

# NIPOMO COMMUNITY SERVICES DISTRICT

## MINUTES

SEPTEMBER 17, 1997 7:00 P.M.

BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

### **BOARD MEMBERS**

KATHLEEN FAIRBANKS, **PRESIDENT**  
ALEX MENDOZA, **VICE PRESIDENT**  
AL SIMON, **DIRECTOR**  
ROBERT BLAIR, **DIRECTOR**  
GENE KAYE, **DIRECTOR**

### **STAFF**

DOUGLAS JONES, **General Manager**  
DONNA JOHNSON, **Secretary to the Board**  
JON SEITZ, **General Counsel**

### **CALL TO ORDER AND FLAG SALUTE**

President Fairbanks called the meeting to order at 7:00 p.m. and led the flag salute.

### **ROLL CALL**

The following Board members were present at the September 17, 1997 meeting.  
Directors Kaye, Blair, Simon and Fairbanks. Director Mendoza was absent as planned.

### **APPROVAL OF MINUTES**

1. REGULAR MEETING OF SEPTEMBER 3, 1997

Director Simon said there was an error on Item 6.

Where it read: "Tract 2151 must be completed before service may be rendered to Tract 1779", it should have read as follows:

"The infrastructure for Tract 2151 must be completed and approved before service may be rendered to Tract 1779.

Upon motion of Director Simon, seconded by Director Blair, the Board approved the Minutes of the September 3, 1997 meeting as corrected.

### **PUBLIC COMMENTS PERIOD**

2. PUBLIC COMMENTS  
Public comments on matters other than scheduled items. Presentations limited to three (3) minutes

There is no audience, so requests for public comment will be suspended.

### **BOARD ADMINISTRATION** (The following may be discussed and acted on by the Board.)

3. COUNTY POLICY ON STATE WATER  
Review and comments on present County Policy on using State Water  
Mr. Jones presented the draft of a letter to Ruth Brackett with District comments on the County's policy on State Water. After a few minor corrections, the Board approved the motion of Director Blair and seconded by Director Kaye to send the letter as written.

4. JANITORIAL SERVICE FOR NEW OFFICE BUILDING  
Request for proposal for janitorial service for District building

Mr. Jones explained the need to hire a cleaning service for the new building. Upon motion of Director Blair and seconded by Director Kaye, the Board unanimously approved the Request for Proposals to be sent out for janitorial service for the District building.

5. SAFETY COMMITTEE MINUTES  
Review and approve Minutes of 9/8/97 Safety Meeting

Upon motion of Director Blair and seconded by Director Simon, the Board unanimously approved the Minutes of the September 7 and 8, 1997 Safety Meetings to be accepted into file.

6. NEW OFFICE BUILDING CONTRACT (Deferville)  
Item continued from Sept 3, 1997, Board meeting to review work to be completed.

The Board directed staff to ask about the hairline cracks on the outside of building. Other matters will be addressed at a future meeting.

7. BOARD ROOM USE POLICY  
Establish a policy for use of Meeting Room by others

Mr. Jones presented the draft of the policy for use of the Board room. After discussion and additions and upon motion of Director Blair and seconded by Director Kaye, the Board unanimously approved to adopt the Rules and Regulations of the "Guidelines for Using Nipomo Community Services District Meeting Room". The fee for use is \$65.00 for staff time to open and close building and to pay for utilities. A refundable \$50.00 cleaning deposit is required. A copy is available in the District office.

#### FINANCIAL REPORT

8. APPROVAL OF WARRANTS

The Board asked clarification of some of the items presented on the Warrants list. Upon motion of Director Kaye, seconded by Director Simon, the Board unanimously approved the Warrants presented at the September 17, 1997 meeting.

#### OTHER BUSINESS

9. MANAGER'S REPORT  
Mr. Jones presented information on the following items:

1. Open House  
The Board directed staff to prepare for Open House for the new office building. Advertise in the Adobe Press and send invitations to Special Districts and others. Open House to be October 21, 1997 from 4 to 7 p.m.
2. LAFCO Correspondence
3. U.S. News Information
4. Black Lake STP Status
5. CSDA Information  
Board directed Mr. Blair to vote for Kit Carter at the annual meeting.

10. DIRECTORS COMMENTS

Director Blair attended the California Rural Water Association meeting in San Luis Obispo. He brought back a lot of information to share with the Board.

Director Simon went to the meeting in Oceano with Ruth Brackett concerning young people. He said it was excellent. He encouraged everyone to attend the next one on October 8, 1997.

11. PUBLIC COMMENTS

There were no public comments.

Jon Seitz, District Legal Counsel, explained the need to adjourn to closed session.

**CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL**

Existing litigation GC§ 54956.9

1. NCSD vs. Shell Oil, et. al. Case No. CV 077387

Conference with real property negotiator, Dana-Doty water line easement, GC§54956.8

\*GC§ refers to Government Code Sections

The Board came back into Open Session. There was no reportable action.

**ADJOURN**

President Fairbanks adjourned the meeting at 9:58 p.m.