

**Regular Meeting
Board of Directors
San Simeon Community Services District
AGENDA
Wednesday, July 10, 2002 – 5:30 PM
Cavalier Banquet Room**

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

1. 5:30 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 Legal Counsel Due to Significant Exposure to Litigation – Government Code Section 54956.9(b): Significant Exposure to Litigation exists based upon existing facts and the advise of legal counsel as to one matter.

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 member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.
 - No Person shall be permitted to make slanderous, profane or personal remarks against any elected official, committee and/or staff.
 - 4.1 Sheriff's Report
 - 4.2 Public Comment

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 – June 12, 2002
 - 6.2 Approval of Warrants – June 1, 2002 through June 30, 2002
 - 6.3 Approval of Purchase Order – Compound Water Meters

7. DISCUSSION/ACTION ITEMS
 - 7.1 Approval of Attorney Services Contract and Notice Under Existing Agreement
 - 7.2 Air Distribution System Piping Replacement Project Update
 - 7.3 Resolution No. 02-281 - Authorization of Continued Funding for District Operations in Fiscal Year 2002 – 2003 at Levels Authorized for Fiscal Year 2001-2002 Pending Adoption of the Fiscal Year 2002-2003 Budget
 - 7.4 Preliminary Fiscal Year 2002 – 2003 Budget
 - 7.5 Board Committees
 - 7.6 Board Reports

8. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
 - 8.1 Water Conservation
 - 8.2 Robert's Rules of Order and Orderly Conduct at Meetings

9. ADJOURNMENT

SAN SIMEON COMMUNITY SERVICES DISTRICT

SUPERINTENDENT'S REPORT FOR JUNE 2002

FLOW COMPARISON - Water

JUN 2002 3,287,000 gallons	YTD 2002 16,020,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	12% increase 8% increase
JUN 2001 2,930,000 gallons	YTD 2001 14,888,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	3,000,000 gallons 2,742,652 gallons 91%

RAINFALL

JUN 2002 0.00 inches	01-02 YTD 20.50 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.00 inches more 2.05 inches more
JUN 2001 0.00 inches	00-01 YTD 18.45 inches		

WELL DEPTH COMPARISON

JUN 2002 11.75 feet	MAY 2002 10.85 feet	JUN 2001 11.20 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.9 feet lower 0.6 feet lower
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CHLORIDE COMPARISON

JUN 2002 45 mg/l	MAY 2002 45 mg/l	JUN 2001 40 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	CONSTANT SLIGHTLY HIGHER
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FLOW COMPARISON - District Wastewater Treated

JUN 2002 2,050,080 gallons	YTD 2002 11,000,480 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	17% decrease 15% decrease
JUN 2001 2,479,380 gallons	YTD 2001 13,012,550 gallons		

FLOW COMPARISON - State Wastewater Treated

JUN 2002 334,715 gallons	YTD 2002 1,631,735 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	4% increase 12% decrease
JUN 2001 320,628 gallons	YTD 2001 1,846,431 gallons		

DISCHARGE REQUIREMENTS

EFFLUENT BOD:	mg/l	EFFLUENT SUSPENDED SOLIDS:	mg/l
INFLUENT BOD:	N/A mg/l	INFLUENT SUSPENDED SOLIDS:	N/A mg/l

BIOSOLIDS DISPOSAL

JUNE:	12000 gallons	YTD:	102000 gallons
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SAN SIMEON COMMUNITY SERVICES DISTRICT

SUPERINTENDENT'S REPORT FOR JUNE 2002

Received price quote for Compound meters:

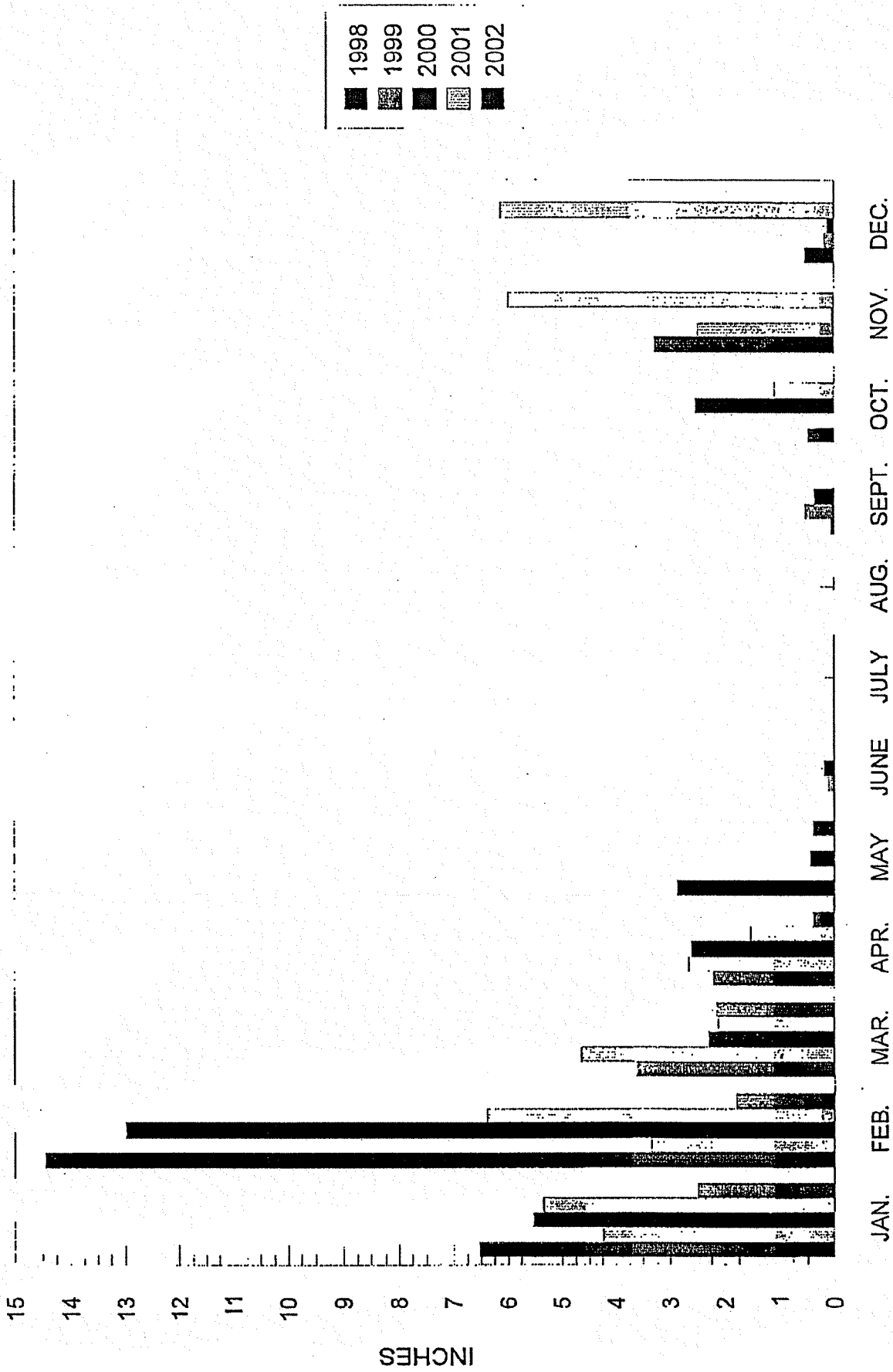
Ferguson Enterprises (14) 2" compound meters @ \$1,305 = \$ 18,270
San Luis Obispo (1) 3" compound meter @ \$1,835 = \$ 1,835

Groeniger & Company (14) 2" compound meters @ \$875 = \$ 12,250
Bakersfield (1) 3" compound meter @ \$1,280 = \$ 1,280

Miller Drilling completed abandonment on well in Pico Creek drilled approx. 16 years ago.
Due to poor production, this well was never used and County Health required abandonment.

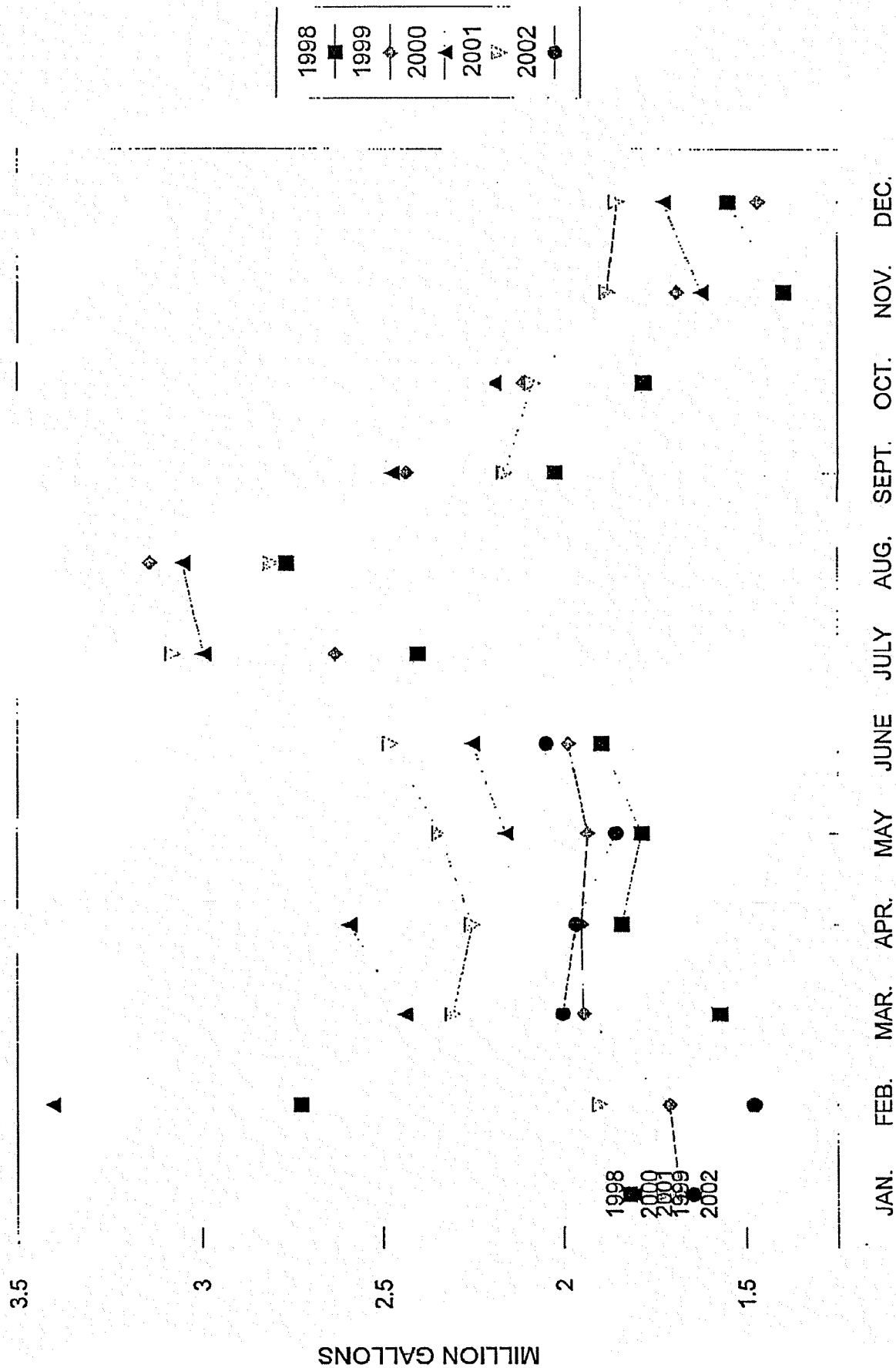
Underwater Resources completed installation of Red Valve Diffusers on outfall line.
Due to high swells the installation took two days.

SAN SIMEON C.S.D. RAINFALL



MONTHLY TOTALS

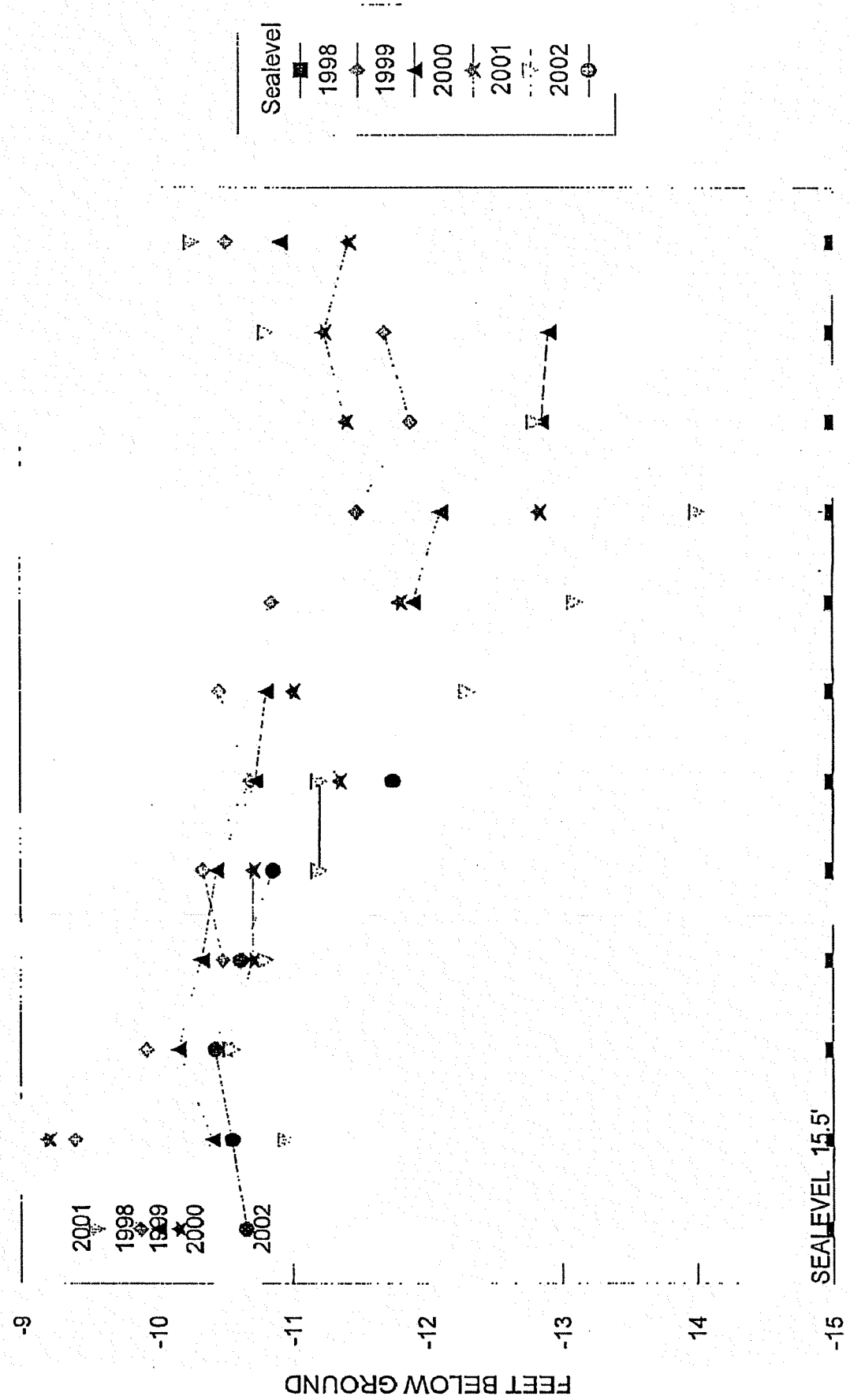
SAN SIMEON C.S.D. WASTEWATER TREATED



MONTHLY TOTALS

SAN SIMEON C.S.D.

WELL DEPTH



JAN. FEB. MAR. APR. MAY JUNE JULY AUG. SEPT. OCT. NOV. DEC.

MONTHLY LEVELS

Sealevel

1998

1999

2000

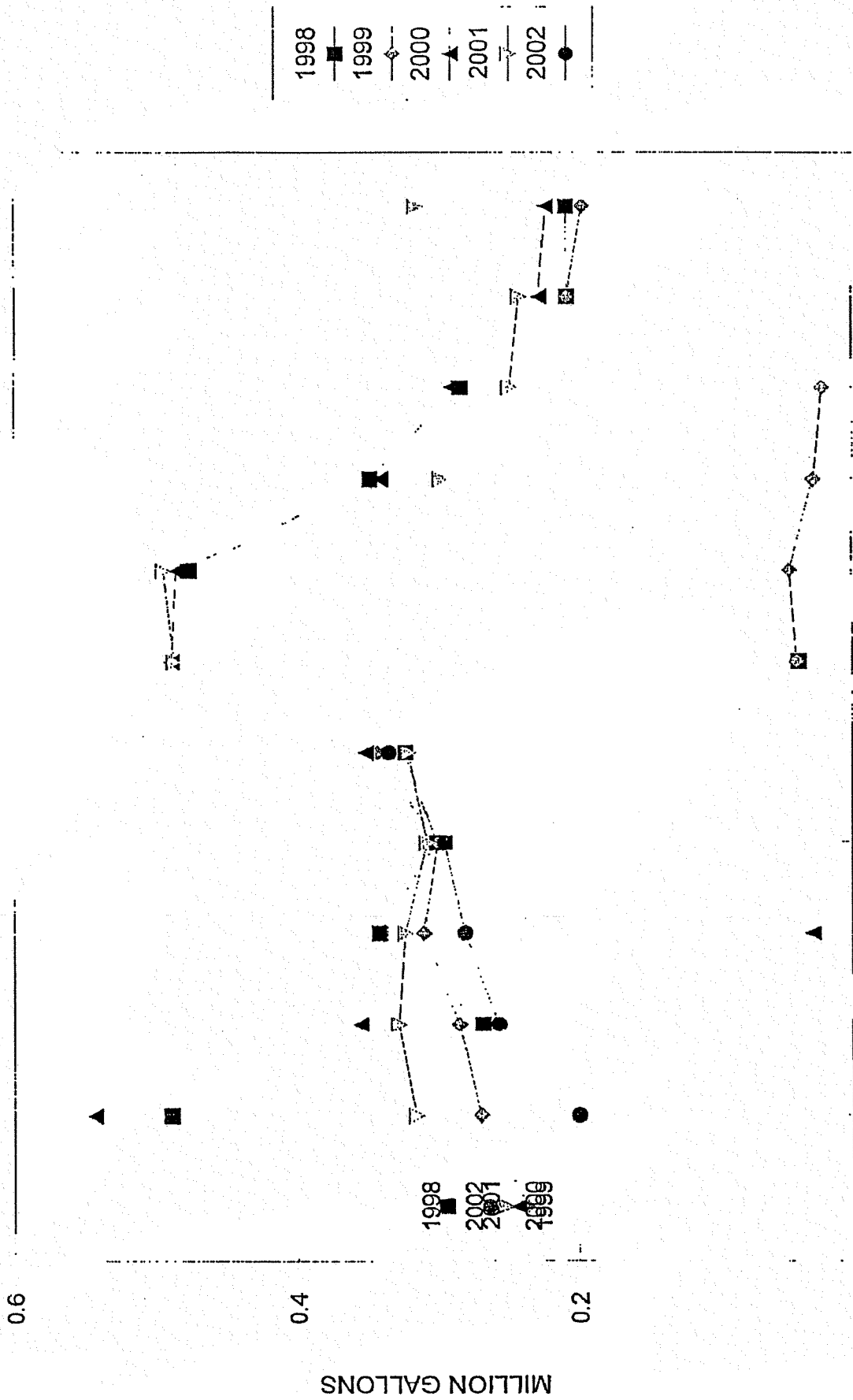
2001

2002

SEALEVEL 15.5'

FEET BELOW GROUND

SAN SIMEON C.S.D. STATE WASTEWATER TREATED



JAN. FEB. MAR. APR. MAY JUNE JULY AUG. SEPT. OCT. NOV. DEC.
MONTHLY LEVELS

SAN SIMEON COMMUNITY SERVICES DISTRICT

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

DATE: July 10, 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:

1. Temporary Odor Control - Status.
2. Air Piping Replacement - Status.
3. Anodized Aluminum Railing Replacement - Completed.
4. Avonne / Castillo Loop - Rescheduled for Motel 6 Spring/Summer Operations.
5. Annual Road Improvements - Follow up soils testing.
6. Capital Improvement Project List/Descriptions and Estimated Costs FY 02/03 - Ongoing.
7. Pico Creek Wells - Flood proofing - Included in Proposed FY 2002-03 Budget.
8. Standby Power - Bids have been received.
9. Coastal Commission - Permit Application Process
10. State Revolving Fund Loan - Application to be made.
11. Facilities Plan to Address:
 - A. Facilities Plan
 - B. Equalization Basin Conversion
 - C. Recycling Water Supply
 - D. Safety Projects - Special District Risk Management Authority
 - E. Storage/Shop Building

DISCUSSION:

1. Odor Control;

The odor control facilities were reactivated upon use of the equalization basin this past April. Kennedy Jenks is in the process of reviewing the status of the temporary odor control project in light of future plans for the equalization basin and the facilities plan.

2. Air Line Replacement Project;

The Contractor has completed the work with minor adjustments. It is time to close out this project. The Contractor has requested final payment to be considered at the July 10th Board meeting.

It must be noted that during construction it was discovered that one of the existing 60 horsepower blower motors could not be connected to the variable frequency drives. The motor must be rewound in order to make this connection. District Superintendent Head will be having the motor rewound.

3. Anodized Aluminum Railing Replacement;

This project was completed as a change order to the air piping project. All handrails have been installed.

4. Avonne - Castillo Waterline Loop;

Staff has worked with Accor/Motel 6, to resolve their objections to the construction of the pipeline through their parking lot between Easter and Labor Day. The project's advertisement has been rescheduled for late summer so construction work will start after Labor Day.

5. Annual Road Improvements (Avonne Avenue and Otter Way);

Soils testing was performed to determine existing conditions and appropriate new structural sections of the roads to be improved. The structural properties of the sub-grade were also tested. Due to the wide range of existing structural sections that were discovered, staff is currently coordinating follow up activities with the soils engineer to identify both reconstruction and overlay design criteria for this project.

6. Capital Improvement Projects Priority List;

(See proposed Fiscal Year 2002 - 2003 Budget)

7. Pico Creek Wells;

No Further Updates at this time.

8. Emergency Standby Power;

Staff solicited bids for natural gas, liquid propane and diesel standby generators in both 80 kW (minimal plant operations) and 150 kW (plant operations with spare capacity) sizes. At the June 2002 Board meeting, staff solicited input from Board members, and the electrical engineer. The final recommendations for the type and capacity of standby power will be made by Kennedy-Jenks as part of the facilities plan recommendations.

9. Coastal Commission Notice of Violation - Treatment Plant Rip Rap

Staff is preparing the Coastal Development Permit Application (CDP) which will include the Geologist's Report prepared by Cleath and Associates. Staff is schedule a meeting with a Coastal Commission representative and County Planning Department to determine agency jurisdiction.

Background

On February 8th staff received correspondence from the California Coastal Commission indicating that rip rap previously placed on the beach in front of the plant was without an "approved coastal development permit". Staff responded to these concerns and received another letter from the Commission dated March 27, 2002 responding to the information the District provided to satisfy coastal requirements. The Commission will require an "after the fact" Coastal Development Permit (CDP). Staff requested a time extension for submittal of the CDP to hire consultant to prepare the geological report and the CDP. On May 17, 2002 staff received a response letter from California Coastal Commission indicating a CDP is required for rip rap and permit application deadline would

be June 30, 2002. Staff responded to this request by submitting the Waiver of Legal Argument form and informed the Commission that CDP was being prepared.

During the preparation of the CDP, staff met on June 18th with San Luis Obispo County Planning Department to discuss the project and need for County involvement. Prior to this meeting the staff located the original 1969 permit documentation from Bickford Concrete indicating the rock rip rap was installed per the 1969 storm events. Staff presented these documents to the County who then supported the District's concept that this documentation may satisfy the California Coastal Commission violation. Staff submitted the documentation to Coastal Commission on June 27, 2002 and requested confirmation that the rock rip rap was installed prior to the Commission inception, and therefore, any maintenance performed on the rock rip rap by the District after 1969 was allowed and did not require a CDP.

The Coastal Commission responded on July 1, 2002 after reviewing the District's request and determined that the existing amount of rock rip rap exceeds the 1969 quantity and only this additional amount would require a CDP per the Coastal regulations. Also, since the CDP is being submitted in 2002, a County Land Use Permit Application would normally be applied in conjunction with the CDP. Staff requested a meeting with the the Coastal Commission representative to determine their role and the County's involvement; however, the Coastal Commission representative recommended that prior to this meeting that the District should determine the mean high tide on the property to clarify jurisdictional boundaries. The earliest the Coastal Commission representative can attend a meeting would be the later end of July 2002. Staff continues to coordinate with the Commission and County determine the necessary course of action to satisfy the violation and jurisdictional requirements.

10. State Revolving Fund (SRF) Program;

Staff investigated potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%). Because of the potential to construct several different improvements with SRF funds, a "general project" application has been submitted as a "place holder" for the SWRCB to consider. A project application will be submitted in accordance with Facilities Plan recommendations.

11. Facilities Plan:

A. Facilities Plan;

The facilities plan project was implemented in late March 2002, and development of the plan is on-going at this time. A preliminary draft report will be provided in July for review by staff and the facilities committee. A final draft report is anticipated to be provided for review and discussion at the August 2002 Board meeting.

B. Equalization Basin Conversion;

Kennedy Jenks is reviewing alternatives to modify and improve the operation of this EQ basin, and recommendations will be incorporated into the overall facilities plan.

C. Recycling Water Supply;

The study was completed in August 2001, and grant reimbursement of 50% of the cost of the study has been received. Further refinement of an acceptable project and a determination of property

owners willing to take the water should be done following the development of the Facilities Plan. The anticipated first phase of the water recycling project is included in the FY 2002-03 budget.

D. Safety Projects;
(To be identified as part of the Facilities Plan)

E. Shop / Storage Building;
Recommendations for the building will be addressed as part of the Facilities Plan. No further update at this time.

12. Video Inspection Services;
This work was completed in April. Staff has the results of the inspection and is including sewer line repairs as part of the FY 2002-03 Budget.

13. Ocean Outfall Repair;
Plant Superintendent Ron Head has received 4 diffusers and has scheduled installation with Underwater Resources Inc., of San Francisco.

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

Date: Wednesday, June 12, 2002
Place: Cavalier Banquet Room

MINUTES

1.0 CALL TO ORDER

The Board convened at 5:31 p.m.

1.1 Roll Call:

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

Staff Present: Assistant District Manager Eileen Putnam and District Counsel Robert Schultz

1.2 Public Comment on Closed Session:

There were no comments.

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 discussion regarding personnel issues, including one public employee, specifically, District Counsel. Motion carried unanimously.

3.0 RECONVENE IN OPEN SESSION/CALL TO ORDER

The Board re-convened in open session at 6:30 p.m.

3.1 Roll Call:

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

Staff Present: Assistant District Manager Eileen Putnam, Plant Superintendent Ron Head, District Engineer John Wallace and District Counsel Robert Schultz.

3.2 Pledge of Allegiance

3.3 Report on Closed Session:

District Counsel Schultz reported that the Board met in closed session with legal counsel regarding Personnel including District Counsel. Per the Brown Act, no action was taken. The topic will be on the next regular meeting agenda. Mr. Schultz also introduced J. Christine Dietrick of Hunt & Associates.

4.0 PUBLIC COMMENT

4.1 Public Comment:

Mike Hanchett Sr. stated support for recycled water and asked that it be addressed on future agendas. Chairperson Bailey-Wood indicated that recycled water is being included as part of the Facilities Plan.

4.2 Sheriff's Report:

Lt. Basti reported that a replacement Senior Deputy Scott Odum is forthcoming. The Bike Patrol is coming through and will be in the area this summer. The department is very busy with graduations at this time of the year. Lt. Basti also reported that the department is still working with Code Enforcement on

the open cases in San Simeon. He announce that Kevin Faler had left the Code Enforcement staff and a replacement is being sought. If any issues arise, residents should contact the Sheriff's Dispatch at 781-4630.

5.0 PUBLIC HEARING – WEED ABATEMENT

Chairperson Bailey-Wood opened the public hearing on Weed Abatement. Ardy May asked when the deadline was. The deadline for abatement is June 30, 2002. DeeDee Ricci asked about the overgrown bush on Pico Avenue by the liquor store. Since it is on the right of way, the District will be responsible for cutting it.

6.0 REPORTS

6.1 General Manager's Report:

Ms. Putnam reported that compound meters were discussed at the Budget Committee meeting and that Mr. Head is currently obtaining quotes. Once the meters are purchased, staff will begin the installation process. The CRWQCB awarded the District's National Pollutant Discharge Elimination System (NPDES) permit on May 31, 2002. Superintendent Head was thanked for discussing the proposed testing requirements with RWQCB staff and getting them to loosen the requirements. This will save money for the District. The Strategic Planning Session is scheduled for August 5, 2002. Staff is still awaiting response from Mr. Cepkauskas of Hearst Corp. Information was also sent to Mr. Sturm, Director – Superintendent at Hearst Castle. The District internet provider offers subscribers a free web page and so a prototype has been developed and will be online very soon. In the future, we may be able to add links to the Chamber of Commerce and Hearst Castle as well as other appropriate links. Ms. Putnam reported that she had attended the Chamber of Commerce meeting last month and approached the subject of water conservation and a joint effort to address this important need. Many businesses are already implementing water conservation. In addition to this topic, Chamber members discussed their upcoming San Simeon Beautification Day. There are several ways the District can participate, and we look forward to this joint endeavor.

6.2 Plant Superintendent's Report:

Superintendent Head reported that the well depth is higher than last year at this time, but that they are beginning to drop and need to be monitored carefully. On May 15th the blowers were shut down for 9 hours during the airline tie in. The change went very well. The reduction in air leaks means we presently have only one 60hp blower running instead of a 60hp and a 30hp. The Variable Frequency Drive for the 30hp blowers was started. A new radiator was installed on the generator at the well field. Quarterly inspection of the generator was performed at the same time. The red valves diffusers for the outfall line are here and will be installed soon. After reviewing the proposed changes to our monitoring and reporting program included in the renewal of the Discharge Permit, Mr. Head stated that he'd contacted RWQCB staff to discuss the requirements. After discussing the proposed testing requirements, RWQCB staff agreed to issue a supplemental sheet to the permit that would address leaving testing requirements as they currently exist, thereby saving the District \$5500. Mr. Head also reported that staff had replaced and incorrectly installed 45amp breaker in the main electrical panel (saving the District \$400 by doing it in-house). Staff also installed an extension to the influent line in the equalization tank for better solids transfer. The handrail installation is complete. The Consumer Confidence Report with the June billing. This annual report is required by state and federal regulations. Director Kiech asked about the flow comparison and whether the 612,000 gallons more was reflective of water used in irrigation. Mr. Head said that the difference is not just irrigation. The wastewater meters are not as accurate as the water meters. Measurements aren't taken when the power is out. Estimates are not permitted, readings are necessary. A discussion was held in regards to this observation and regarding the measuring of "lumpy water". Director McLaughlin commended Ron for effectively saving money for the District.

6.3 District Engineer's Report:

Mr. Wallace reported that the ferric chloride feed at State Parks is helping with the odor control. Kennedy Jenks also had their odor control expert on the recent tour of the plant and they made

observations as well. The chemical feed is a benefit for State Parks in that it's saving money with respect to the corrosion that's being caused to their wet well. The feed will help to prolong the life of their wet well. This is a point that should be made when speaking with State Parks about their taking over the chemical feed from their standpoint. The airline changeover is substantially complete and the District will result in an approximate 30% reduction in electrical consumption, maybe more. Performance has been better than expected. With regards to the road improvement project for Avonne Avenue and Otter Way, soils testing has been performed to determine the existing conditions and the appropriate new structural sections of the road to be improved. Sub-grade structural properties were also tested. There is a wide variety of soils there. Because many of the roads were built by developers years ago, there are a wide range of existing structural sections that have been discovered. As a result, staff is coordinating follow up activities with the soils engineer to identify both reconstruction and overlay design criteria for the project. Mr. Wallace also reported that staff, including the General Manager, are continuing to work on the Coastal Commission – riprap matter. This includes preparation of a Geologist's Report and what role the riprap plays, which will be part of the permitting submittal. There is a lot of evidence of high tide activity out there. Historical research continues. The riprap did appear on the plans for the plant expansion done in the mid 80's. A meeting is scheduled with County Staff to review the matter. Our "placeholder" for monies to assist with any potential wastewater treatment plant projects has been incorporated into the approved State Revolving Fund program. Kennedy Jenks continues to work on the Facilities Plan. The administrative draft should be available in July. A final draft should be presented to the Board in August. Kennedy Jenks has also reviewed the equalization basin and has come up with some very good ideas regarding its conversion especially since the airlines have been replaced. With regards to recycled water supply, the report was completed some time ago and included Phase 1 – extending the recycled line up San Simeon Avenue to the freeway and the Cavalier and any other user along that route that might be interested. It's been in this year's budget and is also in the proposed budget for consideration in the upcoming fiscal year. Part of the issue is the Facilities Plan and how and where do we put the facility at the plant, how do we integrate it with other improvements to the plant and the issue of cost – not the cost of the improvements but rather could the cost be borne by users ie: CalTrans or any other users and whether the District views this as a financially feasible project at this time. This will be discussed in budget discussions. A discussion followed regarding potential users and the survey done last year as part of the study. A final cost was not presented and that would need to be addressed. Mr. Wallace stated that the overriding concern is the availability of an alternate water supply. The potential use for fire suppression was mentioned, but Mr. Wallace suggested it might be wiser to consider a larger freshwater tank at the reservoir for many including economical benefits to the district. In regards to the inspection of the sewer lines, addressing the necessary repairs that were identified is being incorporated into the upcoming budget.

7 ITEMS OF BUSINESS

7.1 Approval of Minutes – May 8, 2002

A motion was made by Director Bailey-Wood and seconded by Director Mirabel-Boubion to approve them minutes of May 8, 2001. The motion carried unanimously.

7.2 Approval of Warrants – May 1, 2002 through May 31, 2002

Director Kiech asked about Warrant No. 3779 to Rossi & Carr. Superintendent Head explained that this had been mentioned in previous Superintendent Reports and that two of the blowers were tripping out and needed repair. A motion was made by Director Mirabel-Boubion and seconded by Director McLaughlin to approve the Warrants for May 1, 2002 through May 31, 2002. The motion carried unanimously.

8 DISCUSSION/ACTION ITEMS

8.1 Resolution No. 02-280 – Requesting Consolidation with the November 5, 2002 General Election

A motion was made by Director McLaughlin and seconded by Director Mirabel-Boubion to Resolution No. 02-280 requesting that the District's biennial election be consolidated with the November 5, 2002

General Election. A roll call vote was held with Directors Bailey-Wood, Kiech, McLaughlin, Schell and Mirabel-Boubion all voting in the affirmative.

8.2 Emergency Generator – General Discussion

An extensive discussion was held regarding an emergency generator for the wastewater treatment plant. The staff report was distributed to the Board for their review and consideration. Staff's recommendation was that the Board review the report and provide further direction to staff regarding which alternative was preferred or if the desire was to postpone decision on this matter. Costs for the different size alternatives were included. The sizes range from units that would operate the minimal needs of the plant to 150KW which would operate all aspects of the wastewater operation. Unit costs range from \$20,355 for a bare bones diesel unit to over \$40,000 for a full operation natural gas powered unit. Ancillary costs such as gas line extensions and hookup for the natural gas alternative or permits required for the diesel alternative have yet to be determined but realistically increase the range from the \$20,355 to as high as \$50,800. Natural Gas and Propane alternatives are exempt from air pollution control permits. Discussion was held relative to the range of the bids and why some bidders did not bid on all options. The Facilities Plan and how this fits into the scheme is also a consideration and the generator is going to be addressed. Life cycle costs need to be reviewed and considered ie: annual permit costs. Director McLaughlin asked about the difference between the 80kw and the 150kw and what would meet the needs of the plant. Director Mirabel-Boubion asked what the current kilowatt usage at the plant was and what the bare bones requirements would be. The usage is changing and is indeed going down somewhat due to recent repairs. 80kw is bare bones and keeps thing operating so we aren't out of compliance. Thoma Electric evaluated the needs of the plant and came up with 150kw to operate everything, taking into consideration peak season operations, treatment processes, potential modifications at the plant, including recycled water, and/or expansion, all of which play into the usage equation. Director Mirabel-Boubion asked why we would need a large generator if this was just for emergencies like a power outage or earthquake. The wastewater treatment process has to be kept alive because if it sits there too long without air, it dies and you then have to start the whole process over again and may well run into compliance problems and potential fines. RWQCB addressed this issue in past correspondence to the Board, stating that the Board should not look for an emergency as an excuse for not meeting your waste discharge requirements and that some sort of plan must be in effect in order to meet the needs in an emergency, including the necessity of a standby power source. In response to this letter, the Board had notified RWQCB that staff had contacted all the vendors in the area and checked the general availability of standby generators so that we could, in an emergency, immediately go out and rent a unit but that we would also look at securing a permanent emergency standby generator. Discussion regarding the history of power failure in the area, followed and the maintenance costs associated with owning a generator versus renting when power failures have been infrequent. One recommendation was to generate a list of rental agents who could be contacted in the event of an emergency. Other aspects of the discussion included limited district funds, potential PG&E grants and incentive programs, and contacting State Parks for input on the matter. The consensus of the Board is to refer this to the Facilities Committee, and to contact the staff at Hearst - State Parks seeking their participation in the decision making process. Staff will also look at fuel availability and other fuel sources such as Southern California Gas, as well as incentive programs, including those offered by PG&E and will obtain outage reports for the area.

8.3 Air Distribution System Piping Replacement Project Update

As of May 31, 2002, the project is approximately 93% complete. As reported earlier, the system changeover is complete and the plant is operating on one 60hp blower. It is anticipated that a 30% reduction in power consumption will be realized. A motion was made by Director McLaughlin and seconded by Director Mirabel-Boubion to approve Change Order No. 3 in the amount of \$732.00 for removal of the old concrete adjacent to the aeration basins and re-paving of the area and Progress Payment No. 2 in the amount of \$67,828.01. Motion carried unanimously.

8.4 Preliminary Fiscal Year 2002-2003 Fiscal Year Budget

The Budget Committee is still working on the final draft of the proposed budget. Capital Improvements for the upcoming year were reviewed at the last meeting. The committee will continue to review and refine the proposed budget for presentation to the Board. One proposal is to hold a special Budget Workshop, possibly before the July meeting.

8.5 Board Committees

There were no other committee reports other than what had been discussed regarding the Budget discussion. The major focus of the last meeting was the Capital Improvements. Each segment was looked at, with a discussion of what the needs are, what items should be priority and focused on. Consideration has been given to what projects could potentially arise from the Facilities Plan such that monies are earmarked for the particular plan. Counsel Schultz strongly recommended a special budget workshop. Mr. Wallace also stated that one of the priorities the committee moved up was the matter of a new water tank for the reservoir as well as extending a new waterline down to the community.

8.6 Board Reports

Director Bailey-Wood reported that she had recently attended the local Special District Association meeting in Los Osos. A representative from the State Special Districts Association was also there. Our concern regarding the energy surcharges were very important to them and they will be lobbying on our behalf to see if any relief is available. Helen May was elected as alternate to LAFCO, so that we now have north coast representation on that board.

9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

9.1 Water Conservation

Ms. Putnam reiterated that she had met with the Chamber of Commerce as directed by the Board. Working with the Chamber, as well as posting information on the District's upcoming website, combined distributing information to the residents and public are underway. Staff is attempting to get the word out to everyone about the need to conserve water. Many residents and businesses in San Simeon live and breath water conservation as part of their daily lives. Staff is also looking to update the water conservation signs located at either end of town. As recommended at the last meeting, staff contacted the water conservation official from Cambria. We are already doing many of the same things as Cambria. He did suggest contacting the City of San Luis Obispo's Water Conservation officer to check on the availability of Sammy the Flying Salmon campaign videos. To date, staff has not heard back from either Cambria or San Luis Obispo. The topic of offering incentive programs as a way to urge water conservation was discussed, as was potentially ways of using the PEG Access channel. Additionally, the need for distributing information in Spanish, simplified, easy to understand language is very important. Staff will continue to work towards this end.

10. ADJOURNMENT

The meeting was adjourned at approximately 8:20 PM.

SAN SIMEON COMMUNITY SERVICES DISTRICT

WARRANT REPORT

June 1 through June 30, 2002

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT #</u>	<u>MEMO</u>	<u>AMOUNT</u>
6/1/02	3807	PG&E	0206-001	ELECTRICITY	\$9,740.19
6/1/02	3808	EMPLOYMENT DEV. DEPT.	0206-002	PAYROLL TAXES	\$495.46
6/1/02	3809	MID-STATE BANK	0206-003	PAYROLL TAXES	\$1,722.24
6/5/02	3810	D-KAL ENGINEERING	0206-004	PROG PYMT #1 AIR PIPING UPGRADE	\$34,318.80
6/5/02	3811	DON BIRKLE	0206-005	REFUND PAYMENT RECEIVED IN ERROR	\$150.00
6/12/02	3812	PUBLIC EMP. RET. SYSTEM	0206-006	RETIREMENT FOR MAY 2002	\$1,461.68
6/12/02	3813	AT&T	0206-007	TELEPHONE	\$69.31
6/12/02	3814	AMERICAN INDUS. SUPPLY	0206-008	STRUT CLAMP, SCOTCH WELD, ANCHOR	\$441.19
6/12/02	3815	BASIC CHEMICAL SOLUTIONS	0206-009	SODIUM HYPOCHLORITE & BISULFITE	\$942.81
6/12/02	3816	GROENIGER & COMPANY	0206-010	8" PVC GASKET	\$23.60
6/12/02	3817	FGL ENVIRONMENTAL	0206-011	TRI-ANNUAL SAMPLE, ANALYSIS	\$373.00
6/12/02	3818	SAN LUIS POWERHOUSE	0206-012	GEN. INSPECTION, REPLACE RADIATOR	\$1,442.92
6/12/02	3819	UNDERGROUND SERV. ALERT	0206-013	MEMBERSHIP	\$19.00
6/12/02	3820	U.S.A. BLUE BOOK	0206-014	COVER SLIPS FOR SLIDES, ML SAMPLE	\$66.30
6/12/02	3821	U.S.A. TRANSPORT, INC.	0206-015	SLUDGE DISPOSAL	\$1,059.63
6/12/02	3822	VIKING OFFICE PRODUCTS	0206-016	FAX CARTRIDGES, 9X12 ENVELOPES	\$66.37
6/12/02	3823	HUNT & ASSOCIATES	0206-017	ATTORNEY FEES FOR MARCH 2002	\$1,502.31
6/12/02	3824	RONALD HEAD	0206-018	REIMBURSE DEPENDENT HEALTH INS.	\$597.60
6/12/02	3825	EDA, INC.	0206-019	GEN. MGMT. SERVICES FOR MARCH 2002	\$5,509.09
6/12/02	3826	VIDEO INSPECT. SPECIALISTS	0206-020	CLEANING AND TV INSPECTION	\$8,148.70
6/13/02	3827	PACIFIC BELL	0206-021	TELEPHONE	\$199.33
6/13/02	3828	SCHULTZ TRANSPORTATION	0206-022	MONTHLY CONTAINER RENTAL	\$80.00
6/13/02	3829	JOHN WALLACE & ASSOC.	0206-023	MAJOR PROJECTS, AIR PIPING, TV INSPECT.	\$5,598.06
6/15/02	3830	KIMBERLY ALLISON	0206-024	PAYROLL 6/1/02-6/15/02	\$386.56
6/15/02	3831	MICHAEL HASSETT	0206-025	PAYROLL 6/1/02-6/15/02	\$1,246.30
6/15/02	3832	RONALD HEAD	0206-026	PAYROLL 6/1/02-6/15/02	\$1,788.39
6/26/02	3833	CAROL BAILEY-WOOD	0206-027	MONTHLY BOARD SERVICE FOR JUNE	\$75.00
6/26/02	3834	DAVID KIECH	0206-028	MONTHLY BOARD SERVICE FOR JUNE	\$75.00
6/26/02	3835	ROBERT MCLAUGHLIN	0206-029	MONTHLY BOARD SERVICE FOR JUNE	\$75.00
6/26/02	3836	LORAIN MIRABAL-BOUBION	0206-030	MONTHLY BOARD SERVICE FOR JUNE	\$75.00
6/26/02	3837	ERIC SCHELL	0206-031	MONTHLY BOARD SERVICE FOR JUNE	\$75.00
6/26/02	3838	GEOSOLUTIONS, INC.	0206-032	SITE INSPECTION & REPORT	\$676.95
6/26/02	3839	THOMA ELECTRIC, INC.	0206-033	ELECTRICAL ENG. AIRLINE REPLACEMENT	\$760.00
6/26/02	3840	AMERICAN INDUST. SUPPLY	0206-034	4" CAMLOCK, ANTI-SEIZE COMPOUND	\$123.88
6/26/02	3841	BASIC CHEMICAL SOLUTIONS	0206-035	SODIUM HYPOCHLORITE & BISULFITE	\$1,449.83
6/26/02	3842	CAMBRIA HARDWARE	0206-036	PIPE, ACETYLEN, CHAIN, CEMENT, PAINT...	\$392.26
6/26/02	3843	CRYSTAL SPRINGS	0206-037	WATER DELIVERY	\$73.00
6/26/02	3844	DHS-OCF	0206-038	DISTRIBUTION CERTIFICATE FEE-HASSETT	\$55.00
6/26/02	3845	FGL ENVIRONMENTAL	0206-039	ANALYSIS FOR FACILITIES PLAN	\$156.00
6/26/02	3846	MISSION COUNTRY DISPOSAL	0206-040	RUBBISH	\$218.33
6/26/02	3847	MISSION UNIFORM SERVICE	0206-041	TOWELS & COVERALLS	\$164.58
6/26/02	3848	PETTY CASH	0206-042	MILEAGE, STARTER FLUID, POSTAGE	\$95.95
6/26/02	3849	SLO CO. NEWSPAPERS	0206-043	LEGAL AD FOR WASTE DISCHARGE REQ.	\$101.52
6/26/02	3850	UNITED RENTALS	0206-044	REPLACE FUEL TANK & FILTER	\$741.56
6/26/02	3851	U.S.A. TRANSPORT	0206-045	SLUDGE DISPOSAL ON 5/30/02 & 5/31/02	\$1,060.24
6/26/02	3852	W.W. GRAINGER, INC.	0206-046	CIRCUIT BREAKER	\$362.30
6/26/02	3853	WATER ENVIR. FEDERATION	0206-047	MEMBERSHIP RENEWAL	\$112.00
6/27/02	3854	BREZDEN PEST CONTROL	0206-048	SPRAYED FOR SPIDERS	\$88.00
6/27/02	3855	MCMASER-CARR	0206-049	STAINLESS STEEL WEDGE STUD ANCHORS	\$37.70
6/27/02	3856	SAN LUIS SECURITY	0206-050	ALARM-JULY, AUG. & SEPT. & BATTERY	\$121.21
6/27/02	3857	VIKING OFFICE PRODUCTS	0206-051	COPY PAPER, JOURNAL, INK REFILL	\$94.04
6/27/02	3858	STATE COMP. INS. FUND	0206-052	WORKER'S COMP. INS. 5/20/02-6/20/02	\$1,051.95
6/27/02	3859	PG&E	0206-053	ELECTRICITY	\$8,465.28
6/27/02	3860	U.S.A. TRANSPORT	0206-054	SLUDGE DISPOSAL 6/13/02 & 6/14/02	\$1,060.85
6/27/02	3861	MID-STATE BANK	0206-055	GAS & OIL	\$298.34

6/27/02	3861	MID-STATE BANK	0206-055	FUEL FILTER, SHARPEN CHAINSAW, MAPS	\$58.56
6/28/02	3862	KENNEDY/JENKS	0206-056	PREPARE WWTP FACILITIES PLAN	\$8,123.32
6/28/02	3863	RED VALVE COMPANY	0206-057	OUTFALL LINE REPAIRS	\$4,804.17
6/28/02	3864	HUNT & ASSOCIATES	0206-058	ATTY FEES FOR APRIL & MAY 2002	\$1,899.28
6/28/02	3865	EDA, INC.	0206-059	GEN. MGMT. SERVICE FOR APRIL 2002	\$5,792.24
6/28/02	3866	EDA, INC.	0206-060	GEN. MGMT. SERVICE FOR MAY 2002	\$5,955.14
6/28/02	3867	JOHN WALLACE & ASSOC.	0206-061	DISTRICT ENGINEERING FOR APRIL 2002	\$2,050.39
6/28/02	3868	JOHN WALLACE & ASSOC.	0206-062	MAJOR PROJ. APRIL-ROAD, PIPING, GEN.	\$7,023.89
6/28/02	3869	JOHN WALLACE & ASSOC.	0206-063	MAJOR PROJ. MAY-ROAD, PIPING, RIP RAP	\$8,071.92
6/28/02	3870	JOHN WALLACE & ASSOC.	0206-064	DISTRICT ENGINEERING FOR MAY 2002	\$2,239.41
6/28/02	3871	D-KAL ENGINEERING	0206-065	PROG PYMT #2 AIR PIPING UPGRADE	\$67,828.01
6/30/02	3872	KIMBERLY ALLISON	0206-066	PAYROLL 6/16/02-6/30/02	\$552.73
6/30/02	3873	MICHAEL HASSETT	0206-067	PAYROLL 6/16/02-6/30/02	\$1,320.43
6/30/02	3874	RONALD HEAD	0206-068	PAYROLL 6/16/02-6/30/02	\$1,737.19
6/30/02	3875	PUBLIC EMP. RET. SYSTEM	0206-069	RETIREMENT FOR JUNE 2002	\$1,433.79
6/30/02	3876	MID-STATE BANK	0206-070	PAYROLL TAXES	\$1,700.44
6/30/02	3877	EMPLOYMENT DEV. DEPT.	0206-071	PAYROLL TAXES	\$484.97
6/30/02	3878	KIMBERLY ALLISON	0206-072	3% RETIREMENT REIMBURSEMENT	\$418.62
6/30/02	3879	MICHAEL HASSETT	0206-073	3% RETIREMENT REIMBURSEMENT	\$1,153.08
6/30/02	3880	RONALD HEAD	0206-074	3% RETIREMENT REIMBURSEMENT	\$1,638.36
6/30/02		TOTAL			\$219,870.55

SAN SIMEON ACRES COMMUNITY SERVICES DISTRICT

PURCHASE ORDER

SAN SIMEON ACRES COMMUNITY SERVICES DISTRICT
IS EXEMPT FROM FEDERAL EXCISE TAX

MAIL INVOICES TO:
SAN SIMEON ACRES
COMMUNITY SERVICES
DISTRICT
111 PICO AVENUE
SAN SIMEON, CA 93452

PURCHASE ORDER NO.
1245
THIS ORDER NO. MUST
APPEAR ON ALL INVOICES,
BILLS OF LADING, AND
CORRESPONDENCE

DELIVER ALL
MERCHANDISE
TO:

SAN SIMEON, CALIFORNIA 93452

TO **GROENIBER**
Box 3269
HAYWARD, CA 94540

DATE 6/17/02

REQ. NO. _____

DEPT. _____

DELIVERY
DATE NEEDED _____
NOT VALID WITHOUT NUMBER AND AU-
THORIZED SIGNATURE. ALL PURCHASES
ARE SUBJECT TO THE CONDITIONS
PRINTED BELOW.

QUANTITY	UNIT	DESCRIPTION	ACCOUNT	UNIT PRICE	AMOUNT
14		2" COMPOUND METERS		875	12250
1		3" COMPOUND METER		1280	1280

TERMS AND CONDITIONS

1. INVOICES ARE PAID ON THE SECOND WEDNESDAY OF EACH MONTH AND MUST BE RECEIVED AT DISTRICT OFFICE BY THE PRECEEDING FRIDAY.
2. SAN SIMEON ACRES COMMUNITY SERVICES DISTRICT WILL NOT BE RESPONSIBLE FOR GOODS OR SERVICES FURNISHED WITHOUT A PURCHASE ORDER BEARING AN AUTHORIZED SIGNATURE.
3. WE RESERVE THE RIGHT TO TAKE CASH DISCOUNTS IF PAID WITHIN 30 DAYS OF RECEIPT OF INVOICE.

SUB TOTAL		13530-
FREIGHT		
TAX		
TOTAL AMOUNT		13,530-

I HEARBY AUTHORIZE PURCHASE OF THE ABOVE DESCRIBED GOODS OR SERVICES

WARRANT NO _____ DATE PAID _____


AUTHORIZED SIGNATURE

NO. WHITE — VENDOR CANARY — FILE PINK — DEPARTMENT

SAN SIMEON COMMUNITY SERVICES DISTRICT

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

MEMORANDUM

DATE: July 10, 2002
TO: Board of Directors
FROM: Eileen M. Putnam, Assistant General Manager
VIA: Mark A. Bloodgood, General Manager
SUBJECT: Approval of Attorney Services Contract and Notice Under Existing Agreement

RECOMMENDATIONS:

1. Approve and authorize the Board Chairperson to execute an agreement with Robert W. Schultz for attorney services.
2. Authorize Notice of Contract Termination with Hunt & Associates for attorney services.

FISCAL IMPACT:

This contract will result in an estimated annual decrease in cost for attorney services.

SUMMARY:

The proposal retains the services of Robert W. Schultz as District Counsel for the San Simeon Community Services District. Under the agreement, Mr. Schultz would continue to perform the services of District Counsel, but do so directly for the District at a flat rate. This change will increase the quality and quantity of attorney service available to the District at a reduced annual amount.

BACKGROUND:

The District currently contracts with Hunt & Associates for attorney services. Every two years the contract is renewed and new rates are negotiated. In 1998, Rob Schultz, a principal in the Hunt & Associates firm, was appointed District Counsel.

In August, Rob will be leaving Hunt & Associates and will become in-house City Attorney for the City of Morro Bay. His contract with the City of Morro Bay allows him to represent other public agencies.

There is a desire to have Rob continue as District Counsel and, at the same time, to decrease the annual legal fees. The result is a proposal to retain Mr. Schultz as District Counsel but to also revise the nature of the contractual relationship. This contract will place Mr. Schultz on a flat fee of \$1,500/month.

SAN SIMEON COMMUNITY SERVICES DISTRICT
111 Pico Avenue
San Simeon, California 93452
(805) 927-4778

DATE: July 10, 2002
TO: Board of Directors
VIA: Mark Bloodgood, District Manager
FROM: John L. Wallace, District Engineer
SUBJECT: Air Piping Project Update Status - Final Progress Payment

RECOMMENDATIONS:

Staff recommends the Board:

1. Review and approve the attached Final Progress Payment in the amount of **\$23,569.20**.
2. Direct staff to prepare and file a Notice of Completion for this project.

FUNDING:

The original contract amount is **\$131,540.00**. With the approval of Contract Change Order No's. 1, 2 and 3, the total adjusted contract amount would be **\$139,684.45**.

A 10 percent retention fund in the amount of **\$13,968.44** is being withheld as part security for fulfillment of the Contract by the Contractor.

DISCUSSION:

Construction is approximately 100 percent complete as of June 28, 2002. The system changeover from the old air piping to the new air distribution system occurred on May 15th. The plant has been operating with one 60 hp blower since the new piping has been in place. Staff will continue to monitor the plant's power consumption to determine the savings associated with the new equipment.

The dissolved oxygen monitoring equipment is flawed. The Contractor is working directly with the manufacture to remedy the problem.

A 10 percent retention fund in the amount of **\$13,968.44** is being withheld as part security for fulfillment of the Contract by the Contractor.

SAN SIMEON COMMUNITY SERVICES DISTRICT

PROGRESS PAYMENT No. 3

AIR DISTRIBUTION SYSTEM PIPING UPGRADE

PROJECT NO. 0084.0002.(0031)

For work accomplished through June 28, 2002

Schedule of Values							
Item	Qty	Unit	Item Description	Unit Price	Bid Amount	% Comp.	Amount Due
1	1	LS	Mobilization	\$4,000	\$4,000	100%	\$4,000
2	1	LS	Underground Header and Distribution System FRP Piping	\$53,800	\$53,800	100%	\$53,800
3	1	LS	Concrete Repair and Resurfacing	\$3,500	\$3,500	100%	\$3,500
4	1	LS	Dissolved Oxygen Monitoring Equipment	\$20,200	\$20,200	100%	\$20,200
5	1	LS	30 HP VFD	\$15,440	\$15,440	100%	\$15,440
6	1	LS	60 HP VFD	\$26,600	\$26,600	100%	\$26,600
ADD Bid 1	1	LS	4 inch C-900 PVC Sewer Force Line. EQ Electrical	\$3,800	\$3,800	100%	\$3,800
ADD Bid 2	1	LS	Replace 8" Gravity Sewer	\$4,200	\$4,200	100%	\$4,200
TOTAL PAYMENT REQUEST							\$131,540.00

ORIGINAL CONTRACT AMOUNT \$131,540.00
 Contract Change Order No. 1 (ADDITIONAL) \$452.40
 Contract Change Order No. 2 (ADDITIONAL) \$6,960.05
 Contract Change Order No. 3 (ADDITIONAL) \$732.00

ADJUSTED CONTRACT AMOUNT \$139,684.45
 Total Earned To Date \$139,684.45
 Less 10% Retention \$13,968.45
 Less Previous Payments \$102,146.81

TOTAL AMOUNT DUE THIS PROGRESS PAYMENT \$23,569.20

Amount Remaining on Contract \$0.00
 Percentage of Time Elapsed Through June 28, 2002 100%
 Percentage of Construction Completed To Date 100%

Date

By: David Loughman, 7/3/02.
D-Kal Engineering

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

7-3-02
Date

By: Craig R. Taylor
John L. Wallace & Associates

D-KAL ENGINEERING
GENERAL ENGINEERING CONTRACTORS

P.O. Box 247
Nipomo, CA 93444
Phone (805) 489-9001~ Fax (805) 489-9009

June 30, 2002

San Simeon Community Services District
c/o John Wallace and Associates

REFERENCE: Air Distribution System Piping Upgrade, San Simeon, CA
ATTENTION: Mr. Craig Taylor, Project Engineer
INVOICE: 02-67-03

ITEM	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	% COMP.	TOTAL
1	1	LS	Mobilization	\$ 4,000.00	100%	\$ 4,000.00
2	1	LS	Underground FRP Piping	\$53,800.00	100%	\$ 53,800.00
3	1	LS	Concrete Repairs/Resurfacing	\$ 3,500.00	100%	\$ 3,500.00
4	1	LS	Dissolved Oxygen Equipment	\$20,200.00	100%	\$ 20,200.00
5	1	EA	30 HP VSD	\$15,440.00	100%	\$ 15,440.00
6	1	EA	60 HP VSD	\$26,600.00	100%	\$ 26,600.00

ADDITIVE BID SCHEDULE

ITEM	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	% COMP.	TOTAL
1	1	LS	4 Inch Sewer Force Main	\$ 3,800.00	100%	\$ 3,800.00
2	1	LS	8 Inch Sewer Line	\$ 4,200.00	100%	\$ 4,200.00

Change Order No. 1 \$ 452.40
Change Order No. 2 \$ 6,960.05
Change Order No. 3 \$ 732.00

ADJUSTED CONTRACT AMOUNT \$139,684.45

TOTAL AMOUNT TO DATE \$139,684.45

LESS 10% RETAINER \$ 13,968.44

LESS PREVIOUS PAYMENTS \$102,146.81

TOTAL AMOUNT DUE THIS INVOICE \$ 23,569.20

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

TO: San Simeon Community Services (NAME)
111 Pico Ave. (ADDRESS)
San Simeon CA (CITY) (STATE) (ZIP)

FROM: D-KAL Engineering (NAME)
CLAIMANT'S P.O. BOX 247 (ADDRESS)
NAME Nipomo CA 93444 (CITY) (STATE) (ZIP)

PROJECT: Air Piping Distribution System (NAME)
San Simeon Treatment Plant (ADDRESS)
San Simeon CA (CITY) (STATE) (ZIP)

Upon receipt by the undersigned of a check from (MAKER OF CHECK)
in the sum of \$ 37,537.64 (AMOUNT OF CHECK) payable to D-KAL Engineering (PAYEE OR PAYEES OF CHECK) and when

the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanics' lien, stop notice, or bond right the undersigned has on the project of San Simeon C.S.D. (OWNER) to the following extent.

This release covers a progress payment for labor, services, equipment, or material furnished to San Simeon C.S.D. (YOUR CUSTOMER) through 7/3/02 only and does not cover any retentions retained before or after the release date; extras furnished before the release date for which payment has not been received; extras or items furnished after the release date. Rights based upon work performed or items furnished under a written change order which has been fully executed by the parties prior to the release date are covered by this release unless specifically reserved by the claimant in this release. This release of any mechanics' lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties to the contract based upon a rescission, abandonment, or breach of the contract, or the right of the undersigned to recover compensation for furnished labor, services, equipment, or material covered by this release if that furnished labor, services, equipment, or material was not compensated by the progress payment. Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

Dated: 7/3/02
Phone: 459-7222
653307 (Contractor's License #)

D-KAL Engineering (Name of Claimant's Firm)
David Longman (Signature of Claimant or Agent)
owner (Title)
P.O. Box 247 (Street or P.O. Box)
Nipomo CA 93444 (City, State, Zip)

RESOLUTION NO. 02-281

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT AUTHORIZING CONTINUED FUNDING FOR DISTRICT OPERATIONS IN FISCAL YEAR 2002-2003 AT LEVELS AUTHORIZED FOR FISCAL YEAR 2001-2002 PENDING ADOPTION OF THE FISCAL YEAR 2002-2003 BUDGET

WHEREAS, the District is required to appropriate and expend public funds to conduct its business activities on a day-to-day basis; and

WHEREAS, the District finds and determines that the efficiency, economy and effectiveness of District government operations would be substantially impaired if such appropriation were not made; and

WHEREAS, Section 37208 of the California Government Code provides that payments or demands conforming to a budget approved by ordinance or resolution need not be audited by the District prior to payment; and

WHEREAS, the District desires to deliberate further on fiscal matters prior to adoption of the Fiscal Year 2002 - 2003 Operating and Capital Improvement budget; and

WHEREAS, the said deliberations are expected to extend beyond July 1, 2002, the beginning of Fiscal Year 2002-2003; and

WHEREAS, the District desires that District operations continue undisrupted during this period.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the San Simeon Community Services District hereby authorized the General Manager to continue normal business operations at service levels adopted for Fiscal Year 2001-2002, until such time as a Fiscal Year 2002-2003 budget is adopted.

PASSED, APPROVED, AND ADOPTED, by the Board of Directors of the San Simeon Community Services District on the 10th day of July, 2002, by the following vote to wit:

AYES:

NOES:

ABSENT:

Carol Bailey-Wood, Chairperson
Board of Directors

Mark A. Bloodgood, District Secretary

July

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2	3 Water Committee Mtg. 4PM	4 Independence Day	5	6
7	8	9 Budget Committee Mtg. 10AM	10 SSCSD Board Mtg	11	12	13
14	15 Checks to be Signed	16 Budget Committee Mtg. 10AM	17	18	19	20
21	22	23 Budget Committee Mtg. 10AM (Tentative)	24	25	26	27
28	29	30	31 Checks to be Signed			

2002

August

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2	3
4	5 Strategic Planning Session (Time TBA)	6	7	8	9	10
11	12	13	14 SSCSD Board Mtg.	15 Checks to be Signed	16	17
18	19	20	21	22	23	24
25	26	27	28	29 Checks to be Signed	30	31

2002



MARK BLOODGOOD, GENERAL MANAGER
SAN SIMEON COMMUNITY SERVICES DISTRICT
RE: COMMITTEE MEETING SCHEDULES

JUNE 18, 2002

DEAR, MR. BLOODGOOD

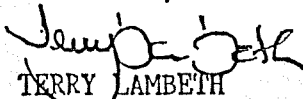
THIS SHORT NOTE IS TO CONVEY OUR SINCERE INTEREST IN ATTENDING THE COMMITTEE MEETINGS AS A BODY NAMELY THE COMMUNITY AFFAIRS COMMITTEE FROM THE CHAMBER. IT IS PARAMOUNT THAT WE BE A PART OF THE POLICY, WATER AND FACILITIES COMMITTEES. THE BUDGET IS ALSO AN IMPORTANT COMMITTEE HOWEVER IT OUR OPINION THAT THE MEMBERS OF THAT COMMITTEE HAVE THINGS IN HAND FOR THE MOMENT.

AS A REMINDER OUR COMMUNITY AFFAIRS COMMITTEE IS COMPRISED OF BOB MORALES, WALT BLANKENSHIP, MIKE HANCHETT SR. AND MYSELF AS PRESIDENT OF THE CHAMBER CAN ACT INDEPENDENTLY AND JOIN ANY COMMITTEE FUNCTION.

PLEASE BE ADVISED THAT WE LOOK FORWARD TO THE COMMITTEE MEETINGS AND THE POSITIVE AND TIMELY RECOMMENDATIONS THEY WILL PROVIDE FOR THE BOARD AS WELL AS THE COMMUNITY AT LARGE.

THANK YOU FOR YOUR COOPERATION AND TIMELY RESPONSE IN THIS MATTER

SINCERELY,


TERRY LAMBETH
PRESIDENT

Gm
2A

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS - CALL FOR NOMINATIONS



SEAT C - TERM WILL EXPIRE IN 2005

The California Special Districts Association (CSDA) Board of Directors is the governing body responsible for all policy decisions effecting CSDA's member services and legislative programs. Its functions are crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration.

Serving on the Board requires one's interest in the issues confronting special districts statewide. In addition, it means traveling to all Board meetings, usually eight per year. CSDA reimburses directors for all related travel expenses as outlined in Board policy.

The Board's most important function is directing CSDA's Legislative Advocate in Sacramento. Board members are intimately involved in responding to pending legislation and other public policy documents that may impact the operation of special districts. The Board is also responsible for direction to CSDA staff and consultants on all member service programs. CSDA has recognized significant growth over the last five years and remains committed to expanding our membership base and member services. The Board will be responsible for guiding that future.

ELECTION RULES

Each of CSDA's six (6) regional divisions has three seats on the Board. Candidates must be affiliated with a member district located within the geographic region that they seek to represent. Directors are nominated and elected by region by regular members. In 1999, the CSDA membership passed an amendment changing the election from in-person at the annual meeting to an all mail ballot.

The officers of the Board of Directors are elected from the Board membership.

Directors elected from the six (6) regions will hold staggered, three (3) year terms. Individuals elected to fill an unexpired term, will be up for reelection when original seat term expires.

NOMINATION PROCEDURES

Any independent special district with current membership in CSDA is eligible to designate one person, such as a board member or managerial employee (as defined by that district's Board of Directors) for election as a director of CSDA. A copy of the member district's resolution or minute action must accompany the nomination form. **The deadline for receiving nominations is Thursday, July 25, 2002.** Nominations and supporting documentation can be mailed or faxed.

Election ballots will be mailed out prior to August 9, 2002 and must be returned and received in the mail by CSDA no later than 5:00pm on Thursday, September 19, 2002. A committee chaired by the Elections and Bylaws Committee Chair will count the ballots. Successful candidates will be announced at CSDA's 33rd Annual Conference, September 24-26, 2002 in San Diego. Watch your mailbox for registration materials.

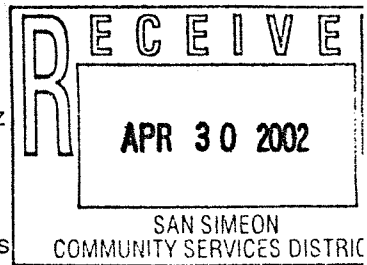
Nominees will receive a candidates' packet in the mail once the nominations deadline has passed. The packet will include campaign guidelines.

If you have any questions, please call Melissa Soria at 877.924.CSDA.

EXPIRING TERMS

(see enclosed map for regional breakdown)

Region 1	Seat C (2000-2002)	Tim Dellas
Region 2	Seat C (1993-2002)	Rita Velasquez
Region 3	Seat C (2002-2002)	Joan Gallegos
Region 4	Seat C (1996-2002)	David Aranda
Region 5	Seat C (1999-2002)	Dirk Voss
Region 6	Seat C (1993-2002)	Dewey Ausmus





CSDA BOARD OF DIRECTORS

DEADLINE FOR RECEIVING NOMINATIONS – JULY 25, 2002

NOMINATING FORM

Name of Candidate

District

Region

Address

City

State

Zip

()

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Phone

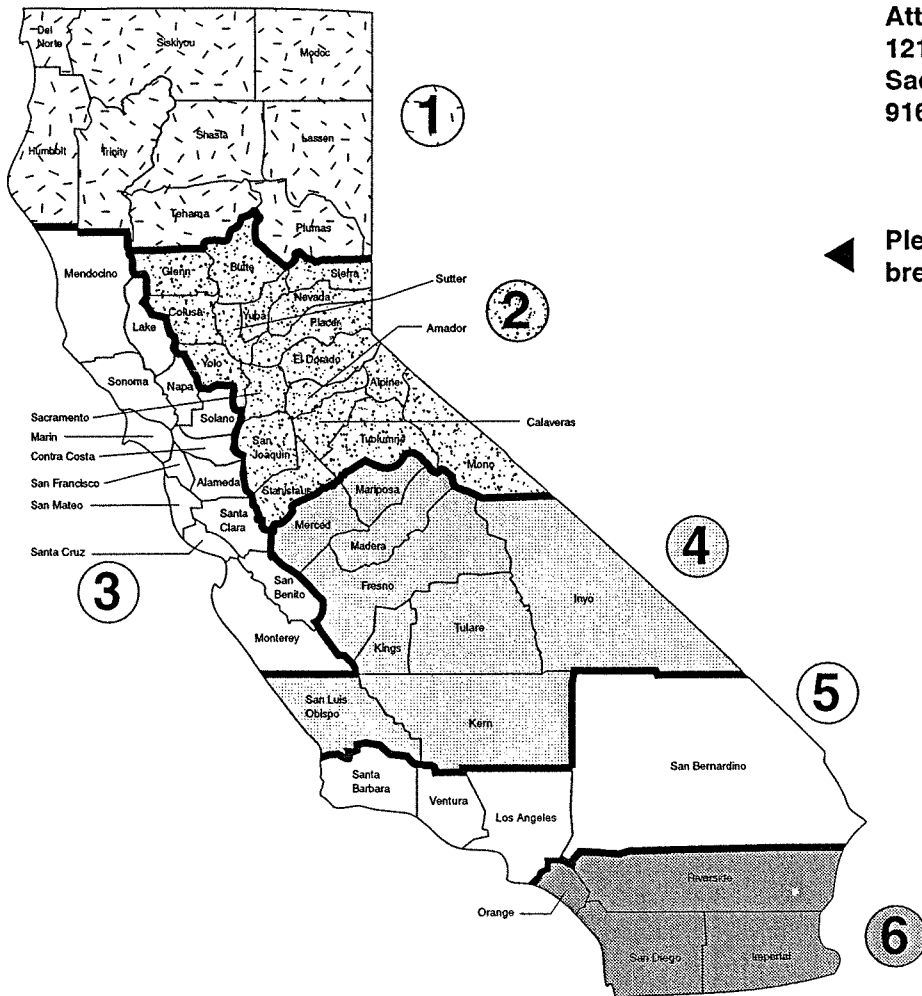
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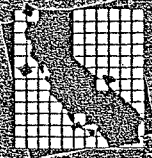
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CSDA NEWS

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

HOW GEOGRAPHIC INFORMATION SYSTEMS CAN WORK FOR YOUR DISTRICT

by Robert D. Dentino, Levin & Dentino, Inc.



One day I was standing in front of my company booth at a Special District seminar. I was hawking GIS services and various other engineering services, and potions.

What is a Geographic Information System (GIS)? It is a computer-driven database that can be attached to a map. It will function as an interactive window or outlet to whatever database is contained within it. Usually a

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A man wearing a district board members I.D. walked up to me. He was dressed in jeans and a plaid shirt and he said, "Boy, I've got a tiny water district out by Indian Springs. We've got one 15-mile long 24" truck main, with smaller services feeding about 3,000 customers along its length. What could GIS do for us? We're too small and none of this makes any sense for someone our size." He continues, "I'm a lot less interested in the survey coordinates and water modeling results aspect of my district than I am in helping our accounting department keep track of our billing and finance issues, and getting the maintenance department the support they need." Slowly easing into my used-car-salesman-type mentality, I smiled my best humble grin and said, "Sir, you are exactly who I'm here to talk to. It sounds to me like some sort of GIS system is the solution to a lot of your problems." And I was right. A geographic information system, or more simply an information system, is the tool that many special districts are turning to as a final solution. It is the most direct way to bring all information aspects of an operation into a single useable outlet.

"geographic" information system contains a lot of land-based data. The geography is a map of the parcels served and the district's infrastructure. The information system stores and retrieves the district's data. Through GIS software, data can be attached to a parcel on a map and identified by various standard information. Usually a tax assessor's identification number, address, ownership or a billing account number are the most common ways of identifying a parcel. Also contained within a GIS is an infrastructure map. Data can be attached to the infrastructure facilities the same way it is attached to the parcels. This allows a person to identify and locate a parcel on a map from a variety of cross-referenced information and know what facilities provide service to it. The software allows endless specific functions and queries to be accomplished. A user can ask the system, "How many feet of 8-inch ACP pipe is in Section 5 of our district?" and be presented with the answer and a map of where they are. This type of information

(continued on page 2)

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GEOGRAPHIC INFORMATION CONTINUED

can be used to analyze any aspect of a district. Customers can be identified by usage, facilities by size or type, maintenance demands by area. The queries are limited only by a user's needs.

In the past, many potential users were turned away by the apparent complexity of it all. Today, information systems can be made to put on a different face. Most information systems can now be accessed by using a web-browser type software that works the same way an internet browser works. Whether they want to admit it or not, most people can get themselves around a bit on the internet without any training at all. Also, different departments can be made to see the system differently. Customer service and maintenance can be allowed "view only" access to the data, while engineering and finance departments could actually have the ability to view and edit the system data. Another current trend of districts is to offer this

information over the district's intranet or even publicly on the internet.

All departments in a district can use an effective information system. The billings should be run through it. The maintenance department should use it to automatically prepare work orders from requests or complaints and to know what size and type of material they will probably need to complete a job, even before they get there. Budget predictions can be based on knowing what improvements or repairs are likely to occur. District financing can be acquired based on knowing the value of your existing infrastructure; most districts can't tell you how much infrastructure they really own. In regards to upcoming GASB 34 regulations, a GIS is one of the specific accounting tools encouraged to illustrate compliance.

Naturally, to move an entire operation onto a different system will re-

quire a long-term effort and commitment. There is always an initial effort or cost to create the map base containing the parcels and infrastructure. Once the framework has been established, existing spreadsheet or tabular data can be added efficiently. It is typical that an engineering department or private consultant creates and maintains the database and controls a seat of the primary GIS software. The cost is typically about \$10,000 per seat for this software; all other users, however, will view the system through an inexpensive browser.

If you are thinking about this type of system and need to know more, contact a local consultant. A good consultant should be able to review your needs and discuss specific costs and requirement for your system in a few hours.

Robert D. Dentino is a Principal of Levin & Dentino, Inc., d.b.a. Excel Engineering.



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