

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



BOARD PACKET

**Wednesday, November 12, 2014
Regular Meeting 6:00 pm**

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

Prepared by GES

AGENDA
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, November 12, 2014
6:00 pm

CAVALIER BANQUET ROOM
250 San Simeon Avenue
San Simeon, CA

1. REGULAR SESSION: 6:00 PM

- A. Roll Call
- B. Pledge of Allegiance

2. PUBLIC COMMENT:

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

- A. **Sheriff's Report** – Report for October.
- B. **Public comment on Sheriff's Report**

3. BOARD PRESENTATIONS AND ANNOUNCEMENTS:

4. STAFF REPORTS

A. General Manager's Report

- 1. **Staff Activity** – Report on Staff activities for the month of October.
- 2. **Grants, Loans and Partnership Opportunities:**
 - A. Verbal update on WRAC/IRWM Grant for Purple Pipe.
 - B. Update on Submittal of Grant application to USDA for Well Head Treatment Unit.
- 3. **\$2,144 received from the State Of California for Claim submitted in 2003 for Agenda "prep/posting" reimbursement.**
- 4. **Update on Recycled Water Distribution** – Current status of distribution within and outside San Simeon CSD Boundaries.

B. Superintendent's Report

- 1. **Wastewater Treatment / Collection Systems** – Summary of operations and maintenance for October.

2. **Water / Distribution Systems** – Distribution performance for the Month of October.

3. **District Maintenance** – Summary of District maintenance for October.

C. **District Financial Summary** – Update on Monthly Financial Status for close of business October 31, 2014.

D. **District Counsel's Report** –Heather Whitham

5. ITEMS OF BUSINESS

A. **Approval of last month's minutes** – October 8, 2014.

B. **Approval of Disbursements Journal(s)** – November 12, 2014.

6. DISCUSSION/ACTION ITEMS

A. **Consideration of adoption of Ordinance 115:** Amending Ordinance 108 establishing water and sewer service allocation transfer requirements.

B. **Consideration of approval of Resolution 14-369** – Establishing a Wait List for Water, Sewer and Service allocations.

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

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

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

10. ADJOURNMENT

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

This agenda was prepared and posted pursuant to Government Code Section 54954.2.

4A. GENERAL MANAGER'S REPORT
Charles Grace
Staff Activities for October

4A. GENERAL MANAGER'S REPORT
November 11, 2014

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

During the month of October Staff read meters and distributed water billing to customers. Staff prepared the 4th Quarter newsletter, the ballots for the Beautification Award and distributed both with the October billing. Staff worked with the Auditors, Moss & Levy and the Bookkeeper to help complete the Audit. We have applied for several grants to assist the District with water issues and we are currently working with Phoenix Engineering to help to complete documents and preliminary engineering reports requested by the State Agencies. Letters to all restaurants regarding the San Simeon Fats, Oils, and Grease program have been sent out.

Staff has been working on updating Ordinance 108 and Resolution 14-369 with Counsel, which have been submitted under Discussion Action Items in this Board Packet; all legal postings were completed. Per Ordinance 111 passed in 2012, all notices to all trade journals listed per the Cost Accounting Procedures and Policies Manual have been emailed and mailed out.

Staff worked with the Cambrian and Cambria Director Amanda Rice regarding SSCSD Recycled Water availability. Several new Distributors and residents have been trained.

Staff has been working with several vendors regarding Wellhead treatment possibilities and worked with several vendors in effort to rent a reverse osmosis system. Staff is coordinated with PG&E to determine the required effort to run 480/3 phase power to the well site. Phoenix Engineering is also assisting in the process to by attempting to utilize any temporary equipment in the long term solution.

2. Grants, Loans and Partnership Opportunities:

- A. Verbal update on WRAC/IRWM Grant for Purple Pipe.
- B. Update on Submittal of Grant application to USDA for Well Head Treatment Unit.

Staff has been working with the USDA on the Grant application through their Emergency Drought Assistance Program. The Wellhead treatment project qualifies under their terms for emergency assistance and necessity. We are working with both concepts of immediate rental equipment and purchase. The USDA feels that

they will have the funding for both. Their process is long and will take several months before the District would receive any financial help. Staff along with Phoenix Engineering and the USDA are working swiftly to "assist" in the timeline.

3. \$2,144 received from the State Of California for Claim submitted in 2003 for Agenda "prep/posting" reimbursement.

The District received two checks totaling \$2,144 from the State Controller's Office. Staff verified that the funds were from a Grant application that was turned in during 2003. There was a Grant during that time that covers District's costs of posting the Agenda. The original amount asked for was \$7,536. After State "adjustments", total received was \$2,144.

4. Update on Recycled Water Distribution – Current status of distribution within and outside San Simeon CSD Boundaries.

Staff worked with Kathe Tanner to help produce an informative article on the Recycled Water availability for distribution outside San Simeon Boundaries. We have also been working with Cambria Director Amanda Rice to construct and information event for Cambrian's that would like to know more about San Simeon Recycled Water. It would be a short training session much like the training given to Distributors and Site Supervisors.

Staff has trained the Cal Fire Station crew. They will be ready to use Recycled Water for firefighting and some other minor construction uses. Further details are being coordinated to make recycled water for firefighting available.

Staff has had conversations with Cal Trans and Hearst Castle regarding Recycled Water use.

4B. SUPERTINTENDENT'S REPORT

Jerry Copeland

Facilities Update for October

- **Wastewater Treatment Plant**
- **Water Distribution System**
- **District & Equipment Maintenance**

4. B SUPERINTENDANT REPORT

Activities of October 2014

1. Wastewater Treatment Plant

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the RWQCB.
- The flow meter on the Recycled Water Facility failed and was replaced.
- 1 load of sludge was hauled away.

2. Water Distribution System

- All routine sampling and testing was performed. The monthly report was submitted to the CDPH.
- Monthly meter reading was performed.

3. District and Equipment Maintenance

- Staff continues with all of the scheduled preventive maintenance for all the equipment at the facilities. We are recording all of these activities.
- Graffiti was removed from the base of the Pico Avenue stairway.

San Simeon Community Services District - Monthly Data Report - October 2014

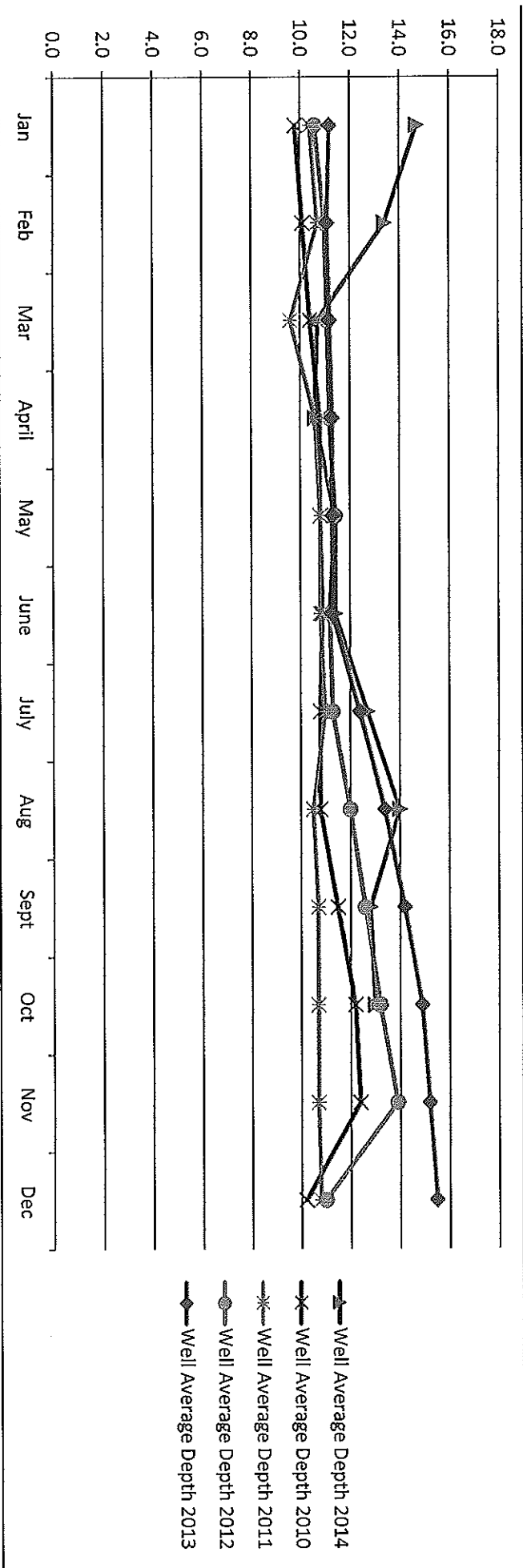
Date	Day	Wastewater Influent Daily flow	Wastewater Effluent Daily Flow	CALCULATED Well 1 Total Pumped	CALCULATED Well 2 Total Pumped	CALCULATED Well 3 Total Pumped	CALCULATED Total Daily Water Produced	Recycled Water Distributed	Water Level Well 1	Water Level Well 2	Rainfall in Inches	INPUT State Sewer Daily Flow
10/01/14	Wed	57,928	73,060	0	38,148	32,900	71,048	0	13.3	13.3	0.00	6,520
10/02/14	Thu	34,736	68,930	0	39,120	35,000	74,120	2,200	13.4	13.4	0.00	3,300
10/03/14	Fri	53,605	73,780	0	48,096	29,100	77,196	0	13.4	13.4	0.00	6,441
10/04/14	Sat	41,832	89,880	0	91,630	33,300	124,930	0	13.5	13.5	0.00	5,232
10/05/14	Sun	99,170	95,950	0	0	52,000	52,000	0	13.7	13.7	0.00	5,157
10/06/14	Mon	74,074	81,550	0	41,140	32,400	73,540	0	13.6	13.6	0.00	4,134
10/07/14	Tue	76,263	72,030	598	20,869	43,400	64,868	5,770	13.6	13.6	0.00	4,074
10/08/14	Wed	95,980	74,350	0	36,727	44,400	81,127	0	13.6	13.6	0.00	4,717
10/09/14	Thu	82,535	57,970	0	29,247	43,600	72,847	250	13.6	13.6	0.00	3,659
10/10/14	Fri	88,021	72,430	0	1,720	64,500	66,220	0	13.6	13.6	0.00	4,379
10/11/14	Sat	102,121	79,960	0	15,783	64,300	80,083	0	13.6	13.5	0.00	3,648
10/12/14	Sun	89,903	84,700	0	12,342	63,500	75,842	0	13.6	13.6	0.00	5,469
10/13/14	Mon	74,770	71,030	0	17,578	55,200	72,778	0	12.3	12.3	0.00	3,863
10/14/14	Tue	43,648	63,390	0	0	63,900	63,900	7,615	12.0	12.0	0.00	3,794
10/15/14	Wed	67,182	60,920	0	17,503	36,700	54,203	125	12.1	12.1	0.00	2,916
10/16/14	Thu	82,366	63,250	0	14,810	53,700	68,510	250	12.2	12.2	0.00	3,362
10/17/14	Fri	89,823	71,730	0	19,747	48,100	67,847	0	12.3	12.3	0.00	3,475
10/18/14	Sat	92,550	85,340	0	4,039	64,900	68,939	0	12.3	12.4	0.00	3,418
10/19/14	Sun	80,099	78,050	0	27,975	71,300	99,275	0	12.4	12.5	0.00	4,638
10/20/14	Mon	81,433	73,330	0	1,346	53,700	55,046	0	12.5	12.7	0.00	3,797
10/21/14	Tue	84,535	60,180	0	12,940	42,700	55,640	7,995	12.7	12.7	0.00	3,043
10/22/14	Wed	91,566	64,270	0	14,736	48,100	62,836	4,470	12.7	12.5	0.00	3,132
10/23/14	Thu	85,547	63,710	0	14,511	53,300	67,811	2,295	12.5	12.5	0.00	3,132
10/24/14	Fri	97,808	73,490	0	27,302	55,800	83,102	0	12.5	12.6	0.00	3,134
10/25/14	Sat	47,580	86,480	0	4,338	55,900	60,238	0	12.6	12.7	0.00	3,079
10/26/14	Sun	72,009	79,720	0	21,617	57,000	78,617	0	12.7	12.8	0.00	5,709
10/27/14	Mon	69,568	91,020	0	15,708	52,500	68,208	0	12.8	12.9	0.00	6,815
10/28/14	Tue	64,786	64,000	0	12,417	53,200	65,617	4,585	12.9	13.0	0.00	2,214
10/29/14	Wed	53,858	59,880	0	4,413	53,400	57,813	0	13.0	13.1	0.00	3,766
10/30/14	Thu	62,324	55,510	0	11,295	40,900	52,195	3,150	13.1	13.1	0.00	3,766
10/31/14	Fri	81,568	69,400	0	24,908	41,600	66,508	0	13.1	13.2	0.98	2,783
TOTALS		2,319,178	2,259,290	598	642,008	1,540,300	2,182,907	38,705			0.98	126,566
Average		74,812	72,880	19	20,710	49,687	70,416	1,249	12.9	13.0	0.03	4,083
Minimum		34,736	55,510	0	0	29,100	52,000	0	12.0	12.0	0.00	2,214
Maximum		102,121	95,950	598	91,630	71,300	124,930	7,995	13.7	13.7	0.98	6,815

2014	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Total for 2014
Wastewater Influent	2,038,514	2,129,638	2,312,484	2,560,476	2,551,268	2,827,071	3,032,345	2,978,001	2,438,979	2,319,178			25,187,954
Wastewater Final Effluent (Month Cycle)	2,086,860	2,250,320	2,347,710	2,548,090	2,475,100	2,547,800	3,024,620	2,859,870	2,344,990	2,259,290			24,744,650
Adjusted Wastewater Influent (- State Flow) *	1,776,470	1,863,820	1,938,110	2,204,983	2,198,940	2,428,604	2,790,878	2,840,506	2,303,254	2,182,612			22,538,177
Water Produced (month cycle)	1,892,141	1,737,158	1,745,682	1,941,958	2,196,613	2,314,014	2,731,098	2,729,715	2,192,595	2,182,907			21,663,879
Sewer Influent/Water Produced Ratio	1.10	1.23	1.32	1.32	1.16	1.22	1.11	1.09	1.11	1.06			N/A
Adjusted Sewer/Water Produced Ratio	0.94	1.10	1.10	1.14	1.00	1.04	1.02	1.04	1.05	1.01			N/A
Well 1 Water Pumped	1,368,990	0	374,374	1,148,479	1,099,186	1,190,814	1,436,085	1,386,532	232,703	598			8,237,762
Well 2 Water Pumped	523,151	1,493,158	1,595,634	909,867	1,097,427	1,123,200	1,295,012	1,343,183	1,573,792	642,008			N/A
Well 3 Water Pumped	0	244,000	0	0	0	0	0	0	366,100	1,540,300			2,170,400
Total Well Production	1,892,141	1,737,158	1,745,682	1,941,958	2,196,613	2,314,014	2,731,098	2,729,715	2,192,595	2,182,907			21,663,880
Water Well 1 Avg Depth to Water	14.6	13.1	10.7	10.6	10.5	11.4	12.7	14.0	12.8	12.9			N/A
Water Well 2 Avg Depth to Water	14.7	13.4	10.6	10.5	10.5	11.3	12.6	13.9	12.8	13.0			N/A
Average Depth of Both Wells	14.7	13.3	10.7	10.6	10.5	11.4	12.7	14.0	12.8	13.0			N/A
Change in Average Well Depth from 2013	+3.4	+2.2	-0.5	-0.7	-0.8	-0.1	+0.3	+0.6	-1.4	-1.9			N/A
State Wastewater Treated	262,044	265,818	311,282	356,493	352,328	398,467	241,467	137,495	135,725	126,566			2,586,685
State % of Total WW Flow	13%	13%	16%	14%	14%	14%	8%	5%	6%	5%			N/A
Recycled Water Sold (Gallons)	0	0	0	125	5,785	10,420	29,555	44,145	36,080	38,705			164,815
Biosolids Removal (Gallons)	0	0	12,000	12,000	6,000	6,000	12,000	6,000	6,000	6,000			66,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0			N/A
Constituent Exceeded	None	None	None	None	None	None	None	None	None	None			N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			N/A
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			N/A

2013	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Total for 2013
Wastewater Final Effluent (Month Cycle)	2,021,340	1,908,020	2,318,280	2,451,860	2,643,980	2,808,900	3,419,550	3,346,020	2,749,810	2,603,850	2,258,780	2,353,200	30,883,590
Wastewater Influent	2,314,345	2,162,072	2,521,425	2,462,631	2,597,523	2,836,232	3,360,480	3,305,527	2,735,386	2,525,354	2,084,338	2,313,438	31,218,731
Adjusted Wastewater Influent (- State Flow) *	2,067,826	1,945,010	2,232,831	2,144,411	2,239,609	2,452,299	2,819,473	2,783,082	2,351,167	2,191,107	1,852,313	2,007,408	27,086,536
Water Produced (month cycle)	1,727,730	1,703,869	1,995,696	2,278,258	2,540,208	2,803,862	3,198,897	3,089,090	2,471,242	2,288,805	1,854,816	2,032,266	27,984,740
Sewer Influent/Water Produced Ratio	1.34	1.27	1.26	1.08	1.02	1.01	1.05	1.08	1.11	1.10	1.22	1.17	N/A
Adjusted Sewer/Water Ratio	1.20	1.14	1.12	0.94	0.88	0.88	0.88	0.90	0.95	0.96	1.00	1.01	N/A
Average Depth of Both Wells	11.3	11.1	11.2	11.3	11.3	11.3	12.4	13.4	14.2	14.9	15.2	15.5	N/A
Change in Average Well Depth from 2011	+0.6	+0.1	+0.1	+0.1	+0.1	+0.1	+1.1	+1.4	+1.6	+1.7	+1.3	+5.5	N/A
State Wastewater Treated	246,519	217,062	288,594	318,220	357,914	383,933	541,007	522,445	384,219	334,227	232,025	281,172	4,107,337
State % of Total WW Flow	11%	10%	11%	13%	14%	14%	16%	16%	14%	13%	11%	12%	N/A
Biosolids Removal (Gallons)	6,000	0	0	6,000	6,000	12,000	6,000	12,000	12,000	6,000	6,000	6,000	78,000
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0	0	0	0
Constituent Exceeded	None	None	None	None	None	None	None	None	None	None	None	None	N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Well Average Depth 2010	9.8	10.1	10.4	10.8	10.8	10.9	10.8	10.8	11.5	12.2	12.4	10.2
Well Average Depth 2011	10.4	10.7	9.6	10.6	10.8	10.8	11.0	10.5	10.7	10.7	10.7	10.8
Well Average Depth 2012	10.6	11.0	11.1	11.2	11.4	11.2	11.3	12.0	12.6	13.2	13.9	11.0
Well Average Depth 2013	11.2	11.1	11.2	11.3	11.3	11.3	12.4	13.4	14.2	14.9	15.2	15.5
Well Average Depth 2014	14.7	13.4	10.7	10.6	11.4	11.4	12.7	14.0	12.8	13.0		



4C. DISTRICT FINANCIALS

Renee Lundy

October 31, 2014

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

SAN SIMEON COMMUNITY SERVICES DISTRICT



4C. FINANCIAL SUMMARY

BILLING
October 31, 2014

September Billing Revenue	\$ 65,731.82
October Billing Revenue	\$ 59,532.62
Past Due (31 to 60 days)	\$ 306.55
Past Due (60 days)	\$ 391.53

RABOBANK SUMMARY
Ending Balances October 31, 2014

Summary of Transactions:

Money Marketing Account Closing Balance October 31, 2014	\$ 634,916.90
Reserve Fund	(\$ 250,000.00)
Hook up Deposits	(\$ 43,470.00)
Available Funds	\$ 341,446.90
General Checking Account	\$ 134,312.87
Well Rehab Project/USDA Checking Account	\$ 71,830.05

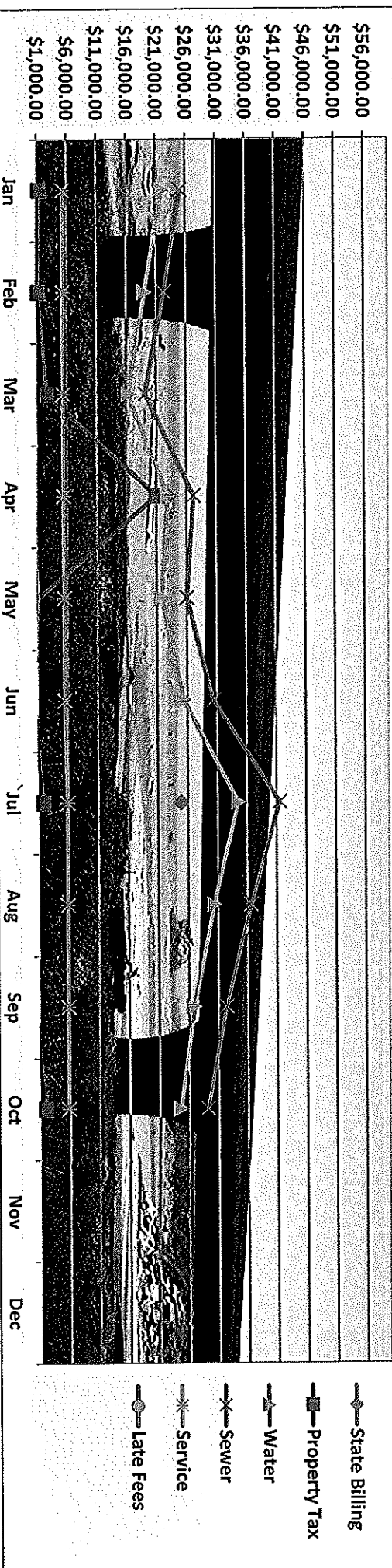
LAIF Closing Balance October 31, 2014	\$ 518.85
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SAN SIMEON COMMUNITY SERVICES DISTRICT
Balance Sheet
As of November 1, 2014

	Nov 1, 14
ASSETS	
Current Assets	
Checking/Savings	
1010 · Petty cash	150.00
1020 · General checking	63,289.53
1022 · USDA checking	71,830.05
1040 · Cash in county treasury	(3,053.68)
1050 · LAIF - non-restricted cash	518.24
1060 · Money Market Account 9548643039	634,916.90
Total Checking/Savings	767,651.04
Other Current Assets	
1200 · Accounts receivable	59,530.08
1300 · Prepaid expenses	(824.57)
Total Other Current Assets	58,705.51
Total Current Assets	826,356.55
Fixed Assets	
1400 · Fixed assets	
1420 · Building and structures	395,874.73
1500 · Equipment	316,747.53
1540 · Major water projects	145,068.22
1580 · Sewer plant	1,488,555.08
1600 · Water system	550,390.00
1620 · WWTP expansion	299,565.92
1630 · Tertiary Project	258,110.12
1640 · Wellhead project	444,712.08
Total 1400 · Fixed assets	3,899,023.68
1650 · Walkway access projects	11,511.00
1660 · RO Unit	1,968.00
1690 · Accumulated depreciation	(1,983,438.96)
Total Fixed Assets	1,929,063.72
Other Assets	
1710 · Customer deposits	100.00
Total Other Assets	100.00
TOTAL ASSETS	2,755,520.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll liabilities	306.00
2500 · Customer security deposits	10,308.13
2510 · Connect hookup wait list	43,470.00
2520 · USDA Loan	479,310.00
Total Other Current Liabilities	533,394.13
Total Current Liabilities	533,394.13
Total Liabilities	533,394.13
Equity	
3200 · Fund balance	2,325,746.46
3900 · Suspense	150.00
Net Income	(103,770.32)
Total Equity	2,222,126.14
TOTAL LIABILITIES & EQUITY	2,755,520.27

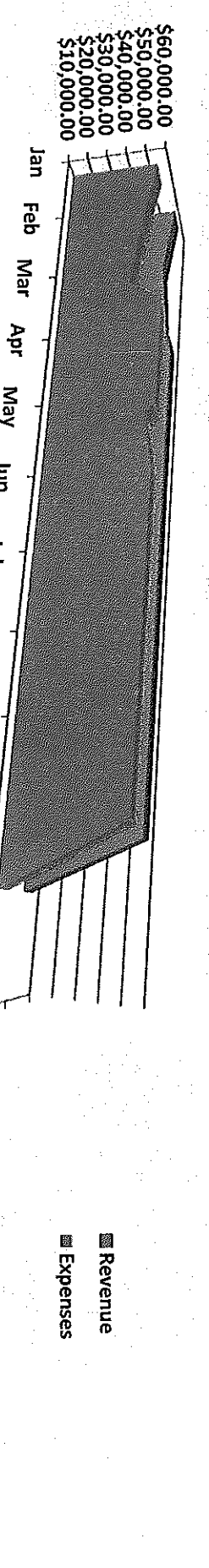
2014 DISTRICT REVENUE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
State Billing				\$23,125.64			\$24,891.66						\$48,017.30
Property Tax	\$1,327.66	\$1,155.60	\$2,632.24	\$21,054.41	\$912.02	\$195.04	\$1,749.86		\$170.96	\$1,862.76			\$31,060.55
Water	\$21,971.3	\$19,076.2	\$16,337.8	\$22,890.1	\$21,881.1	\$25,417.3	\$34,524.9	\$30,347.3	\$26,979.2	\$24,551.7			\$243,976.73
Sewer	\$25,116.2	\$22,334.7	\$19,215.2	\$27,214.3	\$26,016.0	\$30,425.9	\$41,554.7	\$36,609.6	\$32,364.6	\$29,124.2			\$289,975.28
Service	\$5,366.4	\$5,366.4	\$5,366.4	\$5,366.4	\$5,392.2	\$5,392.2	\$5,773.5	\$5,747.7	\$5,747.7	\$5,747.7			\$55,266.60
Late Fees	\$155.8	\$100.4	\$93.9	\$413.6	\$896.4	\$139.2	\$124.0	\$44.8	\$94.8	\$153.1			\$2,215.94
Total	\$53,937.3	\$48,033.3	\$43,645.6	\$100,064.4	\$55,097.7	\$61,569.5	\$108,618.6	\$72,749.4	\$65,357.2	\$61,439.5			\$670,512.40
Water Sold Cu Ft	223200	206900	177200	248063	236917	275338	352822	309962	275523	250905			2556630
Water Sold Ace ft	5.12	4.75	4.07	5.69	5.44	6.32	8.10	7.12	6.33	5.76			58.69



REVENUE VS EXPENSES

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Revenue	\$53,937.30	\$48,033.30	\$43,645.60	\$100,064.40	\$55,097.70	\$61,569.50	\$108,618.60	\$72,749.40	\$65,357.20	\$61,439.50			\$670,512.50
Expenses	\$58,555.68	\$53,848.94	\$56,471.91	\$67,511.62	\$68,584.98	\$63,061.56	\$68,239.78	\$75,948.43	\$67,780.30	\$71,023.34			\$651,026.54
Balance	-\$4,618.38	-\$5,815.64	-\$12,826.31	\$32,552.78	-\$13,487.28	-\$1,492.06	\$40,378.82	-\$3,199.03	-\$2,423.10	-\$9,583.84			\$19,485.96



Revenue
 Expenses

5. ITEMS OF BUSINESS

5A. Regular Meeting Minutes – October 8, 2014

**5B. Disbursements Journal – November 12, 2014,
General Checking**

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, October 8, 2014
6:00 pm

CAVALIER BANQUET ROOM
250 San Simeon Avenue
San Simeon, CA

1. REGULAR SESSION @ 6:03 PM

A. Roll Call:

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

Also Present:

General Manager, Charles Grace
District Counsel, Heather Whitham
Sheriff Representative, Sgt. Rasmussen
Tim Cleath – Cleath & Harris Geologists
Spencer Harris – Cleath & Harris Geologists

B. Pledge of Allegiance

2. PUBLIC COMMENT: No comment from public.

A. Sheriff's Report – Report for September.

There were 86 calls for service. Such calls were; 16 Assist other agencies, 7 crimes against property, 1 Disturbance, 11 check the Welfare, 9 suspicious circumstances, 11 incomplete 911 calls, 30 Deputy Self-initiated field activity.

B. Public comment on Sheriff's Report: No public comment on Sheriff's report.

3. BOARD PRESENTATIONS AND ANNOUNCEMENTS:

The District Administrator reminded everyone that it was the time of year to send out the beautification ballots for this year's best/improved commercial property. Ballots will be sent out with October's billing.

4. STAFF REPORTS

A. General Manager's Report

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

During the month of September Staff read meters and distributed water billing to customers. Staff prepared reports and materials for the Auditors, Moss & Levy. The Fiscal Audit was performed on September 22. Staff has been working on updating several Ordinances and Resolutions, two of which are submitted under Discussion Action Items in this Board packet. Staff has been working with several consultants regarding wellhead treatment possibilities. Staff worked with Cal Trans on the median to clear some trees, SDRMA (risk management insurance) for possible assistance in the Ultura matter, and cleared a few illegal parked cars.

Staff has applied for several grant opportunities to assist the District with water issues.

2. Groundwater Availability Update – Final Report from Cleath and Associates

The final ground water report is attached for Board review.

3. Grants, Loans and Partnership Opportunities:

A. Update on USDA remaining loan funds.

The USDA has wired the remaining loan amount (not exceeding \$500,000) into the District's USDA account. Staff will transfer the funds into the Money Marketing account.

B. Update on WRAC/IRWM Grant for Purple Pipe.

The County has received word from the State regarding the Grant. The County cleared up the original decision from the State to disqualify the County's grant application. Some additional paperwork was needed from one of the County's water purveyors. The State then approved the grant application. The State will come to a conclusion as to how much money will be given to the winners of the Grant by the second week of November.

C. Submittal of Grant application to USDA for Well Head Treatment Unit.

Staff and Phoenix Engineering are working on a grant with the USDA to assist the District in the purchase of Wellhead treatment. The Grant is not a loan but a monetary drought grant. Staff will keep the Board posted on the progress of the application.

4. Update on Street Lights – Possible PGE Community Grant

Staff has received information from the PG&E Representative on the Street lights for the East Side of the Highway. Although the local representatives agreed that the District should be part of the pole replacement program, the Sacramento office did not. The PG&E local representative suggested that the District obtains a cost estimate so that the District could apply for a PG&E Community Grant for some of the costs associated with the Street Light replacement. Staff will keep the Board informed as the process is put in motion.

B. Superintendent's Report

1. Wastewater Treatment Plant

- All sampling, testing and reporting at the wastewater treatment plant and the recycled water facility was performed as required by the RWQCB.
- Annual inspection of the ocean outfall was performed by Schock Construction.
- 1 load of sludge was hauled away.

2. Water Distribution System

- All routine sampling and testing was performed. The monthly report was submitted to the CDPH.
- Disinfection, sampling and testing was performed on Well #3 and the Well#3 discharge line. Due to chloride levels above 500 mg/L in the distribution system, Well #3 was put online on 9/14/14 to blend down the chloride.
- Monthly meter reading was performed.

3. District and Equipment Maintenance

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

C. District Financial Summary – Update on Monthly Financial Status for close of business September 30, 2014.

August Billing Revenue	\$ 72, 580.07
September Billing Revenue	\$ 65,731.82
Past Due (31 to 60 days)	\$ 184.64
Past Due (60 days)	\$ 234.01

RABOBANK SUMMARY

Ending Balances September 30, 2014

Summary of Transactions:

Transfer of funds to General checking 9/3/2014	- \$ 10,345.00
Interest for September 2014	\$ 142.17
Money Marketing Account Closing Balance September 30, 2014	\$ 634,776.73

Reserve Fund	(\$ 250,000.00)
Hook up Deposits	(\$ 43,470.00)
Available Funds	\$ 341,306.73

General Checking Account	\$ 144,864.46
Well Rehab Project/USDA Checking Account	\$ 71,830.05

LAIF Closing Balance September 30, 2014	\$ 518.24
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D. District Counsel's Report –Heather Whitham

- Responded to inquiry about private well information.
- Worked on the revision of the conflict of interest code for the District.
- Worked on the revision of Ordinance 108 (Ordinance 115).
- Creation of Wait list Resolution 14-369.
- Coordinated with Staff on Agenda preparation.

5. ITEMS OF BUSINESS

A. Approval of last month's minutes – September 10, 2014.

Approved as presented.

Motion by: Director Williams
2nd by: Director Patel
All in: 5/0

B. Approval of Disbursements Journal(s) – October 8, 2014.

Approved as presented.

Motion by: Director Price
2nd by: Director Williams
All in: 5/0

6. DISCUSSION/ACTION ITEMS

A. Consideration of Adoption of Resolution 14-368: Adopting the District's Conflict of Interest Code.

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. After review, each agency must submit to the County Clerk Recorder a notice indicating whether or not an amendment is necessary. However, the County Clerk Recorders office asked that the District re-due their conflict of interest code because the categories seemed unclear. A sample of what the County is accepting was sent and Staff has had the amended Resolution approved by the County. Resolution 14-368 was attached in the Board packet and pre-approved by the County Clerk Recorders office. Staff recommends approval.

A motion was made to approve Resolution 14-368.

Motion by: Chairperson McAdams

2nd by: Director Williams

All in: McAdams, Williams, Price & Patel

No vote by: Fields

Motion passed.

B. Consideration of Introduction of Ordinance 115: Amending Ordinance 108 establishing water, sewer and service allocation transfer requirements.

San Simeon CSD Ordinance 108 establishes water and sewer service allocation transfer requirements. Included in Ordinance 108 is the Wait List. In the past year, we have had 3 changes to the wait list via property owner change, and the addition of Hather/Hulbert to #8 on the list.

As it is a costly and time consuming process to amend District ordinances, the ordinance for your consideration this evening amends Ordinance 108 to allow the Board to adopt the Wait List by resolution. This will allow the Board to make changes to the Wait List in the future by resolution. A few other modifications have been made to the ordinance, which do not affect the original intent or substance of the ordinance.

Motion was made to introduce Ordinance 115 amending Ordinance 108 establishing water, sewer and service allocation transfer requirements. And that the Ordinance be read in title only, waiving a full reading of the Ordinance at this meeting.

Motion by: Director Price

2nd by: Director Williams

All in: 5/0

C. Consideration of approval of Well Head Treatment Unit Design Proposal - by Phoenix Engineering for \$21,544.

Considering the extent of the current drought, the updated groundwater availability report and the seasonally early use of emergency Well 3, staff requested a proposal from Phoenix Engineering to compare well-head treatment technology options for chloride removal, system design, construction and construction management. Staff recommends approval of the proposal.

A motion was made to approve the Design proposal as present by Phoenix Engineering not to exceed \$21,544.

Motion by: Chairperson McAdams
2nd by: Director Williams
All in: 5/0

D. A motion was made to add emergency Item "E" to the agenda. General Manger approval of purchase of Well Head Treatment to help reduce chlorides.

Motion by: Director Price
2nd by: Director Patel
All in: 5/0

E. Discussion of General Manager Authority to purchase Well Head Treatment Unit. Monthly cost not to exceed \$15,000.00.

A motion was made to give the General Manager authority to enter into a short term agreement with a reverse osmosis vendor not to exceed \$15,000 a month.

Motion by: Director Price
2nd by: Director Patel
All in: 5/0

7. Board Committee Reports – None

8. Board Reports – None

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

10. ADJOURNMENT: @ 8:15 PM



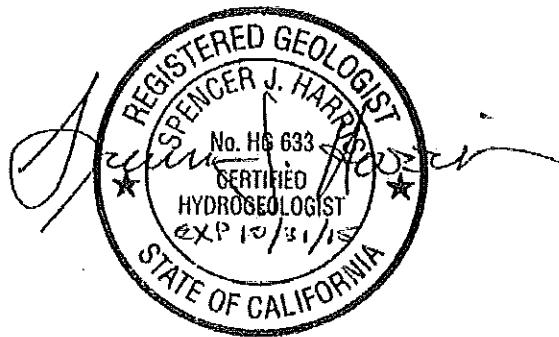
**GROUNDWATER AVAILABILITY STUDY
PICO CREEK VALLEY GROUNDWATER BASIN**

2014 UPDATE

SAN SIMEON COMMUNITY SERVICES DISTRICT

San Simeon, California

SEPTEMBER 2014



**Cleath-Harris Geologists, Inc.
71 Zaca Lane, Suite 140
San Luis Obispo, CA 93401**

(805) 543-1413



EXECUTIVE SUMMARY

This report updates the 1986 Groundwater Availability Study and re-evaluates the sustainable yield of the Pico Creek Valley groundwater basin. The basin is the primary source of water for the San Simeon Community Services District (District) and is susceptible to seawater intrusion. This report also evaluates whether the District well field can sustain the maximum permitted withdrawal of 140 acre-feet per year and what the resulting impacts to basin water quality and water level would be.

The District obtains water from two wells in the Pico Creek Valley. A third District well in the valley, located on Hearst Ranch property, is a standby well that is available for use in emergencies. Two additional wells are operated by the Hearst Pico Creek Stables. All of these wells tap the alluvial groundwater basin beneath the creek bed and flood plain of Pico Creek.

During relatively dry winters, when stream flow is low, there can be a significant amount of shallow seawater inflow into the lagoon area due to the effects of high tides and storm generated waves. This shallow seawater inflow can result in seawater intrusion at the District well field that would otherwise not have occurred. The historical record supports this mechanism for shallow seawater intrusion, District staff and local residents have observed it, and the groundwater model requires it to calibrate.

The District well field can produce the maximum permitted diversion of 140 AFY from Pico Creek underflow. There are, however, significant increases in seawater intrusion frequency and severity at 150 AFY basin production (includes 10 AFY for the Hearst Pico Creek Stables), compared to the historical 120 AFY yield estimate. In particular, years with chloride concentrations over 250 mg/l (the recommended drinking water limit) will be much more prevalent and would be expected to occur during most below average rainfall years. Intrusion events producing chloride concentrations up to 1,000 mg/l, which approaches the practical limit for blending with the District's emergency well, would likely occur every drought cycle, rather than just during the most severe droughts.

At 120 AFY sustained production from the basin, intrusion would not be expected during a typical combination of wet and dry years, but only during drought cycles, and would not typically stress the blending capacity of the existing facilities. Therefore, the sustainable yield estimate for the Pico Creek Valley groundwater basin remains at 120 AFY (consumptive use), with 110 AFY available to the District, and 10 AFY available to Hearst Pico Creek Stables.

The small size of the basin and close proximity of the District's well field to the coastal lagoon necessitates having to manage seawater intrusion during drought periods. The current drought condition has resulted in the re-activation of emergency Well 3. Even with Well 3 available, the severity of the ongoing drought and resulting intrusion at the District's primary well field indicate additional mitigation contingencies are appropriate, such as reclaimed water use, additional conservation, supplemental water source development, or treatment to reduce chloride concentrations.



INTRODUCTION

The purpose of this report is to update the previous Groundwater Availability Study (Cleath, 1986) and to re-evaluate the sustainable yield of the Pico Creek Valley groundwater basin, the primary source of water to the San Simeon Community Services District (District). The District currently pumps 75 to 80 acre-feet per year from the Pico Creek Valley groundwater basin, which is susceptible to seawater intrusion. A 1987 License for Diversion and Use of Water permits the District to pump up to 140 acre-feet per year (AFY) from Pico Creek underflow. This report evaluates whether the District well field can sustain up to 140 AFY production, and evaluates the resulting impacts to basin water quality and water level.

This 2014 Update has been divided into two parts. Part I is the Groundwater Availability Update, which compiles and updates water-related data for the basin and the District wells, summarizes basin hydrogeology and hydrology, and presents the basin sustainable yield analysis, incorporating findings from Part II.

Part II of this report summarizes groundwater quality and flow simulations using SEAWAT, a variable-density groundwater model. The SEAWAT basin model was developed for evaluating the water available to the District well field, and associated drought impacts to water quality and water levels in the Pico Creek Valley groundwater basin. Part II provides technical support for the discussions and conclusions reached in Part I.

BACKGROUND

The District obtains water from two wells in the Pico Creek Valley (Figure 1). A third District well in the valley, located on the Hearst Pico Creek Ranch, is a standby well that is available for use in emergency conditions. Two additional wells are operated by Hearst Ranch. Each of these wells tap the alluvial groundwater basin beneath the creek bed and flood plain of Pico Creek. The basin includes an area of approximately 70 acres, and the Pico Creek watershed is approximately 14 square miles in area.

The March 1986 Groundwater Availability Study was performed at a time when seawater intrusion was just beginning to occur at the well field, and annual production was exceeding 130 AFY. The basin investigation included an exploratory drilling program that defined the base of permeable sediments and identified shallow and deep aquifer zones within the alluvial basin. Basin yield analysis included pumping tests, water quality testing, and the correlation of water levels to groundwater basin production and rainfall. The 1986 study estimated the basin yield to be 120 AFY, based on the available information.

Over the past 27 years, further studies and exploration of the Pico Creek Valley groundwater basin has been performed for the District. A second drilling program was performed in mid-1986, immediately following the groundwater availability study, to investigate the feasibility of installing



a subsurface barrier/slurry wall near the Highway 1 bridge to mitigate seawater intrusion. In 1994, another drilling program was performed along the beach berm to assist with the evaluation of seawater intake options for a proposed desalination project.

The most recent basin investigation was completed in 2006 by Cleath & Associates for the 2007 Water Master Plan (Boyle, 2007). The 2006 study included pumping tests at the District well field, graphical analysis of water quality information related to seawater intrusion over the previous 20 years, and a re-evaluation of the basin yield estimate using water level, water quality, and production data. The 1986 yield estimate of 120 AFY was determined appropriate for the basin, allowing for seawater intrusion episodes of relatively short duration during extended dry seasons, when recharge to the basin is delayed prior to the wet season.

This Update considers groundwater available to the District's primary well field, which consists of Well 1 and Well 2. The emergency well (Well 3) is on Hearst Pico Creek Stables property and, for planning purposes, would not be part of regular District operations. Information on the District's primary wells are summarized in Table 1 below.

TABLE 1
San Simeon CSD Groundwater Production Wells

Well Name	State Well Number	Year Drilled	Total Depth (feet)	Casing Diameter (inches)	Perforated Interval depth (feet)	Reference Elevation (feet above msl)
Well 1	27S/8E-6G1	1952	49	12	15 to 47	15.8
Well 2	27S/8E-6G2	1967	60	12	50 to 60	16.1

NOTE: Reference elevation for original wellheads based on NGVD 29 datum; msl = mean sea level

CONDUCT OF STUDY

Part I of this study reviews and updates the following data sets for the District through mid-2014:

- Groundwater production
- Groundwater level
- Groundwater quality

Information on stream flow, precipitation, tides/wave height, and general mineral water quality is also presented, along with a re-evaluation of basin sustainable yield and groundwater availability at the District well field. The existing 140 AFY maximum permitted diversions of Pico Creek underflow is considered the potential District build-out demand for the yield analyses.



Part II presents the construction, calibration, and operation of a transient, variable-density, numerical groundwater model. The model utilizes the U. S. Geological Survey's SEAWAT-2000 program, which combines MODFLOW-2000 (modular flow) and MT3DMS (mass transport) code, and adds variable-density capability for seawater intrusion simulations. The purpose of the basin model was to evaluate the impact in water levels and water quality of increasing District well field production to match the 140 AFY maximum permitted quantity.

A scenario for pumping under extended drought conditions was defined for the basin yield analysis. The model was used to determine the impact of increased pumpage on groundwater levels and the location of the seawater/fresh water interface, and to estimate the salinity of produced groundwater. Results of the groundwater model scenario are used to re-evaluate basin sustainable yield and groundwater availability to the District.

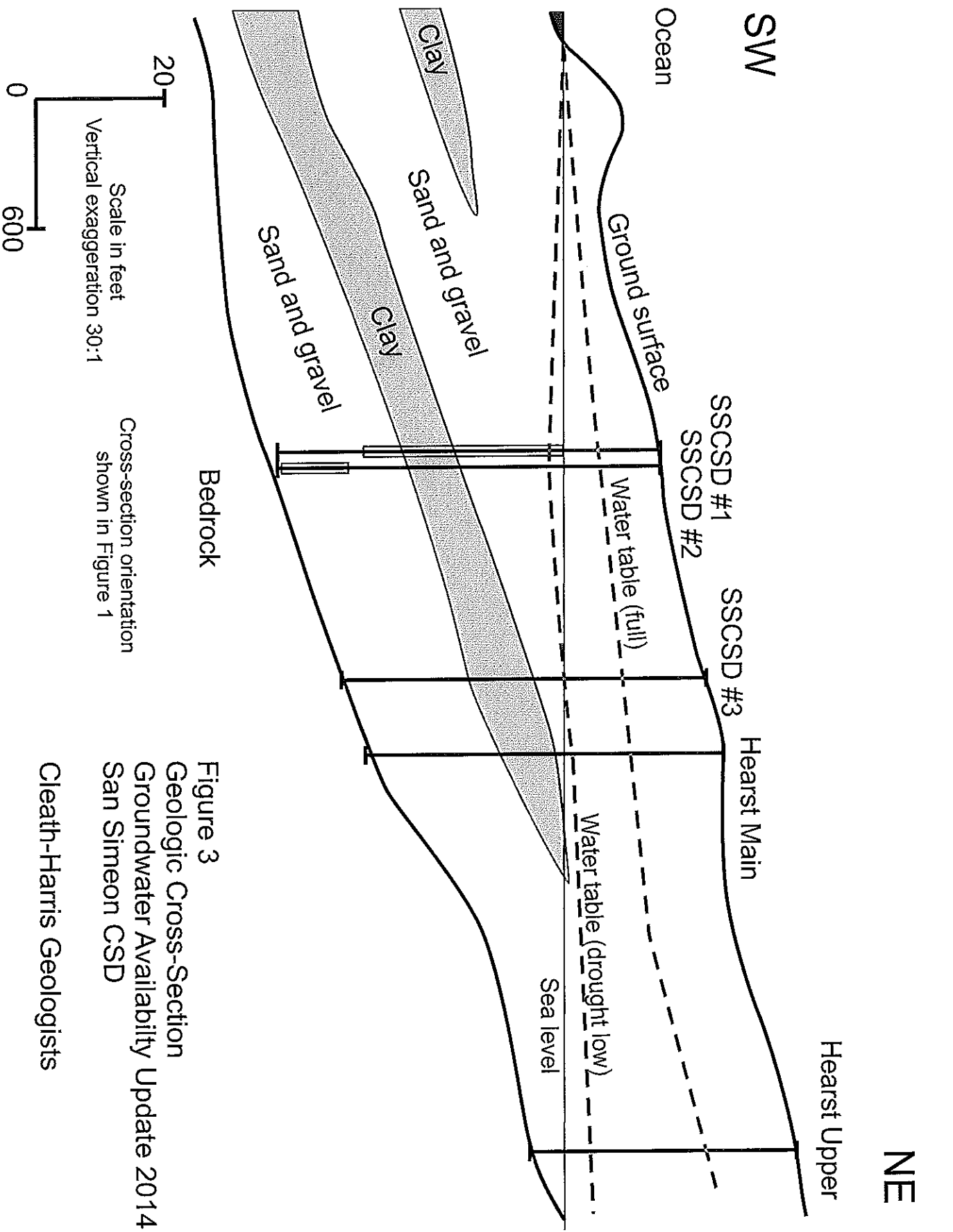


Figure 3
 Geologic Cross-Section
 Groundwater Availability Update 2014
 San Simeon CSD
 Cleath-Harris Geologists

SAN SIMEON COMMUNITY SERVICES DISTRICT
Warrant Report
 November 12, 2014

Type	Date	Num	Name	Memo	Amount	Balance
Liability Check	11/01/2014	7164	United States Treasury	95-2755743	229.50	134,083.37
				Beginning Balance		\$ 134,312.87
Bill Pmt	11/01/2014	7165	PG&E	PGE engineering for RO Unit	1,000.00	133,083.37
Bill Pmt	11/01/2014	7166	Carmel & Nacassha, LLP	Monthly service for October	1,800.00	131,283.37
Bill Pmt	11/01/2014	7167	Cleath-Harris Geologists, Inc	Final Report	8,929.50	122,353.87
Bill Pmt	11/01/2014	7168	County of San Luis Obispo	Fac ID FA0004646, Inv. # IN 0092580	174.10	122,179.77
Bill Pmt	11/01/2014	7169	Grace Environmental	October 2014	47,762.00	74,417.77
Bill Pmt	11/01/2014	7170	McMaster Carr	Equipment for RW new tank	394.21	74,023.56
Bill Pmt	11/01/2014	7171	MICHAEL O'NEILL	Monthly maintenance fee, # 711	275.00	73,748.56
Bill Pmt	11/01/2014	7172	Moss, Levy & Hartzheim, LLP	Audit to Date, # 3715	2,000.00	71,748.56
Bill Pmt	11/01/2014	7173	Phoenix Civil Engineering, Inc	RW Design	\$2462.50	65,955.56
				RO Unit USDA Grant	\$1300.00	
				RO unit Design	\$968.00	
				Well #2 Seal	\$770.00	
				Potable Water Pipe Loop	\$292.50	
Bill Pmt	11/01/2014	7174	Robert Stilts, CPA	October Bookkeeping	1,200.00	64,755.56
Bill Pmt	11/01/2014	7175	San Simeon Ranch	Water Usage, Inv. # 68466	954.28	63,801.28
Bill Pmt	11/01/2014	7176	Sarah Haverstick	Acct 58, Deposit Return	50.00	63,751.28
Paycheck	11/01/2014	7177	ALAN FIELDS	Board Service	92.35	63,658.93
Paycheck	11/01/2014	7178	DAN WILLIAMS	Board Service	92.35	63,566.58
Paycheck	11/01/2014	7179	KAUSHIK S PATEL	Board Service	92.35	63,474.23
Paycheck	11/01/2014	7180	LEROY E PRICE	Board Service	92.35	63,381.88
Paycheck	11/01/2014	7181	RALPH N MCADAMS	Board Service	92.35	63,289.53
Total					71,023.34	63,289.53

6. DISCUSSION & ACTION ITEMS

6A. Consideration of adoption of Ordinance 115: Amending Ordinance 108 establishing water and sewer service allocation transfer requirements.

6B. Consideration of adoption of approval of Resolution 14-369: Establishing a Wait List for Water, Sewer & Service allocations.

6. DISCUSSION ACTION ITEMS
November 12, 2014

A. Consideration of Approval of Ordinance 115: Amending Ordinance 108
establishing water and sewer service allocation transfer requirements.

San Simeon CSD Ordinance 108 establishes water and sewer service allocation transfer requirements. Included in Ordinance 108 is the Wait List. In the past year, we have had three changes to the wait list via property owner change, and the addition of Hather/Hulbert to #8 on the wait list.

As it is a costly and time consuming process to amend District ordinances, the ordinance for your consideration this evening amends Ordinance 108 to allow the Board to adopt the Wait List by way of a resolution. This will allow the Board to make changes to the Wait List in the future by resolution. A few other modifications have been made to the ordinance, which do not affect the original intent or substance of the ordinance.

B. Consideration of approval of Resolution 14-369 – Establishing a Wait List for
Water, Sewer and Service allocations.

Attached is the Resolution containing the most current Wait List for Water, Sewer and Service allocations. If the moratorium is lifted, the attached list will be used giving priority to applicants based on the numerical order of the list.

ORDINANCE 115

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT AMENDING ORDINANCE 108 ESTABLISHING WATER, SEWER AND SERVICE ALLOCATION TRANSFER REQUIREMENTS

Whereas, the San Simeon Community Services District (hereinafter referred to as "District") may provide for the allocation of water, sewer and service among the various parcels of real property within the service territory of the District and among the various uses, both existing and proposed, on such parcels; and

Whereas, the District is desirous of promoting the most efficient use of water by promoting water conservation; and

Whereas, retrofitting of plumbing fixtures in existing buildings within the District promotes water conservation; and

Whereas, construction of new buildings that incorporates new water saving technology promotes water conservation; and

Whereas, permitting transfers of existing water, sewer and service allocations is an effective and desirable way of promoting water conservation by requiring installation of water saving plumbing fixtures at both the parcel from which water and sewer allocations are transferred and the parcel to which water, sewer and service allocations are transferred; and

Whereas, the District's Board of Directors on November 22, 2005 took testimony from the public and reviewed and evaluated the merits of permitting the transfer of water, sewer and service allocations within the District and rules and regulations and passed and adopted Ordinance 101; and

Whereas, the District's Board of Directors on May 12, 2010 took testimony from the public and reviewed and evaluated the merits of permitting the transfer of water, sewer and service allocations within the District and rules and regulations and passed and adopted Ordinance 108; and

Whereas, the District's Board of Directors on October 8, 2014 took testimony from the public and reviewed and evaluated the merits of permitting the transfer of water, sewer and service allocations within the District and rules and regulations.

NOW THEREFORE, the District Board of Directors ordains as follows:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Repeal. Ordinance 108 is repealed in its entirety and is replaced in its entirety as follows:

Section 3. Definitions. The following definitions shall be used for the following terms used in this Ordinance:

a. "Equivalent Dwelling Unit". The Chart of Equivalent Dwelling Units in Exhibit "A" determines the number of EDUs (or fraction thereof) attributable to a particular use on a parcel.

b. "Existing Commitments" means service commitments made to specific parcels, including active service commitments, non-active service commitments and waiting list commitments. The lists of existing non-active service commitments attached at Exhibit "B" sets forth the inventory of non-active service commitments as of the effective date of this Ordinance.

c. "General Manager" means the General Manager of the District or the General Manager's designee.

d. "Parcel" means real property within the boundaries of the District which the County of San Luis Obispo recognizes as a separate parcel for purposes of real property taxes and assessments and which qualifies under County of San Luis Obispo Ordinances as a separate building parcel.

e. "Waiting List" means the list established by the District setting forth water and sewer allocations on parcels that are not active service or non-active service commitments. The list will be adopted by Resolution of the Board of Directors and may be amended from time to time as set forth in the Resolution.

Section 4. EDU as a Basis for Allocation. EDUs shall be used as the basis for allocation of water and sewer connections by the District. The Chart of Equivalent Dwelling Units at Exhibit "A" shall be used when calculating the EDUs required for individual land uses. When a land use does not fit any of the categories set forth in the Chart of Equivalent Dwelling Units, the General Manager shall compute the required EDUs for the land use on the basis of estimated water use.

Section 5. Existing Commitments. The following categories of existing commitments are established:

a. Active Service Commitments. Active service commitments consist of parcels for which active water service is provided. Active Service commitments are those with current billing for service for potable water. Active service commitments are categorized as residential and commercial.

b. Non-active Service Commitments. Non-active service commitments consist of those parcels listed on the attached Exhibit "B" that the District has determined have pre-existing commitments for water service, but which do not use all of the EDUs allocated to the parcel.

c. Waiting List Commitments. Waiting list commitments consist of those parcels listed on the District's water and sewer service waiting list.

d. Updating Non-Active Service Commitments. The non-active service commitment list attached as Exhibit "B" may be supplemented in the future under the following circumstances:

1. District Property. The District Board of Directors may assign EDUs to District owned property as the Board deems reasonable and proper to a maximum of three (3) EDUs in any one year.

2. All Other Property. A property owner may petition the District in writing to have all or a portion of the existing EDUs allocated to a parcel listed as a non-active service commitment. The General Manager shall determine if there is evidence to support the fact that a valid connection to the water system had existed, or that the District had otherwise authorized water service, and that plumbing fixtures representing all or a portion of the EDUs of water allocated to the parcel have been disconnected and removed. The General Manager shall make a recommendation to the District Board of Directors based on the evidence and the Board of Directors shall approve, approve with conditions, or deny in whole or in part, the petition.

Section 6. Transfers of Positions to Another Parcel. Owners of parcels with existing commitments may transfer all or a portion of the EDUs represented by such existing commitments to another parcel or parcels within the boundaries of the District. The transfers of EDUs shall satisfy the following requirements:

- a. Active Service Commitments. All plumbing fixtures associated with active service commitment EDUs to be transferred to another parcel shall be disconnected and removed. Prior to the effective date of the transfer, the General Manager shall inspect the transferring parcel to verify that the plumbing fixtures associated with the transferring EDUs have been disconnected and removed. All existing plumbing fixtures on the parcels to which active service commitment EDUs will be transferred shall meet the water conservation requirements of the District. In the event all or any portion of such plumbing fixtures do not meet the water conservation requirements of the District, such plumbing fixtures shall be replaced with fixtures that meet the water conservation requirements of the District prior to the effective date of the transfer. All new plumbing fixtures to be installed at the parcel to which the EDUs will be transferred that will utilize such EDUs shall also meet the water conservation

requirements of the District. Prior to the effective date of the transfer, the General Manager shall verify that all existing and new plumbing fixtures at the parcel to which the EDUs have been transferred meet the water conservation requirements of the District.

b. Non-Active Service Commitments. All existing plumbing fixtures, if any, on the parcel or parcels to which EDUs associated with non-active service commitments will be transferred that do not meet the water conservation requirements of the District shall be replaced with plumbing fixtures that meet such requirements. The General Manger shall verify that all such plumbing fixtures have been replaced prior to the effective date of the transfer.

c. Waiting List Commitments. All existing plumbing fixtures, if any, on the parcel to which EDUs associated with a water wait list commitment will be transferred that do not meet the water conservation requirements of the District shall be replaced with plumbing fixtures that meet such requirements. The General Manger shall verify that all such plumbing fixtures have been replaced prior to the effective date of the transfer.

d. Effective Date of Transfer. The effective date of a transfer of EDUs from one parcel to another shall be the date that all requirements of the Section of the Ordinance have been satisfied.

Section 7. Transfer of EDUs Within a Parcel. Owners of parcels with active service commitments or non-active service commitments may transfer EDUs or plumbing fixture or set of plumbing fixtures to a new plumbing fixture or set of plumbing fixtures at another location within the parcel. Prior to any such transfer, the Owner of such parcel shall notify the District in writing. Prior to connection of the fixture(s) related to the EDUs being transferred, the General Manger shall inspect the parcel to verify that there will be no net increase in EDUs and that the new plumbing fixtures related to the EDUs being transferred meet the water conservation requirements of the District.

Section 8. Will Serve Letters. For the transfer of water pursuant to Section 6 or 7, the property owner must request and receive from the General Manager a Will Serve Letter indicating the EDU quantity of water that shall be provided by the District to benefit a specific site subject to availability and the then rules, regulations, and fees applicable at the time of service.

Section 9. Establishment of Fees. The District Board of Directors shall establish fees from time to time that enable the District to recover any costs of the District associated with implementation and enforcement of this Ordinance.

Section 10. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall

not affect the validity of the remaining portions of this Ordinance. The District Board hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

Section 11. Effective Date.

This Ordinance shall take effect and be in full force and effect thirty (30) days after the date of its adoption.

Section 12. Publication. A summary of this Ordinance shall be published in a newspaper and circulated in the District at least five (5) days prior to the Board of Directors' meeting at which the proposed Ordinance is to be adopted. A certified copy of the full text of the proposed Ordinance shall be posted in the District office. Within fifteen (15) days after adoption of the Ordinance, the summary with the names of those Directors voting for and against the Ordinance shall be published again, and the District shall post a certified copy of the full text of such adopted Ordinance.

Introduced at a meeting of the Board of Directors on October 8, 2014, and passed and adopted by the Board of Directors of the Mission Hills Community Services District on November 12, 2014, by the following roll call vote:

Chair McAdams:

Vice-Chair Fields:

Director Williams:

Director Price:

Director Patel:

Ralph McAdams, Chairperson

ATTEST:

Charles Grace
Secretary/General Manager

APPROVED AS TO FORM:

Heather K. Whitham
District Counsel

EXHIBIT "A"

CHART OF EQUIVALENT DWELLING UNITS

<u>Land Use</u>	<u>Equivalent Dwelling Units</u>
Motels (per unit)	.7
Motels (managers apartment)	1.0
Restaurant	1.0/184 sq. ft. of total area
Service Stations	2.3/2 restrooms
Residence (single family, Condominium and mobile home)	1.0
Retail Shops	.4/950 sq. ft.
Public Restrooms	.9/restroom
Commercial Laundries	.4/washing machine
Irrigation	.5/meter
CDF Approved Fire Protection/Sprinkler Systems	0

EXHIBIT "B"

NON-ACTIVE SERVICE COMMITMENTS

Priority	Name	Description
1	Kent Mitchell Parcel# 013-091-073	Service Stations 2.3/2 restrooms

RESOLUTION NO. 14-369

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SAN SIMEON COMMUNITY SERVICES DISTRICT
ESTABLISHING A WAIT LIST FOR
WATER, SEWER AND SERVICE ALLOCATIONS**

WHEREAS, the San Simeon Community Services District ("District") adopted Ordinance No. 115 establishing water, sewer and service allocation transfer requirements; and

WHEREAS, Ordinance No. 115 defines "Wait List" as the list established by the District setting forth water, sewer and service allocations on parcels that are not active service or non-active service commitments.

WHEREAS, Ordinance No. 115 provides that the Board of Directors shall adopt the Waiting List by resolution; and

NOW, THEREFORE, BE IT RESOLVED, by the San Simeon Community Services District Board of Directors as follows:

1. The above recitals are true and correct and are incorporated herein by this reference.
2. The attached Exhibit A shall constitute the District's Wait List as discussed in Ordinance No. 115.
3. Exhibit A may be amended from time to time.
4. This Resolution shall take effect upon the effective date of Ordinance No. 115.

PASSED AND ADOPTED THIS 12th day of November, 2014. Upon motion of _____
seconded by _____ and on the following roll call vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ralph McAdams, Chairperson
Board of Directors

ATTEST:

Charles Grace,
Secretary/General Manager

EXHIBIT "C"

HOOK UP WAITING LIST

Priority	Name	Deposits		Description
		Paid	Date	
1	1 Cavalier Inn Inc. APN#	2 \$0.00	3 01/25/1972	4 145 Motel 2400 sq ft restaurant
2	Evans APN# 013-071-018	\$425	11/16/1975	Retail
3	Mouchawar APN# 013-391-001	\$30,445	06/01/1979	35 Motel 1 Apartment 2000 sq ft Restaurant
4	5 V& H Holdings APN# 013-031-022	\$1,200	11/213/2013	1 Residence
5	Hurlbert for The Tides of San Simeon APN# 013-402-012	\$2,280	09/06/1990	6 Condos 1 Irrigation
6	Ramirez APN# 013-402-013	\$2,280	03/09/2001	6 Condos
7	6 Tyo APN# 013-402-006	\$6,840	12/11/2013	3 Residences
8	Hather and/or Hulbert APN# 013-071-009	\$2,280	10/8/2014	10 Residences

1 Cavalier Inn Inc. acquired the rights and obligations of Dalton through bankruptcy proceedings in July 1989.

2 The deposit of Dalton was forfeited when he failed to comply with the Terms of Agreement with the District.

3 The Date of the agreement between the District and Dalton.

4 Per agreement, remaining balance of project after Mouchawar foreclosure on 105 units.

5 V&H Holdings purchased property and wait list position #4 From Raymond Long.

6 John & Ann Tyo Purchased property and wait list position #7 from Eva Redwood-Chavez