

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, August 9, 2017
6:00 pm

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

1. REGULAR SESSION: 6:02 PM

A. Roll Call:

Chairperson Williams – Present
Vice-Chair Fields – Present
Director Patel – Present
Director Russell – Present
Director McGuire – Absent

General Manager, Charles Grace
District Counsel, Heather Whitham
Sheriff Representative, Commander Voge

B. Pledge of Allegiance

2. PUBLIC COMMENT:

Leroy Price commented on the number of gallons for fire protection that was referenced in the newsletter mailed to residents.

Charles Grace responded to this question. He remarked that there is a difference between the amount of water needed for buildout and what is needed for fire protection.

Director Patel recused himself. He passed out a letter to the Board of Directors. He asked that the Board make a determination on his claim against the District for the damage that occurred on his property.

Julia Stanert asked about when she could comment on the crosswalks.

Amanda Rice said that the Coastal Commission would be in Cambria on September 13-15, 2017. She stated that the Cambria CSD would be pleased if the San Simeon CSD would participate in this event.

A. Sheriff's Report for July

There were a total of 20 calls for San Simeon. Additionally, Commander Voge reported on the following items:

Included in these calls was an IRS phone scam and a disturbing the peace call.

On 7/14/17 Paul Humphries was observed attempting to hug an underage teenage girl. He was driving a maroon Ford Expedition with Texas plates.

On 7/14/17 on the 4900 block of San Simeon Creek Rd. an adult male assaulted 2 family members and was arrested for battery and domestic violence charges.

On 7/15/17 the Sheriff responded to a call for assistance from State Parks at the San Simeon Motel for a small vehicle fire. The owner of the vehicle was arrested for being intoxicated in public.

B. Public comment on Sheriff's Report

Ken Patel asked about receiving assistance from different agencies for certain types of calls.

Commander Voge responded by answering his questions.

3. PRESENTATIONS AND ANNOUNCEMENTS FROM BOARD:

None

4. STAFF REPORTS

A. General Manager's Report

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

For the month of July, staff sent out billing along with the third quarter newsletter. The new rates that took effect on July 1st were updated in the RVS (billing software) system. Staff continued to provide documentation to FEMA as part of our application process. Staff also continued working with a property owner on the removal of dead trees that are posing a public threat and need to be removed.

Staff was also in contact with a certified Traffic Control Planner regarding the public's inquiry about installation of crosswalks and sidewalks at various locations in the community.

2. Update – Reservoir /Storage tank project.

Phoenix Engineering is continuing progress toward 30% design. Visual impact from the Castle was reviewed and determined to be minimal to none, according to San Simeon CSD General Manager and Hearst Corporation staff.

John Richardson commented that the one year anniversary of the Chimney fire was three days away. He shared his concerns about when the tank project would be completed and requested a timeline of project completion dates.

Director Williams responded that the District needed to find sources of funding in order to pay for this project. The costs associated with funding would be several million dollars.

Julia Stanert remarked about the flag being visible from her home.

Charlie Grace responded that staff was currently working towards the creation of a visual mockup that would include the view from several vantage points. He also explained that there were several options that could be explored for mitigation issues.

Gwen Kellas asked if they could install three smaller tanks rather than two large tanks to help reduce the visual impact of the tanks.

3. Crosswalk Survey.

Attached is a draft crosswalk survey proposal for comment, staff anticipates the arrival of one or two more proposals.

Julia Stanert inquired as to whether the public would have the opportunity to be involved in the decision process of any crosswalk installation.

4. Grant Updates – Integrated Regional Water Management Grant (IRWM),
PROP *84 FUNDS

The DDW (Division of Drinking Water)/County has paid the District the first installment of the Prop 84 Grant Reimbursement for the RO Unit. Attached to the General Manager’s report is a copy of the check for \$332,310.87.

There is a remaining balance of \$16,182 (retention amount) which will be forwarded once the DDW releases the final funds. There is no set date on the dissemination of the second payment. Staff continues to perform the quarterly reporting on the RO system usage to the DDW.

Total spent on the project to-date:

\$ 928,088.00
-\$500,000.00 USDA Grant
-\$348,492.87 DDW Grant
\$ 79,595.13 District cost

B. Superintendent’s Report Summary of July Activities

1. Wastewater Treatment Plant

- All sampling, testing and reporting at the Wastewater Treatment Plant and the Recycled Water Facility was performed as required by the RWQCB. This included Annual and Semi-Annual samples.

2. Water Distribution System

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- Staff attended a class on Leak Detection and Water Loss presented by the California Rural Water Association.
- Annual Fire Hydrant flushing and exercising was completed. Annual Valve exercising was started.
- Monthly water meter reading was performed.

3. District and Equipment Maintenance

- Staff continues with all of the scheduled preventive maintenance for all the equipment at the facilities. We are recording all of these activities.

C. District Financial Summary

June Billing Revenue	\$ 72,908.04
July Billing Revenue	\$ 80,196.01
Past Due (31 to 60 days)	\$ 336.35
Past Due (60 days)	\$ 201.69

ENDING BANK BALANCES

July 31, 2017

RABOBANK SUMMARY:

Well Rehab Project/USDA Checking Account	\$ 10.05
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HERITAGE OAKS BANK:

Money Marketing Account Closing Balance June 30, 2017	\$ 507,979.65
Interest for July	\$ 85.84
Prop 84 Grant Reimbursement Payment	\$ 332,310.87

Money Marketing Account Closing Balance July 31, 2017	\$ 840,454.30
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Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
Available Funds	\$ 534,996.30

General Checking Account July 31, 2017	\$ 84,998.02
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LAIF Closing Balance July 31, 2017	\$ 525.98
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D. District Counsel's Report Summary of July activities

Heather Whitham reported that counsel had assisted staff with providing the analysis related to the weed abatement item. Correspondence from a San Simeon resident was reviewed and a conference call occurred. The closed session memorandum was prepared. They also assisted with the preparation of the Board meeting packet for July.

5. ITEMS OF BUSINESS

A. Consideration of approval of last month's minutes – July 12, 2017.

A motion was made to approve the minutes with the corrections recommended by Director Russell and Cortney Murguia (Water Committee Portion).

Motion by: Director Russell
2nd: Vice-Chair Fields
Director McGuire was absent.
All in: 4 / 0

B. Consideration of approval of Disbursements Journal – August 9, 2017.

A motion was made to accept the Disbursements Journal.

Motion by: Director Russell
2nd: Chairperson Williams
Director McGuire was absent.
All in: 4 / 0

6. DISCUSSION/ACTION ITEMS

A. Discussion of weed abatement including the services provided by CalFire and the option to request the Local Agency Formation Commission (LAFCO) activate the weed abatement power.

CalFire Captain Tony Gomes was present to answer any questions regarding this item.

Chairperson Williams inquired if CalFire had the authority to ask the owners of vacant parcels that are adjacent to improved parcels, to clear their lots.

Captain Gomes responded that CalFire had no authority over vacant parcels.

Heather Whitham clarified that San Luis Obispo County does not have an ordinance that requires weed abatement on unimproved (vacant) parcels.

Director Patel asked if the District had this authority.

Heather Whitham explained that in order for the District to have authority they would need to obtain weed abatement power from Local Agency Formation Commission) LAFCO.

Director Williams inquired if there was the possibility of the County creating an ordinance for weed abatement authority on vacant parcels.

John Richardson stated that he thought it would be a good idea to gather more information about this power.

A motion was made to direct staff to bring back more information outlining the process and costs involved with activating weed abatement power with LAFCO.

Motion by: Chairperson Williams

2nd: Director Russell

Director McGuire was absent.

All in: 4 / 0

B. Consideration of introduction of an ordinance repealing District Ordinance No. 93 regarding abatement of hazardous weeds, trees and debris.

Heather Whitham explained that the ordinance was unenforceable.

A motion was made to introduce an ordinance repealing District Ordinance No. 93 regarding abatement of hazardous weeds, trees and debris.

Motion by: Director Russell

2nd: Director Patel

No: Director Fields

Director McGuire was absent.

All in: 3 / 1

C. Discussion and Consideration to direct staff to select a consultant to perform the environment analysis pursuant to the California Environmental Quality Act (CEQA) for the water tank project.

Charlie Grace noted that the wording of the item should be to direct staff to obtain bids only and not to select a consultant.

A consensus was reached to direct staff to obtain bids from consultants related to the CEQA portion of the tank project.

All in: 4 / 0

D. Discussion and Consideration to direct staff to work with District Counsel on the preparation of a form response letter to will serve requests.

Chairperson Williams was in favor of this item. Director Patel abstained. Vice-Chair Fields and Director Russell were not in favor of this item. No motion was made and no action was taken regarding this item.

7. BOARD COMMITTEE REPORTS

None

8. BOARD REPORTS

None

9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

None

10. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Paragraph (2) of Subdivision (d) and Paragraph (3) of Subdivision (e) of Section 54956.9: One potential case

11. RECONVENE TO OPEN SESSION

This report out is made pursuant to Government Code Section 54957.1(a)(4). As to the claim filed by Ken Patel against the District regarding the failure of a storm drain pipe under the Quality Inn property, Directors Williams, Fields and Russell voted 3 to 0 to reject the claim. Director Patel recused himself from closed session and Director McGuire was absent.

12. ADJOURNMENT @ 7:48 PM