

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



**BOARD PACKET**

**Wednesday, July 13, 2016  
Regular Meeting 6:00 pm**

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

Prepared by:



**GRACE**  
ENVIRONMENTAL SERVICES

**AGENDA**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, July 13, 2016**  
**6:00 pm**

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

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

A. Roll Call

B. Pledge of Allegiance

**2. PUBLIC COMMENT:**

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

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

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

C. **Presentation from Henry Krzciuk** – Water Storage Suggestions & Considerations

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

**4. STAFF REPORTS**

**A. General Manager's Report**

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

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

3. **Update** – USDA Funds, Integrated Regional Water Management Grants (IRWM/WRAC), County Beautification Grant.

4. **Update** – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.

5. **Lien Sale of vehicle abandoned by Ultura Water.**

**B. Superintendent's Report**

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

2. **Water / Distribution Systems** – Distribution performance for the Month of June.

3. **District Maintenance** – Summary of District maintenance for June.

C. **District Financial Summary** - Update on Monthly Financial Status for close of business June 30, 2016.

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

## 5. ITEMS OF BUSINESS

A. **Consideration of approval of last month's minutes** – June 08, 2016

B. **Consideration of approval of Disbursements Journal** – July 13, 2016.

## 6. PUBLIC HEARING

A. **Consideration of Adoption of Resolution 16-384 Adopting the 2016-2017 Fiscal Budget**

## 7. DISCUSSION/ACTION ITEMS

A. **Consideration of Adoption of Resolution 16-385 establishing the District's Appropriation Limit for Fiscal year 2016-2017.**

B. **Consideration of Adoption of Resolution 16-386 Requesting Consolidation of the District's Bi-Annual Election with the November 8, 2016 Consolidated General Election.**

C. **Consideration of Casting a Vote to Elect One Person to the California Special District Association Board of Directors Representing the Coastal Network Region, Seat B for the 2017-2019 Term of Office.**

D. **Consideration of approval of Brebs Builders quote for Pico Avenue cul-de-sac "Viewing Area" wood guardrail repair and "Beach Access Stairs" wood guardrail repair and access corrections not to exceed \$16,000.**

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

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

10. **BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS** - Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda.

## 11. ADJOURNMENT

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

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

### **Charles Grace**

- 1. Staff Activity** – Report on Staff activities for the month of June.
- 2. Update** – Wellhead treatment system project.
- 3. Update** – USDA Funds, Integrated Regional Water Management Grants (IRWM/WRAC), County Beautification Grant.
- 4. Update** – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.
- 5. Lien Sale of vehicle abandoned by Ultura Water.**

## 4A. GENERAL MANAGER'S REPORT July 13, 2016

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

During the month of June Staff; sent out water billing, responded to several customer service calls and concerns, attended IRWM and WRAC meetings, and continued doing weed abatement around the District. Staff updated the draft budget based on comments from the Board, and has started working with the Auditor to commence the District's 2015-2016 Audit.

Staff worked with the Webmaster to update the Districts website with SB272 information. SB272 refers to legislation requiring state and local agencies to create a catalog of enterprise systems (computer programs).

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

Staff coordinated with Madonna Construction and Phoenix Engineering to resolve noise abatement issue by changing the brand of compressor located inside the building, thus reducing the compressor noise by approximately 50%. Staff worked with Wigen and Phoenix Engineering to resolve the blend line return location.

**3. Update** – USDA Funds, Integrated Regional Water Management Grants (IRWM/WRAC), County Beautification Grant.

**USDA Funds** – There is no update at the time.

**IRWM/WRAC Grant**

The Draft MOU is being prepared by DWR. The County expects MOU completion by the end of July. Once the MOU has been received, the District can start turning in invoices to be paid.

**Beautification Grant**

Staff turned in a grant request to the County for the Pico Stairs to be part of the County's Beautification Grant process. The grant was turned in on June 16<sup>th</sup>. The Grant Review Committee is meeting the first week of July to review and consider the grant submissions and set parameters for grant distribution. After they have finished reviewing all the grant applications, they will go to the Board of Supervisors with recommendations. The County anticipates announcing the results of their review in August.

**4. Update** – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.

Earth Systems proposal activities have been completed and are being assembled as part of the overall submittal package. Staff has asked the CCC for a response extension to allow more time to assemble treatment plant life span information.

**5. Lien Sale of vehicle abandoned by Ultura Water.**

Staff turned in all paperwork to the DMV for the sale of the Chevy S-10 truck that was abandoned by Ultura. The sale of the vehicle has been authorized by the DMV. The process asks for a public auction of the vehicle. The date has been set for July 27<sup>th</sup>. The notice will be in the paper on July 15<sup>th</sup>.

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

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

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

### **Activities of June 2016**

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

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the RWQCB.
- Maintenance and minor repairs were made to Reactor and Clarifier #2. The collector drive for Clarifier #2 was replaced with a unit that was on the shelf. The hub and drive sprocket were replaced with brand new parts.
- Maintenance and minor repairs were made to Reactor and Clarifier #3.
- Reactor and Clarifier #4 was emptied so that Staff could start on maintenance and repairs.
- Two loads of sludge were hauled away.

#### **2. Water Distribution System**

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- The Reverse Osmosis Unit pickling solution was flushed out. Staff ran the system for two consecutive days and then re-pickled the filters.
- Monthly water meter reading was performed.
- Chloride levels continue to be monitored throughout the system.

#### **3. District and Equipment Maintenance**

- Staff continues with all scheduled preventive maintenance for all of the equipment at the District facilities. All activities are being recorded.
- Weed abatement was performed in various areas around the District.



San Simeon Community Services District

Superintendent's Report

June 2016

MONTHLY DATA REPORT																	
Date	Day	Wastewater Influent Daily flow	Wastewater Effluent Daily Flow	CALCULATED		CALCULATED		CALCULATED		CALCULATED Total Daily Water Produced	Chloride Wells		Recycled Water Distributed	Water Level Well 1	Water Level Well 2	Rainfall in Inches	INPUT State Sewer Daily Flow
				Well 1 Total Pumped	Well 2 Total Pumped	Well 3 Total Pumped	Well 1	Well 2									
06/01/16	Wed	80,110	70,420	55,801	0	58,718	0	55,801	58,718	179	82	-	-	10.7	10.6	0.00	5,631
06/02/16	Thu	71,654	64,560	0	64,926	36,502	0	58,718	101,429	-	-	-	-	10.6	10.4	0.00	5,147
06/03/16	Fri	89,382	75,040	64,926	25,208	0	0	81,756	-	-	-	-	-	10.6	10.4	0.00	8,308
06/04/16	Sat	89,758	89,460	56,549	25,208	0	0	81,756	-	-	-	-	-	10.6	10.4	0.00	12,707
06/05/16	Sun	113,579	110,430	11,968	62,682	0	0	74,650	-	-	-	-	-	10.8	10.6	0.00	12,696
06/06/16	Mon	71,336	73,150	58,269	55,576	0	0	113,846	153	153	153	-	-	10.8	10.6	0.00	15,742
06/07/16	Tue	88,521	82,160	54,529	50,116	0	0	104,645	-	-	-	-	-	10.6	10.4	0.00	4,651
06/08/16	Wed	96,970	83,430	16,083	73,454	0	0	89,536	-	-	-	-	-	10.7	10.5	0.00	2,024
06/09/16	Thu	90,056	85,040	64,029	1,272	0	0	65,300	-	-	-	-	-	10.6	10.5	0.00	5,574
06/10/16	Fri	104,138	93,600	0	57,671	49,443	0	57,671	179	-	-	-	-	10.6	10.5	0.00	7,469
06/11/16	Sat	108,232	105,640	69,863	0	0	0	119,306	-	-	-	-	-	10.6	10.5	0.00	11,745
06/12/16	Sun	93,636	92,430	55,876	0	0	0	55,876	-	-	-	-	-	10.7	10.6	0.00	16,830
06/13/16	Mon	88,484	96,550	52,809	68,143	0	0	120,952	179	141	141	-	-	10.7	10.5	0.00	17,085
06/14/16	Tue	88,183	91,350	56,474	0	0	0	56,474	-	-	-	-	-	10.8	10.6	0.00	6,820
06/15/16	Wed	96,458	90,060	58,643	70,836	0	0	129,479	-	-	-	-	-	10.7	10.5	0.00	4,151
06/16/16	Thu	102,774	98,250	53,183	63,954	0	0	117,137	-	-	-	-	-	10.8	10.6	0.00	5,844
06/17/16	Fri	98,256	102,170	31,341	63,580	0	0	94,921	176	148	148	-	-	10.9	10.7	0.00	4,283
06/18/16	Sat	114,810	120,310	44,431	52,136	0	0	96,567	-	-	-	-	-	10.9	10.7	0.00	14,352
06/19/16	Sun	117,054	114,210	59,541	32,463	0	0	92,004	-	-	-	-	-	10.8	10.6	0.00	21,453
06/20/16	Mon	94,889	99,500	65,525	42,112	0	0	107,637	162	135	135	-	-	10.9	10.7	0.00	16,608
06/21/16	Tue	89,250	87,340	0	59,541	0	0	59,541	-	-	-	-	-	10.8	10.6	0.00	4,880
06/22/16	Wed	89,396	90,770	72,107	52,884	0	0	124,991	-	-	-	-	-	10.8	10.6	0.00	4,845
06/23/16	Thu	123,156	80,590	65,974	0	0	0	65,974	-	-	-	-	-	10.8	10.6	0.00	6,081
06/24/16	Fri	103,153	124,110	56,100	78,091	0	0	134,191	162	89	89	-	-	10.8	10.6	0.00	4,032
06/25/16	Sat	115,295	116,400	27,078	61,635	0	0	88,713	-	-	-	-	-	10.8	10.7	0.00	15,547
06/26/16	Sun	122,779	116,480	54,604	52,136	0	0	106,740	-	-	-	-	-	-	-	0.00	20,051
06/27/16	Mon	88,691	94,030	59,316	0	0	0	59,316	162	135	135	-	-	10.8	10.7	0.00	19,101
06/28/16	Tue	88,752	84,700	50,714	73,603	0	0	124,318	-	-	-	-	-	10.8	10.6	0.00	4,997
06/29/16	Wed	85,345	93,100	0	59,316	0	0	59,316	-	-	-	-	-	10.9	10.7	0.00	6,607
06/30/16	Thu	105,708	97,090	69,788	50,340	0	0	120,129	-	-	-	-	-	10.8	10.6	0.00	5,502
<b>TOTALS</b>		<b>2,909,805</b>	<b>2,822,370</b>	<b>1,385,521</b>	<b>1,351,412</b>	<b>0</b>	<b>0</b>	<b>2,736,933</b>								<b>0.00</b>	<b>290,763</b>
Average		96,994	94,079	46,184	45,047	0	0	91,231	169	126	126	475	10.8	10.6	0.00	9,692	
Minimum		71,336	64,560	0	0	0	0	55,801	153	82	82	275	10.6	10.4	0.00	2,024	
Maximum		123,156	124,110	72,107	78,091	0	0	134,191	179	153	153	550	10.9	10.7	0.00	21,453	

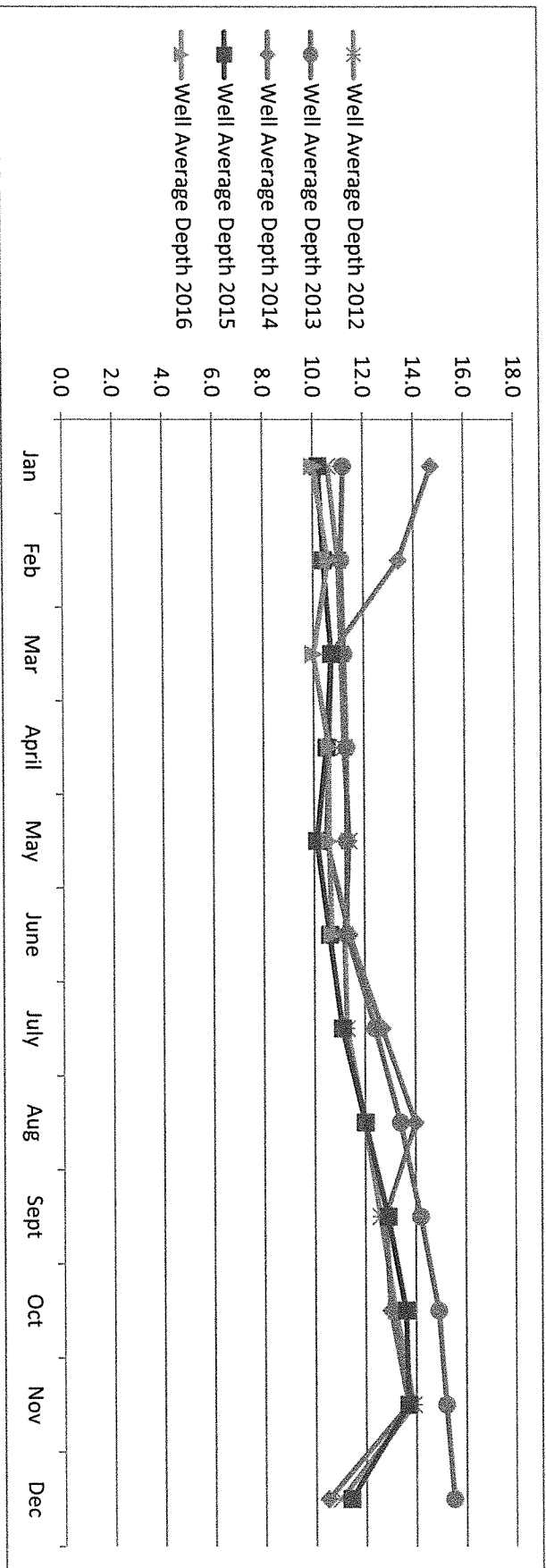
**DATA SUMMARY SHEET**

	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Total for 2016
2016													
Wastewater Influent	2,849,357	2,375,307	3,071,599	2,340,256	2,824,792	2,909,805							16,371,116
Wastewater Final Effluent (Month Cycle)	2,714,170	2,185,020	3,037,390	2,191,550	2,712,580	2,822,370							15,663,080
Adjusted Wastewater Influent (- State Flow) *	2,535,974	2,177,118	2,699,165	2,164,251	2,554,523	2,619,042							14,750,073
Water Produced (month cycle)	2,153,548	1,923,258	2,168,302	2,117,663	2,606,630	2,736,933							13,706,333
Sewer Influent/Water Produced Ratio	1.32	1.24	1.42	1.11	1.08	1.06							N/A
Adjusted Sewer/Water Produced Ratio	1.18	1.13	1.25	1.02	0.98	0.96							N/A
Well 1 Water Pumped	97,988	968,286	1,109,732	1,079,364	1,323,885	1,385,521							5,964,777
Well 2 Water Pumped	1,454,860	954,972	1,058,570	1,038,299	1,282,745	1,351,412							7,140,856
Well 3 Water Pumped	600,700	0	0	0	0	0							600,700
Total Well Production	2,153,548	1,923,258	2,168,302	2,117,663	2,606,630	2,736,933							13,706,333
Water Well 1 Avg Depth to Water	10.0	10.6	10.0	10.6	10.6	10.8							N/A
Water Well 2 Avg Depth to Water	9.9	10.5	9.9	10.5	10.5	10.6							N/A
Average Depth to Water of Both Wells	10.0	10.6	10.0	10.6	10.6	10.7							N/A
Change in Average Depth to Water from 2015	-0.2	+0.2	-0.7	+0.1	+0.5	+0.1							N/A
Average Chloride mg/L at the Wells	1828	723	360	239	173	148							N/A
State Wastewater Treated	313,383	198,189	372,434	176,005	270,269	290,763							1,621,043
State % of Total WW Flow	11%	12%	12%	8%	10%	10%							N/A
Recycled Water Sold (Gallons)	0	0	0	0	1,375	1,900							3,275
Biosolids Removal (Gallons)	6,000	0	6,000	6,000	6,000	12,000							36,000
WW Permit Limitation Exceeded	0	1	0	0	0	0							N/A
RW Permit Limitation Exceeded	0	0	0	0	0	0							N/A
Constituent Exceeded	None	TSS % of Removal 85%	None	None	None	None							N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A							N/A
Sample Result	N/A	79%	N/A	N/A	N/A	N/A							N/A

	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Total for 2015
2015													
Wastewater Influent	2,278,607	2,137,631	2,579,655	2,698,683	2,877,973	2,736,511	3,127,790	2,938,940	2,595,828	2,571,859	2,307,432	2,477,658	31,328,567
Wastewater Final Effluent (Month Cycle)	2,078,820	2,179,270	2,419,750	2,596,890	2,551,790	2,563,570	3,045,720	2,846,890	2,488,090	2,464,150	2,283,580	2,372,070	29,890,580
Adjusted Wastewater Influent (- State Flow) *	2,129,329	2,015,656	2,386,629	2,457,477	2,602,675	2,564,762	2,918,658	2,786,097	2,401,062	2,455,246	2,142,924	2,201,887	29,062,402
Water Produced (month cycle)	1,881,724	2,054,121	2,163,830	2,273,769	2,551,727	2,550,830	2,820,558	2,737,380	2,495,573	2,597,276	2,301,928	2,342,025	28,770,740
Sewer Influent/Water Produced Ratio	1.21	1.04	1.19	1.19	1.25	1.07	1.10	1.07	1.04	0.99	1.00	1.06	N/A
Adjusted Sewer/Water Ratio	1.13	0.98	1.10	1.08	1.13	1.01	1.04	1.02	0.96	0.99	0.93	0.94	N/A
Average Depth of Both Wells	10.2	10.4	10.7	10.5	10.1	10.6	11.1	12.0	12.9	13.6	13.7	11.4	N/A
Average Chloride mg/L at the Wells	844	576	342	268	234	188	169	194	224	346	582	1533	N/A
Change in Average Well Depth from 2014	-4.5	-2.9	0.0	-0.1	-0.4	-0.8	-1.6	-2.0	+0.1	+0.6	0.0	+0.9	N/A
State Wastewater Treated	149,278	121,975	193,026	241,206	275,298	171,749	209,132	152,843	194,766	116,613	164,508	275,771	2,266,165
State % of Total WW Flow	0.07	0.06	0.08	0.09	0.1	0.06	0.07	0.05	8%	4%	7%	11%	N/A
Recycled Water Sold (Gallons)	10710	3070	9775	12945	30040	65100	52250	55355	53445	45015	4435	550	342,690
Biosolids Removal (Gallons)	0	6,000	6,000	6,000	6,000	12,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	1	0	0	0	0	0
Constituent Exceeded	None	None	None	None	None	None	None	TSS 30	None	None	None	None	N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	36	N/A	N/A	N/A	N/A	N/A
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	36	N/A	N/A	N/A	N/A	N/A

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

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



**4C. DISTRICT FINANCIALS**  
**Renee Samaniego Osborne**  
**June 30, 2016**

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

**SAN SIMEON COMMUNITY SERVICES DISTRICT**



**4C. FINANCIAL SUMMARY**

**BILLING  
June 30, 2016**

<b>May Billing Revenue</b>	<b>\$ 65,906.17</b>
<b>June Billing Revenue</b>	<b>\$ 69,970.13</b>
Past Due (31 to 60 days)	\$ 290.57
Past Due (60 days)	\$ 274.06

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**ENDING BANK BALANCES  
June 30, 2016**

**RABOBANK SUMMARY:**

**Well Rehab Project/USDA Checking Account** \$ 100.05

**HERITAGE OAKS BANK:**

**Summary of Transactions:**

**End of Balance May 31, 2016** \$ 547,035.02

**Interest for June** \$ 156.96

**Money Marketing Account Closing Balance June 30, 2016** \$ 547,191.98

Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
<b>Available Funds</b>	<b>\$ 241,733.98</b>

**General Checking Account June 30, 2016** \$ 99,580.11

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**LAIF Closing Balance June 30, 2016** \$ 521.38

SAN SIMEON COMMUNITY SERVICES DISTRICT  
**Balance Sheet**  
As of June 30, 2016

Jun 30, 16

**ASSETS**

Current Assets

Checking/Savings

1010 · Petty cash	150.00
1015 · Heritage Oaks- General Checking	102,520.65
1016 · Heritage Oaks-Wellhead	4.71
1017 · Heritage Oaks-Money Market	547,191.98
1022 · USDA checking	100.05
1040 · Cash in county treasury	177.33
1050 · LAIF - non-restricted cash	521.38

Total Checking/Savings 650,666.10

Other Current Assets

1200 · Accounts receivable	73,147.92
1300 · Prepaid expenses	46.55

Total Other Current Assets 73,194.47

Total Current Assets 723,860.57

Fixed Assets

1400 · Fixed assets

1420 · Building and structures	395,874.73
1500 · Equipment	316,747.53
1540 · Major water projects	145,068.22
1560 · Pipe bridge	18,056.38
1580 · Sewer plant	1,488,555.08
1600 · Water system	550,390.00
1620 · WWTP expansion	299,565.92
1630 · Tertiary Project	262,932.67
1640 · Wellhead project	866,993.38
1650 · Walkway access projects	11,511.00
1660 · RO Unit	328,087.74
1680 · Generator	29,101.14

Total 1400 · Fixed assets 4,712,883.79

1690 · Accumulated depreciation -2,123,088.96

Total Fixed Assets 2,589,794.83

**TOTAL ASSETS** 3,313,655.40

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Other Current Liabilities

2100 · Payroll liabilities	351.90
2500 · Customer security deposits	9,858.13

11:58 AM  
07/06/16  
Accrual Basis

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Balance Sheet**  
As of June 30, 2016

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	<b>Jun 30, 16</b>
2510 · Connect hookup wait list	45,750.00
2520 · USDA Loan	448,275.00
<b>Total Other Current Liabilities</b>	<b>504,235.03</b>
<b>Total Current Liabilities</b>	<b>504,235.03</b>
<b>Total Liabilities</b>	<b>504,235.03</b>
<b>Equity</b>	
3200 · Fund balance	2,303,688.97
3900 · Suspense	-1,052.11
Net Income	506,783.51
<b>Total Equity</b>	<b>2,809,420.37</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>3,313,655.40</u></b>

## SAN SIMEON COMMUNITY SERVICES DISTRICT

## Balance Sheet

06/01/16

As of May 31, 2016

Accrual Basis

May 31, 16

## ASSETS

## Current Assets

## Checking/Savings

1010 · Petty cash	150.00
1015 · Heritage Oaks- General Checking	121,660.59
1016 · Heritage Oaks-Wellhead	10.71
1017 · Heritage Oaks-Money Market	547,035.02
1022 · USDA checking	100.05
1040 · Cash in county treasury	177.33
1050 · LAIF - non-restricted cash	521.38

Total Checking/Savings 669,655.08

## Other Current Assets

1200 · Accounts receivable	69,960.58
1300 · Prepaid expenses	627.11

Total Other Current Assets 70,587.69

## Total Current Assets

740,242.77

## Fixed Assets

## 1400 · Fixed assets

1420 · Building and structures	395,874.73
1500 · Equipment	316,747.53
1540 · Major water projects	145,068.22
1560 · Pipe bridge	18,056.38
1580 · Sewer plant	1,488,555.08
1600 · Water system	550,390.00
1620 · WWTP expansion	299,565.92
1630 · Tertiary Project	262,932.67
1640 · Wellhead project	866,993.38
1650 · Walkway access projects	14,799.00
1660 · RO Unit	303,909.74
1670 · Reservoir	4,203.50
1680 · Generator	29,101.14
1690 · Accumulated depreciation	-2,116,438.96

Total 1400 · Fixed assets 2,579,758.33

## Total Fixed Assets

2,579,758.33

## TOTAL ASSETS

3,320,001.10

## LIABILITIES &amp; EQUITY

## Liabilities

## Current Liabilities

## Accounts Payable

2000 · Accounts payable	3,288.00
-------------------------	----------

Total Accounts Payable 3,288.00

## Other Current Liabilities

2100 · Payroll liabilities	275.40
2500 · Customer security deposits	9,808.13
2510 · Connect hookup wait list	45,750.00
2520 · USDA Loan	867,724.56

Total Other Current Liabilities 923,558.09

## Total Current Liabilities

926,846.09

## Total Liabilities

926,846.09



6:11 PM

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

06/01/16

**Balance Sheet**

Accrual Basis

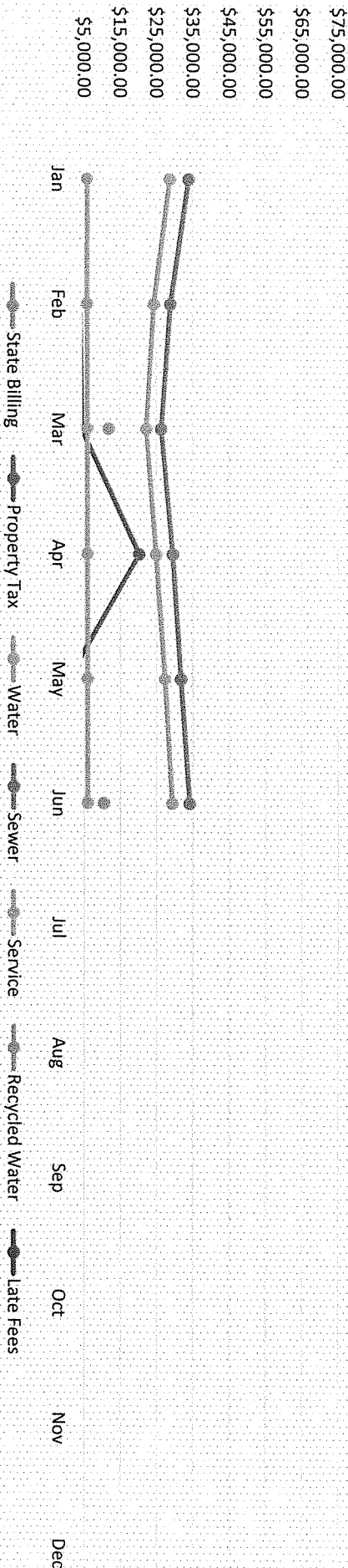
As of May 31, 2016

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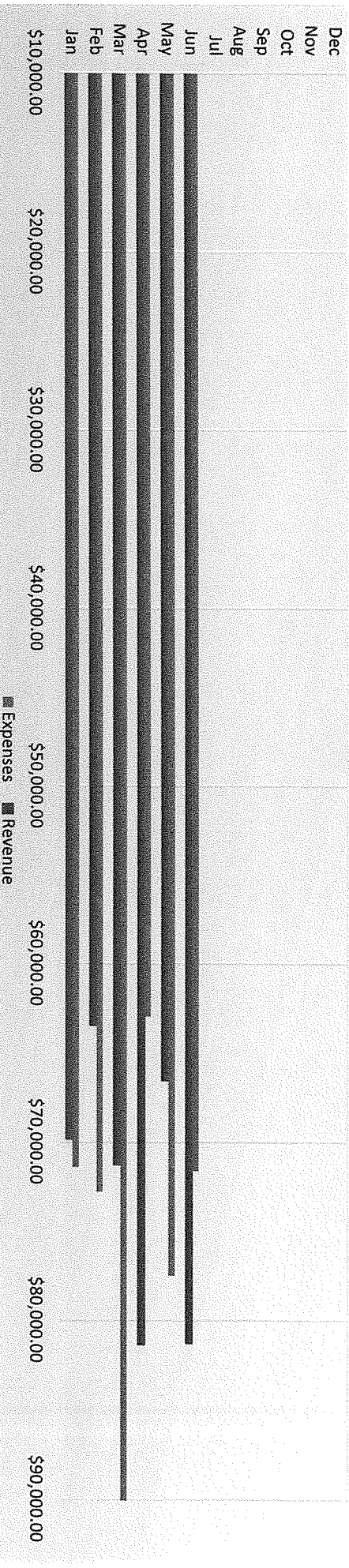
	May 31, 16
<b>Equity</b>	
3200 · Fund balance	2,303,688.97
3900 · Suspense	8,231.76
Net Income	81,234.28
<b>Total Equity</b>	2,393,155.01
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>3,320,001.10</u>

### 2016 DISTRICT REVENUE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
State Billing			\$11,992.94			\$10,529.30							\$22,522.24
Property Tax	\$732.82	\$3,907.74	\$4,380.61	\$20,311.11	\$670.65	\$812.49							\$30,815.36
Water	\$28,833.6	\$24,410.7	\$22,300.8	\$24,943.6	\$27,395.8	\$29,375.5							\$157,259.97
Sewer	\$33,983.5	\$28,929.3	\$26,405.5	\$29,496.1	\$31,742.1	\$34,065.2							\$184,621.70
Service	\$6,169.2	\$6,111.0	\$6,140.1	\$6,140.10	\$6,111.0	\$6,111.0							\$36,782.40
Recycled Water													\$0.00
Late Fees	\$153.3	\$138.8	\$86.4	\$485.53	\$657.2	\$418.4							\$1,939.63
Total	\$69,872.42	\$63,497.49	\$71,306.30	\$81,376.35	\$66,576.82	\$81,311.92							\$433,941.30
Water Sold Cu Ft	276707	234583	213757	239168	260907	278453							1503575
Water Sold Acre ft	6.35	5.39	4.91	5.49	5.99	6.39							34.52



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Revenue	\$69,872.42	\$63,497.49	\$71,306.30	\$81,376.35	\$66,576.82	\$81,311.92							\$433,941.30
Expenses	\$71,441.43	\$72,822.48	\$152,049.21	\$62,994.78	\$77,525.44	\$71,657.28							\$508,490.62
Balance	-\$1,569.01	-\$9,324.99	-\$80,742.91	\$18,381.57	-\$10,948.62	\$9,654.64							-\$74,549.32



**SAN SIMEON COMMUNITY SERVICES  
HISTORICAL FISCAL REVIEW**

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
Water	\$30,163.95	\$31,860.55	\$27,236.35	\$23,180.17	\$19,172.78	\$13,606.29	\$18,102.63	\$20,631.40	\$17,394.13	\$23,008.40	\$23,384.42	\$29,603.48	\$277,344.55
Sewer	\$32,911.64	\$34,733.88	\$29,563.00	\$25,730.94	\$21,158.51	\$14,923.03	\$20,172.80	\$21,705.49	\$18,903.20	\$25,168.46	\$24,914.25	\$32,350.81	\$302,236.01
Service	\$4,792.32	\$4,792.32	\$4,815.36	\$4,815.36	\$4,792.32	\$4,815.36	\$4,792.32	\$4,769.28	\$4,769.28	\$4,792.32	\$4,815.36	\$4,792.32	\$57,553.92
<b>Total</b>	<b>\$67,867.91</b>	<b>\$71,386.75</b>	<b>\$61,614.71</b>	<b>\$53,726.47</b>	<b>\$45,123.61</b>	<b>\$33,344.68</b>	<b>\$43,067.75</b>	<b>\$47,106.17</b>	<b>\$41,066.61</b>	<b>\$52,969.18</b>	<b>\$53,114.03</b>	<b>\$66,746.61</b>	<b>\$637,134.48</b>
Water Sold Cu Ft	361479	380540	324880	279621	232827	165658	220059	216680	209256	285145	279529	354134	3,309,808
Water Sold Acre ft	8.30	8.74	7.46	6.42	5.34	3.80	5.05	4.97	4.80	6.55	6.42	8.13	75.98

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$27,981.20			\$21,530.45			\$23,125.60			\$21,530.45	\$94,167.70
Property Tax	\$8,069.77	\$51.86	\$1,503.31	\$3,859.65	\$5,718.15	\$25,445.32	\$1,327.66	\$1,155.63	\$2,632.24	\$21,054.41	\$912.02	\$195.04	\$71,925.06
Water	\$36,628.91	\$36,833.30	\$28,053.50	\$24,908.87	\$20,549.44	\$17,417.02	\$21,971.26	\$19,076.18	\$16,337.84	\$22,890.07	\$21,881.07	\$25,417.26	\$291,964.72
Sewer	\$40,084.93	\$43,613.30	\$33,179.74	\$29,636.09	\$23,946.33	\$20,191.07	\$25,116.19	\$22,334.72	\$19,215.19	\$27,214.26	\$26,016.01	\$30,425.87	\$340,973.70
Service	\$5,436.90	\$5,366.40	\$5,366.40	\$5,366.40	\$5,366.40	\$5,366.40	\$5,366.40	\$5,366.40	\$5,366.40	\$5,366.40	\$5,392.20	\$5,392.20	\$64,518.90
Late Fees	\$59.78	\$110.43	\$120.55	\$71.38	\$117.38	\$101.12	\$155.79	\$100.38	\$93.94	\$413.64	\$896.41	\$139.15	\$2,379.95
<b>Total</b>	<b>\$90,280.29</b>	<b>\$85,975.29</b>	<b>\$96,204.70</b>	<b>\$63,842.39</b>	<b>\$55,697.70</b>	<b>\$90,051.38</b>	<b>\$53,937.30</b>	<b>\$48,033.31</b>	<b>\$66,771.21</b>	<b>\$76,938.78</b>	<b>\$55,097.71</b>	<b>\$83,099.97</b>	<b>\$865,930.03</b>
Water Sold Cu Ft	373741	396714	303256	269689	222002	188500	223200	206900	177200	248063	236917	275338	3,121,520
Water Sold Acre ft	8.58	9.11	6.96	6.19	5.10	4.33	5.12	4.75	4.07	5.69	5.44	6.32	71.66

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$9,972.00			\$6,480.49			\$7,042.78			\$8,943.33	\$32,438.60
Property Tax	\$1,749.86		\$170.96	\$4,304.07	\$6,305.04	\$30,755.69	\$1,698.01	\$680.91	\$4,730.41	\$20,998.75	\$444.16	\$624.12	\$72,461.98
Water	\$34,524.91	\$30,347.28	\$26,979.15	\$24,551.71	\$23,063.39	\$16,542.19	\$24,980.71	\$22,031.38	\$23,713.28	\$29,614.92	\$25,535.77	\$26,568.29	\$308,452.98
Sewer	\$41,554.68	\$36,609.57	\$32,364.61	\$29,124.18	\$27,266.32	\$19,555.31	\$29,619.69	\$25,800.68	\$27,563.38	\$35,077.17	\$30,393.05	\$31,702.68	\$366,631.32
Service	\$5,773.50	\$5,747.70	\$5,747.70	\$5,747.70	\$5,775.07	\$5,747.70	\$5,775.07	\$5,747.70	\$5,747.70	\$5,747.70	\$5,802.44	\$5,747.70	\$69,107.68
Late Fees	\$123.97	\$44.80	\$94.76	\$153.10	\$221.66	\$168.17	\$78.17	\$106.62	\$194.28	\$19.45	\$192.34	\$47.19	\$1,444.51
<b>Total</b>	<b>\$83,726.92</b>	<b>\$72,749.35</b>	<b>\$75,329.18</b>	<b>\$63,880.76</b>	<b>\$62,631.48</b>	<b>\$79,249.55</b>	<b>\$62,151.65</b>	<b>\$54,367.29</b>	<b>\$69,166.14</b>	<b>\$91,457.99</b>	<b>\$62,367.76</b>	<b>\$74,431.29</b>	<b>\$851,509.36</b>
Water Sold Cu Ft	352622	309962	275523	250905	235552	169443	255324	224325	240675	300989	260697	306222	3,182,239
Water Sold Acre ft	8.10	7.12	6.33	5.76	5.41	3.89	5.86	5.15	5.53	6.91	5.98	7.03	73.05

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$7,200.02			\$8,584.90			\$11,992.94			\$10,529.30	\$38,307.16
Property Tax	\$1,299.10	\$78.29	\$89.78	\$6,473.88	\$5,162.73	\$31,035.95	\$732.82	\$3,907.74	\$4,380.61	\$20,311.05	\$670.65	\$812.49	\$74,955.09
Water	\$32,179.33	\$35,048.63	\$31,023.24	\$30,062.47	\$23,260.87	\$19,903.42	\$28,833.61	\$24,410.65	\$22,300.83	\$24,943.58	\$27,395.80	\$29,375.50	\$328,737.93
Sewer	\$38,340.31	\$41,800.72	\$36,517.90	\$35,482.63	\$27,568.63	\$23,716.44	\$33,983.50	\$28,929.28	\$26,405.46	\$29,496.09	\$31,742.13	\$34,065.24	\$388,048.33
Service	\$6,052.80	\$6,081.90	\$6,111.00	\$6,111.00	\$6,111.00	\$6,111.00	\$6,169.20	\$6,111.00	\$6,140.10	\$6,140.10	\$6,111.00	\$6,111.00	\$73,361.10
Recycled Water			\$1,359.75			\$854.07							\$2,213.82
Late Fees	\$118.83	\$71.20	\$72.27	\$239.83	\$386.63	\$99.38	\$153.29	\$138.82	\$86.36	\$485.53	\$657.24	\$418.39	\$2,927.77
<b>Total</b>	<b>\$77,990.37</b>	<b>\$83,080.74</b>	<b>\$82,373.96</b>	<b>\$78,369.81</b>	<b>\$62,489.86</b>	<b>\$90,305.16</b>	<b>\$69,872.42</b>	<b>\$63,497.49</b>	<b>\$71,306.30</b>	<b>\$81,376.35</b>	<b>\$66,576.82</b>	<b>\$81,311.92</b>	<b>\$908,551.20</b>
Water Sold Cu Ft	311247	338869	297896	288860	223460	191579	276707	234583	213757	239168	260907	278453	3,155,486
Water Sold Acre ft	7.15	7.78	6.84	6.63	5.13	4.40	6.35	5.39	4.91	5.49	5.99	6.39	72.44

## **5. ITEMS OF BUSINESS**

**A. Consideration of approval of last month's minutes –  
June 08, 2016.**

**B. Consideration of approval of Disbursements Journal –  
July 13, 2016.**

**MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, July 13, 2016**  
**6:00 pm**

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

**1. REGULAR SESSION: @6:06PM**

Roll Call:

Chairperson Williams – present

Vice-Chair Fields – present

Director Price – present

Director Patel – present

Director Russell – present

Also present:

General Manager, Charles Grace

District Counsel, Heather Whitham

Sheriff's Representative: None

**A. Pledge of Allegiance**

**2. PUBLIC COMMENT:**

Resident Mary Margaret McGuire, asked if there had ever been a program in the District for residents to pick up trash in the area. Since the Board said that there hadn't been, Mary ask if she could start one. The Board asked Staff to review liability insurance and GES volunteered to coordinate with Mary for a trash pick-up date to be done immediately and for staff to bring back a request for a more permanent solution.

Grace Environmental Services agreed to be the Sponsor of the first event. Information on the event would be in the next District Newsletter.

**A. Sheriff's Report – No Report for June.**

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

**C. Presentation from Henry Krzciuk – Water Storage Suggestions & Considerations**

Resident Henry Krzciuk handed out materials to the Board with his suggestions for the reservoir expansion project. Staff also re-submitted the tech memo from Phoenix Engineering from 2013 regarding reservoir expansion concepts.

**3. PRESENTATIONS AND ANNOUNCEMENTS FROM BOARD: None**

**4. STAFF REPORTS**

**A. General Manager's Report**

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

During the month of June Staff; sent out water billing, responded to several customer service calls and concerns, attended Integrated Regional Water Management (IRWM) and Water

Resource Advisory Council (WRAC) meetings, and continued doing weed abatement around the District. Staff updated the draft budget based on comments from the Board and has started working with the Auditor to commence the District's 2015-2016 Audit.

Staff worked with the Webmaster to update the Districts website with SB272 information. SB272 refers to legislation requiring state and local agencies to create a catalog of enterprise systems (computer programs).

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

Staff coordinated with Madonna Construction and Phoenix Engineering to install and test noise abatement efforts after changing the brand of compressor located inside the building, thus reducing the compressor noise by approximately 50%. Staff worked with Wigen and Phoenix Engineering to relocate the blend line return location.

**3. Update – USDA Funds, Integrated Regional Water Management Grants (IRWM/WRAC), County Beautification Grant.**

**USDA Funds –** There is no update at the time.

**IRWM/WRAC Grant**

The Draft Memorandum of Understanding (MOU) is being prepared by the Drinking Water Resources (DWR). The County expects MOU completion by the end of July. Once the MOU has been received, the District can start turning in invoices to be paid.

**Beautification Grant**

Staff turned in a grant request to the County for the Pico Stairs to be part of the County's Beautification Grant process. The grant was turned in on June 16<sup>th</sup>. The Grant Review Committee is meeting the first week of July to review and consider the grant submissions and set parameters for grant distribution. After they have finished reviewing all the grant applications, they will go to the Board of Supervisors with recommendations. The County anticipates announcing the results of their review in August.

**4. Update – Notice of Violation from California Coastal Commission (CCC) regarding Wastewater Treatment Plant Rip Rap installation.**

Earth Systems proposal activities have been completed and are being assembled as part of the overall submission package. Staff has asked the CCC for a response extension to allow more time to assemble treatment plant life span information.

**5. Lien Sale of vehicle abandoned by Ultura Water.**

Staff turned in all paperwork to the DMV for the sale of the Chevy S-10 truck that was abandoned by Ultura. The sale of the vehicle has been authorized by the DMV. The process asks for a public auction of the vehicle. The date has been set for July 27<sup>th</sup>. The notice will be in the paper on July 15<sup>th</sup>.

**B. Superintendent's Report**

**1. Wastewater Treatment Plant**

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the Regional Water Quality Control Board (RWQCB).

- Maintenance and minor repairs were made to Reactor and Clarifier #2. The collector drive for Clarifier #2 was replaced with a unit that was on the shelf. The hub and drive sprocket were replaced with brand new parts.
- Maintenance and minor repairs were made to Reactor and Clarifier #3.
- Reactor and Clarifier #4 were emptied so that Staff could begin maintenance and repairs.
- Two loads of sludge were hauled away.

**2. Water Distribution System**

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- The Reverse Osmosis Unit pickling solution was flushed out. Staff ran the system for two consecutive days and then re-pickled the filters.
- Monthly water meter reading was performed.
- Chloride levels continue to be monitored throughout the system.

**3. District and Equipment Maintenance**

- Staff continues with all scheduled preventive maintenance for all of the equipment at the District facilities. All activities are being recorded.
- Weed abatement was performed in various areas around the District.

**C. District Financial Summary - Update on Monthly Financial Status for close of business June 30, 2016.**

<b>May Billing Revenue</b>	<b>\$ 65,906.17</b>
<b>June Billing Revenue</b>	<b>\$ 69,970.13</b>
Past Due (31 to 60 days)	\$ 290.57
Past Due (60 days)	\$ 274.06

**ENDING BANK BALANCES: June 30, 2016**

**RABOBANK SUMMARY:**

<b>Well Rehab Project/USDA Checking Account</b>	<b>\$ 100.05</b>
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**HERITAGE OAKS BANK:**

**Summary of Transactions:**

<b>End of Balance May 31, 2016</b>	<b>\$ 547,035.02</b>
<b>Interest for June</b>	<b>\$ 156.96</b>
<b>Money Marketing Account Closing Balance June 30, 2016</b>	<b>\$ 547,191.98</b>

Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
<b>Available Funds</b>	<b>\$ 241,733.98</b>

<b>General Checking Account June 30, 2016</b>	<b>\$ 99,580.11</b>
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<b>LAIF Closing Balance June 30, 2016</b>	<b>\$ 521.38</b>
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**D. District Counsel's Report – Summary of June activities.**

District Counsel assisted Staff with:

- Preparation of a letter for the owner of the Pineview mobile home park, regarding mobiles homes on District Right of Way.
- Reviewed the RRM consultant contract.
- Preparation and review of budget hearing and workshop postings.
- Reviewed Governors' drought resolution and conservation laws for the State for the workshop review of the Ordinance.
- Reviewed and assisted with Board Meeting Agenda, workshop agenda, and the Resolution for Board Packet.

**5. ITEMS OF BUSINESS**

**A. Consideration of approval of last month's minutes – June 08, 2016**

A motion was made to approve the minutes as presented.

Motion By: Director Patel

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

All in: 5 / 0

**B. Consideration of approval of Disbursements Journal – July 13, 2016.**

A motion was made to approve the disbursements journal as presented.

Motion By: Vice-Chair Fields

2<sup>nd</sup> By: Director Patel

All in: 5 / 0

**6. PUBLIC HEARING**

**A. Consideration of Adoption of Resolution 16-384 Adopting the 2016-2017 Fiscal Budget**

During the June 8, 2016 Board Meeting, a preliminary Fiscal 2016 – 2017 District Budget was presented for comment. The Budget Committee received all comments and/or changes by the Board. Government Code Section 61110 requires notice and a public hearing prior to adopting the budget. Staff posted the required notice for the newspaper to publish, posted in 4 areas around the District and on the District website.

The General Manger mentioned that the budget committee discussed adding the words "sidewalks and stairs" to line item 6055. Staff recommended approval of Resolution No.16-384 adopting the 2016-2017 District Budget after the change in wording to line item 6055.

Motion By: Director Russell

2<sup>nd</sup> By: Director Patel

All in: 5 / 0



## 7. DISCUSSION/ACTION ITEMS

### **A. Consideration of Adoption of Resolution 16-385 establishing the District's Appropriation Limit for Fiscal year 2016-2017.**

On November 6, 1979, the California voters passed Proposition 4 which added Article XIII B to the State Constitution. The article restricts government spending by establishing the limit on the annual appropriations of local agencies.

Attached is a Resolution prepared by the District Auditors, Moss, Levy & Hartzheim, and a letter describing the process and purpose regarding Appropriation limits. With the assistance of Travis Hole from Moss and Levy, appropriation amounts were calculated. Staff recommends the approval of Resolution 16-385.

A motion was made to approve Resolution 16-385.

Motion By: Director Price

2<sup>nd</sup> By: Director Russell

All in: 5 / 0

### **B. Consideration of Adoption of Resolution 16-386 Requesting Consolidation of the District's Bi-Annual Election with the November 8, 2016 Consolidated General Election.**

The County has requested the District submit a Resolution for the November 2016 election to be consolidated on the County Election Ballot. This procedure is similar to procedures followed during previous elections and results in a savings to the District. Staff recommends approval of Resolution No. 16-386.

A Motion was made to approve Resolution 16-386.

Motion By: Chairperson Williams

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

All in: 5 / 0

### **C. Consideration of Casting a Vote to Elect One Person to the California Special District Association Board of Directors Representing the Coastal Network Region, Seat B, for the 2017-2019 Term of Office.**

The SSCSD Board must vote to elect a representative to California Special District Association (CSDA) Board of Directors in our network (Seat B). Each of CSDA's six networks has three seats on the Board. Each of the candidates is either a board member or management level employee of a member District located in our network. Each Regular Member/District in good standing shall be entitled to vote for 1 Director to represent its network.

In the Board Packet, Staff attached the candidate information bio for each candidate:

Anthony Kalvans, San Miguel CSD

Jeff Hodge, Santa Ynez CSD

Sharon Rose, Goleta Sanitary District

The following is the results from the roll call vote:

Chairperson Williams: Jeff Hodge

Vice-Chair fields: Sharon Rose

Director Russell: Jeff Hodge

Director Patel: Sharon Rose

Director Price: Jeff Hodge

After the roll call vote, Staff was directed to submit the vote for Jeff Hodge on behalf of the San Simeon CSD.

**D. Consideration of approval of Brebs Builders quote for Pico Avenue cul-de-sac “Viewing Area” wood guardrail repair and “Beach Access Stairs”, wood guardrail repair and access corrections not to exceed \$16,000.**

Staff obtained a quote to perform repair and code compliance repairs to the beach access stairs located at the west end of Pico Avenue. In addition, two firms have been contacted to obtain a CASp (Certified Access Specialist program) review estimate.

With regard to the project and subsequent to the June 8 Board meeting, Staff submitted a request for Grant funds in the amount of \$30,500 as part of the County’s Beautification Grant process. This amount includes: \$10,000 for work from local artist Brooks Lawrence for the benches and fence area of the platform (art to be determined by the Board at a later date), \$5,000 for replacement of the safety barricade, and \$2,000 for landscaping. Results and County parameters of the grant process are expected in August.

A motion was made to table the discussion of Brebs Builders quote for the Pico Stairs until the District hears from the County on the possible funds for the Beautification Grant.

Motion By: Vice-Chair Fields

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

All in: 5 / 0

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

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

**10. Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda.**

Chairperson Williams asked Staff to put on the Discussion Action Agenda the possibility of a permanent District wide Trash Pick-Up program.

**11. ADJOURNMENT @ 7:24PM**

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Disbursements Journal**

July 13, 2016

Type	Date	Num	Name	Memo	Amount	Balance
<b>Balance as of June 30, 2016</b>						<b>\$ 102,520.65</b>
Paycheck	07/01/2016	1168	JOHN RUSSELL		\$ 92.35	\$ 102,428.30
Paycheck	07/01/2016	1166	ALAN FIELDS		\$ 92.35	\$ 102,335.95
Paycheck	07/01/2016	1167	DAN WILLIAMS		\$ 92.35	\$ 102,243.60
Paycheck	07/01/2016	1169	KAUSHIK S PATEL		\$ 92.35	\$ 102,151.25
Paycheck	07/01/2016	1170	LEROY E PRICE		\$ 92.35	\$ 102,058.90
Bill Pmt	07/01/2016	1155	California Rural Water Assoc.	Membership Dues, 2016-2017	\$ 457.00	\$ 101,601.90
Bill Pmt	07/01/2016	1156	CALPERS	July, Aug, Sept Health Premium	\$ 1,109.23	\$ 100,492.67
Bill Pmt	07/01/2016	1157	Carmel & Nacassha. LLP	June Legal services	\$ 1,845.00	\$ 98,647.67
Bill Pmt	07/01/2016	1158	Grace Environmental	O&M services July 2016	\$ 48,948.00	\$ 49,699.67
Bill Pmt	07/01/2016	1159	MICHAEL O'NEILL	Web maintenance fee	\$ 320.00	\$ 49,379.67
Bill Pmt	07/01/2016	1160	Robert Stitts, CPA	June Bookkeeping	\$ 1,200.00	\$ 48,179.67
Bill Pmt	07/01/2016	1161	SDRMA	Property/Liability Ins. 2016-2017	\$ 7,448.63	\$ 40,731.04
Bill Pmt	07/01/2016	1162	Susan Woooley	Acct 324, Deposit return	\$ 50.00	\$ 40,681.04
Bill Pmt	07/01/2016	1163	Wigen Water Technologies	O&M Manuals for RO Unit	\$ 2,340.00	\$ 38,341.04
Bill Pmt	07/01/2016	1164	Wigen Water Technologies	Chemicals, # 19387	\$ 6,642.28	\$ 31,698.76
Bill Pmt	07/01/2016	1165	Wigen Water Technologies	Sodium Bisulfite, # 19384	\$ 621.19	\$ 31,077.57
Liability Check	07/01/2016	1171	United States Treasury	Payroll taxes 2nd Qtr 2016	\$ 214.20	\$ 30,863.37
					<b>\$ 71,657.28</b>	<b>\$ 30,863.37</b>

## **6. PUBLIC HEARING**

- A. Consideration of Adoption of Resolution 16-384 Adopting the 2016-2017 Fiscal Budget**

## **6. PUBLIC HEARING**

**July 13, 2016**

### **A. Consideration of Adoption of Resolution 16-384 Adopting the 2016-2017 Fiscal Budget.**

During the June 8, 2016 Board Meeting, a preliminary Fiscal 2016 – 2017 District Budget was presented for comment. The Budget Committee received all comments and/or changes by the Board. Government Code Section 61110 requires notice and a public hearing prior to adopting the budget. Staff posted the required notice for the newspaper to publish, posted in 4 areas around the District and on the District website.

Staff recommends approval of Resolution No.16-384 adopting the 2016-2017 District Budget.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

July 2016 - June 2017 Budget

		General	Waste	Water	Total 16/17	Current Total 15/16
Ordinary Income/Expenses		CPI 0.90%	0.90%	0.90%		
Income	Rate Increase = CPI + Plus 5%	5.90%	5.90%	5.90%	5.90%	6.30%
<b>4000 Operating Revenues</b>						
4005	Utility fees-waste	\$0.00	\$418,653.00	\$0.00	\$418,653.00	\$377,646.33
4010	Utility fees-water	\$0.00	\$0.00	\$344,699.00	\$344,699.00	\$323,692.58
4025	Service fees	\$77,694.00	\$0.00	\$0.00	\$77,694.00	\$71,992.19
4040	Effluent water	\$0.00	\$0.00	\$3,000.00	\$3,000.00	
4050	State of Calif fees-waste	\$0.00	\$24,693.41	\$0.00	\$24,693.41	\$32,000.00
4000	<b>Total Operating Revenue</b>	<b>\$77,694.00</b>	<b>\$443,346.41</b>	<b>\$347,699.00</b>	<b>\$868,739.41</b>	<b>\$805,331.10</b>
<b>4100 Property Taxes</b>						
4110	Prop Tax current secured	\$68,476.00	\$0.00	\$0.00	\$68,476.00	\$71,255.00
4120	Prop Tax Homeowners	\$1,432.00	\$0.00	\$0.00	\$1,432.00	\$545.00
4130	Prop Tax current unsecured	\$1,728.00	\$0.00	\$0.00	\$1,728.00	\$1,687.00
4140	Unitary Railroad Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
4150	Unitary Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$1,612.00
4160	Prop Tax prior secured supp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4170	Prop Tax prior unsecured	\$57.00	\$0.00	\$0.00	\$57.00	\$0.00
4180	Prop Tax prior unsecured supp	\$10.00	\$0.00	\$0.00	\$10.00	\$0.00
4190	Penalties and interest prop tax	\$3.00	\$0.00	\$0.00	\$3.00	\$0.00
4220	Homeowners prop tax relief	\$272.00	\$0.00	\$0.00	\$272.00	\$0.00
4230	Prop tax admin fee SB 2557	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4270	Current utility tax	\$1,764.00	\$0.00	\$0.00	\$1,764.00	\$0.00
4280	State aid-homeowners	\$1,246.00	\$0.00	\$0.00	\$1,246.00	\$0.00
4290	Education Rev Augmentation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4100-4299	<b>Total Property taxes</b>	<b>\$74,988.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>74,988.00</b>	<b>75,109.00</b>
4750	Fema-storm damage funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4800	Miscellaneous Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4900	Late fees & adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Income</b>		<b>\$152,682.00</b>	<b>\$443,346.41</b>	<b>\$347,699.00</b>	<b>\$943,727.41</b>	<b>\$880,440.10</b>
<b>Expense</b>						
6000	Accounting	\$3,429.00	\$3,404.00	\$3,405.00	\$10,238.00	\$10,110.00
6015	Auto-Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6017	Bad Debts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6020	Bank Fees	\$110.00	\$0.00	\$0.00	\$110.00	\$111.21
6025	Bookkeeping	\$4,536.00	\$5,040.00	\$4,738.45	\$14,314.45	\$14,314.45
6030	Directors Fees	\$1,646.00	\$1,944.00	\$2,289.00	\$5,879.00	\$5,640.00
6031	Payroll Expense	\$150.00	\$150.00	\$150.00	\$450.00	\$523.26
6035	Dues and subscriptions	\$3,940.00	\$1,407.00	\$675.00	\$6,022.00	\$2,686.80
6045	Electrical power	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6050	Election Expenses	\$1,050.00	\$0.00	\$0.00	\$1,050.00	\$0.00
6055	Road Maintenance	\$11,446.54	\$0.00	\$0.00	\$11,446.54	\$11,446.54
6060	Riprap engineering	\$0.00	\$28,000.00	\$0.00	\$28,000.00	\$4,200.00
6065	Equipment rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6075	Insurance-health	\$13,200.00	\$0.00	\$0.00	\$13,200.00	\$9,914.00
6080	Insurance-liability	\$670.00	\$3,344.00	\$2,438.00	\$6,452.00	\$6,967.08
6095	LAFCO Cost Apportionment	\$1,487.22	\$743.60	\$743.60	\$2,974.42	\$2,974.42
6100	Legal fees	\$8,900.00	\$6,650.00	\$6,650.00	\$22,200.00	\$21,600.00
6105	Licenses and permits	\$0.00	\$15,000.00	\$6,000.00	\$21,000.00	\$18,000.00
6110	Memberships and seminars	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6115	Miscellaneous expenses	\$400.00	\$200.00	\$200.00	\$800.00	\$800.00
6120	Office Expenses	\$1,000.00	\$50.00	\$50.00	\$1,100.00	\$1,704.85
6125	Operations Management	\$34,360.00	\$345,081.00	\$212,050.00	\$591,491.00	\$573,148.00
6130	Operating supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6145	Professional Fees	\$3,000.00	\$15,000.00	\$15,000.00	\$33,000.00	\$35,000.00
6150	Contingence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6180	Street lights	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6191	Water Standby	\$0.00	\$0.00	\$14,000.00	\$14,000.00	\$21,000.00
6195	Website Support	\$3,900.00	\$0.00	\$0.00	\$3,900.00	\$3,900.00
6200	Violations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expense</b>		<b>\$93,224.76</b>	<b>\$426,013.60</b>	<b>\$268,389.05</b>	<b>\$787,627.41</b>	<b>\$744,040.61</b>

<b>Net Ordinary Income(Loss)</b>		<b>\$59,457.24</b>	<b>\$17,332.81</b>	<b>\$79,309.95</b>	<b>\$156,100.00</b>	<b>\$136,399.49</b>
<b>Other Income/Expenses</b>						
<b>Other Income</b>						
8010 Interest Income		\$2,000.00	\$0.00	\$0.00	\$1,761.32	\$1,761.32
8015 Dividend		\$0.00			\$0.00	\$0.00
8020 Interest-Money Market		\$0.00			\$0.00	\$0.00
8030 Interest - LAIF		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CPI Rate Increase					\$0.00	\$0.00
<b>Total Other Income</b>		<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,761.32</b>	<b>\$1,761.32</b>
<b>Other Expenses</b>						
9010 Depreciation Expense		\$15,100.00	\$36,000.00	\$23,000.00	\$82,476.98	\$82,476.98
9030 Capital Projects/Improvements		\$0.00		\$0.00	\$0.00	\$0.00
Water Well Loan Payments		\$0.00		\$20,730.00	\$20,730.00	\$20,730.00
<b>Total Other Expenses</b>		<b>\$15,100.00</b>	<b>\$36,000.00</b>	<b>\$43,730.00</b>	<b>\$103,206.98</b>	<b>\$103,206.98</b>
<b>Net Other Income (Loss)</b>		<b>-\$13,100.00</b>	<b>-\$36,000.00</b>	<b>-\$43,730.00</b>	<b>-\$101,445.65</b>	<b>-\$101,445.65</b>
<b>Net Income (Loss)</b>		<b>\$46,357.24</b>	<b>-\$18,667.19</b>	<b>\$35,579.95</b>	<b>\$54,654.35</b>	<b>\$34,953.84</b>

**RESOLUTION NO. 16-384**

**A RESOLUTION OF THE BOARD OF DIRECTORS FOR THE  
SAN SIMEON COMMUNITY SERVICES DISTRICT  
ADOPTING THE 2016-2017 FISCAL BUDGET**

**WHEREAS**, the District is required, pursuant to Government Code Section 61110, to designate a financial budget for its expenditures and revenues; and,

**WHEREAS**, such budgeting requires that proper methods be used for the acquisition and disbursements of District monies; and,

**WHEREAS**, the District desires to make known its planned activities and associated costs for the 2016-2017 fiscal year; and,

**WHEREAS**, the District held a noticed, public hearing on July 13, 2016 to present and receive public comment on the proposed budget and has duly considered all public comment.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED** by the Board of Directors, San Simeon Community Services District, San Luis Obispo County, California, as follows:

1. That the proposed 2016-2017 Fiscal Budget for San Simeon Community Services District, be adopted.
2. That the adopted budget be administered as established by the District's policies and procedures.

Upon motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and on the following roll call vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

The foregoing Resolution is hereby adopted this 13<sup>th</sup> day of July 2016.

\_\_\_\_\_  
Daniel Williams  
Chairperson of the Board of Directors

ATTEST:

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



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

- A. Consideration of Adoption of Resolution 16-385  
establishing the District's Appropriation Limit for Fiscal  
year 2016-2017.**
  
- B. Consideration of Adoption of Resolution 16-386  
Requesting Consolidation of the District's Bi-Annual  
Election with the November 8, 2016 Consolidated General  
Election.**
  
- C. Consideration of Casting a Vote to Elect One Person to the  
California Special District Association Board of Directors  
Representing the Coastal Network Region, Seat B for the  
2017-2019 Term of Office.**
  
- D. Consideration of approval of Brebs Builders quote for Pico  
Avenue cul-de-sac "Viewing Area" wood guardrail repair  
and "Beach Access Stairs" wood guardrail repair and  
access corrections not to exceed \$16,000.**

## 7. DISCUSSION/ACTION ITEMS

July 13, 2016

### A. Consideration of Adoption of Resolution 16-385 establishing the District's Appropriation Limit for Fiscal year 2016-2017.

On November 6, 1979, the California voters passed Proposition 4, which added Article XIII B to the State Constitution. The article restricts government spending by establishing the limit on the annual appropriations of local agencies.

Attached is a Resolution prepared by the District Auditors, Moss, Levy & Hartzheim, and a letter describing the process and purpose regarding Appropriation limits. With the assistance of Travis Hole from Moss and Levy, appropriation amounts were calculated. Staff recommends the approval of Resolution 16-384.

### B. Consideration of Adoption of Resolution 16-386 Requesting Consolidation of the District's Bi-Annual Election with the November 8, 2016 Consolidated General Election.

The County has request the District to submit a Resolution for the November 2016 election to be consolidated on the County Election Ballot. This procedure is similar to procedures followed during previous elections and results in a savings to the District. Staff recommends approval of Resolution No. 16-366.

### C. Consideration of Casting a Vote to Elect One Person to the California Special District Association Board of Directors Representing the Coastal Network Region, Seat B for the 2017-2019 Term of Office.

The SSCSD Board must vote to elect a representative to California Special District Association (CSDA) Board of Directors in our network (Seat B). Each of CSDA's six networks has three seats on the Board. Each of the candidates is either a board member or management level employee of a member District located in our network. Each Regular Member/District in good standing shall be entitled to vote for 1 Director to represent its network.

Attached is the candidate information bio for each candidate who submitted one. The SSCSD Board can only vote for one candidate to represent your network in Seat B.

- ✓ Anthony Kalvans, San Miguel CSD
- ✓ Jeff Hodge, Santa Ynez CSD
- ✓ Sharon Rose, Goleta Sanitary District

Staff will do a roll call vote to determine the majority's choice for Seat B.

**D. Consideration of approval of Brebs Builders quote for Pico Avenue cul-de-sac Viewing Area wood guardrail repair and Beach Access Stairs wood guardrail repair and access corrections not to exceed \$16,000.**

Staff obtained a quote to perform repair and code compliance repairs to the beach access stairs located at the west end of Pico Avenue. In addition, two firms have been contacted to obtain a CASp (Certified Access Specialist program) review estimate.

With regard to the project and subsequent to the June 8 Board meeting, Staff submitted a request for Grant funds in the amount of \$30,500 as part of the County's Beautification Grant process. This amount includes; \$10,000 for work from local artist Brooks Lawrence for the benches and fence area of the platform (art to be determined by the Board at a later date), \$5,000 for replacement of the safety barricade, and \$2,000 for landscaping. Results and County parameters of the grant process are expected in August.

**RESOLUTION NO. 16-385**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN SIMEON  
COMMUNITY SERVICES DISTRICT APPROVING THE PROPOSITION 4  
APPROPRIATION LIMIT FOR THE FISCAL YEAR 2016-2017**

**WHEREAS**, the calculation factor to for the appropriation limit in Fiscal Year 2016-2017 is 1.06002, which is applied to the prior year appropriation limit of \$369,815 to yield an appropriation limit of \$392,012 for the Fiscal year 2016-2017; and

**WHEREAS**, the San Simeon Community Services District plans to appropriate approximately \$75,109 in direct property tax revenue proceeds during Fiscal Year 2016-2017.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors for the San Simeon Community Services District approves the Appropriation Limit for the SSCSD for Fiscal Year ending June 30, 2017, in the amount of \$392,012.

This Resolution shall take effect upon its adoption. **PASSED AND ADOPTED THIS 13<sup>th</sup>** day of July, 2016. Upon motion of \_\_\_\_\_ seconded by \_\_\_\_\_ and on the following roll call vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

\_\_\_\_\_  
Daniel Williams, Chairperson  
Board of Directors

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

**RESOLUTION NO. 16-386**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE SAN SIMEON COMMUNITY SERVICES DISTRICT  
REQUESTING CONSOLIDATION OF THE THEIR BIENNIAL ELECTION  
WITH THE NOVEMBER 8, 2016 CONSOLIDATED GENERAL ELECTION**

**WHEREAS**, an election shall be conducted on November 8, 2016 for this District pursuant to the Uniform District Election Law commencing with Elections Code §10500; and

**WHEREAS**, pursuant to Elections Code §10555, said election may be consolidated with any other election pursuant to Part 3 (commencing with Section 10400); and

**WHEREAS**, the San Simeon Community Services District Board of Directors requests the San Luis Obispo County Board of Supervisors consolidate the District's General District Election with any other election which may be held on the same day.

**NOW, THEREFORE, BE IT RESOLVED**, by the San Simeon Community Services District Board of Directors as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of the District to be held on November 8, 2016 with all other elections held on the same date. This request is made pursuant to Elections Code §10555 and 10400, et seq. The San Simeon Community Services District Board of Directors agrees to reimburse, upon presentation of a bill, the County of San Luis Obispo in full for services performed relating to this election.

This Resolution shall take effect upon its adoption. **PASSED AND ADOPTED THIS 13<sup>th</sup> day of July, 2016.** Upon motion of \_\_\_\_\_ seconded by \_\_\_\_\_ and on the following roll call vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Daniel Williams, Chairperson  
Board of Directors

ATTEST:

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



California Special  
Districts Association  
*Districts Stronger Together*

### 2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Anthony Kalvans  
 District/Company: San Miguel Community Services District  
 Title: Director  
 Elected/Appointed/Staff: Elected  
 Length of Service with District: 3 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

only in county chapter

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

VP San Miguel Advisory Council, VP  
SLO County Chapter CSDA, citizens transportation advise  
and water resources advisory committee

4. List civic organization involvement:

vice president San Miguel lions club,

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.



**California Special  
Districts Association**  
*Districts Stronger Together*

## **2016 CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** Jeff Hodge

**District/Company:** Santa Ynez Community Services District

**Title:** General Manager

**Elected/Appointed/Staff:** Staff

**Length of Service with District:** 2.5 years

- 1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

None

- 2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

Association of California Water Agencies (ACWA), California Association of Sanitation Agencies (CASA).

- 3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

None

- 4. List civic organization involvement:**

None

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

Jeff is currently the General Manager of the Santa Ynez Community Services District.

Jeff has a Bachelor of Arts degree in Political Science and a Master's degree in Business Administration.

He has over 20 years' experience managing Special Districts in Colorado, Arizona and California. He has managed special districts that provided Fire, Police, Water, Sewer, Trash, Cemetery, Roads, Street Lights, Parks and Recreation, and Drainage.

Jeff has a California Grade IV Wastewater Plant Operator certification and the highest Wastewater treatment certification level in Colorado and Arizona, He also holds certification in Water Treatment and Water Distribution in Arizona. He was elected to a Fire District Board and Park and Recreation District Board for four years.

Jeff was instrumental in helping form a Park and Recreation District in Southern Colorado.

He was appointed to an airport advisory board in Colorado and Arizona and is a two time past president of different local Rotary Clubs.

He has experience in writing, introducing and shepherding legislation for Special Districts, permitting and constructing new water and wastewater facilities and upgrading existing facilities.

Jeff is married to Christine and has two daughters and one granddaughter.

Jeff enjoys flying, sailing, kayaking and exploring all the great things California and the world has to offer.

Jeff Hodge





California Special Districts Association  
Districts Stronger Together

### 2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Sharon Rose

District/Company: Goleta Sanitary

Title: Board President

Elected/Appointed/Staff: Elected

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attend local chapter meetings

Attended first governance academy

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

GSMDL - Golden State Manufactured Homeowners League

CA Dept. of Health -

4. <sup>CIVIC</sup> List local ~~government~~ involvement (such as LAFCo, Association of Governments, etc.):

SCAMP - Vice President (So. Coast Alliance of Mobile Home Park Residents)  
Member: The Goleta Coalition, CSPA - Local Chapter

University Park Homeowners Association (President)

3. <sup>govt:</sup> List ~~civic~~ organization involvement:

Goleta Sanitary Board member (President)

Retired: Santa Barbara Co. Alcohol & Drug Program Prevention Manager

\*\*Candidate Statement -- Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

Dear CSDA Members:

My name is Sharon Rose. I have served as an elected board member of Goleta Sanitary District for three and a half years. I have also served actively in two statewide associations engaged in passing legislation: The Golden State Manufactured Home Owners League and The CA Tobacco Control Program.

My professional experience includes: government and non-profit management, private industry news media and raising a family.

After years in public service in the High Sierras, I moved to the Central Coast 11 years ago. I feel my skills will help CSDA meet their organizational needs, both in Sacramento and at the chapter level.

Local government is the strongest branch of our democracy. It's where "we the people" know each other personally and get things done. As a former county official who served in rural and urban areas, I learned the value of finding common goals, innovation and vision. Good governance exists in the smallest and largest places. It builds trust; which in turn builds healthy, resilient communities.

With politics as our backdrop, we know the wind changes. What's important to me is when change occurs, good people remain who are dedicated to working together—regardless of alliance. I know we all share a common goal of protecting California's quality of life—economically, socially and environmentally.

The drought crisis, coupled with energy and economic challenges, teach the future calls for innovation and collaboration.

My toolkit includes a willingness to serve, an open mind, creativity, collaborative decision-making and networking, communications and fundraising skills, a sense of humor, the ability to listen, a willingness to study the issues, ability to borrow and share ideas, and the ability to compromise.

Thank you. I respectfully request your vote to the CSDA board.

Sharon Rose

Goleta, California

# BREBES BUILDERS

---

PO Box 1602  
Morro Bay, CA 93443-1602  
Phone & Fax # (805) 772-0661  
Lic. #687457

July 1, 2016

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

PROPOSAL /CONTRACT TO: Renee Osborne / Administrator

PROJECT: New railings and landing at beach access staircase  
San Simeon, CA

For total sum of \$13,391.00, Brebes Builders will supply per scope:

Phase 1: All labor and materials needed to remove existing railings on bluff overlooking the beach access staircase, and replace with new railing built abutting the concrete walkway.....	\$3,856.00
Phase 2: All labor and materials to remove and replace existing staircase railings at 42" high and add grab rails. Add posts and railings on the east side of existing bottom landing.....	\$4,570.00
Phase 3: All labor and materials needed to add a new staircase and landing over the rip rap at the north edge of the existing bottom concrete landing. Includes new railings and additional step to be poured at the west edge of bottom landing.....	\$4,965.00
Clean up and hauling of job site.	

All new railings and stairs will be constructed to reflect current codes. All materials are pressure treated lumber or stainless steel fasteners.

A deposit of \$1,400.00 is required to initiate the project. Progress payments are due upon completion of each phase, as billed. Final payment is due upon completion of project.

Any work or materials needed beyond above scope is to be performed and billed on a "Time & Materials" basis. Additional labor is billed at \$60.00 per hour. Materials are billed at cost, plus 20%. Any and all work beyond scope of the original proposal will be presented to the customer for approval of scope and pricing prior to initiating labor.

This proposal must be accepted within thirty (30) days to remain valid.

NOTICE TO OWNER: (Section 7018.5-Contractors License Law), Under the Mechanics Lien Law, any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county where the property is situated and require ring that the contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall in addition to any conditions for the performances of the contract, be conditioned for the payment in the full of claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

Submitted by:

Accepted by:

Danny F. Brebes  
Brebes Builders

Renee Osborne  
Administrator