

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



**BOARD PACKET**

**Wednesday, September 14, 2016  
Regular Meeting 6:00 pm**

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

Prepared by:



**GRACE**  
ENVIRONMENTAL SERVICES

**AGENDA**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, September 14, 2016**  
**6:00 pm**

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

**1. REGULAR SESSION: 6:00 PM**

**A. Roll Call**

**B. Pledge of Allegiance**

**2. PUBLIC COMMENT:**

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Chair. Your comments should be directed to the Board as a whole and not directed to individual Board members. The Brown Act restricts the Board from taking formal action on matters not published on the agenda.

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

**B. Public comment on Sheriff's Report .**

**C. Presentation from San Luis Obispo County on Measure J.**

**3. PRESENTATIONS AND ANNOUNCEMENTS FROM BOARD:**

**4. STAFF REPORTS**

**A. General Manager's Report**

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

**2. Update** – Wellhead treatment system project.

**3. Grant Updates** – USDA Funds, Integrated Regional Water Management Grant (IRWM), County Beautification Grant for Pico Stairs Beach Access, Prop 1 Grant.

**4. Update** - Lien Sale of vehicle abandoned by Ultura Water.

**5. Update** – Highway One traffic issue.

**6. Update** – Reservoir / Storage tank project.

**B. Superintendent's Report**

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

**C. District Financial Summary** - Update on Monthly Financial Status for close of business August 31, 2016.

**D. District Counsel's Report** – Summary of August activities.

**5. ITEMS OF BUSINESS**

- A. **Consideration of approval of last month's minutes** – August 10, 2016.
- B. **Consideration of approval of Disbursements Journal** – September 14, 2016.

**6. PUBLIC HEARING**

- A. **Consideration of adoption of Ordinance 117 amending and restating the District's Water Conservation Plan and establishing regulations including mandatory conservation measures, restrictions and penalties for violations.**

**7. DISCUSSION/ACTION ITEMS**

- A. **Discussion / direction to staff regarding a possible update of the District's Ordinance No. 89 as it pertains to Connection Fees for Water and Sewer Service Within the District.**

**8. BOARD COMMITTEE REPORTS** - Oral Reports from Committee Members.

**9. BOARD REPORTS** - Oral Reports from Board Members on current issues.

**10. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS** - Requests from Board members to Staff to receive feedback, prepare information, and/or place an item on a future agenda(s).

**11. ADJOURNMENT**

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the District office, 111 Pico Avenue, San Simeon. If requested, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for a disability-related modification or accommodation, contact the District Administrator at 805-927-4778 as soon as possible and at least 48 hours prior to the meeting date. This agenda was prepared and posted pursuant to Government Code Section 54954.2.

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

### **Charles Grace**

- 1. Staff Activity** – Report on Staff activities for the month of August.
- 2. Update** – Wellhead treatment system project.
- 3. Grant Update** – USDA Funds, Integrated Regional Water Management Grants (IRWM/WRAC), County Beautification Grant and Prop 1 Grant.
- 4. Update** - Lien Sale of vehicle abandoned by Ultura Water.
- 5. Highway One Traffic Issue**
- 6. Update** – Reservoir/Storage Tank Project.

**4A. GENERAL MANAGER'S REPORT**  
**September 14, 2016**

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

During the month of August Staff; sent out water billing, responded to several customer service calls and concerns. Staff met with the Districts Insurance carrier; Special District's Risk Management Agency to view the District's facilities. Staff assisted in coordinating a trash pick-up day with resident Mary Margaret McGuire.

Staff is providing the Auditor with all the document necessary to commence the District's 2015-2016 Audit on September 1, 2016. The General Manager and the Bookkeeper have been coordinating with the District Auditor.

**2. Update** – Wellhead treatment system project.

The treatment system rests in a ready state; staff routinely reviews the system equipment within the treatment building. Final grant fund payment has been received from the USDA. Staff submitted project invoices to the County for reimbursement. Staff continues to work with Wigen and Madonna to review and process final payments.

**3. Grant Updates**

**United States Department of Agriculture (USDA) Funds**

All the USDA Funds have been received and paperwork completed.

**Integrated Regional Water Management Grant (IRWM)**

Staff has turned in all the deliverables and invoices to the County. The County is currently working with the State to determine if the District will be able to receive all of the funds in one lump sum instead of receiving payments.

**County Beautification Grant for Pico Stairs Beach Access**

(Verbal Update)

**Prop 1 Grant**

Staff has started working with the County on deliverables and write-ups necessary to receive funds.

**4. Update** - Lien Sale of vehicle abandoned by Ultura Water.

Department of Motor Vehicles (DMV) stopped the lien sale in July for the truck, DMV asked for additional documentation. Since then, Staff has provided the additional forms and information and reposted the sale of the truck. The sale date is set for October 4<sup>th</sup> at the District Office at 3:00 PM.

**5. Update – Highway One traffic Control.**

Staff is working with the Cal Trans Public Affairs Official on the safety condition of Highway 1 traffic. Currently, Cal Trans is opening an investigation on the portion of Highway 1 that runs through the San Simeon CSD boundaries. As there is only 1 (one) investigator in this region (5 counties per region), effort will take some time. There are currently over 100 investigations in progress and all are completed in order of highest priority. All Statistics gathered by the Highway Patrol and Sheriff's Office have been given to the Public Affairs Official.

Also, Cal Trans maintenance is currently scheduling a "sprucing" up of the Pico Avenue pedestrian passage. Staff is working on Cal Trans to enhance the access.

**6. Update – Reservoir / Storage tank project.**

Staff has reached out to the Hearst Corporation and Hearst Corporation liaison to provide a project update and discuss a potential site for two storage tanks. The site is considered to be outside of the Highway One View Corridor. Staff is also requesting proposals from engineering firms to perform 1) Area topographical survey, 2) Geotechnical survey and 3) 30% preliminary design.

**4B. SUPERTINTENDENT'S REPORT**  
**Jerry Copeland**  
**Facilities Update for August 2016**

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

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

### **Activities of August 2016**

#### **1. Wastewater Treatment Plant**

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the RWQCB.
- Blower maintenance was performed
- 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). There was a Sanitary Survey of the water system by the DDW. The Sanitary Survey Report was received. There were some minor items for corrections. Those items were addressed and DDW was satisfied with the results.
- The annual County Water Usage Report was completed and submitted.
- The Reverse Osmosis Unit pickling solution was flushed out. The unit was in operation for two consecutive days for three hours a day. It was then re-pickled.
- 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.
- Plastic safety barrier was installed at the Pico cul-de-sac beach access stairs until permanent improvements are made.



San Simeon Community Services District

Superintendent's Report

August 2016

MONTHLY DATA REPORT

| Date          | Day | Wastewater Influent Daily flow | Wastewater Effluent Daily Flow | CALCULATED          |                     | CALCULATED          |                            | CALCULATED |            | CALCULATED   |             | Chloride Wells |             | Recycled Water Distributed | Water Level Well 1 | Water Level Well 2 | Rainfall in Inches | INPUT State Sewer Daily Flow |
|---------------|-----|--------------------------------|--------------------------------|---------------------|---------------------|---------------------|----------------------------|------------|------------|--------------|-------------|----------------|-------------|----------------------------|--------------------|--------------------|--------------------|------------------------------|
|               |     |                                |                                | Well 1 Total Pumped | Well 2 Total Pumped | Well 3 Total Pumped | Total Daily Water Produced | 1          | 2          |              |             |                |             |                            |                    |                    |                    |                              |
| 08/01/16      | Mon | 94,374                         | 103,280                        | 0                   | 62,084              | 0                   | 62,084                     | 148        | -          | -            | 550         | 11.6           | 11.4        | 0.00                       | 21,297             |                    |                    |                              |
| 08/02/16      | Tue | 111,390                        | 105,150                        | 74,800              | 55,427              | 0                   | 130,227                    | -          | -          | 550          | 11.5        | 11.3           | 0.00        | 4,679                      |                    |                    |                    |                              |
| 08/03/16      | Wed | 98,788                         | 94,490                         | 60,513              | 15,035              | 0                   | 75,548                     | -          | -          | -            | 11.6        | 11.4           | 0.00        | 4,531                      |                    |                    |                    |                              |
| 08/04/16      | Thu | 101,639                        | 107,160                        | 56,474              | 64,328              | 0                   | 120,802                    | -          | -          | -            | 11.6        | 11.4           | 0.00        | 5,610                      |                    |                    |                    |                              |
| 08/05/16      | Fri | 131,192                        | 114,000                        | 34,707              | 61,785              | 0                   | 96,492                     | 123        | 123        | -            | 11.6        | 11.4           | 0.00        | 6,885                      |                    |                    |                    |                              |
| 08/06/16      | Sat | 132,902                        | 122,360                        | 46,526              | 61,336              | 0                   | 107,862                    | -          | -          | -            | 11.6        | 11.5           | 0.00        | 18,875                     |                    |                    |                    |                              |
| 08/07/16      | Sun | 113,841                        | 133,170                        | 62,234              | 34,483              | 0                   | 96,716                     | -          | -          | -            | 11.7        | 11.5           | 0.00        | 23,800                     |                    |                    |                    |                              |
| 08/08/16      | Mon | 96,961                         | 97,610                         | 65,600              | 37,026              | 0                   | 102,626                    | 148        | 111        | -            | 11.7        | 11.5           | 0.00        | 21,446                     |                    |                    |                    |                              |
| 08/09/16      | Tue | 118,616                        | 100,910                        | 38,746              | 65,076              | 0                   | 103,822                    | -          | -          | 1305         | 11.7        | 11.6           | 0.00        | 5,522                      |                    |                    |                    |                              |
| 08/10/16      | Wed | 114,253                        | 100,120                        | 47,049              | 59,616              | 0                   | 106,665                    | -          | -          | -            | 11.8        | 11.7           | 0.00        | 5,530                      |                    |                    |                    |                              |
| 08/11/16      | Thu | 101,405                        | 103,690                        | 36,502              | 32,987              | 0                   | 69,489                     | -          | -          | -            | 11.7        | 11.6           | 0.00        | 3,756                      |                    |                    |                    |                              |
| 08/12/16      | Fri | 102,169                        | 95,860                         | 123,196             | 0                   | 0                   | 123,196                    | 111        | 111        | -            | 11.7        | 11.6           | 0.00        | 4,391                      |                    |                    |                    |                              |
| 08/13/16      | Sat | 112,328                        | 106,510                        | 5,760               | 59,690              | 0                   | 65,450                     | -          | -          | -            | 11.7        | 11.6           | 0.00        | 5,174                      |                    |                    |                    |                              |
| 08/14/16      | Sun | 105,999                        | 116,270                        | 73,304              | 50,640              | 0                   | 123,944                    | -          | -          | -            | 11.9        | 11.8           | 0.00        | 20,992                     |                    |                    |                    |                              |
| 08/15/16      | Mon | 96,848                         | 107,810                        | 60,438              | 0                   | 0                   | 60,438                     | -          | -          | -            | 11.9        | 11.8           | 0.00        | 19,595                     |                    |                    |                    |                              |
| 08/16/16      | Tue | 105,646                        | 92,760                         | 54,006              | 72,406              | 0                   | 126,412                    | -          | -          | 1000         | 11.9        | 11.8           | 0.00        | 4,808                      |                    |                    |                    |                              |
| 08/17/16      | Wed | 95,620                         | 90,120                         | 0                   | 59,990              | 0                   | 59,990                     | -          | -          | -            | 12.0        | 11.9           | 0.00        | 4,835                      |                    |                    |                    |                              |
| 08/18/16      | Thu | 92,022                         | 94,460                         | 70,536              | 57,222              | 0                   | 127,758                    | -          | -          | -            | 12.0        | 11.8           | 0.00        | 4,373                      |                    |                    |                    |                              |
| 08/19/16      | Fri | 96,318                         | 96,850                         | 68,666              | 22,664              | 0                   | 91,331                     | -          | -          | -            | 12.1        | 12.0           | 0.00        | 4,471                      |                    |                    |                    |                              |
| 08/20/16      | Sat | 107,539                        | 97,840                         | 62,832              | 52,435              | 0                   | 115,267                    | -          | -          | -            | 12.1        | 12.0           | 0.00        | 3,379                      |                    |                    |                    |                              |
| 08/21/16      | Sun | 103,033                        | 98,650                         | 58,643              | 80,934              | 0                   | 139,577                    | -          | -          | -            | 12.2        | 12.0           | 0.00        | 4,568                      |                    |                    |                    |                              |
| 08/22/16      | Mon | 84,930                         | 76,290                         | 0                   | 66,871              | 0                   | 66,871                     | 148        | 135        | -            | 12.3        | 12.1           | 0.00        | 3,609                      |                    |                    |                    |                              |
| 08/23/16      | Tue | 92,294                         | 77,610                         | 78,390              | 56,175              | 0                   | 134,565                    | -          | -          | 1100         | 12.3        | 12.1           | 0.00        | 2,999                      |                    |                    |                    |                              |
| 08/24/16      | Wed | 76,235                         | 91,940                         | 62,832              | 17,653              | 0                   | 80,485                     | -          | -          | -            | 12.3        | 12.2           | 0.00        | 3,746                      |                    |                    |                    |                              |
| 08/25/16      | Thu | 80,965                         | 66,040                         | 71,210              | 56,399              | 0                   | 127,609                    | -          | -          | -            | 12.3        | 12.2           | 0.00        | 3,946                      |                    |                    |                    |                              |
| 08/26/16      | Fri | 80,862                         | 74,310                         | 50,116              | 63,879              | 0                   | 113,995                    | 148        | 135        | -            | 12.4        | 12.3           | 0.00        | 2,302                      |                    |                    |                    |                              |
| 08/27/16      | Sat | 86,926                         | 74,130                         | 0                   | 56,025              | 0                   | 56,025                     | -          | -          | -            | 12.4        | 12.3           | 0.00        | 3,359                      |                    |                    |                    |                              |
| 08/28/16      | Sun | 75,967                         | 79,290                         | 67,918              | 0                   | 0                   | 67,918                     | -          | -          | -            | 12.4        | 12.3           | 0.00        | 3,886                      |                    |                    |                    |                              |
| 08/29/16      | Mon | 76,343                         | 74,300                         | 51,612              | 66,123              | 0                   | 117,735                    | -          | -          | -            | 12.4        | 12.3           | 0.00        | 4,745                      |                    |                    |                    |                              |
| 08/30/16      | Tue | 77,728                         | 70,850                         | 0                   | 55,950              | 0                   | 55,950                     | 148        | 135        | -            | 12.5        | 12.3           | 0.00        | 3,807                      |                    |                    |                    |                              |
| 08/31/16      | Wed | 74,105                         | 71,620                         | 55,053              | 0                   | 0                   | 55,053                     | -          | -          | 450          | 12.4        | 12.3           | 0.00        | 4,944                      |                    |                    |                    |                              |
| <b>TOTALS</b> |     | <b>3,039,238</b>               | <b>2,935,450</b>               | <b>1,537,663</b>    | <b>1,444,238</b>    | <b>0</b>            | <b>2,981,902</b>           | <b>139</b> | <b>125</b> | <b>4,955</b> | <b>12.0</b> | <b>11.8</b>    | <b>0.00</b> | <b>235,860</b>             |                    |                    |                    |                              |
| Average       |     | 98,040                         | 94,692                         | 49,602              | 46,588              | 0                   | 96,190                     | 139        | 125        | 826          | 12.0        | 11.8           | 0.00        | 7,608                      |                    |                    |                    |                              |
| Minimum       |     | 74,105                         | 66,040                         | 0                   | 0                   | 0                   | 55,053                     | 111        | 111        | 450          | 11.5        | 11.3           | 0.00        | 2,302                      |                    |                    |                    |                              |
| Maximum       |     | 132,902                        | 133,170                        | 123,196             | 80,934              | 0                   | 139,577                    | 148        | 135        | 1,305        | 12.5        | 12.3           | 0.00        | 23,800                     |                    |                    |                    |                              |

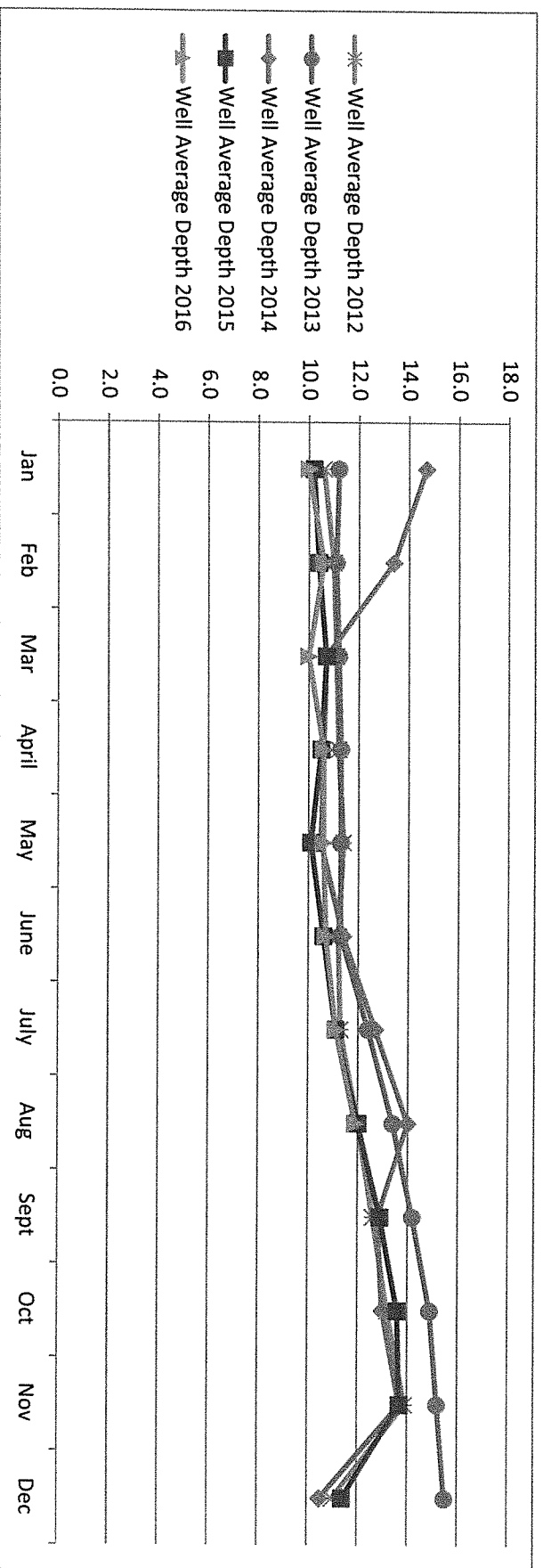
DATA SUMMARY SHEET

| 2016  | Jan-16    | Feb-16           | Mar-16    | Apr-16    | May-16    | Jun-16    | Jul-16    | Aug-16    | Sep-16 | Oct-16 | Nov-16 | Dec-16 | Total for 2016 |
|---|-----------|------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------|--------|--------|--------|----------------|
| Wastewater Influent                           | 2,849,357 | 2,375,307        | 3,071,599 | 2,340,256 | 2,824,792 | 2,909,805 | 3,485,599 | 3,039,238 |        |        |        |        | 22,895,953     |
| Wastewater Final Effluent (Month Cycle)       | 2,714,170 | 2,185,020        | 3,037,390 | 2,191,550 | 2,712,580 | 2,822,370 | 3,453,020 | 2,935,450 |        |        |        |        | 22,051,550     |
| Adjusted Wastewater Influent (- State Flow) * | 2,535,974 | 2,177,118        | 2,699,165 | 2,164,251 | 2,554,523 | 2,619,042 | 3,078,242 | 2,803,378 |        |        |        |        | 20,631,693     |
| Water Produced (month cycle)                  | 2,153,548 | 1,923,258        | 2,168,302 | 2,117,663 | 2,606,630 | 2,736,933 | 3,269,433 | 2,981,902 |        |        |        |        | 19,957,668     |
| Sewer Influent/Water Produced Ratio           | 1.32      | 1.24             | 1.42      | 1.11      | 1.08      | 1.06      | 1.07      | 1.02      |        |        |        |        | N/A            |
| Adjusted Sewer/Water Produced Ratio           | 1.18      | 1.13             | 1.25      | 1.02      | 0.98      | 0.96      | 0.94      | 0.94      |        |        |        |        | N/A            |
| Well 1 Water Pumped                           | 97,988    | 968,286          | 1,109,732 | 1,079,364 | 1,323,885 | 1,385,521 | 1,627,050 | 1,537,663 |        |        |        |        | 9,129,490      |
| Well 2 Water Pumped                           | 1,454,860 | 954,972          | 1,058,570 | 1,038,299 | 1,282,745 | 1,351,412 | 1,642,384 | 1,444,238 |        |        |        |        | 10,227,478     |
| Well 3 Water Pumped                           | 600,700   | 0                | 0         | 0         | 0         | 0         | 0         | 0         |        |        |        |        | 600,700        |
| Total Well Production                         | 2,153,548 | 1,923,258        | 2,168,302 | 2,117,663 | 2,606,630 | 2,736,933 | 3,269,433 | 2,981,902 |        |        |        |        | 19,957,668     |
| Water Well 1 Avg Depth to Water               | 10.0      | 10.6             | 10.0      | 10.6      | 10.6      | 10.8      | 11.2      | 12.0      |        |        |        |        | N/A            |
| Water Well 2 Avg Depth to Water               | 9.9       | 10.5             | 9.9       | 10.5      | 10.5      | 10.6      | 11.0      | 11.8      |        |        |        |        | N/A            |
| Average Depth to Water of Both Wells          | 10.0      | 10.6             | 10.0      | 10.6      | 10.6      | 10.7      | 11.1      | 11.9      |        |        |        |        | N/A            |
| Change in Average Depth to Water from 2015    | -0.2      | +0.2             | -0.7      | +0.1      | +0.5      | +0.1      | 0.0       | -0.1      |        |        |        |        | N/A            |
| Average Chloride mg/L at the Wells            | 1828      | 723              | 360       | 239       | 173       | 148       | 135       | 132       |        |        |        |        | N/A            |
| State Wastewater Treated                      | 313,383   | 198,189          | 372,434   | 176,005   | 270,269   | 290,763   | 407,357   | 235,860   |        |        |        |        | 2,264,260      |
| State % of Total WW Flow                      | 11%       | 12%              | 12%       | 8%        | 10%       | 10%       | 12%       | 8%        |        |        |        |        | N/A            |
| Recycled Water Sold (Gallons)                 | 0         | 0                | 0         | 0         | 1,375     | 1,900     | 4,300     | 4,955     |        |        |        |        | 12,530         |
| Biosolids Removal (Gallons)                   | 6,000     | 0                | 6,000     | 6,000     | 6,000     | 12,000    | 6,000     | 6,000     |        |        |        |        | 48,000         |
| WW Permit Limitation Exceeded                 | 0         | 1                | 0         | 0         | 0         | 0         | 0         | 0         |        |        |        |        | N/A            |
| RW Permit Limitation Exceeded                 | 0         | 0                | 0         | 0         | 0         | 0         | 0         | 0         |        |        |        |        | N/A            |
| Constituent Exceeded                          | None      | TSS % of Removal | None      | None      | None      | None      | None      | None      |        |        |        |        | N/A            |
| Sample Limit                                  | N/A       | 85%              | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       |        |        |        |        | N/A            |
| Sample Result                                 | N/A       | 79%              | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       |        |        |        |        | N/A            |

| 2015  | Jan-15    | Feb-15    | Mar-15    | Apr-15    | May-15    | Jun-15    | Jul-15    | Aug-15    | Sep-15    | Oct-15    | Nov-15    | Dec-15    | Total for 2015 |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------------|
| Wastewater Influent                           | 2,278,607 | 2,137,631 | 2,579,655 | 2,698,683 | 2,877,973 | 2,736,511 | 3,127,790 | 2,938,940 | 2,595,828 | 2,571,859 | 2,307,432 | 2,477,658 | 31,328,567     |
| Wastewater Final Effluent (Month Cycle)       | 2,078,820 | 2,179,270 | 2,419,750 | 2,596,880 | 2,551,790 | 2,563,570 | 3,045,720 | 2,846,890 | 2,488,090 | 2,464,150 | 2,283,580 | 2,372,070 | 29,890,580     |
| Adjusted Wastewater Influent (- State Flow) * | 2,129,329 | 2,015,656 | 2,386,629 | 2,457,477 | 2,602,675 | 2,564,762 | 2,918,658 | 2,786,097 | 2,401,062 | 2,455,246 | 2,142,924 | 2,201,887 | 29,062,402     |
| Water Produced (month cycle)                  | 1,881,724 | 2,054,121 | 2,163,830 | 2,273,769 | 2,551,727 | 2,550,830 | 2,820,558 | 2,737,380 | 2,495,573 | 2,597,276 | 2,301,928 | 2,342,025 | 28,770,740     |
| Sewer Influent/Water Produced Ratio           | 1.21      | 1.04      | 1.19      | 1.19      | 1.25      | 1.07      | 1.10      | 1.07      | 1.04      | 0.99      | 1.00      | 1.06      | N/A            |
| Adjusted Sewer/Water Ratio                    | 1.13      | 0.98      | 1.10      | 1.08      | 1.13      | 1.01      | 1.04      | 1.02      | 0.96      | 1.04      | 1.06      | 0.93      | N/A            |
| Average Depth of Both Wells                   | 10.2      | 10.4      | 10.7      | 10.5      | 10.1      | 10.6      | 11.1      | 12.0      | 12.9      | 13.6      | 13.7      | 11.4      | N/A            |
| Average Chloride mg/L at the Wells            | 844       | 576       | 342       | 268       | 234       | 188       | 169       | 194       | 224       | 346       | 582       | 1533      | N/A            |
| Change in Average Well Depth from 2014        | -4.5      | -2.9      | 0.0       | -0.1      | -0.4      | -0.8      | -1.6      | -2.0      | +0.1      | +0.6      | 0.0       | +0.9      | N/A            |
| State Wastewater Treated                      | 149,278   | 121,975   | 193,026   | 241,206   | 275,298   | 171,749   | 209,132   | 152,843   | 194,766   | 116,613   | 164,508   | 275,771   | 2,266,165      |
| State % of Total WW Flow                      | 0.07      | 0.06      | 0.08      | 0.09      | 0.1       | 0.06      | 0.07      | 0.05      | 8%        | 4%        | 7%        | 11%       | N/A            |
| Recycled Water Sold (Gallons)                 | 10710     | 3070      | 9775      | 12945     | 30040     | 65100     | 52250     | 55355     | 53445     | 45015     | 4435      | 550       | 342,690        |
| Biosolids Removal (Gallons)                   | 0         | 6,000     | 6,000     | 6,000     | 6,000     | 12,000    | 6,000     | 6,000     | 6,000     | 6,000     | 6,000     | 6,000     | 72,000         |
| WW Permit Limitation Exceeded                 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 1         | 0         | 0         | 0         | 0         | 0              |
| Constituent Exceeded                          | None      | None      | None      | None      | None      | None      | None      | TSS       | None      | None      | None      | None      | N/A            |
| Sample Limit                                  | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | 30        | N/A       | N/A       | N/A       | N/A       | N/A            |
| Sample Result                                 | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | N/A       | 36        | N/A       | N/A       | N/A       | N/A       | N/A            |

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

|                         | Jan  | Feb  | Mar  | April | May  | June | July | Aug  | Sept | Oct  | Nov  | Dec  |
|-------------------------|------|------|------|-------|------|------|------|------|------|------|------|------|
| Well Average Depth 2012 | 10.6 | 11.0 | 11.1 | 11.2  | 11.4 | 11.2 | 11.3 | 12.0 | 12.6 | 13.2 | 13.9 | 11.0 |
| Well Average Depth 2013 | 11.2 | 11.1 | 11.2 | 11.3  | 11.3 | 11.3 | 12.4 | 13.4 | 14.2 | 14.9 | 15.2 | 15.5 |
| Well Average Depth 2014 | 14.7 | 13.4 | 10.7 | 10.6  | 10.5 | 11.4 | 12.7 | 14.0 | 12.8 | 13.0 | 13.7 | 10.5 |
| Well Average Depth 2015 | 10.2 | 10.4 | 10.7 | 10.5  | 10.1 | 10.6 | 11.1 | 12.0 | 12.9 | 13.6 | 13.7 | 11.4 |
| Well Average Depth 2016 | 10.0 | 10.6 | 10.0 | 10.6  | 10.6 | 10.7 | 11.1 | 11.9 |      |      |      |      |



**4C. DISTRICT FINANCIALS**  
**Renee Samaniego Osborne**  
**August 31, 2016**

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

**SAN SIMEON COMMUNITY SERVICES DISTRICT**



**4C. FINANCIAL SUMMARY**

**BILLING**

**August 31, 2016**

|                               |                     |
|-------------------------------|---------------------|
| <b>July Billing Revenue</b>   | <b>\$ 85,200.09</b> |
| <b>August Billing Revenue</b> | <b>\$ 86,541.08</b> |
| <br>                          |                     |
| Past Due (31 to 60 days)      | \$ 190.57           |
| Past Due (60 days)            | \$ 0.00             |

---

**ENDING BANK BALANCES**

**August 31, 2016**

**RABOBANK SUMMARY:**

|   |                 |
|---|-----------------|
| <b>Well Rehab Project/USDA Checking Account</b> | <b>\$ 25.05</b> |
|---|-----------------|

**HERITAGE OAKS BANK:**

|  |                      |
|--|----------------------|
| <b>Interest for August</b>                                     | <b>\$ 124.70</b>     |
| <b>Money Marketing Account Closing Balance August 31, 2016</b> | <b>\$ 527,372.92</b> |

|                        |                      |
|------------------------|----------------------|
| Reserve Fund           | (\$ 250,000.00)      |
| Wait-list Deposits     | (\$ 45,750.00)       |
| Customer Deposits      | (\$ 9,708.00)        |
| <b>Available Funds</b> | <b>\$ 221,914.92</b> |

|   |                      |
|---|----------------------|
| <b>General Checking Account August 31, 2016</b> | <b>\$ 100,642.16</b> |
|---|----------------------|

---

|   |                  |
|---|------------------|
| <b>LAIF Closing Balance August 31, 2016</b> | <b>\$ 522.09</b> |
|---|------------------|

SAN SIMEON COMMUNITY SERVICES DISTRICT  
**Balance Sheet**  
As of August 31, 2016

Aug 31, 16

**ASSETS**

**Current Assets**

**Checking/Savings**

|  |            |
|--|------------|
| 1010 · Petty cash                      | 150.00     |
| 1015 · Heritage Oaks- General Checking | 96,732.97  |
| 1016 · Heritage Oaks-Wellhead          | 6.34       |
| 1017 · Heritage Oaks-Money Market      | 420,372.92 |
| 1022 · USDA checking                   | 100.05     |
| 1040 · Cash in county treasury         | 889.49     |
| 1050 · LAIF - non-restricted cash      | 522.09     |

**Total Checking/Savings** 518,773.86

**Other Current Assets**

|                            |           |
|----------------------------|-----------|
| 1200 · Accounts receivable | 83,481.34 |
| 1300 · Prepaid expenses    | 6,874.46  |

**Total Other Current Assets** 90,355.80

**Total Current Assets** 609,129.66

**Fixed Assets**

**1400 · Fixed assets**

|                                |              |
|--------------------------------|--------------|
| 1420 · Building and structures | 395,874.73   |
| 1500 · Equipment               | 316,747.53   |
| 1540 · Major water projects    | 145,068.22   |
| 1560 · Pipe bridge             | 18,056.38    |
| 1580 · Sewer plant             | 1,488,555.08 |
| 1600 · Water system            | 550,390.00   |
| 1620 · WWTP expansion          | 299,565.92   |
| 1630 · Tertiary Project        | 262,932.67   |
| 1640 · Wellhead Rehab Project  | 447,545.53   |
| 1650 · Walkway access projects | 11,511.00    |
| 1660 · RO Unit                 | 990,536.15   |
| 1680 · Generator               | 29,101.14    |

**Total 1400 · Fixed assets** 4,955,884.35

**1690 · Accumulated depreciation** -2,129,738.96

**Total Fixed Assets** 2,826,145.39

**TOTAL ASSETS** 3,435,275.05

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

|                                   |          |
|-----------------------------------|----------|
| 2100 · Payroll liabilities        | 290.70   |
| 2500 · Customer security deposits | 9,858.13 |

6:02 PM  
09/06/16  
Accrual Basis

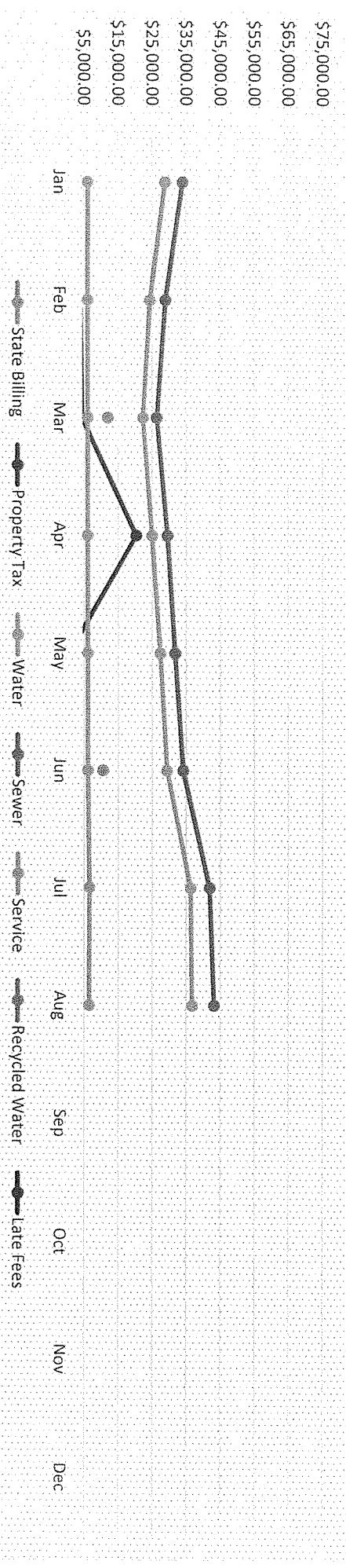
SAN SIMEON COMMUNITY SERVICES DISTRICT  
**Balance Sheet**  
As of August 31, 2016

---

|  | <b>Aug 31, 16</b>          |
|--|----------------------------|
| 2510 · Connect hookup wait list        | 45,750.00                  |
| 2520 · USDA Loan                       | 448,275.00                 |
| <b>Total Other Current Liabilities</b> | <b>504,173.83</b>          |
| <b>Total Current Liabilities</b>       | <b>504,173.83</b>          |
| <b>Total Liabilities</b>               | <b>504,173.83</b>          |
| <b>Equity</b>                          |                            |
| 3200 · Fund balance                    | 2,821,713.94               |
| 3900 · Suspense                        | 94,368.98                  |
| Net Income                             | 15,018.30                  |
| <b>Total Equity</b>                    | <b>2,931,101.22</b>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <b><u>3,435,275.05</u></b> |

### 2016 DISTRICT REVENUE

|                    | Jan                | Feb                | Mar                | Apr                | May                | Jun                | Jul                | Aug                | Sep | Oct | Nov | Dec | Totals              |
|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-----|-----|-----|-----|---------------------|
| State Billing      |                    |                    | \$11,992.94        |                    |                    | \$10,529.30        |                    |                    |     |     |     |     | \$22,522.24         |
| Property Tax       | \$732.82           | \$3,907.74         | \$4,380.61         | \$20,311.11        | \$670.65           | \$812.49           | \$1,161.69         |                    |     |     |     |     | \$31,977.05         |
| Water              | \$28,833.6         | \$24,410.7         | \$22,300.8         | \$24,943.6         | \$27,395.8         | \$29,375.5         | \$36,292.1         | \$36,746.52        |     |     |     |     | \$230,298.59        |
| Sewer              | \$33,983.5         | \$28,929.3         | \$26,405.5         | \$29,496.1         | \$31,742.1         | \$34,065.2         | \$41,862.8         | \$43,190.60        |     |     |     |     | \$269,675.13        |
| Service            | \$6,169.2          | \$6,111.0          | \$6,140.1          | \$6,140.10         | \$6,111.0          | \$6,111.0          | \$6,559.5          | \$6,472.20         |     |     |     |     | \$49,814.10         |
| Recycled Water     |                    |                    |                    |                    |                    |                    |                    |                    |     |     |     |     | \$0.00              |
| Late Fees          | \$153.3            | \$138.8            | \$86.4             | \$485.53           | \$657.2            | \$418.4            | \$485.7            | \$97.52            |     |     |     |     | \$2,522.81          |
| <b>Total</b>       | <b>\$69,872.42</b> | <b>\$63,497.49</b> | <b>\$71,306.30</b> | <b>\$81,376.35</b> | <b>\$66,576.82</b> | <b>\$81,311.92</b> | <b>\$86,361.78</b> | <b>\$86,506.84</b> |     |     |     |     | <b>\$606,809.92</b> |
| Water Sold Cu Ft   | 276707             | 234583             | 213757             | 239168             | 260907             | 278453             | 324654             | 324654             |     |     |     |     | 2152883             |
| Water Sold Acre ft | 6.35               | 5.39               | 4.91               | 5.49               | 5.99               | 6.39               | 7.45               | 7.45               |     |     |     |     | 49.42               |



### REVENUE VS EXPENSES

|                | Jan                | Feb                | Mar                 | Apr                | May                 | Jun               | Jul                 | Aug                | Sep | Oct | Nov | Dec | Totals               |
|----------------|--------------------|--------------------|---------------------|--------------------|---------------------|-------------------|---------------------|--------------------|-----|-----|-----|-----|----------------------|
| Revenue        | \$69,872.42        | \$63,497.49        | \$71,306.30         | \$81,376.35        | \$66,576.82         | \$81,311.92       | \$86,361.78         | \$86,506.84        |     |     |     |     | \$606,809.92         |
| Expenses       | \$71,441.43        | \$72,822.48        | \$152,049.21        | \$62,994.78        | \$77,525.44         | \$71,657.28       | \$127,105.89        | \$72,035.48        |     |     |     |     | \$707,631.99         |
| <b>Balance</b> | <b>-\$1,569.01</b> | <b>-\$9,324.99</b> | <b>-\$80,742.91</b> | <b>\$18,381.57</b> | <b>-\$10,948.62</b> | <b>\$9,654.64</b> | <b>-\$40,744.11</b> | <b>\$14,471.36</b> |     |     |     |     | <b>-\$100,822.07</b> |



**SAN SIMEON COMMUNITY SERVICES DISTRICT  
DISTRICT REVENUE YEAR END TOTALS**

|                | 2016               |                    |                    |                    |                    |                    |                    |                    |     |     |     |     | YET                |
|----------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-----|-----|-----|-----|--------------------|
|                | Jan                | Feb                | Mar                | Apr                | May                | Jun                | Jul                | Aug                | Sep | Oct | Nov | Dec |                    |
| Water          | \$28,833.6         | \$24,410.7         | \$22,300.8         | \$24,943.6         | \$27,395.8         | \$29,375.5         | \$36,292.1         | \$36,746.52        |     |     |     |     | \$230,298.6        |
| Sewer          | \$33,983.5         | \$28,929.3         | \$26,405.5         | \$29,496.1         | \$31,742.1         | \$34,065.2         | \$41,862.8         | \$43,190.60        |     |     |     |     | \$269,675.1        |
| Service        | \$6,169.2          | \$6,111.0          | \$6,140.1          | \$6,140.10         | \$6,111.0          | \$6,111.0          | \$6,559.5          | \$6,472.20         |     |     |     |     | \$49,814.1         |
| Late Fees      | \$153.3            | \$138.8            | \$86.4             | \$485.53           | \$657.2            | \$418.4            | \$485.7            | \$97.52            |     |     |     |     | \$2,522.8          |
| Recycled Water |                    |                    |                    |                    |                    |                    |                    |                    |     |     |     |     | \$0.0              |
| State Billing  |                    |                    | \$11,992.94        |                    |                    | \$10,529.30        |                    |                    |     |     |     |     | \$22,522.2         |
| Property Tax   | \$732.82           | \$3,907.74         | \$4,380.61         | \$20,311.1         | \$670.65           | \$812.49           | \$1,161.69         |                    |     |     |     |     | \$31,977.1         |
| <b>Total</b>   | <b>\$69,872.42</b> | <b>\$63,497.49</b> | <b>\$71,306.30</b> | <b>\$81,376.35</b> | <b>\$66,576.82</b> | <b>\$81,311.92</b> | <b>\$86,361.78</b> | <b>\$86,506.84</b> |     |     |     |     | <b>\$606,809.9</b> |

|                | 2015               |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    | YET                |
|----------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                | Jan                | Feb                | Mar                | Apr                | May                | Jun                | Jul                | Aug                | Sep                | Oct                | Nov                | Dec                |                    |
| Water          | \$24,980.7         | \$22,031.4         | \$23,713.3         | \$29,614.9         | \$25,535.8         | \$26,568.3         | \$32,179.3         | \$35,048.6         | \$31,023.2         | \$30,062.5         | \$23,260.9         | \$19,903.4         | \$323,922.3        |
| Sewer          | \$29,619.7         | \$25,800.7         | \$27,563.4         | \$35,077.2         | \$30,393.1         | \$31,702.7         | \$38,340.3         | \$41,800.7         | \$36,517.9         | \$35,482.6         | \$27,568.6         | \$23,716.4         | \$383,583.3        |
| Service        | \$5,775.1          | \$5,747.7          | \$5,747.7          | \$5,747.70         | \$5,802.4          | \$5,747.7          | \$6,052.8          | \$6,081.9          | \$6,111.0          | \$6,111.0          | \$6,111.0          | \$6,111.0          | \$71,147.0         |
| Late Fees      | \$78.2             | \$106.6            | \$194.3            | \$19.45            | \$192.3            | \$47.2             | \$118.8            | \$71.2             | \$72.3             | \$239.8            | \$386.6            | \$99.4             | \$1,626.2          |
| Recycled Water |                    |                    | \$174.3            |                    |                    | \$798.0            |                    |                    | \$1,359.8          |                    |                    |                    | \$3,186.1          |
| State Billing  |                    |                    | \$7,042.78         |                    |                    | \$8,943.33         |                    |                    | \$7,200.02         |                    |                    |                    | \$8,584.90         |
| Property Tax   | \$1,698.01         | \$680.91           | \$4,730.41         | \$20,998.8         | \$444.16           | \$624.12           | \$1,299.10         | \$78.29            | \$69.78            | \$6,473.88         | \$5,162.73         | \$31,035.95        | \$73,316.1         |
| <b>Total</b>   | <b>\$62,151.65</b> | <b>\$54,367.29</b> | <b>\$69,166.14</b> | <b>\$91,457.99</b> | <b>\$62,367.76</b> | <b>\$74,431.29</b> | <b>\$77,990.37</b> | <b>\$83,080.74</b> | <b>\$82,373.96</b> | <b>\$78,369.81</b> | <b>\$62,489.86</b> | <b>\$90,305.16</b> | <b>\$888,552.0</b> |

|               | 2014              |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   | YET                |
|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
|               | Jan               | Feb               | Mar               | Apr               | May               | Jun               | Jul               | Aug               | Sep               | Oct               | Nov               | Dec               |                    |
| Water         | \$21,971.3        | \$19,076.2        | \$16,337.8        | \$22,890.1        | \$21,881.1        | \$25,417.3        | \$34,524.9        | \$30,347.3        | \$26,979.2        | \$24,551.7        | \$23,063.4        | \$16,542.2        | \$283,582.3        |
| Sewer         | \$25,116.2        | \$22,334.7        | \$19,215.2        | \$27,214.3        | \$26,016.0        | \$30,425.9        | \$41,554.7        | \$36,609.6        | \$32,364.6        | \$29,124.2        | \$27,266.3        | \$19,555.3        | \$336,796.9        |
| Service       | \$5,366.4         | \$5,366.4         | \$5,366.4         | \$5,366.4         | \$5,392.2         | \$5,392.2         | \$5,773.5         | \$5,747.7         | \$5,747.7         | \$5,747.7         | \$5,775.1         | \$5,747.7         | \$66,789.4         |
| Late Fees     | \$155.8           | \$100.4           | \$93.9            | \$413.6           | \$896.4           | \$139.2           | \$124.0           | \$44.8            | \$94.8            | \$153.1           | \$221.7           | \$168.2           | \$2,605.8          |
| State Billing |                   |                   | \$23,125.64       |                   |                   | \$24,891.66       |                   |                   | \$9,972.00        |                   |                   |                   | \$6,480.49         |
| Prop Tax      | \$1,327.66        | \$1,155.60        | \$2,632.24        | \$21,054.41       | \$912.02          | \$195.04          | \$1,749.86        |                   | \$170.96          | \$4,304.07        | \$6,305.04        | \$30,755.69       | \$70,562.6         |
| <b>Total</b>  | <b>\$53,937.3</b> | <b>\$48,033.3</b> | <b>\$66,771.3</b> | <b>\$76,938.8</b> | <b>\$55,097.7</b> | <b>\$86,461.2</b> | <b>\$83,726.9</b> | <b>\$72,749.4</b> | <b>\$75,329.2</b> | <b>\$63,880.8</b> | <b>\$62,631.5</b> | <b>\$79,249.6</b> | <b>\$824,806.7</b> |

|               | 2013               |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    | YET                |
|---------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|               | Jan                | Feb                | Mar                | Apr                | May                | Jun                | Jul                | Aug                | Sep                | Oct                | Nov                | Dec                |                    |
| Water         | \$18,102.6         | \$20,631.4         | \$17,394.1         | \$23,008.4         | \$23,384.4         | \$29,603.5         | \$36,628.9         | \$36,833.3         | \$28,053.5         | \$24,908.9         | \$20,549.4         | \$17,417.0         | \$286,515.5        |
| Sewer         | \$20,172.8         | \$21,705.5         | \$18,903.2         | \$25,168.5         | \$24,914.3         | \$32,350.8         | \$40,084.9         | \$43,613.3         | \$33,179.7         | \$29,636.1         | \$23,946.3         | \$20,191.1         | \$333,866.5        |
| Service       | \$4,792.3          | \$4,769.3          | \$4,769.3          | \$4,792.3          | \$4,815.4          | \$4,792.3          | \$5,436.9          | \$5,366.4          | \$5,366.4          | \$5,366.4          | \$5,366.4          | \$5,366.4          | \$60,999.8         |
| Late Fees     | \$80.3             | \$163.5            | \$95.6             | \$58.8             | \$51.7             | \$88.3             | \$59.8             | \$110.4            | \$120.6            | \$71.4             | \$117.4            | \$101.1            | \$1,118.7          |
| State Billing |                    |                    | \$15,874.60        |                    |                    | \$21,090.32        |                    |                    | \$27,981.20        |                    |                    |                    | \$21,530.45        |
| Prop Tax      | \$757.44           | \$1,473.36         | \$3,935.20         | \$18,534.56        | \$1,963.98         | \$141.38           | \$8,069.77         | \$51.86            | \$1,503.31         | \$3,859.65         | \$5,718.15         | \$25,445.32        | \$71,454.0         |
| <b>Total</b>  | <b>\$43,905.44</b> | <b>\$48,742.98</b> | <b>\$60,971.99</b> | <b>\$71,562.56</b> | <b>\$55,129.68</b> | <b>\$88,066.63</b> | <b>\$90,280.29</b> | <b>\$85,975.29</b> | <b>\$96,204.70</b> | <b>\$63,842.39</b> | <b>\$55,697.70</b> | <b>\$90,051.38</b> | <b>\$850,431.0</b> |

## **5. ITEMS OF BUSINESS**

- A. Consideration of approval of last month's minutes –  
August 10, 2016.**
  
- B. Consideration of approval of Disbursements Journal –  
September 14, 2016.**

**MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, September 14, 2016**  
**6:00 pm**

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

**1. REGULAR SESSION: 6:02 PM**

**A. Roll Call:**

Chairperson Williams – present  
Vice-Chair Fields – present  
Director Price – present  
Director Patel – present  
Director Russell – present

General Manager, Charles Grace - present  
District Counsel, Heather Whitham - present  
Sheriff's Representative, Commander Taylor - present

**B. Pledge of Allegiance**

**2. PUBLIC COMMENT:**

Mary Margaret McGuire updated the Board on the Coastal Clean up sponsored by the California Coastal Commission and ECO SLO on September 17<sup>th</sup>. Clean up commenced at 9:00 AM and ended around 12 Noon. There were 13 participants cleaning up the beach in front of Pico Avenue to San Simeon Avenue. During the past few months of District wide clean up, Ms. McGuire and the team have noticed large amounts of trash that gets stuck in between the hotels on the east side of the highway. She would like to request that the District send a letter to these hotels to encourage them to pick up their own trash. Ms. McGuire would like to thank everyone that assisted in helping keep the beach in San Simeon clean.

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

The Commander stated that it was a quiet month. There were 39 calls for service in the San Simeon area. Some of the calls were as follows: 9 traffic, 2 incomplete 911 calls, 1 alarm call, 2 disturbing the peace, and 1 arrest for domestic violence.

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

**C. Presentation from San Luis Obispo County on Measure J.**

Kendal Flint was present to advise the public on how and where to get information on Measure J. The General presentation covered the following items: A) the measure would generate \$25 million in new dollars per year to fix our roads and improve transportation in the County. There are only 2 county roads in San Simeon, Castillo and Hearst Drive. B) The funds would be restricted to local transportation projects and priorities. C) Prohibits Sacramento from taking possession of these locally generated funds. D) Includes an Independent Taxpayer Oversight committee to ensure projects and programs in the plan are funded and completed. For more information please visit: [www.selfhelpslo.org](http://www.selfhelpslo.org).

**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 August.

During the month of August, Staff sent out water billing and responded to several customer service calls and concerns. Staff met with the District's insurance carrier, the Special District's Risk Management Agency, to view the District's facilities. Staff assisted in coordinating a trash pick-up day with resident Mary Margaret McGuire.

Staff is providing the Auditor with all the documents necessary to commence the District's 2015-2016 Audit on September 1, 2016. The General Manager and the Bookkeeper have been coordinating with the District Auditor.

**2. Update** – Wellhead treatment system project.

The treatment system rests in a ready state. Staff routinely reviews the system equipment within the treatment building. Final grant fund payment has been received from the USDA. Staff continues to work with Wigen and Madonna to review and process final payments.

**3. Grant Updates**

**United States Department of Agriculture (USDA) Funds**

All the USDA Funds have been received and paperwork completed.

**Integrated Regional Water Management Grant (IRWM)**

Staff has turned in all the deliverables and invoices to the County. Staff submitted project invoices to the County for reimbursement. The County is currently working with the State to determine if the District will be able to receive all of the funds in one lump sum instead of receiving payments.

**County Beautification Grant for Pico Stairs Beach Access**

There is still no update from the County at this time.

**Prop 1 Grant**

Staff has started working with the County on deliverables and write-ups necessary to receive funds.

**4. Update** - Lien Sale of vehicle abandoned by Ultura Water.

Department of Motor Vehicles (DMV) stopped the lien sale in July for the truck. DMV Has asked for additional documentation. Since then, Staff has provided the additional forms and information and reposted the sale of the truck. The sale date is set for October 4<sup>th</sup> at the District Office at 3:00 PM.

**5. Update** – Highway One traffic Control.

Staff is working with the "Cal Trans Pubic Affairs Official" on the safety condition of Highway 1 traffic. Currently, Cal Trans is opening an investigation on the portion of Highway 1 that runs through the San Simeon CSD boundaries. As there is only 1 (one) investigator in this region (5 counties per region), effort will take some time. There are currently over 100 investigations in progress and all are completed in order of highest priority. All Statistics gathered by the Highway Patrol and Sheriff's Office have been given to the Public Affairs Official.

Also, Cal Trans maintenance is currently scheduling a “sprucing” up of the Pico Avenue pedestrian passage. Staff is working on Cal Trans to enhance the access.

**6. Update – Reservoir / Storage tank project.**

Staff has reached out to the Hearst Corporation and the Hearst Corporation liaison to provide a project update and discuss a potential site for two storage tanks. The site is considered to be outside of the Highway One View Corridor. Staff is also requesting proposals from engineering firms to perform 1) Area topographical survey, 2) Geotechnical survey, and 3) 30% preliminary design.

**B. Superintendent’s Report**

**1. Wastewater Treatment Plant**

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the Regional Water Quality Control Board (RWQCB).
- Blower maintenance was performed
- 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). There was a Sanitary Survey of the water system by the DDW. The Sanitary Survey Report was received. There were some minor items for corrections. Those items were addressed and DDW was satisfied with the results.
- The Annual County Water Usage Report was completed and submitted.
- The Reverse Osmosis Unit pickling solution (preservative) was flushed out. The unit was in operation for two consecutive days for three hours a day. It was then re-pickled.
- 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.
- Plastic safety barrier was installed at the Pico cul-de-sac beach access stairs until permanent improvements are made.

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

|                          |              |
|--------------------------|--------------|
| July Billing Revenue     | \$ 85,200.09 |
| August Billing Revenue   | \$ 86,541.08 |
| Past Due (31 to 60 days) | \$ 190.57    |
| Past Due (60 days)       | \$ 0.00      |

**ENDING BANK BALANCES: August 31, 2016**

**RABOBANK SUMMARY:**

|  |          |
|--|----------|
| Well Rehab Project/USDA Checking Account | \$ 25.05 |
|--|----------|

**HERITAGE OAKS BANK:**

Interest for August \$ 124.70  
Money Marketing Account Closing Balance August 31, 2016 \$ 527,372.92

Reserve Fund (\$ 250,000.00)  
Wait-list Deposits (\$ 45,750.00)  
Customer Deposits (\$ 9,708.00)  
**Available Funds \$ 221,914.92**

General Checking Account August 31, 2016 \$ 100,642.16  
LAIF Closing Balance August 31, 2016 \$ 522.09

**D. District Counsel's Report** – Summary of August activities.

District Counsel assisted staff with a variety of items pertaining to Ordinance 117.

**5. ITEMS OF BUSINESS**

**A. Consideration of approval of last month's minutes** – August 10, 2016.

A motion was made to approve the minutes from August 10, 2016 as presented.

Motion by: Vice-Chair Fields

2<sup>nd</sup> by: Director Price

All in: 5 / 0

**B. Consideration of approval of Disbursements Journal** – September 14, 2016.

A motion was made to approve the disbursements journal for September 14, 2016 as presented.

Motion by: Director Price

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

All in: 5 / 0

**6. PUBLIC HEARING**

**A. Consideration of adoption of Ordinance 117 amending and restating the District's Water Conservation Plan and establishing regulations including mandatory conservation measures, restrictions and penalties for violations.**

After public input, it was agreed that the ordinance should be tabled and another Ordinance 117 workshop should be scheduled to address concerns that some of the public had.

**A motion was made to table the approval of Ordinance 117.**

Motion by: Director Russell

2<sup>nd</sup> by: Chairperson Williams

All in: 5 / 0

**A water Committee meeting will be scheduled for 4:00 PM on October 12<sup>th</sup> to discuss the Ordinance further.**

**7. DISCUSSION/ACTION ITEMS**

**A. Discussion / direction to staff regarding a possible update of the District's Ordinance No. 89 as it pertains to Connection Fees for Water and Sewer Service within the District.**

Staff attached the current outdated District connection fee ordinance which was last updated in 1995. It contains a 21 year old connection fee schedule. Staff requested direction from the Board to embark on the process of updating the connection fees.

The Board directed staff to inquire as to costs of studies and everything related to updating the Ordinance.

**8. Oral Reports from Committee Members: None**

**9. Oral Reports from Board Members on current issues: None**

**10. Requests from Board members to Staff to receive feedback, prepare information, and/or place an item on a future agenda(s):**

Director Russell suggested adding a request to Cal Trans regarding the fencing surrounding Highway One.

Chairperson Williams requested Staff to look into getting speed bumps put in on Avonne Avenue.

**11. ADJOURNMENT @7:31 PM**

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Disbursements Journal**  
September 14, 2016

| Type         | Date       | Num  | Name                      | Memo                                   | Amount              | Balance          |
|--------------|------------|------|---------------------------|--|---------------------|------------------|
| Paycheck     | 09/01/2016 | 1215 | JOHN RUSSELL              | Board Service                          | 92.35 \$            | 96,732.97 \$     |
| Paycheck     | 09/01/2016 | 1213 | ALAN FIELDS               | Board Service                          | 92.35 \$            | 96,640.62        |
| Paycheck     | 09/01/2016 | 1214 | DAN WILLIAMS              | Board Service                          | 92.35 \$            | 96,548.27        |
| Paycheck     | 09/01/2016 | 1216 | KAUSHIK S PATEL           | Board Service                          | 92.35 \$            | 96,455.92        |
| Paycheck     | 09/01/2016 | 1217 | LEROY E PRICE             | Board Service                          | 92.35 \$            | 96,363.57        |
| Bill Pmt     | 09/01/2016 | 1200 | Carmel & Nacassha. LLP    | August Legal Services                  | 1,984.40 \$         | 94,286.82        |
| Bill Pmt     | 09/01/2016 | 1201 | Grace Environmental       | September O & M                        | 48,948.00 \$        | 45,338.82        |
| Bill Pmt     | 09/01/2016 | 1202 | Karen Hilligus            | Acct. 151, 9353 Jasper Way             | 50.00 \$            | 45,288.82        |
| Bill Pmt     | 09/01/2016 | 1203 | Louis Schmitz             | District Backflow Testing              | 430.00 \$           | 44,858.82        |
| Bill Pmt     | 09/01/2016 | 1204 | Michael O'Neil            | Monthly maintenance fee                | 320.00 \$           | 44,538.82        |
| Bill Pmt     | 09/01/2016 | 1205 | Olivera Env.              | Rip Rap Violation Project-CCC          | 8,180.00 \$         | 36,358.82        |
| Bill Pmt     | 09/01/2016 | 1206 | Phoenix Civil Engineering | Outfall Drafting                       | 503.00 \$           | 35,855.82        |
| Bill Pmt     | 09/01/2016 | 1207 | Petty Cash                | Notary fee, copy expense               | 26.49 \$            | 35,829.33        |
| Bill Pmt     | 09/01/2016 | 1208 | Robert Stilts, CPA        | August Bookkeeping                     | 1,200.00 \$         | 34,629.33        |
| Bill Pmt     | 09/01/2016 | 1209 | RRM Design group          | Renderings of Pipe Bridge Ped. Walkway | 4,622.30 \$         | 30,007.03        |
| Bill Pmt     | 09/01/2016 | 1210 | The Tribune               | Notice of Hearing                      | 166.98 \$           | 29,840.05        |
| Bill Pmt     | 09/01/2016 | 1211 | Phoenix Civil Engineering | CCC Response Letter                    | 4,978.00 \$         | 24,862.05        |
| Bill Pmt     | 09/01/2016 | 1212 | The Tribune               | Ordinance Summary                      | 164.56 \$           | 24,697.49        |
| <b>Total</b> |            |      |                           |  | <b>72,035.48 \$</b> | <b>24,697.49</b> |



## **6. PUBLIC HEARING**

- A. Consideration of adoption of Ordinance 117 amending and restating the District's Water Conservation Plan and establishing regulations including mandatory conservation measures, restrictions and penalties for violations.**

## 6. PUBLIC HEARING

### **A. Consideration of adoption of Ordinance 117 amending and restating the District's Water Conservation Plan and establishing regulations including mandatory conservation measures, restrictions and penalties for violations.**

On July 13, 2016 Staff presented the Water Committee with changes to the current Conservation Ordinance 114. After several discussions, the Board requested that Staff reorganize the conservation stages, such as; adding permanent measures, and tapering the ability to use water for car washing instead of complete prohibiting once in Stage One. Director Fields also mentioned that the use of recycled water should be more prevalent within the conservation stages.

Staff made the directed changes, and then brought the Ordinance back to the August 10<sup>th</sup> Water Committee meeting to see if any more changes would be needed. It was approved by the Water Committee, and is now being introduced to the Board and public, at a Regular Board Meeting for consideration and adoption.

At this time any member of the public can submit oral or written presentations for the board to consider. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Chair. Your comments should be directed to the Board as a whole and not directed to individual Board members.

## ORDINANCE NO. 117

### AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT AMENDING AND RESTATING THE DISTRICT'S WATER CONSERVATION PLAN

**WHEREAS**, the Board of Directors of the San Simeon Community Services District ("District") currently has a moratorium on new water connections within the District boundaries, originally established by Ordinance No. 61 and amended by Ordinance No. 63, Ordinance No. 66, Ordinance No. 102, Ordinance 106 and Ordinance 114; and

**WHEREAS**, the District currently has a Water Conservation Plan set forth in Ordinance No. 114; and

**WHEREAS**, pursuant to Water Code Section 353, the Board of Directors may adopt such regulations and restrictions on the delivery of water which will conserve the water supply for the greatest public good; and

**WHEREAS**, on January 17, 2014, the Governor of the State of California declared a state of emergency (the "Proclamation") due to record dry conditions and concerns over the State's dwindling water supplies. The Proclamation states that "local urban water suppliers and municipalities are called upon to implement their local water shortage contingency plans immediately in order to avoid or forestall outright restrictions that could become necessary later in the drought season; and

**WHEREAS**, on May 11, 2016 the District made available the use of a reverse osmosis treatment facility to improve seasonal water quality deficiencies; and

**WHEREAS**, the domestic water quality for the District may be compromised based upon the continued lack of precipitation and the current water levels in the aquifers that provide the domestic water supply for the District, and specifically that water levels in the Pico Creek are such that the District has determined that the available water quality may be insufficient to meet demand; and

**WHEREAS**, after holding a duly noticed public hearing on September 14, 2016, the Board of Directors determined that it is necessary and desirable to adopt revised enhanced water conservation measures and restrictions on the use of potable water; and

**WHEREAS**, in addition to Water Code Section 353, Water Code Section 375 provides that a public entity that supplies water may, after holding a noticed public hearing, adopt and enforce water conservation programs to reduce the quantity of water used by persons within the entity's service area or jurisdiction for the purpose of conserving the entity's water supplies; and

**WHEREAS**, amended enhanced water conservation use restrictions are necessary and appropriate in order to protect the health, safety and welfare of the community.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT ORDAINS AS FOLLOWS:**

**SECTION 1. Recitals.**

The above recitals are true and correct and are incorporated herein by this reference.

**SECTION 2. Repeal of Ordinance No. 114.**

This Ordinance repeals and replaces Ordinance No. 114.

**SECTION 3. Declaration of Policy.**

It is hereby declared that, because of the conditions prevailing within the District, the general welfare requires that the water resources available to the District be put to the maximum beneficial use to the extent to which they are capable, and that the waste or unreasonable use of water be prevented and the conservation of such water is to be extended with a view to the reasonable and beneficial use thereof in the interest of the people of the District and for the public welfare.

The Board of Directors finds the following:

1. The District is committed to acquiring new sources of water in order to be able to remove the existing water moratorium; and
2. Present water supplies are limited; and
3. The chloride constituent of the District water fluctuates to undesirable levels periodically; and
4. Long-term water supply projects are in process but not available to augment the supply at this point in time; and
5. A reverse osmosis treatment facility was installed to resolve the long standing domestic water supply quality; and
6. The District needs to conserve its available supplies to the maximum extent feasible to provide water to its customers.
7. When Pico Creek is flowing the District may modify conservation measures as necessary to expedite the reduction of chlorides that may have seasonally impacted the domestic water supply aquifer.

Based upon the current water supply conditions within the District, the Board finds that an emergency water situation exists necessitating the continued implementation of comprehensive water conservation measures.

**SECTION 4. Water Conservation Measures and Restrictions on the Use of Potable Water.**

The Board of Directors adopts the following Water Conservation Measures and Restrictions on the Use of Potable Water:

## **MANDATORY CONSERVATION MEASURES**

The following Mandatory Conservation Measures are consistent with, and required by the regulations adopted by the State Water Resources Control Board (Title 23 California Code of Regulations Section 864), and shall be applicable even when a Stage One, Two or three Water Shortage is not in effect or has not been implemented by the Board of Directors.

To prevent the waste and unreasonable use of water and to promote water conservation, each of the following actions is prohibited, except where necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency:

1. The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures.
2. The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use. The washing of motor vehicles, outdoor facilities and equipment is permitted once a week with the use of a hose with an automatic shut off nozzle.
3. The application of potable water to driveways and sidewalks.
4. The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system.
5. The application of potable water to outdoor landscapes during and within 48 hours after measurable rainfall.
6. The serving of drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.
7. Pools may be emptied for cleaning and refilled provided that the District is advised and coordinated with in advance.
8. The District encourages the use of Recycled water year round for the purpose of irrigation and fountain use.

## **STAGE ONE WATER SHORTAGE**

A Stage One Water Shortage will take effect when the Pico Creek stops running to the ocean or when implemented by a resolution of the Board of Directors whenever the Board finds to do so is necessary to protect the health, safety and general welfare of the public. A Stage One Water Shortage will be lifted when Pico Creek starts running to the ocean or when lifted by a resolution

of the Board of Directors whenever the Board finds to do so is necessary to protect the health, safety and general welfare of the public.

1. Use of water from fire hydrants shall be limited to firefighting and/or activities immediately necessary to maintain the health, safety and welfare of the District; and
2. District potable water shall not be used to wash trailers, boats, mobile homes and other types of mobile equipment, sidewalks, driveways, parking areas, buildings, gutters or roofs, except to alleviate immediate fire or sanitation hazards; and
3. The washing of automobiles and trucks, with District potable water shall be limited to twice per month.
4. All outdoor irrigation with District potable water shall be prohibited; and
5. Where permitted by regulatory agencies recycled water may be used to wash down buildings, roof gutters, and roofs provided no runoff occurs.

### **STAGE TWO WATER SHORTAGE**

A Stage Two Water Shortage will take effect when current well field levels drop 5% below monthly historical averages for three consecutive weeks or when implemented by a resolution of the Board of Directors whenever the Board finds to do so is necessary to protect the public health, safety and general welfare of the public. A Stage Two Water Shortage will be lifted when Pico Creek starts running to the ocean or when well levels return to average level for two consecutive months or when lifted by a resolution of the Board of Directors whenever the Board finds to do so is necessary to protect the public health, safety and general welfare of the public. In addition to the measures and restrictions set forth in Stage One, the following uses shall be prohibited:

1. The use of District potable water for the filling, refilling or adding of water to swimming pools, wading pools, or spas shall be limited to the amount necessary to keep the pool equipment operative and to refill for evaporative losses; and
2. Recycled water shall be used for irrigation and fountains by all home owner associations, commercial properties, and hotels.
3. The washing of automobiles and trucks, with District potable water shall be limited to once per month.
4. The use of potable water for, construction compaction is prohibited.

## **STAGE THREE WATER SHORTAGE**

A Stage Three Water Shortage will take effect when current well field levels drop 12% below monthly historical averages for three consecutive weeks unless chloride levels monitored at the wells can be found below 250mg/L or when implemented by a resolution of the Board of Directors whenever the Board finds to do so is necessary to protect the public health, safety and general welfare of the public. A Stage 3 Water Shortage will be lifted when Pico Creek starts running to the ocean or when well levels are no more than 5% below monthly historical averages or when lifted by a resolution of the Board of Directors whenever the Board finds to do so is necessary to protect the public health, safety and general welfare of the public. In addition to the restrictions set forth in Stages One and Two, the following uses shall be prohibited:

1. All lodging establishments are limited to changing stay-over guest linens to every other day unless specifically requested by the guest; and
2. The washing of automobiles and trucks with District potable water shall be prohibited.
3. Fines will be tripled for violations of Stage 3 restrictions.

### **SECTION 5. Notices.**

The various stages of conservation will be implemented by special mailing or by a notice inserted into the water/sewer bills. Notices will also be posted at the District Office, and Chamber of Commerce, San Simeon Post Office and the San Simeon Community Services District website.

### **SECTION 6. Exceptions.**

The General Manager may, in his or her discretion, grant exceptions to the terms of the restrictions, if he or she finds and determines that:

1. The restrictions herein would cause an undue hardship or emergency; or
2. The granting of the exception is necessary to accommodate a documented medical need; or
3. That the granting of the exception will not adversely affect the water supply or service to other existing water customers; or
4. That the granting of the exception is for a public governmental agency and is in the best interest of the public health, safety and welfare; or
5. That the grant of exception is in the best interest of the public health, safety and welfare.

Such exceptions may be granted only upon application in writing. Upon granting any such exception, the general Manager may impose any conditions he or she determines to be just and proper. The terms of any exception shall be set forth in writing. All exceptions granted shall be reported to the Board of Directors at a Board meeting.

An applicant for an exception under this section may appeal the General Manager's decision to the Board of Directors. A request for appeal must be submitted to the District in writing not more than ten days after the General Manager's decision.

**SECTION 7. Lifting of Restrictions Imposed During A Water Shortage.**

The General Manager shall lift or reduce the restrictions imposed during a water shortage as set forth above when he or she determines, after consultation with the Chairperson of the Board of Directors and such other persons as he or she deems appropriate, that the conditions which caused the shortage have been alleviated. Such action shall be promptly and extensively publicized.

**SECTION 8. Notice of Violations and Penalties.**

In addition to any other penalty permitted by law, if and when the District becomes aware of any violation of any provision of a Stage One, Stage Two or Stage Three Water Shortage under this Ordinance, a written notice shall be placed on the property where the violation occurred and/or mailed to the person who is regularly billed for the service where the violation occurs and to any other person known to the District who is responsible for the violation or its correction. Said notice shall describe the violation and order that it be corrected, cured and abated immediately or within such specified time as the General Manager determines is reasonable under the circumstances. Said notice shall constitute the first violation of the provisions of this ordinance.

If said violation and order is not complied with, the General Manager may forthwith issue an administrative citation for the following amounts:

1. The notice of violation described above shall constitute the first violation of the provisions of this ordinance.
2. The second violation of any provision of this Ordinance, within the same twelve month period beginning with the first violation, a fine in the amount of one hundred dollars (\$100.00) shall be added to the customer's water bill.
3. The third violation of any provision of this Ordinance, within the same twelve month period beginning with the first violation, a fine in the amount of two hundred and fifty dollars (\$250.00) shall be added to the customer's water bill.
4. The fourth violation of any provision of this Ordinance, within the same twelve month period beginning with the first violation, shall result in the discontinuance of water service.

**SECTION 5. Application.**

The provisions of this Ordinance shall apply to all persons, customers and property served by the District wherever situated. No customer of the District, or any employee or invitee of any customer of the District, shall knowingly make, cause, use or permit the use of District water for residential, commercial, industrial, agricultural, governmental or any other purpose in a manner contrary to any provision of this Ordinance, or in an amount in excess of that use permitted by the following conservation measures. The term "District water" as used herein, shall not include reclaimed wastewater.



**SECTION 6. Severability.**

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The District Board hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

**SECTION 7. Effective Date.**

This Ordinance shall take effect upon adoption pursuant to Water Code Section 376.

**SECTION 8. Publication.**

Pursuant to Water Code Section 376, a summary of this Ordinance shall be published in a newspaper of general circulation and a certified copy of the full text of the proposed Ordinance shall be posted in the office of the District at least five days prior to the meeting at which the proposed Ordinance is to be adopted. Within fifteen days after adoption of the Ordinance, the governing body shall publish a summary of the Ordinance with the names of those members voting for and against the ordinance and shall post in the office of the district a certified copy of the full text of the adopted Ordinance along with the names of those members voting for and against the Ordinance.

This Ordinance was passed and adopted at a meeting of the Board of Directors of the San Simeon Community Services District on September 14, 2016; Upon motion by **Director** \_\_\_\_\_ and seconded by **Director** \_\_\_\_\_, by the following roll call vote:

Chairperson Williams:                      Vice-Chair Fields:                      Director Russell:

Director Price:                                  Director Patel:

\_\_\_\_\_  
Dan Williams, Chairperson

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Heather K. Whitham  
District Counsel

## **7. DISCUSSION & ACTION ITEMS**

**A. Discussion/direction to staff regarding a possible update of the District's Ordinance No. 89 as it pertains to Connection Fees for Water and Sewer Service within the District.**

## **7. DISCUSSION/ACTION ITEMS**

**September 14, 2016**

**A. Discussion / direction to staff regarding a possible update of the District's Ordinance No. 89 as it pertains to Connection Fees for Water and Sewer Service Within the District.**

The attached connection fee ordinance was last updated in 1995 and therefore contains a 21 year old, outdated connection fee schedule. Staff is requesting direction from the Board to embark on the process of updating the connection fees.

San Luis Obispo County  
Connection Fee Study

| Residential 3/4 Meter    |                |                 |                  |                |          |         |         |       |  |
|--------------------------|----------------|-----------------|------------------|----------------|----------|---------|---------|-------|--|
|                          | Connection Fee | Application Fee | Installation fee | Inspection fee | Water    | Sewer   | Meter   | Box   |  |
| Atascadero               | \$19,600       |                 | \$1,670          |                | =        | =       |         |       |  |
| Cambria CSD              |                | \$900           |                  | \$206          | \$3,255  | \$2,170 |         |       |  |
| Cayucos Sanitation Dist. | \$80           | \$200           |                  |                | =        | =       |         |       |  |
| (Water by County)        | \$8,100        |                 | \$3,500          |                |          |         |         |       |  |
| Los Osos CSD             | \$1,000        |                 |                  |                | =        | =       |         |       |  |
| (Sewer by County)        |                |                 |                  |                |          |         |         |       |  |
| Morro Bay, City          |                |                 |                  | \$75           | \$2,490  | \$4,570 | \$1,862 | \$224 |  |
| Paso Robles              |                |                 |                  |                | \$23,500 | \$9,800 | \$179   |       |  |
| Templeton                |                | \$525           |                  |                | \$24,478 | \$5,441 | \$750   |       |  |

| Commercial 2" Meter      |                |                 |                  |                |           |          |         |       |  |
|--------------------------|----------------|-----------------|------------------|----------------|-----------|----------|---------|-------|--|
|                          | Connection Fee | Application Fee | Installation fee | Inspection fee | Water     | Sewer    | Meter   | Box   |  |
| Atascadero               | \$153,265      |                 | \$3,535          |                | =         | =        |         |       |  |
| Cambria CSD              |                | \$900           |                  | \$206          | \$3,255   | \$2,170  |         |       |  |
| Cayucos Sanitation Dist. | \$80           | \$200           | \$4,000          |                | =         | =        |         |       |  |
|                          | \$8,100        |                 |                  |                |           |          |         |       |  |
| Los Osos CSD             | \$1,000        |                 |                  |                | =         | =        |         |       |  |
|                          |                |                 |                  |                |           |          |         |       |  |
| Morro Bay, City          |                |                 |                  | \$75           | \$7,964   | \$18,281 |         | \$224 |  |
| Paso Robles              |                |                 |                  |                | \$125,260 | \$52,300 | \$1,336 |       |  |
| Templeton                |                | \$525           |                  | \$280          | \$25,013  | \$5,441  | \$1,000 |       |  |

ORDINANCE NO. 89

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE  
SAN SIMEON COMMUNITY SERVICES DISTRICT  
ESTABLISHING SERVICE CHARGES AND CONNECTION FEES FOR WATER AND  
SEWER SERVICE WITHIN THE DISTRICT

WHEREAS, State law, including, but not limited to, Government Code Section 61621, provides that the San Simeon Community Services District (hereinafter referred to as "District") may prescribe, revise and collect rates or other charges for the services and facilities furnished by it; and

WHEREAS, the District on June 14, 1995, set a public meeting date to revise wastewater, water and refuse disposal rates; and

WHEREAS, said public meeting was properly noticed; and

WHEREAS, the District has on file data indicating the amount of estimated costs required to provide the services for which the fees are levied and the revenue sources anticipated to provide the services, which fees have been determined as not exceeding the cost to provide the services; and

WHEREAS, the District's Board of Directors took testimony from the public and reviewed and evaluated data indicating the estimated cost to provide wastewater and water services; and

WHEREAS, it is necessary to produce additional revenues to offset the annual increases in operating costs due to increases in contractual service costs, utility and equipment maintenance costs and the loss of other revenues which have historically been used to offset the costs of wastewater and water services;

NOW, THEREFORE, BE IT ORDAINED that the Board of Directors of the District hereby revises the wastewater and the water rates as provided in Exhibit "A." Any other structure, business, or private activities, or other use of water not covered herein, or any modification or change in the rates, fees and charges specified herein, may be set by the Board of Directors of the San Simeon Community Services District as authorized by law.

BE IT FURTHER ORDAINED that the rates provided in Exhibit "A" and Exhibit "B" shall be effective as of June 27, 1995; and

Within fifteen (15) days of passage, this Ordinance shall be published one time in a newspaper of general circulation published within the District, together with the names of said Board Members voting for and against the Ordinance.

On motions of Director de Klerk, seconded by Director

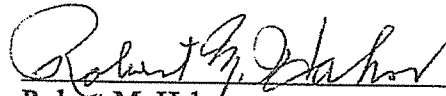
Price, and on the following roll call vote to wit:

AYES: Blankenship, de Klerk, Hahn, Price, Ricci

NOES: None

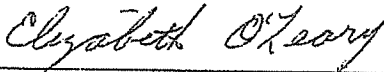
ABSENT: None

Ordinance No. 89 is hereby adopted this 14th day of June, 1995.



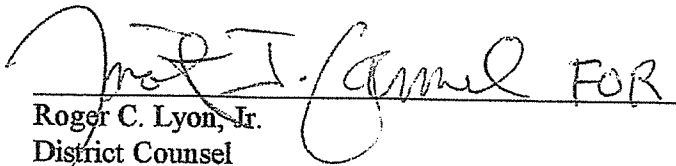
Robert M. Hahn  
President, Board of Directors

ATTEST:



Elizabeth O'Leary  
District Secretary

APPROVED AS TO FORM



Roger C. Lyon, Jr.  
District Counsel

EXHIBIT A

SAN SIMEON COMMUNITY SERVICES DISTRICT  
WATER & SEWER RATES  
AS ADOPTED JUNE 14, 1995

EFFECTIVE AS JUNE 27, 1995 METER READINGS  
ORDINANCE NO. 89

RATES

Water Charges

Cubic Foot of Water \$3.36 Per 100 cubic feet of water used for all types of users within the District, except irrigation meters.

\$6.12 Per 100 cubic feet of water supplied through irrigation meters.

Sewer Charges

Sewer service charges will be set as follows:

|             |        |                                  |
|-------------|--------|----------------------------------|
| Motels      | \$4.44 | Per 100 Cubic Feet of Water Used |
| Residences  | \$2.76 | Per 100 Cubic Feet of Water Used |
| Restaurants | \$6.91 | Per 100 Cubic Feet of Water Used |
| Commercial  | \$2.76 | Per 100 Cubic Feet of Water Used |

Meter Charges

All users will be charged \$11.00 each month for each meter regardless of the amount of water used.

**EXHIBIT B**

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

**CONNECTION FEES\*  
AS ADOPTED JUNE 14, 1995  
ORDINANCE NO. 89**

Connection Fees

|                                    |            |
|------------------------------------|------------|
| Motels (per unit)                  | \$1,560.00 |
| Motels (manager's apartment)       | 2,280.00   |
| Restaurants (based on per sq. ft.) | 12.35      |
| Service Stations (w/2 restrooms)   | 5,230.00   |
| Residence and/or Mobilehome        | 2,280.00   |
| Retail Shops (each)                | 950.00     |
| Public Restrooms (each)            | 1,950.00   |
| Commercial Laundries (per machine) | 950.00     |
| Irrigation Meter                   | 1,140.00   |

\* Connection fees remain unchanged from previous rate schedule (Ordinance No. 81) but are due to be updated at the time that major water and sewer projects warrant.