

CJM

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



**BOARD PACKET**

**Wednesday, November 11, 2015  
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, November 11, 2015**  
**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 October.

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

**3. BOARD PRESENTATIONS AND ANNOUNCEMENTS:**

**4. STAFF REPORTS**

**A. General Manager's Report**

- 1. **Staff Activity** – Report on Staff activities for the month of October.
- 2. **Update** – Wellhead treatment system project.
- 3. **Update** – Integrated Regional Water Management (IRWM)/Water Resources Advisory Council (WRAC) Grant for Wellhead Treatment systems project.
- 4. **Update** – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.

**B. Superintendent's Report**

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

**C. District Financial Summary** – Update on Monthly Financial Status for close of business October 31, 2015.

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

**5. ITEMS OF BUSINESS**

- A. **Approval of last month's minutes** – October 14, 2015.
- B. **Approval of Disbursements Journal** – November 11, 2015.

**6. DISCUSSION/ACTION ITEMS**

- A. **Consideration of moving the regular January Board of Directors meeting to the third Wednesday, January 20, 2016.**

**7. Board Committee Reports** – Oral Report from Committee Members.

**8. Board Reports** – Oral Report from Board Members on current issues.

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

**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 October.
- 2. Update** – Wellhead treatment system project.
- 3. Update** - Integrated Regional Water Management (IRWM) & Water Resources Advisory Council (WRAC) Grant for Wellhead Treatment Systems Project.
- 4. Update** – Notice of Violation from Coastal Commission regarding Wastewater Treatment Plant Rip Rap installation.

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

### **November 11, 2015**

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

During the month of October, Staff performed meter reading and distributed water billing. District staff, Council and Phoenix Engineering have been working with Madonna Construction and the USDA toward completing contracts and project review to prepare for the start of construction of the Wellhead Treatment Project.

The District Administrator met with Travis Hole from Moss & Levy regarding the District 2014-2015 Audit. The District's documents were organized and prepared for the audit staff's review.

Final paperwork and preparations were completed regarding the change in the District's banking.

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

Staff finalized the contract with Madonna Construction. On October 27 the pre-construction walk-through was held at the District Office. The submittal package from Madonna construction has been reviewed. Madonna Construction is scheduled to mobilize and start construction on November 9th. The RO unit from Wigen is scheduled to arrive the week of December 14th. The District received a formal approval from the USDA on the Madonna Construction Contract.

**3. Update** on IRWM/WRAC Grant for the Wellhead Treatment systems project.

**WRAC/IRWM Grant**

The County advised the District Administrator that results from the IRWM Grant review had been received by the Department of Water Resources. San Luis Obispo County submittal was scored very high. Our County was awarded \$3,702,762 (75% of the original request of \$4,937,016). San Simeon CSD submitted a request of \$489,600. All request for funds will have to be cut to meet the shortage.

These are only the draft funding requested amounts by the Department of Water Resources. The results are still under a "public comment" stage since these are funds from PROP 84, which will close on November 13<sup>th</sup>. Final amounts will be determined and awarded in December.

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

Staff and Nossaman meet with the CCC in Santa Cruz on November 3. The CCC is requesting submittal of the “After the Fact Coastal Development Permit” (CDP) with existing studies. The CCC requested information on the public access projects (San Simeon Avenue Pathway and Pico Avenue Stairs) to be included with the CDP. The CCC also stated that the wastewater treatment plant is in a precarious location given it’s proximity to the ocean and sea level rise. These factors will need to be given consideration possibly as part of a 20 year relocation plan.

**Proposition 84 IRWM 2015 Implementation Grant Solicitation  
Draft Funding Recommendations  
October 29, 2015**

Funding Area/ IRWM Region	Available Amount	Applicant	Score (Out of 29)	Grant Request	Recommended Award	% of Grant Request
<b>North Coast</b>	<b>\$11,047,939</b>					
North Coast		County of Humboldt	26	\$11,047,939	\$11,047,939	100%
				<b>Total: \$11,047,939</b>	<b>\$11,047,939</b>	
<b>San Francisco Bay</b>	<b>\$41,305,435</b>					
San Francisco Bay Area		Association of Bay Area Governments	22	\$41,305,435	\$41,305,435	100%
				<b>Total: \$41,305,435</b>	<b>\$41,305,435</b>	
<b>Central Coast</b>	<b>\$4,937,016</b>					
San Luis Obispo		San Luis Obispo County Flood Control and Water Conservation District	25	\$4,937,016	\$3,702,762	75%
Santa Cruz County		Regional Water Management Foundation	22	\$4,937,016	\$1,234,254	25%
Pajaro River Watershed		San Benito County Water District	20	\$4,937,016	\$0	0%
Greater Monterey County		Castroville Community Services District	19	\$4,936,228	\$0	0%
				<b>Total: \$19,747,276</b>	<b>\$4,937,016</b>	
<b>Los Angeles-Ventura</b>	<b>\$40,039,355</b>					
Watersheds Coalition of Ventura County		County of Ventura	26	\$12,296,380	\$12,296,380	100%
Greater Los Angeles County		Los Angeles County Flood Control District	23	\$35,262,988	\$27,742,975	79%
Upper Santa Clara River		Castaic Lake Water Agency	19	\$16,229,000	\$0	0%
				<b>Total: \$63,788,368</b>	<b>\$40,039,355</b>	
<b>Santa Ana</b>	<b>\$64,267,686</b>					
Santa Ana Watershed Project Authority		Santa Ana Watershed Project Authority	14	\$64,267,686	\$64,267,686	100%
				<b>Total: \$64,267,686</b>	<b>\$64,267,686</b>	
<b>San Diego</b>	<b>\$38,834,904</b>					
San Diego		San Diego County Water Authority	27	\$31,131,415	\$31,131,415	100%
South Orange County Watershed Management Area		Orange, County of	25	\$4,949,368	\$4,949,368	100%
Upper Santa Margarita		Rancho California Water District	25	\$2,754,121	\$2,754,121	100%
				<b>Total: \$38,834,904</b>	<b>\$38,834,904</b>	
<b>Sacramento River</b>	<b>\$10,129,278</b>					
American River Basin		Regional Water Authority	26	\$1,757,000	\$1,757,000	100%
Cosumnes American Bear Yuba		The Sierra Fund	23	\$945,510	\$945,510	100%
Westside (Yolo, Solano, Napa, Lake, Colusa)		Yolo County Flood Control and Water Conservation District	23	\$2,212,085	\$2,212,085	100%
Upper Sacramento-McCloud		City of Mt. Shasta	20	\$3,000,000	\$3,000,000	100%
Upper Pit River Watershed		North Cal-Neva Resource Conservation and Development Council, Inc.	18	\$951,745	\$951,745	100%
Yuba County		Yuba County Water Agency	15	\$1,802,244	\$1,262,938	70%
				<b>Total: \$10,668,584</b>	<b>\$10,129,278</b>	
<b>San Joaquin</b>	<b>\$6,674,438</b>					
East Stanislaus		City of Modesto	26	\$6,674,438	\$5,005,829	75%
Yosemite-Mariposa		Lake Don Pedro Community Services District	24	\$3,762,943	\$1,001,547	27%
East Contra Costa County		Contra Costa Water District	24	\$2,506,234	\$667,062	27%
Mokelumne/Amador/Calaveras		Upper Mokelumne River Watershed Authority	22	\$2,313,264	\$0	0%
Westside - San Joaquin		San Luis and Delta Mendota Water Authority	22	\$6,674,438	\$0	0%
Eastern San Joaquin		Northeastern San Joaquin County Groundwater Banking Authority	22	\$4,451,673	\$0	0%
Merced		Merced Irrigation District	20	\$1,042,500	\$0	0%
Tuolumne-Stanislaus		Tuolumne Stanislaus Integrated Regional Water Management Authority	12	\$839,950	\$0	0%
				<b>Total: \$28,265,440</b>	<b>\$6,674,438</b>	
<b>Tulare-Kern</b>	<b>\$4,054,299</b>					
Kern County		Buena Vista Water Storage District	27	\$4,048,000	\$3,036,000	75%
Poso Creek		North Kern Water Storage District	25	\$4,054,200	\$1,018,299	25%
Kings Basin Water Authority		Upper Kings Basin IRWM Authority	24	\$4,054,299	\$0	0%
Kaweah River Basin		Kaweah Delta Water Conservation District	22	\$1,446,417	\$0	0%
				<b>Total: \$13,602,916</b>	<b>\$4,054,299</b>	
<b>Lahontan</b>	<b>\$6,116,807</b>					
Mojave*		Mojave Water Agency	26	\$794,231	\$794,231	100%
Inyo-Mono		Desert Mountain Resource Conservation & Development Council	24	\$1,816,943	\$1,816,943	100%
Tahoe-Sierra		Tahoe Resource Conservation District	20	\$1,562,048	\$1,562,048	100%
Lahontan Basins		City of Susanville	15	\$2,455,300	\$1,943,585	79%
				<b>Total: \$6,628,522</b>	<b>\$6,116,807</b>	
<b>Colorado River</b>	<b>\$4,175,000</b>					
Mojave*		Mojave Water Agency	26	\$3,205,769	\$1,813,373	57%
Coachella Valley		Coachella Valley Water District	26	\$4,175,000	\$2,361,627	57%
Imperial		City of El Centro	12	\$1,000,000	\$0	0%
				<b>Total: \$8,380,769</b>	<b>\$4,175,000</b>	
<b>Total: \$231,582,157</b>				<b>Grand Total: \$306,537,839</b>	<b>\$231,582,157</b>	

Footnotes:

\*Spans Multiple Funding Areas

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

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



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

### **Activities of October 2015**

#### **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.
- The stand-by generator at the WWTP was resurfaced and the same epoxy and polyurethane that is used on the pipe bridge was applied.
- The annual outfall inspection was performed.
- One load of sludge was hauled away this month.

#### **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).
- Monthly water meter reading was performed.
- The reservoir was cleaned and inspected.
- Well #3 was tested. The disinfection system was set up. The discharge line was disinfected. The well and discharge line was tested for the presence of total coliform which were negative.
- Chloride levels are 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.

San Simeon Community Services District

Superintendent's Report

October 2015

MONTHLY DATA REPORT

Date	Day	Wastewater Influent Daily flow	Wastewater Effluent Daily Flow	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		1	2					
10/01/15	Thu	87,390	79,870	48,994	63,879	0	112,873	276	257	3330	13.3	13.2	0.00	3,872
10/02/15	Fri	78,003	82,230	0	55,651	0	55,651	276	257		13.5	13.5	0.00	3,885
10/03/15	Sat	99,776	92,180	63,804	49,966	0	113,771				13.3	13.3	0.00	5,358
10/04/15	Sun	96,809	90,290	66,561	0	0	66,561				13.5	13.5	0.00	5,098
10/05/15	Mon	82,861	89,860	0	115,192	0	115,192	276	276	2125	13.4	13.3	0.00	3,974
10/06/15	Tue	86,709	83,080	823	57,820	0	58,643			250			0.00	3,196
10/07/15	Wed	79,851	71,320	58,718	2,319	0	61,037			4750	13.4	13.4	0.00	4,149
10/08/15	Thu	80,191	79,790	50,415	61,860	0	112,275	297	276				0.00	2,651
10/09/15	Fri	92,846	73,430	62,533	0	0	62,533				13.4	13.5	0.00	3,788
10/10/15	Sat	92,156	93,390	0	111,302	0	111,302				13.5	13.5	0.00	4,219
10/11/15	Sun	90,519	91,550	59,242	0	0	59,242						0.00	4,354
10/12/15	Mon	83,310	82,850	33,660	65,300	0	98,960	257	276		13.6	13.6	0.00	5,164
10/13/15	Tue	87,040	73,670	30,294	57,895	0	88,189			9315			0.00	3,278
10/14/15	Wed	77,687	86,060	55,950	0	0	55,950			2305	13.7	13.6	0.00	3,781
10/15/15	Thu	75,565	77,160	63,206	0	0	63,206			1850	13.5	13.5	0.00	4,034
10/16/15	Fri	75,660	63,460	42,486	71,509	0	113,995	297	297		13.5	13.4	0.00	2,799
10/17/15	Sat	98,166	85,140	67,251	57,596	0	124,847						0.00	4,323
10/18/15	Sun	94,991	84,370	69,190	20,046	0	89,236				13.6	13.6	0.00	4,423
10/19/15	Mon	77,182	75,890	0	78,390	0	78,390	318	297				0.00	4,758
10/20/15	Tue	79,844	78,050	64,777	0	0	64,777			3665	13.6	13.6	0.00	3,905
10/21/15	Wed	82,943	74,470	52,884	63,879	0	116,763			3205			0.00	3,582
10/22/15	Thu	77,601	72,740	0	56,549	0	56,549	318	318	4345	13.8	13.8	0.00	3,282
10/23/15	Fri	75,970	78,000	60,812	63,730	0	124,542				13.7	13.7	0.00	3,553
10/24/15	Sat	89,770	83,650	60,364	0	0	60,364				13.9	13.9	0.00	2,696
10/25/15	Sun	91,297	88,220	0	58,718	0	58,718				13.9	13.9	0.00	3,922
10/26/15	Mon	76,708	80,630	60,364	0	0	60,364	341	341		13.8	13.8	0.00	3,721
10/27/15	Tue	68,373	69,500	39,943	65,674	0	105,618	366	341	5655			0.00	2,976
10/28/15	Wed	66,838	66,490	17,578	49,667	0	67,245	392	366	1070			0.00	2,673
10/29/15	Thu	68,533	62,230	55,726	0	0	55,726	420	392	3150	13.5	13.5	0.00	4,202
10/30/15	Fri	68,102	70,570	673	55,576	0	56,250	599	392		13.3	13.3	0.00	2,094
10/31/15	Sat	89,168	84,010	0	128,506	0	128,506	599	392				0.00	2,903
TOTALS		2,571,859	2,464,150	1,186,248	1,411,027	0	2,597,276	366	325	45,015			0.00	116,613
Average		82,963	79,489	38,266	45,517	0	83,783	257	257	3,463	13.6	13.5	0.00	3,762
Minimum		66,838	62,230	0	0	0	55,651	257	257	250	13.3	13.2	0.00	2,094
Maximum		99,776	93,390	69,190	128,506	0	128,506	599	392	9,315	13.9	13.9	0.00	5,358

**DATA SUMMARY SHEET**

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	2,595,828	2,571,859			26,543,477
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			25,234,930
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			24,717,591
Water Produced (month cycle)	1,881,724	2,054,121	2,163,830	2,273,769	2,551,727	2,550,830	2,820,558	2,737,380	2,495,573	2,597,276			24,126,787
Sewer Influent/Water Produced Ratio	1.21	1.04	1.19	1.08	1.25	1.07	1.10	1.07	1.04	0.99			N/A
Adjusted Sewer/Water Produced Ratio	1.13	0.98	1.10	1.08	1.13	1.01	1.04	1.02	0.96	1.06			N/A
Well 1 Water Pumped	446,937	991,526	1,495,126	1,192,985	1,292,469.2	1,525,022	1,519,113	1,391,205	1,311,140	1,186,248			12,351,772
Well 2 Water Pumped	772,287	1,030,395	1,048,165	1,169,722	1,259,258	1,025,807	1,301,445	1,346,175	1,184,433	1,411,027			11,548,714
Well 3 Water Pumped	662,500	32,200	0	0	0	0	0	0	0	9100*			694,700
Total Well Production	1,881,724	2,054,121	2,163,830	2,273,769	2,551,727	2,550,830	2,820,558	2,737,380	2,495,573	2,597,276			24,126,787
Water Well 1 Avg Depth to Water	10.2	10.4	10.7	10.5	10.1	10.6	11.1	12.0	12.9	13.6			N/A
Water Well 2 Avg Depth to Water	10.2	10.3	10.6	10.5	10.1	10.5	11.0	11.9	12.9	13.5			N/A
Average Depth to Water of Both Wells	10.2	10.4	10.7	10.5	10.1	10.6	11.1	12.0	12.9	13.6			N/A
Change in Average Depth to Water from 2014	-4.5	-2.9	0.0	-0.1	-0.4	-0.8	-1.6	-2.0	+0.1	+0.6			N/A
Average Chloride mgl. at the Wells	844	576	342	268	234	188	169	194	224	346			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			1,825,886
State % of Total WW Flow	7%	6%	8%	9%	10%	6%	7%	5%	8%	4%			N/A
Recycled Water Sold (Gallons)	10,710	3,070	9,775	12,945	30,040	65,100	52,250	55,355	53,445	45,015			337,705
Biosolids Removal (Gallons)	0	6,000	6,000	6,000	6,000	12,000	6,000	6,000	6,000	6,000			60,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	1	0	0			N/A
RW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0			N/A
Constituent Exceeded	None	None	None	None	None	None	None	Suspended Solids	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
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	36	N/A	N/A			N/A

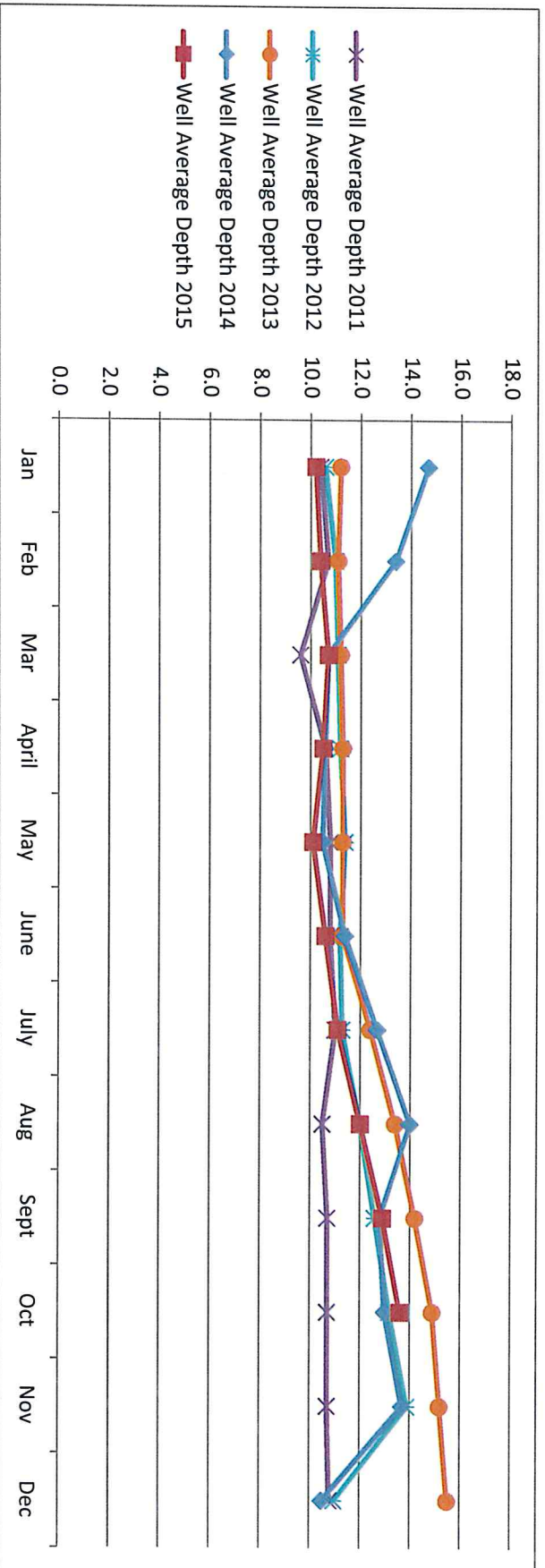
**2014**

	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Total for 2014
Wastewater Influent	2,038,514	2,129,638	2,312,484	2,560,476	2,551,268	2,827,071	3,032,345	2,978,001	2,438,979	2,319,178	2,327,707	2,981,479	30,497,140
Wastewater Final Effluent (Month Cycle)	2,086,860	2,250,320	2,347,710	2,548,090	2,475,100	2,547,800	3,024,620	2,859,870	2,344,990	2,259,290	1,919,400	2,667,890	29,331,940
Adjusted Wastewater Influent (- State Flow) *	1,776,470	1,863,820	1,938,110	2,204,983	2,198,940	2,428,604	2,790,878	2,840,506	2,303,254	2,192,612	2,213,479	2,757,165	27,508,821
Water Produced (month cycle)	1,892,141	1,737,158	1,745,682	1,941,958	2,196,613	2,314,014	2,731,098	2,729,715	2,192,595	2,182,907	1,721,518	1,728,672	25,114,070
Sewer Influent/Water Produced Ratio	1.10	1.23	1.32	1.32	1.16	1.22	1.11	1.09	1.11	1.06	1.35	1.77	N/A
Adjusted Sewer/Water Ratio	0.94	1.10	1.10	1.14	1.00	1.04	1.02	1.04	1.05	1.01	1.29	1.60	N/A
Average Depth of Both Wells	14.7	13.3	10.7	10.6	10.5	11.4	12.7	14.0	12.8	13.0	13.7	10.5	N/A
Average Chloride mgl. at the Wells									1036	1964			N/A
Change in Average Well Depth from 2013	+3.4	+2.2	-0.5	-0.7	-0.8	-0.1	+0.3	+0.6	-1.4	-1.9	-1.5	-5.0	N/A
State Wastewater Treated	262,044	265,818	311,282	355,493	352,328	398,467	241,467	137,495	135,725	126,566	114,228	224,314	2,925,227
State % of Total WW Flow	13%	13%	16%	14%	14%	14%	8%	5%	6%	6%	5%	8%	N/A
Recycled Water Sold (Gallons)	0	0	0	125	5785	10420	29555	44145	36080	38705	9080	0	173,895
Biosolids Removal (Gallons)	0	0	12,000	12,000	6,000	6,000	12,000	6,000	6,000	6,000	0	6,000	72,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0	0	0	0
Constituent Exceeded	None	None	None	None	None	None	None	None	None	None	None	None	N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	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	N/A	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.

\*Preparation only. Not sent to distribution.

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Well Average Depth 2011	10.4	10.7	9.6	10.6	10.8	10.8	11.0	10.5	10.7	10.7	10.7	10.8
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		



**4C. DISTRICT FINANCIALS**  
**Renee Samaniego**  
**October 31, 2015**

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

SAN SIMEON COMMUNITY SERVICES DISTRICT



4C. FINANCIAL SUMMARY

BILLING

October 31, 2015

September Billing Revenue	\$ 73,724.41
October Billing Revenue	\$ 71,895.93
Past Due (31 to 60 days)	\$ 27.68
Past Due (60 days)	\$ 0.00

---

ENDING BANK BALANCES

October 31, 2015

**RABOBANK SUMMARY:**

General Checking Account	\$ 4,207.82
Well Rehab Project/USDA Checking Account	\$ 100.05

---

**HERITAGE OAKS BANK:**

Money Transferred to Heritage Money Marketing Account on October 21, 2015

**Summary of Transactions:**

Interest for October	\$ 808,166.52
Money Marketing Account Closing Balance October 31, 2015	\$ 55.36
	\$ 808,221.88

Reserve Fund	(\$ 250,000.00)
Hook up Deposits	(\$ 45,750.00)
<b>Available Funds</b>	<b>\$ 512,471.88</b>

General Checking Account	\$ 81,695.48
--------------------------	--------------

---

LAIF Closing Balance October 31, 2015	\$ 520.30
---------------------------------------	-----------

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Balance Sheet**  
**As of October 31, 2015**

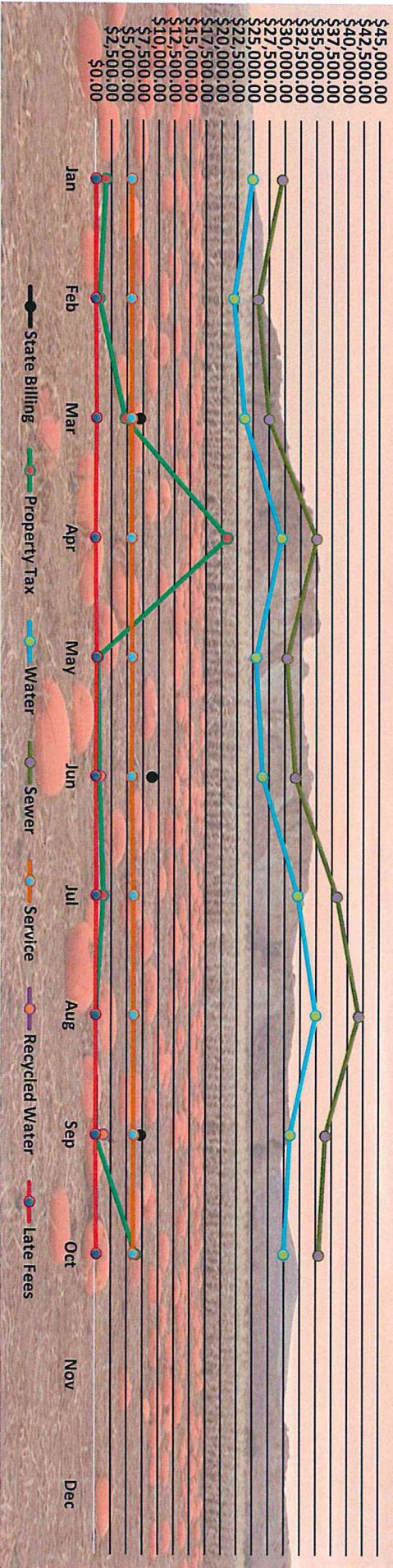
Oct 31, 15

<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 · Petty cash	150.00
1015 · Heritage Oaks- General Checking	81,695.48
1017 · Heritage Oaks-Money Market	808,166.52
1020 · General checking	562.77
1022 · USDA checking	100.05
1040 · Cash in county treasury	(3,053.68)
1050 · LAIF - non-restricted cash	518.24
Total Checking/Savings	888,139.38
Other Current Assets	
1200 · Accounts receivable	71,944.80
1220 · A/R - Hearst Castle	7,200.02
1300 · Prepaid expenses	5,271.59
Total Other Current Assets	84,416.41
Total Current Assets	972,555.79
Fixed Assets	
1400 · Fixed assets	
1420 · Building and structures	395,874.73
1500 · Equipment	316,747.53
1540 · Major water projects	145,068.22
1580 · Sewer plant	1,488,555.08
1600 · Water system	550,390.00
1620 · WWTP expansion	299,565.92
1630 · Tertiary Project	261,723.62
1640 · Wellhead project	448,754.58
Total 1400 · Fixed assets	3,906,679.68
1650 · Walkway access projects	14,799.00
1660 · RO Unit	39,130.72
1690 · Accumulated depreciation	(2,069,888.96)
Total Fixed Assets	1,890,720.44
Other Assets	
1710 · Customer deposits	50.00
Total Other Assets	50.00
<b>TOTAL ASSETS</b>	<b>2,863,326.23</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll liabilities	229.50
2500 · Customer security deposits	9,758.13
2510 · Connect hookup wait list	45,750.00
2520 · USDA Loan	458,620.00
Total Other Current Liabilities	514,357.63
Total Current Liabilities	514,357.63
Total Liabilities	514,357.63
Equity	
3200 · Fund balance	2,285,836.49
3900 · Suspense	82,157.36
Net Income	(19,025.25)
Total Equity	2,348,968.60
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,863,326.23</b>

Unaudited for management use only

2015 DISTRICT REVENUE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
State Billing			\$7,042.78										
Property Tax	\$1,698.01	\$680.91	\$4,730.41	\$20,998.8	\$444.16	\$624.12	\$1,299.10	\$78.29	\$7,200.02	\$6,473.88			\$23,186.13
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			\$280,758.02
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			\$332,298.21
Service	\$5,775.1	\$6,747.7	\$5,747.7	\$5,747.70	\$5,802.4	\$5,747.7	\$6,052.8	\$6,081.9	\$6,111.0	\$6,111.0			\$58,925.01
Recycled Water			\$174.3			\$798.0			\$1,359.8				\$2,332.04
Late Fees	\$78.2	\$106.6	\$194.3	\$19.45	\$192.3	\$47.2	\$118.8	\$71.2	\$72.3	\$239.8			\$1,140.18
<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>\$735,757.00</b>
Water Sold Cu Ft	255324	224325	240675	300989	260697	306222	311247	338869	297896	288860			2825104
Water Sold Acre ft	5.86	5.15	5.53	6.91	5.98	7.03	7.15	7.78	6.84	6.63			64.86



REVENUE VS EXPENSES

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Revenue	\$62,151.65	\$54,367.29	\$69,166.14	\$91,457.99	\$62,367.76	\$74,434.29	\$77,990.37	\$83,080.74	\$82,373.96	\$78,369.81			\$735,760.00
Expenses	\$62,999.58	\$69,646.10	\$68,440.42	\$78,744.51	\$62,608.05	\$60,034.80	\$56,735.48	\$80,703.14	\$62,573.67				\$602,485.75
Balance	-\$847.93	-\$15,278.81	\$725.72	\$12,713.48	-\$240.29	\$14,399.49	\$21,254.89	\$2,377.60	\$19,800.29				\$133,274.25



## Historical Water Production and Sales

### 2015

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Total
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			\$280,758.02
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			\$332,298.21
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			\$58,925.01
<b>Total</b>	<b>\$60,375.5</b>	<b>\$53,579.8</b>	<b>\$57,024.4</b>	<b>\$70,439.8</b>	<b>\$61,731.3</b>	<b>\$64,018.7</b>	<b>\$76,572.4</b>	<b>\$82,931.3</b>	<b>\$73,652.1</b>	<b>\$71,656.1</b>			<b>\$671,981.24</b>
Water Sold Cu Ft	255324	224325	240675	300989	260697	306222	311247	338869	297896	288860			2,825,104
Water Sold Acre ft	5.86	5.15	5.53	6.91	5.98	7.03	7.15	7.78	6.84	6.63			64.86

### 2014

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Total
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	\$283,582.31
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	\$336,796.91
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	\$66,789.37
<b>Total</b>	<b>\$52,453.9</b>	<b>\$46,777.3</b>	<b>\$40,919.4</b>	<b>\$55,470.7</b>	<b>\$53,289.3</b>	<b>\$61,235.3</b>	<b>\$81,853.1</b>	<b>\$72,704.6</b>	<b>\$65,091.5</b>	<b>\$59,423.6</b>	<b>\$56,104.8</b>	<b>\$41,845.2</b>	<b>\$687,168.6</b>
Water Sold Cu Ft	223200	206900	177200	248063	236917	275338	352622	309962	275523	250905	235552	169443	2,961,625
Water Sold Acre ft	5.12	4.75	4.07	5.69	5.44	6.32	8.10	7.12	6.33	5.76	5.41	3.89	67.99

### 2013

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Total
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	\$296,515.50
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	\$333,866.47
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	\$60,999.78
<b>Total</b>	<b>\$43,067.8</b>	<b>\$47,106.2</b>	<b>\$41,066.6</b>	<b>\$52,969.2</b>	<b>\$53,114.0</b>	<b>\$66,746.6</b>	<b>\$82,150.7</b>	<b>\$85,813.0</b>	<b>\$66,599.6</b>	<b>\$59,911.4</b>	<b>\$49,862.2</b>	<b>\$42,974.5</b>	<b>\$691,381.8</b>
Water Sold Cu Ft	220059	216680	209266	285145	279529	354134	373741	396714	303256	269689	222002	188500	3,318,705
Water Sold Acre ft	5.05	4.97	4.80	6.55	6.42	8.13	8.58	9.11	6.96	6.19	5.10	4.33	76.19

### 2012

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Total
Water	\$18,368.8	\$17,712.9	\$14,752.5	\$20,943.1	\$19,569.8	\$24,471.6	\$30,164.0	\$31,860.6	\$27,236.4	\$23,180.2	\$19,172.8	\$13,606.3	\$261,038.80
Sewer	\$19,403.2	\$16,370.8	\$15,243.1	\$22,112.6	\$20,266.8	\$25,270.9	\$32,911.6	\$34,733.9	\$29,563.0	\$25,730.9	\$21,158.5	\$14,923.0	\$277,688.41
Service	\$4,251.5	\$4,272.0	\$4,251.5	\$4,251.5	\$4,251.5	\$4,292.4	\$4,792.3	\$4,792.3	\$4,815.4	\$4,815.4	\$4,792.3	\$4,815.4	\$54,393.48
<b>Total</b>	<b>\$42,023.5</b>	<b>\$38,355.7</b>	<b>\$34,247.2</b>	<b>\$47,307.2</b>	<b>\$44,088.1</b>	<b>\$54,034.9</b>	<b>\$67,867.9</b>	<b>\$71,386.8</b>	<b>\$61,614.7</b>	<b>\$53,726.5</b>	<b>\$45,123.6</b>	<b>\$33,344.7</b>	<b>\$593,120.7</b>
Water Sold Cu Ft	248582	225987	201323	285397	264824	329516	361479	380540	324880	279621	232827	165658	3,300,634
Water Sold Acre ft	5.71	5.19	4.62	6.55	6.08	7.56	8.30	8.74	7.46	6.42	5.34	3.80	75.77

### 2011

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Total
Water	\$14,079.9	\$14,436.8	\$14,580.3	\$15,978.4	\$17,181.9	\$20,045.1	\$29,080.9	\$30,541.4	\$24,905.3	\$23,664.7	\$18,603.5	\$18,224.2	\$241,322.4
Sewer	\$14,010.9	\$14,599.5	\$13,759.0	\$16,248.7	\$17,077.0	\$20,232.7	\$30,694.0	\$32,170.1	\$26,341.4	\$24,926.1	\$19,583.4	\$19,169.6	\$248,812.4
Service	\$3,820.5	\$3,838.8	\$3,802.2	\$3,802.2	\$3,820.5	\$3,802.2	\$4,272.0	\$4,231.1	\$4,251.5	\$4,251.5	\$4,251.5	\$4,272.0	\$48,416.1
<b>Total</b>	<b>\$31,911.3</b>	<b>\$32,875.1</b>	<b>\$32,141.5</b>	<b>\$36,029.3</b>	<b>\$38,079.4</b>	<b>\$44,080.0</b>	<b>\$64,046.8</b>	<b>\$66,942.6</b>	<b>\$55,498.2</b>	<b>\$52,842.4</b>	<b>\$42,438.4</b>	<b>\$41,665.8</b>	<b>\$538,550.8</b>
Water Sold Cu Ft	216577	220129	214084	243460	269171	304596	394089	413435	337511	319681	252605	247832	3,433,150
Water Sold In acre	4.97	5.05	4.91	5.59	6.18	6.99	9.05	9.49	7.75	7.34	5.80	5.69	78.81

## Historical Water Production and Sales

2010

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Total
Water	\$14,655.9	\$12,301.9	\$12,308.1	\$17,354.2	\$16,361.6	\$23,235.2	\$23,422.1	\$24,495.2	\$24,323.5	\$18,281.7	\$17,712.1	\$13,309.5	\$217,760.9
Sewer	\$14,474.7	\$12,023.6	\$11,960.2	\$17,100.5	\$15,949.3	\$22,296.5	\$21,589.4	\$22,706.9	\$22,330.6	\$16,837.1	\$17,839.7	\$13,259.2	\$208,367.6
Service	\$3,498.7	\$3,498.7	\$3,481.9	\$3,498.7	\$3,498.7	\$3,481.9	\$3,835.7	\$3,820.5	\$3,802.2	\$3,802.2	\$3,802.2	\$3,857.1	\$43,878.5
<b>Total</b>	<b>\$32,629.3</b>	<b>\$27,824.2</b>	<b>\$27,750.2</b>	<b>\$37,953.3</b>	<b>\$35,809.5</b>	<b>\$49,013.6</b>	<b>\$48,847.2</b>	<b>\$51,022.6</b>	<b>\$50,456.4</b>	<b>\$38,921.0</b>	<b>\$39,354.1</b>	<b>\$30,425.7</b>	<b>\$470,007.0</b>
Water Sold Cu Ft	245098	206476	206159	292035	272744	384783	370034	403035	381961	302816	275704	203414	3544259
Water Sold in acre	5.63	4.74	4.73	6.70	6.26	8.83	8.49	9.25	8.77	6.95	6.33	4.67	81.37

2009

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Total
Water	\$12,916.2	\$11,164.3	\$10,891.2	\$14,675.1	\$15,113.9	\$15,565.2	\$18,173.0	\$18,627.8	\$16,595.1	\$15,204.0	\$11,089.7	\$11,820.6	\$171,836.0
Sewer	\$12,090.7	\$10,358.4	\$10,180.4	\$13,537.1	\$13,664.3	\$14,237.7	\$17,131.8	\$17,715.1	\$16,373.1	\$15,130.5	\$10,808.6	\$11,430.7	\$162,658.4
Service	\$3,027.0	\$3,012.3	\$3,012.3	\$3,056.4	\$3,041.7	\$3,041.7	\$3,208.9	\$3,210.2	\$3,495.9	\$3,465.2	\$3,481.9	\$3,515.4	\$38,569.0
<b>Total</b>	<b>\$28,033.9</b>	<b>\$24,535.0</b>	<b>\$24,083.8</b>	<b>\$31,268.5</b>	<b>\$31,819.9</b>	<b>\$32,844.6</b>	<b>\$38,513.8</b>	<b>\$39,553.2</b>	<b>\$36,464.1</b>	<b>\$33,799.7</b>	<b>\$25,380.2</b>	<b>\$26,766.7</b>	<b>\$373,063.3</b>
Water Sold Cu Ft	246690	223112	207332	288896	289767	293166	338115	340942	280448	254487	185365	200865	3149185
Water Sold in ac	5.66	5.12	4.76	6.63	6.65	6.73	7.76	7.83	6.44	5.84	4.26	4.61	72.30

## **5. ITEMS OF BUSINESS**

**A. Approval of last month's minutes – October 14, 2015.**

**B. Approval of Disbursements Journal(s) – November 11, 2015.**

**MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, November 11, 2015**  
**6:00 pm**

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

**1. REGULAR SESSION: @6:02 PM**

**A. Roll Call:**

Chairperson McAdams -present  
Vice-Chair Fields - present  
Director Williams - present  
Director Patel – present  
Director Price - present

General Manager, Charles Grace  
District Counsel, Heather Whitham  
Commander Taylor

**B. Pledge of Allegiance**

**2. PUBLIC COMMENT:**

The Cambria Health Care District (CHCD) stopped by the board meeting to ask the San Simeon Board if they would allow the CHCD to put surveys in the January San Simeon water billing. They are looking into updating the services for residents of the San Simeon area.

The Board and Staff agreed to put the surveys in the January billing. A notice will also go out in the November newsletter to advise the residents of the upcoming survey.

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

- There were 38 calls for service for the month of October. Such calls were 10 traffic stops by Deputies on motor vehicles, 3 pedestrian contacts where Deputies stopped a person on foot to talk to them, and 5 incomplete 911 calls.
- There were 9 requested assistance by other agencies. Deputies assisted CHP, Cal Fire, and ATT with calls for services ranging from pedestrians in the roadway, blown transformers and checking phone lines because of incomplete 911 calls being received.
- There was also 1 burglary. A victim reported that their tools were stolen from their garage at a residence on Avonne Avenue.
- The Sheriff's Office has received reports of an IRS scam. If you get a call from the IRS and they want you to give them money over the phone, you know that it is a scam. The IRS will never ask you for money over the phone.

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

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

#### 4. STAFF REPORTS

##### A. General Manager's Report

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

During the month of October, Staff performed meter reading and distributed water billing. District staff, Council and Phoenix Engineering have been working with Madonna Construction and the USDA toward completing contracts and project review to prepare for the start of construction of the Wellhead Treatment Project.

The District Administrator met with Travis Hole from Moss & Levy regarding the District 2014-2015 Audit. The District's documents were organized and prepared for the audit staff's review.

Final paperwork and preparations were completed regarding the change in the District's banking.

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

Staff finalized the contract with Madonna Construction. On October 27 the pre-construction walk-through was held at the District Office. The submittal package from Madonna construction has been reviewed. Madonna Construction is scheduled to mobilize and start construction on November 9th. The RO unit from Wigen is scheduled to arrive the week of December 14th. The District received a formal approval from the USDA on the Madonna Construction Contract.

3. **Update** on IRWM/WRAC Grant for the Wellhead Treatment systems project.

**WRAC/IRWM Grant**

The County advised the District Administrator that results from the IRWM Grant review had been received by the Department of Water Resources. San Luis Obispo County submittal was scored very high. Our County was awarded \$3,702,762 (75% of the original request of \$4,937,016). San Simeon CSD submitted a request of \$489,600. All request for funds will have to be cut to meet the shortage.

These are only the draft funding requested amounts by the Department of Water Resources. The results are still under a "public comment" stage since these are funds from PROP 84, which will close on November 13<sup>th</sup>. Final amounts will be determined and awarded in December.

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

Staff and Nossaman meet with the CCC in Santa Cruz on November 3. The CCC is requesting submittal of the "After the Fact Coastal Development Permit" (CDP) with existing studies. The CCC requested information on the public access projects (San Simeon Avenue Pathway and Pico Avenue Stairs) to be included with the CDP. The CCC also stated that the wastewater treatment plant is in a precarious location given it's proximity to the ocean and sea level rise. These factors will need to be given consideration possibly as part of a 20 year relocation plan.

## B. Superintendent's Report

### 1. Wastewater Treatment Plant

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the RWQCB.
- The stand-by generator at the WWTP was resurfaced and the same epoxy and polyurethane that is used on the pipe bridge was applied.
- The annual outfall inspection was performed.
- One load of sludge was hauled away this month.

### 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).
- Monthly water meter reading was performed.
- The reservoir was cleaned and inspected.
- Well #3 was tested. The disinfection system was set up. The discharge line was disinfected. The well and discharge line was tested for the presence of total coliform which were negative.
- Chloride levels are 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.

## C. Update on Monthly Financial Status for close of business October 31, 2015.

<b>September Billing Revenue</b>	<b>\$ 73,724.41</b>
<b>October Billing Revenue</b>	<b>\$ 71,895.93</b>
Past Due (31 to 60 days)	\$ 27.68
Past Due (60 days)	\$ 0.00

### ENDING BANK BALANCES: October 31, 2015

#### RABOBANK SUMMARY:

<b>General Checking Account</b>	<b>\$ 4,207.82</b>
<b>Well Rehab Project/USDA Checking Account</b>	<b>\$ 100.05</b>

#### HERITAGE OAKS BANK:

Money Transferred to Heritage Money Marketing Account on October 21, 2015

#### Summary of Transactions:

	\$ 808,166.52
Interest for October	\$ 55.36
<b>Money Marketing Account Closing Balance October 31, 2015</b>	<b>\$ 808,221.88</b>

Reserve Fund (\$ 250,000.00)

Hook up Deposits (\$ 45,750.00)  
**Available Funds \$ 512,471.88**

**General Checking Account \$ 81,695.48**

**LAIF Closing Balance October 31, 2015 \$ 520.30**

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

Counsel's tasks for the month of October included;

- The Attorney certificate requested by USDA
- Finalized Wigen and John Madonna contracts
- Updated the Cost Accounting Act
- Assisted Staff with Agenda

**5. ITEMS OF BUSINESS**

**A. Approval of last month's minutes** – October 14, 2015.

A motion was made to approve the minutes for October 14, 2015 as presented.

Motion by: Vice-Chair Fields

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

All in: 5 / 0

**B. Approval of Disbursements Journal** – November 11, 2015.

A motion was made to approve disbursements Journal for November 11, 2015 as presented.

Motion by: Director Price

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

All in: 5 / 0

**6. DISCUSSION/ACTION ITEMS**

**A. Consideration of moving the regular January Board of Directors meeting to the third Wednesday, January 20, 2016.**

The District Administrator will be on vacation the first week of January. Staff would like to change the regular board meeting date to January 20, 2016 to have more time to prepare the January Board packet.

A motion was made to move the meeting to January 20, 2016.

Motion by: Chairperson McAdams

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

All in : 4 in favor / Vice-Chair Fields objected.

**7. Board Committee Reports – None**

**8. Board Reports – None**

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

**10. ADJOURNMENT @ 7:16 PM**



**SAN SIMEON COMMUNITY SERVICES DISTRICT**

**Rabobank Activity for General Checking**

October 12-November 5, 2015

Type	Date	Check #	Name	Memo	Amount	Balance
						<b>Beginning Balance \$15,162.39</b>
Payment	10/12/2015	7377	PG&E CFM/PPC Department	RO Project (Electrical)	\$11,046.92	\$4,115.47
Payment	10/21/2015	7378	CA Coastal Commission	Application fee for Pico Ave Stairs	\$3,288.00	\$827.47
<b>Total</b>					<b>\$14,334.92</b>	<b>\$827.47</b>

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**DISBURSEMENTS JOURNAL**  
**HERITAGE OAKS BANK**  
**As of November 1, 2015**

Type	Date	Num	Name	Memo	Amount	Balance
					<b>Beginning Balance</b>	<b>\$81,695.48</b>
Bill Pmt	11/01/2015	1000	Al or Bobbie Hooker	Acct. 283, Deposit return	\$50.00	\$81,645.48
Bill Pmt	11/01/2015	1001	CALPERS	Unfunded Liability August, Sept, Nov. Dec.	\$2,248.08	\$79,397.40
Bill Pmt	11/01/2015	1002	Carmel & Nacassha. LLP	Ultra Litigation	\$555.50	\$78,841.90
Bill Pmt	11/01/2015	1003	ERA	ELAP certification, Lab Sampling	\$331.12	\$78,510.78
Bill Pmt	11/01/2015	1004	Grace Environmental	November Operations and Management	\$47,762.00	\$30,748.78
Bill Pmt	11/01/2015	1005	I.R.J. Engineers Inc.	RO System	\$900.00	\$29,848.78
Bill Pmt	11/01/2015	1006	MICHAEL O'NEILL	Monthly maintenance fee	\$320.00	\$29,528.78
Bill Pmt	11/01/2015	1007	OLIVEIRA ENV. CONSULTING	Rip Rap CCC consulting	\$1,062.50	\$28,466.28
Bill Pmt	11/01/2015	1008	Phoenix Civil Engineering	RO System	\$3,862.25	\$24,604.03
Bill Pmt	11/01/2015	1009	Robert Stilts, CPA	October Bookkeeping	\$1,200.00	\$23,404.03
Bill Pmt	11/01/2015	1010	SWRCB	ELAP Certification Permit Renewal	\$1,907.00	\$21,497.03
Bill Pmt	11/01/2015	1011	Carmel & Nacassha. LLP	October Legal Fees	\$1,800.00	\$19,697.03
Paycheck	11/01/2015	1012	ALAN FIELDS	Board Monthly Service	\$92.35	\$19,604.68
Paycheck	11/01/2015	1013	DAN WILLIAMS	Board Monthly Service	\$92.35	\$19,512.33
Paycheck	11/01/2015	1014	KAUSHIK S PATEL	Board Monthly Service	\$92.35	\$19,419.98
Paycheck	11/01/2015	1015	LEROY E PRICE	Board Monthly Service	\$92.35	\$19,327.63
Paycheck	11/01/2015	1016	RALPH N MCADAMS	Board Monthly Service	\$92.35	\$19,235.28
					<b>\$62,460.20</b>	<b>\$19,235.28</b>

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

- A. Consideration of moving the regular January Board of Directors meeting to the third Wednesday, January 20, 2016.**

**6. DISCUSSION/ACTION ITEMS**  
**November 11, 2015**

**A. Consideration of moving the regular January Board of Directors' meeting to the third Wednesday, January 20, 2016.**

The District Administrator will be on vacation the first week of January. Staff would like to change the regular board meeting date to January 20, 2016 to have more time to prepare the January Board packet.