

**Regular Meeting
Board of Directors
San Simeon Community Services District
Agenda
Wednesday, February 13, 2002 – 5:00 PM
Cavalier Banquet Room**

1. 5:00 PM – CALL TO ORDER
 - 1.1 Roll Call
 - 1.2 Public Comment on Closed Session Items

2. ADJOURN TO CLOSED SESSION
 - 2.1 Conference with Labor Negotiator – Government Code Section 54957.6:
Conference with the District Manager, the District's Designated Representative,
for the purpose of reviewing the District's position regarding salaries, salary
schedules, or compensation paid in the form of fringe benefits, and giving
instructions to the Designated Representative.

3. RECONVENE IN OPEN SESSION (6:30PM)
 - 3.1 Roll Call
 - 3.2 Pledge of Allegiance
 - 3.3 Report on Closed Session

4. PUBLIC COMMENT: (Any topic NOT on the Agenda may be presented, but please
observe the 3 Minute Time Limit)
 - 4.1 Public Comment
 - 4.2 Sheriff's Report

5. STAFF REPORTS
 - 5.1 General Manager's Report
 - 5.2 Plant Superintendent's Report
 - 5.3 District Engineer's Report

6. ITEMS OF BUSINESS
 - 6.1 Approval of Minutes – January 16, 2002
 - 6.2 Approval of Warrants – January 1, 2002 – January 31, 2002
 - 6.3 Investment Report – December 31, 2001
 - 6.4 Amendment to Ordinance No. 71 "Exhibit A" – Establishing the Standards for
Installation of Water Conserving Devices & Plumbing

7. DISCUSSION/ACTION ITEMS
 - 7.1 Air Distribution System Piping Replacement Project – Verbal Update
 - 7.2 Outflow Line – Diffuser Repair
 - 7.3 Mid-Year Budget Review
 - 7.4 Board Committees
 - 7.5 Board Reports

8. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
 - 8.1 Board Mission Statement
 - 8.2 Mid Year Review
 - 8.3 Consideration of Water Rates

9. ADJOURNMENT

San Simeon Community Services District

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

Board of Directors

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

MEMORANDUM

DATE: February 13, 2002
TO: Board of Directors
FROM: Mark A. Bloodgood, General Manager
RE: General Manager's Report

1. **Public Broadcasting of Board Meetings** - No update.
2. **Compensation Package for Employees** – We have prepared a package for the Board members to review at the Closed Session, scheduled for the next Board meeting.
3. **Internal Controls Program and Office Procedures** - Kim Allison, Office Administrator, has just recently returned on a limited basis. So we have been able to enter the journal entries provided by the auditor and are now loading the current budget figures into the system. We are now just days away from being able to start distributing the monthly financial statements displaying actual vs. budgeted figures. We are also completing our updating and "codifying" of the procedures for accounts payable and payroll. We should be able to bring a draft of our recommended policies for the Board's review by next month's meeting.
4. **Mid Year Budget Review** – As mentioned above, we are very close to having the financial reports updated. When this occurs, we can have a review session with the Budget Committee members and subsequently report to the Board next month.
5. **Tour of the Plant and District with Marty Cepkauskas, Director of Real Estate, Sunical Land & Stock (Hearst Corp.)** Mr. Cepkauskas was taken on a tour at the end of January. We had the opportunity to talk a length about the needs and future of the District. He was very encouraged about our Action Plan and the united front shown by the community regarding the major issues confronting San Simeon. We are scheduling more meetings in the very near future.

Mark A. Bloodgood, General Manager
Robert W. Schultz, District Counsel

Ron Head, Plant Superintendent

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

6. **Kim Allison** – As mentioned above, Kim has been working again on a limited basis. Per our last Board meeting, we have started to use a part-time temporary employee to help us fill in the gaps until Kim can return to her regular duties.

7. **Facilities Plan/Wastewater Treatment Plant** – We received (3) responses last Friday from the (10) RFP's submitted. Steve Tanaka, from John Wallace's office, Paul Reichardt and I are reviewing the bids and will report back to the Board with our recommendations at the next meeting.

Mark A. Bloodgood, General Manager
Robert W. Schultz, District Counsel

Ron Head, Plant Superintendent

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

SAN SIMEON COMMUNITY SERVICES DISTRICT SUPERINTENDENT'S REPORT FOR JANUARY 2002

FLOW COMPARISON - Water				
JAN 2002 2,148,000 gallons	YTD 2002 2,148,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	7% Increase 7% Increase	
JAN 2001 2,002,000 gallons	YTD 2001 2,002,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	2,280,000 gallons gallons 0%	
RAINFALL				
JAN 2002 2.50 inches	01-02 YTD 15.75 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	2.85 inches less 7.33 inches more	
JAN 2001 5.35 inches	00-01 YTD 8.42 inches			
WELL DEPTH COMPARISON				
JAN 2002 10.65 feet	DEC 2001 10.25 feet	JAN 2001 9.55 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.4 feet lower 1.1 feet lower
CHLORIDE COMPARISON				
JAN 2002 45 mg/l	DEC 2001 45 mg/l	JAN 2001 45 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	Constant Constant
FLOW COMPARISON - Domestic Wastewater Treated				
JAN 2002 1,644,480 gallons	YTD 2002 1,644,480 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	5% Decrease 5% Decrease	
JAN 2001 1,725,350 gallons	YTD 2001 1,725,350 gallons			
FLOW COMPARISON - Base Wastewater Treated				
JAN 2002 283,892 gallons	YTD 2002 283,892 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	5% Increase 5% Increase	
JAN 2001 251,715 gallons	YTD 2001 251,715 gallons			
DISCHARGE REQUIREMENTS				
EFFLUENT BOD: INFLUENT BOD:	5.6 mg/l 290 mg/l	EFFLUENT SUSPENDED SOLIDS: INLUENT SUSPENDED SOLIDS:	4 mg/l 59 ml/l	
BIOSOLIDS DISPOSAL				
JANUARY:	15000 gallons	YTD:	15000 gallons	

Fast-It® Fax Note	7671	Date <i>2/8/01</i>	# of pages ▶ <i>8</i>
To <i>Eileen</i>	From <i>Kim</i>	Co./Dept.	Co.
Phone #	Phone #	Fax #	Fax #

**SAN SIMEON COMMUNITY SERVICES DISTRICT
SUPERINTENDENT'S REPORT FOR JANUARY 2002**

COMMENTS

JANUARY 1, 2001 OPERATOR CERTIFICATION REGULATIONS BECAME EFFECTIVE. ALL WATER DISTRIBUTION SYSTEMS OPERATORS MUST BE CERTIFIED DISTRIBUTION OPERATORS. ON JANUARY 16-18, MIKE HASSETT ATTENDED CLASS IN SAN LUIS OBISPO FOR WATER DISTRIBUTION SYSTEMS. THIS CLASS IS REQUIRED FOR OPERATORS TO EARN EDUCATIONAL POINTS AND PREPARE FOR THE CERTIFICATION EXAM.

A PUMP AND FLOAT SWITCH WAS INSTALLED ON THE CHLORINE CONTACT CHAMBER IN THE EVENT OF A PLUG ON THE OUTFALL LINE. THE PUMP WILL AUTOMATICALLY START AND PUMP TO THE EQUALIZATION TANK. AS PART OF OUR DISCHARGE REQUIREMENTS, THE OUTFALL LINE INSPECTION REPORT HAS TO BE INCLUDED IN THE ANNUAL MONITORING REPORT TO THE REGIONAL WATER QUALITY CONTROL BOARD, DUE EACH YEAR IN JANUARY. THIS IS ONLY A TEMPORARY SOLUTION AND WILL ONLY BE USEFUL AS LONG AS THE EQUALIZATION TANK IS EMPTY.

THE ANNUAL SERVICE ON THE GENERATOR AT THE WELL FIELD WAS DONE THIS MONTH BY SAN LUIS POWERHOUSE.

A CALL WAS RECEIVED ON THE 17th FROM A RESIDENT ON JASPER WAY THAT SOMEONE WAS CHANGING THEIR OIL AND DUMPING IT ON THE GROUND. ANYONE OBSERVING A PERSON DRAINING FLUID FROM A CAR SHOULD GET THE LICENSE PLATE NUMBER OF THE VEHICLE AND REPORT IT TO THE SHERIFF'S DISPATCH IMMEDIATELY.

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

Date: Wednesday, January 16, 2002
Place: Cavalier Banquet Room

MINUTES

1.0 CALL TO ORDER

The Board convened at 5:33 p.m.

1.1 Roll Call:

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

Staff Present: District Managers Mark Bloodgood and Eileen Putnam, Brian French (For District Engineer John Wallace) and Michael Boyajian (For District Counsel Robert Schultz)

1.2 Public Comment on Closed Session:

Ardy May asked for more detail regarding the closed session agenda item. Assistant District Counsel Boyajian indicated that the description of Item 2.1 on the agenda was sufficient information.

2.0 ADJOURN TO CLOSED SESSION

A motion was made by Director Bailey-Wood and seconded by Director McLaughlin to adjourn to closed session for the purpose of conference with legal counsel due to significant exposure to litigation (Gov't Code Section 54956.9(b) – on two matters. Motion carried unanimously.

3.0 RECONVENE IN OPEN SESSION/CALL TO ORDER

The Board re-convened in open session at 6:35 p.m.

3.1 Roll Call:

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

Staff Present: District Managers Mark Bloodgood and Eileen Putnam, Plant Superintendent Ron Head, Brian French (For District Engineer John Wallace) and Michael Boyajian (For District Counsel Robert Schultz).

3.2 Pledge of Allegiance

3.3 Report on Closed Session:

Assistant District Counsel Boyajian reported that the Board conferenced with legal counsel regarding significant exposure to litigation (Government Code Section 54956.9(b) relating to two matters. No action was taken.

4.0 PUBLIC COMMENT

4.1 Public Comment:

Dee Dee Ricci and Terry Lambeth complimented Lt. Basti on the work being done to improve the area, especially in the turnout zones on Highway 1 between San Simeon and Hearst Castle. The new "No Overnight Parking" signs have been posted and the difference is noted. There is still a problem with overnight parking on Avonne that needs to be addressed.

4.2 Sheriff's Report:

Lt. Basti introduced Senior Deputy Scott Odim, who he is training to give reports at area board meetings. Deputy Odim is also serving as the beat coordinator for the area. A car is now stationed 24 hours a day for patrol between Cambria and Cayucos. Deputy Odim lives in Cambria and is keeping his patrol car at the CDF in order to provide quicker response time in the area. Recently, there was a stolen car/high speed chase that ended in San Simeon. The suspect was apprehended. Also, there were several complaints of fireworks over the New Year's celebration. One suspect threatened a deputy and was arrested. Finally, area residents should be aware that the Cuesta Grade will be completely shut down on 1/30/02. This may result in increased traffic in the area.

5.0 STAFF REPORTS

5.1 General Manager's Report:

Mr. Bloodgood reported that the Actuarial Valuation had been received, though later than anticipated. Later in the meeting, the Board will need to schedule a special meeting to review and discuss the Employee Compensation Package (Agenda Item 8.3). The Cash Needs Template is completed for monitoring cash flow. The Office Administrator has not yet returned to work and consequently some projects have fallen behind. Staff will look into hiring temporary help. Staff is also updating and "codifying" procedures for accounts payable and payroll. Board input and commitment is necessary for the final established policy. The Quarterly Investment Report will be available in February, since the necessary reports have not yet been received from L.A.I.F. Dates and times are being scheduled with the Budget Committee so that work can begin on planning for the next fiscal year budget. Plans are underway to schedule a meeting and tour with Marty Cepkauskas, Director of Real Estate, Sunical Land & Stock (Hearst Corp.). Finally, the RFP's for the Facilities Plan have been sent and follow-up has been made with 9 firms. Bid packages are due back by February 8th.

5.2 Plant Superintendent's Report:

Superintendent Head reported that the rainfall is up considerably. There was a problem with the outflow line plugging up briefly during high surf. The equalization basin was utilized since it was off-line at the time but the diffusers must be repaired. Further discussion will take place later in the agenda. A 150kw generator was rented to test the electrical connection and was utilized for approximately 4 ½ hours. The casing insulated the noise and it was easy to carry on a conversation within close proximity without having to yell. Mr. Head reported that he had also conducted further research into the microturbine generators that had been mentioned at previous meetings. All the manufacturers he spoke with indicated that such generators are for 24 hour use and are not designed to be stand-by generators. They are also quite noisy. The plant has been receiving calls about the toilets leaking again. Mr. Head suggested that the Board review and possibly revise the ordinance related to this issue. Most plumbers don't work on these toilets and throw the calls back to the district. There is only one plumber in the area that still works on them. Newer toilets are just as good and have regulated flow capacity. Mr. Bloodgood suggested that the Board review the Ordinance and make a decision on whether it should be changed. Further discussion followed.

Terry Lambeth asked whether having a housing over the diffuser would prevent the plugging up problem. Mr. Head stated he was not sure, but that there must be a dilution factor. The history of the outflow line, the inspection requirements and potential options were discussed. Other options, including red valves, can be expensive but all will be researched. The goal is to avoid the potential for the diffusers breaking and/or plugging up.

5.3 District Engineer's Report:

Brian French gave the District Engineer Report for Mr. Wallace. There is no new information relating to the Odor Control matter. The Air Line Replacement and Avonne Castillo Waterline Loop projects are agendized. The railing replacement project is on hold as its completion will be combined with the air line project. The shop/storage building is being addressed with the Facilities Plan.

6.0 ITEMS OF BUSINESS

6.1 Approval of Minutes – December 12, 2001

A motion was made by Director Mirabel-Boubion and seconded by Director McLaughlin to approve them minutes of December 12, 2001. The motion carried unanimously.

6.2 Approval of Warrants – December 1, 2001 – December 31, 2001

A motion was made by Director Bailey-Wood and seconded by Director Mirabel-Boubion to approve the Warrants for December 1, 2001 through December 31, 2001. The motion carried unanimously.

6.3 Resolution for Determination of Appropriation Limitation for the 2001 – 2002 Fiscal Year

A motion was made by Director Mirabel-Boubion and seconded by Director Kiech to adopt Resolution No. 02-275, a resolution for the determination of appropriation limitation for the 2001 – 2002 Fiscal Year and requesting distribution of special district augmentation funds, should they become available. Roll call vote was held, with Directors Bailey-Wood, Mirabel-Boubion, Schell, McLaughlin and Kiech all voting in the affirmative..

6.4 Resolution Adopting the 2001 – 2002 Fiscal Year Budget

A motion was made by Director Mirabel-Boubion and seconded by Director McLaughlin to adopt Resolution No. 02-276, a resolution adopting the 2001 – 2002 Fiscal Year Budget. Roll call voting was held, with Directors Kiech, McLaughlin, Schell, Mirabel-Boubion and Bailey-Wood all voting in the affirmative.

6.5 Avonne Castillo Waterline Loop Improvements – Bid Evaluation

A motion was made by Director Mirabel-Boubion and seconded by Director Bailey-Wood to reject all bids for the Castillo – Avonne Avenue Loop Project and re-advertise the project. Motion carried unanimously. Staff had recommended that the Board reject all bids and re-bid the project.

6.6 Resolution for Adoption of Strategic Action Plan

Mr. Bloodgood stated that he had spoken with board members regarding the draft of the Action Plan, and based on these meetings, proposed changes outlined below.

Page 5 – The Ratings Summary is misleading. It was only part of the process and many of the numbers are skewed. The chart should be eliminated. All board members agreed.

Page 8 – Item C - Change heading to “Relationships”. Also differentiate between Hearst Castle (State Parks) and Hearst Corp. Throughout the rest of the document, the two entities should be identified correctly. All references to the Castle will now be identified as State Parks.

Page 15 – Action #1 – “... at a later date”, should be added to the last sentence.

Page 16 and Page 18 – Under 4.1 – amend the Action so that it reflects that maintenance will be done on a preventative basis rather than fixing only when something is broken.

Having agreed on all the proposed changes, a motion was made by Director Mirabel-Boubion and seconded by Director Kiech to adopt Resolution No. 02-277, a Resolution adopting the District’s Action Plan, with changes, and making the District’s top priority the development of a water supply plan. Roll call vote was held with Directors Kiech, McLaughlin, Schell, Mirabel-Boubion and Bailey-Wood all voting in the affirmative.

7.0 DISCUSSION/ACTION ITEMS

7.1 Air Distribution System Piping Replacement Project – Verbal Update

Mr. French reported that at the last meeting, the Board had received a Request for Substitution from D-Kal Engineering for the electrical sub-contractor. The original sub-contractor, Ben’s Electric, had been notified in accordance with Public Contract Law. As allowed by the same Public Contract Law, Ben’s Electric requested a hearing. Staff has been coordinating with District Counsel on this matter and the legal process is underway. Discussion followed regarding the effect of this process on the project timeline.

7.2 Outflow Line – Diffuser Repair

Mr. French gave an overview of the current situation relative to the broken diffusers and repair of the outflow line. The District has \$30,000 allocated in the current fiscal year budget for Sewer System

Improvements. Total estimate for emergency repair of the outfall line is \$10,000, depending upon weather conditions. Since this is an emergency and the bid amount is under \$15,000, the work could be done by a contractor selected by the District rather than going through the lengthy formal process. Director Mirabel-Boubion stated that she agreed with comments made earlier, that we should look into all possible options that may reduce incidences of breakage every four to five years. Mr. Head reiterated that if high surfs do occur again, there is no guarantee that the line would unplug itself again. If spillage hits the beach, the beach must be posted and the incident must be reported. A discussion was held relative to the length of the outflow line, the position of the diffusers and the depth in which they are located. One potential solution discussed included the possibility of extending the line out further so that it is beyond the surf/breakline and the diffusers would be located in deeper waters. Repairs cannot be completed until the ocean clears and the high surf subsides. Mr. Head is keeping Underwater Resources abreast of the water conditions. The Board directed Mr. Bloodgood to investigate options for addressing the issue.

7.3 Board Committees

Mr. Bloodgood stated that at the last meeting, the Board had discussed establishing committees, specifically Water, Facilities, Budget and Policy committees. Board Policy establishes the framework for committees, but is somewhat vague, specifically with regards to size and membership requirements. Term lengths and appointment process should also be addressed.

Committee size and composition was discussed. The consensus of the Board agreed that each committee should be comprised of no more than 5 and no less than 3 members. Each committee should have at least one, but no more than two Board members. A Board member will serve as the chairperson of the committee. Membership will be open to San Simeon residents, property owners and/or business owners. Staff members may also serve on committees. Public entities, specifically staff from State Parks, with a vested interest in the community will also be welcome to serve. Committee meetings must conform with the Brown Act. Appointments will be made by the Board, and their term is, according to Board Policy, equal to the term of office of the Board Chairperson.

Chairperson Bailey-Wood asked members of the Board what committees they would serve on and then opened the appointments to members of the audience.

Water Committee: Loraine Mirabel-Boubion, Ray Long, Eve Redwood (maybe)

Facilities Committee: Bob McLaughlin

Policy Committee: Carol Bailey-Wood, Eileen Putnam

Budget Committee: David Kiech, Eric Schell, Mike Hanchett Jr. (maybe)

The specific responsibilities of each committee is outlined in current Board Policy. The first action of each committee should be to review their charge and develop a plan of action.

Terry Lambeth, representing the San Simeon Chamber of Commerce, suggested that if the Board does not get enough participants, it might consider combining the Water and Facilities Committees. He also stated that at its recent meeting, the Chamber came to the conclusion that it would like some members to serve as an advisory group. This group, consisting of Mike Hanchett, Walt Blankenship, Bob Morales, and Terry Lambeth, would attend committee meetings as observers, and offer suggestions. Chairperson Bailey-Wood asked why one person from the group couldn't serve on each committee. Mike Hanchett stated that they preferred to participate together, serving solely in an advisory role. Ray Long suggested that rather than establishing committee size, the Board allow those with vested interest set the size and membership on the committee. He also recommended that representation from each stakeholder group be included on the committees. In that way, residents, property owners, business and agencies would have equal representation. Chairperson Bailey-Wood said the Board would take these suggestions under advisement, try to be flexible and see what works. Notice of committee formation was included in the December billing and will be advertised in the press. Dee Dee Ricci indicated that residents who do not pay water and sewer, do not receive mailings from the District. At one time, a secondary mailing list comprised of all residents in the District was being developed. She suggested that this be looked into so that the wider public is aware of what is happening. Discussion will continue at the February meeting.

7.4 Board Reports

There were no board reports.



8.0 BOARD/STAFF DISCUSSIONS AND PROPOSED AGENDA ITEMS

8.1 Board Mission Statement

Mr. Bloodgood reported that staff is gathering information and will distribute it to the Board members for the February meeting. Director Mirabel-Boubion did bring in a sample from the Los Osos Community Services District.

8.2 Mid Year Review

Chairperson Bailey-Wood stated that she would like to give an overview of what the Board had accomplished during the first half of the current fiscal year. This will be done at the February meeting.

8.3 Scheduling of Special Meeting for Review of Employee Compensation Package

Mr. Bloodgood stated that the Board needed to set a time to meet and discuss the Employee Compensation Package for Fiscal Year 2001-2002. A discussion followed. The consensus was to wait and see if the Board would have to conduct the hearing relative to Ben's Electric on January 30, 2002. If that hearing is cancelled, the Board could possibly meet at that time. Otherwise, the General Manager will contact to members of the Board to try and schedule a time that works for all.

8.4 Consideration of Water Rates

Since District Counsel Schultz was not in attendance, this topic is moved to the February meeting.

9. ADJOURNMENT

The meeting was adjourned at 8:13 P.M.

APPROVAL

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

AYE: _____

NAY: _____

SAN SIMEON COMMUNITY SERVICES DISTRICT

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

DATE: February 13, 2002
TO: Board of Directors
VIA: Mark Bloodgood, District Manager
FROM: John L. Wallace, District Engineer
SUBJECT: Engineer's Report - Project Status

SUMMARY OF ACTIVE PROJECTS
February 2002

1. Temporary Odor Control - Status
2. Air Piping Replacement - Arbitration Scheduled for February 8, 2002
3. Anodized Aluminum Railing Replacement - Pending Air Piping Project
4. Avonne / Castillo Loop - Seeking Motel 6 Approval for Construction Dates.
5. Storage/Shop Building - Pending Approval of Facilities Plan
6. Warren Reservoir Investigation - Pending Evaluation of Water Projects
7. Annual Progress on Road Improvements - Soliciting Quotations for Soils Investigation
8. General Major Project Priority List/Descriptions and Estimated Costs FY 01/02 - Ongoing
9. Pico Creek Wells - Investigation and Floodproofing - Included in Proposed FY 2001-02 Budget
10. Facilities Plan to be Developed/Addressing:
 - A. Facilities Plan
 - B. Equalization Basin Conversion

- C. Recycling Water Supply
- D. Safety Projects - Special District Risk Management Authority
- E. Emergency Stand-by Power - Bids to be received for generator March 5, 2002.
- F. Storage Building
- G. Treatment Plant Facilities

DISCUSSION:

1. Odor Control;

No further updates at this time. Chemical feed has been suspended pending resumed use of the equalization basin, anticipated in March/April.

2. Air Line Replacement Project;

The Notice to Proceed has been issued and the construction schedule will be forthcoming after resolution of a substitution of a subcontractor is resolved.

The Notice of Request for Substitution was delivered to Ben's Electric in mid December. Ben's Electric responded to the notice with a written objection and a request to have a hearing on the matter. This objection was submitted within the required five days of the issue of the notice and a hearing has been scheduled for February 8 to review the matter.

3. Anodized Aluminum Railing Replacement;

No Further Updates at this time. Approximately 1/3 of the railing has been installed; the remaining work is the installation of the air lines around the treatment basins.

4. Avonne - Castillo Waterline Loop;

Staff is obtaining approval from Accor/Motel 6 for a new construction schedule to build between Easter and Memorial Day holidays.

5. Shop / Storage Building;

Recommendations for the building will be addressed as part of the Facilities Plan. No further update at this time.

6. Warren Reservoir Investigation;

No further updates at this time.

7. Annual Progress on Road Improvements;

Staff has initiated design and is currently soliciting quotes for necessary soils investigation for Avonne Street between Otter Way and Pico Street.

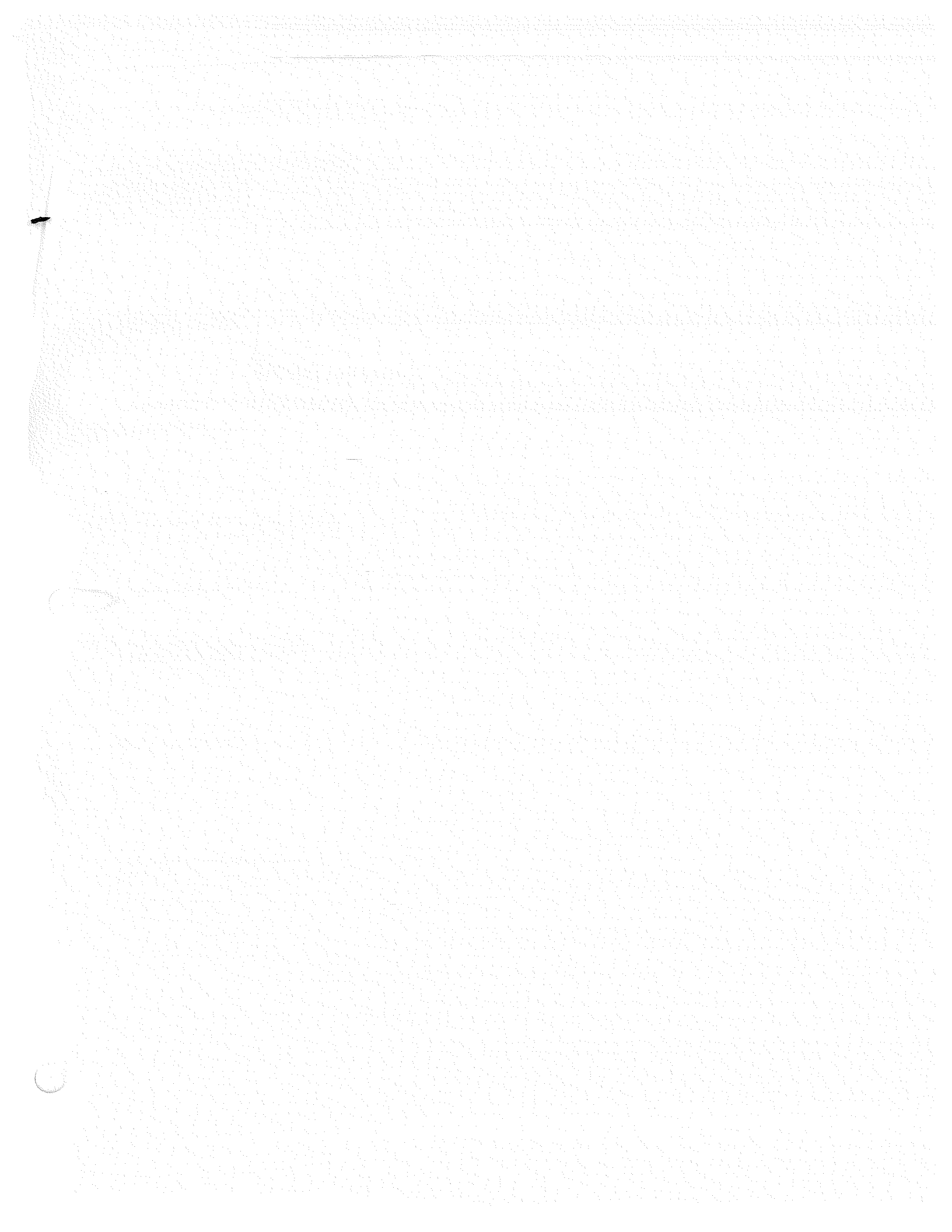
8. General Major Projects Priority List;

(See proposed FY 2001-02 Budget)

9. Pico Creek Wells;

No Further Updates at this time.

10. FACILITIES PLAN:









San Simeon Community Services District

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

Board of Directors

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

MEMORANDUM

DATE: February 9, 2002
TO: Board of Directors
FROM: Mark A. Bloodgood, General Manager
RE: Amendment to Ordinance No. 71 – Establishing Standards for the Installation of Water Conserving Devices and Plumbing

Background – You will recall that during the last Board Meeting, during the Plant Superintendent's Report, Mr. Head indicated that they had been receiving more calls at the plant from community residents regarding leaking toilets. This has been a recurring problem for some time. It was noted that most plumbers in the area no longer work on the toilets specified in our Ordinance No. 71. In fact, during the ensuing discussion most agreed that they new of only one local plumber that does. This Ordinance was adopted in May of 1988. Currently, all new toilets available on the market meet the regulated flow capacity. It was suggested that the Board review the ordinance and make a decision on whether it should be changed.

Discussion and Recommendation - Attached you will find a copy of Ordinance No. 71 for your review. In particular, please note Section II: Definitions, item E. "Low Water- Use Plumbing and Plumbing Fixtures," found on page 2. Here it clearly indicates that "the Board may, from time to time, by resolution, modify, add to, or remove from, the standards and restrictions therein." Also refer to Exhibit "A." This exhibit specifically requires the use of "Category No. 1 – Toilets and Urinals, Flushometer Type." The general consensus is that this is too restrictive given that today most commercially available toilets now conform to the low flow requirements anyway. We suggest that the Board broaden the language of the Ordinance to call for conventional gravity flush toilets (such as Toto and Kohler), not to exceed 1.6 gallons per flush.

If the Board agrees, then we can instruct District Council to prepare an Amendment to the Ordinance.

Mark A. Bloodgood, General Manager
Robert W. Schultz, District Counsel

Ron Head, Plant Superintendent

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

A. Facilities Plan;

In January 2002, the District sent out Requests for Proposals (RFPs) to engineering firms qualified in the area of wastewater engineering services, to prepare this Facilities Plan; three proposals were received by the filing date of February 7, 2002, by the following firms: Kennedy-Jenks, Carollo, and Ensitu (J. Yaroslavski). Staff is in the process of reviewing the proposals, and will make complete the review by February 21, 2002. Telephone interviews may be conducted by the end of February, if warranted, and final recommendations for consultant selection will be presented at the March Board meeting.

B. Equalization Basin Conversion;

This project is integral to the overall Facilities Plan to better determine project priority and scheduling.

C. Recycling Water Supply;

The study was completed in August 2001, and grant reimbursement was sent to the State Board. Reimbursement of 50% of the cost of the study (\$13,657.23) was expected by the end of the calendar year. Staff has contacted State Board for an update on the reimbursement process. They have executed the necessary addendum to the original Agreement, and reimbursement is expected in the near future.

D. Safety Projects;

(To be identified as part of the Facilities Plan)

E. Emergency Stand-by Generator;

If a power outage event occurred, the treatment plant would need an external source of power to operate. The District does not own a portable generator. The treatment plant recently underwent electrical modifications to install an emergency power supply connection to run the process equipment. This connection has been tested by Staff and bids are being solicited for a standby generator. The bids will be received by March 5 and presented at the March Board meeting.

F. State Revolving Fund (SRF) Program;

Staff is investigating potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%).

San Simeon Community Services District



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(805) 927-4778 Fax (805) 927-0399

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

San Simeon Investment Report As of December 31, 2001 (Unaudited)

December 31, 2001

ASSETS

Current Assets

Checking/Savings

1022- General Checking	\$	31,850.00
1026- Money Market Account	\$	7,534.32
1200- LAIF - Non Restricted Cash	\$	<u>1,296,023.44</u>

Total Checking/Savings

\$ 1,335,407.76

Other Current Assets

1201 Non Current Restricted Cash

1201.5 - Restricted Cash Reserves	
1202.0 - Contingent Liability Reserves	\$ 250,000.00
1210.0 - Customer Security Deposits	\$ 9,100.00
1212.0 - Connect Hookup Wait Deposits	\$ <u>43,470.00</u>

Total 1201.5 Restricted Cash Reserves \$ 302,570.00

Total 1201 Non Current Restricted Cash

\$ 302,570.00

Total Other Current Assets

\$ 302,570.00

Total Current Assets

\$ 1,637,977.76

TOTAL ASSETS

\$ 1,637,977.76

The District has the ability to meet the next 3 months cash flow requirements
Market Valuation is stated as of the 12/31/01 LAIF and Bank Statements
Investments are in compliance with current district policies



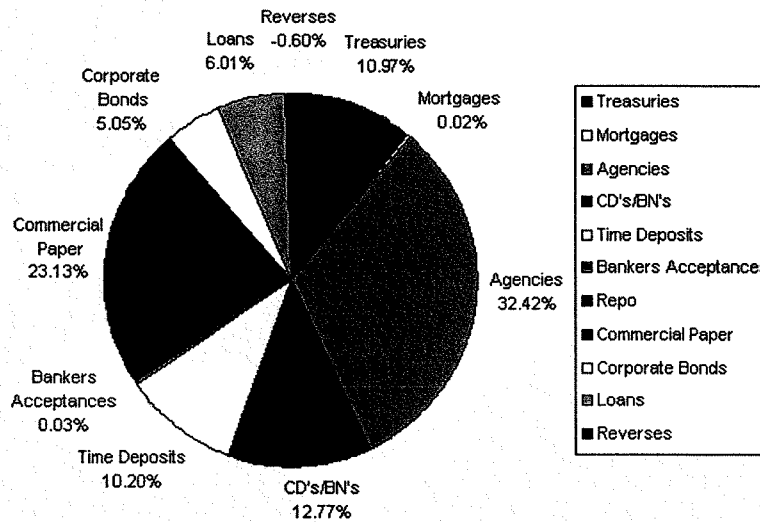
Local Agency Investment Fund LAIF Performance Report

Reporting Date: 01/30/02
 Effective Date: 01/30/02
 Quarter Yield: 3.07%
 Daily: 2.95%
 Year: 3.87%
 Life: 177

Quarter Ending 12/31/01

Apportionment Rate: 3.52%
 Earnings Ratio: .00009644387381853
 Fair Value Factor: 1.003787124
Monthly Average For December: 3.261%

**Pooled Money Investment Account
 Portfolio Composition***
 \$49.7 Billion
 12/31/01



*The PMIA portfolio does not hold any securities of PG&E or Southern California Edison.

[Adobe PDF version of LAIF Performance.](#)

[Help with Adobe Acrobat PDF.](#)

San Simeon Community Services District

LALF Interest Earned

Change

FY 2000 - 2001			FY 2001 - 2002			Change
	Int. Rate	Qu. Earning		Int. Rate	Qu. Earning	Qu00-01/Qu01-02
9/30/00		\$ 25,326.11	9/30/01	4.47%	\$ 17,636.01	-30%
12/31/00		\$ 24,887.13	12/31/01	3.52%	\$ 14,035.71	-44%
3/31/01	6.16%	\$ 23,184.47	3/31/02			
6/30/01	5.32%	\$ 20,464.65	6/30/02			
FY00-01 Total Int. Earned		\$ 93,862.36	FY01-02 Total Int. Earned T.D.		\$ 31,671.72	

**SAN SIMEON COMMUNITY SERVICES DISTRICT
WARRANT REPORT
January 2002**

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT #</u>	<u>MEMO</u>	<u>AMOUNT</u>
1/15/01	3571	MID-STATE BANK	0201-001	PAYROLL TAXES	\$1,921.94
1/15/01	3572	EMPLOYMENT DEV. DEPT.	0201-002	PAYROLL TAXES	\$427.86
1/15/01	3573	KIMBERLY ALLISON	0201-003	PAYROLL 1/1/02-1/15/02	\$507.60
1/15/01	3574	MICHAEL HASSETT	0201-004	PAYROLL 1/1/02-1/15/02	\$1,224.85
1/15/01	3575	RONALD HEAD	0201-005	PAYROLL 1/1/02-1/15/02	\$1,813.69
1/15/01	3576	STATE COMPENSATION FUND	0201-006	WORKERS COMPENSATION PREMIUM	\$3,180.20
1/31/02	3577	KIMBERLY ALLISON	0201-007	PAYROLL 1/16/02-31/02	\$507.61
1/31/02	3578	MICHAEL HASSETT	0201-008	PAYROLL 1/16/02-31/02	\$1,254.24
1/31/02	3579	RONALD HEAD	0201-009	PAYROLL 1/16/02-31/02	\$1,927.75
1/31/02	3580	MID-STATE BANK	0201-010	GAS & OIL	\$152.35
1/31/02	3580	MID-STATE BANK	0201-010	POSTAGE, TAPE & BRACKET	\$541.48
1/31/02	3581	LORRAINE MIRABAL-BOUBION	0201-011	MONTHLY BOARD SERVICE FOR JANUARY	\$75.00
1/31/02	3582	DAVID KIECH	0201-012	MONTHLY BOARD SERVICE FOR JANUARY	\$75.00
1/31/02	3583	ERIC SCHELL	0201-013	MONTHLY BOARD SERVICE FOR JANUARY	\$75.00
1/31/02	3584	ROBERT McLAUGHLIN	0201-014	MONTHLY BOARD SERVICE FOR JANUARY	\$75.00
1/31/02	3585	JILL HAMILTON	0201-015	SEC. DEP. LESS FINAL BILL #1055	\$11.45
1/31/02	3586	JOHN WALLACE & ASSOC.	0201-016	DISTRICT ENGINEERING	\$2,495.86
1/31/02	3586	JOHN WALLACE & ASSOC.	0201-016	MAJOR PROJECTS	\$8,744.31
1/31/02	3587	CAROL BAILEY-WOOD	0201-017	MONTHLY BOARD SERVICE FOR JANUARY	\$75.00
1/31/02	3588	BASIC CHEMICAL SOLUTIONS	0201-018	SODIUM HYPOCHLORITE & BISULFITE	\$1,047.27
1/31/02	3589	PACIFIC BELL	0201-019	TELEPHONE	\$149.82
1/31/02	3590	MISSION COUNTRY DISPOSAL	0201-020	RUBBISH	\$205.19
1/31/02	3591	A BETTER BEEP	0201-021	PAGER	\$29.45
1/31/02	3592	CRYSTAL SPRINGS WATER	0201-022	WATER DELIVERY	\$77.50
1/31/02	3593	C.C.S.D.	0201-023	EFFLUENT COLIFORM MPN & P/A	\$235.00
1/31/02	3594	MISSION UNIFORM SERVICE	0201-024	TOWELS & COVERALLS	\$110.19
1/31/02	3595	PG&E	0201-025	ELECTRICITY	\$9,179.52
1/31/02	3596	FGL ENVIRONMENTAL	0201-026	INORGANIC ANALYSIS	\$115.00
1/31/02		TOTAL			\$39,235.13

SAN SIMEON ACRES COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 71

**AN ORDINANCE OF THE BOARD OF DIRECTORS
ESTABLISHING STANDARDS FOR THE INSTALLATION
OF WATER CONSERVING DEVICES AND PLUMBING**

WHEREAS, the San Simeon Acres Community Services District presently has limited water resources. This fact is recognized not only by the District, but also by the residents and business establishments within the District. Accordingly, existing and new water users must be regulated accordingly, to ensure that demand does not exceed supply; and

WHEREAS, pursuant to the statutory authority granted by the California Water Code, the District has engaged in a vigorous and ongoing program of water conservation; and

WHEREAS, the District finds that it is necessary and in the public interest that, as a condition of continued and new service, reasonable water saving devices be required in order to conserve water supplies for the greatest public benefit; and

WHEREAS, the District finds that it is necessary and in the public interest that existing customers be required to retrofit with reasonable water saving devices in order to further conserve water supplies for the greatest public benefit; and

WHEREAS, the District further finds that the specific rules, regulations and restrictions established herein are necessary in order to conserve the District's water supplies and are in addition to any voluntary conservation programs undertaken by water users within the service area of the District.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE SAN SIMEON ACRES COMMUNITY SERVICES DISTRICT AS FOLLOWS:

SECTION I: PURPOSE. It is the purpose and intent of this Ordinance to reduce the use of potable water within the San Simeon

Acres Community Services District's boundaries through the installation of water saving devices and plumbing, and through the prohibition of other devices and fixtures which cause the excessive use of water.

SECTION II: DEFINITIONS. The following definitions are applicable to this Ordinance:

A. "Residential or Residential Building" means any use or structure built and intended primarily for the shelter or housing of any person.

B. "Commercial or Commercial Building" shall mean any use, structure, or project not defined as "Residential or Residential Building."

C. "New Construction" means any construction of a previously non-existent structure requiring a discretionary or ministerial permit issued after the effective date of this Ordinance. "New Construction" shall include additions, modifications, or structural improvements which add square footage to floor space of existing structures.

D. "Existing Structure" means any structure which is not new construction.

E. "Low Water-Use Plumbing and Plumbing Fixtures" means the particular requirements and standards of this Ordinance set forth on Exhibit "A" attached hereto and incorporated herein by reference. The Board may, from time to time, by resolution, modify, add to, or remove from, the standards and restrictions therein.

F. "Prohibited Devices and Fixtures" means the devices and fixtures set forth on Exhibit "B" attached hereto and incorporated herein by reference. The Board may, from time to time, by resolution, modify, add to, or remove from the standards and restrictions therein.

SECTION III. PLUMBING FIXTURES FOR NEW CONSTRUCTION. All new construction, as defined herein, shall be exclusively equipped with low water-use plumbing and plumbing fixtures as defined by this Ordinance and no prohibited devices or fixtures, as defined in Exhibit "B" of this Ordinance, shall be permitted. These low water-use fixtures shall be installed and maintained and shall not be replaced with fixtures which allow greater water use. When the District installs any new water meter, at the District's sole option, the meter shall be set with a flow restriction device installed and said flow restriction device shall not be removed until such time as the customer shows to the District compliance with the requirements of this Ordinance by means of one of the following methods:

A. A copy of the plumbing permit for the fixture installation shall be forwarded to the District which shows compliance with this Ordinance; or

B. A copy of the pest control inspection report, energy audit report, or other appropriate report which certifies exclusive installation of low water-use fixtures shall be forwarded to the District (the General Manager shall maintain a list of individuals qualified to provide this certification); or

C. A copy of the building inspection report by the County building official which indicates exclusive installation of low water-use fixtures shall be forwarded to the District; or

D. A statement of exclusive compliance with this Ordinance, together with a dated copy of the purchase receipt for each low water-use fixture, and a copy of the labor contract or statement of self-installation which evidences complete installation, shall be forwarded to the District, and a written agreement by the property owner/purchaser allowing inspection of the property by District staff or authorized agent.

SECTION IV. RETROFIT OF EXISTING STRUCTURES. All existing structures, within sixty (60) days following the effective date of this Ordinance, shall retrofit all plumbing fixtures which are installed, but which do not meet low water-use plumbing fixture standards, as described in Exhibit "A." The General Manager may defer or exempt the retrofit requirement of this section for any structure where retrofitting is not feasible pursuant to Section VI.

SECTION V. RECORDATION OF NOTICE. Whenever the General Manager determines that there is an existing violation of this Ordinance, that low water-use plumbing fixtures have not been installed as required by this Ordinance or have been removed since retrofit or initial installation, the General Manager may record a notice of violation with the office of the County Recorder. The owner(s) of the property, as revealed by the assessment roll, on which the violation is situated and the current tenant, if any, shall be notified of the recordation. Failure to provide such notification shall not prevent, or be grounds to remove, the recordation. The General Manager shall cause a notice of correction to be recorded at such time as the property owner has established full compliance with the provisions of this Ordinance.

SECTION VI. DISCRETIONARY EXEMPTIONS. The General Manager may, in his discretion, exempt structures or projects from the provisions of this Ordinance or impose reasonable conditions in lieu of compliance therewith, if he determines that any of the following sections apply:

A. **HARDSHIP.** The General Manager may grant an exemption for hardship where the requirements of this Ordinance would cause an unnecessary and undue substantial hardship upon the owner of the facility or the public. Substantial hardship may include, but is not limited to:

1. Plumbing in an existing facility which does not match connections with low water-using plumbing fixtures and would, therefore, require partial replumbing of the structure. For example, different rough-in dimensions.

2. Unavailability of low water-using plumbing fixtures to match a well-defined historic architectural style (i.e., Victorian, Mission Revival) in an historic building (pre-1920).

Any project exempted pursuant to A.1. of this section shall be required to have installed toilets using a maximum of 3.5 gallons per flush, if not already so provided.

B. **EMERGENCY.** The General Manager may grant an exemption for emergency purposes when the requirements of this Ordinance would create a condition affecting the health, sanitation, fire protection or safety of the facility owner or the public.

C. **IN LIEU COMPLIANCE.** The General Manager may grant an exemption by imposing reasonable conditions in lieu of compliance with the requirements of this Ordinance, where the conditions would not allow the quantity of water consumed by the facility to exceed the total water demand achieved if the low water-use plumbing fixture standards set by this Ordinance had been used and would not otherwise adversely affect service to any existing water consumer.

SECTION VII. APPEALS.

A. **CONTENT OF APPEAL.** An appeal may be made to the Board by any public agency or person aggrieved by a decision of the General Manager pursuant to this Ordinance. All appeals shall be made to the Board by filing a written appeal with the District Secretary within ten (10) working days from the date of the decision. The appellant must specifically state in the notice of appeal:

1. The identity of the appellant and his interest in the decision;

2. The decision and the conditions appealed from;

3. A clear, complete, but brief statement of the reasons why, in the opinion of the appellant, the decision or the conditions imposed were unjustified or inappropriate;

4. The specific reasons the appellant disagrees with the findings of the General Manager;

5. The specific facts of the matter in sufficient detail to notify interested persons of the nature of the proceedings and to place the interested persons on notice as to how any proposed action may affect their interest. The Board will not accept an appeal stated in generalities, legal or otherwise.

B. **FORM.** An optional form for giving notice of appeal shall be provided by the General Manager. The form need not be used if the notice of appeal is complete.

C. **ACCEPTANCE OF APPEAL.** An appeal shall not be accepted by the Board of Directors unless it is complete and complies with all requirements. The District Secretary shall not accept a notice of appeal if it is obvious on the face of the notice that it is incomplete.

D. **HEARING.** The Board shall set the matter for hearing at a regular meeting or special meeting within thirty (30) days from the date the appeal is filed, and may, in its discretion, thereafter affirm, reverse, or modify the General Manager's decision and impose any conditions it deems just and proper.

SECTION VIII. PENALTIES.

A. Any person, firm, or corporation whether as principal, agent, employee, or otherwise violating or causing or permitting the violation of any of the provisions of this Ordinance, or any contractor who installs or removes plumbing fixtures contrary to

the provisions of this Ordinance with the intent to defeat the purposes of this Ordinance, shall be guilty of a misdemeanor punishable as provided for by law. Notwithstanding the prior sentence, any misdemeanor violation or failure to comply may, in the discretion of the prosecutor (District Attorney or District Counsel), be initially charged or subsequently prosecuted as an infraction. Each separate day or portion thereof during which any violation occurs or continues shall be deemed to constitute a separate offense and, upon conviction thereof, shall be separately punishable.

B. The General Manager, after first providing notice and opportunity for a hearing to the owner and any resident(s), may shut off water service to any structure found to have plumbing fixtures installed or maintained which violate this Ordinance. Water service shall be reinstated only after the property owner, resident or user complies with this Ordinance and pays any and all fees and charges as may be set by resolution of the Board.

SECTION IX. ENFORCEMENT. The General Manager shall be the officer primarily charged with enforcement of this Ordinance. All public employees of the San Simeon Acres Community Services District who are vested with the duty or authority to issue permits or install new water meters shall conform to the provisions of this Ordinance and shall issue no such permits or install such water meters in conflict with the provisions of this Ordinance. Any such permits issued in conflict with the provisions of this Ordinance shall be null and void and any such water meters installed shall be removed.

SECTION X. CIVIL NUISANCE.

A. Any building or structure set up, erected, constructed, altered, enlarged, converted, moved, maintained, sold, or the use of which is changed, contrary to the provisions of this Ordinance,

and/or any use of land, building, or premises, established, conducted, operated, or maintained contrary to the provisions of this Ordinance, shall be, and the same is hereby declared to be, a violation of this Ordinance and a public nuisance.

B. The District may summarily abate the public nuisance and District Counsel or the District Attorney, upon order of the Board, may bring civil suit or other action to enjoin or abate the nuisance.

C. Each day any violation of this Ordinance continues shall be regarded as a new violation and separate offense. The remedies provided in this Ordinance shall be cumulative and not exclusive.

D. Should any person, firm, or corporation violate the terms of this Ordinance and any action is authorized either by the Board, District Counsel, or District Attorney, or is in fact commenced by said agencies for said violation, no other action shall be taken on any application filed by or on behalf of said person, firm, or corporation until the action has been concluded or resolved.

SECTION XI. COST OF ENFORCEMENT.

A. Any person, firm, or corporation who creates or maintains a public nuisance in violation of this Ordinance or upon whose property a notice of violation has been recorded shall be liable for the costs of abatement and correction which shall include, but not be limited to:

1. Cost of investigation;
2. Court costs;
3. Attorney fees;
4. Cost of monitoring compliance.

B. Upon a continuation of the public notice after notice from the District to cease the nuisance, any person, firm, or corporation shall be liable for the cost of abatement set forth above, plus a civil penalty of fifty percent (50%) of these costs

payable to the District in addition to any other cost of enforcement imposed by the Court.

SECTION XII. REMEDIES CUMULATIVE. The remedies available to the District to enforce this Ordinance are in addition to any other remedies available under the District's Ordinances, or any other State statutes, and do not replace or supplant any other remedy but are cumulative thereto.

SECTION XIII. GENERAL NOTES.

A. If any other codes or ordinances in effect in the District are in conflict with the provisions of this Ordinance, the more restrictive shall apply.

B. In the event any provision of existing regulations or procedures of the District conflicts with the provisions of this Ordinance, the provisions of this Ordinance shall prevail.

C. The Board may, by resolution, establish various programs and policies designed to encourage, assist and facilitate compliance with this Ordinance in a complete and timely manner. These policies and programs may include such appropriate reimbursements and/or credits as the Board finds are reasonably necessary and desired to facilitate the implementation of the specific provisions of this Ordinance.

SECTION XIV. SEVERABILITY. If any subdivision, paragraph, sentence, clause, or phrase of this Ordinance is, for any reason, held to be invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity or enforcement of the remaining portions of this Ordinance, or of any other provisions of other ordinances of the San Simeon Acres Community Services District. It is the District's express intent that each remaining portion would have been adopted irrespective of the fact that any one or more subdivisions,

paragraphs, sentences, clauses, or phrases be declared invalid or unenforceable.

SECTION XV. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its adoption.

SECTION XVI. PUBLICATION. Within fifteen (15) days of passage, this Ordinance shall be published one time in a newspaper of general circulation published within the San Simeon Acres Community Services District, together with the names of said Board voting for and against the Ordinance.

On motion of Director Blankenship, seconded by Director Boniface, and the following roll call vote, to wit:

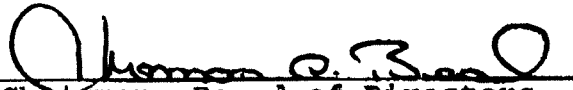
AYES: Chairman Beal, Directors Blankenship, Boniface and Price

NOES: None

ABSENT: Hoffman

Ordinance No. 71 is hereby adopted.

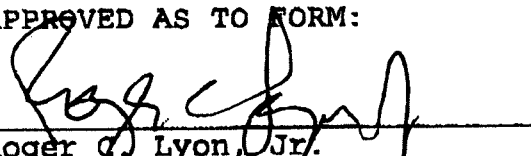
5/3/88


Chairman, Board of Directors

ATTEST:


Secretary, Board of Directors

APPROVED AS TO FORM:


Roger C. Lyon, Jr.
District Counsel

SAN SIMEON ACRES COMMUNITY SERVICES DISTRICT
ACCEPTABLE WATER SAVING PLUMBING AND FIXTURES

EXHIBIT "A"
to
ORDINANCE NO. 71

Piping and water using devices and fixtures acceptable to the District shall be comprised of those plumbing and water using devices and fixtures described by the following category headings and meeting the standards set forth under those headings.

Category No. 1 - Toilets and Urinals, Flushometer Type

Flushometer type toilets shall be of a design that does not exceed 1.6 gallons per flush and urinals shall be of a design that does not exceed 1.6 gallons per flush. (E.G., Sloan Model 110-1/Eljer Ultra bowl for toilets, Sloan 186 for urinals, or comparable unit approved by District Manager.)

SAN SIMEON ACRES COMMUNITY SERVICES DISTRICT

**PROHIBITED DEVICES AND FIXTURES
THAT CAUSE THE EXCESSIVE USE OF WATER**

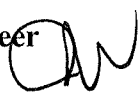
EXHIBIT "B"
to
ORDINANCE NO. 71

Devices and fixtures which the District has determined to cause the excessive use of water shall be comprised of those water using devices and fixtures described by the following category headings and the operation and/or use of these fixtures and devices is prohibited.

There are no categories in Exhibit "B" at this time.

SAN SIMEON COMMUNITY SERVICES DISTRICT

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

DATE: February 13, 2002
TO: Board of Directors
VIA: Mark Bloodgood, District Manager
FROM: John L. Wallace, District Engineer 
SUBJECT: Ocean Outfall - Repairs

RECOMMENDATIONS:

Staff recommends the Board:

1. Contract with Underwater Resources, Inc. of San Francisco, California or other acceptable contract to perform the repair work on the ocean outfall line diffusers.
2. Develop and implement an emergency plan to clear the outfall line and to pump effluent to the equalization basin and/or to have the material hauled out in the event a blockage occurs in the meantime.
3. Review alternatives to the current outfall configuration and return to the Board with an analysis of any feasible alternatives (including extending the outfall line and possible funding sources.)

FUNDING:

Currently, funds in the amount of **\$30,000** are included in the District's FY 2001-2002 Budget under Item No. S-9 Sewer System Improvements for manholes and repairs.

The estimated labor cost for the repair of the ocean outfall is **\$10,000**, depending upon weather conditions. This estimate would not be exceeded unless authorized by the District. Additionally, costs for new diffuser valves is estimated at **\$4,412** for a total estimated cost of less than \$15,000. Because the bid amount is less than \$15,000, the work can be done with a contractor selected by the District in accordance with Section 20685 of the Public Contracts Code without the lengthy process of formal advertisement.

DISCUSSION:

In accordance with direction received from the Board at the January staff meeting, staff investigated extending the outfall line. Investigations revealed the line extension is limited due to an existing State Lands Commission Lease. Extension of the line would also trigger California Coastal

Commission involvement extending the time frame significantly for implementing the repair. In addition, there may be significant environmental work associated with a line extension.

The annual inspection of the District's ocean outfall pipeline occurred on October 29, 2001. The inspection report is attached to this memo.

It was brought to staff's attention that two of the four diffuser spools and neoprene flap gates were broken off and missing. The reason of the broken diffuser spools is unknown. It is possible that an anchor from a fishing vessel could have snagged it or rocks damaged it from heavy surf.

The District's plant superintendent experienced intermittent stoppage of treated wastewater effluent flows. Although treated wastewater did not back-up into the treatment tanks, it is evident that the ocean outfall diffuser manifold may be covered with sand, or other debris from time to time. In addition, the diffuser ports that are broken are exposed to sand infiltration. Therefore, it is imperative that the missing spools and diffuser flaps be replaced.

A spill due to an ocean outfall obstruction would be a serious violation of the waste discharge requirements and would be subject to substantial fines levied by the State Water Resources Control Board.

Underwater Resources, Inc., of San Francisco, California has submitted a proposal (see attached) to make the emergency repairs (as soon as the heavy surf subsides) by mobilizing a vessel from Morro Bay with assorted hand dredging and diving equipment including a dive crew from San Francisco.

It is recommended by staff to retain the services of Underwater Resources, Inc. of San Francisco, California or other acceptable contractor which may be available to perform these repairs. The goal would be to complete the repairs as soon as practicable considering surf/weather conditions and at a reasonable price. The proposal by Underwater Resources, Inc. is reasonable within the scope of repairs, but further inquiries are being made to other contractors.

In the meantime staff is working with the plant operators to develop an emergency operations plan in the case that the blockage occurs again before the repairs can be made. As part of this plan, other alternatives will be explored that may better ensure the adequacy of the system. These alternatives include studying the possibility of extending the line to areas where less sanding may occur.



January 8, 2002

Mr. Craig Taylor
John Wallace & Associates, Inc.
4115 Broad Street, Suite 5B
San Luis Obispo, CA 93401

Re: Emergency Diffuser Repairs to San Simeon Ocean Outfall

Dear Mr. Taylor:

Underwater Resources, Inc. is pleased to provide the following cost proposal to mobilize a vessel with operator from Morro Bay along with assorted hand dredging and diving equipment and a dive crew from San Francisco. Because of unknown site conditions and the possible requirement to excavate down to the pipeline, this estimate is provided on a *Time and Materials* cost basis.

Our understanding of the scope of work you require includes the following tasks:

1. Procure neoprene material and non-conductive fasteners to fabricate and assemble two ¼" diameter round flapper valves for use with two HDPE diffuser spools provided by San Simeon Community Services District and delivered to us prior to working offshore.
2. Transport with our pick-up truck a portable high-pressure fire pump, suction and supply hoses and hand-dredging equipment, shallow air diving equipment with voice communications, and dive crew to Morro Bay and mobilize onto 27' work boat.
3. Travel between Morro Bay and San Simeon Ocean Outfall on a daily basis to locate outfall, excavate and remove sand as necessary to expose pipeline diffuser section, and install two HDPE diffuser spools at flange locations that are missing valves.
4. An additional task that could also be required may be the removal of sand and/or gravel from inside the 8" diffuser section if site conditions allow.

Based upon rates provided on the attached spreadsheet, estimated costs for personnel and equipment mobilization, materials, two working shifts and one standby day would be approximately \$10,000.00. If this work were to be performed during winter months, when the marine weather and ocean swell conditions are very often adverse, productive diving operations would need to be carefully planned in order to minimize additional standby charges. Vessel standby and non-working weekend charges for both personnel and equipment would be negotiable and likely less than estimated in the spreadsheet, depending upon when this emergency project is actually attempted.

If you have questions or require any additional information please do not hesitate to call.

Sincerely,

A handwritten signature in black ink that reads "Tom Belcher".

Thomas R. Belcher

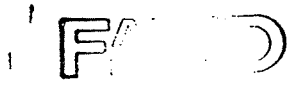
San Simeon Community SD
Emergency Outfall Repairs

January 8, 2002

HOURLY/DAILY COSTS

DESCRIPTION:	Mob	8-hr. Shift	Standby	Demob
Admin.	150			
Shop Labor Mob/Loadout/Clean-up	300			150
Fabricate two 1/4" reinforced neoprene flaps (Est.)	60			
Procure SS/non-conductive diffuser fasteners (Est.)	50			
4.5 Hours Travel - 2 personnel @ \$45/hour each	405			405
Pier Diem Charge @ \$90/day/person	180	180	180	0
Vessel, Operator + Fuel (max. 10 hour day)		1000	250	
Diver #1		840	600	
Diver #2		840	600	
Diving Equipment		50	25	
Jetting Equipment		200	50	
Misc. Consumables		25	0	
Vehicle Charge	75	75	75	75
225 miles @ \$.35/mile	78.75			78.75
Fuel Surcharge @ \$1.75/gallon	25			25
	\$ 1,323.75	\$ 3,210.00	\$ 1,780.00	\$ 733.75

Tender Dayrate (offshore but not diving) \$ 640.00 Per 8 hr. ST Shift
Tender OT Rate (beyond 8 hrs. ST) \$ 135.00 Per OT hour
Diver OT Rate (beyond 8 hrs. ST) \$ 175.00 Per OT hour



Red Valve Company, Inc.

P.O. Box 548 – Carnegie, PA 15106 – Email: valves@redvalve.com

Phone: 412 279-0044

Fax: 412 279-7878

Reference: SAN SIMEON CSD OUTFALL DIFFUSER

Quote 17370HQ
Quote Date: 28-Jan-02
Quote Expires: 27-Feb-02

To: Craig Taylor
John L. Wallace & Associates
4115 Broad Street
Suite B-5
San Luis Obispo, CA 93401
USA

Phone: 805-544-4011
Fax: 805-544-4294

Red Valve Sales Representative:

Mr. Steve Crump
Crump & Company
787 Woodbury Road
Unit 5
Altadena, CA 91001
USA
Phone: 626-794-1685
Fax: 626-577-4488

Item	Quantity	Size	Description	Unit Price	Extended Price
1	4	4"	RED VALVE SERIES 35D EFFLUENT DIFFUSER CHECK VALVE Sleeve Material: Neoprene Flange Drilling: 125# ANSI Diffuser Complete with 304 Stainless Steel Retaining Ring. Approval Drawings Required Lead Time: 3-4 Weeks After Drawing Approval	\$1,103.00	\$4,412.00

Total Net Price: \$4,412.00

Total: \$4,412.00

Payment Net 30 Days
Shipping Prepaid and Add
F.O.B. Terms: Gastonia, NC

Prepared by: Chris Mitchell (rs)

Red Valve Company, Inc. reserves the right to requote upon receipt of formal specifications
All prices are quoted in United States Dollars, exclude applicable taxes, and are subject to credit

RED VALVE'S CONDITIONS OF SALE

The conditions apply to all quotation orders & contracts for Red Valve Products

1. ENTIRE CONTRACT

The Conditions of Sale set forth herein shall constitute the sole and exclusive conditions of sale regarding all equipment, materials, labor and services (hereinafter collectively referred to as "Products") sold to Buyer. Acceptance of Buyer's order by Red Valve is expressly made conditional upon Buyer's assent to these Conditions of Sale, whether such assent is by written acknowledgment or by conduct of Buyer that recognizes the existence of a contract. These Conditions of Sale constitute notification of Red Valve's objection to and rejection of any conditions of sale, whether contained in Buyer's purchase order, bid documents or in any other writing, that are different from, inconsistent with or additional to the Conditions of Sale set forth herein. These Conditions of Sale shall constitute the entire and complete agreement of the parties with respect to the subject matter hereof, and there are no other promises, conditions, understandings, representations or warranties, oral or written, relating thereto except as set forth herein.

2. PAYMENT

All orders are subject to Red Valve credit department approval. If in Red Valve's judgment the credit of Buyer becomes impaired, Red Valve at its sole option, suspend production, shipment or delivery and request that Buyer provide it with reasonable guarantees and/or security. The failure or refusal of Buyer to provide such guarantees and/or security within ten (10) days after Red Valve's request therefore shall constitute a repudiation of the entire contract and Red Valve, in addition to all other remedies legally available to it, may accelerate and declare immediately due Buyer's entire accounts.

3. TAXES

To the extent legally permissible, all present and future taxes imposed by any Federal, State, Foreign or Local authority which Red Valve or its contractors or suppliers may be required to pay or collect, upon or with reference to the sale, purchase, transportation, delivery, storage, use or consumption of the Products, shall be for account of Buyer and Buyer agrees to pay or reimburse any such charges which Red Valve or its contractors or suppliers are required to pay.

4. TITLE

Title to Products priced at Red Valve's shipping point shall pass to Buyer upon delivery at such shipping point. Title to Products priced at destination shall pass to Buyer upon delivery at the destination specified, and any charges at destination for spotting, switching, handling storage, and other accessorial services, and demurrage, shall be for Buyer's account.

5. CANCELLATIONS AND CHANGES

Orders which have been accepted by Red Valve are not subject to cancellation or changes in specifications; except upon Red Valve's written consent, and may require as a condition of such consent, reimbursement for any cost incurred in performance of order in original form.

6. CHECKING MATERIALS, CLAIMS, CREDITS

Buyer agrees to check Products against shipping papers upon unloading at destination. Claims, including shortage claims, must be made within (ten) 10 days following delivery of the product to Buyer and Red Valve must be given a reasonable opportunity to investigate.

Any defect of the products which would have been observable on reasonable inspection by Buyer and which is not objected to in writing within ten (10) days after receipt of such products by Buyer is hereby waived, and Buyer shall have no right to reject or revoke its acceptance based upon any such defect, nor shall any such defect give rise to any claim under Red Valve's warranty.

Red Valve issues commodity credits only.

Authorization, shipping instructions and other conditions related to the return of any of the Products must be obtained by Buyer from Red Valve before returning any of the Products.

7. WARRANTIES - REMEDIES - DISCLAIMERS - LIMITATION OF LIABILITY

Unless otherwise agreed to in writing signed by Red Valve, all Products supplied by Red Valve will be described in the specifications set forth on the face hereof.

THE WARRANTIES SET FORTH IN THIS PROVISION ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES WHETHER STATUTORY, EXPRESSOR IMPLIED (INCLUDING ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL WARRANTIES ARISING FROM COURSE OF DEALING OR USAGE OR TRADE).

Red Valve Products are guaranteed for a period of one year from date of shipment, against defective workmanship and material only, when properly installed, operated and serviced in accordance with Red Valve's recommendations. Replacement for items of Red Valve's manufacture will be made free of charge if proved to be defective within such year; but not claim for transportation, labor or consequential damages shall be allowed. We shall have the option of requiring the return of the defective product to our factory, with transportation charges prepaid, to establish the claim and our liability shall be limited to the repair or replacement of the defective product, F.O.B. our factory. Red Valve will not assume costs incurred to remove or install defective products nor shall we incur backcharges or liquidated damages as a result of warranty work. Red Valve does not guarantee resistance to corrosion erosion, abrasion or other sources of failure, nor does Red Valve guarantee a minimum length of service, or that the product shall be fit for any particular service. Failure of purchaser to give prompt written notice of any alleged

defect under this guarantee forthwith upon its discovery, or use, and possession thereof after an attempt has been made and completed to remedy defects therein, or failure to return product or part for replacement as herein provided, or failure to install and operate said products and parts according to instructions furnished by Red Valve, or failure to pay entire contract price when due, shall be a waiver by purchaser of all rights under these representations. All orders accepted shall be deemed accepted subject to this warranty which shall be exclusive of any other or previous warranty, and shall be the only effective guarantee or warranty binding on Red Valve, anything on the contrary contained in purchaser's order, or represented by any agent or employee of Red Valve in writing or otherwise, notwithstanding implied warranties. RED VALVE MAKES NO WARRANTY THAT THE PRODUCTS, AUXILIARIES AND PARTS ARE MERCHANTABILITY OR FIT FOR ANY PARTICULAR PURPOSE.

RED VALVE SHALL NOT BE LIABLE IN CONTRACT, IN TORT (INCLUDING BUT NOT LIMITED TO NEGLIGENCE OR STRICT LIABILITY) OR OTHERWISE FOR DAMAGE TO OR LOSS OF OTHER PROPERTY OR EQUIPMENT, LOSS OF TIME, LOSS OF PROFITS OR REVENUE, LOSS OF USE OF EQUIPMENT, COST OF CAPITAL, COST OF TEMPORARY EQUIPMENT (INCLUDING ADDITIONAL EXPENSES INCURRED IN USING EXISTING FACILITIES), CLAIMS OF CUSTOMERS OF BUYER, OR FOR ANY SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES WHATSOEVER.

Buyer is wholly responsible for determining the suitability of Red Valve Product. The express warranty obligations of Red Valve are conditions upon the assembly and use of the products in complete accordance with Red Valve's instructions and requirements, which are hereby incorporated by reference into the contract between Red Valve and Buyer. Red Valve shall not be responsible for any defect, deficiency or failure to perform in or any damage whatsoever caused by products which have been modified by any person.

8. DESIGN

Red Valve shall not be responsible for the correctness of structural or system designs of details prepared by others.

9. ERRORS

Stenographic and clerical errors may be corrected by Red Valve.

10. WAIVER

Any waiver by Red Valve of any breach or default by Buyer of any of Buyer's obligations under these Conditions of Sale, and any failure by Red Valve to enforce any rights arising under these Conditions of Sale, shall not be construed as a waiver of any other breach or default by Buyer or of Red Valve's right to enforce its rights in any other circumstances.

11. APPLICABLE LAW

This contract, and the parties' performance thereof, shall be governed by the laws of the Commonwealth of Pennsylvania, including the Uniform Commercial Code as enacted in the Commonwealth of Pennsylvania. In the event of any breach of contract by Red Valve or Buyer or any dispute relating to this contract, Buyer consents to suit relating to any such matter in the state or federal courts located in Allegheny County in the Commonwealth of Pennsylvania, and Buyer waives any objections or defenses it may have to jurisdiction or venue in such courts. The parties further agree that any action at law or equity against Red Valve arising hereunder may be brought only in the state or federal courts located in Allegheny County, Pennsylvania, and that such courts shall have exclusive jurisdiction over any such actions. No actions commenced or removed to the federal courts located within Allegheny County, Pennsylvania shall be transferred to any federal court located outside Allegheny County, Pennsylvania.

12. PROPRIETARY INFORMATION

Red Valve has a proprietary interest in certain information that may be furnished to Buyer hereunder, including, but not limited to, the design of the products and parts thereof manufactured by Red Valve, and operating manuals. Buyer will not copy, publish or otherwise disclose, in whole or in part, to others such information which is proprietary to Red Valve without the prior written permission of Red Valve. Buyer will not use any such information furnished hereunder for any purpose other than for operation and maintenance of the products or for any other purpose explicitly intended by Red Valve.

13. SHIPPING DELAYS

Shipping dates are approximate only and are subject to change. Red Valve shall not be liable for any delay in failure to deliver caused by but not limited to, disaster, failure of supplies, labor shortage or an act of God or causes beyond Red Valve control. If any such events occur, Red Valve shall have additional time within which to perform the contract and shall have the right to apportion its production.

14. MODIFICATION

No terms or conditions, other than those stated herein, and no agreement or understanding, oral or written, in any way purporting to modify these conditions shall be binding on Red Valve unless hereafter made in writing and signed by its authorized representative. All proposals, negotiations, and representations, if any, made prior, and with reference, hereto are merged herein.

Any clause required to be included in a contract of this type by any applicable law or administrative regulation having the effect of law shall be deemed to be incorporated herein.

The **OUTFALL** **LINE**

A Newsletter Featuring Outfall & Diffuser Line Technologies

Vol. 2, No. 1

May 1995

Retrofitting Existing Diffuser Systems

Tideflex™ Diffuser Check Valves:

- improve jet velocity at the nozzle opening.
- prevent backflow of debris, aquatic life, and salt water intrusion.
- give more equal distribution in multiple nozzle diffuser systems due to the small restriction.
- provide rectangular flattened plumes, versus round, which results in a larger surface area, enhancing diffusion.

Red Valve Company has over 5,000 all-rubber Diffuser Check Valves in service worldwide. Video presentations are available at no charge showing actual operation of Diffuser Valves under adverse conditions. The video confirms that metal check valves cannot operate in these environments.

Why Specify Red Valve Diffuser Check Valves?

Red Valve Tideflex™ Diffuser Check Valves are specified by consulting and municipal design engineers.

Diffuser Check Valves primarily prevent intrusion of salt water, aquatic life, and debris. Salt water entering the system creates a laminar flow condition, thus reducing full flow. Salt water enters through the upper nozzle and flows out through lower nozzles, thus reducing total volume of flow.

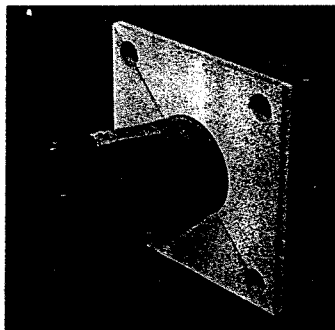
At an International Diffuser Conference in Istanbul in November 1994, several presentations were made regarding maintenance problems diffuser system operators were experiencing. All of the problems were on diffuser lines that had not

been equipped with Tideflex™ Diffuser Check Valves. a report was presented advising difficulty at seashore resort areas in maintaining diffuser systems. During the tourist season, the population may grow by 500% or more. Systems are designed for peak summer loads, which in some cases are ten times higher than winter discharge loads. Intrusion of silt, debris, and marine life occurs in off seasons where flow is reduced considerably.

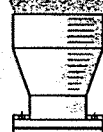
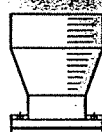
Divers in the City of San Francisco recently inspected the 60 inch diameter Diffuser line that had **not** been furnished with Diffuser Check Valves. The system had open pipe nozzles. Divers reported piles of stones under each open nozzle. Although the stones were relatively small, "wave action" over a period of years resulted in piles of small stones under each nozzle. These mounds within the diffuser pipe caused erratic flow patterns. It was further discovered the stones were toxic, probably from years of filtering toxic sewage. The city is at a loss as to how to remove them.

A diffuser system fitted with Tideflex™ Diffuser Check Valves is in use in Hong Kong as an emergency discharge line. This diffuser system will allow the newly-built sewage treatment plant to be bypassed in emergency situations. The Tideflex™ Diffuser Check Valves prevent backfilling when the system is not in use.

Because of the many problems outlined above, older systems are being retrofitted with Red Valve Tideflex™ Diffuser Check Valves.

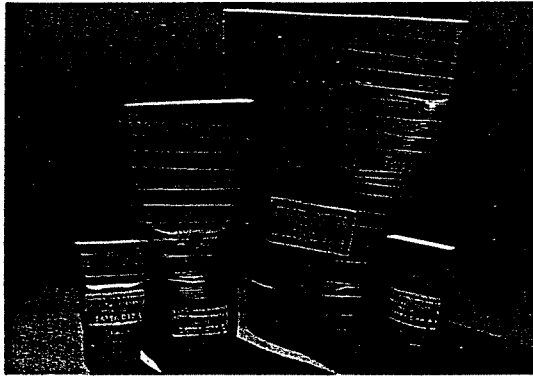


Series 35SQ custom-built with square flange for retrofitting existing systems



Diffuser Valve Styles

Valve Designs For New or Retrofit Outfall Lines



Tideflex™ Diffuser Check Valves

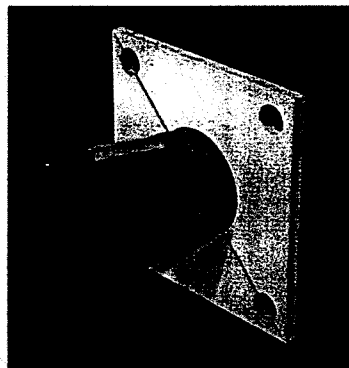
“Red Valve Diffuser Check Valves have a proven, long-term maintenance-free life, because their high-tech elastomer fabric reinforced design holds its shape, opens easily, and varies its nozzle opening with even slight changes in flow rate and pressure.”

Your special Diffuser Valve design is our standard. This statement is the best way to describe our manufacturing capabilities and flexibility. All Red Valve Diffuser Check Valves are custom fabricated. We combine years of experience hand-crafting rubber pipe and rubber elbows with our experience manufacturing Tideflex™ Check Valves to fabricate the exact Diffuser Check Valve for your system.

A recent customer required 41 pieces of a 16" x 12" reducing 45°



45° Elbow Diffuser Check Valve



Series 35SQ Square Flange Check Valve

elbow flanged one end with a Diffuser Valve on the outlet.

Design engineers require flexibility for both new installations and retrofit of existing diffuser systems.

The illustrations on this page show a wide variety of configurations employing two basic styles – Series TFD slip-on style and Series 35D flanged. The Series 35D can be furnished with a square flange—Series 35SQ—with four holes spaced far apart. Multiple holes required for ANSI flange drilling can destroy the integrity of concrete pipe. Square flange construction makes installation by divers less cumbersome and quicker, resulting in cost savings.

Retrofitting the system with Red Valve Diffuser Check Valves fitted to these nozzles prevents backflow and improves jet velocity. Red Valve Diffuser Check Valves have a proven, long-term maintenance-free life, because their high-tech elastomer fabric reinforced design holds its shape, opens easily, and varies its nozzle opening with even slight changes in flow rate or pressure.

Contact our Engineering Department for complete flow data and references to one of the thousands of installations worldwide where Diffuser Check Valves are in service.



90° Elbow/Extended Neck Diffuser Check Valve



Diffuser Check Valves

Red Valve Company Diffuser Check Valves are specified by Consulting Engineers worldwide for outfall pipelines due to their outstanding advantages.

Diffuser Ports are the most important item on any marine outfall line, since their correct sizing and configuration assures the proper plume dilution of treated and untreated waters into the marine environment.

In specifying diffuser outlet characteristics, Consulting Engineers and clients require reliable and accurate flow data that Red Valve Company can provide. When a diffuser check valve is specified, a proper design calls for all data, such as headloss, area of opening, flow rate, and jet velocity.

Ideal Diffuser Valves

Diffuser systems in the past were designed with open ports or nozzles in the pipe. Ports do not prevent free entrance of debris and saline intrusion at low flow. Mechanical check valves *were not installed*, since the salt water and debris in the system would render them inoperative.

Entrance of sand, stones, marine organisms, and plants into the header pipe inhibit the designed flow rate. *Red Valve Diffuser Check Valves are MAINTENANCE-FREE, unaffected by marine growth and do not allow foreign matter to enter the pipeline.*

Their all-rubber construction is impervious to salt water corrosion, and their flexibility prevents damage or blockage from debris. Diffuser Valves create a rectangular plume, versus a columnar plume, providing a greater surface area for diffusion.

The elastomer custom-built construction of Red Valve Diffuser Valves have proven their effectiveness in enhancing jet velocity compared to fixed orifices. They offer less variation in flow rates of multiple port openings. They prevent saline intrusion which disturbs and drastically reduces the designed discharge.

Flow Data

Red Valve Company has conducted extensive flow tests on Diffuser Check Valves and Diffuser Nozzles at the Utah State University Water Research Laboratories in Logan, Utah, as well as in the Red Valve Technical Center adjacent to corporate headquarters in Pittsburgh,

Pennsylvania. The valves are tested both under water—submerged—and discharging freely to atmosphere at various flow rates to determine actual headloss, exit jet velocity, and the effective open area. From this flow data we are able to supply graphs of:

1. Headloss vs. Flow
2. Flow vs. Total Headloss*
3. Total Headloss vs. Flow*
4. Jet Velocity vs. Total Headloss*
5. Jet Velocity vs. Flow
6. Open Area vs. Total Headloss*
7. Open Area vs. Flow
8. Percent Open vs. Total Headloss*
9. Percent Open vs. Flow

* Total headloss includes full upstream velocity head plus loss through Diffuser Valve.

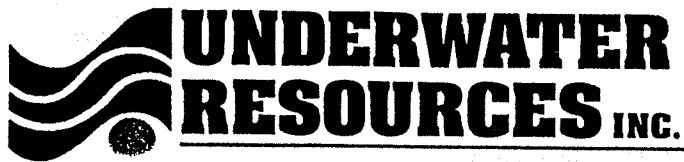
In addition to the graphical representation we can also provide equations for use with computer modeling.

We have prepared the most often requested information in a convenient single-page "4-pack" format, showing Headloss vs. Flow, Total Headloss vs. Flow, Jet Velocity vs. Flow, and Open Area vs. Flow. Individual copies for various sizes are available on request.



Diffuser Valves create a rectangular plume, versus a columnar plume, providing a greater surface area for diffusion, greater jet velocity, and prevent entry of debris into the header pipe.





November 5, 2001

SAN SIMEON SANITARY OCEAN OUTFALL

INSPECTION OF DIFFUSER SECTION

An underwater Level 1 inspection of the exposed portion of the San Simeon Sanitary Outfall pipe was conducted on the morning of Monday, October 29, 2001. Although sea conditions were generally flat with a 1' to 2' swell and no wind present, wave sets of 3' and larger occasionally broke on the beach. A previous attempt by our dive crew to perform this same inspection on October 2, 2001 was aborted due to large ground swells and breaking waves that prevented our crew from launching an inflatable boat out beyond the surf-zone.

The diffuser section was eventually located and marked with a buoy after the diver performed transects across the pipeline alignment several times. The inspection divers, Tom Belcher and Grant Cooper of Underwater Resources, were assisted by Ron Head and Mike Hassett of San Simeon Community Services District.

EXTENT OF SURVEY

Visibility underwater near the bottom was poor as a result of surge from the ground swell and despite observing dye on the surface, visibility varied between 1' and 4'. Utilizing two SCUBA diving personnel on a kayak and inflatable dive float launched from the beach, one of the divers cleaned and removed the build-up of precipitate from each anode while the other conducted the inspection and recorded the conditions.

The investigation included a visual inspection of each of the eight (8) anodes after an exterior layer of depleted anode residue "crust" had been removed using hand tools to enable close inspection to determine the amount of each remaining anode. In addition, the level of sand along the entire diffuser alignment was recorded with each of the four (4) diffuser ports inspected for both condition and operation.

RESULTS OF SURVEY

The general condition of the exposed outfall transmission line was good but two of the recently installed HDPE non-conductive diffuser ports and valves had been broken and were missing. Last observed in September of 2000, they were damaged and had been sheared off in the past 12 months. Sacrificial anodes that had been installed in the fall of 1999 were intact, reported as functional and active, and generally had evidence of only 25% depletion or wastage from their original mass.

We recommend another dive operation be conducted at the earliest convenience to perform the following: 1) fabricate and install two non-conductive low profile diffuser valves to replace the two HDPE spools and valves that have broken and are missing; 2) clean out small rocks from the Inshore Old Diffuser #2 and pipeline; and 3) replace all delaminated diffuser flapper valves with a thicker, ¼" reinforced pre-cut neoprene material. This maintenance operation will require a larger vessel for diver support.

A summary tabular record of the field inspection is included as part of this report.



C.S.D. Mission Statements

Los Osos C.S.D.

"The Los Osos Community Services District shall provide the best possible water, wastewater, drainage, parks, recreation, street lighting and fire and rescue services to the community of Los Osos, California. The Board of Directors and staff shall respond with excellence to meet the community's needs and desires. The Board of Directors shall act as a conduit to express the political will of our community to other agencies and levels of government."

Cambria C.S.D.

"Keeping in mind Cambria's unique history and character, the CCSD provides the services of water, wastewater, waste disposal, fire, rescue and emergency medical, street lighting, parks, transit and Cambria Veteran's Memorial Building administration."

Oceano C.S.D.

"To provide citizens of the District with quality, innovative, and cost-effective services, including water, sewer, fire protection and street lighting services, and other miscellaneous items, through responsive and responsible local government to meet the changing needs of the community."

Templeton C.S.D.

"The Templeton Community Services District's mission is to provide the residents of the community with water, sewer, fire, recreation, lighting, drainage and refuse services.

In administering these responsibilities, the District strives to provide these services in the most cost effective and efficient manner possible. The District identifies and anticipates concerns, problems, and opportunities, and takes action to address them. The District also provides a catalyst for the involvement of residents, businesses and organizations through advisory boards in the development and maintenance of a well-integrated community.

Essential to accomplishing the objectives outlined above, is the selection, training, motivation and retention of highly qualified men and women as District employees."

Stege Sanitary District:

"...it shall be the mission of the Stege Sanitary District to plan and implement a safe, efficient and economical wastewater collection and transfer system for the customers of the District."

SAN SIMEON COMMUNITY SERVICES DISTRICT

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

DATE: February 13, 2002
TO: Board of Directors
VIA: Mark Bloodgood, District Manager
FROM: John L. Wallace, District Engineer
SUBJECT: Engineer's Report - Project Status

SUMMARY OF ACTIVE PROJECTS
February 2002

1. Temporary Odor Control - Status
2. Air Piping Replacement - Arbitration Scheduled for February 8, 2002
3. Anodized Aluminum Railing Replacement - Pending Air Piping Project
4. Avonne / Castillo Loop - Seeking Motel 6 Approval for Construction Dates.
5. Storage/Shop Building - Pending Approval of Facilities Plan
6. Warren Reservoir Investigation - Pending Evaluation of Water Projects
7. Annual Progress on Road Improvements - Soliciting Quotations for Soils Investigation
8. General Major Project Priority List/Descriptions and Estimated Costs FY 01/02 - Ongoing
9. Pico Creek Wells - Investigation and Floodproofing - Included in Proposed FY 2001-02 Budget
10. Facilities Plan to be Developed/Addressing:
 - A. Facilities Plan
 - B. Equalization Basin Conversion

- C. Recycling Water Supply
- D. Safety Projects - Special District Risk Management Authority
- E. Emergency Stand-by Power - Bids to be received for generator March 5, 2002.
- F. Storage Building
- G. Treatment Plant Facilities

DISCUSSION:

1. Odor Control;

No further updates at this time. Chemical feed has been suspended pending resumed use of the equalization basin, anticipated in March/April.

2. Air Line Replacement Project;

The Notice to Proceed has been issued and the construction schedule will be forthcoming after resolution of a substitution of a subcontractor is resolved.

The Notice of Request for Substitution was delivered to Ben's Electric in mid December. Ben's Electric responded to the notice with a written objection and a request to have a hearing on the matter. This objection was submitted within the required five days of the issue of the notice and a hearing has been scheduled for February 8 to review the matter.

3. Anodized Aluminum Railing Replacement;

No Further Updates at this time. Approximately 1/3 of the railing has been installed; the remaining work is the installation of the air lines around the treatment basins.

4. Avonne - Castillo Waterline Loop;

Staff is obtaining approval from Accor/Motel 6 for a new construction schedule to build between Easter and Memorial Day holidays.

5. Shop / Storage Building;

Recommendations for the building will be addressed as part of the Facilities Plan. No further update at this time.

6. Warren Reservoir Investigation;

No further updates at this time.

7. Annual Progress on Road Improvements;

Staff has initiated design and is currently soliciting quotes for necessary soils investigation for Avonne Street between Otter Way and Pico Street.

8. General Major Projects Priority List;

(See proposed FY 2001-02 Budget)

9. Pico Creek Wells;

No Further Updates at this time.

10. FACILITIES PLAN:

A. Facilities Plan;

In January 2002, the District sent out Requests for Proposals (RFPs) to engineering firms qualified in the area of wastewater engineering services, to prepare this Facilities Plan; three proposals were received by the filing date of February 7, 2002, by the following firms: Kennedy-Jenks, Carollo, and Ensitu (J. Yaroslavski). Staff is in the process of reviewing the proposals, and will make complete the review by February 21, 2002. Telephone interviews may be conducted by the end of February, if warranted, and final recommendations for consultant selection will be presented at the March Board meeting.

B. Equalization Basin Conversion;

This project is integral to the overall Facilities Plan to better determine project priority and scheduling.

C. Recycling Water Supply;

The study was completed in August 2001, and grant reimbursement was sent to the State Board. Reimbursement of 50% of the cost of the study (\$13,657.23) was expected by the end of the calendar year. Staff has contacted State Board for an update on the reimbursement process. They have executed the necessary addendum to the original Agreement, and reimbursement is expected in the near future.

D. Safety Projects;

(To be identified as part of the Facilities Plan)

E. Emergency Stand-by Generator;

If a power outage event occurred, the treatment plant would need an external source of power to operate. The District does not own a portable generator. The treatment plant recently underwent electrical modifications to install an emergency power supply connection to run the process equipment. This connection has been tested by Staff and bids are being solicited for a standby generator. The bids will be received by March 5 and presented at the March Board meeting.

F. State Revolving Fund (SRF) Program;

Staff is investigating potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%).



IDENTITY THEFT AND FRAUD

Identity theft and identity fraud are terms used to refer to all types of crime in which someone wrongfully obtains and uses another person's personal data in some way that involves fraud or deception, typically for economic gain.

Identity theft is one of the fastest growing crimes in America, affecting approximately 500,000 new victims each year.

How Identity Theft or Fraud is Committed

- ◆ In public places, criminals may engage in "shoulder surfing" - watching you from a nearby location as you punch in your telephone calling card number or credit card number.
- ◆ Some criminals engage in "dumpster diving" - going through your garbage cans or a commercial dumpster or trash bin - to obtain copies of your checks, credit card or bank statements, or other records that typically bear your name, address or even your telephone number.
- ◆ Criminals may simply steal your wallet or purse.
- ◆ If you have received applications for "pre-approved" credit cards in the mail, but discard them without tearing up the enclosed materials, criminals may retrieve them and try to activate the cards for their use without your knowledge.
- ◆ Criminals may open up a new credit card account, using your name, date of birth and Social Security number. When they use the credit card and don't pay the bills, the delinquent account is reported on *your* credit report.
- ◆ They may establish a cellular phone service in your name.
- ◆ They may open a bank account in your name and write bad checks on that account.
- ◆ Criminals may pilfer bank statements, credit card statements, pre-approved credit card applications, etc., from your mailbox.

Prevention of identity Theft or Fraud

- ◆ Limit the amount of confidential or personal information you carry in your wallet or purse. Do not carry bank account number, personal identification numbers (PINs), passports, birth certificates or Social Security cards.
- ◆ Avoid carrying more blank checks than you actually need. A criminal can fraudulently use the sensitive information often pre-printed on your checks (address, bank account number and telephone number). *Do not have your Social Security number pre-printed on your checks.*
- ◆ Keep good backup information about your accounts, in case your wallet or purse is lost or stolen.
- ◆ When you go on vacation, take along a list of toll-free telephone numbers for your banking and credit card companies - not your card numbers - and keep the list in a safe place other than your wallet or purse.
- ◆ Consider canceling any credit cards you don't really need or haven't used in six months.
- ◆ Never provide personal information (Social Security number, credit card number, address, etc.) over the telephone unless you initiate the call and are familiar or acquainted with the business.
- ◆ Destroy - preferably shred - credit card applications you receive in the mail and don't use.
- ◆ Review your credit card bills and your checking account statements as soon as they are received, to ensure that no fraudulent activity has taken place.
- ◆ Obtain a copy of your credit report at least once a year to check for errors.
- ◆ Be careful at ATMs and using phone cards. "Shoulder surfers" can obtain your "PIN number" and get access to your accounts.
- ◆ Do not put checks in the mail from your home mailbox. Drop them off at a U.S. Mailbox or the U.S. Post Office. Mail theft is common. It is easy to change the name of the recipient on the check with an acid wash.
- ◆ When you order new credit cards in the mail, or your previous ones have expired, watch the calendar to make sure you get the card within the appropriate time. If it is not received by a certain date, call the credit card granter immediately and find out if the card was sent. Find out if a change of address was filed if you don't receive the card or billing statement.

- ◆ Obtain a post office box, or locked mailbox, if you can.
- ◆ Do not put your telephone number on your checks.
- ◆ Consider making your telephone number an unlisted number or just use an initial instead of full first name in the directory.
- ◆ Obtain credit cards and business cards with your picture on them, whenever possible.
- ◆ If someone you don't know calls you on the telephone and offers you the chance to receive a "major" credit card, a prize or other valuable item, but asks you for personal data - such as your Social Security number, credit card number, or mother's maiden name - ask them to send you a written application form. If they won't do it, tell them you are not interested and hang up.
- ◆ When you are traveling, have your mail held at your local post office, or ask someone you know well and trust to collect and hold your mail while you are away.
- ◆ If your monthly credit card or bank statements do not arrive at the normal time of the month, call the financial institution or credit card company immediately and ask about it.

What to Do if You Are the Victim of Identity Theft or Fraud

Those persons who have been the victim of identity theft or fraud should take the following measures. In dealing with authorities and financial institutions, they should keep a log of all conversations, including dates, names and phone numbers. Confirm conversations in writing. Send correspondence by certified mail (return receipt requested). Keep copies of all letters and documents.

- ◆ Report the crime to the appropriate local **law enforcement agency**. Provide them with as much documented evidence as possible. Obtain a copy of the police report. Obtain the telephone number of your fraud investigator and provide it to creditors and others who require verification of your case.

Immediately contact the fraud units of the three **credit reporting companies** - Experian (formerly TRW), Equifax and Trans Union.

Equifax

P. O. Box 74021, Atlanta, Georgia 30374-0241
 To order your report, call 1-800-685-1111
 To report fraud, call 1-800-525-6285

Experian

P. O. Box 949, Allen, Texas 75013-0949

To order your report, call 1-888-397-3742

To report fraud, call 1-888-397-3742

Trans Union

P. O. Box 390, Springfield, Pennsylvania 19064-0390

To order your report, call 1-800-916-8800

To report fraud, call 1-800-680-7289

Alert your banks to flag your accounts and contact you to confirm any unusual activity. Request a change of PIN and a new password.

- ◆ If you have any checks stolen or bank accounts set up fraudulently, report it to the following companies:

National Check Fraud Service - (843) 571-2143

SCAN - (800) 262-7771

TeleCheck - (800) 710-9898 or 927-0188

CheckRite - (800) 766-2748

CrossCheck - (707) 586-0551

Equifax Check Systems - (800) 437-5120

International Check Services - (800) 526-5380

- ◆ Contact the Social Security Administration's Fraud Hotline at 1-800-269-0271.
- ◆ Contact the state office of the Department of Motor Vehicles to see if another license was issued in your name. If so, request a new license number and fill out the DMV's complaint form to begin the fraud investigation process.
- ◆ Contact the Federal Trade Commission to report the problem:
www.ftc.gov - The FTC is the federal clearinghouse for complaints by victims of identity theft. The FTC helps victims by providing information to help resolve financial and other problems that could result from identity theft. Their hotline telephone number is 1-877-IDTHEFT (438-4338).

Sample "Courtesy Notice"

(Date)

Dear (Creditor Name/Collection Agency Name):

On (Date), I received your letter demanding payment of (\$\$ amount). I did not open this account and incur this unpaid balance. Someone, other than myself, wrongfully used my personal information to obtain a line of credit/service. Your company extended a line of credit/services to someone, other than myself. Your company is a victim and should file a police report with the appropriate jurisdiction.

You are hereby notified that on (Date), I filed an Identity Theft Report with the San Luis Obispo Sheriff's Department, Case Number (_____). A copy of this report can be obtained by contacting the Sheriff's Records at (805) 781-4140.

Closing,

(Your name and address)



MR. MARK BLOODGOOD
GENERAL MANAGER
SSCSD

FEBRUARY 13, 2002

MR. BLOODGOOD,

IT HAS COME TO OUR ATTENTION THAT THE CLOSED SESSION MEETING SCHEDULED TO BE HELD AT 5:00 P.M. TODAY DEALS WITH EMPLOYEES COMPENSATION PACKAGE. THE ADVISORY COMMITTEE FOR THE CHAMBER STRONGLY SUGGESTS THAT NO ACTION BE TAKEN ON THIS MATTER UNTIL SUCH TIME THAT A COMPREHENSIVE REVIEW OF OUR POLICIES, BUDGET AND NEEDS BE SATISFACTORILY COMPLETED. IT IS UNREALISTIC TO COMMIT TO LONG TERM EXPENDITURES WITHOUT FIRST, ANALYZING THE THE LONG TERM AFFECTS AND THE ABILITY TO FUND. THE ADOPTION OF ANY ADDITIONAL COST ITEMS AT THIS TIME WOULD BE FISCALLY IRRESPONSIBLE.

AS YOU ARE AWARE WE HAVE REPEATEDLY INVITED THE CHAIRPERSON AS WELL AS THE ENTIRE BOARD TO MEET WITH US SADLY TO NO AVAIL. IT IS VERY IMPORTANT THAT THE NEEDS OF THE COMMUNITY BE SERVED SO IN THE SPIRIT OF COOPERATION WE WILL CONTINUE TO BE VIGILANT AND BE AVAILABLE AS A BODY TO JOIN IN THE COMMITTEES THAT ARE IN INITIAL STAGES OF FORMATION.

WE THANK YOU FOR YOUR VALUABLE TIME AND CONSIDERATION OF THESE MATTERS. THE ADVISORY COMMITTEE ALONG WITH THE ENTIRE CHAMBER BOARD WOULD LIKE TO ACKNOWLEDGE THE GOOD JOB THAT YOU AND THE EDA STAFF HAS DONE TO DATE. WE APPRECIATE YOUR DILIGENCE AND BUSINESSLIKE WORK ETHIC. KEEP UP THE GOOD WORK.

SINCERELY,
TERRY LAMBETH, PRESIDENT