

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

**AGENDA**

**Wednesday, December 12, 2001 – 6:30 PM  
Cavalier Banquet Room**

1. 6:30 PM – CALL TO ORDER
  - 1.1 Roll Call
  - 1.2 Pledge of Allegiance
  
2. PUBLIC COMMENT: (Any topic NOT on the agenda may be presented, but please observe the 3-minute time limit)
  - 2.1 Sheriff's Report
  - 2.2 Public Comment
  
3. ITEMS OF BUSINESS
  - 3.1 Approval of Minutes— November 14, 2001
  - 3.2 Approval of Warrants—November 8, 2001 – November 30, 2001
  - 3.3 General Manager's Report
  - 3.4 Plant Superintendent's Report
  - 3.5 District Engineer's Report
  
4. DISCUSSION / ACTION ITEMS
  - 4.1 Repeal of Water Conservation Ordinance No. 94
  - 4.2 Avonne-Castillo/Motel 6 Loop Waterline, Bid Results and Award of Contract
  - 4.3 Fiscal Year Budget: July 1, 2001 – June 30, 2001
  - 4.4 3 Month Review of General Manager Contract
  - 4.5 Board Resolution for Bank Items
  - 4.6 Board Planning Session – Action Plan
  - 4.7 Review Status and Need for Committees
  - 4.8 Board Reports
  
5. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
  - 5.1 Consideration of Water Rates
  
6. ADJOURNMENT

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

Date: Wednesday, November 14, 2001

Location: Cavalier Banquet Room

**MINUTES**

**1.0 CALL TO ORDER**

The Board convened at 6:33 p.m.

**1.1 Roll Call:**

Directors Present: David Kiech, Bob McLaughlin and Eric Schell and Loraine Mirabel-Boubion

Directors Absent: Carol Bailey-Wood

Staff Present: District Managers Mark Bloodgood and Eileen Putnam, Plant Superintendent Ron Head,  
District Engineer John Wallace and District Counsel Robert Schultz

**1.2 Pledge of Allegiance:**

**2.0 PUBLIC COMMENT**

**2.1 Sheriff's Report:**

Sargent Hodgkin's reported that things were very quiet in the community and that the first class of auxiliary patrol candidates had graduated.

Kevin Faler, SLO County Code Enforcement Investigator introduced himself to members of the Board and community. He is responsible for Code Enforcement issues from San Simeon to Oceano. Any concerns related to land use or vehicle storage issues should be directed to his office. Director McLaughlin asked if Mr. Faler had been contacted about the Courtesy Inn by local residents. Mr. Faler stated that he was familiar with the issue. He stated that the motel was in compliance since they are collecting the bed tax. He suggested that rather than a code enforcement issue, it may be a topic for planning since density and fire protection fall under that venue.

**2.2 Public Comment:**

Terry Lambeth and Bob Morales commented on EDA's work as General Manager.

**3.0 ITEMS OF BUSINESS:**

**3.1 Approval of Minutes:**

It was moved by Director McLaughlin and seconded by Director Kiech to approve the minutes of October 10, 2001 regular meeting and the October 15, 2001 special meeting. Motion Carried unanimously.

**3.2 Approval of Warrants:**

A motion was made by Director McLaughlin, seconded by Director Schell to approve the warrants for October 10, 2001 through November 7, 2001. Motion carried unanimously.

**3.3 Independent Auditor's Report for Fiscal Year 2000 - 2001**

A motion was made by Director Schell and seconded by Director McLaughlin to accept the Independent Auditor's Report for fiscal year 2000 - 2001. The audit was completed by Crosby & Cindrich, Certified Public Accountants. The motion carried unanimously.

**3.4 Investment Report:**

A motion was made by Director Schell and seconded by Director Kiech to accept the District Investment Report for the period ending September 30, 2001. Motion carried unanimously.

**3.5 General Manager's Report:**

Assistant General Manager Putnam reported that she had attended the PEG Access planning workshop earlier in the day. Although much of the focus surrounds use of Charter Communications, the County officials are very interested in having San Simeon included. Ways in which the Government Access Channel might be utilized stretch beyond just airing board meetings. It may be useful in conveying

important information such as the water conservation ordinance to members of the community. Information from the workshop will be distributed to the Board.

Mr. Bloodgood reported that CalPERS is working on the Actuarial Valuation for the retirement plan. Quotes for alternative health insurance programs are coming in and we have also obtained a benefit survey done by another local district, comparing most of the CSD's in the area. This information will be distributed to members of the Board. A board resolution is needed in order for the General Managers to be able to obtain account information and transfer funds between district accounts when necessary. Warrants & timecards are being reviewed and authorized by the General Managers. A Cash Needs list is being prepared for use in monitoring the district cash flow. We will also be closing the books for last fiscal year once the auditor's journal entries have been entered. Once that has been completed, monthly financial statements will be given to the Board. Hearst Castle staff, including Kirk Sturm, Museum Director-Superintendent and Greg Smith, Senior Resource Ecologist for CA Dept. of Parks and Recreation, toured SSCSD facilities last month. Dialogue and meetings will continue in an effort to explore how we can be of mutual assistance to one another, including matters related to the Hearst backup well. Mr. Bloodgood and Mr. Reichardt have also been introduced, via the Chamber of Commerce to Kara Smith of the Nature Conservancy. She is part of the team negotiating with the Nature Conservancy.

Mr. Bloodgood also reiterated management's suggestion that a committee be established to begin reviewing board policies. Finally, Mr. Bloodgood reported that the Board and members of the staff had participated in an all day planning workshop on Monday, November 12, 2001. General consensus was received on most of the important issues facing the district. The end result will be an Action Plan which will assist in guiding the district's efforts over the coming year.

3.6 Plant Superintendent's Report:

Ron Head reported that as of today, the wells registered at 12.25 feet. While they are up, we aren't out of the woods just yet. Basic Chemical has lowered the unit cost they charge for some of the chemicals used at the plant, at Mr. Head's request. A temporary electrical line had to be installed to the equalization pumps as the old line shorted out. Underwater Resources performed the annual Outfall Line Inspection and found two broken diffusers that will have to be replaced. USA Transport Company is now hauling district sludge. This change will result in a cost savings. Director Kiech asked if the abandoned outfall line could be added to a future agenda as it is a hazard that must be addressed. Mr. Wallace indicated that it is included in this fiscal year's budget, but can only be attended to during low tide/minus tide time. Mr. Head said that he'd spoken with Windsor Construction and that careful consideration must be given to the abandoned line's removal so as not to damage the new line. A discussion followed regarding cutting the line and the potential for doing so when the divers come in to fix the diffusers. Director Kiech also asked about the testing of the emergency connection for a generator in the blower building that had previously been installed.

3.7 District Engineer's Report:

John Wallace gave a status report on several engineering projects currently underway. The odor control, air line replacement, and Avonne Castillo Waterline Loop are on the agenda for discussion. The railings have been installed at the equalization basin and chlorine contact chamber. Further installation will be done in conjunction with the air lines and concrete repair project. With regards to a shop/storage building for the treatment plant, a review of the '94 Kennedy Jenks Report shows that locating a new permanent facility at the southeast corner of the plant would not interfere with future buildout. Additionally, reclamation water filters and tanks could be installed in other areas of the plant rather than at the proposed shop/building location. Investigation of the Warren Reservoir as a potential water supply should be re-investigated when all potential water sources are researched. Finally, Mr. Wallace reviewed several aspects of the Facilities Plan that should be given consideration, including conversion of the equalization basin, recycled water supply and the need for an external source of power for the treatment plant in the

event of a power outage. Modifications have been made at the plant to accommodate use of such an emergency power supply. The matter of acquiring a generator should be considered by the Board.

#### 4.0 DISCUSSION/ACTION ITEMS

##### 4.1 Temporary Odor Control Project – Status Report

Steve Tanaka from John L. Wallace & Associates reported on the Ferric Chloride testing. Currently, it has been a balancing act between maintenance and the actual chemical feed. The chemical feed may only be necessary during the peak months for odor mitigation. All of the conclusions are not in yet, but maintenance of the facility, including scheduling regular cleanings of the equalization tank will prove beneficial. Current practice has been to clean the tank once a year, although this year it has been a little longer. The cleaning process was explained in detail. A permanent solution will be to either convert the equalization tank to a treatment basin or cover the tank. In response to a question about the impact of the air leaks, they play no part in this situation since there are no diffusers in the equalization tank and to install them would be too expensive to install and maintain. It is more cost effective to convert the tank to a treatment basin. In the meantime, it was recommended that the equalization tank be cleaned approximately every 3 to 4 months, and that these be scheduled in such a way that the tank is cleaned just prior to and again immediately following the annual peak season.

##### 4.2 Air Distribution System Piping Replacement & Related Improvements – Bid Results

Brian French from John L. Wallace & Associates gave an overview of the bids received for the air piping replacement project. The low bid was from D-Kal Engineering. Discussion was held regarding the broad variation between the bids, particularly within the alternatives. Mr. Bloodgood asked for clarification on Addendum 1. Mr. French explained that the pipe goes from the equalization basin to the plant headworks. Other piping had previously been replaced with 4" pipe, but the underground pipe was still only 3" and needed replacement. Hydraulics and control at the headworks to the plant was also discussed. The air distribution pipes will be fiberglass and are suitable for underground distribution. As for a timeline, D-Kal is prepared to move quickly. A motion was made by Director McLaughlin and seconded by Director Kiech to award the contract for replacement of the air distribution system for the alternative bid (\$123,540.00) and additive bids No. 1 (\$3,800.00) and No. 2 (\$4,200.00) to D-Kal Engineering at a total of \$131,540.00. Motion Carried 4 ayes – 0 nays.

##### 4.3 Road Improvement Project – Avonne Avenue and Otter Way Pico Avenue

Discussion was held relative to the Avonne/Otter Way Pico road project. Director McLaughlin asked if the scope of work would include drainage. Mr. Wallace indicated the scope did not include drainage, nor does it include curbs, gutters, sidewalks or substitute concrete work. In response to Director Kiech's question regarding purple piping, Mr. Wallace stated the purple piping would be included in order to prevent having to tear up the asphalt at a later date. An alternative bid for the fixing of the Pico dip will be included, but Mr. Wallace cautioned that the District may want to fix it as a maintenance item if it deteriorates further this winter. A motion was made by Director McLaughlin, seconded by Director Schell to authorize staff to complete the field work, design and construction documents and specifications in preparation for solicitation of bids for road improvements at Avonne Avenue and Otter Way Pico Avenue. Motion carried with 4 ayes and 0 nays.

##### 4.4 District Domestic Wells and Hearst Ranch "Back-up" Well

Mr. Wallace gave a brief overview of the wells which service the San Simeon Community Services District, including the two domestic water wells which are susceptible to seawater intrusion or high chlorides during the winter waves. He explained that when intrusion or high chloride levels occur, it has been more desirable to utilize the Hearst back-up well for water. Although this back-up is less susceptible to intrusion, it may be the only well that could potentially fall under "direct influence of surface water". If the local health agency found this to be the case, the well could only be used for irrigation or need to be treated for domestic supply. Mr. Wallace went on to explain Title 22, various well requirements and areas relating to the Hearst wells which merit further research. There is no clear recommendation at this time other than to work with the County Health Department on this issue. The consent of the Hearst Corporation would be necessary before this review could commence. Although use of the back-up well

may not be needed at this time, it would be good to continue to develop a good working relationship with Hearst. A discussion among the board and staff followed. It was also noted that the County Health Department conducts inspections every year.

4.5 State Board Study Grant Project: Water Recycling Study and Project

Steve Tanaka of John L. Wallace & Associates gave an overview of the proposed water recycling project and system. Fifty percent of this study was funded by SWRCB Office of Recycling and as such, the district will receive approximately \$6,829 in reimbursement. Implimentation of Phase I is projected at \$80,000, including construction, engineering construction management and administrative costs, and permitting and coordination requirements with the Dept. of Health and the RWQCB. He indicated that CalTrans would install their own irrigation system. Mr. Tanaka also stressed that as this phase was classified as secondary recycling, usage outside of the freeway right-of-way is limited to sub-surface usage only. He discussed the potential costs of this concept as it related to CalTrans and the Cavalier Inn. This project will not eliminate the need for the outfall line. Director Kiech asked about extending the line down Hearst Drive so that the recycled water would be available to other business entities. It was also suggested that the integrity of the existing pipe on Hearst Drive be explored as well as looking into the possibility of tertiary water for the Cavalier side of Highway One. The availability of grant monies will also be researched and the proposed financing arrangement, notably the amortization period, needs to be reviewed and revised in order to lower the unit cost.

4.6 Facilities Plan/Wastewater Treatment Plant:

Mr. Bloodgood reported that he, Paul Reichardt and Steve Tanaka had met to review and revise the earlier Request for Proposal. Mr. Bloodgood also stated that he had canvassed all the firms previously contacted, during the initial request, to inquire about their interest in the project and what timelines might work if they were interested. With the information that was garnered from those contacted, the RFP was revised in order to reduce the potential participants "up front" marketing costs and loosen the time constraints for submittals. The revised RFP will go out soon, with submittals due back in mid-January.

4.7 Fiscal Year Budget: July 1, 2001 – June 30, 2002:

Adoption of the budget for Fiscal Year 2001 – 2002 will be moved to the December meeting. Copies of the proposed changes will be distributed to the Board and will also be available at the District office for members of the public who wish to review the changes.

4.8 Board Reports

The Board will review the General Manager's hours at the December board meeting. District Counsel Schultz stated that he had conducted a Brown Act workshop in Morro Bay and that he had the video available for anyone who wished to view it. It was proposed that perhaps it could be aired on Channel 25, the Government Access Channel.

5.0 BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

5.1 Consideration of Water Rates

District Counsel Schultz told the Board they would be receiving a major packet regarding the water rate study. A new water rate schedule survey from San Luis Obispo County will also be made available. Mr. Schultz stated it will take months to review all the information.

6.0 ADJOURNMENT

The meeting was adjourned at approximately 8:50 p.m.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**WARRANT REPORT**  
November 8 through December 5, 2001

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT #</u>	<u>MEMO</u>	<u>AMOUNT</u>
11/13/01	3479	PACIFIC BELL	0111-005	TELEPHONE	\$170.00
11/13/01	3480	MID-STATE BANK	0111-006	GAS & OIL	\$237.03
11/13/01	3480	MID-STATE BANK	0111-006	BRAKES FOR TRUCK	\$186.70
11/13/01	3480	MID-STATE BANK	0111-006	BATTERY, HOSE, FILTER FOR TRASH PUMF	\$112.60
11/13/01	3480	MID-STATE BANK	0111-006	INTERNET FOR YEAR	\$215.40
11/13/01	3481	MISSION COUNTRY DISPOSAL	0111-007	RUBBISH FOR NOVEMBER	\$205.19
11/13/01	3482	MISSION UNIFORM SERVICE	0111-008	TOWELS & COVERALLS	\$117.51
11/13/01	3483	CAMBRIA HARDWARE	0111-009	CONNECTORS, COUPLING, LUBRICANT,ETI	\$255.55
11/13/01	3484	AT&T	0111-010	TELEPHONE	\$52.78
11/13/01	3485	CRYSTAL SPRINGS WATER	0111-011	WATER DELIVERY	\$70.75
11/13/01	3486	STEPHEN BARNES	0111-012	SEC. DEP. REFUND LESS FINAL BILL #1154	\$50.00
11/13/01	3487	URSULA BIGGS	0111-013	SEC. DEP. REFUND LESS FINAL BILL #1112	\$25.76
11/14/01	3488	JESSE PETTIS	0111-014	SEC. DEP. REFUND LESS FINAL BILL #1196	\$50.00
11/14/01	3489	BEATRICE DEMPSEY	0111-015	SEC. DEP. REFUND LESS FINAL BILL #1184	\$34.56
11/14/01	3490	COMMUNICATION SOLUTIONS	0111-016	TROUBLE SHOOT VFD FAULTING	\$190.00
11/14/01	3491	HACH COMPANY	0111-017	SAMPLE CELL, CHLORINE	\$100.84
11/14/01	3492	U.S.A. BLUE BOOK	0111-018	COUPLING, HOSE, CONE, BROOM TEST KIT	\$925.67
11/14/01	3493	ROSSI & CARR ELECTRICAL	0111-019	INSTALL NEW WIRE & CONDUIT TO PUMPS	\$1,074.40
11/15/01	3494	KIMBERLY ALLISON	0111-020	PAYROLL 11/1/01-11/15/01	\$476.68
11/15/01	3495	MICHAEL HASSETT	0111-021	PAYROLL 11/1/01-11/15/01	\$1,312.14
11/15/01	3496	RONALD HEAD	0111-022	PAYROLL 11/1/01-11/15/01	\$2,112.98
11/15/01	3497	EDA	0111-023	GENERAL MGMT. FOR SEPTEMBER	\$5,693.02
11/21/01	3498	DHS-OCP	0111-024	WATER DISTRIBUTION EXAM FEE	\$50.00
11/21/01	3499	SLO CO. ENVIRON. HEALTH	0111-025	CROSS CONNECTION FOR 9/1/01-10/31/01	\$147.00
11/21/01	3500	SCHULTZ TRANSPORTATION	0111-026	MONTHLY CONTAINER RENTAL	\$85.60
11/21/01	3501	C.C.S.D.	0111-027	EFFLUENT COLIFORM MPN & P/A	\$285.00
11/21/01	3502	BASIC CHEMICAL SOLUTIONS	0111-028	SODIUM HYPOCHLORITE & BISULFITE	\$1,093.55
11/21/01	3503	AL'S SEPTIC PUMPING SERV.	0111-029	SLUDGE DISPOSAL FOR OCTOBER	\$1,920.00
11/21/01	3504	FGL ENVIRONMENTAL	0111-030	INORGANIC ANALYSIS	\$340.00
11/21/01	3505	VIKING OFFICE PRODUCTS	0111-031	COPIER, FAX & PRINTER CARTRIDGES	\$215.20
11/21/01	3506	DAVID KIECH	0111-032	MONTHLY BOARD SERVICE FOR NOVEMBE	\$75.00
11/21/01	3507	ROBERT MCLAUGHLIN	0111-033	MONTHLY BOARD SERVICE FOR NOVEMBE	\$75.00
11/21/01	3508	LORAIN MIRABAL-BOUBION	0111-034	MONTHLY BOARD SERVICE FOR NOVEMBE	\$75.00
11/21/01	3509	ERIC SCHELL	0111-035	MONTHLY BOARD SERVICE FOR NOVEMBE	\$75.00
11/21/01	3510	DHS-OCP	0111-036	WATER OPERATOR CERTIF. RENEWAL FEI	\$70.00
11/30/01	3511	VOID	VOID	VOID	\$0.00
11/30/01	3512	KIMBERLY ALLISON	0111-037	PAYROLL 11/16/01-11/30/01	\$476.68
11/30/01	3513	MICHAEL HASSETT	0111-038	PAYROLL 11/16/01-11/30/01	\$1,399.42
11/30/01	3514	RONALD HEAD	0111-039	PAYROLL 11/16/01-11/30/01	\$1,718.45
11/30/01	3515	MICHAEL HASSETT	0111-040	MILEAGE REIMBURSEMENT TO SEMINAR	\$106.26
11/30/01	3516	PUBLIC EMP. RET. SYSTEM	0111-041	HEALTH INSURANCE FOR DECEMBER	\$626.57
11/30/01	3517	HUNT & ASSOCIATES	0111-042	ATTORNEY FEES	\$5,829.75
11/30/01	3518	A BETTER BEEP	0111-043	PAGER	\$34.45
11/30/01	3519	CELLULAR ONE	0111-044	CELL PHONE	\$33.19
11/30/01	3520	FGL ENVIRONMENTAL	0111-045	INORGANIC ANALYSIS	\$36.00
11/30/01	3521	SLO COUNTY NEWSPAPERS	0111-046	LEGAL AD FOR AIR PIPING BIDS	\$232.83
11/30/01	3522	U.S.A. TRANSPORT INC.	0111-047	SLUDGE DISPOSAL	\$963.78
11/30/01	3523	MCKENNA ENGINEERING	0111-048	PLEATED PAPER	\$225.60
11/30/01	3524	UNDERWATER RESOURCES	0111-049	ANNUAL OUTFALL INSPECTION	\$2,995.00
11/30/01	3525	U.S.A. BLUE BOOK	0111-050	PERISTALTIC PUMP	\$277.73
11/30/01	3526	BASIC CHEMICAL SOLUTIONS	0111-051	SODIUM HYPOCHLORITE & BISULFITE	\$978.11
11/30/01	3527	MID-STATE BANK	0111-052	PAYROLL TAXES FOR NOVEMBER	\$2,111.54
11/30/01	3528	EMPLOYMENT DEV. DEPT.	0111-053	PAYROLL TAXES FOR NOVEMBER	\$479.38
12/5/01		TOTAL			\$36,700.65

# SAN SIMEON COMMUNITY SERVICES DISTRICT

## SUPERINTENDENT'S REPORT FOR NOVEMBER 2001

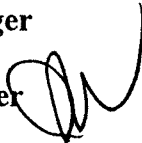
FLOW COMPARISON - Water				
NOV 2001 2,551,000 gallons	YTD 2001 32,199,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:		12% decrease 2% decrease
NOV 2000 2,913,000 gallons	YTD 2000 33,010,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:		3,009,000 gallons 2,598,210 gallons 86%
RAINFALL				
NOV 2001 6.00 inches	01-02 YTD 7.10 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:		5.96 inches more 4.16 inches more
NOV 2000 0.04 inches	00-01 YTD 2.94 inches			
WELL DEPTH COMPARISON				
NOV 2001 10.8 feet	OCT 2001 12.8 feet	NOV 2000 11.23 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	2 feet higher 0.4 feet higher
CHLORIDE COMPARISON				
NOV 2001 45 mg/l	OCT 2001 45 mg/l	NOV 2000 46 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	constant constant
FLOW COMPARISON - District Wastewater Treated				
NOV 2001 1,878,330 gallons	YTD 2001 25,032,010 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:		16% increase 7% decrease
NOV 2000 1,620,800 gallons	YTD 2000 27,005,680 gallons			
FLOW COMPARISON - State Wastewater Treated				
NOV 2001 242,334 gallons	YTD 2001 3,618,071 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:		6% increase 8% decrease
NOV 2000 227,999 gallons	YTD 2000 3,951,636 gallons			
DISCHARGE REQUIREMENTS				
EFFLUENT BOD:	mg/l	EFFLUENT SUSPENDED SOLIDS:	mg/l	
INFLUENT BOD:	N/A mg/l	INFLUENT SUSPENDED SOLIDS:	N/A mg/l	
BIOSOLID DISPOSAL				
NOVEMBER:	16000 gallons	YTD:	211000 gallons	

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

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

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**DATE:** December 12, 2001  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer   
**SUBJECT:** Engineer's Report - Project Status

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**SUMMARY OF ACTIVE PROJECTS**  
**December 2001**

1. Odor Control - Temporary Solutions
2. Air Piping Replacement - Bid Opening November 8, 2001
3. Anodized Aluminum Railing Replacement - Purchased June 2001
4. Avonne / Castillo Waterline Loop - Bid Opening December 4, 2001
5. Storage/Shop Building - Exemption from County Permit Processing Pending
6. Warren Reservoir Investigation
7. General Priority Water and Wastewater Projects - Ongoing
8. Annual Progress on Road Improvements - Receive Bids March 5, 2002
9. General Major Project Priority List/Descriptions and Estimated Costs FY 01/02 - Ongoing
10. Pico Creek Wells - Investigation and Floodproofing - Included in Proposed FY 2001-02 Budget
11. Facilities Plan to be Developed/Addressing:
  - A. Equalization Basin Conversion
  - B. Recycling Water Supply



- C. Safety Projects - Special District Risk Management Authority
- D. Emergency Stand-by Power - Wastewater Treatment Plant
- E. Storage Building
- F. Treatment Plant Facilities

## **DISCUSSION:**

### **1. Odor Control;**

Staff commenced the odor control pilot study using ferric chloride, on October 15, 2001. In early November, chemical feed dosages in the Visitor's Center force main were increased to the maximum capacity of the chemical feed pump (18 mg/L). Some reduction in dissolved sulfide levels were noted, and marginal improvement in odors at the equalization (EQ) basin were also experienced. It was recommended that the EQ basin also be cleaned out on a more routine basis, thus further reducing odor generating potential. The EQ basin has been rescheduled to be cleaned within the next two weeks. With the winter weather and rains upon us, coupled with the slow tourist season and lower wastewater flows to the plant, the plant has apparently not experienced any, or very little odor problems this past month. Thus, the ferric chloride feed system has been turned off at this time. It is recommended that a larger capacity feed pump be connected to the chemical feed system by early Spring 2002, and that the chemical feed study be continued at that time. With the EQ basin only in intermittent use during the winter months, conclusive results from the ferric chloride feed study cannot be achieved under these conditions and during the winter season. If odors are experienced, the chemical feed system will be reactivated ahead of the schedule.

### **2. Air Line Replacement Project;**

The Notice of Award and Agreement were mailed to D-Kal Engineering in November. A return receipt of the Notice of Award mailing indicates the document was received by D-Kal Engineering on November 29<sup>th</sup>. Receipt of the signed Agreement, security bond and insurance certificate are anticipated by the end of the week (December 6<sup>th</sup>). Upon receipt of these documents, the Notice to Proceed and the construction schedule will be coordinated.

### **3. Anodized Aluminum Railing Replacement;**

Anodized aluminum railing replacement materials have been shop fabricated and delivered to the wastewater treatment plant. Staff has completed installation at the equalization basin and chlorine contact chamber but has postponed further installation until the air piping and concrete repairs are made.

### **4. Avonne - Castillo Waterline Loop;**

Bids were received and opened December 6, 2001. Staff will present a bid opening report with recommendations at the December 12, 2001 Board meeting.

The work is scheduled for January and February of 2002 to minimize disturbance to the Motel 6 operations.

### **5. Shop / Storage Building;**

Previously the Board reviewed the construction of a new shop and storage facility to be located at

the treatment plant site. Various options for a permanent facility were previously presented to the Board.

The Board continues to discuss costs for portable type structures for temporary use until a final decision can be made as to the location for a permanent structure. The proposed Facilities Plan will address these issues.

**6. Warren Reservoir Investigation;**

This project should be re-evaluated in conjunction with all other potential water supply projects.

**7. General Priority Water and Wastewater Projects;**

(See proposed FY 2001-02 Budget)

**8. Annual Progress on Road Improvements;**

District roads have been surveyed and rated. These ratings are based upon the specific distresses affecting the roads as well as their severity level. A categorization of the roads is under way based upon specific rehabilitation techniques and included in the capital improvement portion of the budget. For example, sections of Avonne Avenue will likely require complete reconstruction due to the numerous bumps, sags, and patches. Whereas Vista Del Mar would benefit greatly from a less expensive slurry seal.

The Avonne Avenue Project was approved by the Board on November 14<sup>th</sup> as the next improvement to be constituted. A memorandum including a cost estimate and related design activities schedule is attached for the Board's reference.

**9. General Major Projects Priority List;**

(See proposed FY 2001-02 Budget)

**10. Pico Creek Wells;**

As reported at the Board's meeting of November 14, 2001, Staff is coordinating with the County Health Department for any mandated improvement requirements.

**11. FACILITIES PLAN:**

**A. Equalization Basin Conversion**

This project is partly tied to the need for an overall Facilities Plan to better determine project priority and scheduling. In September 2001, the District sent out Requests for Proposals (RFPs) to six engineering firms qualified in the area of wastewater engineering services, to prepare this Facilities Plan; however, no RFPs were received by the specified deadline. As reported last month, staff is in the process of contacting qualified consultants individually, to discuss their interest in proposing, and what time constraints and/or other concerns they may have regarding the proposal process. This item will be a separate Board item at the December 12<sup>th</sup> Board Meeting.

**B. Recycling Water Supply;**

The study was completed in August 2001, and grant reimbursement was sent to the State Board. Reimbursement of 50% of the cost of the study (\$13,657.23) was expected by the end of the

calendar year. However, staff contacted State Board for an update on the reimbursement process. State Board is still in the process of executing the necessary addendum to the original Agreement, before the reimbursement can be issued to the District. Staff will continue to contact State Board for updates on their progress towards issuing reimbursement. At last month's Board meeting, staff prepared a preliminary cost estimate for pumping and delivering secondary effluent from the treatment plant to Cavalier Hotel and Caltrans right-of-way. This cost estimate was based on installation of all new distribution piping to these potential users. Staff reviewed the alignment of existing abandoned AC piping along with the State Health separation criteria, and determined that it would be feasible to utilize the existing abandoned 4-inch AC water lines for recycled water distribution. This finding reduces the preliminary engineer's estimate of construction cost from approximately \$80,000 to \$60,000. This initial water recycling project was considered primarily to alleviate, in part, potential immediate water supply shortfalls.

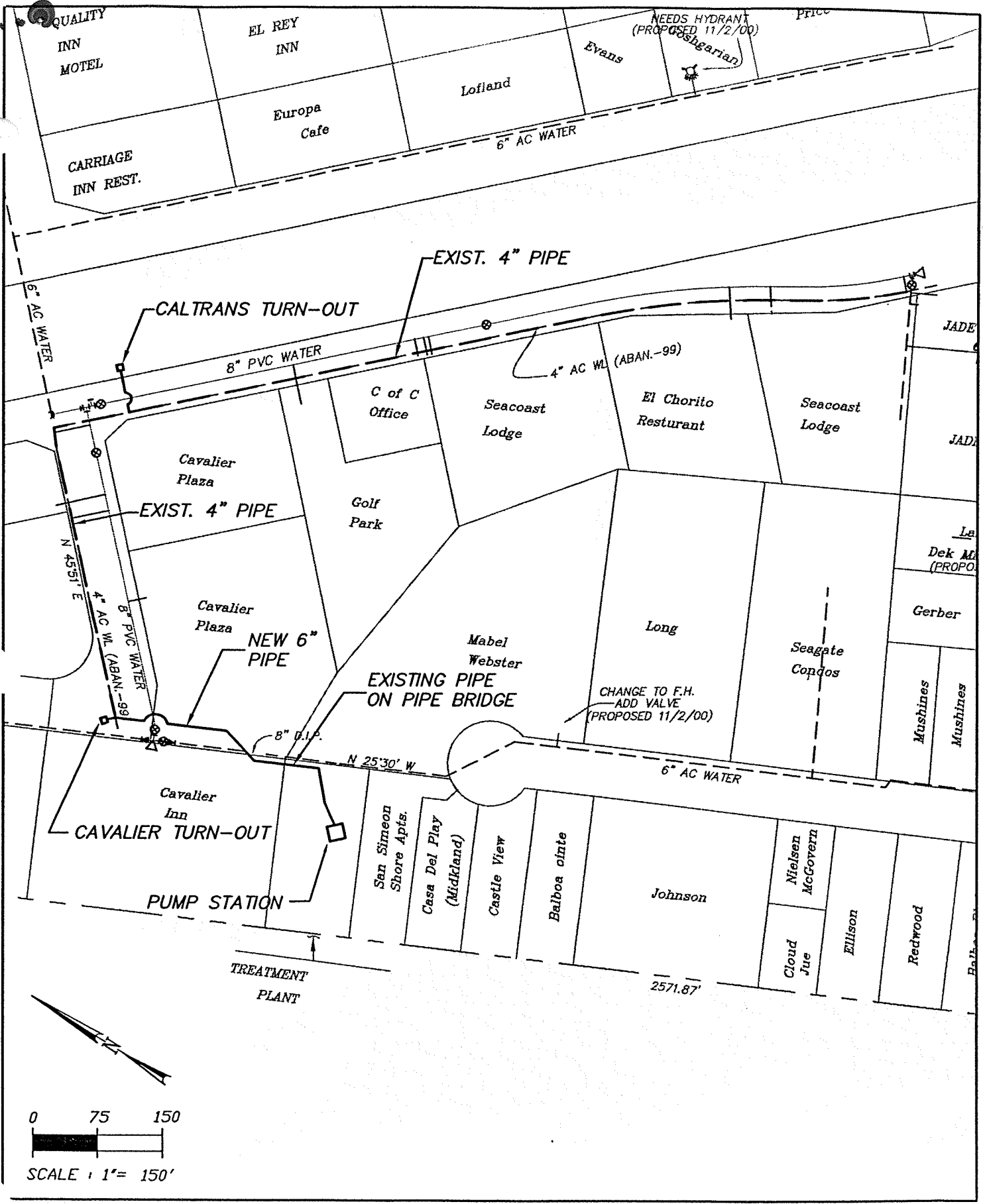
In the coming months, staff will continue to refine elements of the recycled water project, including potential market and demands, and a review of available grant and loan monies. Some components to the water recycling project, including tertiary treatment processes, potential storage and pumping facilities, may best be integrated with the overall facilities plan. Once the direction is set with the facilities plan recommendations, staff can then take a detailed look at the State Revolving Fund (SRF) Loan Program. The SRF program, which includes 80 percent Federal monies and 20 percent State matching funds, may be an attractive low interest loan program to assist implementation of treatment plant and water recycling improvements. The loan is paid back on a 20-year amortization period, at 50% of the general bond obligation rate for the federal portion, and zero percent interest for the State matching funds. The loan program has a number of requirements, however, including a complete environmental review (in accordance with the California Environmental Quality Act), preparation of a Project Report, Financial Plan and Revenue Program, and other documents as part of the overall loan process. Staff will stay in contact with the local Regional Board staff, to ensure that the District will be placed on the regional priority list for the SRF loan program, and in turn be placed on the State-wide priority list for loan assistance.

#### **C. Safety Projects;**

(To be better identified as part of the Facilities Plan)

#### **D. Emergency Stand-by Generator;**

If a power outage event occurred, the treatment plant would need an external source of power to operate. The District does not own a portable generator. The treatment plant recently underwent electrical modifications to install an emergency power supply connection to run the process equipment this connection will be tested by Staff.



**WATER RECLAMATION SYSTEM MAP**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**

**JOHN L WALLACE & ASSOCIATES**

Consulting Civil Engineers  
 4115 So. Broad St B5 San Luis Obispo, Ca  
 (805)544-4011 FAX 544-4294

# San Simeon Community Services District

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

## Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

### MEMORANDUM

**DATE:** December 12, 2001  
**TO:** Board of Directors  
**FROM:** Mark A. Bloodgood, General Manager  
**RE:** General Manager's Report

---

*need rest  
of Gen Mgr.  
Rpt.*

1. **Public Broadcasting of Board Meetings** - No update.
2. **Compensation Package for Employees** – We have been advised that the CalPers Actuarial Evaluation is supposed to be completed and made available for us by early next week. As noted last month, we have already received quotes for alternative health insurance programs and have obtained a benefit survey done by another local district comparing most of the districts in our area. At this point, we feel comfortable in scheduling a special Board session to be held early next month.
3. **Internal Controls Program** - Eileen is close to completing a Cash Needs List for our use in monitoring cash flow. We are still coordinating with the auditor in order to obtaining the journal entries for the proper closing of the in-house books. At that point we will be in a position to begin providing monthly financial statements displaying actual vs. budgeted figures.
4. **Tour of the Plant and District with Kirk Sturm, Museum Director-Superintendent of Hearst Castle** – As we mentioned last month, Kirk was arranging a second tour in order to bring in more of his staff for a look at our facilities. This took place on the third of December. After the tour we outlined a rough draft for a written report being submitted to Mr. Sturm. This report outlines the plans and needs for the District, both short term and long term. It also reports on the results of our Planning Session and the direction the Board is taking. The purpose is to continue our dialog concerning ways in which each of us can assist one another for the betterment of both the Castle and San Simeon.
5. **Kim Allison** – Unfortunately, Kim, our Office Administrator, has been out recovering from recent surgery. We certainly wish her a speedy recovery. In the

Mark A. Bloodgood, General Manager  
Robert W. Schultz, District Counsel

Kim Allison, Office Administrator  
John L. Wallace, District Engineer

Ron Head, Plant Superintendent

SAN SIMEON COMMUNITY SERVICES DISTRICT  
ORDINANCE NO. 95  
AN ORDINANCE RELATING TO WATER CONSERVATION

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT ("SSCSD") as follows:

SECTION 1: That Ordinances 94 is hereby repealed.

SECTION 2: There is hereby re-established the SSCSD Comprehensive Water Conservation Plan.

A. DECLARATION OF POLICY.

It is hereby declared that, because of the conditions prevailing within the SSCSD boundaries, the general welfare requires that the water resources available to SSCSD be put to the maximum beneficial use to the extent to which they are capable, and that the waste or unreasonable use, or unreasonable method of use of water be prevented and the conservation of such water is to be extended with a view to the reasonable and beneficial use thereof in the interests of the people of the SSCSD and for the public welfare.

The current water situation within the SSCSD is as follows:

1. Present water supplies are limited;
2. The chloride constituent of the SSCSD water fluctuates to undesirable levels periodically;
3. Long-term water supply projects are in process but not readily available;
4. SSCSD needs to conserve its available supplies to provide water to its existing customers.

Based upon the water situation within the SSCSD, the Board finds that an emergency water situation exists necessitating the immediate re-implementation of comprehensive water conservation measures.

B. APPLICATION.

The provisions of this Ordinance shall apply to all persons, customers and property served by the SSCSD wherever situated. No customer of SSCSD, or any employee or invitee of any customer of the SSCSD, shall knowingly make, cause, use or permit the use of

SSCSD water for residential, commercial, industrial, agricultural, governmental or any other purpose in a manner contrary to any provision of this Ordinance, or in an amount in excess of that use permitted by the following conservation measures. The term "SSCSD water," as used herein, shall not include reclaimed wastewater.

C. MANDATORY COMPLIANCE - WATER EMERGENCY.

The following restrictions shall apply to all persons effective immediately:

- (1) Use of water from fire hydrants shall be limited to fire fighting and/or other activities immediately necessary to maintain the health, safety and welfare of the SSCSD.
- (2) All sales of SSCSD water outside of the SSCSD limits shall be discontinued.

D. PENALTY.

Any violation of any provision of this Ordinance shall constitute an infraction on the first offense and a misdemeanor for each subsequent violation. The violation of each provision, and each separate violation thereof, shall be deemed a separate offense, and shall be punished accordingly; provided, however, compliance may be further sought through injunctive relief in the Superior Court.

E. SEVERABILITY.

If any provision, section, subsection, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances if for any reason is held to be unconstitutional, void or invalid, the invalidity of the remaining portions of this Ordinance shall not be affected thereby, it being the intent of the Board of Directors in adopting this Ordinance that no portion thereof, or provisions, or regulation contained herein, shall become inoperative, or fail by reason of any unconstitutionality of any other portion hereof, and all provisions of this Ordinance are declared to be severable for that purpose.

SECTION 3: This Ordinance shall take effect and be in force immediately after its passage.

SECTION 4: This Ordinance shall be posted for one (1) week in three (3) public places in the District.

This Ordinance was INTRODUCED, READ, PASSED and ADOPTED on this \_\_\_th day of December 2001, on the following roll call vote, to-wit:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chairman, Board of Directors

ATTEST:

\_\_\_\_\_  
District Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
General Counsel

*S/rws/sscsd/repealwtremg.011203.doc*



SAN SIMEON COMMUNITY SERVICES DISTRICT  
ORDINANCE NO. 01-94  
AN ORDINANCE RELATING TO WATER CONSERVATION

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT ("SSCSD") as follows:

SECTION 1: That Ordinances 92 is hereby repealed.

SECTION 2: There is hereby re-established the SSCSD Comprehensive Water Conservation Plan.

A. DECLARATION OF POLICY.

It is hereby declared that, because of the conditions prevailing within the SSCSD boundaries, the general welfare requires that the water resources available to SSCSD be put to the maximum beneficial use to the extent to which they are capable, and that the waste or unreasonable use, or unreasonable method of use of water be prevented and the conservation of such water is to be extended with a view to the reasonable and beneficial use thereof in the interests of the people of the SSCSD and for the public welfare.

The current water situation within the SSCSD is as follows:

1. Present water supplies are limited;
2. The chloride constituent of the SSCSD water fluctuates to undesirable levels periodically;
3. Long-term water supply projects are in process but not readily available;
4. SSCSD needs to conserve its available supplies to provide water to its existing customers.

Based upon the water situation within the SSCSD, the Board finds that an emergency water situation exists necessitating the immediate re-implementation of comprehensive water conservation measures.

B. APPLICATION.

The provisions of this Ordinance shall apply to all persons, customers and property served by the SSCSD wherever situated. No customer of SSCSD, or any employee or invitee of any customer of the SSCSD, shall knowingly make, cause, use or permit the use of

SSCSD water for residential, commercial, industrial, agricultural, governmental or any other purpose in a manner contrary to any provision of this Ordinance, or in an amount in excess of that use permitted by the following conservation measures. The term "SSCSD water," as used herein, shall not include reclaimed wastewater.

C. MANDATORY COMPLIANCE - WATER EMERGENCY.

The following restrictions shall apply to all persons effective immediately:

- (1) All outdoor irrigation of vegetation with SSCSD water shall be prohibited.
- (2) The washing of automobiles, trucks, trailers, boats, mobile homes, and other types of mobile equipment with SSCSD water shall be prohibited.
- (3) The use of SSCSD water for the filling, refilling or adding of water to swimming pools, wading pools, ornamental fountains, or spas shall be limited to the amount necessary to keep pool or fountain equipment operative and to refill for evaporative losses; and may be prohibited in the event that the SSCSD General Manager determines that further water conservation is necessary.
- (4) Use of water from fire hydrants shall be limited to fire fighting and/or other activities immediately necessary to maintain the health, safety and welfare of the SSCSD.
- (5) Restaurants are prohibited from serving SSCSD water to their customers except when specifically requested by the customers.
- (6) SSCSD water shall not be used to wash down sidewalks, driveways, parking areas, buildings or other structures, except to alleviate immediate fire or sanitation hazards.
- (7) All sales of SSCSD water outside of the SSCSD limits shall be discontinued.

D. PENALTY.

Any violation of any provision of this Ordinance shall constitute an infraction on the first offense and a misdemeanor for each subsequent violation. The violation of each provision, and each separate violation thereof, shall be deemed a separate offense, and shall be punished accordingly; provided, however, compliance may be further sought through injunctive relief in the Superior Court.

E. SEVERABILITY.

If any provision, section, subsection, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances if for any reason is held to be unconstitutional, void or invalid, the invalidity of the remaining portions of this Ordinance shall not be affected thereby, it being the intent of the Board of Directors in adopting this Ordinance that no portion thereof, or provisions, or regulation contained herein, shall become inoperative, or fail by reason of any unconstitutionality of any other portion hereof, and all provisions of this Ordinance are declared to be severable for that purpose.

SECTION 3: This Ordinance shall take effect and be in force immediately after its passage.

SECTION 4: This Ordinance shall be posted for one (1) week in three (3) public places in the District.

This Ordinance was INTRODUCED, READ, PASSED and ADOPTED on this 15th day of October 2001, on the following roll call vote, to-wit:

AYES: McLaughlin, Mirabel-Boubion, Kiech, Shell and Bailey-Wood

NOES: 0

ABSENT: 0

\_\_\_\_\_  
Chairman, Board of Directors

ATTEST:

\_\_\_\_\_  
District Secretary

APPROVED AS TO FORM:

*Robert Schullz*

\_\_\_\_\_  
General Counsel



*Civil Engineering • Surveying • Planning*

Date:		Job		Number:	
<b>To:</b> Mark Bloodgood EDA 1320 Nipomo Street San Luis Obispo, CA 93401		<b>From:</b> Brian French John L. Wallace and Associates 4115 Broad Street, Suite B-5 San Luis Obispo, California 93401 E-mail: <a href="mailto:BrianF@JLWA.com">BrianF@JLWA.com</a>			
<b>Phone:</b>	<b>Fax:</b> 549-8704	<b>Phone:</b> (805) 544-4011	<b>Fax:</b> (805) 544-4294		

**Subject:**

**Message:**

Please find enclosed a copy of a letter received from the International Brotherhood of Electrical Workers, Local 639. The letter is "protesting" Ben's Electric, the electrical subcontractor listed in the bid from D-Kal Engineering for the Air Piping Replacement Project for San Simeon.

I am also forwarding a copy to Rob Shultz for his review and input. Please call with any questions.

Sincerely,

Brian French, P.E.

**Sent Via:**  Fax  Mail  Hand Deliver  Overnight

**Originals Mailed:**  Yes  No

**Number of Pages (including cover):** 15



**International  
Brotherhood of  
Electrical Workers**

**LOCAL UNION No. 639**

P.O. Box 881 San Luis Obispo, CA 93406 (805) 543-5693

December 6, 2001

Brian French - Project Manager  
John Wallace and Associates  
4115 Broad St. Suite B-5  
San Luis Obispo, Ca 93401

**Project:** Air Distribution System Piping Upgrade San Simeon

**Electrical Contractor:** Ben's Electric License # 649938  
P O Box 1662  
Cambria, Ca 93428

Dear Mr. French

This is an official letter of protest by the International Brotherhood of Electrical Workers, Local 639. The apparent low bidder, D-Kal Engineering, has listed Ben's Electric as subcontractor for the electrical division of their bid. This protest is based on Ben's Electric's history of Labor Code violations, and their prior removal from Public Works jobs due to lack of performance and sub-standard construction.

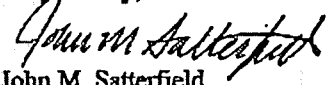
My office provides Contract Compliance for the San Luis Obispo County construction industry. I work in the interest of electrical contractors and Electrical workers throughout the San Luis Obispo County. We monitor public works projects to assure that all State laws and regulations pertaining to prevailing wage projects are, in fact, followed throughout the duration of a contract.

In 2000, my office filed claims with the California State Labor Commissioner's Office against Ben's Electric pursuant to Labor Code Sections 1771, 1774, and 1815 for underpayment of prevailing wages. These claims were filed on behalf of former Ben's Electric employees. These employees worked on Mesa Middle School Multi-Purpose Building project and Paso Robles High School Gym Expansion project as electricians performing electrical work the majority of their time. These employees were not paid the appropriate prevailing wages. Additionally, they were required to work overtime at a straight-time rate and were not paid the required premium rates for work on Saturdays and or beyond 40 hours per week. The State Labor Commissioner required Ben's Electric to pay wages owed in addition to penalties and fines on both projects.

In addition to the above mentioned violations, Ben's Electric was removed from the Paso Robles High School Gym Expansion project for lack of performance and sub-standard construction. Also, Ben's Electric's bid on the Bridge Street Electrical Upgrade project (project no. 01338) for the Lucia Mar Unified School District was not accepted, apparently due to falsifying bidder information.


Please inform me as to the process for continuing with this protest. I would be available to present this case to your Governing Board and provide what documentation or information that I have. Your cooperation in this matter would be greatly appreciated. If you would like to discuss this matter further, please contact me at (805) 543-5693.

Respectfully,

  
John M. Satterfield  
Compliance Officer

Enclosures

cc: D-Kal Engineering

<b>Labor Commissioner, State of California</b> Department of Industrial Relations Division of Labor Standards Enforcement 5555 California Avenue, Suite 200 Bakersfield, CA 93309 661-395-3830		
Lucia Mar Unified School District 802 Orchard Arroyo Grande, CA 93420 ATTN: Scott Blom		
DATE October 03, 2000	In Reply Refer to Case No. 40-06975/618	

**NOTICE OF PENALTY ASSESSMENT**

<b>PROJECT NAME</b> Mesa Middle School Multi-Purpose Building (Mesa Gymnasium)	<b>Project No.</b> Project no. 98101
<b>Prime Contractor</b> A. J. Dion Construction Co., Inc.	
<b>Sub-Contractor</b> Ben's Electric Company	

This office has determined that the above-named contractor(s) has failed to pay the prevailing wages as required by Labor Code Sections 1774 and 1815 to laborers and/or mechanics engaged in the execution of the above public works contract. Penalties assessed pursuant to Labor Code § 1775 have been reviewed and approved. Therefore, the following assessment is made as per Labor Code Sections 1775 and 1813:

- 127 Penalties for straight time work paid at less than the prevailing wage rate at \$ 50.00 per worker per day per violation equals \$ 6350.00 .
- 1 Penalties for overtime work paid at less than the prevailing wage rate at \$ 25.00 per worker per day per violation equals \$ 25.00 .
- Penalties for failure to keep and/or furnish required payroll records at \$25.00 per worker per day per violation equals          .
- 128 Total number of violations. Total sum due \$6,375.00 .


This notice is given pursuant to the provisions of Section 1727 of the Labor Code. You are hereby required, pursuant to said section to withhold any and all payments which are or hereafter may become due to the contractor herein above named to the extent of the total claim as hereinabove shown.

Executed October 03, 2000 at Bakersfield, California.

STATE LABOR COMMISSIONER

By Rachel Former  
 Rachel Former  
 Deputy Labor Commissioner

PW 16

<b>Labor Commissioner, State of California</b> Department of Industrial Relations Division of Labor Standards Enforcement 5555 California Avenue, Suite 200 Bakersfield, CA 93307 661-395-3830	
Lucia Mar Unified School District 802 Orchard Arroyo Grande, CA 93420 ATTN: Scott Blom	
DATE: October 03, 2000	In Reply Refer to Case No: 00-06975/618

### NOTICE OF WAGES OWED

<b>PROJECT NAME</b> Mesa Middle School Multi-Purpose Building (Mesa Gymnasium)	<b>Project No.</b> Project no. 98101
<b>Prime Contractor</b> A. J. Dion Construction Co., Inc.	
<b>Sub-Contractor</b> Ben's Electric Company	

Please take notice that the person(s) named on Exhibit "A", attached hereto and made a part hereof, have performed labor as stated on Exhibit "A" for the sub-contractor or general contractor, named above, or other person(s) acting by your authority on the work of improvement in progress or being completed at your property at the project shown above.

Total value of the labor so performed is the sum of \$ 29103.82 , and no payments have been made for the foregoing labor except as indicated on Exhibit "A", and there now remains due, owing and unpaid \$750.98 after deducting all just credits and offsets. The labor was performed for and furnished to the above named general contractor on the above named project.


This Notice is given pursuant to the provisions of section 1727 of the Labor Code. You are hereby required pursuant to said section to withhold any and all payments which are or hereafter may become due to the contractor hereinabove named to the extent of the total claim as hereinabove shown.

Executed on October 03, 2000 at Bakersfield California

STATE LABOR COMMISSIONER

By Rachel Farmer  
 Rachel Farmer  
 Deputy Labor Commissioner

PW 14

<b>Labor Commissioner, State of California</b> Department of Industrial Relations Division of Labor Standards Enforcement 5555 California Avenue, Suite 200 Berkeley, CA 94707 661-395-3830	
Lucia Mar Unified School District 802 Orchard Arroyo Grande, CA 93420 ATTN: Scott Blom	
DATE: October 03, 2000	In Reply Refer to Case No: 40-08975/618

### NOTICE TO WITHHOLD

PROJECT NAME: Mesa Middle School Multi-Purpose Building (Mesa Gymnasium)	Project No. Project no. 98101
Prime Contractor A. J. Diani Construction Co., Inc.	
Sub-Contractor Ben's Electric Company	

Enclosed are a NOTICE OF WAGES OWED and NOTICE OF PENALTY ASSESSMENT pertaining to the above-named project.

You are directed to withhold and retain from any payments due the general contractor the total amount \$7,125.98 which is the sum of all wages and penalties forfeited pursuant to the provisions of Labor Code Section 1727 as evidenced by the attached Notice of Wages Owed and Notice(s) of Penalty Assessment.

If you receive notice of a suit filed by the contractor to recover the prevailing wages and/or the Penalties Labor Code Section 1731 requires you retain the above stated sum pending the outcome of the suit. If no such notice of suit is received within the 90 day period after cessation, acceptance, or completion of the project, all monies withheld shall be remitted to this office. If within the aforementioned period, the contractor consents in writing with the Notice of Wages Owed and/or Notice of Penalty Assessment, the amount withheld shall be remitted to this office.

I declare under penalty of perjury as follows: I am an authorized representative acting for the State Labor Commissioner. I execute this Declaration on behalf of the workers whose names are set forth on the attached notices. I have read the foregoing Notice to Withhold and I have made an investigation of the facts relating thereto, and based on all the facts known to me at this time and based on all of the statements and information given to me at this time, I am informed and believe that the foregoing Notice to Withhold is true and correct, and that the facts have been found to support this Notice.

Sincerely,

By   
 Rachel Farmer  
 Deputy Labor Commissioner

PW 13

LABOR CODE SECTION 1731. If suit is brought against the awarding body within the 90-day period and formal notice thereof is given to the awarding body within the 90-day period either by service of summons or by registered mail which is received within the 90-day, the wages and penalties shall be retained by the awarding body pending the outcome of the suit, and be forwarded to the Labor Commissioner for disbursement pursuant to Section 1775 if the contractor does not prevail in the action. Wages for workers who can not be located shall be placed in the Industrial Relations Unpaid Wage Fund and held in trust for the workers pursuant to Section 94.7. Penalties shall be paid into the General Fund.



# PASO ROBLES PUBLIC SCHOOLS

## FACILITIES MEMORANDUM

TO: ERIC SMITH  
 FROM: TREVOR MILLER / JOEY IFFERT  
 DATE: November 6, 1995  
 SUBJECT: GIBRALTER CONSTRUCTION / DISTRICT COST'S

The following is a list of the majority of the added cost's to the High School Gym expansion due to Gibraltar Constructions ineptness and subcontractor listing law violations.

### Listing violations.

Public Contract Code; 4104, 4105, 4107, 4110, 4111.  
 Demolition; Contract amount \$27,300.00 Penalty \$2,700  
 Listed Gibraltar used Muff

Labor Code; 2750.5  
 Electrical; Contract amount \$55,000.00 Penalty \$5,500  
 Although Bens was listed and did perform some work he subcontracted with incorrectly licenced individuals.  
 / Additional wage related penalties may be required.

### Extra testing costs.

Contract General Conditions; Article 52 ( Retests ) \$2,597.50  
 Poor scheduling and canceled work; \$10,000.00

### Maintenance cost's.

Contract General Conditions; Article 44 & 47'  
 Custodial cleaning; ( this is an ongoing cost while the contractor is on site ) \$1,000.00  
 Maintenance; Landscape loss of irrigation and controls; rehab of turf and plants \$ 5,000  
 Landscape labor to manual water sports fields \$ 1,600  
 A.C. unit filters not replaced by contractor \$ 164.00  
 Trouble shoot electrical for basket ball backstop in gym due to contract electrician screw up. \$105.00

### Architect and consultants.

Architect extra time; \$ 5,034.00  
 Consultants extra time; Structural \$ 1,200.00  
 Electrical \$ 560.00  
 Resolution of non-conforming work \$ 12,500.00

[ Exceeded sidewalk cross slope code; EP or wiring; Covered up structural work not inspected;  
 Re-used electrical conductors and conduit not permitted; Unsupported electrical conduit; Missing  
 correct door hardware; Ice machine; Locker base; Drains; Tile work in staff rooms; Clean up.]

Approximate total to date: \$ 47,960.50

Received the CLAIM further documentation is attached.

**PASO ROBLES PUBLIC SCHOOLS**

**TRUSTEES**

<i>F. J. Baker</i>	<i>Glen Rhyne</i>
<i>ie Dugger</i>	<i>Dr. Jack Sloan</i>
<i>Johnson</i>	<i>Patricia Stevens</i>
<i>Dee Lacey</i>	<i>Pat Swindell</i>
<i>Bob Machado</i>	<i>Diane A. Ward</i>

800 Niblick Road  
P.O. Box 7010  
Paso Robles, California 93447  
Telephone (805) 238-2222  
FAX (805) 238-3154

**SUPERINTENDENT**  
*Jullan D. Crocker*

October 23, 1995

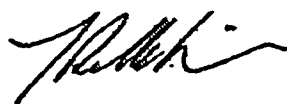
Mr. Charles L. Terrazas  
Project Superintendent  
**GIBRALTER CONSTRUCTION**  
920 E. Cooley Ave., Suite 'C'  
San Bernadino, CA 92408-2821

**Subject: Paso Robles High School**  
**Building 700 Locker Room Expansion and Remodel**  
**A-62237**

Dear Chuck,

It has come to my attention that individuals hired to work on this project as subcontractors and classified as owner operators on certified payroll may have been listed this way incorrectly. In order to clear this matter up I am requesting copies of the contracts between your originally listed subcontractor Bens Electric and the individuals he contracted with. Your co-operation in this manner is appreciated.

Sincerely,



Trevor R. Miller  
Senior Construction Supervisor

cc: Joey Iffert  
Eric Smith  
James E. Moore  
Titan Indemnity Company ( Bond # 116171 )



SUPPORT SERVICE FACILITY  
**PASO ROBLES PUBLIC SCHOOLS**

~~PURCHASING DEPARTMENT~~ Facilities Department  
P.O. Box 7010 • 800 N. Hill Rd. 2910 Union Rd.  
Paso Robles, CA 93447  
Phone (805) 238-2222 237-3376

TO GIBRALTER CONST.  
ATTN: CHUCK FERRAZOS  
FROM JERRY TIGHE P.R.S. Proj. Inspector.

DATE 3-17-95  
SUBJECT \_\_\_\_\_

**MESSAGE**

PER OUR DISCUSSION ON 3-16-95 FOLLOWING ROUTINE INSPECTIONS  
OF ROUGH ELECTRICAL AS WELL AS OTHER WORK THE FOLLOWING ITEMS WERE  
OBSERVED.

- 1. Rough ELECTRICAL conduits NOT glued @ fittings.
- 2. Gaps in conduits & fittings - coupling cut in HALF TO COVER broken conduits  
Conduits that WERE ATTEMPTED TO BE COUPLED @ broken points of demolition where  
proper connections WERE unable to BE achieved without further exposing & preparation  
of ends.

AS A RESULT YOU WERE INFORMED ALL ITEMS WILL NEED TO BE CORRECTED. YOU WERE  
ALSO REMINDED NO WORK WAS TO BE COVERED UP BEFORE INSPECTIONS &  
work already covered up would need to BE UNCOVERED FOR INSPECTION.

ing a walkthrough of the site

**REPLY**

ON 3-17 I OBSERVED OTHER Conduits which had ~~not~~ BEEN glued under sanded  
AREAS. ALSO OBSERVED WAS A SECTION OF conduit 2" TO 2 1/2" IN SIZE  
which HAD BEEN damaged & damaged section put back as it  
APPEAR undamaged. This conduit APPEARED TO BE THE FEEDER  
FROM THE MAIN ELECTRICAL Rm. TO THE boiler Rm. AS conductors WERE  
wired. This item WILL NEED TO BE REPAIRED.

*[Handwritten signature]*

**PASO ROBLES PUBLIC SCHOOLS**

**TRUSTEES**

rick L Baker Glen Rhyne  
a rger Dr. Jack Sloan  
ason 27, 1995 Patricia Stevens  
bey Pat Swindell  
b Machado Diane A. Ward

800 Niblick Road  
P.O. Box 7010  
Paso Robles, California 93447

Telephone (805) 238-2222  
FAX (805) 238-3154

**SUPERINTENDENT**  
Julian D. Crocker

Mr. Charles L. Terrazas  
Project Superintendent  
**GIBRALTER CONSTRUCTION**  
920 E. Cooley Ave., Suite 'C'  
San Bernadino, CA 92408-2821

**Subject: Paso Robles High School  
Building 700 Locker Room Expansion and Remodel  
A-62237**

Dear Chuck,

As you are aware, while visiting the construction site Friday, March 17, 1995, I observed rough electrical work that was substandard and showed deliberate disregard for quality construction, safety and project specifications.

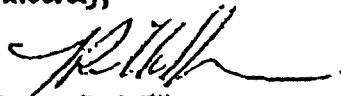
Reporting to the project inspector I learned that these violations had been brought to your attention. I discussed this situation with you, you said that the subcontractor was informed of some of the problems and that you intend to monitor this portion of work very closely. While this may seem adequate in your mind, I have serious concerns regarding the substandard work that will possibly compromise the Districts facility, both short and long term.

Article 16 of the contract documents states ' A. CONTRACTOR shall at all times enforce strict discipline and good order among his employees and shall not employ on work any unfit person or anyone not skilled in work assigned to him.

B. Any person in the employ of the CONTRACTOR whom DISTRICT may deem incompetent or unfit shall be dismissed from work and shall not again be employed on it except with written consent of DISTRICT.'

Any further negligence in this area will be deemed incompetency.

Sincerely,



Trevor R. Miller  
Senior Construction Supervisor

Joey Iffert  
Eric Smith  
James E. Moore



# Gibraltar Construction

725 EL POMAR  
Templeton, Ca 93465

(805) 227 4809 Jobsite & FAX

PROJECT #  
GPPMS 93300

31 MARCH 1995

#G-148 PASO ROBLES HIGH SCHOOL LOCKER ROOM #700 - EXPANSION

BEN'S ELECTRIC  
1390 Randall Drive  
Cambria, Ca 93428

SUBJ: Poor Workmanship

On March 16, 1995 an inspection was made on the underground conduits and piping in preparation for the concrete placement to be done on the westside of the project in the existing boys locker room.

Upon inspection of some of the conduits it was discovered that the conduits were not properly glued in some instances and in some instances that old material had been utilized in lieu of the new material required on the project.

Because of this we were informed by the inspector that he would require inspection of every splice and joint of electrical conduit including those already underneath the moisture barrier and sand ready for concrete placement.

The problem in this instance was rectified by abandoning the conduits under moisture barrier and running them overhead.

We are in receipt of two pieces of correspondence from the School which we have attached for your review. Note that there is concern with electrical work being substandard. As discussed with you in the field, it is imperative that you and your forces be especially careful with strictly complying with the requirements of contract documents.

The attached letters indicate that any further negligence on behalf of your forces will lead to a demand for your dismissal from the project. This obviously, would not be beneficial to either your firm or us monetarily or professionally. It is imperative that no further incidences of this nature occur.

RESPECTFULLY,

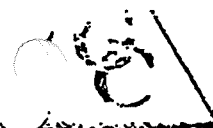
*C.L. Terrazas*  
C.L. TERRAZAS, PROJECT SUPERINTENDENT

920 E. Cooley Ave., Suite C  
San Bernardino, CA 92408-2821

CC: Joey Iffert  
Eric Smith

Trevor Miller  
James B. Moore

909-796-2016  
FAX 909-796-7732



Miller  
Construction

7 August 1995  
#G-148-14EN-16.00

File No. G-148-16.00  
805) 927 4374  
805) 927 4374 FAX

BEN'S ELECTRIC  
1390 Randall Drive  
Cambria, California 93428

Attn: Benjamin Jochim, Owner

Re: PASO ROBLES HIGH SCHOOL  
LOCKER ROOM #700  
PROJECT #GPPMS 93300

Subj: Inadequate Labor Force to Properly Man Job

Gentlemen:

Please be advised that you have only 1 man on the site at the present time to address your work. We had been informed by you the week of July 24, 1995, that your forces would complete the project in approximately three weeks.

We voiced concern during the following week of July 31, 1995 that you had cut your work force in half, and that the project was being delayed due to the lack of electrical manpower.

This week, August 7, 1995, we again have only one man on site and are no-where near completion. The following systems have either considerable work left to be done, or are not yet on jobsite:

- A.) Lighting finishes are not installed in Weight Room #114
- B.) Exit lights are not operational
- C.) Lighting on Boys Side not operational - switches not yet on site
- D.) Panel board in Training Room incomplete (Panelboard R7D)
- E.) Simplex Fire Alarm System not yet on site
- F.) Door security wiring is not complete



# Gibraltar Construction

1 August 1995  
#G-148-145N-16.00

File No. G-148-16.00  
(805) 927 4374  
(805) 927 4374 FAX

BEN'S ELECTRIC  
1390 Randall Drive  
Cambria, California 93428

Attn: Benjamin Jochim, Owner

Re: PASO ROBLES HIGH SCHOOL  
LOCKER ROOM #700  
PROJECT #GPPMS 93300

Subj: Manpower Needed On Project

Gentlemen:

Today, August 1, 1995, and yesterday, July 31, 1995, we have had only one electrician on the jobsite.

This is half of the crew ordinarily here on the site and this is seriously hampering the completion effort of this project.

There are several items necessary for completion which are not on site which are also delaying completion and interfering with other crafts to finish, such as the fuses for start up of HVAC.

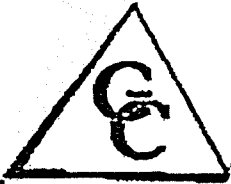
It is imperative that you properly man this project immediately to avoid any further delays.

Respectfully,

GIBRALTER CONSTRUCTION

Charles L. Terrazas  
Project Superintendent

CLT:ylm



# Gibraltar Construction

September 1, 1995  
#G-148-159-2A

File No. G-148-159-2A  
805/ 963-1955  
FAX 805/ 564-8582  
cc: Eric Smith (2)  
Joey Iffert (2A1)  
Trevor Miller (2)

GRANT PEDERSEN PHILLIPS  
METSCH SWEENEY  
1435 Anacapa Street  
Santa Barbara, CA 93101

Attn: Jim Moore, Architect

Ref: PASO ROBLES HIGH SCHOOL  
LOCKER ROOM #700  
PROJECT #GPMS 93300

Subj: Completion of Electrical

Gentlemen:

Please be advised that we have found it necessary to hire Rossi & Carr, an Electrical Contractor, to complete portions of the electrical work on this project that were not completed by our Electrical Contractor of record, Ben's Electric.

We shall be withholding funds from Ben's Electric to pay for completion of work they are subcontractually responsible for.

Sincerely,

GIBRALTER CONSTRUCTION

*Charles L. Terrazas*  
Chuck L. Terrazas

CLT/cb

cc: Eric Smith Paso Robles Unified School District  
Joey Iffert Resident Inspector  
Trevor Miller Paso Robles Unified School District

920 E. Cooley Ave., Suite C  
San Bernardino, CA 92408-2821

909-796-2016  
FAX 909-796-7732



7 August 1995  
#G-148-148N-16.00  
Ben's Electric  
PASO ROBLES HIGH SCHOOL  
LOCKER ROOM #700  
Project #GPFMS 93300  
Attn: Benjamin Jochim, Owner  
Subj: Inadequate Labor Force to Properly Man Job  
Page 2

Continued:

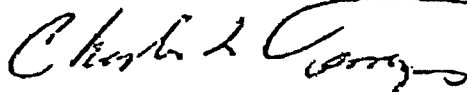
We have attempted to contact you by telephone for the last week unsuccessfully.

The Locker Facility will open for students in two weeks (August 21, 1995) - it is imperative that your firm furnish additional manpower to the site immediately if this time is to be met.

Be advised that if we do not hear from your office within 24 hours with a plan to complete this work, we shall take steps necessary to complete this work and backcharge your firm.

Respectfully,

GIBRALTER CONSTRUCTION



Charles L. Terrazas  
Project Superintendent

CLT:ylm



# Gibraltar Construction

September 12, 1995  
#G-148-161-2

File No. G-148-2  
(805) 237-3379  
FAX (805) 237-3425  
dc: Jim Moore (2A)  
Joey Iffert (2A1)

PASO ROBLES JOINT UNION  
HIGH SCHOOL DISTRICT  
2910 Union Road  
Paso Robles, CA 93448

Attn: Eric Smith  
Asst. Superintendent

REF: PASO ROBLES HIGH SCHOOL  
LOCKER ROOM #700  
PROJECT #GPPMS 93300

Subj: Subcontractor Substitution Request

Gentlemen:

Please consider this our formal request to substitute our subcontractor of record, Ben's Electric with Rossi & Carr Electric to complete portions of work Ben's has failed or refused to perform. This came after Gibraltar Construction had notified Ben's to properly man the project to completion on several occasions.

Respectfully,

GIBRALTER CONSTRUCTION

*Chuck L. Terrazas*

Chuck L. Terrazas  
Project Superintendent

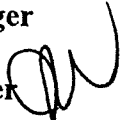
CLT/cb

dc: Jim Moore GPPMS  
Joey Iffert Resident Inspector

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

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

**MEMORANDUM**

**DATE:** November 8, 2001  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, General Manager  
**FROM:** John L. Wallace, District Engineer   
**SUBJECT:** Air Distribution System Piping Replacement and Related Improvements  
Bid Results

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**RECOMMENDATIONS:**

It is recommended the Board:

1. Review the bid results and award the contract to the apparent low bidder, D-KAL Engineering in the amount of **\$131,540** for the underground installation of the new air distribution header including the two additive items below.
2. Include in the contract Additive Item No. 1, which provides for the installation of a replacement sewer force main and the replacement of the electrical service from the equalization basin pump station, for the additional amount of **\$3,800**. In addition, include Additive Item No. 2, which entails the relocation of the 8" gravity sewer line, for the additional amount of **\$4,200**.

**FUNDING:**

Currently, funds in the amount of **\$80,000** are targeted in the District's preliminary FY 2001-2002 Budget under item S-11, air line replacement and concrete repairs. The engineer construction cost estimate for this work was **\$100,000**.

The base bid received from D-KAL Engineering for this project is **\$118,340**. The alternate bid for the underground header installation is **\$123,540** or only **\$5,200** more. Given the relatively small difference, it is recommended that the header be installed underground.

With the base bid of **\$123,540** plus the two additive items above (**\$3,800** and **\$4,200**) totaling **\$131,540**, and 15% reserved for any contingencies and construction inspection allowance, the construction funding required is **\$151,271**.

## DISCUSSION:

### Bid Opening

Bids were opened at the scheduled time and place with 3 bids received. The apparent low bid was received from D-Kal Engineering of Nipomo, California in the amount of \$118,340. The subcontractor included in the D-Kal bid is Ben's Electric of Cambria for the electrical portion of the work.

Please find attached a bid summary and checklist used to evaluate the three bids as responsive to the responsibilities of this work.

### Alternate Bid

The alternate bid solicited for this project entailed installing the header of the new air distribution piping underground. The alternate bids received were only approximately \$4,000 to \$6,000 more than the base bid. It is desired by plant personnel that this installation method be implemented to ensure minimal potential disruption to future plant activities.

### Additive Items

In addition to the base scope of replacing the air piping and installing dissolved oxygen monitoring equipment, the bid package requested additive bids on the following items:

#### Additive Bid Item #

- No.1 Install a new sewer force line. Relocate and replace the equalization basin electrical service.
- No.2 Relocate the sewer gravity line.
- No.3 Replace the two 30 HP blower motors.
- No.4 Replace the two 60 HP blower motors.

Additive Bid Item No.1. In the middle of October, the electrical service to the equalization basin pump station experienced an electrical short and immediate, short term repairs were necessary. New electrical conduit was installed along the surface of the asphalt and concrete from the pump station to the equipment room. This conduit poses a potential trip hazard and is not suitable as a permanent installation. Additive Bid Item #1 entails the underground installation of this conduit.

*is this line for equalization basin?*

Also, during the previous pipe bridge and head works replacement in 1999, the sewer force main was replaced at its connection point to the sewer influent line. The remaining portion of this line that was not replaced has been observed by plant personnel as a bottleneck to the system, requiring replacement. The inclusion of this portion of work in additive bid item #1 allows the District to take advantage of cost savings realized from executing trenching work for the electrical service and the force line at the same time.

Additive Bid Item No.2. The current route of the sewer gravity line is in conflict with the footprint of a future proposed storage building or other structures to be placed on the south easterly corner of the plant site. Relocating the sewer ensures future access to the line upon completion of the storage building project. Inclusion of this item in the contract allows the district to take advantage of cost savings realized from having this work performed by a contractor already mobilized and on site.

Additive Bid Items No. 3 and No.4. Concern has been raised regarding the age of the motors and potential problems that may result by retrofitting these older motors with variable frequency drives. Investigations currently indicate that installation of the new drives should not pose any detriment to the operation of the motors. However, if it is determined that the motors do require replacement due to existing operational issues, the board may elect to implement this measure at a later date, or purchase the motors directly and provide to the contractor for installation.

**San Simeon Community Service District  
Air Distribution System Piping Upgrade**

**Items Required for Completed Bid Proposal**

**PROSPECTIVE BIDDERS**

- 1 Whitaker Contractors**
- 2 Spiess Construction**
- 3 D-KAL Engineering**

**PROSPECTIVE BIDDERS**

Bid Package Component	1	2	3
1 Proposal Form	X	X	X
2 Bid Schedule (acknowledge <u>Addendum No. 1</u> )	X	X	X
3 Bid Security Form	X	X	X
4 Contractor's Licensing Statement	X	X	X
5 One photo copy of each license required	X	X	X
6 References (or other information)	*	*	*
7 List of Subcontractors	X	X	X
8 List of Material or Equipment Suppliers	X	X	X
9 Experience Qualifications	X	X	X
10 Affirmative Action Form	X	X	X
11 Non-Collusion Affidavit	X	X	X
12 Certificate of Liability Insurance	X	X	X
13 Proof of Unemployment Insurance	X	X	X
14 Worker's Compensation Insurance Certificate	X	X	X
15 Errors or Omissions Acknowledged	X	X	X
16 Computations	X	X	X

\* References Listed With Experience Qualifications

- O Deficiencies
- X In Compliance

**San Simeon Community Service District  
Air Distribution System Piping Upgrade**

**Bid Summary**

	<b>Whitaker Contractors</b>	<b>Spiess Construction</b>	<b>D-KAL Engineering</b>
<b>Base Bid</b>	\$180,240.00	\$129,370.00	\$118,340.00
<b>Alternate Bid</b>	\$184,140.00	\$135,380.00	\$123,540.00
<b>Additive Bid #1</b>	\$17,000.00	\$13,275.00	\$3,800.00
<b>Additive Bid #2</b>	\$5,600.00	\$4,200.00	\$4,200.00
<b>Additive Bid #3</b>	\$3,574.00	\$6,000.00	\$13,200.00
<b>Additive Bid #4</b>	\$5,648.00	\$9,700.00	\$17,500.00

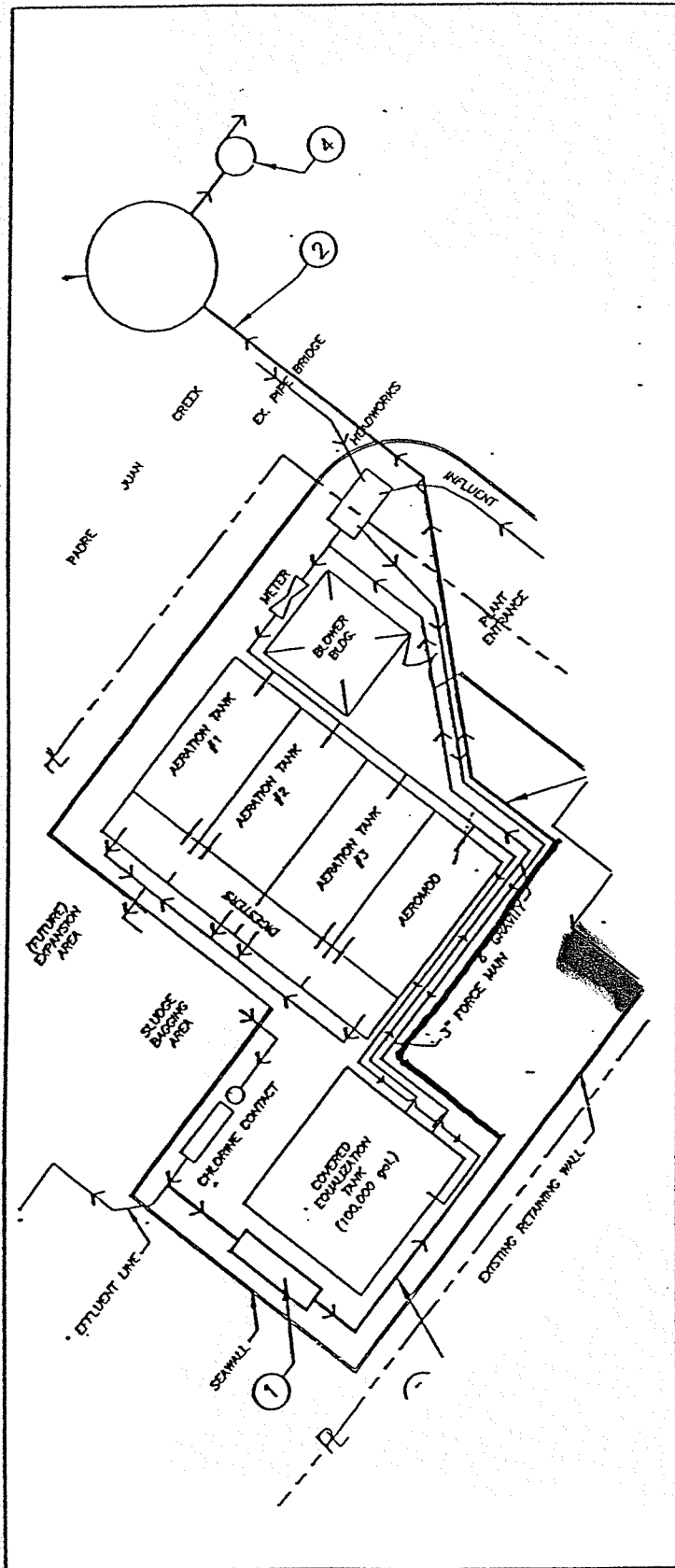
167555                      162272

Per Evaluation Criteria Defined on Bid Schedule, Apparent Low Bidder is D-Kal Engineering

**Staff Recommends Selection of Alternate Bid, and Additive Bid items #1 and 2**

**Totals Following Staff Recommendation:**

<b>Whitaker Contractors</b>	<b>Spiess Construction</b>	<b>D-KAL Engineering</b>
<b>\$206,740.00</b>	<b>\$152,855.00</b>	<b>\$131,540.00</b>






**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

---

**MEMORANDUM**

**DATE:** November 27, 2001  
**TO:** John Wallace, District Engineer  
**FROM:** Jay Schlosser, Associate Engineer   
**SUBJECT:** District's Road Maintenance Program / Avonne Avenue Project

---

**RECOMMENDATIONS:**

It is recommended the preparation of the Contract Documents, Specifications and Construction Drawings and coordinating efforts be accomplished as described below.

**FUNDING:**

The District's Fiscal Year 2001-02 budget provides for a \$100,000 fund targeted toward road improvements.

**DISCUSSION:**

JLWA will provide strip topographic survey of approximately 1300 feet along Avonne Avenue slightly beyond the intersection of Pico Avenue and about 200 feet past the intersection of Otter Way. Furthermore, JLWA will provide strip topographic survey of approximately 350 feet along Otter Way bounded by the intersections of Avonne Avenue and Castillo Drive.

JLWA will determine right of way lines for the above noted portions of Avonne Avenue and Otter Way, based upon available record information on file at the County Recorder's office. These lines will be plotted on the topographic map provided for above.

JLWA will prepare a site demolition plan delineating curb, pavement, and other existing surface features proposed for removal.

JLWA will design the finish surface grade improvements for the appropriate sections of Avonne Avenue and Otter Way. Grading will be designed to promote proper drainage to control run-off.

JLWA will provide miscellaneous construction specifications and details in accordance with San Luis Obispo County Standards. The pavement structured sections shall be determined under separate contract with a Geotechnical/Soils Engineer.

JLWA will prepare a Construction Contract and specifications for the project, based on the District standard form of contract.

The preliminary construction cost estimate and tentative construction schedule are attached for your review and consideration.

\\JLWA01\Proj\084-SSCSD\084-002 Major Projects\0016 Road Repair\Avonne-Otter\AvonneScope.wpd

SAN SIMEON COMMUNITY SERVICES DISTRICT  
TENTATIVE CONSTRUCTION SCHEDULE

**Avonne Avenue Road Improvements**

**November 27, 2001**

Board Authorization to Complete Contract Documents and Solicit Bids .....	November 14, 2001
Contract Documents, Specifications and Construction Drawings Complete .....	January 4, 2002
1 <sup>st</sup> Notice Inviting Bids .....	January 8, 2002
2 <sup>nd</sup> Notice Inviting Bids .....	January 15, 2002
Pre-Bid Conference (Wednesday, 1:00 PM) .....	February 7, 2002
<b>Receive Bids (Tuesday 3:00 PM) .....</b>	<b>March 5, 2002</b>
Award of Bid .....	March 13, 2002
Notice of Award * .....	March 14, 2002
Notice to Proceed* .....	March 24, 2002
Start Work .....	April 8, 2002
Completion - (60 Calendar Days) .....	June 8, 2002

\* send Certified Mail  
M:\084-SSCSD\02-Major Projects\0016 Road Repair\ROADSCH.wpd

THIS IS NOT A PART OF THE CONTRACT

# SAN SIMEON COMMUNITY SERVICES DISTRICT

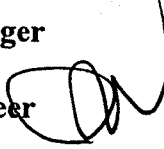
## PRELIMINARY CONSTRUCTION COST ESTIMATE

### AVONNE AVENUE AND OTTER WAY ROAD RECONSTRUCTION

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL
1	Roadway Excavation	2004	CY	\$8	\$16,032
2	Class 2 Aggregate Base	1460	CY	\$30	\$43,800
3	Type B Asphaltic Concrete	105	TON	\$50	\$5,250
4	Mobilization	1	LS	\$10,000	\$10,000
<b>SUBTOTAL</b>					<b>\$75,082</b>
COSTRUCTION CONTINGENCIES @ 15%					\$11,262.30
<b>TOTAL CONSTRUCTION BUDGET ESTIMATE</b>					<b>\$86,344</b>
<b>ENGINEERING / ADMIN BUDGET</b>					
DESIGN ENGINEERING @ 8%					\$6,907.54
SURVEYING @ 3%					\$2,590.33
PROJECT ADMINISTRATION @ 5%					\$4,317.22
<b>TOTAL ENGINEERING / ADMIN BUDGET</b>					<b>\$13,815</b>
<b>TOTALS</b>					<b>\$100,159</b>

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

---

**DATE:** December 12, 2001  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer   
**SUBJECT:** Motel 6 Waterline Loop - Bid Results - Notice of Award

---

**RECOMMENDATION:**

1. Review the bid opening report from December 6, 2001.
2. Award the bid to the lowest responsible and responsive contractor as presented by staff at the December 12, 2001 public meeting.

**FUNDING:**

Currently, funds in the amount of **\$40,000** are included in the District's preliminary FY 2001-2002 Budget under Item No. W-5 for water line improvements.

The recommended low bid for this project as discussed below is **\$27,500**. Considering inspection, soils testing and contingencies, the construction budget for this project is **\$33,000**.

**DISCUSSION:**

A pre-bid conference was held on Thursday, November 29, 2001. Although this field conference was not mandatory, six local pipeline contractors were in attendance.

Bids were opened on Thursday, December 6, 2001 and the District received 13 bids. Attached are the bid results and the bid analysis for Board review and consideration.

After review of the attached "Items Required for a Completed Bid Proposal" from the lowest bid received (Papich Construction Company), there were deficiencies in the submittal that disqualified this Contractor. Therefore, staff recommends that the Board consider Ahren's Construction as the lowest responsible and responsive bid for **\$27,500**.

# BID OPENING REPORT

Bids were opened on DECEMBER 6, 2001 at 2:00 a.m. p.m.

For AVENUE AVENUE AND CASTILLO AVENUE

WATER LINE LOOP

JOB No. 084-02-020

Pre-Bid Estimate \$30,000

## CONTRACTOR:

## BID AMOUNT:

1. U. LOPEZ + SONS	\$49,087.10	12
2. D-KAL ENGINEERING	\$28,010.00	3
3. SPECIALTY CONSTRUCTION INC.	\$28,759.00	4
4. MAINO CONSTRUCTION	\$38,450.00	10
5. SANSONS COMPANY INC.	\$29,098.00	9
6. AMICK CONSTRUCTION Co. INC.	\$31,550.00	7
7. DAVID SARRY CONSTRUCTION	\$49,796.88	13
8. PAPICH CONSTRUCTION	\$26,800.00	1
9. AHREN'S CORPORATION	\$27,500.00	2
10. WHITAKER CONSTRUCTION	\$33,910.00	9

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED.

THE BID TOTALS ARE SUBJECT TO CORRECTION AFTER  
THE BIDS HAVE BEEN COMPLETELY REVIEWED.

11. SPECIAL SERVICE CONTRACTORS INC.	\$33,748.00	8
12. R. BURKE CORPORATION	\$48,817.00	11
13. JOHN MADONNA CONSTRUCTION Co.	\$29,850.00	6

## Items Required for a Completed Bid Proposal

### SSCSD AVONNE/CASTILLO WATERLINE LOOP PROJECT

		#1	#2	#3
	PROSPECTIVE BIDDERS			
1	Signed Proposal Form	X	X	X
2	Bid Schedule (acknowledge addenda, if any)	X	X	X
3	Bid Security Form	X	X	X
4	Contractor's Licensing Statement	O	X	X
5	One photo copy of each license required	O	X	X
6	References (or other information)	X	X	O
7	List of Subcontractors	X	X	X
8	List of Material or Equipment Suppliers	X	X	X
9	Experience Qualifications	O	X	X
10	Affirmative Action Form	X	X	X
11	Non-Collusion Affidavit	X	X	X
12	Certificate of Liability Insurance	O	X	X
13	Proof of Unemployment Insurance	O	X	O
14	Worker's Compensation Insurance Certificate	X	X	X
15	Errors or Omissions not Acknowledged	N/A	N/A	N/A
16	Computations	X	X	X

O DEFICIENCIES  
X IN COMPLIANCE

*A: itemsproposalwpd*

SAN SIMEON COMMUNITY SERVICES DISTRICT  
TENTATIVE CONSTRUCTION SCHEDULE

**Castillo and Avonne Avenue Water Line Loop  
(Motel 6)**

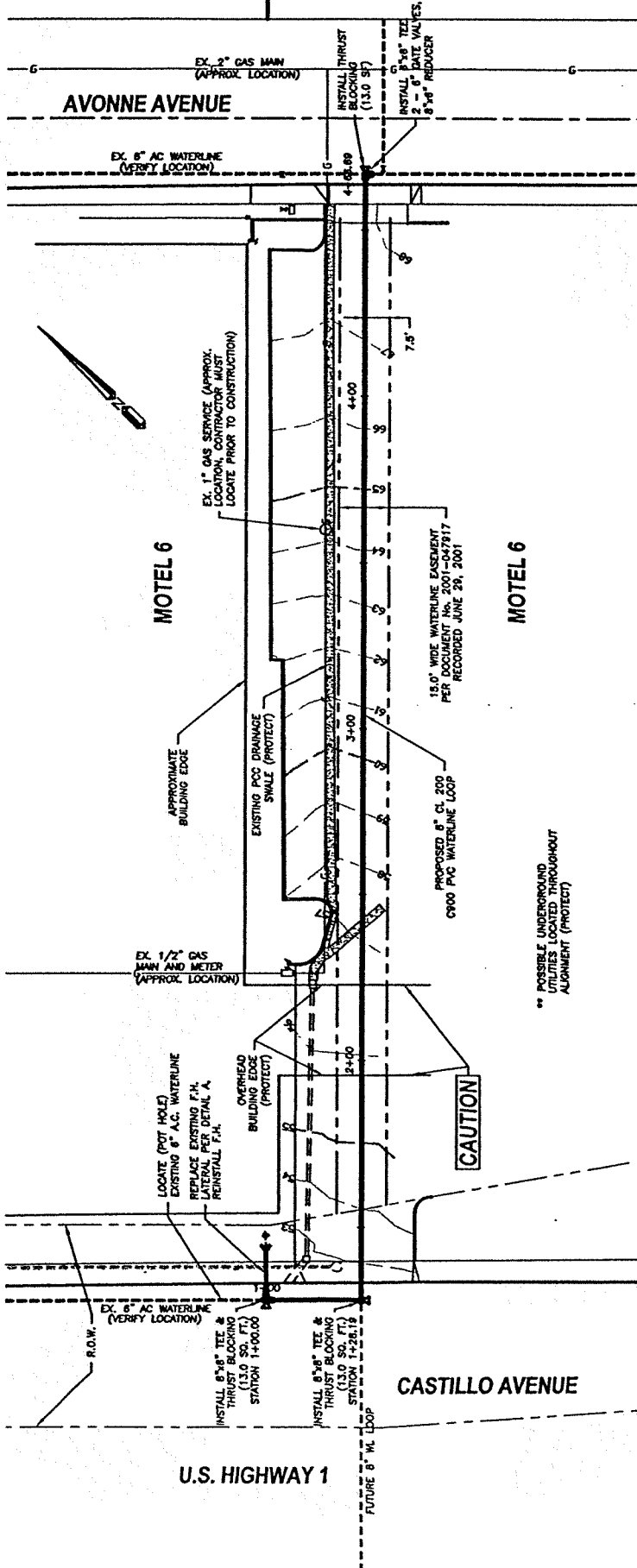
**November 13, 2001**

Board Authorization to Solicit Bids .....	September 12, 2001
1 <sup>st</sup> Notice Inviting Bids .....	November 15, 2001
2 <sup>nd</sup> Notice Inviting Bids .....	November 20, 2001
Pre-Bid Conference (Thursday, 3:00 PM) .....	November 29, 2001
<b>Receive Bids (Thursday 2:00 PM) .....</b>	<b>December 6, 2001</b>
Award of Bid .....	December 12, 2001
Notice of Award * .....	December 13, 2001
Notice to Proceed* .....	January 4, 2002
Start Work .....	January 14, 2002
Completion - (45 Calendar Days) .....	February 28, 2002

\* send Certified Mail  
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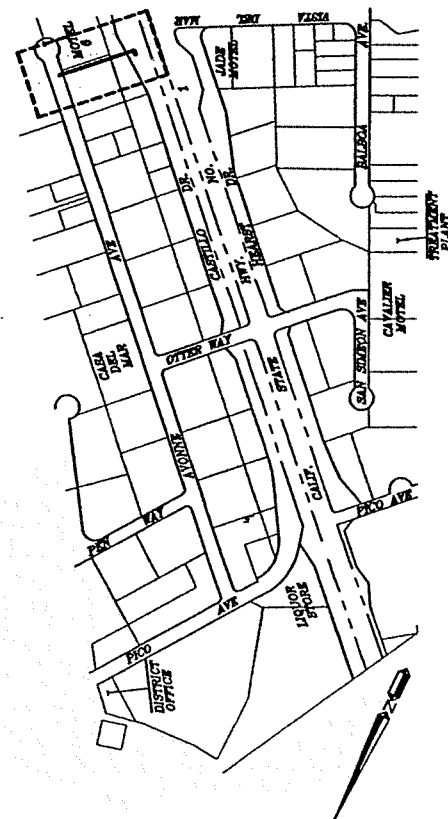
THIS IS NOT A PART OF THE CONTRACT





## AVONNE AVE. & CASTILLO AVE. WATER LINE LOOP

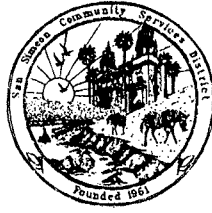
SCALE 1"=50'



AREA MAP

**John L. Wallace & Associates**  
 Civil Engineering · Surveying · Planning  
 4115 So. Brood St B5 San Luis Obispo, Ca  
 (805)544-4011 FAX 544-4294

San Simeon Community Services District



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

Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

**NOTICE OF MEETING**

**DISTRICT POLICY ADVISORY COMMITTEE**

Monday, December 2, 2002

9:00 A.M.

San Simeon Community Services District Office  
111 Pico Avenue  
San Simeon, CA 93452

San Simeon Community Services District



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

Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

NOTICE OF MEETING  
DISTRICT ADVISORY COMMITTEE

**Water Committee Meeting**

Wednesday, December 4, 2002

4:00 P.M.

Cavalier Banquet Room  
9415 Hearst Drive  
San Simeon, CA 93452

San Simeon Community Services District



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

Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

**NOTICE OF MEETING  
DISTRICT ADVISORY COMMITTEE**

**Facilities Committee Meeting**

**HAS BEEN RE-SCHEDULED TO:**

**Thursday, December 5, 2002**

**3 P.M.**

Cavalier Banquet Room  
9415 Hearst Avenue  
San Simeon, CA 93452

**Regular Meeting  
Board of Directors  
San Simeon Community Services District  
AGENDA  
Wednesday, December 11, 2002 – 6:30 PM  
Cavalier Banquet Room**

1. CALL TO ORDER
  - 1.1 Roll Call
  - 1.2 Pledge of Allegiance
  - 1.3 Election of Officers
  
2. PUBLIC COMMENT: (Any topic NOT on the Agenda may be presented, but please observe the 3 Minute Time Limit)
  - 2.1 Sheriff's Report
  - 2.2 Public Comment
  
3. STAFF REPORTS
  - 3.1 General Manager's Report
  - 3.2 Plant Superintendent's Report
  - 3.3 District Engineer's Report
  
4. ITEMS OF BUSINESS
  - 4.1 Approval of Minutes – November 13, 2002
  - 4.2 Approval of Warrants – November 1, 2002 – November 30, 2002
  
5. DISCUSSION/ACTION ITEMS
  - 5.1 Resolution – 02-285 Expression of Appreciation For Robert's McLaughlin's Service on the San Simeon Community Services District Board of Directors
  - 5.2 Resolution –02-286 Supporting the Allocation of Proposition 50 Funds For San Luis Obispo County
  - 5.3 District Fee Schedule for Processing Will Serve Letters
  - 5.4 Water Use Restrictions
  - 5.5 Evaluation of San Simeon Avenue Pipeline for Reclamation Purposes
  - 5.6 Facilities Plan Update
  - 5.7 Board Committee Reports
  - 5.8 Board Reports
  
6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
  - 6.1 Ordinance 66 – January Meeting
  - 6.2 Board Member Training Seminar – January 11, 2003
  
7. ADJOURNMENT

6-2 Committee Appointments: All committees shall be appointed by the Chairperson. Committee selection shall take place as often as the Chairperson deems necessary.

6-3 Special Committees: Special committees, that is committees appointed to meet for a special purpose, shall have the same rules as standing committees except that once the purpose for which the committee was formed has been achieved, the committee shall automatically be disbanded.

#### ARTICLE 7 Election of Officers

7-1 Time of Election: At the first Board meeting in the month of December of every year, the election of Chairperson and Vice Chairperson shall be held.

7-2 Order of Business: This election shall be the first order of business after the call to order and roll call.

7-3 Nominations: The call for nominations shall be opened by the Chairperson and nominations shall be received by voice. No nomination needs to be seconded.

7-4 Nominations Closed: Nominations shall be closed upon an approved motion.

7-5 Absent Candidate: An absent candidate may not be nominated and elected unless such candidate has submitted in writing his desire to serve.

7-6 Possession of Office: The officer elect takes possession of his office immediately.

7-7 Committee Appointments: Committee appointments shall be made, by the new Chairperson, during the first meeting in January after the election of the new Chairperson, and subject to the approval of the Board.

#### ARTICLE 8 Restriction on Rules

8-1 Policy: The rules contained herein shall govern the Board in all cases to which they are applicable, and in which they are not inconsistent with State or Federal laws or any other rules, regulations, resolutions, or ordinances of the District.

# San Simeon Community Services District

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

## Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

### MEMORANDUM

**DATE:** December 9, 2002  
**TO:** Board of Directors  
**FROM:** Mark A. Bloodgood, General Manager  
**RE:** General Manager's Report

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1. **Public Broadcasting of Board Meetings** – No update.
2. **Internal Controls Program and Office Procedures** – No update.
3. **2002-2003 Budget** – To be discussed under Discussion/Action Item number 7.1.
4. **Facilities Plan/Wastewater Treatment Plant** – Ongoing – to be updated under Discussion / Action Items, number 5.6.
5. **Completion of the Action Plan** – Board members will be contacted regarding rescheduling our next meeting for February 10<sup>th</sup>.
6. **Discussions with Roger Lyon, Council for the Hearst Corp.** – As most of us are aware, The Hearst Corp. appears to be close to completing an agreement with the American Land Conservancy after they ended negotiations with the Nature Conservancy and the Conservation Fund. Steve Hearst has gone public with a number of components of their proposed deal. Kara Blakeslee, previously employed by the Nature Conservancy where she was involved with the Hearst negotiations, resigned her position there and is now employed with the American Land Conservancy so she can help finalized the agreement. We remain optimistic that this turn of events will facilitate the completion of this large conservation deal. We remain in contact with both Roger Lyon and Kara Blakeslee and believe we have developed good relationships with both parties.
7. **Audited Financial Statements** – Bob Crosby, of Crosby and Cindrich, is close to completion of our annual audit. He is working with staff on the final entries. One of these entries includes the designation of funds to be reserved for a Water Project. The Finance Committee will be meeting to give input regarding the dollar amount appropriate and bringing their recommendations back to the Board.

Mark A. Bloodgood, General Manager  
Robert W. Schultz, District Counsel

Kim Allison, Office Administrator  
John L. Wallace, District Engineer

Ron Head, Plant Superintendent

8. **Prop 50** – To be discussed under item 5.2, with Discussion / Actions Items
9. **Solids Disposal Alternatives** – As part of the continued cost savings efforts being explored by Staff and the Finance Committee, we are researching our Sludge Removal Choices. This ties in as well with the Facilities Committee and the Facilities Plan, to be discussed later under 5.6, Facilities Plan Update. The firm of MISCO is reviewing the pertinent parts of the draft of our Facilities Plan to review the assumptions and findings of Kennedy/Jenks and will be reporting back with their recommendations. They are making themselves available for a presentation first to the Facilities committee at their next meeting in February, and, if warranted, to the full Board at a later date. We have also contacted Aero-Mod to receive their input.
10. **Purchase of the Two 30 hp Blower Motors** - Quantum Consulting has agreed to pay the complete cost for the blower motors as part of an energy saving grant for which we were eligible. Ron Head had made the initial contact with an Eric Eberhardt from Quantum and staff followed up with the information they required. We continue to keep them apprised of all ongoing changes that may become eligible for further grants.



## SAN SIMEON COMMUNITY SERVICES DISTRICT

## SUPERINTENDENT'S REPORT FOR NOVEMBER 2002

**FLOW COMPARISON - Water**

NOV 2002 2,262,000 gallons	YTD 2002 30,973,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	11% decrease 4% decrease
NOV 2001 2,551,000 gallons	YTD 2001 32,199,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	2,096,000 gallons 1,862,580 gallons 89%

**RAINFALL**

NOV 2002 3.30 inches	02-03 YTD 3.30 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	2.70 inches less 3.80 inches less
NOV 2001 6.00 inches	01-02 YTD 7.10 inches		

**WELL DEPTH COMPARISON**

NOV 2002 11.2 feet	OCT 2002 14.77 feet	NOV 2001 10.80 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	3.57 feet higher 0.4 feet lower
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**CHLORIDE COMPARISON**

NOV 2002 40 mg/l	OCT 2002 40 mg/l	NOV 2001 45 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	constant constant
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**FLOW COMPARISON - District Wastewater Treated**

NOV 2002 1,833,070 gallons	YTD 2002 22,799,870 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	2% decrease 9% increase
NOV 2001 1,878,330 gallons	YTD 2001 25,032,010 gallons		

**FLOW COMPARISON - State Wastewater Treated**

NOV 2002 221,302 gallons	YTD 2002 3,373,647 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	9% decrease 7% increase
NOV 2001 242,334 gallons	YTD 2001 3,618,071 gallons		

**DISCHARGE REQUIREMENTS**

EFFLUENT BOD:	9.5 mg/l	EFFLUENT SUSPENDED SOLIDS:	12 mg/l
INFLUENT BOD:	N/A mg/l	INFLUENT SUSPENDED SOLIDS:	N/A mg/l

**BIOSOLID DISPOSAL**

NOVEMBER:	12000 gallons	YTD:	201000 gallons
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**SAN SIMEON COMMUNITY SERVICES DISTRICT****SUPERINTENDENT'S REPORT FOR NOVEMBER 2002****COMMENTS**

Finished installing new chains and flights for Clarifier #3. While #3 plant was off-line, staff replaced diffuser membranes on Aeraton Tank. This will lower our power consumption.

San Luis Power House serviced the stand-by generator at the well field.

A power outage occurred on the 21st between 10:15 am and 12:00 noon.

D-Kal Construction submitted a proposal to lower the manhole on Castillo Dr. for \$2880.00.

Received the Safety Grating from Harrington Industrial Plastics.

**D-KAL ENGINEERING**  
**GENERAL ENGINEERING CONTRACTORS**

P.O. Box 247  
Nipomo, CA 93444  
Phone (805) 489-9001 ~ Fax (805) 489-9009

November 22, 2002

San Simeon Community Services District  
111 Pico Avenue  
San Simeon, CA

**REFERENCE:** Lower Sewer Manhole on Castillo  
**ATTENTION:** Ron Head  
**FAX:** 927-1484

I propose to furnish all labor and materials to lower one sewer manhole on Castillo Ave.  
Remove/dispose asphalt sidewalk, lower manhole, grout inside manhole and reinstall asphalt  
paving for sidewalk transition.

**TOTAL AMOUNT THIS PROPOSAL**

**\$ 2,880.00**

Exclusions

- Permits

Post-it® Fax Note	7671	Date	11/21/02	# of pages	▶
To	EILEEN	From	RON		
Co./Dept.	EDA	Co.	SSCSD		
Phone #		Phone #			
Fax #		Fax #			

California License # 655307

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

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

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**DATE:** December 11, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Engineer's Report - Project Status

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**SUMMARY OF ACTIVE PROJECTS:**

1. Odor Control - Status
2. Air Piping Replacement - Completed
3. Avonne-Castillo Waterline Loop - On Hold; pending proposed Fiscal Year 2002-03 Budget
4. Annual Road Improvements - Contract package being prepared.
5. Capital Improvement Project List/Descriptions and Estimated Costs FY 02/03 - Ongoing.
6. Pico Creek Wells - Flood proofing - Included in Proposed FY 2002-03 Budget.
7. Standby Power - Included in Facilities Plan
8. Wastewater Treatment Plant Rip-rap & Aeration Tank Expansion-Coastal Permit
9. State Revolving Fund Loan - Application made.
10. Facilities Plan: Final Review December 11, 2002
11. Proposition 50 Projects

**DISCUSSION:**

**1. Odor Control;**

The odor control chemical feed system continues to be used as originally installed, with chemical feed at the Hearst lift station when needed. Kennedy/Jenks Consultants has reviewed the odor control project and has included recommendations in the Final Facilities Plan in light of the future plans for the equalization basin. There have not been any new odor complaints recently at the treatment plant.

**2. Air Line Replacement Project;**

A decision was made at the November Board meeting to purchase the replacement 30 HP blower motors. Superintended Head has also been working with an energy company rebate specialists to see if a full rebate of the cost is available. Some rebate may also be applicable to the airline project.

**3. Avonne - Castillo Waterline Loop;**

The Board has decided to postpone solicitation for bids on this project and to proceed with the higher priority water line project (line to storage tank). The manager for the motel has been informed of the delay. Funding for the higher priority reservoir line project has been included in the Prop 50 funding request.

**4. Annual Road Improvements (Avonne Avenue and Otter Way);**

Approval of the CIP budget is needed to authorize this project for bid this Fiscal Year.

**5. Capital Improvement Projects Priority List;**

The current budget does not yet include adoption of the Proposed Fiscal Year 2002-2003 Capital Improvement Projects.

**6. Pico Creek Wells;**

Improvements are to be included in the Proposed FY 2002-03 Budget. Contact has been made with the Hearst Corporation to discuss setbacks and use of the upstream Hearst well in event that we experience high chlorides in the District's wells.

**7. Emergency Standby Power;**

Recommendations for standby power were made by Kennedy/Jenks Consultants as part of the Final Facilities Plan.

**8. Wastewater Treatment Plant Rip-rap & Aeration Tank Expansion-Coastal Permit;**

Staff prepared a County Land Use Coastal Development Permit Application (CDP) and submitted it to the County on September 24, 2002. Staff has not received the 30 day response letter as required by the Permit Streamlining Act, therefore we consider this project to be accepted for processing.

The California Coastal Commission has reviewed the boundary exhibit illustrating the "mean high water mark" which differentiates County and State jurisdiction however the State does not agree with the data and has asked for a separate Coastal Development Permit. Staff and District Counsel have met to review the most current California Coastal Commission response letter of November 27, 2002 and will respond by December 13, 2002.

**9. State Revolving Fund (SRF) Program;**

Staff investigated potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%). Because of the potential to construct several different improvements with SRF funds, a "general project" application was submitted as a "place holder" for the SWRCB to consider. As a result, San Simeon has been placed on the draft State-wide priority list for funding. A project application will be submitted in accordance with the final Facilities Plan recommendations and the Proposed FY 2002-03 Budget.

**10. Facilities Plan;**

John Jenks of Kennedy Jenks Consultants met with the Facilities Committee on November 7, 2002. Mr. Jenks has incorporated the final comments provided by the Facilities Committee and staff in the final version, however, additional comments were discussed at the Facilities Committee Meeting on December 5th. All comments are now due back to Staff by January 15<sup>th</sup> and Mr. Jenks is scheduled to make a full presentation to the Board at the February 12<sup>th</sup> meeting.

**11. Proposition 50 Projects;**

As the Board knows, Prop. 50 has passed and will most likely make \$650,000 of funding available to this District for water/recycling and water tank/water line projects. Staff participated in the County-wide coalition of agencies to consider the District's projects and a resolution of support is now being presented to the Board for consideration at the December meeting.

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

Date: Wednesday, November 13, 2002  
Place: Cavalier Banquet Room

**MINUTES**

1.0 CALL TO ORDER

The Board convened at 5:30 p.m.

1.1 Roll Call:

Directors Present: Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin and Eric Schell

Absent: Carol Bailey-Wood

Staff Present: District Manager Mark Bloodgood and Assistant District Manager Eileen Putnam, District Counsel Robert Schultz and District Engineer John Wallace.

1.2 Public Comment on Closed Session:

There was no public comment.

2.0 ADJOURN TO CLOSED SESSION

A motion was made by Director Mirabal-Boubion and seconded by Director McLaughlin to adjourn to closed session for conference with Legal Counsel due to significant exposure to litigation – Government Code Section 54956.9(b): Significant exposure to litigation existing based upon existing facts – originally relating to one matter, but a second matter has presented itself since the posting of the agenda. Motion carried unanimously.

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3.0 RECONVENE IN OPEN SESSION/CALL TO ORDER

The Board re-convened in open session at 6:30 p.m.

3.1 Roll Call:

Directors Present: Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin and Eric Schell.

Absent: Director Carol Bailey-Wood

Staff Present: District Manager Mark Bloodgood, Assistant District Manager Eileen Putnam, District Engineer John Wallace and District Counsel Robert Schultz.

3.2 Pledge of Allegiance – Led by Vice-Chairperson Mirabel-Boubion

3.3 Report on Closed Session:

District Counsel Schultz reported that the Board met in closed session for the purpose of discussing two items, one of which arose following the posting of the agenda. The first item dealt with the riprap and ongoing code enforcement action by the California Coastal Commission. No action was taken. The second item related to conference with legal counsel due to pending litigation, specifically the Cavalier/ADA lawsuit and the counter-suit against the District. No action was taken

4.0 PUBLIC COMMENT

4.1 Public Comment:

There were no comments from the public.

4.2 Sheriff's Report:

Deputy Todd Steeb stated that there wasn't a lot to report, that there had not been an increased number of calls for San Simeon. Residents are reminded to drive with caution during the rainy season.

.0 STAFF REPORTS

5.1 General Manager's Report

Mr. Bloodgood recommended the Board consider a new date for the Strategic Planning Workshop as soon as possible. He will contact everyone to coordinate a date convenient for all. The audit is wrapping up and a presentation will be made by the auditor at the December meeting. Ms. Putnam reported that the County Coalition for the Proposition 50 funds met earlier in the day. Coalition members have agreed that every participating agency should receive approximately \$300,000, roughly one half of the County's projected allocation. The entities can compete for the remaining funds on the basis of project merit. The group will re-rank those projects competing for the monies and final determinations will be made. Time is of the essence, as State Representatives need the listing before January 1<sup>st</sup>. Because the District's recycled water project was the Water Committee's top priority, but was not fairing well in the ranking, the \$300,000 has been applied to that. The two remaining projects will compete for the monies. Selection will be completed by the end of November.

Mr. Bloodgood reported that staff had attended a meeting with State Parks staff and Dr. John G. Ingersoll, President of EcoCorp to review a potential collaborative effort between State Parks and the District relative to utilization of district sludge to create alternative energy sources. A tour of the treatment plant was included as part of the meeting. Staff has also met with representative of Southwest Water Company, once again exploring the possibility of a desal plant. The Water Committee plans to have representatives of Southwest give a presentation at their next meeting. Finally, Mr. Bloodgood stated that the newly elected Board Members would be sworn in, and would commence service at the December board meeting. He also thanked Mr. McLaughlin for his term of service on the Board.

5.2 Plant Superintendent's Report

Mr. Wallace gave the Superintendent's Report. With the recent rainfall, the wells should recharge fairly quickly. The most current reading put the depth at 10.76 feet. Pico Creek appears to be running steadily. The Facilities Committee had expressed concern about Chloride levels, which are being closely monitored. The question of lifting the water restrictions was raised. Staff was directed to bring this topic to the next meeting. State Regional Water Quality Control Board conducted an inspection of the treatment plant. The meter replacement project continues. The last of the chain drives for the clarifier will be replaced with the assistance of our vendor on November 12<sup>th</sup>. Finally, the plant staff has begun operating one 30hp blower on the weekdays.

5.3 District Engineer's Report

Mr. Wallace reported that Mr. Jenks reviewed the odor control project as part of his study and has included recommendations in the draft report. There have not been any recent complaints. Thoma Electric has analyzed the matter of replacing the two 30hp blower motors. The replacement was part of the original bid for the Airline project, but the Board had dropped this item due to the exorbitant cost. A discussion followed regarding how purchasing these motors now fit into the scheme of long range planning, such as changes to the equalization tank. Greg Nutly of Thoma Electric participated in the discussion. His recommendation was that purchasing the new motors made the most sense. The consensus of the Board was to authorize the General Manager to proceed with the purchase. Staff has prepared the Coastal Development Permit Application and submitted it to the County on September 24<sup>th</sup>. A field survey showing the boundary between County and State jurisdiction was previously prepared and submitted to both the County and the Coastal Commission. The Coastal Commission reviewed the document and is still requiring that a permit be processed through the State as well as the County. Staff is preparing a response to the Commission regarding information relative to the completion of the conditions stipulated in the 1985 permit regarding access easements. New legislation passed and in effect 1/1/03 will allow the Commission to accept these access easements. John Jenks of Kennedy Jenks Consultants, met with the Facilities Committee on November 7<sup>th</sup>. The final comments provided by the

Committee and staff will be incorporated into the final report and a full presentation will be made at the December Board meeting.

6.0 ITEMS OF BUSINESS

6.1 Approval of Minutes – October 9, 2002 and October 23, 2002:

A motion was made by Director McLaughlin and seconded by Director Schell to approve the minutes of October 9, 2002 and October 23, 2002. The motion carried unanimously.

6.2 Approval of Warrants – October 1, 2002 through October 31, 2002

A motion was made by Director Schell and seconded by Director McLaughlin to approve the warrants for October 1 – 31, 2002 in the amount of \$41,534.66. Motion carried unanimously.

7 DISCUSSION/ACTION ITEMS

7.1 Preliminary Fiscal Year 2002 – 2003 Budget

Mr. Bloodgood reviewed the changes made to the preliminary budget, including the 2.6% COLA for employees. This budget does not contain any provisions for Capital Improvements. A motion was made by Director Schell and seconded by Director McLaughlin to approve the Fiscal Year 2002 – 2003 budget. A roll call vote was held with Directors Kiech, McLaughlin, Schell and Mirabel-Boubion all voting in the affirmative. Director Bailey-Wood was absent.

7.2 General Manager's Contract

A motion was made by Director Schell and seconded by Director McLaughlin to grant and extension and amendment to the agreement with the General Manager – Engineering Development Associates, commencing August 1, 2002 and concluding July 31, 2002, at an amount not to exceed \$73,000 without prior approval from the Board of Directors. The motion carried unanimously.

7.3 Request for Conditional Will – Serve Letter - Cavalier

Mr. Schultz stated that the District had received a request from the Cavalier, requesting a Conditional Will Serve Letter. The Cavalier is attempting to comply with American Disabilities Act (ADA) requirements, specifically relating to bathrooms in the Cavalier Restaurant. The request states that the project will not need additional plumbing fixtures and, therefore, would not be in violation of the District's Ordinance No. 66. A motion was made by Director McLaughlin and seconded by Director Schell to direct staff to prepare a preliminary conditional will serve letter. This letter should indicate that final approval is contingent upon full compliance with all District Ordinances, including No. 66, relative to the moratorium on issuance of water and sewer connections within the District, that there is no additional plumbing fixtures, seating, or other demands which might adversely affect the District, and that three (3) full sets and one (1) reduced set of construction documents be submitted to the District so that staff can review the scope of improvements and determine compliance. The motion carried unanimously.

7.4 Water Rate Study

A discussion was held relative to conducting a rate study and the historical view of previous rate increases. Mr. Bloodgood explained that, at this time, the only thing staff requests is authorization to prepare a scope of work for consultants to bid for the Water Rate Study. He also expressed concern regarding the amount of time it would take to complete the Needs Assessment study that the Water Committee had recommended. Staff would like to proceed with developing the scope for the request for proposals, so that we are prepared if and when the Board authorizes solicitation of bids for the study. The District has not had a rate increase since 1996 and the rate study cannot be done unless the Board authorizes one. A motion was made by Director McLaughlin and seconded by Director Schell to authorize staff to prepare a scope of work for consultant bids for a water rate study. The motion carried unanimously.



7.5 Board Committees

Water Committee: The water committee recommended that staff be directed to write a letter of introduction to the Cambria Community Services Board.

Policy Committee: Continuing to work on finishing the Personnel Policy portion of the District's Policy Book.

Budget Committee: No further report. Meetings will resume in January.

Facilities Committee: Report given as part of the District Engineer's report..

7.6 Board Reports

There were no board reports.

8 BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

Chairperson Mirabel-Boubion made a motion that the Board direct District staff not to enforce the Current Water Restrictions. Director McLaughlin seconded the motion, which then carried unanimously. It was also agreed that Ordinance No. 66 should be brought up at the January meeting for review and discussion.

9. ADJOURNMENT

The meeting was adjourned at approximately 7:35 P.M.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

**WARRANT REPORT**

November 1 through November 30, 2002

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT#</u>	<u>MEMO</u>	<u>AMOUNT</u>
11/13/2002	4069	PACIFIC BELL	0211-001	TELEPHONE	\$ 252.74
11/13/2002	4070	AT&T	0211-002	TELEPHONE	\$ 41.10
11/13/2002	4071	CREEK ENVIRONMENTAL LAB.	0211-003	TOTAL COLIFORM ANALYSIS	\$ 40.00
11/13/2002	4072	CAMBRIA HARDWARE	0211-004	SUPPLIES, BATTERIES, SLEDGE HAMMER ETC.	\$ 299.25
11/13/2002	4073	CRYSTAL SPRINGS WATER	0211-005	WATER DELIVERY	\$ 45.00
11/13/2002	4074	FLUID SOLUTIONS COMPANY	0211-006	SERVICE CALL ON VFD	\$ 300.00
11/13/2002	4075	GROENIGER & COMPANY	0211-007	SPANNER WRENCH/REGISTER CF "SR METER"	\$ 79.31
11/13/2002	4076	LA CHEMICAL	0211-008	CHEMCLOR & SODIUM BISULFITE	\$ 1,483.19
11/13/2002	4077	MISSION COUNTRY DISPOSAL	0211-009	RUBBISH	\$ 218.33
11/13/2002	4078	MISSION UNIFORM SERVICE	0211-010	TOWELS & COVERALLS	\$ 123.40
11/13/2002	4079	RMA COMPUTER SOLUTIONS	0211-011	WEBSITE UPDATES FOR NOVEMBER 2002	\$ 25.00
11/13/2002	4080	CONNIE MCCABE	0211-012	SEC. DEP. REFUND LESS FINAL BILL #1015	\$ 50.00
11/13/2002	4081	SCHULTZ TRANSPORTATION	0211-013	MONTHLY CONTAINER RENTAL	\$ 80.00
11/13/2002	4082	U.S.A. BLUE BOOK	0211-014	CENTRIFUGE TUBES	\$ 81.29
11/13/2002	4083	ROBERT W. SCHULTZ ESQ.	0211-015	ATTORNEY FEES FOR OCTOBER 2002	\$ 1,500.00
11/13/2002	4084	JOHN WALLACE & ASSOCIATES	0211-016	DISTRICT ENGINEERING FOR AUGUST 2002	\$ 1,622.61
11/13/2002	4085	JOHN WALLACE & ASSOCIATES	0211-017	DISTRICT ENGINEERING FOR SEPTEMBER 2002	\$ 993.35
11/13/2002	4086	EDA, INC.	0211-018	GEN. MGMT. SERVICES FOR SEPTEMBER 2002	\$ 5,234.78
11/13/2002	4087	PG&E	0211-019	ELECTRICITY	\$ 6,166.28
11/13/2002	4088	KIMBERLY ALLISON	0211-020	PAYROLL 11/1/02-11/15/02	\$ 526.66
11/13/2002	4089	MICHAEL HASSETT	0211-021	PAYROLL 11/1/02-11/15/02	\$ 1,412.02
11/13/2002	4090	RONALD HEAD	0211-022	PAYROLL 11/1/02-11/15/02	\$ 1,833.38
11/27/2002	4091	PUBLIC EMP. RET. SYSTEM	0211-023	1959 SURVIVOR BENEFITS FOR 7/01 & 6/02	\$ 230.40
11/27/2002	4092	PUBLIC EMP. RET. SYSTEM	0211-024	HEALTH INSURANCE FOR DECEMBER 2002	\$ 833.09
11/27/2002	4093	A BETTER BEEP	0211-025	PAGER	\$ 29.45
11/27/2002	4094	LORAIN MIRABAL-BOUBION	0211-026	MONTHLY BOARD SERVICE FOR NOV. 2002	\$ 75.00
11/27/2002	4095	ROBERT MCLAUGHLIN	0211-027	MONTHLY BOARD SERVICE FOR NOV. 2002	\$ 75.00
11/27/2002	4096	DAVID KIECH	0211-028	MONTHLY BOARD SERVICE FOR NOV. 2002	\$ 75.00
11/27/2002	4097	ERIC SCHELL	0211-029	MONTHLY BOARD SERVICE FOR NOV. 2002	\$ 75.00
11/27/2002	4098	CAROL BAILEY-WOOD	0211-030	MONTHLY BOARD SERVICE FOR NOV. 2002	\$ 75.00
11/27/2002	4099	PLATINUM PLUS FOR BUSINESS	0211-031	GAS & OIL	\$ 204.35
11/27/2002	4099	PLATINUM PLUS FOR BUSINESS	0211-031	ENVELOPES & POSTAGE	\$ 210.85
11/27/2002	4099	PLATINUM PLUS FOR BUSINESS	0211-031	TRUCK MAINTENANCE	\$ 204.65
11/27/2002	4100	STATE WORKER'S COMP. INS.	0211-032	WORKER'S COMP. INS. FOR 10/20/02-11/20/02	\$ 1,063.55
11/27/2002	4101	CELLULAR ONE	0211-033	CELL PHONE	\$ 55.14
11/27/2002	4102	AMERICAN INDUSTRIAL SUPPLY	0211-034	BIT, WASHER, HEX NUT, ALLTHREAD & PAINT	\$ 237.03
11/27/2002	4103	CA RURAL WATER ASSOCIATION	0211-035	2003 ANNUAL MEMBERSHIP DUES	\$ 235.00
11/27/2002	4104	CREEK ENVIRONMENTAL LAB.	0211-036	TOTAL COLIFORM ANALYSIS	\$ 140.00
11/27/2002	4105	SWRCB	0211-037	ANNUAL FEE FOR WASTE DISCHARGE REQ.	\$ 2,900.00
11/27/2002	4106	U.S.A. TRANSPORT	0211-038	SLUDGE DISPOSAL	\$ 1,067.97
11/30/2002	4107	KIMBERLY ALLISON	0211-039	PAYROLL 11/16/02-11/30/02	\$ 667.46
11/30/2002	4108	RONALD HEAD	0211-040	PAYROLL 11/16/02-11/30/02	\$ 2,353.63
11/30/2002	4109	MICHAEL HASSETT	0211-041	PAYROLL 11/16/02-11/30/02	\$ 1,425.00
11/30/2002	4110	ELFEVA VARGAS	0211-042	SEC. DEP. REFUND LESS FINAL BILL #1095	\$ 14.47
11/30/2002		TOTAL			\$ 34,654.73

**Resolution of Appreciation – 02-285**

**For**

**Director Robert "Bob" McLaughlin**

**WHEREAS**, certain individuals give unselfishly of their time and talents to the residents and citizens of the San Simeon Community Service District, and

**WHEREAS**, Robert "Bob" McLaughlin has faithfully served the San Simeon Community Service District as a Director since December 2000, and was selected by his fellow Directors to serve as Chairperson of the Facilities Committee, and

**WHEREAS**, Bob has played a key role in the undertaking of a comprehensive wastewater treatment plant facilities plan, and

**WHEREAS**, Bob has zealously, tirelessly and selflessly worked for not only the best interests of those for whom he was elected to serve but also on behalf of all people, and

**WHEREAS**, he has also shared his personal time and professional talents through his service as a Director of the San Simeon Community Service District;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors, Staff and citizens of San Simeon Community Service District extend an expression of appreciation to Bob in the form of this Resolution of Appreciation and further extend their wishes for his continued success as he once again becomes a "private citizen" following the expiration of his current term.

**BE IT FURTHER RESOLVED**, that this resolution be presented to Director Bob McLaughlin at the December 2002 Board of Directors Meeting and that this resolution be entered in the official minutes of the San Simeon Community Service District.

**PASSED, APPROVED AND ADOPTED this 11th day of December 2002 by the following vote:**

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
Board Chairperson

**ATTEST:**

\_\_\_\_\_  
General Manager

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

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

---

**DATE:** December 5, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, General Manager  
**FROM:** Eileen M. Putnam, Assistant General Manager  
**SUBJECT:** Proposition 50 - Support of Allocation for SLO County Funds

---

**RECOMMENDATIONS:**

Staff recommends the Board;

1. Review the attached information relative to the final proposed allocations for Proposition 50 - San Luis Obispo County Funds;
2. Adopt a Resolution supporting the Allocation of Proposition 50 San Luis Obispo County Funds; and
3. Direct the Chairperson to sign letters transmitting the resolution and support of the project priorities and funding requested by the San Luis Obispo County Coalition of Agencies.

**DISCUSSION:**

The San Luis Obispo Proposition 50 Coalition has completed the ranking of submitted water projects. The final results are listed on the attached worksheet. San Luis Obispo County is projected to receive approximately \$15 million. Please note that funding is most likely available for Lists A, B and C. The projects ranked in List D are those that did not make the final round, but could be funded if the legislature grants San Luis Obispo County more than the projected \$15 million.

The next step in the process requires that each participating agency adopt a formal resolution concurring with the funding recommendation prior to December 31, 2002. The complete package must be submitted to Assembly Member Maldonado and Senator McPherson before January 6, 2003.

**RESOLUTION NO. 02-286**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN SIMEON  
COMMUNITY SERVICES DISTRICT (SSCSD)  
SUPPORTING THE ALLOCATION OF PROPOSITION 50 SLO COUNTY FUNDS**

**WHEREAS**, the California electorate approved Proposition 50 on November 5, 2002;

**WHEREAS**, Proposition 50 includes a set aside of \$525 million for allocation amongst specified Counties including \$15 Million for the County of San Luis Obispo;

**WHEREAS**, representatives from twenty-five local agencies have proposed to allocate this \$15 million set aside to meet the water, wastewater, drainage and open space needs of San Luis Obispo County as detailed in the attached worksheet;

**WHEREAS**, SSCSD concurs with the proposed allocation and wishes to encourage the California Legislature to award the \$15 million San Luis Obispo County set aside for as proposed.

**NOW, THEREFORE BE IT RESOLVED** that the SSCSD approves the following actions:

1. Supports allocation of the \$15 million SLO County Set Aside as detailed on the attached worksheet.
2. Respectfully requests that Assembly Member Maldonado and Senator Bruce McPherson work to secure the specific line items appropriation of the \$15 million SLO County Set Aside as detailed on the attached worksheet.

**PASSED, APPROVED AND ADOPTED** this 11th day of December the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**Board Chairperson**

**ATTEST:**

\_\_\_\_\_  
**General Manager**

**SAN LUIS OBISPO PROPOSITION 50 FUNDING**

<b>LIST A</b>		
<b>AGENCY</b>	<b>PROJECT</b>	<b>AMOUNT</b>
Los Osos CSD	Los Osos Wastewater Project	\$2,700,000
	<b>LIST A SUBTOTAL</b>	<b>\$2,700,000</b>
<b>LIST B</b>		
<b>AGENCY</b>	<b>PROJECT</b>	<b>AMOUNT</b>
American Land Conservancy	Molinari Ranch Acquisition	\$300,000
City of Arroyo Grande	Reservoir No. 1 Replacement Project	\$300,000
City of Atascadero	Atascadero Lake Water Quality	\$300,000
Avila Beach CSD	Water System Master Plan & System Rehabilitation	\$300,000
Cambria CSD	Molinari Ranch Open Space & Watershed Protection Project	\$300,000
Cayucos Sanitary District	Pump Station No. 2 Relocation/Force Main Replacement	\$300,000
Central Coast Salmon Enhancement	Tally Ho Creek Restoration Project	\$300,000
Coastal San Luis RCD	Los Berros Creek Flood Plain Restoration Project	\$300,000
City of Grover Beach	Groundwater Infiltration	\$300,000
Heritage Ranch CSD	Alternative Water Supply Projects (s)	\$300,000
Los Osos CSD	Los Osos Wastewater Project	\$300,000
Morro Estuary Greenbelt Alliance	Programatic Funding for the Retirement of Developmental Potential on Remaining Privately Held Undeveloped Natural Shoreline Within Morro Bay Estuary	\$300,000
City of Morro Bay	DeSal Energy Recovery	\$300,000
Nipomo CSD	InnerTie w/Santa Maria	\$300,000
City of Paso Robles	Alternative Disposal of Wastewater Discharge	\$300,000
City of Pismo Beach	Wastewater Treatment Plant Flood Protection	\$300,000
Port San Luis Harbor District	Storm Water Pollution and Flood Control Project	\$300,000
San Miguel CSD	Water Systems Rehabilitation	\$300,000
San Simeon CSD	Recycled Water Project	\$300,000
City of San Luis Obispo	Mid Higuera Bypass Channel	\$300,000
SLO Co Flood Control & Water Cons District	Disinfection/Disinfectants By Products Rule Compliance	\$300,000
So SLO County Sanitation District	Water Recycling Project	\$300,000
SLO Parks, Open Space and Trails Found	Santa Lucia Wilderness Expansion	\$300,000
Templeton CSD	Wastewater Disposal System/Silva Water Well Replacement	\$300,000
Templeton USD	Wastewater Disposal System-Meadowbrook WWTP	\$300,000
	<b>LIST B SUBTOTAL</b>	<b>\$7,500,000</b>
	<b>LIST A + B SUBTOTAL</b>	<b>\$10,200,000</b>
<b>LIST C</b>		
<b>AGENCY</b>	<b>PROJECT</b>	<b>AMOUNT</b>
San Simeon CSD	Water Master Plan and Water Tank Replacement	\$150,000
San Simeon CSD	Correct Water System Deficiencies	\$200,000
City of Pismo Beach	Wastewater Treatment Plant Flood Protection	\$600,000
City of Arroyo Grande	Reservoir No. 1 Replacement Project	\$900,000
SLO Co Flood Control & Water Cons District	Disinfection/Disinfectants By Products Rule Compliance	\$700,000
Cayucos Sanitary District	Pump Station No. 2 Relocation/Force Main Replacement	\$400,000
So SLO County Sanitation District	Water Recycling Project	\$100,000
City of Atascadero	Atascadero Lake Water Quality	\$250,000
Templeton CSD	Water Storage and Pressure System Upgrade	\$1,000,000
City of Paso Robles	SWMP	\$300,000
Port San Luis Harbor District	Storm Water Pollution and Flood Control Project	\$200,000
	<b>LIST C SUBTOTAL</b>	<b>\$4,800,000</b>
	<b>LIST A, B, C, SUBTOTAL</b>	<b>\$15,000,000</b>
<b>LIST D</b>		
<b>AGENCY</b>	<b>PROJECT</b>	<b>AMOUNT</b>
American Land Conservancy	Molinari Ranch Acquisition	\$200,000
Cambria CSD	Molinari Ranch Open Space & Watershed Protection Project	\$600,000
City of San Luis Obispo	Ahearn Property Acquisition	\$400,000
City of San Luis Obispo	Modify Parks and Playgrounds to Use Recycled Water	\$300,000
City of San Luis Obispo	Water Efficient Washing Machine Rebate Program	\$50,000
City of Morro Bay	DeSal Energy Recovery	\$100,000
Nipomo CSD	InnerTie w/Santa Maria	\$1,350,000
	<b>LIST D SUBTOTAL</b>	<b>\$3,000,000</b>
	<b>LIST A, B, C, D GRAND TOTAL</b>	<b>\$18,000,000</b>

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

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

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**DATE:** December 5, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, General Manager  
**FROM:** Eileen M. Putnam, Assistant General Manager  
**SUBJECT:** Procedures for Issuance of "Will - Serve" Letters

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**RECOMMENDATIONS:**

Staff recommends the Board;

1. Review this staff memo and current Board Policy.
2. Authorize staff to proceed with preparation of a resolution establishing procedures for the issuance of "Will Serve" Letters.

**DISCUSSION:**

The Board of Directors has recently approved two (2) conditional "will serve" letters for properties located in the District. The process of review and inspection prior to issuing final "will serve" letters requires specific administration costs to the District staff. Such costs should be borne by the applicant.

Legal Counsel has reviewed the current District Policy and agrees with staff that, while it could be interpreted as covering will serve letters, it is weak and should be clarified. Specific procedures for issuance of "will serve" letters do not currently exist. Additionally, administrative costs could be higher than the current fixed fee of \$250.00.

Staff respectfully requests authorization to develop specific procedures for issuing "Will Serve" letters. It is also recommended that the Board consider requiring a fee of \$1,000 of which \$250 would be a non-refundable processing fee. The remaining \$750 would be considered a deposit toward the cost of plan checks, project review and inspections. Any balance remaining would be refunded to the applicant.

2-8 Plan Review and Inspection Services Reimbursement: For all planned unit developments, subdivisions and any construction that requires the extension of public services, monies shall be deposited for District staff to use for purposes of plan review and construction inspection. The monies deposited at the District for these purposes shall be \$250.00.

All costs accrued by District Engineer and District staff in the review and inspection of the proposed facilities shall be applied against the deposit. Any costs accrued in excess of the deposit shall be billed, and any monies remaining will be returned after Board approval of the proposed facilities.

2-9 Relief on Application: When any person by reason of special circumstance, is of the opinion that any provision of the Ordinance is unjust or inequitable as applied to his premises or request, he may make written application to the Board, stating the special circumstances, citing the provision complained of, and requesting modification or relief from that provision as applied to him. The Board shall rule upon the application within 45 days of acceptance of the written request.

2-10 Relief on Own Motion: The Board may, on its own motion, find that by reason of special circumstances any provision of this regulation and Ordinance should be suspended or modified as applied to a particular premises or situation and may, by motion, order such suspension or modification for such premises during the period of such special circumstances, or any part thereof.

2-11 Discontinuance of Service for Violation of Rules and Regulations: A customer shall be entitled to a reasonable notice of the intent of said District to discontinue his service for his noncompliance with, or his violation or infraction of any rule or regulation and to a reasonable opportunity to comply therewith or to cease the violation or infraction thereof.

Provided however, that no such notice or opportunity to comply with, or cease a violation or infraction of, any such rule and regulation need be given for those instances in which the noncompliance, violation or infraction by the customer has created, is creating, or is likely to create, on the customer's premises and/or in the water supply system of District, conditions dangerous and detrimental to property (including crops), public health, safety and welfare.



**SAN SIMEON COMMUNITY SERVICES DISTRICT**

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

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**DATE:** December 11, 2002

**TO:** Board of Directors

**VIA:** Mark Bloodgood, District Manager

**FROM:** John L. Wallace, District Engineer

**SUBJECT:** Evaluation of San Simeon Avenue Abandoned Waterline for Reclaimed Water Purposes

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**RECOMMENDATIONS:**

Staff recommends the Board:

Authorize staff to proceed with the analysis and investigation of the abandoned water line on San Simeon Avenue for the purposes of carrying reclaimed water to the Caltrans Right of Way (and to serve future reclaimed water purposes)


**FUNDING:**

Previous CIP's included S-7 Reclaimed Water Facilities Design, Phase II in the amount of \$20,000 and S-8 San Simeon Avenue Effluent Line to Highway 1 in the amount of \$60,000. For a total potential funding of \$80,000 as shown in previous budgets. Also, proposed Prop 50 funding in the amount of \$300,000 is anticipated to be allocated to the overall reclaimed water project for San Simeon. Costs for this investigation are estimated to not exceed \$5,000 including outside construction equipment rental.

**DISCUSSION:**

At the Facilities Committee meeting on December 4<sup>th</sup>, the Committee directed staff to proceed with an action item to your Board on December 11<sup>th</sup> requesting authorization to proceed with the investigation of the use of an abandoned 4" waterline in San Simeon Avenue for the purposes of conveying reclaimed wastewater to the Caltrans right-of-way. This line would also serve future reclaimed water projects.

The purpose for this investigation would be to determine whether or not the line could be put in service, both from a regulatory standpoint as well as infrastructure suitability to convey reclaimed water from the treatment plant to the freeway to supplement Caltrans' landscaping irrigation. The pipe bridge project constructed several years earlier, included a reclaimed water pipeline across the creek in an anticipation of a future District's reclamation project. The pipe bridge line theoretically can be tied into the abandoned 4" waterline on San Simeon Avenue, perhaps eliminating the need



for construction of an additional line. However, regulatory separation and marking of this abandoned line may or may not preclude this use depending on the current requirements of the Regional Water Quality Control Board and the Health Department.

While the District's Facilities Plan is being completed, (which includes an overall reclaimed water project) it is prudent to proceed with the investigation of our existing infrastructure to determine its applicability to future projects and to advance a reclaimed water project for freeway irrigation using existing plant effluent.

Staff will coordinate with Superintendent Head to complete this investigation by the January Board Meeting. In addition, outside contractors assistance may be necessary to determine if the line will need to be modified to complete this testing. Attached is a scope of work for this investigation. It is anticipated that the total cost of the investigation will be approximately \$5,000 including outside contractor assistance.

C:\Documents and Settings\EileenP\Local Settings\Temporary Internet Files\OLK78\12-11-02 Staff Report- San Simeon Avenue.wpd

**Scope of Work for  
Testing Existing 4" Water Main  
For Suitability for Recycled Water Service  
San Simeon Community Services District**

**JLWA/District Engineer**

- • Research/review As-Built Drawings
- • Research/review Other Utility Drawings/Potential Conflicts
- • Prepare Brief Scope/Testing Plan for Contractor to Price Work
- • Review Separation Criteria and Retrofit Requirements with DHS

*Note: Should regulatory/utility review indicate conversion of pipeline to recycled water use is not feasible, water line testing by contractor will not be implemented.*

**Contractor**

- • Notify USAAlert – two working days in advance
- • Mobilize and Excavate Two Ends of Pipeline
- • Provide Temporary Bulkheads/Flanges to Isolate Pipeline
- • Fill Pipeline With Water for Overnight Equilibration
- • Pressure Testing Pipeline (two to four hour test)
- • Backfill excavation and restore pavement

**JLWA/District Engineer**

- • Prepare Brief Report of Findings

# San Simeon Community Services District



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

## INCIDENT REPORT

Reported By: Michael HASETT

Date of Incident: 11/24/02

Approximate Time: 11:00 AM

Location: 3.4 miles east of Main st., Cambria; on Santa Rosa Cr. Rd

Did This Incident Occur While On the Job:  YES  NO

Description/Explanation: While driving the District's truck home from the plant, turning left into my driveway I collided with another vehicle owned and operated by Richard Lambert CDL# C1370870 phone # Home 927-5547 work 927-1609. Prior to attempting the left hand turn he failed to signal. Mr. Lambert stated he was attempting to pass in the passing lane. This portion of Santa Rosa creek Rd is narrow, has blind spots and driveway on both sides of the street. Mr. Lambert informed me he would be in contact with District staff in the morning.

Reported To: EDA

Date: 11/25/02

Any Action Taken: YES  NO  (If Yes, Please Describe) \_\_\_\_\_

Signed: Michael P. Hasset

Date: 11/25/02

Supervisor Signature: [Signature]

Date:    /   /   

General Manager: \_\_\_\_\_

Date:    /   /

11/24/02 11:15 AM

at approx. 11<sup>AM</sup> this morning I was driving the District truck home from the Plant. While turning into my driveway, (located exactly 3.4 miles east of main st on Santa Rosa Creek Rd) another collided with the truck while attempting to pass me on the left. I did not signal for the left hand turn into my driveway which invited the collision. The driver of the other vehicle, (Richard Lambert CDL# C1370870 Phone # 927-1609 work 3927-5547 home) claims he was in a passing lane. Damage to the District's truck is limited to a ~~hole~~ mark on the driver's side door. The other vehicle involved sustained minor front end damage.

STATE OF CALIFORNIA  
 DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**TRAFFIC COLLISION REPORT - Property Damage Only**  
 CHP 555-03 (Rev. 9-99) OPI 061

Original to Officer, copy(ies) to involved party(ies)

SPECIAL CONDITIONS

MIT & DIVISION: 30 CITY: UN.K JUDICIAL DISTRICT: 350 NUMBER: \_\_\_\_\_

COUNTY: SLO REPORTING DISTRICT: 938 REPORTING OFFICER: LEE

LOCATION: Santa Rosa Cr RD MO: 11 DAY: 25 YEAR: 02 TIME (2400): 1100 NCIP: 9770 OFFICER I.D. #: 11021

AT INTERSECTION WITH: \_\_\_\_\_ DAY OF WEEK: SUNDAY TOW AWAY:  Yes  No STATE HIGHWAY RELATED:  Yes  No

DRIVER'S LICENSE NUMBER: A2217524 STATE: CA CLASS: C SAFETY EQUIPMENT: Seat belt

DRIVER: Michael P. HASETT STREET ADDRESS: 5078 Santa Rosa Cr RD

SEX: M BIRTHDATE: 11-25-70 INSURANCE CARRIER: SORMA POLICY NUMBER: CVA0102V030

DIR. TRAVEL: 265T ON STREET OR HIGHWAY: Santa Rosa Creek Road SPEED LIMIT: 25

VEH. YEAR: 99 MAKE / MODEL / COLOR: Chevy 1 ton. white LICENSE NUMBER: 1031129 STATE: CA VEH. TYPE: Truck

DRIVER'S LICENSE NUMBER: \_\_\_\_\_ STATE: \_\_\_\_\_ CLASS: \_\_\_\_\_ SAFETY EQUIPMENT: \_\_\_\_\_

DRIVER: Richard Lambert STREET ADDRESS: 61370870

SEX: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_ INSURANCE CARRIER: \_\_\_\_\_ POLICY NUMBER: \_\_\_\_\_

DIR. TRAVEL: \_\_\_\_\_ ON STREET OR HIGHWAY: \_\_\_\_\_ SPEED LIMIT: \_\_\_\_\_

VEH. YEAR: \_\_\_\_\_ MAKE / MODEL / COLOR: \_\_\_\_\_ LICENSE NUMBER: \_\_\_\_\_ STATE: \_\_\_\_\_ VEH. TYPE: \_\_\_\_\_

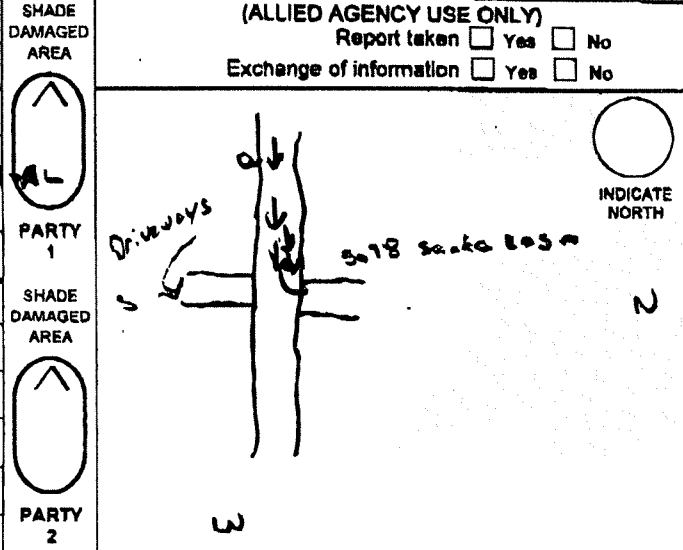
WT.  R/O  AGE  SEX  NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ PARTY NO. \_\_\_\_\_

WT.  R/O  AGE  SEX  NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ PARTY NO. \_\_\_\_\_

PROP. NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ DAMAGED PROPERTY \_\_\_\_\_

ANY COLLISION FACTOR LIST NUMBER (S) OF PARTY AT FAULT

ANY COLLISION FACTOR LIST NUMBER (S) OF PARTY AT FAULT	TRAFFIC CONTROL DEVICES	TYPE OF VEHICLE	MOVEMENT PRECEDING COLLISION
<input type="checkbox"/> A VC SECTION VIOLATED:	A CONTROLS FUNCTIONING	A PASSENGER CAR / STATION WAGON	A STOPPED
<input type="checkbox"/> B OTHER IMPROPER DRIVING *	B CONTROLS NOT FUNCTIONING	B PASSENGER CAR W/TRAILER	B PROCEEDING STRAIGHT
<input type="checkbox"/> C OTHER THAN DRIVER *	C CONTROLS OBSCURED	C MOTORCYCLE / SCOOTER	C RAN OFF ROAD
<input type="checkbox"/> D UNKNOWN *	D NO CONTROLS PRESENT/FACTOR *	D PICKUP OR PANEL TRUCK	D MAKING RIGHT TURN
<input type="checkbox"/> E FELL ASLEEP *	E TYPE OF COLLISION	E PICKUP / PANEL TRUCK W/TRAILER	E MAKING LEFT TURN
WEATHER (MARK 1 TO 2 ITEMS):	A HEAD-ON	F TRUCK OR TRUCK TRACTOR	F MAKING U TURN
A CLEAR	B SIDESWIPE	G TRUCK / TRUCK TRACTOR W/TRAILER	G BACKING
B CLOUDY	C REAR END	H SCHOOL BUS	H SLOWING / STOPPING
C RAINING	D BROADSIDE	I OTHER BUS	I PASSING OTHER VEHICLE
D SNOWING	E HIT OBJECT	J EMERGENCY VEHICLE	J CHANGING LANES
E FOG/VISIBILITY	F OVERTURNED	K HIGHWAY CONST. EQUIPMENT	K PARKING MANEUVER
F OTHER:	G VEHICLE / PEDESTRIAN	L BICYCLE	L ENTERING TRAFFIC
G WIND	H OTHER:	M OTHER VEHICLE	M OTHER UNSAFE TURNING
LIGHTING	I MOTOR VEHICLE INVOLVED WITH	N PEDESTRIAN	N XING INTO OPPOSING LANE
A DAYLIGHT	A NON-COLLISION	O MOPED	O PARKED
B DUSK - DAWN	B PEDESTRIAN	OTHER ASSOCIATED FACTOR(S) (MARK 1 TO 2 ITEMS)	P MERGING
C DARK - STREET LIGHTS	C OTHER MOTOR VEHICLE	A VC SECTION VIOLATION:	Q TRAVELING WRONG WAY
D DARK - NO STREET LIGHTS	D MOTOR VEHICLE ON OTHER HIGHWAY	B VC SECTION VIOLATION:	R OTHER *
E DARK - STREET LIGHTS NOT FUNCTIONING	E PARKED MOTOR VEHICLE		
ROADWAY SURFACE	F TRAIN		
A DRY	G BICYCLE		
B WET	H ANIMAL:		
C SNOWY - ICY	I FIXED OBJECT:		
D SLIPPERY (MUDDY OILY ETC.)	J OTHER OBJECT:		
ROADWAY CONDITION(S) (MARK 1 TO 2 ITEMS)	PEDESTRIAN'S ACTIONS		
A HOLES, DEEP RUTS *	A NO PEDESTRIAN INVOLVED		
B LOOSE MATERIAL ON ROADWAY *	B CROSSING IN CROSSWALK AT INTERSECTION		
C OBSTRUCTION ON ROADWAY *	C CROSSING IN CROSSWALK - NOT AT INTERSECTION		
D CONSTRUCTION - REPAIR ZONE	D CROSSING - NOT IN CROSSWALK		
E NARROWED ROADWAY WIDTH	E IN ROAD - INCLUDES SHOULDER		
F FLOODED:	F NOT IN ROAD		
G OTHER:	G APPROACHING / LEAVING SCHOOL		
H NO UNUSUAL CONDITIONS			



DATE OF COLLISION	TIME (2400)	NCIC NUMBER	OFFICER I.D.	NUMBER	PAGE
MO. 11 DAY 24 YR. 02	11:00 AM				

1. While turning left into my driveway (located 3.4 miles east  
 2. of Main St., Cambria on Santa Rosa Creek Rd. Mr. Lambert  
 3. attempted to pass my vehicle and collided with the  
 4. tire of my vehicle causing damage to his front  
 5. end. There is no damage to my vehicle

- 6.
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- 27.
- 28.

PREPARED BY NAME	I.D. NUMBER	MO. DAY YEAR	REVIEWER'S NAME	MO. DAY YEAR

## Eileen Putnam

---

**Full Name:** Richard Lambert  
**Last Name:** Richard  
**First Name:** Lambert

11/25/02 - TCF Richard Lambert re: accident w/District Truck. Repair is estimated at \$1500. Going to report to CHP. Told him I had been notified by Mike Hassett of the accident and that it was a good idea to contact official agency to file report. Not sure if it's CHP or Sheriff's Dept. Will call Lt. Basti and Notify Lambert. TCT Basti's office, Dispatcher said it's CHP jurisdiction. Contacted Mike H. and Lambert to meet w/CHP at same time and complete the accident reports.

12/6/02 - Msg from Hassett as to status of claim. No word on this end.

12/6/02 - TCF Lambert re: claim. His insurance company paid \$1000 and he has a \$500 deductible that he had to pay (said it was his wife's Christmas Present) Wanted a claim form and a check for the \$500 along with compensation for the 6 days his vehicle was at the shop. He said that CHP said Mike was at fault. Told him I wasn't in a position to say who was or wasn't at fault, but that I'd find the claim form and get it to him. He became belligerent and said that we should pay him and settle it. I tried to explain that we are a gov't entity and as such, staff can't just write a check. Told him I would contact Legal Counsel for direction.

12/6/02 - TCT RWS re: matter. He said to call Lambert and tell him to file a claim against the District. Concurred that staff can't take action to settle the claim, that we are staff and as such, don't make those decisions. It must come from the Board. I asked RWS to speak with him and he said to have him call him. TCT Lambert explaining that RWS would speak with him - Lambert wasn't comfortable doing so, said he'd have his attorney do so. If he felt that way, maybe it was a good idea. He then became belligerent and accused us of trying to shaft the little guy. I said that wasn't the case and that we simply wanted to deal with this as required. He angrily stated that Mike had no business having the truck out so far away from the plant. I said that Mike was staff on call that weekend and as such, currently did have the right to have the truck. Lambert then said he'd be at the next board meeting to ask the Board why they allowed the truck out so far, thus resulting in the accident. TCT RWS and told him of this conversation. RWS asked for Lambert's Number. Done.

12/6/02 - Rec'd email from RWS to fax Richard a claim form. Notified RWS that I didn't have one here in SLO and that if there is one at the office, we'll get it to Lambert on Monday Morning. RWS said that was fine

12/9/02 - Contacted Kim re: claim form. She couldn't find one. Asked her to contact Ins carrier to see if they had one. Kim called back to say she'd spoken w/CHP - they will not make a determination on fault since they were not called to the scene when the accident happened. Kim then contacted SDRMA re: claim form. There is none - Ins. rep said she would call Lambert and would check with supervisor on precedent.

12/9/02 - Contacted RWS to let him know what happened. RWS concerned about impact on Insurance premium and would rather handle in house - Let Lambert file the claim against the District. Contacted Kim to see about stopping any further involvement of SDRMA. Since no paperwork has been prepared, carrier can stop if we insist, but also stated that they would deny Lambert's claim anyway since he tried to pass on the left and the CHP wouldn't make a determination. Carrier suggested that they proceed since it will be denied and there will be no impact on the District's Insurance premium. Contacted RWS to notify him of SDRMA's opinion.

12/9/02 - Prepared a Claim Form (from the CSDA Policy Handbook) and forwarded to RWS for approval. DONE - Then attempted to fax to Lambert. Fax rejected. Contacted individual in Lambert's department who gave me the correct fax number. FAXED SUCCESSFULLY



San Simeon Community Services District



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Board of Directors  
David Kiech, Loraine Mirabal-Boubion, Eric Schell, Carol Bailey-Wood, Terry Lambeth

**NOTICE OF MEETING**

**DISTRICT POLICY ADVISORY COMMITTEE**

Monday, December 16, 2002

9:00 A.M.

San Simeon Community Services District Office  
111 Pico Avenue  
San Simeon, CA 93452