

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, July 13, 2016
6:00 pm

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

1. REGULAR SESSION: @6:06PM

Roll Call:

Chairperson Williams – present

Vice-Chair Fields – present

Director Price – present

Director Patel – present

Director Russell – present

Also present:

General Manager, Charles Grace

District Counsel, Heather Whitham

Sheriff's Representative: None

A. Pledge of Allegiance

2. PUBLIC COMMENT:

Resident Mary Margaret McGuire, asked if there had ever been a program in the District for residents to pick up trash in the area. Since the Board said that there hadn't been, Mary ask if she could start one. The Board asked Staff to review liability insurance and GES volunteered to coordinate with Mary for a trash pick-up date to be done immediately and for staff to bring back a request for a more permanent solution.

Grace Environmental Services agreed to be the Sponsor of the first event. Information on the event would be in the next District Newsletter.

A. Sheriff's Report – No Report for June.

B. Public comment on Sheriff's Report - None

C. Presentation from Henry Krzciuk – Water Storage Suggestions & Considerations

Resident Henry Krzciuk handed out materials to the Board with his suggestions for the reservoir expansion project. Staff also re-submitted the tech memo from Phoenix Engineering from 2013 regarding reservoir expansion concepts.

3. PRESENTATIONS AND ANNOUNCEMENTS FROM BOARD: None

4. STAFF REPORTS

A. General Manager's Report

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

During the month of June Staff; sent out water billing, responded to several customer service calls and concerns, attended Integrated Regional Water Management (IRWM) and Water

Resource Advisory Council (WRAC) meetings, and continued doing weed abatement around the District. Staff updated the draft budget based on comments from the Board and has started working with the Auditor to commence the District's 2015-2016 Audit.

Staff worked with the Webmaster to update the Districts website with SB272 information. SB272 refers to legislation requiring state and local agencies to create a catalog of enterprise systems (computer programs).

2. Update – Wellhead treatment system project.

Staff coordinated with Madonna Construction and Phoenix Engineering to install and test noise abatement efforts after changing the brand of compressor located inside the building, thus reducing the compressor noise by approximately 50%. Staff worked with Wigen and Phoenix Engineering to relocate the blend line return location.

3. Update – USDA Funds, Integrated Regional Water Management Grants (IRWM/WRAC), County Beautification Grant.

USDA Funds – There is no update at the time.

IRWM/WRAC Grant

The Draft Memorandum of Understanding (MOU) is being prepared by the Drinking Water Resources (DWR). The County expects MOU completion by the end of July. Once the MOU has been received, the District can start turning in invoices to be paid.

Beautification Grant

Staff turned in a grant request to the County for the Pico Stairs to be part of the County's Beautification Grant process. The grant was turned in on June 16th. The Grant Review Committee is meeting the first week of July to review and consider the grant submissions and set parameters for grant distribution. After they have finished reviewing all the grant applications, they will go to the Board of Supervisors with recommendations. The County anticipates announcing the results of their review in August.

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

Earth Systems proposal activities have been completed and are being assembled as part of the overall submission package. Staff has asked the CCC for a response extension to allow more time to assemble treatment plant life span information.

5. Lien Sale of vehicle abandoned by Ultura Water.

Staff turned in all paperwork to the DMV for the sale of the Chevy S-10 truck that was abandoned by Ultura. The sale of the vehicle has been authorized by the DMV. The process asks for a public auction of the vehicle. The date has been set for July 27th. The notice will be in the paper on July 15th.

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 Regional Water Quality Control Board (RWQCB).

- Maintenance and minor repairs were made to Reactor and Clarifier #2. The collector drive for Clarifier #2 was replaced with a unit that was on the shelf. The hub and drive sprocket were replaced with brand new parts.
- Maintenance and minor repairs were made to Reactor and Clarifier #3.
- Reactor and Clarifier #4 were emptied so that Staff could begin maintenance and repairs.
- Two loads of sludge were hauled away.

2. Water Distribution System

- All routine sampling and testing was performed. The monthly report was submitted to the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- The Reverse Osmosis Unit pickling solution was flushed out. Staff ran the system for two consecutive days and then re-pickled the filters.
- Monthly water meter reading was performed.
- Chloride levels continue to be monitored throughout the system.

3. District and Equipment Maintenance

- Staff continues with all scheduled preventive maintenance for all of the equipment at the District facilities. All activities are being recorded.
- Weed abatement was performed in various areas around the District.

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

May Billing Revenue	\$ 65,906.17
June Billing Revenue	\$ 69,970.13
Past Due (31 to 60 days)	\$ 290.57
Past Due (60 days)	\$ 274.06

ENDING BANK BALANCES: June 30, 2016

RABOBANK SUMMARY:

Well Rehab Project/USDA Checking Account	\$ 100.05
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HERITAGE OAKS BANK:

Summary of Transactions:

End of Balance May 31, 2016	\$ 547,035.02
Interest for June	\$ 156.96
Money Marketing Account Closing Balance June 30, 2016	\$ 547,191.98

Reserve Fund	(\$ 250,000.00)
Wait-list Deposits	(\$ 45,750.00)
Customer Deposits	(\$ 9,708.00)
Available Funds	\$ 241,733.98

General Checking Account June 30, 2016	\$ 99,580.11
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LAIF Closing Balance June 30, 2016	\$ 521.38
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D. District Counsel's Report – Summary of June activities.

District Counsel assisted Staff with:

- Preparation of a letter for the owner of the Pineview mobile home park, regarding mobiles homes on District Right of Way.
- Reviewed the RRM consultant contract.
- Preparation and review of budget hearing and workshop postings.
- Reviewed Governors' drought resolution and conservation laws for the State for the workshop review of the Ordinance.
- Reviewed and assisted with Board Meeting Agenda, workshop agenda, and the Resolution for Board Packet.

5. ITEMS OF BUSINESS

A. Consideration of approval of last month's minutes – June 08, 2016

A motion was made to approve the minutes as presented.

Motion By: Director Patel

2nd By: Director Price

All in: 5 / 0

B. Consideration of approval of Disbursements Journal – July 13, 2016.

A motion was made to approve the disbursements journal as presented.

Motion By: Vice-Chair Fields

2nd By: Director Patel

All in: 5 / 0

6. PUBLIC HEARING

A. Consideration of Adoption of Resolution 16-384 Adopting the 2016-2017 Fiscal Budget

During the June 8, 2016 Board Meeting, a preliminary Fiscal 2016 – 2017 District Budget was presented for comment. The Budget Committee received all comments and/or changes by the Board. Government Code Section 61110 requires notice and a public hearing prior to adopting the budget. Staff posted the required notice for the newspaper to publish, posted in 4 areas around the District and on the District website.

The General Manger mentioned that the budget committee discussed adding the words "sidewalks and stairs" to line item 6055. Staff recommended approval of Resolution No.16-384 adopting the 2016-2017 District Budget after the change in wording to line item 6055.

Motion By: Director Russell

2nd By: Director Patel

All in: 5 / 0

7. DISCUSSION/ACTION ITEMS

A. Consideration of Adoption of Resolution 16-385 establishing the District's Appropriation Limit for Fiscal year 2016-2017.

On November 6, 1979, the California voters passed Proposition 4 which added Article XIII B to the State Constitution. The article restricts government spending by establishing the limit on the annual appropriations of local agencies.

Attached is a Resolution prepared by the District Auditors, Moss, Levy & Hartzheim, and a letter describing the process and purpose regarding Appropriation limits. With the assistance of Travis Hole from Moss and Levy, appropriation amounts were calculated. Staff recommends the approval of Resolution 16-385.

A motion was made to approve Resolution 16-385.

Motion By: Director Price

2nd By: Director Russell

All in: 5 / 0

B. Consideration of Adoption of Resolution 16-386 Requesting Consolidation of the District's Bi-Annual Election with the November 8, 2016 Consolidated General Election.

The County has requested the District submit a Resolution for the November 2016 election to be consolidated on the County Election Ballot. This procedure is similar to procedures followed during previous elections and results in a savings to the District. Staff recommends approval of Resolution No. 16-386.

A Motion was made to approve Resolution 16-386.

Motion By: Chairperson Williams

2nd By: Vice-Chair Fields

All in: 5 / 0

C. Consideration of Casting a Vote to Elect One Person to the California Special District Association Board of Directors Representing the Coastal Network Region, Seat B, for the 2017-2019 Term of Office.

The SSCSD Board must vote to elect a representative to California Special District Association (CSDA) Board of Directors in our network (Seat B). Each of CSDA's six networks has three seats on the Board. Each of the candidates is either a board member or management level employee of a member District located in our network. Each Regular Member/District in good standing shall be entitled to vote for 1 Director to represent its network.

In the Board Packet, Staff attached the candidate information bio for each candidate:

Anthony Kalvans, San Miguel CSD

Jeff Hodge, Santa Ynez CSD

Sharon Rose, Goleta Sanitary District

The following is the results from the roll call vote:

Chairperson Williams: Jeff Hodge

Vice-Chair fields: Sharon Rose

Director Russell: Jeff Hodge

Director Patel: Sharon Rose

Director Price: Jeff Hodge

After the roll call vote, Staff was directed to submit the vote for Jeff Hodge on behalf of the San Simeon CSD.

D. Consideration of approval of Brebs Builders quote for Pico Avenue cul-de-sac “Viewing Area” wood guardrail repair and “Beach Access Stairs”, wood guardrail repair and access corrections not to exceed \$16,000.

Staff obtained a quote to perform repair and code compliance repairs to the beach access stairs located at the west end of Pico Avenue. In addition, two firms have been contacted to obtain a CASp (Certified Access Specialist program) review estimate.

With regard to the project and subsequent to the June 8 Board meeting, Staff submitted a request for Grant funds in the amount of \$30,500 as part of the County’s Beautification Grant process. This amount includes: \$10,000 for work from local artist Brooks Lawrence for the benches and fence area of the platform (art to be determined by the Board at a later date), \$5,000 for replacement of the safety barricade, and \$2,000 for landscaping. Results and County parameters of the grant process are expected in August.

A motion was made to table the discussion of Brebs Builders quote for the Pico Stairs until the District hears from the County on the possible funds for the Beautification Grant.

Motion By: Vice-Chair Fields

2nd By: Chairperson Williams

All in: 5 / 0

8. Oral Reports from Committee Members: None

9. Oral Reports from Board Members on current issues: None

10. 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.

Chairperson Williams asked Staff to put on the Discussion Action Agenda the possibility of a permanent District wide Trash Pick-Up program.

11. ADJOURNMENT @ 7:24PM