

**Regular Meeting
Board of Directors
San Simeon Community Services District
AGENDA**

Wednesday, September 12, 2001 - 6:00 PM

Cavalier Banquet Room

1. 6:00 PM - CALL TO ORDER
 - 1.1 Roll Call
 - 1.2 Public Comment on Closed Session Items

2. ADJOURN TO CLOSED SESSION
 - 2.1 Personnel/General Manager Discussion
Discussion regarding Personnel Health Care Benefits

3. 6:30 PM (Estimated) - CALL TO ORDER
 - 3.1 Roll Call
 - 3.2 Pledge of Allegiance

4. PUBLIC COMMENT: (Any topic NOT on the agenda may be presented, but please observe the 3-minute time limit)
 - 4.1 Sheriff's Report
 - 4.2 Public Comment

5. ITEMS OF BUSINESS
 - 5.1 Approval of Minutes-August 8, 2001 Board Meeting
 - 5.2 Approval of Warrants-August 1, 2001 - August 31, 2001
 - 5.3 General Manager's Report
 - 5.4 Plant Superintendent's Report

6. DISCUSSION / ACTION ITEMS
 - 6.1 Fiscal Year Budget - 2001-02
 - 6.2 Air Line Replacement Project: Authorization to go to Bid
 - 6.3 Odor Control: Response to CRWQCB; Discussion of Temporary Measures
 - 6.4 Facilities Plan/Wastewater Treatment Plant
 - 6.5 Storage Building
 - 6.6 Avonne, Castillo Waterline Loop Project
 - 6.7 Consideration of CalPERS Health Care Coverage
 - 6.8 Board Reports

7. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
 - 7.1 Brown Act Training Session
 - 7.2 Strategic Planning Session
 - 7.3 Consideration of Water Rates

8. ADJOURNMENT

**REGULAR BOARD OF DIRECTORS MEETING
SAN SIMEON COMMUNITY SERVICES DISTRICT**

Date: Wednesday, August 8, 2001
Place: Cavalier Banquet Room

MINUTES

1.0 CALL TO ORDER:

The Board convened at 6:38 p.m.

1.1 Roll Call:

Present - Directors Carol Bailey-Wood, Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin and Eric Schell

1.2 Pledge of Allegiance

2.0 PUBLIC COMMENT:

Prior to opening the floor for public comment, Chairperson Bailey-Wood introduced Mark Bloodgood and Eileen Hogan and gave brief biographies of the new General Manager team.

Lt. Martin Basti of the Sheriff's Department reported that Deputy Scott Odim is working out of his home in the area. In addition to regular patrol duties, he is filling in for the bike patrol due to another officer's injury over fourth of July weekend. The bike patrol is working well and getting excellent response. Sargeant Kenneth, a former DARE officer, is the newest addition to the School Resource Officers Program and will be overseeing the other seven members of the team. This will afford a greater presence in schools this year. The department feels that the graffiti incident in San Simeon over last month may well have been the work of transients passing through the area. The Gang Task force is looking into the matter to assure that there is not a gang presence attempting to position itself in San Simeon.

Officer Basti also reported that the traffic is being monitored once again this summer, as are tourists attempting to park and camp in a couple of the turn-outs. The Sheriff's Department has contacted CalTrans about this matter and Lt. Basti suggested that the Board also contact CalTrans to request that they tighten up the parking regulations. A discussion on the parking issue followed. The primary areas of concern are the first three turnouts before one gets to the closed area where people stop to observe the seals.

Dee Dee Ricci encouraged the Board to direct staff to write a letter to CalTrans about the parking issue. She also thanked the Board for putting the San Simeon seal on the district truck. She also expressed concern about an RV that has been parked at the San Simeon Lodge on the corner of Pico and Avonne and wondered if the Board could do anything about it. Chairperson Bailey-Wood suggested she contact the Highway Patrol. Finally, Ms. Ricci requested that the Cambrian be notified that the board meetings begin at 6:30 p.m. not at 7 p.m. Director Kiesh indicated that the water bills also show the meetings starting at 7 p.m. This will also need to be corrected.

ITEMS OF BUSINESS:

3.1 Approval of Minutes:

July 11, 2001 Minutes – Moved by Director Mirabal-Boubion , seconded by Director McLaughlin to approve the minutes, with the specified corrections. Motion carried unanimously.

July 30, 2001 Minutes – Moved by Director McLaughlin, seconded by Director Schell to approve the minutes. Motion carried unanimously.

3.2 Approval of Warrants – July 1, 2001 – July 31, 2001

It was moved by Director McLaughlin and seconded by Director Schell to approve the warrants. The motion carried unanimously.

3.3 Plant Superintendent's Report

Superintendent Ron Head reported that the well depths for this July were lower than last year at this time due to less rainfall. Director Bailey-Wood inquired about pre-planning for potential drought conditions. A discussion followed, including the fact that moratoriums on activities such as watering lawns had been enacted in the past. District Engineer Wallace pointed out there were several points where the Board took action and that it is possible to predict where the water level will be if there is no rainfall. He suggested the Board carefully look at the levels in September, October and early November. If there is no measurable rainfall, the Board may want to take some precautionary measures. A discussion followed regarding the increase in water usage for the month and the need to monitor it to be certain there is not a problem. District Counsel Schultz stressed the importance of water conservation and the value of public awareness campaigns.

3.4 General Manager's Report

Mr. Bloodgood stated that this item has been added in order to keep the Board and Community informed about topics that might not necessarily be on the agenda. In this way, everyone is kept up to date. At the top of the list, the 1991 Blue Chevy truck is gone. A Power Point presentation documenting its departure to a junkyard in Paso Robles will follow at a later meeting. Mike Hanchett Sr. reiterated that he had offered to pay for the towing and if the District so desired, please send him a copy of the bill. The annual audit is currently underway. Crosby & Cindrich C.P.A. is in the 2nd year of a three year contract. A draft report should be available by the September meeting and Mr. Crosby will be invited to attend the October board meeting for a presentation and discussion. Last month, the topic of Employee Compensation was tabled until the September meeting so that the new General Manager could come up to speed. Research is underway, including contact with CalPERS for additional information. The Brown Act Training meeting is tentatively scheduled for August 22, 2001 at 4:30 p.m.

Mr. Bloodgood stated that the Needs Assessment was underway and interviews are being conducted with members of the Board and community for input. Internal Controls are also being analyzed and several actions have already been taken, including changing locks at district offices, posting of office hours in plain view at the district office, research into call forwarding and the establishment of a line solely dedicated to San Simeon residents at EDA's office in San Luis Obispo during business hours when the district office is closed. The Annual Form 700 Statement of Economic Interest needs to be completed by each Board member. These forms must be filed with the County Recorder by August 31, 2001. The County Recorder's office will be contacted to see if this filing has already been done.

Finally, Mr. Bloodgood reported that the District has received a letter from the Special District Risk Management Authority regarding safety issues based on their visit to the treatment plant at the end of July. In regards to one of the items listed in their findings, the new railings have been delivered and will be installed.

District Counsel Schultz stated that in regards to the letters received regarding Prop 218, his office is working on that issue. A preliminary analysis has been done and he is hoping to finalize it and have a report for the September meeting. A thorough history of ordinances that have passed and how the rate increases came about will enable greater understanding.

4.0 DISCUSSION/ACTION ITEMS

4.1 Weed Abatement: Resolution to Clear Weeds and Apply Cost Against Properties

Mr. Bloodgood reminded the Board that only one lot had been left to clear as of the last meeting. The original owners are deceased and we have finally identified the administrator of the estate. The property has been cleared and the costs with the prescribed markup will be invoiced to the estate and sent to the administrator. Although we would normally file the 3rd notice at this time, Mr. Bloodgood suggested it be rolled over to next year in order to give the administrator time pay the charges. It would be more costly to pursue the issue legally. A motion was made by Director Mirabal-Boubion and seconded by Director Bailey-Wood to postpone the 3rd notice, a.k.a. Motion of Lien, pending contact with the property owner. The motion passed unanimously.

4.2 Air Line Replacement Project: Authorize Staff to Prepare Bid Package

District Engineer Wallace gave a brief overview of the project and its history. The unrealistic timeline of the DEC combined with postponement of the topic on a district level has resulted in a potential loss of the state monies, approximately \$12,000, for the project at this time. The air lines need to be replaced, and direction from the Board is needed. Part of the project includes concrete replacement. This should be coordinated with the railings replacement project which is currently underway since the two are linked. The two items which should be put out to bid at this time include the installation of the air lines and the Variable Frequency Drives (VFD). Discussion followed regarding what types of air lines would work. Mr. Wallace indicated that stainless steel or some other metal would work, but that plastic will not work. The Board should weigh the cost of the stainless steel against maintenance costs for cast iron or ductel iron. Discussion followed regarding the increased electricity expense and the need to expedite the bid process. Mr. Wallace said the project could be bid on a short-bid schedule, compressing the time frame. The lining in the current air lines have been explored and cannot be repaired because too many valves are in the way and thus, they cannot be sliplined. Director Kiech suggested that lifespan, warranties and costs be considered. Mr. Hanchett inquired about the PG&E grant that the District had applied for. Mr. Wallace stated that that grant had also been oversubscribed. Regarding state participation in this project, Mr. Wallace stated that they should be responsible for a portion of the project as it is a refurbishment or replacement of existing parts of the plant component and therefore, they would be responsible for a portion of the project. A discussion regarding whether this would be considered a flow related issue, cost apportionment, potential negotiation with the state and review of the current agreement between the District and the State followed. It was suggested that the agreement be placed on a future agenda for discussion. Mr. Hanchett encouraged the Board to direct staff to enter into dialogue with the state prior to accepting any bids. A motion was made by Director McLaughlin, seconded by Director Schell to authorize preparation of the bid package for the air line project. The motion carried unanimously. Staff was also directed to enter into dialogue with the state.

4.3 Odor Control: Temporary Measures

Through the urging of community members, the California Regional Water Quality Control Board (CRWQB) recently visited the treatment plant. Their findings and direction for the Board was received today. The District must prepare a schedule outlining the corrections of the problem and submit it to CRWQB by October 1, 2001. In the meantime other steps should be taken to mitigate the problem. Mr.

Wallace suggested that he work with both Mr. Bloodgood and Mr. Schultz to address the issues in the letter. A temporary cover on the equalization basin combined with exhausting the air under the cover could provide an interim solution to the problem. More permanent measures down the road might involve converting the equalization basin to a treatment basin. Another option would be to put a permanent cover over the basin. A discussion followed regarding how successful a tarp covering would be in the short run. Mr. Wallace indicated that at \$500 - \$600 tarp with steel cabling combined with a blower system that would cost approximately \$5,000 could be implemented fairly quickly. Director McLaughlin referred to Page 2, Item 2 of the CRWQCB letter, saying that many of the issues referred to in that item have been issues that have been tabled but that now need to be addressed.

Mike Hanchett suggested that rubberized bladder covers that are specifically made to fit these types of tanks might be a more effective way of mitigating the odor problem. He suggested that the board look at these, even though they are more expensive, since they are specifically designed for the issue at hand. Mr. Wallace stated he would bring back a full range of alternative solutions to the board at the September meeting. He also stated that getting more air into the tank would help. Director Mirabal-Boubion moved to have staff provide alternative, low cost covering solutions to the board. Director Schell seconded the motion. The motion carried unanimously.

4.4 FY 2001 – 2002 Budget Review

No discussion took place as the item has been tabled until September.

4.5 Facilities Plan/Wastewater Treatment Plant

This topic has been tabled until the September meeting. Mr. Wallace did, however, indicate that the Districts' response to the CRWQB should mention that some topics like odor control and the storage facility will be addressed in the Facilities Plan. In regards to the storage facility, Mr. Wallace pointed out that at the last meeting, a 4/5 vote was necessary to exempt the District from the County permitting process. He reminded board members that the Facilities Plan will have to be addressed and that a vote will be necessary to seek requests for proposals. Mr. Bloodgood referred to a statement in the letter from the CRWQB which said that the District, in order to save on expense, could refer to past reports and studies which suggested recommendations that could remedy the issues noted in their site visit. The Kennedy-Jenks Report offered proposed solutions. The Strategic Planning session will also play a major role in the preparation of the Facilities Plan in that it will assist in prioritizing the needs of the District. In addition, a draft RFP will also assist with meeting the reporting needs of the CRWCB as well as the outcomes of the Strategic Planning Session. A motion was made by Director Bailey-Wood, seconded by Director McLaughlin to have staff draft an RFP for Facilities Planning and bring it to the board at the September meeting. Motion carried unanimously.

4.6 Service Charges – Consideration of Rate Study

The topic of water rates has been tabled for a later date in order for District Counsel Schultz to finish compiling the history of ordinances that have brought the District to this point. Postponement will also permit the new District Manager to become familiar with the history. Mr. Schultz indicated that the first priority for the board is responding to the CRWQB letter and that discussion related to water rates should be postponed.

4.7 State Board Comments to Draft Water Recycling Study Report

Mr. Wallace gave an overview of how the final Water Recycling Study had evolved. He indicated that **the recommendations from the District and the State, in response to the draft report, had been addressed.** The States' comments had simply requested some technical adjustments. Steve Tanaka, the author of the report, explained that the study had been funded by a grant from the state. He gave a history of the report

development and the review process. All the state comments have been addressed and the final is now ready for submittal. So that we may qualify for the grant monies, the state has promised to extend the deadline for filing of the final report to August 11, 2001. In response to questions about the ability to modify the report following final submittal, both Mr. Wallace and Mr. Tanaka stated that changes could be made at a later date. In order to receive the grant money for the study, we must submit the final report by the August 11th deadline. Mr. Wallace stated that if the Facilities Plan comes up with other recommendations, that they could be submitted at a later date. Discussion followed regarding what other grants might be available. A motion was made by Director Mirabal-Boubion and seconded by Director McLaughlin to submit the final Water Recycling Report, with comments addressed, by August 11th. Motion carried unanimously.

4.8 Board Reports

There were no reports from members of the board. Director Kiech did ask about the telemetry. Mr. Head indicated that it was in and working fine.

5.0 BOARD/STAFF GENERAL DISCUSSION AND PROPOSED AGENDA ITEMS:

5.1 Strategic Planning Session

A discussion was held regarding the upcoming Strategic Planning workshop. Mr. Bloodgood is still waiting to hear from Mr. Rausch as to what dates would be available. There are a couple of blocks of time that might work. One is the week of August 20 -24th; the other is in September, between September 12 - 21st.

Members of the board were asked if there were any items they would like to have on future agendas. Director Bailey-Wood indicated it would be nice to see if we could have video of SSCSD meetings on the public access station. She would also like to invite Steve Hearst to speak at a future board meeting. In regards to the San Simeon Pedestrian Study and its status, the Chamber of Commerce is waiting for a decision and/or discussion regarding recycled water for the sprinkler system. Finally, the topic of billing every other month should be considered for a future meeting.

Chairperson Bailey-Wood thanked Mr. Wallace for serving in the capacity of Interim General Manager prior to the hiring of EDA.

6.0 ADJOURNMENT

The meeting was adjourned at approximately 8:58 p.m.

APPROVAL

Minutes approved at the San Simeon Board of Directors meeting held on _____, 2001 on a motion made by _____, seconded by _____ with the following vote:

AYE: _____

NAY: _____

SAN SIMEON COMMUNITY SERVICES DISTRICT

WARRANT REPORT

August 2 through September 5, 2001

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT #</u>	<u>MEMO</u>	<u>AMOUNT</u>
8/7/01	3355	EMPLOYMENT DEV. DEPT.	0108-001	PAYROLL TAXES	\$455.11
8/7/01	3356	MID-STATE BANK	0108-002	PAYROLL TAXES	\$1,897.10
8/7/01	3357	PUBLIC EMP. RET. SYSTEM	0108-003	RETIREMENT FOR JULY	\$1,270.37
8/13/01	3358	CAMBRIA HARDWARE	0108-004	PLUMBING SUPPLIES, DRILL BIT, CLAMP...	\$68.85
8/13/01	3359	W. W. GRAINGER, INC.	0108-005	TORCH HANDLE, CUTTING ATTACHMENT	\$235.72
8/13/01	3360	FGL ENVIRONMENTAL	0108-006	ANNUAL WASTEWATER TESTING	\$1,570.00
8/13/01	3361	UNDERGROUND SERV. ALERT	0108-007	ANNUAL MEMBERSHIP	\$58.29
8/13/01	3362	AL'S SEPTIC PUMPING SERV.	0108-008	SLUDGE DISPOSAL	\$3,200.00
8/13/01	3363	MEL'S LOCK & KEY	0108-009	REKEY OFFICE LOCKS & DUPLICATE KEYS	\$50.22
8/13/01	3364	CAROL BAILEY-WOOD	0108-010	MONTHLY BOARD SERVICE FOR AUGUST	\$75.00
8/13/01	3365	DAVID KIECH	0108-011	MONTHLY BOARD SERVICE FOR AUGUST	\$75.00
8/13/01	3366	ROBERT MCLAUGHLIN	0108-012	MONTHLY BOARD SERVICE FOR AUGUST	\$75.00
8/13/01	3367	LORAIN MIRABAL-BOUBION	0108-013	MONTHLY BOARD SERVICE FOR AUGUST	\$75.00
8/13/01	3368	ERIC SCHELL	0108-014	MONTHLY BOARD SERVICE FOR AUGUST	\$75.00
8/13/01	3369	CRYSTAL SPRINGS WATER	0108-015	WATER DELIVERY	\$43.75
8/13/01	3370	MISSION COUNTRY DISPOSAL	0108-016	RUBBISH FOR AUGUST	\$205.19
8/13/01	3371	MISSION UNIFORM SERVICE	0108-017	TOWELS & COVERALLS	\$108.50
8/13/01	3372	SCHULTZ TRANSPORTATION	0108-018	MONTHLY CONTAINER RENTAL	\$85.60
8/13/01	3373	RONALD HEAD	0108-019	MILEAGE REIMBURSEMENT	\$78.00
8/13/01	3374	AT&T	0108-020	TELEPHONE	\$39.60
8/13/01	3375	PACIFIC BELL	0108-021	TELEPHONE	\$222.95
8/15/01	3376	KIMBERLY ALLISON	0108-022	PAYROLL 8/1/01-8/15/01	\$497.29
8/15/01	3377	MICHAEL HASSETT	0108-023	PAYROLL 8/1/01-8/15/01	\$1,261.90
8/15/01	3378	RONALD HEAD	0108-024	PAYROLL 8/1/01-8/15/01	\$1,862.64
8/15/01	3379	C.C.S.D.	0108-025	EFFLUENT COLIFORM MPN & P/A	\$285.00
8/16/01	3380	MIKE RICE	0108-026	WEED ABATEMENT	\$230.00
8/16/01	3381	COMMUNICATION SOLUTIONS	0108-027	PHASE #1 OF TELEMETRY PROJECT	\$4,838.38
8/20/01	3382	CELLULAR ONE	0108-028	CELL PHONE	\$32.55
8/20/01	3383	GROENIGER & COMPANY	0108-029	STEEL PIPE	\$196.76
8/20/01	3384	W.W. GRAINGER, INC.	0108-030	EPCON CARTRIDGE & NOZZLE	\$79.58
8/20/01	3385	BASIC CHEMICAL SOLUTIONS	0108-031	SODIUM HYPOCHLORITE & BISULFITE	\$2,292.10
8/20/01	3386	DEL BIRKENFELD	0108-032	SEC. DEP. REF. LESS FINAL BILL #1179	\$30.96
8/21/01	3387	FARM SUPPLY COMPANY	0108-033	SUMP PUMP & POLY CAMLOCK	\$400.70
8/21/01	3388	CRANEVEYOR CORP.	0108-034	ANODIZED ALUMINUM RAILING	\$21,867.30
8/30/01	3389	KIMBERLY ALLISON	0108-035	PAYROLL 8/16/01-8/31/01	\$537.51
8/30/01	3390	MICHAEL HASSETT	0108-036	PAYROLL 8/16/01-8/31/01	\$1,254.25
8/30/01	3391	RONALD HEAD	0108-037	PAYROLL 8/16/01-8/31/01	\$1,800.34
8/30/01	3392	FGL ENVIRONMENTAL	0108-038	INORGANIC ANALYSIS	\$881.20
8/30/01	3393	PUBLIC EMP. RET. SYSTEM	0108-039	HEALTH INSURANCE FOR SEPTEMBER	\$626.57
8/30/01	3394	A BETTER BEEP	0108-040	PAGER	\$29.45
8/30/01	3395	JOHN WALLACE & ASSOC.	0108-041	DISTRICT ENGINEERING	\$3,860.23
8/30/01	3395	MAJOR PROJECTS	0108-041	RAILINGS, AIR PIPING, LOOPLINE, GRANT...	\$1,947.25
8/30/01	3396	EMPLOYMENT DEV. DEPT.	0108-042	PAYROLL TAXES	\$446.29
8/30/01	3397	MID-STATE BANK	0108-043	PAYROLL TAXES	\$1,858.18
8/30/01	3398	PUBLIC EMP. RET. SYSTEM	0108-044	RETIREMENT FOR AUGUST	\$1,248.38
9/4/01	3399	MID-STATE BANK	0109-001	GAS & OIL	\$217.97
9/4/01	3399	MID-STATE BANK	0109-001	TOW BLUE TRUCK, REFLECTORS, SAW...	\$359.42
9/5/01		TOTAL			\$58,906.45

SAN SIMEON COMMUNITY SERVICES DISTRICT

SUPERINTENDENT'S REPORT FOR AUGUST 2001

FLOW COMPARISON - Water				
AUG 2001 3,962,000 gallons	YTD 2001 2,315,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	1% 5%	increase decrease
AUG 2001 3,930,000 gallons	YTD 2000 24,413,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	4,411,000 gallons 3,984,222 gallons 90	
RAINFALL				
AUG 2001 0.00 inches	01-02 YTD 0.00 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.00 inches less 0.00 inches less	
AUG 2000 0.00 inches	00-01 YTD 0.00 inches			
WELL DEPTH COMPARISON				
AUG 2001 13.1 feet	JLY 2001 12.3 feet	AUG 2000 11.8 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	.5 feet lower 1.3 feet lower
CHLORIDE COMPARISON				
AUG 2001 56 mg/l	JLY 2001 40 mg/l	AUG 2000 46 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	29% increase 16% increase
FLOW COMPARISON - District Wastewater Treated				
AUG 2001 2,812,420 gallons	YTD 2001 18,904,670 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	7% decrease 9% decrease	
AUG 200 3,052,700 gallons	YTD 2000 20,715,760 gallons			
FLOW COMPARISON - State Wastewater Treated				
AUG 2001 494,819 gallons	YTD 2001 2,828,566 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	2% increase 9% decrease	
AUG 2000 485,826 gallons	YTD 2000 3,093,070 gallons			
DISCHARGE REQUIREMENTS				
EFFLUENT BOD: INFLUENT BOD:	7.4 mg/l n/a mg/l	EFFLUENT SUSPENDEED SOLIDS: INFLUENT SUSPENDEED SOLIDS:	14 mg/l n/a mg/l	
BIOSOLID DISPOSAL				
AUGUST:	25,000 gallons	YTD:	140,000 gallons	

BASIC PLAN COMPARISON

PERSCare and PERS Choice
2001 11-Month Plan Year
Feb. 1, 2001- Dec. 31, 2001

	PERSCare		PERS Choice	
PREMIUMS				
1 Party	\$361		\$214	
2 Party	\$722		\$428	
Family	\$939		\$556	
DEDUCTIBLES:				
PLAN YEAR DEDUCTIBLE				
	(Not transferable between plans)			
Individual	\$500		\$500	
Family	\$1000		\$1000	
HOSPITAL ADMISSION DEDUCTIBLE				
	PPO	non-PPO	PPO	non-PPO
Per Admission	\$250	\$250	_____	_____
EMERGENCY ROOM DEDUCTIBLE				
	PPO	non-PPO	PPO	non-PPO
Per Visit	\$50	\$50	\$50	\$50
MAXIMUM PLAN YEAR COPAYMENT				
	PPO	non-PPO	PPO	non-PPO
Member	\$2,000	None	\$3,000	None
Family	\$4,000	None	\$6,000	None
LIFETIME MAXIMUM BENEFIT				
	None		\$2,000,000 (per individual)	
MEDICAL BENEFITS:				
	PPO	non-PPO	PPO	non-PPO
Hospital	10%†	40%†	20%	40%
Physician In-Patient Hospital Visits	10%	40%	20%	40%
Physician Office Visits	\$20 copay‡	40%	\$20 copay‡	40%
Other Physician Services	10%	40%	20%	40%
Immunizations	No Charge‡	40%	No Charge‡	40%
Periodic Health Exams	No Charge‡	40%	No Charge‡	40%
Diagnostic X-ray and Laboratory	10%	40%	20%	40%
Hearing Aid Services	10%	40%	20%	40%
Ambulance Services	20%	20%	20%	20%
Emergency Room (After \$50 deductible per visit)	10%	10%	20%	20%
Chiropractic Care	10%	40%	20%	40%
Acupuncture	10% *	40%	20% *	40%
Speech Therapy	10% *	40%	20% *	40%
Mental Health				
Inpatient	10%	40%	20%	40%
Outpatient	10%	40%	20%	40%
Home Health Care	10%	40%	20%	40%
Skilled Nursing Facility - (First 10 days)	10% *	40%	20% *	40%
PERSCare (Next 170 days)	20% *	40%	_____	_____
PERSChoice (Next 90 days)			30%*	40%*



PERSCare**PERS Choice****PRESCRIPTION DRUG BENEFITS:****Retail Pharmacy Program**

34-day supply

30-day supply

\$5 generic
\$15 formulary brand name\$5 generic
\$15 formulary brand name\$30 non-formulary brand
name\$30 non-formulary brand
name**Mail Service Program**A Plan Year \$1000 max copay per person for
mail order prescriptions.

90-day supply

90-day supply

\$10 generic drug
\$25 formulary brand name\$10 generic drug
\$25 formulary brand name\$45 non-formulary brand
name\$45 non-formulary brand
name

† Services received are not subject to the Plan Year Deductible, but are subject to the \$250 Hospital Admission Deductible.

‡ Services received from a Preferred Provider are not subject to the Plan Year Deductible.

* PPO and Out-of-Area Providers.

- ***Cardiac and Pulmonary Rehab pre-certification is not required***
- ***Reimbursement for non-preferred professional charges will be at 60% of the Blue Cross Prudent Buyer fee schedule.***
- ***Mental Health Benefits have the same year 2000 benefits, no authorization required on the PERS Choice plan up to 24 visits per member per plan year, and authorization required after the seventh visit on the PERSCare plan up to 30 visits per member per plan year.***
- ***Chiropractor and Acupuncture treatment is a combined benefit up to 15 visits per member per plan year on the PERS Choice plan, and up to 20 visits per member per plan year on the PERSCare plan.***

This is only a summary of benefits offered by PERSCare and PERS Choice. Please refer to each plan's Evidence of Coverage booklet for the exact terms and conditions of coverage. *Deductibles and copayments will not carry over from one plan to the other.*

SUPPLEMENT TO MEDICARE PLAN COMPARISON

PERSCare and PERS Choice 2001 11-Month Plan Year Feb. 1, 2001 – Dec. 31, 2001

	PERSCare	PERS Choice
PREMIUMS		
1 party	\$277	\$254
2 party	\$554	\$508
Family	\$831	\$762
PLAN YEAR DEDUCTIBLE		
	Plan pays Medicare Part A and B deductibles	Plan pays Medicare Part A and B deductibles
MAXIMUM PLAN YEAR COPAYMENT		
Member	None	None
Family	None	None
LIFETIME MAXIMUM BENEFIT		
	None	\$2,000,000 (per individual)
BENEFITS BEYOND MEDICARE		
	PERSCare	PERS Choice
◆ Hearing Aid	Yes*	Yes**
◆ Vision Care	Yes	Yes
◆ Skilled Nursing Facility	Yes	No
◆ Acupuncture	Yes	No
◆ Physical Therapy	Yes	No
◆ Speech Therapy	Yes	No
◆ Occupational Therapy	Yes	No
◆ Mental Health Services	Yes	No

* PERSCare pays 80% of Blue Cross of California's Allowable Amount for hearing aid services, subject to a maximum payment of \$2,000 per member once every 24 months.

** PERS Choice pays 80% of Blue Cross of California's Allowable Amount for hearing aid services, subject to a maximum payment of \$1,000 per member once every 36 months.

PRESCRIPTION DRUG BENEFITS

Retail Pharmacy Program	34-day supply	30-day supply
	\$5 generic	\$5 generic
	\$15 formulary brand name	\$15 formulary brand name
	\$30 non-formulary brand name	\$30 non-formulary brand name
Mail Service Program	90-day supply	90-day supply
	\$10 generic drug	\$10 generic drug
	\$25 formulary brand name	\$25 formulary brand name
	\$45 non-formulary brand name	\$45 non-formulary brand name

This is only a summary of benefits offered by PERSCare and PERS Choice. Please refer to each plan's Evidence of Coverage booklet for the exact terms and conditions of coverage.

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors
Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

VIA Telefax (916) 326-3005

August 31, 2001

CalPERS Actuarial & Employer Services Division
Attention: Marilyn MacVicar
P.O. Box 942709
Sacramento, CA 94229-2709


Re: Request for Actuarial Evaluation (Gov't Code 21354)
Employer Code: 1566

Dear Ms. MacVicar:

Per my discussions with you and Karl Klun the San Simeon Community Services District is currently reviewing its Employee Benefits. To assist us in this process, I respectfully request that an Actuarial Evaluation to amend our current contract (2% at 60) for Government Code Section 21354 be prepared for our review. This will assist us in weighing the fiscal implications associated with converting to 2% at 55.

Thank you for your assistance in this matter. If you have any questions, please feel free to call me at my office. I may be reached at (805) 549-8658.

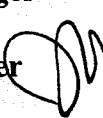
Sincerely,


Eileen M. Hogan
Assistant General Manager

J:\Eileen\San Simeon\SSCSD CalPers ActEval Request.wpd.

SAN SIMEON COMMUNITY SERVICES DISTRICT

111 Pico Avenue
San Simeon, California 93452
(805) 927-4778

DATE: September 12, 2001
TO: Board of Directors
VIA: Mark Bloodgood, General Manager
FROM: John L. Wallace, District Engineer 
SUBJECT: Temporary Odor Control Project Status

RECOMMENDATIONS:

1. Review the attached information concerning alternatives and cost estimates for covering the equalization basin.
2. Authorize staff to install a cable suspended/temporary cover (tarp) over the equalization basin and blower unit as a temporary odor control measure and,
3. Direct staff to continue discussions with the State of California (Hearst Visitor's Center) regarding their participation in this project for temporary and permanent odor control measures including odor control measures for Hearst Castle discharge and,
4. Provide any further direction to staff.

FUNDING:

Currently, funds in the following amounts are targeted in the District's proposed FY 2001/02 Budget for a permanent equalization tank cover and odor control system in the amount of **\$75,000**

It is estimated that temporary odor control measures would cost approximately **\$10,000**.

DISCUSSION:

On August 6, 2001, the California Regional Water Quality Control Board issued a written complaint regarding nuisance odors emanating from the District's equalization basin (Response attached). In addition, the Board has recently indicated it would like the treatment plant's odor control problem to be remedied as a temporary means and treated as a priority project.

To add to the nuisance of odor, it was recently discovered that the California State Park's (Hearst Visitors Center) raw wastewater conveyance system may take up to 24 hours before it enters the District's treatment plant, and during seasonal low flow conditions, much longer. The septic condition of their wastewater allows for additional time for the bacteriological growth and odor conditions to worsen.

Staff is in the process of evaluation the odor potential by means of sampling for sulfides and

dissolved oxygen content in the collection system where the Hearst force main enters our system. Upon authorization by the Board, staff would then approach the State to address odor reduction by use of chemical feed ferrous chloride or ferric chloride injection at one of their sewer lift stations. The cost of implementation of this odor control facility is estimated at \$4,000.

As a temporary measure to control odors from the equalization basin, it is proposed that cables could be suspended across the tank to support a high density polyethylene (HDPE) tarp. A small blower unit would also be used to evacuate air from beneath the tarp and discharged into the adjacent aeration tanks.

Staff could perform this work, however, if the operations staff needs assistance, a subcontractor could be hired to install the tarp, temporary air blower unit and piping at an estimated total cost of approximately **\$10,000**. The attached tentative construction schedule has been provided for Board review and to consider the time savings by allowing staff and/or local contractors to install this equipment without the need of a formal bid process.

\\JLWA01\Proj\084-SSCSD\01-District Engrg\02-Major Projects\0033_odor control\ODORTEMP2.wpd

SAN SIMEON COMMUNITY SERVICES DISTRICT

EQUALIZATION TANK COVER ALTERNATIVES*

	PERMANENT ALUMINUM	PERMANENT FIBERGLASS	TEMPORARY MECH. FLOATING HDPE (BY STAFF)	TEMPORARY TARP HDPE (BY STAFF)	TEMPORARY CHEMICAL MIST (BY STAFF)
TANK COVER	\$30,000	\$35,000	\$6,500	\$4,000	N/A
AIR SCRUBBER	\$37,500	\$37,500	N/A	N/A	N/A
AIR SUCTION/BLOWER	N/A	N/A	\$4,500	\$4,500	N/A
MISC. ASSEMBLIES	\$2,500	\$2,500	\$2,500	\$1,200	\$9,000
SUBTOTAL	\$70,000	\$75,000	\$13,500	\$9,700	\$9,000
DESIGN AND INSTALLATION	\$17,500	INCLUDED	\$3,375	\$2,425	\$2,250
TOTAL ESTIMATE	\$87,500	\$75,000	\$16,875	\$12,125	\$11,250

*ADDITIONAL ODOR CONTROL FOR STATE PARKS LIFT STATION TO BE INVESTIGATED

SAN SIMEON COMMUNITY SERVICES DISTRICT
TENTATIVE CONSTRUCTION SCHEDULE

TEMPORARY ODOR CONTROL

Board Authorization for Staff to Design/Build Odor Control System	September 12, 2001
Design Complete	September 20, 2001
Begin Installation	September 30, 2001
Project Complete	October 20, 2001

* send Certified Mail
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ODOR CONTROL CONSIDERATIONS, HEARST VISITOR'S CENTER

Due to the existing length of sewage force main, and flows from the Visitor's Center, the discharge from this force main could be a significant source and contribution of the odor problem currently being experienced at the SSCSD treatment plant.

Background

The Hearst State Monument Visitor's Center generates an average of 12,000 gallons per day (gpd) of wastewater, which then must be pumped from the Visitor's Center approximately 3 miles to the SSCSD collection system and treatment plant headworks. Based on these flows through the existing sewage force main, sewage age can range from 10 hours to over 24 hours old, depending on flow conditions. Wastewater may be especially old at the beginning of each day, when the Visitor Center flows begin to increase as tourists and employees arrive.

Odor Generation

Wastewater contains anaerobic bacteria which thrive under anoxic (void of oxygen) conditions. These bacteria metabolize organic matter and produce hydrogen sulfide gas as an end product. Such bacteria tend to accumulate at the interface between "wetted" and "un-wetted" surface of an intermittently flowing pipeline. Due to the extended length of time that raw wastewater sits idle and travels through the force main, septic conditions exist along much of the force main length.


In the case of the Visitor Center force main, depending on the slope along various portions of the pipeline, the flow oscillates from full pipe flow, to partial flow, in some reaches, as the pump cycles on and off. At these locations, and immediately downstream of the discharge point of the sewage force main, the anaerobic bacteria thrive, and their end-product of metabolism is hydrogen sulfide gas, a very malodorous gas. In a study conducted for the City of Morro Bay in the late 1980s, it was found that the highest concentrations of sulfide gas are present in the first gravity manhole downstream of a lift station and force main.

Odor Control

There are several odor control options to control sulfides and odor generation in this situation. These are as follows:

Aeration. Aerate the sewage at the Visitor's Center. This would aerate sewage at the lift station, but still would not allow aerated sewage to discharge after the detention time in the force main. Aeration would also not remove dissolved sulfides from solution; thus, the odor generating compounds would remain in the wastewater and could still be potential odor sources downstream in the force main or at the treatment plant headworks.

Sodium Hypochlorite Injection. Chlorine can immediately oxidize the sulfides, curtailing sulfide generation. However, chlorine also is not selective, and thus chlorine demand from other components in the wastewater will consume chlorine as well. This would result in a deficiency in chlorine at the



force main discharge point, or the need to increase chemical dosage at the lift station. High doses of chlorine could arrest needed biological activity in the wastewater stream. Alternatively, the chlorine injection would need to be located at the "end" of the force main.

Ferric or Ferrous Chloride Injection. Iron salts react with the sulfides, forming a stable chemical precipitate. This solid material settles out in the sludge handling process of the wastewater treatment plant. Since the iron salts react directly with the sulfides, sulfide concentrations will be void within the sewage force main, and potential for hydrogen sulfide generation is minimized.

Recommendation

Ferric chloride is a common method of controlling sulfide generation for odor control in wastewater applications. This alternative can be implemented readily, and can be implemented with minimal labor. All parts and equipment can be readily ordered, and can be assembled in the field by SSCSD staff without the need for formal bid documents and a Contract.

The cost for implementation is minimal, around \$4,000. This alternative is not just a temporary solution to odor control, but it will control odors on a long-term basis from wastewater flows originating from the Visitor's Center. Even with capping open basins at the treatment plant, a potential for odor generation from the Visitor's Center force main will always be present, without some form of odor control measures to control sulfides, or a means of reducing the residence time of the sewage in the force main.

It is recommended that an initial study be conducted to verify the septic conditions of the sewage exiting the force main, and in various locations in the collection system. A dissolved oxygen meter can be used to verify oxygen content in the raw wastewater as it exits the force main. A Draeger tube can be used to analyze for hydrogen sulfide gas. A minimum of three oxygen readings should be obtained, one in the morning to capture the "overnight" septic condition, one mid-day, and one in the early evening. Hydrogen sulfide gas levels should be obtained in the manhole immediately downstream of the force main, and at least two other manholes not influenced by this force main discharge. Positive results for sulfides would indicate a strong potential for odor generation, along with confirmation of septic conditions in the force main wastewater. Once this is confirmed, it would be recommended to proceed with further discussions with the State regarding implementation of a ferric chloride feed station at the Visitor's Center lift station.

DRAFT

September 12, 2001

Mr. Roger W. Briggs, Executive Officer
California Regional Water Quality Control Board
81 Higuera Street, Suite 200
San Luis Obispo, California 93401-5427

Subject: Recent Wastewater Treatment Plant Inspection by Regional Board Staff and Letter of August 6, 2001


Dear Mr. Briggs:

We received your letter of August 6, 2001 regarding the subject site inspection. Your staff inspection of the treatment plant site was the result of odor complaints which your office received from residents and businesses in the San Simeon community. We know this is a growing concern, and we appreciate your attention to this matter. We are working diligently towards addressing the needs of our community's wastewater treatment facilities.

In response to Items 1 and 2 of your letter, we are currently performing the following tasks:

Odor Control Measures. As an interim measure, we will cover the existing equalization basin, the largest source of odors at the treatment plant. We will provide a high density polyethylene (HDPE) or other suitable material to cover the basin, and draw foul air from the equalization basin. The air will then be piped to the adjacent aeration basin, where it will be "scrubbed" by bubbling the air through perforated piping or a diffuser, through the mixed liquor suspension in the aeration basin. This will be in place by October 15, 2001. The cost for these improvements is approximately \$10,000, and is available through the existing operating budget for the plant. The District will address permanent odor control measures as part of the overall facilities plan for the treatment plant. Please be advised that we will request consultants proposing on the treatment plants facilities plan, to address odor control as a priority in the facilities planning process. We will provide you with additional information, including remedies, associated costs, and expected schedule to implement, as the information becomes available.

Treatment Plant Modernization. On September 11, 2001, the District Board approved a Request for Proposals (RFP) to consulting firms to prepare a facilities plan for the wastewater treatment facilities. Proposals for this endeavor are due to the District on October 5, 2001. After receipt of proposals, and selection of a consultant, we will update you with a time schedule for completion of this facilities plan. This facilities plan will address your concerns stated in your August 6, 2001 letter, and will outline a plan and schedule for implementation. A copy of the final plan will be sent to you once it becomes available.



Mr. Roger Briggs, Executive Officer
September 12, 2001
Page 2 of 2

In the meantime, if you have any questions, please do not hesitate to contact me at (805) 544-4011.

Sincerely,

SAN SIMEON COMMUNITY SERVICES DISTRICT

John L. Wallace
District Engineer

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cc: Board of Directors
General Manager
Hearst State Historical Monument



California Regional Water Quality Control Board

Central Coast Region



Winston H. Hickox
Secretary for
Environmental
Protection

Internet Address: <http://www.swrcb.ca.gov/~rwqcb3>
81 Higuera Street, Suite 200, San Luis Obispo, California 93401-5427
Phone (805) 549-3147 • FAX (805) 543-0397

Gray Davis
Governor

August 6, 2001

Mark Bloodgood, General Manager
EDA
PO Box 1829
San Luis Obispo, CA 93406

Dear Mr. Bloodgood:

PERSISTENT ODORS AND OVERALL PLANT CONDITION - SAN SIMEON COMMUNITY TREATMENT PLANT, SAN LUIS OBISPO COUNTY

After receipt of a petition and letter of complaint about persistent odors, Regional Board staff visited the San Simeon Treatment plant on July 31, 2001. On this visit, staff member Scott Phillips met with a group of concerned neighbors, business owners, and local officials wishing to take steps to improve the air quality in and around the plant. The strongest odors were coming from the equalization tank, which is used to reduce extreme flow variations through the plant. Such variability is often encountered in tourist-based communities with large seasonal and weekly population variations. The unusual aspect of the San Simeon treatment plant is the close proximity of residential dwellings and businesses which are clearly affected by the treatment plant's odors. Though it is not unusual for a facility of this nature to produce unpleasant odors, the Regional Board does regulate odor and nuisance issues.

"Nuisance" is defined in the California Water Code as anything which meets all of the following criteria:

- (1) Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.
- (2) Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.
- (3) Occurs during, or as a result of, the treatment or disposal of wastes.

By this definition, the San Simeon treatment plant, due to its location and configuration, is clearly causing a nuisance. Steps must immediately be taken to address this problem and bring the odors under control. Several options, both temporary and long-term, have already been discussed. The most immediately available option (and one discussed at previous public meetings) appears to be the installation of a temporary cover and air scrubber system for the equalization basin, while plans are completed to convert the basin to a treatment process.

In addition to the odor problems, this treatment plant will soon be facing some large decisions regarding the upcoming permit renewal. The plant is reaching its functional capacity with its present configuration, leaving no leeway for operation breakdowns or plant upsets. Signs of age are evident in the eroding concrete and rusting pipes and machinery. Maintenance and equipment storage facilities appear overloaded. In light of new regulations since the last permit renewal, the liability of potential mandatory minimum penalties and costly breakdowns should now be a serious consideration for the community of San Simeon.

California Environmental Protection Agency



Recycled Paper

Mr. Bloodgood

2

August 6, 2001

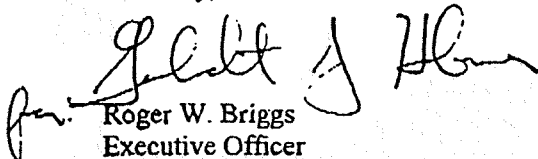
Please submit a report to this office by **October 1, 2001** detailing the following:

1. All measures that will be taken to address the odors problems at this facility. This plan must include a time schedule and an expected budget that will be adhered to throughout modification process.
2. A logistic and cursory economic assessment of any modernization of the treatment plant needed to assure compliance with applicable regulations throughout the next permit cycle. This assessment shall consider all aspects of section 21 of the Standard Provisions included with your last Order (also attached), as well as Senate Bill 709 and 2165 (summary attached) which were enacted since the last permit renewal.

To avoid undue financial burden on the District, feel free to refer to any past reports and studies which could be applied to these issues.

This report is requested according to Section 13267 of the California Water Code. If you have any questions about this letter, please call Scott Phillips at (805) 549-3550 or Gerhardt Hubner at (805) 542-4647.

Sincerely,


for. Roger W. Briggs
Executive Officer

Attachments

S:\WB\Coastal Watershed\Staff-Scott-San Simeon\sansimeonodor2.ltr.doc

Cc:

Ron Head
San Simeon Community Services District
Route 1, Box S-17
San Simeon, CA 93452

Terry Lambeth
San Simeon Chamber of Commerce
250 San Simeon Ave. Suite 3-A
San Simeon, CA 93452

Carol Baily Wood, Chair
San Simeon Community Services District
111 Pico Ave
San Simeon, CA 93452

Senator Jack O'Connell
1260 Chorro St. Suite A
San Luis Obispo, CA 93401

California Environmental Protection Agency



Recycled Paper

SUMMARY OF SB 709 AND SB 2165

Pollution Prevention Plans. Water Code section 13263.3 authorizes the State Water Resources Control Board (State Board), a Regional Water Quality Control Board (Regional Board), or a Publicly Owned Treatment Works (POTW) to require a discharger to complete and implement a pollution prevention plan (PPP). A POTW may require industrial dischargers to prepare and implement a PPP and the State Board or a Regional Board may require a POTW and industrial users to prepare and implement a PPP. This authority is discretionary. The legislation defines what constitutes pollution prevention and specifies what is required to be included in the PPPs for the purposes of this section. The failure to prepare or implement a PPP may subject the discharger to civil liability and penalties.

Mandatory Minimum Penalties. Water Code section 13385(h) and (i) provide for mandatory minimum penalties of \$3,000 per violation of an NPDES permit as described below. There are two types of mandatory penalties: serious violations and ongoing violations.

- A. *Serious Violations* – The Regional Boards shall assess a mandatory minimum penalty of \$3,000 for each serious violation. A serious violation is an exceedance of an effluent limitation by a specified percentage. In lieu of assessing this penalty for the first serious violation in a period of six months, the Regional Boards may allow the discharger to use the amount to complete a PPP or for a supplemental environmental project.
- B. *Ongoing Violations* – The Regional Boards shall assess a mandatory minimum penalty if a person commits four or more violations of a specified type in a six-month period. There is no mandatory penalty for the first three violations. Assessment of a \$3,000 penalty per violation begins with the fourth violation. The types of violations include the following:
- a. Exceeding an effluent limitation.
 - b. Failure to file a report pursuant to Water Code section 13260.
 - c. Filing an incomplete report pursuant to Water Code section 13260.
 - d. Exceeding a toxicity discharge limitation where the waste discharge requirements do not contain pollutant-specific effluent limitations for toxic pollutants.

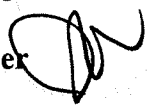
SB 2165 added several limited exceptions to the mandatory minimum penalty provisions. The primary exceptions are for discharges that are in compliance with a cease and desist order or time schedule order under narrowly specified conditions. SB 2165 also added an alternative to assessing mandatory minimum penalties against POTWs that serve "small communities." Under this alternative, the Regional Boards may require the POTW to spend an amount equivalent to the mandatory minimum penalty toward a compliance project that is designed to correct the violations.

Recovery of Economic Benefit. Water Code section 13385(e), governing the assessment of administrative civil liabilities (ACL), was amended to require that "at a minimum, liability shall be assessed at a level that recovers the economic benefits, if any, derived from the acts that constitute the violation." Previously, economic benefit was just one of several factors to be considered in determining the amount of ACL; now recovery of economic benefit as part of an ACL is mandatory. Recovery of economic benefit is not required when assessing mandatory penalties under Water Code section 13385(h) and (i). The State Board is in the process of revising its Water Quality Enforcement Policy to provide guidance on how to determine the amount of an ACL, including how to determine economic benefit.

Effluent Limitations. Water Code section 13263.6 requires the Regional Board to prescribe effluent limitations as part of the waste discharge requirements (WDRs) for a POTW for all substances that a report required by federal law indicates are discharged into the POTW. This section only applies to substances for which the State or Regional Board has established numeric water quality objectives and has determined that the POTW's discharge is or may be discharged at a level which will cause, have the reasonable potential to cause, or contribute to, an excursion above the numeric water quality objectives. This requirement is largely duplicative of existing federal requirements, but is new for non-NPDES WDRs.

SAN SIMEON COMMUNITY SERVICES DISTRICT

Route 1, Box S-17
San Simeon, California 93452
(805) 927-4778

DATE: September 12, 2001
TO: Board of Directors
VIA: Mark Bloodgood, General Manager
FROM: John L. Wallace, District Engineer 
SUBJECT: Facilities Plan Request for Proposals Update

RECOMMENDATIONS:

Staff recommends the Board;

1. Direct staff to distribute the attached Request for Proposals (RFP) to qualified firms;
2. Upon receipt of the proposals submitted by qualified engineering firms, staff will tentatively schedule Board review at the October 10, 2001 meeting with staff recommendations and,
3. If necessary, provide further direction to staff.

FUNDING:

Funds are not currently provided in the District's proposed FY 2001-02 Budget. It is estimated that engineering services to provide a Facilities Plan would cost between \$15,000 and \$25,000. It is recommended that funds in the amount of \$25,000 be provided in the FY 2001-02 Budget.

Supplemental funding is anticipated if the State Parks Department (Hearst Visitors Center) participates in this study.

DISCUSSION:

The District is currently seeking proposals from qualified engineering firms (see attached RFP) to analyze long discussed modifications to the waste water treatment plant (WWTP) considering project phasing and space requirements. Modifications to the WWTP were originally presented to the previous Facilities Committee and projects incorporated into the 5 year capital improvement program. However, with space limitations within the WWTP site and the need to re-evaluate project priorities, the potential for reclamation water treatment and distribution facilities and the issue of where to locate permanent structures, i.e. the storage building, air piping and upgraded treatment facilities, it is proposed to have a more detailed facilities plan prepared to address these issues.

The deadline for proposal submittals for the Facilities Plan is October 5, 2001 which will provide at least a preliminary status review before the next Board Meeting on October 10, 2001.

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors
Carol Bailey-Wood, Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin, and Eric Schell

DRAFT

August 20, 2001

Kennedy/Jenks Consultants
2191 East Bayshore Road
Palo Alto, California 94303

SUBJECT: Request for Proposals for Treatment Plant Modifications and Facilities Plan

The District is currently seeking proposals from qualified engineering firms to analyze modifications to the waste water treatment plant (WWTP) considering project phasing, treatment process and space requirements.

Modifications to the WWTP were originally presented to the previous Facilities Committee and projects incorporated into the 5 year capital improvement program. However, with space limitations within the WWTP site, there is a need to re-evaluate project priorities, including the potential for reclamation water treatment and distribution facilities and the location of permanent structures, i.e. the storage building, and upgraded treatment facilities.

The scope of work to evaluate the WWTP facilities is described on the attachment.

The District will be accepting Proposals for Engineering and Planning services until October 5, 2001. If you have any questions please call me at 805-544-4011.

Sincerely

John L. Wallace, P.E.
District Engineer

\\LWA01\Proj\084-SSCSD\Facilities Plan\FacilitiesRFP.wpd

Mark Bloodgood, General Manager/Sec.
Robert W. Schultz, District Counsel

Ron Head, Plant Superintendent

Kim Allison, Office Administrator
John L. Wallace, District Engineer

Request for Proposal - Distribution List

1. Montgomery Watson
2. Boyle Engineering
3. Carollo Engineering
4. Brown and Caldwell
5. Parsons, Engineering Science
6. Kennedy Jenks Consultants

**REQUEST FOR PROPOSALS
SAN SIMEON COMMUNITY SERVICES DISTRICT
WASTEWATER TREATMENT FACILITIES PLAN**

The San Simeon Community Services District (District) has prepared this Request for Proposals (RFP) for the implementation of a complete wastewater treatment facilities plan for the community of San Simeon, San Luis Obispo County, California.

Proposal Due Date: October 5, 2001, 4:30 p.m. local time. Any proposals received after this date/time will be returned to the proposer un-opened. It shall be the proposers' responsibility to verify and confirm receipt of the proposals by the specified due date and time.

Proposal Delivery Location: John L. Wallace & Associates, 4115 Broad Street, Suite B-5, San Luis Obispo, CA 93401. To safeguard against pre-mature opening, all proposals shall be in sealed envelopes/containers, with a label containing proposal title, bidder name, and proposal due date and time.

Number of Copies of Proposal to be Provided: 8

Contact: Craig Taylor, John L. Wallace & Associates, District Engineer, San Simeon Community Services District, (805) 544-4011 for details and information regarding this RFP and proposal requirements.

BACKGROUND

San Simeon is an unincorporated, sewered community in San Luis Obispo County, with approximately 400 full time residents and approximately 2,500-peak tourism population. San Simeon is located approximately 35 miles north of the City of San Luis Obispo, California. The San Simeon Community Service District is the government body responsible for wastewater management within the community.

All wastewater within San Simeon flows to the treatment facility by gravity. Wastewater flows from Hearst Memorial State Park and the Hearst Castle Visitor Center are pumped through a 4-inch diameter force main extending from a lift station near the visitor center, to the District's collection system. The facility was designed to provide full secondary treatment that meets the current requirements of the California Regional Water Quality Control Board and the State Ocean Plan. Wastewater flows are "dampened" by a 100,000 gallon equalization basin, before entering the headworks. Pre-treatment is provided by screening and shredding equipment at the headworks. Wastewater is then treated by three extended aeration tanks, equipped with air diffuser headers. An aerobic digester can be put on line as a fourth treatment basin to reach the design capacity of 0.2 mgd. Each of these tanks is equipped with companion settling tanks. The units are arranged in parallel and each unit can be operated independently from the others to adjust for loading needs, and to facilitate maintenance.

Currently, the facility treats an average of approximately 0.080 MGD. The present design capacity of the treated effluent is then discharged to the Pacific Ocean about 900 feet offshore through an 8 inch outfall/diffuser, in approximately 20 feet of water. Sludge was previously handled through a drying process and bagged for disposal. Liquid sludge is now hauled away from the plant for off-site disposal.

The California Regional Water Quality Control Board, Central Coast Region (Region 3), issued Order No. 97-15, National Pollutant Discharge Elimination System (NPDES) No. CA0047961, which regulates the discharge of treated wastewater from the District facility to the Pacific Ocean. This NPDES Permit and Regional Board Order stipulate water quality parameters and other general permit requirements for the protection of water quality and public health. The water quality parameters stipulated in the discharge permit are summarized below:

Summary of Water Quality Requirements, SSCSD Treatment Facility

Constituents/Units	Monthly (30-day) Average	Weekly (7-day) Average	Daily Maximum
BOD ₅ , mg/L	30	45	90
Total Suspended Solids, mg/L	30	45	90
Grease and Oil, mg/L	25	40	75
Settleable Solids, ml/L	1.0	1.5	3.0
Turbidity, NTU	75	100	225
PH	6.0 to 9.0 at all times		
Total Coliform Bacteria MPN/100ml	---	23 (median)	2,400

The original treatment plant was constructed in 1964, with a rated capacity at that time of 50,000 gpd. The plant has since been expanded twice, bringing the rated capacity to 200,000 gpd. A flow capacity study conducted in 1994 indicated that the capability of the treatment plant is taxed when flows reach the 100,000 gpd range.

A recycled water study was recently completed, under a State Revolving Fund recycled water study grant, Contract No. 8-835-550-0. This study focused on the market assessment and recycled water potential in the San Simeon service area.

On July 31, 2001, a Regional Water Quality Control Board staff inspected the treatment plant, in response to odor complaints received from residents and businesses in the area. The Regional Board's letter of August 6, 2001, summarizing the findings of the inspection, is directing the SSCSD to address the odor issues at the plant. In addition, Regional Board staff noted the plant

appears to have reached its "functional" capacity, and that signs of plant aging are evident. A copy of this letter is attached to this RFP, included as Attachment A.

INFORMATION AVAILABLE

Consultants are encouraged to review current available project-related information at the District Engineer's office, John L. Wallace & Associates (JLWA), located at 4115 Broad Street, Suite B-5, San Luis Obispo, California 93401. Consultants must contact Ann Whitehead, JLWA, at (805) 544-4011, to make an appointment to view documents.

Consultants may also request copies of the listed available documents, by contacting Ann Whitehead at JLWA. Consultants will be required to pay all associated costs for reproduction of such documents. Allow 4 business days for delivery of requested documents. Any express mail costs must also be incurred by the proposer.

The following list of documents is not comprehensive. Key documents available for review at the District Engineer's office, are listed as follows:

- John L. Wallace & Associates, Water Recycling Planning Study, prepared for San Simeon Community Services District, August 2001.
- San Simeon Community Services District, Wastewater Treatment Plant 3 Year Plan, January 2000.
- Kennedy/Jenks Consultants, Wastewater Treatment Plant Flow Capacity Study, prepared for San Simeon Community Services District, November 1994. (Included as an appendix to the Treatment Plant 3 Year Plan).
- Regional Water Quality Control Board, Order No. 97-15.

INQUIRIES DURING PROPOSAL PERIOD

Consultants must direct all inquiries to the District in writing, via mail or facsimile (805-544-4294), or by e-mail (craigt@jlwa.com), to the attention of Craig Taylor, Associate Engineer. All inquiries will be responded to in writing, and questions and responses will be disseminated to all consultant teams for their consideration. The origination of the questions will not be disclosed. **All inquiries must be received no later than Friday, October 1, 2001 (close of business) in order to receive responses from the District.** Inquiries received after this deadline will not be considered or responded to.

Each proposal team will be allowed one 1-hour meeting with the District, separate from the pre-proposal meeting to get further acquainted with the Project and District staff. Arrange for such meeting through the District Engineer to make an appointment.

PRE-PROPOSAL MEETING

A pre-proposal meeting will be held on Friday, September 21, 2001, from 1:00 p.m. to 2:00 p.m., in the Conference Room, Cavalier Hotel, 250 San Simeon Avenue, San Simeon, California 93452. A brief plant tour/site walk will immediately follow the pre-proposal meeting. Attendance is encouraged, but not mandatory. The District will present an overview of the project and will review the proposal requirements. The District will answer any questions from attendees during the meeting. Consultants are encouraged to visit the project site at any time during the proposal period to acquaint themselves with the project; however, consultants must contact Mr. Ron Head, Plant Superintendent, at (805) 927-4918 for an appointment.

ADDENDA TO RFP

Through the course of the proposal development, consultants may raise questions concerning the RFP, which may impact proposals. The District will issue addenda as necessary to further clarify the requirements and expectations of the RFP. The District reserves the right to issue addenda up to 5 business days prior to the due date of the proposal, without time extension of the proposal due date. At the time each addendum is issued, consultants shall acknowledge receipt by immediately faxing the acknowledgment form (included with the addendum) to the District.

PROPOSAL REQUIREMENTS

Submit One Proposal. Prime consultants shall be limited to only one proposal/project team for the Project.

Proposal Rejection or Withdrawal. Late proposals (submitted after the specified due date/time) shall be rejected by the District, and returned un-opened to the Proposer. The District reserves the right to accept or reject any or all proposals. Proposals may be withdrawn by a signed written request submitted to the District at any time prior to 4:30 p.m. of the due date of the proposal.

Project Manager. The Project Manager shall be the same person named as Project Manager in the Proposal, and shall be dedicated to this Project as appropriate to execute the project in a timely and effective manner. Should the designated Project Manager not be able to fulfill this commitment during the course of the Project, the Consultant shall notify the District within 10 working days of proposed personnel change, and shall submit the qualifications of the new proposed Project Manager, subject to approval by the District.

Agreement. Upon notification of selection for the project, consultants shall provide a standard professional services contract for review and negotiation by the District.

PROPOSAL FORMAT

General. Proposals shall be prepared in accordance with the format specified in this section. Proposals that do not follow this format will be subject to rejection by the District. Provide proposals in the following format:

Provide your proposed fees in a separate sealed envelope, clearly marked with the proposer's company name and address, and labeled "Proposed Fees for San Simeon Community Services District Wastewater Treatment Facilities Plan. Prime consultant fees shall be broken down by manhours per task, in accordance with the labor classifications and rates specified, and per Section 5 of the Proposal.

Letter of Transmittal. Provide a brief transmittal letter (2 pages maximum) transmitting the proposal to the District.

Table of Contents.

Section 1. Project Understanding and Approach. Provide your team's understanding and approach to the overall project. Discuss issues and concerns, and express your ideas and methodology on how best to approach and execute the project. Include your approach to project management, teamwork, communications, quality assurance/control, and other key considerations.

Section 2. Project Team/Qualifications. Provide an organization chart showing the project team, team organization/lines of communication, and team member qualifications germane to this project. Clearly state your proposed project manager and corresponding qualifications. The proposed Project manager must be a California licensed Professional Engineer. Include all subconsultants as part of the proposed team, and describe your past working relationships with each subconsultant. Full resumes shall be placed in Appendix A. Team member references shall be included in Appendix B. Provide a minimum of three references for the proposed Project Manager, and state the contact/agency name, brief title/description of project, contact telephone number.

Section 3. Relevant Project Experience. Provide your team's relevant project experience as it relates to the nature of this project, including the experience of proposed subconsultants, if any. Include projects of similar nature, magnitude and complexity to this project. Provide the year(s) the Work was performed, and identify key team members and their roles on the project. Projects listed should be specifically relevant to key aspects of the San Simeon Facilities Plan.

Section 4. Scope of Services. Provide a detailed scope of services for the project, based on the scope outline in this RFP.

Section 5. Manpower Estimate. Provide a manpower estimate, broken down by hours and task, that demonstrates your understanding of the scope of work and level of effort required to accomplish all tasks. Differentiate prime consultant's level of effort from that of any proposed subconsultants. The manpower estimate shall be broken down by task and subtask, with personnel classifications indicated. Provide the standard billing rate sheets for the prime consultant and each subconsultant, and include such billing rate sheets in Appendix C.

- **Section 6. Project Schedule.** Provide a project schedule, in graphic format, along with written explanation of assumptions, or specific details, issues or concerns regarding the proposed schedule. Show graphically and clearly indicate all schedule components, including compliance schedules, key milestones, schedule items for District and agency review, and other items as deemed necessary. Clearly state all assumptions and basis for the proposed schedule. The District is under direction by the Regional Water Quality Control Board to provide this facilities plan, and as such, time is of the essence. Please be aware that District Board meetings are scheduled for the second Wednesday of each month, in consideration of your development of the schedule. The District will require that consultants address interim (short-term) recommendations for odor control at the treatment plant in an expeditious manner.

The proposal and estimated project award schedule is as follows:

Item	Date
Proposal Due	October 5, 2001, 4:30 p.m.
District Review of Proposals	October 9, 2001 through October 19, 2001
District Recommendation of Short-List (3 firms)	October 22, 2001
Interview Firms	October 26, 2001, interviews conducted at 10:30 am, 1:00 p.m., and 2:30 p.m.
District Recommendation of Selected Firm and District Board Approval to Award	November 14, 2001
Consultant Notice of Contract Award	November 15, 2001

- Appendix A. Team Member Resumes
- Appendix B. References
- Appendix C. Billing Rates
- Additional Appendices as deemed appropriate

Other Requirements. Proposals shall be comb-bound or in 3-ring binders. **Minimum font size for text shall be 12 point, except for headers, footers, footnotes, etc.** There will be no page limitation specified; however, consultants are encouraged to keep proposals brief and succinct.

PROPOSAL RANKING CRITERIA

Proposals will be ranked by the District based on established ranking criteria. The approximate value of each criterion is stated immediately following each criterion. Criteria and relative "point" values are as follows:

- Project Understanding and Approach, 25 points
- Team qualifications, 25 points
- Project Schedule, 20 points
- Responsiveness to RFP, 20 points
- Manpower Estimate, 10 points

All proposals will be ranked on these criteria, and a short-list of three firms will be chosen. The District will select the interview times at random, and will notify each team as to their respective time slots for interviews. The interviews will consist of a 30 minute presentation by the project team, followed by a 20 minute question and answer period. The top three candidates will be interviewed, and the top firm selected based on the outcome of the respective proposals and interviews. The top-ranked firm will then enter contractual and fee negotiations with the District, and should the District and top-ranked firm not satisfactorily negotiate the agreement, the second-ranked firm will enter negotiations, and so forth. For clarification purposes, the manpower estimate criterion will be evaluated based on consultant's demonstrated understanding of the level of effort required for the various tasks (not price).

OVERVIEW OF SCOPE OF SERVICES

Consultants shall prepare the scope of services based on the following task descriptions. Consultants may, at their discretion, recommend modifications or additions to tasks as deemed appropriate based on their experience. Where modifications are proposed, consultants shall clearly indicate the proposed change to the scope of services. Such proposed changes to the scope of services shall be included as separate line items in the proposed consultant manpower estimate, described in more detail later in this RFP. The consultant's scope of services shall encompass all required disciplines and specialty subconsultants to perform the required services to maintain the District's goals for this project.

Task 1. Project Management

Task 1.1, Day-to-Day Project Management. This task shall be based on consultant's proposed scope and schedule for design services. This task shall include day-to-day coordination and management, one project kick-off meeting, one progress meeting (around the 50 percent completion level), one review meeting (prior to submission of final report), presentation of final report at one District Board meeting (second Wednesday of each month). The Project Manager shall provide written monthly status reports to the District, including, at a minimum, the status of project budget, schedule, issues and concerns, work completed, work scheduled for next period.

Task 1.2, Existing Data Collection and Review. Conduct information collection and review tasks as necessary for the Project. The District will assist the Consultant to the extent feasible, but it will be the responsibility of the Consultant to obtain the needed project information to perform the Work.

Task 2. Evaluation of Permits and Regulations

Identify all applicable regulations germane to the District's wastewater treatment facility, and provide an evaluation of existing and anticipated regulations and permit requirements relative to the treatment and discharge/disposal of wastewater from the San Simeon Community Services District wastewater treatment facility. This evaluation shall address the District's current operations, and the proposed operations to upgrade the treatment facilities. Incorporate future permits and regulations as part of the facilities planning and upgrade recommendations in the facilities plan.

Task 3. Financing Alternatives

Provide a summary of available grant and loan funding alternatives, on the local, State and Federal level, for treatment plant and water recycling projects relative to the facilities plan.

Task 4. Evaluate Wastewater Treatment Plant

Provide a complete evaluation of the District wastewater treatment facility. The evaluation shall accomplish the following:

- Re-assess the actual treatment plant capacity in its current state and configuration. Evaluate existing treatment plant influent quality and flow characteristics, and project quality and flow parameters through the planning horizon (20 years).
- Provide recommendations for interim (short-term) and permanent improvements to address odor problems at the treatment plant site. Evaluate the specific odor potential from the Visitor's Center force main, which discharges to an upstream manhole (south side of Pico Creek) before draining by gravity to the treatment plant. This force main, which conveys raw sewage 3 miles from the Hearst Visitor's Center and State Beach Park, is believed to be a significant contributory source of odors at the plant. Evaluate feasibility of integrating the aeration and equalization basins into odor control facilities at the treatment plant site.
- Recommend improvements to refurbish treatment plant to achieve rated capacity of 0.2 MGD, to upgrade to provide tertiary (Title 22-unrestricted) recycled water at this capacity, and to enhance the reliability of the treatment plant. Evaluate existing sludge treatment and handling processes, and provide recommendations for improvements. Evaluate backup/emergency power requirements, redundancy and process treatment reliability. Provide recommendations for site work improvements, including the storage building, site drainage, and general civil improvements. Also provide recommendations on concrete repairs and air piping replacements.

- Evaluate the treatment plant operations and equipment, and make recommendations to enhance the energy efficiency of the treatment facility. Estimate useful remaining life of existing equipment, and make recommendations for upgrade or replacement.
- Recommend improvements to expand treatment plant capacity to 0.3 MGD, and identify site constraints in this regard including location and site of facilities including but not limited to the District operations office lab and storage/tool shed. Evaluate expansion of the current process treatment train relative to alternative or new technologies to meet future plant capacity.
- Evaluate plant staffing needs relative to the existing and future treatment plant operations. Make recommendations as to additional staffing needs, and any special training needed for existing and future plant process operations.
- Evaluate the availability of recycled water relative to diurnal and seasonal variations in flow. Make recommendations as to needed recycled water storage, availability and ability to provide storage on-site. Assess the impacts on the existing ocean outfall relative to fluctuating and reduced outfall flows as a result of water recycling/reuse in the San Simeon area. Provide recommendations on needed pumping facilities to distribute recycled water, and estimate future footprint and recommended location of such facilities at the treatment plant site.

Task 5. Evaluate Capital and O&M Costs

Prepare capital and operation and maintenance (O&M) costs of all items addressed in the facilities plan. Project costs out 20 years through the planning horizon. The District will provide all available financial information relative to wastewater system budgets as part of this task.

Task 5. Prepare Facilities Plan

Prepare the facilities plan report, incorporating Task Items 2 through 5 of this scope of services. During the early stages of the project, provide the District with a preliminary outline of the facilities plan, for review and comment.

Deliverables


Interim Odor Control Technical Memorandum (8 copies)

Draft Facilities Plan Report (8 copies)

Final Facilities Plan Report (20 copies plus electronic copy on CD-Rom)

SAN SIMEON COMMUNITY SERVICES DISTRICT

111 Pico Avenue
San Simeon, California 93452
(805) 927-4778

DATE: September 12, 2001
TO: Board of Directors
VIA: Mark Bloodgood, District Manager
FROM: John L. Wallace, District Engineer 
SUBJECT: Motel 6 Waterline Loop - Project Status

RECOMMENDATION:

1. Authorize staff to solicit bids as shown on the attached tentative construction schedule.
2. Direct Staff to coordinate this schedule with the Motel 6 and the Chamber of Commerce.

FUNDING:

Currently, funds in the amount of \$40,000 are targeted for the District's preliminary FY 2001-2002 Budget under W-5 for water line construction.

DISCUSSION:

The District has obtained a water line easement through the Motel 6 parking lot as shown on the attached plans.

Attached is a 90 percent complete package of the Contract Documents, Specification and Construction Drawings for Board review and consideration of the subject project.

The completion of the water line will improve water quality and fire flow capabilities in accordance with the water system priority improvements as previously reviewed by the Board and as shown in the Five Year Capital Improvement Plan.

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SAN SIMEON COMMUNITY SERVICES DISTRICT
TENTATIVE CONSTRUCTION SCHEDULE

**Castillo and Avonne Avenue Water Line Loop
(Motel 6)**

Board Authorization to Solicit Bids	September 12, 2001
1 st Notice Inviting Bids	October 2, 2001
2 nd Notice Inviting Bids	October 9, 2001
Pre-Bid Conference (Wednesday, 1:00 PM)	October 17, 2001
Receive Bids (Tuesday 3:00 PM)	November 6, 2001
Award of Bid	November 14, 2001
Notice of Award *	November 15, 2001
Notice to Proceed*	November 30, 2001
Start Work	January 2, 2001
Completion - (45 Calendar Days)	February 17, 2002

* send Certified Mail
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THIS IS NOT A PART OF THE CONTRACT

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors
Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

MEMORANDUM

DATE: September 7, 2001
TO: Board of Directors
VIA: Mark A. Bloodgood, General Manager
FROM: Eileen M. Hogan, Assistant General Manager
SUBJECT: Odor Control Articles

I'm forwarding three articles relating to odor control issues. They are very informative and may prove helpful in the long range planning process. It's also nice to know that we're not the only place having to deal with an odor problem.

I did speak with the sales manager for one of the companies, ILC Dover, Inc. Two of the articles are from his firm. They have extensive experience in odor control and are currently under contract for several jobs in California. He is sending me additional information next week.

Controlling Wastewater Treatment Plant Odors in a Resort Community

OdorControl

By Tom Morris, Fuller & Morris Engineering, Inc.
and Ralph Lecky, ILC Dover, Inc.

As a growing resort community, Newport, OR, wanted to find a way to minimize odors from its downtown wastewater treatment plant. The city installed structural-fabric covers on its secondary clarifiers as part of the solution.

Established in 1882, Newport, OR is a unique blend of nature and progress. Located on Oregon's west coast where the scenic Yaquina river meets the Pacific ocean, Newport is a bustling community of 10,000. The heart of Newport is along a working waterfront on Yaquina Bay where fishing fleets and fresh seafood markets coexist with galleries, gift shops, and family attractions. Across the bay is the acclaimed Oregon Coast Aquarium, home to one of Newport's most famous residents-Keiko the killer whale, a.k.a. "Free Willy."

the late 1980s conducting operations within an epicenter of tourist traffic and thriving commercial activities.

With a growing population of both residents and tourists severely taxing the plant's treatment capacity and with the plant's downtown location, controlling odors grew in importance, while the task also grew in difficulty thanks to higher volumes and greater public scrutiny.

During non-summer months, Newport's cool, breezy coastal climate helps dissipate the odors. However, summer months with

their calmer weather and peak tourist population is a time when odors from the wastewater treatment plant become extremely objectionable to surrounding neighbors.

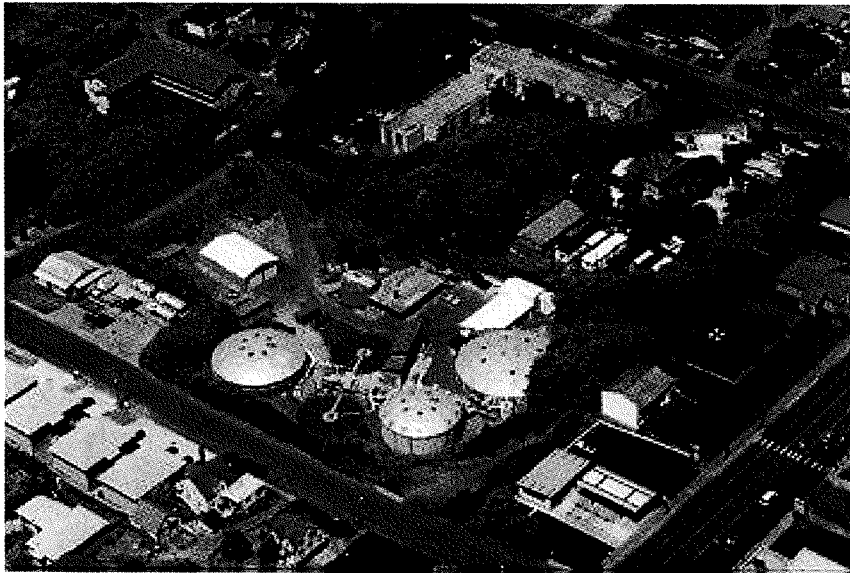
Initial attempts to control odor emissions met with mixed results. The primary clarifier and trickling filters were placed under domed covers and the odor emissions vented to dry carbon scrubbers. Deodorizing misters were also employed but with less satisfactory results.

With daily odor complaints from businesses and residences and with the city concerned about negatively impacting its growing tourist trade, efforts began in early 1997 to solve the odor problem. Fuller & Morris Engineering, Inc., Corvallis, OR, was contracted to conduct an air quality testing program and recommend odor control measures for the wastewater treatment plant.

Air quality testing to identify odor emissions sources consisted of collecting 13 Tedlar bag air samples from eight locations within the facility, and then testing for sulfur compounds and VOCs. The samples were analyzed for 20 sulfur compounds by gas

chromatography/flame photometric detection (GC/FPD), using a Hewlett Packard Model 5890 equipped with a flame photometric detector.

The samples were also analyzed for VOCs by gas chromatography/mass spectrometry (GC/MS) utilizing a direct cryogenic trapping technique. A Hewlett Packard Model 5989 GC/MS/DS interfaced to an Entech 7000 whole air inlet system/cryogenic concentrator was used for the analysis. A 100% dimethylpolysiloxane capillary column was used to achieve chromatographic separation. The analysis was performed in accordance with EPA Method TO-14 from the Compendium of



Newport's wastewater treatment plant experienced a rise in volume as the area as a tourist destination.

With the aquarium drawing over 800,000 visitors a year to Newport-and with other attractions such as the Mark Hatfield Marine Science Center, historic Nye Beach, two lighthouses, and numerous museums-Newport is developing into a major resort and research center.

Participating in Newport's transformation from a quiet working community to a high-profile resort area is the city's wastewater treatment plant. Located on a small parcel of land on historic Nye street and surrounded by commercial and retail establishments as well as single and multi-family residences, this 2.6 MGD (million gallons per day) treatment plant found itself in

Methods for the Determination of Toxic Organic Compounds in Ambient Air. The following table shows the results of the air sample analyses.

The results of the air quality testing indicated that two areas of the facility were acting as odor emission sources:

- The uncovered portion of the plant's headworks; and
- The parshall flume

Although the air samples collected near the secondary clarifiers had no detectable concentrations of sulfur compounds or VOCs, the clarifiers were open structures such that gas emissions could have been released to the atmosphere before being detected. The "timing" of sample collection could have resulted in the zero emissions analysis as well. The secondary clarifiers were determined to be a source of odor because the trickling filters immediately upstream were "sloughed" daily during low flow periods and the bio-mass was being flushed to the secondary clarifiers. Furthermore, since the two secondary clarifiers were large open basins, the public perceived them as a major source for the plant's continuing odor emissions.

The consulting engineers recommended that covers be placed over the headworks, the parshall flume, and other open flow channels and the secondary clarifiers. In other words, the remaining open-top sewage handling structures at the Newport wastewater facility were to be covered.

In addition, new odor scrubbing capacity was added to treat the collected, foul air. Two new scrubbers, each rated at 8,000 cfm, were added to the plant's air emission treatment system. Two existing 6,000 cfm scrubbers were also retrofitted with new water regenerated carbon media.

In June 1997, the city of Newport solicited proposals for covers for the secondary clarifiers. Key performance and design requirements contained in the secondary clarifier cover solicitation were that the cover system not permit odors to escape when a negative pressure was provided under the cover by the odor air removal equipment.

The city also required that the cover system be designed such that the clarifier drive assembly could be removed from the clarifier for maintenance and replaced without removal of the cover system. Perimeter panel access doors were required for access to scum baffle, weirs, launder, and scum trough. The required doors needed to be large and lightweight for easy lifting and access for maintenance and inspection. The city also required that the cover system structural framework be made of corrosion-resistant material and that all attachment fasteners be stainless steel.

The city recognized that flat-profile covers - unlike the wastewater treatment plant's previous domed covers - not only minimized air scrubbing volumes but also minimized the acquisition and operating costs of air scrubbing equipment. Newport wanted the cover system to have a low profile for minimum air scrubbing volumes. It was specified that the top surface was not extend beyond three feet of the top of the clarifier perimeter concrete tank wall. The covers chosen by Newport were installed nine inches below the top of the tank walls.

Newport procured a structural-fabric cover system, known as Vapor Guard®, from ILC Dover, Inc. ILC was awarded a turnkey contract for the design, engineering, and installation of the two 55-ft diameter secondary clarifier covers. Installation of the cover system required about three weeks and was completed in June 1998. While the installation is still recent, immediate results were seen. odors emanating from the wastewater treatment plant are now considerably reduced as the cover system satisfied the city's needs and requirements.

For more information, please contact ILC Dover, Inc.; One Moon-walker Rd.; Frederica, DE 19946; (800) 631-9567.



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Technology Review: Biofiltration System Controls Odors from Wastewater Pretreatment Plant

By Jimmy Chou and George Volpentesta

Chou and Volpentesta are engineers in the DNR's Southeast Region Air Program in Milwaukee.

What do you get when you put a new housing development next to an existing wastewater pretreatment plant? The answer is, usually trouble, and that is what it seemed would happen when houses began appearing around Kerry Ingredients in Jackson, Wisconsin.

Kerry Ingredients processes food ingredients such as powdered milk and cheese. The company has its own pretreatment facility which reduces the strength of wastewater discharge into the village wastewater treatment plant. The wastewater pretreatment consists of an open top equalization tank, anaerobic digester, de-gas tower, clarifier and oxidation ditch. As is common with this type of process, a distinct sewage type odor could be detected around the pretreatment plant. The odor of concern seemed to be originating from three areas: the equalization tank, de-gas tower and the clarifier. In the past, the odor was not a major concern because no one lived nearby.

During the summer of 1995, as people began moving into their new homes, the Department of Natural Resources began to receive many odor complaints. Representatives from the DNR's Air Management and Wastewater programs soon visited the plant and began working with the company on solving the potential odor problems.

Though the Department never determined the odors to have reached malodorous or objectionable levels, the company hired a consultant and explored several options to minimize the odors. Of those studied, it was determined that biofiltration was the most cost effective and viable option. The company's concern was not only the initial installation cost but also the long term operating and maintenance (O & M) cost. The biofiltration system happened to have the lowest O & M cost. The company invested approximately \$250,000 for the entire project.

A simple system

The biofiltration system is relatively simple and includes covers on the equalization basin, de-gas tower and anaerobic clarifier, with emissions from these areas exhausted to either one of two 30 ft. by 40 ft. biofiltration beds. The biofiltration beds consist of soil covered with gravel and utilize naturally occurring microorganisms injected into the soil (also called filter media or biofilter media) to control the odorous VOC emissions. The top layer is formed with 3 inches of washed stone to cover the filter media. Located directly underneath the filter media is the air distribution zone which directs how odorous gas distributes. The beds are believed to have a control efficiency in the 95% to 99% range at optimum operating conditions.

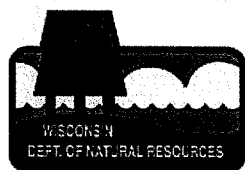
The parameters which are key to the success of this system are biofilter media, moisture content,

media pH, temperature, biofilter sizing and layout, retention time, design of air supply and distribution, nature of odor and filter coverings. The company has indicated that maintaining the system is relatively painless. They are using a regular garden hose to sprinkle water through the top layer to the filter media to make the bacteria happy and active. Because of the wet summer, the company had to drain water from the bottom of the bed instead of adding it.

Since the system was installed and began operation, DNR staff have visited the site and observed a significant reduction of odor in the immediate area. As a result, we came to realize that the human nose is one of the most effective ways of evaluating the system. While the numbers of houses constructed in the area has doubled since last summer, complaints from nearby residents have dropped significantly. A stack test has not been performed so hard data is lacking to show how well the system is working, but it is very promising that people in the area are no longer complaining.

The company was proactive and interested in resolving the issue and that made the difference. This experience demonstrates how the DNR can resolve a dispute between citizens and industry through negotiation, communication and innovation, rather than enforcement action.

The gravel-covered area above is one of two biofiltration beds that deodorize air emissions at Kerry Ingredients in Jackson, Wis. Since the biofiltration beds were installed, complaints from neighbors have dropped dramatically. Plant workers use a garden hose to keep the filter media adequately wet.



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Last Revised: June 1, 1998

Wastewater Odors Go under Cover

PROBLEM:

A new residential golfing community wanted to prevent odor emissions from the local wastewater treatment plant from affecting the lifestyle of its residents.

SOLUTION:

Flat structural-fabric covers were installed over the treatment plant's aeration tanks and primary clarifiers.

Prescott, Ariz., about 90 miles northwest of Phoenix, is known as Arizona's mile-high city. The county seat for Yavapai County, Prescott is the center of commerce and trade for a tri-city area of 85,000 people and has become a desirable place to live and work. As a result, new residential developments, like the Hassayampa golf community, are on the rise.

The community is somewhat unusual because hydrological flow conditions necessitated that its wastewater treatment plant be located in the center of the golf course. Operated by the City of Prescott, the treatment plant features a covered flow-equalization tank, six 11-m x 11-m (35-ft x 35-ft) aeration tanks, and two 4-m x 21-m (12-ft x 70-ft) primary clarifiers.

After investigating chemical injection, scrubbers, and one natural odor-control option that combined a landscape berm and a filter, project managers decided the most effective strategy was to install covers over the wastewater treatment tank, says Project Manager John Colter. "There were many reasons why we went with the covers [even though] they had a higher up-front cost than several of the alternatives," he says.

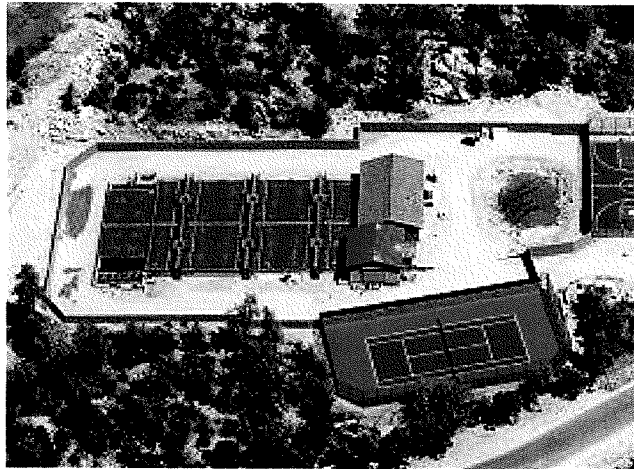
"We [recognized] that the wastewater treatment plant's location created a potential for odor emissions as well as negative line-of-sight visuals, and [we wanted] to preemptively address these issues," says Project Superintendent Dave Holmberg.

"Our selection criteria required that the wastewater treatment tank covers provide total and long-term containment of odor emissions, enhanced line-of-sight visuals for the residents, and significant tank access for [easy] maintenance of aeration equipment and primary clarifier flights," Holmberg says. After evaluating various covers, he contracted with ILC Dover Inc. of Frederica, Del., to supply structural-fabric Vapor Guard covers.

"We determined that Vapor Guard's heat-sealed seams were superior to aluminum or fiberglass gasketed panels," Holmberg says. In addition, he says, the covers are ideally suited for the residential area because they have a flat profile and come in a dark, earth-tone color that blends in with the vegetation screens planted around the facility.

The covers were designed with four 11-m x 9-m (35-ft x 30-ft)

and four 11-m x 4-m (35-ft x 12-ft) removable modular sections to give maintenance crews easy access to the aeration tanks. The primary clarifier covers were designed with two 8-m x 9-m (25-ft x 28-ft) removable modular sections (these two covers span a common intermediate wall, so the two adjacent clarifier tanks are treated as one structure).



A Prescott, Ariz., wastewater treatment plant uses structural-fabric covers to keep odors away from a residential golfing community.

Since being installed in March 1999, the covers have significantly reduced odor emissions and improved line-of-sight visuals for the residents, Holmberg says.

"We've had no odor complaints," Colter adds, noting that the only drawback to the covers has been that it now takes personnel longer to access the plant for maintenance.



The Structural-Fabric Cover



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County of San Luis Obispo

Office of the Auditor-Controller
Room 300 County Government Center
San Luis Obispo, California 93408
(805) 781-5040 FAX (805) 781-1220



GERE W. SIBBACH, CPA
Auditor-Controller

BILL ESTRADA
Assistant

August 31, 2001

San Simeon Acres CSD
Attn: Forrest Warren
111 Pico Ave.
San Simeon, CA 93452

Re: 2001-02 Estimated Revenues, Values

Dear Mr. Warren:

Sections 97 and 98 of the Revenue and Taxation Code provide for the allocation of property tax revenues derived from levying and ad valorem property tax rate of one dollar (\$1) per hundred dollars (\$100) of taxable value.

The values are supplied to this office by the County Assessor and the State Board of Equalization. The estimated revenue, calculated by our office, does not include an adjustment for revisions to the roll or unsecured delinquency.

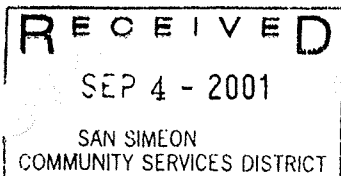
The taxable values and corresponding estimated tax revenue for Fiscal Year 2001-2002 are:

	SECURED	UNSECURED	HOMEOWNERS EXEMPTION	UNITARY REVENUE	REDEV. REVENUE
Net Value	60,592,008	1,681,900	430,974	XXXXXXXXXX	XXXXXXXXXX
Est. Revenue	46,942	1,809	760	932	XXXXXXXXXX

Should you have any questions regarding revenues or values, contact me at 781-5037.

Sincerely yours,

Marsha Stillman
Property Tax Manager



San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

August 28, 2001

Jay Walter, Director
California Department of Transportation - District 5
50 Higuera Street
San Luis Obispo, CA 93401-5415

**Re: North Coast Area Turnouts - Highway 1
Located between San Simeon and Hearst Castle**

Dear Mr. Walter:

At the August 8, 2001 meeting of the San Simeon Community Services District, local residents and a Sheriff Department representative raised concerns regarding the increased number of tourists attempting to park and camp in the three (3) turnouts located on Highway 1 between Hearst Castle and San Simeon. The Sheriff's office indicated they had contacted CalTrans to request that the parking regulations be tightened up. At the urging of community members and law enforcement, the Board of Directors requested that staff also contact your office regarding this situation.

In visiting the three (3) turnouts, it is clear that there is inadequate posting relating to parking regulations. At least two of the turnouts have only one sign and their location is not readily visible upon entering the turnouts. This lack of signage and visibility could be contributing to the situation.

Please take these concerns under advisement. We would appreciate your assistance in addressing this matter. If you require any additional information, please feel free to call.

Sincerely,

Eileen M. Hogan
Assistant General Manager

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors
Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

August 29, 2001

Michael Hanchett Sr.
Cavalier Inn
250 San Simeon Avenue, Suite 4C
San Simeon, CA 93452

RE: Invoicing - Towing Service for 1991 Blue Chevy Truck

Dear Mike:

At the last regular meeting of the San Simeon Community Services, you re-stated your willingness to pay for the removal of the 1991 Blue Chevy truck from the treatment plant location. Per your request, I am enclosing an invoice for the towing of the vehicle by Cambria Towing on August 1, 2001.

Thank you for offering to provide this service. The kind gesture was sincerely appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Mark A. Bloodgood".

Mark A. Bloodgood
General Manager

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors
Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

INVOICE

August 29, 2001

BILL TO:

Michael Hanchett Sr.
Cavalier Inn
250 San Simeon Avenue, Suite 4C
San Simeon, CA 93452

8/01/01	Towing Service - 1991 Blue Chevy Truck Cambria Towing - Contractor	\$ 100.00
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Total Charges Due:	\$ 100.00
--------------------	-----------

**Please make check/money order payable to:
San Simeon Community Services District
111 Pico Avenue
San Simeon, CA 93452**

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors
Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

MEMORANDUM

DATE: August 8, 2001
TO: Board of Directors
VIA: Mark A. Bloodgood, General Manager
FROM: Eileen M. Hogan, Assistant General Manager
SUBJECT: Storage Building

With regards to the storage building matter, I found it most helpful to review the minutes of the past year in order to better understand where we are at this time. Attached you will find excerpts from Board minutes of the past year relating to the various discussions and actions of the past year.

Vice-Chair Mirabal-Boubion moved, seconded by Director McLaughlin, to authorize staff to submit a CalFed Water Use Efficiency Program grant application to the California Department of Water Resources. The motion carried unanimously (4 - 0).

5.7 Consideration of Storage Building Alternatives

Mr. Wallace reviewed his February 7 memorandum, which included site plan sketches and cost estimates. He said the 2000-2001 Budget includes \$70,000 for this project, and that a two-bay block storage building could be constructed for that amount. In response to a question from Director McLaughlin, Mr. Wallace said he recommends the two-bay building design, but that staff could bring back a more definitive design for further consideration, if the Board would prefer.

Chairperson Bailey-Wood said that the recommended design seems to provide for the needs of the District and money is provided in the Budget, so she favors the project as proposed, but she asked if there was any public comment. Michael Hanchett of the Cavalier Inn said that no one disagrees with the need for a storage facility, but the central issue is the need for a master plan for the site, and that a portable storage facility would be more appropriate at this time. Terry Lambeth said the Facilities Committee thoroughly reviewed this matter within the past few years, and the Board should review the Committee files and minutes.

Director Kiech said he does not approve of the proposed design because the Board should develop a master plan for the plant site before committing to construction of a permanent storage facility. Mr. Hanchett said temporary structures can be rented for about \$400 per month or purchased for about \$6,000 and can be delivered from Long Beach in about a month, and he suggested that the Board authorize staff to immediately obtain such a temporary structure.

Director Kiech moved, seconded by Vice-Chair Mirabal-Boubion, to direct staff to pursue immediate acquisition of a temporary storage structure for the wastewater plant site.

- Aye : Vice-Chair Mirabal-Boubion, Director Kiech, Director McLaughlin (3)
 - Nay : Chairperson Bailey-Wood (1)
 - Absent : Director Schell
- Aye (3), Nay (1). The motion carried .

5.8 Consideration of Waterline Alternatives between San Simeon and Cambria

Mr. Wallace said this matter was placed on the agenda to provide the Board with an opportunity to discuss the proposed pipeline between San Simeon and Cambria. He recommended that the Board designate an ad hoc Water Committee to meet with officials from the Cambria Community Services District to determine what options for water the two communities may have. Director McLaughlin concurred, and he recommended that Director Kiech and Chairperson Bailey-Wood serve on such a committee. Terry Lambeth agreed with the formation of such a committee, and he also volunteered to serve.

Vice-Chair Mirabal-Boubion moved, seconded by Director Kiech, to designate an ad hoc Water Committee comprised of Chairperson Bailey-Wood, Director Kiech, District Engineer Wallace and citizen representative Lambeth to meet with representatives of the Cambria Community Services District to discuss desalination and other water alternatives. The motion carried unanimously (4 - 0).

6. BOARD / STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

Chairperson Bailey-Wood said that the Board should hold a special workshop on planning

Director McLaughlin made the motion, Seconded by Director Schell to approve a contract with John L. Wallace & Associates for Interim General Manager. The motion carried unanimously.

5.2 Public Recycling Containers

Director McLaughlin has contacted M. Whittlesey of the County Public Works Department regarding types of containers. He was also going to find out from the contractors what the cost was. Dee Dee Ricci was concerned if they were town containers or curbside. These containers would be centralized containers.

This issue is to be carried over to the next meeting for further investigation.

5.3 Mid Year Budget Review

Mr. Wallace said that the budget was not completed prior to Mr. Cole's departure. He said that a suggestion was made that due to the transition, it would be beneficial to create a year-to-date financial statement and have it reviewed by Mr. Crosby. An alternative would be to wait until the budget sessions begins in April or May.

It was moved by Director McLaughlin, Seconded by Director Mirabel-Boubion to proceed to have Mr. Crosby review the District's budget status at this time. The motion carried unanimously.

5.4 Storage Building Alternatives and Cost Comparisons

Mr. Wallace reported status. Director McLaughlin asked if a permanent storage might interfere with plant expansion operator. Michael Hasset said that they would need a place to work but would like to see the overall plans for the plant. He also said that they have run out of space for tools and equipment. Mr. Wallace presented examples of portable storage containers for review. Superintendent Ron Head indicated that the insurance company won't go for a steel or wooden floor. He liked the old design, but would not need to replace the existing building. Chairperson Bailey-Wood indicated she is in favor of the permanent building.

It was moved by Director McLaughlin, seconded by Director Shell to proceed with the steps necessary to design and build (a permanent shop) storage building. The motion passed 3-2 with Directors Kiech and Mirabal-Boubion voting no.

B. Design Services for Storage Building

Mr. Wallace reviewed the action taken at the last Board meeting to go ahead with the storage building replacement at the Wastewater Treatment Plant. Proposals were solicited from engineering firms and architects for the design of the building resulting in three proposals that ranged in price from \$7,480 to \$9,500. It is recommended that the Board approve a contract with Robert Vesley and Associates, of San Luis Obispo, in the amount of \$7,480 to provide design service for the block storage building. The design services also include the engineering and structural engineering services as well.

Public comment was received. Mr. Hanchett commented on the permitting and whether or not this project was subject to the limitations of ordinance No. 66, restricting new water using developments.

Staff was directed to review these questions and to report at the next meeting.

It was moved by Director Kiech, Seconded by Director Mirabal-Boubion to have staff report on these issues at the next meeting. The motion passed unanimously.

C. Update on Warren Reservoir Investigation (Verbal)

Mr. Wallace stated that staff is continuing to look into the Warren Reservoir as a water project for the District. He said that he has been coordinating with Mr. Warren as well as the Cambria CSD. There were two offers that Mr. Warren made; one offer to the Cambria CSD and one to the District. Mr. Wallace indicated that contact has been made with the consultant being used by Cambria. Hopefully, the Cambria studies could be expanded upon to include an evaluation for San Simeon's purposes.

D. De-sal Pipeline - Coastal Appeal of Time Extension

Mr. Wallace indicated that because of the type of action taken by the County, the appeal may not be valid. The Planning Department is reviewing this with the Coastal Commission staff.

E. Avonne, Castillo Waterline Loop (Motel 6 Right-of-Way)

It was reported that Mr. Schultz has been persistent in trying to get action from Motel 6. Mr. Schultz indicated that they are continuing to call to get a signed easement. He indicated that he has remained in contact with their attorneys, but has not received a final document. He reported that we should have it by the next meeting.

5.8 Adjustments/Board Communications

A. Security Deposit - 9128 Balboa

sewer lines. The company videotapes the sewer lines and then does a point repair that is quite a bit cheaper than using a backhoe.

7.0 DISCUSSION/ACTION ITEMS

7.1 Project Status / Action

A. Storage Building Update; Consideration of Resolution Exempting the District from County Land Use and Building Permit Requirements Design Services

Mr. Wallace indicated that the issue of permitting for the structure was brought back for the Board's review. The Planning Department thought that it would require a building permit. The Staff Report indicates that there is a process for the District to exempt itself from the building permit process and asked if the District should proceed with the County permitting process or proceed to exempt itself from that process. To be exempt from that process involves adopting a resolution and publication of that intent. A notice of that intent is sent to the County and then the County has ten days to challenge the interpretation. If they don't act within that ten day period the District would be exempted unless challenged legally. Mr. Wallace asked if the Board would prefer to hold off with the design of the structure until they get clear permit authority or if they would rather proceed with the design of the structure.

It was moved by Director McLaughlin to adopt staff recommendation to direct District Counsel to prepare a resolution for the Board's consideration, seconded by Director Schell. The motion carried 3 to 2 with Directors Kiech and Mirabal-Boubion objecting.

B. Railing Project Update

Mr. Wallace stated that shop drawings have come in and they are being reviewed. He doesn't believe that the material will be delivered on May 14th but it will be close to that date depending upon review of shop drawings. He estimates completion by the first part of July.

Mr. Wallace added that the state would be responsible for 25% of the facility based upon the flow percentage. He said that it will also be necessary to verify the pipe bridge (a previous project) charges with the state.

Mr. Wallace reported that the weed abatement program is now in full swing. Fourteen lots have now been posted. He recommended that because of the late posting, to postpone the public meeting and continue the item to the July 11th meeting.

Dee Dee Ricci commented that the area is too dry now and the public has known for a long time that their properties need to be maintained. She feels that the deadline needs to remain the same and it is too dangerous to postpone until next month.

It was moved by Director McLaughlin to address this issue at the next Board meeting, seconded by Director Schell. The motion carried unanimously.

6.3 Project Updates/Action

A. Storage Building Update; Consideration of Resolution Exempting the District from County Land Use and Building Permit Requirements

Mr. Schultz reported that this issue requires a 4/5th vote to pass. He stated that the purpose is not to avoid building codes, but to avoid processing issues such as plan check and reviews. Facilities which involve the transmission of water, including wastewater, are automatically exempted. He said that the storage building does not fall under the category of automatic exemption, but it does fall under the category of another class of exemption which is what requires the 4/5th vote.

Director McLaughlin favors going with the exemption in order to avoid the County Planning Department. Linda Hall questioned if there was any benefit to not avoid the County Planning Department. Mr. Wallace responded that he didn't believe so.

It was moved by Director McLaughlin to bring this issue back for public hearing and a resolution for past agenda exemption, seconded by Director Schell.

It was also moved by Director McLaughlin to direct staff to apply through County Planning & Building for a building permit, seconded by Director Schell.

B. Railing Project Update

Mr. Wallace reported that he expects the materials to be delivered to the plant by the end of June, 2001. Installation will begin shortly thereafter. He hopes that the railing will be done by August 15, 2001.

C. Repair of Telemetry for Water System - Alternatives

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452
(805) 927-4778 Fax (805) 927-0399

Board of Directors
Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

MEMORANDUM

DATE: September 7, 2001
TO: Board of Directors
VIA: Mark A. Bloodgood, General Manager
FROM: Eileen M. Hogan, Assistant General Manager
SUBJECT: Odor Control Articles

I'm forwarding three articles relating to odor control issues. They are very informative and may prove helpful in the long range planning process. It's also nice to know that we're not the only place having to deal with an odor problem.

I did speak with the sales manager for one of the companies, ILC Dover, Inc. Two of the articles are from his firm. They have extensive experience in odor control and are currently under contract for several jobs in California. He is sending me additional information next week.

Controlling Wastewater Treatment Plant Odors in a Resort Community

OdorControl

By Tom Morris, Fuller & Morris Engineering, Inc.
and Ralph Lecky, ILC Dover, Inc.

As a growing resort community, Newport, OR, wanted to find a way to minimize odors from its downtown wastewater treatment plant. The city installed structural-fabric covers on its secondary clarifiers as part of the solution.

Established in 1882, Newport, OR is a unique blend of nature and progress. Located on Oregon's west coast where the scenic Yaquina river meets the Pacific ocean, Newport is a bustling community of 10,000. The heart of Newport is along a working waterfront on Yaquina Bay where fishing fleets and fresh seafood markets coexist with galleries, gift shops, and family attractions. Across the bay is the acclaimed Oregon Coast Aquarium, home to one of Newport's most famous residents-Keiko the killer whale, a.k.a. "Free Willy."

the late 1980s conducting operations within an epicenter of tourist traffic and thriving commercial activities.

With a growing population of both residents and tourists severely taxing the plant's treatment capacity and with the plant's downtown location, controlling odors grew in importance, while the task also grew in difficulty thanks to higher volumes and greater public scrutiny.

During non-summer months, Newport's cool, breezy coastal climate helps dissipate the odors. However, summer months with

their calmer weather and peak tourist population is a time when odors from the wastewater treatment plant become extremely objectionable to surrounding neighbors.

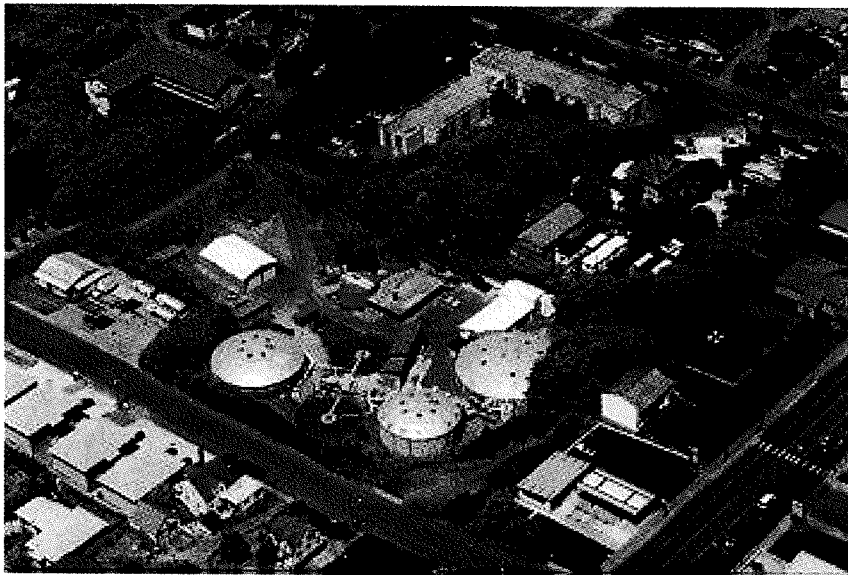
Initial attempts to control odor emissions met with mixed results. The primary clarifier and trickling filters were placed under domed covers and the odor emissions vented to dry carbon scrubbers. Deodorizing misters were also employed but with less satisfactory results.

With daily odor complaints from businesses and residences and with the city concerned about negatively impacting its growing tourist trade, efforts began in early 1997 to solve the odor problem. Fuller & Morris Engineering, Inc., Corvallis, OR, was contracted to conduct an air quality testing program and recommend odor control measures for the wastewater treatment plant.

Air quality testing to identify odor emissions sources consisted of collecting 13 Tedlar bag air samples from eight locations within the facility, and then testing for sulfur compounds and VOCs. The samples were analyzed for 20 sulfur compounds by gas

chromatography/flame photometric detection (GC/FPD), using a Hewlett Packard Model 5890 equipped with a flame photometric detector.

The samples were also analyzed for VOCs by gas chromatography/mass spectrometry (GC/MS) utilizing a direct cryogenic trapping technique. A Hewlett Packard Model 5989 GC/MS/DS interfaced to an Entech 7000 whole air inlet system/cryogenic concentrator was used for the analysis. A 100% dimethylpolysiloxane capillary column was used to achieve chromatographic separation. The analysis was performed in accordance with EPA Method TO-14 from the Compendium of



Newport's wastewater treatment plant experienced a rise in volume as the area as a tourist destination.

With the aquarium drawing over 800,000 visitors a year to Newport-and with other attractions such as the Mark Hatfield Marine Science Center, historic Nye Beach, two lighthouses, and numerous museums-Newport is developing into a major resort and research center.

Participating in Newport's transformation from a quiet working community to a high-profile resort area is the city's wastewater treatment plant. Located on a small parcel of land on historic Nye street and surrounded by commercial and retail establishments as well as single and multi-family residences, this 2.6 MGD (million gallons per day) treatment plant found itself in

Methods for the Determination of Toxic Organic Compounds in Ambient Air. The following table shows the results of the air sample analyses.

The results of the air quality testing indicated that two areas of the facility were acting as odor emission sources:

- The uncovered portion of the plant's headworks; and
- The parshall flume

Although the air samples collected near the secondary clarifiers had no detectable concentrations of sulfur compounds or VOCs, the clarifiers were open structures such that gas emissions could have been released to the atmosphere before being detected. The "timing" of sample collection could have resulted in the zero emissions analysis as well. The secondary clarifiers were determined to be a source of odor because the trickling filters immediately upstream were "sloughed" daily during low flow periods and the bio-mass was being flushed to the secondary clarifiers. Furthermore, since the two secondary clarifiers were large open basins, the public perceived them as a major source for the plant's continuing odor emissions.

The consulting engineers recommended that covers be placed over the headworks, the parshall flume, and other open flow channels and the secondary clarifiers. In other words, the remaining open-top sewage handling structures at the Newport wastewater facility were to be covered.

In addition, new odor scrubbing capacity was added to treat the collected, foul air. Two new scrubbers, each rated at 8,000 cfm, were added to the plant's air emission treatment system. Two existing 6,000 cfm scrubbers were also retrofitted with new water regenerated carbon media.

In June 1997, the city of Newport solicited proposals for covers for the secondary clarifiers. Key performance and design requirements contained in the secondary clarifier cover solicitation were that the cover system not permit odors to escape when a negative pressure was provided under the cover by the odor air removal equipment.

The city also required that the cover system be designed such that the clarifier drive assembly could be removed from the clarifier for maintenance and replaced without removal of the cover system. Perimeter panel access doors were required for access to scum baffle, weirs, launder, and scum trough. The required doors needed to be large and lightweight for easy lifting and access for maintenance and inspection. The city also required that the cover system structural framework be made of corrosion-resistant material and that all attachment fasteners be stainless steel.

The city recognized that flat-profile covers - unlike the wastewater treatment plant's previous domed covers - not only minimized air scrubbing volumes but also minimized the acquisition and operating costs of air scrubbing equipment. Newport wanted the cover system to have a low profile for minimum air scrubbing volumes. It was specified that the top surface was not extend beyond three feet of the top of the clarifier perimeter concrete tank wall. The covers chosen by Newport were installed nine inches below the top of the tank walls.

Newport procured a structural-fabric cover system, known as Vapor Guard®, from ILC Dover, Inc. ILC was awarded a turnkey contract for the design, engineering, and installation of the two 55-ft diameter secondary clarifier covers. Installation of the cover system required about three weeks and was completed in June 1998. While the installation is still recent, immediate results were seen. Odors emanating from the wastewater treatment plant are now considerably reduced as the cover system satisfied the city's needs and requirements.

For more information, please contact ILC Dover, Inc.; One Moon-walker Rd.; Frederica, DE 19946; (800) 631-9567.



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Department of Natural Resources

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Technology Review: Biofiltration System Controls Odors from Wastewater Pretreatment Plant

By Jimmy Chou and George Volpentesta

Chou and Volpentesta are engineers in the DNR's Southeast Region Air Program in Milwaukee.

What do you get when you put a new housing development next to an existing wastewater pretreatment plant? The answer is, usually trouble, and that is what it seemed would happen when houses began appearing around Kerry Ingredients in Jackson, Wisconsin.

Kerry Ingredients processes food ingredients such as powdered milk and cheese. The company has its own pretreatment facility which reduces the strength of wastewater discharge into the village wastewater treatment plant. The wastewater pretreatment consists of an open top equalization tank, anaerobic digester, de-gas tower, clarifier and oxidation ditch. As is common with this type of process, a distinct sewage type odor could be detected around the pretreatment plant. The odor of concern seemed to be originating from three areas: the equalization tank, de-gas tower and the clarifier. In the past, the odor was not a major concern because no one lived nearby.

During the summer of 1995, as people began moving into their new homes, the Department of Natural Resources began to receive many odor complaints. Representatives from the DNR's Air Management and Wastewater programs soon visited the plant and began working with the company on solving the potential odor problems.

Though the Department never determined the odors to have reached malodorous or objectionable levels, the company hired a consultant and explored several options to minimize the odors. Of those studied, it was determined that biofiltration was the most cost effective and viable option. The company's concern was not only the initial installation cost but also the long term operating and maintenance (O & M) cost. The biofiltration system happened to have the lowest O & M cost. The company invested approximately \$250,000 for the entire project.

A simple system

The biofiltration system is relatively simple and includes covers on the equalization basin, de-gas tower and anaerobic clarifier, with emissions from these areas exhausted to either one of two 30 ft. by 40 ft. biofiltration beds. The biofiltration beds consist of soil covered with gravel and utilize naturally occurring microorganisms injected into the soil (also called filter media or biofilter media) to control the odorous VOC emissions. The top layer is formed with 3 inches of washed stone to cover the filter media. Located directly underneath the filter media is the air distribution zone which directs how odorous gas distributes. The beds are believed to have a control efficiency in the 95% to 99% range at optimum operating conditions.

The parameters which are key to the success of this system are biofilter media, moisture content,

media pH, temperature, biofilter sizing and layout, retention time, design of air supply and distribution, nature of odor and filter coverings. The company has indicated that maintaining the system is relatively painless. They are using a regular garden hose to sprinkle water through the top layer to the filter media to make the bacteria happy and active. Because of the wet summer, the company had to drain water from the bottom of the bed instead of adding it.

Since the system was installed and began operation, DNR staff have visited the site and observed a significant reduction of odor in the immediate area. As a result, we came to realize that the human nose is one of the most effective ways of evaluating the system. While the numbers of houses constructed in the area has doubled since last summer, complaints from nearby residents have dropped significantly. A stack test has not been performed so hard data is lacking to show how well the system is working, but it is very promising that people in the area are no longer complaining.

The company was proactive and interested in resolving the issue and that made the difference. This experience demonstrates how the DNR can resolve a dispute between citizens and industry through negotiation, communication and innovation, rather than enforcement action.

The gravel-covered area above is one of two biofiltration beds that deodorize air emissions at Kerry Ingredients in Jackson, Wis. Since the biofiltration beds were installed, complaints from neighbors have dropped dramatically. Plant workers use a garden hose to keep the filter media adequately wet.



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Last Revised: June 1, 1998

Wastewater Odors Go under Cover

PROBLEM:

A new residential golfing community wanted to prevent odor emissions from the local wastewater treatment plant from affecting the lifestyle of its residents.

SOLUTION:

Flat structural-fabric covers were installed over the treatment plant's aeration tanks and primary clarifiers.

Prescott, Ariz., about 90 miles northwest of Phoenix, is known as Arizona's mile-high city. The county seat for Yavapai County, Prescott is the center of commerce and trade for a tri-city area of 85,000 people and has become a desirable place to live and work. As a result, new residential developments, like the Hassayampa golf community, are on the rise.

The community is somewhat unusual because hydrological flow conditions necessitated that its wastewater treatment plant be located in the center of the golf course. Operated by the City of Prescott, the treatment plant features a covered flow-equalization tank, six 11-m x 11-m (35-ft x 35-ft) aeration tanks, and two 4-m x 21-m (12-ft x 70-ft) primary clarifiers.

After investigating chemical injection, scrubbers, and one natural odor-control option that combined a landscape berm and a filter, project managers decided the most effective strategy was to install covers over the wastewater treatment tank, says Project Manager John Colter. "There were many reasons why we went with the covers [even though] they had a higher up-front cost than several of the alternatives," he says.

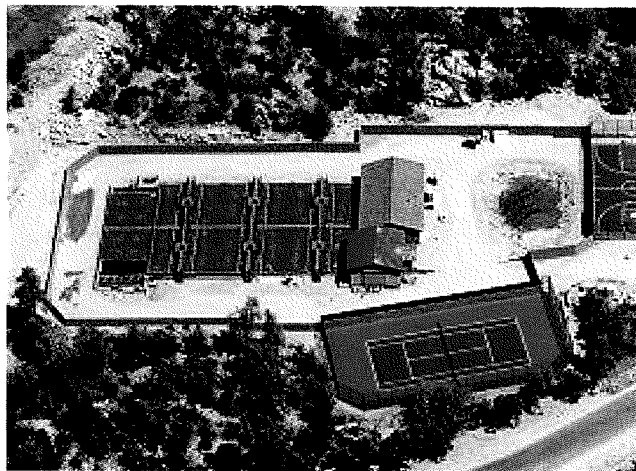
"We [recognized] that the wastewater treatment plant's location created a potential for odor emissions as well as negative line-of-sight visuals, and [we wanted] to preemptively address these issues," says Project Superintendent Dave Holmberg.

"Our selection criteria required that the wastewater treatment tank covers provide total and long-term containment of odor emissions, enhanced line-of-sight visuals for the residents, and significant tank access for [easy] maintenance of aeration equipment and primary clarifier flights," Holmberg says. After evaluating various covers, he contracted with ILC Dover Inc. of Frederica, Del., to supply structural-fabric Vapor Guard covers.

"We determined that Vapor Guard's heat-sealed seams were superior to aluminum or fiberglass gasketed panels," Holmberg says. In addition, he says, the covers are ideally suited for the residential area because they have a flat profile and come in a dark, earth-tone color that blends in with the vegetation screens planted around the facility.

The covers were designed with four 11-m x 9-m (35-ft x 30-ft)

and four 11-m x 4-m (35-ft x 12-ft) removable modular sections to give maintenance crews easy access to the aeration tanks. The primary clarifier covers were designed with two 8-m x 9-m (25-ft x 28-ft) removable modular sections (these two covers span a common intermediate wall, so the two adjacent clarifier tanks are treated as one structure).



A Prescott, Ariz., wastewater treatment plant uses structural-fabric covers to keep odors away from a residential golfing community.

Since being installed in March 1999, the covers have significantly reduced odor emissions and improved line-of-sight visuals for the residents, Holmberg says.

"We've had no odor complaints," Colter adds, noting that the only drawback to the covers has been that it now takes personnel longer to access the plant for maintenance.



The Structural-Fabric Cover




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SAN LUIS OBISPO COUNTY
DEPARTMENT OF PUBLIC WORKS

Noel King, Director

County Government Center, Room 207 • San Luis Obispo CA 93408 • (805) 781-5252

Fax (805) 781-1229

email address: enr@co.slo.ca.us

RECEIVED OCT 10 2001

September 6, 2001

Engineering Development Associates, General Manager
San Simeon Community Services District
1320 Nipomo Street
San Luis Obispo CA 93401

To Whom It May Concern:

San Luis Obispo County grants cable television franchises which govern the way cable television companies provide service to our County's residents who live in the unincorporated areas (The cities have their own agreements.). These franchises contain important community and educational benefits to be met by the cable companies. The nature of these public interest commitments depends upon the needs and interests of our communities.

On behalf of the Board of Supervisors I extend an invitation to your organization to play an important role in helping the County determine the needs and interests of the community by participating in a **PEG (Public, Educational, and Government) Access Planning Process and Community Needs Assessment**. This will help the County determine the types of PEG services that should be made available to our community such as broadband information systems, community media centers, and cable television channels.

As part of the Community Needs Assessment process, the County will conduct a series of **Focus Group Workshops**. Through these workshops input will be obtained from all segments of the community who have an interest in, or are users of the cable television communication system. Details of the Community Needs Assessment will be the subject of the Focus Group Workshops and your best opportunity for providing input on your organization's needs.

We need your help prior to the Focus Group Workshops. On October 1, 2001 from 2-4 p.m. in the Community Room of the City/County Library in San Luis Obispo we invite you to be part of this planning meeting. Community leaders are being invited to learn more about PEG and to help:

- Identify County stakeholders to participate in the focus groups;
- Advocate attendance at these focus group meetings through follow-up;
- Provide input on your organization's needs.

Please call Ellen Sturtz at the County Public Works Department, (805) 781-5239, or email esturtz@co.slo.ca.us to confirm your interest in participating in this focus group planning meeting.

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NCS D to consider televising meetings

Jasmine Marshall

P u l i t z e r

Increasingly, citizens are able to watch the process of local government, not only at City Hall but also from the comfort of their own living rooms.

All of the San Luis Obispo County Board of Supervisors meetings are already televised by Morro Bay firm AGP Video on Sonic Cable's government channel.

Now several communities in the South County are considering following suit as a way to increase public participation.

Arroyo Grande's city staff recently provided the City Council with a report on alternative methods of televising its meetings.

"One of the key options involves whether to use staffed cameras or remote cameras operated through robotics from a central control panel," said Arroyo Grande City Manager Steve Adams. "The two firms we know of in this area that provide these types of services. Both offered

to televise one meeting free on a pilot basis for the council to get an idea of what type of impact cameras in the meeting might have."

Arroyo Grande televised one of its public hearings for the first time Aug. 14. The other pilot broadcast will be Sept. 11.

The Nipomo and Oceano community services districts are both considering whether to televise meetings.

At an Aug. 22 meeting, the OCSD board indicated it would like to televise its meetings, but wants the county to share the cost. Oceano residents have been contributing their own money to have several recent meetings televised.

AGP offered OCSD a contract to televise its meetings for \$375 per each two-hour session.

OCSD General Manager Mitch Cooney suggested that one option would be for the county to help pay for the service through its cable franchise fees.

Oceano residents pay more than \$45,000 a year in franchise fees, more than enough

to cover the \$10,000-a-year cost to televise the meetings, he said.

AGP President Steve Mathieu said he is getting more requests from community services districts to televise meetings. Nipomo is also considering putting a proposal before its board of directors. OCSD's board instructed Cooney to see if the NCS D would consider mutually approaching the county about using cable access fees to televise meetings.

Fourth District Supervisor Katcho Achadjian, who represents both Nipomo and Oceano, said that would be a good approach.

"If only one (CSD) goes forward, there might not be enough support. I would suggest all CSDs should go forward together. That way they have a better chance," Achadjian said.

Staff writer Jasmine Marshall can be reached at 739-2219 or jmarshall@pulitzer.net.