

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



**BOARD PACKET**

**Wednesday, September 10, 2014  
Regular Meeting 6:00 pm**

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

Prepared by GES

**AGENDA**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, September 10, 2014**  
**6:00 pm**

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

**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. BOARD PRESENTATIONS AND ANNOUNCEMENTS:**

**4. STAFF REPORTS**

A. **General Manager's Report**

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

2. **Groundwater Availability Update** – Update from Cleath and Associates

3. **Grants, Loans and Partnership Opportunities:**

A. Update on USDA remaining loan funds.

B. Staff transfer of \$10,345 from Money Marketing Account to USDA Account for September loan payment.

4. **LAFCO Commission adds SSCSD's Power of Street Lights to list of powers.**

5. **CAL PERS reimbursement of \$725.40 to SSCSD's for Medicare Part D Subsidy Payment for 2013 year.**

6. **San Simeon Recycled Water Use** – Update.

**B. Superintendent's Report**

1. **Wastewater Treatment / Collection Systems** – Summary of operations and maintenance for August.
2. **Water / Distribution Systems** – Distribution performance for the Month of August.
3. **District Maintenance** – Summary of District maintenance for August.

**C. District Financial Summary** – Update on Monthly Financial Status for close of business August 30, 2014.

**D. District Counsel's Report** – Tim Carmel/Heather Whitham

**5. ITEMS OF BUSINESS**

- A. **Approval of last month's minutes** – August 13, 2014.
- B. **Approval of Disbursements Journal(s)** – September 10, 2014.

**6. DISCUSSION/ACTION ITEMS**

- A. **Consideration of Adoption of Resolution 14-367: Adopting the Fiscal Year 2014/2015 appropriation limit.**
- B. **Discussion and Consideration of recommendation of Ralph McAdams and Ken Patel for appointment by the County Board of Supervisors to the San Simeon Community Services District Board of Directors positions for two four year terms.**

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

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

**9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS-** Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda.

**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**  
**Staff Activities for August**

## **4A. GENERAL MANAGER'S REPORT**

**September 10, 2014**

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

Along with billing and collections Staff has started the paperwork with the USDA regarding reimbursement and prepared information needed by LAFCO to add the "Street Lights Power" to the SSCSD powers of authority. Staff will be hosting the Auditors this month, and is currently assisting the Auditors with their requests. Staff and the Auditors have also been working on the "Appropriation Limits" request from Counsel. Staff assisted Counsel with paperwork regarding Ultura invoices and assisted with Special Meeting and Closed Session Agenda's.

**2. Groundwater Availability Update – Update from Cleath and Associates**

**3. Grants, Loans and Partnership Opportunities Update:**

**A. USDA Remaining loan funds**

Staff is currently filling out the requested documents necessary to obtain a reimbursement from past costs associated with the Wellhead project. We currently have \$82,565 in past engineering costs that are reimbursable.

**B. Staff transfer of \$10,345 from Money Marketing Account to USDA Account for September loan payment.**

A transfer of funds from the Money Marketing Account to the USDA Account was made on September 4, 2014. Payment will be deducted from our account on or before September 23<sup>rd</sup>.

**4. LAFCO Commission adds SSCSD's Power of Street Lights to list of powers.**

Staff and David Church from LAFCO presented to the LAFCO Commission the information needed to add the "Power of Authority of Street Lights" to the current SSCSD list of powers. Attached is a letter from LAFCO confirming our request.

**5. CAL PERS reimbursement of \$725.40 to SSCSD's for Medicare Part D Subsidy Payment for 2013 year.**

CAL PERS has sent the District a check for \$725.40 for reimbursement for the 2013 year regarding the Medicare Part D Subsidy Payments.

**6. San Simeon Recycled Water Use – Update.**

Recycled Water sales continues to grow. We sold 44,145 gallons for the month of August. Staff purchased a longer hose to fill the large trucks. Trucks coming onto the WWTP drive way were at a slant and could not fill their trucks to capacity. With the longer hose, trucks can stay on level ground and fill their tanks to full capacity.

There was no training in the month of August. Staff has trained to date: (11) Distributors, (13) Residents, (12) Homeowner Associations, (9) Hotels and (2) Restaurants in the use of Recycled Water.

**Subject:** LAFCO Approval  
**From:** David Church (dchurch@slolafco.com)  
**To:** graceenvironmental@gmail.com; sansimeoncommunityservices@yahoo.com;  
**Date:** Monday, August 25, 2014 1:31 PM

Charlie and Renee

On Thursday, the Commission approved the staff recommendation to acknowledge Street Lighting as a service the District has been providing the community of San Simeon for at least 30 years. The information you provided helped document for the Commission the fact that the District has been paying the bills for a long time. This power will be added to the list of functions the District can provide to area. Thanks for bearing with the hassle to get this done. Much appreciated.

**David Church, AICP**

( San Luis Obispo LAFCO

Executive Officer

805-788-2096

## **4B. SUPERTINTENDENT'S REPORT**

**Jerry Copeland**

**Facilities Update for August**

- **Wastewater Treatment Plant**
- **Water Distribution System**
- **District & Equipment Maintenance**



## **4B SUPERINTENDANT'S REPORT**

### **Activities of August 2014**

#### **Wastewater Treatment Plant**

- All sampling, testing and reporting at the wastewater treatment plant was performed as required by the RWQCB.
- 1 load of sludge was hauled away.

#### **Water Distribution System**

- All routine sampling and testing was performed. The monthly report was submitted to the CDPH.
- Monthly meter reading was performed.

#### **District and Equipment Maintenance**

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

**San Simeon Community Services District - Monthly Data Report -August 2014**

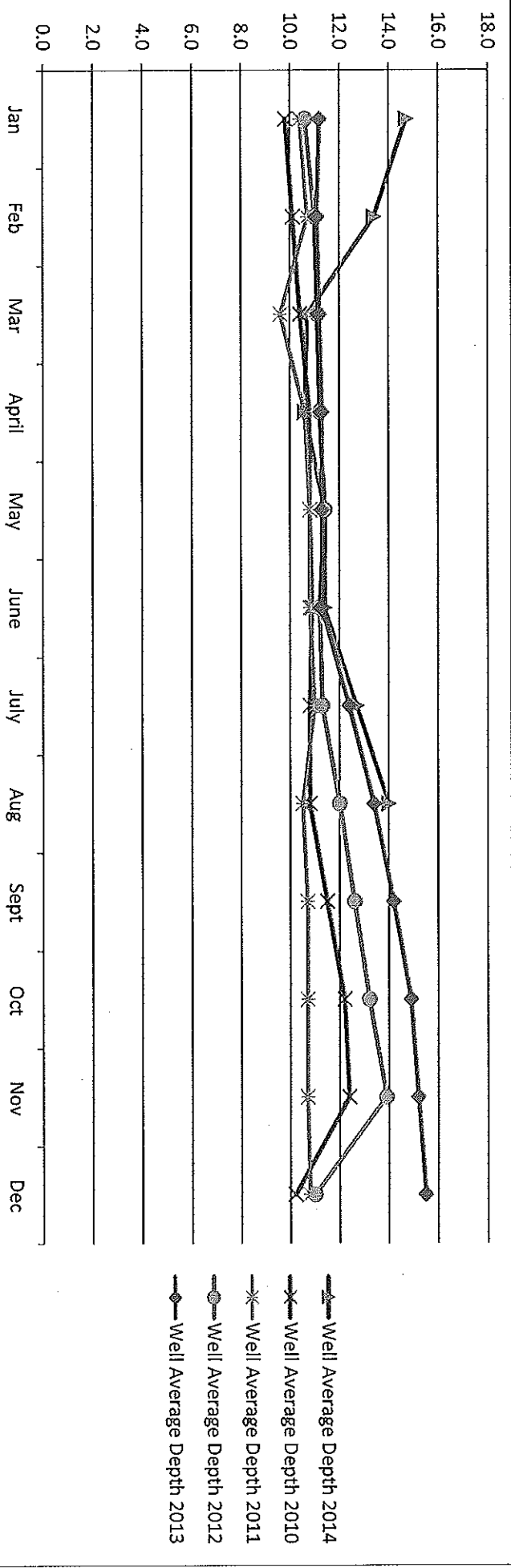
| Date           | Day | Wastewater Influent Daily flow | Wastewater Effluent Daily Flow | CALCULATED Well 1 Total Pumped | CALCULATED Well 2 Total Pumped | CALCULATED Total Daily Water Produced | Recycled Water Distributed | Water Level Well 1 | Water Level Well 2 | Rainfall in Inches | INPUT State Sewer Daily Flow |
|----------------|-----|--------------------------------|--------------------------------|--------------------------------|--------------------------------|---------------------------------------|----------------------------|--------------------|--------------------|--------------------|------------------------------|
| 08/01/14       | Fri | 86,490                         | 98,300                         | 51,911                         | 52,734                         | 104,645                               | 0                          | 13.4               | 13.3               | 0.00               | 4,946                        |
| 08/02/14       | Sat | 109,562                        | 91,560                         | 0                              | 63,730                         | 63,730                                | 0                          | 13.5               | 13.4               | 0.00               | 4,931                        |
| 08/03/14       | Sun | 111,047                        | 101,730                        | 72,895                         | 51,088                         | 123,984                               | 0                          | 13.5               | 13.4               | 0.00               | 6,292                        |
| 08/04/14       | Mon | 105,689                        | 102,340                        | 61,411                         | 77,268                         | 138,679                               | 0                          | 13.7               | 13.7               | 0.00               | 6,105                        |
| 08/05/14       | Tue | 103,750                        | 96,910                         | 51,537                         | 0                              | 51,537                                | 4,575                      | 13.6               | 13.5               | 0.00               | 4,231                        |
| 08/06/14       | Wed | 94,200                         | 85,120                         | 64,478                         | 62,383                         | 126,861                               | 3,805                      | 14.0               | 13.9               | 0.00               | 4,182                        |
| 08/07/14       | Thu | 101,740                        | 93,820                         | 0                              | 51,612                         | 51,612                                | 2,125                      | 13.7               | 13.7               | 0.00               | 4,526                        |
| 08/08/14       | Fri | 97,540                         | 93,470                         | 61,860                         | 25,881                         | 87,740                                | 750                        | 14.0               | 14.0               | 0.00               | 5,008                        |
| 08/09/14       | Sat | 104,247                        | 101,820                        | 53,407                         | 45,179                         | 98,586                                | 0                          | 13.7               | 13.7               | 0.00               | 3,992                        |
| 08/10/14       | Sun | 100,024                        | 97,050                         | 20,046                         | 62,907                         | 82,953                                | 0                          | 13.9               | 13.9               | 0.00               | 4,800                        |
| 08/11/14       | Mon | 102,209                        | 102,180                        | 51,014                         | 51,612                         | 102,626                               | 0                          | 13.7               | 13.7               | 0.00               | 4,410                        |
| 08/12/14       | Tue | 105,274                        | 91,730                         | 62,757                         | 26,105                         | 88,862                                | 1,125                      | 14.2               | 14.1               | 0.00               | 4,418                        |
| 08/13/14       | Wed | 105,070                        | 89,530                         | 65,600                         | 32,987                         | 98,586                                | 3,925                      | 13.8               | 13.8               | 0.00               | 4,340                        |
| 08/14/14       | Thu | 110,731                        | 94,470                         | 48,844                         | 63,804                         | 112,649                               | 730                        | 14.0               | 14.0               | 0.00               | 4,809                        |
| 08/15/14       | Fri | 101,614                        | 100,690                        | 28,200                         | 54,529                         | 82,729                                | 0                          | 14.1               | 14.0               | 0.00               | 4,660                        |
| 08/16/14       | Sat | 109,092                        | 101,030                        | 62,533                         | 14,586                         | 77,119                                | 0                          | 14.1               | 14.0               | 0.00               | 4,638                        |
| 08/17/14       | Sun | 99,864                         | 95,460                         | 72,332                         | 60,438                         | 132,770                               | 0                          |                    |                    | 0.00               | 5,369                        |
| 08/18/14       | Mon | 89,802                         | 95,560                         | 75                             | 56,025                         | 56,100                                | 0                          |                    |                    | 0.00               | 5,117                        |
| 08/19/14       | Tue | 87,789                         | 89,870                         | 98,437                         | 0                              | 98,437                                | 8,325                      | 14.1               | 14.1               | 0.00               | 4,570                        |
| 08/20/14       | Wed | 83,542                         | 77,840                         | 29,621                         | 75,997                         | 105,618                               | 4,180                      | 14.0               | 14.0               | 0.00               | 3,910                        |
| 08/21/14       | Thu | 87,232                         | 86,570                         | 54,454                         | 0                              | 54,454                                | 1,500                      |                    |                    | 0.00               | 3,653                        |
| 08/22/14       | Fri | 102,611                        | 84,120                         | 0                              | 63,580                         | 63,580                                | 0                          | 14.3               | 14.2               | 0.00               | 4,169                        |
| 08/23/14       | Sat | 112,520                        | 87,110                         | 63,355                         | 22,514                         | 85,869                                | 0                          | 14.1               | 14.1               | 0.00               | 4,289                        |
| 08/24/14       | Sun | 57,816                         | 81,200                         | 43,234                         | 53,856                         | 97,090                                | 0                          | 14.0               | 14.0               | 0.00               | 4,270                        |
| 08/25/14       | Mon | 80,179                         | 85,410                         | 25,282                         | 59,765                         | 85,048                                | 0                          |                    |                    | 0.00               | 4,376                        |
| 08/26/14       | Tue | 85,073                         | 79,950                         | 61,635                         | 0                              | 61,635                                | 6,490                      | 14.4               | 14.4               | 0.00               | 5,412                        |
| 08/27/14       | Wed | 78,551                         | 73,210                         | 0                              | 58,269                         | 58,269                                | 1,500                      | 14.2               | 14.2               | 0.00               | 3,401                        |
| 08/28/14       | Thu | 86,456                         | 76,420                         | 60,887                         | 51,014                         | 111,901                               | 625                        | 14.1               | 14.1               | 0.00               | 2,316                        |
| 08/29/14       | Fri | 79,548                         | 90,160                         | 60,064                         | 20,794                         | 80,859                                | 4,490                      | 14.0               | 14.0               | 0.00               | 3,860                        |
| 08/30/14       | Sat | 95,864                         | 99,120                         | 0                              | 69,190                         | 69,190                                | 0                          | 14.8               | 14.7               | 0.00               | 2,476                        |
| 08/31/14       | Sun | 102,875                        | 116,120                        | 60,663                         | 15,334                         | 75,997                                | 0                          | 14.2               | 14.2               | 0.00               | 4,019                        |
| <b>TOTALS</b>  |     | <b>2,978,001</b>               | <b>2,859,870</b>               | <b>1,386,532</b>               | <b>1,343,183</b>               | <b>2,729,715</b>                      | <b>44,145</b>              |                    |                    | <b>0.00</b>        | <b>137,495</b>               |
| <b>Average</b> |     | <b>95,838</b>                  | <b>91,458</b>                  | <b>44,196</b>                  | <b>44,262</b>                  | <b>88,457</b>                         | <b>1,472</b>               | <b>14.0</b>        | <b>13.9</b>        | <b>0.00</b>        | <b>4,449</b>                 |
| <b>Minimum</b> |     | <b>57,816</b>                  | <b>73,210</b>                  | <b>0</b>                       | <b>0</b>                       | <b>51,537</b>                         | <b>0</b>                   | <b>13.4</b>        | <b>13.3</b>        | <b>0.00</b>        | <b>2,316</b>                 |
| <b>Maximum</b> |     | <b>112,520</b>                 | <b>102,340</b>                 | <b>98,437</b>                  | <b>77,268</b>                  | <b>138,679</b>                        | <b>8,325</b>               | <b>14.8</b>        | <b>14.7</b>        | <b>0.00</b>        | <b>6,292</b>                 |

| 2014  | Jan-14    | Feb-14    | Mar-14    | Apr-14    | May-14    | Jun-14    | Jul-14    | Aug-14    | Sep-14 | Oct-14 | Nov-14 | Dec-14 | Total for 2014 |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|--------|--------|--------|--------|----------------|
| Wastewater Influent                           | 2,038,514 | 2,129,638 | 2,312,484 | 2,560,476 | 2,557,268 | 2,827,071 | 3,032,345 | 2,978,001 |        |        |        |        | 20,429,797     |
| Wastewater Final Effluent (Month Cycle)       | 2,086,860 | 2,250,320 | 2,347,710 | 2,548,090 | 2,475,100 | 2,547,800 | 3,024,620 | 2,859,870 |        |        |        |        | 20,140,370     |
| Adjusted Wastewater Influent (- State Flow) * | 1,776,470 | 1,863,820 | 1,938,110 | 2,204,983 | 2,198,940 | 2,428,604 | 2,790,878 | 2,840,506 |        |        |        |        | 18,042,311     |
| Water Produced (month cycle)                  | 1,892,141 | 1,737,158 | 1,745,682 | 1,941,958 | 2,196,613 | 2,314,014 | 2,731,098 | 2,729,715 |        |        |        |        | 17,288,378     |
| Sewer Influent/Water Produced Ratio           | 1.10      | 1.23      | 1.32      | 1.32      | 1.16      | 1.22      | 1.11      | 1.09      |        |        |        |        | N/A            |
| Adjusted Sewer/Water Ratio                    | 0.94      | 1.10      | 1.10      | 1.14      | 1.00      | 1.04      | 1.02      | 1.04      |        |        |        |        | N/A            |
| Well 1 Water Pumped                           | 1,368,990 | 0         | 374,374   | 1,148,479 | 1,099,186 | 1,190,814 | 1,436,085 | 1,386,532 |        |        |        |        | 8,004,461      |
| Well 2 Water Pumped                           | 523,151   | 1,493,158 | 1,595,634 | 909,867   | 1,097,427 | 1,123,200 | 1,295,012 | 1,343,183 |        |        |        |        | N/A            |
| Well 3 Water Pumped                           | 0         | 244,000   | 0         | 0         | 0         | 0         | 0         | 0         |        |        |        |        | 244,000        |
| Total Well Production                         | 1,892,141 | 1,737,158 | 1,745,682 | 1,941,958 | 2,196,613 | 2,314,014 | 2,731,098 | 2,729,715 |        |        |        |        | 17,288,379     |
| Water Well 1 Avg Depth to Water               | 14.6      | 13.1      | 10.7      | 10.5      | 10.5      | 11.4      | 12.7      | 14.0      |        |        |        |        | N/A            |
| Water Well 2 Avg Depth to Water               | 14.7      | 13.4      | 10.6      | 10.5      | 10.5      | 11.3      | 12.6      | 13.9      |        |        |        |        | N/A            |
| Average Depth of Both Wells                   | 14.7      | 13.3      | 10.7      | 10.6      | 10.5      | 11.4      | 12.7      | 14.0      |        |        |        |        | N/A            |
| Change in Average Well Depth from 2013        | +3.4      | +2.2      | -0.5      | -0.7      | -0.8      | -0.1      | +0.3      | +0.6      |        |        |        |        | N/A            |
| State Wastewater Treated                      | 262,044   | 265,818   | 311,282   | 355,493   | 352,328   | 398,467   | 241,467   | 137,495   |        |        |        |        | 2,324,394      |
| State % of Total WW Flow                      | 13%       | 13%       | 16%       | 14%       | 14%       | 14%       | 8%        | 5%        |        |        |        |        | N/A            |
| Recycled Water Sold (Gallons)                 | 0         | 0         | 0         | 125       | 5,785     | 10,420    | 29,555    | 44,145    |        |        |        |        | 90,030         |
| Biosolids Removal (Gallons)                   | 0         | 0         | 12,000    | 12,000    | 6,000     | 6,000     | 12,000    | 6,000     |        |        |        |        | 54,000         |
| WW Permit Limitation Exceeded                 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         |        |        |        |        | N/A            |
| Constituent Exceeded                          | None      | None      | None      | None      | None      | None      | None      | None      |        |        |        |        | N/A            |
| Sample Limit                                  | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       |        |        |        |        | N/A            |
| Sample Result                                 | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       |        |        |        |        | N/A            |

| 2013  | Jan-13    | Feb-13    | Mar-13    | Apr-13    | May-13    | Jun-13    | Jul-13    | Aug-13    | Sep-13    | Oct-13    | Nov-13    | Dec-13    | Total for 2013 |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------------|
| Wastewater Final Effluent (Month Cycle)       | 2,021,340 | 1,908,020 | 2,318,280 | 2,451,860 | 2,643,980 | 2,808,900 | 3,419,550 | 3,346,020 | 2,749,810 | 2,603,850 | 2,258,780 | 2,353,200 | 30,883,590     |
| Wastewater Influent                           | 2,314,345 | 2,162,072 | 2,521,425 | 2,462,631 | 2,597,523 | 2,836,232 | 3,360,480 | 3,305,527 | 2,735,386 | 2,525,334 | 2,084,338 | 2,313,438 | 31,218,731     |
| Adjusted Wastewater Influent (- State Flow) * | 2,067,826 | 1,945,010 | 2,282,831 | 2,144,411 | 2,239,609 | 2,452,299 | 2,819,473 | 2,783,082 | 2,351,167 | 2,191,107 | 1,852,313 | 2,007,408 | 27,086,536     |
| Water Produced (month cycle)                  | 1,727,730 | 1,703,869 | 1,995,696 | 2,278,258 | 2,540,208 | 2,803,862 | 3,198,897 | 3,089,090 | 2,471,242 | 2,288,805 | 1,854,816 | 2,032,266 | 27,984,740     |
| Sewer Influent/Water Produced Ratio           | 1.34      | 1.27      | 1.26      | 1.08      | 1.02      | 1.01      | 1.05      | 1.08      | 1.11      | 1.10      | 1.22      | 1.17      | N/A            |
| Adjusted Sewer/Water Ratio                    | 1.20      | 1.14      | 1.12      | 0.94      | 0.88      | 0.88      | 0.88      | 0.90      | 0.95      | 0.96      | 1.00      | 1.01      | N/A            |
| Average Depth of Both Wells                   | 11.3      | 11.1      | 11.2      | 11.3      | 11.3      | 11.3      | 12.4      | 13.4      | 14.2      | 14.9      | 15.2      | 15.5      | N/A            |
| Change in Average Well Depth from 2011        | +0.6      | +0.1      | +0.1      | +0.1      | +0.1      | +0.1      | +1.1      | +1.4      | +1.6      | +1.7      | +1.3      | +5.5      | N/A            |
| State Wastewater Treated                      | 246,519   | 217,062   | 288,594   | 318,220   | 357,914   | 383,933   | 541,007   | 522,445   | 384,219   | 334,227   | 232,025   | 281,172   | 4,107,337      |
| State % of Total WW Flow                      | 11%       | 10%       | 11%       | 13%       | 14%       | 14%       | 16%       | 16%       | 14%       | 13%       | 11%       | 12%       | N/A            |
| Biosolids Removal (Gallons)                   | 6,000     | 0         | 0         | 6,000     | 6,000     | 12,000    | 6,000     | 12,000    | 12,000    | 6,000     | 6,000     | 6,000     | 78,000         |
| WW Permit Limitation Exceeded                 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0              |
| Constituent Exceeded                          | None      | None      | None      | None      | None      | None      | None      | None      | None      | None      | None      | None      | N/A            |
| Sample Limit                                  | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A            |
| Sample Result                                 | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A            |

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

|                         | Jan  | Feb  | Mar  | April | May  | June | July | Aug  | Sept | Oct  | Nov  | Dec  |
|-------------------------|------|------|------|-------|------|------|------|------|------|------|------|------|
| Well Average Depth 2010 | 9.8  | 10.1 | 10.4 | 10.8  | 10.8 | 10.9 | 10.8 | 10.8 | 11.5 | 12.2 | 12.4 | 10.2 |
| Well Average Depth 2011 | 10.4 | 10.7 | 9.6  | 10.6  | 10.8 | 10.8 | 11.0 | 10.5 | 10.7 | 10.7 | 10.7 | 10.8 |
| Well Average Depth 2012 | 10.6 | 11.0 | 11.1 | 11.2  | 11.4 | 11.2 | 11.3 | 12.0 | 12.6 | 13.2 | 13.9 | 11.0 |
| 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  | 11.4 | 11.4 | 12.7 | 14.0 |      |      |      |      |



## **4C. DISTRICT FINANCIALS**

**Renee Lundy**

**August 30, 2014**

- **Financial Summary**
- **Balance Sheet**
- **Water Sales & Production**

SAN SIMEON COMMUNITY SERVICES DISTRICT



4C. FINANCIAL SUMMARY

BILLING  
August 30, 2014

|                          |              |
|--------------------------|--------------|
| July Billing Revenue     | \$ 82,809.52 |
| August Billing Revenue   | \$ 72,580.07 |
| Past Due (31 to 60 days) | \$ 000.00    |
| Past Due (60 days)       | \$ 234.01    |

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RABOBANK SUMMARY  
Ending Balances August 30, 2014

Summary of Transactions:

|   |                 |
|---|-----------------|
| Balance July 31, 2014                                   | \$ 686,846.59   |
| Transfer of funds to General checking 8/18/2014         | - \$ 42,000.00  |
| Interest for August 2014                                | \$ 132.97       |
| Money Marketing Account Closing Balance August 31, 2014 | \$ 644,979.56   |
| Reserve Fund  | (\$ 250,000.00) |
| Hook up Deposits  | (\$ 43,470.00)  |
| Available Funds   | \$ 351,509.56   |
| General Checking Account                                | \$ 102,727.23   |
| Well Rehab Project/USDA Checking Account                | \$ 2,231.05     |

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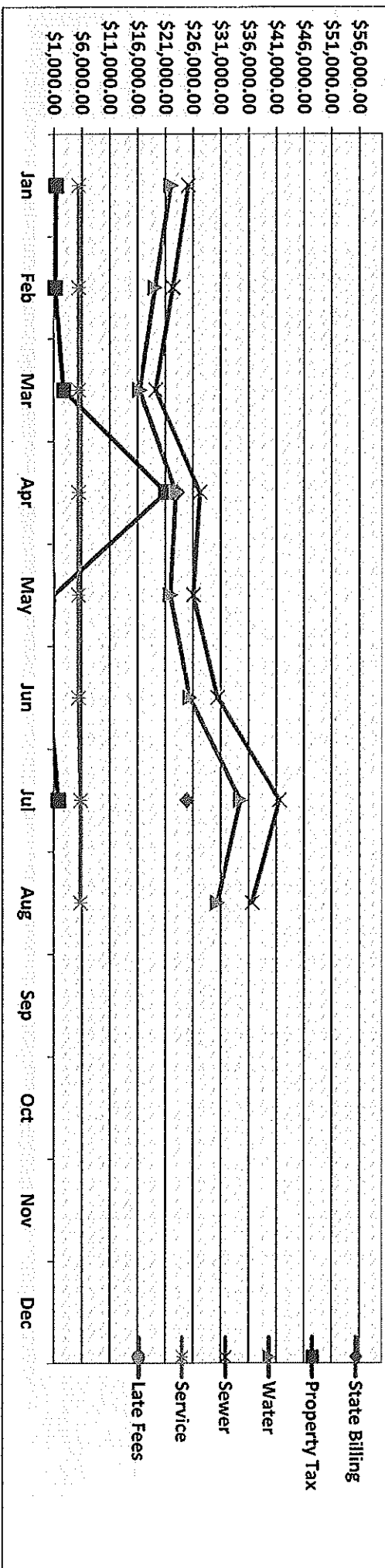
LAIF Closing Balance August 30, 2014 \$ 518.24

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Balance Sheet**  
As of September 4, 2014

|  | Sep 4, 14           |
|--|---------------------|
| <b>ASSETS</b>                          |                     |
| <b>Current Assets</b>                  |                     |
| <b>Checking/Savings</b>                |                     |
| 1010 · Petty cash                      | 150.00              |
| 1020 · General checking                | 95,059.11           |
| 1022 · USDA checking                   | 2,231.05            |
| 1040 · Cash in county treasury         | (3,053.68)          |
| 1050 · LAIF - non-restricted cash      | 518.24              |
| 1060 · Money Market Account 9548643039 | 644,979.56          |
| <b>Total Checking/Savings</b>          | 739,884.28          |
| <b>Other Current Assets</b>            |                     |
| 1200 · Accounts receivable             | 36,909.92           |
| 1220 · A/R - Hearst Castle             | 21,530.45           |
| 1300 · Prepaid expenses                | 737.17              |
| <b>Total Other Current Assets</b>      | 59,177.54           |
| <b>Total Current Assets</b>            | 799,061.82          |
| <b>Fixed Assets</b>                    |                     |
| <b>1400 · Fixed assets</b>             |                     |
| 1420 · Building and structures         | 395,874.73          |
| 1500 · Equipment                       | 316,747.53          |
| 1540 · Major water projects            | 145,068.22          |
| 1580 · Sewer plant                     | 1,488,555.08        |
| 1600 · Water system                    | 550,390.00          |
| 1620 · WWTP expansion                  | 299,565.92          |
| 1630 · Tertiary Project                | 255,253.41          |
| 1640 · Wellhead project                | 443,942.08          |
| <b>Total 1400 · Fixed assets</b>       | 3,895,396.97        |
| 1650 · Walkway access projects         | 11,511.00           |
| 1690 · Accumulated depreciation        | (1,963,488.96)      |
| <b>Total Fixed Assets</b>              | 1,943,419.01        |
| <b>Other Assets</b>                    |                     |
| 1710 · Customer deposits               | 150.00              |
| <b>Total Other Assets</b>              | 150.00              |
| <b>TOTAL ASSETS</b>                    | <b>2,742,630.83</b> |
| <b>LIABILITIES &amp; EQUITY</b>        |                     |
| <b>Liabilities</b>                     |                     |
| <b>Current Liabilities</b>             |                     |
| <b>Accounts Payable</b>                |                     |
| 2000 · Accounts payable                | 75,486.68           |
| <b>Total Accounts Payable</b>          | 75,486.68           |
| <b>Other Current Liabilities</b>       |                     |
| 2100 · Payroll liabilities             | 382.50              |
| 2500 · Customer security deposits      | 10,308.13           |
| 2510 · Connect hookup wait list        | 43,470.00           |
| 2520 · USDA Loan                       | 420,056.00          |
| <b>Total Other Current Liabilities</b> | 474,216.63          |
| <b>Total Current Liabilities</b>       | 549,703.31          |
| <b>Total Liabilities</b>               | 549,703.31          |
| <b>Equity</b>                          |                     |
| 3200 · Fund balance                    | 2,223,470.55        |
| 3900 · Suspense                        | 208,774.26          |
| Net Income                             | (239,317.29)        |
| <b>Total Equity</b>                    | 2,192,927.52        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <b>2,742,630.83</b> |

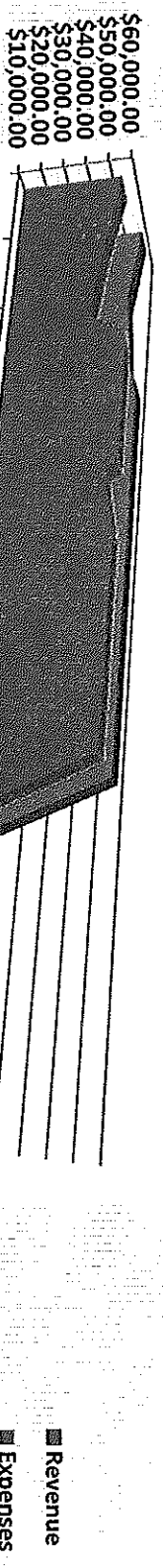
2014 DISTRICT REVENUE

|                    | Jan               | Feb               | Mar               | Apr                | May               | Jun               | Jul                | Aug               | Sep | Oct | Nov | Dec | Totals              |
|--------------------|-------------------|-------------------|-------------------|--------------------|-------------------|-------------------|--------------------|-------------------|-----|-----|-----|-----|---------------------|
| State Billing      |                   |                   |                   | \$23,125.64        |                   |                   |                    |                   |     |     |     |     | \$48,017.30         |
| Property Tax       | \$1,327.66        | \$1,155.60        | \$2,632.24        | \$21,054.41        | \$912.02          | \$195.04          | \$1,749.86         |                   |     |     |     |     | \$29,026.83         |
| Water              | \$21,971.3        | \$19,076.2        | \$16,337.8        | \$22,890.1         | \$21,881.1        | \$25,417.3        | \$34,524.9         | \$30,347.3        |     |     |     |     | \$192,445.87        |
| Sewer              | \$25,116.2        | \$22,334.7        | \$19,215.2        | \$27,214.3         | \$26,016.0        | \$30,425.9        | \$41,554.7         | \$36,609.6        |     |     |     |     | \$228,486.49        |
| Service            | \$5,366.4         | \$5,366.4         | \$5,366.4         | \$5,366.4          | \$5,392.2         | \$5,392.2         | \$5,773.5          | \$5,747.7         |     |     |     |     | \$43,771.20         |
| Late Fees          | \$155.8           | \$100.4           | \$93.9            | \$413.6            | \$896.4           | \$139.2           | \$124.0            | \$44.8            |     |     |     |     | \$1,968.08          |
| <b>Total</b>       | <b>\$53,937.3</b> | <b>\$48,033.3</b> | <b>\$43,645.6</b> | <b>\$100,064.4</b> | <b>\$55,097.7</b> | <b>\$61,569.5</b> | <b>\$108,618.6</b> | <b>\$72,749.4</b> |     |     |     |     | <b>\$543,715.77</b> |
| Water Sold Cu Ft   | 223200            | 206900            | 177200            | 248063             | 236917            | 275338            | 352622             | 309962            |     |     |     |     | 2030202             |
| Water Sold Acre ft | 5.12              | 4.75              | 4.07              | 5.69               | 5.44              | 6.32              | 8.10               | 7.12              |     |     |     |     | 46.61               |



REVENUE VS EXPENSES

|          | Jan         | Feb         | Mar          | Apr          | May          | Jun         | Jul          | Aug         | Sep | Oct | Nov | Dec | Totals       |
|----------|-------------|-------------|--------------|--------------|--------------|-------------|--------------|-------------|-----|-----|-----|-----|--------------|
| Revenue  | \$53,937.30 | \$48,033.30 | \$43,645.60  | \$100,064.40 | \$55,097.70  | \$61,569.50 | \$108,618.60 | \$72,749.40 |     |     |     |     | \$543,715.80 |
| Expenses | \$58,555.68 | \$53,848.94 | \$56,471.91  | \$67,511.62  | \$68,584.98  | \$63,061.56 | \$68,239.78  | \$75,948.43 |     |     |     |     | \$512,222.90 |
| Balance  | -\$4,618.38 | -\$5,815.64 | -\$12,826.31 | \$32,552.78  | -\$13,487.28 | -\$1,492.06 | \$40,378.82  | -\$3,199.03 |     |     |     |     | \$31,492.90  |





## Historical Production and Sales

| Month              | 2014       |            |            |            |            |            |            |            |     |     |     |     | Year End Total |  |              |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|-----|-----|-----|-----|----------------|--|--------------|
|                    | Jan        | Feb        | Mar        | Apr        | May        | Jun        | Jul        | Aug        | Sep | Oct | Nov | Dec |                |  |              |
| Water              | \$21,971.3 | \$19,076.2 | \$16,337.8 | \$22,890.1 | \$21,881.1 | \$25,417.3 | \$34,524.9 | \$30,347.3 |     |     |     |     |                |  | \$192,445.87 |
| Sewer              | \$25,116.2 | \$22,334.7 | \$19,215.2 | \$27,214.3 | \$26,016.0 | \$30,425.9 | \$41,554.7 | \$36,609.6 |     |     |     |     |                |  | \$228,486.49 |
| Service            | \$5,366.4  | \$5,366.4  | \$5,366.4  | \$5,366.4  | \$5,392.2  | \$5,392.2  | \$5,773.5  | \$5,747.7  |     |     |     |     |                |  | \$43,771.20  |
| Total              | \$52,453.9 | \$46,777.3 | \$40,919.4 | \$55,470.7 | \$53,289.3 | \$61,235.3 | \$81,853.1 | \$72,704.6 |     |     |     |     |                |  | \$464,703.6  |
| Water Sold Cu Ft   | 223200     | 206900     | 177200     | 248063     | 236917     | 275338     | 352622     | 309962     |     |     |     |     |                |  | 2030202      |
| Water Sold Acre ft | 5.12       | 4.75       | 4.07       | 5.69       | 5.44       | 6.32       | 8.10       | 7.12       |     |     |     |     |                |  | 46.61        |

| Month              | 2013       |            |            |            |            |            |            |            |            |            |            |            | Year End Total |  |              |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------|--|--------------|
|                    | Jan        | Feb        | Mar        | Apr        | May        | Jun        | Jul        | Aug        | Sep        | Oct        | Nov        | Dec        |                |  |              |
| Water              | \$18,368.8 | \$17,712.9 | \$14,752.5 | \$20,943.1 | \$19,569.8 | \$24,471.6 | \$30,164.0 | \$31,860.6 | \$27,236.4 | \$23,180.2 | \$19,172.8 | \$13,606.3 |                |  | \$261,038.80 |
| Sewer              | \$19,403.2 | \$16,370.8 | \$15,243.1 | \$22,112.6 | \$20,266.8 | \$25,270.9 | \$32,911.6 | \$34,733.9 | \$29,563.0 | \$25,730.9 | \$21,158.5 | \$14,923.0 |                |  | \$277,688.41 |
| Service            | \$4,251.5  | \$4,272.0  | \$4,251.5  | \$4,251.5  | \$4,251.5  | \$4,292.4  | \$4,792.3  | \$4,792.3  | \$4,815.4  | \$4,815.4  | \$4,792.3  | \$4,815.4  |                |  | \$54,393.48  |
| Total              | \$42,023.5 | \$38,355.7 | \$34,247.2 | \$47,307.2 | \$44,088.1 | \$54,034.9 | \$67,867.9 | \$71,386.8 | \$61,614.7 | \$53,726.5 | \$45,123.6 | \$33,344.7 |                |  | \$593,120.7  |
| Water Sold Cu Ft   | 220059     | 216680     | 209256     | 285145     | 279529     | 354134     | 373741     | 396714     | 303256     | 269689     | 222002     | 188500     |                |  | 3318705      |
| Water Sold Acre ft | 5.05       | 4.97       | 4.80       | 6.55       | 6.42       | 8.13       | 8.58       | 9.11       | 6.96       | 6.19       | 5.10       | 4.33       |                |  | 76.19        |

| Month              | 2012       |            |            |            |            |            |            |            |            |            |            |            | Year End Total |  |              |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------|--|--------------|
|                    | Jan        | Feb        | Mar        | Apr        | May        | Jun        | Jul        | Aug        | Sep        | Oct        | Nov        | Dec        |                |  |              |
| Water              | \$18,368.8 | \$17,712.9 | \$14,752.5 | \$20,943.1 | \$19,569.8 | \$24,471.6 | \$30,164.0 | \$31,860.6 | \$27,236.4 | \$23,180.2 | \$19,172.8 | \$13,606.3 |                |  | \$261,038.80 |
| Sewer              | \$19,403.2 | \$16,370.8 | \$15,243.1 | \$22,112.6 | \$20,266.8 | \$25,270.9 | \$32,911.6 | \$34,733.9 | \$29,563.0 | \$25,730.9 | \$21,158.5 | \$14,923.0 |                |  | \$277,688.41 |
| Service            | \$4,251.5  | \$4,272.0  | \$4,251.5  | \$4,251.5  | \$4,251.5  | \$4,292.4  | \$4,792.3  | \$4,792.3  | \$4,815.4  | \$4,815.4  | \$4,792.3  | \$4,815.4  |                |  | \$54,393.48  |
| Total              | \$42,023.5 | \$38,355.7 | \$34,247.2 | \$47,307.2 | \$44,088.1 | \$54,034.9 | \$67,867.9 | \$71,386.8 | \$61,614.7 | \$53,726.5 | \$45,123.6 | \$33,344.7 |                |  | \$593,120.7  |
| Water Sold Cu Ft   | 248582     | 225987     | 201323     | 285397     | 264824     | 329516     | 361479     | 380540     | 324880     | 279621     | 232827     | 165658     |                |  | 3300634      |
| Water Sold Acre ft | 5.71       | 5.19       | 4.62       | 6.55       | 6.08       | 7.56       | 8.30       | 8.74       | 7.46       | 6.42       | 5.34       | 3.80       |                |  | 75.77        |

| Month              | 2011       |            |            |            |            |            |            |            |            |            |            |            | Year End Total |  |             |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------|--|-------------|
|                    | Jan        | Feb        | Mar        | Apr        | May        | Jun        | Jul        | Aug        | Sep        | Oct        | Nov        | Dec        |                |  |             |
| Water              | \$14,079.9 | \$14,436.8 | \$14,580.3 | \$15,978.4 | \$17,181.9 | \$20,045.1 | \$29,080.9 | \$30,541.4 | \$24,905.3 | \$23,664.7 | \$18,603.5 | \$18,224.2 |                |  | \$241,322.4 |
| Sewer              | \$14,010.9 | \$14,599.5 | \$13,759.0 | \$16,248.7 | \$17,077.0 | \$20,232.7 | \$30,694.0 | \$32,170.1 | \$26,341.4 | \$24,926.1 | \$19,583.4 | \$19,169.6 |                |  | \$248,812.4 |
| Service            | \$3,820.5  | \$3,838.8  | \$3,802.2  | \$3,802.2  | \$3,820.5  | \$3,802.2  | \$4,272.0  | \$4,231.1  | \$4,251.5  | \$4,251.5  | \$4,251.5  | \$4,272.0  |                |  | \$48,416.1  |
| Total              | \$31,911.3 | \$32,875.1 | \$32,141.5 | \$36,029.3 | \$38,079.4 | \$44,080.0 | \$64,046.8 | \$66,942.6 | \$55,498.2 | \$52,842.4 | \$42,438.4 | \$41,665.8 |                |  | \$538,550.8 |
| Water Sold Cu Ft   | 216577     | 220129     | 214084     | 243460     | 269171     | 304596     | 394069     | 413435     | 337511     | 319881     | 252605     | 247832     |                |  | 3433150     |
| Water Sold in acre | 4.97       | 5.05       | 4.91       | 5.59       | 6.18       | 6.99       | 9.05       | 9.49       | 7.75       | 7.34       | 5.80       | 5.69       |                |  | 78.81       |

## **5. ITEMS OF BUSINESS**

**5A. Regular Meeting Minutes – August 13, 2014**

**5B. Disbursements Journal – September 10, 2014, General Checking**

**MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, August 13, 2014**  
**6:00 pm**

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

**1. REGULAR SESSION: @6:11 PM**

**A. Roll Call:**

Chairperson McAdams - Present  
Vice-Chair Fields - Present  
Director Price - Present  
Director Williams - Present  
Director Patel - Present

**Also Present:**

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

**B. Pledge of Allegiance**

**2. PUBLIC COMMENT: None**

**A. Sheriff's Report – Report for July.**

There were 88 services calls in the month of July in the San Simeon area. There were 17 requests to assist other agencies, 3 crimes against property, 11 check the Welfare/Citizen assists, 8 Suspicious Circumstances, 22 Incomplete 911 calls, 3 Alarms, 24 Self-Initiated Field Activity by Deputies.

**B. Public comment on Sheriff's Report: None**

**3. BOARD PRESENTATIONS AND ANNOUNCEMENTS: None**

**4. STAFF REPORTS**

**A. General Manager's Report**

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

Along with billing and collections the Quarterly Newsletter was distributed to all residents and hotels within San Simeon. Staff continued to work with Phoenix Engineering on the final paperwork on the Wellhead Project with the USDA and has started work associated with the upcoming Audit in September. Staff has also been working on the "Appropriation Limits" request from Counsel. Staff Administrator has attended several County meetings regarding grants for District projects. Staff worked on the Ultura/SSCSD contract administrative efforts.

**2. Groundwater Availability Update – Update from Cleath and Associates**

During July, there has been progress made in analyzing the Pico Creek Valley groundwater basin.

Cleath-Harris Geologists has continued to work on the groundwater yield analysis. The modeling has been a critical method of analyzing water level responses to pumping. Calibration of water level heads has lead to a need to better understand brackish water recharge from the coastal lagoon because groundwater inflows do not fully explain actual water level fluctuations and chloride spikes.

The groundwater quality at the shallowest perforated production well is the first to be impacted by sea water inflow to the lagoon during berm overtopping and recharge to the upper aquifer particularly during dry winters. The deeper aquifer then receives recharge from the shallow aquifer and the water quality in the deeper perforated production well becomes impaired. Since these berm overtopping events have not been well documented, we are working to interpret tidal and storm surge information for modeling salt water flows in the basin. The survey of the well heads and the stream invert across from the wells provided important controls on the upstream extent of the lagoon water.

The modeling analysis of groundwater flow does indicate that pumping at 140 acre-feet per year should be possible, though the basin areas furthest upstream can be expected to have thinner saturated basin sediments due to low water levels in dry years at the higher extraction levels.

Cleath-Harris Geologists has also provided the District with a letter addressing the potential for seawater intrusion this Fall and Winter.

Of the \$39,000 budget, \$27,000 has been expended (including the letter and the survey work), 68 percent. The work is anticipated to be completed on budget.

The work is going to require another month of effort to deal with the lagoon influence and allow for staff vacation time. The completion date is currently estimated to be mid-September.

Timothy S. Cleath, President  
Cleath-Harris Geologists

### **3. Grants, Loans and Partnership Opportunities Update:**

#### **USDA Remaining loan funds**

Staff has requested the documents necessary to obtain a reimbursement from past costs associated with the Wellhead project. We currently have \$82,565 in past engineering costs that are reimbursable. That costs includes Wellhead engineering and SCADA. If the board chooses to, under Discussion Action Item B, the board can vote for the reimbursement.

### **4. Motel Gets Stage 3 Violation**

On July 17<sup>th</sup>, A contractor for the motel was caught flushing a District Hydrant, without consulting Staff. Per Stage 1, hydrant flushing use other than emergency purposes, is prohibited. Since April of last year, this entity has had 4 violations. The entity received a triple fine of \$750.00 and a warning that the next violation will result in discontinuation of services.

**5. SSCSD Ahead of State Resolution Request for Conservation Measures.**

On April 25, 2014 the Governor issued an executive order to help California manage our water systems. The Resolution contained pertinent water restrictions that needed to be enacted with all water proprietors.

To promote water conservation, each distributor of a public water supply, as defined in Water Code Section 350, that is not an urban water supplier shall, within thirty (30) days, take one or more of the following actions:

- (1) Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week; or
- (2) Implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013.

Since San Simeon CSD already has an Ordinance in place establishing the above water restrictions plus more, no actions were needed.

**6. Auditor Services Letter from Moss and Levy for September- Audit of District's 2013-2014 Fiscal Year.**

Staff is coordinating with the Auditor to perform the 2013-2014 fiscal year audit. The Audit will be performed in September. Staff is starting preparation of all documents needed by Moss and Levy.

**7. San Simeon Recycled Water Use – Update.**

The equipment that increased the discharge pumping and capacity capability of the Small Scale Recycled Water Facility (SSRWF) is in use, and more recycled water is being distributed. We sold 29,555 gallons for the month of July.

Staff continues to train residents and hotels on the use of Recycled Water. Staff has trained to date: (11) Distributors, (13) Residents, (12) Homeowner Associations, (9) Hotels and (2) Restaurants in the use of Recycled Water.

**B. Superintendent's Report**

**Wastewater Treatment Plant**

- All sampling, testing and reporting at the wastewater treatment plant was performed as required by the RWQCB.
- A new alarm trigger was installed in the event any of the variable frequency drives fail. This is a more proactive system as opposed to what existed. In the past we would get an alarm because of a symptom of one of the drives failing as opposed to getting an alarm because of the problem the drive had failed.
- A new motor was installed at the collector drive at clarifier #3 as well as a newly serviced collector drive gear box.
- 2 loads of sludge were hauled away.

### Water Distribution System

- All routine sampling and testing was performed. The monthly report was submitted to the CDPH.
- Monthly meter reading was performed.
- The automated meter reading wand failed. It has been sent to the manufacturer for service.
- The meter at Motel 6 and at Los Gaviotas Condo Association was fixed.

### 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 – Update on Monthly Financial Status for close of business July 31, 2014.

|                          |              |
|--------------------------|--------------|
| June Billing Revenue     | \$ 61,429.19 |
| July Billing Revenue     | \$ 82,809.52 |
| Past Due (31 to 60 days) | \$ 272.21    |
| Past Due (60 days)       | \$ 463.56    |

### RABOBANK SUMMARY: Ending Balances July 31, 2014

#### Summary of Transactions:

|  |                 |
|--|-----------------|
| Balance June 30, 2014                                  | \$ 686,700.78   |
| Interest for June 2014                                 | \$ 145.81       |
| Money Marketing Account Closing Balance April 30, 2014 | \$ 686,846.59   |
| Reserve Fund   | (\$ 250,000.00) |
| Hook up Deposits                                       | (\$ 43,470.00)  |
| Available Funds  | \$ 393,376.59   |

|  |             |
|--|-------------|
| General Checking Account                 | \$ 45540.11 |
| Well Rehab Project/USDA Checking Account | \$ 2,231.05 |
| LAIF Closing Balance July 31, 2014       | \$ 518.24   |

### D. District Counsel's Report – Tim Carmel/Heather Whitham

During the month of July, Counsel worked with Staff regarding the Uitura Breach of contract. Counsel worked with Charles Grace of GES, on the new Operations and Management Services agreement with the District. Counsel also reviewed the new Regional Board Resolution NO. 2014-0038 regarding drought issues.

## 5. ITEMS OF BUSINESS

### A. Approval of last month's minutes – July 9, 2014 special and regular meeting.

Motion to approve both Regular Meeting minutes and Special Meeting minutes as presented.

Motion by: Director Williams

2<sup>nd</sup> By: Director Patel

All in: 5 / 0

### B. Approval of Disbursements Journal(s) – August 13, 2014.

Motion made to approved Disbursements as presented.

Motion by: Director Price

2<sup>nd</sup> By: Vice-Chair Fields

All in: 5 / 0

## 6. DISCUSSION/ACTION ITEMS

### A. Consideration of Adoption of Resolution 14-366: Adopting the Integrated Regional Water Management County Plan.

Included in the August Board Packet was the Integrated Regional Water Management (IRWM) Plan submitted from the County IRWM committee. The plan covered San Simeon CSD issues submitted by SSCSD Staff. Staff reviewed the plan and confirmed its accuracy.

Motion made to approved Resolution 14-366 as presented.

Motion by: Vice-Chair Fields

2<sup>nd</sup> By: Chairperson McAdams

All in: 5 / 0

### B. Discussion/Action Regarding Paying Back District Funds for Well Rehab Invoices by Using Remaining USDA Loan Funds.

There are \$71,100.05 remaining out of the requested \$500,000 granted loan funds. The District has the opportunity to reimburse themselves for past invoices related to the Well Rehab project. Staff is requesting direction from the Board to begin the process of reimbursement. (interest rate with USDA is 2.5%)

Motion made to direct Staff to start paperwork on reimbursing the District with the remaining USDA loan funds.

Motion by: Chairperson McAdams  
2<sup>nd</sup> By: Director Patel  
All in: 5 / 0

**C. Consideration of Approval of an Emergency Professional Services Agreement with Grace Environmental.**

The Emergency Services Agreement outlining terms and conditions of professional services to be delivered by Grace Environmental services was included in the August Board Packet. The terms and conditions replicate the current and actual services typically provided to the San Simeon CSD.

Motion made to approve the GES professional services agreement with Grace Environmental Services as presented.

Motion by: Vice-Chair Fields  
2<sup>nd</sup> By: Director Price  
All in: 5 / 0

**7. Board Committee Reports – No Report**

**8. Board Reports – No Report**

**9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS- No items**

**10. CLOSED SESSION:**

**CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4):

One Case

**11. ADJOURNMENT @ 7:30 PM**



**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Disbursements Journal**  
**General Checking Account**

September 10, 2014

| Type     | Date       | Num  | Name                             | Memo                                      | Amount           | Balance            |
|----------|------------|------|----------------------------------|---|------------------|--------------------|
|          |            |      |                                  | <b>Beginning Balance</b>                  |                  | <b>\$95,520.86</b> |
| Bill Pmt | 09/01/2014 | 7129 | Advanced Concrete & Construction | Recycled water expansion project          | 2,472.00         | 93,048.86          |
| Bill Pmt | 09/01/2014 | 7130 | Ana Djafari                      | Acct. 262, 9221 Balboa Ave.               | 50.00            | 92,998.86          |
| Bill Pmt | 09/01/2014 | 7131 | CALPERS                          | CALPERS (Oct. - Dec.) payment             | 1,018.00         | 91,980.86          |
| Bill Pmt | 09/01/2014 | 7132 | Carmel & Nacassha. LLP           | Legal Services for August                 | 2,823.00         | 89,157.86          |
| Bill Pmt | 09/01/2014 | 7133 | Cleath-Harris Geologists, Inc    | Water Study                               | 4,965.50         | 84,192.36          |
| Bill Pmt | 09/01/2014 | 7134 | County of San Luis Obispo        | Cross Connection (Admin. Fees & Services) | 66.60            | 84,125.76          |
| Bill Pmt | 09/01/2014 | 7135 | Grace Environmental              | Operations and Management Sept. 14        | 47,762.00        | 36,363.76          |
| Bill Pmt | 09/01/2014 | 7136 | JR's Environmental Services      | Flow meter recorder rolls, # 061614-9-JR  | 299.60           | 36,064.16          |
| Bill Pmt | 09/01/2014 | 7137 | LAFCO                            | Fees for 2014-2015                        | 2,478.70         | 33,585.46          |
| Bill Pmt | 09/01/2014 | 7138 | MICHAEL O'NEILL                  | Web maintenance fee                       | 275.00           | 33,310.46          |
| Bill Pmt | 09/01/2014 | 7139 | Phoenix Civil Engineering, Inc   | Pico Stairs                               | \$2560.00        | 12,072.50          |
|          |            |      |                                  | Potable Water Pipe                        | \$3980.00        |                    |
|          |            |      |                                  | Recycled Water West Side                  | \$3012.50        |                    |
|          |            |      |                                  | Well Seal Design                          | \$1775.00        |                    |
|          |            |      |                                  | WWTP O & M Manual                         | \$745.00         |                    |
| Bill Pmt | 09/01/2014 | 7140 | Renee Lundy - Petty Cash         | Copying outfall line blueprint            | 3.78             | 21,234.18          |
| Bill Pmt | 09/01/2014 | 7141 | Robert Stitts, CPA               | August Bookkeeping Services               | 1,200.00         | 20,034.18          |
| Paycheck | 09/01/2014 | 7142 | ALAN FIELDS                      | Board Services                            | 92.35            | 19,941.83          |
| Paycheck | 09/01/2014 | 7143 | DAN WILLIAMS                     | Board Services                            | 92.35            | 19,849.48          |
| Paycheck | 09/01/2014 | 7144 | KAUSHIK S PATEL                  | Board Services                            | 92.35            | 19,757.13          |
| Paycheck | 09/01/2014 | 7145 | LEROY E PRICE                    | Board Services                            | 92.35            | 19,664.78          |
| Paycheck | 09/01/2014 | 7146 | RALPH N MCADAMS                  | Board Services                            | 92.35            | 19,572.43          |
|          |            |      |                                  |   | <b>75,948.43</b> | <b>19,572.43</b>   |

## **6. DISCUSSION & ACTION ITEMS**

### **6A. Consideration of Adoption of Resolution 14-367:**

Adopting the Fiscal Year 2014/2015 appropriation limit.

### **6B. Discussion and Consideration of recommendation of Ralph McAdams and Ken Patel for appointment by the County Board of Supervisors to the San Simeon Community Services District Board of Directors positions for two four year terms.**

## 6. DISCUSSION/ACTION ITEMS

September 10, 2014

- A. Consideration of Adoption of Resolution 14-367:** Adopting the Fiscal Year 2014/2015 appropriation limit.

Counsel requested that Staff pursue a Resolution regarding Appropriation limits. With the assistance of Travis Hole from Moss and Levy, appropriation amounts were calculated. Staff recommends the approval of Resolution 14-367.

- B. Discussion and Consideration of recommendation of Ralph McAdams and Ken Patel for appointment by the County Board of Supervisors to the San Simeon Community Services District Board of Directors positions for the four year term.**

Attached is a letter from the County Clerk Recorder's office, the District needs to send requested appointments for two Directors. Since no one in the San Simeon Community Service District boundary applied for the two open seats, the Board of Supervisors must appoint individuals to each open seat for both terms. Per County regulations the San Simeon CSD Board can provide the Board of Supervisors with the individuals' names to be considered for the terms.

A motion is recommended to appoint Ralph McAdams to fill a vacant seat and Ken Patel to fill the remaining vacant seat for the full term starting 2015.

**RESOLUTION NO. 14-367**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN SIMEON  
COMMUNITY SERVICES DISTRICT APPROVING THE PROPOSTION 4  
APPROPRIATION LIMIT FO RTHE FISCAL YEAR 2014-2015**

**WHEREAS**, the calculation factor to for the appropriation limit in Fiscal Year 2014-2015 is 1.0878, which is applied to the prior year appropriation limit of \$324,549 to yield an appropriation limit of \$353,045 for the Fiscal year 2013-2014; and

**WHEREAS**, the SSCSD plans to appropriate approximately \$70,191 in direct property tax revenue proceeds during Fiscal Year 2014-2015.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors for the San Simeon Community Services District approves the Appropriation Limit for the SSCSD for Fiscal Year ending June 30, 2015, in the amount of \$353,045.

This Resolution shall take effect upon its adoption. PASSED AND ADOPTED THIS 10<sup>th</sup> day of September, 2014. Upon motion of \_\_\_\_\_ seconded by \_\_\_\_\_ and on the following roll call vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Ralph McAdams, Chairperson  
Board of Directors

ATTEST:

\_\_\_\_\_  
Charles Grace,  
Secretary/General Manager

# Office of the County Clerk-Recorder

COUNTY OF SAN LUIS OBISPO ♦ 1055 MONTEREY ST. RM. D120 ♦ SAN LUIS OBISPO, CA 93408 ♦ (805) 781-5080/5088



JULIE L. RODEWALD  
COUNTY CLERK RECORDER

TOMMY GONG  
ASSISTANT COUNTY CLERK RECORDER

August 28, 2014

District Secretary  
San Simeon Community Services District  
111 Pico Ave.  
San Simeon CA 93452

Dear District Secretary:

At the close of the nomination period for the November 4, 2014 Consolidated General Election it was determined that no one filed Declarations of Candidacy for TWO four year position to be filled on your district's governing board. Therefore an election will not be held in your district for this position.

Pursuant to Elections Code Section 10515, if no person has filed a Declaration of Candidacy for any office, the Board of Supervisors shall appoint any person to the office who is qualified on the date when the election would have been held.

If your district has any recommendations for this/these appointment(s), please notify our office in writing no later than October 6, 2014, so it may be presented to the Board of Supervisors.

After the Board of Supervisors has made the appointment(s), our office will send out the Certificate of Appointment and Oath of Office forms to this/these candidate(s).

Please feel free to contact our office by phone at 781-5226 or by email [tbisantz@co.slo.ca.us](mailto:tbisantz@co.slo.ca.us) if you have questions concerning this matter. Thank you.

Sincerely,

Tami Bisantz  
Deputy Clerk