

NIPOMO COMMUNITY SERVICES DISTRICT AGENDA

OCTOBER 4, 2000

REGULAR SESSION 10:30 A.M.
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

BOARD MEMBERS

ROBERT BLAIR, PRESIDENT
AL SIMON, VICE PRESIDENT
RICHARD MOBRAATEN, DIRECTOR
ALEX MENDOZA, DIRECTOR
MICHAEL WINN, 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) AUDIT REPORT FOR FISCAL YEAR 1999-2000
Auditor to review the FY 99-00 District Audit Report

D-2) WATER AND SEWER SYSTEM MASTER PLAN
Review proposal from Boyle Engineering to update District's 1995 Water and Sewer Master Plan

D-3) COMMUNICATION SITE LEASE & LICENSE AGREEMENT
Review agreement to use one of the District's storage tanks for wireless antenna site

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 September 20, 2000 Regular Board meeting

F-3) ACCEPTANCE OF CO 97-0139 IMPROVEMENTS (VON'S) [RECOMMEND APPROVAL]

F-4) ACCEPTANCE OF TRACT 1854 IMPROVEMENTS (GREENWALD) [RECOMMEND APPROVAL]

G. MANAGER'S REPORT

G-1) TANK INSPECTION REPORT

H. DIRECTORS COMMENTS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL GC§54956.9

- a. SMVWCD vs NCSA Santa Clara County Case No. CV 770214 and all consolidated cases.
- b. NCSA vs. State Dept of Health Services CV 990706, GC§54956.9
- c. Litigation CPUC Appl. No. A 00-03-029 (Gov. Code §54956.9)

ADJOURN

AGENDA ITEM



OCT 4 2000

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: OCTOBER 4, 2000

ANNUAL AUDIT REPORT

The District is required by law to have an independent audit performed on its financial statements. Carlos Reynoso, CPA, prepared the audit for the fiscal year ending June 30, 2000.

Carlos Reynoso, CPA will review the audit report with your Honorable Board. He will answer any questions you may have regarding the financial statements.

Upon completion of the presentation and public comments, a motion would be in order to accept and file the audit report for FY 1999-2000.

Board/auditreport

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: OCTOBER 4, 2000

AGENDA ITEM **D2**
OCT 4 2000

WATER AND SEWER
MASTER PLAN

ITEM

Acquiring consultant services to update the District's 1995 Water and Sewer System Master Plan.

BACKGROUND

The purpose of a Water and Sewer Master Plan is:

1. To identify improvements to the water distribution and sewer collector system required to meet existing and projected demands, and
2. To develop water and sewer facilities improvement program to aid the District in conducting long-term planning.

In 1995, the District acquired the services of Boyle engineering to do the first Water and Sewer Master Plan for the District. This Master Plan involved the following:

- Collect and review water and sewer data
- Develop design parameters for the District
- Estimate the demands based on SLO County's Land Use information
- Develop a computer model to simulate the District's water and sewer performance
- Identification of existing deficiencies and future needs
- Prioritization and cost estimates for recommended improvements

Depending on an agency's activities, a Water and Sewer Master Plan is normally evaluated about every fifth year. In the last five years, NCSD has had a fair amount of activity and with the prospect of the State Health Department revising Title 22 requirements, it is recommended that the Board consider updating the District's 1995 Water and Sewer Master Plan.

The District has received the enclosed proposal from Boyle Engineering to update their Water and Sewer Master Plan for the District. Since Boyle did the first Water and Sewer Master Plan and has all the data in their archives, it may be prudent to allow Boyle to update the Water and Sewer Master Plan.

This item was not budgeted in the 2000-2001 fiscal Year Budget, therefore, appropriations from reserves will be needed to pay for this updated Water and Sewer Master Plan report.

RECOMMENDATION

Enclosed for your Honorable Board's consideration is the Boyle Engineering update for the District's Water and Sewer Master Plan. Appropriation of funds from reserves would be needed to pay for this study.

BOYLE

973 Higuera Street, Suite C
San Luis Obispo, CA 93401
TEL: (805)542-9840
FAX: (805)542-9990
www.boyleengineering.com

SEP 21 2000
NIPOMO COMMUNITY SERVICES DISTRICT

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

September 20, 2000

**Proposal for Nipomo Community Services District's
Water and Sewer System Master Plan – 2000 Update**

Dear Mr. Jones:

Boyle Engineering Corporation (Boyle) is pleased to provide this proposal to prepare the Nipomo Community Services District's **Water and Sewer System Master Plan – 2000 Update**. The 2000 Update will update the 1995 Master Plan to reflect new facilities and connections added since 1995 and the revised future Water District demand based on the 1997 South County Area Plan, adding the proposed Nipomo High School and several other potential District annexations.

The detailed Scope of Services and Project Schedule are attached as Exhibit A.

Compensation shall be on a time and materials basis in accordance with the attached Fee Schedule, Exhibit B, and the Proposed Project Budget, Exhibit C.

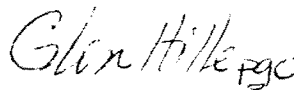
It is our understanding that these services will be performed under a new Engineering Services Agreement, which is forthcoming. We look forward to working with the District on this important project.

Sincerely,

Boyle Engineering Corporation



Pam Cosby, PE, AICP
Project Manager



Glen M. Hille, PE
Managing Engineer

Attachments: Exhibits A, B and C

Nipomo Community Services District Water and Sewer Master Plan - 2000 Update Scope of Work

EXHIBIT A
Page 1 of 6

Boyle will provide the following services during the course of the subject project:

Task 1 - Data Collection and Evaluation

Task 1.1 Kickoff Meeting/Data Collection

Boyle staff will attend a kickoff meeting to confirm our approach to the project and to receive and discuss the information to be provided by the District. An initial listing of the information needed for this project follows this scope of work.

Task 1.2 Data Evaluation

Boyle will review the data provided by the District and request additional data if appropriate. Boyle will be entitled to rely on the accuracy of information provided by the District and provided by others without independent verification, except as specifically outlined in this Scope of Work.

Task 1.3 Project Analysis Criteria

Boyle will review the analysis criteria developed for the 1995 Master Plan report. For the 2000 Master Plan update, Boyle will update the criteria based in part on current and draft future State Title 22 Waterworks Standards, District and County water and sewer system standards, the California Fire Code and local Fire Department standards. Water and sewer duty factors will be updated based on the last five years of available demand data. The updated analysis criteria will serve as the basis for the evaluations conducted for this project.

The criteria will be developed concurrently with the tasks that follow and may be refined as the project progresses due to model calibration, additional data review, District staff input, and preliminary conclusions reached. The following analysis criteria will be developed:

Water System

- Water duty factors for various land use categories
- Minimum/maximum system pressures
- Pipeline roughness coefficients
- Storage volume criteria
- Fire flow and duration requirements
- Supply source guidelines
- Peaking factors
- Operational criteria

Sewer System

- Sewer duty factors for various land use categories
- Minimum permissible gravity pipeline slopes/flow velocity
- Maximum collector/manhole depth
- Permissibility of siphons
- Pipeline roughness coefficients
- Lift station design criteria
- Maximum depths of flow

Task 2 - Land Use Review/Duty Factors

Task 2.1 Obtain and Review County Land Use Data and Aerial Photographs

The zoning authority for Nipomo is the County of San Luis Obispo. Contact the County Planning Department to obtain existing land use information throughout the District's service area. Obtain current population data from the County.

Obtain and review General Plan zoning for the future Nipomo Community Services District service area. Obtain a description of allowable land uses for each land use category.

Boyle will obtain from Air Photo USA year 2000 digital aerial photographic coverage for the existing Nipomo Community Services District service area, potential adjacent annexations and potential locations for a new reservoir and supplemental water connections (up to 15 square miles). Boyle will review the aerial photographs to confirm/estimate the location of existing homes and businesses. The digital

photographs will also serve as the base map for the future reservoir conceptual siting alternatives.

Tabulate the existing and General Plan acreages for various land uses within the service area.

Task 2.2 Update Base Map

Update service area base map used for the 1995 Master Plan based on information provided by the District on new facilities, new connections, and land development since 1994. This base map consists of approximate street right-of-way locations, major street names and lot lines. Existing water and sewer facilities will be shown on separate graphic "layers." It is further understood that the existing AutoCAD mapping is not current and does not show the location of all existing facilities.

Task 2.3 Establish Duty Factors

For the water system, compare the last five years of records of monthly metered well water production and water consumption by subarea, if available. Compare historic water consumption to the estimated service area population and to approximate number of homes. Review water consumption records for commercial areas. Work with the District to establish whether the 1995-2000 period is considered representative water consumption and adjust if necessary. Compare water consumption records to the land use data and establish water duty factors for major land use categories. Express water usage in terms of per capita consumption.

Obtain record information regarding peak monthly, maximum daily, and peak hourly water demands and develop peaking factors for analyzing the water system.

Evaluate whether or not a different peaking factor exists for the Summit Station area.

For the sewer system, confirm our understanding of areas served by each of the eleven existing lift stations. Compare the last five years of monthly lift station run-time records to estimates of pump capacities. Tabulate the estimated volumes of wastewater pumped from each subarea on a monthly basis. Examine available

PG&E pump efficiency tests, metering data, inflow and infiltration estimates, and other available wastewater quantity records. Compare wastewater flow data to land use data and established sewer duty factors. Cross-reference to water consumption information and adjust as needed.

Comment on estimated inflow and infiltration volume into the collection system and provide an opinion as to whether it is considered within "normal standards." Suggest whether a program to identify causes of inflow and infiltration should be undertaken by the District.

Also, obtain peak run-time records, available wastewater treatment plant flow metering data, and interview system operators to help approximate peak dry and peak wet weather flow conditions throughout the service area.

Task 2.4 Quantify Supplemental Water Requirement

Compare existing supply source capacities to projected water demands and quantify supplemental water needs.

Task 3 - Utility Systems Modeling

Task 3.1 Update Existing Facilities

Using the Boyle AutoCAD drawings of existing facilities prepared for the 1995 Study and the 1999 Water and Sewer Replacement Study as a starting point, review system maps and record drawings on file at the District offices to update the existing water and sewer facilities.

For the **water system**, examine records of existing pipeline diameter, material, and age throughout the service area. Note the location of in-line pressure regulators and other hydraulic controls. Obtain information on the existing wells including location, typical pumping water levels at various times of year, pump performance curves, PG&E efficiency tests, treatment/disinfection, and wellhead configuration. Discuss telemetry controls, particularly which wells are primary wells and which are back up. Confirm

information on the location, elevation, height, volume, and condition of the District's four existing storage tanks.

For the **sewer system**, examine records of existing collector diameter, material, age, slope, and manhole locations throughout the service area. Note the location of existing siphons, if applicable. Obtain information on the nine existing lift stations including wet well depth and volume, on-off level settings, number and type of pumps in place, pump performance curves, PG&E efficiency tests, force main diameter, age, material, and location.

Task 3.2 Prepare Input Files

Utilizing the existing facilities information described above, update water system input files consisting of:

- Pipe data - length, diameter, roughness coefficient, ending and beginning node numbers.
- Node data - elevation, approximate coordinates, and water demand.
- Hydraulic control data - well pump curves and production capacities.

Node elevation data will be approximated primarily from 1,000-foot scale USGS topographic maps. Pipeline roughness coefficients will be estimated based on the age, material, and reported condition of groups of pipes. Nodal demands will be based on the land use data and duty factors previously described.

Prepare sewer system input files consisting of:

- Pipe data - length, diameter, roughness coefficient, ending and beginning node numbers for gravity collectors and force mains.
- Node (manhole) data - elevation, approximate coordinates, and sewage loading.
- Hydraulic control data - lift station pump curves and wet well capacities.

Node elevation data will be approximated primarily from sewer system record drawings. Pipeline roughness

coefficients will be estimated based on the age, material, and reported condition of groups of pipes. Sewage loading per nodes will be based on the land use data and duty factors previously described.

Task 3.3 Computer Model Development and Calibration

Once the input files for each of the models have been developed, Boyle will calibrate the models. For the water system, we anticipate relying on recent BoyleNet model updates and calibration based on fire hydrant flow tests conducted by Boyle and Nipomo CSD. Boyle recently simulated the field-measured pressures and flows in the computer model and adjusted as necessary to achieve reasonable agreement with field measurements.

In the case of the sewer system, calibration may be more difficult since the only flow metering information available is for the wastewater treatment plant. We may ask that the District have PG&E conduct pump efficiency tests at selected lift stations, or that sewage flow meters be placed throughout the system to gather flow data.

For both systems, we will discuss our modeling observations on such things as pressure deficiencies or surcharged gravity lines with District staff to see if they, too, have observed similar occurrences in the field.

Task 3.4 Existing System Analysis

For the water system, Boyle will evaluate the existing supply, storage and distribution system's ability to meet *present demand requirements* using the calibrated computer model. The existing system capacities relative to peak demands, fire flows, source redundancy, and reservoir storage will be evaluated. Make recommendations regarding distribution system capacity looping, particularly in Summit Station, the Mesa area, and across the creek and highway. Deficiencies will be identified and feasible improvements recommended.

Make recommendations on utilizing the existing water storage facilities more effectively to meet hydraulic requirements. Also, consider possible use of groundwater storage in lieu of or in addition to constructing additional above-grade storage facilities.

For the sewer system, Boyle will evaluate the existing collection and pumping system's ability to meet *present sewer loading requirements* using the calibrated computer model. The existing system capacities relative to peak dry and peak wet weather flow conditions will be evaluated. Deficiencies will be identified and feasible improvements recommended.

Task 3.5 Future System Analysis

For the water system, Boyle will evaluate the supply, storage and distribution system's ability to meet *future demand requirements* using the calibrated computer model. System capacities relative to peak demands, fire flows, source redundancy, and reservoir storage will be evaluated. Deficiencies will be identified and feasible improvements recommended.

For the sewer system, Boyle will evaluate the collection and pumping system's ability to meet *future sewer loading requirements* using the calibrated computer model. The system capacities relative to peak dry and peak wet weather flow conditions will be evaluated. Deficiencies will be identified and feasible improvements recommended.

Task 3.6 Opinion of Probable Costs

Boyle will prepare a planning level engineer's opinion of probable costs for the recommended water and sewer system improvements. These opinions of probable costs represent Boyle's judgment as a design professional and will be provided for the general guidance of the District. Project costs considered will include construction costs (materials and installation), design engineering, surveying, construction administration, and contingency.

Opinions of probable costs will be referenced to the appropriate Engineering News Record index.

Task 4 Findings and Report Preparation

Task 4.1 Summarize Recommendations

Boyle will summarize the conclusions reached and recommendations made for each of the individual tasks included in the Scope of Work. These will be evaluated conjunctively to develop recommendations that will cumulatively achieve the project objectives previously outlined. Recommended system improvements will then be prioritized based on the project analysis criteria established earlier in the project.

Task 4.2 Prioritize Improvements

Boyle will develop a phased capital improvement program incorporating the prioritized system improvements outlined in previous tasks. Meet with the District to review preliminary phasing recommendations prior to publishing the draft report. Improvements will be separated into facilities needed to serve existing customers and facilities to serve future development construction. These future development facilities could be entirely or partially funded by developers or by connection fees.

Task 4.3 Draft Report Preparation

Boyle will prepare a draft report which will consist of documentation of the tasks described above as well as figures illustrating the location and extent of recommended water and sewer system improvements. It is our intent to issue the utilities master plans as one single document.

Task 4.4 Final Report Preparation

After having received written review comments from the District on the draft project report, Boyle will prepare the final project report.

Task 4.5 Project Management / Project Meetings

This task covers the project manager's supervision and direction of all phases of the project including coordination with District staff, scheduling of project meetings, implementation of the work, and quality control reviews.

In addition to the kickoff meeting and the meeting to discuss improvement priorities, Boyle will meet with District staff up to two more times. We will also make one presentation to the District's Board of Directors.

Deliverables

Boyle Engineering Corporation will deliver the following items in the course of the Nipomo Community Services District Water and Sewer System Master Plan Update Preparation:

1. Written statement of initial facility evaluation criteria as described in Task 1.3 for District review.
2. Attendance at the meetings stated in the Scope of Work, including one presentation to the Board of Directors.
3. Estimates of costs for facilities recommended to meet existing and projected user needs.
4. Prioritization of recommended improvements.
5. Submittal of (8) copies of the draft Water and Sewer System Master Plan update report consisting of documentation of the tasks stated in the Scope of Work and figures illustrating the extent and location of recommended facility upgrades.
6. Submittal of (10) copies of the final Water and Sewer System Master Plan update.
7. Water computer model input files in BoyleNet for the existing system and for the proposed master-planned system.
8. Sewer computer model input files in *B-Swan* format for the existing and master-planned systems,

which could be converted to a publicly available software program such as HYDRA.

9. Two maps illustrating node and pipe numbering system: one for the water and one for the sewer system computer models.

The District has asked that we provide digital data (i.e. the computer model input files) at the completion of the master plan preparation. We do so with the understanding that Boyle shall not be liable for claims, liabilities or losses arising out of, or connected with (1) the modification or misuse by the District, or anyone authorized by the District, of such data; or (2) decline of accuracy or readability of data due to inappropriate storage conditions or duration.

Information and Services Required from the District

Our Scope of Work and professional fee stated herein is based on receipt of the information and services listed below at no cost to Boyle:

1. Written comments on the deliverables listed above and attendance at meetings referenced herein.
2. A map indicating the properties currently receiving water and sewer service from the District.
3. A map showing the future service area for both water and sewer service.
4. Monthly water production records for all sources from 1995 to present.
5. Monthly water consumption records from 1995 to present, by subarea, address, or land account type, if available.
6. Records of maximum daily and peak hourly water demands for the same period.
7. Lift station run-time records and any available sewage flow metering data (e.g. wastewater treatment plant) or inflow/infiltration information.

8. Pump performance data, pumping water level records, PG&E pump test results (where available), and other information for each well and lift station.
 9. Information on existing reservoirs and wet wells.
 10. Access to record drawings of water and sewer facilities from which the computer model input files may be prepared. We can either review record drawings in the District offices or obtain copies for review in our own office.
 11. Conduct and provide written additional results of fire hydrant flow tests (if required).
 12. Information relating to future supplemental water sources, particularly anticipated limitations on pressure, reliability, and peak flow rates.
 13. Copies of past water and sewer system reports and evaluations.
 14. Known operational deficiencies in the existing water and sewer systems, including areas of high maintenance, frequent repairs and customer complaints.
4. Flow monitoring to determine sewer duty factors not included.
 5. It is not our intent at this time to provide Boyle's water and sewer hydraulic modeling software to the District.

for total quantity and peak delivery requirements that the District should pursue.

Schedule and Professional Fee

Boyle will deliver the draft Water and Sewer System Master Plan Update - 2000 within five (5) months of receipt of notice to proceed based on receipt of information and services from the District as indicated. Delays in receipt of information will delay submittal of the draft and final reports. We will submit the final report within two weeks of receipt of written comments on the draft report from the District.

With respect to professional fee, we will prepare the Water and Sewer System Master Plan – 2000 Update on a time and materials basis for the maximum fee of \$48,790, which shall not be exceeded without the prior written authorization of the District. The hourly rates and basis of billing for other direct charges upon which our time-and-material charges will be based be indicated in Exhibit "B", Fee Schedule for Professional Services.

Services Not Included in Scope of Work

1. This proposal does not include an assessment of water quality nor advice on blending. Boyle is experienced and capable of providing such advice but has not included such services in our base scope.
2. This proposal does not include an evaluation of the existing wastewater treatment and disposal facilities and is therefore not included in our base scope.
3. Regarding water supply, the water master plan is not intended to be a water supply planning document, except that it will quantify the amount of supplies that the District should have available to reliably meet user demands. For supplemental water supplies, we will recommend point(s) of connection to the existing system and state criteria

Boyle Engineering Corporation (VT/SLO)
FEE SCHEDULE FOR PROFESSIONAL SERVICES
Effective January 1, 2000

Engineers, Planners, Architects, Scientists:

Student Assistant	\$	56.00 per hour
Assistant I	\$	67.00 per hour
Assistant II	\$	77.00 per hour
Associate	\$	93.00 per hour
Senior I	\$	109.00 per hour
Senior II	\$	122.00 per hour
Principal	\$	142.00 per hour
Special Consultant	\$	110.00 per hour

Construction Administration Personnel:

Resident Project Representative	\$	75.00 per hour
Senior Resident Project Representative	\$	90.00 per hour
Resident Engineer	\$	102.00 per hour
Construction Services Manager	\$	130.00 per hour

Technical Support Staff:

Clerical/General Office	\$	48.00 per hour
Administrative Specialist	\$	57.00 per hour
Drafter	\$	50.00 per hour
Assistant CADD Operator	\$	60.00 per hour
Designer/CADD Operator	\$	70.00 per hour
Senior Designer/Design CADD Operator	\$	81.00 per hour
Design Supervisor	\$	90.00 per hour

General Project Expenses^{1/} 8% of Labor

Direct Project Expenses

Other Reproduction (8 1/2 x11/11x17 Color)	\$1.15/1.50 per page
Plan Sheet Printing - In House Bond/Vellum/Mylar	\$3.00/4.00/7.00 per sheet
Subcontracted Services/Reproduction	Cost + 15%
Subcontracted or Subconsultant Services	Cost + 15%
Auto Mileage for Construction Phase Services	\$0.50 per mile
Travel & Subsistence (other than mileage)	Cost
Miscellaneous Materials	Cost + 15%

Computer Services and Computer Aided Design

See Rate Schedule Page 2

If authorized by the Client, an overtime premium multiplier of 1.5 may be applied to the billing rate of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours.

Applicable sale taxes, if any, will be added to these rates. Invoices will be rendered monthly. Payment is due upon presentation. A late payment finance charge of 1.5% per month (but not exceeding the maximum rate allowable by law) will be applied to any unpaid balance commencing 30 days after the date of the original invoice.

Fee schedule is subject to change.

^{1/} Includes mail, telephone, fax, office photo copies, personal computers, and mileage (except as listed below).

**STANDARD RATE SCHEDULE
COMPUTER SERVICES
Boyle Engineering Corporation
Effective May 29, 1999**

Resource Charges for Microcomputers

Resource charges are in addition to the above rates and cover the use of special purpose software and extra equipment such as pen plotters, high resolution monitors, and digitizers which are used with CADD software.

AutoCAD Computer Aided Design	\$ 8.20 per hour
MicroStation (Intergraph) CADD	\$ 8.20 per hour
SCADA - Structural Analysis	\$ 12.00 per hour
DAPPER - Electrical Design	\$ 75.00 per hour
CAPTOR - Overcurrent Analysis	\$ 54.00 per hour
SAP2000 - Structural Analysis	\$100.00 per hour
PRIMAVERA - Project Management	\$ 60.00 per hour
GWFM - Groundwater Modeling	\$ 15.00 per hour
STAAD III - Structural Design	\$ 10.50 per hour
AES HYDRO - Hydrologic Analysis	\$150.00 per hour
EXKYPIPE - Water Distrib Analysis	\$ 10.00 per hour
SWAN - Sanitary Sewer Analysis	\$ 10.00 per hour
LARSA - Structural Analysis	\$ 7.50 per hour
HASS - Sprinkler Analysis	\$150.00 per hour
ICPR - Drainage Design	\$ 60.00 per hour
TERRAMODEL - Highway Design	\$ 15.00 per hour
CYBERNET - Water Distrib. Analysis	\$ 8.25 per hour

Hewlett Packard HP 3000/928 Super Minicomputer System

Terminal or Printer	\$77.00 per hour
Computer Charge - SURGE - Hydraulic Transient Analysis	\$ 6.00 per min.

Other Notes

Charges for outside computer services will be billed at invoice cost plus twenty-five percent.

This rate schedule is subject to general revision annually. New equipment categories and resource charges may be added at any time.

EXHIBIT C

Project Budget

Water and Sewer System Master Plan - 2000 Update

Nipomo Community Services District

Task Description	Personnel Hours					Total Hours	Budget		
	Principal Engineer	Senior Engineer II	Assistant Engineer	Designer/CADD Oper	Clerical		Labor	Non-Labor	Total
Task Group 1 - Data Collection and Evaluation									
1.1 Kickoff Meeting/Data Collection		8	8		2	18	\$ 1,608	\$ 129	\$ 1,737
1.2 Data Evaluation		6	12			18	\$ 1,536	\$ 123	\$ 1,659
1.3 Project Analysis Criteria		2	2			4	\$ 378	\$ 30	\$ 408
						-	\$ -	\$ -	\$ -
Subtotal	-	16	22	-	2	40	\$ 3,522	\$ 282	\$ 3,804
Task Group 2 - Land Use Review/Duty Factors									
2.1 Obtain and Review County Land Use Data & Aerial Photos		8	10		2	20	\$ 1,742	\$ 887	\$ 2,629
2.2 Update Base Map		2	4	6		12	\$ 932	\$ 75	\$ 1,007
2.3 Establish Duty Factors		4	12			16	\$ 1,292	\$ 103	\$ 1,395
2.4 Quantify Supplemental Water Requirement		4	4			8	\$ 756	\$ 60	\$ 816
						-	\$ -	\$ -	\$ -
Subtotal	-	18	30	6	2	56	\$ 4,722	\$ 1,125	\$ 5,847
Task Group 3 - Utility Systems Modeling									
3.1 Update Existing Facilities		6	16			22	\$ 1,804	\$ 144	\$ 1,948
3.2 Prepare Input Files		8	24			32	\$ 2,584	\$ 207	\$ 2,791
3.3 Computer Model Development and Calibration		10	20			30	\$ 2,560	\$ 205	\$ 2,765
3.4 Existing System Analysis		14	32			46	\$ 3,852	\$ 308	\$ 4,160
3.5 Future System Analysis		16	32			48	\$ 4,096	\$ 328	\$ 4,424
3.6 Cost Estimates		8	12			20	\$ 1,780	\$ 142	\$ 1,922
Subtotal	-	62	136	-	-	198	\$ 16,676	\$ 1,334	\$ 18,010
Task Group 4 - Findings and Report Preparation									
4.1 Summarize Recommendations		12	8	8	6	34	\$ 2,848	\$ 228	\$ 3,076
4.2 Prioritize Improvements		8	8	6	4	26	\$ 2,124	\$ 170	\$ 2,294
4.3 Draft Report Preparation		20	12	8	12	52	\$ 4,380	\$ 350	\$ 4,730
4.4 Final Report Preparation		12	12	8	12	44	\$ 3,404	\$ 272	\$ 3,676
4.5 Project Management/Project Meetings	8	40			16	64	\$ 6,808	\$ 545	\$ 7,353
Subtotal	8	92	40	30	50	220	\$ 19,564	\$ 1,565	\$ 21,129
Total	8	188	228	36	54	514	\$ 44,484	\$ 4,306	\$ 48,790

Amounts shown are fee.

Personnel Category	\$/HR
Principal Engineer	\$145.00
Senior Engineer II	\$122.00
Assistant Engineer	\$67.00
Designer/CADD Oper	\$70.00
Clerical	\$48.00

TO: BOARD OF DIRECTORS
FROM: DOUG JONES *[Signature]*
DATE: OCTOBER 4, 2000

AGENDA ITEM **D3**
OCT 4 2000

COMMUNICATION SITE
CELL PHONE AGREEMENT

ITEM

An antenna site draft agreement with Sprint PCS to use the District's standpipe water storage facility for a wireless communication facility.

BACKGROUND

The District has been in communication with three (3) cell phone companies about using the Hetrick Standpipe for a wireless antenna site for their operation. The three companies are GTE Wireless, Alpine TCS and Sprint PCS.

Legal Counsel has prepared an agreement for Sprint PCS to lease the standpipe for their wireless antenna communication facility. Attached is the draft agreement prepared for the Board's review and approval. It is anticipated that the other wireless companies may come forth in the future with similar agreements for the Board's review and approval.

RECOMMENDATION

Staff recommends that your Honorable Board approve the attached draft agreement and authorize the President of the Board to execute the document after Sprint PCS has signed it.

Board 2000\Cell site agreement.DOC

PROJECT INFORMATION:
NIPOMO WATER TANK
SN45x100A
855 METRICK AVE.
NIPOMO, CA 93444
COUNTY OF SAN LUIS OBISPO

CURRENT ISSUE DATE:
8/31/00

ISSUED FOR:
90% ZONING

REV.	DATE	DESCRIPTION	BY

PLANS PREPARED BY:



OMNI CONSULTING GROUP, INC.
1000 N. GARDEN AVENUE, SUITE 200
SANTA ANA, CA 92705
TEL: 714.241.1111 FAX: 714.241.1112

CONSULTANT:

TACIT COMMUNICATIONS
816 CAPITOL STREET
SANTA ANA, CA 92705
PHONE 714.241.1111 FAX 714.241.1112

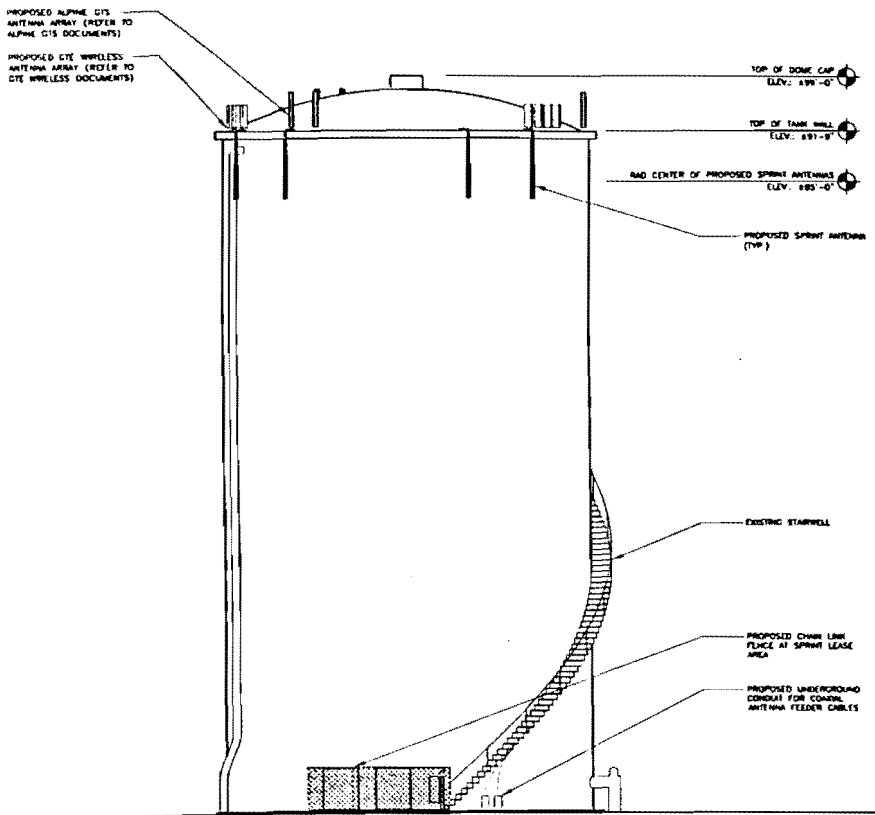
DRAWN BY: JPR CHK: CG APV:

LICENSE:

SHEET TITLE:
SITE ELEVATIONS

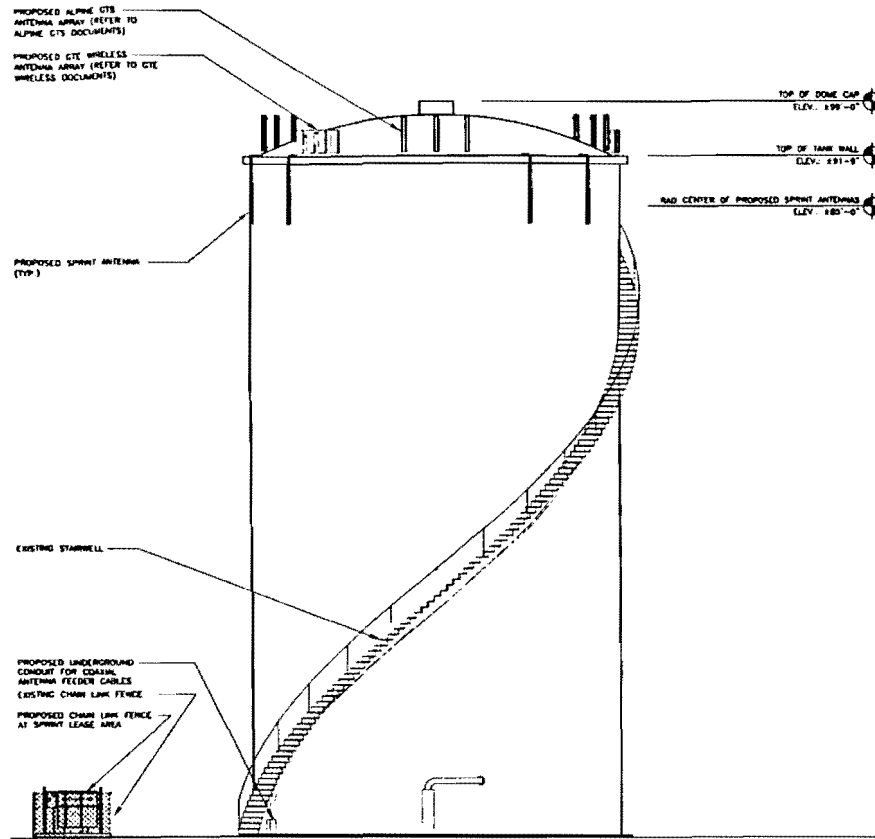
SHEET NUMBER: REVISION:

A-2 1
610-06A



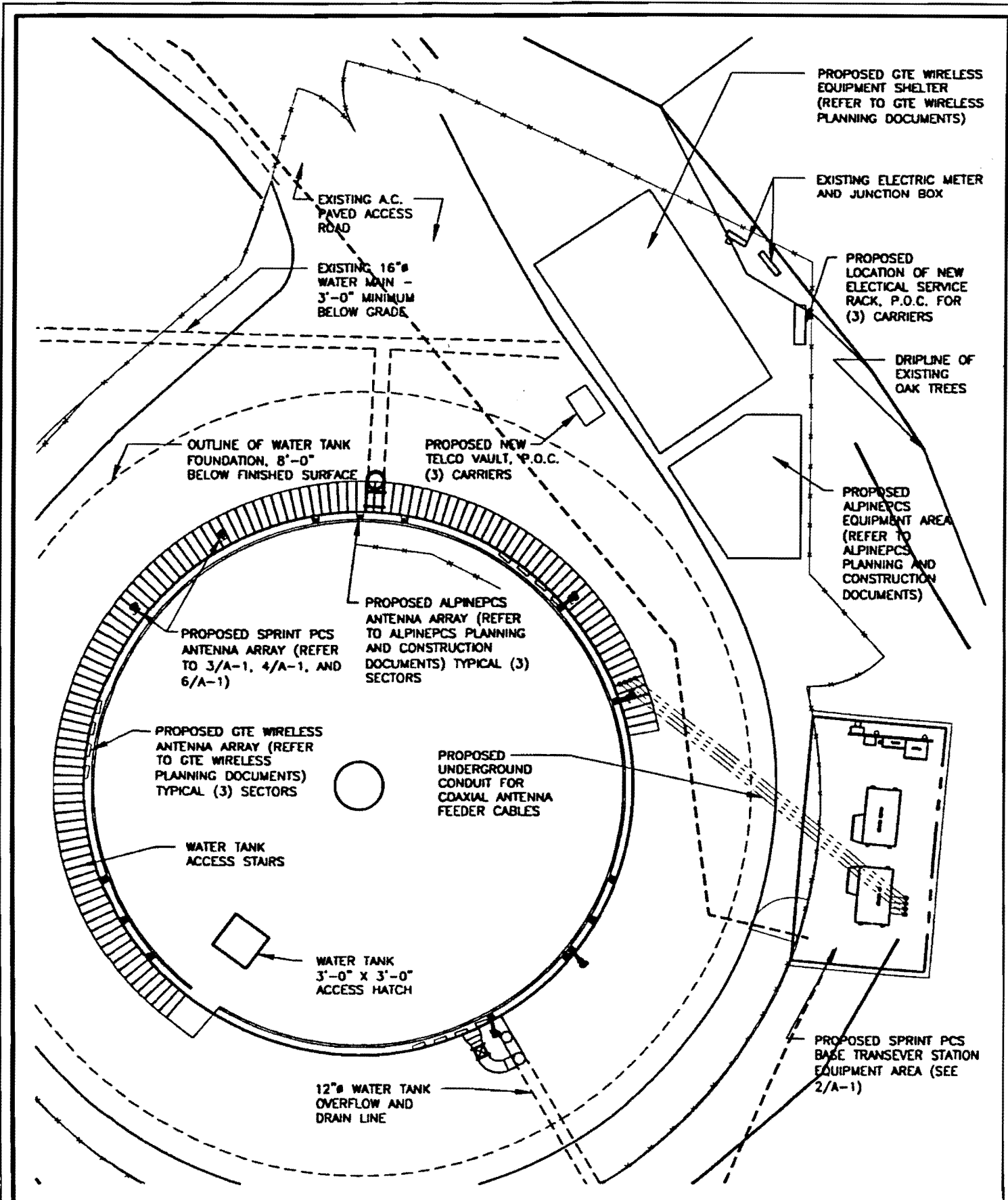
WEST ELEVATION

SCALE: 1/4"=1'-0" 1



NORTH ELEVATION

SCALE: 1/4"=1'-0" 1



SITE PLAN

SCALE:		5
1/8" = 1'		

AGENDA ITEM

OCT 4 2000

F

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: OCTOBER 4, 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 September 20, 2000 Regular Board meeting
- F-3) ACCEPTANCE OF CO 97-0139 IMPROVEMENTS (VON'S) [RECOMMEND APPROVAL]
- F-4) ACCEPTANCE OF TRACT 1854 IMPROVEMENTS (GREENWALD) [RECOMMEND APPROVAL]



WARRANTS OCTOBER 4, 2000

HAND WRITTEN CHECKS

COMPUTER GENERATED CHECKS

18373 9/20/00 SLO COUNTY 14.00

VOID None

5199	10/04/00	PRE01	PRECISION JANITORIAL	135.00
5200	10/04/00	RIC01	RICHARDS, WATSON, GERSHON	27028.85
5201	10/04/00	SAI01	SAIC	8240.30
5202	10/04/00	SAN01	SANTA MARIA TIRE INC	323.18
5203	10/04/00	SIM02	ALBERT SIMON	100.00
5204	10/04/00	SLO02	DIV OF ENVIRON HEALTH	522.00 1214.56
			Check Total.....:	1736.56
5205	10/04/00	STA02	STATE WORKERS' COMP FUND	1791.25
5206	10/04/00	STA04	STATE DEPT OF HEALTH SERV	25.00 36.00
			Check Total.....:	61.00
5207	10/04/00	STA05	STATE WATER RESOURCES CB	50.00
5208	10/04/00	TER01	TERMINIX	42.00
5209	10/04/00	THE01	THE GAS COMPANY	17.42
5210	10/04/00	VER01	VERIZON	64.51
5211	10/04/00	WIN01	MICHAEL WINN	100.00

5174	09/18/00	EMP01	EMPLOYMENT DEVELOP DEPT	340.51
5175	09/18/00	MID01	MID STATE BANK	1902.80
5176	09/18/00	MID02	MIDSTATE BANK - DIRECT DP	11791.63
5177	09/18/00	SIM01	DEBRA SIMMONS	150.00
5178	09/18/00	STA01	STATE STREET GLOBAL	825.00
5179	10/04/00	ADV01	ADVANTAGE ANSWERING PLUS	139.76
5180	10/04/00	BLA01	ROBERT L BLAIR	100.00
5181	10/04/00	CAL01	CAL MARIA ENGINES & EQUIP	34.16
5182	10/04/00	CLA01	CLANIN & ASSOCIATES, INC	11165.44
5183	10/04/00	COR01	CORBIN WILLITS SYSTEMS	500.00
5184	10/04/00	CRE01	CREEK ENVIRONMENTAL LABS	30.00 30.00 30.00 30.00
			Check Total.....:	120.00
5185	10/04/00	DEW01	J B DEWAR INC	76.93
5186	10/04/00	EAS01	EASTER RENTS	62.02 120.12
			Check Total.....:	182.14
5187	10/04/00	FGL01	FGL ENVIRONMENTAL	144.00 216.00 44.80 44.80 44.80 44.80
			Check Total.....:	539.20
5188	10/04/00	GRO01	GROENIGER & CO	690.16 196.43 337.65
			Check Total.....:	1224.24
5189	10/04/00	GWA01	GWA INC	25.00
5190	10/04/00	IKO01	IKON OFFICE SOLUTIONS	105.00
5191	10/04/00	LOS01	LOS OSOS ENGINEERING INC	1200.00
5192	10/04/00	MEN01	ALEX MENDOZA	100.00
5193	10/04/00	MID04	MID STATE CONCRETE PRO	547.37
5194	10/04/00	MOB01	RICHARD MOBRAATEN	100.00
5195	10/04/00	PAC01	PACIFIC BELL	34.73 72.50 51.63
			Check Total.....:	158.86
5196	10/04/00	PER01	PERS RETIREMENT	1938.62
5197	10/04/00	PER02	PERS HEALTH BENEFITS	3212.23
5198	10/04/00	PGE01	P G & E	26028.69

NIPOMO COMMUNITY SERVICES DISTRICT
MINUTES

AGENDA ITEM



SEPTEMBER 20, 2000

OCT 4 2000

REGULAR SESSION 10:30 A.M.
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

BOARD MEMBERS

ROBERT BLAIR, **PRESIDENT**
AL SIMON, **VICE PRESIDENT**
RICHARD MOBRAATEN, **DIRECTOR**
ALEX MENDOZA, **DIRECTOR**
MICHAEL WINN, **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

Vice President Simon called the meeting to order at 10:32 a.m. and led the flag salute.

B. ROLL CALL

At Roll Call the following members were present: Directors Winn, Mendoza, Mobraaten and Simon. President Blair had a planned absence.

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.

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

Jessie Hill, Los Berros Village wished to thank the NCSB Board for the upcoming tour of the District on Friday at 9:00 a.m.

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

D-1) REQUEST FOR SERVICE 00-0170 (BUTLER)

Intent-to-Serve for Parcel Map CO 00-0170 - a three lot development at Primrose & Pino Solo

SL Engineering requested water and sewer service for a three-lot development at Primrose & Pino Solo. There were no public comments.

Upon motion of Director Winn and seconded by Director Mendoza, the Board unanimously approved an Intent-to-Serve letter for Parcel Map CO 00-0170 (Butler) with the conditions as outlined in the Board letter. Vote 4-0.

D-2) REQUEST FOR SERVICE 00-0066 (McBRIDE)

Intent-to-Serve for Parcel Map CO 00-0066 - a two lot development @ Day & Thompson Sts.

SL Engineering requested water and sewer service for a two lot development at Day & Thompson. There were no public comments.

Upon motion of Director Mobraaten and seconded by Director Mendoza, the Board unanimously approved an Intent-to-Serve letter for Parcel Map CO 00-0066 (McBride) with the conditions as outlined in the Board letter. Vote 4-0.

D-3) REQUEST FOR SERVICE - RENEWAL 97-0134 (BONITA HOMES)

Intent-to-Serve renewal for Parcel Map CO 97-0134 - a 4 lot development on W. Tefft St.

SL Engineering requested water and sewer service for a four lot development on W. Tefft Street. There were no public comments.

Upon motion of Director Winn and seconded by Director Mobraaten, the Board unanimously approved an Intent-to-Serve letter for Parcel Map CO 97-0134 (Bonita Homes) with the conditions as outlined in the Board letter. Vote 4-0.

E. OTHER BUSINESS

- E-1) AUTOMATIC METERING READING (AMR)
Approval to purchase AMR equipment

District staff has investigated different Automatic Meter Reading (AMR) devices. Datamatic's equipment was selected. After the equipment is installed, meter reading will be accomplished with a hand-held device in a truck and a worker driving by the meter location. The information is then down-loaded into the computer in the office for billing. There were no public comments.

Upon motion of Director Winn and seconded by Director Mobraaten, the Board unanimously authorized the President of the Board to execute the agreement for the purchase of the AMR equipment and hold the agreement until installation services are consummated. Vote 4-0.

- 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 September 6, 2000 Regular Board meeting

Upon motion of Director Mobraaten and seconded by Director Mendoza, the Board approved the Consent Agenda for September 20, 2000.

Director Winn noted that he abstained from voting on the Minutes of September 6, 2000 because he was absent for the meeting.

G. MANAGER'S REPORT

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

- G-1) ARTICLE ON POWER NEEDS
G-2) INCIDENT REPORT, April - August 2000

Also, California Cities Water withdrew their application to CPUC for service to Cypress Ridge. There were no public comments.

H. DIRECTORS COMMENTS

Director Winn reported that he appreciated information packet about Mojave. He commented about trip back east.

Legal Counsel, Jon Seitz, reported that a meeting with LAFCO and Templeton CSD about Solid Waste will be held.

Ad Hoc Planning meeting to be held this afternoon.

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

Jessie Hill, Los Berros Village - asked why So. California Water withdrew their application.

Answer - Unknown

Sandra McBride, 120 Day Street, Nipomo - Asked Mr. Seitz if Ad Hoc meeting this afternoon is open to the public. Mr. Seitz said public is not kept out of the meeting.

There was no need to have a Closed Session.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL GC\$54956.9

- a. SMVWCD vs NCSA Santa Clara County Case No. CV 770214 and all consolidated cases.
- b. NCSA vs. State Dept of Health Services CV 990706, GC\$54956.9
- c. Litigation CPUC Appl. No. A 00-03-029 (Gov. Code \$54956.9)

ADJOURN

Vice President Simon adjourned the meeting at 11:22 a.m.

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: OCTOBER 4, 2000

AGENDA ITEM
OCT 4 2000



ACCEPTING WATER AND SEWER IMPROVEMENTS FOR
CO 97-0139 (VONS)

Upon completion of a developer's project, the District accepts improvements of the project when all requirements are met. The developer (Vons) for County Project CO 97-0139, a commercial development on Tefft Street has installed water and sewer improvements. The developer has met the District's conditions.

1. Installed the improvements
2. Paid associated fees
3. Provided the necessary paperwork
Offer of Dedication
Engineer's Certification

Attached is a resolution accepting the water and sewer improvements for CO 97-0139.

Staff recommends that your Honorable Board approve Resolution 00-accept Vons.

RESOLUTION NO. 00-accept VONS

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR CO 97-0139**

WHEREAS, on June 18, 1997 the District issued a conditional Will-Serve Letter for water and sewer service for CO 97-0139 (VONS) on Tefft Street in Nipomo; and

WHEREAS, the water and sewer improvements have been constructed and said improvements are complete and certified by the engineer; and

WHEREAS, on September 18, 2000, the Owner offered the water and sewer improvements to the Nipomo Community Services District; and

WHEREAS, this District has accepted such offer without obligation except as required by law, and

WHEREAS, all water and sewer fees for service, required in conformance with District Ordinances, have been paid in full for CO 97-0139.

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

That the water and sewer improvements constructed to serve CO 97-0139 (VONS) on Tefft Street are accepted by this District.

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 _____ day of _____ 2000.

Robert L. Blair, President
Nipomo Community Services District

ATTEST:


APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
General Counsel

AGENDA ITEM
OCT 4 2000



TO: BOARD OF DIRECTORS
FROM: DOUG JONES 
DATE: OCTOBER 4, 2000

ACCEPTING WATER AND SEWER IMPROVEMENTS FOR
TRACT 1854

Upon completion of a developer's project, the District accepts improvements of the project when all requirements are met. The developer (Greenwald) for Tract 1854, a 6-lot development on Juniper & Daffodil has installed water and sewer improvements and has met the District's conditions of installing the improvements, paid associated fees and provided the necessary paperwork, including the Offer of Dedication and the Engineer's Certification. Attached is a resolution accepting the water and sewer improvements for Tract 1854.

Staff recommends that your Honorable Board approve Resolution 00-accept 1854.

Bd 2000\Accept Tr 1854.DOC

RESOLUTION NO. 00-ACCEPT 1854

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR TRACT 1854**

WHEREAS, on November 3, 1999, the District issued a conditional Will-Serve Letter for water and sewer service for Tract 1854 on Juniper and Daffodil in Nipomo; and

WHEREAS, the District approved and signed the construction plans on August 12, 1992 for the water and sewer improvements to be constructed; and

WHEREAS, the water and sewer improvements have been constructed and said improvements are complete and certified by the engineer; and

WHEREAS, on September 19, 2000, the Owner offered the water and sewer improvements to the Nipomo Community Services District; and

WHEREAS, this District has accepted such offer without obligation except as required by law, and

WHEREAS, all water and sewer fees for service, required in conformance with District Ordinances, have been paid in full for Tract 1854.

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

That the water and sewer improvements constructed to serve Tract 1854 on Juniper and Daffodil in Nipomo are accepted by this District.

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 _____ day of October 2000.

Robert L. Blair, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
General Counsel

AGENDA ITEM
OCT 4 2000



TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: OCTOBER 20, 2000

MANAGER'S REPORT

G-1) TANK INSPECTION REPORT

The new one million gallon storage tank was inspected by Los Osos Engineering within the one-year warranty period. This inspection was achieved by a diver entering the tank. There were a number of interior coat application failures. The contractor is being contacted and will be required to come back to make the necessary repairs.

In all contracts in the State of California, the contractor is obligated to provide a one-year warranty of all work performed. In this respect, the warranty on the coating of the new one million gallon storage tank follows this manner, therefore, the contractor is obligated to repair and re-coat the defective areas of the tank.

Mgr 100400