

NIPOMO COMMUNITY SERVICES DISTRICT

AGENDA

JANUARY 19, 2000 7:00 P.M.
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

John Swanson

7/2/00

BOARD MEMBERS

GENE KAYE, **PRESIDENT**
AL SIMON, **VICE PRESIDENT**
ROBERT BLAIR, **DIRECTOR**
RICHARD MOBRAATEN, **DIRECTOR**
ALEX MENDOZA, **DIRECTOR**

STAFF

DOUGLAS JONES, **GENERAL MANAGER**
DONNA JOHNSON, **SECRETARY TO THE BOARD**
JON SEITZ, **GENERAL COUNSEL**

NOTE: All comments concerning any item on the agenda are to be directed to the Board Chairperson.

CALL TO ORDER AND FLAG SALUTE

1. ROLL CALL

PUBLIC COMMENTS PERIOD

2. PUBLIC COMMENTS

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.

BOARD ADMINISTRATION (The following may be discussed and action may be taken by the Board.)

3. PUBLIC HEARING - WIDOW LANE SEWER REIMBURSEMENT RESOLUTION NO. 00-715
Public hearing on the cost spread to property owners benefiting from Widow Lane Sewer Improvements
4. SUMMIT STATION
Boyle Engineering report on AD 93-1, Summit Station, water distribution system
5. FOLKERTS OAKS SEWER MAINTENANCE DISTRICT NO 76-1 RES. 00-722 & 00-716
Dissolution of Sewer Maintenance District No. 76-1 and distribution of fund balance
6. BOARD OF DIRECTOR BY-LAWS
Review of By-Laws Section
7. REPLACEMENT OF PB WATER SERVICES - RESOLUTION NO. 00-717
Review of bids and award contract for the replacement of PB water services
8. **CONSENT AGENDA** *The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, the item will be removed from the consent agenda and will be considered separately. Questions or clarification may be made by the Board members without removal from the Consent Agenda. The recommendations for each item are noted in parenthesis.*
 - a) WARRANTS (RECOMMEND APPROVAL)
 - b) BOARD MEETING MINUTES (RECOMMEND APPROVAL)
Approval of Minutes of the December 1, 1999 Regular Board meeting
Approval of Minutes of the December 15, 1999 Regular Board meeting
Approval of Minutes of the January 12, 2000 Study Session
 - c) RESOLUTION NO. 00-718 (RECOMMEND APPROVAL)
Adoption of Records Management and Records Retention Policy
 - d) RESOLUTION NO. 00-719 (RECOMMEND APPROVAL)
Adoption of the District Investment Policy
 - e) RESOLUTION NO. 00-720 (RECOMMEND APPROVAL)
Acceptance of water and sewer easements in Tract 2266
 - f) RESOLUTION NO. 00-721 (RECOMMEND APPROVAL)
Acceptance of a Deed Restriction Easement in Tract 2108
 - g) 1999 INVESTMENT POLICY - 4TH QUARTER REPORT (RECOMMEND APPROVAL)
Review and approve 4th Quarter Investment Policy Report
 - h) FY 99-00, SECOND QUARTER FINANCIAL REPORT (RECOMMEND APPROVAL)
Review and approve 2ND Quarter Financial Report
 - i) RENEWAL OF INTENT-TO-SERVE LETTER - TRACT 2297 (RECOMMEND APPROVAL)
Approve renewal of Intent-to-Serve Letter for a 6-lot development at Pomeroy & Willow

OTHER BUSINESS

10. MANAGER'S REPORT
 1. RWQCB letter concerning outside District sewer service
 2. WSJ article on area planning commissions
 3. New Water Line
11. DIRECTORS COMMENTS
Committee Appointments

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL GC§54956.9 (a) & (b)
- a. SMVWCD vs NCSD Case No. CV 770214 and related cases
Case Nos. CV 990556, CV 990391, CV 990392, CV 990558, CV 990266,
CV 770214, SM 113422, SM 112867, SM 113425, SM 113421
 - b. NCSD vs. State Dept of Health Services CV 990706
 - c. NCSD vs. Shell Oil, et al, Case No. CV 077387

ADJOURN

TO: BOARD OF DIRECTORS
FROM: DOUG JONES S
DATE: JANUARY 19, 2000

AGENDA ITEM

3

JAN 19 2000

PUBLIC HEARING
WIDOW LANE SEWER REIMBURSEMENT

ITEM

Hold a Public Hearing on the cost spread for developer-installed sewer line improvements in Widow Lane and approve the cost spread per parcel.

BACKGROUND

Mr. Kelley and Mr. Perkins (developers) have installed a sewer line in Widow Lane, northerly of Southland Street to provide sewer service to their properties. The developers have requested a reimbursement for the improvements that benefit others.

The developers have presented the District with invoices of the cost of constructing the sewer line in Widow Lane. The costs have been spread to lots which benefit from the improvements, which are shown on Exhibit "A" Sewer Reimbursement diagram. The pro-rata share for each lot is \$3,138.50.

The following procedure has been completed:

1. Notice has been sent to each of the benefiting property owners.
2. The property owners are allowed 14 days from the date of mailing to protest the spread. No protests have been received.
3. The engineer would prepare a report on the protests. Since no protests have been received, the report was not necessary.
4. A Public Hearing is now in order to hear any comments on the sewer reimbursements, after which the Board may consider approving the pro-rata cost share per lot.

RECOMMENDATION

It is recommended that your Honorable Board approve the attached resolution approving the reimbursement amounts for the Widow Lane sewer line improvements.

C:\W:Bd2000\Widow Lane Public Hearing.DOC

RESOLUTION NO. 00-715

A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING THE REIMBURSEMENT AMOUNTS
FOR WIDOW LANE SEWER LINE IMPROVEMENTS (KELLEY/PERKINS)

WHEREAS, Mr. Mike Kelley and Mr. John Perkins, developers of the Widow Lane Improvements Development, have requested a reimbursement agreement for the sewer line improvements installed in Widow Lane from Southland Street; and

WHEREAS, the District has established the overall costs of the Widow Lane improvements at \$31,384.95; and

WHEREAS, the Board of Directors held a Public Hearing on January 19, 2000 to review the reimbursement agreement and the spread of cost.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AS FOLLOWS:

1. The Board has accepted the sewer line improvements in Widow Lane.
2. The costs for sewer line improvements in Widow Lane were spread equally to each lot that may receive service.
3. The reimbursement is spread as shown on the attached Exhibit A.
4. The President of the Board is authorized to sign the Reimbursement Agreement.

PASSED AND ADOPTED by the Board of Directors of the Nipomo Community Services District this 19th day of January, 2000, on the following roll call vote:

AYES: Directors _____

NOES:

ABSENT:

ABSTAIN:

Gene Kaye, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
District Legal Counsel

NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
POST OFFICE BOX 326 NIPOMO, CA 93444-0326
(805) 929-1133 FAX (805) 929-1932

NOTICE OF PUBLIC HEARING

December 8, 1999

APN 092-351-
Nipomo, CA 93444

Dear Property Owner:

Mr. Mike Kelley and Mr. John Perkins (developers) have installed a sewer line in Widow Lane to provide sewer service to their properties. They have offered the dedication of the sewer line to the Nipomo Community Services District. The improvements were accepted on July 21, 1999.

Pursuant to District Code Section 5.01.010, any lot, which in the future may be served by this sewer line, will be required to reimburse the Developers a pro-rated share of the cost of constructing the sewer line in Widow Lane. The District has determined that your property is to be included in the developer-installed sewer line reimbursement area. Attached is a copy of the reimbursement boundary area and sewer line reimbursement spread. The cost is spread equally among all the lots. This spread is made per lot regardless of the size of the lot or the number of lots owned.

The Board of Directors set a Public Hearing on the proposed reimbursement allocations for Wednesday, January 19, 2000 at 7:00 p.m. in the District Board Room at 148 South Wilson Street, Nipomo, California. The Board will take public testimony before making their final determination on the proposed reimbursement allocation.

If you wish to protest your pro-rated share, the reason for your protest must be in writing and received at the District office no later than 14 calendar days from the date of this notice. A protest will be considered only with the division or spread of the actual construction costs between or among the properties to be included in the area subject to the pro-ration procedure. A protest shall not be concerned with the actual construction costs unless the protester can demonstrate fraud or willful concealment of the actual cost information as presented by the applicant or his agent to the District's engineer. The reimbursement period expires ten years after the District's acceptance of the improvements.

You are NOT required to connect to the District sewer system unless you have a failing septic tank disposal system. If you wish to connect to the sewer line, the District will require you to pay the Widow Lane sewer reimbursement fee, the Southland sewer reimbursement fee of \$1,574.20, as well as the District's standard Sewer Capacity Fee per lot. The Sewer Capacity Fee is currently \$2,370 per single family unit. This fee will increase to \$2,500 on July 1, 2001.

APN 092-351-
Reimbursement No. 1
Pro-rated Share \$3,138.50

WIDOW LANE SEWER LINE REIMBURSEMENT COSTS	
Engineering & Permits	\$ 3,459.95
Sewer Line & Manhole	21,000.00
Tree removal & fence relocation	<u>6,925.00</u>
Total	<u>\$31,384.95</u>
Shared by 10 lots	\$3,138.50 per lot

PUBLIC HEARING DATE: **January 19, 2000**

If you have any question, please feel free to contact our office at 929-1133.


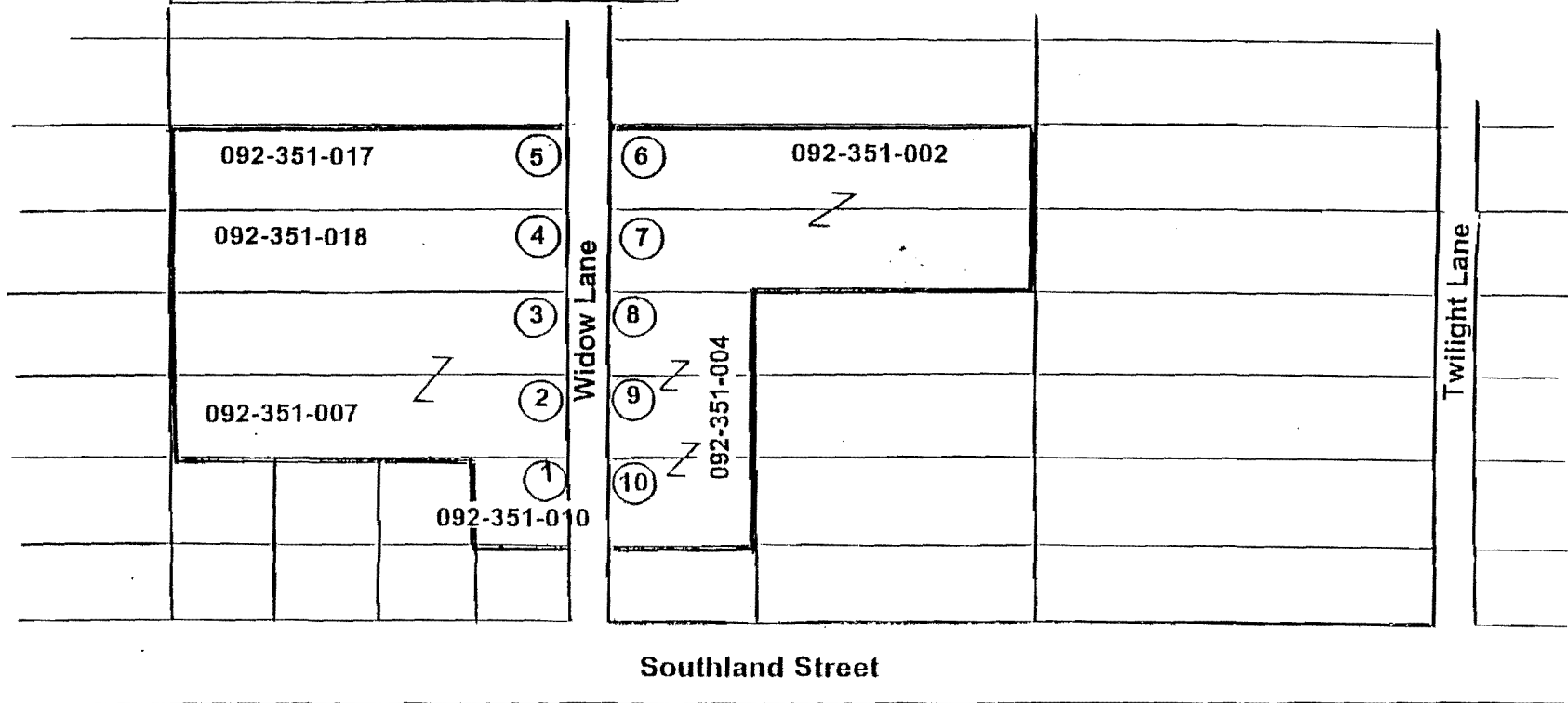

Doug Jones, General Manager

EXHIBIT A

WIDOW LANE SEWER REIMBURSEMENT SPREAD DIAGRAM

SEWER REIMBURSEMENT SPREAD WIDOW LANE, NIPOMO, CA	
Reimbursement No.	Assessor's Parcel No.
1	092-351-010
2	092-351-007
3	092-351-007
4	092-351-018
5	092-351-017
6	092-351-002
7	092-351-002
8	092-351-004
9	092-351-004
10	092-351-004

REIMBURSEMENT FORMULA	
Cost spread equally to each lot	
Cost per lot	= \$3,138.50
Legend	1 Reimbursement Number
	Z Common ownership



TO: BOARD OF DIRECTORS
FROM: DOUG JONES *DJ*
DATE: JANUARY 19, 2000

AGENDA ITEM
JAN 19 2000



SUMMIT STATION

ITEM

Boyle Engineering's report on the Summit Station water distribution.

BACKGROUND

The Honorable Board had requested an independent evaluation of Assessment District 93-1, Summit Station, water distribution system. Boyle Engineering has completed their report and will make a presentation to your Honorable Board on their findings.

RECOMMENDATION

C:\W:Bd2000\Summit-Boyle.DOC

5851 Thille Street, Suite 201
Ventura, CA 93003
TEL: (805)644-9704
FAX: (805)642-8277
www.boyleengineering.com

Mr. Doug Jones
NIPOMO COMMUNITY SERVICES DISTRICT
148 South Wilson Street
P.O. Box 326
Nipomo, CA 93444-0326

January 12, 2000

Summit Station Area Water System Evaluation

Dear Mr. Jones:

Introduction

In 1994 an Assessment District was created to provide water service to approximately 140 properties in the Summit Station area near Nipomo. Prior to the creation of the Assessment District, properties received water service from onsite wells. During the drought between 1985 to 1992, many homeowners experienced difficulties with their onsite well systems.

After the water improvements were constructed, the Nipomo Community Services District (NCSD) started to receive complaints from some of the homeowners in the higher elevation areas of the Assessment District. Complaints focused on low water pressures or at times no water pressure.

The Department of Health Services Drinking Water Field Operations Branch received a number of calls from the consumers in the Summit Station area complaining of low water pressure and occasionally, no water during certain periods of the summer months. In July 1999, the Department of Health Services cited the District for failing to design the distribution system to maintain an operating pressure at all service connections of not less than 20 psig under maximum hour demand and user average day demand plus fireflow, as required by Title 22 (California Waterworks Standards).

The purpose of this letter report is to review pressure data and other pertinent data and to render an opinion as to whether the water system in the Summit Station area complies with the pressure requirements stated in Title 22.

On December 16, 1999, Richard Bardin and James Peifer of Boyle Engineering Corporation meet with Doug Jones, Richard Mobraaten, and Alex Mendoza of the Nipomo Community Services District to discuss the scope of this report. Additionally, James Peifer meet with Mrs. Herrera, Mrs. Holder, and Mr. and Mrs. Swanson to discuss the property owners' perceptions of the pressure problems.

General Description of the System

The Summit Station Assessment District is generally located northwest of the town of Nipomo within San Luis Obispo County. The primary water storage facility for the Summit Station area is a 1.0-mg standpipe south of Summit Station Road, west of Hetrick Road and east of Highway 101. The standpipe is filled from well water that is pumped from various wells within the District. The Summit Station improvement area is connected to the other portions of the District's water distribution system in the town of Nipomo by pipelines. The pipelines within the Assessment area are 8 and 10 inches in diameter. Typical service size to the residential properties is 1 inch.

Record Review

As part of the study, Boyle Engineering has reviewed the following records supplied by District staff:

- Pressure measurements from a chart recorder located at 234 Summit Station Road for the period January 1998 through November 1999.
- The Summit Station Assessment District Plans prepared by Garing, Taylor and Associates.
- Summit Station problem logs from November 17, 1994 to December 14, 1999. The term "problem" refers to operational problems or complaints.
- Citation No. 03-06-99C-010 issued by the State of California Department of Health Services to the Nipomo Community Services District.

Review of Prior Studies

Prior studies that have been reviewed by Boyle are:

- The "Assessment Engineer's Report" prepared by Garing, Taylor and Associates dated June 1, 1994 (Final). (In terms of representations with respect to pressures, the report did not make any.)
- The "Water and Sewer Master Plan" prepared by Boyle Engineering Corporation dated November 6, 1995. (See discussion below.)
- An agenda item to the Board of Directors dated February 18, 1998, that includes a letter report from Garing, Taylor and Associates which discusses the water pressure availability at Summit Station and vicinity of Futura Lane, dated February 12, 1998.
- Agenda item to the NCSD Board of Directors, dated June 3, 1998, that discusses the water pressures at the highest areas of Summit Station.

- An Agenda item to the NCSB Board of Directors, dated December 3, 1997, that discussed the pros and cons of various types of potential improvements for Summit Station water pressure. Possible improvements were discussed in order to achieve customer satisfaction and not to address any Title 22 deficiencies.

The above-stated Water and Sewer Master Plan discussed improvements needed to upgrade the water system for existing and future purposes. Some of the improvements have not been constructed.

The Garing, Taylor letter report dated February 12, 1998, discussed the history of the Assessment District, some of the complaints received by the District after the District was constructed, test results for fireflow, individual pressure readings, a flow test at the Swanson property (1250 Futura Lane, Arroyo Grande), and some discussion of the pressure during a power outage. Additionally, the report discussed some of the incidents which have occurred that have led to low pressure, a discussion of District and consumer responsibilities, and some recommendations.

Water System Evaluation

Title 22 of the California Administrative Code (California Waterworks Standards) requires that a water purveyor design water systems to maintain an operating pressure at all service locations of not less than 20 psig under the following demand conditions.

1. Maximum hour demand.
2. User average day demand plus design fireflow.

In terms of the criteria #1 above, the pressure data provided by the District (recorders at the service connection or meter) suggests that, in general, the District was able to maintain the 20 psig requirements. There were instances where the pressure was less than 20 psig. These times included the following situations:

1. On August 16, 1996, when a catering truck hit a fire hydrant.
2. On June 11 and 14, 1999, when a water truck was taking water from District fire hydrants.
3. On October 4, 1999, when a water truck was taking water.

Except for the above instances, water pressures were generally in the range of 30 to 40 psi.

Based on the data provided by the District, it certainly appears that the District generally conforms to the California Waterworks Standards service pressure requirements under maximum day demands recorded over a 23-month period.

With regard to the #2 criteria (average day plus fireflow), the required fireflow is 500 gpm at 20 psi according to the District. Studies by others (Garing, Taylor and Assoc.) indicate that at two

locations, tests in 1996 and 1997 yielded 824 gpm at 22 psi residual. Boyle does not know whether the user demands were "average." However, taking the results at face value, it appears that the required 500 gpm at 20 psi would have easily been met. That is because of the "cushion" in the recorded flow of over 800 gpm versus the required 500 gpm demand.

District Pressure Standards

After the creation of the Assessment District, the Nipomo Community Services District adopted the Boyle Engineering Corporation Water and Sewer Master Plan. This Master Plan proposed District-wide minimum pressure criteria. These pressures are as follows:

- During average day demand a minimum pressure of 40 psig should be maintained.
- During peak hour conditions a minimum system pressure of 30 psig should be maintained.
- During fireflow conditions the system should be sized to accommodate a minimum residual pressure of 20 psig at the flowing hydrants.

The pressure goals are somewhat greater than those of the California Waterworks Standards and in comparing actual results to these criteria, they are somewhat low.

Conclusion

From the data provided by the District, the pressures at the service connections (meters) meet the requirements of the California Waterworks Standards, Title 22, in terms of both maximum day (recorded over an 18-month period) and average day plus fireflow conditions. This letter report cites several instances when the pressure criteria were not met; however, these were isolated, of short duration, and beyond the control of the District.

There are low pressure problems at some properties in terms of pressures at the residence. In these cases, there are on-site (i.e., within private property) reasons for what may be termed as excessive pressure loss. However, those issues are, as we understand, outside the issue of whether the California Waterworks Standard has been met. They will be addressed apart from this letter report.

Please contact us if you have any questions or comments.

Sincerely,

Boyle Engineering Corporation

Richard L. Bardin, PE
Managing Engineer

James R. Peifer, PE
Project Engineer

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: JANUARY 19, 2000

FOLKERTS OAKS SEWER MAINTENANCE DISTRICT

ITEM

- (A) The property taxes received by the District for the Sewer Maintenance District (NSMD) 76-1, Fund 180 be allocated for District purposes, and
- (B) Vacating a Public Service Easement for on-site sewer septic purposes.

BACKGROUND

(A) Property Taxes

Tax allocations distributed to NCSD are currently apportioned from the basic property tax rate assessed on property. The basic property tax rate is \$1.00 per \$100.00 of assessed valuation (or 1%), as established by Proposition 13. Some taxing agencies have established "tax overrides", or tax rates that are in excess of the basic 1% tax rate. Tax overrides vary from Pre-Proposition 13 exemptions, overrides may be approved by 2/3rds vote of the electorate. Special tax overrides create certain requirements affecting those agencies, which do not exist in the basic 1% taxes.

The NCSD resolutions establishing Sewer Maintenance District 76-1 (NSMD) and Drainage Maintenance District 76-2 (NDMD) were enacted prior to the passage of Proposition 13 and they were not continued as a special tax override after the passage of Proposition 13. Essentially, the passage of Proposition 13 established a new method for property taxation and the revenues that are allocated to governmental agencies. Proposition 4 subsequently established the spending limitations. Prior to the passage of Proposition 13, governmental agencies established tax rates for specified purposes and were restricted to the use of those revenues for those purposes. Upon passage of Proposition 13, those tax rates were abolished (unless a tax was eligible to continue as a special tax override), and current property tax allocations to governmental agencies are based on formulas calculated by the County Auditor.

All Properties within NCSD are subject to the same basic 1% tax rate. Those properties that were originally imposed a tax rate prior to the passage of Proposition 13 for sewer and drainage maintenance currently pay based on a tax rate that is not more nor less than properties that had not been subject to the sewer and drainage tax rates.

Based on the above discussion, the NCSD Board of Directors has the authority to determine how to utilize the basic NSMD & NDMD property taxes allocated to NCSD.

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: JANUARY 19, 2000
PAGE TWO

**FOLKERTS OAKS SEWER MAINTENANCE DISTRICT
PAGE TWO**

At the regular meeting held on September 15, 1999, the Board of Directors transferred \$137,460 from the Sewer Maintenance Fund #180 to the Sewer Capacity Fund to pay for the Capacity Fees for the property owners of the Folkerts Oaks 58-lot subdivision. The present balance of the fund is approx. \$40,800.00. These funds would be used to apply a protected coating on the six manholes in the development (est. \$5,000±) and the balance be allocated by the Board for District purposes during the annual budget review. Presently, Folkerts Oaks users are paying \$6.00 per month for sewer service for the on-site sewage disposal system, which was connected to the District's area-wide sewer system in October 99.

District Ord. No. 99-88 states:

Upon connection to the Town Division Wastewater Treatment Plant, the identified Sewer Maintenance District {76-1} bi-monthly operation and maintenance charges shall be the same as the charges collected from sewer customers of the Town Division.

The Folkerts Oaks Sewer Service fee now will be the same as the Town Division (\$36.00 bi-monthly) and will be billed in March 2000 for Jan/Feb. service.

(B) Easement Abandonment

Folkerts Oaks Development sewers have been connected to the District's system and the on-site system abandoned. The septic tanks having been removed, therefore, the on-site disposal system is no longer operational. When the Public Service Easement for the sewer septic disposal system area is no longer needed it is to be returned to the developer.

RECOMMENDATION

- (A) Enclosed is Resolution No. 00-722 authorizing NSMD 76-1 taxes be allocated for District purposes and
- (B) Resolution No. 00-716 vacating a Public Service Easement in NSMD 76-1.

**NIPOMO COMMUNITY SERVICES DISTRICT
ORDINANCE NO. 99-88
ORDINANCE AMENDING DISTRICT CODE**

Section 7.

Exhibit B of the Appendix to Chapter 4.12 is repealed in its entirety and replaced with the following:

Appendix to Chapter 4.12

Exhibit B

**Bi-Monthly Sewer User Fees
Town Division**

Bi-Monthly Operation & Maintenance Charge	Per DUE
All sewer customers Town Division	\$36.00
All sewer customers Black Lake Division	\$43.00
Montecito Verde II Sewer Maintenance District	\$28.00 See Footnote 1
Folkert Oaks Sewer Maintenance District	\$12.00 See Footnote 1
Folkert Oaks Sewer Stand-by Charge	\$ 6.00 See Footnote 1

→ Footnote 1: Upon connection to the Town Division Wastewater Treatment Plant, the identified Sewer Maintenance District bi-monthly operation and maintenance charges shall be the same as the charges collected from sewer customers of the Town Division.

REIMBURSEMENT AGREEMENTS

Section 8.

Section 5.01.031 is added to the District Code to read as follows:

“5.01.031 Applications for Reimbursement.

- A. In order to qualify for reimbursement of excess costs, pursuant to this Chapter, Applicant shall, within ninety days of District’s acceptance of District facilities, deliver to District the following:
 - 1. Written application requesting reimbursement of excess costs; and
 - 2. A certified statement showing the Applicant’s actual costs in constructing District facilities.

- B. The Applicant shall cooperate with the District’s Engineer in reviewing costs. If Applicant does not submit the request and the certified statement of costs within ninety days of District’s acceptance, Applicant shall have waived all right to reimbursement.

MISCELLANEOUS

Section 9. CEQA Finding

The Board of Directors of the District finds that the adoption of this ordinance does not constitute a "project" under the California Environmental Quality Act ("CEQA") (Public Resources Code Section

RESOLUTION NO. 00-722

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING
NSMD 76-1 TAXES BE ALLOCATED FOR DISTRICT PURPOSES
AS PART OF THE DISTRICT'S ANNUAL BUDGETING PROCESS**

WHEREAS, pursuant to Chapter 26, Part 3, Division 7, commencing with Section 5820 of the Streets and Highway Code, on November 10, 1976 the Nipomo Community Services District (herein "District") adopted Resolution 96 establishing the Nipomo Sewer Maintenance District 76-1 (herein "NSMD 76-1"); and

WHEREAS, with the passage of Proposition 13 (Article XIII A of the California Constitution) the property taxes collected for NSMD 76-1 purposes were included as part of the 1% ad valorem tax on real property collected by the County of San Luis Obispo and distributed to the District pursuant to Article XIII A of the California Constitution; and

WHEREAS, as a result of the passage of Proposition 4 (Article XIII B of the California Constitution), limitations on collecting property taxes were established. Said limitations include all property taxes collected from parcels within NSMD 76-1; and

WHEREAS, on or about August 18, 1999, the Board of Directors passed Resolution No. 1999-706 ordering the NSMD 76-1 to connect to the District Community-wide Wastewater Treatment Facility and Collector System; and

WHEREAS, as a result of connection of NSMD 76-1 to the District's Wastewater Treatment Facility and Collector System, the Staff Report and public comment, the District Board of Directors finds that it is in the interest of the residents of the Nipomo Community Services District and the residents of NSMD 76-1 that all property tax revenues distributed by County to District for NSMD 76-1 be allocated for general District purposes, along with other property taxes received by the District as part of the District's general budgeting process.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT as follows:

1. The above recitals are true and correct.
2. The property taxes received by District for NSMD 76-1 be allocated for District purposes, along with other property taxes collected by the District, as part of the District's annual budgeting process.

RESOLUTION NO. 00-722

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING
NSMD 76-1 TAXES BE ALLOCATED FOR DISTRICT PURPOSES
AS PART OF THE DISTRICT'S ANNUAL BUDGETING PROCESS

PAGE TWO

PASSED AND ADOPTED by the Board of Directors of the Nipomo Community Services District this 19TH day of January, 2000, on the following roll call vote:

AYES: Directors _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Gene Kaye, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
District Legal Counsel

Resolution 00-722

RESOLUTION NO. 00-716

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
VACATING A PUBLIC SERVICE EASEMENT**

WHEREAS, on September 8, 1976, Robert Folkerts (Applicant) granted the Nipomo Community Services District (herein "District") an easement (herein "Public Service Easement") for sewer and septic purposes. Said Public Service Easement was created in the formation of the Nipomo Sewer Maintenance District 76-1; and

WHEREAS, the Public Service Easement agreement states when the easement is no longer needed for sewer and septic purposes; it shall be reconveyed to the Grantor, and

WHEREAS, based on the staff report, staff presentation and public comment, the Board of Directors of District finds as follows:

- A. The Public Service Easement is no longer used for the purpose for which it was acquired.
- B. The Public Service Easement is unnecessary for present or prospective District purposes.
- C. That from and after the date of adoption of this Resolution, the Public Service Easement vacated no longer constitutes a public service easement.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AS FOLLOWS:

1. The above Recitals are true and correct and are incorporated herein by reference.
2. That the Public Service Easement herein before described be vacated for District purposes and reconvey to the Grantor.
3. The District Secretary of the Nipomo Community Services District cause a certified copy of this Resolution to be recorded in the Office of the County Recorder of the County of San Luis Obispo, State of California.
4. That the General Manager is hereby authorized to execute all other documents necessary to vacate the Public Service Easement.

On the motion of Director _____, seconded by Director _____ and on the following roll call vote, to wit:

AYES: Directors

NOES:

ABSENT:

ABSTAIN:

the foregoing resolution is hereby adopted this 19th day January 2000.

Gene Kaye, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
General Counsel

RESOLUTION NO. 00-716

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
VACATING A PUBLIC SERVICE EASEMENT**

PAGE TWO

EXHIBIT "A"

EASEMENT FOR SEWER AND SEPTIC PURPOSE

That portion of an unnumbered parcel of Division "A" of the Calimex Plantation Company's Nipomo Tract as recorded in Book 1 of Maps at Page 23, in the County of San Luis Obispo, State of California, being an easement for sewer mains, septic system and appurtenances for Tract #572.

Beginning at the most Easterly corner of Parcel #2 as shown on Book 8 at page 18 of Parcel Maps; said point being on the Northerly right-of-way line of Juniper Street; thence Northerly along the Easterly line of said Parcel #2, North 36° 21' 30" West, 63.25 feet to the true point of beginning; thence leaving said line, North 55° 30' East, 97.00 feet; thence South 34° 30' East, 63.22 feet to said Northerly right-of-way line of Juniper Street; thence Easterly along said Northerly line North 55° 30' East, 278.00 feet; thence leaving said line, North 34° 30' West, 100.00 feet; thence South 55° 30' West, 278.00 feet; thence South 34° 30' East, 26.78 feet; thence South 55° 30' West, 97.32 feet to the Easterly line of said Parcel #2; thence Southerly along said Parcel #2, South 36° 21' 30" East, 10.01 feet to the true point of beginning.

JAN 19 2000

TO: BOARD OF DIRECTORS
FROM: DOUG JONES *DJ*
DATE: JANUARY 19, 2000

BOARD OF DIRECTORS BY-LAWS

ITEM

Review the Board of Directors By-Laws, primarily Section 5.

BACKGROUND

At the Board of Directors meeting held on December 15, 1999, the Board directed staff to add to the next agenda a review of the by-laws, primarily Section 5, specifically Paragraphs 5.4 and 5.5. The Board is concerned that individual Board members making statements should clarify that they are making statements on their own behalf and not representing the Board. It is believed that Paragraph 5.5 expresses the intent. The Board may wish to modify Paragraph 5.5 to enforce the concept that the Board speaks as a body not as individuals.

Attached are possible modifications (shaded area) made to ¶5.5 for the Board's review.

RECOMMENDATION

Paragraph 8 of the Board's by-laws reads as follows:

"The Board by-law policy shall be reviewed annually at the first regular meeting in February. The review shall be provided by legal counsel and ratified by Board action. "

Since this review will be taking place in two weeks, the Board may wish to table this item until the next Board meeting to be held on February 5, 2000, when additions or other modifications may be incorporated at that time.

C:\W:\Bd2000\ByLaws.DOC

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 98-671

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Modified by Board action on February 3, 1999

5.2 Directors do not represent any fractional segment of the community, but are, rather, a part of the body which represents and acts for the community as a whole.

5.3 The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to professional staff members of the District.

5.4 The Board of Directors at a regular or special meeting may authorize a Director or Staff to speak or communicate on behalf of the District or represent the District at a meeting or related function. Board members shall not express their opinions as representing the Board as indicated in Paragraph 5.5.

5.5 A Director expressing comments other than at Board Meetings, Special Meeting or at the specific direction of the Board of Directors pursuant to Section 5.4 shall make it clear that he/she is speaking on his/her own behalf and not representing the District or its Board of Directors.

6. DIRECTOR GUIDELINES

6.1 Board Members, by making a request to the General Manager or Administrative Assistant, shall have access to information relative to the operation of the District, including but not limited to statistical information, information serving as the basis for certain actions of Staff, justification for Staff recommendations, etc. If the General Manager or the Administrative Assistant cannot timely provide the requested information by reason of information deficiency, or major interruption in work schedules, work loads, and priorities, then the General Manager or Administrative Assistant shall inform the individual Board Member why the information is not or cannot be made available.

6.2 In handling complaints from residents and property owners of the District, said complaints should be referred directly to the General Manager.

6.3 In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the General Manager.

6.4 When approached by District personnel concerning specific District policy, Directors should direct inquires to the General Manager or Administrative Assistant. The chain of command should be followed.

6.5 Directors and General Manager should develop a working relationship so that current issues, concerns and District projects can be discussed comfortably and openly.

6.6 When responding to constituent request and concerns, Directors should respond to individuals in a positive manner and route their questions to the General Manager, or in his/her absence, to the Administrative Assistant.

6.7 Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

7. DIRECTOR COMPENSATION (Established pursuant to Resolution 95-450)

7.1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular, adjourned or special meeting of the Board attended by him/her and for each day's service rendered as a Director by request of the Board.

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 98-671

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Modified by Board action on February 3, 1999

7.2 Each Director is authorized to receive fifty dollars (\$50.00) as a compensation for each meeting other than regular, adjourned or special meetings and/or other function attended by him/her and each half day's service rendered as a Director at the request of the Board.

7.3 Director compensation shall not exceed six full days in any one calendar month.

7.4 Each Board Member is entitled to reimbursement for their expenses incurred in the performance of the duties required or authorized by the Board.

8. BOARD BY-LAW REVIEW POLICY

The Board By-law Policy shall be reviewed annually at the first regular meeting in February. The review shall be provided by District Counsel and ratified by Board action.

9. RESTRICTIONS ON RULES

9.1 The rules contained herein shall govern the Board in all cases to which they are applicable, and in which they are not inconsistent with State or Federal laws.

As amended and readopted by the Board by unanimous action on February 3, 1999.

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 98-671
Modified by Board action on February 3, 1999**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
REVISING BOARD BYLAWS**

WHEREAS, the Board of Directors of Nipomo Community Services District is committed to providing excellence in legislative leadership that results in the provision of the highest quality of services to its constituents.

WHEREAS, in order to assist in the government of the behavior between and among members of the Board of Directors, the following rules shall be observed.

WHEREAS, the District is a member of the Special District Risk Management Authority (**SDRMA**). The District participates in the SDRMA Credit Incentive Program which includes the adoption of Board policies and procedures (Directors By-laws) for the District to receive a one point credit.

WHEREAS, **SDRMA** has adopted 1998-1999 Credit Incentive Program whereby the District can receive a one point credit for an annual review of Board By-Laws conducted by the District's Legal Counsel and ratified by Board action.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Directors of the Nipomo Community Services District as follows:

NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTOR BYLAWS

1. OFFICERS OF THE BOARD OF DIRECTORS

1.1 The officers of the Board of Directors are the President and Vice President.

1.2 The President of the Board of Directors shall serve as chairperson at all Board meetings. He/she shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as chairperson over all meetings of the Board. If the president and Vice President of the Board are both absent, the remaining members present shall select one of themselves to act as chairperson of the meeting.

1.4 The President and Vice President of the Board shall be elected annually at the last regular meeting of each calendar year.

1.5 The term of office for the President and Vice President of the Board shall commence on January 1 of the year immediately following their election.

1.6 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 98-671

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Modified by Board action on February 3, 1999

2. MEETINGS

2.1 Regular meetings of the Board of Directors shall be held on the first and third Wednesday of each calendar month in the Board Room at the District Office.

2.2 Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for absence.

2.3 The General Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors. Any Director may call the General Manager and request an item to be placed on the agenda no later than 4:30 o'clock p.m. one week prior to the meeting date.

2.4 No action or discussion may be taken on an item not on the posted agenda; provided, however, matters deemed to be emergencies or of an urgent nature may be added to the agenda under the procedures of the Brown Act. Pursuant to the Brown Act:

- (a) Board Members may briefly respond to statements or questions from the public; and
- (b) Board Members may, on their own initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting; and
- (c) A Board Member or the Board itself may take action to direct staff to place a matter on a future agenda.

2.5 The President, or in his/her absence the Vice President shall be the presiding officer at District Board meetings. He/she shall conduct all meetings in a manner consistent with the policies of the District. He/she shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board. He/she shall announce the Board's decision on all subjects. He/she shall vote on all questions and on roll call his/her name shall be called last.

2.6 A majority of the Board shall constitute a quorum. However, all actions must be approved by a minimum of three Board members. When there is no quorum for a regular meeting, the President, Vice President, or any Board member shall adjourn such meeting, or, if no Board member is present, the District secretary shall adjourn the meeting.

2.7 A roll call vote shall be taken upon the passage of all ordinances and resolutions, and shall be entered in the minutes of the Board showing those Board members voting aye, those voting no and those not voting or absent. A roll call vote shall be taken and recorded on any vote not passed unanimously by the Board. Unless a Board member states that he or she is not voting because of a conflict of interest, his or her silence shall be recorded as an affirmative vote.

2.8 Public Comment and Public Testimony shall be directed to the President of the Board and limited to three minutes unless extended or shortened by the President in his/her discretion.

2.9 Any person attending a meeting of the Board of Directors may record the proceedings with an audio or video tape recorder or a still or motion picture camera in the absence of a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a persistent disruption of the proceedings. All video tape recorders,

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 98-671

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Modified by Board action on February 3, 1999

still or motion picture cameras shall be located and operated from behind the public speakers podium once the meeting begins.

3. PREPARATION OF MINUTES AND MAINTENANCE OF TAPES

3.1 The minutes of the Board shall be kept by the District Secretary and shall be neatly produced and kept in a file for that purpose, with a record of each particular type of business transacted set off in paragraphs with proper subheads;

3.2 The District Secretary shall be required to make a record only of such business as was actually passed upon by a vote of the Board and, except as provided in Section 3.3 below, shall not be required to record any remarks of Board Members or any other person;

3.3 Directors may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting that item is discussed.

3.4 The District Secretary shall attempt to record the names and addresses of persons addressing the Board, the title of the subject matter to which their remarks related, and whether they spoke in support or opposition to such matter; and

3.5 Whenever the Board acts in a quasi-judicial proceeding such as in assessment matters, the District Secretary shall compile a summary of the testimony of the witnesses.

3.6 Any tape or film record of a District meeting made for whatever purpose at the direction of the District shall be subject to inspection pursuant to the California Public Records Act. District tape and film records may be erased ninety (90) days after the taping or the recording.

4. MEMBERS OF THE BOARD OF DIRECTORS

4.1 Directors shall prepare themselves to discuss agenda items at meetings of the Board of Directors. Information may be requested from staff or exchanged between Directors before meetings.

4.2 Information that is exchanged before meetings shall be distributed through the General Manager, and all Directors will receive all information being distributed.

4.3 Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.

4.4 Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, Directors should commit to supporting said action and not to create barriers to the implementation of said action.

5. AUTHORITY OF DIRECTORS

5.1 The Board of Directors is the unit of authority within the District. Apart from his/her normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, act or expenditure.

AGENDA ITEM 7
JAN 19 2000

TO: BOARD OF DIRECTORS
FROM: DOUG JONES *DJ*
DATE: JANUARY 19, 2000

REPLACEMENT OF PB WATER SERVICES

ITEM

Award contract for the replacement of PB water services

BACKGROUND

The District has been experiencing a number breaks in the polybutylene (PB) pipe water services. Due to these failures, the Board, at the regular meeting of December 1, 1999, authorized staff to request bid proposals for replacing the approx. 300+ water services in the District. In the bid proposal, two options were provided replacing the services with copper tubing or Schedule 80 PVC pipe. The District received the following four bids.

	<u>Contractor</u>	TLC Backhoe	Sansone	Kies	R. Baker
<u>Alternate 1</u>	<u>COPPER</u>	\$167,190	\$181,930	\$213,060	\$244,475
<u>Alternate 2</u>	<u>Sch 80 PVC</u>	\$190,680	\$181,930	#309,217	\$232,760

Funding for the replacement of these water services will be from the settlement of the PB litigation. If all these settlement monies are not received by the time construction work payment is due staff will recommend transferring funds from the property tax fund pay for the work which will be replaced when the settlement money is received.

RECOMMENDATION

Staff recommends that the replacement of PB water services be awarded to TLC Backhoe with Alternate #1 Copper in the amount of \$167,190. The attached Resolution No. 00-717 is presented for the Board's approval.

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 00-717**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AWARDING THE CONTRACT TO TLC BACKHOE
FOR REPLACEMENT OF POLYBUTYLENE PIPE WATER SERVICES**

WHEREAS, the Board of Directors of the Nipomo Community Services District ("DISTRICT") is desirous to replace defective polybutylene water services with copper; and

WHEREAS, the DISTRICT requested bids to replace water services and bids were opened on December 22, 1999 at 4:00 p.m.; and

WHEREAS, four (4) bids were received and the apparent responsive and reliable low bid for the water lines replacement was from TLC Backhoe in the amount of \$167,190; and

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AS FOLLOWS:

- 1) Finds the Staff Report to be in order and attached hereto.
- 2) The contract for replacement of approx. 300± water services be awarded to TLC Backhoe in the amount of \$167,190.00.
- 3) The President is instructed to execute the contract in behalf of the District.

Upon the motion of Director _____ seconded by Director _____ and on the following roll call vote, to wit:

AYES: Directors _____

NOES:

ABSTAIN:

ABSENT:

the foregoing resolution is hereby adopted this 19th day of January, 2000.

Gene Kaye, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
General Counsel

NIPOMO COMMUNITY SERVICES DISTRICT
WATER SERVICE REPLACEMENT BID RESULTS

<u>BID ALTERNATIVE #1 - COPPER</u>	<u>TLC BACKHOE</u>	<u>SANSONE CO INC.</u>	<u>JB KIES CONST</u>	<u>R. BAKER INC.</u>
SINGLE	\$136,890	\$150,930	\$182,286	\$198,900
DOUBE	\$19,800	\$16,720	\$18,282	\$19,250
APARTMENT-172 W PRICE	\$3,375	\$5,100	\$4,410	\$9,525
APARTMENT-515/525 GRANDE	\$4,725	\$7,140	\$6,174	\$15,750
ABANDON	\$2,400	\$2,040	\$1,908	\$1,050
TOTAL	\$167,190	\$181,930	\$213,060	\$244,475

<u>BID ALTERNATIVE #1 - SCH 80 PVC</u>				
SINGLE	\$154,440	\$150,930	\$266,526	\$189,540
DOUBE	\$25,740	\$16,720	\$28,930	\$18,260
APARTMENT-172 W PRICE	\$3,375	\$5,100	\$4,755	\$9,000
APARTMENT-515/525 GRANDE	\$4,725	\$7,140	\$7,098	\$14,910
ABANDON	\$2,400	\$2,040	\$1,908	\$1,050
TOTAL	\$190,680	\$181,930	\$309,217	\$232,760

JAN 19 2000

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: JANUARY 19, 2000

CONSENT AGENDA

A Consent Agenda is established as a time-saving mechanism to approve a number of administrative items the Board may consider in a group. These items are non-controversial and administrative in that aspect. Any one of the Board members may pull any one of the items in the Consent Agenda to be discussed individually.

- a) WARRANTS (RECOMMEND APPROVAL)
- b) BOARD MEETING MINUTES (RECOMMEND APPROVAL)
Approval of Minutes of the December 1, 1999 Regular Board meeting
Approval of Minutes of the December 15, 1999 Regular Board meeting
Approval of Minutes of the January 12, 2000 Study Session
- c) RESOLUTION NO. 00-718 (RECOMMEND APPROVAL)
Adoption of Records Management and Records Retention Policy
- d) RESOLUTION NO. 00-719 (RECOMMEND APPROVAL)
Adoption of the District Investment Policy
- e) RESOLUTION NO. 00-720 (RECOMMEND APPROVAL)
Acceptance of water and sewer easements in Tract 2266
- f) RESOLUTION NO. 00-721 (RECOMMEND APPROVAL)
Acceptance of a Deed Restriction Easement in Tract 2108
- g) 1999 INVESTMENT POLICY - 4TH QUARTER REPORT (RECOMMEND APPROVAL)
Review and approve 4th Quarter Investment Policy Report
- h) FY 99-00, SECOND QUARTER FINANCIAL REPORT (RECOMMEND APPROVAL)
Review and approve 2ND Quarter Financial Report
- i) RENEWAL OF INTENT-TO-SERVE LETTER-TRACT 2297 (RECOMMEND APPROVAL)
Approve renewal of Intent-to-Serve Letter for a 6-lot development at Pomeroy & Willow

WARRANTS JANUARY 19, 2000

HAND WRITTEN CHECKS

18230	Richard Mobraaten	50.00
18231	Alex Mendoza	50.00
18232	Pratt Const.	500.00
18233	Souza Construction	218.15
18234	JAMS	575.00
18235	Newdoll Const.	1389.30
18236	Westburne Supply	33.46
18237	Robert Blair	100.00
18238	Gene Kaye	100.00
18239	Alex Mendoza	100.00
18240	Richard Mobraaten	100.00
18241	Al Simon	100.00
18242	Alex Mendoza	50.00
18243	Richard Mobraaten	50.00

Void Check # 11406=11410

COMPUTER GENERATED CHECKS

11366	12/31/99	ADVANTAGE ANSWERING PLUS	\$103.95
11367	12/31/99	CLANIN & ASSOCIATES, INC.	\$15,628.05
11368	12/31/99	DECHANCE CONSTRUCTION CO., INC.	\$9,855.97
11369	12/31/99	FGL ENVIRONMENTAL ANALYTICAL CHEMIST	\$224.00
11370	12/31/99	GTE CALIFORNIA	\$26.68
11371	12/31/99	GTE WIRELESS	\$53.18
11372	12/31/99	GROENIGER & COMPANY	\$2,842.11
11373	12/31/99	GREAT WESTERN ALARM AND COMMUNICATIO	\$25.00
11374	12/31/99	IKON OFFICE SOLUTIONS	\$75.43
11375	12/31/99	JOHNSON, DONNA	\$57.99
11376	12/31/99	DOUG JONES	\$300.00
11377	12/31/99	MCI TELECOMMUNICATIONS	\$48.80
11378	12/31/99	McKESSON WATER PRODUCTS	\$29.20
11379	12/31/99	MID STATE BANK-MASTERCARD	\$973.22
11380	12/31/99	MILLS-KOEHLER	\$70.00
11381	12/31/99	PACIFIC BELL	\$155.49
11382	12/31/99	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$1,809.23
11383	12/31/99	PETTY CASH-MIDSTATE BANK	\$47.61
11384	12/31/99	PRECISION JANITORIAL SERVICE	\$135.00
11385	12/31/99	QUILL CORPORATION	\$42.77
11386	12/31/99	RICHARDS, WATSON & GERSHON	\$6,770.18
11387	12/31/99	SAN LUIS OBISPO COUNTY HEALTH DEPART	\$702.00
11388	12/31/99	SOUTHERN CALIF GAS COMPANY	\$85.58
11389	12/31/99	STATEWIDE SAFETY & SIGNS, INC.	\$35.00
11390	01/01/00	DANA PROPERTIES	\$205.90
11391	01/01/00	CALPERS HEALTH BENEFIT DIVISION	\$3,212.23
11392	01/06/00	ALL PURE CHEMICAL CO	\$1,006.26
11393	01/06/00	CALIFORNIA APPLIED TECHNOLOGIES	\$160.71
11394	01/06/00	CALIFORNIA ELECTRIC SUPPLY	\$26.61
11395	01/06/00	CHEVRON	\$140.93
11396	01/06/00	FGL ENVIRONMENTAL ANALYTICAL CHEMIST	\$179.20
11397	01/06/00	FARM SUPPLY COMPANY	\$77.68
11398	01/06/00	GILLESPIE LANDSCAPE	\$249.50
11399	01/06/00	MISSION UNIFORM SERVICE	\$255.69
11400	01/06/00	NIPOMO ACE HARDWARE, INC.	\$39.42
11401	01/06/00	NIPOMO GARBAGE COMPANY	\$54.75
11402	01/06/00	NIPOMO SHELL	\$515.12
11403	01/06/00	P G & E	\$14,405.92
11404	01/06/00	SOARES VACUUM SERVICE	\$1,390.00
11405	01/06/00	STATE COMPENSATION INSURANCE FUND	\$2,061.13

411	01/19/00	AMERICAN WATER WORKS ASSOCIATION	\$45.00
412	01/19/00	BARKS PLUMBING AND APPLIANCE, INC.	\$1,355.00
413	01/19/00	ROBERT BLAIR	\$100.00
414	01/19/00	CAL-MARIA ENGINES	\$547.14
415	01/19/00	GARING, TAYLOR & ASSOCIATES, INC.	\$6,531.38
416	01/19/00	GTE CALIFORNIA	\$27.03
417	01/19/00	GROENIGER & COMPANY	\$379.82
418	01/19/00	GENE KAYE	\$100.00
419	01/19/00	ALEX MENDOZA	\$100.00
420	01/19/00	MOBRAATEN, RICHARD	\$100.00
421	01/19/00	RENCO GENERAL ENGINEERING	\$660.00
422	01/19/00	SAN LUIS OBISPO COUNTY HEALTH DEPART	\$1,270.15
423	01/19/00	SANSONE, INC.	\$274,431.96
424	19/00	SCIENCE APPLICATIONS INTERNATIONAL C	\$6,703.93
425	01/19/00	ALBERT SIMON	\$100.00
426	01/19/00	WIRSING GRAPHICS & TYPESETTING	\$175.34

JAN 19 2000

NIPOMO COMMUNITY SERVICES DISTRICT MINUTES

DRAFT

DECEMBER 1, 1999 7:00 P.M.
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

BOARD MEMBERS

ROBERT BLAIR, **PRESIDENT**
GENE KAYE, **VICE PRESIDENT**
AL SIMON, **DIRECTOR**
RICHARD MOBRAATEN, **DIRECTOR**
ALEX MENDOZA, **DIRECTOR**

STAFF

DOUGLAS JONES, **GENERAL MANAGER**
DONNA JOHNSON, **SECRETARY TO THE BOARD**
JON SEITZ, **GENERAL COUNSEL**

NOTE: All comments concerning any item on the agenda are to be directed to the Board Chairperson.

CALL TO ORDER AND FLAG SALUTE

1. ROLL CALL

President Blair called the meeting to order at 7:00 p.m. and led the flag salute.
At Roll Call, all Board members were present.

PUBLIC COMMENTS PERIOD

2. PUBLIC COMMENTS

President Blair opened the meeting to Public Comment. No one responded. After Item 3 began, Mr. Gillespie arrived and asked to speak.

BOARD ADMINISTRATION (The following may be discussed and action may be taken by the Board.)

3. WATER SUPPLY FOR NEW HIGH SCHOOL

Lucia Mar School District requests to discuss potential options for providing the required water supply to the new high school.

The District received a request for Nancy DePue, Superintendent of the Lucia Mar School District to be placed on the agenda to discuss potential options for providing the required water supply to the new high school.

Staff reviewed the new high school EIR with respect to a water supply. Staff reviewed why NCSD adopted its annexation policy, the June '99 DWR report indicating a negative water balance and why the ground water flow to the Santa Maria Valley has been reversed. Continuing mining of the water basin may reverse the flow now going to the ocean.

During this agenda item, the following members of the public spoke:

Bill Senna, Lucia Mar Unified School District - spoke in favor of using the Dana School Well as a source of water rather than the retrofitting program

Dean Derlith, from Best, Best and Krieger Legal Counsel for Lucia Mar Unified School District - Spoke on behalf of the school and answered questions.

Perry Judd, Maintenance Supervisor of Lucia Mar School District - Spoke about the time table requirements for the Dana Well.

Donna Melschau - spoke in favor of using the Dana Well and stated the school signed up for the retrofit program because the remaining retrofits were on a first come-first serve basis.

John Snyder, 662 Eucalyptus, Nipomo - handed the Board a two-page letter regarding the Board letter for Item 3 of the Dec. 1, 1999 meeting. He spoke in favor of the District providing water to the school and against the school's participation in a retrofit program.

Director Mobraaten made a motion (based on Outside User Agreement 3.16.10 the District Board of Directors authorized water service to parcels outside the District boundaries) to authorize water service to the high school outside our District boundaries based on our finding that it is a benefit to the District and the community, such as the applicant providing the District with a water source, probably the Dana School Well, and if necessary, borrow

MINUTES SUBJECT TO BOARD APPROVAL

DRAFT

ITEM 3 CONTINUED

the water required from some future development and this total is based on the two staff attorneys coming to an agreement. Director Kaye seconded the motion. District Counsel, Jon Seitz asked questions to clarify the motion. (Mr. Seitz restated motion to be - to refer to our water law attorney for an opinion on various options of developing the Dana Well Site as a primary source for the {School} District supplying its water supply.) Roll Call vote 5-0.

PUBLIC COMMENTS PERIOD

2. PUBLIC COMMENTS

After Item 3 was completed, Public Comment period was opened again.

Scott Gillespie - 259 Summit Station Rd, Nipomo - Said his house was built in 1996 and pressure was normal. Pressure has been getting worse. He requested his complaint be put on the record. He requested a copy of pressure reports from the chart recorder placed at his home and he requested the minutes of this meeting.

Mary Holder - 234 Summit Station Rd., Nipomo - gave definition of a water meter as measuring water and air.

Director Kaye asked that the comments of Ms. Holder and Mr. Gillespie be entered into the minutes.

4. PRIMARY ELECTIONS

Request from County Elections Office to use District facilities as a polling place for the March 7, 2000 Primary Election

The District received a request from the County Elections Office to use District facilities as a polling place for the March 7, 2000 Primary Election. There were no public comments.

Upon motion of Director Simon and seconded by Director Kaye, the Board unanimously approved the request and specified to charge the fee of \$20.00. Roll Call Vote 5-0.

5. REPLACEMENT OF PB WATER SERVICES

Request to go to bid to replace existing PB water services

Staff requested to go out to bid to replace polybutylene water services. The funding of the project will be discussed prior to the award of the contract if the settlement monies have not been received. There were no public comments.

Upon motion of Director Mobraaten and seconded by Director Simon, the Board unanimously approved the request to go to bid to replace approx. 325 existing PB services. Roll Call Vote 5-0.

MINUTES SUBJECT TO BOARD APPROVAL

DRAFT

6. **CONSENT AGENDA** *The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, the item will be removed from the consent agenda and will be considered separately. Questions or clarification may be made by the Board members without removal from the Consent Agenda. The recommendations for each item are noted in parenthesis.*
- a) WARRANTS (APPROVE)
 - b) BOARD MEETING MINUTES (APPROVE)
Approval of minutes of the November 17, 1999 Regular Board meeting
 - c) OFFER OF WATER AND SEWER EASEMENT (TRACT 1712) (APPROVE)
Acceptance of water & sewer line easement/Tract 1712 (Hazel Lane & Tefft St.)

**RESOLUTION 99-714
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING WATER AND SEWER EASEMENTS (TRACT 1712)
AND APPROVING DOCUMENT FOR RECORDING**

There were no public comments.

Upon motion of Director Mobraaten and seconded by Director Mendoza, the Board unanimously approved all items on the Consent Agenda.

OTHER BUSINESS

7. **MANAGER'S REPORT**

General Manager, Doug Jones, presented information on the following items:

- 1. STATUS CSA-1F SEWERS CONNECTING TO DISTRICT
- 2. STATUS OF MONTECITO VERDE II CONNECTING TO DISTRICT
- 3. LETTER FROM TEMPLETON CSD RE: PLANNING & ZONING AD HOC COMMITTEE
Legal Counsel, Jon Seitz, explained some of what Templeton has planned. The Board directed staff to put this item on the next agenda.
- 4. CSDA CALENDAR OF EVENTS

8. **DIRECTORS COMMENTS**

Director Mobraaten asked about the project Boyle is working on concerning Summit Station. Mr. Jones stated Boyle is scheduling a meeting next week.

The Replacement Study Draft Report will be delivered next week.

Director Blair commented about a local winery expanding its operation.

Director Kaye announced the next Nipomo Advisory Counsel meeting would be Dec 9 at 6:00 p.m.

Legal Counsel stated that there was no need to go into Closed Session

ADJOURN

President Blair adjourned the meeting at 8:46 p.m.

MINUTES SUBJECT TO BOARD APPROVAL

DRAFT

NIPOMO COMMUNITY SERVICES DISTRICT

MINUTES

AGENDA ITEM

JAN 19 2000

8b

DECEMBER 15, 1999 7:00 P.M.
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

BOARD MEMBERS

ROBERT BLAIR, **PRESIDENT**
GENE KAYE, **VICE PRESIDENT**
AL SIMON, **DIRECTOR**
RICHARD MOBRAATEN, **DIRECTOR**
ALEX MENDOZA, **DIRECTOR**

STAFF

DOUGLAS JONES, **GENERAL MANAGER**
DONNA JOHNSON, **SECRETARY TO THE BOARD**
JON SEITZ, **GENERAL COUNSEL**

NOTE: All comments concerning any item on the agenda are to be directed to the Board Chairperson.

CALL TO ORDER AND FLAG SALUTE

1. ROLL CALL
President Blair called the meeting to order at 7:00 p.m.
At Roll Call, all the Board members were present.

PUBLIC COMMENTS PERIOD

2. PUBLIC COMMENTS
Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.
President Blair opened the meeting to Public Comments. There were none.

SPECIAL PRESENTATION

SLO COUNTY - Nipomo Growth Limitations
County Representatives to discuss the 2.3% Growth Limitation for the Nipomo Mesa adopted by the County Board of Supervisors on December 7, 1999.
Bryce Tingle, Assistant Director of the San Luis Obispo County Planning and Building Department, presented information on the Annual Resources Summary Report and the proposed ordinance limiting growth in the Nipomo area to 2.3%. This percentage does not include low-cost housing or granny units. The building permits for the first 90 days of 2000 will be on a first come first serve basis. The policy will then be reassessed.

During this agenda item, the following members of the public spoke:

Lowell Davis, 1775 Calle ?, Arroyo Grande - Chairman of the Greenhouse Committee of the Nipomo Area Council - Questioned the 2.3 %
Jessie Hill, 1910 Grant Ave, Arroyo Grande, Attorney on the Greenhouse Committee - had questions about TDC.
John Snyder, 662 Eucalyptus, Nipomo - Had questions about data in DWR Report being 5 years old and other questions.
George Kyler, Pomeroy Rd., Nipomo - Asked questions about groundwater.
Mr. Tingle answered questions.

BOARD ADMINISTRATION (The following may be discussed and action may be taken by the Board.)

3. LOCAL AREA PLANNING
Review support for a Local Land Use Planning Committee
A request for support for planning and zoning ad hoc committees was received for Templeton Community Services District. There were no public comments. Upon motion of Director Kaye and seconded by Directors Simon, the Board unanimously approved the draft letter and authorized the Board President to execute the document.

MINUTES SUBJECT TO BOARD APPROVAL

4. OUTSIDE DISTRICT SEWER SERVICE

Community Health Center request for sewer service at 150 Tejas Place

A request was received from the Community Health Center for sewer service at 150 Tejas Place, which is outside the District boundary. The County ordered the CHC to connect to the District sewer system.

During this agenda item, the following members of the public spoke:

Charlotte Simmons, Secretary for the Community Health Center -

Upon motion of Director Kaye and seconded by Director Blair, the Board denied the request from the Community Health Center for sewer service to their property.

5. RECORDS MANAGEMENT AND RECORDS RETENTION SCHEDULE POLICY

Review and approve a Record Management/Retention Policy for the District

A document retention policy is needed to manage the many boxes of files not necessary to the operation of the District.

During this agenda item, the following member of the public spoke:

John Snyder, 662 Eucalyptus, Nipomo - asked about documents to be destroyed.

Upon motion of Director Kaye and seconded by Director Mendoza, the Board unanimously approved the Records Management and Records Retention Schedule.

6. CANCELLATION OF BOARD OF DIRECTORS MEETING

Cancel January 5, 2000 regular District Board meeting

Due to the Christmas holidays, business at the District slows considerably. Upon motion of Director Simon and seconded by Director Mendoza, the Board unanimously approved the cancellation of the Regular January 5, 2000 meeting. There were no public comments. Next regular meeting, January 19, 2000.

7. ELECTION OF BOARD OFFICERS

Elect a President and Vice President of the Board of Directors for the year 2000.

Director Kaye was unanimously elected President. Director Simon was elected Vice President with a 4-1 vote, Director Kaye dissenting.

MINUTES SUBJECT TO BOARD APPROVAL

8. **CONSENT AGENDA** *The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, the item will be removed from the consent agenda and will be considered separately. Questions or clarification may be made by the Board members without removal from the Consent Agenda. The recommendations for each item are noted in parenthesis.*

- a) WARRANTS (APPROVE)
- b) BOARD MEETING MINUTES (APPROVE)
Approval of minutes of the November 17, 1999 Regular Board meeting
John Snyder, 662 Eucalyptus, Nipomo - did not agree with the Minutes.
Upon motion of Director Kaye and seconded by Director Mobraaten, the Board unanimously agreed to direct staff to review the minutes and bring them back to the next meeting.
- c) NOTICE OF COMPLETION (APPROVE)
File Notice of Completion for the Thompson/Tefft water line and storage facility

Upon motion of Director Kaye and seconded by Director Mobraaten, the Board unanimously approved Items a and c of the Consent Agenda.

OTHER BUSINESS

9. **MANAGER'S REPORT**
Manager, Doug Jones, presented information on the following items.
- 1. US WATER NEW ARTICLE ON SUNSPOTS AND DROUGHT
 - 2. PUBLIC HEARING WIDOW LANE REIMBURSEMENT
 - 3. SDRMA VIDEO
The Board chose to watch video at a future meeting.
10. **DIRECTORS COMMENTS**
Director Kaye reported on the Chamber of Commerce meeting featuring John Janick-Woodlands Project.
Director Mendoza would like to address the Board by-laws again concerning members of the Board speaking in public. He would also like to see some public relations in the paper.
President Blair apologized that the paper added the fact that he was President of the Board of NCSD. He always states that the opinions he speaks are his own.

District Legal Counsel, Jon Seitz, announced the need to go into Closed Session concerning the matters below.

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL GC§54956.9 (a) & (b)
- a. SMVWCD vs NCSD Case No. CV 770214 and related cases
Case Nos. CV 990556, CV 990391, CV 990392, CV 990558, CV 990266,
CV 770214, SM 113422, SM 112867, SM 113425, SM 113421
 - b. NCSD vs. State Dept of Health Services CV 990706

The Board came back into Open Session and had no reportable action.

ADJOURN

President Blair adjourned the meeting at 9:29 p.m.

MINUTES SUBJECT TO BOARD APPROVAL

NIPOMO COMMUNITY SERVICES DISTRICT

DRAFT

MINUTES
SPECIAL MEETING

AGENDA ITEM
JAN 19 2000

8_b

JANUARY 12, 2000 10:00 A.M.
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

BOARD MEMBERS

GENE KAYE, **PRESIDENT**
AL SIMON, **VICE PRESIDENT**
ROBERT BLAIR, **DIRECTOR**
RICHARD MOBRAATEN, **DIRECTOR**
ALEX MENDOZA, **DIRECTOR**

STAFF

DOUGLAS JONES, **GENERAL MANAGER**
DONNA JOHNSON, **SECRETARY TO THE BOARD**
JON SEITZ, **GENERAL COUNSEL**

CALL TO ORDER AND FLAG SALUTE

President Kaye called the meeting to order at 10:01 a.m. and led the flag salute.

ROLL CALL

At Roll Call, all Board members were present.

BOARD STUDY SESSION

1. Review of Boyle Engineering DRAFT Report on the District Water and Sewer Replacement Study

Bruce Nybo and Dick Bardon from Boyle Engineering presented the Draft Report on the District's Water and Sewer Replacement Study.

During this agenda item, the following members of the public spoke:

Members from the Black Lake Advisory Group
John Snyder, 662 Eucalyptus

Questions were answered by the representatives from Boyle.

The Board asked questions and made comments. The Board was informed that the draft report will be finalized and presented to the Board at a later date for acceptance.

2. Public Comments
There were no public comments.

Adjourn

President Kaye adjourned the meeting at 11:14 a.m.

DRAFT

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: JANUARY 19, 2000

ADOPTION OF RECORDS MANAGEMENT/RETENTION POLICY

ITEM

By Resolution, adoption of the Records Management/Retention Policy

BACKGROUND

At the regular meeting held on December 15, 1999, your Honorable Board adopted the District Records Management and Retention Policy by Minute order. When the Board adopts a policy, it is best to do it by resolution. It was staff's oversight not to have one prepared for the December 19, 1999 meeting. Staff has prepared the attached resolution for Board action.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 00-718 adopting the District's Records Management and Records Retention Policy.

C:\W:Bd2000\Records retention

NIPOMO COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 00-718

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ESTABLISHING A RECORDS MANAGEMENT AND
RECORDS RETENTION SCHEDULE**

DRAFT

WHEREAS, the Nipomo Community Services District finds it to be in the best interest of the District to adopt a records management and records retention schedule to facilitate reference to and preservation of District records. The program consists of record organization, indexing, selection, retention, destruction, and permanent storage. The objective of the program is to minimize the cost and effort of record keeping.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Directors of the Nipomo Community Services District as follows:

1. The Records Management and Records Retention Schedule is established in accordance with Government Code Section 60200 et seq. and other statutory requirements and sound records management practices.
2. The attached Records Management and Records Retention Schedule is hereby adopted by the Nipomo Community Services District Board of Directors.

Upon motion of Director _____, seconded by Director _____ on the following roll call vote, to wit:

AYES: Directors
NOES:
ABSENT:
ABSTAIN:

the foregoing resolution is hereby passed and adopted this 19th day of January, 2000.

GENE KAYE, PRESIDENT OF THE BOARD
Nipomo Community Services District

ATTEST:

APPROVED:

DONNA K. JOHNSON
Secretary to the Board

JON S. SEITZ
District Legal Counsel



TO: BOARD OF DIRECTORS
FROM: DOUG JONES *DJ*
DATE: JANUARY 19, 2000

YEAR 2000 DISTRICT INVESTMENT POLICY

ITEM

Annual adoption of District Investment Policy

BACKGROUND

The California Government Code Section 53646 requires local government entities to adopt an annual investment policy. Your Honorable Board adopted an investment policy for last year and it is proposed that the same investment policy be continued. Attached for the Board's review is the Year 2000 Investment Policy along with a resolution for adopting the policy and Government Code Section 53646.

RECOMMENDATION

Staff recommends that the Board approve Resolution 00-719 adopting the Year 2000 District Investment Policy.

Board 2000\Investment policy.DOC

§ 53646. Investment policy statement; review and approval; legislative body or oversight committee; reports

(a)(1) In the case of county government, the treasurer shall annually render to the board of supervisors and any oversight committee a statement of investment policy, which the board shall review and approve at a public meeting. Any change in the policy shall also be reviewed and approved by the board at a public meeting.

(2) In the case of any other local agency, the treasurer or chief fiscal officer of the local agency shall annually render to the legislative body of that local agency and any oversight committee of that local agency a statement of investment policy, which the legislative body of the local agency shall consider at a public meeting. Any change in the policy shall also be considered by the legislative body of the local agency at a public meeting.

(b)(1) The treasurer or chief fiscal officer shall render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency. The quarterly report shall be so submitted within 30 days following the end of the quarter covered by the report. Except as provided in subdivision (e), this report shall include the type of investment, issuer, date of maturity par and dollar amount invested on all securities, investments and moneys held by the local agency, and shall additionally include a description of any of the local agency's funds, investments, or programs, that are under the management of contracted parties, including lending programs. With respect to all securities held by the local agency, and under management of any outside party that is not also a local agency or the State of California Local Agency Investment Fund, the report shall also include a current market value as of the date of the report, and shall include the source of this same valuation.

(2) The quarterly report shall state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance.

(3) The quarterly report shall include a statement denoting the ability of the local agency to meet its pool's expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

(4) In the quarterly report, a subsidiary ledger of investments may be used in accordance with accepted accounting practices.

(c) Pursuant to subdivision (b), the treasurer or chief fiscal officer shall report whatever additional information or data may be required by the legislative body of the local agency.

(d) The legislative body of a local agency may elect to require the report specified in subdivision (b) to be made on a monthly basis instead of quarterly.

(e) For local agency investments that have been placed in the Local Agency Investment Fund, created by Section 16429.1, in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, in a county investment pool, or any combination of these, the treasurer or chief fiscal officer may supply to the governing body, chief executive officer, and the auditor of the local agency the most recent statement or statements received by the local agency from these institutions in lieu of the information required by paragraph (1) of subdivision (b) regarding investments in these institutions.

(Added by Stats.1995, c. 783 (S.B.564), § 3. Amended by Stats.1996, c. 156 (S.B.864), § 10, eff. July 12, 1996; Stats.1996, c. 749 (S.B.109), § 8.)

RESOLUTION NO. 00-719

A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ADOPTING THE YEAR 2000 DISTRICT INVESTMENT POLICY

WHEREAS, the Board of Directors of the Nipomo Community Services District believes that public funds should, so far as is reasonably possible, be invested in financial institutions to produce revenue for the District rather than to remain idle, and

WHEREAS, from time to time there are District funds which for varying periods of time will not be required for immediate use by the District, and which will, therefore, be available for the purpose of investing in financial institutions with the objectives of safety, liquidity, yield and compliance with state and federal laws and policies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Nipomo Community Services District hereby adopts a District investment policy attached hereto as Exhibit "A".

PASSED AND ADOPTED by the Board of Directors of the Nipomo Community Services District this 19th day of January, 2000, on the following roll call vote:

AYES: Directors _____

NOES:

ABSENT:

ABSTAIN:

Gene Kaye, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
District Legal Counsel

**RESOLUTION 00-719
EXHIBIT A**

**YEAR 2000 INVESTMENT POLICY
NIPOMO COMMUNITY SERVICES DISTRICT**

1. INTRODUCTION

The purpose of this written *Investment Policy* is to establish the guidelines for the prudent investment of Nipomo Community Services District funds (herein referred to as District's funds). The objectives of this policy are safety, liquidity, yield, and compliance with state and federal laws and policies.

District funds are to be managed with a high degree of care and prudence. Though all investments contain a degree of risk, the proper concern for prudence, maintenance of high level of ethical standards and proper delegation of authority reduces the potential for any realized loss.

This policy establishes the standards under which the District's Finance Officer will conduct business with financial institutions with regard to the investment process.

2. FINANCE OFFICER

The Board of Directors appoints the General Manager as the District Finance Officer and Treasurer. The District's Administrative Assistant shall serve as the District's Finance Officer and Treasurer in the absence of the District's General Manager.

3. SCOPE

The District investment portfolio shall consist of money held in a sinking fund of, or surplus money in, the District's treasury not required for the immediate necessities of the District. The District's investment portfolio shall be invested in accordance with this policy.

4. OBJECTIVES

The primary objectives are safety, liquidity, yield, and compliance.

A. SAFETY

The investment portfolio shall be managed in a manner that ensures the preservation of capital. The objective is to minimize credit risk and interest rate risk.

B. LIQUIDITY

The investment portfolio shall remain sufficiently liquid to meet all operating requirements. This shall be accomplished by structuring the investment portfolio so that investments mature concurrent with cash needs.

C. YIELD

Yield shall be a consideration only after the requirements of safety and liquidity have been met.

D. COMPLIANCE

This Investment Policy is written to be in compliance with California and Federal law.

**RESOLUTION 00-719
EXHIBIT A**

YEAR 2000 INVESTMENT POLICY
NIPOMO COMMUNITY SERVICES DISTRICT

5. STANDARDS OF CARE

A. PRUDENCE

The Finance Officer will manage the portfolio pursuant to the "Prudent Investor Standard." When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds in the District's investment portfolio, the Finance Officer shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

B. DISCLOSURES

Finance Officer shall disclose any material interest in financial institutions with which he/she conducts the District business.

6. INVESTMENTS AUTHORITY

A. PERMITTED INVESTMENTS

The District Finance Officer is authorized to invest in the following institutions:

1. County pooled funds (California Government Code § 61730)
2. The Local Agency Investment Fund created by the California State Treasury (California Government Code § 16429.1)
3. One or more FDIC insured Banks and/or Savings and Loan Associations that are designated as District depositories by resolution of the Board of Directors California Government Code § 61737.02).
4. Such other financial institutions or securities that may be designated by the Board of Directors from time to time in compliance with California and Federal law.

B. PROHIBITED INVESTMENTS

The District's Finance Officer shall not invest in:

1. Inverse floaters, range notes or interest only strips that are derived from a pool of mortgages.
2. Any security that could result in a zero interest accrual if held to maturity.
3. A state or federal credit union, if a member of the District's Board of Directors or an administrative officer also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or supervisory committee, of the state or federal credit union.

C. DIVERSIFIED INVESTMENTS

Investments, other than investments referenced in paragraphs **A** (1) and (2) above, will be diversified to avoid losses that may be associated with any one investment.

**RESOLUTION 00-719
EXHIBIT A**

YEAR 2000 INVESTMENT POLICY
NIPOMO COMMUNITY SERVICES DISTRICT

7. REPORTS

A. QUARTERLY REPORT

Finance Officer shall file a quarterly report that identifies the District's investments and their compliance with the District's Investment Policy. The quarterly report must be filed with the District's auditor and considered by the District's Board of Directors within thirty (30) days after the end of each quarter (i.e., by May 1, August 1, November 1, and February 1) (California Government Code § 53646). Required elements of the quarterly report are as follows:

1. Type of Investment
2. Institution
3. Date of Maturity (if applicable)
4. Amount of deposit or cost of the security
5. Current market value of securities with maturity in excess of twelve months (if applicable)
6. Rate of Interest
7. Statement relating the report to the Statement of Investment Policy
8. Statement of the District's ability to meet cash flow requirements for the next six months.
9. Accrued Interest (if applicable)

B. ANNUAL REPORT

Prior to February 1, of each year, the Finance Officer shall file and submit an annual report to the District's auditor and Board of Directors which will contain the same information required in the quarterly report.

The annual report will include a recommendation to the Board of Directors to either:

1. Readopt the District's then current annual Investment Policy; or
2. Amend the District's then current Investment Policy.

C. LIMITED QUARTERLY REPORT

If the District has placed all of its investments in the Local Agency Investment Fund (LAIF), created by California Government Code § 16429.1, or in Federal Deposit Insurance Corporation, insured accounts in a bank or savings and loan association, in a County investment pool, or any combination of these, the Finance Officer may submit to the Board of Directors, and the auditor of the District the most recent statement or statements received by the District from these institutions in lieu of the information required in paragraph 7.A, above. This special reporting policy does not relieve the Finance Officer of the obligation to prepare an annual investment report as identified in paragraph 7.B, above.

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: JANUARY 19, 2000

AGENDA ITEM

JAN 19 2000

8^e

ACCEPTANCE OF WATER AND SEWER EASEMENTS
TRACT 2266 (NEWDOLL)

ITEM

Accepting water and sewer easements

BACKGROUND

Tract 1712 has been developed at the intersection of Tefft St. and Hazel Lane . It was required that the water lines be looped around the development which extended into the adjacent Tract 2266. Since Tract Map 2266 has not been recorded, easements are needed for water and sewer lines to complete the necessary requirements for Tract 1712. The developer has offered easements to the District for recording.

RECOMMENDATION

Staff recommends that your Honorable Board adopt the attached Resolution No. 00-720 accepting the water and sewer easements in Tract 2266.

Bd2000\Tract 2266 accept.DOC

TEFFT ST.

IDA PLACE

MARTHA WAY

MESA ROAD

HAZEL LANE

PMI CO 97-090

TRACT 2277

TRACT 1712

Water & Sewer Line Easements

1 MA

LOT 62

VESTING TENTATIVE MAP FOR
TRACT NO. 2266

BEING A SUBDIVISION OF WEST 1/2 OF LOT 62, AND THE WEST 1/2 OF LOT 63 OF DIVISION B OF CALIMEX PLANTATION COMPANY SUBDIVISION OF RANCHO NIPOMO IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA, ACCORDING TO MAP RECORDED IN BOOK 1, PAGE 23 OF MAPS, RECORDS OF SAID COUNTY

APPLICANT

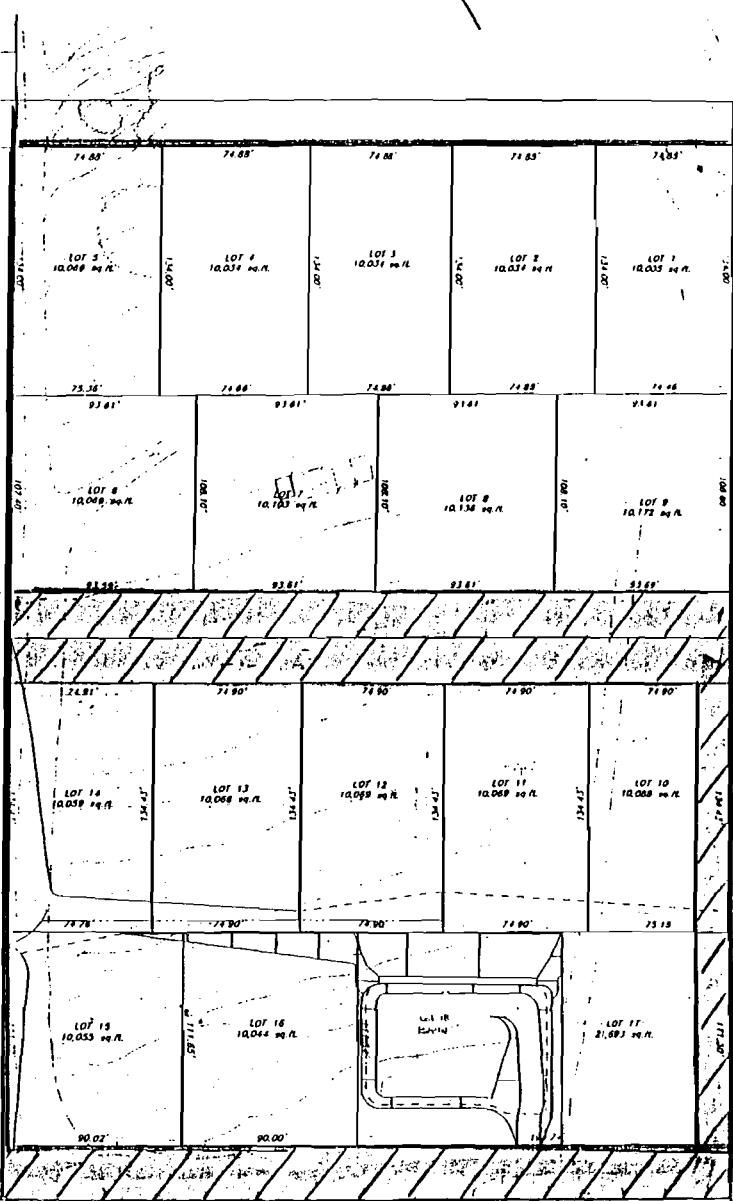
R. H. NEWDOLL CONSTRUCTION, INC.
P. O. BOX 364
GROVER BEACH, CA 93433
805.489.4457

OWNER

R. H. NEWDOLL/GEORGE ALVERA
P. O. BOX 364
GROVER BEACH, CA 93433
805.489.4457

PREPARED BY:

ENGINEERING DEVELOPMENT ASSOCIATES
1320 NIPOMO STREET, SAN LUIS OBISPO, CALIFORNIA 95111



RECORDING REQUESTED BY:

Nipomo Community Services District
48 S. Wilson/P.O. Box 326
Nipomo, CA 93444

AND WHEN RECORDED MAIL TO:

Name Nipomo Community Services District
Street 148 So. Wilson
Address
City & Nipomo, CA 93444
State

SPACE ABOVE THIS LINE FOR RECORDER'S USE

MAIL TAX STATEMENTS TO

Documentary transfer tax \$
___ computed on full value of property conveyed,

Name R.H.Newdoll Construction, Inc.

or computed on full value less liens and
encumbrances remaining at time of sale.

Street P.O.Box 364

Address

Signature of Declarant or Agent

City & Grover Beach, CA 93433
State

Determining tax. Firm Name

**AGREEMENT AND
GRANT OF
EASEMENT DEED**

___APN 092-123-014___

THIS AGREEMENT, entered into _____, 1999, by and between Robert Newdoll for R.H. Newdoll Construction, Inc. A Corporation (Grantors) and NIPOMO COMMUNITY SERVICES DISTRICT (Grantee), a political subdivision of the State of California, herein referred to as (District).

WHEREAS, Grantors own real property in fee simple as described in **Exhibit "A"** attached hereto and incorporated herein. Grantors desire to dedicate and convey a sanitary sewer and water line easement to Nipomo Community Services District over and under a portion of said property to serve Grantors' property.

RECORDING REQUESTED BY:

Nipomo Community Services District
48 S. Wilson/P.O. Box 326
Nipomo, CA 93444

AND WHEN RECORDED MAIL TO:

Name Nipomo Community Services District
Street 148 So. Wilson
Address
City & Nipomo, CA 93444
State

SPACE ABOVE THIS LINE FOR RECORDER'S USE

MAIL TAX STATEMENTS TO

Documentary transfer tax \$
computed on full value of property conveyed,

Name R.H.Newdoll Construction, Inc.
Street P.O.Box 364
Address
City & Grover Beach, CA 93433
State

or computed on full value less liens and
encumbrances remaining at time of sale.

Signature of Declarant or Agent

Determining tax. Firm Name

AGREEMENT AND
GRANT OF
EASEMENT DEED

APN 092-123-015

THIS AGREEMENT, entered into _____, 1999, by and between Robert Newdoll for R.H. Newdoll Construction, Inc. A Corporation (Grantors) and NIPOMO COMMUNITY SERVICES DISTRICT (Grantee), a political subdivision of the State of California, herein referred to as (District).

WHEREAS, Grantors own real property in fee simple as described in **Exhibit "A"** attached hereto and incorporated herein. Grantors desire to dedicate and convey a sanitary sewer and water line easement to Nipomo Community Services District over and under a portion of said property to serve Grantors' property.



RECORDING REQUESTED BY:

Nipomo Community Services District
148 S. Wilson/P.O. Box 326
Nipomo, CA 93444

AND WHEN RECORDED MAIL TO:

Name Nipomo Community Services District
Street 148 So. Wilson
Address
City & State Nipomo, CA 93444

SPACE ABOVE THIS LINE FOR RECORDER'S USE

MAIL TAX STATEMENTS TO

Name R.H.Newdoll Construction, Inc.
Street P.O.Box 364
Address
City & State Grover Beach, CA 93433

Documentary transfer tax \$
computed on full value of property conveyed,

or computed on full value less liens and encumbrances remaining at time of sale.

Signature of Declarant or Agent

Determining tax. Firm Name

**AGREEMENT AND
GRANT OF
EASEMENT DEED**

APN 092-123-015

THIS AGREEMENT, entered into _____, 1999, by and between Robert Newdoll for R.H. Newdoll Construction, Inc. A Corporation (Grantors) and NIPOMO COMMUNITY SERVICES DISTRICT (Grantee), a political subdivision of the State of California, herein referred to as (District).

WHEREAS, Grantors own real property in fee simple as described in **Exhibit "A"** attached hereto and incorporated herein. Grantors desire to dedicate and convey a sanitary sewer and water line easement to Nipomo Community Services District over and under a portion of said property to serve Grantors' property.

TO: BOARD OF DIRECTORS
FROM: DOUG JONES *D*
DATE: JANUARY 19, 2000

ACCEPTANCE OF A DEED RESTRICTION EASEMENT
TRACT 2108

ITEM

Accepting a Deed Restriction Easement for Tract 2108, whereas the development will not affect the Omiya Well site.

BACKGROUND

Mr. Richard Sharp, the developer of Tract 2108, is subdividing his property (40 acres) into seven parcels. One parcel will include the existing Omiya Well site. A Deed Restriction Easement has been executed by the developer to protect the well. The easement does not allow encroachment within 200 feet of the well-site, i.e. no septic tanks, leach fields, etc.

RECOMMENDATION

It is recommended that your Honorable Board approve the attached Resolution 00-721 accepting the Deed Restriction Easement and authorizing the manager to record said deed.

C:\W:Board 2000\Well Site Deed Restriction.DOC

RESOLUTION 00-721

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING A DEED RESTRICTION EASEMENT IN TRACT 2108
AND APPROVING DOCUMENT FOR RECORDING**

WHEREAS, Mr. Richard Sharp, the Developer of Tract No. 2108 has presented an easement d agreement affecting real property for recording a Deed Restriction Easement at the Omiya Well site, referenced as APN 091-240-003

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the Nipomo Community Services District, San Luis Obispo County, Nipomo, California, as follows:

1. The Deed Restriction Easement associated with Tract No 2108 identified as: APN 091-240-003 is accepted and approved for recording.
2. The General Manager is instructed to record the documents.

Upon motion of Director _____, seconded by Director _____ and on the following roll call vote, to wit:

AYES: _____ Directors
NOES: _____
ABSENT: _____
ABSTAIN: _____

the foregoing Resolution is hereby adopted this 19th day of January 2000.

Gene Kaye, President
Nipomo Community Services District

ATTEST:

APPROVED:

Donna K. Johnson
Secretary to the Board

JON S. SEITZ
District Legal Counsel

C:\W\RES\00-721

RECORDED AT THE REQUEST OF AND
WHEN RECORDED RETURN TO:
Nipomo Community Services District
P. O. Box 326
Nipomo, CA 93444

AGREEMENT AND DEED RESTRICTION
AFFECTING WELL AND WATERLINE EASEMENTS
AND THE FURTHER DEVELOPMENT OF THE SUBJECT PROPERTY

A. Warranty of Title

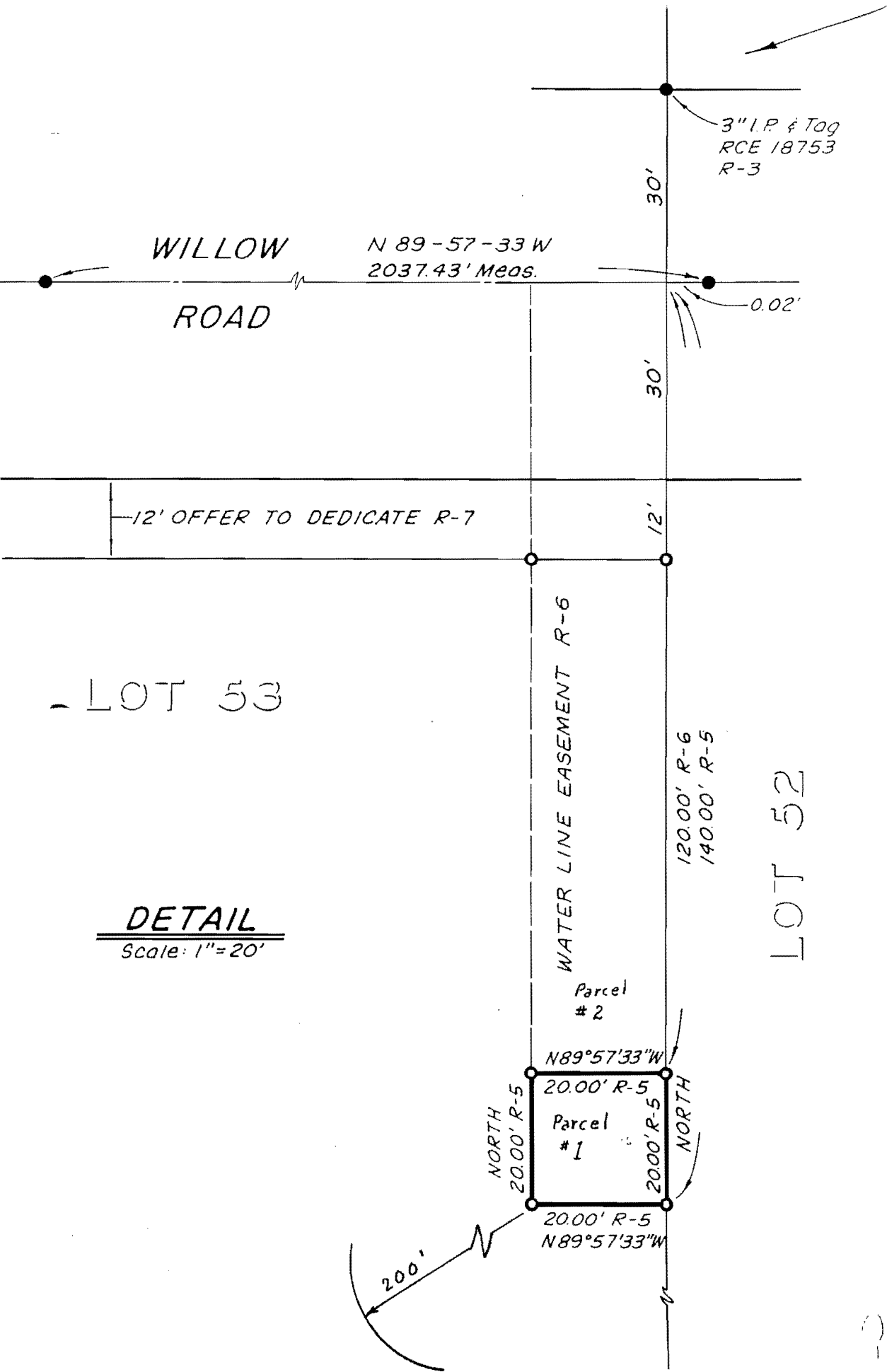
Grantors warrant and represent that they are the sole fee holders of the property described in Exhibit "A". Grantors further warrant and represent that they acknowledge a deed and partial reconveyance in favor of the Nipomo Community Services District (hereinafter referred to as "the District") which are attached hereto as Exhibit "B" and Exhibit "C". The subject fee and easement referred to as Exhibits "B" and "C" respectively are for the operation of water well and waterlines for the purpose of serving the District and for operating and maintaining said water facilities.

B. Agreement Affecting Future Subdivision
and Development of the Property

1. Grantors intend to develop and subdivide the Property into two or more parcels.

2. Grantors agree that upon the signing of this agreement and deed restriction affecting well and waterline easements (hereinafter referred to as "the Agreement") that this Agreement will be recorded with the San Luis Obispo County Recorder and is intended to place restrictions regarding the future development of the Property and subdivided parcels within.

3. To protect the quality of the municipal water, used for municipal purposes, from the well constructed by the District, the parties recognize and agree that a 200-foot wide portion of the Grantors' property bordering the existing easement area and immediately adjacent thereto shall be subject and restricted at all times to uses specifically compatible with municipal water production (existing waterline easements as well). More specifically, and without limitations, septic tanks, leach line fields, and any use deemed incompatible by the San Luis Obispo County Health Department or similar agency with similar jurisdiction over said area shall be prohibited in the said restricted use area.



DETAIL
Scale: 1"=20'

TO: BOARD OF DIRECTORS

FROM: DOUG JONES

DATE: JANUARY 19, 2000

INVESTMENT POLICY - QUARTERLY REPORT

The Board of Directors have adopted an Investment Policy for NCSD which states that the Finance Officer shall file a quarterly report that identifies the District's investments and their compliance with the District's Investment Policy. The quarterly report must be filed with the District's auditor and considered by the Board of Directors.

Below is the December 31, 1999 Quarterly Report for your review. The Finance Officer is pleased to report to the Board of Directors that the District is in compliance with the Investment Policy.

After Board consideration and public comment, it is recommended that your Honorable Board accept the quarterly report by motion and minute order.

NIPOMO COMMUNITY SERVICES DISTRICT
INVESTMENT POLICY - QUARTERLY REPORT 12/31/99

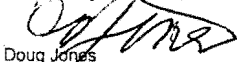
The District's investments are as follows:

TYPE OF INVESTMENT	INSTITUTION	DATE OF MATURITY	AMOUNT OF DEPOSIT 12/31/99	RATE OF INTEREST	ACCRUED INTEREST 12/31/99	AMOUNT OF DEPOSIT 12/31/98	RATE OF INTEREST	ACCRUED INTEREST 12/31/98
Money Market Checking	Mid-State Bank	n/a	\$45,500.61	1.01%	\$0.00	\$333,366.38	1.01%	\$0.00
Savings	Mid-State Bank	n/a	\$740.31	2.54%	\$0.00	\$383.54	2.54%	\$0.00
Pooled Money Investment	Local Agency Investment Fund	n/a	\$5,707,595.69	5.49.00%	\$79,773.64	\$5,340,699.85	5.46%	\$72,066.09

n/a = not applicable

As District Finance Officer and Treasurer, I am pleased to inform the Board of Directors that the District is in compliance with the 1999 Investment Policy and that the objectives of safety, liquidity, and yield have been met. The District has the ability to meet cash flow requirements for the next six months.

Respectfully submitted,


 Doug Jones
 General Manager and
 Finance Officer/Treasurer

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: JANUARY 19, 2000

AGENDA ITEM

JAN 19 2000



SECOND QUARTER FINANCIAL STATEMENTS

ITEM

District's Second Quarter Financial Report

BACKGROUND

Attached are the Consolidated Balance Sheet as of December 31, 1999 and the Consolidated Income Statement for the six months ended December 31, 1999. Also, attached is the summary of revenues and expenses and cash balances for each fund as of December 31, 1999 and December 31, 1998. The prior year is presented for comparison purposes. A detailed balance sheet and income statement for each fund is in the office for review.

The fiscal year is 50% complete with six months remaining. The Consolidated Income Statement summarizes the District's operations for the first six months of the fiscal year. The total operating revenues are 59% of the budgeted amount and total operating expenditures are 41% of the budgeted amount.

RECOMMENDATION

A motion would be in order to receive and file the Second Quarter Financial Statements

Board 2000\Financial statement.DOC

SUMMARY OF REVENUES AND EXPENSES BY FUND
SIX MONTHS ENDED DECEMBER 31, 1999

FUND	FUND #	YTD REVENUES	YTD EXPENSES	FUNDED REPLACEMENT	12/31/99	COMPARISON
					YTD NET INC/ (NET LOSS)	12/31/98 YTD NET INC/ (NET LOSS)
Administration	110	52,670	(52,670)	0	0	0
Town Water	120	668,279	(391,582)	(51,552)	225,145	119,528
Town Sewer	130	246,347	(110,601)	(46,878)	88,868	76,887
Blacklake Water	140	131,071	(75,164)	(4,998)	50,909	65,086
Blacklake Sewer	150	65,436	(45,558)	(3,252)	16,626	6,688
Blacklake Streetlighting	160	12,608	(7,391)	0	5,217	1,193
Drainage Maintenance	170	8,962	0	0	8,962	8,364
Sewer Maint Dist (Folkert Oaks)	180	9,441	(137,756)	0	(128,315)	11,030
Montecito Verde II	190	3,857	(232)	0	3,625	3,542
Property Taxes	210	111,434	0	0	111,434	95,762
Town Water Capacity Fees	220	17,360	0	0	17,360	18,943
Town Sewer Capacity Fees	230	58,646	0	0	58,646	56,404
Blacklake Water Capacity Fees	240	869	0	0	869	3,192
Funded Replacement-Town Water	800	11,651	0	51,552	63,203	60,489
Funded Replacement-Town Sewer	801	13,811	0	46,878	60,689	58,235
Funded Replacement-BL Water	802	1,273	0	4,998	6,271	6,008
Funded Replacement-BL Sewer	803	797	0	3,252	4,049	3,878
TOTAL		1,414,512	(820,954)	0	593,558	595,229

**CASH BALANCE OF EACH FUND
AS OF DECEMBER 31, 1998**

FUND	FUND #	CASH BALANCE 12/31/99	COMPARISON CASH BALANCE 12/31/98
Administration	110	(5,741)	219
Town Water	120	276,193	171,882
Town Sewer	130	585,104	449,058
Blacklake Water	140	638,165	566,970
Blacklake Sewer	150	17,830	1,477
Blacklake Streetlighting	160	55,301	51,981
Drainage Maintenance	170	134,449	118,959
Sewer Maint Dist (Folkert Oaks)	180	40,880	158,747
Montecito Verde II	190	50,132	44,010
Property Tax	210	277,841	98,206
Town Water Capacity Fees	220	317,829	681,533
Town Sewer Capacity Fees	230	2,210,302	2,152,604
Blacklake Water Capacity Fees	240	104	82,269
Funded Replacement-Town Water	800	473,982	351,560
Funded Replacement-Town Sewer	801	554,888	437,423
Funded Replacement-BL Water	802	51,467	39,325
Funded Replacement-BL Sewer	803	32,274	24,433
SUBTOTAL		5,711,000	5,430,656
CUSTODIAL FUNDS-A/D #93-1			
A/D-Redemption Fund	820	79,006	55,943
A/D-Reserve Fund	820	117,331	111,595
SUBTOTAL		196,337	167,538
GRAND TOTAL		5,907,337	5,598,194

Period Ending: 12/31/99
FISCAL YR 00

BALANCE SHEET
NIPOMO COMMUNITY SERVICES DIST

09:20:40 Page 1
Report Date: 01/14/00
(Consolidated) 100 - 803

	Current Balance	Year's Beg. Bal.	Change	Cur Month Last Year	Change	% of Change
ASSETS						
CURRENT ASSETS						
Cash on Hand	350	350	0	350	0	0
1040 Cash-Checking	2,741	2,712	29	134,768	-132,027	-98
1045 Cash-Savings	740	592	148	384	357	93
1050 Cash-SRF Checking	57	57	0	57	0	0
1051 Cash-SRF Savings	142,092	118,222	23,870	117,043	25,048	21
1080 Cash in L.A.I.F.	5,707,596	5,835,272	-127,676	5,340,700	366,896	6
1081 Cash-Fiscal Agent	6,840	13,726	-6,886	4,892	1,948	39
1082 Cash-Held by SLO Cty	46,900	49,600	-2,700	0	46,900	0
Due To/From Cash Pool	-196,337	-181,502	-14,835	-167,538	-28,799	17
1210 Accounts Receivable-Water/Sewer	63,348	45,764	17,583	74,319	-10,972	-15
1220 Unbilled Water Sales Receivable	185,000	185,000	0	136,000	49,000	36
1221 Unbilled Sewer Sales Receivable	59,000	59,000	0	52,000	7,000	13
1260 Prepaid Insurance	7,954	0	7,954	11,055	-3,101	-29
1340 Due from SWRCB	-62,725	74,464	-137,189	304,748	-367,473	%-121
TOTAL CURRENT ASSETS	5,963,554	6,203,257	-239,703	6,008,778	-45,224	-1
FIXED ASSETS						
Property, Plant and Equipment	24,727,198	23,632,808	1,094,390	21,589,863	3,137,336	14
1590 Accumulated Depreciation	5,752,537	5,752,537	0	5,139,158	613,379	-11
NET FIXED ASSETS	18,974,662	17,880,271	1,094,390	16,450,705	2,523,957	15
OTHER ASSETS						
1800 Accrued Interest Receivable	77,536	68,825	8,711	70,190	7,347	10
1833 Deposit-W/C Insurance	2,848	2,848	0	2,848	0	0
1835 Notes Receivable-M.V. I	69,335	76,338	-7,004	81,403	-12,068	-15
1840 Loan Fees(Matching)-SRF Loan	116,230	116,230	0	116,230	0	0
TOTAL OTHER ASSETS	265,949	264,242	1,707	270,670	-4,722	-2
TOTAL ASSETS	25,204,164	24,347,770	856,395	22,730,153	2,474,012	10
LIABILITIES AND FUND EQUITY						
CURRENT LIABILITIES						
2100 Accounts Payable	0	250,616	-250,616	224,637	-224,637	%-100
2101 Compensated Absences Payable	36,422	36,422	0	36,731	-309	-1
2115 Construction Meter Deposits	5,000	4,500	500	3,500	1,500	42
2116 PCI Deposit	3,892	3,892	0	6,664	-2,772	-42

Period Ending: 12/31/99
FISCAL YR 00

BALANCE SHEET
NIPOMO COMMUNITY SERVICES DIST

09:20:40 Page 2
Report Date: 01/14/00
(Consolidated) 100 - 803

	Current Balance	Year's Beg. Bal.	Change	Cur Month Last Year	Change	% of Change
2117 Deposit-Pomeroy Rd Lowering	24,170	24,170	0	24,170	0	0
2118 Maintenance Guarantee Deposit	7,000	7,000	0	7,000	0	0
2121 Retention Payable	23,530	0	23,530	31,946	-8,415	-27
2160 Deferred Revenues	6,300	6,300	0	6,300	0	0
2170 Bonds Payable-Current Portion	6,000	6,000	0	6,000	0	0
2175 SRF Loan Payable-Current Portion	34,868	34,868	0	0	34,868	0
TOTAL CURRENT LIABILITIES	112,314	338,900	-226,586	346,948	-234,633	-68
LONG TERM LIABILITIES, LESS CURRENT PORT						
2220 Water Revenue Bonds Payable-1978	183,000	183,000	0	189,000	-6,000	-4
2230 Note Payable-Walsh/Shiffrar	0	0	0	50,000	-50,000	-100
2240 Note Payable-SRF Loan	662,499	662,499	0	697,367	-34,868	-5
TOTAL LONG TERM LIABILITIES	845,499	845,499	0	936,367	-90,868	-10
TOTAL LIABILITIES	992,681	1,219,267	-226,586	1,283,315	-290,633	-23
FUND EQUITY						
3100 Contributed Capital-Assets	6,196,946	6,196,946	0	5,153,747	1,043,199	20
3101 Contrib Cap-Capacity Fees(CY)	489,445	0	489,445	266,670	222,775	83
3102 Contrib Cap-Capacity Fees(PY)	8,153,252	8,153,252	0	7,172,261	980,991	13
3103 Contributed Capital-Right of Way	31,600	31,600	0	31,600	0	0
3104 Contributed Capital-Assess Dist	1,597,524	1,597,524	0	1,631,597	-34,073	-3
3110 Capital Grants-Federal and State	3,264,759	3,264,759	0	3,351,183	-86,424	-3
3120 R/E-Reserved	812,924	812,924	0	570,249	242,675	42
3121 R/E-Reserved (Debt Service)	15,600	15,600	0	15,600	0	0
3122 R/E-Reserved (Emergencies)	50,000	50,000	0	50,000	0	0
3123 R/E-Reserved (Sewer Grant)	180,000	180,000	0	165,000	15,000	9
3130 R/E-Unreserved	2,825,897	2,825,897	0	2,443,702	382,195	15
NET INCOME/LOSS	593,535	0	593,535	595,229	-1,694	-1
TOTAL FUND EQUITY	24,211,483	23,128,503	1,082,980	21,446,838	2,764,645	12
TOTAL LIABILITIES AND FUND EQUITY	25,204,164	24,347,770	856,395	22,730,153	2,474,012	10

UNAUDITED REPORT

Period Ending: 12/31/99
FISCAL YR 00

INCOME STATEMENT
NIPOMO COMMUNITY SERVICES DIST

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Report Date: 01/14/00
(Consolidated) 100 - 803

	Total Budget	Cur Month Last Year	Current Month	YTD Total	% of Budget	Last Year YTD
REVENUES						
Water Sales	1,126,000	63,620	80,378	697,849	61	594,259
Sewer Revenues	581,000	54,761	57,068	300,857	51	273,794
Fees and Penalties	29,000	2,381	3,469	15,883	54	13,182
4220 Meter Fees	13,000	1,870	6,400	18,030	139	19,569
4240 Water Connection Fees	760	760	0	0	0	1,520
4250 Plan, Check and Inspection Fees	3,000	0	600	6,195	207	3,885
4265 Sewer Lift Station	4,000	0	0	0	0	500
Miscellaneous Income	2,000	138	1,034	2,050	102	5,829
4292 Administrative Fee	0	955	0	2,098	0	955
4295 Streetlighting Income	18,258	6,908	8,520	11,274	62	8,798
4310 Annexation Fees	0	500	0	2,000	0	1,000
4700 Settlement Income	0	12,000	0	40,000	0	102,000
4800 Oper Trans In-Admin	110,960	9,711	6,323	47,418	43	52,901
4810 Oper Trans In-Funded Replace	213,360	17,780	17,780	106,680	50	106,680
TOTAL REVENUES	2,101,338	171,384	181,572	1,250,334	59	1,184,873

EXPENSES						
5010 Accounting	3,260	0	0	3,213	99	3,150
5030 Bank Charges	485	25	51	201	41	182
5035 BL Advisory Committee	500	0	0	0	0	0
5060 Chemicals	7,600	492	714	6,486	85	3,073
5070 Computer Expense	10,000	399	36	1,554	16	2,461
5080 Consulting	41,000	0	0	14,000	34	0
5090 Director Fees	15,000	400	585	5,735	38	5,170
5100 Dues and Subscriptions	4,700	0	0	2,206	47	2,412
5110 Education and Training	10,000	-40	0	1,594	16	2,062
5112 Engineering	3,000	0	0	6,459	215	631
5120 Equipment Rental	500	0	0	0	0	0
5123 Fire Alarm	600	50	25	150	25	220
5125 Fuel	5,500	0	67	3,517	64	2,139
5130 Insurance-Liability	18,000	2,335	1,326	7,953	44	12,547
5140 Insurance-Medical/Dental	46,700	3,496	3,557	21,242	45	22,791
5150 Insurance-Workman's Compensation	9,000	2,756	0	2,213	25	5,162
5160 Lab Tests and Supplies	22,000	1,696	1,105	7,990	36	8,273
5165 Landscape and Janitorial	5,800	603	487	1,895	33	3,904
5170 Legal	30,000	714	0	15,987	53	9,394
5171 Legal-Litigation	100,000	13,759	0	1,122	1	81,019
5172 Legal-Water Counsel	200,000	480	6,770	107,431	54	480
5190 Meters-New	9,000	0	6,294	9,506	106	5,295

Ending: 12/31/99
 YR 00

INCOME STATEMENT
 NIPOMO COMMUNITY SERVICES DIST


08:14:16 Page 2
 Report Date: 01/14/00
 (Consolidated) 100 - 803

	Total Budget	Cur Month Last Year	Current Month	YTD Total	% of Budget	Last Year YTD
5195 Meters-Replacement Program	17,000	0	9,259	9,259	54	4,675
5200 Miscellaneous	2,500	14	0	310	12	397
10 Newsletter	500	0	0	0	0	0
5220 Office Supplies	5,500	259	144	1,414	26	1,579
5230 Outside Services	25,500	3,136	687	3,062	12	8,069
5235 Outside Service-PB Repairs	0	0	0	0	0	60,561
5240 Operating Supplies	22,000	918	1,316	10,199	46	7,564
5250 Paging Expense	1,400	98	104	699	50	588
5280 Permits and Operating Fees	9,800	3,240	0	5,904	60	4,539
5290 Postage	7,000	500	518	1,902	27	3,222
5300 Printing	2,600	0	0	243	9	1,061
5310 Public and Legal Notices	1,600	0	0	0	0	326
5320 Rent	2,800	206	0	1,235	44	1,235
5330 Repairs & Maintenance-Vehicles	5,550	662	0	3,115	56	2,203
5340 Repairs & Maintenance-Building	1,500	0	0	505	34	0
5345 Repairs & Maintenance-Office	1,500	45	42	252	17	835
5350 Repairs & Maintenance-Water	33,500	5,540	2,631	7,730	23	11,833
5360 Repairs & Maintenance-Sewer	31,500	4,203	10,930	26,099	83	10,090
5370 Retirement Benefits	24,500	1,800	1,809	10,981	45	11,121
5380 Small Tools and Supplies	0	0	0	2,242	0	0
5400 Taxes-Payroll	12,000	760	763	4,512	38	4,585
5405 Property Taxes	1,300	72	0	536	41	72
5410 Telephone	5,000	298	311	1,795	36	1,782
5420 Travel and Mileage	17,000	408	300	4,409	26	4,626
5430 Underground Notification	1,200	139	0	422	35	481
5440 Uniforms	2,500	371	194	1,000	40	1,145
5450 Utilities-Electricity	315,500	15,971	0	119,669	38	155,003
5 Utilities-Electricity(StLight)	18,850	1,361	0	7,116	38	8,128
0 Utilities-Gas	31,515	140	1,844	12,293	39	352
5465 Utilities-Trash Collection	485	55	55	329	68	329
5470 Wages-Office and Management	182,500	14,575	14,543	89,050	49	87,448
5480 Wages-O.T.-Office and Management	1,200	50	101	532	44	447
5500 Wages-Maintenance	142,000	12,335	11,303	67,818	48	73,189
5510 Wages-O.T.-Maintenance	35,500	2,156	3,375	16,289	46	14,697
TOTAL EXPENSES	1,505,445	96,474	81,245	631,374	41	652,550
EXCESS REV. OVER EXP.	595,893	74,910	100,327	618,959	103	532,323
OTHER INCOME AND EXPENSES						
OTHER INCOME						
Interest Income	281,240	71,196	78,350	153,505	54	142,574

INCOME STATEMENT
 NIPOMO COMMUNITY SERVICES DIST

	Total Budget	Cur Month Last Year	Current Month	YTD Total	% of Budget	Last Year YTD
617 Revenues	183,000	82,348	83,920	117,354	64	106,056
TOTAL OTHER INCOME	464,240	153,544	162,269	270,859	58	248,630
OTHER EXPENSES						
6500 Interest Expense	9,750	4,875	4,725	4,725	-48	4,875
6600 Other Expense	0	13,500	0	0	0	22,027
6601 Transfer-Sewer Cap(SMD)	0	0	0	-137,460	0	0
6800 Contingency-Budgeted	3,500	0	0	0	0	0
6901 Oper Trans Out-Admin	110,960	9,711	6,323	47,418	-43	52,901
6950 Oper Trans Out-Funded Replace	213,360	17,780	17,780	106,680	-50	106,680
8000 Debt Service-Principal Portion	6,000	0	0	0	0	0
8200 Budgeted Capital Outlay	3,975	0	0	0	0	0
TOTAL OTHER EXPENSES	-347,545	-45,866	-28,828	-296,283	85	-186,483
TOTAL OTHER INCOME AND EXPENSES	116,695	107,678	133,441	-25,424	-22	62,146
<u>EXCESS REV.& OTHER OVER EXP.</u>	712,588	182,589	233,768	593,535	83	594,469

UNAUDITED REPORT

TO: BOARD OF DIRECTORS
FROM: DOUG JONES 
DATE: JANUARY 19, 2000

AGENDA ITEM

JAN 19 2000



TRACT 2297 (EDWARDS)
INTENT TO SERVE LETTER RENEWAL

ITEM

Request for renewing of an Intent-to-Serve letter for Tract 2297.

BACKGROUND

On August 20, 1998, the District issued an Intent-to-Serve letter for Tract 2297, a 7-lot development of Willow Rd. and Pomeroy Rd. The letter had a one-year expiration and has expired. The applicant is requesting a renewal of the Intent-to-Serve letter.

RECOMMENDATION

Staff recommends that an Intent-to-Serve letter be re-issued for Tract 2297 with the following conditions.

1. Enter into a Plan Check and Inspection Agreement and pay the appropriate fees.
2. Submit improvement plans in accordance with the District Standards and Specifications for review and approval.
3. Pay all appropriate District water and other fees associated with this development.
4. Construct the improvements required and submit the following:
 - a. Reproducible "As Builts" - A paper copy and digital format disk (Auto Cad) which includes engineer, developer, tract no. and water/sewer improvements
 - b. Offer of Dedication
 - c. Engineer's Certification
 - d. A summary of all water and sewer improvement costs
5. This Intent-to-Serve Letter will expire two years from date of issuance.

December 10, 1999

Doug Jones
C/o Nipomo Community Services District
P. O. Box 326
Nipomo, CA 93444

RE: Renewal of intent to serve letter for Tract 2297

Dear Mr. Jones,

We respectfully request that the intent to serve letter be renewed for Tract 2297 (Edwards). For your information, I have enclosed a copy of the original "intent to serve" letter. I spoke with Donna at your office and she informed us that the \$50.00 charge for the renewal letter must be paid prior to the client receiving the new "intent to serve" letter. If you have any questions or concerns, please call me at 541-2394.

Sincerely,



Pamela Jardini
Westland Engineering
Cc/ Mauvi Edwards

RECEIVED

DEC 13 1999

NIPOMO COMMUNITY SERVICES DISTRICT

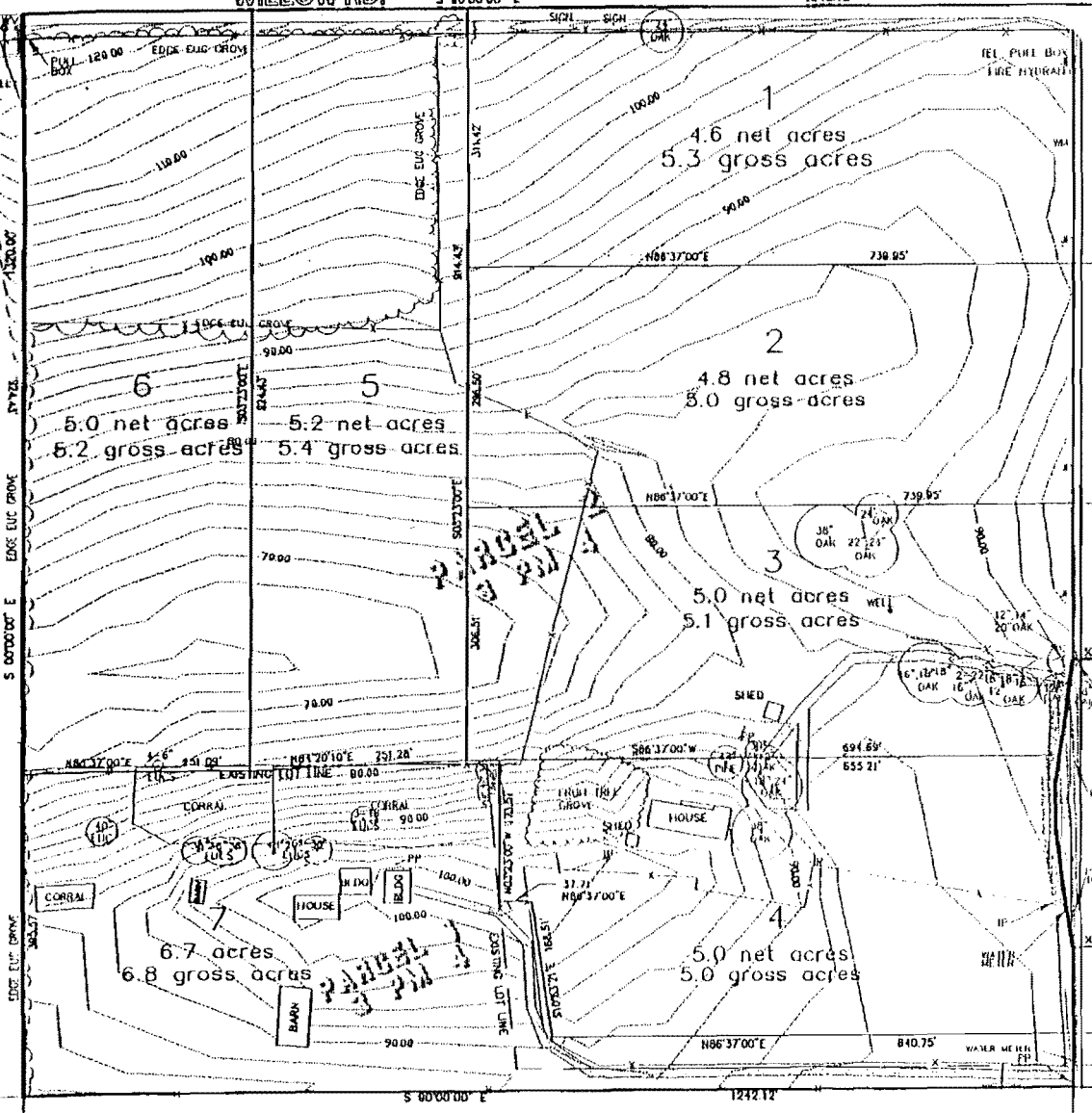
987 OR 879

LOT 51
82 RB 79

WILLOW RD.

1242.12

30' 30'



ASSESSORS PARCEL NUMBERS
 APN 091-210-010
 APN 091-210-011

OWNER'S STATEMENT

I HEREBY APPLY FOR APPROVAL OF THE DIVISION OF REAL PROPERTY SHOWN ON THIS PLAT AND STATE THAT I AM THE LEGAL OWNER OF SAID PROPERTY OR THE AUTHORIZED AGENT OF THE LEGAL OWNER AND THAT THE INFORMATION SHOWN HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

WESTLAND ENGINEERING COMPANY
 75 ZACA LANE, SUITE 100
 SAN LUIS OBISPO, CA 93101
 (805) 541-2384

RECORD OWNER: MAM EDWARDS
 772 SAHOYDALE DR., NIPOMO CA 93444

ENGINEER'S STATEMENT

I HEREBY STATE THAT THIS MAP WAS PREPARED BY ME OR UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLIED WITH THE LOT DIVISION ORDINANCE OF THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA.

TERENCE K. ORTON, P.E. 21807, EXPIRES 0-30-2001
 WESTLAND ENGINEERING COMPANY
 75 ZACA LANE, SUITE 100, SAN LUIS OBISPO, CA 93101

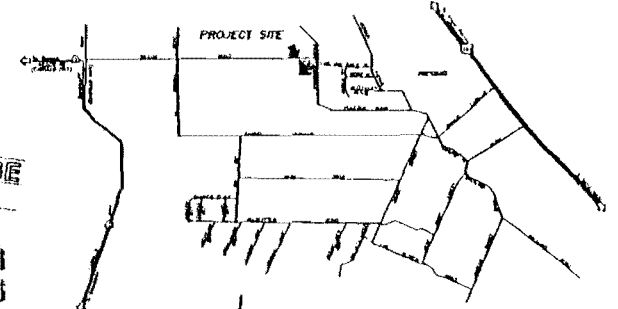
- NOTE:**
1. THE BOUNDARY FOR THIS PROPERTY WAS TAKEN FROM RECORD INFORMATION PER 3 PM 4.
 2. ACREAGES CALCULATED FROM RECORD INFORMATION.
 3. THERE EXISTS CERTAIN UNPLOTTABLE EASEMENTS OVER SUBJECT PROPERTY PER BOOK 1529 AT PAGE 48.

LOT 57
8 RB 88

POMEROY RD.

LIVE OAK RIDGE RD.

LOT 58
8 RB 88



VICINITY MAP
NO SCALE

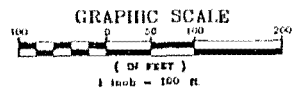
VESTING TENTATIVE MAP TRACT 2297

PARCEL 1 AND PARCEL 2 OF BOOK 3 OF PARCEL MAPS AT PAGE 4 ALSO BEING LOT 52 OF DIVISION "A" OF POMEROY'S RESUBDIVISION OF A PART OF THE LUS BERRIOS TRACT, AS RECORDED IN BOOK "A" OF MAPS AT PAGE 109 IN THE COUNTY OF SAN LUIS OBISPO STATE OF CALIFORNIA

REQUESTED BY:
MAM EDWARDS

PREPARED BY:
WESTLAND ENGINEERING
75 ZACA LANE, SUITE 100
SAN LUIS OBISPO, CA 93101
(805) 541-2384

PL 1 1908 SHEET 1 OF 1
243 110 57018



Mawi Edwards

97.08

NIPOMO COMMUNITY SERVICES DISTRICT

**P O BOX 326 NIPOMO, CA 93444
(805) 929-1133 FAX (805) 929-1932**

August 20, 1998

Laurie A. Wildey
Westland Engineering Company
75 Zaca Lane, Suite 100
San Luis Obispo, CA 93401

SUBJECT: TRACT 2297 (EDWARDS)
INTENT TO SERVE
7 LOTS (3 EXISTING, 4 ADDITIONAL)

At their Regular Meeting on August 19, 1998 the Board of Directors of the Nipomo Community Services District considered your request for water and sewer service for Tract 2297. There are 3 existing services. The Intent-to-Serve for 7 (4 additional) lots was granted subject to the following conditions:

1. Enter into the District's Plan, Check and Inspection Agreement and pay the appropriate fees.
2. Submit improvement plans to the District for approval and be prepared in accordance with the District's Standards and Specifications.
3. Pay all appropriate District water and other fees that may be associated with this development.
4. Place a 3/4 inch conduit between the meter and the phone jack on the house for future automatic meter reading.
5. The Will-Serve letter to be issued after additional well production is on line.
6. Submit the following:
 - 1) Reproducible as-builts
 - 2) Offer of Dedication
 - 3) Engineer's Certification
 - 4) Summary of costs of water & sewer improvements

A ONE YEAR EXPIRATION DATE IS IN EFFECT

RECEIVED AUG 21 1998

Laurie A. Wildey
Westland Engineering Company
Tract 2297 (EDWARDS)
August 20, 1998
Page Two

The County Planning & Building Department is directed to withhold the building permit until the District's fees have been paid.

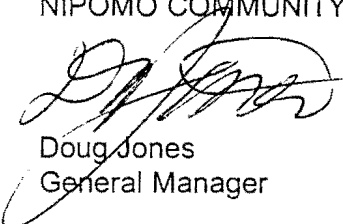
At the time a request for final approval is made to this District, the Board of Directors may agree to provide earlier service as provided at Section 2 of Ordinance No. 86-49.

This "Intent-to-Serve" letter shall be subject to the current and future rules, regulations, fees, resolutions and ordinances of the Nipomo Community Services District. This "Intent-to-Serve" letter may be revoked as a result of conditions imposed upon the District by a Court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors for the protection of the health, safety, and welfare of the District. The District reserves the right to revoke this "Intent-to-Serve" letter at any time.

A ONE YEAR EXPIRATION DATE IS IN EFFECT

Sincerely,

NIPOMO COMMUNITY SERVICES DISTRICT



Doug Jones
General Manager

DJ:d

C:\W\tracts\tr2297intent.DOC



TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: JANUARY 19, 2000

MANAGER'S REPORT

1. Regional Water Quality Control Board Correspondence
Attached is a copy of the RWQCB letter concerning the District providing sewer services for the area.
2. Wall Street Journal article
Since the District's Board of Directors has requested the County Board of Supervisors look at the possibility of establishing area planning commissions, the attached article may be of interest to the Board.
3. New water line
The District well production is on the westerly side of the District and flows to a single intersection at Pomeroy, Sundale and Osage as shown on the attached map in the circled area. To improve the flow in the distribution system it is proposed to construct a new water line on the south edge of the Nipomo Park and tie it into the water line presently servicing the Dana School. This would improve the flow distribution from the westerly side to the easterly side of the District as shown on the attached map.

Preliminary contact has been made with the County about acquiring an easement across the south edge of the park. Easement descriptions will be needed along with a design to construct the water line. This item will be brought back to your Honorable Board for approval of construction and funding.



California Regional Water Quality Control Board Central Coast Region



William H. Hickox
Secretary for
Environmental
Protection

Internet Address: <http://www.swrcb.ca.gov/~rwqcb3>
81 Higuera Street, Suite 200, San Luis Obispo, California 93401-5427
Phone (805) 549-3147 • FAX (805) 543-0397

Gray Davis
Governor

December 17, 1999

Board of Directors
Nipomo Community Services District
P. O. Box 326
Nipomo, CA 93444

Dear Directors:

RE: SEWER SERVICE IN THE NIPOMO AREA

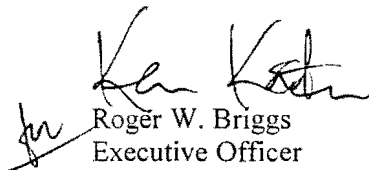
We are writing to express our concern over your current sewer service policy. We understand that your current policy is to provide sewer service only to Nipomo Community Services District water customers because billing and collection abilities are more difficult with non-customers.

The Regional Board's regulatory charge is the protection of water quality, in behalf of your Agency, all the residents of Nipomo, and other water purveyors in the area. The continued reliance on septic disposal systems in the rapidly growing Nipomo area threatens the quality of ground water in the area. Regional Board standards require new development to connect to community sewer systems whenever possible and allow septic system disposal only as a last resort.

We are concerned by the apparent conflict between the Regional Board's requirements and The District's administrative policies. We are sensitive to The District's need to ensure revenue collection, but protection of ground water resources in the area remains our paramount concern. We encourage you to seek resolution to this billing problem and offer our support in any way needed.

If you have questions, or wish to request our support, please call Michael LeBrun at (805) 542-4645.

Sincerely,


for Roger W. Briggs
Executive Officer

MSL:NCSDcom3.ltr

cc:
California Cities Water
P.O. Box 9016
San Dimas, CA 91773

Task: 121-01
File: Nipomo Community Services District, Southland Treatment Plant

RECEIVED
DEC 21 1999
SOUTHLAND TREATMENT PLANT

California Environmental Protection Agency



L.A. Updates Its Approach To Land Use

By SHIRLEY LEUNG

Staff Reporter of THE WALL STREET JOURNAL

LOS ANGELES—The revised city charter voters approved here last June left unresolved a key issue: Who will control planning decisions?

The new charter, which takes effect July 1, 2000, mandates the creation of at least five "area planning commissions" to provide some local control over neighborhood development. But the 142-page document left unresolved the precise number—and powers—of those bodies. So it has fallen to the Planning Department to design the new system.

Now, nearly a year after two charter revision commissions concluded their widely publicized deliberations on the division of powers at City Hall, quiet discussions within the corridors of the Planning Department will lead to changes in how the city oversees development across its 467 square miles. Next month, the Planning Commission is expected to adopt recommendations that, barring revision by the City Council—which has the final say—will fundamentally restructure the way things get built in this city.

The outcome is critical to the city's prospects; failure to craft a system seen as both efficient and responsive will doubtless fuel drives among districts from the San Fernando Valley to San Pedro to secede from Los Angeles.

'An Experiment'

Planning Department staff, with the backing of business leaders, is recommending the creation of six area planning commissions. But some neighborhood groups want more—as many as 35.

Under the revised charter, the new area commissions would each include five members appointed by the mayor and confirmed by the City Council. They are to hear appeals from decisions of the city zoning administrator on such matters as local liquor licenses and restaurant permits. Meanwhile, the current Board of Zoning Appeals will be abolished. And the citywide Planning Commission will grow to nine members from five. It will review projects of wider than neighborhood impact—such as sports arenas or convention centers.

Unclear, though, is the exact distinc-

Please Turn to Page CA4, Column 1

Planning Group Plans New System For Los Angeles

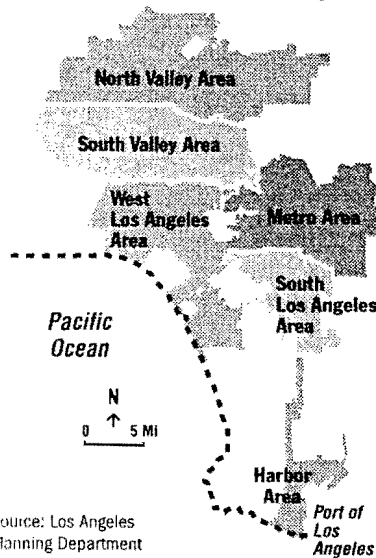
Continued From Page CA1

tion between a neighborhood project and one with citywide impact. For example, at what point does a proposed landfill or hotel merit review from a body with a citywide, rather than local, constituency? Planning Commission President Peter Weil says what's being contemplated is having the planning director make a decision on projects that have both a local and citywide impact—which could be appealed to the citywide commission.

Officials acknowledge some trepidation at the two-headed nature of this planning

Charter Territory

The new Los Angeles charter calls for at least five area planning commissions, and the city Planning Department is recommending six



Source: Los Angeles Planning Department

process. "This system, for better or for worse, is unprecedented," says Planning Director Con Howe. "We don't know of any example just like it. It is an experiment."

Adds Ed Stewart, senior policy analyst at the office of Mayor Richard J. Riordan, an ardent supporter of charter reform: "We're trying to strike a balance between the role of the citywide planning commission and the area planning commission in regards to local issues."

The hope is that the new planning process—along with other changes in the charter—will lead to a municipal government that accomplishes two sometimes contradictory ends: greater efficiency and more responsiveness to local concerns. To that end, the document voters approved—replacing a 74-year-old charter that had grown to more than 700 pages after 400 amendments—increases mayoral authority, limits some City Council powers and creates a Department of Neighborhood

Empowerment that will manage a network of local advisory boards (which are separate from the area planning commissions).

For the past several months, the Planning Department has reviewed its ordinances to make sure they will comply with the new charter—such as streamlining the appeal process for those unhappy with planning decisions. The planning department is proposing that area planning commissions wield final authority on certain local cases, which only the 15-member City Council could overturn. Currently, anyone can appeal a decision by a planning commission, thereby sending it automatically to the City Council.

Other key changes include simplifying planning procedures to eight steps from 59, and allowing a developer on a single project to consolidate zoning changes and go before one commission rather than face multiple hearings in front of different boards.

A City Divided

In setting up its area commission proposal, department staff divided the city into six parts: North (San Fernando) Valley, South (San Fernando) Valley, West Los Angeles, South Los Angeles, Metro (including downtown and Hollywood) and Harbor.

Some neighborhood groups, however, would like to see even more division. For example, the Silver Lake Residents Association has asked the Planning Department that it be separated from the Metro Area because the largely residential district east of Hollywood has little in common with the skyscrapers of downtown.

"Obviously, we have different issues," says Maryann Kuk, a board member of the Silver Lake Residents Association. But "we're happier with the six divisions than with the one. The commission will be made of people who actually live in the district."

Business groups, from the Central City Association to the Los Angeles Area Chamber of Commerce, however, support the idea of six. "It is very sensible," says Mitch Menzer, real-estate attorney at O'Melveny & Myers LLP and chairman of the subcommittee on charter reform implementation for the Central City Association, representing 250 downtown businesses.

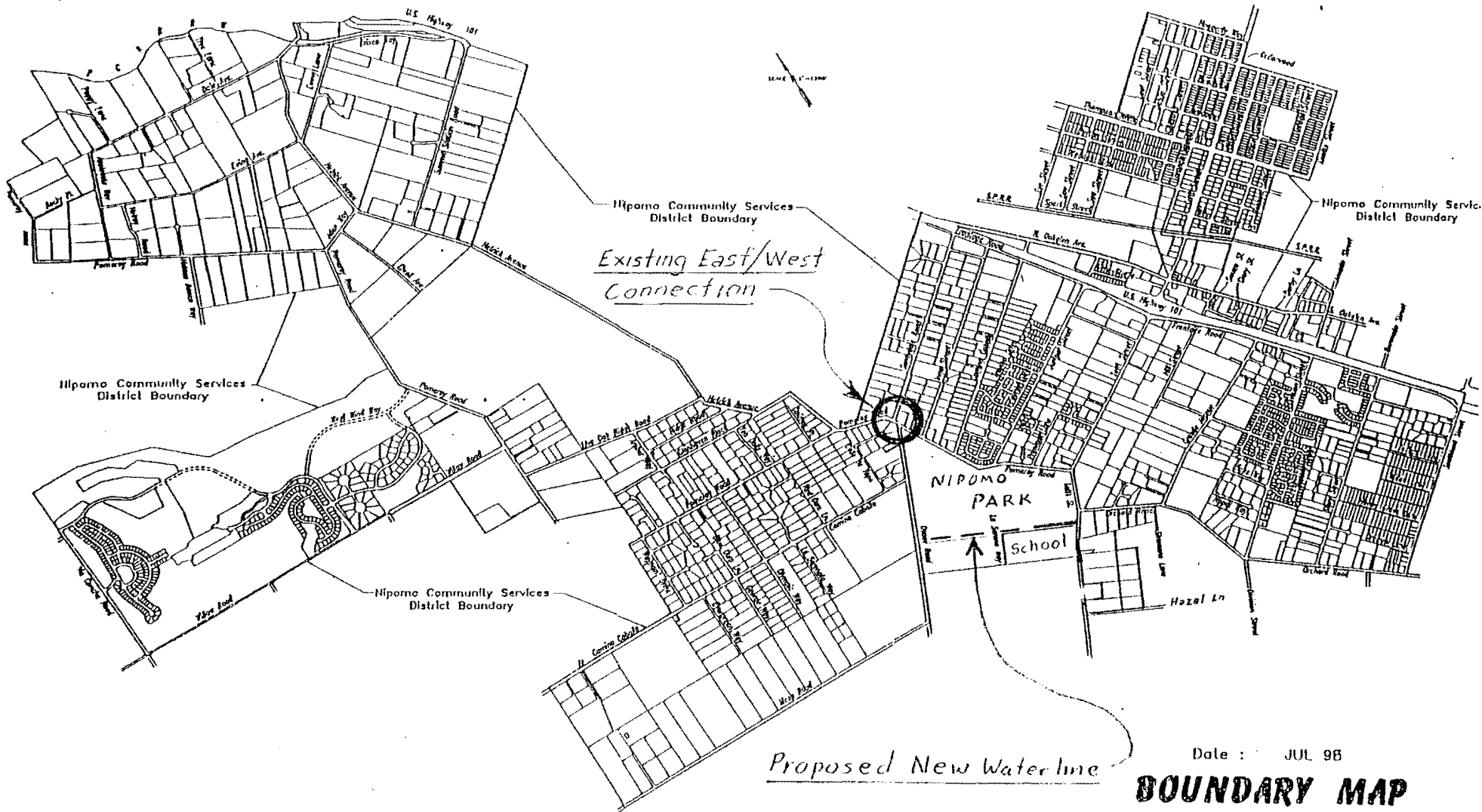
Mr. Weil, the Planning Commission president, and himself a real-estate lawyer at the Century City firm Christensen Miller, says he hasn't decided whether he will support six but says he would like to keep the number small.

The 'Magic Number'

What complicates the matter is the new system of neighborhood advisory boards—and their relationship with the area planning commissions. That may be a large reason why some communities are calling for more commissions, says Mr. Weil. "People are unsure," he says. "People want to have grassroots input."

Says Councilwoman Laura Chick, who heads the council's ad hoc committee on charter implementation: "I haven't decided on a magic number."

As for giving the area planning commissions final appeal authority, Ms. Chick, who represents the western part of the San Fernando Valley, says she's all for it: "There are certain issues that should be able to be resolved at that level."



Date : JUL 98

**BOUNDARY MAP
NCS D**

OTAC ENGINEERS & ARCHITECTS, INC.



Governmental Affairs Day!

Let your voice be heard in the Capitol

April 10, 2000

Sacramento Convention Center

Mark your calendars!

Make appointments to meet your legislators!

Hosted by the California Special Districts Association.

Registration materials will be mailed in February.

\$100 for Sponsoring Members; \$125 for Non-Sponsoring Members with early registration.

The following established committees need to be filled for 2000.

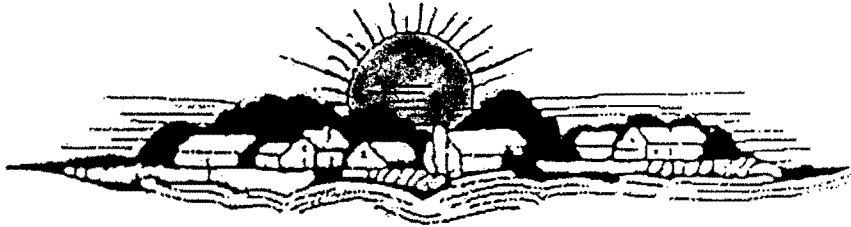
<u>Committees for 2000</u>	<u>Member</u>	<u>Alternate</u>
Nipomo Community Advisory Committee		
Water Resources Advisory Committee		
Chamber of Commerce		
Finance Committee		
Water Committee (Ad hoc)		
High School Committee		

The present (1999) committee members are as follows:

<u>Committees for 1999</u>	<u>Member</u>	<u>Alternate</u>
Nipomo Community Advisory Committee	Al Simon	Bob Blair
Water Resources Advisory Committee	Doug Jones	Bob Blair
Chamber of Commerce	Gene Kaye	Dick Mobraaten
Finance Committee	Gene Kaye	Al Simon
Water Committee (Ad hoc)	Al Simon	Bob Blair
High School Committee	Alex Mendoza	Dick Mobraaten

Bd2000/committees

NIPOMO COMMUNITY ADVISORY COUNCIL



Serving the Nipomo community including those rural areas of Los Berros, Callendar-Garrett, Rural Arroyo Grande and Palo Mesa
POST OFFICE BOX 1165 • NIPOMO, CALIFORNIA 93444-1165 • 805.931-0942

To: Community Groups December 28, 1999
From: The Nipomo Community Advisory Council
Subject: Annual Membership

January is upon us and the Nipomo Community Advisory Council is re-organizing for the year 2000.

The Nipomo Community Advisory Council would like to invite you to appoint a representative and an alternate to serve on the council which meets bi-monthly to review issues of interest in the community. The Nipomo Community Advisory Council functions as an advisory council to the Fourth District Supervisor, K. H. "Katcho" Achadjian. The council also serves as a forum for presenting and receiving information about projects, issues and events in the Nipomo area.

Your representative is the messenger for your organization. Items discussed at the meeting are to be brought to your organization for information input and discussion. The representative will then come back with your organization's input. Your alternative is responsible for attending those meetings that your representative is unable to attend. All meetings are open to the public and everyone is encouraged to attend. Our annual meeting will be held Wednesday, January 26 at 6pm at the Nipomo Community Services District.

Please submit your names with addresses and phone numbers by Thursday, January 20th. Names can be submitted by calling or faxing 931-0942. If you need additional information, please call the number listed above.

Thank you for helping us in serving the community. We are looking forward to working with your organization.

Sincerely,

Donna Mills

Chair