

NIPOMO COMMUNITY SERVICES DISTRICT

AGENDA

April 19, 2000

REGULAR SESSION 11:00 A.M.
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

BOARD MEMBERS

AL SIMON, ACTING 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.

A. CALL TO ORDER AND FLAG SALUTE

B. ROLL CALL

C. PUBLIC COMMENTS PERIOD
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.

D. ADMINISTRATIVE ITEMS (The following may be discussed and action may be taken by the Board.)

D-1) UTILITY BILLING AND FUND ACCOUNTING SYSTEM

Purchase of utility billing and fund accounting software system

D-2) MONTECITO VERDE II ENGINEERING DESIGN PROPOSALS

Review engineering proposals to connect MVII sewer system to area-wide system

D-3) REQUEST FOR SERVICE - TRACT 1747 (HERMRECK)

Request for water and sewer for a 151-lot development on N. Thompson Rd. @ Chestnut

E. OTHER BUSINESS

E-1) OPEN BOARD OF DIRECTORS SEAT

The Board to select to appoint or call a special election to fill the Open Seat to the Board of Directors

F. 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.*

F-1) WARRANTS (RECOMMEND APPROVAL)

F-2) BOARD MEETING MINUTES (RECOMMEND APPROVAL)

Approval of Minutes of April 5, 2000 Regular Board meeting

F-3) INVESTMENT POLICY 1ST QUARTER REPORT. (RECOMMEND APPROVAL)

F-4) THIRD QUARTER FINANCIAL STATEMENT (RECOMMEND APPROVAL)

F-5) NOTICE OF COMPLETION - BLACK LAKE INTER-TIE IMPROVEMENTS BY D-KAL ENGINEERING RESOLUTION 00-729 (RECOMMEND APPROVAL)

G) MANAGER'S REPORT

G-1) ARTICLE ON SANTA BARBARA DE-SAL FACILITY

H. DIRECTORS COMMENTS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL GC\$54956.9

- a. SMVWCD vs NCSD Case No. CV 770214 and related cases, Case Nos. CV 990266, CV 990391, CV 990392, CV 990556, CV 990558, CV 990738, CV 990739, SM 112867, SM 113421, SM 113422, SM 113424, SM 113425, SM 113788, SM 113789 AND OTHERS
- b. NCSD vs. State Dept of Health Services CV 990706, GC\$54956.9
- c. REAL PROPERTY NEGOTIATION
STANDPIPE LEASE SITE, NCSD STAFF - NIPOMO OAKS G.P.

ADJOURN

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

UTILITY BILLING AND FUND ACCOUNTING SOFTWARE

ITEM

Purchase of new utility billing and fund accounting software

BACKGROUND

The District's existing utility billing and fund accounting software TAABS (Total Automated Accounting Billing System) was purchased and implemented in 1991. Over the years, the District has grown and its need for better and more powerful software has grown also. Many of the monthly reports are still completed by hand due to the limitations of the TAABS software.

Staff has been reviewing utility billing and fund accounting software for over a year and received on-site demonstrations of each software. Four companies were looked at and ranked by staff based on user friendliness, flexibility within the system, database capabilities, integration with other software packages (automatic meter reading) and price.

Ranking	Company	Software (sales tax not included)	Training & Conversion	Total	Annual Support Contract
1	Corbin Willits (MOM)	\$27,100	\$18,350	\$45,450	\$6,000
2	Springbrook	\$56,331	\$20,000	\$76,331	\$5,850
3	Oasis	\$42,600	\$8,000 + travel to Texas	\$50,600 + travel to Texas	\$3,352
4	Dynasty	\$45,360	\$15,800	\$61,600	\$8,193

Templeton CSD, Cambria CSD and Vandenberg Village CSD and City of Guadalupe from our area all use MOM (Multiple Operating Manager) and are pleased with the software. NCSD staff visited Templeton and Vandenberg Village and saw the software in use. District legal counsel has reviewed the contracts.

The 1999-2000 Fixed Asset budget includes for the Utility & Fund Accounting System \$27,000 for software and \$14,450 for training and conversion for a total of \$41,450. The purchase of the MOM system is \$47,414.75 including sales tax.

The Fixed Asset Budget included \$25,000 for a Natural Gas generator, mainly to keep office power so the phones would operate for Y2K. The phone system had a 6-8 hour battery backup. Staff had a new battery backup system installed for the phones which now last 3-4 days without power. Therefore, the generator is not needed and allowing the generator budget fund to cover the overage of the Utility Accounting Software purchase of approximately \$6,000.00.

RECOMMENDATION

It is recommended that your Honorable Board approve the purchase of the Corbin Willits (MOM) utility billing and fund accounting system and direct staff to execute the contract.

bd2000/utilitybilling software.doc

World's Finest

FUND ACCOUNTING SOFTWARE



- General Ledger
- Accounts Payable
- Purchase Order
- Payroll
- Personnel
- Fund Raiser
- Accounts Receivable
- Inventory
- Fixed Assets
- Cash Management
- Work Management
- Cash Register Systems

Systems:

AIX®
 UNIX®
 XENIX®
 VMS®
 MS DOS®
 OS/2®
 ULTRIX®
 NETWORKS

Manufacturers: (sample listing)

IBM	ARETE	COMPAQ
NCR	CADMUS	CONSOLES
UNISYS	CONVERGENT	MULTI-TECH
HEWLETT PACKARD	ALTOS	CUBIX
AT&T	HONEYWELL	ICL
DIGITAL (DEC)	FORTUNE	MOTOROLA
TEXAS INSTRUMENTS	PRIME	REXON
PC-AT, PS/2 & CLONES	PLEXUS	SEQUENT
NEC	DATA GENERAL	SIEMENS
SANYO	LEADING EDGE	EPSON
WYSE	PYRAMID	DELL

- Parameter Driven
- Easy To Use
- Continual Upgrades
- Completely Integrated
- Cost Effective
- Full Security
- On Line Documentation
- Windowing Utilities
- On Screen Calculator
- Menu Driven
- List Generators
- Calender/Appt./Tasks

☆☆☆☆☆☆☆☆☆☆

1. Professional Accounting Staff to Assist You and Your Staff.
2. Master Programmers to Customize to Your Individual Needs.
3. Skilled Installers and Trainers to Serve You.
4. Telecommunications Assistance.
5. National References.

CORBIN WILLITS SYSTEMS, INC.

35754 Mission Blvd., Fremont, CA 94536 • (800) 333-1575

REGISTERED TRADEMARKS OF: MS-DOS, XENIX: MICROSOFT CORP; UNIX: AT&T BELL LABS; VMS, ULTRIX: DIGITAL EQUIPMENT CORP.; AIX, PC/AT, PS/2, OS/2, IBM: INTERNATIONAL BUSINESS MACHINES, INC.

Copy of document found at www.NoNewWipTax.com

Multiple Operations Manager System Overview - Features -

Initially developed in 1976, our bicentennial year, MOM was designed to fill a gap in the field of **Fund Accounting Software**. MOM is a user-friendly, cost-effective, superior quality, multi-user Fund Accounting System which continues to evolve according to governmental requirements and the latest advances in computer systems.

Parameter Driven - User-definable parameters determine the individual Module's operating characteristics. In other words, you can customize the Module to fit your operations.

Ease of Use - Operator input efficiency is increased by the use of default values for standard or repetitious entry items.

For operator convenience, both "calendar" and "fiscal" month/year information is printed and displayed.

Security - MOM has a comprehensive, user-definable, multi-level security protection system.

Audit Trails - Forced audit trail information, required by generally accepted accounting principles, is automatically printed before files can be updated.

History - Unlike other software, MOM does not impose maximum storage limitations. The capacity of your computer determines the detail level and number of months/years you may have on-line at any given time.

Interacting - MOM now interacts with other software systems; e.g., word processing, spreadsheets, etc. If custom interfacing is required, it can be provided.

Printer Selection - Each terminal is assigned a printer to be used for its normal output. The operator may easily re-direct his/her output to another printer at any time.

<Windows>

Help Screens - At any time, you may input a "?" to view information on your input options for the field your cursor is on.

Look-Up Option - The system uses maintenance files for commonly used information. Wherever an input for these items is requested, the operator can easily look up and select valid responses, or add new items without interrupting the application being processed.

Installation, Training and Conversion

Our on-site training program developed from 15 years of experience provides the necessary personal involvement by Corbin Willits Systems (CWS) staff to insure an accurate and fully functional system quickly.

The techniques used by our training staff were praised by the International City Management Association's *Microsoftware News* (vol. 3, no. 4), and includes assistance in converting from your previous accounting system to M.O.M.

We set up your system and train your operators in your office, using your organization's actual data. We DO NOT use canned demonstration examples. When our personnel leave, your M.O. M. system is operational and can be immediately utilized.

Installation - Installation of M.O.M. is more than the physical placement of the software on the computer, it also includes consultation with the client by trained accountants on the various options available within M.O.M. and the subsequent effect on procedures and policies.

Chart of Accounts development is an example. M.O.M.'s account code structure gives the user a great deal of flexibility. The CWS representative will explain how to use this flexibility to your organization's best advantage.

Training - M.O.M.'s training program has the goal of providing enough detailed instruction to develop skilled and confident users. This goal, coupled with the use of actual work situations as training material, creates an environment where students learn quickly and retain more of what is learned.

For example, our Financial Report Generator training is designed to produce a needed management report by the end of class. As a result, the student has learned a new skill and created a useful tool.

In addition to initial startup training, CWS provides for ongoing skills development. Clients subscribing to our Enhancement and Service program may call us for answers to procedural, accounting or equipment related questions. We also provide classroom training at our offices on a regular basis covering advanced topics.

Conversion - CWS has the necessary professional skills to provide a total accounting conversion should you be interested. This service ranges from providing accountants as an augmentation to your staff through the electronic transfer of data from another computerized accounting system.

AGENDA ITEM
APR 19 2000



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

MONTECITO VERDE II ENGINEERING DESIGN PROPOSALS

ITEM

Review engineering proposals to connect Montecito Verde II sewer system to the District area-wide sewer system.

BACKGROUND

Montecito Verde II was developed prior to the District area-wide sewer system being constructed, therefore, it was built with an on-site sewage disposal system for its wastewater.

Montecito Verde II consists of five separate septic tanks and disposal fields connecting 4-8 homes per system. Over the years, the hydrogen sulfide gases have attacked the concrete to the point where these structures are beginning to fail.

At the regular Board meeting held on March 15, 2000, your Honorable Board authorized the request for engineering design proposals for connecting the Montecito Verde II to the District's area-wide sewage collector system. Seven requests for proposals were sent out. The following proposals were received:

<u>ENGINEER</u>	<u>FEE</u>
ENGINEERING DEVELOPMENT ASSOCIATES	\$15,800
BOYLE ENGINEERING CORPORATION	\$43,436

The complete proposals are in the office for the Board's review. The section of the work to be done is enclosed for the Board's review.

RECOMMENDATION

Staff recommends that your Honorable Board may wish to establish a sub-committee to review two proposals.

EDA

ENGINEERING
DEVELOPMENT
ASSOCIATES

April 3, 2000

Doug Jones, General Manager
Nipomo Community Services District
148 South Wilson Street
Nipomo, CA 93444

Re: Engineering Services for Montecito Verde II

Dear Mr. Jones:

Thank you for requesting a proposal from EDA for the design of a sewer collector system to connect with Montecito Verde II. EDA has done a great deal of work throughout the Nipomo region and we are therefore especially familiar with the topography and existing utility structures involved in this project.

Enclosed please find a Statement of Qualifications, which delineates EDA's unique aptitude for this project, including the history of our firm, professional registrations and affiliations and qualifications of the personnel to be assigned to this project. Also included in this Statement of Qualifications is a list of projects and corresponding references, which demonstrate our ability to exceed expectations of both public and corporate clients.

Thank you again for this opportunity. We look forward to working with you.

Sincerely,
ENGINEERING DEVELOPMENT ASSOCIATES


Jeffrey J. Emrick, P.E., AIA
President

12:20P
RECEIVED

APR 10 2000

NIPOMO COMMUNITY
SERVICES DISTRICT

PLANNING ■ CIVIL ENGINEERING ■ LAND SURVEYING

1320 NIPOMO ST. ■ SAN LUIS OBISPO, CA 93401 ■ 805-549-8658 ■ FAX 805-549-8704
744 OAK ST. ■ PASO ROBLES, CA 93446 ■ 805-237-1033 ■ FAX 805-237-3797

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 - Scope of Services
 - Technical Summary
 - Representative Service Sector Listing
 - Representative Client Listing
 - Staff Resumes
 - Representative Sector Illustrations
- VI. Certificate of General Liability Insurance
- VII. Certificate of Professional Liability Insurance
- VIII. List of Materials to Be Supplied by District

PROJECT APPROACH SUMMARY

Based on the detailed information contained in your Request for Proposal, we are pleased to offer the following services:

Project Option Evaluation/Construction Bid Consultation

EDA will begin by conducting a site visit, reviewing as-built plans and researching all pertinent data from the District and any other useful sources in order to evaluate existing options and generate additional options. We will then rank order the options based on feasibility, soundness of design, efficiency and cost and present our recommendations to the Board of Directors. During this process, we will participate in all necessary community workshops and steering committee meetings in order to define the project scope and budget. We will develop conceptual drawings for the workshops and prepare complete minutes to record the development of the work. After consensus is established, we will prepare a final conceptual drawing and project description based on our research, as well as input from the Board and the residents of Montecito Verde II. We will then submit ten copies of our recommendations to the Board of Directors.

We will complete an initial study checklist of the project area for potential environmental impacts. During this process, we will prepare an Initial Study for preparation of CEQA compliant documentation. After these steps have been completed, we will prepare an environmental review and corroborating documentation, which will be subject to approval by the County's Environmental Coordinator representative for a Negative Declaration. Finally, we will respond to comments and prepare the final Environmental Document.

Based on the option selected, EDA will prepare a complete set of construction documents and contract specifications covering all construction along with a preliminary cost estimate for project, which conforms to the funding limit. We will prepare a camera-ready copy of the bid package. We will assist the District in all aspects of the bidding process, including attending bid opening, reviewing bid packages and answering bidders questions. EDA will present a formal recommendation to the Board of Directors to award the contract.

Proposed Staffing for Project

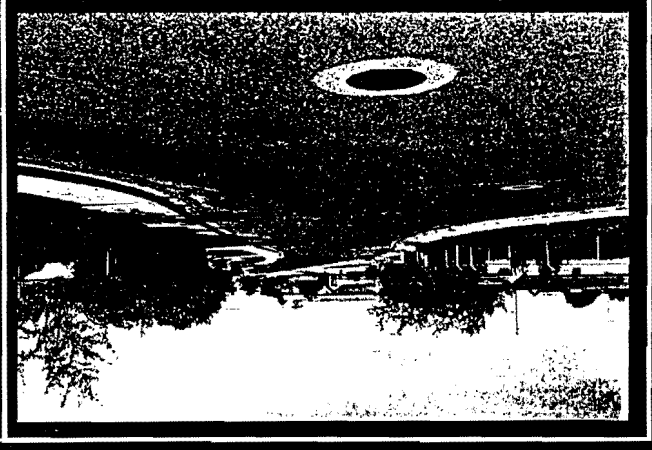
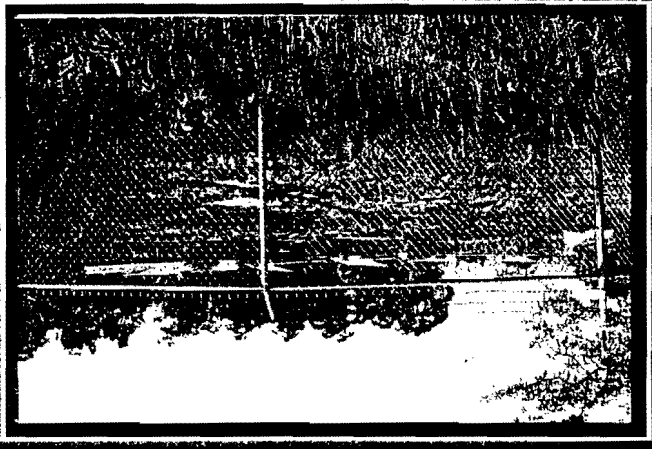
Jeffrey J. Emrick, P.E., AIA - Project Principal Engineer, Principal in Charge
Jeffrey J. Lee, P.E. - Project Manager
Glen D. Marshall, P.E. - Project Engineer

PROPOSED SCHEDULE AND FEES

<u>Task</u>	<u>Duration</u>	<u>Fee</u>
Review existing options/develop new options	3 Weeks	\$550.00
Rank recommendations	1 Week	\$300.00
Present recommendations to Board/ Attend meeting with Residents	4 Weeks	\$700.00
Prepare plans/specifications for bids	16 Weeks	\$10,500.00
Prepare Initial Study for CEQA Compliance/ Negative Declaration	2 Weeks	\$2,000.00
Bid assistance		\$1,500.00
Deliverables		\$300.00
TOTAL	26 Weeks	\$15,800.00

April 10, 2000

**Engineering Services for Design of a
Sewer Collector System
Montecito Verde II**
Proposal to Provide



**TRIPOMO COMMUNITY
SERVICES DISTRICT**

BOYLE

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

Mr. Doug Jones, General Manager
NIPOMO COMMUNITY SERVICES DISTRICT
148 S. Wilson Street
Nipomo, CA 93444-0326

April 7, 2000

Proposal to Provide Engineering Services
Design of a Sewer Collector System, Montecito Verde II

Dear Mr. Jones:

We appreciate this opportunity to furnish this proposal for Engineering Services to the Nipomo Community Services District. Boyle Engineering Corporation is well suited to provide the services the District requires.

Boyle offers an outstanding team for this project. Our project manager, Pam Cosby, PE, AICP, has managed numerous wastewater projects, and has a broad range of experience in civil and environmental engineering. Glen Hille, PE, who will provide quality control, has nearly twenty years of experience with water and wastewater design. Jim Peifer, PE, our project engineer, has experience in planning and designing sewer systems in areas where on-site systems are failing. An example is Jim's experience with the Viejas Indian Reservation, where the leach fields were failing and a sewer system to a treatment plant had to be rapidly designed.

Why select Boyle?

- We understand the District's collection system. We wrote the Master Plan and know how the Montecito Verde II project fits into the overall system.*
- We are highly motivated to work on this project.*
- Boyle can provide the technical services and experience to do the job right.*

April 7, 2000

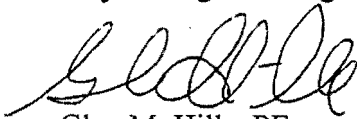
Our proposal is organized as follows:

1. **Introduction** – Briefly describes Boyle Engineering Corporation and our Quality Control Program.
2. **Approach and Scope of Services** – Describes Boyle's understanding and approach. The project includes a scope of services.
3. **Project Team** – Includes an Organization Chart and resumes.
4. **Project Fees and Schedule** – Includes our estimated fees and anticipated project schedule.
5. **Qualifications** – Lists example wastewater projects performed by Boyle and our subconsultants, the Morro Group and Wilson Land Surveys.

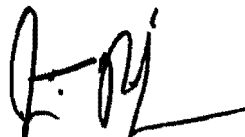
We look forward to discussing this project with you further.

Sincerely,

Boyle Engineering Corporation



Glen M. Hille, PE
Managing Engineer

For 

Pamela Gene Cosby, PE, AICP
Project Manager

Project Approach

Project Understanding

The Montecito Verde II subdivision currently has an on-site sewage disposal system which is showing signs of failure. The District would like to connect the Montecito Verde II sewer system to the District's collection system. Three alternatives have been proposed to connect the on-site system to the District's collection system:

Alternative 1 - Construct a gravity sewer from the Nipomo Palms lift station to the existing sewer in Story Road. Connect Montecito Verde II to this gravity system. Abandon Nipomo Palms Lift Station.

Alternative 2 - Connect Montecito Verde II to the gravity system in Montecito Verde I. Construct a force main from the existing force main in Beverly Drive to the sewer in Montecito Verde I.

Note: This option may require different pumps (or impellers) to be installed in the Nipomo Palms Lift Station.

Alternative 3 - Connect Montecito Verde II to gravity sewer in Beverly Drive. Construct a new gravity sewer from Nipomo Palms Lift Station to Story Road. Abandon Nipomo Palms Lift Station.

The District wishes to have these three alternatives studied further as well as suggestions for other options. Along with the additional alternatives, a preliminary design report will discuss advantages and disadvantages of each along with opinions of probable cost. A recommendation will be made to the Board of Directors, and if approved, plans and specifications of the selected alternative will be prepared. Additionally, an Initial Study for CEQA compliance and Negative Declaration will be prepared.

Project Approach (continued)

Approach

There are several key issues which a successful project must address:

- Recommendation of preferred alternatives given the technical feasibility, financial, environmental, and land acquisition issues.
- How to best utilize the existing Montecito Verde II sewer system.
- Maintaining the schedule imposed by the Regional Water Quality Control Board.
- Project financing.

Recommendation of Preferred Alternative Given the Criteria for Technical Feasibility, Financial, Environmental and Land Acquisition Issues– The pre-design report for this project must address technical feasibility, financial, environmental and land acquisition issues along with other important/relevant criteria for selecting the preferred alternative. The selection criteria should include:

- Construction cost.
- Design criteria.
- Ability to easily operate and maintain the facilities.
- Cost to operate and maintain the facilities.
- Reliability concerns.
- Environmental concerns.

How to Best Utilize Existing Montecito Verde II Sewer System – The design for any alternatives should use as much of the existing Montecito Verde II sewer system as feasible. This could significantly reduce the overall cost of the new improvements.

Maintaining the Schedule Imposed by the Regional Water Quality Control Board – An early portion of this project will include having the environmental team start the initial study to uncover any "fatal flaws" which would prohibit selection of one of the alternatives. Additionally, this will facilitate completing the appropriate

Project Approach (continued)

environmental studies, incorporating cost-effective mitigation requirements into the project design, and completing the Initial Study and anticipated Negative Declaration and allowing adequate time for public review. The environmental process must proceed on a timely basis to avoid delaying the project design and construction schedule.

A mitigated Negative Declaration will most likely be required for this project.

It is anticipated that because this project will take place in an existing sub-divided neighborhood, there will be minimal environmental issues. Therefore, the only required field study for the MND will be a cultural resources investigation.

Boyle will prepare a preliminary design report which incorporates these key issues. The report should be a concise and useful tool for the Board of Directors to make a well informed decision.

Project Financing – Since this project was located in a reduced property value zone, the project may qualify for grant funding. Additionally, the District has also indicated that a portion of the existing disposal areas may be sold as lots to pay for a portion of the improvements. The previous District estimates have valued the lots for \$50,000 each, and a total of three lots could be sold, generating a revenue of \$150,000. The design of the project needs to take into consideration the available project funding equation. Additionally, there are long-term operations and maintenance considerations which should be factored in the funding. For example, would it be beneficial to eliminate a lift station if the District could? If so, then a portion of the funding which would normally go to the lift station operations and maintenance, could now be used to facilitate funding of the project.

Scope of Services

Nipomo CSD Sewer Collector System Montecito Verde II

Task 100 Kick off Meeting

Meet with the District to discuss work scope, products, and schedule. At this meeting receive the following from the District:

- As-built plans of MVI and MVII.
- As-built plans for District's collection systems for the Montecito Verde II, Nipomo Palms and Montecito Verde I subdivisions and the sewer in Story Road.

Task 200 Preliminary Design Report

Prepare a preliminary design report which examines the feasibility of the three options described in the project understanding. The report will also identify up to two (2) additional feasible options, if any.

The report will identify criteria to be used in the evaluation of the preferred alternative. Criteria will include:

- Opinions of probable construction cost
- Design criteria
- Ability to easily operate and maintain facilities
- Cost to operate and maintain the facilities
- Reliability concerns
- Environmental concerns

210 Present Final Report and Recommendations to the Board of Directors

Provide a presentation to the Board of Directors and answer questions. This task assumes one (1) meeting.

220 Attend Meeting with Residents of Montecito Verde II

Attend one meeting with residents. Provide a presentation of the preliminary design report and answer questions. This task assumes one (1) meeting.

Scope of Services (continued)

230 Deliverables

- Provide two (2) draft copies of the preliminary design report to the District.
- Provide ten (10) copies of the final report to the District.

Task 300 Prepare Plans, Specifications and Opinion of Probable Construction Cost

This task may require revision after the preferred alternative is selected. For the purpose of this proposal, it is assumed that plans for no more than 2000 feet of sewer will be required.

305 Topographic Survey

A topographic survey will be prepared of the preferred option. The survey will be performed by Wilson Land Surveys. The survey will include existing right-of-way.

This task will include:

- Determine the boundary lines of the parcels through which the survey alignment traverses sufficient for establishment of right-of-way and location of property lines which cross the alignment.
- Establish vertical control from existing records (NCSD datum or NAVD88) for the project and set at least three benchmarks.
- Adjust the data to state plane coordinates if available nearby or to a local bearing reference.
- Locate all improvements, trees in excess of 4" diameter, visible utilities, buildings and appurtenances in the project area.
- Sewer manholes will be opened and measured for invert depths, sizes where accessible and approximate direction.

310 Prepare Plans

Prepare plans for the required improvements. Note: the number of plan sheets may vary depending on which option is selected. For the purposes of this proposal, the following sheets are assumed:

Scope of Services (continued)

<u>Item</u>	<u>No. of Sheets</u>
Title Sheet	1
Plan and Profile	2
Details	1
Total	4

Sheets will be prepared at 1" = 40' scale.

320 Prepare Specifications

Prepare specifications using the District provided Contract (Front end) Documents and General Provisions. Prepare Special and Technical Provisions using Boyle CSI format.

330 Opinion of Probable Construction Cost

Prepare Engineer's opinion of probable construction cost based on costs of similar projects.

340 Deliverables

- Provide two (2) copies of 50% plans and specifications to the District.
- Provide two (2) copies of 90% plans and specifications to the District.
- Provide one (1) reproducible set of mylar drawings and one (1) hard copy of the specifications to the District.

Task 400 Prepare Initial Study (IS)

Prepare Initial Study and anticipated Mitigated Negative Declaration for CEQA compliance. This task will be performed by the Morro Group.

It is anticipated that because this project will take place in an existing sub-divided neighborhood, there will be minimal environmental issues. Therefore, the only required field study for the MND will be a cultural resources investigation.

Scope of Services (continued)

Archaeological Survey and Findings

The Morro Group will conduct a complete Phase I archaeological reconnaissance and then will prepare an archaeological mitigation plan if determined to be necessary. This report will be submitted as an appendix to the MND.

The Mitigated Negative Declaration (MND) would contain a project description and a summary of the potential project-related environmental impacts. Morro Group will use the Lead Agency-preferred initial study checklist form. An initial study checklist would be prepared addressing the following topics:

1. Biological Resources
2. Drainage, Erosion, and Sedimentation
3. Geologic Hazards/Site Alteration
4. Water Resources
5. Pollution
6. Traffic and Circulation
7. Public Services
8. Visual Resources
9. Cultural Resources
10. Housing and Energy
11. Agricultural/Mineral Resources
12. Growth Inducing/Cumulative Impacts

A brief analysis of each potentially adverse but mitigable impact would be addressed in the MND as well as measures necessary to mitigate the impact to a level of insignificance. The MND would be prepared according to state and local guidelines and would be submitted to the lead agency for noticing and distribution.

Work product will be an Initial Study (includes a Project Description, Summary section, Impacts and Mitigation Measures, and technical report appendices) and a Negative Declaration based on standard Lead Agency guidelines.

Task 500 Bid Phase Services

510 Addendums/Requests for Information

Prepare addendums/Requests for Information (RFIs) as necessary. Assume up to two (2) addendums and five (5) RFIs.

Scope of Services (continued)

520 Bid Opening

Attend the bid opening meeting.

530 Bid Review

Review the bids, prepare bid tabulation, and make recommendation to Board of Directors for contract award

540 Project Management

Optional Engineering Services

All engineering work to be performed by Boyle cannot be defined in detail at this time. Optional engineering work (as identified below) related to the project, and not included in the above Scope of Work, may be needed (or desired by the District) during the project. Optional services can be provided after supplemental authorization and fee are provided by the District.

Task 600 Construction Phase Services

Construction phase services are not included in this proposal. As an additional service, Boyle can provide submittal review and construction observation.

Task 700 Right-of-Way Engineering

If additional right-of-way will be required, the necessary engineering and survey services could be performed.

Role of Nipomo CSD

The District will provide:

- As-built plans as discussed in Task 100.
- Reproduction services for plans and specifications for bidding.
- Review of draft reports and draft plans and specifications.

Project Budget

Sewer Collector System Montecito Verde II

Nipomo CSD

Task Description	Personnel Hours						Budget			
	Principal Engineer	Senior Engineer	Associate Engineer	Assistant Engineer	Designer/CADD	Clerical	Total Hours	Labor	Non-Labor	Total
Tasks 100 & 200										
100 - Kick off Meeting and Data Collection		4	8	2		2	16	\$ 1,482	\$ 160	\$ 1,642
200 - Preliminary Design Report	4	12	16	16	8	6	62	\$ 5,600	\$ 60	\$ 5,660
210 - Present Recommendations to the Board of Directors		4	4			2	10	\$ 956	\$ 160	\$ 1,116
220 - Attend Meeting with Residents of Montecito Verde II		4	4			2	10	\$ 956	\$ 160	\$ 1,116
230 - Deliverables and Project Management		4	1			6	11	\$ 869	\$ 100	\$ 969
Subtotal	4	28	33	18	8	18	109	\$ 9,863	\$ 640	\$ 10,503
Task 300										
300 - Prepare Plans, Specifications and Opinion of Probable Const. Costs							-	\$ -		\$ -
305 - Survey			4				4	\$ 372	\$ 5,940	\$ 6,312
310 - Prepare Plans	4	5	20	20	65		114	\$ 9,128	\$ 1,000	\$ 10,128
320 - Specifications	4		10	20		20	54	\$ 3,998	\$ 300	\$ 4,298
330 - Opinion of Probable Construction Costs		2	2	8		2	14	\$ 1,142		\$ 1,142
340 - Deliverables and Project Management		4		2		6	12	\$ 930	\$ 500	\$ 1,430
Subtotal	8	11	36	50	65	28	198	\$ 15,570	\$ 7,740	\$ 23,310
Task Group 400										
400 - Prepare Mitigated Negative Declaration		4					4	\$ 488	\$ 5,742	\$ 6,230
Subtotal	-	4	-	-	-	-	4	\$ 488	\$ 5,742	\$ 6,230
Task 500										
500 - Bid Phase Services							-	\$ -		\$ -
510 - Addendums/RFI's		4	5	6		4	19	\$ 1,607	\$ 60	\$ 1,667
520 - Bid Opening			4				4	\$ 372	\$ 160	\$ 532
530 - Bid Review			4	2		4	10	\$ 718		\$ 718
540 - Project Management		2				4	6	\$ 436	\$ 40	\$ 476
Subtotal	-	6	13	8	-	12	39	\$ 3,133	\$ 260	\$ 3,393
Total	12	49	82	76	73	58	350	\$ 29,054	\$ 14,382	\$ 43,436

Amounts shown are fee.

Personnel Category	\$/HR
Principal Engineer	\$142.00
Senior Engineer	\$122.00
Associate Engineer	\$93.00
Assistant Engineer	\$77.00
Designer/CADD	\$70.00
Clerical	\$48.00

MONTECITO VERDE II COLLECTION SYSTEM IMPROVEMENTS

SCHEDULE

TASK	DESCRIPTION	2000									2001	
		MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN		
100 & 200	Notice-To-Proceed	▲										
	Draft Report	■	■									
	Dist. Review		■									
	Final Report			■								
	Dist. Final Review Incorporate Comments			■	■							
	Approval of Report				■							
	300	Survey				■	■					
50% Design						■	■					
District Review							■	■				
90% Design								■	■			
District Review									■	■		
Final Design Submittal										■	▲	
400	Mitigated Negative Declaration	■	■	■								
500	Bid Phase Services										■	■

■ Major milestones are shown in with blue bars

BOYLE

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

AGENDA ITEM
APR 19 2000



INTENT TO SERVE
TRACT 1747 (HERMRECK)

ITEM

Request from EDA for an Intent-to-Serve letter for Tract 1747, a 151-lot development

BACKGROUND

The District received a letter from Karen Massey, EDA, requesting an Intent-to-Serve letter for a 151-lot development on N. Thompson Rd. at Chestnut. Enclosed is a tract map for the Board's review.

The proposed development area was annexed to the District in 1986. The landowner dedicated an on-site well to the District which produces approx. 200 gpm. The area that was annexed was approx. 29 acres.

An Intent-to-Serve letter was issued on August 19, 1998 with a one-year expiration date. This Intent-to-Serve letter has expired. The applicant is requesting a renewal letter. An Intent-to-Serve letter may be issued with the following conditions before final approval.

1. Grant a water line easement between proposed lots 77 and 78 to the existing well site.
2. Enter into a Plan Check and Inspection Agreement and pay the appropriate fees.
3. Submit improvement plans prepared in accordance with the District Standards and Specifications for review and approval. The improvement plans shall include the construction by the developer of a water supply line from the well-site to the development's water system.
4. Pay all appropriate District water, sewer and other fees associated with this development.
5. Design landscaping common area for minimum water use.
6. Construct the improvements required and submit the following:
 - a. Reproducible "As Built" - A paper copy and digital format disk (Auto Cad) which includes engineer, developer, tract number and water and sewer improvements
 - b. Offer of Dedication
 - c. Engineer's Certification
 - d. A summary of all water and sewer improvement costs
7. This Intent-to-Serve Letter will expire two years from date of issuance.

RECOMMENDATION

Staff recommends that your Honorable Board approve the Intent-to-Serve letter for Tract 1747 with the above mentioned conditions.

EDA

ENGINEERING
DEVELOPMENT
ASSOCIATES

April 11, 2000

Mr. Doug Jones
NCSD
P.O. Box 326
Nipomo, CA 93444

RE: Can & Will Serve Request for Tract 1747, 151 Lots

Dear Doug,

Please consider this a formal request for the renewal of a "Can and Will Serve" letter for the enclosed Tract 1747 located in the community of Nipomo. A conditional Intent-to-Serve letter has been issued for this project, however it is due to expire.

Please review the enclosed map and respond with a service availability letter to EDA, in care of myself. If you have any questions concerning this project, please contact our office.

Thank you for attention in this matter.

Sincerely,

ENGINEERING DEVELOPMENT ASSOCIATES



Karen J. Massey
Project Coordinator

Enclosure

EDA Job# 2-2402-000

CC: Andy Hermreck

APR 11 2000

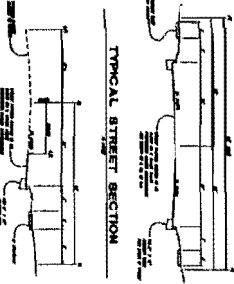
WPC

PLANNING ■ CIVIL ENGINEERING ■ LAND SURVEYING

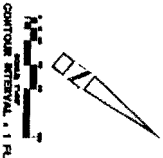
1320 NIPOMO ST. ■ SAN LUIS OBISPO, CA 93401 ■ 805-549-8658 ■ FAX 805-549-8704
744 OAK ST. ■ PASO ROBLES, CA 93446 ■ 805-237-1033 ■ FAX 805-237-3797

Copy of document found at www.NoNewWpTax.com

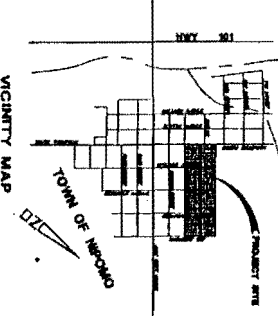
THOMPSON AVE. SECTION LOOKING NORTH



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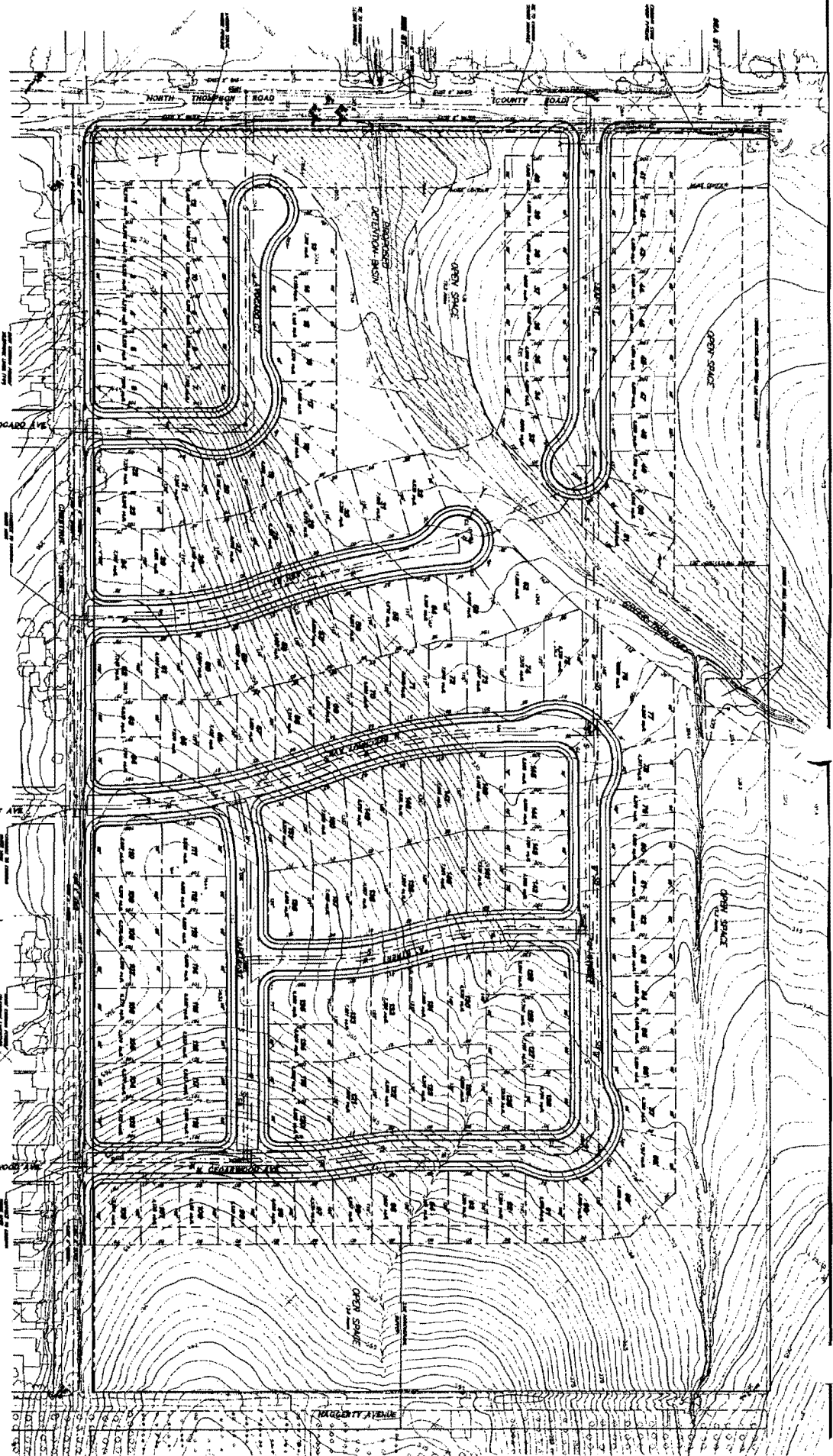
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VICINITY MAP

VESTING TENTATIVE MAP FOR TRACT 1747

PREPARED BY: [Name]
 DATE: [Date]
 SHEET 1 OF 1 SHEETS



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

AGENDA ITEM

APR 19 2000



BOARD OF DIRECTORS
OPEN SEAT

ITEM

Replacement of the Board of Directors seat created by the resignation of Gene Kaye.

BACKGROUND

At the regular meeting held on April 5, 2000, Director Gene Kaye announced his resignation from the Board of Directors of the Nipomo Community Services District. This opening became official on April 10, 2000 upon receipt of the written document stating his resignation.

The California Government Code, Section 1780, (attached) outlines the method to fill a vacancy on elected governing boards. Your Honorable Board has a period of 60 days from the date of resignation (April 10, 2000) to make an appointment to the vacated seat or call for a special election.

If your Honorable Board does not fill the vacancy within 60 days or call for election, the County Board of Supervisors may make an appointment to the Board or call for election within the following 30 days.

The District will proceed to notice that there is a vacancy on the Board of Directors of the District. The notice must be posted at least 15 days before an appointment can be made. If your Honorable Board wishes to appoint, they may request anyone interested in being appointed to the District Board of Directors to fill out an application and submit it to the District by May 5, 2000.

The Board may call a special meeting to select a candidate for the open Board seat or perform this at the regular meeting held on May 17, 2000.

To qualify for the Board, a person must be a registered voter residing within the boundaries of the District.

If the Board wishes the appointment process, the following is a suggested procedure at the time of the appointment:

Each of the applicants or nominations from the floor may be given approx. 5 minutes to make an oral presentation to your Honorable Board. After each applicant has made a presentation, Board questions and comments, and public comments, the Board would proceed with the appointment to the vacant seat.

It is suggested that a Board member nominate a person for the open seat. After nominations are made, a motion to close nominations would be in order and then a vote taken. If more than one nomination is being considered for the Board seat, it is suggested that a roll call vote be made on each nomination. Each Board member would either vote yes or pass on the nominee up for a vote. The individual receiving the majority of yes votes would then be appointed to the vacant seat on the Board.

Attached is a Board Appointment application for the Board's review.

COMMITTEE MEMBERS

On a related subject, the resignation of a Board member has created openings in the Board Committees (see attached). The Board may wish to have the alternate fill in until a full Board is seated.

NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET

POST OFFICE BOX 326 NIPOMO, CA 93444-0326

(805) 929-1133 FAX (805) 929-1932

APPLICATION FOR APPOINTMENT TO THE BOARD OF DIRECTORS

Request to be appointed to the Nipomo Community Services District Board of Directors
(Must live within the District boundary and be a registered voter)

Name

Address

Phone No.

1. Why do you wish to be on the Board of Directors of the Nipomo Community Services District?

2. General background and experience that may be beneficial in being a Director for the District. A resume' may be helpful.

Bd2000/appointment

§ 1780. Special districts; method of filling vacancies on elected governing boards; term

(a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled as provided in this section. The remaining district board members may fill the vacancy by appointment. The person appointed shall hold office until the next district general election that is scheduled 130 or more days after the effective date of the vacancy, unless an election is also held on the same date for the purpose of electing a director to serve a full term in the same office to which the person was appointed, in which event the person appointed to the vacancy shall fill the balance of the unexpired term of his or her predecessor. Appointments pursuant to this subdivision shall be made within a period of 60 days immediately subsequent to the effective date of the vacancy and a notice of the vacancy shall be posted in three or more conspicuous places in the district at least 15 days before the appointment is made. In lieu of making an appointment the remaining members of the board may within 60 days of the vacancy call an election to fill the vacancy. The election shall be held on the next available election date provided by Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the vacancy occurs.

(b) If the vacancy is not filled by the district board as specified, or if the board has not called for an election within 60 days of the vacancy, the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may fill the vacancy within 90 days of the vacancy, or the city council or county supervisors may order the district to call an election to fill the vacancy. The election shall be held on the next available election date provided by Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the vacancy occurs.

(c)(1) If within 90 days of the vacancy the remaining members of the board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, the district shall call an election to fill the vacancy. The election shall be held on the next available election date provided by Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the vacancy occurs.

(2) If the number of remaining members of the board falls below a quorum, at the request of the district secretary, or a remaining board member, the board of supervisors or the city council may waive the 60-day period provided in subdivision (a) and appoint immediately to fill the vacancy as provided in subdivision (a), or may call an election to fill the vacancy. The election shall be held on the next available election date provided by Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the vacancy occurs.

The board of supervisors or the city council shall only fill enough vacancies to provide the board with a quorum.

(d) Persons appointed to fill a vacancy shall hold office until the next district general election and thereafter until the person elected at that election to fill the vacancy has been qualified, but persons elected to fill a vacancy shall hold office for the unexpired balance of the term of office.

(Added by Stats.1975, c. 1059, p. 2551, § 1.3. Amended by Stats.1977, c. 189, p. 708, § 1; Stats.1977, c. 1205, p. 4074, § 82; Stats.1978, c. 319, § 1; Stats.1986, c. 866, § 20; Stats.1987, c. 1184, § 2; Stats.1994, c. 923 (S.B.1546), § 31.)

APRIL 10, 2000

DONNA JOHNSON, SECRETARY TO THE BOARD
NIPOMO COMMUNITY SERVICES DISTRICT
148 S. WILSON STREET
NIPOMO, CA. 93444

DEAR DONNA,

EFFECTIVE THIS DATE, I FORMALLY ANNOUNCE THAT I HAVE RESIGNED MY OFFICE AS PRESIDENT AND DIRECTOR OF THE NIPOMO COMMUNITY SERVICES DISTRICT BOARD.

I TAKE THIS ACTION AS A MATTER OF CONSCIENCE AND PRINCIPLES WHICH I WILL NOT COMPROMISE. ALSO, I FEEL THAT THE DISTRICT DIRECTORS AND MANAGEMENT ARE ENTRUSTED TO SERVE THE INHABITANTS OF THE DISTRICT IN A FAIR AND IMPARTIAL MANNER, AND NOT FOR THEIR OWN SELF-INTEREST.

IN CONCLUSION, I LEAVE OFFICE FOR PERSONAL REASONS AND WITH REGRET. I HAVE A LACK OF CONFIDENCE WITH THE PRESENT MANAGEMENT OF THE DISTRICT IN THE PERFORMANCE OF THEIR DUTIES.

SINCERELY YOURS,



GENE KAYE

275 SUMMIT STATION ROAD
ARROYO GRANDE, CA. 93420

RECEIVED

APR 10 2000

SECRETARY TO THE BOARD
NIPOMO COMMUNITY SERVICES DISTRICT

The following established committees filled for 2000.

Committees for 2000	Member	Alternate
Nipomo Community Advisory Committee		Al Simon
Water Resources Advisory Committee	Doug Jones	Bob Blair
Chamber of Commerce	Dick Mobraaten	

These committees require two (2) members

Committees for 2000	Members	
Finance Committee		Al Simon
Water Committee	Al Simon	Bob Blair
High School Committee	Alex Mendoza	Dick Mobraaten

Bd2000/committees

AGENDA ITEM

APR 19 2000

F

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

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.

- F-1) WARRANTS (RECOMMEND APPROVAL)
- F-2) BOARD MEETING MINUTES (RECOMMEND APPROVAL)
Approval of Minutes of April 5, 2000 Regular Board meeting
- F-3) INVESTMENT POLICY 1ST QUARTER REPORT. (RECOMMEND APPROVAL)
- F-4) THIRD QUARTER FINANCIAL STATEMENT (RECOMMEND APPROVAL)
- F-5) NOTICE OF COMPLETION - BLACK LAKE INTER-TIE IMPROVEMENTS BY
D-KAL ENGINEERING RESOLUTION 00-729 (RECOMMEND APPROVAL)

C:\W:Bd2000\Consent APR 19.DOC

AGENDA ITEM
APR 19 2000



WARRANTS APRIL 19, 2000

HAND WRITTEN CHECKS

18268	04/05/00	STATE COMP INS.	367.27
18269	04/05/00	TOAL FENCING	872.00
18270	04/05/00	XEROX	2,895.75
18271	04/05/00	P G & E	20,751.12
18272	04/10/00	POSTMASTER	500.00
18273	04/14/00	BLACK LAKE	100.00
18274	04/19/00	KANAWYER, RAY	170.00

COMPUTER GENERATED CHECKS

11654	04/05/00	STATE COMPENSATION INSURANCE FUND	\$367.27
11655	04/05/00	TOAL'S FENCING	\$872.00
11656	04/19/00	ROBERT BLAIR	\$448.86
11657	04/19/00	CALIFORNIA APPLIED TECHNOLOGIES	\$1,727.83
11658	04/19/00	CALIFORNIA ELECTRIC SUPPLY	\$19.61
11659	04/19/00	CALIFORNIA WATER JOURNAL	\$129.00
11660	04/19/00	EASTER RENTS	\$44.18
11661	04/19/00	FGL ENVIRONMENTAL ANALYTICAL CHEMIST	\$286.00
11662	04/19/00	FRED'S CUSTOM PAINTING	\$275.00
11663	04/19/00	GARING, TAYLOR & ASSOCIATES, INC.	\$9,247.80
11664	04/19/00	GLM	\$217.00
11665	04/19/00	GTE CALIFORNIA	\$28.40
11666	04/19/00	GROENIGER & COMPANY	\$14.02
11667	04/19/00	IKON OFFICE SOLUTIONS	\$102.23
11668	04/19/00	INLAND CONCRETE ENTERPRISES	\$7,300.00
11669	04/19/00	JOHNSON, DONNA	\$48.68
11670	04/19/00	MCI TELECOMMUNICATIONS	\$100.38
11671	04/19/00	ALEX MENDOZA	\$579.55
11672	04/19/00	MISSION UNIFORM SERVICE	\$234.05
11673	04/19/00	MOBRAATEN, RICHARD	\$100.00
11674	04/19/00	MORRO GROUP, INC.	\$246.75
11675	04/19/00	NIPOMO ACE HARDWARE, INC.	\$166.83
11676	04/19/00	NIPOMO GARBAGE COMPANY	\$30.25
11677	04/19/00	PRESSURE VESSEL SERVICE INC	\$930.99
11678	04/19/00	QUILL CORPORATION	\$84.24
11679	04/19/00	RELIABLE OFFICE SUPPLY	\$55.74
11680	04/19/00	SANTA MARIA TIMES	\$147.00
11681	04/19/00	SCIENCE APPLICATIONS INTERNATIONAL C	\$3,328.75
11682	04/19/00	ALBERT SIMON	\$100.00
11683	04/19/00	SOUTHERN CALIF GAS COMPANY	\$2,575.82
11684	04/19/00	STATE WATER RESOURCES CONTROL BOARD	\$34,868.35
11685	04/19/00	T.L.C. BACKHOE SERVICES	\$55,971.00
11686	04/19/00	USA BLUE BOOK	\$227.80

WARRANTS/2000/W041900.doc

NIPOMO COMMUNITY SERVICES DISTRICT

MINUTES

April 5, 2000

F 2

REGULAR SESSION 7:00 P.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

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

A. CALL TO ORDER AND FLAG SALUTE

President Kaye called the meeting to order and led the flag salute.

B. ROLL CALL

At Roll call, all Board members were present.

SPECIAL PROCLAMATION

STATING APRIL AS "MONTH OF THE CHILD" AND APRIL 15 AS "KID'S DAY"

Legal Counsel read the Special Proclamation recognizing April as "Month of the Child" and the third Saturday of the month as "Kids Day". Upon motion of President Kaye and seconded by Director Simon, the Board unanimously accepted the Proclamation. Cheryl Villaran, Executive Director of Nipomo Recreation Center thanked the Board introduced and Lisa Marie, the Committee Chairperson.

C. PUBLIC COMMENTS PERIOD

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.

There were no public comments.

D. ADMINISTRATIVE ITEMS (The following may be discussed and action may be taken by the Board.)

D-1) SUPPLEMENTAL WATER

Review possible sources of a supplemental (Back Up) water supply for the District

Information was presented to the Board with suggested options for supplemental water.

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

Lowell Davis, 1775 Calle ?, Arroyo Grande - asked who would be voting for State

Water if it should be put on the November ballot. Answer: District residents

Upon motion of Director Simon and seconded by Director Blair, the Board directed the Water Committee to meet and bring recommendations back to the Board.

D-2) WATER AND SEWER RATE STUDY

Review proposals from consultants for rate study and recommend awarding contract

The District received one proposal for a water and sewer rate study for the Town Division and Black Lake Division from Perry Louck, CPA. There were no public comments. Upon motion of Director Mobraaten and seconded by Director Mendoza, the Board approved Resolution 00-728. Vote 4-1 with Director Blair dissenting.

RESOLUTION 00-728

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING PERRY R. LOUCK, CPA TO CONDUCT
A WATER AND WASTEWATER RATE STUDY

MINUTES SUBJECT TO BOARD APPROVAL

D-3) ACQUISITION OF A COPY MACHINE

Purchase of a new copy machine

Upon motion of Director Blair and seconded by Director Mobraaten, the Board unanimously approved the purchase of a Xerox 5830 analog copy machine for \$2,700, plus tax. There were no public comments.

D-4) SURPLUS EQUIPMENT

The Board to declare equipment to be sold as surplus

Upon motion of President Kaye and seconded by Director Simon, the Board unanimously agreed to declare the obsolete equipment as surplus and sold as such. The Board directed staff to present an audit of disposed equipment. There were no public comments.

E. OTHER BUSINESS

E-1) CALIFORNIA PUBLIC EMPLOYEES RETIREMENT (PERS) CONTRACT REVISIONS

Approving contract amendment with PERS for Survivor Allowance and 1959 Survivor Benefits

Staff reported that all the employees agreed to participate in the PERS program for the 1959 Survivors Benefits. There were no public comments. Upon motion of Director Simon and seconded by Director Mobraaten, the Board unanimously approved Resolution 00-729 approving the contract amendment with PERS.

RESOLUTION 00729

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS NIPOMO COMMUNITY SERVICES DISTRICT

E-2) GUIDELINES FOR USING BOARD ROOM

Board to review the guidelines for using the District Board room

President Kaye requested that the "Guidelines for Using the Nipomo Community Services District Meeting Room" be reviewed for possible changes. Upon motion of Director Mobraaten and seconded by Director Blair, the Board unanimously decided to add the following exception to the Guidelines: "... except Directors and staff during Board meetings." There were no public comments.

E-3) CHANGE IN BOARD MEETING TIME

Consideration to change meeting time from evening (7:00 p.m.) to daytime (9:30 or 10:00 a.m.) the first and third Wednesday of the month

During this agenda item, the following member of the public spoke: John Snyder, 226 Eucalyptus Rd., Nipomo - Asked the Board to consider having meeting later or earlier than the proposed 9:00 a.m. to accommodate working people, perhaps at lunch time or before or after regular working hours.

Mary Holder, 234 Summit Station Rd., Nipomo - Asked if the Board could still hold evening meetings if needed. Answer: Yes

Upon motion of Director Mendoza and seconded by Director Blair, the Board decided to poll the directors about morning meetings. The following directors voted for morning meetings: Mendoza, Blair, Mobraaten and Simon. President Kaye voted no. President Kaye made a motion to continue the 7:00 p.m. meetings. The motion failed for a lack of second. There was discussion about the time to start the meetings and if a trial period could be implemented. Upon motion of Director Mendoza and seconded by Director Blair, the Board approved Resolution 00-730 with amending it to include the following: The Board of Directors shall change the time of its Regular Board Meeting to 11:00 a.m. from 7:00 p.m. on the first and third Wednesday of the month at its regular meeting

place for a trial period of three months. The Board will review the time at the second Board meeting in June. Vote 3-2 with Director Simon and President Kaye voting no.

**RESOLUTION 00-730
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT ESTABLISHING THE
TIME FOR HOLDING ITS REGULAR MEETINGS**

F. 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.*

- F-1) WARRANTS (RECOMMEND APPROVAL)
- F-2) BOARD MEETING MINUTES (RECOMMEND APPROVAL)
Approval of Minutes of March 15, 2000 Regular Board meeting
Approval of Minutes of March 22, 2000 Study Session
- F-3) APPROVE USE OF BOARD ROOM FOR POLLING PLACE FOR PRESIDENTIAL GENERAL ELECTION NOVEMBER 7, 2000. (RECOMMEND APPROVAL)

Upon motion of Director Mobraaten and seconded by Director Mendoza, the Board unanimously approved the Consent Agenda. President Kaye asked that the Hand Written Checks have dates shown on Warrants list. There were no public comments.

G) MANAGER'S REPORT

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

G-1) CALIF COUNTY ARTICLE ON UNINCORPORATED COMMITTEE

Firefly Radio Read devices were installed at six meters for remote meter read testing.

Fire hydrant testing will take place in the Summit Station area Thursday.

H. DIRECTORS COMMENTS

Director Mobraaten reported on the March 29 Chamber of commerce meeting with John Hand from County Planning as the guest speaker. Also, he asked about the Ad Hoc Planning meeting at the County Library.

Director Blair thanked staff for dividers in packets.

President Kaye suggested that the request from Oceano for money for a vehicle for the Sheriff's Auxiliary Patrol be postponed until further information is received.

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

President Kaye announced his resignation from the President's seat and the Board of Directors.

District Legal Counsel, Jon Seitz, advised Mr. Kaye that his resignation must be submitted in writing.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL GC§54956.9

- a. SMVWCD vs NCSD Case No. CV 770214 and related cases, Case Nos. CV 990266, CV 990391, CV 990392, CV 990556, CV 990558, CV 990738, CV 990739, SM 112867, SM 113421, SM 113422, SM 113424, SM 113425, SM 113788, SM 113789 AND OTHERS

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

ADJOURN

Vice President Simon adjourned the meeting at 8:50 p.m.

APR 19 2000

TO: BOARD OF DIRECTORS

FROM: DOUG JONES *DJ*

DATE: APRIL 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 March 31, 2000 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 3/31/00**

The District's investments are as follows:

TYPE OF INVESTMENT	INSTITUTION	DATE OF MATURITY	AMOUNT OF DEPOSIT 3/31/00	RATE OF INTEREST	ACCRUED INTEREST 3/31/00	AMOUNT OF DEPOSIT 3/31/99	RATE OF INTEREST	ACCRUED INTEREST 3/31/99
Money Market Checking	Mid-State Bank	n/a	\$29,803.19	1.01%	\$0.00	\$6,825.30	1.01%	\$0.00
Savings	Mid-State Bank	n/a	\$791.45	2.54%	\$0.00	\$15,498.53	2.54%	\$0.00
Pooled Money Investment	Local Agency Investment Fund	n/a	\$6,212,369.33	5.80%	\$86,061.26	\$5,549,765.94	5.19%	\$69,505.95

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 2000 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
Doug Jones
General Manager and
Finance Officer/Treasurer



TO: BOARD OF DIRECTORS
FROM: LISA BOGNUDA
DATE: APRIL 19, 2000

THIRD QUARTER FINANCIAL STATEMENTS

Attached are the Consolidated Balance Sheet as of March 31, 2000 and the Consolidated Income Statement for the nine months ended March 31, 2000. Also, attached is the summary of revenues and expenses and cash balances for each fund as of March 31, 2000 and March 31, 1999. The prior year is presented for comparison purposes. If you would like a balance sheet and income statement for each fund, please let me know.

The fiscal year is 75% complete with three months remaining. The Consolidated Income Statement summarizes the District's operations for the first nine months of the fiscal year. The total operating revenues are 90% of the budgeted amount and total operating expenditures are 62% of the budgeted amount.

SUMMARY OF REVENUES AND EXPENSES BY FUND
NINE MONTHS ENDED MARCH 31, 2000

FUND	FUND #	YTD REVENUES	YTD EXPENSES	FUNDED REPLACEMENT	3/31/00	COMPARISON
					YTD NET INC/ (NET LOSS)	03/31/99 YTD NET INC/ (NET LOSS)
Administration	110	78,722	(78,722)	0	0	0
Town Water	120	1,049,281	(586,998)	(77,328)	384,955	101,239
Town Sewer	130	399,136	(159,791)	(70,317)	169,028	90,620
Blacklake Water	140	169,269	(104,401)	(7,497)	57,371	79,185
Blacklake Sewer	150	88,236	(67,624)	(4,878)	15,734	(1,370)
Blacklake Streetlighting	160	15,441	(12,156)	0	3,285	(899)
Drainage Maintenance	170	11,719	0	0	11,719	10,664
Sewer Maint Dist (Folkert Oaks)	180	12,331	(137,864)	0	(125,533)	14,518
Montecito Verde II	190	6,259	(1,623)	0	4,636	5,471
Property Taxes	210	133,289	0	0	133,289	111,127
Town Water Capacity Fees	220	21,996	(4,200)	0	17,796	27,631
Town Sewer Capacity Fees	230	90,194	0	0	90,194	79,649
Blacklake Water Capacity Fees	240	870	0	0	870	4,245
Funded Replacement-Town Water	800	18,684	0	77,328	96,012	90,746
Funded Replacement-Town Sewer	801	21,996	0	70,317	92,313	87,249
Funded Replacement-BL Water	802	2,034	0	7,497	9,531	9,008
Funded Replacement-BL Sewer	803	1,275	0	4,878	6,153	5,815
TOTAL		2,120,732	(1,153,379)	0	967,353	714,898

CASH BALANCE OF EACH FUND
AS OF MARCH 31, 2000

FUND	FUND #	CASH BALANCE	COMPARISON
		03/31/00	03/31/99
Administration	110	(994)	(453)
Town Water	120	419,499	187,203
Town Sewer	130	667,359	474,955
Blacklake Water	140	652,744	587,050
Blacklake Sewer	150	24,653	(2,249)
Blacklake Streetlighting	160	53,420	50,338
Drainage Maintenance	170	137,022	121,314
Sewer Maint Dist (Folkert Oaks)	180	42,765	162,006
Montecito Verde II	190	50,385	45,794
Property Tax	210	298,614	113,022
Town Water Capacity Fees	220	374,952	577,635
Town Sewer Capacity Fees	230	2,369,711	2,255,860
Blacklake Water Capacity Fees	240	0	64,597
Funded Replacement-Town Water	800	505,936	381,910
Funded Replacement-Town Sewer	801	585,603	466,610
Funded Replacement-BL Water	802	54,639	42,338
Funded Replacement-BL Sewer	803	34,321	26,378
SUBTOTAL		6,270,629	5,554,308

CUSTODIAL FUNDS-A/D #93-1

A/D-Redemption Fund	820	34,571	25,459
A/D-Reserve Fund	820	118,676	112,859
SUBTOTAL		153,247	138,318

GRAND TOTAL 6,423,876 5,692,626

Period Ending: 03/31/00
 FISCAL YR 00

BALANCE SHEET
 NIPOMO COMMUNITY SERVICES DIST

10:23:18 Page 1
 Report Date: 04/14/00
 (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	7,182	2,712	4,470	2,028	5,154	254
1045 Cash-Savings	791	592	199	15,499	-14,707	-95
1050 Cash-SRF Checking	57	57	0	57	0	0
1051 Cash-SRF Savings	142,809	118,222	24,587	117,628	25,181	21
1080 Cash in L.A.I.F.	6,131,417	5,835,272	296,145	5,549,766	581,651	10
1081 Cash-Fiscal Agent	94,346	13,726	80,620	7,298	87,048	999
1082 Cash-Held by SLO Cty	46,900	49,600	-2,700	0	46,900	0
Due To/From Cash Pool	-153,247	-181,502	28,254	-138,318	-14,929	10
1210 Accounts Receivable-Water/Sewer	54,640	45,764	8,876	54,981	-340	-1
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	3,977	0	3,977	5,528	-1,551	-29
1340 Due from SWRCB	269,396	74,464	194,932	181,203	88,193	48
TOTAL CURRENT ASSETS	6,842,618	6,203,257	639,361	5,984,017	858,601	14
FIXED ASSETS						
Property, Plant and Equipment	25,487,532	23,632,808	1,854,724	21,707,308	3,780,224	17
1590 Accumulated Depreciation	5,752,537	5,752,537	0	5,106,622	645,915	-12
NET FIXED ASSETS	19,734,996	17,880,271	1,854,724	16,600,686	3,134,309	18
OTHER ASSETS						
1800 Accrued Interest Receivable	83,556	68,825	14,731	67,378	16,178	24
1833 Deposit-W/C Insurance	3,201	2,848	353	2,848	353	12
1835 Notes Receivable-M.V. I	67,872	76,338	-8,466	79,940	-12,068	-16
1840 Loan Fees(Matching)-SRF Loan	283,962	116,230	167,732	116,230	167,732	144
TOTAL OTHER ASSETS	438,591	264,242	174,349	266,396	172,195	64
TOTAL ASSETS	27,016,204	24,347,770	2,668,434	22,851,100	4,165,105	18
LIABILITIES AND FUND EQUITY						
CURRENT LIABILITIES						
2100 Accounts Payable	140,258	250,616	-110,358	61,128	79,130	129
2101 Compensated Absences Payable	36,422	36,422	0	36,731	-309	-1
2115 Construction Meter Deposits	4,000	4,500	-500	4,000	0	0
2116 PCI Deposit	3,892	3,892	0	3,892	0	0

BALANCE SHEET
 NIPOMO COMMUNITY SERVICES DIST

	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	83,011	0	83,011	31,946	51,065	159
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	311,053	338,900	-27,847	181,167	129,886	71
LONG TERM LIABILITIES, LESS CURRENT PORT						
2220 Water Revenue Bonds Payable-1978	183,000	183,000	0	189,000	-6,000	-4
2240 Note Payable-SRF Loan	1,668,866	662,499	1,006,367	697,367	971,499	139
TOTAL LONG TERM LIABILITIES	1,851,866	845,499	1,006,367	886,367	965,499	108
TOTAL LIABILITIES	2,197,787	1,219,267	978,520	1,067,534	1,130,253	105
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)	722,585	0	722,585	477,780	244,805	51
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
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	967,329	0	967,329	714,900	252,429	35
TOTAL FUND EQUITY	24,818,417	23,128,503	1,689,914	21,777,619	3,040,798	13
TOTAL LIABILITIES AND FUND EQUITY	27,016,204	24,347,770	2,668,434	22,845,153	4,171,052	18

UNAUDITED REPORT

Period Ending: 03/31/00
 FISCAL YR 00

INCOME STATEMENT
 NIPOMO COMMUNITY SERVICES DIST

10:23:27 Page 1
 Report Date: 04/14/00
 (Consolidated) 100 - 803

	Total Budget	Cur Month Last Year	Current Month	YTD Total	% of Budget	Last Year YTD
REVENUES						
Water Sales	1,126,000	66,139	72,091	941,279	83	781,745
Sewer Revenues	581,000	40,955	45,184	449,314	77	406,512
Fees and Penalties	29,000	1,736	2,293	22,398	77	20,530
4220 Meter Fees	13,000	340	3,960	24,700	190	36,689
4240 Water Connection Fees	760	0	760	1,520	200	1,520
4250 Plan, Check and Inspection Fees	3,000	100	500	7,995	267	4,685
4265 Sewer Lift Station	4,000	0	3,000	3,000	75	4,500
Miscellaneous Income	2,000	-3,274	18,270	20,413	999	2,542
4292 Administrative Fee	0	0	0	2,348	0	3,175
4295 Streetlighting Income	18,258	1,188	1,620	13,326	73	10,634
4310 Annexation Fees	0	0	0	2,000	0	1,500
4330 Reimb of Fees by Tracts	0	0	0	0	0	2,664
4700 Settlement Income	0	0	0	185,000	0	106,000
4800 Oper Trans In-Admin	110,960	8,350	8,649	72,858	66	75,297
4810 Oper Trans In-Funded Replace	213,360	17,780	17,780	160,020	75	160,020
TOTAL REVENUES	2,101,338	133,313	174,107	1,906,170	90	1,618,014

EXPENSES						
5010 Accounting	3,260	0	0	3,213	99	3,150
Advertising	0	342	0	0	0	685
5000 Bank Charges	485	58	64	302	62	285
5035 BL Advisory Committee	500	0	0	0	0	0
5060 Chemicals	7,600	0	551	8,043	106	4,585
5070 Computer Expense	10,000	20	20	1,614	16	2,521
5080 Consulting	41,000	0	0	16,000	39	0
5090 Director Fees	15,000	1,600	1,900	10,435	70	8,820
5100 Dues and Subscriptions	4,700	485	0	2,898	62	3,402
5110 Education and Training	10,000	109	820	2,564	26	3,391
5112 Engineering	3,000	233	3,224	18,956	632	1,154
5115 Elections	0	0	0	0	0	177
5120 Equipment Rental	500	246	0	35	7	437
5123 Fire Alarm	600	50	25	225	38	295
5125 Fuel	5,500	311	1,088	6,174	112	3,566
5130 Insurance-Liability	18,000	1,842	1,647	12,251	68	18,074
5140 Insurance-Medical/Dental	46,700	7,337	3,872	36,071	77	36,858
5150 Insurance-Workman's Compensation	9,000	2,111	2,055	6,330	70	6,987
5160 Lab Tests and Supplies	22,000	13,641	374	11,893	54	26,022
5165 Landscape and Janitorial	5,800	135	135	2,984	51	4,743
5170 Legal	30,000	0	3,529	24,134	80	11,206
5171 Legal-Litigation	100,000	0	0	1,122	1	89,052
5172 Legal-Water Counsel	200,000	8,381	22,064	179,703	90	9,611
5190 Meters-New	9,000	0	0	9,506	106	5,295

ending: 03/31/00
 YR 00

INCOME STATEMENT
 NIPOMO COMMUNITY SERVICES DIST

10:23:27 Page 3
 Report Date: 04/14/00
 (Consolidated) 100 - 803

	Total Budget	Cur Month Last Year	Current Month	YTD Total	% of Budget	Last Year YTD
6175 Tax Revenues	183,000	10,204	11,307	136,688	75	121,734
6191 Gain/Loss on Sale of Assets	0	0	0	0	0	2,628
TOTAL OTHER INCOME	464,240	78,292	95,643	374,581	80	335,132
OTHER EXPENSES						
6500 Interest Expense	9,750	0	0	4,725	-48	8,125
6600 Other Expense	0	0	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	8,350	8,649	72,858	-66	75,297
6950 Oper Trans Out-Funded Replace	213,360	17,780	17,780	160,020	-75	160,020
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	-26,130	-26,429	-375,063	107	-265,470
TOTAL OTHER INCOME AND EXPENSES	116,695	52,162	69,214	-482	-1	69,662
EXCESS REV.& OTHER OVER EXP.	712,588	72,186	142,462	967,329	135	714,140

UNAUDITED REPORT

Ending: 03/31/00
 FISCAL YEAR 00

INCOME STATEMENT
 NIPOMO COMMUNITY SERVICES DIST

10:23:27 Page 2
 Report Date: 04/14/00
 (Consolidated) 100 - 803

	Total Budget	Cur Month Last Year	Current Month	YTD Total	% of Budget	Last Year YTD
5175 Meters-Replacement Program	17,000	0	0	9,259	54	4,675
5200 Miscellaneous	2,500	0	0	338	14	641
5210 Newsletter	500	985	0	0	0	985
5220 Office Supplies	5,500	56	450	2,270	41	2,552
5230 Outside Services	25,500	742	0	9,664	38	9,650
5235 Outside Service-PB Repairs	0	11,550	0	0	0	95,448
5240 Operating Supplies	22,000	601	983	15,388	70	14,461
5250 Paging Expense	1,400	196	104	1,021	73	1,017
5280 Permits and Operating Fees	9,800	14	1,869	7,773	79	4,553
5290 Postage	7,000	1,634	0	2,232	32	5,336
5300 Printing	2,600	327	-164	666	26	1,440
5310 Public and Legal Notices	1,600	0	74	74	5	326
5320 Rent	2,800	412	0	1,853	66	2,059
5330 Repairs & Maintenance-Vehicles	5,550	109	1,105	4,552	82	4,034
5340 Repairs & Maintenance-Building	1,500	1	311	816	54	79
5345 Repairs & Maintenance-Office	1,500	42	46	391	26	963
5350 Repairs & Maintenance-Water	33,500	6,250	4,326	14,553	43	21,828
5360 Repairs & Maintenance-Sewer	31,500	6,207	1,729	30,386	96	53,235
5365 Repairs & Maintenance-Misc.	0	0	174	174	0	87
5370 Retirement Benefits	24,500	1,800	0	16,450	67	16,520
5380 Small Tools and Supplies	0	0	271	1,224	0	0
5400 Taxes-Payroll	12,000	2,340	1,773	7,026	59	8,397
5405 Property Taxes	1,300	258	0	536	41	330
5410 Telephone	5,000	292	257	2,637	53	2,689
5420 Travel and Mileage	17,000	316	20	4,766	28	6,426
Underground Notification	1,200	0	0	553	46	481
5440 Uniforms	2,500	0	202	1,652	66	1,471
5450 Utilities-Electricity	315,500	12,902	15,550	163,375	52	199,611
5455 Utilities-Electricity(StLight)	18,850	1,384	1,531	11,744	62	12,301
5460 Utilities-Gas	31,515	186	97	12,541	40	916
5465 Utilities-Trash Collection	485	55	55	493	102	493
5470 Wages-Office and Management	182,500	14,575	14,843	133,280	73	131,172
5480 Wages-O.T.-Office and Management	1,200	174	101	785	65	819
5500 Wages-Maintenance	142,000	11,135	11,303	101,038	71	106,594
5510 Wages-O.T.-Maintenance	35,500	1,845	2,479	24,396	69	21,630
TOTAL EXPENSES	1,505,445	113,289	100,858	938,359	62	973,536
EXCESS REV. OVER EXP.	595,893	20,024	73,248	967,811	162	644,478
OTHER INCOME AND EXPENSES						
OTHER INCOME						
Interest Income	281,240	68,088	84,336	237,894	84	210,770

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

AGENDA ITEM
APR 19 2000



BLACK LAKE INTER-TIE IMPROVEMENTS

ITEM

Accepting the Black Lake Inter-tie improvements constructed by D-Kal Engineering

BACKGROUND

On March 31, 1999 your Honorable Board awarded the contract to D-Kal Engineering to construct an inter-tie between the Town Division and the Black Lake Division as a back-up water supply for the Black Lake Division.

The work has now been completed by D-Kal Engineering and a Notice of Completion needs to be filed with the County of SLO (attached).

RECOMMENDATION

Staff recommends that your Honorable Board approve the attached **Resolution 00-Inter-tie** accepting the improvements and authorize the Notice of Completion to be filed with the County.

Board 2000\BL Inter-tie.DOC

RESOLUTION NO. 00-Inter-tie

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE BLACK LAKE INTER-TIE IMPROVEMENTS**

WHEREAS, March 31, 1999, the District Board of Directors did award a contract to construct the Black Lake Inter-tie to D-Kal Engineering (D-Kal), and

WHEREAS, D-Kal has completed the construction of said Inter-tie, and

WHEREAS, Garing, Taylor and Associates have inspected and approved the completion of the said Inter-tie, and

WHEREAS, this District is to file a Notice of Completion upon the completion of said work.

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

1. The Black Lake Inter-tie improvements constructed by D-Kal Engineering is completed and accepted by this District.
2. The General Manager is to file the Notice of Completion

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 April 2000.

Al Simon, Vice President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
General Counsel

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

NIPOMO COMMUNITY SERVICES DISTRICT
P.O. Box 326
Nipomo, CA 93444

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion.

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is D-KAL ENGINEERING
3. The full address of the owner is P O BOX 247 , NIPOMO, CA 93444
4. The nature of the interest or estate of the owner is: In fee.
(If other than fee, strike "In fee; and insert, for example, "purchaser under contract of purchase," or "lessee")
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAME	ADDRESS
<u>DAVID LOUGHRAN</u>	<u>P O BOX 247</u> <u>NIPOMO, CA 93444</u>

6. A work of improvement on the property hereinafter described was completed on APRIL 19, 2000. The work done was:
BLACK LAKE INTERCONNECTION AND METERING STATION

7. The name of the contractor, if any, for such work of improvement was D-KAL ENGINEERING

8. The property on which said work of improvement was completed is in the city of NIPOMO

County of SAN LUIS OBISPO State of California, and is described as follows:

BLACK LAKE INTERCONNECTION AND METERING STATION

9. The street address of said property is 1340 WILLOW ROAD, NIPOMO, CALIFORNIA

Dated: _____
Verification for Individual Owner

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the "Manager of" NIPOMO COMMUNITY SERVICES DISTRICT the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 2000, at NIPOMO, California.
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true.)

AGENDA ITEM

G

APR 19 2000

TO: BOARD OF DIRECTORS

FROM: DOUG JONES

DATE: APRIL 19, 2000

MANAGER'S REPORT

G-1) ARTICLE ON SANTA BARBARA DE-SAL FACILITY

C:\W:\Board 2000\mgr 041900.DOC

G) MANAGER'S REPORT

WATER JOURNAL

THE NEWS OF CALIFORNIA WATER

Wave of the Future or Washout?

SANTA BARBARA - Santa Barbara's Charles E. Meyer Desalination Facility was constructed nine years ago in a rush — at the height of a five-year drought that in the end had Santa Barbarans painting their lawns green and counting the days before their water supplies would dry up altogether.

At the moment, however, a place to sleep for homeless drifters might well represent the highest and best use of a \$34-million plant once heralded as a bold plunge forward into California's future, in its time the most ambitious attempt ever, by a U.S. city to tap the ocean for domestic water.

It was completed just after the healing rains returned and, except for a three-month shakedown period, it has sat idle ever since. The prospects for its producing water any time soon roughly equal the chances of peace breaking out in California's interminable water wars, which is another way of saying: somewhat beyond slim.

City water officials have calculated that, even in the worst-case scenarios of statewide drought, the desalination plant will probably not be needed until "well into" the new century. There are many reasons for this, none of which has anything to do with the plant's ability to crank out potable water.

Depending on who is interpreting it
see Desal Plant page 8

Desal Plant from page 1

history, the facility—or what's left of it after a recent fire sale of many movable parts to a Saudi Arabian company — represents a golden example of visionary civic planning or, and this tends to be the more popular analysis, a high-tech monument to panic.

In a muted way, it also lends some perspective to the often panting rhetoric of California water politics. To some participants in the wrangle over water, the fact that a technically viable desalination plant could be built, paid for and then mothballed challenges the often heard warning that there is not enough water to go around. What might be in short supply, they suggest, is not water, but cheap water.

Former U.S. Sen. Paul Simon of Illinois, a proponent of desalination, wrote in his 1998 book *Tapped Out* that the Santa Barbara facility, no matter how little water it produced, was important nonetheless for this reason: "Each time a new plant is built, we increase our knowledge of how to do the job better."

Santa Barbara's experience to date, however, has mainly yielded pointers on how best to shutter an unneeded facility. For the first few years, the plant was kept in a so-called active standby mode. Subsequent cost-benefit analyses indicated that it would be prudent to decommission the facility — "long-term storage" is the euphemism city officials prefer.

The next logical step was to attempt to recoup some of the initial investment by selling off parts. On Dec. 30 the Public Works Department issued a brief and largely ignored news release, which began with: "The city has sold some desalination facility equipment, which is surplus to its needs."

What it had sold was 14 truck trailers full of essential filtering components and related equipment. The plant's initial production capacity was 7,500 acre-feet of water per year. After the sale, the facility could produce less than half that amount.

Valued at \$5.1 million, the equipment was purchased by Saudi Industrial Services Co. for \$1.8 million — "a pretty good deal," said Bob Roebuck, the city's water resources manager, "considering the stuff was 9 years old, slightly used, no guarantee, no warranty, as is, where is."

As he spoke, the parts were aboard ships, sailing for the port city of Jiddah, where by summer they should be trans-

ing salty intake from the Red Sea into drinking water.

Montecito and Goleta Withdrew

Santa Barbara, the logic of the sale was two-fold. Montecito and Goleta, neighboring communities that initially joined in the desalting adventure, had pulled out; Santa Barbara officials had determined that an annual desalting capacity of 3,000 acre-feet would be plenty. Also, should conditions ever make it advantageous for the city to expand the facility, new filtering equipment could be purchased and plugged into the remaining super structure. In either case, retrofitting the plant for restart would cost millions.

To hear city officials tell it, the desalting plant was intended all along only as a spare tire, a hedge against drought. And now they have simply replaced the full-sized spare with one of those new miniature jobs, designed to let a motorist wobble on to the next filling station.

In the beginning, though, the plant was pitched to and perceived by many Santa Barbarans, not so much as a spare tire, but as a whole new mode of transportation.

For centuries, the sea has been contemplated as an ultimate solution to water shortage, and it seemed that Santa Barbara, at least in California, had made it to the future first.

A June 1, 1991, editorial in the Santa Barbara New-Press rhapsodized: "Santa Barbara is poised to be at the front of the line. It could be the first link in a chain up and down California's coast: a network of desalination plants, running on the clean energy of fuel cells or perhaps photovoltaics, turning seawater into potable water, while feeding the State Water Project after local needs are met."

In a trade publication, two city officials described the new desalting facility as a "unique drought-proofing tool that takes advantage of a virtually limitless resource — the ocean. Desalinated oceanwater is available regardless of rainfall patterns and without reducing supplies of other users or supplies needed to protect aquatic ecosystems."

More than 80% of Santa Barbara's voters had recommended in 1991 that desalination be made a permanent piece of the city water picture, but there was a catch.

In the same election, a majority also approved, albeit by a smaller margin, a measure to plug into the proposed Central

Coast branch of the State Water Project.

With these votes, Santa Barbara had turned itself into the municipal equivalent of the over-prepared engineer who heads out of the house wearing both suspenders and belt. Or, as one environmentalist here describes it: "We ordered from both sides of the menu."

The Drought Was Scary

Their zealotry was understandable. Residents were under orders to quit watering lawns. Water cops patrolled the streets. One of the two reservoirs that supply the city with water from natural runoff was dry, the other reduced to a pond. The conditions were ripe for those who believed that the Central Coast could no longer afford to rely on rainfall and instead should dip its straw into the delta of the Sacramento and San Joaquin rivers.

Previous efforts had been rebuffed by slow-growth advocates who saw "project" water as a lubricant for sprawl. In drought, their warnings were overwhelmed by the cries for water — water from desalting, water from the Feather River, any water.

With both sources approved, comparative economics came into play. State water undercut the logic behind the desalting plant. Although the facility would be paid off within five years, the energy required to pump seawater through purifying membranes — a process called reverse osmosis — made it too expensive to operate. The city estimates that at present it would cost \$1,100 to produce an acre-foot of water at the plant.

The price, meanwhile, for water from the state project hook-up, completed about three years ago, is roughly \$1,500 an acre-foot. All but a few hundred dollars of this figure goes toward paying the city's share of the bill for the 102-mile pipeline system — a 35-year debt obligation.

This is money that must be paid, even if the city does not order a drop of its annual allotment of 3,000 acre-feet

As a result, Santa Barbara has determined that in a pinch it will rely first on state water — again, in essence, it already is being paid for — before turning to desalination. "At this point, the question is more than academic: Since the drought ended, Santa Barbara has yet to draw water from either the desalination plant or the State Water Project. Why?

For starters, rainfall has been consis-

tent, filling reservoirs and groundwater basins. Moreover, consumption has not returned to pre-drought levels. Even with the rains, residents have not abandoned conservation practices and tools.

Many have apparently noticed that their water bills — Santa Barbara's rates are among the state's highest — have been adjusted upward to pay for the new hardware. First they needed to pay for the desal plant, and now they must pay for the state pipeline. And the surest way to reduce an individual water bill is to use less water, further decreasing demand.

In a 1996 white paper on the desalination plant, two city officials said: "Analysis of city supplies shows that the city will not need supplies from desalination, even in a repeat of the most severe drought of record, until [citywide] demand is above 15,000" acre-feet a year. And that level of demand, they concluded, "should not happen until well into the next century."

Plant Performed Well in Trials

In fact, though its operative history was brief, the Santa Barbara facility — a tidy, low-slung layout of control rooms, pipes, tanks and trailers, painted in naval hues and located in a largely industrial neighborhood near the beach — did perform well. It produced 419 acre-feet of water and only a few hitches.

Before the plant was sentenced to long-term storage, there was hopeful talk of making water for transfer — either by actual pipe or through paper trading of rights — to thirstier regions. Las Vegas was discussed early on as a potential customer. Nothing ever came of it.

Said Santa Barbara official Roebuck: "It all boils down to economics." As long as Central Valley farmers can buy or sell water for \$100 or \$200 an acre-foot, he said, there will be no market for desalted water costing 10 times as much.

Still, he and others in city government cling — for public consumption anyway — to the belief that some dry day the decision to build the Santa Barbara plant will prove to have been prophetic.

Standing at the center of the facility, watching traffic roar past on U.S. 101, Roebuck said: "You never know. Maybe in the future, this facility is going to be our first line of production, rather than last."

From an article by Peter H. King — Staff Writer, Los Angeles Times