

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273
Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill

REGULAR MEETING

Date: June 11, 2018, MONDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:30 PM

1. Call to Order
 - a. Pledge of Allegiance
 - b. Quorum - Roll Call
2. Discussion of the Agenda
 - a. Items to be pulled from the Action Calendar.
 - b. Items to be pulled from the Discussion Calendar.
 - c. Emergency Items to be added.
 - d. Approval of the agenda.
3. Board Member Reports / Announcements.

DISCUSSION/ACTION CALENDAR SECTION 1

4. Discussion and Action to elect President of the Board to fill the unexpired Presidency until the term ends at the first Seeley County Water District regular meeting December of 2018. Oath of Office and Certificate of Appointment for the President.
5. Discussion and Action to elect Vice President of the Board to fill the unexpired Vice Presidency until the term ends at the first Seeley County Water District regular meeting December of 2018. Oath of Office and Certificate of Appointment for the President.
6. Discussion and Action. Review of applications of candidates to fill the vacant seat on the Board previously held by Patrick Harris; selection and appointment of Board Member to fill the Seeley County Water District Board of Director seat for the duration of the term. The term of the seat shall commence June 11, 2018, and end December of 2021. Oath of Office and Certificate of Appointment for new Director.

PUBLIC COMMENT

This is the opportunity for the members of the public to address the board on any matter within the Board's jurisdiction. Any action taken as a result of public comment shall be limited to direction to staff. State your name for the record prior to providing your comments. Please address the board as a whole, through the chairman. Individuals will be given (3) minutes to address the board. Public comments will be limited to a maximum of 21 minutes. The public will be allowed to comment on specific items on the agenda after board discussion.

DISCUSSION CALENDAR SECTION I

7. Engineer's Report: The Holt Group, Jack Holt
8. Administrative General Manager and Secretary Report
 - a. Financial Reports
 - b. Miscellaneous/Correspondence
 - c. Payroll summary
9. Chief Operators Report – Water & Wastewater Treatment Plant Reports
 - a. Accomplished Tasks
 - b. Violations
 - c. Laboratory Results
 - d. Dumper Station
 - e. Monthly Expenditures

CONSENT CALENDAR SECTION I

Any consent item can be removed from the consent list by request of the board or any member of the public for consideration separately.

10. Demands (Accounts Payable)
11. Approval of Minutes: a. REGULAR MEETING May 14, 2018
b. SPECIAL MEETING June 4, 2018
12. Authorize 4 Administrative days for the President of the Board for the month of JUNE 2018.
13. Approval of the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost not to exceed in the amount of \$1,145.12 (tax and freight included).
14. Approval of purchase of routine office supplies (paper, stamps and cleaning supplies for office (envelopes, copy paper, toner for printers and copier, toilet paper, paper towels, eight rolls of postage stamps, cleaning liquid, trash liners/bags, dish soap, bathroom cleaner, disposable water/coffee cups) not to exceed \$750.00 {Sparkllets drinking water service \$71.91} [\$400 for stamps alone].

DISCUSSION/ACTION CALENDAR

15. Action to direct staff to move forward to publicize a notice of public hearing to consider a resolution establishing the review fees for new development.

16. Discussion/Action to approve payment of invoice #18-05-009 for the TTHM Improvement Project to the Holt Group. The invoice pertains to the assistance in preparation of the Operations Plan. Payment is contingent upon USDA's approval and release of funds and deposit into Seeley's Capital Improvement account.

17. Discussion/Action on June 4, of its Special Meeting the Seeley County Water District Board discussed to establish an Ad-Hoc Committee for a workshop to discuss fees and The Holt's Groups results from the water and sewer study. In addition, we are to establish a methodology determining actual cost of fees and its supporting data, workshop will include the review of current capacity fees in place. Date of workshop to be determined.

18. Discussion/Action to accept the proposal from Hazen and to authorize the Administrative General Manager and Board President to execute the professional service agreement between the District and Hazen for the Seeley Water District Wastewater Plant Improvements (agreement will be provided at a later date). The proposal includes the design, permitting, bidding, and construction services of the improvements at the wastewater treatment plant. Scope and Fees are broken out by tasks to allow the District to approve the parts of the scope as funding allows. Currently, the main priorities will be the completion of a preliminary design report, 30-percent design plans, and the CEQA/MND for a total fee not to exceed **\$206,800** or current funding. *(Proposal date June 11, 2018 attached for review)*

19. Discussion/Action consideration of the Board to authorize the Administrative General Manager and President of the Board to sign the letter requesting advance payment of **fifty percent** 50% of the grant award of \$206,800, half of the award is \$103,400. The purpose of the letter is to request the funding earlier, which will help the District finance the engineering work. The payment will be used to retain Hazen as the engineer for a preliminary design report, CEQA documentation, survey and geotechnical. Total amount to be requested **\$103,400.**

20. **Discussion** Hazen presented an updated proposal dated June 11, 2018. Proposal includes survey, preliminary design report, and CEQA. If we refer to the schedule, it is recommended that the District, move forward with preparing the application for CWSRF planning money for the remaining portion of the engineering design in July. Hazen can prepare applications at the cost of \$26,380 this amount would be funded by the District, but could count towards the compliance project. The cost of \$26,380 is a separate item from the (DAC) grant funding the District will use for the WWTP.

21. Discussion/Action to approve amendment No. 1 to the current professional service agreement between the Seeley County Water District and John H Kemp, Consulting. The purpose of the amendment in Section 6 of the agreement is to change the compensation, this is due to the consultant's dedication to the Compliance Project and the Waste Water Treatment Plant Improvements. In Section 3 description of work also changes and includes points A through G. a. *(agreement for professional services effective March 10, 2018 is attached for review)* Total expense to the District not to exceed in the amount of **\$500** monthly to be charged to the professional & special services account.

22. Discussion/Action the Seeley County Water District board remains interested in having representation on the LAFCO board, but will not agree if the cost to SCWD is over the recommended maximum of \$1000. The alternate cost share will be determined by the IID Board's willingness to approve the new formula, their meeting takes place June 24th. If it does not, Seeley's cost based on the first formula proposed by Lafco is \$6995.

23. **Discussion** - during discussion item 21a at the May 14, 2018 board meeting, the Board agreed to use meter fund money to purchase 20 Kamstrup ultrasonic smart water meters with integral radios for a trial. At this meeting the Board did not agree to use meter fund money to cover the costs for initial startup, the meter reading equipment, and the cost for the software.

The total amount of costs for the software, reading equipment, and start up fees, a total of \$4091.53 will be included in the District's 2018-2019 fiscal budget projections for review at Ad-Hoc Budget meeting.

A breakdown of all fees is listed for the board's consideration.
Kamstrup Ready Smartphone Remote Reading Kit \$1,800 (one time charge)
Hosted Ready Management Software and Ready App \$1,338.78 (one time charge)
Hosted Ready Hosting Subscription Agreement (annual charge of \$952.75)
Total not to exceed \$4,091.53

24. **Discussion** on May 22 the staff joined in a webinar by Softline Data about UBmax a small utility software tailored specifically for small water utilities. The reason we looked into using UBmax, it's less expensive than other programs we have been looking into, and it also offers more features.

A breakdown of all fees is listed for the board's consideration.
UBmax – Pro \$1,145.00
Support Fee \$475.00
Bill & Pay \$65.00
Total start up fees to be included in budget projections for review at Ad-Hoc Budget meeting. In the amount of \$1,685.00. Total annual fees thereafter \$540.00

25. **Discussion** - Update of Robert Bates Park upgrades, survey has been made available to Seeley resident via webpage and handout at District office. It is to be turned into the District office by June 22nd. The public survey questionnaire will be used by Kimley-Horn to determine which components are desired by the public for inclusion in the first phase of the final masterplan concept design.

26. **Discussion** of Copper and Cyanide probes for use at dump station. No specific models have been identified or selected but pricing for cyanide probes is in the range of \$730+ with the benchtop or handheld unit priced between \$400 - \$2000
No copper probe and benchtop/handheld unit pricing yet.

27. **Discussion** of alternatives to deal with cyanide and possibly copper issues.
Option 1 Change copper and cyanide sampling schedule and routine (if permitted by NPDES) to allow for averaging and to possibly eliminate false positives
Option 2 complete shutting down of dump station for 60 - 90 days to see if cyanide levels in our discharge drop below limitations

28. Discussion/Action to approve the purchase of one 603lb drum of Aluminum Sulfate from Brenntag. For trial replacement of coagulant chemical at water treatment plant.
Price not to exceed \$ 566.82 (price not including shipping and tax). Approximate Total not to exceed **\$770.00**

29. **Discussion** of commercial cannabis activity licence lottery notification in the area of Seeley, 3 activity licenses were for Whole Distribution, Virtual Retail, and Physical Medicinal. of Cannabis. The proposed location is at 1702 Evan Hewes Hwy.

CLOSED SESSION:

30. Conference with Real Property Negotiators
Property: Directly South of District Office 3.8 Acres
Agency Negotiator: District Legal Counsel
Negotiating Parties: Imperial Valley Desert Museum Society
Under Negotiation: Price and Terms for an acquisition.

OTHER ITEMS

Next regular meeting: MONDAY, July 9, 2018 at 6:30 P.M

President, SCWD Board

Administrative General Manager & Secretary of the Board

Payroll Summary Report**May 04, 2018**

CHECK DATE	NAME	NET AMOUNT	TOTAL HOURS
05/04/2018	Garcia, Jr., Aaron	\$1,927.25	80.00
05/04/2018	Medrano, Jonan	\$738.23	66.69
05/04/2018	Obeso, Nancy. L.	\$1,028.52	80.27
05/04/2018	Pantoja, Gustavo	\$1,384.42	80.00
05/04/2018	Ramirez, Amado	\$952.89	73.45
05/04/2018	Rosales, Miriam A.	\$1,548.13	80.00
05/04/2018	Rosas, Nadia	\$864.36	78.70
05/04/2018	Thornburg, Gary L.	\$1,240.35	80.77
	Totals	\$9,684.15	619.88

Payroll Summary Report**Apr 20, 2018**

CHECK DATE	NAME	NET AMOUNT	TOTAL HOURS
04/20/2018	Garcia, Jr., Aaron	\$1,927.24	80.00
04/20/2018	McHone, Allen A.	\$425.20	40.00
04/20/2018	Medrano, Jonan	\$671.18	59.93
04/20/2018	Obeso, Nancy L.	\$1,027.60	80.22
04/20/2018	Pantoja, Gustavo	\$1,384.42	80.00
04/20/2018	Ramirez, Amado	\$1,039.73	81.13
04/20/2018	Rosales, Miriam A.	\$1,548.14	80.00
04/20/2018	Rosas, Nadia	\$881.16	80.20
04/20/2018	Thornburg, Gary L.	\$1,239.55	80.80
	Totals	\$10,144.22	662.28

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Board President: Keith Baird

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6/7/2018

Updates:

- **General**
 - Alleys continue to be cleaned on an as needed basis
 - Office remodeling has progressed. Damaged flooring was replaced. Wall studs and drywall were installed. Lighting was installed and electrical was rerouted as necessary. Majority of time not spent on routine operations duties was dedicated to this project.
 - Camera system for water treatment plant is online. Final placement and mounting of cameras is pending
 - New steps for office trailer were assembled/installed
 - Trucks are receiving routine maintenance and waiting on dealership (parts) to work on airbag recall
- **Water and Water Distribution**
 - 2017 CCR was distributed in mailings to all customers and was posted on website.
 - Dead ends in distribution system continue to receive weekly flushing
 - New meters arrived today (6.7.2018). Customers whose meters are located within fenced property lines will receive notice that installation will begin during the week of 6.18.2018
 - THM system was successful in significantly reducing THM levels throughout system and at sampling point. Compliance is determined based on LRAA so we are still out of compliance for 2Q 2018. Public notifications will be distributed/posted
- **Wastewater and collection system**
 - Still waiting on rebuild of backwash pump. Shop requested 1 more week to complete repair.
 - Cyanide and copper continue to problem in our effluent discharge. We will try a different sampling process to eliminate possibility of false positives.

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Wastewater Treatment Plant Discharge Violations under 2017-2022 NPDES Permit

December 2017

- Copper: 162.1ug/l

January 2018

- Copper: 104.2ug/l
 - Total recoverable daily maximum: 104 ug/l
 - Total recoverable 30 day average: 0.217 lbs/day
 - Total recoverable daily maximum limit: 0.217 lbs/day
- Enterococci: 110 MPN/100 ml

February 2018

- Copper: 71.5ug/l
 - Total recoverable daily maximum: 71.5 ug/l
 - Total recoverable 30 day average: 0.149 lbs/day
 - Total recoverable daily maximum limit: 0.149 lbs/day

March 2018

- Copper: 89.49ug/l
 - anticipating 3 total copper violations
- Cyanide: 8 ug/l
 - anticipating 3 total cyanide violations

April 2018

- Cyanide: 6 ug/l
 - anticipating 3 total cyanide violations

May 2018

- Pending results

Legal and Regulatory Considerations

23. Water Code section 13385, subdivision (j)(1), also requires the Colorado River Basin Water Board to assess an MMP of three thousand dollars (\$3,000) for each violation, not counting the first three violations, if the Discharger does any of the following four or more times in a six-month period (hereafter "chronic violation*"):

- Violates a waste discharge requirement effluent limitation;
- Fails to file a report pursuant to Section 13260;
- Files an incomplete report pursuant to Section 13260, or
- Violates a toxicity effluent limitation contained in the applicable waste discharge requirements where the waste discharge requirements do not contain pollutant-specific effluent limitations for toxic pollutants.

24. Water Code section 13385, subdivision (j)(2) states: For the purpose of this section, a 'period of six consecutive months' mean the period commencing on the date that one of the violations described in this subdivision occurs and ending 180 days after that date.

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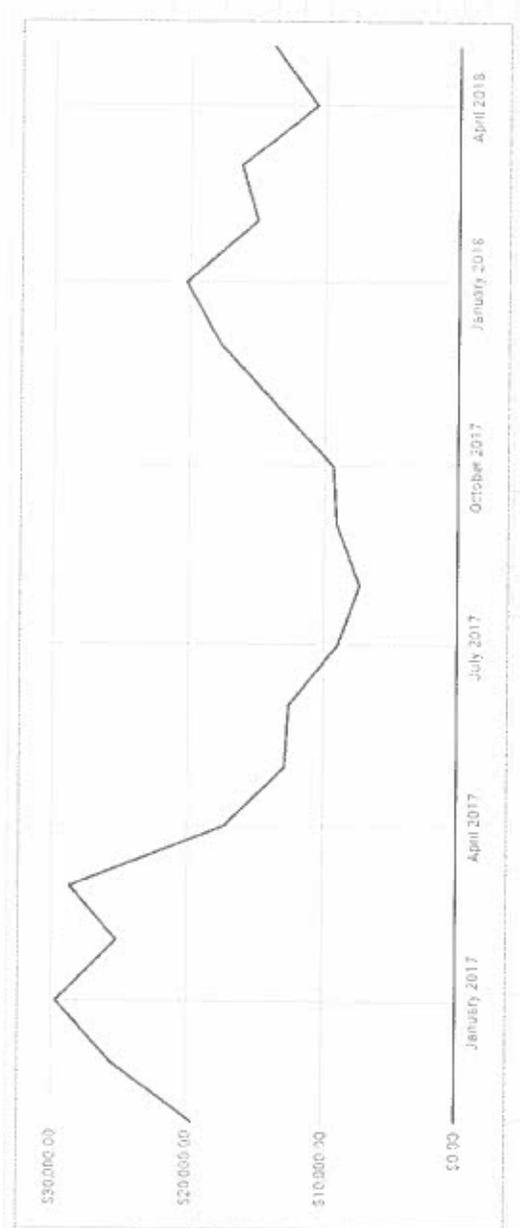
INVOICE DATE	INVOICE NUMBER	ANALYSIS PERFORMED	FACILITY	COST	Totals
5.7.2018	18-20769	See Note [1]	Water	\$232	
5.8.2018	18-20777	See Note [2]	Water	\$95	
5.15.2018	18-20852	See Note [3]	Water	\$300	
5.15.2018	18-20851	See Note [4]	Water	\$600	
5.15.2018	18-20853	See Note [5]	Water	\$195	
5.29.2018	9393	See Note [6]	Waste	\$5,602	
				Water	\$1,227
				Waste	\$5,602
				Special	\$600
				Total	\$7,429

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Dump Station Trends

Date	Revenue	Gallons (rounded)
November 2016	\$19,506.15	216,735
December 2016	\$25,536.60	283,740
January 2017	\$29,681.10	329,790
February 2017	\$25,199.10	279,990
March 2017	\$28,684.80	318,720
April 2017	\$17,284.50	192,050
May 2017	\$12,811.50	142,350
June 2017	\$12,518.35	139,093
July 2017	\$8,918.10	99,090
August 2017	\$7,296.30	81,070
September 2017	\$9,016.60	100,184
October 2017	\$9,292.00	103,244
November 2017	\$13,583.00	150,922
December 2017	\$17,753.40	197,260
January 2018	\$20,275.20	225,280
February 2018	\$14,997.60	166,640
March 2018	\$16,221.15	180,235
April 2018	\$10,605.60	117,840
May 2018	\$13,844.25	153,825



April 2017 dropped \$9000.--

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Monthly Expenditure log 2018

May

TOTAL Acct#8195

Demands to be Paid Invoice/Order # P.O.

Item #

Book keeping Code

Fund Source

Description/Reason

Amount Spent

Date Vendor

Date	Vendor	Amount Spent	Description/Reason	Fund Source	Book keeping Code	Item #	Invoice/Order #	P.O.
05.01.2018	Lowe's	\$16.54	See Note [1]	Emergency	MR:W			
05.02.2018	Lowe's	\$10.71	See Note [2]	Emergency	S:W			
5.02.2018	Weebly	\$490	See Note [3]	Emergency	Subscriptions			
5.04.2018	Lowe's	\$122.46	See Note [4]	Emergency	MR: ? (for office upgrades)			
5.04.2018	LaBrucherie	\$30.23	See Note [5]	Emergency	MR: ? (for office upgrades)			
5.04.2018	Ferguson	\$52.04	See Note [6]	Emergency	MR: ? (for office upgrades)			
5.09.2018	Lowe's	\$81.92	See Note [7]	Emergency	MR: ? (for office upgrades)			
5.11.2018	Lowe's	\$124.12	See Note [8]	Emergency	MR: (for office upgrades)			
5.11.2018	Rain for Rent	\$9.70	See Note [9]	Emergency	MR: (for office upgrades)			
5.14.2018	Lowe's	\$6.35	See Note [10]	Emergency	MR: (for office upgrades)			
5.14.2018	Bremtag	\$1,145.12	See Note [11]	Approved at 5.14.2018	S:W	14		
5.16.2018	UsaBlueBook	[12]	See Note [13]	Approved at 5.14.2018	Meeting	22	#5/16/18	
5.16.2018	Amazon	\$313.69	See Note [14]	Approved at 5.14.2018	? (for security)	23	5.16.2018.AGAMAZ	
5.18.2018	Core & Main	\$72.41	See Note [15]	Emergency	MR:W			
5.21.2018	Ferguson	\$6.03	See Note [16]	Emergency	S:W			
5.21.2018	Lowe's	\$86.25	See Note [17]	Emergency	S:WW			
5.22.2018	VistaPrint	\$34.66	See Note [18]	Emergency	?(business cards)			
5.29.2018	O'Reilly	\$41.11	See Note [19]	Emergency	MR:W/WW			
5.30.2018	Lowe's	\$53.00	See Note [20]	Emergency	MR: (office)			
5.31.2018	Lowe's	-\$25.20	See Note [21]	Return				
5.31.2018	Lowe's	\$240.30	See Note [22]	Emergency	MR: (office)			
5.31.2018	iFlow	\$3,897.32	See Note [23]	Approved at 5.14.2018	? 21a			52318AGKAM
5.31.2018	iFlow (over fee)		See Note [24]					

Emergency	\$1,534.85
Approved	\$5,058.81
Total	\$6,593.66

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- [17] (6) 50 lb hydrated lime for dump station
- [18] Order of 250 business cards (\$16.19) and card holder (\$8.99) plus (\$6.99 shipp) (\$2.49 tax)
- [19] 2 gallons antifreeze for emergency generators
- [20] 2 boxes laminate flooring for office upgrade
- [21] return of 1 box of laminate flooring
- [22] 3 packs insulation, 3 packs base, 2 acrylic adhesive, 10 pack green wing nuts, 4 packs 4 ft flexco, flexco 4 in x 20 ft for office upgrade
- [23] 20 Kamstrup meters plus sales tax
- \$297.32 over approved amount
- [24] \$297.32 to be used from emergency funds to cover tax and shipping not covered by funds Board approved at 5.14.2018 meeting

9e.

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Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris

Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

MINUTES OF REGULAR MEETING

Date: May 14, 2018, MONDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:30 PM

1. Call to Order

a. Pledge of Allegiance

Pledge of Allegiance Led by Director Harris

b. Quorum - Roll Call

Director 1	Jason Grima
Director 2	Keith Baird
Director 3	Esteban Jaramillo
Director 4	Leslie Hill
Director 5	Patrick Harris

Also Present:

Administrative General Mgr. & Secretary of the Board Miriam Rosales, Chief Plant Operator, Aaron Garcia, General Counsel Dennis Morita.

Other members of the Public: Michael Morales from Teamster, Mrs. Rogers, Scott Rogers, Jorge Rosales,

Other members of the public: Scott Rogers, Kevin Alexander, Mrs. Rogers, Jorge Rosales, Nadia Rosas, Nancy Obeso

2. Discussion of the Agenda

- a. Items to be pulled from the Action Calendar.
- b. Items to be pulled from the Discussion Calendar.
- c. Emergency Items to be added.
- d. Approval of the agenda.

Director Hill made a motion to approve the Agenda. Seconded by Director Grima.

Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

3. Board Member Reports / Announcements.

- a. Years of Service Certificate of Board President, Patrick Harris

President of the Board, Mr. Harris reported the results of the lapsed contract with the County of Imperial Executive Office. Meeting with Tony Rouhata and Esperanza Warren Colio, they will present to the County Board of Supervisors our list of changes.

Mr. Harris formerly announced his last day as Board President effective May 27, 2018 at 5pm

PUBLIC COMMENT

This is the opportunity for the members of the public to address the board on any matter within the Board's jurisdiction. Any action taken as a result of public comment shall be limited to direction to staff. State your name for the record prior to providing your comments. Please address the board as a whole, through the chairman. Individuals will be given (3) minutes to address the board. Public comments will be limited to a maximum of 21 minutes. The public will be allowed to comment on specific items on the agenda after board discussion.

DISCUSSION CALENDAR SECTION I

4. Engineer's Report: The Holt Group, Jack Holt
Director Grima made a motion to receive Engineer's Report. TTHM Project is coming to a close. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

- 5. Administrative General Manager and Secretary Report
 - a. Financial Reports
 - b. Miscellaneous/Correspondence
 - c. Payroll summary

Director Hill made a motion to receive Secretary Report. Seconded by Director Grima. Discussion of the Board and Public followed. (Moving forward *P&L to exclude reporting grants) The motion carried with all members voting in the affirmative.

- 6. Chief Operators Report – Water & Wastewater Treatment Plant Reports
 - a. Accomplished Tasks
 - b. Monthly Expenditures
 - c. Laboratory Results
 - d. Dumper Station
 - e. Violations
 - f. Correspondence

Director Hill made a motion to approve item 6. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

CONSENT CALENDAR SECTION I

Any consent item can be removed from the consent list by request of the board or any member of the public for consideration separately.

- 7. Demands (Accounts Payable)
- 8. Approval of Minutes: a. REGULAR MEETING April 9, 2018

A handwritten note consisting of the text "11a." enclosed within a hand-drawn circle.

b. SPECIAL MEETING April 18, 2018

9. Authorize 4 Administrative days for the President of the Board for the month of May 2018.
10. Approval of the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost not to exceed in the amount of \$1,145.12 (tax and freight included).
11. Approval of purchase of routine office supplies (paper, stamps and cleaning supplies for office (envelopes, copy paper, toner for printers and copier, toilet paper, paper towels, eight rolls of postage stamps, cleaning liquid, trash liners/bags, dish soap, bathroom cleaner, disposable water/coffee cups) not to exceed \$750.00 {Sparkllets drinking water service \$71.91} [\$400 for stamps alone].

Director Grima made a motion to approve items 7 through 11. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

DISCUSSION/ACTION CALENDAR

12. Discussion from the Presiding Officer (Director Harris) of the Committee, relating the results of the Independent Special Districts meeting. On May 2 of 2018 the Special Districts gathered to vote for the Special Districts to have a seat on the Lafco Commission. Meeting took place at the City of El Centro, Chambers. **In order for Seeley to have representation, our apportionment would be for the year \$6995. Lafco to meet again in June.**

13. Discussion the Imperial County Water Boards Leadership Institute, are inviting all District Board Members, and Staff to participate in the last (2) sessions, which will take place May 19th, and June 9th, both sessions take place on Saturday from 9 a.m. to 4 p.m. The institute is brought to you in partnership with Rural Community Assistance Corporation (RCAC), the Environmental Defense Fund (EDF), and the County of Imperial. The Institute offers a unique opportunity for water board members and staff who work for water utilities. This is also an opportunity for community leaders that want to enhance, develop skills, and acquire tools to become more effective as decision makers within their respective industry. *(Please see handout attached)*

14. Discussion/Action seeking approval from the Board to form an Ad-Hoc Committee comprised of two board members, the purpose is for the committee to assist in, and provide public oversight of, the budget formulation process of the Seeley County Water District's 2018-2019 fiscal year budget. The Ad-Hoc Committee is to give their in-depth analysis, and recommendation at the next board meeting, June 11 of 2018.

The Seeley County Water Board President Harris so directs to approve the formation Ad-Hoc Committee for budget formulation process, Directors Baird and Hill to make up the Committee.

11a.

15. Discussion/Action Seeley County Water District to approve the proposal 2018-044 submitted from the Holt Group for Engineering plan check of Coyne Ranch Development. The purpose of this proposal is to review the various development documents that include the Water Supply Assessment, Sewer Study, and Specific Plan.

Once the County approves the project, if they approve it, then Coyne will have to file an application with LAFCO to include the area, and Seeley County Water District will have to update the Service Area Plan.

Item 15 was tabled: Directive, enough of specifics to be on for discussion/action including the dollar amounts for approval and resolution that includes aspects of proposal. To be placed on the next agenda at the next regular board meeting. The Holt Group to formulate a resolution.

Plan check of coyne studies then later of the design plans. The Holt Group will include both in the resolution.

16. **Discussion** of the Seeley County Water District to establish Administrative Review Fees (Seeley County Water District Staff) of fifteen percent (15%) to charge against ~~construction cost.~~ **Plan check service costs.**

Item 16 was tabled: Before the implementation of the 15% fee the law requires a 14 day notice. This is to be implemented with a resolution.

Director Harris made a motion to table item 15 and 16. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

17. Discussion/Action seeking approval from the board for mileage reimbursement to/from El Centro (19.80 roundtrip miles x 54.5 total reimbursement per employee \$10.80) for training, for all Seeley County Water District staff. The (SEMS) training is at no cost to the District. This course will teach the basic concepts and principals of the (ICS) Incident Command System and how it's used to manage incidents. ICS is a system that is used for command, control and coordination of emergency response. In this course students will also learn how ICS is incorporated into the National Incident Management System, Standardized Emergency Management System and the National Response Framework, and how, through these concepts and principals, the district can work effectively during incidents. This course is a will help to improve the coordination between responding agencies and allows for mutual aid. Within the state of California, SEMS falls under Senate Bill 1841 and can also be found in Government Code 8607. This training will allow government agencies, including special districts to be eligible for state funding for disaster recovery and response related personnel cost. The following training dates are: **May 23rd, June 6th, and June 13th.** Total reimbursement for all (8) staff **\$86.40**

Director Hill made a motion to approve mileage reimbursement. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

18. Discussion/Action to review the (“DAC”) Disadvantaged Community Grant, amended letter of interest with the reduced funding allocation. The letter was re-submitted April 16, 2018 to the Community & Economic Development Manager, Esperanza Colio Warren. This was due to the request from the County to cut the list of projects, or submit other projects that fit the allocation. The allocation was cut from \$335,000 to 206,800 (explanation for cut in funding in attached email). Therefore, the following two options are presented to the board to determine the best course of action and to officially approve the projects listed. **Option 1.** The following studies, are the original projects submitted December of 2016 with the decreased project allocation. This is the recommendation of The Holt Group Engineers. **Option 2.** Based on the Ad-Hoc’s Committee recommendation to proceed with Hazen and Sawyer Engineer for the (WWTP) Wastewater Treatment Plant Improvements, and reflecting changing priorities as well as the decrease in the amount of funding available highlighted in the email dated April 14, 2018 from Esperanza Colio (same email referenced above), and cease and desist order from the Colorado Regional Water Board, Hazen recommends the following amended project. The (WWTP) Improvement Preliminary Engineering Report, includes the following: Construction Project, Funding Application and Coordination.

Option 1.

Water Distribution System Study	\$16,000 omit
WWTP Collection System Study	\$100,000 correct \$103,400
Sewer and Water Master Plan	\$90,800 correct \$103,400
	Total \$206,800

Option 2.

WWTP Improvement Preliminary Engineering Report	Total \$206,800
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18. (a) Discussion/Action Esperanza, has given us some news that may create some issues in proceeding with the (DAC) grant funding. We were told that our District’s engineer on record is The Holt Group, and that we cannot use Hazen for engineering work with the County unless we go through a RFQ procurement process which may take up to approximately 2 months. As part of that process Hazen will be required to compete with other engineering firms. Despite this, Hazen would like to move forward with the proposal, and construction project for the Wastewater Treatment Plant Improvements, and if needed Hazen will go through the County’s procurement process. If the state approves the change from the Holt Group to Hazen is the board willing to wait for the RFQ procurement process which will take 2 months. If not then Seeley moves to secure a proposal for the WWTP Improvements from the The Holt Group, if they are interested in taking on the project. **In addition the The Holt Group has gone through the procurement process and is considered one of the County’s Engineers on record.*

18. (b) Discussion/Action to accept letter requesting advance payment of 50% of the grant award of \$206,800 in the amount of \$103,400. The payment will be used to retain an engineer for a preliminary design report, CEQA documentation, survey and geotechnical.

Director Harris made a motion to approve item 18 option 2 and table 18 (a) and (b). Seconded by Director Hill. Discussion of the Board and Public followed. Directive to staff to seek other funding for the WWTP improvement. The motion carried with all members voting in the affirmative.

(11a.)
Page 5 of 9

19. Discussion/Action to approve the proposal from Hazen for the Seeley Water District Wastewater Plant Improvements. For the compliance plan, design, permitting, and construction of the improvements at the wastewater treatment plant. The scope provides the services necessary to ensure that the compliance plan, funding, design and permitting is completed. Scope and Fees are broken out to allow the District to approve the parts of the scope of funding allows. The main priorities will be prepare the preliminary design report and start the CEQA/permitting for a total fee not to exceed \$370,815. Additionally, Hazen’s fee for the Compliance plan portion is \$135,986, which includes the Water Board’s recommend Water Effect Ratio study, which costs approximately \$120,000. Please see first and second page of proposal for both projects.

Director Harris made a motion to table item 19. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative

20. Discussion/Action to approve webinar training “Customer Service in the Public Sector” sponsored by (CSDA) California Special District Association. Training will be for the following Customer Account Office Clerks I - Nancy Obeso, Nadia Rosas, and General Manager, Miriam Rosales. Total training discounted fee not to exceed in the amount of \$195.00

Director Grima made a motion to approve item 20. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative

21. Discussion/Action to accept the Ad Hoc committee’s recommendation to begin using Kamstrup brand ultrasonic smart water meters.

21. (A)

Discussion/Action to use \$9,501.16 of money left in meter fund to use towards the purchase of 20 Kamstrup Model 2100 Ultrasonic smart water meters with integral radio meters to be used as trial. Total not to exceed \$3,617.00 remaining \$5,884.16 to remain in meter fund.

Director Grima made a motion to approve item 21 (a). Seconded by Director Jaramillo. Discussion of the Board and Public followed the motion carried with all members voting in the affirmative. Member of public was concerned, regarding the software, she asked why we need it now. The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative. Ayes: Directors Jaramillo, Baird, Harris, Grima, and Hill

Noes-	Absent:	
Director 1	Jason Grima	Yes
Director 2	Keith Baird	Yes
Director 3	Esteban Jaramillo	Yes
Director 4	Leslie Hill	Yes
Director 5	Patrick Harris	Yes


 Page 6 of 9

21. (b)

Discussion/Action to approve purchase of:

Kamstrup Ready Smartphone Remote Reading Kit \$1,800

Hosted Ready Management Software and Ready App \$1,338.78 (one time charge)

Hosted Ready Hosting Subscription Agreement (annual charge of \$952.75)

Total not to exceed **\$4,091.53**

Director Hill made a motion to approve item 21 (b). Seconded by Director Baird.

Discussion of the Board and Public followed. The motion was taken to a roll call vote. The motion did not pass. Ayes: Directors Baird and Hill Noes- Jaramillo, Harris, and

Grima Absent:

Director 1	Jason Grima	No
Director 2	Keith Baird	Yes
Director 3	Esteban Jaramillo	No
Director 4	Leslie Hill	Yes
Director 5	Patrick Harris	No

21. (c)

Discussion/Action to approve to use \$9,501.16 of money remaining in meter fund to use towards the purchase of 20 *Kamstrup Model 2100 Ultrasonic smart water meters with integral radio meters (\$3,617)* and towards the purchase of reading equipment, software, and first annual charge (\$4,091.53). Total not to exceed **\$7,708.53**. Remaining \$1,792.63 to remain in meter fund.

Director Harris made a motion to table item 21 (c). Seconded by Director Grima.

Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative

22. Discussion/Action to approve the purchase of one Eclipse 9700 2” Auto Flushing Hydrant from USABluebook. Total not to exceed **\$2,127** (cost includes estimated tax and shipping)

Director Hill made a motion to approve item 22. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative

23. Discussion/Action to approve the purchase of a Q-See 4 channel 1TB security system with (4) weather resistant cameras and (2) 100ft extension cables from Amazon. This will be installed by Seeley CWD staff at WTP. Total not to exceed **\$325.44**

Director Grima made a motion to approve item 23. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative

24. Discussion/Action to approve one of the following two options related to the WWTP backwash pump. The pump itself (motor is still functioning) was taken to distributor for checkup after it seized during operation.

Option 1: Quote to repair existing Peerless 6LB backwash pump. Pump will be reattached to current motor and reinstalled by Seeley CWD staff. Total not to exceed **\$4,891.57** (price includes est. tax).

Option 2: Quote to purchase new Peerless 6LB backwash pump and 15 hp motor combo. Motor/pump combo will be installed by Seeley CWD staff.

Total not to exceed **\$12,347.00** (price includes full freight and est. tax)

Director Grima made a motion to approve item 24. Seconded by Director Jaramillo.

Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative

25. **Discussion** of the possibility of adopting SCADA at Seeley CWD Water Treatment Plant in the future. Presented to the Board of Directors is a soft quote from XiO which lists the cost of their system and also highlights system capabilities. XiO is a CRWA preferred provider meaning they are recommended by CRWA and we get a discount for being a CRWA member, in this case, the first 6 months of cloud based SCADA access is free.

- System cost is approximately \$30,000 with a monthly service fee of \$191 if paid up front. If paid in annual increments, cost is a \$10,000 down payment plus the following:

- Monthly Payment for Hardware (First 6 months): **\$650**

- Monthly Payment for Hardware plus Cloud Service (Remaining 30 months): **\$825**

Ongoing Cloud Service after 36 months: **\$191**

Proposed budget item, for long term planning – Capital Improvement

26. Discussion/Action the Board at its regular meeting of January 15 of 2018, the Administrative General Manager (“AGM”) was provided a directive to prepare and draft an all-encompassing policy. The AGM is now seeking from the board the approval of one (1) component of the all-encompassing policy, titled “SURPLUS DISTRICT PROPERTY DISPOSAL POLICY”. The form is currently in draft form.

Director Hill made a motion to table item 26. Seconded by Director Grima. Discussion of the Board and Public followed (to provide purpose). The motion carried with all members voting in the affirmative

27. **Discussion** of the possibility of using/purchasing a *Raptor* Septage Acceptance Plant (SAP) from Lakeside Equipment Corporation. Presented to the Board is a quote as well as a product brochure to explore this piece of equipment as an addition or replacement to our current WWTP facility dump station

Table item 27

28. **Discussion** of a press release regarding the new “Welcome to Historic Seeley” signs and the significance of “Historic”, Seeley County Water District was approached by the Alive Magazine Advertising Consultant, for a story. There’s a cost associated with the story, A full-page is \$1500 and a One-half page \$800. The District may also consider to release this news worthy story, and history through the IV Press or The Desert Review.

Table item 28

29. Discussion/Action to approve the Notice of Vacancy in "The Desert Review" newspaper, and online. The notice will be announcing the vacancy of Director Seat. The ad will run for one (1) week, the total amount to run the ad not to exceed \$297.

Director Hill made a motion to approve item 29. Seconded by Director Baird. Law requires to post a vacancy 15 days prior to appointment, after the 27 of May. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative

29. Discussion/Action to approve the purchase of additional supplies needed for the remodel of the old operations office. Mold was found on the walls and water under the tiles where sink was located. Supplies that will be needed are drywall, screws, mud, tape, tools and various other plumbing supplies, approximate estimate of cost \$500. Total not to exceed in the amount of \$500.00

Director Hill made a motion to approve item 29. Seconded by Director Baird. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

CLOSED SESSION:

30. Conference with Legal Counsel

Anticipated Litigation – Significant exposure to Litigation (54956.9(d) (2) 2 potential cases).

OTHER ITEMS

No action to report out of closed session.

Director Hill made a motion to adjourn. Seconded by Director Jaramillo. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

Meeting Adjourned at 8:50pm

Next regular meeting: MONDAY, June 11, 2018 at 6:30 P.M

President, SCWD Board

Administrative General Manager & Secretary of the Board

11a,

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird,

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill

NOTICE OF SPECIAL MEETING

Date: June 4, 2018, MONDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:30 PM

1. Call to Order

a. Pledge of Allegiance

Pledge of Allegiance Led by Director Harris

b. Quorum - Roll Call

Director 1 Jason Grima arrive 7:00 p.m.

Director 2 Leslie Hill arrived 7:38 p.m.

Director 3 Esteban Jaramillo

Director 4 Keith Baird

Director 5 Open

2. Discussion of the Agenda

a. Items to be pulled from the Action Calendar.

b. Items to be pulled from the Discussion Calendar.

c. Emergency Items to be added.

d. Approval of the agenda.

Director Grima made a motion to accept the Agenda. Seconded by Director Jaramillo. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

3. Board Member Reports / Announcements.

Director Grima reported the Ocotillo museum curator wishes to sale land adjacent to Seeley County Water District property.

Also Present:

Administrative General Mgr. & Secretary of the Board Miriam Rosales, Assistant Manager Gustavo Pantoja, John Kemp Consultant, General Counsel Dennis Morita.

Other members of the Public:

Marty Coyne, Jack Holt, Juny Marmolejo

PUBLIC COMMENT

This is the opportunity for the members of the public to address the board on any matter within the Board's jurisdiction. Any action taken as a result of public comment shall be limited to direction to staff. State your name for the record prior to providing your comments. Please

11 b.

address the board as a whole, through the chairman. Individuals will be given (3) minutes to address the board. Public comments will be limited to a maximum of 21 minutes. The public will be allowed to comment on specific items on the agenda after board discussion.

Marty Coyne introduced himself and his intentions regarding the future development of housing and his wishes to work closely with the District. The Navy is supporting the development, Mr. Coyne has been through the process of the airport land use, Mr. Minnick is happy to see the project move forward with Mr. Chung's approval, and Mr. Chung is the Senior Deputy of Naval Air Space.

DISCUSSION CALENDAR SECTION I

4. Engineer's Report: The Holt Group, Jack Holt
No Report to be given by the Holt Group.

5. Administrative General Manager and Secretary Report
a. Miscellaneous/Correspondence

Director Grima made a motion to receive Admin General Manager Report. Seconded by Director Jaramillo. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

6. Chief Operators Report –Reports

a. Compliance Project (*Item 9-Discussion*)

Director Baird made a motion to receive Operators Report. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

DISCUSSION/ACTION CALENDAR

7. Discussion/Action the Seeley County Water District to approve the proposal 2018-044 submitted from the Holt Group for Engineering plan check of Coyne Ranch Development. The commencement of review is contingent upon the Developer's Deposit into the Seeley County Water District's General Fund account, the General Manager to confirm deposit and advise the Holt Group to commence. The purpose of this proposal is to review the various development documents that include the Water Supply Assessment, Sewer Study, and Specific Plan. Total will not exceed in the amount of \$15,000.00.

Director Grima made a motion to approve the Holt Group for Engineering plan check of Coyne Ranch water and sewer studies. Commencement of review is contingent upon developer's deposit in Seeley's trust fund account. Seconded by Director Hill. Discussion of the Board and Public followed. The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative. Ayes: Directors Jaramillo, Baird, Grima, and Hill

Noes-	Absent:	
Director 1	Jason Grima	Yes
Director 2	Keith Baird	Yes
Director 3	Esteban Jaramillo	Yes
Director 4	Leslie Hill	Yes
Director 5	Open	

11 b.

8. **Discussion** of drafted RESOLUTION 053018-01 establishing Developer's Fee for Review Plan Check, Inspection, and Related Administrative Work on Subdivisions, Development Projects and Public Improvements. The Resolution was drafted per the request of the Seeley County Water District Board at the May 14, 2018 Board Meeting. The Resolution will establish a policy for plan and document reviews similar to the County of Imperial and other Districts and Cities in Imperial County. The policy will allow Seeley County Water District to process the review fees when Developer's Plans and/or Documents are submitted, and the reviews are not held up or stopped for an extended period of time. The resolution also establishes a percentage fee for Administrative time incurred by Seeley County Water District staff charged to the developer. The resolution is contingent upon District board action to approve a resolution implementing fees.

Discussion comments are as follows: Mr. Coyne feels a pre-workshop to go over actual fees before we proceed with resolution and fees. All fees will be determined by actual cost to the District. The Holt Group will finalize review of the water and sewer studies approximately within 2-3 weeks. Ad-Hoc meeting to be added at the June 11 regular meeting, for a workshop. A mythology determining current fees in place based on actual cost plus other fees that are needed should be actualized first.

9. **Discussion** updating the Seeley County Water District board on the compliance project proposal submitted to the (RWQCB) Regional Water Quality Control Board on May 22, 2018. The proposal was created by Consultant John Kemp with assistance by Chief Plant Operator Aaron Garcia. The proposal outlines the steps SCWD will take in response to the continuous Cyanide and Copper discharge violations, including the possibility of conducting a Water Effect Ratio. The total amount of money accumulated in penalties is now \$258,000.

Discussion comments are as follows: An additional fine in the amount of \$42,000 was added to the initial penalty of 216,000. Total penalties are \$258,000. The board so directs to place an item on the agenda regarding a probe to monitor Cyanide from individual dumpers disposing into our system.

10. **Discussion** of the May 30, 2018 second Special District meeting that took place at the LAFCo office in El Centro, the purpose of the meeting was to discuss the alternate cost share proposal submitted by Heber Public Utility District, General Manager Laura Fisher. The Special Districts had previously gathered to vote for the Special Districts to have a seat on the Lafco Commission on May 2nd. At this meeting several Districts requested a meeting to discuss an alternative cost share as proposed by Ms. Fisher, HPUD. (*Letter attached as reference*) **Discussion comments are as follows: The board so directs to place item on the item on the next regular meeting June 11th to determine the maximum amount SCWD is to pay in annual fees to have a special district on the seat.**

11. Discussion/Action to approve agreement with George J. Woo certified Public Accountant for the purpose of conducting the 2017-2018 fiscal year audits for Seeley County Water District. Audit will commence August 1, 2018. Total Services not to exceed in the amount of **\$7000.00**

Director Grima made a motion to approve the agreement with George J. Woo for conducting 2017-2018 fiscal year audits. Seconded by Director Jaramillo. Discussion of the Board and Public followed. The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative. Ayes: Directors Jaramillo, Baird, Grima, and Hill Noes- Absent:

11 b.

Director 1	Jason Grima	Yes
Director 2	Keith Baird	Yes
Director 3	Esteban Jaramillo	Yes
Director 4	Leslie Hill	Yes
Director 5	Open	

OTHER ITEMS

Director Grima made a motion to adjourn. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

Meeting Adjourned at 8:00 p.m.

Next regular meeting: MONDAY, June 11, 2018 at 6:30 P.M

President, SCWD Board

Administrative General Manager & Secretary of the Board

11b.

SEELEY COUNTY WATER DISTRICT
1898 West Main Street (P.O. Box 161) Seeley, CA92273
Telephone: 760.352.6612
Facsimile: 760.352.0589



ORDINANCE NO. 4

AN ORDINANCE OF THE SEELEY COUNTY WATER DISTRICT ESTABLISHING COMPENSATION FOR THE BOARD OF DIRECTORS

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF SEELEY COUNTY WATER DISTRICT AS FOLLOWS:

Section 1. Authority.

California Water Code Sections 30507 and 20200 et seq. provide the authority and procedure for establishing compensation for members of the board of directors of the District. Section 30507 stipulates that a director can receive not to exceed one hundred dollars (\$100.00) for each day's attendance at meetings or for each day's service rendered as a director by request of the board, not exceeding a total of six days in any calendar month. Section 30507 also allows for reimbursement of expenses incurred in the performance of his or her duties required or authorized by the board.

Section 2. Compensation.

- | | |
|---|-----------------------|
| a) Regular Board meetings: | \$100.00 per meeting. |
| b) Special Board Meetings: | \$ 75.00 per meeting. |
| c) Emergency Board Meetings: | \$ 75.00 per meeting. |
| d) Attendance at meetings/rendering of services | \$100.00 per day. |

approved in advance by the Board.

The total number of days' compensated as set forth herein shall not exceed six days in any calendar month.

Section 3. Travel Expenses.

Provided the Board has approved use of a private vehicle in advance for the purpose of facilitating the performance of activities on behalf of the District, the Director shall be reimbursed for mileage at the IRS business allowance rate now in effect or as hereafter established from time to time.

Section 4. Severability.

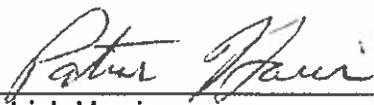
If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance, or any part thereof, is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The Seeley County Water District hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be declared invalid.

Section 5. Repeal of Prior Enactments.

Any prior enactments regarding the subject matter of this ordinance are hereby repealed.

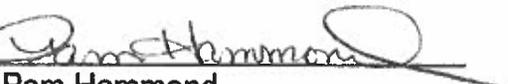
Section 6. Effective Date. This Ordinance shall take effect sixty (60) days from and after its adoption. Within fifteen (15) days after adoption, it shall be published in a newspaper of general circulation published and circulated in the District, or if there is none, it shall be posted in at least three public places in the District or published in a newspaper of general circulation printed and published in the county and circulated in the District.

Adopted, passed and approved at a regular Meeting of the Board of Directors of Seeley County Water District of Seeley, California, held on the 9th day of March, 2015.



Patrick Harris
President of the Board of Directors
Seeley County Water District

Attest:

By 
Pam Hammond
Secretary to the Board of Directors
of Seeley County Water District



James G. Holt, P.E
Robert K. Holt, P.E

Engineering ■ Planning ■ Surveying

May 31, 2018
(Hand Delivered June 7, 2018)

Ms. Miriam Rosales – Administrative General Manager
Seeley County Water District
1898 W. Main Street
P.O. Box 161
Seeley, CA 92273

**RE: SEELEY COUNTY WATER DISTRICT-
WATER TREATMENT PLANT TTHM IMPROVEMENT PROJECT
THG PROJECT NUMBER: 1186.007**

**INVOICE NUMBER
18-05-009**

For professional engineering and planning services rendered from April 1, 2018 to May 31, 2018 in connection with the above referenced project:

The Holt Group Engineering Staff provided administrative and construction engineer services as per the State Water Resources Control Board Division of Drinking Water's (Division) Updated Permit requirements.

- The Holt Group Engineering Staff met and coordinated with Seeley CWD staff for preparation of the Operations Plan.
- The Holt Group Engineering Staff assisted with preparation of an updated Operations Plan. The updated Operations Plan was forwarded to Seeley CWD staff for review, edits and submittal to Division for review and approval.
- The Holt Group's Engineering Staff assisted in preparation of the Valve Exercising Plan and Flushing Plan that is to be a part of the updated Operations Plan.

Staffing:

Juny Marmolejo, P.E. Project Engineer 4 Hours @ \$130.00/Hour	\$520.00
David Barron Assistant Project Engineer 16 Hours @ \$115.00/Hour	\$1,840.00

Total Amount Invoiced This Period \$2,360.00

16

June 11, 2018

Ms. Miriam Rosales
Administrative General Manager/Secretary of the Board
Seeley County Water District
1898 W. Main Street
Seeley, CA 92273

Re: Proposal for Seeley County Water District Wastewater Plant Improvements

Dear Ms. Rosales:

Hazen and Sawyer is excited about the opportunity to serve the Seeley community and is providing the attached scope and fee proposal for the preliminary design, and CEQA/MND for the improvements at the wastewater treatment plant.

Our Scope. Our scope provides the services necessary to ensure that the preliminary design, and CEQA/MND is completed. Hazen will work with the District to apply for additional funding as proposed in our proposal letter dated May 10, 2018.

Our Fee. The main priorities will be to prepare the preliminary design report and complete the CEQA/permitting for a total fee not to exceed \$206,800. Our total fee is broken down as follows for approval and authorization.

WWTP Improvements	Fee
Pre-design	\$162,652
CEQA	\$20,648
Survey	<u>\$22,000</u>
Total	\$206,800
Grant Funding	\$206,800

Our team will assist the District as an extension of your staff and work to achieve necessary improvements at the wastewater Plant

Our Approach. Hazen understands that Seeley needs grant funding to pursue the remaining engineering and construction of WWTP Improvements. With the reduction of DAC Planning funding from the Imperial Integrated Water Management Plan Group from \$335,000 to \$206,800. Hazen has taken this into account and adjusted our scope so that our fees do not exceed the funding yet achieves the goals necessary for applying for additional funding.

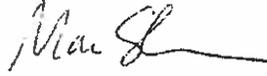
Future Scope. We will assist the District in preparing applications for Clean Water State Revolving Fund Small Communities Wastewater Grant and Integrate Regional Water Management Proposition 1 Implementation Grant Round 1 Funds for an additional amount of \$26,380. Additional funds will allow the remaining engineering, and construction services in the amount of \$454,271 to be completed and construction of the improvement to the WWTP. Hazen is ready to assist the District to achieve a successful completion of the WWTP Improvements.

As a firm, Hazen is committed to assisting the District. Hazen is excited to assist the District. Please do not hesitate to contact us at (442) 227-4988 or by email at SRogers@hazenandsawyer.com should you have additional questions or need clarification with our proposal.

Very truly yours,



Scott Rogers, PE
Project Manager



Marc Solomon, PE
Vice President

Exhibit "A"

Scope of Work Seeley County Water District Wastewater Plant Improvements

Task 1.0 – Project Management

Hazen will manage the project, subconsultants, budget, and schedule, and prepare monthly invoicing and progress reporting. Total project duration is assumed to be no more than 3 months. Hazen will hold one kick-off meeting at the project onset to be held at Seeley County Water District (District) offices. Hazen will attend two District Board meetings. Hazen will hold up to 3 monthly design progress meetings via conference call. Other communication required will be handled by telephone, email, or conference call as required.

Task 1.0 Deliverables:

- Agendas and meeting minutes for kick-off meeting and monthly progress meetings
- Monthly progress reports and invoices

Task 2.0 – Preliminary Design Report (30% Design)

2.1 Information Gathering and Research

Hazen will submit a Request for Information for data or other information related to the wastewater plant improvements and will review pertinent materials provided by the District. It is assumed that the District will promptly provide the requested information, and that said information will be legible, complete, and accurate to the best of the District's knowledge.

2.2 Preliminary Design Report

Hazen will prepare a preliminary design report (PDR) summarizing the design criteria, preliminary calculations, and preliminary design for the process, hydraulic, mechanical, civil, electrical, and structural components required for the District wastewater plant improvements. Hazen will submit a draft PDR to the District for review and comment. Hazen will respond to District comments and incorporate into the final PDR, which will be submitted to the District for their record. The PDR will be used as a basis for the final design.

This task will include the following:

- Wastewater plant site investigations including topographic survey, geotechnical investigation, and utility research
- Evaluate existing District documents and influent water quality data
- Alternatives analysis – evaluate two treatment alternatives
- Determine design criteria including sizing and configuration of the following systems:
 - Biolac (including reactor volume, airflow requirements, and utility requirements)
 - Dewatering (including capacity and utility requirements)

- Septage receiving systems (including capacity and utility requirements)
- Hydraulic evaluation
- Develop preliminary layout schematics for the Biolac, dewatering and septage receiving facilities
- Electrical preliminary design
- Operations and laboratory building structural design criteria
- Prepare a Class 3 opinion of probable construction cost and preliminary construction schedule
- Initial operational procedure plan
- 30% drawings

2.3 QA/QC

In accordance with Hazen QA/QC Guidelines, the Draft PDR will be reviewed internally by Hazen staff with expertise in the corresponding category prior to submittal to the District.

2.4 Workshop

Hazen will conduct a workshop at the District's office to review the PDR to facilitate feedback from the District and gather consensus on design decisions prior to preparing 60% design.

Task 2.0 Deliverables:

- Information request in electronic format
- Draft PDR in electronic PDF format
- Workshop agenda and meeting minutes in electronic PDF format
- Final PDR with Hazen responses to District comments in electronic PDF format

Assumptions:

- District will provide record drawings for on-site facilities and utilities
- Biolac process will be utilized

Task 3.0 – CEQA Plus Documentation

Hazen will provide California Environmental Quality Act (CEQA) documentation, permitting and funding application support for the District's project to rehabilitate the District's existing wastewater treatment plant. The scope of work assumes CEQA requirements will be met through development of a Mitigated Negative Declaration (MND) and issuance of Final Notice of Determination. This scope assumes permits may be required from Imperial County and the Colorado River Basin Regional Water Control Board.

3.1 Project Technical Meetings and Coordination

Hazen will manage its work and the work of its sub-consultants to support production of relevant CEQA documents, coordinate and obtain necessary regulatory permits and approvals (hereinafter referred to as environmental).

3.1.1 Meetings

Hazen will provide time for monthly meetings, coordination and consultation with the District to coordinate outreach to regulators and stakeholders, advance analyses required to support the environmental documents, and support document drafting. Hazen environmental staff will participate in four (4) team meetings with the District and monthly meetings for up to one (1) year with the design team to ensure design assumptions are properly captured within the environmental and documents. It is assumed Hazen staff will attend four (4) additional meetings with regulators and/or the public.

3.1.2 Coordination Assistance and Document Compilation

Hazen will coordinate with District staff to identify public agencies, utilities, and other parties of interest that may be appropriate for inclusion in notice distributions and/or document transmittals. Hazen will prepare the Initial Study and CEQA Mitigated Negative Declaration. Hazen will prepare and maintain transmittal lists approved by District for public and regulatory outreach. Hazen shall also maintain its project records and documentation.

Hazen environmental staff shall be responsible for the quality, technical accuracy, and the coordination of research, documentation, and analysis of the project designs, drawings, specifications, and other services to be prepared by the design team. Hazen shall maintain complete records of all quality assurance and quality control verifications completed on work submitted to and on behalf of the District. Hazen will be responsible for compilation of all versions of all documents.

3.2 Public Meeting and Board Hearing

It is expected that the District, acting as CEQA Lead Agency for this project, will hold public hearings to review the MND.

3.2.1 Public Review Meeting

Hazen will coordinate with the District to prepare for and host one public project review meeting for stakeholders and the public. The meeting will include handout materials, graphics and information boards to describe the project. Comment cards and note-taking stations will also be set up at each meeting. Hazen shall also assist in the preparation and posting of public notices for scoping meetings. The District will provide a Spanish speaking staff person to translate at the public meeting. Two Hazen staff will travel to attend the public meeting.

3.2.2 SCWD Board Meeting

Hazen will attend two public meetings for the MND.

3.3 Permitting and Regulatory Approvals

To support project construction, preparation of the CEQA documents, and the District's Clean Water State Revolving Fund (CWSRF) application, Hazen will confirm whether the project requires

documentation demonstrating compliance with various federal acts, and coordination with or approval from federal, state and local agencies.

Exhibit "B"

**Preliminary Project Schedule
Seeley County Water District
Wastewater Plant Improvements**

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**Fee Proposal
City of Sealey
Sealey WWTP Improvements
June 11, 2018**

TASK	SPC	SA	A	SPE	CM	PE	AE	MSP	Obs	Total Hours	Flw Labor
Hourly Rate	\$200	\$195	\$170	\$160	\$150	\$145	\$120	\$100	\$110		
1.0 PROJECT MANAGEMENT AND COORDINATION											
Kickoff Meeting	0	6	0	6	0	0	6	0	0	18	\$ 2,850
Project Management	0	16	0	24	0	0	0	0	0	40	\$ 6,960
Progress Meetings	0	12	0	16	0	0	0	0	0	28	\$ 4,900
Board Meetings	0	29	0	0	0	0	0	0	0	29	\$ 5,660
2.0 PRELIMINARY DESIGN REPORT (PDR) DESIGN											
2.1 Information Gathering and Research											
2.1 Preliminary Design Report	1	0	10	16	0	0	30	0	0	57	\$ 8,060
2.2 Preliminary Design Report	17	20	130	176	0	30	246	0	300	919	\$ 124,409
Aeration Alternatives Analysis	1	0	8	12	0	0	24	0	0	44	\$ 8,260
Solids Handling Alternatives Analysis	1	0	10	0	0	0	24	0	0	34	\$ 6,780
Aeration Design	2	0	16	8	0	0	16	0	0	40	\$ 7,920
Solids Handling Design	2	0	16	0	0	0	0	0	0	32	\$ 6,320
Septage Receiving Facility Design	2	0	2	12	0	0	0	0	0	14	\$ 2,820
Electrical design	0	8	0	8	0	0	0	0	0	16	\$ 3,200
Hydraulic Evaluation	0	2	6	16	0	12	8	0	0	34	\$ 6,820
Preliminary Cost Estimate and Construction Schedule	1	2	0	8	0	18	12	0	0	38	\$ 7,600
Draft Preliminary Design Report	8	0	24	16	0	0	28	0	0	76	\$ 15,200
Final Preliminary Design Report	0	0	8	16	0	0	14	0	0	38	\$ 7,600
30% Drawings	0	8	40	80	0	0	120	0	300	540	\$ 10,800
2.3 QAVQC	12	8	16	0	0	0	0	0	0	36	\$ 7,200
2.4 Workshop	0	6	6	10	0	6	6	0	0	34	\$ 6,800
3.0 CEQA PLUS & ISMND ASSISTANCE											
3.1 Project Technical Meetings and Coordination			12							12	\$ 2,040
3.2 Public Meeting and Board Hearing			12							12	\$ 2,040
3.3 Permitting and Regulatory Approvals			12							12	\$ 2,040
TOTALS	31	87	18	24	0	36	78	0	300	188	\$ 171,219

Subcontractor	Total \$
Hazen and Sawyer Labor Classifications	
SPE - Senior Principal Consultant / Project Principal	1 LS \$ 22,000
SA - Senior Associate / Project Manager	1 LS \$ 9,600
A - Associate	
SPE - Senior Principal Engineer	
CM - Construction Manager	
PE - Principal Engineer	
AE - Assistant Engineer	
INSP - Inspector	
Des - CAD/GIS Technician	
Total	\$ 31,600

Expenses	Units	Unit Cost	Total \$
Travel expenses	1	\$ 2,000	\$ 2,000
Printing	1	\$ 1,500	\$ 1,500
Total			\$ 3,500

Grand Total (Labor + Subcontractor + Expenses)	Total \$
	\$ 206,800

Hazen and Sawyer Labor Classifications
 SPE - Senior Principal Consultant / Project Principal
 SA - Senior Associate / Project Manager
 A - Associate
 SPE - Senior Principal Engineer
 CM - Construction Manager
 PE - Principal Engineer
 AE - Assistant Engineer
 INSP - Inspector
 Des - CAD/GIS Technician



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SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



June 11, 2018

Evon Willhoff
Project Manager
Division of Integrated Regional Water
Management (916) 651-9286,
Evon.Willhoff@water.ca.gov

2014 PROPOSITION 1 IRWM DAC PLANNING GRANT-AGREEMENT NO. _____

This letter serves as a request for an advanced payment of 50% of the grant award of \$206,800.00 in the amount of \$103,400. This is submitted pursuant to the terms and conditions established in the Grant Agreement No. _____

The advanced payment will primarily and immediately be used to retain an engineer for a Preliminary Design Report, CEQA documentation, survey and geotechnical. The following is how the advanced funds will be used:

Task Item	Estimated Cost:
Preliminary Engineering Report	173,315
Survey and Geotechnical	33,485
Total	206,800

Total: \$206,800

While the advancement of funds will not cover the entire amount necessary for these three tasks, they will allow Seeley to timely compensate an engineering firm for a majority of the work done. The selection of an engineering firm is complete. Seeley Staff selected and recommend Hazen and was approved by the Board. The above cost estimates are derived from the scope and fee submitted by Hazen.

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The preliminary engineering report is likely to be completed in compliance with USDA guidelines, which will allow us to apply for USDA construction funds.. The likelihood of Seeley having the necessary funds to complete this project after the exhaustion of the Prop 1 funds is extremely high

We acknowledge that, per the grant agreement, we as the Grantee must submit an Accountability Report to the DWR on a quarterly basis that includes an itemization of how advanced funds have been expended to date, a funding plan which shows how the remaining advanced funds will be expended, and documentation that the funds were placed in a non-interest bearing account, including the dates of deposits and withdrawals from that account. We will comply with these requirements.

Sincerely,

Miriam Rosales
Administrative General Manager & Board Secretary

Board President, Seeley County Water District

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SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273
Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill

Amendment to No. 1 to Professional Services Agreement

This amendment ("Amendment") is entered this 11th day of June, 2018 between *Seeley County Water District* ("District") and *John H Kemp* ("Consultant").

- a. The parties hereto entered an agreement for professional services effective March 10, 2018 ("Agreement").
- b. The parties wish to amend the Agreement regarding the description of work and compensation.

NOW THEREFORE, the parties agree as follows:

1. Paragraph 3 of the Agreement is amended to read as follows:

3. Description of Work.

District engages Consultant and Consultant agrees to provide professional services as follows:

- a. Assist the District in connection with Administrative Civil Liability Complaint R7-2017-0040 ("ACLC").
- b. Assist the District in connection with District interaction with state and federal agencies with jurisdiction over District activities.
- c. Assist the District in the planning of upgrades and system improvements associated with developing and carrying out compliance projects in response to the ACLC.
- d. Assist the District to properly address the manner of its response and action relative to regulatory revisions which might occur in the future.
- e. Provide 24-hr/7-day availability via telephone or other reasonable means to plant personnel for water/ wastewater related matters.
- f. Provide recommendations to District of available technology, equipment or chemicals which could enhance the operation of District facilities.
- g. Attend monthly board meetings.

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2. Paragraph 6 of the Agreement is amended to read as follows:

6. Compensation.

The compensation to be paid by Client to Consultant for all work and services described in Paragraph 3 shall be \$500.00 per month, payable in arrears. Said amount shall be paid within 45 days of the presentation of an invoice by Consultant unless Client notifies Consultant in writing of any dispute, in which case Client shall pay any undisputed portion. Said amount is all-inclusive and no additional amount will be paid for travel or other expenses unless approved, in advance, by the District.

3. Except as set forth in this Amendment, the Agreement shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement, the terms of this Amendment will prevail.

By: _____

Printed Name: John Kemp

Title: Consultant

Dated: June 11, 2018

By: _____

Printed Name: Keith Baird

Title: President, Seeley County Water District

Dated: June 11, 2018

ATTEST:

Miriam Rosales, Administrative General Manager

Secretary to the Board

Dated: June 11, 2018

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris,

Board Members: Jason Grima, Victor Ibarra, Keith Baird, Esteban Jaramillo

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES ("Agreement") is made and entered by and between Seeley County Water District, a county water district of the State of California ("Client"), and John Kemp ("Consultant").

RECITALS

WHEREAS, Client desires to engage Consultant to perform certain technical and professional services, as provided herein.

NOW, THEREFORE, the parties agree as follows:

1. Parties to the Agreement

The parties to this Agreement are:

A. Client:
Seeley County Water District
1898 West Main Street
P.O. Box 161
Seeley, CA 92273

B. Consultant:

John H Kemp,
JHK Consulting
2332 Victoria Court
Imperial, CA 92251

2. Representatives of the Parties and Service of Notices

The representatives of the parties who are primarily responsible for the administration and performance of this Agreement, and to whom formal notices, demands and communications shall be given, are as follows:

- A. The principal representative of the Client shall be:
Administrative General Manager and President of the Board
- B. The principal representative of the Consultant shall
be: John H Kemp
- C. Formal notices, demands and communications to be given hereunder by
either party shall be made in writing and may be affected by personal delivery
or by first class mail, postage prepaid.
- D. If the name of the principal representative designated to receive the
notices, demands or communications, or the address of such person, is changed,
written notice shall be given within five (5) working days of said change.

3. Description of Work

Client hereby engages JHK Consultant, and Consultant accepts such
engagement; provide training to Client staff relative to Administrative duties.
The overall intent of such training is to maintain and enhance the knowledge
and skills of Client staff. Provide Monday through Friday, seven (7) hours a
day, availability to Client Staff via telephone or other appropriate electronic
means to Client personnel on matters related to Administrative procedures.

4. Data Provided to Consultant

Client shall provide to Consultant, upon request and without charge, all data, including
reports, records, maps and other information, now in the Client's possession which may
facilitate the timely performance of the work described in Section 3. The parties hereto
acknowledge and agree that such data will include confidential information. For
purposes of this Agreement, confidential information includes any and all data, however
stored, which is not subject to disclosure under the California Public Records Act.
Consultant shall not disclose such confidential information and shall limit its use to that
necessary for the performance of this Agreement. Consultant shall maintain the
confidentiality of such data.

5. Consultant's Responsibility

- A. Except as specifically provided herein, all administrative consulting
services under this Agreement will be performed by John H Kemp as
needed.

6. Compensation.

The compensation to be paid by Client to Consultant for all work and services described in Section 3 shall be \$25 dollars per hour, payable in arrears and within 45 days of the presentation of an invoice by Consultant unless Client notifies Consultant in writing of any dispute, in which case Client shall pay any undisputed portion. In the event of out of town travel, Consultant shall be reimbursed for mileage at the current IRS rate and time spent traveling. Compensation shall not exceed \$1500.00 in 6 months.

7. Indemnity

To the fullest extent permitted by law, Consultant shall indemnify, defend and hold harmless the Client and all of its officials, employees and agents from and against any and all losses, liabilities, damages, costs and expenses to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, or employees in the performance of professional services under this Agreement.

8. Insurance

WORKERS COMPENSATION. During the term of this Agreement, and to the extent required by law, Consultant shall fully comply with the terms of the law of California concerning worker's compensation.

9. Term and Termination for Convenience.

The term of this agreement is for six (6) months, effective March 10, 2018 and ending September 10, 2018. Either party hereto may terminate this Agreement at any time without cause by giving a two (2) week notice to the other of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials shall, at the option of Client, become the Client's property. Client shall pay Consultant for all work satisfactorily performed through the date of termination.

10. Amendments.

- A. No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by Consultant hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

11. Resolution of Disputes.

A. Disputes regarding the interpretation or application of any provisions of this Agreement shall, to the extent reasonably feasibly, be resolved through good faith negotiations between the parties.

B. If any action at law or in equity is brought to enforce or interpret any provisions of this Agreement, the prevailing party in such action shall be entitled to reasonable attorney's fees; cost and necessary disbursements, in addition to such other relief as may be sought and awarded.

14. Effective Date.

This Agreement shall become effective as of the date set forth below on which the last of the parties, whether Client or Consultant, executes said Agreement.

15. Assignment.

This agreement shall not be assigned by either party without the prior written approval of the other.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

“CLIENT”

Seeley County Water District

Patrick Harris, Board President

ATTEST:

Miriam Rosales, Secretary to the Board

“CONSULTANT”

John Kemp, Consulting

John Kemp, Consultant

Dated: December 11, 2017

21a.



Fwd: Thank You For Inquiring About UBmax!

Aaron Garcia <agarcia@seeleywaterdistrict.com>
To: Miriam Rosales <mrosales@seeleywaterdistrict.com>

Tue, May 22, 2018 at 10:00 AM

----- Forwarded message -----

From: <sales@softlinedata.com>
Date: Tue, May 22, 2018, 9:56 AM
Subject: Thank You For Inquiring About UBmax!
To: <agarcia@seeleywaterdistrict.com>

Utility: Seeley Cty Water District
Contact: Aaron
Email: agarcia@seeleywaterdistrict.com
Phone: 760-425-0041
Address: 1898 W. Main
City: Seeley
State: CA
Zip: 92273

Verify Council: No

Council Date: No - NONE

Customer Comments: 1 Box of Bill Cards 2,000 Free Training for all users Free Conversion of Data to UBmax

Softline Data would like to thank you for visiting our website and inquiring about UBmax, the first online utility billing program of its kind.

For your convenience we have also included a quote based on the options that you have specified. If you have any questions or comments please contact us online at www.softlinedata.com or by phone at 800-657-0880.

Customer Quote

Seeley Cty Water District	Activation Fees (One time only)	Support Fee (Annual)
UBmax - Pro	\$1,145.00	\$475.00
Bill & Pay	\$0.00	\$65.00
Total (Based on selected items):	\$1,145.00	\$540.00

90 Day Guarantee...

Softline Data provides a 90 day money back satisfaction guarantee, based on two conditions. 1. Data must have been converted or entered into UBmax 2. One Billing must have been completed in UBmax.

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3. If an additional \$100 were available to invest into Bates Park, how would you allocate the funds among the categories listed below? (Please be sure your total adds up to \$100!)

Hubiera un adicional \$100 disponibles para invertir en Parque de Bates, ¿cómo sería asignar los fondos entre las categorías que se enumeran a continuación? (Por favor, asegúrese de que su total suma hasta \$100!)

- \$ _____ Playgrounds
- \$ _____ Open Turf Areas
- \$ _____ Walking Paths/ Trails
- \$ _____ Benches/ Sitting Areas
- \$ _____ Lighting
- \$ _____ Shade
- \$ _____ Exercise Stations
- \$ _____ Sport Courts/ Fields
- \$ _____ Skate Park
- \$ _____ Dog Park
- \$ _____ Restrooms
- \$ _____ Other _____
- \$ _____ Other _____

\$ 100 TOTAL

4. Please provide your contact information. (Optional)

Por favor proporcione su información de contacto. (Opcional)

Name/Nombre: _____

Address/Dirección: _____

Email/ Correo electrónico: _____

THANK YOU FOR YOUR PARTICIPATION!

¡GRACIAS POR TU PARTICIPACIÓN!

Deadline to submit survey-June 8, 2018

Fecha límite para enviar encuesta- 8 de Junio, 2018

(25)



SEELEY COUNTY WATER DISTRICT
1898 W Main Street, Seeley CA 92273

Public Survey Questionnaire
Encuesta Pública

Thank you for participating in this survey. We are looking to interested citizens to answer some very important questions that will help the design team evaluate your desires, needs and concerns in order to move forward with the master planning process.

Gracias por participar en esta encuesta. Buscamos ciudadanos interesados para responder a algunas preguntas muy importantes que ayudarán a que el equipo de diseño evaluar tus deseos, necesidades e inquietudes con el fin de avanzar en el proceso de Planeación Maestra.

1. **Please tell us what you like most about the proposed master plan concept for Bates Park. (Use the back of this sheet if you need additional space)**

Por favor díganos qué te gustó más del concepto de la propuesta plan maestro para el parque de Bates. (Use el reverso de esta hoja si necesita espacio adicional)

2. **Please provide us your suggestions on what we can do to improve the proposed master plan concept for Bates Park. (Use the back of this sheet if you need additional space)**

Por favor darnos sus sugerencias sobre lo que podemos hacer para mejorar el concepto de la propuesta plan maestro para el parque de Bates. (Use el reverso de esta hoja si necesita espacio adicional)

COUNTY OF IMPERIAL

**COMMERCIAL CANNABIS ACTIVITY LICENSE
LOTTERY NOTIFICATION**



IMPERIAL COUNTY
PLANNING &
DEVELOPMENT SERVICES
DEPARTMENT

801 MAIN STREET
EL CENTRO, CA 92243

Phone: (442) 265-1736
Fax: (442) 265-1735

Email:
planninginfo@co.imperial.ca.us

Website: www.icpds.com

The County of Imperial Planning & Development Services will be conducting a public lottery for the following commercial cannabis activity licenses:

- Wholesale Distribution
- Virtual Retail
- Physical Medicinal

DATE: April 20, 2018

TIME: 10:00 a.m.

PLACE: Board of Supervisors' Chambers
940 Main Street, 2nd Floor
El Centro, CA 92243

If you should have any questions, please feel free to contact the Imperial County Planning & Development Services Department at (442) 265-1736.

