

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

DATE: Wednesday, June 10, 1998
TIME: 7:00P.M.

PLACE: CAVALIER
BANQUET ROOM

AGENDA

1. **CALL TO ORDER**
 - 1.1 Pledge of Allegiance to the Flag
 - 1.2 Roll Call
2. **PUBLIC COMMENTS:** Note: Any topic NOT on the agenda may be presented
Please observe a 3-minute limit.
 - 2.1 Directors' comments and proposed agenda items.
3. **APPROVAL OF MAY 13, 1998 MINUTES**
4. **APPROVAL OF WARRANTS**
5. **TURN KEY WATER PROJECTS**
 - 5.1 Presentation by NATE (Wallace)
 - 5.2 Todd Engineers proposal (Wallace)
 - 5.3 SAMDA - Consideration of revised contract.(Counsel)
6. **CONSIDERATION OF WRITTEN PROPOSALS FROM FINANCIAL ANALYSTS.
(Wallace)**
 - 6.1 Crawford Multari & Clark Associates
 - 6.2 Cannon and Associates
7. **STAFF REPORT**
 - 7.1 Update on new pipebridge design/comminutor and tentative schedule. (Wallace)
 - 7.2 Regarding 1996 rate increases and separate accounting of funds for the fees./Sec. Deposit return. (District counsel)
 - 7.3 Regarding Administrative Charges on water rate comparison (Wallace)
 - 7.4 Recap of 1997-98 Budget and Preliminary Draft Budget for 1998-99.
(Resolution No. 98-244, Authorizing continued funding for District operations in fiscal year 1998-1999 at levels authorized for fiscal year 97-98 pending adoption of the fiscal year 1998-1999 Budget.) (Warren)
 - 7.5 Written Communications
 - 7.6 Oral Communications. Consideration of Miscellaneous verbal Staff reports.
8. **ADJOURNMENT**

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

DATE: Wednesday, May 13 , 1998
TIME: 7:00P.M.

PLACE: CAVALIER
BANQUET ROOM

Minutes

1. CALL TO ORDER

1.1 Pledge of Allegiance to the Flag

1.2 Roll Call

Directors Present: Richard Andresen
Ardy May
Loraine Mirabal-Boubion
Leanne Morgan
Lois Stevens

Absent: None

2. PUBLIC COMMENTS: Note: Any topic NOT on the agenda may be presented. Please observe a 3-minute limit.

Lee Hartness: Questioned the Board as to whether they had any thing to do with the new Recycling program that is being started in San Simeon. Chairman Andresen stated he really knew nothing more than what was in the Cambrian. Chairman Andresen asked Kathe Tanner of the Cambrian if she had any other information about the recycling program. Kathe indicated this was not curbside collection but collection points and it was part of a grant that Greenspace had received. Money that is generated will go to the Greenspace parks program and the youth program. Greenspace applied for the grant for this area because of the lack of any other recycling program in San Simeon and because of the volume of material in the area.

Dee Dee Ricci: Stated it seems the Board holds on the average a special meeting every month. These meetings were usually held after 2 p.m. Therefore, Forrest has to come back to take the minutes etc. Dee Dee wanted to know if there is a reason why the meetings could not be held between 9 and 2 PM. Every meeting does not require a quorum be present. Or after every regular monthly meeting we would schedule a special meeting every month. Chairman Andresen stated the meetings were scheduled so they would take place right after Forrest closed the office so that he would not have to come back. Dee Dee stated that some of the meetings went until 6 p.m. Chairman Andresen took exception to that statement and indicated that if she would present us with specifics then we would look into it. Dee Dee indicated that she would.

Ed Caras: Mr. Caras indicated last month he brought up three items and didn't see them on the agenda this time.

1. Return of the Security Deposit that people put up after they first move in. Mr. Caras wanted to know what we were doing with this item.

General Manager, Forrest Warren stated that a list of people who met the requirements of one year good credit was given to the Board so they could review it and give some direction as to how they wanted to handle this issue. Hopefully, this will be on the agenda next meeting.

2. How is the Administrative charge of the District compared to other Districts? Are the other Districts comparing it the same way we are? A.1. Why is the administrative charge higher than the sewer charge? A.2. Make sure we compare the total cost not just the water as a separate item.

John Wallace explained most agencies do charge a basic amount. Agencies have a variety of way of figuring rates. Mr. Caras wanted a cost per gallon.

Mr. Caras stated the fact that the administrative charge is larger than the water bill really bothers him. Director May indicated we may need to look at other rates. Also, we have a lot of absentee owners that would not pay anything without this charge. Chairman Andresen stated the ongoing costs are what make up the administrative charge.

Bob Hahn: Administrative/Meter charge two things that are involved in the District. There is the cost of the water that is used based on the number of gallons used and the sewer treatment plant is based on the gallons used. Third factor in the bill is an administrative charge. The reason for that is there are fixed costs in the District regardless of the amount of usage. Clerical cost is one of the major items under the administrative cost of the District. They took the number of meters in the District multiplied that figure by the number of months and divided that into the fixed clerical cost and some other fixed cost. The resulting figure was \$13.50 per month per meter. You can argue whether the fixed cost should be divided by the number of meters or allocated over usage. The commercial people will be whacked even more than the \$13.50 per meter. That is the rationale by the charge. That is what was approved 5 or 6 years ago. It has been consistently followed in every rate adjustment.

Elizabeth O'Leary: In addition to the electricity for street lighting Bob mentioned we have street repairs, garbage disposal. These things must go on. So it isn't only the clerical work that's in there. It is the many other ongoing costs that don't apply to the water or sewer.

Ed Caras: (Continued)

3. Last meeting I brought this up. It was about rates raised last year to pay for a new water project. The rates raised in 1996. Specifically, I mentioned last time I was here that it was my understanding the reason the rates were raised was to pay for either Cambria partnership or our own water project or whatever it took to get new water. It was my understanding you were going to look into it to see what happened to the money. Since we haven't seen any new water in the two years since the raise came about I would like to know how much money is available.

Forrest Warren explained that after looking at the history of the minutes, ordinances and resolutions in April 1996 he found there was an ordinance passed regarding the rate increase. It was a resolution that had no reference to a specific project. At the same time on the agenda there was a resolution which seems to indicate the resolution had a tie in with a specific project. Namely, the DeSal pipeline project with Cambria. On the minutes, it indicates that item relating to the resolution and the connection between the fact that there was a tie between the increase in the rates and the DeSal project was tabled. The ordinance was passed without the resolution attached to it. The resolution disappeared. There was never any indication in the minutes following if it was ever there or not. There was further discussion in June about the same subject matter tying the two together. The ordinance stands as the legal document the District has to abide by. There was never anything to instruct staff to set up any special accounting. According to Elizabeth, it was never done.

Elizabeth O'Leary explained there was discussion about putting this money in a separate fund. In the meantime, there was a meeting between the San Simeon CSD and the Cambria CSD and the financial people who were going to float the bond for the DeSal

project and the DeSal plant in Cambria. They had very strict rules. One of their rules was there had to be enough money in reserve. Unrestricted money in the bank to cover a certain percentage of what our loan payment would be. Therefore, the District stopped reserving money for particular projects because they did not count our reserves for water projects as being available for debt repayment. For that reason, the increased rate was put into the general LAIF fund. It could be identified at anytime they wished by taking the total water use times \$1.26 or whatever it was. We would have limited ourselves to the ability to float a bond if we had put that into a separate fund.

Bob Hahn: I have worksheets here which I constructed which were the basis for the rate increase. Water went up \$1.46 per hundred cubic feet. If you look back to the minutes of April 10, 1996 you will see in those minutes a complete explanation by John Wallace of exactly what that money was to be used for. I still have copies of the worksheets. They should be available in the District. They show the specific projects. I can refer to them right now. What we had agreed, on the advice of bond counsel. We realized that over the life of the project we would need approximately \$1,428,000.00 for the DeSal and pipeline \$350,000.00 for the water lines and tanks and other items that came to \$700,000.00 for wastewater improvements. Analyzing those expenses, we took the amount of usage that could be expected per year or 20 years over the lifetime of the project whether you reduce the total cost by 1/20th or increase the usage by 20 times it makes no difference. We divided the amount of water expenses for specific projects of bringing water into the district and that came to \$1.46 per hundred cubic feet. That was to raise \$46,000.00 per year. At the same time, for the sewer project, we figured we needed \$8,000.00 in total per year. We took that \$8,000.00 and distributed it back over the users according to the amount of water that they had used. Adjusted it by the BOD factors divided it by the number of gallons and that was where we got the amount of increase to be used for sewage. That increase ran from anywhere from 15 cents per hundred cubic feet for residences up to 42 cents per cubic foot for restaurants which has the highest sewage cost. That was the basis for raising the rates. These are the expenses for which the rate was to be raised. It was explained by John Wallace in detail at more than one meeting. I can still visualize the overhead slides and the objections by people. We explained it to them bill by bill in more than one meeting. "How much will this cost me?", we had people ask that. We had the data here and we told them exactly how much the bill would go up because the money was being segregated for these major capital outlays which we anticipated coming up for the course of 20 to 25 years. I'm not quite sure of the term of the thing we used. We also in our wisdom, when we looked at the total amount that was needed we deducted from that total amount what we could anticipate receiving in hookup fees so that everything would not be charged to usage. Whether or not anybody agrees with me I know what was stated in the minutes of April 10. I know that when the ordinance was passed it said that the money, the rate increase, was to be used for ongoing operating expenses based on the theory, the discussion and what is in the recorded minutes that rate increase was to produce money to be segregated for capital projects. This is the way I understand it. I worked up the rates I know what's in them. After two years, there should be approximately \$108,000.00 used to increase the reserves.

Director May: Since I am new to this all I have in front of me is an ordinance that was passed and it is Ordinance #90.

Bob Hahn: It's fine that you have the ordinance but without any knowledge of what went into the ordinance I think your interpretation is sadly lacking in analysis.

Director May (Continued) Well as far as what is the wording of the ordinance it says, "Whereas it is necessary to produce additional revenues to offset the annual increases in operating costs due to increases in contractual service cost, utility and equipment maintenance cost and the loss of other revenue which have historically been used to offset the cost of wastewater and water services.

Bob Hahn: If you want to hang your hat on literal interpretation of that that's fine but that in no way reflects the spirit that is behind that rate increase. You can talk language, words. That increase was made specifically to create a reserve for sewer projects and DeSal projects. Take a look at the official minutes for April 10th where it explains quite in detail why the rates were to be increased.

Forrest Warren: There is reference to what he is saying. The intent was there. I'm not saying the intent wasn't there. I think the bottom line to this is what do you want the Board or the District to do about it? I recognize the intent was there but by Elizabeth O'Leary's own words there was a reason why it wasn't done and the ordinance was set up differently. We have Proposition 218 and I don't know how that affects this whole issue right now. We could get into trouble if we are going to do some bonding by putting it in a restricted reserve. We have to think about what we are doing with this. We know the history and what happened. How do we want to get out of this and how do we want to resolve it?

Bob Hahn: It isn't a question of getting out of it. It is a question of doing what was originally intended by the ordinance.

Chairman Andresen: Well what was intended and what came out in the ordinance Mr. Hahn is two different things. In other words, legally I believe the ordinance takes precedence over what your intentions might have been. I don't know we would have to ask Dave Fleishman.

? I have a question? How come this resolution that's on the same subject matter was tabled?

Chairman Andresen: I don't know you would have to ask the previous Board, like Mr. Hahn, who has knowledge of it. What he is thinking and what was done is two different things.

Director May: There was a resolution that was talked about and it goes in numerical order. So this resolution was never passed so in essence what happened was the next item that was a resolution got that number. It became a resolution because this one was tabled. Resolution 96-221.

Mike Hanchett: Do you have 96-227? At the August meeting? Consideration of Resolution 96-227. The resolution of the San Simeon Community Services District regarding the established rates sufficient to cover costs against service on the San Simeon Community Service District's share of the Cambria Community Service Desalinization plant and pipeline to the District. It was motioned by Director Ricci and seconded by Director Price. It was passed on August 5th.

Director May: We will have to look into it because none of us were here.

Chairman Andresen: As I understand what you want to know, what Ed and Mr. Hahn probably want here; they want the money for water projects.

Ed Caras: I want the money for water projects. I want to see it in the books in a separate account.

Mike Hanchett: Mr. Chairman, if 218 does start to come into play here. So we continually raise and generate funds far in excess of what we are using and we have to deal with that. We either have to resolve this problem and get the capital needed and make progress on that or give the money back.

Chairman Andresen: We will look into it and see what we can figure out.

Ed Caras: Can we get an answer next month?

Chairman Andresen: I hope so. I'm not going to promise you anything. We'll try.

Bob Hahn: I appreciate your hesitation in saying you'll have an answer next month. I have served on the Board for seven years. I can appreciate the way things work, most of the cogs grind slowly. However, can you give us a reasonable number of meetings from now when we can expect a definitive answer from the Board on what's to be done with the excess money that is being collected?

Chairman Andresen: From what I understand, the money is there for a water project period. It is not segregated it is going into the general fund. We will get you an answer as soon as we can. Probably within the next couple of months. We will have to review it all.

Kim Karnes: I am on the ad hoc water committee. I was wondering when we can have a meeting? ... (tape unclear)

Chairman Andresen: I don't have any idea. We have other projects going on.

Director May: There are other things coming up before the Board and I feel that there is no reason to have one. Is there a reason you would like to have one? Do you have any new ideas?

Kim Karnes: New information? I gave Forrest information about Todd Engineering, (tape unclear) probably we need to get bids from other people so we can make a decision.

Director May: I think later on that might be discussed in this meeting here.

Forrest Warren: Probably more under SAMDA and some of the issues under the staff report this will come up.

Kim Karnes: We need another water committee meeting.

Director May: The way I look at it is, the community, as far as the Chamber of Commerce and as far as the public also, has always had their water committee. The reason we started the water committee in the District was because there were things that seemed really outstanding that should be looked at and maybe I'm just not looking at things the same way as other people in this community. However, there is no reason why the Chamber of Commerce and the public can't just go ahead and do this and bring it back to the Board if they want. As far as some of the water meetings there has been some controversy coming back to the Board and I would like to table this until there is actually a need to have a meeting.

Kim Karnes: That's the purpose of a meeting. Everyone can't agree at a meeting. Just like tonight you do have controversy. If you don't have meetings you are not going to resolve the controversy.

Director May: That's true but you can't resolve them without the full Board. You can't have a water meeting with the full Board being there without designating it as a special meeting.

Dee Dee Ricci: But you have two Board members appointed to the water Board with other members so that if there is something that needs to be put before the whole Board you put it on the agenda.

Director May: Correct. I don't know how many you have attended DeeDee but there have been more meetings than I care to mention that have degenerated into more of a

shouting match than an actual meeting and trying to come to terms with whatever. It has been more my idea versus your idea versus my philosophy. Just looking at this I know I am not a geologist. I don't have any scientific backing or anything. But they have just degenerated into a meeting of arguments and that's why I say table it until there is really a reason to have them and maybe we can come up with something. If there is not a real purpose. If we are just going to get together and discuss my ideas versus your ideas then we should table it.

Michael Hanchett: On behalf of the Chamber of Commerce we would like to have the completed flow information from the District so we can analyze that.

Director May: We don't have that information as yet.

John Wallace: We are wrapping up that report right now.

Michael Hanchett: We would also like to have a copy of the proposal for the bid process for the water line. We would like to understand the timeline that would be open and how many feet will be open at a time. The exact location of that opening.

Chairman Andresen: We can give you the time of the bid opening but we can't tell you how many feet are going to be open at any one period of time.

Michael Hanchett: The community would not like to have the entire ditch open at once. Maybe we would like to have it open and fill behind us as we go so the community is not in the mess it is in now. If we could have that documentation so that we could make a recommendation at the next meeting we would appreciate that.

Chairman Andresen: We don't even have a contract yet. Wait until we get a contract and then we'll be able to answer some of your questions.

Michael Hanchett: We would like to see the proposal prior to going to bid.

John Wallace: We prepared the plans and specs for the Hearst Drive waterline and I believe a copy is on file at the District office. Because of the concern for having the project tear up the street in the summer time it has been postponed until later on this year. I think that anybody could go over and take a look at that document and make some suggestions on additions to the specs that might affect businesses or might affect businesses better or the community and feed them back to us. We will be happy to consider putting them into the contract. I think the bottom line is how does it affect the cost versus the trade off in inconvenience.

Michael Hanchett: Could we have a copy of that so we can share it with the water committee?

Chairman Andresen: Why don't you go on over to the office and review it.

Dave Fleishman: Mr. Chairman, I have a copy of the contract documents and specifications most recent draft of them. Obviously, they are not finalized because we have not set a date for sending them out to bid but I would be more than happy to provide him my copy. He can review it and get it back to the District office.

Elizabeth O'Leary: In reading the warrant list for March 5 through April 1 I noticed that the memo of what the check covers is quite general. I am a little concerned about the ones to John Wallace and Associates. One is for \$4,500.00 and one is for \$5,300.00. I am sure they were not as consultants they were actual projects. I want to be sure the cost is charged to the budgeted projects and not just thrown in as engineering for the District.

Forrest Warren: They are itemized on the bill. They are broken down. For this purpose it is just written out engineer consultant.

Bob Hahn: I have three questions.

1. I was in the District office once or twice recently asking for certain financial papers and I was told that they are not available in printed form. They are in the computer and they would have to be printed out and there is a charge of twenty cents per page. This I think is ridiculous. However, there is no paper no written document supporting what is in the computer. The only source for getting this material. What is the District's record protection program that in the event of a calamity to the District this information would not be lost?

Forrest Warren: Mr. Hahn, the system is backed up through a tape backup on a regular basis. The tape is kept in the fireproof file in the District office. I have considered taking one home and leaving one at the office.

Bob Hahn: (Continued)

2. I understand that budget discussions were to be held in May. When are budget discussions to be held?

Chairman Andresen: That is up to the Budget Committee

Director Morgan: We have already had one meeting with the Manager and two Directors.

Bob Hahn: Oh, the budget committee has had a meeting? Where is the agenda and the minutes of that meeting? Under the Brown Act any officially constituted committee must have an agenda and minutes of this meeting.

Chairman Andresen: It is not required Mr. Hahn it is an adhoc committee.

Bob Hahn: I want to ask the attorney a question. If there is a duly appointed committee of the Board even though it is two people and they hold a meeting does the Brown Act require that there be an agenda published and minutes kept?

Dave Fleishman: No, it does not. So long as the sub-committee is made solely of members of the Board and it does not constitute a quorum the Brown Act does not require that the thing be agendized.

Bob Hahn: Then we received bad legal advice.

Dave Fleishman: There are certain circumstances under which a standing subcommittee with continuing jurisdiction over a particular issue would have to be agendized to meet the Brown Act. This is not one of those. The only thing the Brown Act is really concerned with is the issue of whether or not the public has a right to be present and know when that meeting is going to be held. The Brown Act also recognizes that under certain circumstances standing subcommittees and bodies of less than a quorum are more efficient for accomplishing goals. Therefore, the Brown Act does not cover those bodies. This is one of those bodies and that is just the nature of the Brown Act. Now, if this committee were comprised of two members of the Board and a member of the public and a member of staff by formal action of the entire Board then you would have a Brown Act body that would require agendizing. The committee as formulated by this Board however, was solely comprised of two members of the Board.

Bob Hahn: If Mr. Warren sits in with the two duly appointed committee members there has to be minutes?

Dave Fleishman: There does not have to be minutes. He is a member of staff but he is not a member of the committee. He is present at a meeting but that does not make him a member of that subcommittee. The Board as a whole created the subcommittee by formal action and created it as a two person subcommittee comprised of two members of the Board. There was no discussion about adding a third person to make that subcommittee.

Bob Hahn (Question 2 Continued)

When will there be a public open meeting to discuss the budget?

Chairman Andresen: One has not been scheduled yet as soon as we do we will certainly let you know.

DeeDee Ricci: A week ago I called Forrest to find out who is responsible for the metal plate alongside the sidewalk. Then I called the engineering department in San Luis Obispo. They sent someone out and pounded it down because they realized it was a problem. I spoke with Mr. Keller and he said he would get a letter to me in writing as to who is responsible.

Chairman Andresen: My understanding is anything to do with the sidewalk is the property owner's responsibility.

DeeDee Ricci: That is my understanding also but I want to get in writing from the engineering department. As soon as I get it I will share it with the Board.

Bob Hahn: At the District office the other day I picked up a copy of a draft report of the budget for the period July 1998-June 1999. The only thing on this sheet other than the standard boilerplate account names is the amount that is estimated to be spent. I hope that when the final budget is presented to the community to the discussion in addition to the proposed expenses it also shows the current year's expenses and what was anticipated in the budget for the current year's expenses. Which brings up another question, does the District publish monthly, quarterly, semiannually or prepare a comparison of the budget versus the actual expenses incurred? If not, why not? How can you keep track of your expenses and key them into the budget amounts that have been authorized if there has been no monthly, quarterly, semiannually or annual record kept?

Chairman Andresen: We keep records.

Forrest Warren: We can do that by the day. I can go to the computer pull it up and it is there. I can print it out if I need it.

3. CONSIDERATION AND APPROVAL OF MINUTES OF Feb. 13, 1998 and April 8, 1998.

Minutes from February 13, 1998 were not approved as they were minutes from a water sub-committee and therefore require the sub-committee's vote for approval. Since a majority of the Board was not present at this meeting the committee must approve them according to advice from legal counsel Dave Fleishman.

Motion by Director Mirabal-Boubion seconded by Director May to approve the April 8, 1998 minutes. Motion carried four ayes and one no. Director Stevens voted no on approving the minutes due to lack of detail. The minutes stated she had *indicated* she wanted a special meeting and she said she *demande*d a special meeting. She also voted no due to the lack of mention of a discussion that ensued on John Wallace's bill.

4. CONSIDERATION AND APPROVAL OF WARRANTS

Director Morgan asked who had the cell phone. Ron indicated he had it in the truck. Lois asked about checks number 1615 and 1625 and why they were the same. Forrest

Warren stated that he didn't remember the detail about that item and would look into it. Leanne asked about the legal advertising, check number 1627. Chairman Andresen indicated it was for the bids on Hearst Drive that were approved by the Board. The businesses in town requested to have it rescheduled and the Board has to assume those costs. Motion by Director May seconded by Director Morgan to approve the warrants after checking on the status of check numbers 1615 and 1625 which had the same amount. Motion carried.

5. CONSIDERATION OF AMENDING THE WATER RECYCLING FACILITIES PLANNING GRANT.

John Wallace stated the Depart. of Water Resources requested the District increase the request for the grant to \$20,000 rather than \$10,000. One of the reasons is you only have a one time opportunity to increase your amount. They suggest increasing it now so that if you have a problem later on, you still have reserved the one time increase. You don't have to spend the money but you have a better ceiling in case you need the money at a later time. So we are bringing that to the Board to approve the letter and send it on.

Motion by Director Mirabal-Boubion seconded by Director Morgan to increase the matching grant to \$20,000 as opposed to the original amount of \$10,000. Motion carried.

Mike Hanchett: Is the scope of that project yet determined or is that part of the planning cycle. John Wallace stated that it is part of the planning cycle. There is an amended schedule attached to this item in the staff report and we would expect the State to approve this grant in June some time. Mike Hanchett requested the grant application with the new schedule.

**6. PUBLIC HEARING ON PROPOSED ABATEMENT OF WEEDS.
Receive and consider comments from property owners and the public regarding the District's 1998 Abatement Control Program.**

Robert Hahn: Which are the dates that the weeds should be cleared?

Forrest Warren: This year is going to be a difficult situation because it keeps on raining.

Robert Hahn: It is already May. The first time the ordinance can be passed is in June which will push the date which they must all be cleared into July. Don't you think the Board is a little behind on the time of this one?

Chairman Andresen indicated he didn't think so.

Dave Fleishman: Mr. Chairman the ordinance has already been passed. This is an opportunity for the people on the list to debate or give reason why they should not be part of this program. To get it on the tax roll on time the work would need to be done and the amount to be placed on the tax rolls in time to appear on the tax bill.

Dee Dee Ricci: Have you started to get bids from who will be doing the weed abatement on the parcel the District is responsible for?

Chairman Andresen: We have an agreement with Cambria to rent their weed whacking machine and we are going to do it with are own employees.

Forrest Warren: Also, I have contacted some of the local weed abators and I have indicated we would be more than willing to get a bid back from them to compare prices.

Robert Hahn: Did you find the date of the Ordinance?

Dave Fleishman: The Resolution that I have is 98-242 approved at the last meeting in April. At that time, there was a list of about 20 properties where weed abatement was designated as necessary. This meeting was designated in that resolution as the meeting to provide an opportunity for all property owners who have any objections to the proposal to be heard at this time and be given due consideration.

Mike Hanchett: Who is on the list?

Dave Fleishman: Read the list to the public.

Dee Dee Ricci: Does that property entail the tree that fell down across from the office?

Forrest Warren: Stated that as far as the tree is concerned it is a hazard.

Mike Hanchett: What is the date on that?

Dave Fleishman: There is no date set for the actual abatement of the weeds. This meeting was set to give those people affected by the resolution an opportunity to protest it. The weeds have already been declared a nuisance. Under the existing resolution, the work could begin tomorrow. There is nothing in the resolution that says they have to be abated by a certain date. All it says is they shall be abated otherwise the District can come in and abate it.

Chairman Andresen: A date couldn't be put in this particular year. Because of the rainy season it has been an unusual year with the El Nino. Because of that the weeds are still growing and we are still getting rain. We have never had any problem with weed abatement.

7. Consideration of SAMDA contract and proposal.

Mel McColloch: Representing SAMDA. This contract agreement is a proposal before the Board for a long term water supply. What I am reading tonight has been approved by the District's legal counsel as they requested at the March meeting. It has also been approved by the corporate office of SAMDA. SAMDA shall study various options of producing and delivering water to the District. SAMDA shall be responsible for all costs and expenses and elements of the exploration and studies; environmental, surveys, construction and delivery of potable water to the District facilities. There is no cost to the District until water is actually delivered to District facilities. After the exploration phase of the agreement, SAMDA would present to the Board a water project option and advise the District which project SAMDA has selected to proceed with. They would also present an estimated time schedule to complete the project. Our representative from SAMDA would meet with the Board Chairman or water committee on a monthly basis to report the progress on the water project. In the event SAMDA makes a determination that the cost to provide water to the District exceeds the price set forth in the agreement, the District would be under no obligation to purchase water through SAMDA's water project. The District would be under no obligation to reimburse SAMDA for any expenses. SAMDA would be responsible for conducting all activity necessary to obtain all necessary water rights and right of ways which may arise in connection with the District's project to deliver new water to the District. SAMDA would be responsible for complying with all laws whether Federal, State, or Local which may pertain to the permitting construction production in delivery of water in the proposed agreement. The District would cooperate with SAMDA in any such permit approval and licenses provided that the District shall not be required to spend its own funds in connection with such cooperation or assist SAMDA in any matter that is determined to be prejudicial to the District financially. SAMDA agrees to indemnify from the District from any and all liability claims, damages, costs and expenses and demands which may

be made against the District by reason of any injury or death or damage to any person caused by any negligent act or omission by SAMDA. Assuming SAMDA is able to identify a viable new water project, SAMDA agrees to provide a sustained minimum yield of 50 acre feet and a maximum of 150 acre feet of potable water annually. SAMDA may ask the District to operate facilities with the District employees at SAMDA's expense. Water would be metered into the District's facilities with a meter approved by the District.

Chairman Andresen: Mel could you better clarify the minimum yield of 50 acre feet to a maximum of 150 acre feet.

Mel McColloch: It means SAMDA is able to produce 50 acre feet of sustainable annual yield. The District would be able to purchase anywhere from 50 acre feet up to a maximum of 150 acre feet.

Chairman Andresen: In other words, we don't have to purchase 150 acre feet each year. How is that determined by what our needs are?

Mel McColloch: To answer your question, if we produced 45 acre feet the District would not be obligated to take that. The Board at the February meeting wanted to have a minimum and reduce the maximum from 175 to 150 acre feet. We worked on that and did that. It will be a constant charge for whatever we produce up to 150 acre feet.

Chairman Andresen: That clarifies it. So we are obligated for 150 acre feet if it happens to be a DeSal or offstream storage and if it's wells it could be variable because there is not much charge for maintaining wells.

Mel McColloch: That's correct.

?Director Mirabal-Boubion: It sounds to me like if we receive 50 acre feet and that's all we need then we are going to have to actually pay for 150 acre feet.

Mel McColloch: If 150 acre feet is available, that is correct. If 150 acre feet is not available then it would be somewhere between 50 and 150 acre feet. That's why we will be concentrating efforts on a well project first of all. Also, in my own mind I haven't ruled out still being with Cambria if they move along at the pace we want to move at.

Chairman Andresen: That brings us up to the question of the existing contract that is still pending with Cambria for that pipeline and Desal plant. I am wondering how this will affect us by negotiating this contract with SAMDA at this point. How will this affect us with two contracts for a major water project.

Dave Fleishman: Mr. Chairman, the Cambria contract is essentially a three phase contract. There are two issues that I would like to address. The contract with Cambria can be terminated by the District with thirty days written notice during phase one. Phase one is the time between the date the contract was signed and the date a notice to proceed is issued by Cambria to start building the plant. This District can terminate the agreement on thirty days written notice during this phase one period because as far as I know there has been no notice to proceed issued. The proviso on that is that the District reimburse Cambria on all costs of the project due under Section 4.05 of the agreement. From my reading of that it looks like it is roughly \$150,000.00. It says if SSCSD terminates this agreement prior to the initiation of phase two then Cambria agrees to accept a lump sum payment of \$150,000.00 in satisfaction of all costs and obligations due under the contract. I don't know whether or not Cambria intends to go forward with their project at this point but it does raise the interesting possibility that if the District does not terminate the Cambria project and approves the SAMDA agreement you will have two projects out there and you will potentially have to buy under both of them. It is a matter of policy as to what the Board wants to do. Whether it is financially feasible to

terminate the Cambria contract in favor of the SAMDA contract and so on. The other issue that I wanted to address is something Mr. Wallace brought to my attention. Under the agreement with SAMDA, if Mr. McColloch and SAMDA have no objection I think it would be appropriate to place some kind of time constraints as to when they would be expected to report back to the Board with their project.

Michael Hanchett: Why don't you exempt SAMDA from the Cambria project?

Dave Fleishman: The contract that is currently drafted talks about SAMDA's definition of what new water could be. Included within that definition they could just obtain it from Cambria when the DeSal plant goes forward and sell it to us from that. They could set up their own pipeline or put it into our pipeline. What I believe Mr. Hanchett is saying is that the definition of new water in the SAMDA agreement could be changed such that it excludes any water produced by the Cambria plant.

Michael Hanchett: I believe SAMDA would be acceptable to that.

Chairman Andresen: That is not my concern. Right now we have an existing contract with Cambria. If we sign this contract, we have another binding contract with SAMDA. That doesn't have anything to do with where we get the water from.

Michael Hanchett: If you are able to develop on a reasonable timeline the project with Cambria, you can follow that course of action and you can write the documents such that you can do that and I don't believe SAMDA will object.

Chairman Andresen: We still have two existing contracts, we have a conflict there.

Michael Hanchett: No, we have one, whichever one is able to provide the water we would follow through. You could put timelines in there, your legal counsel understands and is clearly capable of doing it.

Chairman Andresen: Dave, why I am I wrong on this?

Dave Fleishman: I don't believe it is a question of being right or wrong on this. It is a matter of what will we do.

Chairman Andresen: If we sign this contract tonight with that exemption of SAMDA not buying water from Cambria. Where are we with two contracts?

Dave Fleishman: Basically, we have two contracts and would be obligated under both of them. If SAMDA comes through with water you would buy water from SAMDA ...

Michael Hanchett: The contract would state if you exercise your option with SAMDA and if they were able to deliver ... (tape unclear)

Dave Fleishman: And that is another provision that we can put in. I don't believe SAMDA will be agreeable with that.

Mel McColloch: You're right, if that is what Mike is talking about. If we are going to spend the money, we want to be able to sell the water we produce. We don't go out and produce water unless we have a buyer.

Chairman Andresen: So we have a conflict.

Mike Hanchett: You have the right to opt out of the Cambria contract for \$150,000.

Chairman Andresen: I don't know if we want to do it or not at this time.

Mike Hanchett: OK. If SAMDA develops it, then SAMDA could reimburse us for \$150,000. and buy the water for SAMDA if it comes from Cambria. This is not an unreasonable concept.

Chairman Andresen: If we sign this contract and we have one existing, we have a legal problem.

Mike Hanchett: I don't believe we do, I think there is a way around this big obstacle.

Mel McColloch: I think what Mike is saying is SAMDA would buy out the Cambria Contract.

Chairman Andresen: That is not in this contract, we will have to table this and rewrite it. I believe we should let SAMDA and the attorney work out the details.

Forrest Warren: I received a call from Roger Collins from NATE regarding a DeSal turnkey operation. He basically indicated his company would be interested in putting a proposal to the District the same as SAMDA. He said he could beat the numbers he saw in the paper. He would be writing a proposal to the Board soon. He contacted me on May 6, 1998.

Mel McColloch: I think the District, if they have offers like that, are obligated to follow through on them.

Mike Hanchett: Two things that should be added to the contract; the timeline for SAMDA to have the option to perform and some kind of reimbursement of exemption to opt out of Cambria and get reimbursed for that.

Chairman Andresen: And we have this other company.

Mike Hanchett: Are they legitimate, are we going to give SAMDA a window, or should we ...

Chairman Andresen: We cannot go forward with SAMDA without an amendment to it.

Forrest Warren : There might be other proposals out there, we should look into them.

John Wallace: All comments are valid, we should look at all options and bring them back to the Board.

Forrest Warren: If the Board wants to have staff draft a letter to several of these different firms indicating some type of proposal within 30 days, or by the next meeting that is a viable option. We should go ahead and do it.

Chairman Andresen indicated the contract with SAMDA should be amended to include a timeline and exemption from Cambria's project. We should have letters out to firms requesting proposals within the next month.

Director Mirabal-Boubion: Questioned the cost of water per customer, and the need for a financial study.

Forrest Warren : Responded we had contacted a financial analyst.

8. STAFF REPORT

Wastewater valve and comminutor/pipebridge.

John Wallace: Regarding the comminutor/grinder and how it impacts the pipebridge project the memorandum goes through what we have done on a preliminary design. At the last meeting, the Board received the information concerning the need for a new

grinder for the plant. We looked into it. What we are thinking about is to abandon part of the existing system and move the grinder location to be combined with the abutment to the pipebridge to be more or less one structure there. That could be done structurally and construction wise as one deal. That is caused because the manholes by the road are too shallow and can't get the grinder in those manholes because there is only two feet of difference between the top of the road and the bottom of the manhole. You can't get that piece of equipment in there and have things flow by gravity. My staff has coordinated with Ron and selected a new configuration. The cost estimate involves more than just the grinder. It involves channels and gate structures and the grinder itself. The total cost on that is about \$42,000.00 for the construction cost. That is part of the improvements that have been planned for in the upgrade to the wastewater treatment plant and needs to go in sooner or later. The opportunity here is to combine it with the pipebridge.

Motion by Director Stevens and seconded by Director Morgan to take the necessary funds out of the garage reserve fund to pay for the difference in the proposed comminutor/pipebridge project from the originally proposed amount of \$25,000. (See memorandum dated April 2, 1998) New construction cost estimate is \$42,000 plus \$6,000 for engineering fees.

Consideration of revised Hunt and Associates' contract.

Dave Fleishman: We made two changes. The Board requested a change in the method of billing. Instead of billing in advance we were to do straight end of the month billing. It is in Paragraph 2D Article 3. The other change is the amount of money that would be required in lieu of notice if the District wishes to discontinue service without any notice. The term has also changed we would operate under the old contract until June 1 and at June 1, 1998 if approved switch over to the new contract.

Motion by Director May seconded by Director Mirabal-Boubion to approve contracts as submitted. Motion carried.

8.1 WRITTEN COMMUNICATIONS

Request from Bob Hahn for detailed comparisons from 1995 to 1999 on actual and proposed expenses including salaries, employee benefits, PERS costs for Retirement, Medical Benefits, and Social Security expenses.

Forrest Warren commented he responded to him in writing that he would be more than willing to give him financial statements at the cost of reproducing them as per District Policy.

Bob Hahn: Lengthy discussion with Chairman Andresen about clerical figures. Chairman Andresen suggested he go to the District office to get financial reports since he was classifying General Manager Forrest Warren's salary as clerical instead of as General Manager.

A letter was received from Don Carrott regarding plans to remodel the Carriage Restaurant. It is available at the District office for the Board to review.

A general agreement was reached among the Board that a financial analyst would make a presentation to the Board at the regular meeting on June 10, 1998.

8.2 ORAL COMMUNICATIONS

Consideration of Miscellaneous verbal Staff reports and Directors' comments.

9. ADJOURNMENT

The meeting was adjourned at 9:54 PM.

SAN SIMEON COMMUNITY SERVICES DISTRICT
WARRANT REPORT
 May 7 through June 3, 1998

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT #</u>	<u>MEMO</u>	<u>AMOUNT</u>
5/15/98	1630	KIMBERLY ALLISON	9805-009	PAYROLL 5/1/98-5/15/98	\$287.24
5/15/98	1631	RON HEAD	9805-010	PAYROLL 5/1/98-5/15/98	\$1,802.72
5/15/98	1632	LEROY PRICE	9805-011	PAYROLL 5/1/98-5/15/98	\$1,159.90
5/15/98	1633	FORREST WARREN	9805-012	PAYROLL 5/1/98-5/15/98	\$1,004.03
5/15/98	1634	RICHARD ANDRESEN	9805-013	MONTHLY BOARD SERVICE FOR MAY	\$75.00
5/15/98	1635	ARDY MAY	9805-014	MONTHLY BOARD SERVICE FOR MAY	\$75.00
5/15/98	1636	LORAIN MIRABAL-BOUBION	9805-015	MONTHLY BOARD SERVICE FOR MAY	\$75.00
5/15/98	1637	LEANNE MORGAN	9805-016	MONTHLY BOARD SERVICE FOR MAY	\$75.00
5/15/98	1638	LOIS STEVENS	9805-017	MONTHLY BOARD SERVICE FOR MAY	\$75.00
5/18/98	1639	C.C.S.D.	9805-018	COLIFORM P/A & EFFLUENT MPN	\$227.50
5/18/98	1640	PG&E	9805-019	ELECTRICITY	\$1,031.68
5/18/98	1641	HUNT & ASSOCIATES	9805-020	ATTORNEY FEES	\$1,062.15
5/18/98	1642	GTE MOBILNET	9805-021	CELL PHONE	\$23.56
5/18/98	1643	PG&E	9805-022	STREET LIGHTS	\$725.12
5/18/98	1644	W.W. GRAINGER, INC.	9805-023	PUMP, WELDING GOGGLES	\$178.57
5/18/98	1645	FGL ENVIRONMENTAL	9805-024	INORGANIC ANALYSIS	\$396.82
5/18/98	1646	PRESSURE VESSEL SERV.	9805-025	SODIUM HYPOCHLORITE	\$497.38
5/18/98	1647	MISSION COUNTRY DISPOS.	9805-026	RUBBISH	\$91.80
5/18/98	1648	PACIFIC BELL	9805-027	TELEPHONE	\$163.23
5/18/98	1649	MISSION UNIFORM SERV.	9805-028	TOWELS & COVERALLS	\$54.72
5/18/98	1650	CAMBRIA HARDWARE	9805-029	BATTERY, BUNGEE CORD, OXYGEN	\$53.48
5/18/98	1651	MID-COAST GEOTECHNICAL	9805-030	GEOTECHNICAL ENGINEER REPORT	\$1,825.00
6/1/98	1652	KIMBERLY ALLISON	9806-001	PAYROLL 5/16/98-5/31/98	\$461.76
6/1/98	1653	RON HEAD	9806-002	PAYROLL 5/16/98-5/31/98	\$1,717.58
6/1/98	1654	LEROY PRICE	9806-003	PAYROLL 5/16/98-5/31/98	\$1,253.02
6/1/98	1655	FORREST WARREN	9806-004	PAYROLL 5/16/98-5/31/98	\$1,025.88
6/1/98	1656	PETTY CASH	9806-005	PETTY CASH	\$56.20
6/1/98	1657	PUBLIC EMP. RET. SYSTEM	9806-006	HEALTH INSURANCE FOR JUNE	\$1,047.81
6/1/98	1658	A BETTER BEEP	9806-007	PAGER	\$12.50
6/1/98	1659	VIKING OFFICE PRODUCTS	9806-008	PAPER, MANILA FOLDERS, DISKS	\$198.66
6/1/98	1660	JOHN WALLACE & ASSOC.	9806-009	ENGINEER CONSULTANT	\$4,878.98
6/1/98	1661	SLO CO. ENVIRON. HEALTH	9806-010	CROSS CONNECTION - FEB. & MARCH	\$190.00
6/1/98	1662	FGL ENVIRONMENTAL	9806-011	INORGANIC ANALYSIS	\$122.40
6/1/98	1663	PRESSURE VESSEL SERV.	9806-012	SODIUM BISULFITE & HYPOCHLORITE	\$969.96
6/1/98	1664	PACIFIC BELL	9806-013	TELEPHONE	\$67.93
6/1/98	1665	MID-STATE BANK	9806-014	GAS & OIL, OFFICE SUPP., TRUCK PART	\$232.91
6/1/98	1666	DAVID WILLIAMS	9806-015	SEC. DEP. REF. LESS FINAL BILL #1111	\$9.22
6/1/98	1667	JUDITH KINGSMILL	9806-016	SEC. DEP. REF. LESS FINAL BILL #1055	\$50.00
6/3/98	1668	GROENIGER & COMPANY	9806-017	CLA VAL CVS-1 SHUTTLE VALVE	\$99.74
6/3/98		TOTAL			\$23,354.45

SAN SIMEON COMMUNITY SERVICES DISTRICT


Route 1, Box S-17
San Simeon, California 93452
(805) 927-4778

MEMORANDUM

DATE: June 10, 1998

TO: Board of Directors

VIA: Forrest Warren, General Manager

FROM: John L. Wallace, District Engineer 

SUBJECT: Presentation by NATE (Roger Collins) Regarding a Turnkey Water Project

RECOMMENDATION:

Receive the presentation by NATE and provide direction to staff.

DISCUSSION:

The Board has indicated its interest in considering alternatives to the proposal from SAMDA for a turnkey water project. The District has been contacted by Mr. Roger Collins representing NATE which is a company seeking to provide water through a reverse osmosis process on a turnkey basis. Attached is information on the NATE process for the Board's review.

Staff will continue to solicit and receive alternative proposals from similar companies to provide water for a fee on a per unit basis.

Jlw:084.01(13)NATE061098

TODD ENGINEERS

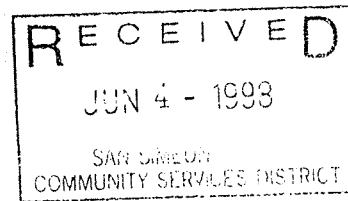
GROUNDWATER • WATER RESOURCES • HYDROGEOLOGY • ENVIRONMENTAL ENGINEERING

June 1, 1998

Mr. Forest Warren, General Manager
San Simeon Community Services District
111 Pico Avenue
San Simeon, CA 93452

Re: Water Supply System

Dear Mr. Warren:



Todd Engineers was pleased to be recommended to assist the San Simeon Community Service District (CSD) with a water supply system. Kim Carnes advised us that the CSD currently has two operating wells that are experiencing problems with water quality (salinity/nitrates) and quantity, particularly during summer months. She said that the CSD also has an easement for a tank and well site.

Todd Engineers is sensitive to the local needs and constraints of small coastal communities and is experienced in managing coastal groundwater supplies. Specifically, Todd Engineers has experience in water resource evaluation, well siting, well specifications, drilling contractor selection and supervision, and managing a civil engineering firm in design and construction of small water treatment and distribution facilities. Recent clients include Stinson Beach County Water District, Bodega Bay Public Utility District, Mendocino County Service District, and Bolinas Community Service District. For each of these, we've assisted in development of a good quality and reliable groundwater supply. Most recently, we participated in a peer review regarding wastewater disposal impacts on groundwater supply and quality for the Baywood/Los Osos community on Morro Bay.

A preliminary review of the Pico Creek watershed basin indicates that there is sufficient areal extent and annual precipitation to provide substantial runoff and groundwater recharge to the alluvial aquifer along Pico Creek in the vicinity of the current well field. We believe that the well location, screen depth, design and operation are critical to maintain a year round supply and avoid encountering the salt water wedge and nitrate contamination.

An approach to this project may include the following tasks:

- 1) Discuss with you and or CSD staff specific details of the problem and objectives, and extent of available reports and data, and clarify the scope-of-work.

- 2) Conduct a site visit to examine wells and water supply system, surface geology, physical aspects of potential well sites
- 3) Prepare a preliminary water supply design including well design, storage tanks, piping, treatment, power supply, and other utilities consistent with CSR requirements and San Luis Obispo County regulatory requirements.
- 4) Review the preliminary water supply design with CSD staff and implement revisions.
- 5) Retain a drilling contractor; water treatment, storage and distribution contractor; (by a bidding procedure if appropriate to the CSD) and initiate construction.
- 6) Supervise construction program as project manager and owners representative if requested.

A preliminary estimate of costs to complete Task 1 and Task 2 is \$6500. Upon completion of that work and reaching a definitive scope-of-work, Todd Engineers would then prepare a detailed cost estimate and schedule for completion of the water supply system.

Enclosed are résumés of key personnel available to staff the project and a Todd Engineers' Statement of Qualifications.

Please contact Raymond Will or David Abbott to clarify any questions you may have. We look forward to working with you on this interesting project.

Sincerely,



Raymond K. Will, P.E.
Principal Engineer

CONTRACT AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 1998, by and between SAMDA, Inc., 2018 Broadway, Santa Monica, CA 90404, hereinafter referred to as SAMDA; and SAN SIMEON COMMUNITY SERVICES DISTRICT, 111 Pico Avenue, San Simeon, CA 93452, hereinafter referred to as DISTRICT.

FACTS

1. SAMDA is a privately-owned Oklahoma corporation doing business as a foreign corporation in California, and is interested in developing New Water for DISTRICT, and will proceed with an exploration program; and
2. SAMDA believes that New Water may be produced for delivery to DISTRICT's service facilities, and SAMDA will study several potential sources, develop and prepare water for delivery to DISTRICT at no cost to DISTRICT until water is actually delivered to DISTRICT, and thereafter at quantities and prices set forth herein; and
3. SAMDA and DISTRICT will enter into this agreement for a water development program which would include exploration, documentation, environmental, construction, operational delivery and purchasing phases.

NOW, THEREFORE, for and in consideration of the mutual agreements hereinafter set out, the parties agree to as follows:

- I. Definitions: As used in this agreement, the following terms have the following meanings:
 - A. "Exploration" shall mean SAMDA will study various options for producing and delivering New Water to DISTRICT.
 - B. "New Water" means Potable Water produced by SAMDA that was not previously used by DISTRICT as Potable Water.

- C. "Points of Delivery" shall be at DISTRICT's facilities.
- D. "Potable Water" shall mean water that meets the requirements of California Code of Regulations, Title 22 requirements.
- E. "Water Meter" shall mean a water metering device approved by DISTRICT.

II. SAMDA will be responsible for all costs and expenses, and elements of the Exploration, studies, environmental, permitting, construction and delivery of Potable Water to DISTRICT facilities. There shall be no cost to DISTRICT until water is actually delivered to DISTRICT facilities, and thereafter only in such quantities and at such prices as set forth in this Agreement. After the study and exploration phase of this Agreement, SAMDA will present water project option(s) to DISTRICT's Board of Directors, and advise the DISTRICT Board of Directors which project SAMDA has selected to proceed with, and an estimated time schedule to complete the selected project. A SAMDA representative will meet with the Board President monthly and report progress on the water project. If at any time SAMDA determines there is not a viable New Water project, or the cost per acre foot for such New Water exceeds the price set forth in this Agreement, SAMDA will report such determination to DISTRICT, and DISTRICT may decide whether it will authorize SAMDA to proceed with the New Water project at the new per-acre foot price. In the event SAMDA makes a determination that the cost to provide such New Water to the DISTRICT exceeds the price set forth in this Agreement, DISTRICT is under no obligation to purchase any New Water whatsoever from SAMDA's identified New Water project, nor is DISTRICT obligated in any manner to reimburse SAMDA for any expenses incurred by SAMDA in connection with SAMDA's Exploration.

III. Water Production. DISTRICT agrees to accept and pay for New Water delivered by SAMDA to DISTRICT facilities at the rate and upon the terms hereinafter agreed upon. SAMDA shall be responsible for all the expenses for the production of the New Water, including but not limited to: exploration, studies, obtaining permits, acquiring rights-of-way, all work required under the California Environmental Quality Act (CEQA), complying with all environmental laws and regulations, construction of facilities and deliveries to DISTRICT facilities. There will be no cost to DISTRICT until water is

actually delivered to DISTRICT facilities, and then only in such quantities, and at such price as is set forth in this Agreement. Under no circumstances shall DISTRICT be obligated to purchase New Water in an amount that exceeds the amount set forth in this Agreement, or at a price that exceeds the price set forth in this Agreement.

IV. Time Limits for Completion:

- A. Exploration Phase - completion eight (8) months from signing of contract.
 - B. Construction Phase - sixteen (16) months from completion of exploration phase.
 - C. Delivery of Water to District - twenty-four (24) months from signing of contract.
- If a project phase is in progress, extensions will be granted to SAMDA by the Board.

V. Water Rights and Rights-of-Way.

- A. SAMDA will be responsible for conducting all activities necessary to obtain all necessary water rights and rights-of-way which may arise in connection with SAMDA's project to deliver New Water to DISTRICT.
- B. DISTRICT will cooperate with SAMDA and assist SAMDA in connection with such activities to the extent that SAMDA may reasonably request. However, DISTRICT shall not be required to expend its own funds in connection with such cooperation or to assist SAMDA in any way which DISTRICT reasonably determines to be prejudicial to its financial or other interests. DISTRICT may be asked to be the lead agency in CEQA work, but at SAMDA's cost.

VI. Compliance with Laws and Permits.

- A. SAMDA shall be responsible for complying with all laws, whether Federal, state or local, which may pertain to the permitting, construction, production and delivery of water proposed by this Agreement.
- B. DISTRICT will cooperate with SAMDA in obtaining such permits, approvals and licenses, provided that DISTRICT shall not be required to expend its own funds in connection with such cooperation or to assist SAMDA in any way which it reasonably determines to be prejudicial to its financial or other interests.

VII. Indemnification.

- A. SAMDA shall indemnify, defend and hold harmless DISTRICT, its elected officials, officers, agents and employees from all liability, claims, damages, costs and expenses, however incurred, resulting from or related to the production or delivery of the water which is the subject of this Agreement, or the acquisition of the rights to produce or deliver said water.
- B. SAMDA also hereby agrees to indemnify, defend and hold harmless DISTRICT, its elected officials, officers, agents, and employees from:
 - 1. Any and all liability, claims, damages, costs and expenses, and demands which may be made against DISTRICT, its elected officials, officers, agents, or employees by reason of any injury to or death of or damages to any person or entity caused by any negligent act or omission of SAMDA, its employees, independent contractors, or agents;
 - 2. Any and all liability, claims, damages, costs and expenses, and demands which may be made against DISTRICT, its elected officials, officers, agents, or employees by reason of any injury to or death of or damage suffered or sustained by any employee, independent contractor or agent of SAMDA under this Agreement, however caused, excepting, however, any such liability, claims, damages, costs and expenses, and demands which are the result of the sole negligence of DISTRICT, its elected officials, officers, agents or employees;
 - 3. Any and all penalties imposed or damages sought on account of the violation of any law or regulation or of any term or condition of any permit, when said violation of any law or regulation or of any term or condition of any permit is due to actions or inaction on the part of SAMDA, its employees, independent contractors or agents.
- C. DISTRICT agrees to indemnify, defend and save harmless SAMDA, its officers, agents, and employees of and from:
 - 1. Any and all claims and demands which may be made against SAMDA, its officers, agents, or employees by reason of any injury to or death of or damages to any person or entity or the property of any person or entity caused by the sole negligence of DISTRICT, including, but not limited to, any claims

made against SAMDA by any customer of DISTRICT or users of water supplied by DISTRICT.

VIII. Workers' Compensation. SAMDA certifies that it is aware of the provisions of the Labor Code of the State of California, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code. SAMDA certifies that it will comply with such provisions before commencing the performance of the work for this Agreement, and it will ensure that all independent contractors it utilizes are similarly insured.

IX. Insurance.

A. SAMDA represents that it will, prior to commencement of work pursuant to this Agreement, name DISTRICT as an "Additional Insured" on its comprehensive general liability insurance policy. SAMDA shall obtain and keep insurance policies in full force and effect for forms of coverage, and in appropriate coverage limits specified by the Insurance Requirements. SAMDA shall require any subcontractor to provide evidence of the same liability insurance coverage.

B. SAMDA shall add to its comprehensive general liability insurance policy the following severability interest clause:

"The insurance afforded applies separately to each insured against whom claim is made or suit is brought, including claims made or suits brought by any person included within the persons insured provision of this insurance against any other such person or organization."

C. SAMDA shall provide photocopies of its current Automobile, Comprehensive General Liability, and Workers' Compensation Insurance policies, including endorsements thereto, to DISTRICT.

D. SAMDA shall not only provide notice to DISTRICT of any cancellation or material change in insurance coverage where DISTRICT has been named as an insured, but shall also require the insurance company to provide DISTRICT notice of any cancellation or material change in insurance coverage, such notice to be delivered to DISTRICT in accord with Section XIII of this Agreement at least sixty (60) days before the date of such change or cancellation of insurance.

E. DISTRICT shall not be responsible for SAMDA premiums due for the insurance coverage specified in this Agreement. All insurance required by this Agreement shall be furnished by SAMDA at its sole expense.

X. Water Deliveries - Water Purchases. Assuming SAMDA is able to identify a viable New Water project, SAMDA agrees to provide a sustained minimum yield of 50 acre feet and a maximum of 150 acre feet of Potable Water annually. DISTRICT will advise SAMDA on a semi-annual basis its estimated daily/monthly Potable Water need for the next twelve months. Attachment A of this Agreement will be the DISTRICT's current estimated daily and monthly water requirements for the twelve month period following the signing of the Agreement. SAMDA may ask DISTRICT to operate SAMDA facilities with DISTRICT employees, at SAMDA's expense. However, DISTRICT shall not be obligated to provide its employees for such purpose if DISTRICT's other facilities and services will be adversely affected thereby. Water will be metered into DISTRICT's facilities with a Water Meter approved by DISTRICT. DISTRICT may check the Water Meter for accuracy at reasonable intervals, at SAMDA's expense. Water will be delivered to a point of delivery in DISTRICT facilities that is subject to DISTRICT approval. DISTRICT agrees to purchase all Potable Water produced and delivered by SAMDA, subject to the minimum and maximum production yields set forth in this paragraph. Under no circumstances shall the DISTRICT be obligated to purchase Potable Water in excess of the maximum production yield of 150 acre feet annually. SAMDA will advise DISTRICT of the sustained available yield of up to 150 acre feet in writing prior to the delivery phase. SAMDA will make every effort to plan to "phase in" annual water deliveries to DISTRICT, but cannot guarantee this is possible until a water project is selected.

XI. Payment for Water. DISTRICT shall purchase Potable Water delivered to DISTRICT facilities by SAMDA, at the price of \$925 per acre foot of Potable Water delivered.

XII. Invoicing and Payment. At the end of each month after the date of the first delivery of New Water by SAMDA to DISTRICT, SAMDA shall submit an invoice to DISTRICT

for payment of all sums due. DISTRICT shall be responsible for the payment of such invoices within thirty (30) days from the date of the receipt thereof.

XIII. Term. The term of this Agreement shall be for thirty (30) years from the date the first New Water is delivered to DISTRICT facilities. At the termination of this Agreement, DISTRICT will take control of and own all SAMDA facilities and water produced by SAMDA facilities, for a purchase price of \$1.00 and any legal fees or conveyance costs.

XIV. Notices. All communications to either party by the other shall be deemed given when made in writing and delivered or mailed to such party at its respective address, as follows:

A. DISTRICT: President of the Board
San Simeon Community Services District
111 Pico Avenue
San Simeon, CA 93452
Phone: 805/927-4778

B. SAMDA:	Cole Frates SAMDA, Inc. 2018 Broadway Santa Monica, CA 90404 Phone: 310/449-1199	Mel McColloch SAMDA, Inc. 2450 Main Street, Suite E Cambria, CA 93428 Phone: 805/927-5993
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C. All notices shall be effective when delivered in person or deposited first class postage prepaid in the United States mail. A party may change its address by written notice to the other.

XV. Waiver. A party's failure to insist on the strict performance of any provision of this Agreement or to exercise any right, power, or remedy upon a breach of this Agreement shall not constitute a waiver of any provision of this Agreement. Neither shall such action or inaction limit the party's right to later enforce any provision or exercise any right to the fullest extent allowed under this Agreement. A waiver of any covenant, term or condition contained in this Agreement shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition. The consent, authorization

or approval by a party of any act shall not be deemed to waive or render unnecessary the consent, authorization or approval of any subsequent similar act.

XVI. Remedies.

- A. Injunctive Relief. This Agreement shall be specifically enforceable; damages are not an adequate remedy for failure to perform pursuant to its terms and conditions.
- B. Attorneys' Fees and Costs. If it shall be necessary to enforce or interpret this Agreement by arbitration, mediation, or before a court of law, the prevailing party shall be entitled to reasonable attorneys' fees and costs incurred. These costs shall include the cost of any expert employed in the preparation or presentation of any evidence. Such costs and fees shall be taxable as costs, and included in the judgment rendered in that matter.
- C. Venue. The venue for arbitration, mediation, or any judicial action shall be in San Luis Obispo County. The parties agree that this Agreement and all relations of the parties shall be governed by California law.

XVII. Warranty. SAMDA, as an Oklahoma corporation, warrants to DISTRICT that SAMDA is now authorized, and throughout the term of this Agreement, shall remain authorized to conduct business in the State of California and County of San Luis Obispo as a foreign corporation. SAMDA further warrants to DISTRICT that SAMDA shall take all action necessary to register its activities with the State of California, to provide evidence of that registration, and to ensure that all of SAMDA's operations within California comply with California law.

XVIII. SAMDA may assign this Agreement with the concurrence of DISTRICT, which will not be unreasonably withheld.

IN WITNESS WHEREOF, DISTRICT Board of Directors has caused this Agreement to be executed by its President, thereunto duly authorized, and SAMDA has subscribed same, all on the day and year first written above.

SAMDA, Inc.

By: _____
President

Date: _____

APPROVED AS TO FORM:

SAN SIMEON COMMUNITY
SERVICES DISTRICT

By: _____
District Legal Counsel

By: _____
President of the Board

Date: _____

Date: _____

SAN SIMEON COMMUNITY SERVICES DISTRICT

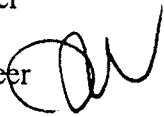
Route 1, Box S-17
San Simeon, California 93452
(805) 927-4778

MEMORANDUM

DATE: June 10, 1998 .

TO: Board of Directors

VIA: Forrest Warren, General Manager

FROM: John L. Wallace, District Engineer 

SUBJECT: Consideration of Statement of Qualifications for Financial Consultants

RECOMMENDATION:

Consider the attached Statement of Qualifications from a financial consultant along with the information previously provided to the Board and provide direction to staff.

DISCUSSION:

The Board was previously provided with a statement of qualifications from a financial consultant (Cannon Associates) to provide the District with an evaluation of its financial practices, budgeting and funding of projects and other financial matters including rate adjustments. As a result of the Board's direction on May 13th, staff is providing the Board with a statement of qualifications from another local firm, (Crawford, Multari and Clark). At this time the Board should indicate whether or not it wishes to pursue these services and how to complete the selection process if it does. For the solicitation of professional services, it is customary for the Board to determine which consultant is most qualified, and then to negotiate a specific scope of services and fee.

June 2, 1998

Forrest Warren
San Simeon Community Service District
111 Pico Avenue
San Simeon, CA 93428

Subject: Letter of Interest to Provide Financial Consulting Services

Dear Mr. Warren:

Cannon Associates would like to discuss, with the Board of Directors, the District's needs and our ability to provide financial consulting services to San Simeon Community Services District.

In our discussions with the District over the past several months, we understand that some of the financial issues facing the District include the impact on the community of the 1996 rate increase, the feasibility of pursuing and implementing new sources of water, and the community's ability to afford various proposed capital projects.

Knowledge of local issues pertaining to water, infrastructure and operations is essential to providing financial services for public water agencies. I, personally, have worked with special districts in this county that have dealt with many of these financial issues. Currently, I provide services to special districts in San Luis Obispo and Santa Barbara Counties. Prior to joining Cannon, my role with the County of San Luis Obispo included managing the finances of more than 50 special districts.

With this experience, I can give your District greater insight into the financial management issues inherent in rate increases, new water resource projects, and capital project planning – the challenges you currently face.

After talking with you and reviewing the information you gave me, I have a clearer picture of the District. The following is a list of some of the information that I have already reviewed.

- Rate Increase Ordinance (Ordinance No. 90, effective June 27, 1996)
- Budgets
- Financial statements
- Proposed water resource contract
- Superintendent report
- Water usage information
- Capital project priority list

While the District is facing some challenging issues, I did note that the District has no long-term debt and also had an increase in cash and cash equivalents for the year ended June 20, 1997. Its current financial status puts it in a better position to continue to viably operate as compared to other districts I have reviewed.

The following is an outline of some of the financial analysis services that Cannon provides to special districts.

Special District Management Services

- Budget Projections
- Budget Proposals
- Budget Preparation
- 3-5 Year Operating Budgets
- 10-15 Year Capital Project Budgets
- Cost Accounting
- Cost Analysis

Utility Rate Review

- Rate Projections and Calculations
- Elasticity Calculations
- Public Workshops and Communication

Reserve Analysis

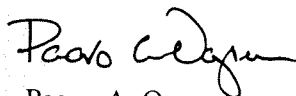
- Emergency Reserves
- Contingency Reserves
- Cashflow Reserves
- Capital Projects Reserves

Financial Plans

- Multi-year Rate Planning
- Capital Project Planning
- Pay As You Go Financing
- Loan and Grant Funding
- Assessment and Tax Financing

I look forward talking with the Board of Directors and the community. My resume and our firm's hourly fee schedule are enclosed for your review. We would also be glad to submit proposals for specific financial projects, providing you with not-to-exceed estimates.

Sincerely,



Paavo A. Ogren
Financial Analyst

PAO:jac

Enclosures

FEE SCHEDULE AND REIMBURSABLE EXPENSE SCHEDULE
March 1998

Hourly Rates

Principal	\$ 81.00
Financial Analyst	81.00
Bookkeeper/Financial Assistant	42.00
Technical Editor	42.00
Clerical II	23.00 - 33.00

Reimbursable Expense Schedule

In-House Reproduction

Photocopies	\$ 0.15 per page
Other Reproduction	Cost + 10%
Communication (Mail and Telephone)	Cost + 10%
Shipping (UPS, Fed Ex, etc.)	Cost + 10%
Travel by Automobile	\$ 0.30 per mile

If authorized by the client, an overtime premium multiplier of 1.5 will be applied to the billing rate of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours. Applicable sales taxes, if any, will be added to these rates.

PAAVO A. OGREN, CPA
Financial Analyst

Professional Registration

- Certified Public Accountant, California, License No. 48914

Education

- Bachelor of Science, Business Administration, Accounting, 1984
California Polytechnic State University

Professional Affiliations

- American Public Works Association

Experience

Mr. Ogren is a financial analyst responsible for managing and preparing rate studies, reserve studies, financial reports and complex financial analyses. He has 14 years of experience -- 10 years with the San Luis Obispo County Engineering Department as head of the administrative division and special district administration. Prior to this he worked with the Los Angeles office of Deloitte Haskins & Sells (now known as Deloitte Touche), a big six accounting firm.

While with the County of San Luis Obispo, Mr. Ogren worked with over 50 districts whose annual combined budgets are approximately \$25 million. He managed projects relating to long-term capital project planning, utility rate reviews, complex budget issues, interagency agreements, contract review and development, community presentations, written and verbal reports to the County Board of Supervisors, local cities and other public entities. Some of Mr. Ogren's projects include:

- **Water District Budgeting and Accounting:** For fiscal years 1988/89 through 1997/98, Mr. Ogren worked on developing, supervising, reviewing and recommending budgets pertaining to water districts operating in San Miguel, Shandon, Santa Margarita, Cayucos, and Los Osos, as well as the State Water Project, the Nacimiento Water Project, Salinas Dam and Lopez Dam.
- **Restructured Budgeting and Cost Accounting of Water and Wastewater Districts:** Mr. Ogren integrated the budgeting and costing of the water and wastewater districts of the County of San Luis Obispo to provide for better accountability. He enhanced the use of the County's existing system for "project," "activity" and "divisional" accounting providing for better information on which to base budgets and to evaluate performance.
- **State Water Project -- Water Cost Studies:** Since 1992, when participation in the State Water Project was substantially decided by agencies and water companies within the County, and the electorate of certain portions of the County, cost projection studies have been prepared and updated as the project has proceeded through its implementation stage. Certain studies resulted in presentations to the Morro Bay Public Works Advisory Committee and the Pismo Beach City Council, the two agencies whose combined entitlements represent over 50% of the project's participation in San Luis Obispo County. Mr. Ogren also prepared information for Official Statements used in a \$177 million bond sale in 1992 and a \$200 million bond sale in 1996.
- **State Water Rate Study, Shandon:** The purpose of preparing the 1994 water rate study for the Shandon water system was to develop recommendations for modifying rates and charges as a result of costs incurred due to participation in the State Water Project. The study was presented to the Shandon Advisory Committee at public meetings, which resulted in several recommendations to mitigate costs, to consider the sale of the contractual rights to participate in the project, and to phase in project implementation. All rate recommendations were approved by the governing board and implemented.

Experience (cont):

- **Cayucos Water Rate Studies:** Mr. Ogren was responsible for preparing a water rate study in 1996 to modify rates and charges, as needed, to incorporate the cost to repay debt incurred to construct, and the costs of operating, the Cayucos Water Treatment Facilities. The facilities are new, and their development was required by the California Department of Health Services to comply with requirements of Federal and State Surface Water Treatment Regulations. The development of the facilities, and cost sharing, was accomplished through the combined efforts of the community's two private water companies and the public district. The recommended rates and charges were presented to the Cayucos Citizens Advisory Council, approved by the governing board and implemented.

In 1997, Mr. Ogren prepared an updated study to modify the rate formula of the public district to respond to community desires regarding lifeline rates and water conservation rates, with no increase in total revenues. In conjunction with the Water Rate subcommittee of the Cayucos Citizens Advisory Council, the development of the lifeline rates and conservation rates received the community's support. The recommendations were approved by the governing board and implemented

- **Santa Margarita Water Rate Study:** The purpose of preparing the 1996 water rate study for the Santa Margarita water system was to develop recommendations for modifying rates and charges, which were needed due to increased operating and debt service costs. Inflation on operating costs and new water quality monitoring requirements, resulting from new regulations, had increased costs since the previous update to rates and charges. The new debt that was incurred was in response to the requirement established by the California State Department of Health Services to replace certain existing wells whose seals were insufficiently deep and subjecting groundwater to be "under the influence of surface water." The study was presented to the community at a town hall meeting, whose concerns and comments were factored into final recommendations, which were approved by the governing board and implemented.
- **San Miguel Water Rate System Consolidation and "In-Lieu" Assessment Study:** Mr. Ogren prepared a study for the San Miguel Water District for the purpose of developing recommendations to assist in establishing the San Miguel Assessment District. The assessment district was formed in order to finance the construction of water supply and distribution improvements for the San Lawrence Terrace and San Miguel Water Systems. The assessment district also financed the connection between the two systems, which along with the other improvements, established a single system with significantly better reliability than either of the two previous systems.

The three-part study, prepared to coincide with the assessment district project, specifically addressed the rates and charges of the new consolidated entity, the modification of rules and regulations to affect the consolidation and an "in lieu" assessment to be charged to new development that would benefit from the assessment district but which were not included within in the assessment formula.

After undergoing significant community debate and review, the study was approved and all recommendations were implemented.

**Crawford
Multari &
Clark**
ASSOCIATES

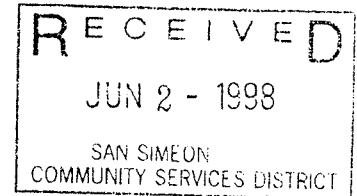
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Fax 530.753.5951
Email: kmohr@jps.net

641 Higuera Street, Suite 202
San Luis Obispo, CA 93401
805.541.2622
Fax 805.541.5512

www.cmcaplans.com

May 29, 1998

Forrest Warren, General Manager
San Simeon Community Services District
11 Pico Avenue
San Simeon, CA 93452



Re: Financial Planning Services

Dear Mr. Warren,

John Wallace suggested that I write to you regarding the District's consideration of engaging a consultant to provide financial planning services. Crawford Multari & Clark Associates (CMCA) provides consulting services in land use planning, fiscal, and economic analysis to public sector clients throughout the state of California.

John briefly outlined some of the financial issues confronting the District – capital facility financing, reserve fund management, and general long-range financial planning strategies – and indicated that the District Board may consider retaining an outside consultant to advise the District on these and other fiscal issues. CMCA has substantial experience in providing this type of consulting to cities, counties and special districts throughout California. Several of our financial analyses have been recognized with statewide awards for both their technical merit and their clarity. I have included a copy of our Statement of Qualifications, which provides additional detail about our firm and related experience.

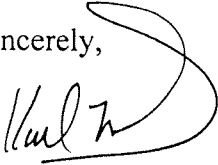
Prior to rejoining CMCA earlier this year to manage our new office in Davis, I was the Financial Planning Coordinator for the City of Davis. In that capacity, I managed citywide long-range financial planning, oversaw a major revision of the City's \$225 million *Major Projects Financing Plan*, and developed financial strategies for capital facilities including utilities. In addition, I analyzed the fiscal implications of land development proposals, formulated economic development policy, performed City operational program analyses, and conducted legislative analyses.

We would welcome the opportunity to discuss the District's needs in more detail, and to develop a work plan and scope to address those needs. We pride ourselves on crafting

unique and specific solutions for each client, and are confident that we could provide the financial planning assistance the District may need.

Please contact me, or Mike Multari in our San Luis Obispo office if you need more information on CMCA. Thank you for your consideration.

Sincerely,



Karl Mohr
Principal

Enclosures

cc: John Wallace
John L. Wallace & Associates
4115 Broad Street, Suite B5
San Luis Obispo, CA 93401

Mike Multari, CMCA SLO

Crawford
Multari &
Clark
ASSOCIATES

Karl Mohr
Principal

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planning • economics • public policy

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Statement of Qualifications

Crawford
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Fax 530.753.5951

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San Luis Obispo, California 93401
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Fax 805.541.5512

February, 1998

CONTENTS

About the Firm	1
Projects and Clients	4
Awards	8
Billing Rates	10
Personnel Resumes	11

ABOUT THE FIRM

Crawford Multari & Clark Associates (CMCA) provides comprehensive consulting services in community planning, resource management, zoning and development codes, fiscal and economic analysis, planning agency computer applications to communities throughout California. Established in early 1990 as Crawford Multari & Starr, the firm has worked on over 200 planning projects for 50 California cities, 13 counties, and 17 special districts and State agencies. The name of the firm was changed to Crawford Multari & Clark Associates in early 1997, when Chris Clark, JD, AICP, joined Crawford and Multari.

Paul Crawford, AICP, has 25 years of experience in city and regional planning. Before forming CMCA, he served from 1980 to 1990 as Director of Planning and Building for San Luis Obispo County and Executive Director of the San Luis Obispo Council of Governments. Those positions followed five years of service to San Luis Obispo County in other staff assignments, prior consulting work, and a staff position with the City of Visalia. His professional research interests are in the drafting of zoning and land use regulations and designing planning agency computer applications. He was elected to the California Planning Roundtable in 1993. He is a graduate of California Polytechnic State University.

Michael Multari served as Community Development Director for the City of San Luis Obispo immediately before forming CMCA. Previous planning positions included serving as Community Development Director for the City of Morro Bay, and working for the City of Huntington Beach. An honors graduate from Yale University with a Masters degree in public policy from Princeton University, Mr. Multari has also worked on environmental protection policies and waterfront restoration programs in the eastern U.S., and on the analysis of impacts from both onshore and offshore oil and gas facilities.

Chris Clark, JD, AICP, a planner and a lawyer, has over 15 years of professional experience in law, land use regulation, environmental and community planning, and project management. Prior to joining CMS, he managed the San Luis Obispo office of Fugro West, an international environmental consulting firm. In his capacity as a planner, Mr. Clark has made over 500 public presentations before municipal and county boards, technical committees, citizen groups, and professional conferences. He has continued to refine his skills through his experience as a public speaker, facilitator and project manager.

Karl Mohr, an economist and planner, has prepared fiscal impact analyses, public facility financing strategies, land use and environmental planning documents, and has developed computer applications including substantial work with geographic information systems (GIS). Before rejoining CMCA in 1998, Mr. Mohr was the Financial Planning Coordinator for the City of Davis where he oversaw a comprehensive revision of the City's Major Projects Financing Plan. Other public sector experience includes working as an Associate Planner for San Luis Obispo County and a Transportation Planner for the San Luis Obispo Area Coordinating Council (Council of Governments).

The CMCA principals are known for their abilities in crafting practical solutions to difficult planning problems, for their writing skills, their work in group facilitation, public presentations, successful public participation programs, and other work with community groups and public agencies. A particular strength in their community planning and zoning work is their extensive experience in both policy formulation *and* implementation. CMCA develops plans, policies, and regulations that are not only innovative and creative, but also realistic and effective. Crawford, Multari, and Clark are also instructors at California Polytechnic State University and all four principals teach courses for U.C. Davis and U.C.L.A. Extension. They have been responsible for several projects that have won awards from the California Chapter of the American Planning Association.

CMCA will draw upon the resources of a variety of other professionals in assembling multidisciplinary project teams where more specialized expertise is needed. CMCA is affiliated with several environmental planning and engineering firms, as well as experts in other disciplines.

The primary focus of Crawford Multari & Clark Associates is service to local governments.

CMCA Services

Crawford Multari & Clark Associates offer the following planning services to municipal and county governments:

- Annexation processing
- Development codes, zoning and subdivision ordinances, design guidelines
- Environmental impact reports (EIRs)
- Fiscal planning, economic analysis, feasibility studies
- General plan updates and comprehensive revisions
- Information systems and planning agency automation including:

- Applications software development
- Database design and development
- Geographic information systems (GIS) feasibility studies, development plans, acquisition and installation, training, digital base map preparation
- Internet resources and World Wide Web home page development and maintenance
- Planning agency automation plans

Planning agency management consulting services including:

- Administrative procedures and guidelines
- Management audits and organizational review
- Permit process evaluations for streamlining and quality control

- Permit processing staff support for major projects
- Public participation programs, including meeting facilitation, working with advisory committees and citizen groups
- Site planning, urban design and architectural services
- Specific plan preparation
- Survey research

Support Resources

CMCA support staff include associate planners, clerical and drafting personnel. CMCA hardware resources include networked IBM-compatible Pentium, and Macintosh microcomputers, and Postscript laser printers. Communications capabilities include FAX, Hayes-compatible 33,600 bps modems, and Internet FTP capability. Current in-house software includes: WordPerfect and Microsoft Word; the Excel, Quattro Pro, and Lotus 1 2 3 spreadsheets; Microsoft Access, DBase III+ and Paradox for database management; AutoCAD; VP-Expert; Corel Draw, Aldus Freehand, Adobe Illustrator, Adobe Photoshop, and Adobe Pagemaker; ArcView, and Atlas*GIS.

PROJECTS AND CLIENTS

The following are projects by Crawford Multari & Clark Associates for public agency clients; some are work in progress. CMCA will team with other consultants where the additional expertise of other team members can benefit our clients. The project list notes these arrangements. Frequent team arrangements occur with Mintier and Associates, RRM Design Group (RRM), Jacobson & Wack (J&W), and Urban Design Studio (UDS).

Comprehensive Planning

Buellton General Plan, City of Buellton
Circulation Element Update Management, City of Atascadero
City and County General Plans Policy Evaluation, SLO County APCD
Conservation, Open Space, Recreation & Parks Element, City of Visalia (with ESA)
Desert Hot Springs General Plan, City of Desert Hot Springs
Dinuba General Plan, City of Dinuba (with Quad Consultants)
Dunnigan Community General Plan Update, Yolo County
Energy Element of the General Plan, Glenn County
Energy Element of the General Plan, San Luis Obispo County
Esparto Community General Plan Update, Yolo County
Fresno County General Plan (with Mintier & Associates)
General Plan Presentation Graphics, City of Paso Robles
General Plan Update Background Report, Calaveras County
Hecker Pass Corridor Land Use Study, City of Gilroy
Local Coastal Plan, City of Guadalupe
Local Coastal Plan, City of Malibu
Placer County General Plan (with Mintier & Associates)
Redding General Plan, City of Redding (with Mintier & Associates)
Wheatland General Plan, City of Wheatland (with Mintier & Associates)

Planning Agency Management and Staff Assistance Services

City of Arroyo Grande - Development project processing, EIR administration and review
City of Atascadero - EIR contract administration and staff review
City of Buellton - Complete Planning Department services
City of Calabasas - Permit process review
City of Ceres - Annexation Processing
City of Hollister - Area plan processing, EIR staff review
City of Morro Bay - Development project processing, departmental management audit
City of Patterson - Annexation processing, EIR contract administration and staff review
City of Pismo Beach - Annexation and development project processing

Development, Land Use and Zoning Regulations, Design Guidelines

Agricultural Preserve Rules of Procedure, Placer County
Coastal Zoning Ordinance, City of Guadalupe
Code of Ordinances reorganization, Moss Landing Harbor District
Code of Ordinances reorganization, Port San Luis Harbor District
Countywide Design Plan, San Luis Obispo County
Design Guidelines, City of Buellton
Design Guidelines, City of San Buenaventura (with RRM Design Group)
Development Code (zoning/subdivision/grading), City of Calabasas
Development Code (zoning/subdivision/design) City of Chico (with J&W, UDS)
Development Code (zoning/subdivision) City of Diamond Bar (with J&W, UDS)

Development Code (zoning/subdivision) City of Hollister (with J&W)
Development Code (zoning/subdivision) City of Stockton (with J&W, UDS)
Development Code (zoning/subdivision/coastal), Marin County (with J&W)
Development Code (zoning/subdivision/design) Town of Truckee (with J&W, UDS)
Grading Ordinance, Mendocino County
Land Use and Development Regulations, Port San Luis Harbor District
Neotraditional Design Options Model Ordinance, San Luis Obispo County COG (with RRM)
Neotraditional Design Options Ordinance and Design Guidelines, City of Paso Robles (with RRM)
Old Town Design Plan, City of Desert Hot Springs
Subdivision Ordinance, City of Buellton
Subdivision Ordinance, City of Malibu
Subdivision Ordinance, Mendocino County
TDC Ordinance technical assistance, San Luis Obispo County
Zoning Ordinance, City of Buellton
Zoning Ordinance, City of Culver City (with J&W, UDS)
Zoning Ordinance, City of Desert Hot Springs (with J&W)
Zoning Ordinance, City of Malibu (with J&W, UDS)
Zoning Ordinance, City of Mountain View (with J&W)
Zoning Ordinance, City of Pismo Beach (with J&W, UDS)
Zoning Ordinance, City of Tustin (with UDS)
Zoning Ordinance, City of West Hollywood (with J&W, UDS)
Zoning Ordinance, Lake Havasu City, Arizona (with J&W, UDS)
Zoning Ordinance, Placer County
Zoning Ordinance, Town of Loomis (with J&W)
Zoning Ordinance, Town of Windsor (with J&W, UDS)
Zoning Ordinance update technical assistance, City of Fairfield
Zoning Ordinance update technical assistance, City of Roseville

Downtown Planning and Revitalization

Calimesa Boulevard Corridor Study, City of Calimesa
Civic Center Specific Plan, City of Malibu (with RRM)
Downtown Physical Plan, City of San Luis Obispo
Downtown Plan, City of Moorpark (with RRM)
Downtown Revitalization Plan, City of Dixon (with RRM)
Front Street Rehabilitation Plan, City of Soledad
Old Town Design Plan, City of Desert Hot Springs
Old Town Revitalization Plan Fiscal Analysis, City of Calabasas

Environmental Planning

CEQA Guidelines, City of Buellton
CEQA Guidelines, City of Paso Robles
Chorro Flats Restoration and Enhancement Plan, Coastal San Luis RCD
Circulation Element Update Environmental Assessment, City of San Luis Obispo
Continuation High School Initial Environmental Study, Lucia Mar School District
Factory Outlet Center EIR, City of Pismo Beach
General Plan EIR, City of Buellton
General Plan Update EIR, City of Atascadero
Hilton Hotel EIR Addendum, City of Pismo Beach
North Coast Area Plan Update Standards Analysis, San Luis Obispo County
North Coast Area Plan Update Visual Simulations, San Luis Obispo County
Oak Shores EIR, air quality and public services analysis, San Luis Obispo County
Socioeconomic Impact Analysis, Avila Beach Oil Spill Remediation EIR, SLO County
Study of the South County Agricultural Preserve, City of Gilroy, Santa Clara County

Fiscal Analysis and Planning

Alternative Land Uses Fiscal Analysis, Port San Luis Harbor District
Circulation Fee Study, City of Arroyo Grande
Countywide Fiscal Model, San Luis Obispo County
Development Fee Study, City of Patterson
Estero Area Plan Update EIR Fiscal Analysis, San Luis Obispo County
Factory Outlet Center EIR Fiscal Impact Analysis, City of Atascadero
Fish Processing Industry Fiscal Analysis, City of Morro Bay
General Plan Alternatives Fiscal Analysis, City of Santa Paula
General Plan Fiscal Analysis, City of Lompoc
Land Use Element Update Fiscal Analysis, Santa Cruz County
Long-Range Fiscal Plan and Capital Improvement Program, City of Atascadero
Old Town Revitalization Plan Fiscal Analysis, City of Calabasas
Park Fee Study, Oceano Community Services District
Ponderosa Corridor Specific Plan Fiscal Analysis, City of Camarillo
Public Facilities and Services Financing Strategy, City of Soledad
Sewer Fee Study, City of Atascadero
South County General Plan Update Fiscal Analysis, San Luis Obispo County

Housing

Assisted Housing Site Suitability Assessment, City of Guadalupe
Housing Element, City of Arroyo Grande
Housing Element, City of Buellton
Housing Element, City of Guadalupe
Housing Element, City of Morro Bay
Housing Element, Placer County
Sunny Acres Re-Use Feasibility Study, City of San Luis Obispo Housing Authority
Villa Rosa Housing Project, First-Time Homebuyer Program, City of San Luis Obispo

Planning Agency Computer Applications, GIS Services

Auburn/Bowman Annexation Study GIS Analysis, City of Auburn (for ESA)
Computer Applications Plan, Shasta County
Countywide Fiscal Impact Computer Model, San Luis Obispo County
English Hills Specific Plan GIS Mapping, Solano County
Fiscal Impact Computer Model, City of Atascadero
Fiscal Impact Computer Model, City of Santa Paula
GIS Implementation (digital map production and database), City of Buellton
GIS Implementation (digital map production), English Hills Specific Plan, Solano County
GIS Training, California Department of Forestry
GIS Training, California Department of Water Resources
GIS Training, City of Grover Beach
GIS Training, City of West Sacramento
GIS Training, Solano County
GIS Needs Assessment and Countywide Digital Mapping Specifications, Placer County
Office Automation and Procedure Review, El Dorado County
OnLine General Plantm software, Placer County
Permit Tracking System Implementation, Shasta County
Planning Department GIS Acquisition, Placer County
Web Page, California Planning Roundtable - <http://vfrontiers.com/~vfrntrs/cpr.html>
Web Page, West Hollywood Zoning Ordinance Update - <http://vfrontiers.com/~vfrntrs/wehoz.html>

Redevelopment

Blight Survey, City of Atascadero
Blight Survey, City of Grover Beach
Blight Survey, City of Patterson
Housing Improvement Plan, City of Grover Beach
Housing Improvement Plan, City of Guadalupe
Redevelopment Plan, City of Buellton
Redevelopment Plan, City of Grover Beach
Redevelopment Plan, City of Patterson

Specific Plans and Other Special Studies

Capital Improvement Program Evaluation, City of San Leandro
Common Boundary Revitalization Plan, City of Oakland, City of San Leandro
Community Center and Recreation Facilities Plan, City of San Luis Obispo
Community Entries Rehabilitation ISTE Grant, City of Grover Beach
DJ Farms Specific Plan and Annexation, City of Guadalupe
English Hills Specific Plan, Solano County
Human Needs Assessment, City of San Luis Obispo
Industrial Park Site Planning, City of Guadalupe
Impacts of Non-Commercial Use Intrusion into Commercial Zones, City of San Pablo
Laguna Lake Park Master Plan, City of San Luis Obispo (with SEDES)
Parks and Recreation Master Plan, City of Buellton
Pismo Valley General Plan Amendment and Annexation Study, City of Pismo Beach
Public Works Plan and Capital Improvement Program, City of Buellton
Recycling Market Development Zone Application, City of Paso Robles
Solid Waste Generation Study (SWGS), City of Buellton
Source Reduction and Recycling Element (SRRE), City of Buellton
Transit Center Creekway Rehabilitation ISTE Grant, City of Grover Beach

AWARDS

Work by CMCA is characterized by innovation, practicality, economy, and overall excellence. These factors have been repeatedly recognized in the following awards for projects by CMCA, and by Mike Multari and Paul Crawford before they formed CMCA.

Award of Merit, Innovative Use of Technology, from the California Chapter, American Planning Association for the *Placer County On-Line General Plan*, August, 1996.

Outstanding Planning, Innovative Use of Technology Award, from the Sacramento Section, American Planning Association for the *Placer County On-Line General Plan*, May, 1996.

Outstanding Planning, Planning Implementation Award, Large Jurisdiction, from the Central Coast Section, American Planning Association, for the City of Paso Robles/San Luis Obispo County COG *Neo-Traditional Design Options Model Ordinance*, May, 1996.

Outstanding Planning, Planning Implementation Award, Small Jurisdiction, from the Central Coast Section, American Planning Association, for the *City of Buellton Planning Program*, May, 1996.

Outstanding Planning, Comprehensive Planning Award, Small Jurisdiction, from the Northern Section, American Planning Association, for the *City of Dixon Downtown Revitalization Plan*, May, 1996.

Outstanding Planning, Planning Implementation Award from the California Chapter, American Planning Association, for the *Energy Element* of the San Luis Obispo County General Plan, October, 1995.

Outstanding Planning, Comprehensive Planning Award from the Los Angeles Section, American Planning Association, for the City of Calabasas *Old Town Calabasas Master Plan and Design Guidelines*, June, 1994.

Outstanding Planning, Project Award from the Central Coast Section, American Planning Association, for the *Villa Rosa Below-Market Rate Housing Project*, June, 1994.

Certificate of Excellence from the San Luis Obispo Downtown Business Improvement Association, for the *Conceptual Physical Plan for the City's Center*, February, 1993.

Outstanding Planning, Innovative Use of Technology Award from the California Chapter, American Planning Association, for the City of Atascadero *Computerized Fiscal Impact Model*, October, 1992.

Outstanding Planning, Project Award from the California Chapter, American Planning Association, for the City of Atascadero *Long Range Fiscal Plan*, October, 1991.

Outstanding Planning, Innovative Use of Technology Award from the California Chapter, American Planning Association, for design of the San Luis Obispo County *Zone Phone* computer system, October, 1991.

Meritorious Program Award from the Orange County Section, American Planning Association, for the City of Huntington Beach *Coastal Energy Impact Program*, June, 1982. (Mike Multari was project manager for the City of Huntington Beach.)

Meritorious Program Award from the California Chapter, American Planning Association, for the San Luis Obispo County *Land Use Element and Land Use Ordinance*, October, 1981. (Paul Crawford was project manager for San Luis Obispo County, and author of the *Land Use Ordinance*.)

BILLING RATES

Crawford Multari & Clark Associates offer consulting services to local governments at the following billing rates:

Principal	\$100.00 per hour
Economist	75.00
Software Engineer	75.00
Senior Associate	75.00
Associate	65.00
Drafting/CAD	50.00
Clerical	30.00

Proposed project budgets will also provide for reimbursement of the actual costs of necessary direct expenses, including but not limited to travel (mileage reimbursement, common carrier fares and car rental charges, accommodations and meals, etc.), document reproduction and shipping, and any extraordinary insurance coverage required by the client agency.

PERSONNEL RESUMES

Crawford Multari and Clark Associates (CMCA) utilizes a team approach to completing projects. Our company has multi-talented staff with a broad range of skills, experience and education.

Paul Crawford, AICP, Principal

Since forming CMCA in early 1990, Paul Crawford has been involved with zoning and development code preparation, comprehensive planning, and computer applications for a variety of California cities and counties. He has completed a new Land Use Element for the Placer County General Plan, Energy Elements of the General Plan for Glenn and San Luis Obispo counties, and a study of the Santa Clara County South County Agricultural Preserve. He has also completed new zoning ordinances for Placer and Marin Counties, and the cities of Chico, Calabasas, Mountain View and Buellton, a Local Coastal Program for the City of Guadalupe, and a 12,000-acre specific plan for Solano County. He is currently managing the preparation of a Countywide Design Plan for San Luis Obispo County, new zoning ordinances for the cities of Hollister, and Windsor, and has served as interim planning director for the City of Buellton.

Paul Crawford was Director of Planning and Building for San Luis Obispo County from 1980 to 1990. He concurrently served as Executive Director of the San Luis Obispo County Council of Governments. He was responsible for over 85 staff with an annual budget of \$4 million. Under his management, San Luis Obispo County: updated the Land Use, Circulation and Housing Elements of the General Plan; prepared several specific plans (including initiation of a joint city-county effort); obtained Community Development Block Grant funds for low-income housing programs; received certification of the county's Local Coastal Program from the California Coastal Commission; and completed successful permit process streamlining efforts. In 1988, Crawford directed the processing of land use permits and preparation of an EIS/EIR for a major onshore support facility and pipeline as part of a new offshore oil project. From 1984 to 1989, he served on a tri-county advisory committee on offshore oil issues established by the Governor's Secretary of Environmental Affairs.

The San Luis Obispo County Department of Planning and Building also achieved significant advances in office automation under Mr. Crawford's management. Crawford was acknowledged in the September, 1989 issue of *Planning* magazine ("Stalking the Wild Permit," page 24) as having developed one of the first automated permit tracking systems in the nation. He has also performed extensive research and development work in the automation of zoning information retrieval and zoning ordinance administration. Among the results of that work was an automated zoning information system for San Luis Obispo County, including 24-hour zoning information service to the public (the "Zone Phone").

Before his tenure as planning and building director, he was the project manager for the county's comprehensive Land Use Element/Land Use Ordinance, a single-map integrated land use policy and regulatory system that replaced the more traditional two-document zoning ordinance and general plan format. He personally drafted the Land Use Ordinance. This innovative project won the American Planning Association California Chapter meritorious program award in 1981.

Mr. Crawford has also worked as interim Planning Director for the City of Pismo Beach and served in a variety of capacities for cities in the California Central Valley. Before his public sector work, Mr. Crawford was a private consultant in Visalia, where he worked on a number of land use and

site planning projects and prepared several EIRs. He also designed streetscape elements of a downtown revitalization program, designed neighborhood parks and served as a staff advisor for a Housing Authority.

Mr. Crawford earned his B.S. degree in City and Regional Planning at California Polytechnic State University in San Luis Obispo, where he now teaches several courses, including Introduction to Urban Planning, Planning Administration, and Planning Agency Management. He was selected by the Cal Poly School of Architecture and Environmental Design as 1990-91 Honored Alumnus. He is also a computer expert, and has served on the faculty of the Lincoln Institute of Land Policy, U.C. Davis Extension, and U.C.L.A. Extension, where he teaches professional development courses in zoning ordinance drafting, geographic information systems (GIS) and other planning agency computer applications.

Crawford is a member of the American Institute of Certified Planners (AICP), American Planning Association (APA), Association of Environmental Professionals (AEP), the Urban and Regional Information Systems Association (URISA), and California Geographic Information Association (CGIA). Mr. Crawford was president of the California County Planning Directors Association in 1988 and 1989. He has participated extensively in the legislative review activities of the County Supervisors Association of California (CSAC), and was the recipient of a CSAC Circle of Service Award in 1989, for that work. He has also served on the Board of Trustees of the Land Conservancy of San Luis Obispo County, and on the CalTrans District V External Advisory Committee. Crawford was elected to the California Planning Roundtable in 1993.

Mr. Crawford is an excellent communicator, whether writing or speaking, and has the ability to make highly technical information understandable without trivializing the content. He is a good meeting facilitator and mediator and is able to help groups work through complex problems to solutions. His experience as a professional photographer and filmmaker also enhances the clarity and effectiveness of the documents and public participation programs he produces. His photos have been published in a variety of periodicals, and his documentary film *The World Within* is being used by school districts, national and state parks throughout the United States. He also was one of the authors and a principal commentator in two videotapes available from the American Planning Association: *Why Plan?*, and *The Role and Responsibility of the Planning Commissioner*. In his various capacities he has earned a reputation for thoughtfulness, thoroughness and political sensitivity.

Michael Multari, Principal

Mr. Multari's work with Crawford Multari & Clark has emphasized community planning, fiscal planning and capital improvements programming, affordable housing, as well as direct assistance to local government in project review, environmental assessment and other special projects. He has been responsible for preparation of: general plan Housing Elements for the cities of Arroyo Grande, Buellton, Guadalupe, Morro Bay, and Placer County; a long-range fiscal analysis and capital improvements plan for the City of Atascadero (which won an Award of Merit from the California Chapter of the American Planning Association in October, 1991), assistance to the City of San Luis Obispo in the preparation of a new downtown plan, and a feasibility study for the re-use of a government building site for senior housing. Mr. Multari has also recently completed new general plans for the unincorporated communities of Esparto and Dunnigan in Yolo County, and the City of Buellton, is providing staff assistance to the City of Patterson in the processing of three major annexation proposals, and is managing the preparation of the Front Street Rehabilitation Plan for the City of Soledad.

Prior to forming CMCA in early 1990, Mr. Multari was Community Development Director for the City of San Luis Obispo. He managed major revisions to the city's Zoning Ordinance, managed the daily zoning administration and building permit activities of the department, worked on an extensive general plan update focusing on land use, traffic, growth management and downtown planning. Other areas of special concern included major specific plans, potential annexations, city expansion and open space preservation, intergovernmental relations, water and wastewater plans, the local economy and fiscal planning, affordable housing and architectural review.

Mr. Multari also served as the Community Development Director in Morro Bay where he worked on the city's Local Coastal Program, general plan, specific plans and was responsible for a comprehensive rewrite of the Zoning Ordinance. During his local government experience, Mr. Multari has worked on updates of numerous general plan elements: the Land Use, Circulation, Housing, Open Space, Recreation, and Water and Wastewater Elements of the San Luis Obispo General Plan; the Housing, Land Use, Open Space, Conservation, Coastal and Circulation Elements for Morro Bay; and the Housing, Coastal, Energy and Public Facilities Elements of the Huntington Beach General Plan.

Mr. Multari previously worked for the New Jersey Department of Environmental Protection, helping with the administration and evaluation of a state grant program to counties to analyze impacts from energy facilities and worked on the state-wide plan for land use and resources in the coastal zone. His evaluation of the county efforts was published by the State of New Jersey in 1983. He also worked for the Center for Urban Studies at Princeton University doing research on community development programs such as Urban Development Action Grants.

Upon returning to California and before his Central Coast experience, Mr. Multari worked for the City of Huntington Beach where he headed the division charged with coastal and energy facility planning. His work on energy planning received the American Planning Association Orange Section meritorious program award in 1982. The city's Coastal Element also won an APA award.

An expert on land use planning in oil production areas, Mr. Multari was a principal speaker at a statewide conference on that topic sponsored by the California Department of Conservation; the proceedings of that conference were published by the State in 1983.

Mr. Multari graduated with honors from Yale University before moving on to Princeton University, where he received his Masters in Public Policy in 1979. He is a member of the American Planning Association and is a frequent speaker on planning issues before the League of California Cities. Multari is also a member of the Board of Directors of Peoples Self-Help Housing Corporation, where he is actively involved with a variety of affordable housing programs.

Besides his technical expertise, Mr. Multari brings strong "people skills" to the job, with an ability to help groups such as elected boards and councils, appointed commissions and citizen committees work effectively on problems; furthermore, he has shown unusual ability and sensitivity in handling politically difficult planning issues for communities he has worked in. Another important skill is his ability to make highly complex issues understandable to decision makers and the public.

Chris Wm. Clark, JD AICP, Principal

A planner and a lawyer, Chris Clark has over 15 years professional experience in law, land use regulation, environmental and community planning, and project management. Prior to joining CMCA, he managed the San Luis Obispo office of Fugro West, an international consulting firm. Mr. Clark also teaches Water Resources Law & Policy, Environmental Law, and Planning Law at Cal Poly in San Luis Obispo.

Mr. Clark holds a Juris Doctorate from Franklin Pierce Law Center, Concord, New Hampshire. He holds an M.A. and B.A. from the University of Oregon. He has completed additional graduate work at the Massachusetts Institute of Technology in science and policy, and other continuing education courses in water law, hazardous waste litigation, coastal systems, zoning, wetlands regulations, land development, ground water management, EIR preparation, and impact fees.

Mr. Clark is a member of the American Institute of Certified Planners (AICP) and the American Planning Association. He is admitted to practice law in California, Massachusetts, and the Federal District Court.

Mr. Clark has worked with various land trust and other land preservation organizations providing assistance in the development of programs and documents (deeds, trusts, conservation easements) designed to institute these organization's objectives. He served as a member of the board of directors of a non-profit land preservation trust.

Mr. Clark has written numerous municipal comprehensive plans, EIRs, zoning ordinances, environmental regulations, and ground water management plans. He recently managed preparation of EIRs for the San Luis Obispo, North Coast and Estero Area Plan Updates for the San Luis Obispo County General Plan. The latter two lie within the Coastal Commission's Local Coastal Program jurisdiction. He also has managed the preparation of a new Safety Element for the County of San Luis Obispo general plan. He recently managed an EIS/EIR on behalf of the General Services Administration for a new federal building in San Francisco. Mr. Clark is the assistant manager for a ground water study in north Monterey County. He has managed numerous environmental projects for Cal Poly, including the preparation of their first EIR. He managed the development of a supplemental EIR for the Los Osos sewer project and is the assistant manager of the Avila Beach/Unocal EIR.

Mr. Clark helped revise the environmental review process (CEQR) for the City of New York Department of Environmental Protection. He also performed a regulatory analysis of a proposed hurricane barrier for a four-city region on behalf of the Army Corps of Engineers.

Mr. Clark co-wrote a chapter entitled "Environmental Science for Lawyers" published in *Massachusetts Environmental Law* (Ed. Gregor I. McGregor).

In his capacity as a planner, Mr. Clark has made over 500 public presentations before municipal and county boards, technical committees, citizen groups, and professional conferences. He has continued to refine his skills through his experience as a public speaker, facilitator and project manager.

Karl Mohr, Principal

With training in economics and experience in municipal finance and land use planning, Karl Mohr worked with CMCA as an economist and planner from 1990 to 1994. During this time, Mr. Mohr prepared fiscal impact analyses, public facility financing strategies, land use and environmental planning documents, conducted demographic and economic research, and developed computer applications including substantial work with geographic information systems (GIS). From 1994 until rejoining CMCA in 1998, Mr. Mohr was the Financial Planning Coordinator for the City of Davis. In this capacity Mr. Mohr coordinated citywide long-range financial planning, oversaw a major revision of the City's \$225 million *Major Projects Financing Plan*, and developed financial strategies for capital facilities including utilities. Mr. Mohr also analyzed the fiscal implications of land development proposals, formulated economic development policy, performed City operational program analyses, and conducted legislative analyses. Mr. Mohr is highly regarded in Davis for his ability to make complex financial issues understandable to technical staff and public audiences alike.

Prior to working for CMCA, Mr. Mohr worked as an Associate Planner for San Luis Obispo County. In that capacity, he oversaw the Resource Management System of the County's General Plan, which involved original research and computer application development using various database management programs and spreadsheets. He was also the project manager for development of the County's 24-hour automated zoning information system.

Mr. Mohr previously served as a Transportation Planner for the San Luis Obispo Area Coordinating Council (Council of Governments). His responsibilities included demographic research, transit planning and fiscal analysis under the provisions of the California Transportation Development Act. He markedly increased the efficiency of this organization by automating many standard functions of the office.

Prior to his government experience, Mr. Mohr served as the Business Manager for Lucidyne Technologies of Corvallis, Oregon. While performing these duties, he mastered various business applications for IBM personal computers.

Karl Mohr holds both Masters and Bachelors degrees in Economics from the University of Oregon. His Masters research concerned deriving economic values for natural resources and environmental amenities. Mr. Mohr has taught micro and macroeconomic theory for the Department of Economics at California Polytechnic State University in San Luis Obispo. He currently is an instructor in the Department of Land Use and Environmental Planning for the University of Davis Extension where he teaches a four-day course titled *Financial Aspects of Planning*. He has previously taught courses in Atlas GIS and economic and fiscal analysis for planners,

Karl Mohr holds a lifetime credential to teach economics (California Community College Instructor Credential - #341650). He is a member of the American Planning Association.

David Moran, Senior Associate

At CMCA, David Moran has focused on the preparation of general plans, specific plans, environmental review guidelines, and assisting various cities in the preparation of redevelopment plans and the processing of large development projects. Mr. Moran is currently assisting the City of Patterson with the processing of development proposals, as well as preparing a Redevelopment Plan and Sphere of Influence expansion for that community. Other work includes preparing design guidelines for the City of Woodland, an environmental impact report (EIR) for the City of Ceres and managing the preparation of an EIR for the Port San Luis Harbor District. Mr. Moran was project planner for the English Hills Specific Plan for Solano County (where he was extensively involved with a citizens' advisory committee), the draft environmental impact report for the update of the City of Atascadero General Plan, and the Buellton General Plan and EIR.

Mr. Moran also offers past experience in public agency development review, housing programs and air quality management. He worked as an Associate Planner for the City of San Luis Obispo before joining CMCA. In that capacity he served as project manager for a number of complex development projects, ordinances and general plan revisions. He was the principal staff planner for a variety of special studies involving student housing issues, residential density, affordable housing, specific plans and the city's High Occupancy Residential Use Regulations. Mr. Moran was the project manager for complex and controversial development projects including the restoration and re-use of historic commercial buildings, general plan updates, hospital expansion, and major commercial centers.

Mr. Moran's previous government experience includes work as the staff planner for city of Hollister, where he was responsible for writing and implementing the city's development review and environmental review procedures, incorporating word processing and data base management.

Before entering the urban planning field, he worked as an Air Quality Specialist for Ventura County where he helped establish siting criteria to minimize the air quality impacts of major onshore and offshore oil and gas facilities.

Mr. Moran received his Bachelor of Arts degree from the University of California at Santa Barbara, in physical geography and environmental studies.

Sara Kocher, Ph.D., Senior Associate

Sara Kocher specializes in user needs analysis, fiscal planning and resource mapping. She is an expert in amenity resource evaluation, and has developed techniques for measuring public perceptions of visual quality, recreational preferences, and community character. Sara has been training land management professionals and students in the use of geographic information systems (GIS) in integrated resource assessment since 1988.

Sara recently completed a user needs assessment to supplement the City of Visalia's Conservation, Open Space, Parks and Recreation element update. The purpose of the user needs assessment was to supplement information on public preferences gathered through workshops with a statistically valid and representative sample of the larger community. The user needs assessment included two sets of interviews, a questionnaire, and a comprehensive summary. The first set of interviews was conducted with staff members and community representatives to identify general issues that should be addressed by the assessment. The second set of interviews was conducted on site with park users, to verify that all of the general issues have been identified. A questionnaire was developed on the basis of the topics which were identified in the interviews, and was administered to 400 residents by telephone. The project also included a comprehensive summary which presented the survey and questionnaire results as text, tables and figures, that can be integrated into the element and used to help prioritize proposed recreation programs and facilities.

Dr. Kocher has several recent publications and presentations in the field of environmental management. *The Spotted Owl Controversy and the Sustainability of Rural Communities in the Pacific Northwest* (with Dan Levi) presents the results of community workshops that explored the role technology, human and natural resources, and economic development play in mediating the impacts of worker displacement in the logging communities of the Pacific Northwest. In June of 1996, Sara presented a paper on the use of economic models to assess the fiscal impacts of sustainable development at the Environmental Design Research Association conference.

Dr. Kocher has worked as a lecturer at Cal Poly for seven years, where she has taught ecology and environmental management in the Natural Resources Management Department and research methods in the Department of Psychology. At Cal Poly, Sara also worked on numerous research projects including: conducting a social impact assessment of a state land acquisition program; mapping the genetic distribution of salmon stocks; developing an integrated natural resource database for a 3000-acre ranch; and designing a visual quality assessment for the Highway 101 corridor. Other prior work includes the development and analysis of public attitude surveys with McKeever and Morris of Portland on topics ranging from solar ordinances to outdoor recreation planning and the supervision of visual quality and contingent value studies as a research assistant at the University of Arizona Environmental Perception Laboratory.

Dr. Kocher holds a Ph.D. in Environmental Psychology and a Masters in Landscape Architecture from the University of Arizona. Her dissertation centered on the development of a public participation method for assessing neighborhood and regional character. Her thesis, *Development of a Visual Quality Assessment System for Designation of Scenic Roads* was incorporated into the Arizona Department of Transportation Scenic Assessment System.

Sara is a member of the Environmental Design Research Association, and chairs the Nature and Ecology Network. She recently had an article on the sustainability of rural communities accepted for publication in the *Journal of Environment and Behavior*.

Amanda L. Brodie, Associate

Amanda Brodie is an environmental planner whose responsibilities with CMCA focus on multidisciplinary planning projects and environmental studies. Since joining CMCA, Ms. Brodie's project efforts include an environmental impact report (EIR) for California Polytechnic State University, San Luis Obispo, a Master Plan Update environmental assessment/environmental impact report (EA/EIR) for the San Luis Obispo Airport, and an EIR for the Unocal Cleanup Project for Avila Beach.

Prior to her position at CMCA, Ms Brodie served as a project coordinator and environmental planner for Jones & Stokes Associates, Inc. She coordinated the preparation of environmental documents and assessed land use, public services, and utilities impacts for multidisciplinary projects primarily involving water resources planning, infrastructure development and land use planning.

As a co-project coordinator, Ms. Brodie assisted in project coordination for an environmental impact report/environmental impact statement for the Delta Wetlands Project, located in the Sacramento-San Joaquin Delta (Delta). The Delta Wetlands project has significant systemwide environmental issues, including water supply, water quality, Delta hydrodynamics, endangered fish and wildlife species, land use, and wetlands. She also served as project coordinator for AT&T Corp.'s removal of 70 miles of coaxial cable in Los Angeles, Ventura, and Santa Barbara counties. Other project coordination efforts include an initial study/mitigated negative declaration for conveyance of interim water supply and a newly constructed pipeline and wastewater treatment plant facility improvements for the City of Brentwood in Contra Costa County.

As an environmental planner, Ms. Brodie performed land use inventories and analyses, including assessing of project consistency with agency policies and zoning ordinances. She also analyzed compatibility of proposed land uses with adjacent, existing, and planned land uses and evaluated public agency ability to provide basic public services for land development projects. Project efforts included an EIR/EA for an infill bikeway for the City of Roseville, an EA for the relocation of military units from McClellan Air Force Base to Beale Air Force Base, and an EA for the reuse of Hamilton Air Force Base.

Ms. Brodie received her Bachelor of Science degree in Natural Resources Management from California Polytechnic State University in San Luis Obispo. She also received specialized training from the University of California, Davis in California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), Endangered Species Act, and EIR/EIS Preparation and Review.

Ms. Brodie is also a member of the American Planning Association (APA).

Susan Clark, AICP, Associate

Susan Clark's work at Crawford Multari & Clark Associates has emphasized land use planning, environmental evaluations, and special studies. Susan has worked on many general plan updates for cities and counties of varying size and population, both within and outside the coastal zone. Her general plan work has focused on analysis of agricultural, resource conservation, and housing issues. Ms. Clark has prepared many required general plan elements including Land Use, Open Space, Conservation, Housing, and Recreation. She has collaborated on the preparation of over 20 development and zoning codes for communities state-wide.

Susan is particularly adept at working with the public, community groups, and agency staff assisting in consensus building and identifying and addressing community issues. She has facilitated many public participation workshops and presentations. Susan has coordinated, managed and served as client liaison on several projects.

Ms. Clark has completed project site planning, project suitability, design review, and environmental evaluations for large scale commercial and housing developments. In addition, she has worked on environmental impact reports and mitigated negative declarations for a variety of public and private projects. She has prepared special studies on solid waste management, low-income housing, and market feasibility studies.

Susan has been a land use planner since 1990, when she worked in current planning for the City of Atascadero. In this capacity, Susan provided environmental and design review, and drafted several land use ordinances.

Susan was an honor student at California Polytechnic State University, San Luis Obispo, where she received her Bachelor of Arts degree in Political Science. Susan also holds a Masters degree in City and Regional Planning, from Cal Poly, 1995. Her graduate studies focused on incorporating aesthetic, environmental, and economic factors in successful urban design and development. Ms. Clark is a member of the American Planning Association (APA), American Institute of Certified Planners (AICP), and was previously on the Board of Directors of the Environmental Center of San Luis Obispo.

Jennifer L. Metz, AICP, Associate

Jennifer Metz is a landscape architect whose responsibilities with CMCA focus on comprehensive planning projects. Her current projects include a Circulation Element for the Town of Los Altos Hills, General Plan/Local Coastal Plan Update for the City of Carpinteria, a Local Coastal Plan for the City of Malibu, and the Malibu Civic Center Specific Plan. Jennifer has been involved in many community participation projects including the Oakland/San Leandro Joint Revitalization Plan, the City of Dinuba's General Plan Update, and the Higuera Street Bridge Rehabilitation Project for the City of San Luis Obispo. Other past projects include design guidelines for the City of Ventura and the City of Woodland.

Ms. Metz has been a part-time lecturer at California State Polytechnic University in San Luis Obispo in the City and Regional Planning Department. She has taught courses in applied design fundamentals and site planning to undergraduate planning students.

Prior to her position at CMCA, Ms. Metz's experience included working as an environmental specialist and graphics manager for Impact Sciences, Inc. In this capacity she prepared graphics for environmental impact reports, technical studies, and public hearings. She also assisted with wetlands delineation studies, conducted visual impact analyses, developed design guidelines for a specific plan and collected data for cumulative impact analyses.

As a project manager for Pacific Coast Land Design, a landscape architecture firm in Ventura County, Ms. Metz prepared construction documents for single and multi-family residential projects, as well as commercial, industrial, and institutional projects in for private clients and public agencies. Ms. Metz performed on-site construction administration, site analysis and plant selection for a variety of projects. She performed research on unique tree species for a municipal arboretum project called "Trees of the World" for the City of Ventura. She also developed landscape design guidelines for the Cities of Port Hueneme and Simi Valley, prepared landscape maintenance manuals and conducted field reconnaissance and prepared documentation for oak tree reports.

Ms. Metz received her Bachelor of Science degree in Landscape Architecture and her Master's degree in City and Regional Planning with an emphasis in Regional and Environmental Planning from California State Polytechnic University in San Luis Obispo. Her education has provided her with a strong knowledge base in the design and regulatory aspects of planning including urban design, plant identification, site analysis, regional landscape assessment, land suitability analysis, and agricultural land preservation.

In addition to being a licensed landscape architect (CA #3608), Jennifer Metz is also a certified arborist with the International Society of Arboriculture (WC-2126). In 1993, she was part of a research team who had an article published in the Association of Environmental Professional's *Environmental Monitor* entitled "The Content of EIRs." Ms. Metz is a member of the American Planning Association (APA), and American Institute of Certified Planners (AICP).

Jeff Legato, Associate

Jeff Legato serves as CMCA graphics coordinator, as well as assisting with fee studies, current and long range planning staff support, and computer software application development. He has worked on a variety of current and comprehensive planning projects at CMCA including design guidelines, general plans, downtown redevelopment plans, annexation studies, zoning ordinances and other urban design projects.

Mr. Legato designed visual simulations of the five buildout alternatives in the community of Cambria for the San Luis Obispo County North Coast Area Plan. This exercise involved manipulation of digital photographs using raster image editing software. He also completed all of the graphics included in the Draft Background Report of the General Plan Update for Fresno County which involved complex use of ArcView, Geographic Information Systems (GIS). Mr. Legato recently completed work on zoning maps for the cities of Calabasas and Pismo Beach using Autocad.

Currently, Mr. Legato is assisting in the preparation of a Redevelopment Plan and Sphere of Influence Expansion for the City of Patterson.

Before joining CMCA, Jeff interned with the City of South Lake Tahoe, where he reformatted and updated the Zoning Map and worked on revisions to the City's Sign Ordinance.

Mr. Legato graduated Cum Laude from California Polytechnic State University with a Bachelor of Science degree in City and Regional Planning. He graduated at the top of his class, and is a recipient of the California Planning Foundation Academic Achievement Award Scholarship. He also received the Senior Recognition and Alumni Awards from the City and Regional Planning Department.

SAN SIMEON COMMUNITY SERVICES DISTRICT

Route 1, Box S-17
San Simeon, California 93452
(805) 927-4778

MEMORANDUM

DATE: June 3, 1998
TO: Board of Directors
VIA: Forrest G. Warren, General Manager
FROM: John L. Wallace, District Engineer *[Signature]*
SUBJECT: Pipe Bridge & Channelization Project - Status and Scheduling

DISCUSSION:

Attached is a revised tentative construction schedule for SSCSD Board review and consideration. The new schedule includes the additional work required for the communitor/diversion channels that will become a part of the design and construction of the Pipeline Bridge Project.

The new pipe bridge alignment was selected for ease of construction and, more importantly, selected on the basis of sewer and/or water by-pass requirements during construction, thereby keeping construction costs down and the potential for wastewater spills at a minimum.

It is expected that construction will take approximately 120 calendar days to complete. Working hours will be restricted to 8:00 am to 4:00 pm, Monday through Friday. The specifications for the new steel bridge configuration approved at the last Board hearing will require that the structure be shop fabricated, primed and coated prior to delivery. This should minimize construction noise and potential for debris to fall into the creek.

Staff has since researched the existing water and sewer easement for the pipe bridge and has determined that the existing 10-foot easement dedication is in direct alignment with the existing pipe structure and facilities only (see attached sketch).

To facilitate the new pipeline structure, channel and comminutor equipment, an additional 10-foot easement will need to be dedicated to the District for construction and maintenance. The additional dedication will be parallel and adjacent to the westerly property line of the Cavalier Motel as shown on the attached sketch as Exhibit "A".

Staff has estimated that the costs to draw up a map, write the legal description and process the grant of easement would be \$400, including recording fees. A title report, if needed, would be \$250.

Post-it [®] Fax Note	7671	Date	6-3	# of pages	5
To	FORREST W	From	CRAIG T		
Co./Dept.	SSCSD	Co.	JLWA		
Phone #		Phone #			

RECOMMENDATIONS:

It is recommended that the Board;

1. Direct staff to negotiate the acquisition of an easement from the Cavalier Motel.
2. Receive and file this status report.

084-02-24pipebrgstat.wpd

SAN SIMEON COMMUNITY SERVICES DISTRICT

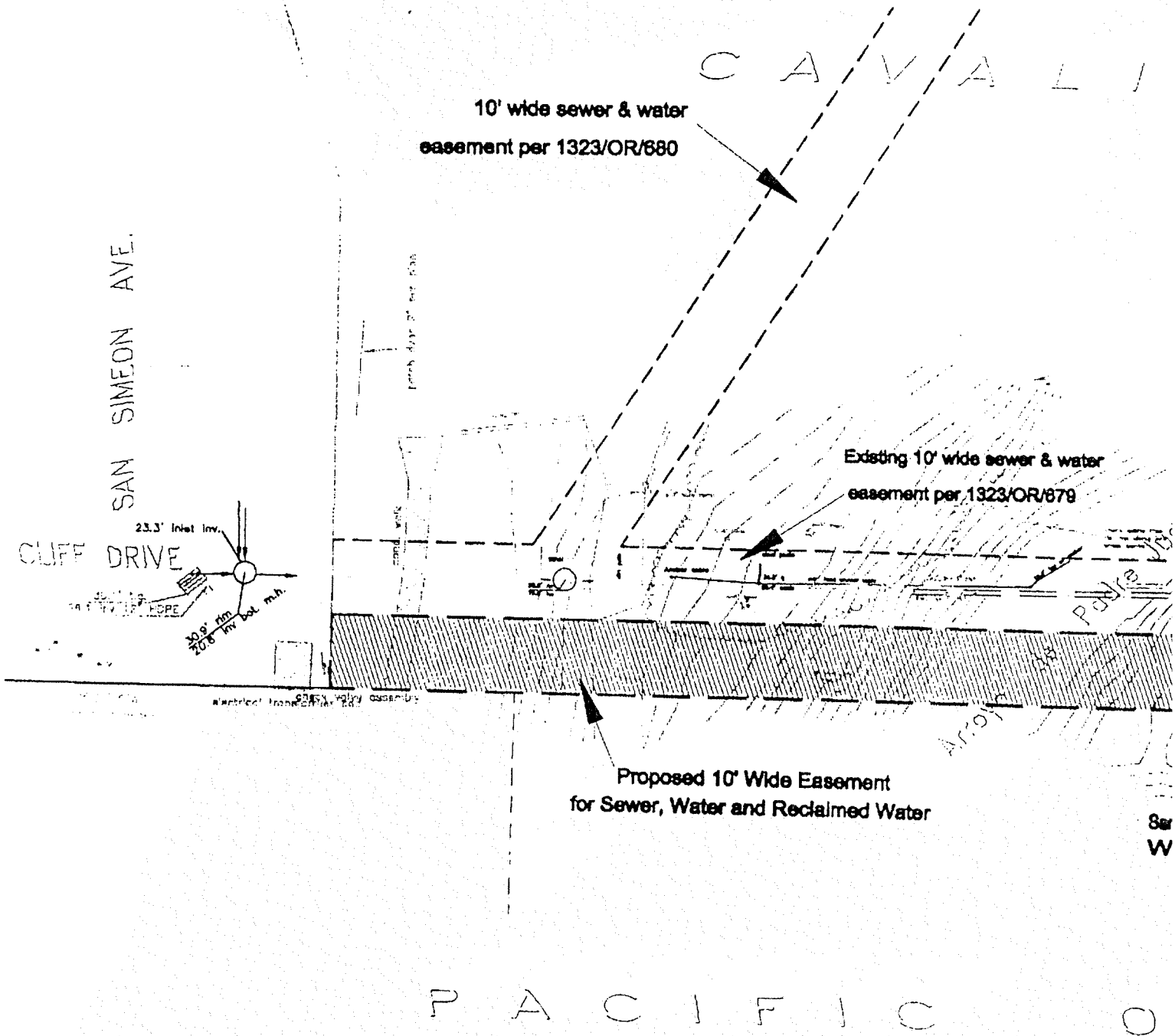
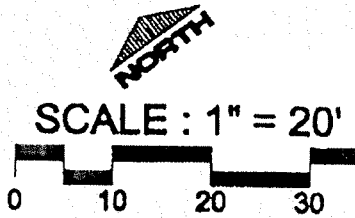
**Tentative Construction Schedule
for the
Pipeline Bridge & Channelization Project**

Survey and Structural and Civil Design Completion	June 26, 1998
Contract Document, Drawings and Specification Completion	June 30, 1998
1st Notice to Bidders	July 7, 1998
2nd Notice to Bidders (min. 5 days between publications)	July 14, 1998
Pre-Bid Conference (Wednesday, 9:00 pm)	July 22, 1998
Receive Bids (Wednesday, 2:00 pm)	August 4, 1998
Award of Bid	August 12, 1998
Notice of Award*	August 13, 1998
Notice to Proceed* (15 days from Award)	August 28, 1998
Start Work (10 days from Notice to Proceed)	September 7, 1998
Completion - (120 Calendar Days)	January 4, 1998

* send Certified Mail
a:\brdgsch.wpd.cri

NOT A PART OF THE CONTRACT

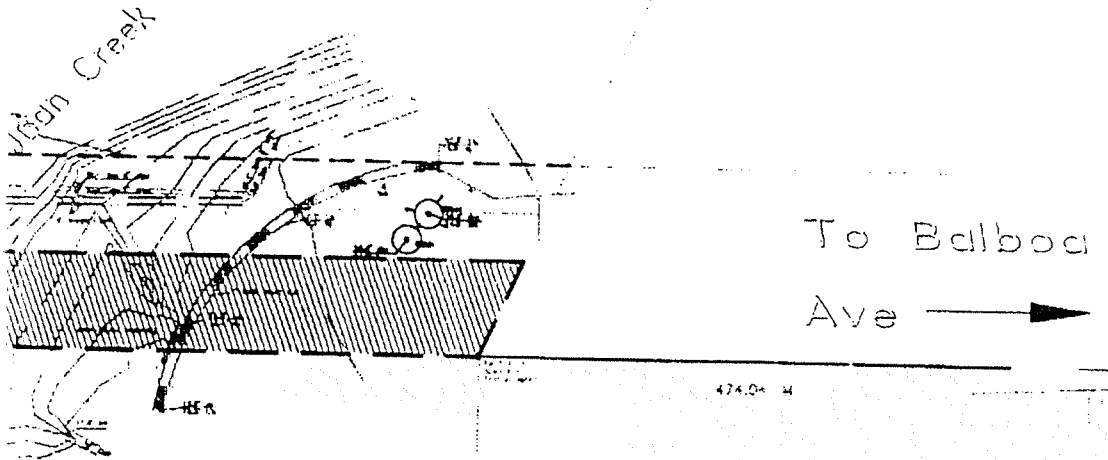
EXHIBIT "A"



PIPELINE BRIDGE AND CHANNEL

11

E R



San Simeon Acres Community Services District
Wastewater Treatment Plant

REVISIONS	DATE	DESCRIPTION

JLWA John L. Wallace & Associates
 Civil Engineering · Surveying · Planning
 4115 So. Broad St. 85 San Luis Obispo, Ca
 (805)544-4011 FAX 544-4294

Proposed Easement
Arroyo de Padre Juan Creek
San Simeon CSD

Drawing Name: CrkTopo.dwg
 Job No.: 084.02
 Date: 6/2/98

SHEET
1
 Of 1 Sheets

D C E A N
ELIZATION PROJECT

HUNT
& ASSOCIATES
Attorneys and Counselors At Law

MEMORANDUM

TO: FORREST WARREN, GENERAL MANAGER
SAN SIMEON COMMUNITY SERVICES DISTRICT

DATE: JUNE 5, 1998

FROM: ROBERT W. SCHULTZ *RS*

CLT/MTR: SSCSD.MTRS

SUBJECT: 1996 WATER AND WASTE WATER RATE INCREASES

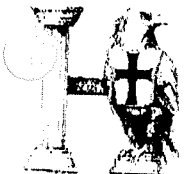
Pursuant to your request, I have reviewed the agendas, minutes, resolutions and ordinances related to the 1996 water and wastewater rate increase and I make the following observations and legal conclusions.

ANALYSIS OF AGENDAS, MINUTES, RESOLUTIONS AND ORDINANCES

The agenda for the April 10, 1996, Board of Directors meeting included the following topics:

10. Discussion of agreement with Cambria CSD for the supply of water.
11. Discussion of bonding.
12. Consideration of Resolution No. 96-220: A RESOLUTION OF SAN SIMEON COMMUNITY SERVICES DISTRICT'S DECLARING THE OFFICIAL INTENT TO REIMBURSE EXPENDITURES FROM THE PROCEEDS OF TAX EXEMPT SECURITIES.
13. Consideration of Resolution No. 96-221: A RESOLUTION OF SAN SIMEON COMMUNITY SERVICES DISTRICT REGARDING ESTABLISHING RATES SUFFICIENT TO COVER SSCSD COSTS OF DEBT SERVICE ON THE CAMBRIA COMMUNITY SERVICES DISTRICT AND SAN SIMEON COMMUNITY SERVICES DISTRICT JOINT DESAL PROJECT AND PIPELINE TO SAN SIMEON.
14. Discussion of 1996-97 Budgets, Rates and Connection fees.
15. Consideration of Ordinance No. 90: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT ESTABLISHING SERVICE CHARGES AND CONNECTION FEES FOR WATER AND SEWER SERVICES WITHIN THE DISTRICT."

However, Chairman Blankenship announced that Agenda Items 10 through 13 would not be considered because Cambria CSD and San Simeon CSD could not agree on an acceptable agreement. Therefore, at the Board of Director's meeting held on April 10, 1996, no discussion or action was taken regarding rate increases related to the desal project with Cambria CSD.



In regard to Item 14 and 15, Manager Wallace proposed a rate increase separate and unrelated to the desal project. The rate increases were established by Ordinance 90 which states in pertinent part as follows:

"WHEREAS, the District on April 10, 1996, set a public meeting date to revise wastewater and water rates."

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

"The District hereby revises wastewater and water rates as provided in Exhibit A."

Subsequently, at the Board of Director's meeting on June 12, 1996, Manager Wallace gave a review of the history of water usage in the community. In discussing the financing of the desal project, Wallace displayed revenue charts with the rates adopted by Ordinance 90. Manager Wallace stated that the rate increases adopted by Ordinance 90 were to provide for ongoing capital projects such as road repairs and replacing old pipelines and also for the predicted payments for the desal project. Discussion ensued, but no action was taken at the June 12, 1996, meeting regarding the desal project or any other rate increases.

Finally, the agenda for the August 14, 1996, Board of Directors meeting included the following topics:

- "9b. Consideration of Resolution No. 96-227, a resolution of the SSCSD regarding establishing rates sufficient to cover the costs of debt services on the SSCSD's share of the CCSD's Desalination Plant and a pipeline to the District."

The minutes of the Board of Directors meeting held on August 14, 1996, reflect that Manager Wallace gave a background for the need for this rate covenant and that the rate increase may vary depending on the final costs and percentage of participation in the desal project. A motion was passed directing staff to coordinate with CCSD staff and the financial consultants on the Cambria Desalination Project and to bring back for further Board consideration any further instruments or actions necessary in order to participate in the CCSD financing for the desalination plant. In response, resolution No. 96-227 was adopted, in pertinent part as follows:

"WHEREAS, the District is proposing to participate in the Cambria Community Services District Desalination Project and to finance a portion of the project.


"WHEREAS, it will be necessary to prescribe and collect revenues sufficient to cover costs associated with the project; and



SAN SIMEON COMMUNITY SERVICES DISTRICT

Route 1, Box S-17
San Simeon, California 93452
(805) 927-4778

MEMORANDUM

DATE: June 10, 1998
TO: Board of Directors
VIA: Forrest Warren, General Manager
FROM: John L. Wallace, District Engineer 
SUBJECT: Comparison of Water Rates--Agencies of the Central Coast

RECOMMENDATION:

Receive and file this information.

DISCUSSION:

The Board previously was requested by Mr. Ed Carras to provide information about the District's water rates compared to various water rates of other local water agencies. Staff has reviewed the rates as shown in the document received from the Atascadero Mutual Water Company summarizing water rates for the Central Coast area of San Luis Obispo County. This survey was completed in July 1997 and does not take into consideration the increases in rates that may have been adopted by these agencies as part of their FY 1997-98 and FY 1998-99 budgets. In addition, several other agencies' rates (Oceano and Nipomo) have been incorporated into these summaries and charts that were not included in the Mutual Water Company's survey. Other agencies data will be incorporated into this information if available by the Board meeting on June 10th.

When reviewing this data, it is obvious that the District's rates are among some of the highest in the area. This is consistent with small systems with the need to provide a supplemental water source. It is also obvious that those agencies with "new water", such as Morro Bay with the State Water project, have the higher rates. Older, larger systems that have adequate groundwater and do not have to import water, such as Atascadero Mutual Water Company have the lowest rates.

Some agencies also have additional "standby charges" that have been adopted and are placed on the tax role. These charges are not included in the rates shown.

Also included in this analysis is a comparison of the minimum charges charged and the amount of water usage, if any, provided with this minimum charge.

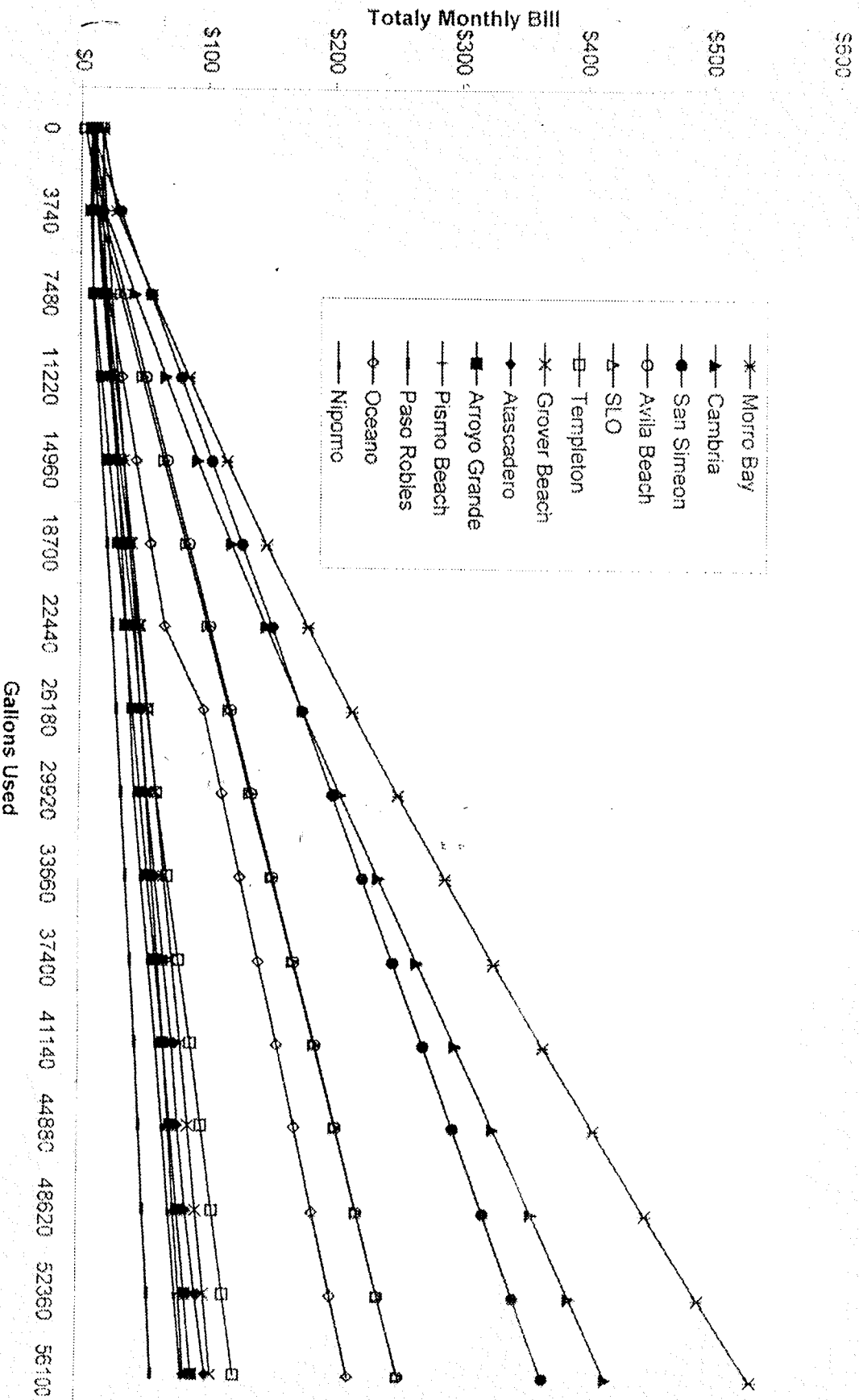
Minimum Monthly Charges

Allowed Water
w/ min chg

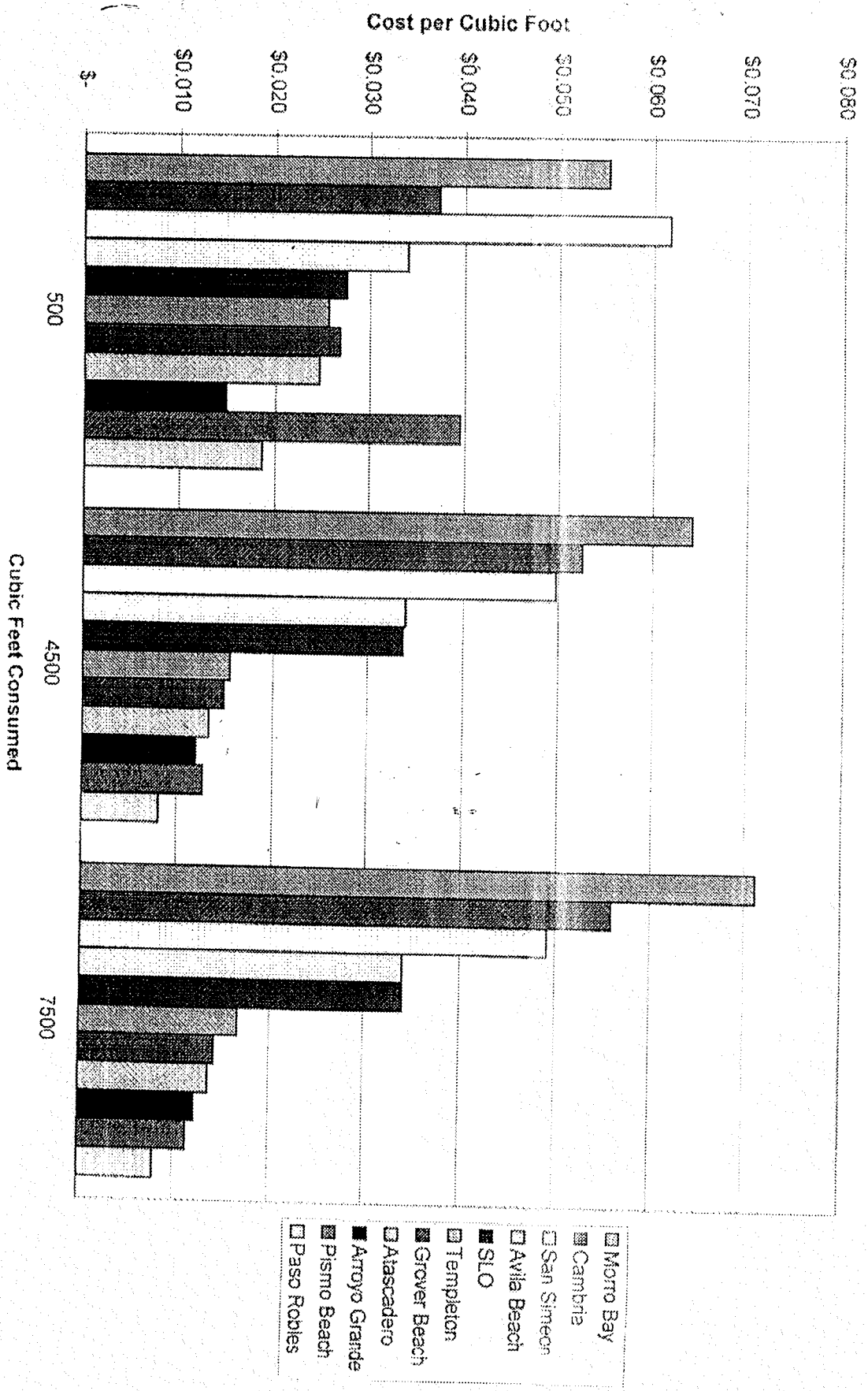
ccf

Avila Beach	\$17.00	5
Morro Bay	\$16.43	0
Pismo Beach	\$15.99	0
Oceano	\$11.97	6
Atascadero	\$11.00	20
Templeton	\$10.50	3
Paso Robles	\$9.30	20
Cambria	\$9.25	6
Arroyo Grande	\$7.40	8
Grover Beach	\$6.75	0
San Simeon	\$6.75	0
Nipomo	\$6.50	0
SLO	\$2.75	0

Central Coast Area Comparable Residential Water Bills



Rate Per Unit of Water



Monthly Water Billing for Various Usages

	Morro Bay	Gambier	San Simeon	Avila Beach	SLO	Oceano	Templeton	Grover Beach	Atascadero	Arroyo Grande	Pismo Beach	Nipomo	Paso Robles
0	\$16.43	\$9.26	\$8.75	\$17.00	\$2.75	\$11.97	\$10.50	\$8.75	\$11.00	\$7.40	\$15.90	\$8.50	\$8.30
3740	\$27.55	\$18.55	\$30.85	\$17.00	\$13.75	\$11.97	\$12.80	\$13.40	\$12.30	\$7.40	\$19.74	\$16.75	\$9.50
7480	\$55.99	\$42.40	\$54.95	\$34.00	\$31.00	\$20.97	\$18.55	\$28.05	\$17.50	\$9.90	\$24.06	\$20.50	\$19.00
11220	\$85.13	\$65.90	\$79.06	\$51.00	\$48.25	\$32.22	\$24.30	\$26.70	\$22.70	\$18.15	\$28.75	\$24.25	\$18.15
14960	\$115.04	\$91.90	\$103.16	\$68.01	\$56.50	\$43.47	\$30.05	\$33.35	\$27.40	\$22.40	\$33.46	\$28.00	\$17.60
18700	\$146.54	\$118.90	\$127.26	\$85.01	\$82.75	\$54.72	\$37.55	\$40.00	\$34.20	\$28.85	\$38.16	\$31.75	\$23.85
22440	\$178.93	\$146.90	\$151.36	\$102.01	\$100.00	\$66.98	\$45.05	\$46.05	\$41.00	\$34.90	\$42.86	\$35.50	\$28.70
26180	\$214.94	\$175.90	\$175.46	\$119.01	\$117.25	\$87.53	\$52.55	\$53.30	\$47.80	\$41.15	\$47.56	\$39.25	\$28.55
29920	\$251.24	\$205.90	\$199.56	\$136.01	\$134.50	\$112.28	\$60.05	\$59.95	\$52.90	\$47.40	\$52.76	\$41.00	\$32.40
33660	\$288.78	\$236.40	\$223.67	\$153.01	\$151.75	\$127.03	\$68.25	\$68.50	\$59.70	\$53.05	\$56.98	\$40.75	\$36.25
37400	\$327.37	\$265.90	\$247.77	\$170.01	\$168.00	\$141.75	\$76.45	\$73.25	\$68.50	\$59.90	\$61.55	\$40.50	\$40.10
41140	\$366.92	\$297.40	\$271.87	\$187.01	\$186.25	\$156.53	\$87.65	\$79.90	\$73.30	\$68.15	\$68.35	\$40.25	\$43.95
44880	\$407.35	\$327.90	\$295.97	\$204.02	\$203.50	\$171.28	\$96.85	\$86.55	\$78.40	\$72.40	\$71.08	\$40.00	\$47.80
48620	\$448.58	\$358.40	\$320.07	\$221.02	\$220.75	\$186.03	\$106.05	\$93.20	\$88.20	\$78.55	\$75.76	\$40.75	\$51.55
52360	\$490.54	\$388.90	\$344.18	\$238.02	\$238.00	\$200.79	\$115.25	\$99.85	\$93.10	\$84.90	\$80.46	\$40.50	\$55.50
56100	\$533.21	\$419.10	\$368.26	\$255.02	\$255.25	\$215.54	\$124.45	\$106.50	\$102.10	\$91.15	\$85.15	\$40.25	\$59.35

Rate per Unit of Water

# of ct	Micro Bay	Caribria	San Simeon	Avila Beach	SLD	Oceanco	Fanplejan	Crover Beach	Atascadero	Arroyo Grande	Pismo Beach	Nipomo	Paso Robles
500	\$ 0.055	\$ 0.037	\$ 0.052	\$ 0.034	\$ 0.028	\$ 0.024	\$ 0.026	\$ 0.027	\$ 0.025	\$ 0.015	\$ 0.039	\$ 0.034	\$ 0.019
1000	\$ 0.058	\$ 0.042	\$ 0.056	\$ 0.034	\$ 0.031	\$ 0.021	\$ 0.019	\$ 0.020	\$ 0.019	\$ 0.016	\$ 0.024	\$ 0.021	\$ 0.009
1500	\$ 0.057	\$ 0.045	\$ 0.053	\$ 0.034	\$ 0.032	\$ 0.021	\$ 0.016	\$ 0.018	\$ 0.015	\$ 0.014	\$ 0.019	\$ 0.016	\$ 0.005
2000	\$ 0.058	\$ 0.046	\$ 0.052	\$ 0.034	\$ 0.033	\$ 0.022	\$ 0.015	\$ 0.017	\$ 0.014	\$ 0.014	\$ 0.017	\$ 0.012	\$ 0.005
2500	\$ 0.059	\$ 0.048	\$ 0.051	\$ 0.034	\$ 0.033	\$ 0.022	\$ 0.015	\$ 0.016	\$ 0.014	\$ 0.014	\$ 0.015	\$ 0.013	\$ 0.005
3000	\$ 0.060	\$ 0.049	\$ 0.050	\$ 0.034	\$ 0.033	\$ 0.022	\$ 0.015	\$ 0.016	\$ 0.014	\$ 0.012	\$ 0.014	\$ 0.012	\$ 0.008
3500	\$ 0.061	\$ 0.050	\$ 0.050	\$ 0.034	\$ 0.034	\$ 0.025	\$ 0.015	\$ 0.015	\$ 0.014	\$ 0.012	\$ 0.014	\$ 0.011	\$ 0.009
4000	\$ 0.063	\$ 0.051	\$ 0.050	\$ 0.034	\$ 0.034	\$ 0.026	\$ 0.015	\$ 0.015	\$ 0.013	\$ 0.012	\$ 0.013	\$ 0.011	\$ 0.008
4500	\$ 0.064	\$ 0.055	\$ 0.050	\$ 0.034	\$ 0.034	\$ 0.028	\$ 0.015	\$ 0.015	\$ 0.013	\$ 0.012	\$ 0.013	\$ 0.011	\$ 0.008
5000	\$ 0.066	\$ 0.053	\$ 0.050	\$ 0.034	\$ 0.034	\$ 0.028	\$ 0.016	\$ 0.015	\$ 0.013	\$ 0.012	\$ 0.012	\$ 0.011	\$ 0.008
5500	\$ 0.067	\$ 0.054	\$ 0.049	\$ 0.034	\$ 0.034	\$ 0.026	\$ 0.015	\$ 0.015	\$ 0.013	\$ 0.012	\$ 0.012	\$ 0.011	\$ 0.008
6000	\$ 0.068	\$ 0.055	\$ 0.049	\$ 0.034	\$ 0.034	\$ 0.029	\$ 0.016	\$ 0.014	\$ 0.013	\$ 0.012	\$ 0.012	\$ 0.011	\$ 0.008
6500	\$ 0.069	\$ 0.055	\$ 0.049	\$ 0.034	\$ 0.034	\$ 0.029	\$ 0.016	\$ 0.014	\$ 0.013	\$ 0.012	\$ 0.012	\$ 0.011	\$ 0.008
7000	\$ 0.070	\$ 0.056	\$ 0.049	\$ 0.034	\$ 0.034	\$ 0.029	\$ 0.016	\$ 0.014	\$ 0.013	\$ 0.012	\$ 0.011	\$ 0.011	\$ 0.008
7500	\$ 0.071	\$ 0.056	\$ 0.049	\$ 0.034	\$ 0.034	\$ 0.029	\$ 0.017	\$ 0.014	\$ 0.014	\$ 0.012	\$ 0.011	\$ 0.011	\$ 0.008

San Simeon Community Services District



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

Board of Directors

Richard Andresen, Ardy May, Loraine Mirabal-Boubion, Lois Stevens, Leanne Morgan

Memorandum

To: Board of Directors

May 22, 1998

From: General Manager

RE: 1997/1998 Recap of Budget - Preliminary Budget 1998/1999

INCOME: WHERE IT COMES FROM

Water/Wastewater: The Income from the sale of water and treatment of the wastewater held to budget or surpassed it from July thru November 1997. In December, our income started to decline with the bad weather. We dropped to a low of 44.1% of budget in April. We were 86 % of budget for water/wastewater from July thru May.
(State of CA wastewater was \$23,080.68-budgeted was \$22,177.41= \$903.77 over)

Property Tax: Income from property taxes varies over the year with the two collections in December and April. As of May 18, 1998, we were 110% of budget. (Over budget)

Interest: Interest income for LAIF and our money market accounts are at 149% of budget.

Overall Effect: *The combination of the three sources of funds bring us to 97.5% of Budget.*

Actual	\$468,528.20
Budget	\$480,342.50
Difference	\$11,814.30 *

* Note we do not process septic treatment (Harvey's Honey Huts) any more.
\$10,645.16 budgeted income item. If you subtract this amount from the budgeted income it leaves us only \$1,669.14 off our Budget.

Income: Where it comes from:

Water:	\$198,296.81
Effluent Sale	\$420.00
Wastewater:	\$217,915.32
General: Property Taxes, Interest	\$51,896.07
TOTAL	<u>\$468,528.20</u>

Forrest G. Warren, General Manager/ Sec.

Kim Allison, Office Administrator

Dave Fleishman, District Counsel

John L. Wallace, District Engineer

Ron Head, Plant Superintendent

San Simeon Community Services District



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

Board of Directors

Richard Andresen, Ardy May, Loraine Mirabal-Boubion, Lois Stevens, Leanne Morgan

EXPENSES: WHERE IT GOES

Overall Effect: *The expenses this year have been below the budgeted amount overall. Certain accounts that were changed during the year were not in the budget as expected.*

<i>Actual</i>	\$294,378.48
<i>Budget</i>	\$320,107.90
<i>Difference</i>	\$25,729.40

Expenses: Where it goes.

Water:	\$69,266.55
Wastewater:	\$169,747.45
General: Office, Lights, Roads	\$44,891.40
Other:	<u>\$10,473.08</u>

<u>TOTAL</u>	<u>\$294,378.48</u>
---------------------	----------------------------

PROFIT: HOW MUCH WAS MADE

Over all : Although our income is down by \$11,814.30 our expenses are down by \$25,729.42 (Expected income above budget by \$13,915.12.)

<i>Actual</i>	\$174,149.72
<i>Budget</i>	\$160,234.60
<i>Difference</i>	\$13,915.12

Profit: How much was made.

Water:	\$129,030.26
Effluent	\$420.00
Wastewater:	\$48,167.87
General:	\$7,004.67
*Other uncategorized expenses	<u>\$10,473.08</u>

<u>TOTAL PROFIT:</u>	<u>\$174,149.72</u>
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Forrest G. Warren, General Manager/ Sec.

Dave Fleishman, District Counsel

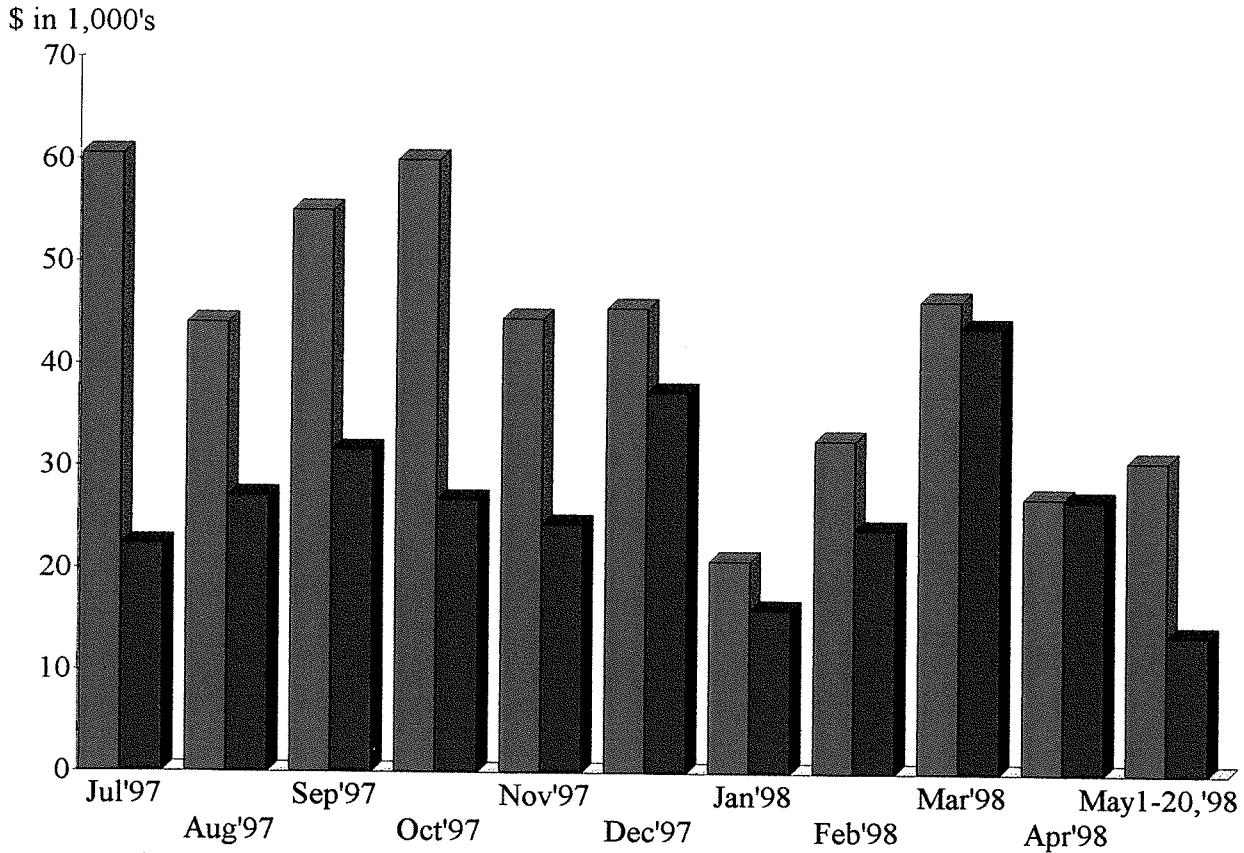
Kim Allison, Office Administrator

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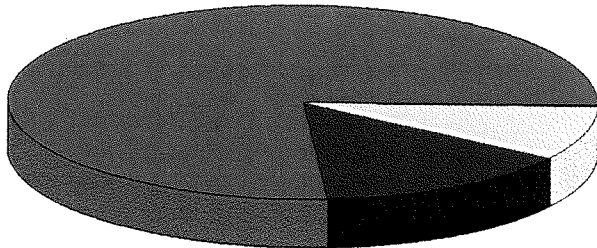
Income and Expense by Month
Jul 1, '97 - May 20, '98

■ Income
■ Expense



Income Summary
Jul 1, '97 - May 20, '98

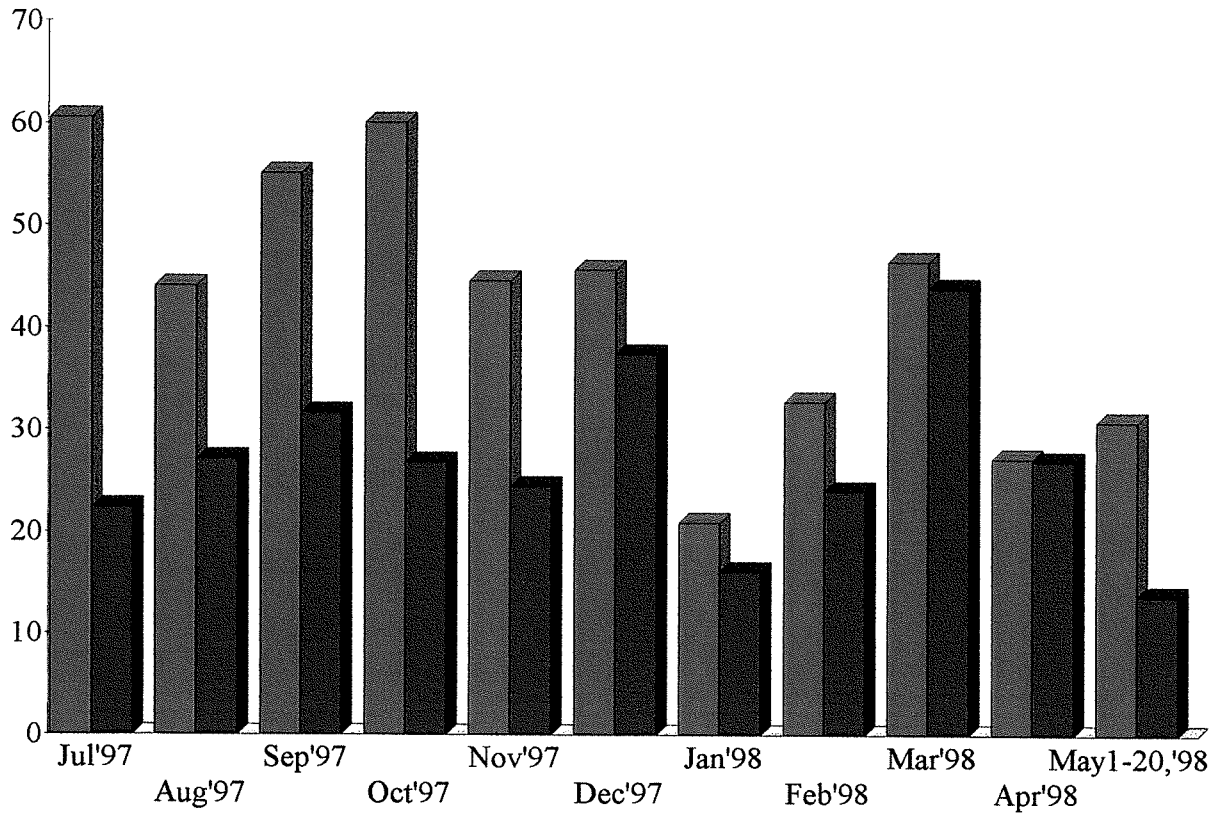
■ 5010 · SERVICES	%76.45
■ 5600 · INTEREST	14.48
■ 5040 · PROPERTY TAX	9.06
■ 5720-03 · MISCELLANEOUS INCOME	0.01
Total	\$468,528.20



Income and Expense by Month
Jul 1, '97 - May 20, '98

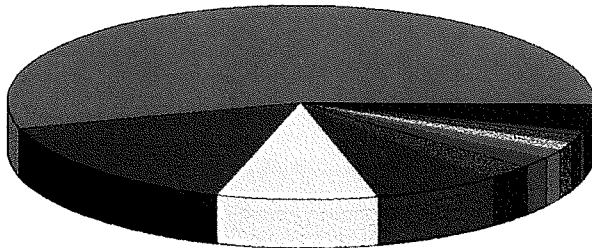
Income
Expense

\$ in 1,000's



Expense Summary
Jul 1, '97 - May 20, '98

6000 · PAYROLL EXPENSE	%54.74
8730 · UTILITIES	15.91
8800 · OPERATING EXPENSES	9.03
8500 · PROFESSIONAL FEES	7.31
8595 · SAMPLE TESTING	2.67
8090 · INSURANCE, WORKERS COMP	1.77
8100 · EQUIPMENT MAINTENANCE	1.50
8000 · COMMUNICATIONS	1.46
8365-01 · SLUDGE DISPOSAL - SEWER	1.29
8660 · LICENSE/PERMITS	0.89
Other	3.43
Total	\$294,378.48



P&L Budget Comparison

July 1, 1997 through May 20, 1998

	Jul 1, '97 - May 20, '98	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010 · SERVICES	358,201.12	396,088.70	-37,887.58	90.4%
5040 · PROPERTY TAX	42,428.36	38,701.39	3,726.97	109.6%
5600 · INTEREST	67,848.72	45,463.71	22,385.01	149.2%
5720-03 · MISCELLANEOUS INCOME	50.00	88.70	-38.70	56.4%
Total Income	468,528.20	480,342.50	-11,814.30	97.5%
Expense				
6000 · PAYROLL EXPENSE	161,143.99	131,904.18	29,239.81	122.2%
6560 · PAYROLL EXPENSES	1,632.06			
6999 · UNCATEGORIZED EXPENSES	0.00			
8000 · COMMUNICATIONS	4,307.45	3,108.36	1,199.09	138.6%
8050 · INSURANCE, LIABILITY	0.00	13,838.71	-13,838.71	0.0%
8090 · INSURANCE, WORKERS COMP	5,205.15	5,766.14	-560.99	90.3%
8100 · EQUIPMENT MAINTENANCE	4,413.75	6,209.69	-1,795.94	71.1%
8170 · VEHICLE MAINTENANCE	1,874.65	1,641.14	233.71	114.2%
8210 · STRUCTURE MAINTENANCE	35.00	1,774.20	-1,739.20	2.0%
8277 · ROAD MAINTENANCE	675.83	4,080.61	-3,404.78	16.6%
8365-01 · SLUDGE DISPOSAL - SEWER	3,798.14	2,749.99	1,048.15	138.1%
8400 · LAB EXPENSE/SUPPLIES	778.44	266.13	512.31	292.5%
8430 · MEMBERSHIP/SEMINARS	975.25	4,435.50	-3,460.25	22.0%
8500 · PROFESSIONAL FEES	21,531.53	31,935.49	-10,403.96	67.4%
8505 · OFFICE EXPENSE	1,923.90	2,440.39	-516.49	78.8%
8510 · POSTAGE	1,000.71	1,375.87	-375.16	72.7%
8595 · SAMPLE TESTING	7,847.22	6,209.67	1,637.55	126.4%
8600 · EQUIPMENT RENTAL	0.00	665.31	-665.31	0.0%
8635 · AUTOMOBILE RENTAL	1,204.32	1,331.54	-127.22	90.4%
8660 · LICENSE/PERMITS	2,608.50	6,209.67	-3,601.17	42.0%
8730 · UTILITIES	46,838.72	53,536.28	-6,697.56	87.5%
8760 · DESAL STANDBY COSTS	0.00	11,088.72	-11,088.72	0.0%
8800 · OPERATING EXPENSES	26,583.67	29,540.31	-2,956.64	90.0%
Total Expense	294,378.48	320,107.90	-25,729.42	92.0%
Net Ordinary Income	174,149.72	160,234.60	13,915.12	108.7%
Net Income	174,149.72	160,234.60	13,915.12	108.7%

San Simeon Budget Report

July 1998 through June 1999

Jul '98 - Jun '99

Ordinary Income/Expense	
Income	
5010 · SERVICES	446,500.00
5040 · PROPERTY TAX	43,627.00
5600 · INTEREST	81,250.00
5720-03 · MISCELLANEOUS INCOME	100.00
Total Income	571,477.00
Expense	
6000 · PAYROLL EXPENSE	182,104.70
8000 · COMMUNICATIONS	3,504.00
8050 · INSURANCE, LIABILITY	15,600.00
8090 · INSURANCE, WORKERS COMP	6,500.00
8100 · EQUIPMENT MAINTENANCE	7,000.00
8170 · VEHICLE MAINTENANCE	1,850.00
8210 · STRUCTURE MAINTENANCE	2,000.00
8277 · ROAD MAINTENANCE	4,600.00
8400 · LAB EXPENSE/SUPPLIES	300.00
8430 · MEMBERSHIP/SEMINARS	5,000.00
8500 · PROFESSIONAL FEES	25,000.00
8505 · OFFICE EXPENSE	2,751.00
8510 · POSTAGE	1,551.00
8595 · SAMPLE TESTING	7,000.00
8600 · EQUIPMENT RENTAL	750.00
8635 · AUTOMOBILE EXPENSE-GAS & OIL	1,501.00
8660 · LICENSE/PERMITS	4,375.00
8730 · UTILITIES	60,350.00
8800 · OPERATING EXPENSES	33,300.00
Total Expense	365,036.70
Net Ordinary Income	206,440.30
Net Income	206,440.30

**San Simeon
Budget Report
July 1997 through June 1998**

Jul '97 - Jun '98

Ordinary Income/Expense	
Income	
5010 · SERVICES	446,500.00
5040 · PROPERTY TAX	43,627.00
5600 · INTEREST	51,250.00
5720-03 · MISCELLANEOUS INCOME	100.00
Total Income	<u>541,477.00</u>
Expense	
6000 · PAYROLL EXPENSE	148,692.00
8000 · COMMUNICATIONS	3,504.00
8050 · INSURANCE, LIABILITY	15,600.00
8090 · INSURANCE, WORKERS COMP	6,500.00
8100 · EQUIPMENT MAINTENANCE	7,000.00
8170 · VEHICLE MAINTENANCE	1,850.00
8210 · STRUCTURE MAINTENANCE	2,000.00
8277 · ROAD MAINTENANCE	4,599.96
8365-01 · SLUDGE DISPOSAL - SEWER	3,100.00
8400 · LAB EXPENSE/SUPPLIES	300.00
8430 · MEMBERSHIP/SEMINARS	5,000.00
8500 · PROFESSIONAL FEES	36,000.00
8505 · OFFICE EXPENSE	2,751.00
8510 · POSTAGE	1,551.00
8595 · SAMPLE TESTING	7,000.00
8600 · EQUIPMENT RENTAL	750.00
8635 · AUTOMOBILE EXPENSE-GAS & OIL	1,501.00
8660 · LICENSE/PERMITS	7,000.00
8730 · UTILITIES	60,350.00
8760 · DESAL STANDBY COSTS	12,500.00
8800 · OPERATING EXPENSES	33,300.00
Total Expense	<u>360,848.96</u>
Net Ordinary Income	<u>180,628.04</u>
Net Income	<u><u>180,628.04</u></u>

SUMMARY OF MAJOR PROJECTS BUDGET ALLOCATIONS

ACCT #	ITEMS	RES. BAL. 7/1/96		1996-97 BUDGETED		1996-97 EXPENSES		RES. BAL. 7/1/97		1997-98		1997-98 EXP.	Res. Bal.
										BGTD			
1218	Comb. CCSD Desal Pipeline	\$235,365.12	(\$31,501.80)	\$132,000.00	\$0.00	\$16,085.38	(\$5,357.24)	\$351,279.74	\$36,859.04	\$132,000.00	\$0.00	\$1,495.07	\$481,784.67
1221	Shop/ Garage Building	\$20,000.00		\$1,000.00		\$0.00		\$21,000.00		\$50,000.00			\$71,000.00
1224	Loop Water Line	\$45,000.00		\$0.00		\$0.00		\$45,000.00		\$100,000.00			\$145,000.00
1235	Weil Pump Motors	\$5,000.00		\$0.00		\$0.00		\$5,000.00					\$5,000.00
1236	Clarifier Drive Chains	\$7,000.00		\$0.00		\$0.00		\$7,000.00		\$10,000.00		\$7,745.00	\$9,255.00
1238	Composite Sampler	\$3,500.00		\$0.00		\$0.00		\$3,500.00		\$3,500.00		\$2,720.26	\$4,279.74
1239	Outfall Inspection	\$6,000.00		\$0.00		\$0.00		\$6,000.00		\$2,500.00		\$700.00	\$7,800.00
1262	Road Repairs	\$0.00		\$10,000.00		\$0.00		\$10,000.00		\$50,000.00		\$25,278.50	\$34,721.50
1265	Fire Hydrants (7)	\$3,600.00		\$1,400.00		\$0.00		\$5,000.00					\$5,000.00
1267	Plant Road	\$3,000.00		\$0.00		\$0.00		\$3,000.00		\$0.00			\$3,000.00
1268	Drainad Sludge Dewaterer	(\$15,000.00)		\$5,000.00		\$0.00		\$10,000.00		\$0.00			\$10,000.00
1225	Reservoir	\$10,000.00		\$0.00		\$0.00		\$10,000.00					\$10,000.00
1226	Pipebridge	\$19,130.64		\$0.00		\$0.00		\$19,130.64		\$60,000.00			\$79,130.64
1229	Tank Diesel Backup Generator	\$0.00		\$0.00		\$566.07		(\$566.07)		\$0.00			
*	Hearst Drive Upgrade Pipeline												
*	Effluent Line to Highway 1												
*	San Simeon Ave. Pipeline												
	New Truck												
	Culverts on Avonne												
1230	Misc. sewer line improv.									\$12,500.00			\$12,500.00
1231	Main Line Valve Improv.									\$15,000.00			\$15,000.00
	TOTAL	\$311,093.96		\$149,400.00		\$11,294.21		\$532,203.35		\$435,500.00		\$37,938.83	\$893,471.55

**MAJOR PROJECTS PRIORITY LIST
FY 1998/99 BUDGET
SAN SIMEON COMMUNITY SERVICES DISTRICT**

	Start Date	Total Cost	FY 1998/99 Cost
Water Projects			
Water Project/Desal Plant/Pipeline	7/98	\$ 1,500,000	Unknown
Environmental/Design	7/98	\$ 225,000	\$ 225,000
Water Tank (Design)	3/99	\$ 60,000	\$ 30,000
Fire Hydrants	11/98	\$ 15,000	\$ 15,000
Avonne Water line valve replmts	11/98	\$ 15,000	\$ 15,000
Pipe Bridge	9/98	\$ 100,000	\$ 100,000
Hearst Dr/SS Ave line replmt	7/98	\$ 65,000	\$ 65,000
Avonne Loop Water Line	1/99	\$ 85,000	\$ 85,000
Water line replmts FY 1998-99	3/99	\$ 100,000	\$ 1,000
Water line replmts FY1999-00 (Design)	12/98	<u>\$ 15,000</u>	<u>\$ 15,000</u>
Subtotal		\$ 2,180,000	\$ 551,000
Combination Projects			
Shop/Garage	9/98	<u>\$ 71,000</u>	<u>\$ 71,000</u>
Subtotal		\$ 71,000	\$ 71,000
Identified Sewer Projects			
Grinder/Manhole Mods	10/98	\$ 35,000	\$ 35,000
Outfall Inspection	8/98	\$ 7,800	\$ 7,800
Sewer Plant Expan Phs I (Design)	4/99	\$ 20,000	\$ 5,000
Repave Plant Road	3/99	\$ 3,000	\$ 3,000
Clarifier Drive Chains	11/98	\$ 9,300	\$ 9,300
Sewer line improvements FY 1998-99	11/98	\$ 12,500	\$ 12,500
Sewer line improvements FY 1999-00 (Design)	12/98	<u>\$ 2,000</u>	<u>\$ 2,000</u>
Subtotal		\$ 89,600	\$ 74,600
Road Improvements			
Misc. Road Repairs (FY 98/99)	3/99	<u>\$ 34,700</u>	<u>\$ 34,700</u>
Subtotal		\$ 34,700	\$ 34,700
Total		\$ 2,375,300	\$ 731,300

SAN SIMEON COMMUNITY SERVICES DISTRICT
SUPERINTENDENT'S REPORT FOR MAY 1998

FLOW COMPARISON - Water

MAY 1998 2,542,000 gallons	YTD 1998 10,407,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	18% decrease 15% decrease
MAY 1997 3,088,000 gallons	YTD 1997 12,301,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	2,640,000 gallons 2,577,983 gallons 98%

RAINFALL

MAY 1998 2.85 inches	97-98 YTD 44.10 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	2.85 inches more 31.63 inches more
MAY 1997 0.00 inches	96-97 YTD 12.47 inches		

WELL DEPTH COMPARISON

MAY 1998 10.33 feet	APR 1998 10.48 feet	MAY 1997 10.98 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.15 feet higher 0.65 feet higher
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CHLORIDE COMPARISON

MAY 1998 64 mg/l	APR 1998 72 mg/l	MAY 1997 46 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	DECREASED INCREASED
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FLOW COMPARISON - District Wastewater Treated

MAY 1998 1,784,440 gallons	YTD 1998 9,743,570 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	18% decrease 5% decrease
MAY 1997 2,173,083 gallons	YTD 1997 10,247,807 gallons		

FLOW COMPARISON - State Wastewater Treated

MAY 1998 300,775 gallons	YTD 1998 1,694,457 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	72% increase 24% decrease
MAY 1997 174,720 gallons	YTD 1997 2,218,440 gallons		

DISCHARGE REQUIREMENTS

EFFLUENT BOD:	5.1 mg/l	EFFLUENT SUSPENDED SOLIDS:	2.0 mg/l
INFLUENT BOD:	n/a mg/l	INFLUENT SUSPENDED SOLIDS:	n/a mf/l

BIOSOLIDS DISPOSAL

MAY:	22600 gallons	YTD:	71160 gallons
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**REGULAR BOARD OF DIRECTORS
MEETING SAN SIMEON
COMMUNITY SERVICES DISTRICT**

DATE: Wednesday, July 8, 1997
TIME: 7:00P.M.

PLACE: CAVALIER
BANQUET ROOM

AGENDA

- 1. CALL TO ORDER**
 - 1.1 PLEDGE OF ALLEGIANCE TO THE FLAG
 - 1.2 ROLL CALL

- 2. PUBLIC COMMENTS:** Note: Any topic NOT on the agenda may be presented. Please observe a 3-minute limit.
Cindy Butterfield regarding recycling program in San Simeon.
2.1 Directors' comments and proposed agenda items.

- 3. APPROVAL OF MINUTES**

- 4. APPROVAL OF WARRANTS**

- 5. SELECTION OF AUDITING FIRM**

- 6. PUBLIC HEARING ON SECURITY DEPOSITS (SCHULTZ)**

- 7. RESOLUTION NO. 98-245.** Requesting their General District Election be consolidated with the November 3, 1998 Statewide General Election.

- 8. STAFF REPORT**
 - 8.1. Major water projects and other options. (Wallace)
 - 8.2. Presentation of Investment report. (Warren)
 - 8.3. Workshop: Presentation of Major Projects Budget Allocation:
Recap: (Warren) Proposed: (Wallace)
 - 8.4. Scheduling of upcoming meetings/final Budget etc. (Warren)
 - 8.5. WRITTEN COMMUNICATIONS
 - 8.6. ORAL COMMUNICATIONS
Consideration of Miscellaneous verbal Staff reports and Directors' comments.

- 8. ADJOURNMENT**

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

DATE: TUESDAY, JUNE 9, 1998
TIME: 1:00 P.M.

PLACE: 111 PICO AVE.
SAN SIMEON, CA

MINUTES

1. CALL TO ORDER

1.1 Roll Call

Present: Leanne Morgan, Lois Stevens, Ardy May,
Lorraine Mirabal-Boubion, Richard Andresen.

Absent: None

Also present: Dee Dee Ricci, Dave Fleishman, Dave
Hunt, Robert Schultz, Forrest Warren

2. PUBLIC COMMENTS: On Special Agenda Items.

No public comments.

**3. CONSIDERATION OF THE POSITION OF DISTRICT LEGAL
COUNSEL FOR SAN SIMEON COMMUNITY SERVICES
DISTRICT UPON RESIGNATION OF DAVE FLEISHMAN
FROM HUNT AND ASSOCIATES.**

Chairman Andresen asked Mr. Hunt to explain the situation. Mr. Hunt explained that Mr. Fleishman had resigned from his firm. Mr. Hunt indicated he would not be able to represent the District but Mr. Schultz would be the counsel for the District. Mr. Hunt stated it was their position to serve the District as required by the contract.

Mr. Andresen stated we had just renewed their contract for one year.

Lois Stevens asked questions about rates. Robert Schultz would be at the rate of \$125 an hour.

Dave Fleishman said he would charge only \$115 an hour. He would be the sole person and would provide coverage if needed. Mr. Fleishman stated he would be working out of his home office but will be getting office space later.

Mr. Hunt indicated that Mr. Schultz, and Cummings also work out of their office. Mr. Hunt was getting a fourth person soon in his office.

Mr. Schultz's background was with city governments. Mr. Schultz has been with the firm for three years and resides in the Laguna Lakes area of San Luis Obispo.

Motion by: Ardy May seconded by Leanne Morgan to go into closed session regarding retaining legal counsel.

CLOSED SESSION:

Robert Schultz, Dave Hunt and Dave Fleishman and Dee Dee Ricci left the room at this time.

OPEN SESSION:

Motion by: Leanne Morgan seconded by Lorraine Mirabal-Boubion to continue with the existing contract of Hunt and Associates dated May 20, 1998.

4. ADJOURNMENT 2:10 P.M.

Annoucement June 10, 1998
Prior to the roll call for the Regular Meeting of the
San Simeon Community Services District.

Chairman Andresen: At this time, I would like to make an annoucement and introduction.

Mr. Dave Fleishman was assigned to us by Hunt and Associates, our legal counsel out of San Luis Obispo. Mr. Fleishman left Hunt and Associates on May 22, 1998.

On June 9, 1998 we had a Special meeting. At that meeting, the Board interviewed Hunt and Associates and Dave Fleishman. The Board made a decision to continue with Hunt and Associates with Mr. Robert Schultz as our counsel.

Chairman Andresen then introduced Mr. Robert Schultz.

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

DATE: Wednesday, June 10, 1998
TIME: 7:00P.M.

PLACE: CAVALIER
BANQUET ROOM

Minutes

1. CALL TO ORDER

- 1.1 Pledge of Allegiance to the Flag
- 1.2 Roll Call

Present: Lois Stevens
Loraine Mirabal-Boubion
Ardy May
Richard Andresen

Absent: Leanne Morgan

2. PUBLIC COMMENTS: Note: Any topic NOT on the agenda may be presented. Please observe a 3-minute limit.

Dee Dee Ricci: Commented on the number of Special Meetings held by the District. Between the months of May 1997 and March of 1998 there were a total of nine meetings, averaging out to one a month. She proposed that regular Board meetings be scheduled during regular working hours so that Forrest Warren does not have to be paid overtime when they are held after hours.

Elizabeth O'Leary: Asked if the District had a representative at a meeting on May 21, 1998 in San Luis Obispo to ask the Governor to refund some of the tax money that was taken from the District. This tax influences the District's higher administrative fee. It is part of the property tax that is withheld from the District by the County and State.

John Wallace: Mentioned he attended this meeting. At this meeting, how tax rates are set was discussed as well as the movement to try to get the State to refund part of the property tax that was confiscated from the Special Districts. The State will not return any of this money. He will give the handout given at that meeting to Forrest Warren.

2.1 Directors' comments and proposed agenda items.

3. APPROVAL OF MAY 13, 1998 MINUTES

Motion by Director Mirabal-Boubion to approve the Minutes of May 13, 1998 seconded by Director May. Motion carried.

4. APPROVAL OF WARRANTS FOR MAY 7, 1998 THROUGH JUNE 3, 1998

Motion by Director Mirabal-Boubion to approve the Warrants for May 7, 1998 through June 3, 1998 seconded by Director May. Motion carried.

5. TURN KEY WATER PROJECTS

5.1 Presentation by NATE (Wallace)

John Wallace: The Board has discussed turnkey water projects at the last several meetings. Since the Board's expressed an interest in looking at all alternatives that may be possible, Roger Collins of NATE International is present and has distributed information on a type of DeSalinization project that NATE has developed.

Roger Collins: Our company has developed new technology. The concept is to use gravitational forces that nature provides as a means to power a system so that the only real operating cost of the system is the cost to pump the good water out of the ground. The system is below grade and therefore unobtrusive. The system is applicable for sea water. The sea water comes in and flows down the well into a membrane system. The filtered water is pumped out into the water system and the rejected water is filtered out into the ocean. This technology of using reverse osmosis is the cheapest and produces very fine water. You can take wastewater from the sewage treatment plant and make it drinkable by using reverse osmosis and pretreatment. This system is operator friendly and inexpensive to run. The cost to build this type of system in most instances is about half of the traditional cost of the cheapest way to do reverse osmosis.

Motion by Director May to have NATE International give a preliminary finding as to what it would take to find water for our District. Seconded by Director Mirabal-Boubion. Motion carried.

5.2 Todd Engineers proposal (Wallace)

The Board has a letter dated June 1, 1998 from Todd Engineers. The letter from Raymond Will addresses looking at the Pico Creek vicinity for expanding the current well field. Mr. Will has provided the District with a cost estimate to review our situation and do a site visit. After speaking with Mr. Will, I believe he was not quite aware of some of the circumstances on Pico Creek with respect to the water right situation and the right of way with Hearst Corporation and other factors. With the additional information he understands our water search would not be specifically with Pico Creek. It might be with other areas. The way we left the conversation was they would be willing to help us out if we wanted them to at a future time. They would be happy to visit us to give us a proposal for different water projects but they are not so much a turnkey organization. They are more a traditional water engineer that deals a lot with drilling a well and water systems.

5.3 SAMDA - Consideration of revised contract (Counsel)

Robert Schultz: I have reviewed the contract and spoke with Mel McCullough briefly on the phone. Primarily the terms of this contract in form are agreeable to counsel. However, at this particular time I think it is premature for the District to enter into a contract with the proposal by NATE and what could transpire with that. I also do have concerns about our obligations under our current contract that we have with Cambria for the DeSal plant.

**6. CONSIDERATION OF WRITTEN PROPOSALS FROM FINANCIAL ANALYSTS.
(Wallace)**

John Wallace: Recently, two firms provided the District with letters of interest for providing financial consulting services.

6.1 Crawford Multari & Clark Associate

Carl Moore has been a financial coordinator for the City of Davis and has conducted long range financial planning, major projects, financing plans, developed plans and strategies for capital facilities and evaluated economic development policies.

6.2 Cannon and Associates

Paavo Ogren has experience with Special District Management as well as financial plans.

Both of these firms are well qualified to discuss with the District and to study the District's financial analysis needs.

The Board indicated they wanted to table this idea.

7. STAFF REPORT

7.1 Update on new pipebridge design/comminutor and tentative schedule. (Wallace)
John Wallace: We have essentially completed the design of the pipebridge but are refining the channelization project with the grinders. We have revised the schedule to make sure we are working after Labor Day as we talked about at our last meeting. The design will be completed by the end of this month. The notice to bidders will go out and we will receive bids on August 4, 1998. We will award contracts so that the start of work will not be until September 8, 1998 or the following week.

7.2 Regarding 1996 rate increases and separate accounting of funds for the fees. Security Deposit return. (District counsel)

Robert Schultz: After reviewing the Minutes from May 13, 1998, April 10, 1996, June 12, 1996, August 14, 1996 my conclusions are that the rate increase in 1996 was implemented prior to any contract that was entered into for DeSal with the Cambria District. Therefore, those rate increases had nothing to do with the DeSal project at that time. Later on through resolution, we adopted a resolution whereby we are to create revenue for the DeSal project. I think that is where the confusion lies. At the time the rate increase was put into effect, in April 1996, there was not any kind of contract with the DeSal. Everything had been tabled because the two Districts could not come to an agreement. The rate increases were for capital projects or anything in the future that might come along.

7.3 Regarding Administrative Charges on water rate comparison (Wallace)

John Wallace: At the last meeting, there was discussion on how San Simeon compares with other agencies on the Central Coast. We have reviewed the information that was contained in the report by the Atascadero Mutual Water Company. The District's rates are among some of the highest in the area but this is consistent with small systems with the need to provide a supplemental water source. It is also obvious that those agencies with new water such as Morro Bay with a State water project have the highest rates. Older, larger systems that have adequate ground water and do not have to import water such as Atascadero have the lowest rates. The minimum charge is very common with a number of agencies. For example, Avila Beach is the highest at \$17.00 per month whether you use zero water or use up to five hundred cubic feet. Some entities provide some amount of water incorporated into the minimum charges. Morro Bay is second with \$16.43 but provides no water as part of that minimum cost. Our fee is split between water and sewer. Our \$6.75 charge is relatively low as a minimum charge

6/10/98 S.S.C.S.D.

but we don't provide any water along with that and we start billing with the first hundred feet of water used. The charges for operations have traditionally been split 80/20. On the minimum charge, there is no formal action on the part of the Board on how that minimum charge is split. For the purposes of this analysis, I split it in half. This charge provides the revenue for administration, operations, replacement costs for water lines, and reserves in future water projects. In conclusion, for the smaller users we are one of the more expensive water agencies in the county.

7.4 Recap of 1997-98 Budget and Preliminary Draft Budget for 1998-99.

(Resolution No. 98-243, Authorizing continued funding for District operations in fiscal year 1998-1999 at levels authorized for fiscal year 97-98 pending adoption of the fiscal year 1998-1999 Budget.) (Warren)

Forrest Warren: We are in the black. The main sources of income for the District are water, wastewater, property taxes, and interest. The combination of these sources of funds brings us to 97.5% of budget on May 22, 1998 which is not a full year. The difference between the actual numbers and the budget is about \$11,000.00. The District does not process Harvey Honeyhuts anymore which was scheduled at \$10,000.00. If you take that amount out we are off budget by only \$1,600.00. After expenses, we had a total profit of \$174,149.72. We are at 108% of budget.

John Wallace: Summarized proposed major projects.

Resolution No. 98-243

Motion by: Director Mirabal-Boubion to approve Resolution No. 98-243 the Resolution of the Board of Directors of the San Simeon Community Services District authorizing continued funding for City operations in Fiscal Year 1998-99 at levels authorized in Fiscal Year 1997-98 pending adoption of the Fiscal Year's 1998-99 Budget. Seconded by Director May with the change from City operations to District operations. Motion carried.

7.5 Written Communications

None

7.6 Oral Communications. Consideration of Miscellaneous verbal Staff reports.

None

8. ADJOURNMENT 8:45 p.m.

**San Simeon
Warrant Report
June 4 through July 5, 1998**

Date	Num	Name	Memo	Amount	Balance
6/9/98	1669	PERS - RETIREMENT	9806-018	-2,130.94	-2,130.94
6/10/98	1670	PACIFIC BELL	9806-019	-315.46	-2,446.40
6/15/98	1671	MID-STATE BANK	9806-020	-1,654.84	-4,101.24
6/16/98	1672	ALLISON, KIMBERLY L.	9806-021	-445.80	-4,547.04
6/16/98	1673	HEAD, RONALD B.	9806-022	-1,779.36	-6,326.40
6/16/98	1674	PRICE, LEROY	9806-023	-1,159.90	-7,486.30
6/16/98	1675	WARREN, FORREST G.	9806-024	-1,063.35	-8,549.65
6/16/98	1676	PG&E	9806-025	-1,215.75	-9,765.40
6/16/98	1677	HUNT & ASSOCIATES	9806-026	-432.82	-10,198.22
6/16/98	1678	CAMBRIA HARDWARE	9806-027	-136.66	-10,334.88
6/16/98	1679	PRESSURE VESSEL SE...	9806-028	-516.30	-10,851.18
6/16/98	1680	MISSION COUNTRY DIS...	9806-029	-91.80	-10,942.98
6/16/98	1681	AT & T	9806-030	-9.80	-10,952.78
6/16/98	1682	MISSION UNIFORM SER...	9806-031	-68.40	-11,021.18
6/16/98	1683	C.C.S.D.	9806-032	-175.00	-11,196.18
6/16/98	1684	GTE MOBILNET	9806-033	-23.91	-11,220.09
6/16/98	1685	FGL ENVIRONMENTAL	9806-034	-92.40	-11,312.49
6/16/98	1686	VIKING OFFICE PRODU...	9806-035	-215.18	-11,527.67
6/16/98	1687	SAN LUIS SECURITY SY...	9806-036	-81.00	-11,608.67
6/19/98	1688	Dawn Dunlap	9806-37	-534.00	-12,142.67
6/24/98	1689	JOHN WALLACE & ASS...	9806-038	-1,573.51	-13,716.18
6/29/98	1690	MID-STATE BANK	9806-039	-92.55	-13,808.73
6/29/98	1691	SEAN GRAUEL	9806-040	-200.00	-14,008.73
6/29/98	1692	VIKING OFFICE PRODU...	9806-041	-119.23	-14,127.96
6/29/98	1693	PG&E	9806-042	-3,300.56	-17,428.52
6/29/98	1694	FGL ENVIRONMENTAL	9806-043	-92.40	-17,520.92
6/29/98	1695	PACIFIC BELL	9806-044	-135.86	-17,656.78
6/29/98	1696	PRESSURE VESSEL SE...	9806-045	-751.31	-18,408.09
6/30/98	1697	ALLISON, KIMBERLY L.	9806-046	-306.39	-18,714.48
6/30/98	1698	HEAD, RONALD B.	9806-047	-1,732.67	-20,447.15
6/30/98	1699	PRICE, LEROY	9806-048	-1,159.90	-21,607.05
6/30/98	1700	WARREN, FORREST G.	9806-049	-1,269.03	-22,876.08
6/30/98	1701	U.S.A. BLUE BOOK	9806-050	-260.20	-23,136.28

SAN SIMEON COMMUNITY SERVICES DISTRICT
WARRANT REPORT
 June 4 through July 8, 1998

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT #</u>	<u>MEMO</u>	<u>AMOUNT</u>
6/9/98	1669	PERS-RETIREMENT	9806-018	RETIREMENT FOR MAY	\$2,130.94
6/10/98	1670	PACIFIC BELL	9806-019	TELEPHONE	\$315.46
6/15/98	1671	MID-STATE BANK	9806-020	PAYROLL TAXES	\$1,654.84
6/16/98	1672	KIMBERLY ALLISON	9806-021	PAYROLL 6/1/98-6/15/98	\$445.80
6/16/98	1673	RONALD HEAD	9806-022	PAYROLL 6/1/98-6/15/98	\$1,779.36
6/16/98	1674	LEROY PRICE	9806-023	PAYROLL 6/1/98-6/15/98	\$1,159.90
6/16/98	1675	FORREST WARREN	9806-024	PAYROLL 6/1/98-6/15/98	\$1,063.35
6/16/98	1676	PG&E	9806-025	ELECTRICITY	\$1,215.75
6/16/98	1677	HUNT & ASSOCIATES	9806-026	ATTORNEY FEES	\$432.82
6/16/98	1678	CAMBRIA HARDWARE	9806-027	SHOVEL, TUBING, PRUNER, BALDES, ...	\$136.66
6/16/98	1679	PRESSURE VESSEL SERVICE	9806-028	SODIUM HYPOCHLORITE	\$516.30
6/16/98	1680	MISSION COUNTRY DISP.	9806-029	RUBBISH	\$91.80
6/16/98	1681	AT&T	9806-030	TELEPHONE	\$9.80
6/16/98	1682	MISSION UNIFORM SERVICE	9806-031	TOWELS & COVERALLS	\$68.40
6/16/98	1683	C.C.S.D.	9806-032	COLIFORM P/A & EFFLUENT COL. MPN	\$175.00
6/16/98	1684	GTE MOBILNET	9806-033	CELL PHONE	\$23.91
6/16/98	1685	FGL ENVIRONMENTAL	9806-034	INORGANIC ANALYSIS	\$92.40
6/16/98	1686	VIKING OFFICE PRODUCTS	9806-035	PRINTER & COPIER CARTRIDGES ETC.	\$215.18
6/16/98	1687	SAN LUIS SECURITY	9806-036	ALARM	\$81.00
6/19/98	1688	DAWN DUNLAP	9806-037	CONSULTANT FEE	\$534.00
6/24/98	1689	JOHN WALLACE & ASSOC.	9806-038	MAJOR WATER PROJECTS	\$820.72
6/24/98	1689	JOHN WALLACE & ASSOC.	9806-038	ENGINEER CONSULTANT	\$752.79
6/29/98	1690	MID-STATE BANK	9806-039	GAS & OIL, BROOM	\$92.55
6/29/98	1691	SEAN GRAUEL	9806-040	OUTFALL INSPECTION & TAPE	\$200.00
6/29/98	1692	VIKING OFFICE PRODUCTS	9806-041	ADDING MACHINE & INK ROLLER	\$119.23
6/29/98	1693	PG&E	9806-042	ELECTRICITY	\$3,300.56
6/29/98	1694	FGL ENVIRONMENTAL	9806-043	INORGANIC ANALYSIS	\$92.40
6/29/98	1695	PACIFIC BELL	9806-044	TELEPHONE	\$135.86
6/29/98	1696	PRESSURE VESSEL SERV.	9806-045	SODIUM HYPOCHLORITE	\$751.31
6/30/98	1697	KIMBERLY ALLISON	9806-046	PAYROLL 6/16/98-6/30/98	\$306.39
6/30/98	1698	RONALD HEAD	9806-047	PAYROLL 6/16/98-6/30/98	\$1,732.67
6/30/98	1699	LEROY PRICE	9806-048	PAYROLL 6/16/98-6/30/98	\$1,159.90
6/30/98	1700	FORREST WARREN	9806-049	PAYROLL 6/16/98-6/30/98	\$1,269.03
6/30/98	1701	U.S.A. BLUE BOOK	9806-050	SUBMISSIBLE SUMP PUMP	\$260.20
7/8/98		TOTAL			\$23,136.28

San Simeon Community Services District



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

Board of Directors

Richard Andresen, Ardy May, Loraine Mirabal-Boubion, Lois Stevens, Leanne Morgan

SAN SIMEON COMMUNITY SERVICES DISTRICT INVESTMENT REPORT AS OF JUNE 30, 1998

BANK ACCOUNTS

General Checking	\$ 16,853.99
Money Market Account	<u>27,798.10</u>
(Annual Interest Rate 2.43%)	

Subtotal Bank Accounts 44,652.09

LOCAL AGENCY INVESTMENT FUND

Unavailable Funds*	\$1,069,040.26
Available Funds	<u>\$622,340.17</u>

Subtotal Local Agency Investment Fund 1,691,380.43

TOTAL ACCOUNTS

\$1,736,032.52

*Contingency	\$250,000.00
Reserved for Specific Projects	<u>\$819,040.26</u>
	\$1,069,040.26

The District has the ability to meet the next 6 months cash flow requirements.

Market valuation is stated as of the most recent statement.

Investments are in compliance with the adopted policies.

Forrest G. Warren, General Manager/ Sec.

Dave Fleishman, District Counsel

Kim Allison, Office Administrator

John L. Wallace, District Engineer

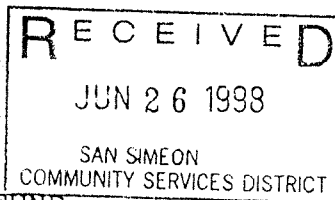
Ron Head, Plant Superintendent

SUMMARY OF MAJOR PROJECTS BUDGET ALLOCATIONS

ACCT #	ITEMS	RES. BAL. 7/1/96	1996-97 BUDGETED	1996-97 EXPENSES	RES. BAL. 7/1/97	BGTD	1997-98 EXP.	Res. Bal.
1218	Comb. CCSD Desal	\$235,365.12	\$132,000.00	\$16,085.38	\$351,279.74	\$132,000.00	\$924.50	\$482,355.24
1220	Pipeline	(\$31,501.80)	\$0.00	(\$5,357.24)	(\$36,859.04)	\$0.00	\$1,698.33	(\$38,557.37)
1221	Shop/ Garage Building	\$20,000.00	\$1,000.00	\$0.00	\$21,000.00	\$50,000.00	(\$24,180.69)	\$46,819.31
1224	Loop Water Line	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$100,000.00	\$7,623.70	\$137,376.30
1235	Well Pump Motors	\$5,000.00	\$0.00	\$0.00	\$5,000.00			\$5,000.00
1236	Clarifier Drive Chains	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$10,000.00	\$7,745.00	\$9,255.00
1238	Composite Sampler	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$3,500.00	\$2,720.26	\$4,279.74
1239	Outfall Inspection	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$2,500.00	\$700.00	\$7,800.00
1262	Road Repairs	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$50,000.00	\$25,278.50	\$34,721.50
1265	Fire Hydrants (7)	\$3,600.00	\$1,400.00	\$0.00	\$5,000.00			\$5,000.00
1267	Plant Road	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00		\$3,000.00
1268	Draimad Sludge Dewaterer	(\$15,000.00)	\$5,000.00	\$0.00	(\$10,000.00)	\$0.00		(\$10,000.00)
1225	Reservoir	\$10,000.00	\$0.00	\$0.00	\$10,000.00			\$10,000.00
1226	Pipebridge	\$19,130.64	\$0.00	\$0.00	\$19,130.64	\$60,000.00	\$7,824.03	\$71,306.61
1229	Tank Diesel Backup Generator	\$0.00	\$0.00	\$566.07	(\$566.07)	\$0.00		(\$566.07)
	cominuter				\$17,819.31	\$24,180.69		\$42,000.00
	Encasement						\$18,250.00	(\$18,250.00)
1230	Misc. sewer line improv.					\$12,500.00		\$12,500.00
1231	Main Line Valve Improv.					\$15,000.00		\$15,000.00
	TOTAL	\$311,093.96	\$149,400.00	\$11,294.21	\$456,304.58	\$459,680.69	\$48,583.63	\$819,040.26

OFFICE OF THE TREASURER

SACRAMENTO



LOCAL AGENCY INVESTMENT FUND
 P.O. BOX 942809
 SACRAMENTO, CA 94209-0001
 MAY, 1998 STATEMENT

Date: 05/31/98
 Page: 01

ACCOUNT NUMBER: 16-40-003

COMMUNITY SERVICES DISTRICT
 OF SAN SIMEON
 ATTN: CHAIRMAN
 111 PICO AVENUE
 SAN SIMEON CA 93452

EFFECTIVE DATE	TRANSACTION DATE	TRAN TYPE	CONF NO	AUTH CALLER	TRANSACTION AMOUNT	BALANCE
BEGINNING BALANCE - REG						\$1,691,380.43
ENDING BALANCE - REG						\$1,691,380.43
GRAND TOTAL						\$1,691,380.43


SUMMARY

	TRAN COUNT	TOTAL DEPOSIT AMT	TOTAL WITHDRAWAL AMT
REG	0	\$0.00	\$0.00

SAN SIMEON COMMUNITY SERVICES DISTRICT

Route 1, Box S-17
San Simeon, California 93452
(805) 927-4778

MEMORANDUM

DATE: July 8, 1998
TO: Board of Directors
VIA: Forrest Warren, General Manager
FROM: John L. Wallace, District Engineer 
SUBJECT: Capital Improvement Projects, FY 1998-99 Budget

RECOMMENDATION:

Receive and review this information, incorporate as appropriate into the FY 1998-99 Budget process..

DISCUSSION:


The Board previously reviewed capital projects in association with the review of the preliminary FY 1998-99 Budget. Attached is a spreadsheet with the current projects that have been previously considered by the District and incorporated into previous budgets. Expenditures and reserve fund balances are indicated. Also included into this spreadsheet are the projects that have been presented to the Board and slated for construction over the next several fiscal years. The Board should review this listing, and if approved, direct staff to include the listing into the final budget discussions.

Jlw:084.01(13)capprojs

SAN SIMEON COMMUNITY SERVICES DISTRICT

Route 1, Box S-17
San Simeon, California 93452
(805) 927-4778

MEMORANDUM

DATE: July 8, 1998
TO: Board of Directors
VIA: Forrest Warren, General Manager
FROM: John L. Wallace, District Engineer 
SUBJECT: Update on NATE Turnkey Water Project and Other Water Projects

RECOMMENDATION:

Receive and review this information, provide direction to staff.

DISCUSSION:

The Board previously indicated its interest in considering a proposal from NATE for a turnkey water project. Staff has contacted Mr. Paul Locke from NATE for an update on their proposal. Mr Locke has not been able to finalize his investigation in order to provide a formal proposal to the District but has reviewed several potential sites with the District's operations staff. Mr. Locke will continue his investigation and contact the District for further discussions on a proposed system for supplying water.

In discussions with Mr. Locke, he indicates that he is working with the City of Long Beach and Monterey County in proposing on systems for those locations. Staff will continue to coordinate with Mr. Locke as he firms up projects for those agencies.

In reviewing other water options, staff met with a rancher in the Cambria area to discuss the possibility of transferring an appropriative water right to the District. This was a very preliminary discussion and will need to be researched further as to the water quantity that could be made available and the legal requirements for such a transfer.

**MAJOR PROJECTS PRIORITY LIST
FY 1998/99 BUDGET
SAN SIMEON COMMUNITY SERVICES DISTRICT**

	Start Date	Total Cost	FY 1998/99 Cost
Water Projects			
✓1. Water Project/Desal Plant/Pipeline	7/98	\$ 1,500,000	Unknown
✓2. Environmental/Design	7/98	\$ 225,000	\$ 225,000
✓3. Water Tank (Design)	3/99	\$ 60,000	\$ 30,000
✓4. Fire Hydrants	11/98	\$ 15,000	\$ 15,000
✓5. Avonne Water line valve replmts	11/98	\$ 15,000	\$ 15,000
✓6. Pipe Bridge	9/98	\$ 100,000	\$ 100,000
✓7. Hearst Dr/SS Ave line replmt	9/98	\$ 75,000	\$ 75,000
✓8. Avonne Loop Water Line	1/99	\$ 35,000	\$ 35,000
✓9. Water line replmts FY 1998-99	3/99	\$ 100,000	\$ 100,000
✓10. Water line replmts FY1999-00 (Design)	12/98	\$ 15,000	\$ 15,000
Subtotal		\$ 2,140,000	\$ 610,000
Combination Projects			
✓11. Shop/Garage	9/98	\$ 71,000	\$ 71,000
Subtotal		\$ 71,000	\$ 71,000
Identified Sewer Projects			
✓12. Grinder/Manhole Mods	9/98	\$ 50,000	\$ 50,000
✓13. Outfall Inspection	8/98	\$ 7,800	\$ 7,800
✓14. Sewer Plant Expan Phs I (Design)	4/99	\$ 20,000	\$ 5,000
✓15. Repave Plant Road	3/99	\$ 3,000	\$ 3,000
✓16. Clarifier Drive Chains	11/98	\$ 9,300	\$ 9,300
✓17. Sewer line improvements FY 1998-99	11/98	\$ 12,500	\$ 12,500
✓18. Sewer line improvements FY 1999-00 (Design)	12/98	\$ 2,000	\$ 2,000
Subtotal		\$ 104,600	\$ 89,600
Road Improvements			
✓19. Misc. Road Repairs (FY 98/99)	3/99	\$ 34,700	\$ 34,700
Subtotal		\$ 34,700	\$ 34,700
Total		\$ 2,350,300	\$ 805,300

SUMMARY OF MAJOR PROJECTS BUDGET ALLOCATIONS

ACCT #	ITEMS	RES. BAL. 7/1/96	1996-97 BUDGETED	1996-97 EXPENSES	RES. BAL. 7/1/97	1997/98 BUDGETED	1997/98 EXPENSES	RES. BAL. 7/1/98	1998/99 BUDGETED	1998/99 EXPENSES	RES. BAL. 7/1/99
1218	Comb CCSD Desal	\$ 235,365.12	\$ 132,000.00	\$ 16,085.38	\$ 351,279.74	\$ 132,000.00	\$ 924.50	\$ 482,355.24		Unknown	
1220	Pipeline	\$ (31,501.80)	\$ 0.00	\$ (5,357.24)	\$ (36,859.04)	\$ 0.00	\$ 1,698.33	\$ (38,557.37)		Unknown	
1221	Shop/ Garage Building	\$ 20,000.00	\$ 1,000.00	\$ 0.00	\$ 21,000.00	\$ 50,000.00	\$ (24,180.69)	\$ 46,819.31	\$ 225,000.00	\$ 225,000.00	\$ 0.00
1224	Loop Water Line (Avonne)	\$ 45,000.00	\$ 0.00	\$ 0.00	\$ 45,000.00	\$ 100,000.00	\$ 7,623.70	\$ 137,376.30	\$ 24,180.69	\$ 71,000.00	\$ 0.00
1235	Well Pump Motors	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 5,000.00				\$ 0.00	\$ 35,000.00	\$ 102,376.30
1236	Clarifier Drive Chains	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 7,000.00	\$ 10,000.00	\$ 7,745.00	\$ 9,255.00			
1238	Composite Sampler	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 3,500.00	\$ 3,500.00	\$ 2,720.26	\$ 4,279.74			
1239	Outfall Inspection	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 6,000.00	\$ 2,500.00	\$ 700.00				
1262	Road Repairs	\$ 0.00	\$ 10,000.00	\$ 0.00	\$ 10,000.00	\$ 50,000.00	\$ 25,278.50	\$ 7,800.00	\$ 0.00	\$ 9,300.00	\$ 0.00
1265	Fire Hydrants (7)	\$ 3,600.00	\$ 1,400.00	\$ 0.00	\$ 5,000.00			\$ 34,721.50	\$ 0.00	\$ 7,800.00	\$ 0.00
1267	Plant Road	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00		\$ 5,000.00	\$ 10,000.00	\$ 34,700.00	\$ 21.50
1268	Drainad Sludge Dewaterer	\$ (15,000.00)	\$ 5,000.00	\$ 0.00	\$ (10,000.00)	\$ 0.00		\$ 3,000.00	\$ 0.00	\$ 15,000.00	\$ 0.00
1225	Reservoir	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00		\$ (10,000.00)	\$ 0.00	\$ 3,000.00	\$ 0.00
1226	Pipebridge	\$ 19,130.64	\$ 0.00	\$ 0.00	\$ 19,130.64	\$ 60,000.00	\$ 7,824.03	\$ 10,000.00			
1229	Tank Diesel Backup Generator	\$ 0.00	\$ 0.00	\$ 566.07	\$ (566.07)	\$ 0.00		\$ 71,306.61	\$ 28,693.39	\$ 100,000.00	\$ 0.00
	cominuter							\$ (566.07)			
	Effluent Line to Highway 1				\$ 17,819.31	\$ 24,180.69		\$ 42,000.00			
	Hearst Drive Upgrade Pipeline/										
	San Simeon Ave. Pipeline								\$ 75,000.00	\$ 75,000.00	\$ 0.00
	New Truck										
	Culverts on Avonne										
1230	Misc. Sewer Line Improv.										
1231	Main Line Valve Improv.										
	Water Tank (Design)		\$ 12,500.00		\$ 12,500.00	\$ 12,500.00		\$ 12,500.00	\$ 0.00	\$ 12,500.00	\$ 0.00
	Misc. Water Line replmts		\$ 15,000.00		\$ 15,000.00	\$ 15,000.00		\$ 15,000.00	\$ 0.00	\$ 15,000.00	\$ 0.00
	Misc. Water Line repl (design)								\$ 30,000.00	\$ 30,000.00	\$ 0.00
	Grinder/Manhole Mods								\$ 100,000.00	\$ 100,000.00	\$ 0.00
	Sewer Plant Exp (Design)								\$ 15,000.00	\$ 15,000.00	\$ 0.00
	Misc. Sewer Line imp (design)								\$ 50,000.00	\$ 50,000.00	\$ 0.00
	TOTAL	\$ 311,093.96	\$ 149,400.00	\$ 11,294.21	\$ 456,304.58	\$ 459,690.69	\$ 30,333.63	\$ 837,290.26	\$ 564,919.08	\$ 805,300.00	\$ 102,397.80

Sum Major Projects.xls

HUNT
& ASSOCIATES
Attorneys and Counselors at Law

STAFF REPORT

TO: HONORABLE CHAIRMAN AND DIRECTORS
OF THE BOARD OF DIRECTORS

DATE: JULY 2, 1998

FROM: ROBERT W. SCHULTZ
GENERAL COUNSEL *RWS*

CLT/MTR: SSCSD.MTRS
-- GENERAL MATTERS

SUBJECT: STAFF REPORT FOR JULY 10, 1998 MEETING REGARDING:
RETURN OF SECURITY DEPOSITS

RECOMMENDATION

Accept this staff report for informational purposes, conduct public hearing and decided whether to return security deposits collected by SSCSD upon connection of new service.

FISCAL IMPACT

If the Board of Directors approves a return of security deposits a loss of revenue will result. The exact loss of revenue is unknown and depends on the circumstances of the Resolution that the Board of Directors adopts.

DISCUSSION

It is my understanding that there has been discussions at previous Board of Directors meetings concerning whether SSCSD must return Security deposits that have been collected by SSCSD when new service is connected.

First and foremost, the California Public Utilities Code allows SSCSD to demand a security deposit in an amount that does not exceed twice the estimated average periodic bill or three times the estimated average monthly bill. However, the California Public Utilities Code is silent as to return of any security deposits that are collected by public agencies.

In regard to SSCSD's Policies and Procedures 2-7 states:

Security Deposits: Each new service shall immediately upon connection, deposit with the district the sum of \$50.00 to be used as a security deposit against any unpaid account charges. Security deposits may be refunded to the depositor upon twelve (12) consecutive months of timely account payments.



In addition SSCSD's Policies and Procedures 2-10 states:

Relief on Own Motion: The Board may, on its own motion, find that by reasons of special circumstances any provision of this regulation and Ordinance should be suspended or modified as applied to a particular premises or situation and may, by motion, order such suspension or modification for such premises during the period of such special circumstances, or any part thereof.

Based upon SSCSD's Policies and Procedures, the Board of Directors is not required to return security deposits but, may do so, upon twelve months of timely account payments. The Board of Directors may do so by Motion and resolution.

CONCLUSION

Please feel free to ask questions about this item. It is then appropriate to receive the report, open the public hearing, and take action on whether to return the security deposits which have been collected for new service connection.

RWS

s/rws/sscsd/ba980702.rpt



San Simeon
Security Deposit Refunds
April 28, 1998

Meets requirements

Customer	SECURITY DEPOSIT
1009C SANDS MOTEL	\$50.00 OWNER
1012C CAVALIER INN RESTAURANT	\$50.00 OWNER
1013C MITCHELL, KENT	\$50.00 OWNER
1014C SAN SIMEON LODGE	\$50.00 OWNER
1017C SAN SIMEON LODGE	\$50.00 OWNER
1022C CARRIAGE INN RESTAURANT	\$50.00 OWNER
1039C ALVAREZ, RICHARD	\$50.00 OWNER
1042C REEVES, JIM	\$50.00 OWNER
1044C WILLIAMS, DONALD	\$50.00 OWNER
1045C GOETHE, ROBERT	\$50.00 OWNER
1046C BILLINGSLEY, JOAN	\$50.00 OWNER
1049C MCMAHAN, WILLIAM	\$50.00 OWNER
1050C VOSHALL, CHARLES	\$50.00 OWNER
1051C AITKEN, RICHARD	\$50.00 OWNER
1058C HOFFMAN, CHARLOTTE	\$50.00 OWNER
1059C MCKENZIE, BARBARA	\$50.00 OWNER
1061C EUROPA CAFE	\$50.00 OWNER
1063C MORGAN, LEANNE	\$50.00 OWNER
1075C COBB, IRMA	\$50.00 OWNER
1077C ANDRESEN, RICHARD	\$50.00 OWNER
1080C HALL, GEORGE & DIANA	\$50.00 OWNER
1083C NORIEGA, J.E.	\$50.00 OWNER
1084C CASTLE VIEW CONDOS	\$50.00 OWNER
1085C CAVALIER INN	\$50.00 OWNER
1087C ALVAREZ, RICHARD	\$50.00 OWNER
1088C ALVAREZ, RICHARD	\$50.00 OWNER
1089C ALVAREZ, RICHARD	\$50.00 OWNER
1090C ALVAREZ, RICHARD	\$50.00 OWNER
1091C ALVAREZ, RICHARD	\$50.00 OWNER
1096C ADAMS, RONALD	\$50.00 OWNER
1099C JOHNSON, KARIS	\$50.00 OWNER
1100C BRAKEBILL, ARTHUR	\$50.00 OWNER
1104C DRENNEN, JIM	\$50.00 OWNER
1106C BRYANT, GRADY	\$50.00 OWNER
1108C HAHN, ROBERT M.	\$50.00 OWNER
1109C REEVES, TERRY	\$50.00 OWNER
1113C JAMES, MARY	\$50.00 OWNER
1118C BRITZ, TIMOTHY A.	\$50.00 OWNER
1123C ENGSTROM, FRANK	\$50.00 OWNER
1124C CASA DEL MAR HOMEOWNERS ASSOC.	\$50.00 OWNER
1125C EL REY GARDEN INN	\$50.00 OWNER
1129C GULARTE, RAY	\$50.00 OWNER
1131C BALBOA BLUFFS HOMEOWNERS ASSOC.	\$50.00 OWNER
1133C LAS VISTA DEL MAR TOWNHOMES ASS...	\$50.00 OWNER
1134C CARAS, EDWARD	\$50.00 OWNER
1146C DAY, DONALD	\$50.00 OWNER
1147C ROMEKA, PHILIP	\$50.00 OWNER
1151C EUBANKS, ELEANOR	\$50.00 OWNER
1152C WEBER, BARBARA R.	\$50.00 OWNER
1154C BARNES, STEPHEN TERRY	\$50.00 OWNER
1157C MERRIFIELD, NANCY	\$50.00 OWNER
1158C RYMAL, DON	\$50.00 OWNER
1160C CASA DEL MONTE HOMEOWNERS ASS...	\$50.00 OWNER
1161C HOLTZ, KEN	\$50.00 OWNER
1162C PARKIN, DONALD	\$50.00 OWNER
1163C METCALF/STOERY	\$50.00 OWNER
1164C FENWICK, CAROL	\$50.00 OWNER
1166C HIGHER TOKI	\$50.00 OWNER

Customer	SECURITY DEPOSIT
1170C BENECKE, ELEANORE	\$50.00 OWNER
1171C BALBOA POINTE HOMEOWNERS ASSOC.	\$50.00 OWNER
1172C KRUM, EUGENE	\$50.00 OWNER
1173C MILLER, JOAN	\$50.00 OWNER
1174C BOUBION, CONRAD	\$50.00 OWNER
1176C CLOUD, JAMES & MARY	\$50.00 OWNER
1177C LAS GAVIOTAS HOMEOWNERS ASSOC.	\$50.00 OWNER
1181C CONNER, WAYNE	\$50.00 OWNER
1183C GOODWIN, STEPHANIE	\$50.00 OWNER
1186C LOVELACE, THOMAS	\$50.00 OWNER
1189C HARTNETT, LEONA	\$50.00 OWNER
1190C STEVENS, LOIS E.	\$50.00 OWNER
1191C HANFORD, ROBERT & DORA	\$50.00 OWNER
1192C NASH, DIANE	\$50.00 OWNER
1193C OOMS, THOMAS L.	\$50.00 OWNER
1194C CASA DEL PLAYA HOMEOWNERS ASSOC.	\$50.00 OWNER
1197C ALBERG, JOHN	\$50.00 OWNER
1201C GOIN, ROBERT & MAXINE	\$50.00 OWNER
1202C NORFORD, LEN	\$50.00 OWNER
1203C ROCHE, DOLORES	\$50.00 OWNER
1204C ESPOSITO, FRANCINE	\$50.00 OWNER
1205C PORTER, RICHARD	\$50.00 OWNER
1206C PASSMORE, JIM	\$50.00 OWNER
1207C EAGER, ROSE	\$50.00 OWNER

82 x \$50.00

\$4,100.00

We have a total of 177 Sec. Deposit = \$8850.00

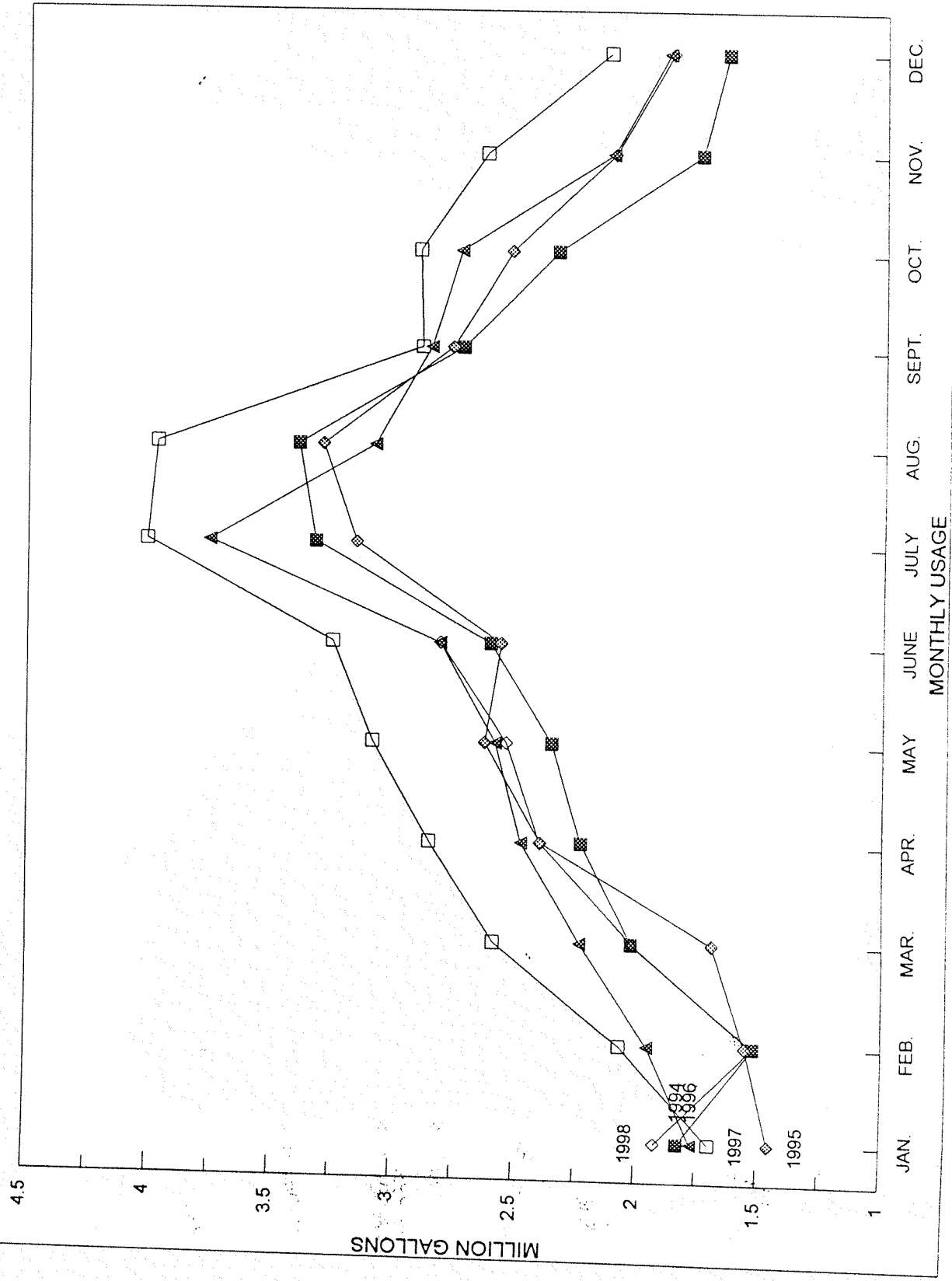
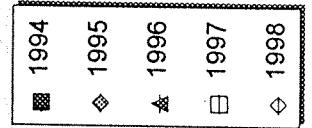
SAN SIMEON COMMUNITY SERVICES DISTRICT
SUPERINTENDENT'S REPORT FOR JUNE 1998

FLOW COMPARISON - Water				
JUN 1998 2,812,000 gallons	YTD 1998 13,219,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	14% decrease 15% decrease	
JUN 1997 3,254,000 gallons	YTD 1997 15,555,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	2,766,341 gallons 2,726,000 gallons 99%	
RAINFALL				
JUN 1998 0.00 inches	97-98 YTD 44.10 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	0 inches less 31.63 inches more	
JUN 1997 0.00 inches	96-97 YTD 12.47 inches			
WELL DEPTH COMPARISON				
JUN 1998 10.68 feet	MAY 1998 10.33 feet	JUN 1997 11.74 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.35 feet lower 1.06 feet higher
CHLORIDE COMPARISON				
JUN 1998 64 mg/l	MAY 1998 64 mg/l	JUN 1997 46 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	CONSTANT SLIGHTLY HIGHER
FLOW COMPARISON - District Wastewater Treated				
JUN 1998 1,894,210 gallons	YTD 1998 11,637,780 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	6% decrease 5% decrease	
JUN 1997 2,011,833 gallons	YTD 1997 12,259,640 gallons			
FLOW COMPARISON - State Wastewater Treated				
JUN 1998 323,168 gallons	YTD 1998 2,017,625 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	36% increase 18% decrease	
JUN 1997 237,720 gallons	YTD 1997 2,456,160 gallons			
DISCHARGE REQUIREMENTS				
EFFLUENT BOD: INFLUENT BOD:	3 mg/l N/A mg/l	EFFLUENT SUSPENDED SOLIDS: INFLUENT SUSPENDED SOLIDS:	3.3 mg/l N/A mf/l	
BIOSOLIDS DISPOSAL				
JUNE:	31040 gallons	YTD:	102200 gallons	

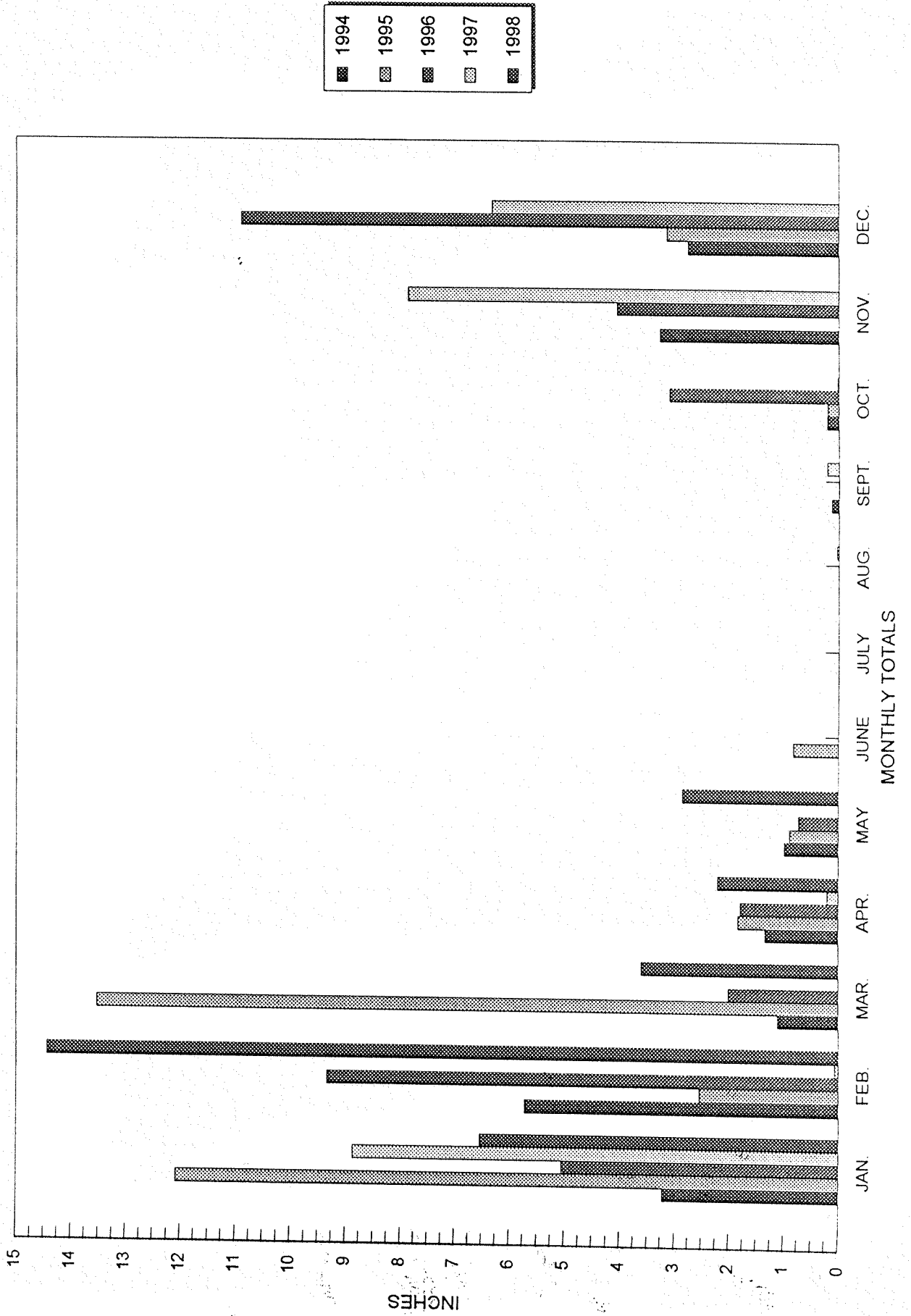
SUPERINTENDENT'S REPORT FOR JUNE 1998

- 6/16 INSPECTION BY REGIONAL WATER QUALITY CONTROL BOARD.
SEE ATTACHED FACILITIES INSPECTION REPORT.
- 6/19 OCEAN OUTFALL INSPECTION. SEE ENCLOSED REPORT.
- 6/25 REPRESENTATIVE FROM AIR POLLUTION CONTROL DISTRICT HERE IN RESPONSE
TO ODOR COMPLAINTS FROM NEAR BY RESIDENT.
- 6/27 RECEIVED CALL FROM AIR POLLUTION CONTROL DISTRICT ABOUT ODOR COMPLAINTS.

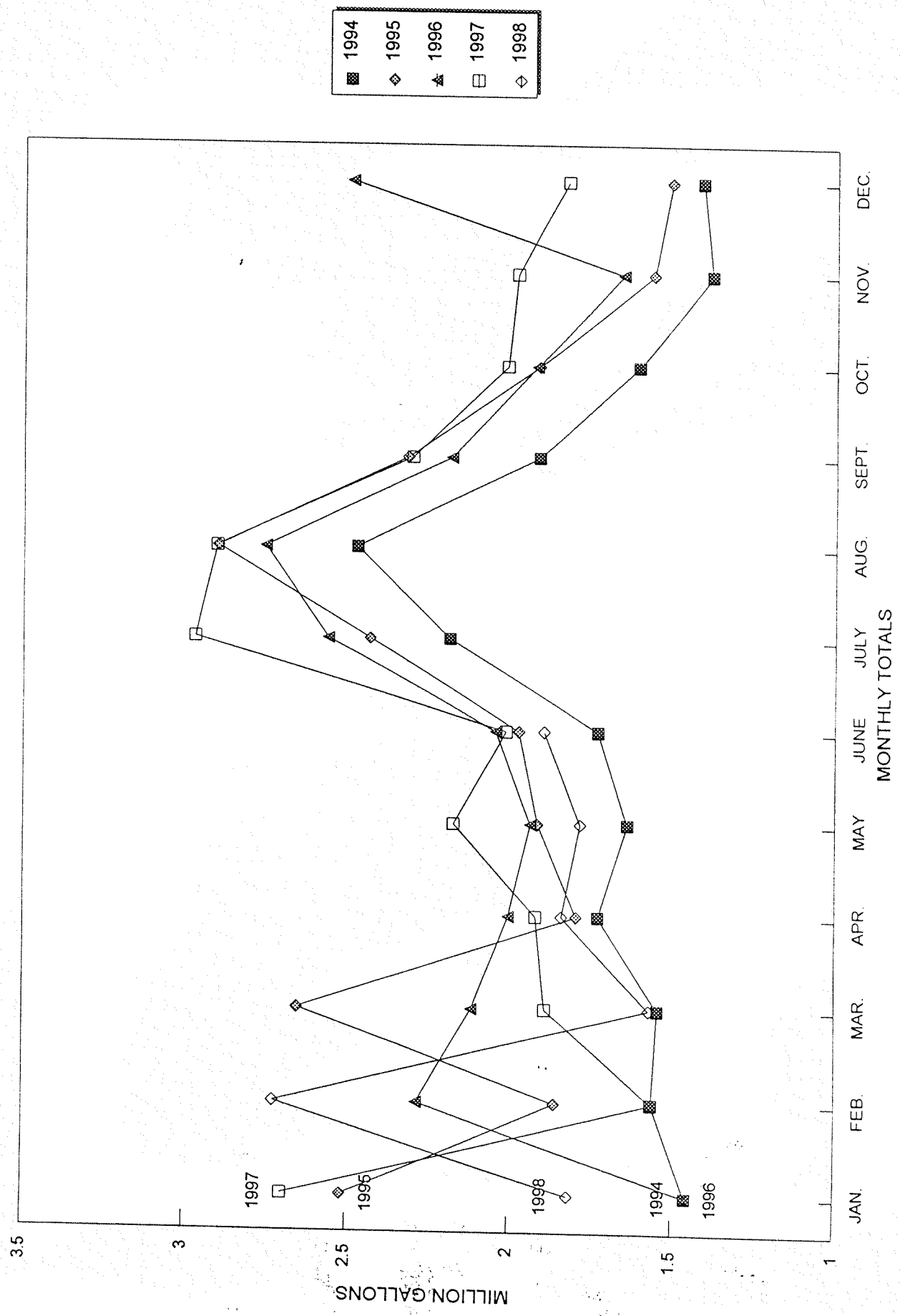
SAN SIMEON C.S.D.
WATER PRODUCTION



SAN SIMEON C.S.D.
RAINFALL



SAN SIMEON C.S.D.
WASTEWATER TREATED



FACILITIES INSPECTION REPORT

OFFICE NO: 3

INSPECTOR SM

PCA System Task No 102

3 400110001 WDS NUMBER	SAN SIMEON COMMUNITY SD NAME OF AGENCY OR PARTY RESPONSIBLE FOR DISCHARGE	SAN SIMEON WWTF NAME OF FACILITY
CA0047961 NPDES NUMBER	ROUTE 1, BOX S-17 AGENCY STREET	9245 BALBOA FACILITY STREET
98 03 B1 (YY) (MM) (TYPE) SCHEDULED INSPECTION DATA	SAN SIMEON, CA 93452 AGENCY CITY AND STATE	SAN SIMEON, CA 93452 FACILITY CITY AND STATE
<u>6/16/98</u> 900123	RONALD HEAD, SUPERINTENDANT AGENCY CONTACT PERSON	RON HEAD, SUPERINTENDANT FACILITY CONTACT PERSON
ACTUAL INSPECTION DATE	8059274918 AGENCY PHONE NO	(805) 927-4918 AGENCY PHONE NO

INSPECTION TYPE (Check One)

- (A1) "A" type compliance - Comprehensive Inspection in which samples are taken. (EPA Typ
- (B1) "B" type compliance -- A routine nonsampling inspection. (EPA type C)
- (02) Noncompliance follow-up - Inspection made to verify correction of a previously identified violation.
- (03) Enforcement follow-up - prehensive Inspection in which samples are taken. (EPA Typ
- (04) Complaint - Inspection made in response to a complaint.
- (05) Pre-requirement -- Inspection made to gather info. relative to preparing, modifying, or rescinding requirements.
- (06) Miscellaneous - Any inspection type not mentioned above.

If this is an EPA inspection not mentioned above, please note type (e.g. -- biomonitoring, performance audit, diagnostic, etc)

(Type)

Were VIOLATIONS noted during this inspection? (Yes/ No/ Pending Sample Results)

Was this a Quality Assurance-Based Inspection? (Y/ N)

Were bioassay samples taken? (N=No) If YES, then S=Static or F=Flowthrough.

INSPECTION SUMMARY (REQUIRED) (100 character limit)

SECONDARY EFFLUENT LOOKS CLEAR BUT DISCHARGE IS CLOUDY, DOZENS OF SLUDGE BARS STORED ON SITE BUT NO PROBLEMS NOTED

INSPECTOR'S DATA
INITIALS SM SIGNATURE [Signature]

DATE 6/16/98

For Internal Use Reviewed By: (1) [Signature] 6/29 (2) _____

(3) [Signature]
Reg. WQS Coordinator

WQS Data Entry Date 6-24-98

Regional Board File Number _____

Item No. 2
Executive Officer's Report

-14-

July 10, 1998

County Engineering's Tim Nanson and George Gibson answered many questions regarding the assessment district and revenue program, but a Commissioner said she wanted a line by line detail of the economics of the project. The Commission mentioned that additional information was needed on treatment pond layout and expected performance, biological impacts of the two projects, condemnation rights of a CSD, and availability of land for the Solutions Group's treatment site.

In voting to continue the item to August, one Commissioner commented that she was concerned with waiting for a CSD because that would mean more delays, and that she would look at the consultant's evaluation in August as definitive. Chairman Areias noted that he doesn't want to work on this for 20 years like many have, but that he can see a trend, and he doesn't want this issue to come back every six months.

We will continue our attempts, through communications with all parties, to convince the Coastal Commission to proceed with the County's permit application, without staying its effectiveness until an election on the type of local government that the community desires.

San Simeon Influent Monitoring
[Sorrel Marks 805/549-3695]

At its May 1997 meeting, the Regional Board reissued NPDES Permit/Waste Discharge Requirements Order No. 97-15, which includes Monitoring and Reporting Program No. 97-15. During consideration of Order No. 97-15, the proposed Monitoring and Reporting Program specified weekly effluent monitoring for BOD (biochemical oxygen demand) and suspended solids. This represented a significant increase in monitoring frequency from prior monthly requirements. The increased frequency was based on consistency with similar size discharges (Avila Beach) and providing for a representative number of data points to evaluate the discharge.

At the request of San Simeon Community Services District, a provision was added to the Monitoring Program which states:

"After at least twelve months of weekly effluent BOD and suspended solids monitoring the Discharger may request the frequency be reduced to monthly. The request should include adequate justification by the Discharger and is subject to approval by the Executive Officer and concurrence by the Regional Board."

The District has demonstrated excellent and consistent compliance with BOD and suspended solids limits. For the past year (based on weekly samples) BOD and suspended solids have averaged no greater than 10 mg/l with maximums no greater than 14 mg/l. Permit limits for BOD and suspended solids are 30 mg/l monthly average and 90 mg/l maximum (40 CFR 133 Secondary Treatment Standards).

Based on this consistent compliance history, the District requested and staff agrees that BOD and suspended solids monitoring should return to monthly. Unless the Board objects, the Executive Officer will send a letter advising of the change.

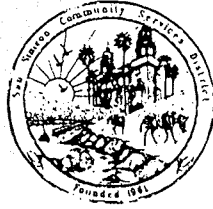
Santa Cruz Biotechnology Complaint Investigation, Santa Cruz County
[Matt Fabry 805/549-3458]

Inspections are continuing after reproduction of this agenda package. An up-to-date supplement will be mailed to Board Members and available to the public before the July 10, 1998 Board meeting in San Luis Obispo.

Tajiguas Landfill Update
[Michael LeBrun 805/542-4645]

The Regional Board has recently heard from Santa Barbara County regarding its operations of the Tajiguas Landfill, as well as complaints from downstream neighbors of the landfill. Staff's investigation of the situation indicated the appropriate action was to send a Notice of Violation, which includes a time schedule for abatement of violations [EO Report Attachment No. 4]. The County has committed to installing sedimentation basins before this next winter. This is a big improvement from the County's previous stance of tying a new sedimentation basin to landfill expansion.

San Simeon Community Services District



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

RESOLUTION NO. 98-245
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN SIMEON COMMUNITY SERVICES DISTRICT
REQUESTING THEIR GENERAL DISTRICT ELECTION BE CONSOLIDATED
WITH THE NOVEMBER 3, 1998 STATEWIDE GENERAL ELECTION

WHEREAS, an election shall be conducted for this district pursuant to the Uniform District Election Law commencing with Elections Code Section 10500 on November 3, 1998 and

WHEREAS, pursuant to Section 10555 of the Elections Code, said election may be consolidated with other elections to be held on the same day pursuant to Chapter 3, Part 3, Division 10 of the Elections Code (commencing with Section 10400); and

WHEREAS, the Board of Directors desires to request that the San Luis Obispo County Board of Supervisors consolidate this District's General District Election with any other election which may be held on the same date and involving the same territory, or in territory that is in part the same,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 3, 1998 with all other elections held on the same date and involving all or a portion of the territory of the district. This request is made pursuant to Section 10555 and 10400, et seq of the Elections Code. The Board of Directors agrees to reimburse the County of San Luis Obispo in full for the services performed relating to this election upon presentation of an invoice to the District.

On motion of Board Member _____ seconded by Board Member _____, and on the following vote to wit:

AYES:

NOES:

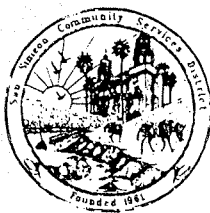
ABSENT:

the foregoing resolution is hereby adopted this _____ day of _____, 1998

ATTEST:

Chairman/President of the Board of Directors

Secretary of the Board of Directors



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

RESOLUTION NO. 98-24
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN SIMEON COMMUNITY SERVICES DISTRICT
REQUESTING THEIR GENERAL DISTRICT ELECTION BE CONSOLIDATED
WITH THE NOVEMBER 3, 1998 STATEWIDE GENERAL ELECTION**

WHEREAS, an election shall be conducted for this district pursuant to the Uniform District Election Law commencing with Elections Code Section 10500 on November 3, 1998 and

WHEREAS, pursuant to Section 10555 of the Elections Code, said election may be consolidated with other elections to be held on the same day pursuant to Chapter 3, Part 3, Division 10 of the Elections Code (commencing with Section 10400); and

WHEREAS, the Board of Directors desires to request that the San Luis Obispo County Board of Supervisors consolidate this District's General District Election with any other election which may be held on the same date and involving the same territory, or in territory that is in part the same;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 3, 1998 with all other elections held on the same date and involving all or a portion of the territory of the district. This request is made pursuant to Section 10555 and 10400, et seq of the Elections Code. The Board of Directors agrees to reimburse the County of San Luis Obispo in full for the services performed relating to this election upon presentation of an invoice to the District.

On motion of Board Member Mirabal - Bousion seconded by Board Member MAY, and on the following vote to wit:

AYES:

NOES: NONE

ABSENT: NONE

the foregoing resolution is hereby adopted this 10 day of June, 1998.

ATTEST:

Forest L C
Secretary of the Board of Directors

Chairman/President of the Board of Directors

TO: RICHARD
FROM: DEE DEE
DATE: JUNE 19, 1998

As you may recall, on May 13th I asked why the board held so many "Special Meetings." I said they were held approximately once a month. I also stated that these meetings were held at times that required Forrest to stay later than his usual quitting time - resulting in overtime. You questioned this number and asked that I report back to the board.

On June 10th I informed you that I had in fact checked my notes and between May of 1997 and March of 1998 nine "Special Meetings" were held. These are the only meetings that I am aware of (there may have been others):

	<u>Called to Order</u>	<u>Adjourned</u>
May 14, 1997	6:10	6:55
June 9, 1997	1:25	2:30
July 11, 1997	2:05	2:45
Dupl.? { July 21, 1997	3:00	5:00
{ July 22, 1997	3:00	5:00
July 30, 1997	3:00	5:03
August 22, 1997	11:05	11:35
October 3, 1997	11:00	2:55
February 10, 1998	2:15	5:10
March 17, 1998	3:30	4:20

A clear reading of the above shows the frequency of these meetings and the late commencement and adjournment times.

I fail to understand why this board has to have so many "Special Meetings". When I served on the board, we perhaps had one and this was during the period of time we were involved with lengthy negotiations regarding the desal project.

During one recent meeting of this board - a Director suggested that they hold "Special Meetings" to go over the policies manual. My question - has each director first read the manual (on their own time) made notes, and now wants a meeting - or do they want to meet and go over the manual page by page? If the latter, they are really not utilizing Forrest's time (or their own) sufficiently.

I would suggest that if this Board finds it necessary to hold so many "Special Meetings" perhaps they can be scheduled immediately following the regular monthly meetings at a day and time convenient to the board - but also scheduled to commence and adjourn during Forrest's regular working hours thereby avoiding overtime expense. These "Special Meetings" are costing us money.

Dee Dee

Sean Grauel & Associates
2319 Broad Street
San Luis Obispo, CA 93401
Phone: 805-545-0115
email: grauel@thegrid.net

Sean Grauel & Associates

San Simeon Community Services District

Ocean Outfall Inspection Report

June 19, 1998

Table of Contents

Background	3
Methods.....	3
Findings.....	4
Conclusion.....	4
Figure:	5

BACKGROUND

The San Simeon Community Services District owns and operates an secondary treated wastewater effluent ocean discharge. The discharge line is located offshore from the wastewater plant at the end of Balboa Avenue in San Simeon, California.

The pipe material is 8" cast iron with ball and bell flexible joints; the wall thickness is 3/16". The cast iron pipe is joined in 20 foot sections. The outfall is approximately 800 feet in length and extends westerly into the ocean. The last eighteen feet of the outfall contain the diffusers. There are four diffuser arms spaced on four foot centers over the last eighteen feet of the line. A sled with a five foot cathodic protection bar is located at the end of the outfall..

The seabed is sand with scattered boulders and large rocks. At 680 feet the outfall line emerges from the sand bottom. The depth to bottom at this point is 14 feet. The end of the outfall line, approximately 800 feet from the treatment plant, lies in 20 feet of water. Previous dye tests and underwater inspection SCUBA were performed on 16MAY97 and 28OCT97. A video tape of the outfall was made on 28OCT97.

On two occasions, 20Jan98 and 27Jan98, the outfall plugged during large swells and high tides. Outflow resumed as the tide lowered. At the time it was assumed the outfall had been buried beneath sand. An underwater inspection was necessary to verify the condition of the outfall.

METHODS

Biodegradable dye was added to the effluent discharge and the resulting plume was marked with a buoy. The outfall line then was inspected underwater by a SCUBA diver while the dye was discharging. The intent was to make an underwater video tape of the outfall. However due to zero visibility conditions a video tape was not possible. A video tape was taken of the point of discharge from an overlooking roof top as dye was discharged a second time.

FINDINGS

The dye test revealed that the outfall line has a significant leak approximately 100 feet from the line's terminus at a depth of 14 feet. This location was dove but due to zero visibility the break was not adequately inspected.

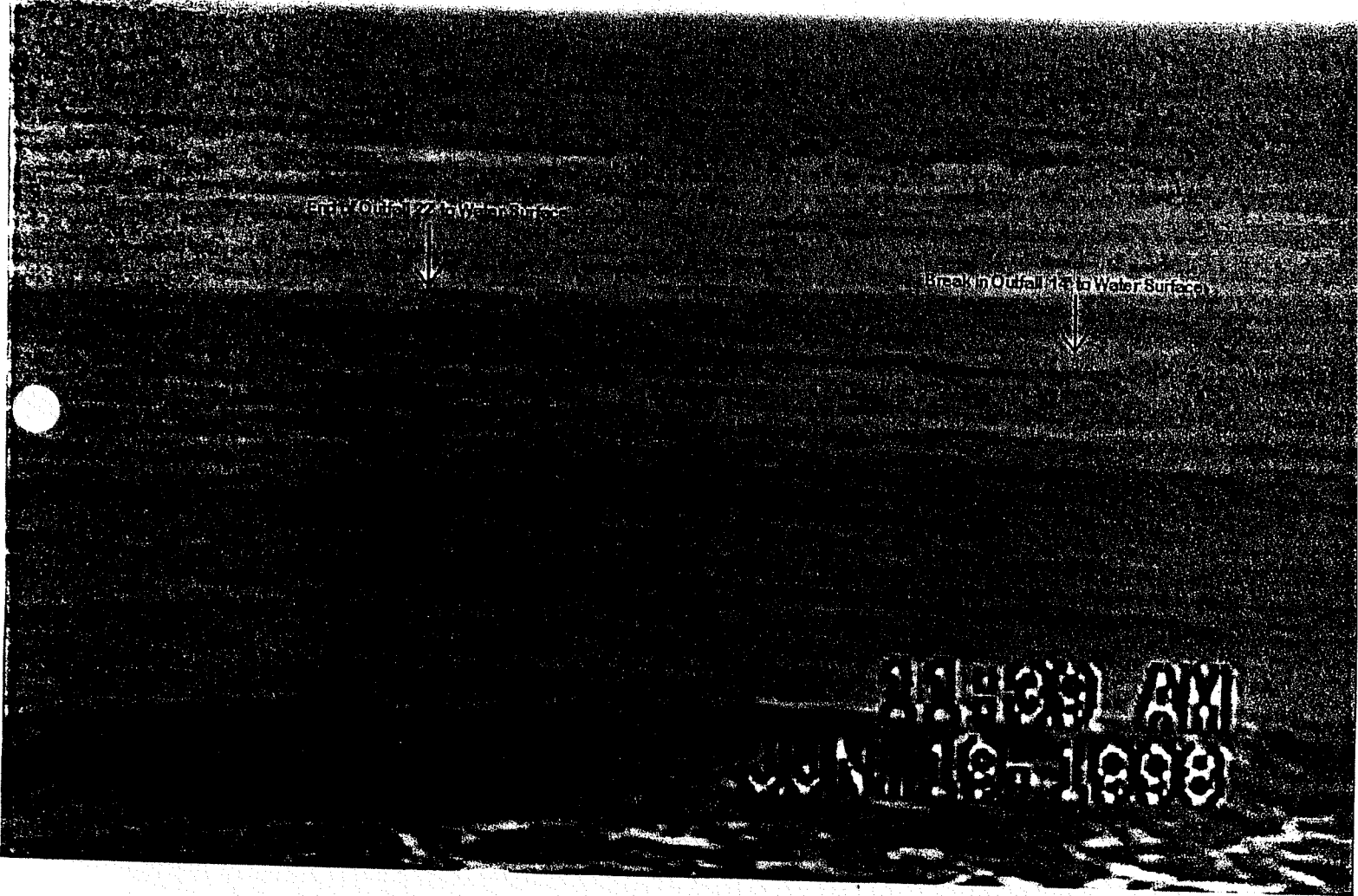
The diffuser section of the outfall was also discharging dye. This location was also dove but similar conditions did not allow adequate inspection. The second plume was observed at 22 feet of water, which corresponds to the known depth of the end of the outfall.

The second dye plume (diffuser section) appeared to be further downshore (South) than expected. A possible explanation of this observation may be that large North West swells moved the pipeline downshore, which in turn stressed the first exposed ball and bell joint (known to be 100 feet from the terminus) to the point of breaking.

CONCLUSION

The San Simeon Community Services District outfall line is has been damaged by the winter storms of the 1997/1998 season. An underwater inspection (under favorable conditions) is required to evaluate the extent of the damage. Effluent continues to discharge but plugging may occur in the end of the line due to decreased line pressure.

San Simeon Community Services District
Ocean Outfall Inspection Report
June 19, 1998
Sean Grauel & Associates



1998

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February

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March

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April

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June

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August

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November

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February

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March

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April

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September

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November

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February

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March

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November

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March

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March

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April

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May

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June

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July

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August

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September

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October

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November

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December

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1998

January

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March

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