

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**AGENDA**  
**BUDGET COMMITTEE MEETING**  
**Thursday, May 19, 2022**  
**9:00 AM**

Physical Meeting Location:  
**250 San Simeon Avenue**  
**San Simeon, CA 93452**  
**Upstairs Cove Meeting Room**  
**Next to the Post Office**

**1. REGULAR SESSION**

**A. Roll Call**

**2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:**

**Public Comment** - Any member of the public may address the Committee relating to any matter within the Committee's jurisdiction, provided the matter is not on the Committee's agenda. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Committee Chair. Your comments should be directed to the Committee 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.

**3. BUSINESS ITEMS:**

**Public Comment** - Members of the public wishing to speak on business items may do so when recognized by the Committee Chair. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Committee Chair.

**A. APPROVAL OF APRIL 25, 2022 MEETING MINUTES.**

**B. REVIEW AND APPROVAL OF A DRAFT FY YEAR 2022 - 2023 SSCSD ANNUAL BUDGET.**

**C. DISCUSSION, REVIEW, APPROVAL RELATED TO ALLOCATION OF COVID-19 RELIEF FUNDING IN THE AMOUNT OF \$135,231.00.**

**4. 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.

**A. Approval of April 25, 2022 Meeting Minutes.**

April 25, 2022 meeting minutes are included for approval by the committee.

**B. Discussion regarding the Draft Fiscal Year 2022 - 2023 SSCSD Annual Budget.**

Discussion regarding the Fiscal Year 22-23 Annual Budget.

**C. Discussion, review, approval related to allocation of COVID-19 Relief funding in the amount \$135,231.00.**

On-going research is being performed to determine whether the funds can be used for one specific project (Ocean Outfall Repair) or if the funds must be allocated across all three enterprise funds, or if the funds can be allocated to the reserves.

**SAN SIMEON COMMUNITY SERVICES DISTRICT  
BUDGET COMMITTEE MEETING MINUTES**

**April 25, 2022**

**10:00 AM**

Physical Meeting Location:  
**250 San Simeon Avenue  
San Simeon, CA 93452  
Upstairs Cove Meeting Room  
Next to the Post Office**

**1. REGULAR SESSION @ 10:02 AM**

- A.** Daniel de la Rosa - Absent  
Luz Hernandez - Present  
Miguel Sandoval - Present  
Michael Hanchett – Present  
Gwen Kellas – Present (acting as Chair of committee for de la Rosa)

**2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:**

**Public Comment -**

Julie Tacker commented that she had sent a cure and correct letter to the Board regarding the previous budget committee meeting.

Henry Krzciuk commented that his rights were being violated as a community member.

**3. BUSINESS ITEMS:**

**A. PRESENTATION FROM MARY FLEMING (RCAC) AND ANTHONY ELOWSKY (RDN) REGARDING WATER AND WASTEWATER RATES AND IN-DEPTH COST OF SERVICES STUDY FOR THE DISTRICT.**

Mary Fleming, Anthony Elowsky, and Dan Fontaine were present via remote access for a presentation on rates.

Public Comment –

Henry Krzciuk commented on the presentation.

There was conversation between Henry Krzciuk and Mary Fleming about the service fees, rates, and other applicable financial information related to the tasks being performed by the RCAC and RDN.

Public Comment –

Julie Tacker commented on the presentation.

There was a conversation between Julie Tacker and Mary Fleming about the payment to Grace Environmental Services and money set aside for emergency budget items.

There was no action taken on this item.

**B. APPROVAL OF MARCH 21, 2022 MEETING MINUTES.**

There was a motion to approve the minutes.

Public Comment –

Julie Tacker commented.

Gwen Kellas responded to Mrs. Tacker's comments.

Public Comment –

Henry Krzciuk commented.

Motion: Hanchett

2nd: Sandoval

All in: 3/0

**C. REVIEW AND APPROVAL OF A DRAFT FY YEAR 2022 - 2023 SSCSD ANNUAL BUDGET.**

Michael Hanchett provided information related to the Draft FY 2022-2023 budget.

Public Comment –

Henry Krzciuk commented.

Julie Tacker commented.

There was no action taken on this item.

There was discussion related to scheduling of the next Budget Committee meeting. The committee agreed to May 19, 2022 at 9 am.

**4. ADJOURNMENT @ 11:57 PM**

San Simeon Community Services District									
Preliminary Budget ver.4									
Fiscal Year Ending June 30 2023									
<b>DRAFT</b>									
182022 @ 12.25		CPI = ID CURS49ASAD, CUUSS49ASAD		Sanitation	Water	General	Total		
All Item Los Angeles-Long Beach-Anaheim, CA				Fund	Fund	Fund	Budget		
Ordinary Expenses CPI 1982-84=100		Rate Increase = CPI + 3%		3.80%	3.80%	3.80%			
Income				6.80%	6.80%	6.80%			
4000	Operating Revenues								
4005	Utility fees-waste								
4010	Utility fees-water			\$485,940	\$	0	\$485,940		
4025	Service fees			0	\$448,560	0	\$448,560		
4050	State of Calif utility fees-waste			0	0	\$103,596	\$103,596		
				\$68,034	0	0	\$68,034		
				0	0	0	0		
				0	\$	-	0		
	Total Operating Revenue			\$553,974	\$448,560	\$103,596	\$1,106,130		
4100	Property Taxes								
4101	4110 Prop Tax current secured			0	0	\$96,583	\$96,583		
4120	4120 Prop Tax current secured supp			0	0	0	0		
4130	4130 Prop Tax current unsecured			0	0	0	0		
4140	4140 Prop Tax current unsecured supp			0	0	0	0		
4150	4150 Prop Tax prior secured			0	0	0	0		
4160	4160 Prop Tax prior secured supp			0	0	0	0		
4170	4170 Prop Tax prior unsecured			0	0	0	0		
4180	4180 Prop Tax prior unsecured supp			0	0	0	0		
4190	4190 Penalties and interest prop tax			0	0	0	0		
4220	4220 Homeowners prop tax relief			0	0	0	0		
4230	4230 Prop tax admin fee SB 2557			0	0	0	0		
4270	4270 Current utility tax			0	0	0	0		
4280	4280 State aid-homeowners			0	0	0	0		
				0	0	0	0		
				0	0	0	0		
	Total Property Taxes			0	0	\$96,583	\$96,583		
	Other Income								
4750	Fema-storm damage funds			0	0	0	0		
4800	Miscellaneous Income			0	0	0	0		
4900	Late fees & adjustments			0	0	0	0		
				0	0	0	0		
				0	0	0	0		
	Total Income			\$553,974	\$448,560	\$200,179	\$1,202,713		
	Expense								
6000	Accounting			\$3,292	\$3,292	\$3,291	\$9,875		
6015	Auto Expenses			0	\$	-	\$0		
6017	Bad Debts			0	\$	-	\$0		
6020	Bank Fees			0	\$0	\$500	\$500		
6025	Bookkeeping			\$6,000	\$6,000	\$6,000	\$18,000		
6030	Director Fees			\$3,000	\$3,000	\$3,000	\$9,000		
6031	Payroll Expense			\$200	\$200	\$200	\$600		
6035	Dues and Subscriptions			\$0	\$0	\$6,100	\$6,100		
6045	Electrical Power			\$28,878	\$23,826	\$5,856	\$58,560		
6050	Election Expenses			0	\$	-	\$1,000		
6055	Road Maintenance			0	\$	-	\$0		
6060	RipRap Engineering			\$5,000	\$	-	\$0		
6085	Equipment Rental				\$	-	\$0		
6075	Insurance-PERS Health			\$2,500	\$2,500	\$0	\$5,000		
6076	Pension Plan - PERS Retirement			\$8,340	\$8,340	\$0	\$16,680		
6080	Insurance - Liability			\$4,952	\$8,109	\$1,238	\$12,299		
6095	LAFCD Costs Apportionment			\$0	\$0	\$5,000	\$5,000		
6100	Legal Fees			\$25,000	\$62,834	\$15,000	\$102,834		
6105	Licenses and permits			\$16,452	\$4,096	\$316	\$20,864		
6110	Memberships and seminars			\$0	\$	-	\$0		
6115	Miscellaneous expenses			\$0	\$0	\$1,500	\$1,500		
6120	Office Expenses			\$0	\$0	\$1,000	\$1,000		
6125	O & M operations			\$323,398	\$236,159	\$64,680	\$624,237		
6130	Operating Repairs & Supplies			\$20,000	\$15,000	\$5,000	\$40,000		
6135	Weed Abatement			0	\$	-	\$2,294		
6145	Professional Fees			\$30,000	\$42,500	\$15,000	\$87,500		
6150	Contingency			\$0	\$	-	\$0		
6180	Street lights			\$0	\$	-	\$7,440		
6191	Emergency Water Standby			\$0	\$15,570	\$0	\$15,570		
6192	Excess Repairs			\$15,000	\$27,767	\$0	\$42,767		
	Unreimbursed Utilities			\$7,222	\$5,778	\$1,445	\$14,445		
6195	Website Support			\$5,027	\$5,027	\$0	\$15,081		
	Total Expense			\$504,261	\$468,000	\$150,886	\$1,123,147		
	Net Operating Income(Loss)			\$49,713	-\$19,440	\$49,293	\$79,566		
	Other Income/Expenses								
	Other Income								
8010	Interest income			\$0	\$0	\$430	\$430		
8030	Interest - LAIF			\$0	\$0	\$0	\$0		
	Grant Funds			\$0	\$0	\$0	\$0		
	Trash Franchise Rebate			\$0	\$0	\$5,000	\$5,000		
				0	0	0	\$0		
	Total Other Income			\$0	\$0	\$5,430	\$5,430		
	Other Expenses								
9010	Depreciation Expense			\$43,406	\$42,744	\$7,342	\$93,492		
9030	Capital Projects/Improvements			\$0	\$0	\$0	\$0		
	Water Well Loan Interest			\$0	\$11,641	\$0	\$11,641		
	Water Well Loan Repayment			\$0	\$9,049	\$0	\$9,049		
	Future Capital Project Funding			\$0	\$0	\$40,000	\$40,000		
				\$0	\$0	\$0	\$0		
				0	0	0	\$0		
	Total Other Expenses			\$43,406	\$63,434	\$47,342	\$154,182		
	Net Other Income (Loss)			-\$43,406	-\$63,434	-\$41,912	-\$148,752		
	Net Income (Loss)			\$6,307	-\$82,874	\$7,381	-\$69,186		

## San Simeon Community Services District

## ACCOUNT ALLOCATIONS

Effective July 1, 2022

Agenda Item: \_\_\_\_\_

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

Action: **DRAFT**

		Sanitation	Water	General
		Fund	Fund	Fund
<b>Income</b>				
4000	<b>Operating Revenues</b>			
4005	Utility fees-waste	X		
4010	Utility fees-water		X	
4025	Service fees			X
4050	State of Calif utility fees-waste	X		
	Total Operating Revenue			
4100	<b>Property Taxes</b>			
4101	4110 Prop Tax current secured			X
4120	4120 Prop Tax current secured supp			X
4130	4130 Prop Tax current unsecured			X
4140	4140 Prop Tax current unsecured supp			X
4150	4150 Prop Tax prior secured			X
4160	4160 Prop Tax prior secured supp			X
4170	4170 Prop Tax prior unsecured			X
4180	4180 Prop Tax prior unsecured supp			X
4190	4190 Penalties and interest prop tax			X
4220	4220 Homeowners prop tax relief			X
4230	4230 Prop tax admin fee SB 2557			X
4270	4270 Current utility tax			X
4280	4280 State aid-homeowners			X
	Total Property Taxes			X
	<b>Other Income</b>			
4750	Fema-storm damage funds	X	X	X
4800	Miscellaneous Income	X	X	X
4900	Late fees & adjustments	X	X	X
	Total Income			
	<b>Expenses</b>			
6000	Accounting	33%	33%	33%
6015	Auto Expenses			
6017	Bad Debts	X	X	X
6020	Bank Fees			X
6025	Bookkeeping	33%	33%	33%
6030	Director Fees	33%	33%	33%
6031	Payroll Expense	33%	33%	33%
6035	Dues and Subscriptions			100%
6045	Electrical Power up to \$66K Total (sub Inm Op Mang)	X	X	X
6050	Election Expenses			X
6055	Road Maintenance			X
6060	RipRap Engineering	X		
6065	Equipment Rental	X	X	X
6075	Insurance-PERS Health			X
6076	Pension Plan - PERS Retirement	50%	50%	
6080	Insurance - Liability	50%	50%	
6095	LAFCO Costs Apportionment			100%
6100	Legal Fees	X-33%	X-33%	X-33%
6105	Licenses and permits	X	X	X
6110	Memberships and seminars		Dues & Subs	
6115	Miscellaneous expenses	X	X	X
6120	Office Expenses			X
6125	Operations Management	50%	40%	10%
6130	Prevent/Maint Repair/Supplies -\$2,500 to \$40K max	X	X	X
6135	Weed Abatement			X
6145	Professional Fees	X	X	X
6150	Contingency	X	X	X
6180	Street lights			X
6191	Emergency Water Standby/RO		X	
6192	Excess Repairs/Capital +\$2,500 w/apprl	X	X	X
	Excess PG&E Utilities	B	Proportionate to PGE actg	
6195	Website Support	33%	33%	33%
	Total Expense			
	<b>Net Operating Income(Loss)</b>			
	<b>Other Income/Expenses</b>			
	<b>Other income</b>			
8010	Interest Income			X

**DRAFT**

May 15, 2022 @ 19:03 hrs				<b>DRAFT</b>
<b>San Simeon Community Services District Rate Structure (Proforma)</b>				
<b>Fiscal Year 2022-23</b>				
5/12/22 @ 1525hrs				
<b>Fiscal Year</b>	<b>21-22</b>	<b>22-23</b>	<b>\$ Increase</b>	
Ordinance	#121	#121	<b>% Increase</b>	
Ordinance Adopted	Aug. 14, 2019	Aug. 14, 2019		
Ordinance Effective				
<b>Service Charges</b>				
Proposed Increase	4.60%	6.80%		
Per month - Per Service	\$39.78	\$42.48	<b>\$2.70</b>	
% Increase	4.60%	6.80%	<b>6.8%</b>	
<b>Water Rates</b>				
Proposed Increase	4.60%	6.80%		
Per 100 cf of water used	\$14.21	\$15.18	<b>\$0.97</b>	
% Increase	4.60%	6.80%	<b>6.8%</b>	
<b>Irrigation Meters</b>				
Proposed Increase	4.60%	6.80%		
Per 100 cf of water used	\$23.81	\$25.43	<b>\$1.62</b>	
% Increase	4.60%	6.80%	<b>6.8%</b>	
<b>Recycled Water</b>				
Proposed Increase				
per gal				
% Increase				
<b>Sewer Rates</b>				
Proposed Increase	4.60%	6.80%		
Per 100 cf of water used				
<b>Motels</b>	\$17.37	\$18.55	<b>\$1.18</b>	
% Increase	4.60%	6.80%	<b>6.8%</b>	
<b>Residences</b>	\$10.69	\$11.42	<b>\$0.73</b>	
% Increase	4.60%	6.80%	<b>6.8%</b>	
<b>Restaurants</b>	\$26.89	\$28.72	<b>\$1.83</b>	
% Increase	4.60%	6.80%	<b>6.8%</b>	
<b>Commercial</b>	\$10.69	\$11.42	<b>\$0.73</b>	
% Increase	4.60%	6.80%	<b>6.8%</b>	

**DRAFT**

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**Capital Improvement Projects**  
**FY 2022-2023**

**Wastewater Treatment Plant**

- **Ocean Outfall Repair** **\$120,000**  
 This is the repair of the outfall line as determined previous inspections involving the loss of support.
  - **WWTP Composite Samplers** **\$12,000**  
 These are needed for testing and reporting purposes and we need two at approx. \$6,000 ea.
  - **Pipe Bridge Design** **\$37,500**  
 This is a joint project with the Water Fund for design of a new bridge to support the water & sewer line over Padre de Juan creek.
- Sub Total - \$169,500**

**Water Storage and Distribution**

- **Pipe Bridge Design** **\$37,500**  
 This is a joint project with the Sewer Fund for design of a new bridge to support the water & sewer line over Padre de Juan creek.
  - **Disposal of Transite Pipe** **\$15,000**  
 This was extra replacement pipe that will no longer be used, might be class as hazardous material for disposal.
  - **Paint Elevated Wall on Reservoir** **\$10,000**  
 This major repair may be expensed but is listed here for Review.
  - **Tank Reservoir Easement** **\$60,000**  
 This project will complete the easement acquisition, design for the water storage, bid package and project management.
  - **Residential Meter Replacement** **\$90,000**  
 This project is necessary to replace the residential meter.
- Sub Total - \$212,500**



**Capital Improvement Projects  
Continued  
FY 2022-2023**

**General Fund**

- **Pico Stair Repair** \$30,000  
This project is to further stabilize the stairway at Pico Beach access.  
*(Included in future Projects Gen on 22-23 Budget)*
  
  - **Accounting Software Package** \$25,000  
This bookkeeping software is necessary to complete the transition to complete enterprise fund accounting
- Sub Total - \$25,000**
- 
- Total Project Cost FY 2022-23 \$407,000**