83,178	0	0	0	-	-	-	0	10.1	10.4	0.00	18,215
08/06/17	Sun	110,105	100,140	0	102,700	102,700	0	0	0	-	-	-	0	10.1	10.4	0.00	23,846
08/07/17	Mon	121,804	101,750	898	54,529	55,427	0	0	0	-	-	-	0	10.1	10.4	0.00	20,760
08/08/17	Tue	98,747	81,350	0	62,982	62,982	0	0	0	56	-	56	0	10.1	10.4	0.00	19,423
08/09/17	Wed	105,848	91,150	66,198	56,025	122,223	0	0	0	-	-	-	0	10.1	10.4	0.00	18,146
08/10/17	Thu	96,382	85,770	49,817	14,212	64,029	0	0	0	-	-	-	0	10.1	10.4	0.00	17,981
08/11/17	Fri	102,046	86,640	0	44,282	44,282	0	0	0	-	-	-	0	10.1	10.4	0.00	15,344
08/12/17	Sat	114,508	101,650	74,426	53,931	128,357	0	0	0	-	-	-	0	10.2	10.5	0.00	15,342
08/13/17	Sun	107,210	95,440	61,112	0	61,112	0	0	0	-	-	-	0	10.4	10.7	0.00	21,732
08/14/17	Mon	100,015	83,880	56,250	0	56,250	0	0	0	-	-	-	0	10.3	10.6	0.00	19,340
08/15/17	Tue	106,701	92,210	63,056	52,584	115,641	0	0	0	-	-	-	0	10.2	10.5	0.00	19,414
08/16/17	Wed	95,466	82,030	6,059	46,750	52,809	0	0	0	56	56	39	0	10.2	10.5	0.00	15,421
08/17/17	Thu	102,325	86,830	63,730	22,739	86,469	0	0	0	-	-	-	0	10.2	10.5	0.00	13,293
08/18/17	Fri	100,922	85,050	50,991	55,427	106,418	0	0	0	-	39	39	0	10.4	10.7	0.00	15,006
08/19/17	Sat	115,420	100,800	22,141	59,167	81,308	0	0	0	-	-	-	0	10.4	10.7	0.00	15,423
08/20/17	Sun	97,881	88,010	46,750	27,751	74,501	0	0	0	-	-	-	0	10.2	10.5	0.00	13,947
08/21/17	Mon	95,858	83,230	14,661	37,550	52,210	0	0	0	-	-	-	0	10.2	10.5	0.00	19,265
08/22/17	Tue	85,903	75,470	52,136	53,856	105,992	3869	0	464	47	47	47	0	10.1	10.4	0.00	15,428
08/23/17	Wed	82,332	73,100	13,314	49,518	62,832	0	0	0	-	-	-	0	-	-	0.00	8,583
08/24/17	Thu	80,489	79,020	57,147	0	57,147	0	0	0	-	-	-	0	10.2	10.5	0.00	13,196
08/25/17	Fri	73,368	72,630	42,561	40,616	83,178	0	0	0	47	65	32	0	10.2	10.5	0.00	14,357
08/26/17	Sat	83,995	83,350	45,329	34,707	80,036	0	0	0	-	-	-	0	10.2	10.5	0.00	9,053
08/27/17	Sun	80,646	79,420	35,455	42,112	77,568	0	0	0	-	-	-	0	10.2	10.5	0.00	14,069
08/28/17	Mon	77,750	74,131	13,314	23,113	36,428	0	0	0	-	-	-	0	10.2	10.5	0.00	13,698
08/29/17	Tue	71,433	70,900	17,129	53,108	70,237	0	0	0	47	74	39	0	10.2	10.5	0.00	12,827
08/30/17	Wed	57,130	59,770	43,010	0	43,010	0	0	0	-	-	-	0	10.2	10.5	0.00	9,337
08/31/17	Thu	58,713	61,900	0	59,690	59,690	0	0	0	-	-	-	0	10.2	10.5	0.00	9,752
TOTALS		2,976,582	2,648,061	898,400	1,494,055	2,392,456	3869	0	464				0			0.00	484,130
Average		96,019	85,421	28,981	48,195	77,176	125	0	15	53	56	45	0	10.2	10.5	0.00	15,617
Minimum		57,130	59,770	0	0	36,428	0	0	0	47	39	32	0	10.1	10.4	0.00	8,217
Maximum		124,875	110,020	74,426	126,038	128,357	3869	0	464	65	74	65	0	10.4	10.7	0.00	23,846

San Simeon Community Services District

Superintendent's Report

August 2017

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Well Average Depth 2013	11.2	11.1	11.2	11.3	11.3	11.3	12.4	13.4	14.2	14.9	15.2	15.5
Well Average Depth 2014	14.7	13.4	10.7	10.6	10.5	11.4	12.7	14.0	12.8	13.0	13.7	10.5
Well Average Depth 2015	10.2	10.4	10.7	10.5	10.1	10.6	11.1	12.0	12.9	13.6	13.7	11.4
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				



4C. DISTRICT FINANCIALS
Cortney Murguia
August 31, 2017

SAN SIMEON COMMUNITY SERVICES DISTRICT

Balance Sheet

As of August 31, 2017

Aug 31, 17

ASSETS

Current Assets

Checking/Savings

1010 · Petty cash	150.00
1015 · Heritage Oaks- General Checking	76,506.12
1016 · Heritage Oaks-Wellhead	6.34
1017 · Heritage Oaks-Money Market	830,334.65
1022 · USDA checking	234.05
1040 · Cash in county treasury	108.33
1050 · LAIF - non-restricted cash	523.77

Total Checking/Savings 907,863.26

Other Current Assets

1200 · Accounts receivable	99,856.50
1220 · A/R - Hearst Castle	23,960.29
1300 · Prepaid expenses	7,626.46

Total Other Current Assets 131,443.25

Total Current Assets 1,039,306.51

Fixed Assets

1400 · Fixed assets

1420 · Building and structures	395,874.73
1500 · Equipment	316,747.53
1540 · Major water projects	185,031.77
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	449,767.53
1650 · Walkway access projects	21,511.00
1660 · RO Unit	931,966.97
1680 · Generator	29,101.14

Total 1400 · Fixed assets 4,959,519.92

1690 · Accumulated depreciation (2,216,188.96)

Total Fixed Assets 2,743,330.96

TOTAL ASSETS 3,782,637.47

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2100 · Payroll liabilities	296.70
2500 · Customer security deposits	10,058.13
2510 · Connect hookup wait list	45,750.00
2520 · USDA Loan	417,240.00

Total Other Current Liabilities 473,344.83

Total Current Liabilities 473,344.83

Total Liabilities 473,344.83

Equity

3200 · Fund balance	2,932,888.18
3900 · Suspense	24,537.53
Net Income	351,866.93

Total Equity 3,309,292.64

TOTAL LIABILITIES & EQUITY 3,782,637.47

SAN SIMEON COMMUNITY SERVICES DISTRICT



4C. FINANCIAL SUMMARY

BILLING
August 31, 2017

July Billing Revenue	\$ 80,196.01
August Billing Revenue	\$ 83,415.37
Past Due (31 to 60 days)	\$ 2,428.34
Past Due (60 days)	\$ 241.88

ENDING BANK BALANCES
August 31, 2017

RABOBANK SUMMARY:

Well Rehab Project/USDA Checking Account	\$ 129.05
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HERITAGE OAKS BANK:

Money Marketing Account Closing Balance July 31, 2017	\$ 840,454.30
Interest for August	\$ 250.05

Transfer to General Checking USDA Loan Payment	\$ 10,345.00
Wire Fee for USDA Loan Payment	\$ 25.00

Money Marketing Account Closing Balance August 31, 2017	\$ 830,334.35
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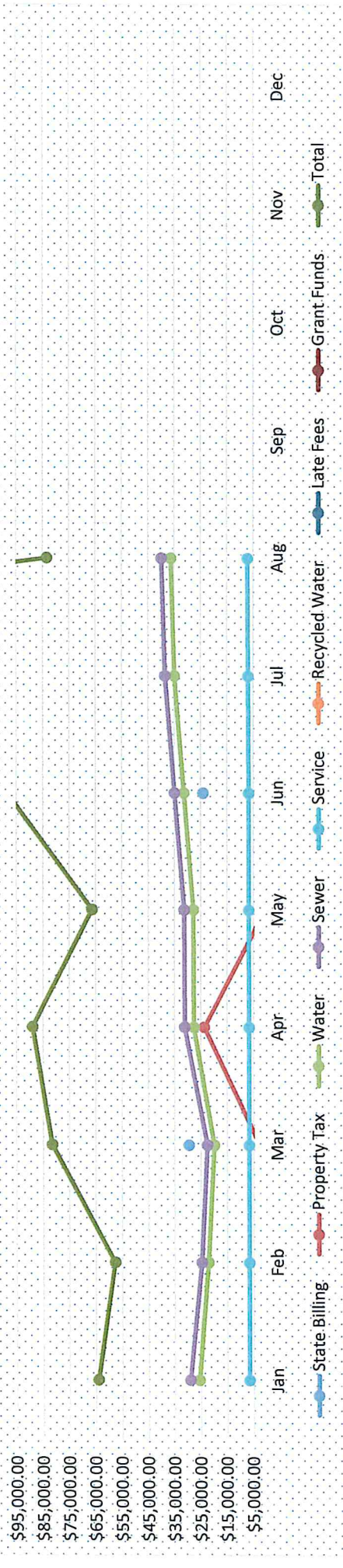
Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
Available Funds	\$ 524,876.35

General Checking Account August 31, 2017	\$ 45,245.04
Deposit Correction	\$ 22,037.76

LAIF Closing Balance August 31, 2017	\$ 525.98
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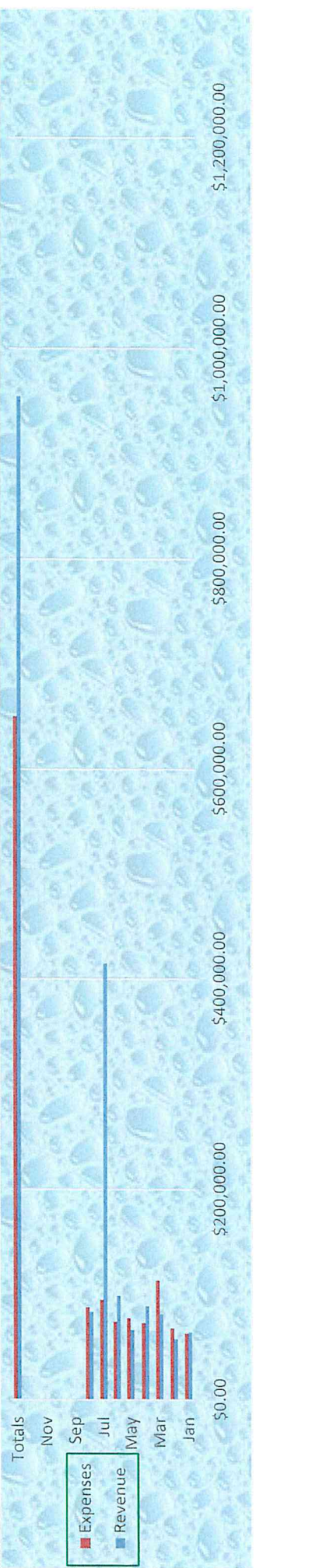
2017 DISTRICT REVENUE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
State Billing			\$29,440.40			\$23,960.29							\$53,400.69
Property Tax	\$2,456.74	\$2,966.66	\$2,421.97	\$23,540.38	\$415.92	\$1,111.78	\$1,282.43	\$0.00					\$34,195.88
Water	\$25,600.49	\$22,112.4	\$19,816.90	\$27,563.35	\$27,763.55	\$31,331.40	\$34,880.43	\$36,192.33					\$225,260.81
Sewer	\$29,037.7	\$24,590.4	\$22,440.87	\$31,022.32	\$31,228.75	\$34,851.59	\$38,495.46	\$39,770.86					\$251,437.93
Service	\$6,503.02	\$6,503.02	\$6,503.02	\$6,503.02	\$6,564.66	\$6,626.30	\$6,820.12	\$6,950.95					\$52,974.11
Recycled Water													\$0.00
Late Fees	\$366.84	\$1,387.73	\$735.52	\$202.87	\$187.94	\$804.03	\$628.24	\$379.06					\$4,692.23
Grant Funds							\$332,310.87						\$332,310.87
Total	\$63,964.81	\$57,560.13	\$81,358.68	\$88,831.94	\$66,160.82	\$98,685.39	\$414,417.55	\$83,293.20					\$954,272.52
Water Sold Cu Ft	232048	200704	179990	249876	249279	282352	299369	310960					2004578
Water Sold Acre ft	5.33	4.61	4.13	5.74	5.72	6.48	6.87	7.14					46.02



REVENUE VS EXPENSES

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Revenue	\$63,964.81	\$57,560.13	\$81,358.68	\$88,831.94	\$66,160.82	\$98,685.39	\$414,417.55	\$83,293.20					\$954,272.52
Expenses	\$62,761.73	\$67,745.25	\$113,198.05	\$72,818.66	\$77,431.81	\$73,885.95	\$94,660.34	\$87,503.06					\$650,004.85
Balance	\$1,203.08	(\$10,185.12)	(\$31,839.37)	\$16,013.28	(\$11,270.99)	\$24,799.44	\$319,757.21	(\$4,209.86)					\$304,267.67



5. ITEMS OF BUSINESS

- A. Consideration of approval of last month's minutes – August 9, 2017.**

- B. Consideration of approval of Disbursements Journal – September 13, 2017.**

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, September 13, 2017
6:00 pm

CAVALIER BANQUET ROOM
250 San Simeon Avenue
San Simeon, CA 93452

1. REGULAR SESSION: 6:01 PM

A. Roll Call:

Chairperson Williams – Present
Director Patel – Present
Director Russell – Present
Director McGuire – Present

General Manager, Charles Grace
District Counsel, Heather Whitham
Sheriff Representative, Commander Voge

B. Pledge of Allegiance

2. PUBLIC COMMENT:

NONE

A. Sheriff's Report August

Between August 10 and September 13 there were a total of 14 calls for San Simeon. Included in this total were 5 calls for disturbing the peace but no reports had actually been filed. Commander Voge noted that there were no calls for theft or for burglary. He also advised that in Cambria, Avilla Beach and Cayucos there had been an increase in the number of calls for purse thefts in unlocked vehicles.

B. Public comment on Sheriff's Report

Director Russell asked if there was a reduction in numbers of transients because of the highway closure.

3. PRESENTATIONS AND ANNOUNCEMENTS FROM BOARD:

Director McGuire reminded everyone about the ECOSLO Coastal Clean-up Day on September 16, 2017 from 9-12. She also provided information on the amount of trash that was picked up last year.

4. STAFF REPORTS

A. General Manager's Report

1. Staff Activity – Report on Staff activities for the month of August

During the month of August, staff sent out regular customer billing. Staff continues to provide documentation to FEMA as part of our grant application process. The first project submitted to FEMA was the repair for Pico Ave Stairs. FEMA has finished their review of all paperwork associated with this item and approved the project. The next phase of the grant process is a project review by The California Office of Emergency Services (CALOES). As information becomes available to staff, we will

continue to report back to the Board. Staff also continued gathering information about obtaining weed abatement power from LAFCO. Staff has been preparing for the routine annual audit.

During our routine review of the money marketing and general checking bank account statements, staff noticed a discrepancy in deposits. Over the course of 30 days a total of four deposits, in the amount of \$22,037.76, were deposited into the money marketing account when the funds should have been deposited into the general checking account. Staff worked to have these funds transferred into the correct account. This change has been noted as part of the District Financial summary in the Board packet.

A payment was made for the USDA loan payment in the amount of \$10,345.00.

2. Update – Reservoir /Storage tank project

Phoenix Engineering has completed the 30% design which includes three tank location options. Staff contacted five firms and requested proposals for permit assistance (CEQA) and environmental review for the Potable Water Storage Tank Project. The following items were attached as part of the report:

- A draft schedule of design, bid, and construction phases.
- Preliminary cost estimates based on tank location.
- 30% Reservoir Design with location options included.

B. Superintendent’s Report Summary of August Activities

1. Wastewater Treatment Plant

- All sampling, testing, and reporting at the Wastewater Treatment Plant and the Recycled Water Facility was performed as required by the RWQCB. This included Annual and Semi-Annual samples.

2. Water 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).
- Staff attended a class on Leak Detection and Water Loss presented by the California Rural Water Association.
- Annual Fire Hydrant flushing and exercising was completed. Annual Valve exercising was started.
- Monthly water meter reading was performed.

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 of these activities.

C. District Financial Summary

July Billing Revenue	\$ 80,196.01
August Billing Revenue	\$ 83,415.37
Past Due (31 to 60 days)	\$ 2,428.34
Past Due (60 days)	\$ 241.88

ENDING BANK BALANCES
August 31, 2017

RABOBANK SUMMARY:

Well Rehab Project/USDA Checking Account \$ 129.05

HERITAGE OAKS BANK:

Money Marketing Account Closing Balance July 31, 2017 \$ 840,454.30

Interest for August \$ 250.05

Transfer to General Checking USDA Loan Payment \$ 10,345.00

Wire Fee for USDA Loan Payment \$ 25.00

Money Marketing Account Closing Balance August 31, 2017 \$ 830,334.35

Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
Available Funds	\$ 524,876.35

General Checking Account August 31, 2017 \$ 45,245.04
Deposit Correction \$ 22,037.76

LAIF Closing Balance August 31, 2017 \$ 525.98

D. District Counsel’s Report – Summary of August activities

Heather Whitham reported that counsel had assisted staff with agenda preparation, provided feedback on the agenda packet, and assisted with the special meeting agenda.

5. ITEMS OF BUSINESS

A. Consideration of approval of last month’s minutes – August 9, 2017.

A motion was made to approve the minutes.

Motion by: Director Russell

2nd: Director Patel

All in: 4 / 0

B. Consideration of approval of Disbursements Journal – September 13, 2017.

A motion was made to accept the Disbursements Journal.

Motion by: Chairperson Williams

2nd: Director McGuire

All in: 4 / 0

6. DISCUSSION/ACTION ITEMS

A. Review of Proposals and Consideration of Award of Agreement for Traffic Control Engineering Services.

Director McGuire inquired about clarification on the language in the proposal on page 3 paragraph 4. She stated that she thought that there was a plan for a “needs” study. The included proposal did not have language in it that would tell us the number of cars, and the flow of traffic.

Charlie Grace responded to her questions.

Director Russell wondered about how this could potentially coincide with the state’s traffic plan.

Mike Hanchett stated that he had concerns about the District’s liability with respect to just painting crosswalks in the street.

Julia Stanert commented about the need for crosswalks in front of the liquor store. She said she had concerns about the signage marking the pathway under the freeway. She inquired about putting a gravel pathway in along with crosswalks. However, \$10,000 was not a necessary cost.

No consensus was reached. No motion was made.

B. Consideration of Adoption of Ordinance No. 118 Repealing Ordinance No. 93 Regarding Abatement of Hazardous Weeds, Trees and Debris. -Move Ordinance be read in title only and all further readings be waived.

John Richardson commented that the SSCSD should please continue sending friendly letters to vacant lot owners about removal of weeds.

Director Patel: Yes Director McGuire: Yes Director Russell: Yes Chairperson Williams: Yes

Motion by: Chairperson Williams

All in: 4 / 0

Heather Whitham commented that staff would be publishing the ordinance summary within 15 days of the meeting date.

C. Discussion and Consideration of process to activate weed abatement authority with the Local Agency Formation Commission (LAFCO).

Charlie Grace provided a summary of the background information related to this item. He also stated that staff was recommending moving forward with the SSCSD obtaining weed abatement authority.

Director Russell asked for clarification if the authority was only for vacant parcels or if it included improved parcels.

A motion was made to direct staff to activate weed abatement authority with LAFCO.

Motion by: Director Russell
2nd: Chairperson Williams
Director Patel abstained
All in: 3 / 1

7. BOARD COMMITTEE REPORTS

None

8. BOARD REPORTS

Chairperson Williams inquired about what staff was planning to do to honor Director Fields for his service. Staff responded to his questions.

9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

Director Russell asked about the receipt of lengthy emails from Hank [Krzciuk], and if the information is being reviewed by our engineer, and/or project manager.

Charlie Grace responded that he felt very confident that our licensed engineer would be able to address comments from the public.

Director Russell asked for clarification regarding whether these emails are being sent to the appropriate persons.

Charlie Grace responded that he could forward the emails to the engineer but that there would be an additional cost to do this. He remarked that most of the items included in Hank's correspondence were being addressed by our engineers.

Director Russell stated that he wanted to verify that Hank's [Krzciuk] emails were being addressed. He also stated that he wanted the meeting to be a special workshop so that all members of the Board could attend and participate. He then asked for a special workshop to be held.

A consensus was reached to direct staff to hold a special workshop regarding the 30% design of the water reservoir tanks.

10. ADJOURNMENT @ 7:13 PM

SAN SIMEON COMMUNITY SERVICES DISTRICT
Disbursement Journal
September 1, 2017

Type	Date	Num	Name	Memo	Paid Amount	Balance
				Beginning Balance		76,506.12
Paycheck	09/01/2017	1443	John K Russell	Board Service September	\$ 92.35	\$ 76,413.77
Paycheck	09/01/2017	1445	Mary M McGuire	Board Service September	92.35	76,321.42
Paycheck	09/01/2017	1441	Alan Fields	Board Service September	92.35	76,229.07
Paycheck	09/01/2017	1442	Daniel Williams	Board Service September	92.35	76,136.72
Paycheck	09/01/2017	1444	Ken Patel	Board Service September	92.35	76,044.37
Bill Pmt -Check	09/01/2017	1429	Alan & Bambi Fields	Deposit refund Acct. # 72	50.00	75,994.37
E-Payment	09/01/2017	ET	CalPERS	Unfunded Accrued Liability & Health Premium for August, September, October	4,583.21	71,411.16
Bill Pmt -Check	09/01/2017	1430	Carmel & Nacassha. LLP	Legal Services August	1,891.13	69,520.03
Bill Pmt -Check	09/01/2017	1431	Dechance Construction Co. Inc.	Repairs at Avonne and Balboa	13,816.22	55,703.81
Bill Pmt -Check	09/01/2017	1432	Earth Systems Pacific, Inc.	Rip Rap Engineering	3,830.00	51,873.81
Bill Pmt -Check	09/01/2017	1434	Grace Environmental	Operations Management September 2017	50,025.00	1,848.81
Bill Pmt -Check	09/01/2017	1435	Ken Kantor	Deposit refund Acct. # 320	50.00	1,798.81
Bill Pmt -Check	09/01/2017	1436	New Times	Repeal Ord # 93 posting, # 266261	54.00	1,744.81
Bill Pmt -Check	09/01/2017	1437	Oliveria Environmental Consulting	SSCSD Pico Ave Staircase Land Use, Rip Rap	2,850.00	(1,105.19)
Bill Pmt -Check	09/01/2017	1438	Quality Management Services	Deposit Refund Acct. # 367/Rich Hanson	50.00	(1,155.19)
Bill Pmt -Check	09/01/2017	1439	Robert Stilts, CPA	August Bookkeeping	1,200.00	(2,355.19)
Bill Pmt -Check	09/01/2017	1440	RVS Software	Extended utility billing system software account limit to 450	250.00	(2,605.19)
Bill Pmt -Check	09/01/2017	1446	Grace Environmental	Sewer collection system video reimbursement	8,341.75	(10,946.94)
Bill Pmt -Check	09/01/2017	1447	Jose Figueroa	Deposit Refund Acct. # 29	50.00	(10,996.94)
					87,503.06	\$ (10,996.94)

6. DISCUSSION ACTION ITEMS

A. Review of Proposals and Consideration of Award of Agreement for Traffic Control Engineering Services.

B. Consideration of Adoption of Ordinance No. 118 Repealing Ordinance No. 93 Regarding Abatement of Hazardous Weeds, Trees and Debris.

-Move Ordinance be read in title only and all further readings be waived.

C. Discussion and Consideration of process to activate weed abatement authority with the Local Agency Formation Commission (LAFCO).

6. DISCUSSION/ACTION ITEMS
September 13, 2017

A. Review of Proposals and Consideration of Award of Agreement for Traffic Control Engineering Services.

Over the last few months there have been requests from members of the public to explore the need for crosswalks throughout the community. A crosswalk / pedestrian sidewalk survey can also be layered into the Utility Master Plan that is currently being updated. Staff has contacted three Traffic Control Engineer companies to obtain bids on performing this work. Two of the three companies contacted were non-responsive. We have attached a bid from Pinnacle Traffic Engineering. The cost to the community to enter into a contract with Pinnacle would be either \$8,890.00 or \$10,990.00, depending on which tasks are included in the proposal. Staff suggests approval of the cross walk / sidewalk survey.

B. Consideration of Adoption of Ordinance No. 118 Repealing Ordinance No. 93 Regarding Abatement of Hazardous Weeds, Trees and Debris.

-Move Ordinance be read in title only and all further readings be waived.

Attached is Draft Ordinance 118, regarding repealing Ordinance No. 93 regarding abatement of hazardous weeds, trees and debris. Proposed Ordinance 118 is being introduced because of the enforcement issues with Ordinance No. 93 enforcement. Staff asks for a roll call vote for approval of Ordinance 118.

C. Discussion and Consideration of process to activate weed abatement authority with the Local Agency Formation Commission (LAFCO)

Since the last Board meeting, staff has prepared information on potential costs associated with the District obtaining weed abatement authority from LAFCO. This documents are included as part of the packet.

Staff recommends that if the District is interested in pursuing the weed abatement authority, the Board direct staff to move forward with obtaining this power from LAFCO.

PINNACLE TRAFFIC ENGINEERING

9452 Telephone Road, #440
Ventura, California 93004
(805) 644-9260 • (831) 638-9260
PinnacleTE.com

August 2, 2017

Mr. Charles Grace
San Simeon Community Service District
111 Pico Avenue
San Simeon, CA 93452

RE: San Simeon Crosswalk Survey Project; San Luis Obispo County, California
Proposal to Provide Professional Traffic Engineering Services

Dear Mr. Grace,

Pinnacle Traffic Engineering (PTE) is pleased to submit a proposal for professional traffic engineering services. Information provided by your office indicates the San Simeon Community Service District (CSD) is interested in evaluating pedestrian access, circulation and safety within the community. The San Simeon community has numerous tourist oriented businesses on both sides of State Route 1 (SR 1). The local hotels and restaurants generate pedestrian traffic between these businesses and across SR 1 (San Simeon Lodge, San Simeon Beach Bar & Grill, Silver Surf Motel, Courtesy Inn, Big Sur California Café, Manta Rey Restaurant, Days Inn, Sunset Grill, Motel 6, Best Western, Cavalier Restaurant, Sands by the Sea, El Chorlito Restaurant, The Morgan at San Simeon, Sea Breeze Inn). The residential developments northeast of Avonne Avenue also generate pedestrian traffic within the community and across SR 1.

Based on our conversations, it is my understanding that the San Simeon CSD would like to conduct a survey of the existing pedestrian facilities to determine where future improvements could enhance pedestrian safety (e.g. additional sidewalk, crosswalk striping and signing, access ramps, and/or traffic control devices). The crosswalk survey would identify the locations of existing sidewalks and high pedestrian crossing locations. A list of recommendations would then be developed to provide a connected pedestrian circulation system, which could include the installation of missing sidewalk links and pedestrian crossing facilities (e.g. access ramps, crosswalk signing and striping, flashing beacons, etc). The initial focus would be on the sidewalk and street networks owned by the San Simeon CSD, with the secondary focus on the San Luis Obispo County and Caltrans facilities.

PROPOSED SCOPE OF WORK

The following is a brief description of tasks associated with the preparation of a Crosswalk Survey for the San Simeon CSD:

- 1.0 Project Coordination and CSD Board Meeting: This task includes the necessary coordination with the San Simeon CSD, and staff at San Luis Obispo County and Caltrans (if appropriate). An *“Optional” Sub-Task would include my attendance at a San Simeon CSD Board Meeting to discuss the project understanding and approach.* Any available mapping for the San Simeon community shall be provided by your office.

- 2.0 Area Site Visit and Sidewalk Survey: A visit to the San Simeon community will be conducted to review the overall street network and existing sidewalk facilities. The locations of existing lodging, restaurant and residential uses will be verified. The locations of existing sidewalks along Pico Avenue, Avonne Avenue, Castillo Drive, Otter Way, Hearst Drive, Vista Del Mar Avenue and Balboa Avenue will be recorded. The survey will also identify any existing pedestrian access facilities (e.g. ADA ramps) at the following intersections:
 - Pico Avenue and Avonne Avenue
 - Avonne Avenue and Otter Way
 - Pico Avenue and Castillo Drive
 - Castillo Drive and Otter Way
 - Pico Avenue and Hearst Drive
 - Hearst Drive and Vista Del Mar Avenue

During the site visit any physical and/or environmental constraints will be identified which may affect the construction of future sidewalk and/or crosswalk improvements.

- 3.0 Evaluation of Pedestrian Circulation System: This task includes an evaluation of the existing street network and sidewalk facilities. The existing pedestrian circulation patterns and high pedestrian crossing locations will be identified. Based on a review of the crosswalk survey data, a list of improvement recommendations will be developed to enhance pedestrian safety along the local streets and at the intersections owned by the San Simeon CSD. The list of recommendations will also identify improvements that should be considered by San Luis Obispo County and/or Caltrans. Potential improvements could include the following:
 - Replacement of Existing Damaged Sidewalks
 - Installation of New Sidewalks
 - Installation of Pedestrian Access Ramps
 - Installation of Crosswalk Signing and Striping
 - Installation of Flashing Beacon Warning Systems
 - Installation of LED Crosswalk Warning Systems

The appropriate exhibits will be prepared to illustrate the locations of the existing sidewalk facilities and recommended pedestrian circulation system improvements. An “*Optional*” *Sub-Task* would include the preparation of an Engineer’s Opinion of the Probable Construction Costs associated with the recommended improvements.

- 4.0 Prepare Crosswalk Survey Report: A draft report will be prepared to present the survey data and summarize the evaluation of the pedestrian circulation system. The draft report will also include the improvement recommendations and circulation system exhibits. The draft report will be forwarded to your office for initial review and comment. The appropriate revisions to the draft report will be performed as necessary to address any comments provided by your office and finalize the report for the Board’s consideration.

The proposed scope does not include the collection of any topographic survey or traffic count data (vehicular or pedestrian), an evaluation of traffic accident data, an evaluation of intersection “levels of service” (LOS), the layout or design of any improvements, attendance at more than one (1) San Simeon CSD Board Meeting (covered under an *Optional Sub-Task*), more than one (1) visit to the project area, or any other tasks not specifically outlined under the Proposed Scope of Work. Any work required beyond the budgeted amount for each specific task will be subject to additional compensation.

PROJECT SCHEDULE

PTE is prepared to begin work upon receipt of written authorization to proceed and an executed “Agreement for Consultant Services” with the San Simeon CSD. The Board Meeting will only be attended if authorized under the *Optional Sub-Task*. The Area Site Visit and Sidewalk Survey (Task 2.0) will be scheduled within 3-4 weeks of commencing work on the project. It is anticipated that the draft Crosswalk Survey Report will be completed and ready for your initial review within 3-4 weeks of completing the Area Site Visit and Sidewalk Survey (Task 2.0). Any revisions to the draft report required to address your initial comments and finalize the report for the CSD Board’s consideration will be completed within 5-10 working days.

PROFESSIONAL SERVICES FEE

The “Not-to-Exceed” (NTE) fee for the proposed traffic engineering services is ten thousand, seven hundred and ninety dollars (\$10,990); which includes \$2,120 for the “*Optional*” *Sub-Task* (Task 1.0 – attend a CSD Board Meeting and Task 3.0 - prepare an Engineer’s Opinion of Probable Construction Cost). The NTE fee without the “*Optional*” *Sub-Task* is eight thousand, six hundred and seventy dollars (\$8,870). A detailed Project Budget Estimate is attached for your review. Progress billings for Time and Expenses (T&E) will be submitted by work task, as defined under the Proposed Scope of Work.

Mr. Charles Grace

San Simeon Crosswalk Survey

August 2, 2017

Page 4 of 4

If the proposed scope, schedule and fee are acceptable, please forward my office a copy of the San Simeon CSD's "Agreement for Consultant Services" for my review and execution. The appropriate insurance certificates for PTE will be provided upon request (e.g. General Liability, Professional Liability, etc).

Please contact my office with any questions regarding the proposal contents.

Pinnacle Traffic Engineering



Larry D. Hail, CE, TE, PTOE
President



ldh:msw

Attachment: Proposal Project Budget Estimate

PINNACLE TRAFFIC ENGINEERING

9452 Telephone Road, #440 • Ventura, CA 93004 • (805) 644-9260
 831 C Street • Hollister, CA 95023 • (831) 638-9260
PinnacleTE.com

San Simeon Crosswalk Survey Project; San Luis Obispo County, California Project Budget Estimate - Proposal to Prepare Circulation Study (Aug. 1, 2017)

Proposed Tasks	Hourly Rates & Estimated Number of Hours					
	Principal Engineer	Associate Engineer	AutoCAD Tech.	Data Collection	Clerical Support	Totals
	\$200 / Hr.	\$160 / Hr.	\$120 / Hr.	NDS	\$60 / Hr.	
1.0 Project Coordination and Data Collection:						
Coordination w/ San Simeon CSD & SLO Co./Caltrans Staff	3					\$600
<i>Optional - Allocation for San Simeon CSD Board Meeting</i>	7					\$1,400
2.0 Area Site Visit and Sidewalk Survey						
Review Ex. Sys, & Record Loc. of Ex. Uses & Sidewalks	9					\$1,800
3.0 Evaluation of Pedestrian Circulation System:						
Review Street Network and Existing Sidewalk Facilities	1	2				\$520
Develop List of Improvement Recommendations	4	2				\$1,120
Prepare Improvement Recommendation Exhibits	2		16			\$2,320
<i>Optional - Engineer's Opinion of Probable Construction Costs</i>	2	2				\$720
4.0 Prepare Circulation Study Report:						
Prepare Draft Circulation Study Report	8				1	\$1,660
Respond to Comments and Prepare Final Report	2					\$400
Total Number of Staff Hours with "Optional" Sub-Task :	38	6	16	n/a	1	\$10,540
Total Associated Fees with Optional Sub-Task :	\$7,600	\$960	\$1,920	\$0	\$60	\$10,540
Project Reimbursable Expenses (a) :						\$450
Total "Not to Exceed" Fee with "Optional" Sub-Task :						\$10,990
Total Number of Staff Hours (No "Optional" Sub-Task) :	29	4	16	0	1	\$8,420
Total Associated Fees (No "Optional Sub-Task) :	\$5,800	\$640	\$1,920	\$0	\$60	\$8,420
Total "Not to Exceed" Fee (without "Optional" Sub-Task) :						\$8,870

(a) Project expenses include all travel cost for data collection, and printing and mailing costs of traffic reports (+/- 4.0%).

6. DISCUSSION ACTION ITEMS

- B. Consideration of Adoption of Ordinance No. 118
Repealing Ordinance No. 93 Regarding Abatement
of Hazardous Weeds, Trees and Debris.
-Move Ordinance be read in title only and all further
readings be waived.**

ORDINANCE NO. 118

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN SIMEON
COMMUNITY SERVICES DISTRICT REPEALING ORDINANCE NO. 93
REGARDING ABATEMENT OF HAZARDOUS WEEDS, TREES AND DEBRIS**

WHEREAS, the San Simeon Community Services District ("District") is a community services district duly formed under Government Code Section 61000 et seq. to provide community services within the District's service area; and

WHEREAS, on February 9, 2000, the District Board of Directors adopted Ordinance No. 93 that provides for a procedure to abate weeds, dead trees and other debris that is accumulated on private property; and

WHEREAS, the ordinance was adopted pursuant to Government Code Section 61623.5 and Health and Safety Code Sections 14875 through 14922; and

WHEREAS, Government Code Section 61623.5, which was repealed effective January 1, 2006, provided that community service districts that were authorized to provide fire protection services had the authority to remove flammable material, weeds etc. pursuant to the Health and Safety Code; and

WHEREAS, Section 61623.5 has been replaced by Government Code Section 61100(t), which provides weed abatement authority for community services districts that have such authority; and

WHEREAS, the District currently has the following active powers as authorized by the Local Agency Formation Commission: road maintenance, water, sewer and street lighting;

WHEREAS, the District does not have fire protection or weed abatement powers; and

WHEREAS, as such, the District does not have fire protection or weed abatement authority to proceed in accordance with Health and Safety Code Sections 14875 through 14922; and

WHEREAS, therefore, the District seeks to repeal Ordinance No. 93.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT ORDAINS AS FOLLOWS:

SECTION 1. Recitals.

The above recitals are true and correct and are incorporated herein by this reference.

SECTION 2. Repeal of Ordinance No. 93.

This Ordinance repeals Ordinance No. 93.

SECTION 3. Severability.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The District Board hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

SECTION 4. Effective Date.

This Ordinance shall take effect thirty days after its adoption.

SECTION 5. Publication.

A summary of this Ordinance shall be published in a newspaper of general circulation and a certified copy of the full text of the proposed Ordinance shall be posted in the office of the District at least five days prior to the meeting at which the proposed Ordinance is to be adopted. Within fifteen days after adoption of the Ordinance, the governing body shall publish a summary of the Ordinance with the names of those members voting for and against the ordinance and shall post in the office of the district a certified copy of the full text of the adopted Ordinance along with the names of those members voting for and against the Ordinance.

This Ordinance was passed and adopted at a meeting of the Board of Directors of the San Simeon Community Services District on _____, 2017; Upon motion by Director _____ and seconded by Director _____, by the following roll call vote:

Chairperson Williams: Vice-Chair Fields: Director Patel:

Director Russell: Director McGuire:

Daniel Williams, Chairperson

ATTEST:

Charles Grace
Secretary/General Manager

APPROVED AS TO FORM:

Heather K. Whitham
District Counsel

6. DISCUSSION ACTION ITEMS

- C. Discussion and Consideration of process to activate weed abatement authority with the Local Agency Formation Commission (LAFCO).**



Activation of Powers

Community Services Districts

Any district wishing to exercise a latent power is required to receive LAFCO approval prior to providing the service (GC 56824.10-56824.14). The CSD law provides that LAFCO approval is required to perform certain services.

Purpose

To activate a latent or inactive power for a Community Services District. A CSDs active powers are determined by LAFCO. Government Code 61100 lists all the services that a CSD can provide to a community. Services/Powers that are latent must be activated through the LAFCO process as identified in the Cortese-Knox-Hertzberg Act.

Governing Body

The Community Services District Board of Directors

Activation of a Latent Power

1. A resolution of application adopted by a district that contains:
 - a. all the information specified for a petition (56700)
 - b. a plan for services pursuant to GC 56653
 - c. Must provide a 21 day notice prior to hearing
2. Once the resolution is filed with the LAFCO application and fees, the activation of the District latent power will follow the process described in the CKH Act.
 - a. Application Review: funding and budget, service provision, boundaries,
 - b. If approved by LAFCO, the activation is subject to Protest Process.

Plan for Services

Plan for Services discusses the costs of service, the financing plan, the level and range of services, and alternatives to having the District perform this service.. To activate a latent power includes the following information pursuant to Government Code Sections 56824.12 and 56653:

1. Description of Service(s)
 - a. Description of the services to be extended to the affected territory. Include the level and range of services to be provided
 - b. Indicate when services can be extended to the affected area(s)

- c. An indication of any improvement of structures, roads, sewer or water facilities, or other conditions the local agency would require within the affected territory if the latent power is activated.
2. An identification of existing providers, if any, of the new or different function or class of services proposed to be provided and the potential fiscal impact to the customers of those existing providers.
3. A written summary of whether the new or different function or class of services to provide particular functions or classes of services, within all or part of the jurisdictional boundaries of a special district, pursuant to subdivision (b) of Section 56654, will involve the activation of the power to provide a particular service or services, service function or functions, or class of service or services.
4. A plan for financing the establishment of the new or different function or class of services within the special district's jurisdictional boundaries.
 - a. The total estimated cost to provide the new or different function or class of services within the special district's boundaries.
 - b. The estimated cost of the new or different function or class of services to customers within the special district's jurisdictional boundaries. The costs may be identified by customer class.
 - c. Identify and describe the revenue sources. Discuss the stability of the revenue sources and future availability.
 - d. Provide an initial budget that describes anticipated expenses associated with the service to be provided
 - e. Indicate if a prop 218 action will be required.
 - f. Other information with respect to how services will be financed.
5. Alternatives for the establishment of the new or different functions or class of services within the special district's jurisdictional boundaries.

Recent Activations

- Ground Squirrel Hollow CSD - Activation of Solid Waste Function-Approved, 2014
- Nipomo CSD – Activation of Parks and Recreation Function Conditionally Approved - 218 vote failed power was not activated
- Templeton CSD – Activation of Cemetery Function – 2006

RESOLUTION NO. 2014-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROUND
SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT
FOR APPLICATION TO THE LOCAL AGENCY FORMATION COMMISSION
TO ESTABLISH SOLID WASTE COLLECTION SERVICES FOR THE
GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

WHEREAS, the Ground Squirrel Hollow Community Services District (“District”) became effective July 29, 2004, pursuant to an election and Resolution of the Board of Supervisors of the County of San Luis Obispo, and under the authority of the Cortese-Knox-Hertzberg Local Reorganization Act of 2000 (Government Code §56000 et seq.); and

DRAFT

WHEREAS, the Ground Squirrel Hollow Community Services District (“District”) was formed in 2004 pursuant to Sections 61000 et seq. of the Government Code commonly known as the “Community Services District Law”; and

WHEREAS, the District is currently authorized to acquire, construct, improve, and maintain streets, roads and right of ways, bridges, culverts, drains, curbs, gutter, sidewalks and any incidental work pursuant to Government Code §61100(L); and

WHEREAS, Government Code Section 61600(c) authorizes Community Services District to provide the collection and disposal of solid waste; and

WHEREAS, in order to establish the authority to provide for the collection or disposal of solid waste, it is necessary, in accordance with Section 56824.10 et seq. of the Government Code to submit a resolution of Application to be filed with the Executive Officer of the Local Agency Formation Commission (LAFCO) for the purpose of scheduling a hearing by the LAFCO Commission for the approval of the exercise of said authority; and

WHEREAS, the District, based on evidence and public testimony provided at the public hearing regarding the collection and disposal of solid waste finds:

A. That the residents of the District desire a local voice and local control regarding the nature, extent and cost of solid waste services.

B. That based on the experience and solid waste programs offered by nine other community service districts within San Luis Obispo County, the Ground Squirrel Hollow Community Services District can provide solid waste services to its residents at a greater advantage than the County of San Luis Obispo which currently provides solid waste services within the District boundaries pursuant to an area wide franchise agreement.

DRAFT

C. That the District is not in the sphere of influence of another city or special district that currently provides solid waste services; and

WHEREAS, the District further finds that this Resolution was adopted at a duly noticed public hearing on January 8, 2014, pursuant to Government Code Section §56824.12 (c).

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Ground Squirrel Hollow Community Services District, County of San Luis Obispo, State of California having duly considered the same, do hereby declare and adopt the following:

1. Exhibit "A" – Additional Background information is approved for filing with the Executive Officer of the San Luis Obispo LAFCO.

2. Exhibit "B" – Plan for Services is approved for filing with the Executive Officer of the San Luis Obispo LAFCO.

3. The Executive Officer of LAFCO set the matter for a public hearing by the Commission pursuant to Government Code §56824.14 and the rules and regulations of LAFCO.

4. The LAFCO approve the proposal of the Ground Squirrel Hollow Community Services District to provide its residents with solid waste services pursuant to Government Code Section 61600(c).

5. That LAFCO adopt the following conditions for providing solid waste services within the District:

a. That the Ground Squirrel Hollow Community Services District join the San Luis Obispo County Integrated Waste Management Authority.

b. That the terms and conditions of the existing franchise agreement between San Luis Obispo County and the Paso Robles Country Disposal be incorporated into the Ground Squirrel Hollow Community Services District franchise agreement during the unexpired term of said franchise agreement.

c. That the District adopt rules and regulations pertaining to solid waste service within the District.

d. Upon adoption of the rules and regulations referenced in condition c above, the Ground Squirrel Hollow Community Services District shall be the authorized local agency to provide solid waste services within the Ground Squirrel Hollow Community Services District.

6. The above referenced Recitals constitute findings in support of this Resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Ground Squirrel Hollow Community Services District on the 8th day of January 2014, by the following roll call vote.

AYES: Fulmer, Simons, Turner, Dougherty, Duckworth

NOES:

ABSENT:

ATTEST:


Beverly Giminez, Secretary
Board of Directors

APPROVED:

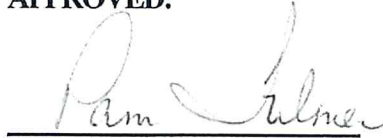

Pam Fulmer, President
Board of Directors

Exhibit A

Background

The Ground Squirrel Hollow Community Services District (GSHCSD) is located east of the city of Paso Robles off of Geneseo Road in San Luis Obispo County, California. The GSHCSD was formed pursuant to an election and Resolution of the San Luis Obispo County Board of Supervisors effective July 29, 2004. The GSHCSD is organized under California Government Code Section 61000 et al, Community Service District law. The GSHCSD is empowered by its authorizing statutes to perform road improvement and maintenance within its boundaries. The GSHCSD is authorized to exercise the following services pursuant to Code Section 61100(l):

- Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works. A district shall not acquire, construct, improve, or maintain any work owned by another public agency unless that other public agency gives its written consent.

Five members living within the boundaries of the GSHCSD serve as elected board members. The regular meetings of the Board are on the second Wednesday of the month at the Meridian Fire Station on 4050 Branch Road, Paso Robles. The Board employs staff consultants to run the day to day operations of the GSHCSD. These includes a general manager, secretary, engineer, and attorney.

Funding

Upon the formation of the GSHCSD the residents elected to establish a special tax to fund the road improvement/repairs services. This special tax was set at \$240/year with an increase of no more than two percent (2%) annually. The GSHCSD Board confirms and established this special tax annually through public hearing process. There are 529 parcels within the GSHCSD that are subject to this special tax. For fiscal year ending 2013/14 the annual tax per parcel is \$285.80 resulting in total revenue of \$151,188.20. The County Auditor-Controller collects the tax assessment on each parcel by placement on the property tax roll and disbursement to the GSHCSD.

The fiscal year ending 2013 audit indicates the GSHCSD had a cash balance of \$182,240. The GSHCSD uses its fund balance for minor road repairs throughout the year and usually two large road improvement projects in the spring and late summer. A minimum cash balance of \$60,000 is maintained for emergency work.

Solid Waste Services

The GSHCSD Board desires to activate its latent power to provide solid waste services to the residents located within their current boundaries pursuant to California Government Code Section 61100(c):

- Collect, transfer, and dispose of solid waste, and provide solid waste handling services, including, but not limited to, source reduction, recycling, and composting activities, pursuant to Division 30 (commencing with Section 40000), and consistent with Section 41821.2 of the Public Resources Code.

Solid waste services for the community of Ground Squirrel Hollow are currently provided by San Luis Obispo County through a franchise agreement with Paso Robles Country Disposal. The agreement provides for curbside service including weekly pickup of refuse, recycling, and greenwaste. Commercial bin service is also available.

Prior Transfer of Solid Waste Authority to CSDs

Through the LAFCO process nine community services districts in San Luis Obispo County have established solid waste authority for their communities over the years. The San Miguel CSD, Heritage Ranch CSD, and Templeton CSD are all North County CSD that have acquired solid waste authority and operate successful solid waste programs. The last community services district to receive LAFCO approval for solid waste powers was the Avila Beach CSD in 2006.

Advantages to Ground Squirrel Hollow Residents

The primary advantage behind this proposal is local control of a local public service. The GSHCSD Board believes there is a direct connection between road improvements and maintenance services and community solid waste services. Garbage trucks are the heaviest shortest wheelbase vehicles on the roads. Maintenance and improvements on roads to accommodate these vehicles is a priority for the GSHCSD. The GSHCSD historically has communicated with Paso Robles Country Disposal and resolved to maintain roads that are accessible to garbage trucks in all weather conditions. Additionally, all community solid waste service including diversion are best met by local control of the franchise funds to support the programs. Coordination between road projects and solid waste services can be done more efficiently if both community services are controlled by the same public agency.

The GSHCSD Board appointed an ad hoc Solid Waste Committee to investigate the concept of providing solid waste services to the community. Public information on the requirements of a community solid waste program and public testimony was provided at various meetings. The following is a summary of meetings of this committee and the entire Board of Directors for public outreach on the concept of GSHCSD activating solid waste power for the community:

- September 11, 2013, Board held a public meeting and received a presentation from Bill Worrell, Executive Officer, San Luis Obispo County Integrated Waste Management Authority, on solid waste issues and programs throughout the County and State laws related to solid waste. Ian Hoover, General Manager, Paso Country Disposal attended this meeting and provided input on the current services.

- September 13, 2013, Committee met with Debbie Arnold, County Supervisor District 5, to gain an understanding of the process and County contractual/franchise issues with solid waste at Ground Squirrel Hollow.
- October 18, 2013, Committee met with San Luis Obispo County Public Works staff and the Solid Waste Coordinator to investigate their views on any issues related to the GSHCSD becoming the solid waste authority for the community. No issues or obstacles were discovered.
- November 13, 2013, Board held a public workshop during its regular monthly meeting to discuss the concept of the GSHCSD performing solid waste services to the community. Public testimony was taken providing support for the concept of local control including continued diversion services, community clean-up days, and funding to insure all weather access by garbage trucks throughout the community. Approximately nine thousand dollars (\$9,000) in annual franchise fees would be transferred from the County to the GSHCSD.
- January 8, 2014, Board held a Public Hearing pursuant to California Government Code Section 56824.14 to receive public testimony on the application to LAFCO to establish solid waste services for the Ground Squirrel Hollow Community Services District. Public testimony was taken providing support for the concept. The Board directed staff to proceed with the LAFCO application process to activate solid waste powers.

Integrated Waste Management Authority

The San Luis Obispo County Integrated Waste Management Authority is a Joint Powers Authority (IWMA) formed in 1994 to plan and implement regional solid waste and hazardous waste programs in the County. These programs help its member jurisdictions to achieve the State requirement of fifty percent (50%) diversion of solid waste away from landfills through recycling, composting and source reduction. The County, all cities and all community services districts that provide solid waste services are member agencies of the IWMA. The GSHCSD would join the IWMA upon its approval to implement solid waste services within its jurisdiction.

The GSHCSD acknowledges the obligations of local agencies to comply with Section 40050 et seq of the Public Resources Code commonly known as the California Integrated Waste Management Act of 1989.

Exhibit B

Plan for Services

1. Service Level. The same level of service is proposed for solid waste under a franchise agreement with the same hauler, Paso Robles Country Disposal. Weekly diversion will be provided to all customers. No disruption in the current service level is proposed.
2. Service Area. The current service boundaries of the GSHCSD are proposed for solid waste service. Records from the waste hauler indicate that approximately 300 parcels currently use weekly curbside solid waste service in these boundaries. A map of the current services area is attached as Exhibit B-1.
3. Service Fees. There will be no increase in solid waste fees charged to residents resulting from the GSHCSD activating its solid waste fees. The franchise hauler currently bill customer monthly for solid waste service and these fees includes a 10% franchise fee charged by the San Luis Obispo County. The GSHCSD will impose the same 10% franchise fee. This franchise fee will be used to support solid waste programs within the community.
4. Service Access. The solid waste hauler currently accesses all properties on roads maintained by the GSHCSD. There are currently no major problems with access to any parcels. By activating its solid waste powers, the GSHCSD will be better able to coordinate road work and improvement to any road conditions that may impact solid waste services in the future.
5. Service Financing. Solid waste customer will fund the day-to-day services through a fee structure approved by the franchiser and billed by the franchisee (Paso Robles Country Waste Disposal). The GSHCSD maintains sufficient cash reserves to create and implement a new solid waste agreement with the hauler. Cash reserves are available to maintain solid waste services in the event the hauler default on the agreement and a performance bond will be required by the hauler to maintain solid waste services in the event of default.
6. Service Management. The General Manger of the GSHCSD serves part-time performing the administration and management of all GSHCSD business. The General Manager's serves full time with another full services community services district in San Luis Obispo County, providing water, wastewater, solid waste and parks and recreation services. The General Manager has twelve years experience managing a solid waste agreement including negotiating new franchises agreement and complying with all state and local solid waste laws. The GSHCSD legal counsel supports many local public agencies in the compliance with solid waste regulations and franchise agreements.
7. Service Franchise Agreement. The current solid waste service company for Ground Squirrel Hollow, Paso Robles Country Disposal, and San Luis Obispo County are

negotiating a new franchise agreement. Thus, it's a convenient time to transition from a Franchise Agreement with the County to a Franchise Agreement with the GSHCSD. Until a new Franchise Agreement is approved, the GSHCSD will honor all terms and conditions of the current Franchise Agreement.

8. Service Regulations. The GSHCSD maintains a Code of Ordinances that provides for rules and regulation related to Board administration, purchasing, investments, and road improvements. This Code will be amended to include solid waste services.

Terms and Conditions for the Transfer of Solid Waste Authority to the GSHCSD

1. That the Ground Squirrel Hollow Community Services District join the San Luis Obispo County Integrated Waste Management Authority.
2. That the terms and conditions of the existing franchise agreement between San Luis Obispo County and the Paso Robles Country Disposal be incorporated into the Ground Squirrel Hollow Community Services District franchise agreement during the unexpired term of said franchise agreement.
3. That the GSHCSD adopt rules and regulations pertaining to solid waste service within their service area and incorporate such rules and regulations into its Code of Ordinances.
4. Upon adoption of the rules and regulations referenced in condition c above, the Ground Squirrel Hollow Community Services District shall be the authorized local agency to provide solid waste services within the Ground Squirrel Hollow Community Services District's service boundaries.

Names of Officers or Persons Who Should be Given Mailed Notice of Hearing

1. John D'Ornellas, General Manager, Ground Squirrel Hollow CSD, 5915 Silverado Place, Paso Robles, CA 93446.
2. Debbie Arnold, County Supervisor District 5, County Government Center, San Luis Obispo, CA 93408.
3. Mary Whittlesey, Solid Waste Coordinator, Department of Public Works, County Government Center, San Luis Obispo, CA 93408.
4. John Diodati, Department Administrator, Department of Public Works, County Government Center, San Luis Obispo, CA 93408.
5. Ian Hoover, General Manager, Paso Robles Country Disposal, 2951 Wallace Drive, Paso Robles, CA 93446.
6. Bill Worrell, San Luis Obispo County Integrated Waste Management Authority, 870 Osos Street, San Luis Obispo, CA 93401.

**IN THE LOCAL AGENCY FORMATION COMMISSION
COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA**

Thursday, March 20, 2014

PRESENT: Chairperson Roberta Fonzi, Vice-Chairman Tom Murray, Commissioners Muril Clift, Bruce Gibson, Frank Mecham, Marshall Ochylski, and Duane Picanco and Alternate Commissioners David Brooks, and Robert Enns

ABSENT: Alternate Commissioners Adam Hill and Kris Vardas

RESOLUTION NO. 2014-02

**RESOLUTION CONDITIONALLY APPROVING ACTIVATION OF A LATENT POWER
FOR THE GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT
SOLID WASTE**

The following resolution is now offered and read:

WHEREAS, on January 21, 2014, a request to consider activation of latent power of solid waste for the Ground Squirrel Hollow Community Services District was filed with this Commission; and

WHEREAS, a Certificate of Filing for this proposal was signed by the Executive Officer on February 14, 2014; and

WHEREAS, the Executive Officer has given the notices required by law and forwarded copies of his report to officers, persons and public agencies prescribed by law; and

WHEREAS, the matter was set for noticed public hearing at 9:00 a.m. on February 20, 2014, and the public hearing was continued to March 20, 2014 to ensure that all legal noticing was complete; and

WHEREAS, at the March 20, 2014 hearing this Commission heard and received all oral and written protests, objections and evidence which were made, presented or filed, and all persons present were given the opportunity to hear and be heard in respect to any matter relating to said proposal and report; and

WHEREAS, the Commission has considered all factors pursuant to Government Code Sections 56668 and 56824 including a plan for services, the determinations set in the Executive Officer's report dated March 20, 2014, and said determinations being incorporated by reference herein

as though set forth in full; and

WHEREAS, the Commission duly considered the proposal to activate the power of solid waste for the Ground Squirrel Hollow Community Services District on March 20, 2014,

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Local Agency Formation Commission of the County of San Luis Obispo, State of California, as follows:

1. That the recitals set forth hereinabove are true, correct, and valid.
2. That the Executive Officer of this Commission is authorized and directed to mail copies of this resolution in the manner provided by law.
3. That the activation of latent power of solid waste for the Ground Squirrel Hollow Community Services District is approved, with the following conditions:
 - a. The GSHCSD shall abide by all the terms and conditions of the existing contract with Paso Robles Country Waste Disposal for the remaining term of the franchise agreement with the County of San Luis Obispo, unless otherwise agreed to between the Paso Robles Country Waste Disposal and the Ground Squirrel Hollow Community Services District.
 - b. The GSHCSD shall comply with the recycling components currently in place for the remaining term of the agreement with the County of San Luis Obispo.
 - c. The GSHCSD shall adopt rules and regulations pertaining to the collection of solid waste within the District. Upon adoption of such rules and regulations, the GSHCSD shall be the authorized local agency to provide solid waste services within the District's boundary.
 - d. The GSHCSD shall participate in the San Luis Obispo IWMA and all policies and ordinances of the San Luis Obispo IWMA in accordance with the appointment process of the San Luis Obispo County Special Districts Association for districts exercising solid waste authority.

Upon a motion of Commissioner Clift, seconded by Commissioner Mecham, and on the following roll call vote:

AYES: Commissioners Clift, Mecham, Gibson, Vice-Chairman Murray,
Commissioners Ochylski, and Picanco and Chairperson Fonzi

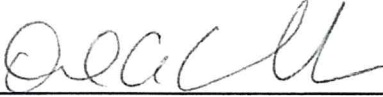
NAYS: None

ABSTAINING: None



Chairperson Roberta Fonzi
Local Agency Formation Commission

ATTEST:



David Church
Executive Officer

APPROVED AS TO FORM AND LEGAL EFFECT:

By: 

Raymond A. Biering
LAFCO Legal Counsel



San Simeon CSD

DRAFT WEED ABATEMENT TIMELINE WITH ESTIMATED COSTS

****All timeline dates are subject to Board and or staff's discretion. Dates are typically based on the amount of rainfall and weeds that have accumulated on vacant unimproved parcels.**

May Board Meeting: At the Board meeting a resolution would be need to be approved by the Board of Directors declaring a public nuisance. Staff can either mail notices, post notices at parcels, or put a publication in the newspaper. Staff recommends that a notice be mailed to vacant lot owners. Additionally, if the Board chooses the publication option, costs are estimated to be \$150.00.

May: Staff to mail out notices to vacant lot owners allowing 30 days for the lots to be cleared. Cost of draft notice to be reviewed by legal counsel, and mailed to vacant lot owners estimated to be \$150.00.

June (deadline date): District parcels inspected for compliance. If all lots have been cleared by the deadline date, there are no additional required steps. (In previous years all lots have been cleared after the notices were mailed.)

*These next steps would only need to occur should vacant lot owners fail to abate their lots.

***June:** A courtesy violation notice could be mailed to owners of non-compliant vacant parcels allowing additional time to clear lots. **OR** lots can be cleared by a sub-contractor of the General Manager's choosing.

***July Board Meeting:**

An itemized report/cost accounting of weed abatement removal costs would be submitted to the Board of Directors. A copy of this report, along with a notice of the time when the report will be submitted to the Board, would be posted at the District office and at the Board meeting location. This notice must be posted for at least three days prior to the meeting date.

At the Board meeting a resolution needs to be approved confirming the report.

This report is then submitted to the County Tax Collector office, so that these parcels tax bills may be assessed.

Total SSCSD annual costs, including staff time, to maintain a weed abatement program are estimated to be about between \$500.00 and a \$1000.00 dollars. This number is dependent on vacant lot owner's compliance with the removal of weeds. The cost to obtain the initial power from LAFCO is \$3,000.00.

HEALTH AND SAFETY CODE SECTION 14875-14922

14875. "Weeds," as used in this part, means vegetation growing upon streets, sidewalks, or private property in any county, including any fire protection district and may include any of the following:

- (a) Vegetation that bears seeds of a downy or wingy nature.
- (b) Vegetation that is not pruned or is otherwise neglected so as to attain such large growth as to become, when dry, a fire menace to adjacent improved property.
- (c) Vegetation that is otherwise noxious or dangerous.
- (d) Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health.
- (e) Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard in an urbanized portion of an unincorporated area which has been zoned for single and multiple residence purposes.

14876. Weeds may be declared a public nuisance and may be abated as provided in this part.

14880. Whenever weeds are growing upon any street, sidewalk, or on private property in any county, the board of supervisors, by resolution, may declare the weeds a public nuisance.

14881. The resolution shall refer, by the name under which it is commonly known, to the street, highway, or road upon which the nuisance exists, upon which the sidewalks are located, or upon which the private property affected fronts or abuts or nearest to which the private property is located.

14882. If the private property fronts or abuts upon more than one street, highway, or road, it is necessary to refer to only one of the streets, highways, or roads.

14883. The resolution shall describe the property upon which, or in front of which the nuisance exists by describing the property by reference to the tract, block, lot, code area and parcel number as used in the records of the county assessor or in accordance with the map used in describing property for taxation purposes. No other description is necessary.

14884. Any number of streets, highways, roads, or parcels of private property may be included in one resolution.

14890. The board of supervisors shall designate the person to give notice to destroy weeds. This may be any one of the following:

- (a) The county agricultural commissioner.
- (b) The county forester.
- (c) The county board of forestry.
- (d) Any other officer, board, or commission.

14891. The notices shall be headed "Notice to destroy weeds," in words not less than one inch in height.

14892. The notice shall be substantially in the following form:

NOTICE TO DESTROY WEEDS.

Notice is hereby given that on the ____ day of ____, 19__, the board of supervisors of ____ county passed a resolution declaring that noxious or dangerous weeds were growing upon or in front of the property on, or nearest to ____ street (or road), in said county, and more particularly described in said resolution and that the same constitute a public nuisance which must be abated by the removal of said noxious or dangerous weeds, otherwise they will be removed and the nuisance will be abated by the county authorities, in which case the cost of such removal shall be assessed upon the lots and lands from which or in front of which such weeds are removed, and such cost will constitute a lien upon such lots or lands until paid. Reference is hereby made to said resolution for further particulars.

All property owners having any objections to the proposed removal of such weeds are hereby notified to attend a meeting of the board of supervisors of said county, to be held (give date), when their objections will be heard and given due consideration.

Dated this ____ day of ____, 19__.

(Title of officer, board or commission causing notices to be posted.)

14893. The notices shall be conspicuously posted in front of the property on which or in front of which the nuisance exists, or if the property has no frontage upon any street, highway or road then upon the portion of the property nearest to a street, highway or road, or most likely to give actual notice to the owner.

14894. The notices shall be posted not more than one hundred feet in distance apart, but at least one notice shall be posted on each lot or parcel.

14895. Notice of the hearing prescribed in Section 14892 shall be published once in a newspaper of general circulation printed and published in the county, not less than 10 days prior to the date of the hearing.

14896. As an alternative to posting and publication, notice in the form required in Section 14892 may be mailed to the property owners as their names and addresses appear from the last equalized assessment role, or as they are known to the clerk.

14898. At the time stated in the notices, the board of supervisors shall hear and consider all objections or protests, if any, to the proposed removal of weeds, and may continue the hearing from time to time.

14899. Upon the conclusion of the hearing the board shall allow or overrule any or all objections, whereupon the board shall acquire jurisdiction to proceed and perform the work of removal, and the decision of the board on the matter is final, except as provided in Sections 14920 and 14921 of this code.

14900. After final action is taken by the board on the disposition of any protests or objections or in case no protests or objections are received, the board shall order the officer, board or commission causing the notices to be posted to abate the nuisance, or to cause it to be abated by having the weeds removed.

14900.5. If the nuisance is seasonal and recurrent, the board of supervisors shall so declare. Thereafter, such seasonal and recurring weeds shall be abated every year without the necessity of any further hearing.

14900.6. In the case of weeds which have previously been declared to constitute a seasonal and recurring nuisance, it is sufficient to mail a post card notice to the owners of the property as they and their addresses appear upon the current assessment roll.

The notice shall refer to and describe the property and shall state that noxious or dangerous weeds of a seasonal and recurrent nature are growing on or in front of the property, and that the same constitute a public nuisance which must be abated by the removal of said noxious or dangerous weeds, and that otherwise they will be removed and the nuisance will be abated by the county authorities, in which case the cost of such removal shall be assessed upon the lot and lands from which or in front of which such weeds are removed and that such cost will constitute a lien upon such lots or lands until paid.

14901. The officer, board or commission, and his or its assistants, deputies, employees, or contracting agents, or other representatives may enter upon private property for the purpose of removing the weeds.

14902. Before the arrival of the officer, board, or commission, or their representatives, any property owner may remove weeds at his or her own expense. Nevertheless, in any case in which an order to abate is issued, the board by resolution or motion may further order that a special assessment and lien be imposed pursuant to Section 14912. In that case the assessment and lien shall be limited to the costs incurred by the responsible agency in enforcing abatement upon the parcels, including investigation, boundary determination, measurement, clerical, and other related costs.

14905. The officer, board or commission abating the nuisance shall keep an account of the cost of abatement in front of or on each separate parcel of land and shall render an itemized report in writing to the board of supervisors showing the cost of removing the weeds on or in front of each separate lot or parcel of land, or both.

14906. Before the report is submitted to the board of supervisors, a copy of it shall be posted for at least three days on or near the chamber door of the board with a notice of the time when the report will be submitted to the board for confirmation.

14910. At the time fixed for receiving and considering the report, the board shall hear it and any objections of any of the property owners liable to be assessed for the work of abatement.

14911. Thereupon the board may make such modifications in the report as it deems necessary, after which, by order or resolution, the report shall be confirmed.

14912. The amount of the costs for abating the nuisance in front of or upon the various parcels of the land mentioned in the report as confirmed and the amount of the costs incurred by the responsible agency in enforcing abatement upon the parcels, including investigation, boundary determination, measurement, clerical and other related costs, shall constitute special assessments against the respective parcels of land, and are a lien on the property for the amount of the respective assessments. Such lien attaches upon recordation in the office of the county recorder of the county in which the property is situated of a certified copy of the resolution of confirmation. The assessment may be collected at the same time and in the same manner as ordinary municipal ad valorem taxes are collected, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided for such taxes. All laws applicable to the levy, collection and enforcement of municipal ad valorem taxes shall be applicable to such assessment, except that if any real property to which such lien would attach has been transferred or conveyed to a bona fide purchaser for value, or if a lien of a bona fide encumbrancer for value has been created and attaches thereon, prior to the date on which the first installment of such taxes would become delinquent, then the lien which would otherwise be imposed by this section shall not attach to such real property and the costs of abatement and the costs of enforcing abatement, as confirmed, relating to such property shall be transferred to the unsecured roll for collection.

14915. A copy of the report, as confirmed, shall be turned over to the auditor of the county, on or before the tenth day of August following such confirmation, and the auditor shall enter the amounts of the respective assessments against the respective parcels of land as they appear on the current assessment roll.

14916. The tax collector shall include the amount of the assessment on bills for taxes levied against the respective lots and parcels of land.

14917. Thereafter the amounts of the assessments shall be collected at the same time and in the same manner as county taxes are collected, and are subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary county taxes.

14918. All laws applicable to the levy, collection and enforcement of county taxes are applicable to such special assessment taxes.

14919. The county tax collector may, in his discretion, issue separate bills for such special assessment taxes and separate receipts for collection on account of such assessments.

14920. All or any portion of any such special assessment, penalty or costs heretofore or hereafter entered, shall on order of the board of supervisors be canceled by the auditor if uncollected, or, except in the case provided for in subdivision (e) hereof, refunded by the

county treasurer if collected, if it or they were entered, charged or paid:

- (a) More than once;
- (b) Through clerical error;
- (c) Through the error or mistake of the board of supervisors or of the officer, board or commission designated by them to give notice or to destroy the weeds, in respect to any material fact, including the case where the cost report rendered and confirmed as hereinbefore provided shows the county abated the weeds but such is not the actual fact;
- (d) Illegally;
- (e) On property acquired after the lien date by the State or by any county, city, school district or other political subdivision and because of this public ownership not subject to sale for delinquent taxes.

14921. No order for a refund under the foregoing section shall be made except on a claim:

- (a) Verified by the person who paid the special assessment, his guardian, executor, or administrator;
- (b) Filed within three years after making of the payment sought to be refunded.

The provisions of this section do not apply to cancellations.

14922. The lien, whether bonds issued to represent the assessment or otherwise, shall be subordinate to all fixed special assessment liens previously imposed upon the same property, but it shall have priority over all fixed special assessment liens which may thereafter be created against the property. The lien of a reassessment and of a refunding assessment shall be the same as the original assessment to which it relates. A supplemental assessment is a new assessment.