

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



BOARD PACKET

**Wednesday, July 8, 2015
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, July 8, 2015
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 June.
- B. **Public comment on Sheriff's Report**
- C. **San Simeon Community Cable Information**

3. BOARD PRESENTATIONS AND ANNOUNCEMENTS:

4. STAFF REPORTS

A. General Manager's Report

- 1. **Staff Activity** – Report on Staff activities for the month of June.
- 2. **Update** – Wellhead treatment system project.
- 3. **Update** from USDA and WRAC Grants for Wellhead Treatment systems project.
- 4. **Update** – Well 2 sanitary seal project.
- 5. **Update** – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.
- 6. **Auditor Services Letter from Moss, Levy and Hartzheim to perform the District's 2014-2015 Fiscal Year's Audit.**

B. Superintendent's Report

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

C. District Financial Summary – Update on Monthly Financial Status for close of business June 30, 2015.

D. District Counsel's Report

5. ITEMS OF BUSINESS

- A. **Approval of last month's minutes** – June 10, 2015.
- B. **Approval of Disbursements Journal** – July 8, 2015.

6. DISCUSSION/ACTION ITEMS

- A. **Consideration of Adoption of Resolution 15-375 Appropriation Limit.**
- B. **Consideration of Adoption of Resolution 15-376 - Selecting Candidates to serve as Directors on the Special Districts Risk Management Authority Board for 2015.**
- C. **Board Vote on District Representative (Seat A) California Special District Association Board Member 2015 Elections.**
- D. **Approval of the purchase of the Well Head Treatment (Reverse Osmosis) Unit from Wigen Technologies for \$298,770.**
- E. **Consideration of Approval of Resolution 15-377 – Honoring the memory of “Bob” McLaughlin, former San Simeon Community Services District Director.**

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

- 1. Staff Activity** – Report on Staff activities for the month of June.
- 2. Update** – Wellhead treatment system project.
- 3. Update** from USDA and WRAC Grants for Wellhead Treatment systems project.
- 4. Update** – Well 2 sanitary seal project.
- 5. Update** – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.
- 6. Auditor Services Letter from Moss, Levy and Hartzheim to perform the District's 2014-2015 Fiscal Year's Audit.**

4A. GENERAL MANAGER'S REPORT
JULY 8, 2014

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

During the month of June, Staff read meters and distributed water billing. There were several customer service calls regarding parking and abandoned dog waste. Staff attended a WRAC and IRWM meeting. Street Sweeper was called and all District and County streets were swept on June 22nd.

Staff trained several new Recycled water Distributors and one new site was added. Total to date: 59 total people trained, 11 of which are Distributors.

2. Update – Wellhead treatment system project.

Staff is communicating with Wigen and Phoenix Engineering to complete the 100% design and treatment system purchase. Staff is coordinating with, PG&E and IRJ Engineering to complete the electrical design for the project. Shared the bid selection with the DDW (Division of Drinking Water) and discussed the NSF (National Sanitation Foundation) requirements and Treatment License Requirement.

3. Update from USDA and WRAC Grants for Wellhead Treatment systems project.

USDA Grant Funds:

The District received word at the beginning of June that a \$500,000 grant (free money) is being given to the District towards the Wellhead Treatment System Project (RO System). Staff is working with the USDA Engineer to finalize the project and requirements.

Integrated Regional Water Management (IRWM)/ Water Resource Advisory Committee (WRAC) Grant application in process:

Staff is working on the application with the Consultants that the County hired. Staff is doing as much of the writing as possible to help keep costs down. Deadline for final comments is mid-July, Application is due in August, and the announcement of the winning County and grant amount is set for October.

4. Update – Well 2 sanitary seal project is complete and County approved.

5. Update – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.

Staff is in the process of obtaining a Biological Survey cost proposal.

6. Auditor Services Letter from Moss, Levy and Hartzheim to perform the District's 2014-2015 Fiscal Year's Audit.

Staff is coordinating with the Auditor to perform the 2014-2015 fiscal year audit. Staff is starting preparation of all documents needed by the Auditor. Attached is the Service letter from Moss, Levy and Hartzheim (MLH) to perform the 2014-2015 Fiscal Audit. The price is concurrent with the agreed upon contract price. This is the last audit to be performed under the current contract.



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERSRONALD A LEVY, CPA
CRAIG A HARTZHEIM, CPA
HADLEY Y HUI, CPA
ALEXANDER C HOM, CPA
ADAM V GUISE, CPA
TRAVIS J HOLE, CPA2400 PROFESSIONAL PARKWAY, SUITE 205
SANTA MARIA, CA 93455
TEL: 805.925.2579
FAX: 805.925.2147
www.mlhcpas.com

June 1, 2015

To the Board of Directors
San Simeon Community Services District
111 Pico Avenue
San Simeon, CA 93452

We are pleased to confirm our understanding of the services we are to provide the San Simeon Community Services District (the District) for the fiscal year ended June 30, 2015. We will audit the basic financial statements and the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the fiscal year ended June 30, 2015. We will also perform the additional service of preparing the District's Special Districts Financial Transactions Report in accordance with the records provided to us by the District's management. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Pension Schedules

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Directors of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal

control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. In addition, we will prepare the Financial Transactions Report of San Simeon Community Services District.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Moss, Levy & Hartzheim, LLP, and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Moss, Levy & Hartzheim, LLP, personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately September 22, 2015, and to issue our reports no later than November 15, 2015. The preparation of the District's Financial Transactions Report will be completed no later than October 15th. Ronald A. Levy is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$8,515. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your

personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,


Ronald A. Levy, CPA

Moss, Levy & Hartzheim, LLP

RESPONSE:

This letter correctly sets forth the understanding of the San Simeon Community Services District.

Management signature: _____

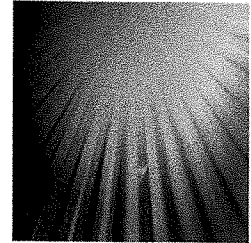
Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



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

- 1. Wastewater Treatment Plant Update**
- 2. Water Distribution System Update**
- 3. District & Equipment Maintenance Update**

4B. SUPERINTENDENT'S REPORT

Activities of June 2015

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.
- Quarterly maintenance was performed on blowers #4 and #5.
- Two loads of sludge were hauled away this month.

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).
- Monthly water meter reading was performed.
- Well casing #2 was excavated and the sanitary seal and pedestal were installed.
- Chloride levels are monitored throughout the system.

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 loading and unloading curbs around the District were painted.
- Vegetation abatement was performed around the perimeter of the wastewater treatment plant.

San Simeon Community Services District

Superintendent's Report

June 2015

MONTHLY DATA REPORT

Date	Day	Wastewater Influent Daily Flow	Wastewater Effluent Daily Flow	CALCULATED			Chloride Wells	Recycled Water Distributed	Water Level Well 1	Water Level Well 2	Rainfall in Inches	INPUT State Sewer Daily Flow
				Well 1 Total Pumped	Well 2 Total Pumped	Well 3 Total Pumped						
06/01/15	Mon	86,259	85,200	80,560	0	0	214	214	10.3	10.2	0.00	14,913
06/02/15	Tue	84,721	73,000	0	81,233	0	214	214	10.3	10.2	0.00	4,330
06/03/15	Wed	83,880	68,050	84,524	1,197	0	214	214	10.3	10.2	0.00	5,001
06/04/15	Thu	96,314	76,080	0	86,768	0	198	198	10.3	10.3	0.00	4,564
06/05/15	Fri	102,144	79,440	83,626	0	0	214	214	10.3	10.3	0.00	3,275
06/06/15	Sat	82,235	79,440	0	91,406	0			10.3	10.3	0.00	5,503
06/07/15	Sun	83,730	82,650	82,579	0	0			10.4	10.3	0.00	4,419
06/08/15	Mon	88,190	89,440	0	85,422	0	198		10.4	10.3	0.00	7,178
06/09/15	Tue	78,452	70,740	80,036	0	0			10.4	10.4	0.00	6,179
06/10/15	Wed	75,780	68,920	0	78,390	0	206	206	10.5	10.4	0.00	5,134
06/11/15	Thu	86,033	80,280	74,650	0	0			10.5	10.4	0.00	5,441
06/12/15	Fri	90,760	84,480	0	80,036	0	206		10.5	10.5	0.00	4,246
06/13/15	Sat	103,425	89,040	88,339	0	0			10.5	10.4	0.00	4,209
06/14/15	Sun	96,350	90,220	0	86,095	0			10.5	10.4	0.00	6,467
06/15/15	Mon	108,025	104,390	87,591	0	0			10.5	10.4	0.00	6,822
06/16/15	Tue	78,779	73,260	0	89,236	0			10.5	10.4	0.00	6,170
06/17/15	Wed	90,009	85,850	85,422	0	0			10.5	10.4	0.00	5,866
06/18/15	Thu	100,814	86,340	86,020	0	0			10.5	10.5	0.00	6,048
06/19/15	Fri	90,940	91,300	87,890	0	0	191		10.6	10.5	0.00	6,063
06/20/15	Sat	106,081	98,540	89,236	0	0			10.6	10.5	0.00	5,025
06/21/15	Sun	53,391	90,000	86,469	0	0			10.6	10.6	0.00	6,834
06/22/15	Mon	97,703	96,140	86,618	0	0	176		10.7	10.6	0.00	8,023
06/23/15	Tue	83,073	87,640	80,934	0	0	191		10.8	10.7	0.00	4,847
06/24/15	Wed	88,615	82,630	0	81,756	0			10.9	10.7	0.00	5,000
06/25/15	Thu	90,270	83,920	84,300	0	0	176	161	10.9	10.8	0.00	4,761
06/26/15	Fri	94,295	92,450	0	84,674	0			10.9	10.8	0.00	4,781
06/27/15	Sat	106,115	83,290	87,965	0	0			10.9	10.8	0.00	3,852
06/28/15	Sun	118,793	103,970	0	87,815	0	161		10.9	10.8	0.00	6,101
06/29/15	Mon	90,262	104,900	88,264	0	0			10.9	10.8	0.00	5,345
06/30/15	Tue	101,073	81,970		91,780	0	148	112	11.0	10.8	0.00	5,352
TOTALS		2,736,511	2,563,570	1,525,022	1,025,807	0	2,550,830		65,100		0.00	171,749
Average		91,217	85,452	52,587	34,194	0	84,671		10.6	10.5	0.00	5,725
Minimum		53,391	68,050	0	0	0	74,650		10.3	10.2	0.00	3,275
Maximum		118,793	104,900	89,236	91,780	0	80,560		11.0	10.8	0.00	14,913

DATA SUMMARY SHEET

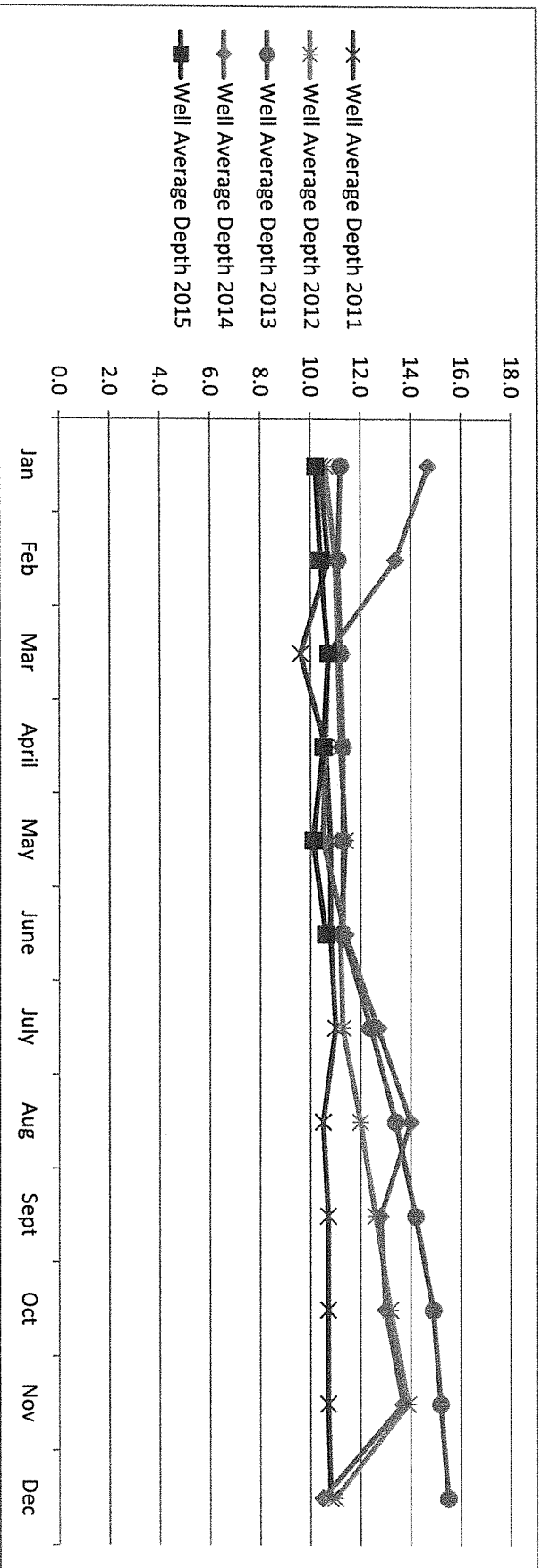
	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Total for 2015
Wastewater Influent	2,278,607	2,137,631	2,579,655	2,698,683	2,877,973	2,736,511							15,309,060
Wastewater Final Effluent (Month Cycle)	2,078,820	2,179,270	2,419,750	2,596,890	2,551,790	2,563,570							14,390,080
Adjusted Wastewater Influent (- State Flow) *	2,129,329	2,015,656	2,386,629	2,457,477	2,602,675	2,564,762							14,156,528
Water Produced (month cycle)	1,881,724	2,054,121	2,163,830	2,273,769	2,551,727	2,550,830							13,476,001
Sewer Influent/Water Produced Ratio	1.21	1.04	1.19	1.19	1.25	1.07							N/A
Adjusted Sewer/Water Produced Ratio	1.13	0.98	1.10	1.08	1.13	1.01							N/A
Well 1 Water Pumped	446,937	991,526	1,495,126	1,192,985	1,292,469.2	1,525,022							6,944,065
Well 2 Water Pumped	772,287	1,030,395	1,048,165	1,169,722	1,259,258	1,025,807							6,305,633
Well 3 Water Pumped	662,500	32,200	0	0	0	0							694,700
Total Well Production	1,881,724	2,054,121	2,163,830	2,273,769	2,551,727	2,550,830							13,476,001
Water Well 1 Avg Depth to Water	10.2	10.4	10.7	10.5	10.1	10.6							N/A
Water Well 2 Avg Depth to Water	10.2	10.3	10.6	10.5	10.1	10.5							N/A
Average Depth of Both Wells	10.2	10.4	10.7	10.5	10.1	10.6							N/A
Change in Average Well Depth from 2014	-4.5	-2.9	0.0	+0.1	+0.4	+0.8							N/A
Average Chloride mg/L at the Wells	844	576	342	268	234	188							N/A
State Wastewater Treated	149,278	121,975	193,026	241,206	275,298	171,749							1,152,532
State % of Total WW Flow	7%	6%	8%	9%	10%	6%							N/A
Recycled Water Sold (Gallons)	10,710	3,070	9,775	12,945	30,040	65,100							131,640
Biosolids Removal (Gallons)	0	6,000	6,000	6,000	6,000	12,000							36,000
WW Permit Limitation Exceeded	0	0	0	0	0	0							N/A
Constituent Exceeded	None	None	None	None	None	None							N/A
Sample Limit	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

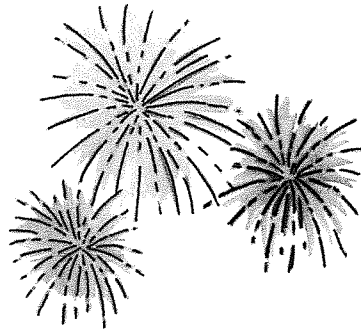
2014

	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	2,551,268	2,827,071	3,032,345	2,978,001	2,438,979	2,319,178	2,327,707	2,981,479	30,497,140
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	2,344,990	2,259,290	1,919,400	2,667,890	29,331,940
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	2,303,254	2,192,612	2,213,479	2,757,165	27,508,821
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	2,192,595	2,182,907	1,721,518	1,728,672	25,114,070
Sewer Influent/Water Produced Ratio	1.10	1.23	1.32	1.32	1.16	1.22	1.11	1.09	1.11	1.06	1.35	1.77	N/A
Adjusted Sewer/Water Ratio	0.94	1.10	1.10	1.14	1.00	1.04	1.02	1.04	1.05	1.01	1.29	1.60	N/A
Average Depth of Both Wells	14.7	13.3	10.7	10.6	10.5	11.4	12.7	14.0	12.8	13.0	13.7	10.5	N/A
Average Chloride mg/L at the Wells									1036	1964	2776	1965	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	-1.4	-1.9	-1.5	-5.0	N/A
State Wastewater Treated	262,044	265,818	311,282	355,493	352,328	398,467	241,467	137,495	135,725	126,566	114,228	224,314	2,925,227
State % of Total WW Flow	13%	13%	16%	14%	14%	14%	8%	5%	6%	6%	5%	8%	N/A
Recycled Water Sold (Gallons)	0	0	0	125	5785	10420	29555	44145	36080	38705	9080	0	173,895
Biosolids Removal (Gallons)	0	0	0	0	6,000	6,000	12,000	6,000	6,000	6,000	0	0	72,000
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 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	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						





4C. DISTRICT FINANCIALS
Renee Samaniego
June 30, 2015

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

SAN SIMEON COMMUNITY SERVICES DISTRICT



4C. FINANCIAL SUMMARY

BILLING

June 30, 2015

May Billing Revenue	\$ 62,232.09
June Billing Revenue	\$ 66,075.69
Past Due (31 to 60 days)	\$ 68.00
Past Due (60 days)	\$ 0.00

RABOBANK SUMMARY
Ending Balances June 30, 2015

Summary of Transactions:

Money Marketing Account Closing Balance May 31, 2015	\$ 757,635.40
Interest for April 2015	\$ 137.00

Money Marketing Account Closing Balance June 30, 2015 **\$ 757,772.40**

Reserve Fund	(\$ 250,000.00)
Hook up Deposits	(\$ 45,750.00)
Available Funds	\$ 462,022.4

General Checking Account **\$ 97,091.98**

Well Rehab Project/USDA Checking Account **\$ 100.05**

LAIF Closing Balance June 30, 2015 **\$ 519.51**

SAN SIMEON COMMUNITY SERVICES DISTRICT
Balance Sheet
As of June 30, 2015

Jun 30, 15

ASSETS

Current Assets

Checking/Savings

1010 · Petty cash	150.00
1020 · General checking	97,096.28
1022 · USDA checking	10,445.05
1040 · Cash in county treasury	(3,053.68)
1050 · LAIF - non-restricted cash	518.24
1060 · Money Market Account 9548643039	757,635.40

Total Checking/Savings 862,791.29

Other Current Assets

1200 · Accounts receivable	61,411.52
1300 · Prepaid expenses	156.37

Total Other Current Assets 61,567.89

Total Current Assets

924,359.18

Fixed Assets

1400 · Fixed assets

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	261,723.62
1640 · Wellhead project	444,972.08

Total 1400 · Fixed assets 3,902,897.18

1650 · Walkway access projects

11,511.00

1660 · RO Unit

19,742.95

1690 · Accumulated depreciation

(2,036,638.96)

Total Fixed Assets

1,897,512.17

Other Assets

1710 · Customer deposits

100.00

Total Other Assets

100.00

TOTAL ASSETS

2,821,971.35

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2100 · Payroll liabilities	336.60
2500 · Customer security deposits	9,958.13
2510 · Connect hookup wait list	45,750.00
2520 · USDA Loan	479,310.00

Total Other Current Liabilities 535,354.73

Total Current Liabilities

535,354.73

Total Liabilities

535,354.73

Equity

3200 · Fund balance

2,332,653.26

3900 · Suspense

2,844.76

Net Income

(48,881.40)

Total Equity

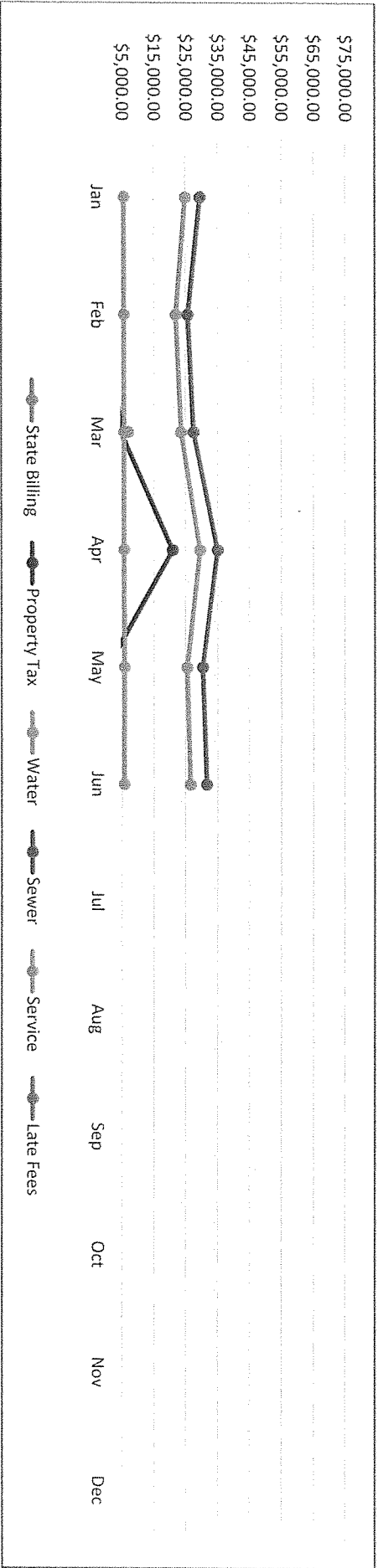
2,286,616.62

TOTAL LIABILITIES & EQUITY

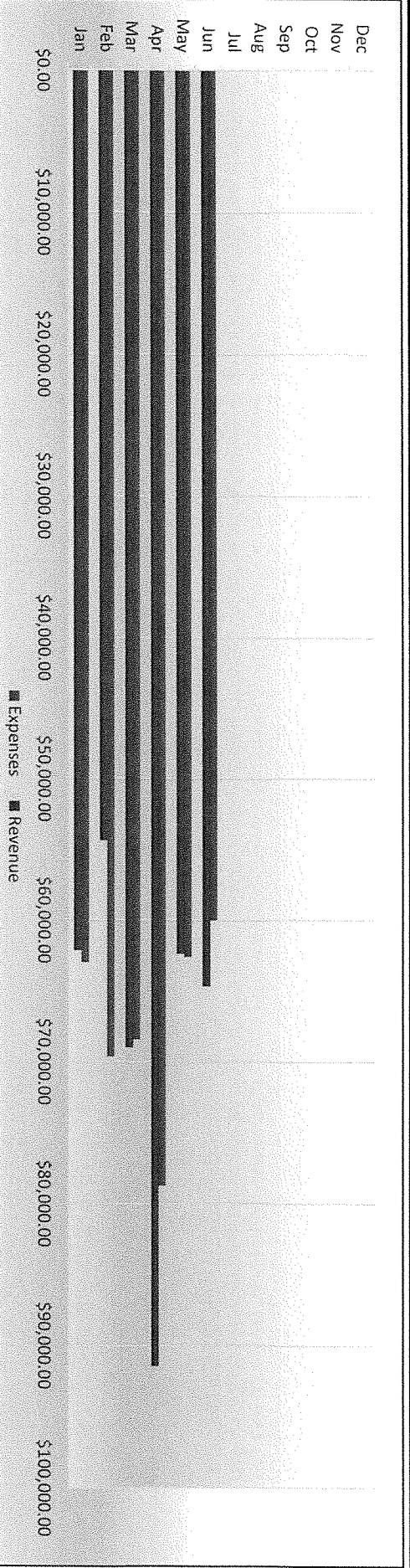
2,821,971.35

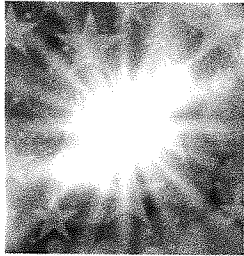
2015 DISTRICT REVENUE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
State Billing			\$7,042.78	\$20,998.8	\$444.16	\$624.12							\$7,042.78
Property Tax	\$1,698.01	\$680.91	\$4,730.41	\$29,614.9	\$25,535.8	\$26,568.3							\$29,176.36
Water	\$24,980.7	\$22,031.4	\$23,713.3	\$29,614.9	\$25,535.8	\$26,568.3							\$152,444.35
Sewer	\$29,619.7	\$25,800.7	\$27,563.4	\$35,077.2	\$30,393.1	\$31,702.7							\$180,156.65
Service	\$5,775.1	\$5,747.7	\$5,747.7	\$5,747.70	\$5,802.4	\$5,747.7							\$34,568.31
Late Fees	\$78.2	\$106.6	\$194.3	\$19.45	\$192.3	\$47.2							\$638.05
Total	\$62,151.65	\$54,367.29	\$68,991.83	\$91,457.99	\$62,367.76	\$64,689.98							\$404,026.50
Water Sold Cu Ft	255324	224325	240675	300989	260697	306222							1588232
Water Sold Acre ft	5.86	5.15	5.53	6.91	5.98	7.03							36.46



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Revenue	\$62,151.65	\$54,367.29	\$68,991.83	\$91,457.99	\$62,367.76	\$64,689.98							\$404,026.50
Expenses	\$62,999.58	\$69,646.10	\$68,440.42	\$78,744.51	\$62,608.05	\$60,034.80							\$402,473.46
Balance	-\$847.93	-\$15,278.81	\$551.41	\$12,713.48	-\$240.29	\$4,655.18							\$1,553.04





5. ITEMS OF BUSINESS

- A. Approval of last month's minutes – June 10, 2015.**
- B. Approval of Disbursements Journal – July 8, 2015.**
- C. Public Hearing on 2015-2016 Fiscal Budget.**

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, July 8, 2015
6:00 pm

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

1. REGULAR SESSION@ 6:01 PM

A. Roll Call:

Chairperson McAdams - present	General Manager, Charles Grace
Vice-Chair Fields - present	District Counsel, Heather Whitham
Director Williams - present	Sheriff Representative, Sergeant Rasmussen
Director Patel - present	
Director Price - present	

B. Pledge of Allegiance

2. PUBLIC COMMENT:

Resident Dolores Ricci commended SSCSD Staff for putting up the dog leash signs on the East side of Highway 1. She also asked if the SSCSD had any laws or ordinances on the same matter. The General Manager replied that the SSCSD didn't but that the County does and SSCSD are within County Boundaries. "All dogs must be kept on a leash at all times and owners are responsible for picking up after their own dog".

Resident Hank Krzciuk talked to San Simeon Cable Company about improving their service to San Simeon. Later in the evening, a representative will be speaking on the companies behalf.

A. Sheriff's Report – Report for June.

There were 68 calls for services in the San Simeon area. Some calls were 13 traffic stops, 4 pedestrian contacts by deputies, 1 alarm, 1 found property, 1 defrauding an innkeeper, 1 theft report, 12 911 calls, 10 public assistance, 1 check the welfare, 1 suspicious subject.

Current Coast Station staff is; 1 Commander, 3 Sergeants, 20 Deputies, 1 School resource deputy, 1 rural crimes deputy and 5 deputies in training.

B. Public comment on Sheriff's Report: The Sergeant was asked how the public should deal with dogs off leashes. Sergeant Rasmussen said that Animal Control Services should be called. Unless the County knows there is a big problem with off leashed dogs, the department cannot address it.

C. San Simeon Community Cable Information

Bill Flemion from the San Simeon Cable Company addressed the residents of San Simeon. San Simeon Cable will be improving their service to our area. New monthly walk checks will help improve system. There are also some corroded wires that need to be replaced. There is a new

customer service number that customers can call; 927-5555. You can also email your concerns to Karen Flemion at kflemion@cablerocket.com.

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 June.

During the month of June, Staff read meters and distributed water billing. There were several customer service calls regarding parking and abandoned dog waste. Staff attended a WRAC and IRWM meeting. Street Sweeper was called and all District and County streets were swept on June 22nd.

Staff trained several new Recycled water Distributors and one new site was added. Total to date: 59 total people trained, 11 of which are Distributors.

2. Update – Wellhead treatment system project.

Staff is communicating with Wigen and Phoenix Engineering to complete the 100% design and treatment system purchase. Staff is coordinating with PG&E and IRJ Engineering to complete the electrical design for the project, shared the bid selection with the DDW (Division of Drinking Water) and discussed the NSF (National Sanitation Foundation) requirements and Treatment License Requirement.

3. Update from USDA and WRAC Grants for Wellhead Treatment systems project.

USDA Grant Funds:

The District received word at the beginning of June that a \$500,000 grant (free money) is being given to the District towards the Wellhead Treatment System Project (RO System). Staff is working with the USDA Engineer to finalize the project and requirements.

Integrated Regional Water Management (IRWM)/ Water Resource Advisory Committee (WRAC)

Grant application in process:

Staff is working on the application with the Consultants that the County hired. Staff is doing as much of the writing as possible to help keep costs down. Deadline for final comments is mid-July, Application is due in August, and the announcement of the winning County and grant amount is set for October.

4. Update – Well 2 sanitary seal project

Project is complete and County approved. Staff will give contract to Counsel to see if District can ask for liquidated damages.

5. Update – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.

Staff is in the process of obtaining a Biological Survey cost proposal.

6. Auditor Services Letter from Moss, Levy and Hartzheim to perform the District's 2014-2015 Fiscal Year's Audit.

Staff is coordinating with the Auditor to perform the 2014-2015 fiscal year audit. Staff is starting preparation of all documents needed by the Auditor. Attached is the Service letter from Moss, Levy and Hartzheim (MLH) to perform the 2014-2015 Fiscal Audit. The price is concurrent with the agreed upon contract price. This is the last audit to be performed under the current contract.

B. Superintendent's Report

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.
- Quarterly maintenance was performed on blowers #4 and #5.
- Two loads of sludge were hauled away this month.
- 100% of collection system was cleaned

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).
- Monthly water meter reading was performed.
- Well casing #2 was excavated and the sanitary seal and pedestal were installed.
- Chloride levels are monitored throughout the system.

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 loading and unloading curbs around the District were painted.
- Vegetation abatement was performed around the perimeter of the wastewater treatment plant.

C. District Financial Summary – Update on Monthly Financial Status for close of business June 30, 2015.

BILLING

May Billing Revenue	\$ 62,232.09
June Billing Revenue	\$ 66,075.69
Past Due (31 to 60 days)	\$ 68.00
Past Due (60 days)	\$ 0.00

RABOBANK SUMMARY

Summary of Transactions:

Money Marketing Account Closing Balance May 31, 2015	\$ 757,635.40
Interest for April 2015	\$ 137.00

Money Marketing Account Closing Balance June 30, 2015	\$ 757,772.40
Reserve Fund	(\$ 250,000.00)
Hook up Deposits	(\$ 45,750.00)
Available Funds	\$ 462,022.4
General Checking Account	\$ 97,091.98
Well Rehab Project/USDA Checking Account	\$ 100.05
LAIF Closing Balance June 30, 2015	\$ 519.51

D. District Counsel's Report

Counsel assisted Staff in the month of June with;

- July agenda and Resolutions
- As for the Ultura litigation, nothing to report at this time. Have not heard from Judge Garrett about our proposal.

5. ITEMS OF BUSINESS

A. Approval of last month's minutes – June 10, 2015.

A motion was made to approve minutes as presented.

Motion by: Director Price

2nd by: Vice-Chair Fields

All in: 5 / 0

B. Approval of Disbursements Journal – July 8, 2015.

A motion was made to approve the Disbursements Journal as presented.

Motion by: Vice-Chair Fields

2nd by: Director Williams

All in: 5 / 0

6. DISCUSSION/ACTION ITEMS

A. Consideration of Adoption of Resolution 15-375 Appropriation Limit.

On November 6, 1979, the California voters passed Proposition 4, which added Article XIII B to the State Constitution. The article restricts government spending by establishing the limit on the annual appropriations of local agencies.

A Resolution was prepared by the District Auditors, Moss, Levy & Hartzheim, and a letter describing the process and purpose regarding Appropriation limits. With the assistance of Travis Hole from

Moss and Levy, appropriation amounts were calculated. Staff recommends the approval of Resolution 15-375.

A motion was made to approve Resolution 15-375 District Appropriation Limit as presented.

Motion by: Director Williams

2nd by: Director Price

All in: 5 / 0

B. Consideration of Adoption of Resolution 15-376 - Selecting Candidates to serve as Directors on the Special Districts Risk Management Authority Board for 2015.

On May 6, 2015 Special District Risk Management Authority (SDRMA), the District's Insurance Company, reviewed nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2015-01 establishing guidelines for Director Elections. The Election committee confirmed that 4 candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot. Candidate information was given to each Board member to review.

The SSCSD Board was asked to select up to 3 candidates from the list below, and approve Resolution 15-376. The four year terms for the newly elected SDRMA Directors will begin on January 1, 2016.

- ✓ Robert Swan; Groveland CSD
- ✓ Ed Gray; Chino valley Independent Fire District
- ✓ R. Michael Wright; Los Osos CSD
- ✓ Sandy Seifert-Raffelson; Herlong Public Utility District

After Board vote, Ed Gray, Michael Wright and Sandy Seifert-Raffelson were selected by the San Simeon Board of Directors as their choice for representatives on the Special Districts Risk Management Authority Board. A motion was made to send the names to the Special Districts Risk Management Authority.

Motion by: Chairperson McAdams

2nd by: Director Patel

All in: 5 / 0

C. Board Vote on District Representative (Seat A) California Special District Association Board Member 2015 Elections.

The SSCSD Board must vote to elect a representative to California Special District Association (CSDA) Board of Directors in our network (Seat A). Each of CSDA's six networks has three seats on the Board. Each of the candidates is either a board member or management level employee of a member District located in our network. Each Regular Member/District in good standing shall be entitled to vote for 1 Director to represent its network.

The candidate information bio for each candidate who submitted one, was given to each Board member in their Board packets. The Board was asked to vote for only one candidate to represent your network in Seat A from the following people.

- ✓ Robert Blair; Nipomo CSD
- ✓ Peter Le; Marina Coast Water District
- ✓ Elaine Magner; Pleasant Valley Recreation & Park District

After Board vote, Robert Blair was selected by the San Simeon Board of Directors as their choice for representative of Seat A on the California Special District Association Board. A motion was made to send the name to the California Special District Association.

Motion by: Director Patel

2nd by: Director Price

All in: 4 / 1

Directors; McAdams, Williams, Price and Patel was a yes vote for Robert Blair
Director Fields was a no vote. Motion was passed.

D. Approval of the purchase of the Well Head Treatment (Reverse Osmosis) Unit from Wigen Technologies for \$298,770.

Given that the reverse osmosis (RO) unit has a long lead time of 8 to 16 weeks once the order is placed, staff is recommending purchasing the unit during the month of July to allow for delivery and installation to occur in November.

A motion was made to approve the purchase of the Well Head Treatment (Reverse Osmosis) Unit from Wigen Technologies for \$298,770.

Motion by: Chairperson McAdams

2nd by: Director Williams

All in: 5 / 0

E. Consideration of Approval of Resolution 15-377 – Honoring the memory of “Bob” McLaughlin, former San Simeon Community Services District Director.

Former San Simeon Board of Director Robert “Bob” McLaughlin passed away at his home on May 26, 2015. The Board, Staff and community appreciated all of his hard work and dedication to the San Simeon Community. Staff wrote a Resolution to honor his memory which will be given to his wife Marina McLaughlin. A motion was made to approve Resolution 15-377 – Honoring the memory of “Bob” McLaughlin, former San Simeon Community Services District Director as presented.

Motion by: Chairperson McAdams

2nd by: Director Williams

All in: 5 / 0

7. Board Committee Reports: Water Committee Report from July 8, 2015 5:02 PM

All Water Committee members were present; Alan Fields, Dan Williams, Mike Hanchett, Paul Panchal.

Discussion of well head treatment unit purchase and project progress

The Committee Discussed the well head treatment unit purchase and project progress. The SSCSD Board had voted on the unit at the June meeting. After the General Manager spoke with Wigen Technologies, the General Manager is satisfied that Wigen has the best unit for the best price. Staff would like to proceed with the purchase of the equipment. The District will put the deposit forward from the Money Marketing account until they receive the USDA funds. It is important to order the unit since the company needs an 8 to 13 week lead time to build the equipment to the District's specific specifications. The Water Committee agreed that the equipment should be ordered as soon as possible.

Discussion of WWTP ocean outfall line use request by Cambria

The General Manager updated the Committee on the San Simeon CSD WWTP ocean outfall line use request by Cambria. The General Manager and Chairperson McAdams met with the Cambria General Manager Jerry Gruber, Chairperson Gail Robinette, and Director Michael Thompson to discuss possible terms of use and usage scenarios that may provide the ability for Cambria to use the SSCSD outfall line. Subsequently the General Manager, Chairperson McAdams and Jerry Gruber meet with the Regional Water Board to discuss the same. Since these meetings there has been no further communication with Cambria CSD regarding the use of the SSCSD WWTP ocean outfall line.

8. Board Reports – None

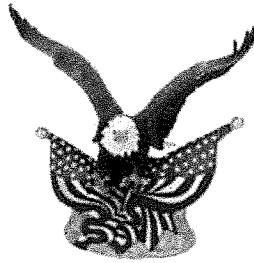
9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS- Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda.

The Board requested investigation on what the County Ordinance and fees are on Dog being unleashed and not picking up after your dog.

10. ADJOURNMENT @6:56 PM

SAN SIMEON COMMUNITY SERVICES DISTRICT
Distribution Journal
 July 2015

Type	Date	Num	Name	Memo	Amount	Balance
					Beginning Balance \$	97,091.98
Bill Pmt	07/01/2015	7303	Alan Baz	Acct 88, Deposit return	50.00 \$	97,041.98
Bill Pmt	07/01/2015	7304	CALPERS	CALPERS ID 7226734344, Unfunded Liability	970.71 \$	96,071.27
Bill Pmt	07/01/2015	7305	Carmel & Nacassha. LLP	Legal Service June	1,800.00 \$	94,271.27
Bill Pmt	07/01/2015	7306	County of San Luis Obispo	Cross Connection- Direct Cost	210.60 \$	94,060.67
Bill Pmt	07/01/2015	7307	Frank Doubrava	Acct. 259, Deposit return	50.00 \$	94,010.67
Bill Pmt	07/01/2015	7308	Grace Environmental	Operations and Management July Services	47,762.00 \$	46,248.67
Bill Pmt	07/01/2015	7309	Hank Bischoff	Acct 355, Deposit return	50.00 \$	46,198.67
Bill Pmt	07/01/2015	7310	I.R.J. Engineers Inc.	Electrical Eng. Design Well Head Treatment	562.50 \$	45,636.17
Bill Pmt	07/01/2015	7311	MICHAEL O'NEILL	Monthly Website maintenance fee	320.00 \$	45,316.17
Bill Pmt	07/01/2015	7312	Phoenix Civil Engineering, Inc	Well # Seal Design, PHOE15-157	3,782.50 \$	41,533.67
Bill Pmt	07/01/2015	7313	Robert Stilts, CPA	June Bookkeeping	1,200.00 \$	40,333.67
Bill Pmt	07/01/2015	7314	SLOACTTC	LAFCO 2015-16	2,742.42 \$	37,591.25
Bill Pmt	07/01/2015	7315	The Tribune	SSCSD 2015 - 2016 Budget	72.32 \$	37,518.93
Paycheck	07/01/2015	7316	ALAN FIELDS	Monthly Board Service	92.35 \$	37,426.58
Paycheck	07/01/2015	7317	DAN WILLIAMS	Monthly Board Service	92.35 \$	37,334.23
Paycheck	07/01/2015	7318	KAUSHIK S PATEL	Monthly Board Service	92.35 \$	37,241.88
Paycheck	07/01/2015	7319	LEROY E PRICE	Monthly Board Service	92.35 \$	37,149.53
Paycheck	07/01/2015	7320	RALPH N MCADAMS	Monthly Board Service	92.35 \$	37,057.18
Total					60,034.80 \$	37,057.18



6. DISCUSSION & ACTION ITEMS

- A. Consideration of Adoption of Resolution 15-375
Appropriation Limit.**

- B. Consideration of Adoption of Resolution 15-376 -
Selecting Candidates to serve as Directors on the
Special Districts Risk Management Authority Board
for 2015.**

- C. Board Vote on District Representative (Seat A)
California Special District Association Board Member
2015 Elections.**

- D. Approval of the purchase of the Well Head Treatment
(Reverse Osmosis) Unit from Wigen Technologies.**

- E. Consideration of Approval of Resolution 15-377 –
Honoring the memory of “Bob” McLaughlin, former
San Simeon Community Services District Director.**



6. DISCUSSION ACTION ITEMS

July 8, 2015

A. Consideration of Approval of Resolution 15-375 Appropriation Limit.

On November 6, 1979, the California voters passed Proposition 4, which added Article XIII B to the State Constitution. The article restricts government spending by establishing the limit on the annual appropriations of local agencies.

Attached is a Resolution prepared by the District Auditors, Moss, Levy & Hartzheim, and a letter describing the process and purpose regarding Appropriation limits. With the assistance of Travis Hole from Moss and Levy, appropriation amounts were calculated. Staff recommends the approval of Resolution 15-375.

B. Consideration of Adoption of Resolution 15-376 Special Districts Risk Management Authority 2015 Board Elections.

On May 6, 2015 Special District Risk Management Authority (SDRMA), the District's Insurance Company, reviewed the attached nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2015-01 establishing guidelines for Director Elections. The Election committee confirmed that 4 candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot.

The SSCSD Board must select up to 3 candidates, and approve the attached Resolution 15-376. The four year terms for the newly elected SDRMA Directors will begin on January 1, 2016.

- ✓ Robert Swan; Groveland CSD
- ✓ Ed Gray; Chino valley Independent Fire District
- ✓ R. Michael Wright; Los Osos CSD
- ✓ Sandy Seifert-Raffelson; Herlong Public Utility District

C. Board vote on District Representative (Seat A) California Special District Association Board Member 2015 Elections.

The SSCSD Board must vote to elect a representative to California Special District Association (CSDA) Board of Directors in our network (Seat A). Each of CSDA's six networks has three seats on the Board. Each of the candidates is either a board member or management level employee of a member District located in our network. Each Regular Member/District in good standing shall be entitled to vote for 1 Director to represent its network.

Attached is the candidate information bio for each candidate who submitted one. Please vote for only one candidate to represent your network in Seat A.

- ✓ Robert Blair; Nipomo CSD
- ✓ Peter Le; Marina Coast Water District
- ✓ Elaine Magner; Pleasant Valley Recreation & Park District

D. Approval of the purchase of the Wigen RO Well Head Treatment Unit - \$298,770.

Given that the reverse osmosis (RO) unit has a long lead time of 8 to 16 weeks once the order is placed, staff is recommending purchasing the unit during the month of July to allow for delivery and installation to occur in November.

RESOLUTION NO. 15-375

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN SIMEON
COMMUNITY SERVICES DISTRICT APPROVING THE PROPOSITION 4
APPROPRIATION LIMIT FOR THE FISCAL YEAR 2015-2016**

WHEREAS, the calculation factor to for the appropriation limit in Fiscal Year 2015-2016 is 1.0475, which is applied to the prior year appropriation limit of \$353,045 to yield an appropriation limit of \$369,815 for the Fiscal year 2015-2016; and

WHEREAS, the San Simeon Community Services District plans to appropriate approximately \$75,109 in direct property tax revenue proceeds during Fiscal Year 2015-2016.

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, 2016, in the amount of \$369,815.

This Resolution shall take effect upon its adoption. **PASSED AND ADOPTED THIS 8th** day of July, 2015. 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



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS

RONALD A LEVY, CPA
CRAIG A HARTZHEIM, CPA
HADLEY Y HUI, CPA
ALEXANDER C HOM, CPA
ADAM V GUISE, CPA
TRAVIS J HOLE, CPA

2400 PROFESSIONAL PARKWAY, SUITE 205
SANTA MARIA, CA 93455
TEL: 805-925-2579
FAX: 805-925-2147
www.mlhcpas.com

June 23, 2015

Board of Directors
San Simeon Community Services District
San Simeon, CA 93452

Appropriation Limitation Document
For the Fiscal Year Ending 6-30-16

On November 6, 1979, the California voters passed Proposition 4, which added Article XIII B to the State Constitution. This proposition is also known as the Gann Amendment.

The Article took effect on July 1, 1981, and is applicable to each succeeding year. The Article restricts government spending by establishing the limit on the annual appropriations of local agencies. Each year, the Agency has to calculate and see if they fall within the limits imposed by Proposition 4. The limit is to be adjusted annually from the 1978-79 base level for changes in cost of living, (CPI) or growth of California per capita personal income (CPCPI) if less than CPI, and for changes in population.

Appropriations subject to limit of the Article are those that are financed from "proceeds of taxes". Proceeds of taxes mean all tax resources and the proceeds to an entity of government received in a single fiscal year from: 1) regulatory licenses, user charges, and user fees to the extent that such proceeds exceed the costs reasonably borne by such entity in providing the regulating product or service; 2) the investment of tax revenues.

Article XIII B of the California Constitution was amended by Proposition 111, to change the price and population factors that may be used by local jurisdictions in setting their appropriation limit.

The amendments specify that the appropriation limit may increase annually by a factor comprised of the change in population combined with either the change in California per capita personal income or the change in the local assessment roll due to local non-residential construction. The 2015-2016 appropriations limit for each local jurisdiction shall be the 1986-87 appropriations limit adjusted from that year forward by the new growth factors stated in the proposition.

We have calculated your appropriation limit for the fiscal year ending June 30, 2016, from information supplied by the State Department of Finance. Your District's appropriation limit is \$369,815 the fiscal year ending June 30, 2016 according to our calculations. The appropriations subject to limitation have been estimated to be \$75,109 for the fiscal year ending June 30, 2016. The appropriation limit exceeds the appropriation subject to the limit by \$294,706.

Page 2
San Simeon Community Services District

Each year, the governing body of each local jurisdiction shall, by resolution, establish its appropriation limit for the following year, at a scheduled meeting. Fifteen days prior to such a meeting, documentation used to determine the limit shall be made available to the public.

Please find attached your appropriation limit calculation for 2015-2016.

Very truly yours,

MOSS, LEVY & HARTZHEIM LLP

Ronald A. Levy, CPA

SAN SIMEON COMMUNITY SERVICES DISTRICT
Calculation of Proposition 4 Limit

2014-2015 appropriation subject to limit	\$ 353,045
2015-2016 factor	<u>x 1.0475</u>
2015-2016 appropriation subject to limit	<u>\$ 369,815</u>

RESOLUTION NO. 15-376

**A RESOLUTION OF THE GOVERNING BODY OF THE
San Simeon Community Services District
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

WHEREAS, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2015-01 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2015-01 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the San Simeon Community Services District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)



OFFICIAL 2015 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 5:00 p.m., Tuesday, August 25, 2015. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN
Director/President, Groveland Community Services District
ED GRAY (INCUMBENT)
Director/President, Chino Valley Independent Fire District
R. MICHAEL WRIGHT
Director/President, Los Osos Community Services District
SANDY SEIFERT-RAFFELSON (INCUMBENT)
District Clerk, Herlong Public Utility District

ADOPTED this ___ day of ___, 2015 by the San Simeon Community Services District by the following roll call votes listed by name:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: APPROVED:

**SPECIAL DISTRICT RISK
MANAGEMENT AUTHORITY
2015 BOARD ELECTIONS**

Qualifications attached for:

- ✓ Robert Swan
- ✓ Ed Grey
- ✓ R. Michael Wright
- ✓ Sandy Seifert-Raffelson

District needs to pick 3 people.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Robert Swan
District/Agency Groveland Community Services District
Work Address P.O. Box 350, Groveland, CA 95321
Work Phone 209-962-7161 Home Phone 209-962-6535

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

SDRMA's services are particularly important to the successful operation of smaller special districts, such as the one I serve. I would like to contribute what I can to ensuring that SDRMA continues to provide its vital services to its member agencies, prudently and cost-effectively.

Board oversight can be time-consuming. Due to my personal circumstances (retired, single, two hours from Sacramento), I will be able to participate regularly in Board activities.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have been a member of the governing Board of the Groveland Community Services District (water, sewer, fire and parks district) since June 2013. I've served as Board President since January 2014.

Since February of 2010, member of the Board of Pine Cone Performers, a community choral and drama organization.

During 1995 to 2001, I was a delegate to the Institute of Electrical and Electronics Engineers (IEEE) committees working on standards development in the area of wireless communications.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Ed Gray

District/Agency Chino Valley Independent Fire District

Work Address 14011 City Center Drive, Chino Hills, CA 91709

Work Phone 909 902-5260

Home Phone 909 9627-4821

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

When appointed to the Board of Directors of SDRMA in November of 2010, and my election to the Board 2012, I made a commitment to be an effective member of the SDRMA team and to work hard to ensure the continued success of the organization. As a Board member, I believe I have shown that I seek to understand issues and use common sense when making decisions. I wish to continue my service to SDRMA, as I can be a positive member of the SDRMA team and an asset to the members, Board and staff.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I currently serve on the Board of Directors of the SDRMA and serve as Secretary. I have been an elected Director of the Chino Valley Independent Fire District since 2004. During my tenure, I have served multiple terms as President and Vice-President, and as a member of our Finance, Planning, and Personnel Committees. I have served as Liaison to the City Councils of Chino and Chino Hills and to the San Bernardino County Board of Supervisors. I am also the District's representative and current Chairman of the Citizens Advisory Committee for the California Institution for Men in Chino. I am a member of the Chino Valley Lions Club. I also serve on the Governing Board of the Green Valley Lake Mutual Water Company.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

After serving in the US Army, I enjoyed a lengthy career in law enforcement retiring in 2004 as a Police Lieutenant. I learned early in my career, that to be an effective individual and leader, it was important to actively listen to people; to seek understanding of all sides of an issue; and make decisions based on common sense and "rightness".

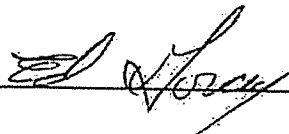
My experience as an elected official has broadened my knowledge and reinforced my belief that decisions must be made based on what is right, and not on what is a personal preference.

What is your overall vision for SDRMA? (Response Required)

I see SDRMA as continuing its journey as a successful, effective and efficient service provider through innovation, right thinking and conservative business strategies. I can visualize the organization exploring other avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

3-30-2015

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate R MICHAEL WRIGHT
District/Agency LOS OSOS COMMUNITY SERVICES DISTRICT
Work Address 2122 9th STREET, LOS OSOS CA 93402
Work Phone 805-528-9370 Home Phone 805-234-4513

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

WITH 38 YEARS EXPERIENCE IN THE INSURANCE FIELD, I BELIEVE I HOLD THE SKILL SET THAT WILL BENEFIT THE OPERATIONS OF THE SDRMA. I HAVE OWNED AND OPERATED MY OWN INSURANCE AGENCY SUCCESSFULLY AND HAVE SOLD AND SERVICED ALL LINE OF INSURANCE INCLUDING COMMERCIAL AND WORK COMP.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I AM CURRENTLY THE PRESIDENT OF THE LOS OSOS CSD. I WAS VICE PRESIDENT THE YEAR BEFORE. BEFORE I WAS ON THE LOS OSOS BOARD, I WAS A MEMBER OF THE LOS OSOS CSD EMERGENCY SERVICES COMMITTEE FOR SIX YEARS.

Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications

What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)

LICENSED PROPERTY CASUALTY INSURANCE AGENT
SINCE 1977, OVER 730 HOURS OF INSURANCE
CONTINUING EDUCATION
I ALSO HOLD A 6 AND 63 SECURITIES LICENSE.

What is your overall vision for SDRMA? (Response Required)

THE OVERALL VISION OF THE SDRMA IS TO
PROVIDE THE BEST POSSIBLE COVERAGE AND SERVICE
TO ITS MEMBERS AND TO ADD EDUCATE THEIR MEMBERS
TO ALERT THEM TO COST EFFECTIVE SAFETY PROGRAMS
TO SAFE GUARD THEIR EMPLOYEES HEALTH AND WELFARE

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

R. Michael Wright

Date

April 20, 2015

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

This Information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA

Nominee/Candidate: Sandy Seifert-Raffelson
District/Agency: Herlong Public Utility District
Work Address: 447-855 Plumas St, P O Box 515, Herlong CA 96113
Work Phone: (530) 827-3150 Home Phone: (530) 254-0234

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I have learned a lot about insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in business and my 29 years' experience in accounting and auditing. I have audited small districts and know what they need and what they can afford.

I understand the challenges that small District face every day when it comes to managing liability insurance and worker's compensation for a few employees with limited revenues and staff. My education and experience gives me an appreciation of the importance of risk management services and programs, especially for smaller district's that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board and would love a chance to stay on the Board for 4 more years.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I have worked as the District Clerk for the Herlong PUD for the last 7 years. Before that, I served as the Secretary to the Board of Herlong Utilities, Inc. and Office Administrator. I worked directly with the formation of our District which included working for 2 separate Board's of Directors and the transfer of assets from a public benefit corporation to a special district. As part of the team that worked to form the District I was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the District's initial Board of Directors as well as the transfer of multiple permits and closure procedures from multiple agencies for the seamless transition of our District operations. I closed out the Corporation books and established the books for the District transitioning to fund accounting. I have also administered the financial portion of a large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on HPUD's 2nd loan/grant for 4.8 million with USDA to improve the community's sewer system. I also am the primary administrator of a federal contract for utility services with the Federal Bureau of Prison.

While on the SDRMA Board, I have served on the nomination committee and SDLF Board. I have enjoyed learning and completing my duties on both boards and feel I have been an asset to both. I have served on CSDA's Audit and Financial Committee's for the last 2 years. In the last 20 years I have served on several Boards including school, church, 4-H, County and U.C. Davis.

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelors Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for 10 years and have 25 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committees. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage Incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance coursework through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I have helped my small District obtain their District of Transparency and currently we are working on the District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also my District is currently working on a consolidation through LAFCo with another small District to better serve our small community. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and have all of the Special Districts in the State utilizing their quality insurance and support at a price all California Special Districts can afford.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature: _____

Sandy Siebert Rappelan Date: 4/2/15

**CALIFORNIA SPECIAL
DISTRICTS ASSOCIATION
2015 BOARD ELECTIONS**

Qualifications attached for:

- ✓ Robert Blair
- ✓ Peter Le
- ✓ Elaine Magner

District can pick one person only.

Hello!

My Name is Dr. Robert L. "Bob" Blair,



I am one of the candidates running for Seat A in the Coastal Network of the California Special Districts Association.

Why should you elect me over the other aspiring CSDA Candidates?

1. I have prior experience. I served on the CSDA Board as a representative of Region 4 from 2002 to 2004. During that time, I served on the committee that returned the ERAF money to the Cities, Counties, & Special Districts.
2. I hold a Doctor of Pharmacy Degree from the University of California Medical Center in San Francisco (UCSF) and an AA degree from San Francisco City College. I also hold two valid Pharmacy licenses (California & Nevada).
3. I have been married to my wife Eileen for over 60 years. Together we have raised three very successful adult children: Lisa, Lodene & James.
4. I served on the NCSB Board of Directors from 1994 to 2004. In 2012, I ran a successful campaign, was the top vote getter by a large margin, and returned to the NCSB for 4 more years.
5. I have a strong longtime personal relationship with our current 35th District Assemblyman Katcho Achadjian. Katcho and I both ran for local office in San Luis Obispo County in 1994.
6. I never missed a meeting when I represented CSDA Region 4 in 2002-2004. I will give you 100% of my time, if you give me your Vote in this coming election.
7. I have been involved in Water, Land use, and planning at the State & Local levels for some 35 years. Please let me put my many talents and experience to work for all the people of Coastal Network.

Please vote to put "Dr. Bob back on the job". Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert L. Blair". The signature is fluid and cursive, written over a light background.

Dr. Robert L. "Bob" Blair
Director Nipomo Community Service District

Active member of:

San Luis Obispo Sheriff Advisory Council
Nipomo Chamber of Commerce
CA Sheriff's Association

Candidate Statement for Peter Le

"Peter is a California licensed Civil Engineer with over 30 years of experience including water and wastewater. The majority of his experience was with local governments in the US and a few years in New Zealand and Australia.

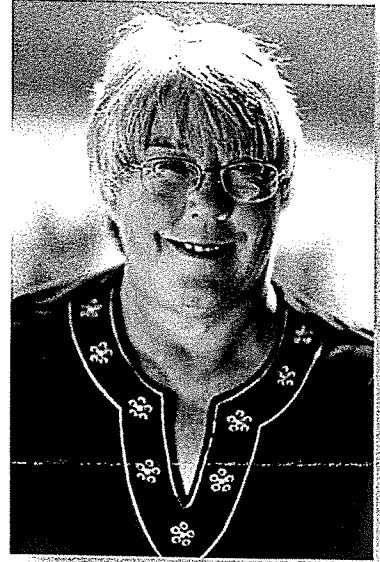
Elected in 2012, Peter completed the entire CSDA modules for elected Directors. He attended CSDA, ACWA and AWWA annual conferences.

Peter received his Bachelor of Civil Engineering from University of Auckland in 1978 and Executive Master of Public Administration from Golden Gate University in 2007. He previously hold California wastewater license and QSD/QSP".

My Fellow CSDA Members,

I am requesting your support for my election as representative to the California Special Districts Association (CSDA), Board of Directors for the Coastal Network.

As the current Chairperson of the Board of Directors for the Pleasant Valley Recreation and Park District (PVRPD), I support CSDA's on-going efforts to offer educational classes and informative conferences and their active monitoring of legislative and policy proposals that greatly affect District operations. Through my involvement with CSDA I actively serve on the Fiscal and Audit Committees and Legislative Feedback group and have previously served on the By-laws and Elections Committee.



Elaine Magner

If elected, I will work with the other Board Members and CSDA staff to increase memberships, lower membership fees and other expenses, and continue to enhance the service provided to the member agencies.

I have been on the PVRPD Board of Directors since February 2008. I have served as Board President twice, serve on the Personnel and Finance committees and am PVRPD's representative to the Ventura County Special Districts Association (VCSDA) and CSDA. I was honored by VCSDA by being named the 2014 Director of the Year. I worked in Public Service for 31 years in law enforcement Human Resources. Additionally, I worked as a contract investigator for the Department of Justice for 10 years following my retirement. My experience on the Pleasant Valley Recreation and Park District (PVRPD) Board of Directors and my work as a public servant has provided me with a solid foundation of experience and prepared me to represent your District's interests on the CSDA Board of Directors.

I would appreciate the opportunity to serve as a Coastal Network representative on the CSDA Board of Directors and respectfully ask for your vote.

Sincerely,

Elaine L. Magner, Director
Pleasant Valley Recreation and Park District

RESOLUTION NO. 15-377

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN SIMEON
COMMUNITY SERVICES DISTRICT HONORING THE MEMORY OF
ROBERT "BOB" MCLAUGHLIN**

WHEREAS, the Board of Directors of the San Simeon Community Services District would like to express their sincere appreciation and remembrance of Robert McLaughlin (Bob) for all his years of service as a Board Member of the San Simeon Community Services District; and

WHEREAS, the Board of Directors of the San Simeon Community Services District would like to express their sincere gratitude to Bob for his participation and dedication in the Wastewater Treatment Plant Committee.

WHEREAS, the Board of Directors of the San Simeon Community Services District would like to commend Bob for his serious dedication toward the wellbeing of the District.

WHEREAS, the Board of Directors of the San Simeon Community Services District would like to commend Bob for his many years of voluntary service to the North Coast Advisory Council as a San Simeon Resident representative; and

WHEREAS, the Board of Directors, staff and citizens of San Simeon will greatly miss Bob's contributions and personal commitment to the District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Simeon Community Services District does hereby acknowledge the many contributions that Robert "Bob" McLaughlin made to the District.

UPON MOTION of _____ seconded by _____, and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing Resolution is hereby adopted this 8th day of July 2015.

Ralph McAdams, Chairperson
Board of Directors

ATTEST:

Charles Grace,
Secretary/General Manager