

Board of Directors – Special Meeting
San Simeon Community Services District
AGENDA
Wednesday May 18, 2005 10:00 AM
Cavalier Banquet Room

Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson.

1. 10:00 AM - 2005/2006 Budget Committee Meeting
 - 1.1 Discussion/Recommendations Regarding 2005/2006 Draft Budget

2. 10:30 AM – RECONVENE IN REGULAR SESSION
 - 2.1 Roll Call
 - 2.2 Pledge of Allegiance

3. PUBLIC COMMENT:
Any member of the public may address and ask questions of the Board relating to any matter within the Board’s jurisdiction, provided the matter is not on the Board’s agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.
 - 3.1 Sheriff’s Report
 - 3.2 Public Comment

4. STAFF REPORTS
 - 4.1 General Manager Report
 - 4.1.1 Regulatory Performance Report
 - A: Water -Reported at 5-11-05 regular meeting
 - B: Wastewater- Reported at 5-11-05 regular meeting
 - 4.1.2 Current Project Report- Nothing to Report
 - 4.1.3 Superintendent Report – Nothing to Report
 - 4.1.4 Other Reports
 - 4.1.4.1 - Letter to Cambria CSD/Desalination Project
 - 4.2 District Counsel Report

5. ITEMS OF BUSINESS
 - 5.1 Approval of Minutes – April minutes approved at 5-11-05 regular meeting
 - 5.2 Approval of Warrants – April warrants approved at 5-11-05 regular meeting

6. DISCUSSION/ACTION ITEMS
 - 6.1 Approval of **Resolution 05-303** - AUTHORIZING THE DISTRICT MANAGER TO OPEN BANK ACCOUNTS AND AUTHORIZING SIGNATURES FOR BANKING SERVICES ON BEHALF OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT
 - 6.2 Discussion/Approval of Budget Committee Recommendations on Draft 2005/2006 Budget
 - 6.3 Discussion/Approval of Ordinance 66 Committee Recommendations
 - 6.4 Discussion/Approval on Website Redesign Proposal from First Source Consulting
 - 6.5 Discussion/Action on RWQCB Mandatory Minimum Penalties
 - 6.6 Discussion/Action Letter from Randy and Tina White regarding water bill
 - 6.7 Board Committee Reports
 - 6.8 Board Reports

7. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

8. ADJOURNMENT

**GENERAL MANAGERS
REPORT**

San Simeon Community Services District



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

May 12, 2005

Cambria Community Services District
Tammy Rudock, General Manager
P.O. Box Tamson Dr.
Cambria, CA 93428

Dear Tammy:

A couple of weeks ago we had a telephone conversation regarding the progress of Cambria's desalination project. During that conversation we talked about the participation of San Simeon and the financial impact that participation may have on our district. You mentioned, based on your review of your board meeting minutes, Cambria was waiting for San Simeon to send a letter reaffirming our interest in this project.

It is our understanding, based on our board meeting minutes; Cambria was to inform us, in December, what would be expected of San Simeon in regards to our financial participation. To date we have not received that information.

I'm sure you can appreciate that it would be difficult to commit to our participation in this project without first knowing how that commitment may financially impact our district.

As Cambria, San Simeon is very interested in securing additional sources of water and we look upon Cambria's desalination project as a viable opportunity.

We await your response.

Sincerely,

Tom O'Neill
General Manager
San Simeon Community Services District

RESOLUTION 05-303

RESOLUTION NO. 05-303

A RESOLUTION AUTHORIZING THE DISTRICT MANAGER TO OPEN BANK ACCOUNTS AND AUTHORIZING SIGNATURES FOR BANKING SERVICES ON BEHALF OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT

WHEREAS, the Regional Water Quality Control Board has determined that San Simeon Community Services District committed several NPDES Permit effluent violations and assessed mandatory minimum penalties of \$144,000, in accordance with California Water Code Section 13385.

WHEREAS, the Regional Water Quality Control Board Order allows \$79,500 of the mandatory penalty amount to be directed to a Supplemental Environmental Project to construct tertiary treatment facilities to produce recycled water and eliminate portion of the subject discharge to the Pacific Ocean.

WHEREAS, on April 13, 2005, the Board of Directors authorized Staff to fund the Tertiary Treatment Facilities Construction Account in the sum of \$79,500 and also submit a check payable to State Water Resources Control Board in the amount of \$64,500 by May 25, 2005.

WHEREAS, SSCSD must submit written proof of payment to its Tertiary Treatment Facilities Construction Account, in the amount of \$79,500 by May 25, 2005.

WHEREAS, Mid-State Bank, Cambria, CA, has requested a new Board of Directors Resolution in order to open the Tertiary Treatment Facilities Construction Account and authorizing individuals to sign checks, drafts, other withdrawal orders.

THEREFORE, THE SAN SIMEON COMMUNITY SERVICES DISTRICT RESOLVES AS FOLLOWS:

SECTION 1. NOW BE IT RESOLVED THAT, Mid- State Bank, Cambria California, is hereby designated as a depository for the funds of the SSCSD and the Tertiary Treatment Facilities Construction Account and the following persons are authorized to sign on behalf of the San Simeon Community Services District, orders for payment:

Terry Lambeth, Chairperson

David Kiech, Vice Chairperson

John Russell, Director

Alan Fields, Director


Lorraine Mirabal-Boubion, Director

Such authority shall remain in force until revoked by written notice to Mid State Bank of the action taken by the Board of the San Simeon Community Services District.

SECTION 2. Mid- State Bank, Cambria California is authorized and directed to honor and pay any checks, drafts, or other orders for the payment of money withdrawing funds from any account of the District when bearing or purporting to bear the signatures of the persons listed in Section One of this resolution. The Bank is authorized and directed to honor and to charge the District for such checks, drafts, or other orders for the payment of money.


PASSED, APPROVED AND ADOPTED at the regular meeting of the Board of Directors on the 18th day of April, 2005 by a motion of Director Mirabal-Boubion and seconded by Director Russell.

AYES: 5
NOES: 0
ABSENT: 0
ABSTAIN: 0



Terry Lambeth, Board Chair

ATTEST:



Tom O'Neill, Secretary S.S.C.S.D

DRAFT BUDGET
2005/2006

**ORDINANCE 66 COMMITTEE
RECOMMENDATIONS**

Recommendation for the SSCSD Board of Directors

1. Adopt the Mission for the SSCSD.

San Simeon Community Services District Mission Statement

- It is the mission of the San Simeon Community Services District to provide San Simeon with safe, adequate and reliable utility services in an environmentally sensitive and economically responsible manner.
2. Adopt the Mission for the Water Committee

Water Committee's Mission Statement

- In accord with the mission of the San Simeon Community Services District and the approval of its Board of Directors, it is the responsibility of the water committee to formulate, document and communicate the policies, procedures and capital needs for the water utilities of the District
3. Establish a mutually acceptable date to finalize the water valve evaluation and prepare a recommendation for action to the Board.
 4. Recommend that the District's Management immediately re-communicate the interest of San Simeon in the water projects of Cambria and Hearst Corporation & reaffirm their responsibility to act as liaison on these projects.

Recommendation for the Committee

1. Adopt a committee process to aid in the development of an agenda for each successive committee meeting. (Approved)
2. Authorize the continuance of the sub-committee. (Approved)

**WEBSITE DESIGN
PROPOSAL**



Proposal for Services
San Simeon Community Services District
Web Site Development
Proposal No: 00131
Version 1.0
04.28.05

Table of Contents

Table of Contents	2
Company Overview	3
Project Overview.....	3
Primary Goals	3
A. Design.....	3
B. Usability/Usefulness.....	3
D. Ease of Maintenance.....	4
Pricing Structures	5
Base Web Site Design and Development	5
Optional Features	6
Level 1: Must Haves.....	6
Level 2: Should Haves.....	6
Level 3: Might Haves.....	6
Recommendation:	6
Global Assumptions:	7
Global Exclusions:	7
Appendix A – Explanation of Solutions	8
Site Map.....	8
Content Specification	8
Wireframes.....	8
Creative Brief	9
Two Design Directions	9
Revisions to the Chosen Direction	9
Appendix B – Hosting Solutions and SLA.....	10
Service Level Agreement.....	10
Battery Backup -	10
Diesel Generators -	10
Network Infrastructure -	10
Fire Safety Protection -	10
Security is Critical -	10
Network Redundancy –	11
Connection to the Internet -	11
Hosting Plans and Features.....	11
Appendix C – How We Do It (The Process).....	14
Definition.....	14
Deliverables:	14
Design.....	14
Deliverables:	14
Development.....	14
Deliverables:	14
Delivery.....	15
Deliverables:	15
Typical Timeline:.....	15

Company Overview

First Source Consulting is a partnership of professional consultants with a wide range of experiences and expertise that have one thing in common: a belief that high-quality, personalized service can be affordable and profitable. We pride ourselves in our work, our dedication to client satisfaction, and our willingness to make any project a success, both for our clients and for ourselves.

With a broad range of service offerings, professional accreditations and work experience, our consultants are an affordable and powerful resource for our clients. Whether you're a small business, Fortune 500 Corporation or a neighbor next door, we want to build a relationship built on honesty, integrity and quality service.

Project Overview

The San Simeon Community Services District (SSCD) has requested a proposal from First Source Consulting on providing web site design and development services for the www.sscd.org web site. The www.sscd.org web site is a static HTML web site consisting of approximately 13 pages and various PDF files. SSCD is interested in improving the **look and feel of the web site**, **usefulness** to target audiences, and **ease of maintenance**.

First Source Consulting believes every business deserves high-impact design, effective information and site architecture, sound Internet strategy, effective content management and e-commerce systems, and thorough quality assurance planning and testing. Our consultants have provided these services to Fortune 500 companies with million dollar budgets. Now, we want to share what we've learned with you -- at a fraction of the cost.

Primary Goals

A. Design

The look and feel of the site should not only enhance the user's experience of the content, but also of the brand. After all, while we may buy a car only after driving it, its how it looks that provides us with our first emotional response. As users visit the www.sscsd.org web site, First Source Consulting will ensure the design speaks to the district's professionalism, community involvement, and proactive leadership.

First Source Consulting proposes addressing the web site's design through:

1. Creative Brief
2. Up to Three Design Directions
3. Revisions to the Chosen Direction

For more details on these proposed solutions, please see Appendix A.

B. Usability/Usefulness

Site Navigation

Clear, intuitive and easy to use site navigation is the first priority of a web site development project. Imagine a car with a blurry speedometer, a break pedal that was at first on the left now suddenly appearing on the right, a car without rearview or side mirrors. This car would be frustrating to use, difficult to navigate, and nearly impossible to get to where you need to go.

Site Navigation that isn't clear, intuitive, and user friendly is just as frustrating to the average web visitor.

Information Architecture

Information Architecture (IA) is the art and science of organizing user interfaces in a way to help users find information efficiently. IA plays an integral part in the success of any web development project.

By understanding the content that will be displayed, the target audiences addressed by the content and how users intuitively interact with content, First Source Consulting can create Information Architecture that is both visually appealing and user-friendly.

Usefulness

Content is to the web as an engine is to the car. Without purposeful, directed and useful content, a web site is useless. How will site visitors be benefited by visiting the site? What types of information are they searching for? What functionality can be provided to make their search for content easier? These are the questions that First Source Consulting will be asking and providing answers to.

First Source Consulting proposes the following deliverables to address the Usability/Usefulness of the web site.

1. Creating a detailed Site Map
2. Consistent Navigational Structure with visual cues
3. Content Specification
4. Copywriting
5. Wireframes

For a more detailed explanation of these proposed solutions, please see Appendix A – Explanation of Solutions.

D. Ease of Maintenance

First Source Consulting is dedicated to helping our clients become self-sufficient in the upkeep and maintenance of content on the client's web site, reducing the reliance on third-party vendors for the timeliness of content/imagery on the site.

We do this through the use of customized content management modules. These modules allow the client to use web-based forms to add, edit and manage content, images and documents on the web site. No knowledge of HTML is needed, only access to the Internet and the IE 5+ browser. All modules are password-protected, easy to use and include training.

First Source Consulting is proposing three different CMS tools:

- For the upload/management of images (gallery) associated with various projects within the SSCSD
 - Password/Protected administration
 - Access via Internet and IE5+
 - Ability to upload images directly to the web site (of particular file type and sizes)
 - Automatic thumbnail generation of images
 - Ability to provide captions and explanatory text for each picture
 - Ability to organize pictures into categories/subcategories
- For the management/upload of agendas, minutes and permits
 - Password/Protected administration
 - Access via Internet and IE5+
 - Ability to upload Word and PDF files directly to the web site
 - Ability to add explanatory text to each document
 - Ability to organize documents by categories/subcategories (Agendas, Minutes, etc)
- For the creation of historical/real-time water levels, use requirements and plot graphs
 - Password/Protected administration
 - Access via Internet and IE5+

- Ability to enter water level data
- Dynamic charting of historical data
- Ability to enter use requirements at particular water levels to be displayed to site visitors

Each of the proposed CMS tools will include the following deliverables:

1. Requirements Documentation
2. Application Programming/QA Testing
3. Training

Pricing Structures

Leverage the full creative process of the First Source Consulting's design team with the base web site design and development project. The base project includes a dedicated project/account manager to ensure the project is on time and within budget. Two distinct design directions will be provided to the client for review and feedback. Each design will be built from the creative brief, a document that defines the targeted audiences, design requirements and the goals of the web site project. Copywriting services will be provided to ensure that the content is timely, directed, and useful to the primary target audiences. And finally, this content will be laid out in informational architecture documentation called wireframes prior to the design phase.

Base Web Site Design and Development

Cost: \$16,995

Deliverable	Estimated Costs
Information Architecture Services: <ul style="list-style-type: none"> • Site Map • Wireframes (up to 10 pages) 	\$1,245
Content/Copywriting Services: <ul style="list-style-type: none"> • Content Specification • Copywriting (up to 35 pages) 	\$5,685
Design Services: <ul style="list-style-type: none"> • Creative Brief • Two Design Directions (Home and Secondary Pages) • Two rounds of revisions to chosen direction • Final Design Assets • Design Production Services • Stock Photography Licensing 	\$5,568
Web Site Development Services: <ul style="list-style-type: none"> • Template Creation • Site Build Out (up to 35 HTML pages) • Quality Assurance Testing (with changes) • Client Testing (with changes) • Secure, password-protected testing site • Network/Server Administration • Launch Plan • Post Launch Support (up to 4 hours) 	\$4,497

Optional Features

1. Third Design Direction
\$1,750

The client can choose an additional design direction to be presented at the initial design presentation.

2. ADA Compliance
ADA Compliance refers to adhering to the American Disabilities Act for building and maintaining accessible web sites for site visitors with disabilities. There are two different components to building an ADA compliant web site: development and testing. First Source Consulting will develop the web site to the desired ADA compliance level and test the site to ensure that the compliance level is met through the use of testing software specific to the ADA community and using screen readers used by the ADA community.

There are three different Levels of compliance that can be broken down into simple categorization:

Level 1: Must Haves.

\$2,700.00

This level requires the minimum adherence to ADA standards for accessibility. By applying level one compliance to web site we ensure that people with disabilities can access information.

Level 2: Should Haves.

\$4,500.00

This level requires a higher-level adherence to ADA standards for accessibility. By applying level two compliance to the web site we ensure that the majority of people with disabilities can access the information easily.

Level 3: Might Haves.

\$6,300.00

This level requires the highest level of adherence to ADA standards for accessibility. By applying level three compliance to web site, we make it as easy as possible for the majority of people with disability to access the information easily.

Recommendation:

First Source Consulting recommends the minimum level of compliance. This effort shows a good will effort to afford people with disabilities access to the information on the web site while reducing costs and project life cycle times. Government agencies are required to adhere to at least Level One compliance. The laws on Internet compliance to ADA standards are vague and unchallenged; therefore we strongly suggest that the client consult legal counsel to determine the level of compliance necessary to meet federal and state guidelines. First Source Consulting does not proclaim to be experts in the legal understanding of ADA compliance and legal ramifications of adhering to or not adhering to specific levels of compliance.

3. Gallery/Project Content Management System
\$3,420

The client has expressed interest in the ability to post project-specific information on the web site through the use of a content management system. This system would allow the client, through the

use of web-based forms, to add content and pictures to the web site without the need for HTML knowledge or skills.

4. Document Management System
\$3,475

The client has expressed interest in the ability to post agendas, minutes and permits documents through the use of a Document Management System. This system would allow the client to use web-based forms to add, edit, delete documents on the web site. User would then be able to visit the site and download any documents made available through the use of the system.

5. Water Level Content Management System
\$4,645

A custom-built application will allow the client to post water level data through the use of web-based forms. This data will be collected and stored on the web site and presented to users through the use of a graphical interface, providing current and historical trends of water levels.

Final pricing, depending on which options are chosen, can range anywhere from \$19,095 to \$36,935. First Source Consulting recommends the following pricing matrix:

- Base Site \$16,995
- Gallery CMS \$3,420
- Water Level CMS \$4,645
- Level 1 ADA Compliance \$2,700

Total: \$27,760

We have excluded the document management CMS because we feel that the return on investment doesn't warrant the initial development costs of the application. Sending documents to First Source Consulting for inclusion on the web site on an as needed basis would be more cost effective. We've also excluded the additional design direction and proposing the minimum ADA compliance.

Global Assumptions:

- Site consists of 35 or fewer pages.
- Browser and OS compliance testing is limited to Windows 2000, NT and Mac OS X, IE 6+ and Netscape 7+, capturing 80%+ of the current site visitor demographics
- A project manager from the client will be appointed as the main point of contact for the project.
- The project manager and key stakeholders and decision makers will be reasonably available throughout the project for reviews, feedback and answers.
- All client deliverables including images, logos, etc will be made available to First Source Consulting in a timely manner and in the appropriate digital formats. It is assumed that the client has the rights to all materials provided to First Source Consulting.
- FTP access and rights will be granted to First Source Consulting for the collection, use, and deployment of files within the client's domain if hosted outside of First Source Consulting.

Global Exclusions:

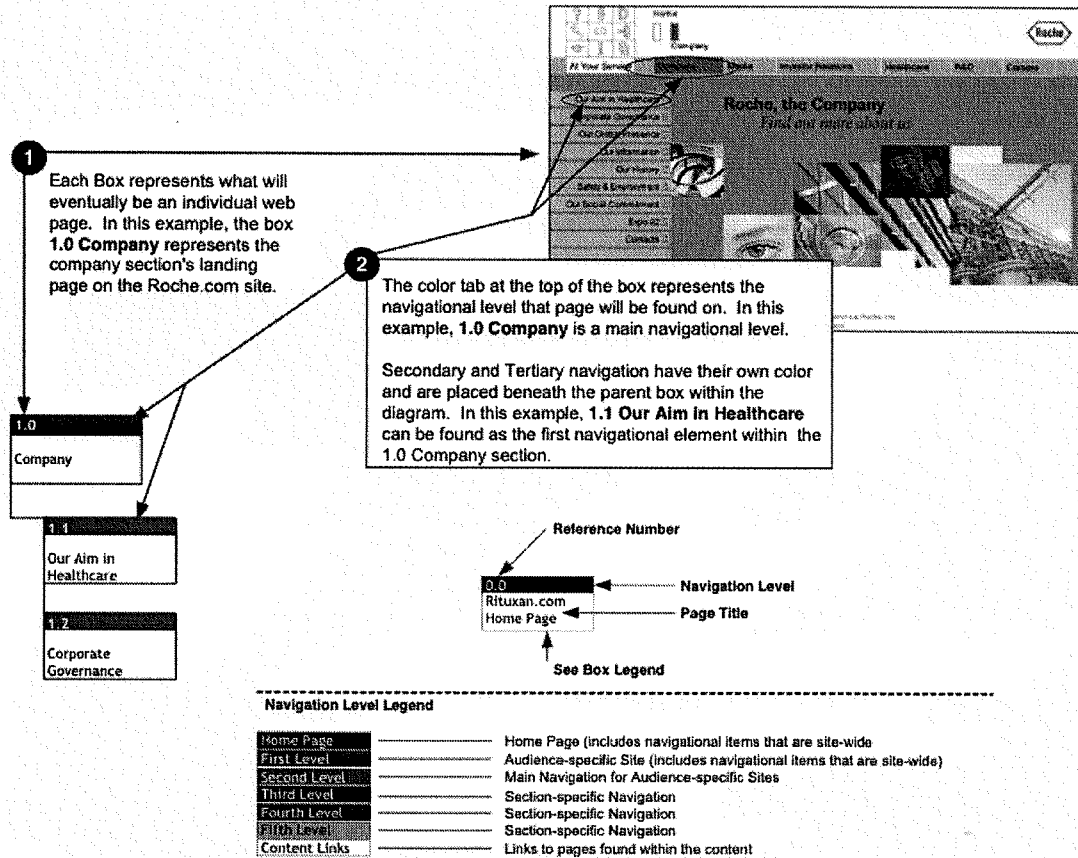
(Failure to list a specific exclusion does not imply inclusion)

- This project specifically excludes ADA compliance except when the optional feature is selected.
- This proposal specifically excludes additional OS/Browser development and compliance testing except when specifically noted.
- No encryption of data or forms are included within this proposal

Appendix A – Explanation of Solutions

Site Map

Site Map. The Site Map is a visual representation of the site's navigation, structure and nomenclature. The Site Map becomes the foundation of the web development project as it represents every page of the site and where that page can be found, and how to navigate to the page.



Content Specification



The Content Specification document is an Excel document that builds on the framework created within the Site Map. The document provides an outline of the site's structure, notes on the content types, due dates and responsible parties. The Content Specification is used primarily by the client to manage the content development, gathering and review process. The Content Specification is then used by First Source Consulting to implement content throughout the site.

Wireframes

Wireframes are the first step in laying out the content of the site. Through the use of black and white drawings, we "represent" the content that will be found on each individual page, we identify information hierarchy by placing priority content ahead of secondary content, and we state how visitors might interact with the content, if necessary. Wireframes, once approved, will be given to the lead designer who will then transform these black and white drawings into full-color design concepts. Wireframes provide the designer with a high-level understanding of the needs of each page. He/She can determine from the wireframes the type of content that will be presented, what types of interactions with the content are hoped for and even the

potential length of the content. With this information, design concepts can better represent the reality of the site.

Example of a Wireframe

<p style="text-align: right;">CONTACTS CAREERS ABOUT US HOME</p>		
<p style="text-align: center;"> About Us Products Science Marketing News Investor Relations Careers Corporate Overview History Community Involvement Collaborations Awards & Recognition Management </p>		
<p>Message from the CEO</p>  <p>John D. Sponzo, CEO Chairman and Chief Executive Officer</p> <p>Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed. Message from the CEO - text needed.</p>	<p>About Us</p> <p>Corporate Overview</p> <p>Corporate messaging text - to be provided. Head text for this area. Limit more text to approximately 1 - 2 paragraphs. Just a tease. Corporate messaging text - to be provided. Head text for this area. Limit text to approximately 1 - 2 paragraphs. Just a tease. Corporate messaging text - to be provided. Head text for this area. Limit text to approximately 1 - 2 paragraphs. Just a tease.</p>	<p>Contact Us</p> <p>Genentech, Inc. 1 DNA Way South San Francisco, CA 94020-4199 Phone: (650) 236-1300 Fax: (650) 225-4000 Directions to Genentech Directions to San Francisco</p> <p>Genentech</p>
<p>Features</p>  <p>Awards & Recognition</p> <p>On January 18th, 2007, Genentech was named one of the "Top 100 Companies to Work for in America" by Fortune magazine for the third consecutive year. The list recognizes companies that offer the most supportive professional environments and continually attract the highest talent throughout the world. Fortune noted that although Genentech is only 43 years old, 18 percent of the staff have worked at the company for more than 52 years and one third of the employees are females.</p>	<p>Genentech Foundation for Biomedical Sciences</p> <p>The Genentech Foundation for Biomedical Sciences is an independent, nonprofit organization that supports biomedical science education and research in the San Francisco Bay Area.</p>	<p>Corporate News</p> <p>October 20, 2006 Genentech Named Among 100 Best Companies for Working Mothers</p> <p>October 10, 2006 Genentech Reports 34 Percent Increase in Product Sales For Third Quarter</p> <p>August 05, 2006 Genentech Appoints Andrew C. Chan To Senior Director, Global Marketing</p> <p>Use is needed to complete future copywriting and design. The content of the page.</p>
<p style="text-align: center;">PAGE</p>		

Creative Brief

The Creative Brief is a document designed to clearly state the brand objectives of the web development project, outline the design constraints and requirements, and identify the audiences' unique needs in terms of relating to the brand. The Creative Brief is used as a contextual understanding of the designer's vision for the redesigned site.

Two Design Directions

First Source Consulting will design two different look and feels for the web site. Each design direction will showcase the home page and a secondary page of the site. The client will then have the opportunity to review the designs, choose a particular design direction and provide feedback to the designer.

Revisions to the Chosen Direction

First Source Consulting will take the feedback obtained in the first presentation and integrate this feedback into the chosen design direction. The revised design will then be built out to include a tertiary level page. These designs will then be presented to the client for final sign off.

Appendix B – Hosting Solutions and SLA

Service Level Agreement

What powers First Source Consulting's hosting? First Source Consulting's infrastructure has been created making use of the leading vendors in the industry, from high-quality redundant Internet connections to climate control systems to robotic tape backups, etc. First Source Consulting has partnered with the fourth largest hosting company to provide superior services.

The First Source Consulting Datacenter is located in Arizona. The infrastructure is monitored and supported by network administrators 24 hours a day, 7 days a week. Various Intrusion Detection Systems, a hardware-based firewall and load balancing appliances -- all at our point of contact to the Internet -- protect the network.

Battery Backup -

First Source Consulting attempts to eliminate all possibilities of downtime, and investing in UPS systems to eliminate power outages is one of them. First Source Consulting uses the top of the line UPS systems from MGE Systems. The Comet series, specifically built for telecommunication companies, is used and protects the entire Network Operations Center from power spikes or outages. Battery backup is used only temporarily before the Diesel Generators resume the NOC with full running power. Every 6 months, First Source Consulting does proactive maintenance on its UPS systems to insure batteries and other critical items are in good working order.

Diesel Generators -

If power is ever lost, First Source Consulting's UPS systems continue to run things as normal. UPS's are only used as a delay, for generators to start and warm up and then run a full load. First Source Consulting has automatic transfer switches, which means the moment power is lost, all systems automatically switch to alternate power. When the utility company returns normal power and First Source Consulting sees that it is stable, First Source Consulting will then manually move all systems back to the utility power. First Source Consulting uses top of the line Detroit Diesel Generators that are tested on a monthly basis. First Source Consulting can withstand 5 days straight without power from the utility companies. During this time, refills to the gas reserves are done periodically while the generator is in operation.

Network Infrastructure -

First Source Consulting's network is built upon a 22-GIGABIT fiber optic backbone and is broken down into segments to eliminate data saturation. By creating segments, we can drastically reduce any delays from server to server operations. For example, a website hits a SQL server that resides on the same fiber-connected segment making for faster and cleaner data transfer. Cisco is the vendor of choice for all switching and routing equipment on our network.

Fire Safety Protection -

In addition to following city ordinances for fire, life, and safety systems, First Source Consulting has gone above and beyond by adding a type of halon system in its Network Operations Center. These systems are impressive in that they can eliminate a fire without damaging any equipment that was in the surrounding area. A water only system, by comparison, will damage all systems within a 6-foot radius.

Security is Critical -

First Source Consulting not only takes steps to protect its data from potential Internet Fraud, but also takes internal security measures as well. Only network administrators have access into the Network Operations Center and an added level of security has been implemented. A random number generated keypad has been added which eliminates the possibility of someone piggybacking and following a pattern. Each time a network admin needs to access the room, the PIN remains the same, but the numbers are in different locations.

Network Redundancy –

Having backup systems in place is critical in the web hosting industry. First Source Consulting utilizes hot and cold standbys for all network equipment, investing hundreds of thousands of dollars to provide uninterrupted connections for all servers and all customers. The Cisco 6509 switches we utilize even have internal redundancy, so the hot and cold standbys are built into the hardware itself. With one at the head of our network, as well as a separate failover, that gives our network quadruple redundancy. From network connectivity to service providers, our entire network is covered.

Connection to the Internet -

The speed of which your site displays pages relies most importantly on the Internet Connections of your provider. First Source Consulting follows the same methodology providing the highest level of service by using only Tier 1 providers covering 95% of the Internet. By covering such a significant amount of the Internet, you and your customers (in 95% of the places you would log in) will not cross other networks to reach your site. If you use AT&T, you will stay on the AT&T network to your site, eliminating the largest bottleneck, "Cross Connects". First Source Consulting uses AT&T, UUNET, Time Warner, Qwest and more. First Source Consulting uses redundant OC-3 circuits to its vendors and also takes it one step further by using Satellite connections for additional redundancy. If any one of First Source Consulting's circuits were cut or disabled, all other circuits would continue normal operations.

Hosting Plans and Features

	Intermediate	Advanced	Premiere
Set Up Fees	\$50	\$80	\$110
Monthly Costs	\$25	\$40	\$55
Main Features			
Web Site Disk Space	400MB	600MB	1000MB
Bandwidth	25GB	50GB	100GB
Domain Pointers	4	8	12
FTP Accounts	unlimited	unlimited	unlimited
Security User Names	10	10	10
Daily Backups	Yes	Yes	Yes
Web-Based Control Center	Yes	Yes	Yes
Site Statistics			
Search Engine Data	Yes	Yes	Yes
Full Visitor Details	Yes	Yes	Yes
70+ Standard Reports	Yes	Yes	Yes
Download Raw Logs	Yes	Yes	Yes
Email Features			
Email Accounts	250	250	250
POP3/IMAP	Yes	Yes	Yes
SPAM Filtering	Yes	Yes	Yes
Virus Scanning	Yes	Yes	Yes
WebMail Interface	Yes	Yes	Yes
Content Filtering	Yes	Yes	Yes

Email Aliases	unlimited	unlimited	unlimited
Email Forwards	Yes	Yes	Yes
Auto Responders	Yes	Yes	Yes
SMTP Authentication	Yes	Yes	Yes
Database Features			
Datasource/DSNs	unlimited	unlimited	unlimited
MySQL Disk Space	50MB	150MB	250MB
Microsoft SQL Disk Space	50MB	150MB	350MB
Microsoft Access	Yes	Yes	Yes
Supported Scripting			
ASP.Net Hosting	Yes	Yes	Yes
PHP4.x	Yes	Yes	Yes
ActiveState PERL	Yes	Yes	Yes
Server Side XML	Yes	Yes	Yes
Win CGI	Yes	Yes	Yes
Unique CGI Bin	Yes	Yes	Yes
Extra Features			
Shared SSL	Yes	Yes	Yes
ColdFusion Components	Yes	Yes	Yes
Microsoft Index Server	-	Yes	Yes
Supported Applications			
FrontPage 97-2005	Yes	Yes	Yes
Visual Studio 6.0/.Net	Yes	Yes	Yes
Macromedia Dreamweaver	Yes	Yes	Yes
Adobe GoLive	Yes	Yes	Yes
NetObjects Fusion	Yes	Yes	Yes
Macromedia Flash	Yes	Yes	Yes
Windows Media	Yes	Yes	Yes
Real Audio/Video	Yes	Yes	Yes
Optional Features/Extra Costs			
Extra Domains (per month)	\$5	\$5	\$5
List Services (limited to 10)	\$15	\$15	\$15
Per GB Charge for exceeding bandwidth	\$6/mo	\$6/mo	\$6/mo
Additional SQL Databases (max of 5)	\$8/mo/50MB	\$8/mo/50MB	\$8/mo/50MB
Additional MySQL Databases (max of 5)	\$8/mo/50MB	\$8/mo/50MB	\$8/mo/50MB
Per 50MB Charge For Exceeding Mail Disk Space	\$8/mo	\$8/mo	\$8/mo
Custom DNS Servers	\$20/mo	\$20/mo	\$20/mo

Extra Security Username, One-time Charge	\$8	\$8	\$8
Set up fee for Customer supplied SSL	\$30	\$30	\$30
Primary Domain Changes, one-time charge	\$30	\$30	\$30
Restores from backup, per incident	\$75	\$75	\$75
SQL Restores, per .bak file	\$10	\$10	\$10

Appendix C – How We Do It (The Process)

First Source Consulting utilizes a four-phased approach to web site development projects. The Four Ds as we call them: Definition, Design, Development and Delivery.

Definition

First Source Consulting will begin the web site design and development project with a series of client meetings to uncover the project goals and objectives, target audiences, proposed site map, key stakeholders and decision makers, and outline the project's timeline.

Deliverables:

- Site Map
- Content Specification
- Timeline

Design

In the design phase, First Source Consulting will work with the client to design and develop an award-winning look and feel. First Source Consulting is committed to creating a web site that is both user friendly and brand conscious.

The design phase begins with the development of the creative brief, a document that clearly states the branding objectives, design constituents, and brand requirements. First Source consulting will then work with the client to develop wireframes, the first step in laying out the content of the site. Through the use of these black and white drawings, we "represent" the content and structure that will be found on priority pages throughout the web site.

Once this is completed, the true design of the site begins with the development of two design comps for the Home Page and a secondary page of the web site. The client will be able to choose one of the two directions, provide feedback and First Source Consulting will incorporate this feedback and build out the remaining pages within the design concept.

Deliverables:

- Creative Brief
- Copywriting Services
- Wireframes
- Design Concepts (two concepts of the Home Page and a Secondary Page)
- Design Revisions to the chosen concept
- Final Design

Development

In the third phase of the project, First Source Consulting will develop the HTML templates for the web site project and populate the content of the site. An extensive quality assurance and testing phase will conclude the development process, preparing the web site project for the client's review of the site on a password protected testing server available to the project team. Client's feedback will be incorporated into the site and the site prepared for launch.

Deliverables:

- HTML Templates
- Site Build Out

- QA Testing
- Client Testing Server

Delivery

In this phase, First Source Consulting prepares the web site project for deployment to the live server, provides further QA testing within the live environment, provides post-launch support and post mortem project follow up.

Deliverables:

- Site Launch
- Post Launch Support
- Post Mortem Report

Typical Timeline:

The timeline is specific to the Pricing Structure and Optional Features chosen within this proposal. Therefore, the timeline represented here is of the typical web development project's life cycle.

Definition:	3 weeks
Design:	3 weeks
Development:	6 weeks
Delivery:	1 week

**MANDATORY MINIMUM PENALTY
ECO LETTER**



ECO Resources, Inc.

May 13, 2005

Terry Lambeth, Chairman
San Simeon Community Services District
111 Pico Ave.
San Simeon, CA 93452

Dear Chairman Lambeth:

This letter is to respond to action take by the San Simeon Community Services District (SSCSD) Board of Directors on April 13, 2005, regarding the mandatory minimum penalties (MMP) issued by the Regional Quality Control Board (RWQCB).

To briefly recap – the RWQCB issued a MMP in the amount of \$144,000.00, and of this amount \$79,500.00 will be applied to a Supplemental Environmental Project (upgrade the wastewater treatment facility to tertiary treatment). The balance, \$64,500.00, was to be paid to the State Water Quality Control Board; this was one of the topics of discussion at your April 13, 2005 meeting.

In February of this year ECO offered to contribute \$32,250.00 to the District to help defray its expenses related to the Regional Board's action. It was our understanding that the District Board agreed to accept that offer. It is now our understanding the SSCSD Board during their meeting on April 13th; several motions were put forth regarding who should pay the \$64,500.00 and how much should be paid by each party. Presented as motions were: [1] the acceptance of ECO's original offer (this motion did not carry); [2] asking ECO to contribute \$64,500.00 (this, too failed); and [3] a counter offer wherein ECO would contribute \$48,375.00 (this motion carried).

ECO Resources position is that our original offer to split the \$64,500.00 evenly is a fair offer – for the reasons we have consistently maintained with the District Board – and therefore must decline to accept the board's counteroffer. We do however resubmit our original offer: a contribution in the amount of \$32,250.00. We feel this is still a fair compromise and will allow each of us to put this issue to rest, without further cost to either party, and move forward in a timely manner to address the many issues that lay before this District.

Respectfully,

Steve Richardson

Steven E. Richardson
Vice President, Western Region

**RANDY & TINA WHITE
LETTER**

April 8, 2005

San Simeon Community Services District
111 Pico Avenue
San Simeon, CA 93452

TO: SSCSD Board of Directors
RE: Account # 103

Friends:

We live in Fresno and received our last water bill for our property at 523 Casa del Mar in San Simeon on Wednesday, March 30th and immediately recognized that it reflected usage 10 times higher than normal. Our condominium is a vacation property, and our normal water usage is very frugal.

We called the SSCSD office immediately, before 2 p.m. on that same day, to report the aberration, but found to our surprise that the office was closed.

We called again the following morning (Thursday morning, March 31, at 9:30 a.m.) to report the problem. Someone was sent the following day (Friday, April 1st). They determined that the reading was correct and reported that there must be a leak somewhere in the property. They shut the water off.

We came to San Simeon over the weekend and determined that there was a problem with our hose in the backyard. We fixed the problem and turned the water back on.

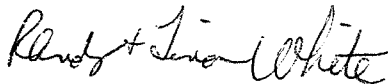
We estimate that the additional charges incurred by this problem could exceed \$450. This is more than we are used to paying in an entire year of water usage in San Simeon.

Our request: Would SSCSD consider extending grace to us by forgiving 50% of our March and April water bills? This reflects the fact that we in good faith attempted to resolve the problem on Wednesday, March 30 when we called the district to report a potential problem, however the District did not shut off the water until Friday, April 1. This proposal also reflects our responsibility to take some ownership for the problem itself.

We are enclosing the entire amount due according to our March statement, and are hoping that you'll grant our request and reduce our April bill in the amount of 50% of the March/April total.

We are committed to responsible water usage and conservation in San Simeon, and believe that our normal usage is far below the average. Thank you for considering our request.

Sincerely,



Randy and Tina White
264 N. Van Ness Avenue
Fresno, CA 93701-1628

- Brown Act Workshop - (1 hr) 5:30 start
Before June Reg Mtg.
-

Budget Mtg 10:10 AM

- Fields, Russell, Kiech, Lambeth (Loraine absent)
- Loraine arrived at 10:25 AM

Regular Mtg 10:30 AM
All Directors present

No Public Comments

Resolution No 05-303

Loraine Motion
Russell Second
All Approve

Direction - make changes to Budget
present to budget committee (David, Terry, Mike)
for approval & presentation to Board
Reg Mtg in June

Ordinance 66 Presentation

- Motion by Russel to accept (SSCS) Motion
- Second by Loraine
- All Approved

- Motion by ~~Russell~~ ^{Kiech} to accept Water Comm. Mission Statement
 - Second by - Russell
 - All Approved
- * Rob to bring back Resolution

* Letter to Hearst Corp regarding interest to work with them additional water sources.

* Website Design -

Direction to continue with search for other types & costs of website design

Motion - Russell

Second - Lorraine

5-0

Motion by Kiech to accept 50/50 split the \$64,500 fines by RWQCB

Second by - Fields

Vote - Fields - yes

Russell - No

Mira - No

Kiech - Yes

Lambeth - Yes

Passes

Motion by Russell on the Whites Request to change only for water use and not sewer for leak

Second by - Lorraine

5-0

Forgive session of White bill

Matson Russell

Second house

5-0

Get report from County code of
inspections

Rob to do research on zoning
issues.