

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, May 13, 2015
6:00 pm

CAVALIER BANQUET ROOM
250 San Simeon Avenue
San Simeon, CA

1. REGULAR SESSION: @ 6:02 PM

A. Roll Call:

Chairperson McAdams - Present	General Manager, Charles Grace
Vice-Chair Fields - Present	District Counsel, Heather Whitham
Director Williams - Absent	Sheriff Representative, Commander Taylor
Director Patel - Absent	
Director Price - Present	

B. Pledge of Allegiance

2. PUBLIC COMMENT: None

A. Sheriff's Report – Report for April.

There were 66 calls for service in the month of April. 17 Traffic Stops, 4 Pedestrian Stops, 6 Foot Patrols of area beaches, 4 Disturbing the peace calls, 1 Spousal abuse, 1 Theft report (wallet stolen from motel room at Ragged Point).1 Suicidal Subject, Cambria resident reported as suicidal. Deputies found her in a parking lot in the 9000 Blk of Castillo Dr., barricaded in her car with a camping saw to her throat. The deputies eventually talked her out of the car and later transported her to mental health in SLO.

In addition, to the service report, the Sheriff's office is issuing a warning to residents about current identity theft on the rise. Please safe guard your personal info.

B. Public comment on Sheriff's Report: None

3. BOARD PRESENTATIONS AND ANNOUNCEMENTS: None

4. STAFF REPORTS

A. General Manager's Report

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

During the month of April, Staff read meters and distributed water billing and responded to multiple customer service calls. Staff attended a WRAC and IRWM meeting. The District quarterly

newsletter was written and distributed. Hearst/State invoice was prepared and sent out (\$7042.78). Ordinance 116 publication was posted per Brown Act.

District Weed abatement is being performed around the District office, Wells, Reservoir and District easements. Cal Fire has asked the District to send out the Weed Abatement notices out sooner than May billing.

Staff is continuing to work on Grants with the USDA and County/Integrated Regional Water Management group. The Wellhead Treatment project and the Water Loop project were submitted.

2. SLO County Food Bank Coalition adding San Simeon Distribution (monthly).

The District has received a notice from the Food Bank that they will be distributing food to those in need in San Simeon every third Tuesday of the month. Many San Simeon residents had to walk, take the bus or drive to Cambria if they needed food assistance. The Food Bank trailer will park on Avonne across from the Oceanside Inn, from 5:00 PM to 6:00 PM. All who need assistance are welcome.

3. Wellhead treatment system project update.

The bid package for the wellhead treatment unit was advertised with a response due date of May 21. Staff will meet with PG&E to draft plans for the 480v power supply and coordinated the submittal of the Land Use Permit with the County. The CEQA exemption and the Land User Permit Application have been submitted.

4. Well 2 sanitary seal project update.

Enloe Well Drilling contractor is tied up on other projects and has not submitted plans to Phoenix Engineering. Staff will work with Enloe to discuss an updated time frame and Liquidated Damages.

5. Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation update.

Staff has requested a list of documents from the Coastal Commission and has requested an estimate from Phoenix Engineering to update plans. Staff has also requested an estimate from Earth Systems to update their March 2008 study submitted with the previous 2008 CDP (Coastal Development Permit) application submittal. Once estimates are received, consideration will be given to either re-submitting a CDP application with existing material to solicit a formal response, or updating the previously submitted material and submitting the CDP.

B. Superintendent's Report

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.

- The generator head on the stand-by generator at the wastewater treatment plant was replaced and tested.
- Annual maintenance on the Equalization Basin Pumps was performed.
- Repairs to the Influent Turbidity Meter were performed on the SSWRF. The system was then disinfected and brought back on line.
- One load of sludge was hauled away this month.

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).
- Monthly water meter reading was performed.
- Fire hydrant flushing was performed throughout the entire distribution system.
- Chloride levels are monitored daily throughout the system.
- Pico Creek flow is monitored periodically throughout the month. It stopped flowing over the sand on April 18th.

District and Equipment Maintenance

- Staff continues with all of the scheduled preventive maintenance for all the equipment at the facilities. We are recording all of these activities.
- All of the District green easements were mowed and trimmed.
- The Pico Ave beach access was picked up and swept.

C. District Financial Summary – Update on Monthly Financial Status for close of business April 30, 2015.

March Billing Revenue	\$ 57,218.64
April Billing Revenue	\$ 70,633.56
Past Due (31 to 60 days)	\$ 119.18
Past Due (60 days)	\$ 61.63

**RABOBANK SUMMARY
Ending Balances April 30, 2015**

Summary of Transactions:

Money Marketing Account Closing Balance March 31, 2015	\$ 757,366.04
Interest for April 2015	\$ 136.95
Money Marketing Account Closing Balance April 30, 2015	\$ 757,502.99
Reserve Fund	(\$ 250,000.00)
Hook up Deposits	(\$ 45,750.00)
Available Funds	\$ 461,752.99

General Checking Account	\$ 90,197.61
Well Rehab Project/USDA Checking Account	\$ 100.05

LAIF Closing Balance April 30, 2015	\$ 519.18
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D. District Counsel's Report

District Counsel assisted Staff for the month of April on;

- Ordinance 116 Summary and publication summary
- Future Draft Resolution and ordinance regarding Water, Sewer, Service connection fees.
- Memo regarding new regulations from the Department of Water Resources.
- Updated Staff on prop 218 requirements
- Reviewed Resolution 15-373 for the county

5. ITEMS OF BUSINESS

A. Approval of last month's minutes – April 8, 2015.

Minutes were approved as presented.

Motion by: Vice-Chair Fields

2nd by: Chairperson McAdams

All in: 3 in favor, 2 absent (Patel, Williams)

B. Approval of Disbursements Journal – May 13, 2015.

Disbursement journal approved as presented.

Motion by: Director Price

2nd by: Vice-Chair Fields

All in: 3 in favor, 2 absent (Patel, Williams)

C. Move that all ordinances presented for introduction or adoption be read in title only and all further readings be waived.

Motion by: Chairperson McAdams

2nd by: Director Price

All in: 3 in favor, 2 absent (Patel, Williams)

6. DISCUSSION/ACTION ITEMS

A. Consideration of Adoption of Ordinance No. 116 Repealing Ordinance No. 112 and Adopting a New Ordinance Mandating Use of Recycled Water Strictly From the San Simeon Community Services District's Recycled Water Facilities.

Ordinance 116 regarding the mandatory use of recycled water from the District's Recycled Water System was attached in the April and May Board packet. Ordinance 116 is being written in order to clarify regulations currently contained in Ordinance 112 passed and adopted August 16, 2012. Ordinance 116 also includes fines associated with violating the mandatory use of District recycled

water requirements, which were not defined in Ordinance 112. Ordinance 116 was introduced at the April 8th San Simeon CSD board meeting and posted in the Tribune, per Brown Act standards.

There were no public comments on this Ordinance. A motion was made to Adopt Ordinance No. 116 Repealing Ordinance No. 112 and Adopting a New Ordinance Mandating Use of Recycled Water Strictly from the San Simeon Community Services District's Recycled Water Facilities.

Staff asks for a roll call vote for approval of Ordinance 116.

Director Price – Yes

Vice-Chair Fields - Yes

Chairperson McAdams – Yes

2 absent (Patel, Williams)

B. Consideration of entering into a preparation of grant application agreement with the County of San Luis Obispo/Integrated Regional Water Management for preparation of the Wellhead Treatment Project grant application at a cost of up to \$25,000.

Staff has been pursuing grant funding through the County's IRWM program. Since the SSCSD Wellhead project has been accepted by the County's IRWM program to the State IRWM Prop 84 funds grant application process, the District will have to pay the Consultant that the County hired to prepare the grant application for all the County submissions. The proposed cost of the Consultant's fee is up to \$25,000. This fee is due by August 2015. It is non-refundable, whether the County is awarded the grant for this region or not. If the District does not want to pay the fee, Staff will need to pull the project from the County's submissions. Out of all the projects submitted from within the County to the IRWM, the SSCSD Wellhead project is rated number one by IRWM.

The first motion by Chairperson McAdams and seconded by Vice-Chair Fields was denied. Director Price denied the motion, with only 3 Directors present, the motion lost.

A motion was then made to reconsider the point and have a discussion. Motion by: Director Price and seconded by Vice-Chair Fields, also in favor was Chairperson McAdams.

After discussion, with public input, a motion was made and approved to approve the grant application agreement with the County for costs not to exceed \$25,000.

Motion by: Director Price

2nd by: Vice-Chair Fields

All in: 3 in favor, 2 absent (Patel, Williams)

C. Consideration of approval of Resolution 15-373: Authorizing Charles Grace and Renee Samaniego Lundy to negotiate and execute preparation of a grant application agreement and to submit a grant application and material for the Wellhead Treatment Project.

If the District chooses to stay in Grant competition with the County's IRWM Regional program, the attached Resolution 15-373, will need to be approved. The General Manager and Administrator will

need to process many forms and turn in information on the behalf of the District. The County needs verification that Staff has authorization to proceed on behalf of the District.

A motion was made to approve Resolution 15-373.

Motion by: Vice-Chair Fields

2nd by: Director Price

All in: 3 in favor, 2 absent (Patel, Williams)

D. Review of Draft Fiscal Budget 2015-2016.

The draft fiscal budget for 2015-2016 was included in the May Board Packet for Board review and discussion. Staff is asking the board members for comments and or questions. Government Code Section 61110 requires notice and a public hearing prior to adopting the budget. With the assistance of Counsel, Staff will prepare the required notice for the newspaper to be published. The public hearing will be held at the June regular meeting prior to presentation of the final 2015-2016 budget.

7. Board Committee Reports – None

8. Board Reports – None

9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS- None

10. ADJOURNMENT @ 7:40 PM