

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



**BOARD PACKET**

**Wednesday, October 12, 2016  
Regular Meeting 6:00 pm**

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

Prepared by:



**GRACE**  
ENVIRONMENTAL SERVICES

**AGENDA**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, October 12, 2016**  
**6:00 pm**

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

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

**A. Roll Call**

**B. Pledge of Allegiance**

**2. PUBLIC COMMENT:**

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

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

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

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

**4. STAFF REPORTS**

**A. General Manager's Report**

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

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

**3. Grant Updates** – Integrated Regional Water Management Grant (IRWM), County Beautification Grant for Pico Stairs Beach Access, Prop 1 Grant, Gateway Monument Sign and Interpretive Signs.

**4. Update** - Lien Sale of vehicle abandoned by Ultura Water.

**5. Update** – Reservoir / Storage tank project.

**6. Loan Payment made to USDA for Well Rehab Project** - \$10,345

**7. Refund from PGE regarding RO Unit** - \$1,067.63

**8. Special District Risk Management Authority** – President's Special Acknowledgment Award.

**B. Superintendent's Report**

1. **Wastewater Treatment / Collection Systems** – Summary of operations and maintenance for September.
2. **Water / Distribution Systems** – Distribution performance for the Month of September.
3. **District Maintenance** – Summary of District maintenance for September.

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

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

**5. ITEMS OF BUSINESS**

- A. **Consideration of approval of last month's minutes** – September 14, 2016.
- B. **Consideration of approval of Disbursements Journal** – October 12, 2016.

**6. DISCUSSION/ACTION ITEMS**

- A. **Consideration of agreement in support of the letter to the Board of Supervisors regarding Prop 1 funding distribution.**
- B. **Discussion of how to spend the County Beautification Grant for Pico Stairs Beach Access.**
- C. **Consideration/Discussion of lifting Stage One water restrictions.**
- D. **Discussion regarding Pen Way right of way encroachment by Pine View Mobile Home Park.**

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

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

**9. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS** - Requests from Board members to Staff to receive feedback, prepare information, and/or place an item on a future agenda(s).

**10. ADJOURNMENT**

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

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

### **Charles Grace**

- 1. Staff Activity** – Report on Staff activities for the month of September.
- 2. Update** – Wellhead treatment system project.
- 3. Grant Updates** – Integrated Regional Water Management Grant (IRWM), County Beautification Grant for Pico Stairs Beach Access, Prop 1 Grant, Gateway Monument Sign and Interpretive Signs.
- 4. Update** - Lien Sale of vehicle abandoned by Ultura Water.
- 5. Update** – Reservoir / Storage tank project.
- 6. Loan Payment made to USDA for Well Rehab Project** - \$10,345
- 7. Refund from PGE regarding RO Unit** - \$1,067.63
- 8. Special District Risk Management Authority** – President's Special Acknowledgment Award.

## 4A. GENERAL MANAGERS REPORT

October 12, 2016

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

During the month of September Staff sent out water billing and responded to several customer service calls and concerns. Staff attended the County Water Committee and sub-committee meetings. Staff has been working with several public residents on their concerns with water conservation measures. The General Manager and the Bookkeeper have been coordinating with the District Auditor in order to complete the 2015-2016 Audit.

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

Staff has been routinely reviewing the system equipment within the treatment building. Final payments to Wigen and Madonna are in this board packet's warrant report. The final cost of the project is \$923,503 and is \$18,497 under the budgeted estimate. With the \$500,000 grant from the USDA and the expected \$362,431 reimbursement from the grant awarded by Integrated Regional Water Management, the total amount spent directly by the SSCSD would be \$61,072.

3. **Grant Updates** – Integrated Regional Water Management Grant (IRWM), County Beautification Grant for Pico Stairs Beach Access, Prop 1 Grant.

**Integrated Regional Water Management Grant (IRWM)**

Staff has prepared the requested Monitoring Report per the Department of Drinking Water's (DDW) request. This report includes monthly water use, sampling of the Drinking water system, whether the RO unit is in use or not. The report will be submitted quarterly. Staff is waiting for approval of the report content from the DDW. As previously mentioned, invoices have been submitted and the County is waiting to hear the DDW's payment timing.

**County Beautification Grant for Pico Stairs Beach Access**

Item to be addressed under DAI B.

**Prop 1 Grant**

Currently, the IRWM Sub-DAC (Disadvantage Communities) Committee have met and are having issues with the designation of funds to the City of SLO. Because of this issue, this topic will be covered under the Discussion Action Item

**Gateway Monument Sign and Interpretive Signs**

SLOCOG (San Luis Obispo County of Governments) Byways coordinator contacted the District regarding the Gateway Monument Sign and the Interpretive Signs. Cal Trans had declined the original requested location of the Monument sign. The new location will be at the area nearest the population sign, next to the road. This is the spot Cal Trans has chosen. The re-design has already been completed and accepted. Authorization through the Federal Cal Trans Grant Team will be completed this month. The next step will be to put out an RFP (request for project) for construction and start encroachment permits. They hope that construction on the monument will start in Early January or February. The District will receive a maintenance agreement from Cal Trans and the County sometime next month.

Installation of the "Interpretive signs" will be done by the California Conservation Corps. Two to Three signs will be located by the Pico Stairs and one will be located by the San Simeon Avenue Beach Access.

**4. Update - Lien Sale of vehicle abandoned by Ultura Water.**

The Department of motor vehicles changed the sale date of the truck to October 21, 2016 allowing more time for Ultura to ask for their vehicle back in exchange for the fees they have incurred.

**5. Update – Reservoir / Storage tank project.**

Staff placed sighting poles at the potential location for the storage tanks. Streamers were placed at 25, 20 and 15 feet heights along the poles to determine if those streamers were visible from highway one. The streamers were not seen when attempting to locate them from Highway 1 mainly due to the trees located in the surrounding area of the sought after tank site. Staff as received a quote to perform a geotechnical survey. Staff has requested proposals from engineering firms to perform 1) Area topographical survey, 2) 30% preliminary design the remaining proposals have yet to be received.

In addition Staff has contacted a tank installation contractor and received a quote to perform minor grading, compaction for a concrete ring wall foundation, tank installation and epoxy coating for two 43' Dia X 24' tall 260,700 gallon tanks.

**6. Loan Payment made to USDA for Well Rehab Project - \$10,345**

Staff transferred \$10,345 to the Rabobank, Well Rehab account for the biannual payment to the USDA. An Additional \$100 was also transferred to the account to take care of the monthly fees for the next year.

**7. Refund from PGE regarding RO Unit - \$1,067.63**

The District received a reimbursement from PGE in the amount of \$1,067.63 from the \$11,000 payment to PGE for the work on the RO building. There was a tax rate change which lowered our fee. The check was deposited in the District's general checking account. A credit towards account 1660 will be deducted from the total cost of the RO budget.

**8. Special District Risk Management Authority – President's Special Acknowledgment Award**

San Simeon CSD received the "President's Special Acknowledgement Award" from the Special District Risk Management Authority (SDRMA). This award acknowledge the dedicated efforts of the San Simeon CSD Governing Body, Management and Staff towards proactive risk management and loss prevention training. The award also recognizes the 'no paid" claims during the prior five consecutive program years in SDRMA's Property/Liability program. In addition to this recognition, the District has earned Credit Incentive Points reducing our annual contribution amount.

September 16, 2016

Mr. Dan Williams  
Board President  
San Simeon Community Services District  
111 Pico Avenue  
San Simeon, California 93452-9753

**Re: President's Special Acknowledgement Award – Property/Liability Program**

Dear Mr. Williams:

This letter and enclosed certificate, are to formally acknowledge the dedicated efforts of the San Simeon Community Services District's Governing Body, management and staff towards proactive risk management and loss prevention training for earning the President's Special Acknowledgement Award! The Award is to recognize members with no "paid" claims during the prior **five consecutive program years** in the Property/Liability Program.

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. Your agency's efforts have resulted in no "paid" property/liability claims for the prior 5 consecutive program years including 2015-16. This is an outstanding accomplishment that serves as an example for all SDRMA members!


It is through the efforts of members such as San Simeon Community Services District that SDRMA has been able to continue providing affordable property/liability coverage to over 500 public agencies throughout California. While 425 members or 85% in the property/liability program had no "paid" claims in program year 2015-16, 300 members or 60% had no paid claims for the prior 5 consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2015-16 earned 2 credit incentive points (CIPs) reducing their annual contribution amount and members with no "paid" claims for the prior 5 consecutive program years earned 3 additional bonus CIPs. Also, members with no "paid" claims for at least 3 consecutive program years may receive a lower "risk factor" which also helps to reduce the annual contribution amount.

Included with this letter and certificate is your press release template so your agency may showcase this important accomplishment.

On behalf of the SDRMA Board of Directors and staff, it is my honor to congratulate your Governing Body, management and staff for your commitment to proactive risk management and loss prevention training.

Sincerely,  
Special District Risk Management Authority



David Aranda, President  
Board of Directors



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

*President's Special Acknowledgement Award*

THE PRESIDENT OF THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
HEREBY GIVES SPECIAL RECOGNITION TO  
**San Simeon Community Services District**

The President's Special Acknowledgement Award is to recognize members with no "paid" claims during the prior five consecutive program years in the Property/Liability Program. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during that same period and excludes property claims. Congratulations on your excellent claims record!

David Aranda, SDRMA Board President

September 16, 2016

Date



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

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

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

### **Activities of September 2016**

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

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the RWQCB.
- Annual Outfall Pipeline inspection was performed by Marine Diving Solutions.
- The chlorine analyzer underwent annual maintenance and repair.
- Attended a webinar on the method for the new reporting requirement to the USEPA.
- Rebuilt the pressure switch on the Amiad filter for the SSWRF.
- Installed new compressor to run the Amiad filter backwash system and repaired a leak in the air line.
- One load of sludge was hauled away.

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

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- Sampled and tested for the Lead and Copper Rule. Completed and submitted the Lead and Copper Rule report to the DDW.
- The Reverse Osmosis Unit pickling solution was flushed out. It was then re-pickled.
- Monthly water meter reading was performed.
- Chloride levels continue to be monitored throughout the system.

#### **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.
- Installed ADA mats at the Pico beach access ADA ramp and stair approach. Applied grip tape on the appropriate stair locations.
- A new set of stairs was built from the bottom landing to the sand.
- Weed abatement was performed at various areas on the streets.
- Inside the fence at the reservoir weed abatement was performed as well as filling cracks in the asphalt that surrounds it.

San Simeon Community Services District

Superintendent's Report

September 2016

MONTHLY DATA REPORT

Date	Day	Wastewater Influent Daily flow	Wastewater Effluent Daily Flow	CALCULATED		CALCULATED		CALCULATED		CALCULATED Total Daily Water Produced	Chloride Wells		Recycled Water Distributed	Water Level Well 1	Water Level Well 2	Rainfall in Inches	INPUT State Sewer Daily Flow
				Well 1 Total Pumped	Well 2 Total Pumped	Well 3 Total Pumped	Well 1	Well 2									
09/01/16	Thu	80,896	68,230	0	60,513	0	60,513	-	-	-	-	-	-	12.4	12.2	0.00	4,308
09/02/16	Fri	66,195	61,070	65,899	0	0	65,899	-	-	-	-	-	-	12.4	12.2	0.00	4,339
09/03/16	Sat	130,413	109,450	57,521	78,016	0	135,538	-	-	-	-	-	-	12.5	12.4	0.00	6,041
09/04/16	Sun	136,106	120,690	52,360	64,478	0	116,838	-	-	-	-	-	-	12.5	12.4	0.00	24,432
09/05/16	Mon	109,772	147,000	0	62,234	0	62,234	162	135	-	-	-	-	12.7	12.6	0.00	26,853
09/06/16	Tue	85,453	57,870	70,910	38,298	0	109,208	-	-	-	-	-	-	12.7	12.6	0.00	22,674
09/07/16	Wed	85,202	79,080	56,998	26,105	0	83,103	-	-	5540	-	-	-	12.8	12.6	0.00	4,852
09/08/16	Thu	84,044	75,360	63,356	2,094	0	65,450	161	75	750	-	-	-	12.8	12.6	0.00	4,111
09/09/16	Fri	85,177	83,100	28,648	68,218	0	96,866	-	-	-	-	-	-	12.7	12.6	0.00	3,960
09/10/16	Sat	89,748	95,590	45,927	57,446	0	103,374	-	-	-	-	-	-	12.7	12.6	0.00	5,270
09/11/16	Sun	83,786	83,590	59,616	0	0	59,616	-	-	-	-	-	-	12.9	12.7	0.00	4,657
09/12/16	Mon	101,230	94,140	50,789	70,985	0	121,774	148	124	-	-	-	-	12.8	12.7	0.00	4,926
09/13/16	Tue	83,698	65,650	0	59,092	0	59,092	-	-	1000	-	-	-	13.0	12.8	0.00	4,033
09/14/16	Wed	94,242	93,729	107,039	1,346	0	108,385	-	-	-	-	-	-	12.9	12.8	0.00	3,342
09/15/16	Thu	89,147	84,260	0	57,446	0	57,446	-	-	-	-	-	-	13.0	12.8	0.00	4,086
09/16/16	Fri	89,517	79,490	67,245	20,570	0	87,815	148	136	-	-	-	-	12.9	12.8	0.00	4,641
09/17/16	Sat	108,948	97,510	56,549	55,128	0	111,676	-	-	-	-	-	-	-	-	0.00	3,389
09/18/16	Sun	105,897	104,250	0	61,037	0	61,037	-	-	-	-	-	-	13.0	12.9	0.00	15,439
09/19/16	Mon	81,110	77,410	66,123	53,706	0	119,830	148	136	-	-	-	-	13.1	12.9	0.00	12,753
09/20/16	Tue	94,987	94,580	61,635	0	0	61,635	-	-	2500	-	-	-	13.1	12.9	0.00	3,769
09/21/16	Wed	93,478	81,500	50,041	69,414	0	119,456	-	-	-	-	-	-	13.0	12.9	0.00	8,060
09/22/16	Thu	87,822	84,320	0	57,372	0	57,372	-	-	-	-	-	-	13.1	13.0	0.00	5,736
09/23/16	Fri	82,371	82,720	67,844	50,340	0	118,184	161	148	-	-	-	-	13.1	12.9	0.00	2,839
09/24/16	Sat	117,007	101,700	58,868	29,920	0	88,788	-	-	-	-	-	-	13.3	13.1	0.00	4,864
09/25/16	Sun	102,423	99,270	53,033	46,825	0	99,858	-	-	-	-	-	-	13.2	13.1	0.00	15,752
09/26/16	Mon	87,993	102,200	0	58,643	0	58,643	174	148	-	-	-	-	13.3	13.1	0.00	11,556
09/27/16	Tue	90,382	85,700	68,143	50,939	0	119,082	-	-	825	-	-	-	13.2	13.1	0.00	4,600
09/28/16	Wed	91,674	84,290	59,391	0	0	59,391	-	-	450	-	-	-	13.3	13.2	0.00	3,944
09/29/16	Thu	91,438	83,330	50,266	62,308	0	112,574	-	-	-	-	-	-	13.3	13.1	0.00	3,221
09/30/16	Fri	105,658	95,330	28,200	62,009	0	90,209	161	148	-	-	-	-	13.4	13.3	0.00	3,729
TOTALS		2,835,814	2,672,409	1,346,400	1,324,484	0	2,670,884			11,065						0.00	232,176
Average		94,527	89,080	44,880	44,149	0	89,029	158	131	1,844				12.9	12.8	0.00	7,739
Minimum		66,195	57,870	0	0	0	57,372	148	75	0				12.4	12.2	0.00	2,839
Maximum		136,106	147,000	107,039	78,016	0	135,538	174	148	5,540				13.4	13.3	0.00	26,853

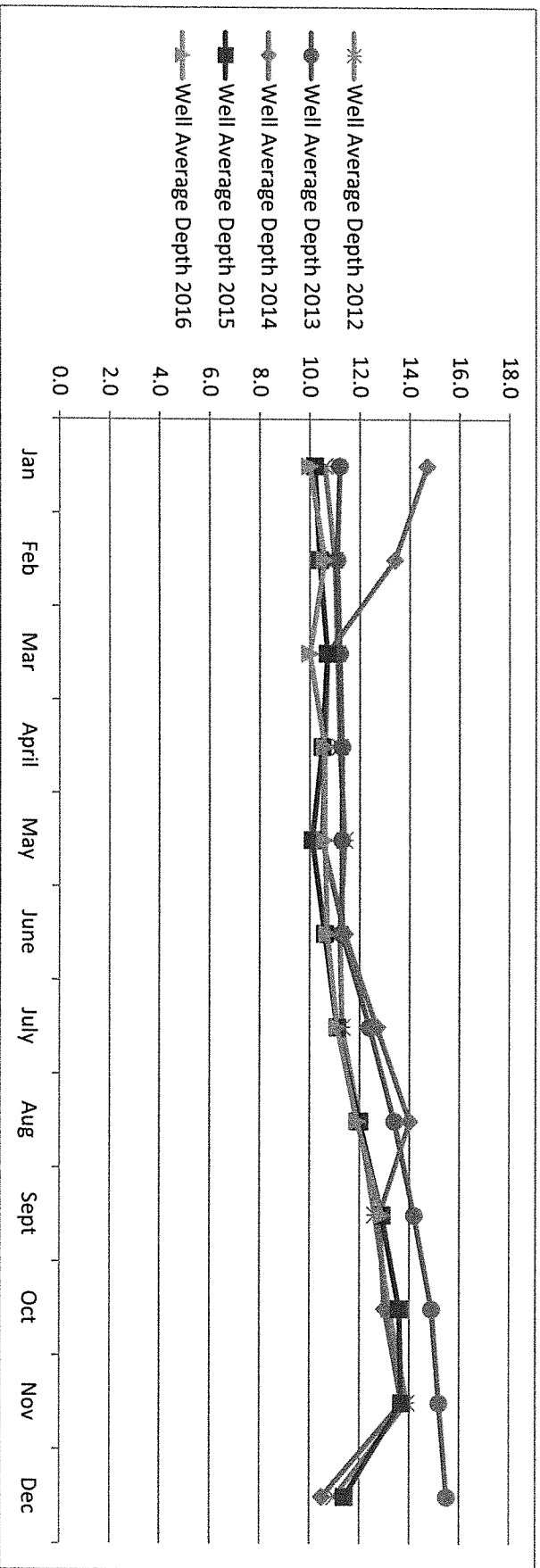
**DATA SUMMARY SHEET**

2016													
	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Total for 2016
Wastewater Influent	2,849,357	2,375,307	3,071,599	2,340,256	2,824,792	2,909,805	3,485,599	3,039,238	2,835,814				25,731,767
Wastewater Final Effluent (Month Cycle)	2,714,170	2,165,020	3,037,390	2,191,550	2,712,580	2,822,370	3,455,020	2,935,450	2,672,409				24,723,959
Adjusted Wastewater Influent (- State Flow) *	2,535,974	2,177,118	2,699,165	2,164,251	2,554,523	2,619,042	3,078,242	2,803,378	2,603,638				23,235,331
Water Produced (month cycle)	2,153,548	1,923,258	2,168,302	2,117,663	2,606,630	2,736,933	3,269,433	2,981,902	2,670,884				22,628,552
Sewer Influent/Water Produced Ratio	1.32	1.24	1.42	1.11	1.08	1.06	1.07	1.02	1.06				N/A
Adjusted Sewer/Water Produced Ratio	1.18	1.13	1.25	1.02	0.98	0.96	0.94	0.94	0.98				N/A
Well 1 Water Pumped	97,988	968,286	1,109,732	1,079,364	1,323,885	1,385,521	1,627,050	1,537,663	1,346,400				10,475,890
Well 2 Water Pumped	1,454,860	954,972	1,058,570	1,038,299	1,282,745	1,351,412	1,642,384	1,444,238	1,324,484				11,551,962
Well 3 Water Pumped	600,700	0	0	0	0	0	0	0	0				600,700
Total Well Production	2,153,548	1,923,258	2,168,302	2,117,663	2,606,630	2,736,933	3,269,433	2,981,902	2,670,884				22,628,551
Water Well 1 Avg Depth to Water	10.0	10.6	10.0	10.6	10.6	10.8	11.2	12.0	12.9				N/A
Water Well 2 Avg Depth to Water	9.9	10.5	9.9	10.5	10.5	10.6	11.0	11.8	12.8				N/A
Average Depth to Water of Both Wells	10.0	10.6	10.0	10.6	10.6	10.7	11.1	11.9	12.9				N/A
Change in Average Depth to Water from 2015	-0.2	+0.2	-0.7	+0.1	+0.5	+0.1	0.0	-0.1	0.0				N/A
Average Chloride mgl. at the Wells	1828	723	360	239	173	148	135	132	145				N/A
State Wastewater Treated	313,383	198,189	372,434	176,005	270,269	290,763	407,357	235,860	232,176				2,496,436
State % of Total WW Flow	14%	12%	12%	8%	10%	10%	12%	8%	8%				N/A
Recycled Water Sold (Gallons)	0	0	0	0	1,375	1,900	4,300	4,955	11,065				23,595
Biosolids Removal (Gallons)	6,000	0	6,000	6,000	6,000	12,000	6,000	6,000	6,000				54,000
WW Permit Limitation Exceeded	0	1	0	0	0	0	0	0	0				N/A
RW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0				N/A
Constituent Exceeded	None	TSS % of Removal	None	None	None	None	None	None	None				N/A
Sample Limit	N/A	85%	N/A	N/A	N/A	N/A	N/A	N/A	N/A				N/A
Sample Result	N/A	79%	N/A	N/A	N/A	N/A	N/A	N/A	N/A				N/A

2015													
	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Total for 2015
Wastewater Influent	2,278,607	2,137,631	2,579,655	2,698,683	2,877,973	2,736,511	3,127,790	2,938,940	2,585,828	2,571,859	2,307,432	2,477,658	31,328,567
Wastewater Final Effluent (Month Cycle)	2,078,820	2,179,270	2,419,750	2,596,880	2,551,790	2,563,570	3,045,720	2,846,890	2,488,090	2,464,150	2,283,580	2,372,070	29,890,580
Adjusted Wastewater Influent (- State Flow) *	2,129,329	2,015,656	2,386,629	2,457,477	2,602,675	2,564,762	2,918,658	2,786,097	2,401,062	2,455,246	2,142,924	2,201,887	29,062,402
Water Produced (month cycle)	1,881,724	2,054,121	2,163,830	2,273,769	2,551,727	2,550,830	2,820,558	2,737,380	2,485,573	2,597,276	2,301,928	2,342,025	28,770,740
Sewer Influent/Water Produced Ratio	1.21	1.04	1.19	1.19	1.25	1.07	1.10	1.07	1.04	0.99	1.00	1.06	N/A
Adjusted Sewer/Water Ratio	1.13	0.98	1.10	1.08	1.13	1.01	1.04	1.02	0.96	1.06	0.93	0.94	N/A
Average Depth of Both Wells	10.2	10.4	10.7	10.5	10.1	10.6	11.1	12.0	12.9	13.6	13.7	11.4	N/A
Average Chloride mgl. at the Wells	844	576	342	268	234	188	169	194	224	346	582	1533	N/A
Change in Average Well Depth from 2014	-4.5	-2.9	0.0	-0.1	-0.4	-0.8	-1.6	-2.0	+0.1	+0.6	0.0	+0.9	N/A
State Wastewater Treated	149,278	121,975	193,026	241,206	275,298	171,749	209,132	152,843	194,766	116,613	164,508	275,771	2,266,165
State % of Total WW Flow	0.07	0.06	0.08	0.09	0.1	0.06	0.07	0.05	8%	4%	7%	11%	N/A
Recycled Water Sold (Gallons)	107,10	3070	9775	12945	30040	65100	52250	55355	53445	45015	4435	550	342,690
Biosolids Removal (Gallons)	0	6,000	6,000	6,000	6,000	12,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	1	0	0	0	0	0
Constituent Exceeded	None	None	None	None	None	None	None	TSS	None	None	None	None	N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	30	N/A	N/A	N/A	N/A	N/A
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	36	N/A	N/A	N/A	N/A	N/A

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

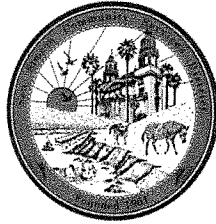
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Well Average Depth 2012	10.6	11.0	11.1	11.2	11.4	11.2	11.3	12.0	12.6	13.2	13.9	11.0
Well Average Depth 2013	11.2	11.1	11.2	11.3	11.3	11.3	12.4	13.4	14.2	14.9	15.2	15.5
Well Average Depth 2014	14.7	13.4	10.7	10.6	10.5	11.4	12.7	14.0	12.8	13.0	13.7	10.5
Well Average Depth 2015	10.2	10.4	10.7	10.5	10.1	10.6	11.1	12.0	12.9	13.6	13.7	11.4
Well Average Depth 2016	10.0	10.6	10.0	10.6	10.6	10.7	11.1	11.9	12.9			



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

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

**SAN SIMEON COMMUNITY SERVICES DISTRICT**



**4C. FINANCIAL SUMMARY**

**BILLING**

**September 30, 2016**

<b>August Billing Revenue</b>	<b>\$ 86,541.08</b>
<b>September Billing Revenue</b>	<b>\$ 74,696.54</b>
Past Due (31 to 60 days)	\$ 241.71
Past Due (60 days)	\$ 125.03

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**ENDING BANK BALANCES**

**September 30, 2016**

**RABOBANK SUMMARY:**

**Well Rehab Project/USDA Checking Account** \$ 10,445.05

**HERITAGE OAKS BANK:**

**Interest for September** \$ 149.80

**Money Marketing Account Closing Balance August 31, 2016** \$ 527,372.92

**Transfer to Rabobank Well Rehab Account** \$ 10,445.00

**Money Marketing Account Closing Balance September 30, 2016** \$ 517,007.05

Reserve Fund (\$ 250,000.00)

Wait-list Deposits (\$ 45,750.00)

Customer Deposits (\$ 9,708.00)

**Available Funds** \$ 211,549.05

**General Checking Account September 30, 2016** \$ 112,128.22

---

**LAIF Closing Balance September 30, 2016** \$ 522.09

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

Sep 30, 16

**ASSETS**

**Current Assets**

**Checking/Savings**

1010 · Petty cash		150.00
1015 · Heritage Oaks- General Checking		107,831.38
1016 · Heritage Oaks-Wellhead		6.34
1017 · Heritage Oaks-Money Market		517,007.05
1022 · USDA checking		100.05
1040 · Cash in county treasury		889.49
1050 · LAIF - non-restricted cash		522.09

**Total Checking/Savings** 626,506.40

**Other Current Assets**

1200 · Accounts receivable		91,667.44
1300 · Prepaid expenses		5,633.02

**Total Other Current Assets** 97,300.46

**Total Current Assets** 723,806.86

**Fixed Assets**

**1400 · Fixed assets**

1420 · Building and structures		395,874.73
1500 · Equipment		316,747.53
1540 · Major water projects		145,068.22
1560 · Pipe bridge		22,678.68
1580 · Sewer plant		1,488,555.08
1600 · Water system		550,390.00
1620 · WWTP expansion		299,565.92
1630 · Tertiary Project		262,932.67
1640 · Wellhead Rehab Project		447,545.53
1650 · Walkway access projects		11,511.00
1660 · RO Unit		775,559.86
1680 · Generator		29,101.14

**Total 1400 · Fixed assets** 4,745,530.36

**1690 · Accumulated depreciation** (2,143,038.96)

**Total Fixed Assets** 2,602,491.40

**TOTAL ASSETS** **3,326,298.26**

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

2000 · Accounts payable (106,954.33)

**Total Accounts Payable** (106,954.33)

**Other Current Liabilities**

2100 · Payroll liabilities 367.20

2500 · Customer security deposits 9,808.13

2510 · Connect hookup wait list 35,405.00

2520 · USDA Loan 448,275.00

**Total Other Current Liabilities** 493,855.33

**Total Current Liabilities** 386,901.00

**Total Liabilities** 386,901.00



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

---

	Sep 30, 16
<b>Equity</b>	
3200 · Fund balance	2,821,713.94
3900 · Suspense	24,321.73
Net Income	93,361.59
<b>Total Equity</b>	2,939,397.26
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>3,326,298.26</u>



**SAN SIMEON COMMUNITY SERVICES DISTRICT  
DISTRICT REVENUE YEAR END TOTALS**

	<b>2016</b>												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YET
Water	\$28,833.6	\$24,410.7	\$22,300.8	\$24,943.6	\$27,395.8	\$29,375.5	\$36,292.1	\$36,746.52	\$31,241.74				\$261,540.3
Sewer	\$33,983.5	\$28,929.3	\$26,405.5	\$29,496.1	\$31,742.1	\$34,065.2	\$41,862.8	\$43,190.60	\$36,386.89				\$306,062.0
Service	\$6,169.2	\$6,111.0	\$6,140.1	\$6,140.10	\$6,111.0	\$6,111.0	\$6,559.5	\$6,472.20	\$6,472.20				\$56,286.3
Late Fees	\$153.3	\$138.8	\$86.4	\$485.53	\$657.2	\$418.4	\$485.7	\$97.52	\$595.71				\$3,118.5
Recycled Water													\$0.0
State Billing			\$11,992.94			\$10,529.30			\$12,485.00				\$35,007.2
Property Tax	\$732.82	\$3,907.74	\$4,380.61	\$20,311.1	\$670.65	\$812.49	\$1,161.69		\$1,184.42				\$33,161.5
<b>Total</b>	<b>\$69,872.42</b>	<b>\$63,497.49</b>	<b>\$71,306.30</b>	<b>\$81,376.35</b>	<b>\$66,576.82</b>	<b>\$81,311.92</b>	<b>\$86,361.78</b>	<b>\$86,506.84</b>					<b>\$606,809.9</b>

	<b>2015</b>												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YET
Water	\$24,980.7	\$22,031.4	\$23,713.3	\$29,614.9	\$25,535.8	\$26,568.3	\$32,179.3	\$35,048.6	\$31,023.2	\$30,062.5	\$23,260.9	\$19,903.4	\$323,922.3
Sewer	\$29,619.7	\$25,800.7	\$27,563.4	\$35,077.2	\$30,393.1	\$31,702.7	\$38,340.3	\$41,800.7	\$36,517.9	\$35,482.6	\$27,568.6	\$23,716.4	\$383,583.3
Service	\$5,775.1	\$5,747.7	\$5,747.7	\$5,747.70	\$5,802.4	\$5,747.7	\$6,052.8	\$6,081.9	\$6,111.0	\$6,111.0	\$6,111.0	\$6,111.0	\$71,147.0
Late Fees	\$78.2	\$106.6	\$194.3	\$19.45	\$192.3	\$47.2	\$118.8	\$71.2	\$72.3	\$239.8	\$386.6	\$99.4	\$1,626.2
Recycled Water			\$174.3			\$798.0			\$1,359.8				\$3,186.1
State Billing			\$7,042.78			\$8,943.33			\$7,200.02				\$8,584.90
Property Tax	\$1,698.01	\$680.91	\$4,730.41	\$20,998.8	\$444.16	\$624.12	\$1,299.10	\$78.29	\$89.78	\$6,473.88	\$5,162.73	\$31,035.95	\$73,316.1
<b>Total</b>	<b>\$62,151.65</b>	<b>\$54,367.29</b>	<b>\$69,166.14</b>	<b>\$91,457.99</b>	<b>\$62,367.76</b>	<b>\$74,431.29</b>	<b>\$77,990.37</b>	<b>\$83,080.74</b>	<b>\$82,373.96</b>	<b>\$78,369.81</b>	<b>\$62,489.86</b>	<b>\$90,305.16</b>	<b>\$888,552.0</b>

	<b>2014</b>												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YET
Water	\$21,971.3	\$19,076.2	\$16,337.8	\$22,890.1	\$21,881.1	\$25,417.3	\$34,524.9	\$30,347.3	\$26,979.2	\$24,551.7	\$23,063.4	\$16,542.2	\$283,582.3
Sewer	\$25,116.2	\$22,334.7	\$19,215.2	\$27,214.3	\$26,016.0	\$30,425.9	\$41,554.7	\$36,609.6	\$32,364.6	\$29,124.2	\$27,266.3	\$19,555.3	\$336,796.9
Service	\$5,366.4	\$5,366.4	\$5,366.4	\$5,366.4	\$5,392.2	\$5,392.2	\$5,773.5	\$5,747.7	\$5,747.7	\$5,747.7	\$5,775.1	\$5,747.7	\$66,789.4
Late Fees	\$155.8	\$100.4	\$93.9	\$413.6	\$896.4	\$139.2	\$124.0	\$44.8	\$94.8	\$153.1	\$221.7	\$168.2	\$2,605.8
State Billing			\$23,125.64			\$24,891.66			\$9,972.00				\$6,480.49
Prop Tax	\$1,327.66	\$1,155.60	\$2,632.24	\$21,054.41	\$912.02	\$195.04	\$1,749.86		\$170.96	\$4,304.07	\$6,305.04	\$30,755.69	\$70,562.6
<b>TOTAL</b>	<b>\$53,937.3</b>	<b>\$48,033.3</b>	<b>\$66,771.3</b>	<b>\$76,938.8</b>	<b>\$55,097.7</b>	<b>\$86,461.2</b>	<b>\$83,726.9</b>	<b>\$72,749.4</b>	<b>\$75,329.2</b>	<b>\$63,880.8</b>	<b>\$62,631.5</b>	<b>\$79,249.6</b>	<b>\$824,806.7</b>

**2013**

	<b>2013</b>												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YET
Water	\$18,102.6	\$20,631.4	\$17,394.1	\$23,008.4	\$23,384.4	\$29,603.5	\$36,628.9	\$36,833.3	\$28,053.5	\$24,908.9	\$20,549.4	\$17,417.0	\$296,515.5
Sewer	\$20,172.8	\$21,705.5	\$18,903.2	\$25,168.5	\$24,914.3	\$32,350.8	\$40,084.9	\$43,613.3	\$33,179.7	\$29,636.1	\$23,946.3	\$20,191.1	\$333,866.5
Service	\$4,792.3	\$4,769.3	\$4,769.3	\$4,792.3	\$4,815.4	\$4,792.3	\$5,436.9	\$5,366.4	\$5,366.4	\$5,366.4	\$5,366.4	\$5,366.4	\$60,999.8
Late Fees	\$80.3	\$163.5	\$95.6	\$58.8	\$51.7	\$88.3	\$59.8	\$110.4	\$120.6	\$71.4	\$117.4	\$101.1	\$1,118.7
State Billing			\$15,874.60			\$21,090.32			\$27,981.20				\$86,476.6
Prop Tax	\$757.44	\$1,473.36	\$3,935.20	\$18,534.56	\$1,963.98	\$141.38	\$8,069.77		\$1,503.31	\$3,859.65	\$5,718.15	\$25,445.32	\$71,454.0
<b>TOTAL</b>	<b>\$43,905.44</b>	<b>\$48,742.98</b>	<b>\$60,971.99</b>	<b>\$71,562.56</b>	<b>\$55,129.68</b>	<b>\$88,066.63</b>	<b>\$90,280.29</b>	<b>\$85,975.29</b>	<b>\$96,204.70</b>	<b>\$63,842.39</b>	<b>\$55,697.70</b>	<b>\$90,051.38</b>	<b>\$850,431.0</b>

## **5. ITEMS OF BUSINESS**

**A. Consideration of approval of last month's minutes –  
September 14, 2016.**

**B. Consideration of approval of Disbursements Journal –  
October 11, 2016.**

**MINTUES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, October 12, 2016**  
**6:00 pm**

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

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

**A. Roll Call:**

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

Also present:

General Manager, Charles Grace  
District Counsel, Heather Whitham  
Sheriff's Representative, Commander Taylor

**B. Pledge of Allegiance**

**2. PUBLIC COMMENT:**

Kristy from the CCHCD stopped by to remind everyone to vote.

**A. Sheriff's Report for September.**

For the period between September 14, 2016 and October 12, 2016 the Sheriff's Office received 21 calls for service in the San Simeon area. Included in these numbers are: 6 traffic stops by deputies on vehicle that were either suspicious or were stopped for vehicle code violations, 1 pedestrian contact where a deputy stopped a person on foot to talk to them, 5 911 calls all concerning speeding vehicles on Highway one in the San Simeon area, 3 disturbing the peace calls regarding a male and female arguing at the Elephant Seal parking lot and 1 theft regarding loose change stolen from an unlocked car in the 500 block of Casa Del Mar.

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

Director Russell asked about a car chase that ended in San Simeon. Commander Taylor said that the chase had to do with a woman abducting a man's child from Cayucos.

Hank asked the Sheriff how they would they notify San Simeon residents in an emergency.

Commander Taylor mentioned that reverse 911 and the emergency broadcast system is the most reliable for San Simeon.

**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 September.

During the month of September Staff sent out water billing and responded to several customer service calls and concerns. Staff attended the County Water Committee and sub-committee meetings. Staff has been working with several public residents on their concerns with water conservation measures. The General Manager and the Bookkeeper have been coordinating with the District Auditor in order to complete the 2015-2016 Audit.

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

Staff has been routinely reviewing the system equipment within the treatment building. Final payments to Wigen and Madonna are in this board packet's warrant report. The final cost of the project is \$923,503 and is \$18,497 under the budgeted estimate. With the \$500,000 grant from the USDA and the expected \$362,431 reimbursement from the grant awarded by Integrated Regional Water Management, the total amount spent directly by the SSCSD would be \$61,072.

**3. Grant Updates – Integrated Regional Water Management Grant (IRWM), County Beautification Grant for Pico Stairs Beach Access, Prop 1 Grant.**

**Integrated Regional Water Management Grant (IRWM)**

Staff has prepared the requested Monitoring Report per the Department of Drinking Water's (DDW) request. This report includes monthly water use, sampling of the Drinking water system, whether the RO unit is in use or not. The report will be submitted quarterly. Staff is waiting for approval of the report content from the DDW. As previously mentioned, invoices have been submitted and the County is waiting to hear the DDW's payment timing.

**County Beautification Grant for Pico Stairs Beach Access**

Item to be addressed under DAI B.

**Prop 1 Grant**

Currently, the IRWM Sub-DAC (Disadvantage Communities) Committee have met and are having issues with the designation of funds to the City of SLO. Because of this issue, this topic will be covered under the Discussion Action Item

**Gateway Monument Sign and Interpretive Signs**

SLOCOG (San Luis Obispo County of Governments) Byways coordinator contacted the District regarding the Gateway Monument Sign and the Interpretive Signs. Cal Trans had declined the original requested location of the Monument sign. The new location will be at the area nearest the population sign, next to the road. This is the spot Cal Trans has chosen. The re-design has already been completed and accepted. Authorization through the Federal Cal Trans Grant Team will be completed this month. The next step will be to put out an RFP (request for project) for construction and start encroachment permits. They hope that construction on the monument will start in Early January or February. The District will receive a maintenance agreement from Cal Trans and the County sometime next month.

Installation of the "Interpretive signs" will be done by the California Conservation Corps. Two to Three signs will be located by the Pico Stairs and one will be located by the San Simeon Avenue Beach Access.

**4. Update - Lien Sale of vehicle abandoned by Ultura Water.**

The Department of motor vehicles changed the sale date of the truck to October 21, 2016 allowing more time for Ultura to ask for their vehicle back in exchange for the fees they have incurred.

**5. Update – Reservoir / Storage tank project.**

Staff placed sighting poles at the potential location for the storage tanks. Streamers were placed at 25, 20 and 15 feet heights along the poles to determine if those streamers were visible from highway one. The streamers were not seen when attempting to locate them from Highway 1 mainly due to the trees located in the surrounding area of the sought after tank site. Staff as received a quote to perform a geotechnical survey. Staff has requested proposals from engineering firms to perform 1) Area topographical survey, 2) 30% preliminary design the remaining proposals have yet to be received.

In addition Staff has contacted a tank installation contractor and received a quote to perform minor grading, compaction for a concrete ring wall foundation, tank installation and epoxy coating for two 43' Dia X 24' tall 260,700 gallon tanks.

**6. Loan Payment made to USDA for Well Rehab Project - \$10,345**

Staff transferred \$10,345 to the Rabobank, Well Rehab account for the biannual payment to the USDA. An Additional \$100 was also transferred to the account to take care of the monthly fees for the next year.

**7. Refund from PGE regarding RO Unit - \$1,067.63**

The District received a reimbursement from PGE in the amount of \$1,067.63 from the \$11,000 payment to PGE for the work on the RO building. There was a tax rate change which lowered our fee. The check was deposited in the District's general checking account. A credit towards account 1660 will be deducted from the total cost of the RO budget.

**8. Special District Risk Management Authority – President's Special Acknowledgment Award**  
San Simeon CSD received the "President's Special Acknowledgement Award" from the Special District Risk Management Authority (SDRMA). This award acknowledge the dedicated efforts of the San Simeon CSD Governing Body, Management and Staff towards proactive risk management and loss prevention training. The award also recognizes the 'no paid" claims during the prior five consecutive program years in SDRMA's Property/Liability program. In addition to this recognition, the District has earned Credit Incentive Points reducing our annual contribution amount.

**B. Superintendent's Report – Facility Activities for the Month of September.**

**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.
- Annual Outfall Pipeline inspection was performed by Marine Diving Solutions.
  
- The chlorine analyzer underwent annual maintenance and repair.
- Attended a webinar on the method for the new reporting requirement to the USEPA.
- Rebuilt the pressure switch on the Amiad filter for the SSWRF.

- Installed new compressor to run the Amiad filter backwash system and repaired a leak in the air line.
- One load of sludge was hauled away.

**2. Water Distribution System**

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- Sampled and tested for the Lead and Copper Rule. Completed and submitted the Lead and Copper Rule report to the DDW.
- The Reverse Osmosis Unit pickling solution was flushed out. It was then re-pickled.
- Monthly water meter reading was performed.
- Chloride levels continue to be monitored throughout the system.

**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.
- Installed ADA mats at the Pico beach access ADA ramp and stair approach. Applied grip tape on the appropriate stair locations.
- A new set of stairs was built from the bottom landing to the sand.
- Weed abatement was performed at various areas on the streets.
- Inside the fence at the reservoir weed abatement was performed as well as filling cracks in the asphalt that surrounds it.

**C. Update on Monthly Financial Status for close of business September 30, 2016.**

<b>August Billing Revenue</b>	<b>\$ 86,541.08</b>
<b>September Billing Revenue</b>	<b>\$ 74,696.54</b>
Past Due (31 to 60 days)	\$ 241.71
Past Due (60 days)	\$ 125.03

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

**RABOBANK SUMMARY:**

<b>Well Rehab Project/USDA Checking Account</b>	<b>\$ 10,445.05</b>
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**HERITAGE OAKS BANK:**

<b>Interest for September</b>	<b>\$ 149.80</b>
<b>Money Marketing Account Closing Balance August 31, 2016</b>	<b>\$ 527,372.92</b>
<b>Transfer to Rabobank Well Rehab Account</b>	<b>\$ 10,445.00</b>

<b>Money Marketing Account Closing Balance September 30, 2016</b>	<b>\$ 517,007.05</b>
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Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
<b>Available Funds</b>	<b>\$ 211,549.05</b>

<b>General Checking Account</b>	<b>September 30, 2016</b>	<b>\$ 112,128.22</b>
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<b>LAIF Closing Balance September 30, 2016</b>	<b>\$ 522.09</b>
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**C. District Counsel’s Summary of September activities.**

District Counsel assisted the District and Staff with:

- The Pine View Mobile Home park encroachment situation
- Discussed citizen concerns with the General Manager
- Assisted with Ordinance 117
- Had discussions with Staff regarding Prop 1 funds

**5. ITEMS OF BUSINESS**

**A. Consideration of approval of September 14, 2016 minutes.**

A motion was made to approve minutes with the correction to page one “quiet month” instead of “quite month in the Sheriff’s report.

Motion by: Director Price

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

All in: 4 / 0

**B. Consideration of approval of Disbursements Journal – October 12, 2016.**

A motion was made to approve the Disbursements Journal as presented.

Motion by :Director Russell

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

All in: 4 / 0

**6. DISCUSSION/ACTION ITEMS**

**A. Consideration of agreement in support of the letter to the Board of Supervisors regarding Prop 1 funding distribution.**

Staff has been attending the IRWM DAC Sub-Committee meetings. At these meetings, committee members have discussed the amount to be distributed among all DACs. In May, all participants were to have submitted projects and cost if available, to show interest in the DAC allocated funds. The only DAC’s that showed any interest in attending the meetings or submitting any projects were; San Simeon, Oceano, San Miguel, and Grover Beach. This ment an even split of \$177,718 each (approximately).

It has come to the Sub-committee’s attention that the City of San Luis Obispo has a small percentage that the Census considers “Disadvantaged” which now inherently gives the City of San Luis Obispo (SLO) the right to ask for funding from the DAC allocated funds. This means that the four communities (San Simeon, Oceano, San Miguel, Grover Beach) will be getting less funding approximately \$158,218 each. The General Manager of Oceano and the San Simeon Administrator intend to fight for the funds that were taken out of the originally designated amount for our communities and re-distributed to the City of San Luis Obispo.

The Board of Oceano approved the attached letter to be sent to the Board of Supervisors regarding the allocation of funding to the City of San Luis Obispo (SLO). San Simeon Staff would like to send a letter to the Board of Supervisors supporting the document from Oceano. The amount the City of SLO is

requesting is \$78,125. That is \$19,500 that has been taken out of the originally designated amount to San Simeon. Also attached, is the rebuttal from the City of SLO regarding the Oceano letter.

Staff requests approval from this Board to send a letter to the Board of Supervisors in support of the Oceano CSD letter.

A motion was made for Staff to send a letter to the County.

Motion by: Chairperson Williams

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

All in: 4 /0

**B. Discussion of how to spend the County Beautification Grant for Pico Stairs Beach Access.**

Attached is the recommended funding levels for the Infrastructure/Beautification Grant Program. There was \$190,182 in grant funding requests and only \$100,000 available. The Board of Supervisors will considered the recommended levels of grant funding at their October 25, 2016 meeting as part of the consent agenda.

Per the recommended allocation of funds, if approved at the Board of Supervisors meeting, \$20,000 will be given to San Simeon CSD towards beautifying the Pico Beach Access with artistically. Staff asked local artist Brooks Lawrence, to enhance the benches with a design in the wood. Staff presented the artistic idea to the Board at the July meeting which included copper inlet into carvings on the wood panels. Brooks attended the meeting and had questions from residents and Board members about the ease of vandals removing the cooper. The Board asked Brooks if he had any other ideas and to bring them to the Board. Brooks is present, and would like to show the Board his new idea.

Staff would like the Board to approve a not to exceed amount of \$10,000 towards the art work for the benches and the fencing and the other \$10,000 would go towards the expenses of the maintenance to the stairs and rails.

A motion was made to approve Brooks' new idea and to approve payment not to exceed \$10,000 to Brooks for art work.

Motion by: Vice-Chair Fields

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

All in: 4 /0

**C. Consideration/Discussion of lifting Stage One water restrictions.**

Attached in this board packet is a letter received by Staff on September 15<sup>th</sup>, signed by Board Member Leroy Price and five residents from the mobile home park, requesting Stage One to be lifted and State Mandated Restrictions implemented. The historical and current trigger to implement Stage One restrictions is when Pico Creek stops flowing to avoid drawing well levels to the point where aquifer water is impacted by wave run up or salt water intrusion. Currently Well levels are 13.6 and chloride levels are at 174. Well levels are now .12 feet lower in comparison to 10 year averages. With State Mandated Restrictions in place and in comparison to SSCSD's current water conservation Ordinance 114, if we lifted Stage One, this would allow the use of water to wash automobiles, trucks, trailers, boats, mobile homes and other types of mobile equipment with District potable water. In addition the

sale of District water outside of District boundaries would be allowed. Currently no water customers are located outside of District boundaries.

Staff is requesting direction from the Board on this request.

At the Water Committee meeting, the committee voted to advise the board not to lift Stage One. No action was taken. Staff was directed to leave Stage One in place.

**D. Discussion regarding Pen Way right of way encroachment by Pine View Mobile Home Park.**

Pen way is a 50 feet right of way owned by the San Simeon Community Services District. Recently it has come to the attention of Staff that the Pine View Mobile Home Park has placed several mobile homes within the SSCSD 50 feet Pen Way right of way. The attached letter from the General Manager informing the owner(s) of the Pine View Mobil Home Park of the encroachment was sent on July 25, 2016. The letter from the General Manager also included suggested solutions to the owner. The SSCSD received the attached response letter from the Pine View Mobile Home Park on July 27, 2016.

After recent discussions with the Manager of the Mobile Home Park, it is the General Manager's current understanding that the owners of the Mobile Home Park request that the SSCSD owned 50 feet of right of way be reduced (vacated) to 40 feet. This would reduce the amount of encroachment from several mobile homes to sheds and flower pots or otherwise temporary structures. Alternatively the Mobile Home Park owner would like to discuss a solution involving the following steps 1) their acknowledging the 50 feet of right way and the encroaching mobile homes 2) Mobil homes will be moved off of the encroachment at the time of replacement 3) Pine View Mobile Homes will notify impacted mobile home owners of these stipulations.

An updated boundary survey was performed by MBS on August 19, 2016 and is attached for your review. In addition MBS placed boundary markers spaced approximately 50 feet apart along the northerly boundary of the Pen Way right of way. The markers are pink and can be found situated between the Pine View mobile homes that have been placed within the 50 feet of right of way. Staff encourages each Board member to review the boundary location in comparison to the placement of the mobile homes.

A motion was made to Direct Staff and Counsel to enter into discussions with the mobile home park owner regarding an encroachment agreement.

Motion by: Director Russell

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

All in: 3 / 0

1 Abstain from Director Price because of conflict of interest

**7. Are there any Oral Reports from Committee Members.**

Prior to the Water Committee meeting there was a workshop regarding Ordinance 117. At the workshop Staff heard from residents and hotel owners regarding conservation.

At the Water Committee meeting, the following items were on the agenda; Five year capital investment plan focus, discussion of status of wait list, and discussion of lifting stage one restrictions. After hearing a few suggestions and/or complaints about conservation and requests from residents to keep

conservation in place, it was determined to make a few changes to the Ordinance regarding car washing and irrigation. Allowances were made to give residents more time to wash their cars and water their plants during stage one and two.

A petition with 24 signatures wanting to lift the restrictions was given to the Water Committee Chair.

The Water Committee also made a decision to advise the Board to leave stage one restrictions in place.

**8. Are Oral Reports from Board Members on current issues - None**

**9. Are there any Requests from Board members to Staff to receive feedback, prepare information, and/or place an item on a future agenda(s). - None**

**10. ADJOURNMENT @7:30 PM**

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

Disbursements Journal

October 12, 2016

Memo

Type	Date	Num	Name		Memo	Amount	Balance
Paycheck	10/01/2016	1237	JOHN RUSSELL	Board Service		92.35	\$ 107,831.38
Paycheck	10/01/2016	1235	ALAN FIELDS	Board Service		92.35	\$ 107,739.03
Paycheck	10/01/2016	1236	DAN WILLIAMS	Board Service		92.35	\$ 107,646.68
Paycheck	10/01/2016	1238	KAUSHIK S PATEL	Board Service		92.35	\$ 107,554.33
Paycheck	10/01/2016	1239	LEROY E PRICE	Board Service		92.35	\$ 107,461.98
Bill Pmt	10/01/2016	1218	United States Treasury	95-2755743, 3rd Qtr 2016	941	229.50	\$ 107,140.13
Bill Pmt	10/01/2016	1219	Carmel & Nacassha. LLP	September Legal		1,845.00	\$ 105,295.13
Bill Pmt	10/01/2016	1220	County of San Luis Obispo	Backflow reporting		178.10	\$ 105,117.03
Bill Pmt	10/01/2016	1221	Grace Environmental	October Operations		48,948.00	\$ 56,169.03
Bill Pmt	10/01/2016	1222	I.R.J. Engineers Inc.	Elect. Design-const. support	Final RO unit	506.25	\$ 55,662.78
Bill Pmt	10/01/2016	1223	John Madonna Construction	Rentention	Final Payment	25,009.75	\$ 30,653.03
Bill Pmt	10/01/2016	1224	MICHAEL O'NEILL	Monthly maintenance fee		320.00	\$ 30,333.03
Bill Pmt	10/01/2016	1225	Moss, Levy & Hartzheim	Audit	September billing	3,000.00	\$ 27,333.03
Bill Pmt	10/01/2016	1226	R. McAdams	Deposit Refund		50.00	\$ 27,283.03
Bill Pmt	10/01/2016	1227	Robert Stilts, CPA	September Bookkeeping		1,200.00	\$ 26,083.03
Bill Pmt	10/01/2016	1228	RRM design group	Pipe Bridge		4,912.15	\$ 21,170.88
Bill Pmt	10/01/2016	1229	Sage Designs, Inc.	Software Lic. WWTP		495.00	\$ 20,675.88
Bill Pmt	10/01/2016	1230	Sherry Allen	Deposit Refund		50.00	\$ 20,625.88
Bill Pmt	10/01/2016	1231	The Cambrian	1 year Subscription		45.00	\$ 20,580.88
Bill Pmt	10/01/2016	1232	The Tribune	Ad to sell Truck		14.52	\$ 20,566.36
Bill Pmt	10/01/2016	1233	Wigen Water Technologies	Retainer, Final Payment		17,058.16	\$ 3,508.20
Bill Pmt	10/01/2016	1234	Grace Environmental	Expense reimbursement		9,941.91	\$ (6,433.71)
				Pen Way Boundary survey		\$2,274	
				DDW Testing: Lead & Copper		\$332.50	
				Asbestos		\$1,175	
				RO Sampling		\$451	
				Storage Shelves Archives		\$344.41	
				Pico Beach Access: Brebs Builders		\$5,365	
						114,265.09	\$ (6,433.71)

## **6. DISCUSSION & ACTION ITEMS**

- A. Consideration of agreement in support of the letter to the Board of Supervisors regarding Prop 1 funding distribution.**
- B. Discussion of how to spend the County Beautification Grant for Pico Stairs Beach Access.**
- C. Consideration/Discussion of lifting Stage One water restrictions.**
- D. Discussion regarding Pen Way right of way encroachment by Pine View Mobile Home Park.**

## 6. DISCUSSION/ACTION ITEMS

October 12, 2016

### A. Consideration of agreement in support of the letter to the Board of Supervisors regarding Prop 1 funding distribution.

Staff has been attending the IRWM DAC Sub-Committee meetings. At these meetings, committee members have discussed the amount to be distributed among all DACs. In May, all participants were to have submitted projects and cost if available, to show interest in the DAC allocated funds. The only DAC's that showed any interest in attending the meetings or submitting any projects were; San Simeon, Oceano, San Miguel, and Grover Beach. This meant an even split of \$177,718 each (approximately).

It has come to the Sub-committee's attention that the City of San Luis Obispo has a small percentage that the Census considers "Disadvantaged" which now inherently gives the City of San Luis Obispo (SLO) the right to ask for funding from the DAC allocated funds. This means that the four communities (San Simeon, Oceano, San Miguel, Grover Beach) will be getting less funding approximately \$158,218 each. The General Manager of Oceano and the San Simeon Administrator intend to fight for the funds that were taken out of the originally designated amount for our communities and re-distributed to the City of San Luis Obispo.

The Board of Oceano approved the attached letter to be sent to the Board of Supervisors regarding the allocation of funding to the City of San Luis Obispo (SLO). San Simeon Staff would like to send a letter to the Board of Supervisors supporting the document from Oceano. The amount the City of SLO is requesting is \$78,125. That is \$19,500 that has been taken out of the originally designated amount to San Simeon. Also attached, is the rebuttal from the City of SLO regarding the Oceano letter.

Staff requests approval from this Board to send a letter to the Board of Supervisors in support of the Oceano CSD letter.

### B. Discussion of how to spend the County Beautification Grant for Pico Stairs Beach Access

Attached is the recommended funding levels for the Infrastructure/Beautification Grant Program. There was \$190,182 in grant funding requests and only \$100,000 available. The Board of Supervisors will considered the recommended levels of grant funding at their October 25, 2016 meeting as part of the consent agenda.

Per the recommended allocation of funds, if approved at the Board of Supervisors meeting, \$20,000 will be given to San Simeon CSD towards beautifying the Pico Beach Access with artistically. Staff asked local artist Brooks Lawrence, to enhance the benches with a design in the wood. Staff presented the artistic idea to the Board at the July meeting which included copper inlet into carvings on the wood panels. Brooks

attended the meeting and had questions from residents and Board members about the ease of vandals removing the cooper. The Board asked Brooks if he had any other ideas and to bring them to the Board. Brooks is present, and would like to show the Board his new idea.

Staff would like the Board to approve a not to exceed amount of \$10,000 towards the art work for the benches and the fencing and the other \$10,000 would go towards the expenses of the maintenance to the stairs and rails.

**C. Consideration/Discussion of lifting Stage One water restrictions and implement State Mandated Water Conservation measures.**

Attached in this board packet is a letter received by Staff on September 15<sup>th</sup>, signed by Board Member Leroy Price and five residents from the mobile home park, requesting Stage One to be lifted and State Mandated Restrictions implemented. The historical and current trigger to implement Stage One restrictions is when Pico Creek stops flowing to avoid drawing well levels to the point where aquifer water is impacted by wave run up or salt water intrusion. Currently Well levels are 13.6 and chloride levels are at 174. Well levels are now .12 feet lower in comparison to 10 year averages. With State Mandated Restrictions in place and in comparison to SSCSD's current water conservation Ordinance 114, if we lifted Stage One, this would allow the use of water to wash automobiles, trucks, trailers, boats, mobile homes and other types of mobile equipment with District potable water. In addition the sale of District water outside of District boundaries would be allowed. Currently no water customers are located outside of District boundaries.

Staff is requesting direction from the Board on this request.

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of the encroachment at the time of replacement 3) Pine View Mobile Homes will notify impacted mobile home owners of these stipulations.

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## Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

**Date:** September 28 , 2016

**To:** Regional Water Management Group  
San Luis Obispo County Integrated Regional Water Management

**From:** Board of Directors  
Oceano Community Services District

**Subject:** Objection to Funding Allocations for Disadvantaged Communities  
Proposition 1 - The Water Quality, Supply, and Infrastructure Improvement Act of 2014

The purpose of this correspondence is to express objection to the attached draft recommendations prepared for consideration by the Regional Water Management Group on funding for disadvantaged communities. The Board of Directors of the Oceano Community Services District reviewed the issue on April 27, 2016 and September 28, 2016 with staff reports that can be found on our website at [www.oceanocsd.org](http://www.oceanocsd.org)

It is our position that the draft recommendations, and specifically funding allocated to the City of San Luis Obispo, conflict with the Memorandum of Understanding (MOU) approved by the agencies that participate in the San Luis Obispo County's Integrated Regional Water Management efforts. The following are excerpts from Section #2 of the MOU:

**"Goals.** The goal of the IRWM program is to provide a reliable, long-term, and high- quality water supply, and to establish a unified vision among the participants' goals for water quality improvement, ecosystem preservation, water supply protection and enhancement, ground water management and flood management, *in the context of social justice* (emphasis added) and climate change adaptation, while protecting the environment."

**"Approach.** The San Luis Obispo County Region participants are specifying their shared intent to coordinate and collaborate on water management issues, giving consideration to *disadvantaged communities* (emphasis added) and Native American tribes and their water related needs."

**Social justice** is generally equated with the notion of equality or equal opportunity in society.<sup>1</sup> It is beyond the stretch of anyone's imagination that equality exists between the City of San Luis Obispo and Oceano or any of the other disadvantaged communities (City of Grover Beach, San Miguel, San Simeon). As with any statistical calculation, the calculation that determines disadvantaged communities, Median Household Income (MHI), is not conclusive on the resources available to communities. Other measurements should

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<sup>1</sup> [What is Social Justice?](http://gis.appstate.edu/social-justice-and-human-rights/what-social-justice) by Mathew Robinson, PhD, Department of Government and Justice Studies, Appalachian State University <http://gis.appstate.edu/social-justice-and-human-rights/what-social-justice>



## Oceano Community Services District

Board of Directors Meeting

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be considered when single measurements like MHI result in conclusions that test reality, and in this case, challenge the notion of social justice that is prescribed in the MOU. For example, the City's 2016-17 Adopted Budget identifies that the City's "Development Review Fee Revenues" in 2015-16 exceeded the original budget by \$1,091,962 (approximately 30% higher than original budget)<sup>2</sup>. Whether measured in real dollars or as a percentage of their budget, the City's excess revenues resulting from the City's current development activity is objective measurable evidence of resources and wealth available to the City of San Luis Obispo which illustrate that the City is not a disadvantaged community and should not be eligible for Proposition 1 funds specifically targeted for disadvantages communities.

On behalf of our community, the Oceano Community Services District urges the Regional Water Management Group to re-allocate the funds earmarked for the City of San Luis Obispo in the amount of \$78,125 equally to the communities of Grover Beach, Oceano, San Miguel and San Simeon.

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<sup>2</sup> Page A-7 (Budget Message) and Page D-53 of the City of San Luis Obispo's 2016-17 Adopted Budget  
<http://www.slocity.org/Home/ShowDocument?id=11266>



## Public Utilities

879 Morro Street, San Luis Obispo, CA 93401-2710  
805.781.7215  
slucity.org

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DATE: September 28, 2016  
TO: Oceano Community Services District Board of Directors  
FROM: Aaron Floyd, City of San Luis Obispo, Deputy Director – Utilities / Water  
SUBJECT: Disadvantaged Community Funding

The City of San Luis Obispo has a history of collaborative efforts related to regional water issues. The City wishes to continue this collaboration with Integrated Regional Water Management (IRWM) members in order to achieve sustainable regional water solutions. Funding for water and wastewater projects for the City are not a part of the general City budget, but are instead paid for primarily through utility rates. Like many water utilities on the Central Coast, the City of San Luis Obispo has seen decreased revenue over the last year due to the ongoing drought and has seen an increase in the cost of operating due to increases in regulations and associated construction expenditures. To assist with these elevated costs, the City looks for grant opportunities when they exist. Along with other IRWM members, the City of San Luis Obispo qualifies for Prop 1 Disadvantaged Community (DAC) funding per the State outlined criteria.

During the first IRWM subcommittee meeting on allocation of the available DAC funds, in which City of San Luis Obispo representatives were not present, alternative criteria was proposed to allocate Prop 1 DAC grant funding. It is the City of San Luis Obispo's position that the alternative methodology proposed at this subcommittee meeting does not reflect the collaborative history of successful past IRWM work efforts/projects/tasks.

After this initial meeting, additional subcommittee meetings were held with all DAC groups represented. The July 28, 2016 meeting resulted in agreement upon even allocation of Prop 1 DAC funding among all the groups.

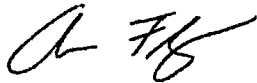
Many of the groups chose to pursue the maximum amount available. The City of San Luis Obispo chose to focus on a single project: the site assessment of the upgrade to the Water Resource Recovery Facility. This project will allow for tasks such as flood management planning, CEQA+, and greater inclusion of stakeholder needs into the facility design. The proposed amounts are exhibited in **Table 1** below.

**Table 1. Current DRAFT of DAC Allocations.**

	<b>Requested DAC Funding</b>	<b>% of Total</b>
CCFA Funding Administration	\$ 42,816.70	<b>5.0%</b>
SLO County Funding Administration	\$ 20,703.46	<b>2.42%</b>
San Luis Obispo County DAC Needs Assessment	\$ 81,813.84	<b>9.55%</b>
Oceano CSD	\$ 158,218.75	<b>18.48%</b>
City of Grover Beach	\$ 158,218.75	<b>18.48%</b>
City of San Luis Obispo	\$ 78,125.00	<b>9.12%</b>
San Simeon CSD	\$ 158,218.75	<b>18.48%</b>
San Miguel CSD	\$ 158,218.75	<b>18.48</b>
<b>TOTAL DAC INVOLVEMENT FUNDING (PER CCFA MOA)</b>	<b>\$ 856,334.00</b>	

The City of San Luis Obispo has demonstrated its focus on regional solutions by opting to pursue a reduced allocation of total available DAC funding; therefore, providing additional funding that could be used by other local DACs to further regional benefit. The City of San Luis Obispo believes that the funding model that was collaboratively developed with input from all members of the IRWM subcommittee, best reflects regional needs.

Sincerely,



Aaron Floyd

**INFRASTRUCTURE/BEAUTIFICATION GRANT PROGRAM**  
**Program/Project Submittals for FY 2015-16**

<b>Organization</b>	<b>Proposal</b>	<b>REQUESTED FUNDING 15-16</b>	<b>FUNDING RECOMMENDED</b>
Arroyo Grande in Bloom	Monarch butterfly art work at the South County Regional Center	15,000	0
Beauty Cambria	replace three section of sidewalk along Main Street with decorative inlaid designs	36,676	25,000
Cambria Chamber of Commerce	irrigation of Cambria's Main Street and sidewalk medians	11,000	0
Cambria Historical Society	brick walkway from corner of Burton and Center Streets to the entrance of Cambria Historical Museum	13,220	6,800
Camp Ocean Pines	interpretive panels on nature trail on Camp's property	10,300	0
Celebrate Los Osos	restore Baywood Park Pier and add benches to Midtown Restoration Site and Pasadena Coastal Drive Access	5,025	5,025
Central Coast Aquarium	build an outdoor classroom/event space for school programs, public and private events etc.	20,000	20,000
Dana Adobe Nipomo Amigos	construction of trails, shade structure, installation of benches and landscaping improvements	21,098	13,037
Friends of the Fiscalini Ranch	update and replace 3 interpretive signs and support bases	4,938	4,938
San Simeon Community Services District	replacement of railings, stairs, benches and fence at the Pico Avenue Beach Access	30,500	20,000
South County Visitors Services, Inc.	refurbish and/or replace hanging flower baskets on Tefft Street	2,825	0
South County Visitors Services, Inc.	mural in Olde town Nipomo	14,150	5,200
South County Visitors Services, Inc.	weed abatement program	5,400	0
Clavo and 2 Moons Cellars	mural on both side of 315 Main Street building in Templeton	3,050	0
<b>TOTAL AMOUNT OF FUNDING REQUESTED</b>		<b>\$190,182</b>	<b>\$100,000</b>

09/15/2016

To: Mr. Charles Grace, SSCSD District Manager

We request lifting of Stage One restrictions in accordance with Section 7 of existing Ordinance 114 indicating the General Manager shall lift restrictions when conditions that caused the shortage have been alleviated. There is no water shortage condition at this time warranting a Stage One Water Shortage level. As Jerry stated at the Board meeting and subsequently confirmed by the reports, chloride levels are much lower and well levels are good. The chloride and well levels are better than when Pico Creek was flowing. We are not even close to needing to run the RO unit. A Stage One Water Shortage is not necessary to protect the health, safety and general welfare of the public. It is going to take months to get a new Ordinance in place. There does appear to be any reason to continue imposing these unnecessary restrictions on the community.

RECEIVED  
SEP 15 2016  
BY: [Signature]

[Signature]  
JERRY PRICE

[Signature]  
JONETTE KRZCIUK

[Signature]  
THEA KITMER  
[Signature]  
RAYMOND E. PRICE

[Signature] JOHN RICHARDSON  
[Signature]  
HENRY KRZCIUK 9/15/16

# San Simeon Community Services District



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

July 25, 2016

Ms. Nora Gallison  
345 Lancaster  
Cambria, CA 93428

Re: Pineview Mobile Park Encroachments

Dear Ms. Gallison:

It has come to the San Simeon Community Services District's ("District") attention that many of the mobile homes within the Pineview Mobile Home Park located at 9540 Avonne Avenue, San Simeon, California, and their accessory uses are encroaching into the District's right of way located along the west side of Pen Way in San Simeon.

Encroachments include portions of mobile homes, concrete pads, sheds and other miscellaneous items ("Encroaching Structures"). The District is willing to allow you, the owner of the Pineview Mobile Home Park ("Owner") to maintain the existing Encroaching Structures in place so long as such Encroaching Structures do not interfere with, or cause damage to, the use, maintenance and operation of the street and right of way, under the following terms and conditions:

1. Owner agrees to remove the Encroaching Structures should the District so request in order to gain access to and or utilize the District right of way for street purposes within thirty ~~(30) days~~ written notice, unless the District notifies Owner of an emergency necessitating removal in a shorter time period. Should Owner fail to remove the Encroaching Structures within the time frame specified by the District, the District, in its sole discretion, may elect to remove Encroaching Structures and any other encumbrances affecting the District right of way or facilities therein and recover all costs and expenses for such removal from Owner.
2. Owner agrees to defend, indemnify, protect and hold harmless the District, its agents, officers, and employees from and against any liability, including but not limited to claims asserted, demands, causes of action, costs, expenses, losses, attorney fees, damages, or payments that the District may sustain or incur in any manner for damages or injuries, including those to any person or property, arising from, related to, or resulting from the construction, maintenance, state of use, repair, or presence of the Encroaching Structures.



3. In the event of legal action to enforce the terms and conditions of this letter agreement, the prevailing party shall be entitled to recover their costs, including reasonable attorney fees.
4. District may immediately revoke this letter agreement, without notice for a breach or failure to comply with any terms and conditions set forth herein; the District may revoke this letter agreement without cause upon (15) fifteen days' written notice to Owner.

If you agree to the terms and conditions contained within this letter agreement, please sign below and return to the District.

Sincerely,

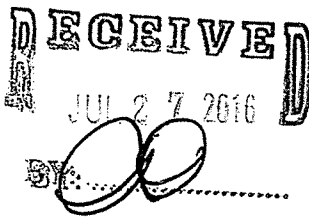


Charles Grace  
San Simeon Community Services District  
General Manager

I, Nora Gallison, the Owner of the Pineview Mobile Home Park agree to be bound by the terms and conditions contained in this Letter Agreement.

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Nora Gallison



July XX, 2016

To: Mr. Charles Grace  
District Manager  
San Simeon Community Services District

I received your letter notifying Pineview Park that it was encroaching on Pen Way right-of-way and requesting signature and acceptance of the terms of the letter. Please be advised that we will not be signing this letter and will not accept any of its terms – it is not fair, right, or practical (see attachment).

As previously proposed, formally making Pen Way a forty-foot road will resolve and settle the most serious part of matter, that is, by removing impacts on fourteen ~~seniors and disabled~~ person's actual homes and the Park. This will need to be confirmed by the District doing a formal survey of Pen Way at forty and fifty feet. The Park would like to see the District grandfather/issue encroachment permits for the senior's sheds and disabled residents special access equipment but we understand that the sheds and access equipment are a matter between the District and the individual owners of the sheds, access equipment, and other items on the remaining right-of-way.

The attachment provides our understanding of your proposal as detailed in your letter. It identifies particulars related to our serious concerns. The attachment also provides facts related to the road and encroachments.

I am requesting that:

- 1) You rescind or withdraw your letter dated July, 2016.
- 2) That the District conduct a professional survey of Pen Way to establish exact road boundaries in relationship to the homes.
- 3) That you advise me that you will be proceeding with the process to change Pen Way to a forty-foot right-of-way. That no indemnifications will be needed because a forty-foot road eliminates the encroachments of the homes and Park by returning ten feet of roadway to the Park;
- 4) That the District actions will result in formal vacationing of ten feet of Pen Way that is properly filed and recorded at the county.

My understanding is that Pen Way is under the jurisdiction of the District so that the above requested actions can be done by the District and its Board in a timely manner.

Urgency in this matter is needed so that fourteen senior and disabled homeowners of Pineview Park and the Park itself are not left with the serious uncertainties that your letter has created.

We need to meet before this goes any further.

Nora Gallison

## Attachment

Understanding what you are proposing in your letter:

- 1) Pen Way would be kept at fifty feet in case of future growth. Fact – the property at the end of Pen Way belongs to Hearst Corp and is under a conservation easement – no new roads are allowed to connect to any District roads for any new Hearst home-sites and this is in perpetuity.
- 2) On thirty days' notice or less, the senior and disabled residents would have to leave or face eviction. Not only would the seniors and disabled persons effectively be evicted, they would have to take their houses with them.
- 3) And paragraphs of indemnification clauses that would apply to the Park and individually to the fourteen residents.
- 4) If a present homeowner goes to sell their home, what do they tell the potential buyer – you can be evicted on 30 days notice or less and you will need to remove your home in the same 30 days or less. Oh yes, and you must accept many indemnification clauses to be accepted.
- 5) If present homeowners, replace their manufactured home they will have to put in a smaller unit.

This agreement can be implemented or proposed to be implemented at any time by the District or a Board member. So what happens if some person or people take control of the Board that don't like a senior's manufactured home park in the community or simply have a personal vendetta against a homeowner or the Park. After signing this agreement, the Park and homeowners would have little to no recourse.

Facts:

- 1) For over half-a-century, it has been assumed and decisions made on the fact that the road was forty feet wide.
- 2) Each home's location was reviewed and approved by an inspector from the State's Home and Community Development Department.
- 3) The State Highway Code states a standard city street road is forty feet.
- 4) The District vacated an entire road and part of another road, well over three hundred feet, at the request of Cavalier Corp. Why aren't Pineview Park and residents being given the same consideration and approach.

# Hearst Conservation New Homesite 27 Homesites

Notebook: 00 Personal To-Do

Created: 7/21/2016 8:25 PM

Author: Henry Krzciuk

Updated: 7/21/2016 8:29 PM

Exhibit H to  
Deed of Conservation Easement  
and Agreement Concerning Easement Rights

## NEW OWNER HOMESITE AND SUBDIVISION CRITERIA

### **A. New Owner Homesite Criteria:**

Each "Owner Homesite" will consist of a five (5)-acre residential building envelope ("Homesite Improvement Area") and an additional twenty (20)-acre area for Owner Homesite private agricultural and recreational uses ("Homesite Buffer Area"). The development rights retained for each Owner Homesite shall include the right to implement any utility infrastructure within the Easement Area necessary or required for the Owner Homesite by the County or any other regulatory agency, subject to the restriction that such utility infrastructure shall comply with Subsection 3(a) of the Conservation Easement of which this Exhibit H is a part. Grantor retains the right to build one single family residence and accessory structures and facilities within each five (5)-acre Homesite Improvement Area, provided that all such structures and facilities shall comply with all requirements and limitations under this Conservation Easement. Grantor retains the right to build agricultural accessory structures and facilities ("Agriculturally-related Structures") within each Homesite Buffer Area supporting private uses separate from the Authorized Common Ranch Operations, provided that all such uses, structures and facilities shall comply with all requirements and limitations under this Conservation Easement. Structures and facilities other than Agriculturally-related Structures, including but not limited to recreational structures and facilities such as swimming pools, tennis courts, play lots, play grounds and athletic fields, but excluding utility infrastructure serving an Owner Homesite, are prohibited within any Homesite Buffer Area. All of the Homesite Improvement Areas shall be treated in the aggregate as a separate zone within the Easement Area, subject to the criteria set forth herein. All of the Homesite Buffer Areas shall be treated in the aggregate as a separate zone within the Easement Area, subject to the criteria set forth herein. Any additional acreage within an Owner Homesite Parcel (as defined below in Subsection B(a)(1) of this Exhibit) that is outside the twenty-five (25)-acre Owner Homesite shall be included within the Management Plan for, and managed as part of, the Common Management Program applicable to the adjacent Owner Homesite Large Parcel, as provided for in Subsection 6(c) of the Conservation Easement, and shall be subject to the applicable provisions of the Conservation Easement.

(1) Eligible Owner Homesite Locations. The Owner Homesites and Homesite Improvement Areas within the five (5) Owner Homesite Areas identified on the Owner Homesites Maps attached as Exhibits D-1-A through D-1-F (collectively the "Eligible Owner Homesites") have been determined by mutual agreement of Grantor and Grantee to be sited so as to not impair Conservation Values. Grantor has the right to build on these Eligible

## Hearst Conservation Siting Guidelines

Notebook: 00 Personal To-Do

Created: 7/21/2016 8:27 PM

Updated: 7/21/2016 8:28 PM

Author: Henry Krzciuk

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### (3) Siting Guidelines

(A) *Resource Protection:* Each Owner Homesite shall be within one of the five (5) Owner Homesite Areas identified on Exhibits D-1-A through D-1-F, and must provide a level of resource protection (including without limitation ecological, viewshed and other resource protection) comparable to that provided by the Eligible Owner Homesites shown on Exhibits D-1-A through D-1-F, as reasonably determined by the Grantee.

(B) *Access:* Each Owner Homesite Area must be accessible by already existing and/or historically used roads located and documented in the Baseline Conditions Report, with necessary road improvements, realignments or minor extensions allowed in accordance with regulatory agency review and permitting requirements pursuant to Section 8 of the Conservation Easement, and with new roads only as necessary to access internally the Owner Homesites within each Owner Homesite Area (allowing paving to Owner Homesite Areas and to each Owner Homesite).

RECEIVED  
AUG 11 2016

August 5, 2016

To: Mr. Charles Grace  
District Manager  
San Simeon Community Services District

BY: ...CAG.....

I received your letter notifying Pineview Park that it was encroaching on Pen Way right-of-way and requesting signature and acceptance of the terms of the letter. Please be advised that we will not be signing this letter and will not accept any of its terms – it is not fair, right, or practical (see attachment).

As previously proposed, formally making Pen Way a forty-foot road will resolve and settle the most serious part of matter, that is, by removing impacts on fourteen seniors and disabled person's actual homes and the Park. This will need to be confirmed by the District doing a formal survey of Pen Way at forty and fifty feet. The Park would like to see the District grandfather/issue encroachment permits for the senior's sheds and disabled residents special access equipment but we understand that the sheds and access equipment are a matter between the District and the individual owners of the sheds, access equipment, and other items on the remaining right-of-way.

The attachment provides our understanding of your proposal as detailed in your letter. It identifies particulars related to our serious concerns. The attachment also provides facts related to the road and encroachments.

I am requesting that:

- 1) You rescind or withdraw your letter dated July, 2016.
- 2) That the District conduct a professional survey of Pen Way to establish exact road boundaries in relationship to the homes.
- 3) That you advise me that you will be proceeding with the process to change Pen Way to a forty-foot right-of-way. That no indemnifications will be needed because a forty-foot road eliminates the encroachments of the homes and Park by returning ten feet of roadway to the Park;
- 4) That the District actions will result in formal vacationing of ten feet of Pen Way that is properly filed and recorded at the county.

My understanding is that Pen Way is under the jurisdiction of the District so that the above requested actions can be done by the District and its' Board in a timely manner.

Urgency in this matter is needed so that fourteen senior and disabled homeowners of Pineview Park and the Park itself are not left with the serious uncertainties that your letter has created.

Based on our meeting of July 28, it was agreed that the District would proceed with some urgency to conduct an official survey of Pen Way. After which, it was agreed that we would meet again and review the results of the survey.

*Nora Gallison*

Nora Gallison  
Pineview Park

## Attachment

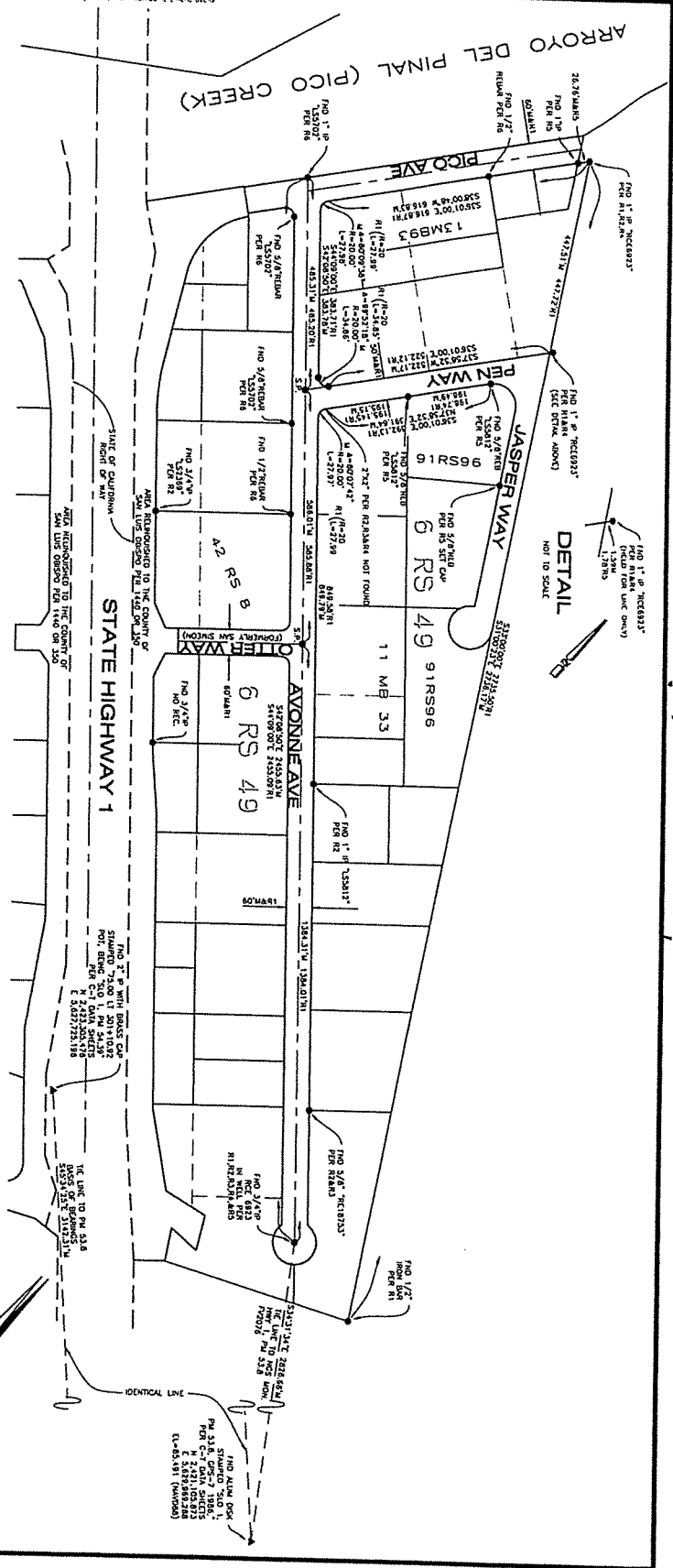
Understanding what you are proposing in your letter:

- 1) Pen Way would be kept at fifty feet in case of future growth. Fact – the property at the end of Pen Way belongs to Hearst Corp and is under a conservation easement – no new roads are allowed to connect to any District roads for any new Hearst home-sites and this is in perpetuity.
- 2) On thirty days' notice or less, the senior and disabled residents would have to leave or face eviction. Not only would the seniors and disabled persons effectively be evicted, they would have to take their houses with them.
- 3) And paragraphs of indemnification clauses that would apply to the Park and individually to the fourteen residents.
- 4) If a present homeowner goes to sell their home, what do they tell the potential buyer – you can be evicted on 30 days notice or less and you will need to remove your home in the same 30 days or less. Oh yes, and you must accept many indemnification clauses to be accepted.
- 5) If present homeowners, replace their manufactured home they will have to put in a smaller unit.

This agreement can be implemented or proposed to be implemented at any time by the District or a Board member. So what happens if some person or people take control of the Board that don't like a senior's manufactured home park in the community or simply have a personal vendetta against a homeowner or the Park. After signing such an agreement, the Park and homeowners would have little to no recourse.

Facts:

- 1) For over half-a-century, it has been assumed and decisions made on the fact that the road was forty feet wide.
- 2) Each home's location was reviewed and approved by an inspector from the State's Home and Community Development Department.
- 3) The State Highway Code states a standard city street road is forty feet.
- 4) The District vacated an entire road and part of another road, well over three hundred feet, at the request of Cavalier Corp. Why aren't Pineview Park and residents being given the same consideration and approach.
- 5) Until very recently, the District believed and advised people that Pen Way was a thirty-foot road right-of-way and that did not cause the District any concerns.



- LEGEND**
- SET STAKE
  - FOUND MONUMENT AS NOTED
  - ▲ FOUND WELL MONUMENT OR CAL. INKAS CONTROL AS SHOWN
  - UNDESIGNED
  - h RECORD
  - h/c RECORD
  - h/c RECORD
  - S/A SINGLE PROPORTION
  - C-1 CURBWAYS
- REFERENCES**
- R1 6 RS 49
  - R2 42 RS 6
  - R3 11 MB 33
  - R4 13 MB 33
  - R5 91 RS 96
  - R6 31 CR 66
  - C-1 CAL. INKAS DATA SHEETS

**BASIS OF BEARINGS**

BEARINGS FOR THIS SURVEY WERE OBTAINED BY MEANS OF THE CAL. INKAS CONTROL MONUMENT SET 1 PER S.A. 328, JUNE 1985, PER CAL. INKAS DATA SHEETS PRINTED IN MARCH OF 2014. DISTANCES ARE ON GRID. TO OBTAIN GRID DISTANCES, DISTANCES SHOWN ARE ON GRID. TO OBTAIN GRID BEARINGS, BEARINGS SHOWN ARE ON GRID. CONTROL POINT SIO 1 PER S.A. 328.

**SURVEYOR'S STATEMENT**

I, MICHAEL B. STANTON, LICENSED LAND SURVEYOR, LICENSE NO. 1102, HAVE CONDUCTED THIS SURVEY IN ACCORDANCE WITH THE PROVISIONS OF THE SURVEYORS' ACT AS AMENDED BY CHAPTERS 1000 AND 1001 OF THE STATUTES OF CALIFORNIA, AND I HEREBY CERTIFY THAT I AM A LICENSED LAND SURVEYOR IN THE COUNTY OF SAN LUIS OBISPO, CALIFORNIA, AND THAT I AM NOT PROVIDING THESE SERVICES UNDER A CONTRACT WITH ANY OTHER PARTY.

DATE OF SURVEY: \_\_\_\_\_

BY: \_\_\_\_\_

**COUNTY SURVEYOR'S STATEMENT**

THIS MAP HAS BEEN EXAMINED IN ACCORDANCE WITH THE PROVISIONS OF THE SURVEYORS' ACT AND I HEREBY CERTIFY THAT IT IS IN ACCORDANCE WITH THE PROVISIONS OF SAID ACT.

DATE OF EXAMINATION: \_\_\_\_\_

BY: \_\_\_\_\_

**RECORDER'S STATEMENT**

FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, AT \_\_\_\_\_, CALIFORNIA, IN BOOK \_\_\_\_\_ OF RECORDS OF SURVEYS AT THE COUNTY CLERK'S OFFICE.

BY: \_\_\_\_\_

**RECORD OF SURVEY**

A PORTION OF THE MAP AS SHOWN ON RECORD OF SURVEY FILED IN BOOK 6 OF RECORDS OF SURVEYS AT PAGE 45.

COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA

MICHAEL B. STANTON, LICENSE NO. 1102, LICENSED LAND SURVEYOR, 2963 SUTELING STREET, SUITE 100, SAN LUIS OBISPO, CA 93401

DATE: APRIL 20, 2018

JOB #11-018

SHEET 1 OF 1



