

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, January 11, 2017
6:00 pm

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

1. REGULAR SESSION: 6:00 PM

A. Roll Call:

Chairperson Williams – Present	General Manager, Charles Grace
Vice-Chair Fields – Present	District Counsel, David Hirsch
Director Patel – Present	Commander Taylor, Sheriff Representative
Director Russell – Present	
Director McGuire - Present	

B. Pledge of Allegiance

2. PUBLIC COMMENT:

Gwen Kellas commented that she would like to be on the water committee. She was directed to wait until that agenda item was presented.

Amanda Rice (Current Board president Cambria CSD) commented that she would like to be a liaison between the Cambria CSD and the San Simeon CSD. She gave her phone number and email information.

Henry (Hank) Krzciuk presented information to staff and the Board. Requested that staff be authorized overtime to replace water meters. He also stated that new meters will increase district revenue.

Julie Rench commented about the trees that are located in the vacant lot on Jasper Way. Expressed concern about the potential for safety issues.

A. Sheriff's Report – Report for December.

For the period between December 14, 2016 and January 11, 2016 the Sheriff's Office received 37 calls for service in the San Simeon area. Included in these numbers are: five (5) traffic stops by deputies on vehicles that were either suspicious or were stopped for vehicle code violations, one (1) pedestrian contact where a deputy stopped a person on foot, three incomplete 911 calls, six (6) requests to assist other agencies, three (3) disturbing the peace calls.

On January 3, 2017 Deputies were sent to assist CHP with a vehicle off the road way south of Ragged Point. The vehicle belonged to the couple that had been reported missing by the LAPD.

Staffing at the station is as follows: One (1) commander, two (2) sergeants, twenty one (21) deputies assigned to patrol, two (2) assigned with field training officers, one (1) school resource deputy, one (1) rural crimes deputy.

B. Public comment on Sheriff’s Report.

Henry (Hank) Krzciuk asked the deputy about a pit-bull off leash at Pico and inquired about what can be done.

3. PRESENTATIONS AND ANNOUNCEMENTS FROM BOARD:

None

4. STAFF REPORTS

A. General Manager’s Report

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

During the month of December, Staff sent out water billing and responded to several customer service calls. District Staff and the Bookkeeper have been coordinating with the District Auditor in order to complete the 2015-2016 Audit. Staff has been working on the District’s archived documents and system. An updated inventory list is forthcoming.

2. No Grant Update – Integrated Regional Water Management Grant (IRWM), Prop 1 Grant.

There was no update at this time on the above grants.

3. Verbal Update – Reservoir / Storage tank project.

At the time of preparation for this report, a meeting is currently scheduled for Thursday, January 5th with Phoenix Engineering. Staff will provide a verbal update during the January 11, 2017 Board meeting.

General Manager Charlie Grace stated that he is requesting from Phoenix Engineering a comparison of in ground concrete tanks and above ground steel tanks. General comments were received from the Board and by the public about the high capital cost of in ground concrete compared to the lower capital cost of above ground steel. General comments were made about the long life span of in ground concrete as compared to the shorter life span of above ground steel and that the life span of above ground steel can be prolonged using a coating system. The General Manager stated that Staff would be requesting direction from the Board.

4. No Update – Castillo/Pico Avenue Project.

5. Update – California Coastal Commission (CCC) Waste Water Treatment Plant (WWTP) Rip Rap. Staff and Oliveira Consulting are working with Earth Systems on items 3 and 4 found in the September 28, 2016 CCC, CDP application response letter. Staff reviewed the draft re-submittal from Earth Systems and discussed the need to add beach nourishment to their submittal. Due to holiday schedules the CCC extended the SSCSD’s response deadline to January 27, 2017. Staff is on course to respond by the deadline.

6. Update on Board requested Speed bumps for Avonne Avenue.

The Chairperson directed staff to inquire about installing speed bumps on Avonne Avenue to slow traffic. After speaking with the County, the County directed staff to “our emergency services providers”; this means Fire and Sheriff. Per Cal Fire, any and all Fire Departments throughout the

County do not allow speed bumps on any road they service due to delayed response times. This includes Private or District roads like Avonne Avenue.

B. Superintendent’s Report

1. Wastewater Treatment / Collection Systems – Summary of operations and maintenance for December.

- All sampling, testing and reporting at the Wastewater Treatment Plant and the Recycled Water Facility was performed as required by the RWQCB.
- One load of sludge was hauled away.

2. Water Distribution System

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- On December 12th the chloride level in both wells had fallen below 250mg/L. The Reverse Osmosis Unit was taken offline and pickling solution was injected.
- Monthly water meter reading was performed.
- Chloride levels continue to be monitored throughout the system.

3. District and Equipment Maintenance

- Staff continues with all of the scheduled preventive maintenance for all the equipment at the facilities. We are recording all of these activities.
- The County Air Pollution Control District came out and performed the annual inspection of the District facilities.
- The vegetation on the District easement on Pico Avenue was cut down to ground level.

C. Update on Monthly Financial Status for close of business December 31, 2016.

November Billing Revenue	\$ 55,104.06
December Billing Revenue	\$ 48,538.08
Past Due (31 to 60 days)	\$ 5,361.50
Past Due (60 days)	\$ 123.36
ENDING BANK BALANCES: December 31, 2016	
RABOBANK SUMMARY:	
Well Rehab Project/USDA Checking Account	\$ 60.05
HERITAGE OAKS BANK:	
Interest for December	\$ 153.38
Money Marketing Account Closing Balance November 30, 2016	\$ 517,308.73
Money Marketing Account Closing Balance December 31, 2016	\$ 517,462.11
Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
Available Funds	\$ 212,004.11
 General Checking Account December 31, 2016	 \$ 128,330.53
 LAIF Closing Balance December 31, 2016	 \$ 522.88

General Manager Charlie Grace stated that there would be revisions on the monthly financials because the revenue from Hearst Castle had not been added.

D. District Counsel's Summary of December Activities.

Counsel stated that a response letter had been prepared for the District auditor. Counsel also responded to questions from staff regarding agenda prep.

5. ITEMS OF BUSINESS

A. Consideration of approval of last month's minutes – December 14, 2016.

Director McGuire stated that Item 5A in the minutes approval for October 12, 2016 the language should read "approve" and not "approved". A motion was made to approve minutes with the changes recommended by Director McGuire.

Motion by: Director Russell
2nd by: Vice-Chair Fields
All in: 5 / 0

B. Consideration of approval of the revised minutes – June 8, 2016.

A motion was made to approve revised minutes as presented.

Motion by: Director Russell
2nd by: Director Patel
All in: 4 / 0 1 abstain from Director McGuire

C. Consideration of approval of Disbursements Journal – January 11, 2017.

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

Motion by: Director Russell
2nd by: Director Patel
All in: 5 / 0

6. DISCUSSION/ACTION ITEMS

A. Consideration of approval of the District Fiscal Audit for 2015-2016.

Staff attached a copy of the Fiscal Audit for 2015-2016 for the Board to review.

Director Russell referenced a typo on page 2 of the Audit.

A motion was made to accept the audit with the typo on page 2 corrected.

Motion by: Vice-Chair Fields
2nd by: Director Patel
All in: 5 / 0

B. Chair appointment of standing committee members per policy #4060.30.

The Board Chair heard comments from the following people:

Gwen Kellas commented that she would like to volunteer for the Water Committee.

Henry (Hank) Krzciuk commented that he would like to volunteer for the Budget and Water Committees.

Jonathon Weise commented that he would like to volunteer for the Water Committee.

Legal Counsel advised that it would be better for Jonathon Weise to be a staff liaison in order to avoid any possible legal impediments. Counsel also addressed the comment from Henry (Hank) Krzciuk regarding a potential conflict of General Manager Charlie Grace being on the Budget Committee.

Director Williams withdrew from the Water Committee.
Director McGuire volunteered for the Water Committee.

A motion was made for the Budget Committee members to be: Director Williams, Charlie Grace, Mike Hanchett, Robert Stilts, and Travis Holt.

Motion by: Director Williams
2nd by: Director McGuire
All in: 5 / 0

A motion was made for the Water Committee members to be: Director Fields, Mike Hanchett, Gwen Kellas, Director McGuire, and Henry Krzciuk.

Motion by: Director Russell
2nd by: Director Patel
All in: 5 / 0

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

Vice – Chair Fields mentioned an article “Saving a Drying Out Resource”.

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

None

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

Director McGuire commented on the status of a slow down sign or flashing light on Highway 1. General Manager Charlie Grace stated that he would direct staff to follow up on this item.

10. ADJOURNMENT @ 7:29 PM