

# NIPOMO COMMUNITY SERVICES DISTRICT

## AGENDA

FEBRUARY 20, 2002

REGULAR MEETING 9:30 A.M.

BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

### BOARD MEMBERS

RICHARD MOBRAATEN, PRESIDENT  
MICHAEL WINN, VICE PRESIDENT  
ROBERT BLAIR, DIRECTOR  
JUDITH WIRSING, DIRECTOR  
CLIFFORD TROTTER, DIRECTOR

### STAFF

DOUGLAS JONES, GENERAL MANAGER  
DONNA JOHNSON, SEC. 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) WATER AND SEWER SYSTEM MASTER PLAN - 2001 UPDATE**

Review Water & Sewer Master Plan - Boyle Engineering

**D-2) REQUEST FOR SERVICE - CO 02-0021 (FLYNN)**

Request for water & sewer service for an 18 unit apartment at 555 Orchard Rd.

**D-3) REQUEST FOR SERVICE - D010239 (KLUVER)**

Request for water & sewer service for an office building @ 250 W. Dana St.

**D-4) URBAN CREEK RESTORATION PROGRAM - KANDEL**

Request for a letter of support for the Creek Restoration Program

**E. OTHER BUSINESS**

**E-1) UPDATE BOARD OF DIRECTORS BY-LAWS**

Resolution to change meeting time to 9:00 a.m., limit length of meeting, and establish adjustability of meeting dates

**E-2) ESTABLISH A VARIANCE PROCEDURE**

Renew draft variance procedure to incorporate into the District Codes

**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]

Minutes of January 23, 2002 Regular Board meeting

Minutes of February 1, 2002 Special Board meeting

Minutes of February 6, 2002 Regular Board meeting

**F-3) ACCEPTANCE OF IMPROVEMENTS - HONEYGROVE II & III** [RECOMMEND APPROVAL]

**G. MANAGER'S REPORT**

- LAFCO REVIEW OF DISTRICT'S SPHERE OF INFLUENCE SCHEDULE TO BEGIN MAY, 2002
- AWWA ARTICLE - THE COMING CRISIS - WATER INFRASTRUCTURE
- WRAC, JANUARY 2002
- MISSION STATEMENT

**H. COMMITTEE REPORTS**

**I. DIRECTORS COMMENTS**

**CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9

A. SMWCD VS NCSO SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.


B. NCSO VS STATE DEPT OF HEALTH SERVICES CV 990716


CONFERENCE WITH NEGOTIATOR

C. WATER LINE EASEMENT ACROSS COUNTY PARK - DISTRICT NEGOTIATOR- DOUG JONES, COUNTY NEGOTIATOR - PETE JENNY, REGARDING TERMS & PRICE

**ADJOURN**

**The next regular Board Meeting will be held on March 6, 2002 at 9:00 a.m.**

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES   
DATE: FEBRUARY 20, 2002

AGENDA ITEM  
FEB 20 2002 

WATER AND SEWER MASTER PLAN  
2001 UPDATE

**ITEM**

Review of the update of the Water and Sewer Master Plan by Boyle Engineering

**BACKGROUND**

The District had contracted with Boyle Engineering to update the 1995 Water and Sewer Master Plan for the District. Their draft report has been completed. Representatives from Boyle Engineering will make a presentation to your Honorable Board on their report.

Since this is a draft, comments by the Board on items in the report may be addressed. The final report may be adjusted based on comments received.

**RECOMMENDATION**

Staff recommends that the Board directs the engineer to finalize the report for the District.

Board 2002/Master Plan.DOC

**Nipomo Community Services District**

**Water and Sewer System  
Master Plan 2001 Update  
Draft**

VT-N04-101-06

February 2002

**BOYLE**  
ENGINEERING CORPORATION

2502  
3502

**TABLE 6  
EXISTING WELL DATA**

WELL	FLOW RANGE (1) (gpm)	MEDIAN FLOW (1) (gpm)	TYPICAL DEPTH TO GROUND WATER (1) (feet)	DATE DRILLED	PUMP MODEL	MOTOR TYPE	WELL STATUS
Bevington	392-410	401	317	Jun-85	Peerless Turbine	General Electric 100 HP	Active
Church	158	158	77	Jun-85	N/A	N/A 30 Hp	Active
Eureka	830-870	850 <sup>800</sup>	190	6/1/1979 Refurbished 1998	Anderson Turbine	General Electric 200 HP	Active
Olympic	140-150	145	287	Jun-85	N/A	N/A 40 HP	Active
Omiya	120	120	312	Jun-88	N/A Submersible	N/A 30 HP	Active
Savage	125	125	74	Jun-88	N/A	N/A	Off Line
Sundale	1000	1000	256	Aug-98	Floway Turbine - 10 BKM	DelRon Gear Drive 300 HP	Active
Via Concha	703	703	286	N/A	Peerless Turbine	US Motors 150 HP	Active
Dana #1	N/A	N/A	N/A	N/A	N/A	N/A	Stand By
Dana #2	N/A	N/A	N/A	N/A	N/A	N/A	Stand By
Hermwreck	N/A	N/A	N/A	N/A	N/A	N/A	Stand By
TOTAL (Active Wells)	3343-3411	3377					

N/A = Not Available

4127

(1) Based on PG&E pump tests performed in 1990 and 1995, except for Eureka (based on information from District after pump was refurbished) and Sundale (Based on information from District after pump was installed).

BL 3 ?  
4

water level can drop relatively rapidly at an average rate of emptying. Further, the Standpipe directly influences the available pressure in the Summit Station area. For example, if the Standpipe drops just one-third (12 feet below full), static pressures in Summit Station drop below 35 psi. Operationally, this means that operators try to keep the Standpipe full rather than allowing the tank level to fluctuate throughout the day to meet daytime demands.

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### 3.2 Sources of Supply

Groundwater is currently the sole source of water to the District. Historical production from each of the District's wells is tabulated in **Appendix A**.

There are currently seven active wells used by the District for water delivery to the main system. The District has three wells that are on standby, and one that is not in operation due to water quality concerns. **Table 6** lists data for existing wells.

PG&E tests performed in 1994 and 1995 indicate the flow rate, pumping water level, and motor efficiency for test conditions at each well. PG&E personnel were unavailable to perform tests more recently. In general, pumps with efficiencies greater than approximately 65 percent are considered to be in "good" condition by PG&E. PG&E's pump tests indicate that all of the well pumps operate at efficiencies less than 65 percent.

Pumps with efficiencies in the 40 percent to 65 percent range are considered by PG&E to be in "fair to poor" condition. Pumps with efficiencies in this range included Black Lake #3, Bevington, Eureka, Olympic, and Omiya. However, according to District personnel, efficiencies of the Eureka, Bevington, and Olympic Wells have been improved through recent upgrades. Upgrades included new pumps and columns.

Pumps with efficiencies of less than 40 percent were considered in "poor" condition. The Church Well pump fell into this category. PG&E test data was unavailable for the Black Lake #4 and Savage wells.

Upgrading the low efficiency pumps can result in a significant savings in power costs. For example, a 1994 PG&E test report indicated that Eureka Well had an efficiency of 62.5 percent. In addition, the test

*New pumps since 2000*

report stated that improving this efficiency by approximately 6.5 percent could result in an annual power saving of over \$8,200. However, energy costs have risen sharply in recent years and so savings resulting from increased efficiency could be as much as double what was reported previously.

Recommendations for well pump and motor replacements are included in Section 11.

Further, the Church and Savage Wells are located near Nipomo Creek but not so close that the provisions of the Surface Water Treatment Rule apply.

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### 3.3 Existing Storage Facilities

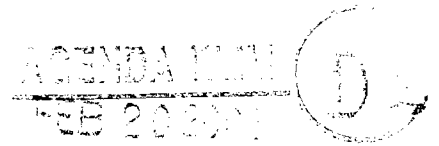
Four storage tanks currently serve the District's water system: the Twin Tanks, and the Standpipe. These reservoirs provide daily regulatory, fire, and emergency storage.

The Twin Tanks consists of one 1.0 million gallon tank, with a radius of 43 feet and height of 24 feet, and two 0.5 million gallon tanks, each with a radius of 30 feet and a height of 24 feet. The reservoirs have a high water elevation of approximately 548 feet. Parallel 10-inch and 12-inch diameter inlet/outlet lines along Tefft Street connect the Twin Tanks to the distribution system.

The Standpipe is a 1.0 million gallon welded steel tank, with a diameter of 44 feet and a height of 90 feet. The reservoir has a high water elevation of approximately 548 feet. The bottoms of the Twin Tanks are at 524 feet. Because the Standpipe and the Twin Tanks Reservoirs are part of the same pressure zone, the Standpipe normally operates between 524 and 548 feet, reducing the effective storage in the standpipe to 270,000 gallons. A 16-inch diameter inlet/outlet line to Hetrick Avenue connects the Standpipe to the distribution system.

The 1000 gpm Sundale well also allows the district to use groundwater as storage for fires and emergencies. The well is powered by natural gas and is able to provide pumping capacity in the case of a power outage.

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES   
DATE: FEBRUARY 20, 2002



REQUEST FOR SERVICE  
CO 02-0021 FLYNN

**ITEM**

Request for water and sewer service an 18-unit apartment at 555 Orchard Road

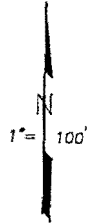
**BACKGROUND**

The District has received a request from Mr. Flynn for water and sewer service to an 18-unit apartment on Orchard Road near the intersection of Division Street. An Intent-to-Serve letter may be issued for the proposed project with the following conditions:

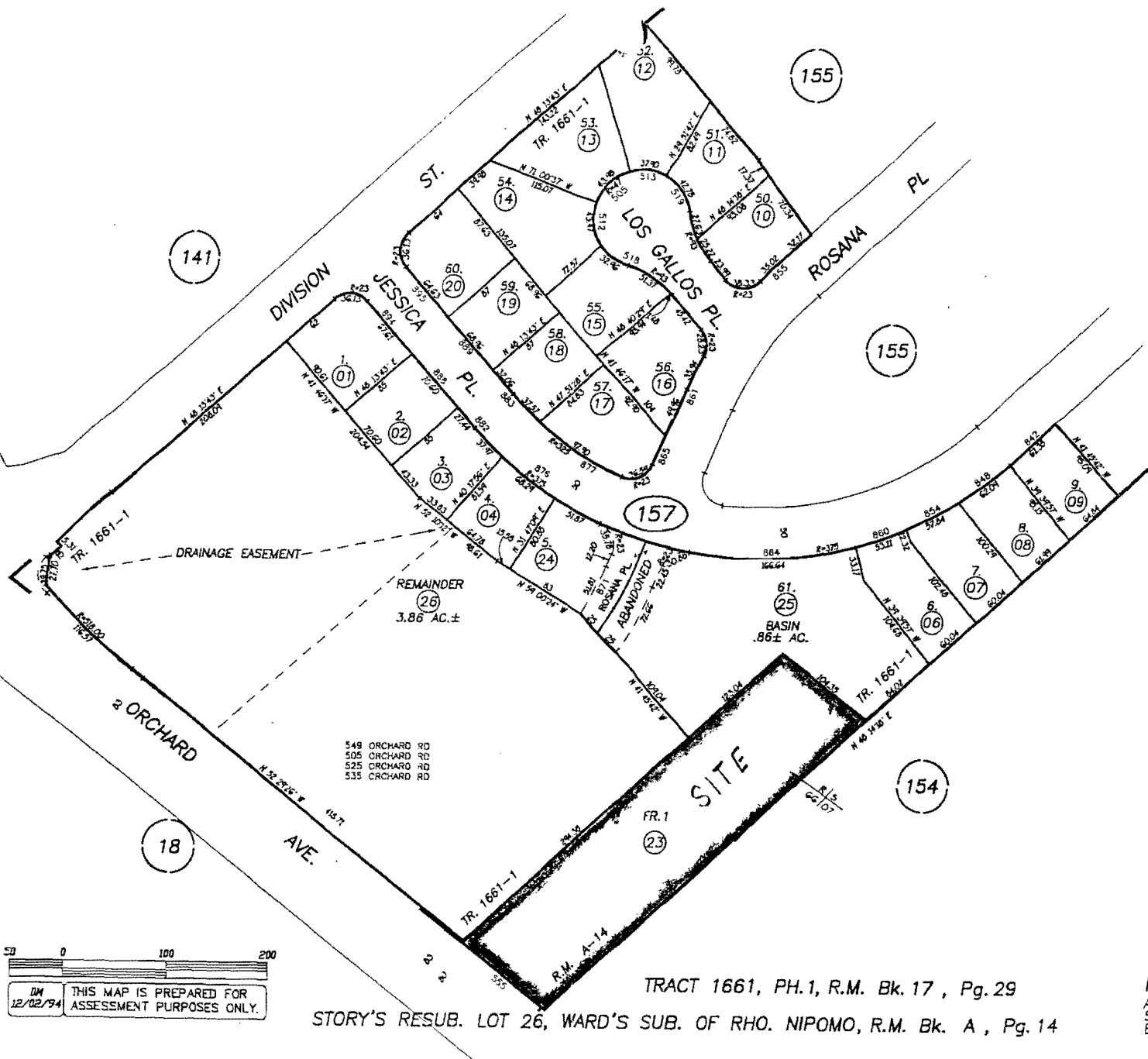
1. Enter into a Plan Check and Inspection Agreement and pay the appropriate fees.
2. Submit improvement plans in accordance with the District Standards and Specifications for review and approval.
3. Pay all appropriate District water, sewer and other fees associated with this development.
4. Construct the improvements required and submit the following:
  - a. Reproducible "As Builts" - A mylar 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
5. 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 the 18-unit apartment building CO 02-0021 with the above mentioned conditions.



092-154



REVISIONS	
TECH	DATE
GB	02-15-00
GB	02-01-01
JAW	04-20-01

50 0 100 200

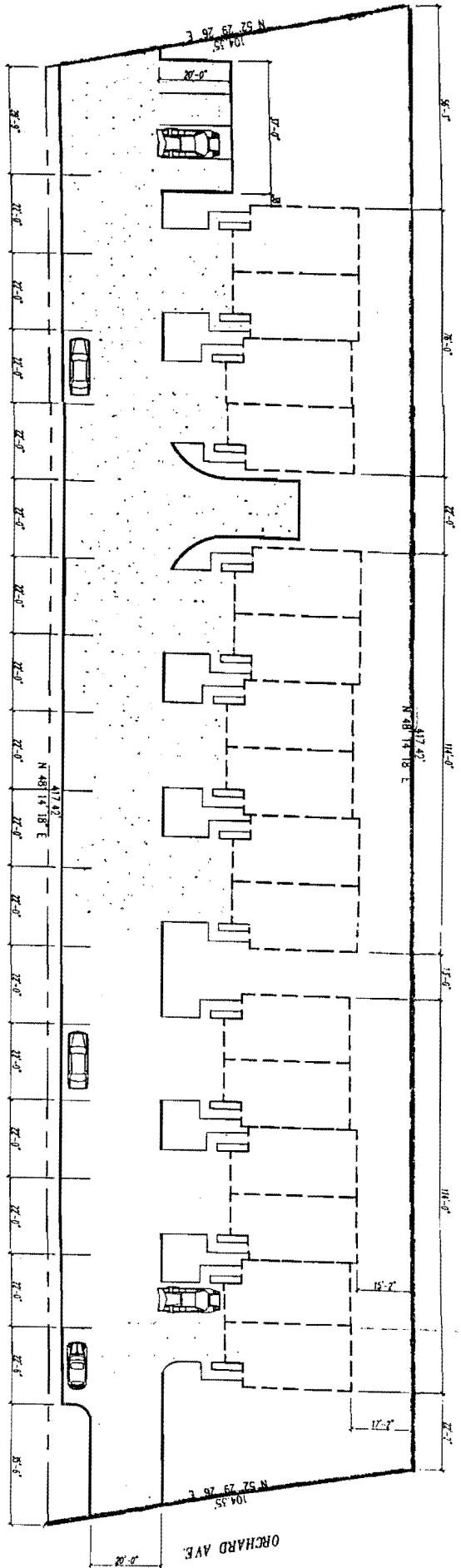
DM  
12/02/94

THIS MAP IS PREPARED FOR ASSESSMENT PURPOSES ONLY.

TRACT 1661, PH.1, R.M. Bk. 17 , Pg. 29  
 STORY'S RESUB. LOT 26, WARD'S SUB. OF RHO. NIPOMO, R.M. Bk. A , Pg. 14

NIPOMO  
 ASSESSOR'S MAP, COUNTY OF  
 SAN LUIS OBISPO, CA.  
 BOOK 092 PAGE 157





SITE PLAN

CO 02-0021

18 Unit Apt. Complex  
 555 Orchard Rd.  
 Nipomo, Ca

**ED FLYNN, JR.**  
**356 Foxenwood Drive**  
**Santa Maria, CA 93455**  
**(805) 331-6264**

January 11, 2002

Nipomo Community Services District  
148 S. Wilson St.  
P.O. Box 326  
Nipomo, CA 93444-0326

*CO 02-0021*  
*Co. File # 50 01-0191C*

Tracking # PBL104 -R007

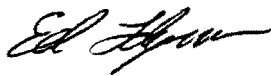
Dear Sirs:

I am requesting water and sewer service to my proposed project located at 555 Orchard Rd. in Nipomo. I am proposing 18 three-bedroom multi family units.

Site plans are being drawn now, and Can & Will Serve Letters need to be turned in with the Minor Use Permit Application. Will you please put this request before your Board of Directors agenda at the next possible meeting.

Enclosed is a map showing preliminary design and location of proposed project.

Thank you for your cooperation,



Ed Flynn

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES *DJ*  
DATE: FEBRUARY 20, 2002

AGENDA ITEM  
FEB 20 2002



REQUEST FOR SERVICE  
CO D010239 KLUVER

**ITEM**

Request for water and sewer service for the International Labor's Union's office building at 250 W. Dana Street

**BACKGROUND**

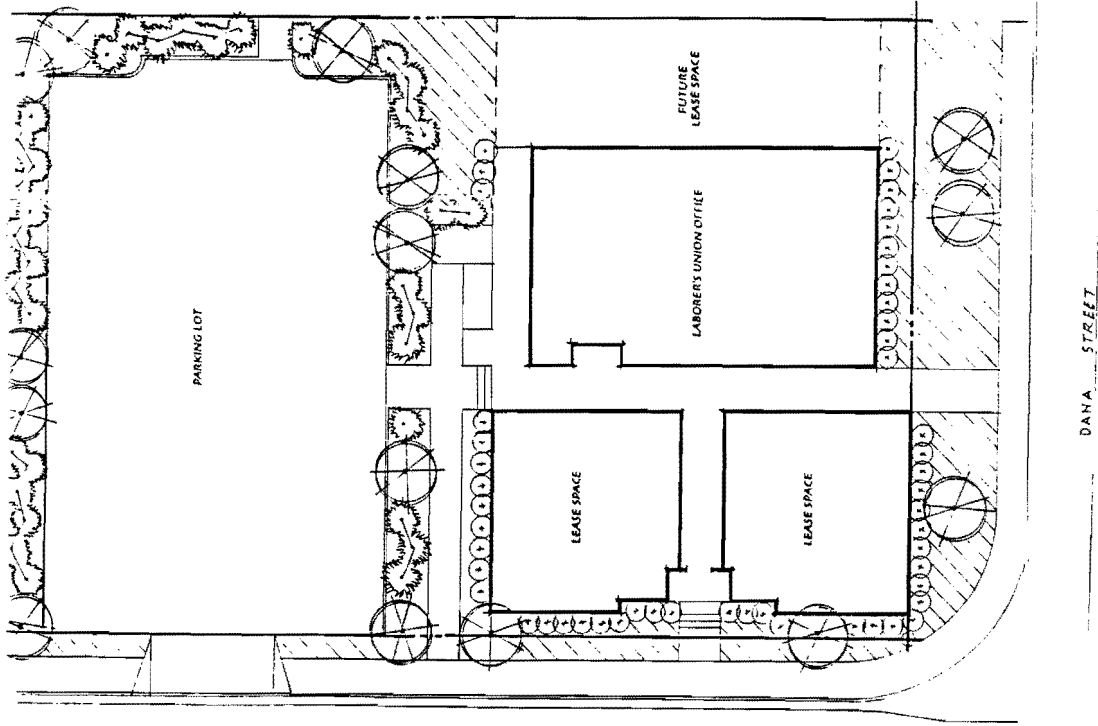
The District has received a request from Ms. Lou Kluver for water and sewer service to the property of the International Laborer's Union Local 402, located across the street from the District office at 250 W. Dana Street. An Intent-to-Serve letter may be issued for the proposed project with the following conditions:

1. Enter into a Plan Check and Inspection Agreement and pay the appropriate fees.
2. Submit improvement plans in accordance with the District Standards and Specifications for review and approval.
3. Pay all appropriate District water, sewer and other fees associated with this development.
4. Construct the improvements required and submit the following:
  - a. Reproducible "As Builts" - A mylar 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
5. This Intent-to-Serve Letter will expire two years from date of issuance.

**RECOMMENDATION**

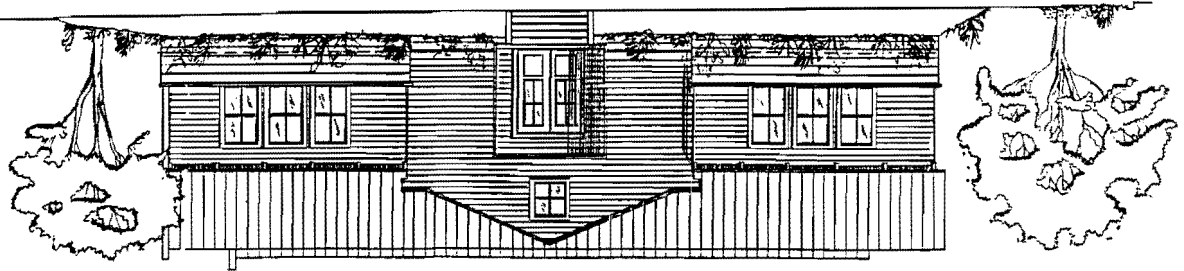
Staff recommends that your Honorable Board approve the Intent-to-Serve letter for the office building D010239 with the above mentioned conditions.

SITE PLAN



WILSON STREET

**OFFICE BUILDING**



**LABORER'S INTERNATIONAL UNION  
LOCAL 402**

D 010239



D 010239

Louisa  
Anne  
Kluver

architect

January 15, 2002

Nipomo Community Services District  
148 South Wilson Street  
Nipomo, Ca. 93444

RE: Laborers International Union  
Local 402  
Office Building  
250 Dana Street

ATTEN: General manager

Attached is a set of preliminary drawings for an office building at the corner of Dana and Wilson Streets for the Laborers Union. We would like to request preliminary will serve letters for both water and sewer. We are in the process of applying for a Minor Use Permit, and as part of the application we were told that preliminary Will Serve letters are required.

Please keep me informed of the timing or any other issue involved in this process. You have any questions or require any further information, please feel free to contact me. Thank you

Sincerely,  
*Lou Kluver*  
Lou Kluver

RECEIVED

JAN 15 2002

NIPOMO COMMUNITY SERVICES DISTRICT

979  
Osos Street  
Suite A-2  
San Luis Obispo  
California  
93401

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: FEBRUARY 20, 2002



CREEK RESTORATION PROGRAM

**ITEM**

Request for a letter of support for the DWR Urban Creek Restoration Program

**BACKGROUND**

Mr. Herb Kandel, who has been initiating a creek restoration program, has spoken to your Honorable Board in the past about supporting such a program. Mr. Kandel is processing an application for funding for this type of program. Even though the District is not involved in this program, he is requesting a letter of support from the District for the proposed creek restoration project.

**RECOMMENDATION**

Attached is a draft letter supporting the DWR Urban Creek Restoration Program.

Board 2002/CreekRestoration.DOC

# NIPOMO COMMUNITY

## BOARD MEMBERS

RICHARD MOBRAATEN, PRESIDENT  
MICHAEL WINN, VICE PRESIDENT  
- ROBERT BLAIR, DIRECTOR  
JUDITH WIRSING, DIRECTOR  
CLIFFORD TROTTER, DIRECTOR



# SERVICES DISTRICT

## STAFF

DOUGLAS JONES, GENERAL MANAGER  
JON SEITZ, GENERAL COUNSEL  
LEE DOUGLAS, MAINTENANCE SUPERVISOR

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148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326  
(805) 929-1133 FAX (805) 929-1932 Email address gm@nipomocsd.com

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February 21, 2002

### Draft Support Letter for DWR Grant in Olde Towne Nipomo:

RE: Department of Water Resources Urban Streams Restoration Grant  
Project Site: Nipomo Creek,  
Project Sponsors: The Land Conservancy, Coastal San Luis Resource  
Conservation District

Dear Sir/Madam:

The Nipomo Community Services District supports the Land Conservancy's grant application to fund acquisition and restoration of a 2.5 acre parcel on Nipomo Creek. The property is located in the downtown area of Nipomo and within the Nipomo Community Services District service area. We support this project for several reasons:

1. The property is a confluence and floodplain area within an area that has severe flood problems. Development on this property has the potential to aggravate these problems. Protection of the property would preserve an area that that the ability to hold and slow floodwaters though a commercial area.
2. The property has resource value and restoration potential. The proposed restoration work will repair streambanks that are currently eroding and depositing sediment into the creek. Restoration work will also enhance the area for wildlife by adding native shelter and forage to the property.
3. This property presents a tremendous opportunity for community involvement. The project is part of the adopted Nipomo Old Town Design Plan, and designated as a linear park in the County's Area Plan. Community involvement will include restoration work, environmental education for local schools, and providing a valuable buffer between agricultural and commercial areas. The aesthetic benefits of the project also extend to the general public.
4. Reduced flooding and open creek channels provide benefits to the Nipomo Community Services District by reducing impacts to the existing sewer and water systems. This project will also provide opportunities for collaboration between community groups and our agency.

For these reasons, the Board of the Nipomo Community Services District strongly supports the Land Conservancy acquisition proposal for Nipomo Creek.

NIPOMO COMMUNITY SERVICES DISTRICT

Richard Mobraaten  
President of the Board of Directors

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: FEBRUARY 20, 2002

AGENDA ITEM  
FEB 20 2002



UPDATE BOARD OF DIRECTORS BY-LAWS

**ITEM**

Resolution to change meeting time to 9:00 a.m., limit length of meeting, and establish adjustability of meeting dates

**BACKGROUND**

At the Regular Meeting held on February 6, 2002, the Board of Directors of the Nipomo Community Services District reviewed the Board's By-Laws. They instructed staff to review the By-Laws, make adjustments, as directed by the Board, and insert staff's input. A draft is attached. The changes are indicated by a vertical line on the right column.

**RECOMMENDATION**

After the Board has discussed the changes and possible additions, direct staff to finalize and bring back to a later meeting for adoption.

Board 2002ByLaws Update.DOC



**NIPOMO COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTOR**  
**2002 UPDATE**  
**BYLAWS**  
**(ATTACHMENT "A" TO RESOLUTION 2002-\_\_\_\_\_)**

**1. OFFICERS OF THE BOARD OF DIRECTORS**

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

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

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

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

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

**2. MEETINGS**

2.1 ~~\_\_\_\_\_2.1\_\_\_\_\_~~ *Subject to holiday and scheduling conflicts, Regular regular meetings of the Board of Directors shall commence at 40:30 9:00 a.m on the first and third Wednesday of each calendar month in the Board Room at the District Office currently located at 148 South Wilson, Nipomo, CA. The Board of Directors reserves the right to cancel or designate other dates and times for Director meetings due to scheduling conflicts and holidays.*

**2.2 *Special Meetings.***

*A. Special meetings may be called by the President or three (3) members of the Board of Directors with a minimum of twenty-four (24) hours public notice. Special meeting Agendas shall be prepared and distributed pursuant to the procedures of the Brown Act by the General Manager or the Administrative Assistant;*

*Or: (choose A or B)*

*B. Special meetings may be called at any time by the President of the Board of Directors, or by a majority of the members of the Board, by delivering written notice to each member of the Board and to each local newspaper of general circulation and radio or television station requesting notice in writing. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the Board of Directors. The written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Clerk or Secretary of the Board a written waiver of notice. The waiver may be given by telegram. The written*

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*notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.*

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

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

- (a) Board Members may briefly respond to statements or questions from the public;*
- (b) Board Members may, on their own initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting;*
- (c) A Board Member or the Board itself may take action to direct staff to place a matter on a future agenda.*
- (d) Directors may make brief announcements or make a brief report on his/her own activities under the Director Comment portion of the Agenda.*

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

**2.65** A majority of the Board shall constitute a quorum for the transaction of business. A majority of the Board is sufficient to do business, however motions must be passed unanimously if only three attend. When there is no quorum for a regular meeting, the President, Vice President, or any Board member shall adjourn such meeting, or, if no Board member is present, the District Secretary shall adjourn the meeting.

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

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

**2.98** All video tape recorders, still and/or motion picture cameras shall remain stationary and shall be located and operated from behind the public speakers podium once the meeting begins. The President retains the discretion to alter these guidelines, including the authority to require that all video tape recorders, still and/or motion picture cameras be located in the back of the room.

**2.10** *Generally, meeting business, other than closed session items, should be completed by 11:30 a.m\*. If at that time the Board has not concluded its business, it will review the balance of*

NIPOMO COMMUNITY SERVICES DISTRICT  
DIRECTOR BYLAWS  
2001 UPDATE  
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*scheduled business to determine by majority vote whether to extend the meeting or continue consideration of the remaining items to another meeting.*

*\*Time inserted as example only.*

**3. AGENDAS:**

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

**3.2** A block of 20 minutes time shall be set aside to receive general public comment. Comments on agendized items should be held until the appropriate item is called. Unless otherwise directed by the President, public comment shall be presented from the podium. The person giving public comment shall state his/her name and *whether or not he/she lives within the District boundary their general place of residence* prior to giving his/her comment. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened by the President in his/her discretion.

**3.3** Those items on the District Agenda which are considered to be of a routine and non-controversial nature are placed on the "Consent Agenda". These items shall be approved, adopted, and accepted, etc. by one motion of the Board of Directors; for example, approval of Minutes, approval of Warrants, various Resolutions accepting developer improvements, minor budgetary items, status reports, and routine District operations.

- (a) Board members may request that any item listed under "Consent Agenda" be removed from the "Consent Agenda", and the Board will then take action separately on that item. A member of the public will be given an opportunity to comment on the "Consent Agenda"; however, only a member of the Board of Directors can remove an item from the "Consent Agenda". Items which are removed ("pulled") by members of the Board for discussion will typically be heard after other "Consent Agenda" items are approved unless a majority of the Board choose an earlier or later time.
- (b) A Board member may ask questions on any item on the "Consent Agenda". When a Board member has a minor question for clarification concerning a consent item which will not involve extended discussion, the item may be discussed for clarification and the questions will be addressed along with the rest of the "Consent Agenda". Board members are encouraged to seek clarifications prior to the meeting if possible.
- (c) When a Board member wishes to pull an item simply to register a dissenting vote, the Board member shall inform the presiding officer that they wish to register a dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the District Secretary will register a "no" vote in the minutes.

**4. PREPARATION OF MINUTES AND MAINTENANCE OF TAPES**

NIPOMO COMMUNITY SERVICES DISTRICT  
DIRECTOR BYLAWS  
2001 UPDATE  
PAGE 4

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

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

4.3 Any Director may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting in which the item is discussed.

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

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

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

**5. MEMBERS OF THE BOARD OF DIRECTORS**

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

5.2 *Information may be requested from staff or exchanged between Directors before meetings. Information that is requested or exchanged shall be distributed through the General Manager, and all Directors will receive a copy of all information being distributed.*

~~5.2 Information that is exchanged before meetings shall be distributed through the General Manager, and all Directors will receive all information being distributed.~~

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

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

5.5 *Except during open and public meetings the use of direct communication, personal intermediaries, or technological devices that is employed by a majority of the members of the Board of Directors to develop a collective concurrence as to action to be taken on an item by the Board of Directors is prohibited.*

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**6. AUTHORITY OF DIRECTORS**

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

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

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

6.4 *Generally, the President is the designated representative of the Board of Directors to communicate established District policy and positions to the public or other governmental agencies.*

**7. DIRECTOR GUIDELINES**

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

7.2 In handling complaints from residents, property owners within the District, or other members of the public, Directors are encouraged to listen carefully to the concerns, but the complaint should be referred to the General Manager for processing and the District's response, if any..

7.3 Directors, when seeking clarification of policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, should refer said concerns directly to the General Manager.

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

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

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

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

**8. DIRECTOR COMPENSATION**

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

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

8.3 In no event shall Director compensation exceed \$100 per day.

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

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

(a) It is the policy of the District to exercise prudence with respect to hotel/motel accommodations. It is also the policy of the District for Board members and staff to stay at the main hotel/motel location of a conference, seminar, or class to gain maximum participation and advantage of interaction with others whenever possible. Actual hotel/motel costs shall be reimbursed. Personal phone calls are not reimbursable.

(b) Any Director traveling on District business shall receive in addition to transportation and lodging expenses, a per diem allowance to cover ordinary expenses such as meals, refreshments and tips. The amount set for per diem shall be considered fair reimbursement and the Director shall neither be required to account for use of the per diem, return the unused portions, nor claim additional expenses for these items. The per diem shall include \$10.00 for breakfast, \$10.00 for lunch and \$20.00 for dinner for a daily total of \$40.00.

9. **COMMITTEES**

9.1 Ad Hoc Committees

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

9.2 Standing Committees

(a) The Board may create standing committees at its discretion. Standing committees shall be advisory committees to the Board of Directors and shall not commit the District to any policy, act or expenditure. Each standing committee may consider District related issues, on a continuing basis, assigned to it by the Board of Directors. Committee members of the shall be appointed by the Board of Directors.

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- (b) All standing committee meetings shall be conducted as public meetings in accordance with the Brown Act and Sections 2,3 and 4 of these Bylaws. Summary notes for each meeting of each committee shall be forwarded to the NCSD Board of Directors as a public record.

**10. CORRESPONDENCE DISTRIBUTION POLICY**

Time permitting, the following letters and other documents shall be accumulated and delivered to the Board of Directors on Monday of each week and/or with agenda packet.

- 10.1 All letters approved by the Board of Directors and/or signed by the President on behalf of the District; and
- 10.2 All letters and other documents received by the District that are of District-wide concern as determined by District staff.

**11. CONFLICTS AND RELATED POLICY**

State laws are in place which attempt to eliminate any action by a Board Member or the District which may reflect a conflict of interest. The purpose of such laws and regulations is to insure that all actions are taken in the public interest. Laws which regulate conflicts are very complicated. The following provides a brief policy summary of various conflict related laws. Directors are encouraged to consult with District Legal Counsel and/or the FPPC at ~~(916) 322-5660~~ 1-800-ASK-FPPC (1-800-275-3772), prior to the day of the meeting, if they have a question about a particular agenda item.

**11.1 Conflict of Interest**

Each Director is encouraged to review the District Conflict Code on an annual basis. The general rule is that an official may not participate in the making of a governmental decision if it is: (1) reasonably foreseeable that the decision will have a (2) material financial effect on the (3) official or a member of his or her immediate family or on an economic interest of the official, and (4) the effect is distinguishable from the effect on the public generally. Additionally, the FPPC regulations relating to interests in real property have recently been changed. If the real property in which the Director has an interest is located within 500 feet of the boundaries of the property affected by decision, that interest is now deemed to be directly involved in the decision.

**11.2 Interest in Contracts, Government Codes Section 1090**

The prohibitions of Government Code Section 1090 provide that the Board of Directors may not contract with any business in which another Board member has a financial interest.

**11.3 Incompatible Office**

The basic rule is that public policy requires that when the duties of two offices are repugnant or overlap so that their exercise may require contradictory or inconsistent action, to the detriment to the other public interest, their discharge by one person is incompatible with that interest.

**12. EVALUATION OF CONSULTANTS**

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~~The District Consultants, including the District Legal Counsel and District Consulting Engineer, shall be evaluated annually during months of May and June of each year. The District's legal counsel shall be evaluated by the Board of Directors annually during the months of May and June of each year. The District's consulting engineer shall be evaluated by the General Manager during the months of May and June of each year and reported to the Board of Directors during the month of July of each year.~~

**13. CONTINUING EDUCATION**

Members of the Board of Directors are encouraged to attend educational conferences and professional meetings when the purposes of such activities is to improve District operation. Subject to budgetary constraints, there is no limit to the number of Directors attending a particular conference or seminar when it is apparent that their attendance is beneficial to the District.

**14. BOARD BY-LAW REVIEW POLICY**

**Subject to 3.1** the Board By-law Policy shall be reviewed annually at the first regular meeting in February. The review shall be provided by District Counsel and ratified by Board action.

**15. RESTRICTIONS ON RULES**

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



**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2002-By-Laws**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
ESTABLISHING BOARD BY-LAWS**

**WHEREAS**, the Board of Directors of Nipomo Community Services District (District) is committed to providing excellence in legislative leadership; and

**WHEREAS**, the District is a member of the Special District Risk Management Authority (**SDRMA**); and

**WHEREAS**, **SDRMA** has adopted a Credit Incentive Program whereby the District can receive a one point credit for the adoption of Board Policies and Procedures (Director By-Laws); and

**WHEREAS**, the District can receive an annual one point credit for the annual review and re-adoption of the Director Bylaws.

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

1. The Nipomo Community Services District Board of Directors By-Laws (2002 update) attached hereto as Exhibit "A" are hereby approved and adopted.
2. All prior Director Bylaws, Resolutions and Policies of the District that are inconsistent with the Board of Director By-Laws (2002 update) attached hereto as Exhibit "A" are hereby repealed.

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

AYES: Directors

NOES:

ABSENT:

ABSTAIN:

the foregoing resolution is hereby passed and adopted this 20<sup>TH</sup> day of February, 2002.


\_\_\_\_\_  
RICHARD MOBRAATEN  
President of the Board

ATTEST:

APPROVED:

\_\_\_\_\_  
DONNA K. JOHNSON  
Secretary to the Board

\_\_\_\_\_  
JON S. SEITZ  
District Legal Counsel

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES   
DATE: FEBRUARY 20, 2002

AGENDA ITEM   
FEB 20 2002

ESTABLISH A VARIANCE PROCEDURE

**ITEM**

Establish a variance procedure that may be incorporated into the District Codes

**BACKGROUND**

At the regular Board meeting held on February 6, 2002, the Board reviewed District Code. A developer had requested a variance concerning the construction of their project. Since the District's Code does not provide for a variance, your Honorable Board directed staff to draft a procedure that may be incorporated into the District Code.

Attached for your review are three examples of variance policies for the Board's consideration.

**RECOMMENDATION**

After reviewing the draft, your Honorable Board may wish to direct staff how to proceed.

Board 2002/Variance.DOC

**EXAMPLES OF VARIANCE  
POLICIES  
AND PROCEDURES**

Example 1

- A. Applicability (requires Board direction).
1. Water – All of Chapter 3.04 or limited to specific sections such as 3.04.030 (landscape meters).
  2. Sewer System – All of Chapter 3.08 or limited to specific sections such as 3.08.090 (individual laterals).
- B. When Permitted.
1. Variances may be granted only when, because of special circumstances applicable to the property including its size, shape, topography, location or surroundings, the strict application of the provisions referenced in Section A, above would create practical difficulties or unnecessary hardship.
  2. A variance shall not be granted for a parcel of property which authorizes a use or activity which is not expressly authorized or “permissible” by the provisions of the San Luis Obispo County Code or the District Code.
  3. A variance shall not be granted to waive a District rate or charge that is directly related to District services.
- C. Application.
1. Application for a variance shall be filed in writing with the District General Manager by the owner, or his authorized agent such as the owner’s engineer or architect. Applications shall set forth and state fully the name and address of the person to receive notice of the hearing referenced in Section E, below, acknowledge receipt of these procedures, the reasons and grounds for the variance and shall contain such information as the General Manager or his/her designee shall prescribe.
  2. Every application for a variance shall be accompanied by a drawing or a plot plan, in duplicate, drawn to scale and showing the lot, the proposed location of building or buildings, the location of District water mains and sewer mains, proposed water and sewer laterals to provide District services to the building or buildings, such other information as may be necessary to provide for the intelligent consideration of the variance request.

D. Filing Fee.

Before accepting an application for a variance the General Manager shall charge and collect a filing fee. Such fee shall be as established by resolution of the District Board of Directors.

E. Hearing.

1. Upon receipt of the application in proper form, the General Manager shall place the item on the Board of Directors Agenda for public hearing within a reasonable period of time.
2. Notice of such hearing shall be given through the U.S. Mail with postage prepaid using the address identified in the application.
3. The Board of Directors shall, on the date set, hold a public hearing upon the application for the variance.

F. Finding Required for Approval.

The Board of Directors may grant a variance based on information shown in the application and verified by staff report or upon further information brought forth during the course of the hearing, the Board of Directors must find that because of special circumstances applicable to the property including size, shape, topography, location or surroundings, the strict application of the provisions referenced in Section A above:

1. Could create practical difficulties or unnecessary hardship.
2. That granting of said variance would not tend to defeat the purpose of the particular rule or regulation.

G. Grant or Denial.

1. From the facts presented with the application at the public hearing the Board of Directors may grant the requested variance in whole or in part and with or without conditions. If the findings referenced in Section F above cannot be made such application shall be denied.
2. Every action or decision of the Board of Directors authorizing a variance from the regulations identified in Section A above shall be by resolution adopted by a majority of the Directors setting forth the written findings of fact required by Section F above.
3. The General Manager shall within ten (10) days of the Board of Directors' decision, mail a notice of the District's decision to the person designated in the application and any other person who has requested notice.

H. Conditions.

1. The Board of Directors in approving a variance, may set forth in its decision conditions which it deems necessary. The Board of Directors may also require such security and guarantees as the Board may deem necessary to insure that such terms and conditions are being or will be complied with.
2. Every variance granted by the Board of Directors shall contain as a condition thereof the following:

“The variance allowed is hereby conditioned upon the privileges granted herein being utilized within one hundred eighty (180) days after the effective date hereof, and should the privilege authorized hereby fail to be executed or utilized or where some form of construction work is involved, such construction has not actually commences within such one hundred eighty (180) days, and is not diligently prosecuted to completion, the authority shall become null and void and any privilege or variance granted hereby shall lapse.

The Board of Directors may in its discretion and upon the written request of the applicant, for good cause, grant a reasonable extension of time in addition to the one hundred eighty (180) days herein provided. Such requests for extension shall be made to the General Manager and within twenty (20) days prior to the expiration of the one hundred eighty (180) day period.”

Example 2

A. Applicability (requires Board direction).

1. Water – All of Chapter 3.04 or limited to specific sections such as 3.04.030 (landscape meters).
2. Sewer System – All of Chapter 3.08 or limited to specific sections such as 3.08.090 (individual laterals).

B. When Permitted.

The District Board may grant a variance from the provisions and standards referenced in Paragraph A above whenever it finds: (1) That special circumstances exist in a particular case, and (2) that practical difficulties or unnecessary hardship would result from strict interpretation and enforcement of any standard, and (3) that the granting of such a variance would not tend to defeat the purposes

of the regulation, and (4) that the application for the exception has been timely filed.

The Board may place conditions on such exceptions.

C. Application for Variance.

Any individual seeking a variance shall make application in writing which shall address the findings in Section B above. A non-refundable fee as established in the District Resolution shall be paid by applicant to the District for such a variance to be considered by the Board.

D. District Fees.

In no event will the District waive a rate or charge that is directly related to District service. The Board may, on the basis of findings identified in Section B above, allow a customer to pay for District fees and charges related to District service over time.

Example 3

A. Applicability (requires Board direction).

1. Water – All of Chapter 3.04 or limited to specific sections such as 3.04.030 (landscape meters).
3. Sewer System – All of Chapter 3.08 or limited to specific sections such as 3.08.090 (individual laterals).

B. When Permitted.

1. When any person, by reason of special circumstances, is of the opinion that any provision of the regulations referenced in Section A above is unjust or inequitable as applied, that person may make a written application to the board stating the special circumstances, citing the provision complained of, and requesting suspension or modification of that provision as applied to his or her property.
2. If such application is approved, the Board may suspend or modify the provision complained of, as applied to such property, to be effective as of the date of the application and continuing as long as the special circumstances exist.

- TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: FEBRUARY 20, 2002

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]

Minutes of January 23, 2002 Regular Board meeting  
Minutes of February 1, 2002 Special Board meeting  
Minutes of February 6, 2002 Regular Board meeting

F-3) ACCEPTANCE OF IMPROVEMENTS - Honeygrove II & III) [RECOMMEND APPROVAL]

## WARRANTS FEBRUARY 20, 2002

### HAND WRITTEN CHECKS

18513	02/07/02	POSTMASTER	119.97
18514	02/11/02	J WIRSING	50.00
18515	02/11/02	M WINN	50.00
18516	02/11/02	POSTMASTER	452.16

**AGENDA ITEM**  
**FEB 20 2002**



### COMPUTER GENERATED CHECKS

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
006638	02/06/02	NOB01	NOBEL SYSTEMS	7500.00	.00	7500.00	7743	EASEMENTS ADDED TO GIS
006639	02/06/02	PER02	PERS HEALTH BENEFITS	3835.95	.00	3835.95	1067-02	HEALTH INSURANCE
006640	02/06/02	PGE01	P G & E	27948.15	.00	27948.15	13919-01	ELECTRICITY
006641	02/06/02	POS01	POSTMASTER	125.00	.00	125.00	012402	PRESORT MAILING FEE
006642	02/06/02	PRE01	PRECISION JANITORIAL	275.00	.00	275.00	129	JANUARY JANITORIAL SERVI
006643	02/06/02	REL01	RELIABLE	5.99	.00	5.99	XGX72301	STAPLES
006644	02/06/02	RIC01	RICHARDS, WATSON, GERSHON	8698.26	.00	8698.26	118939	WATER RIGHTS ADJUDICATIO
006645	02/06/02	SAI01	SAIC	9700.00	.00	9700.00	399434	LITIGATION ON SMVG BASIN
006646	02/06/02	SHI01	SHIPSEY & SEITZ, INC	7602.40	.00	7602.40	113M-12	LEGAL FEES
006647	02/06/02	SIM03	SIMMONS, TOLBERT	15.00	.00	15.00	012902	TRAVEL TO SEMINAR
006648	02/06/02	SLO02	DIV OF ENVIRON HEALTH	920.50	.00	920.50	17857	BL WWTP PERMITS FEES
006649	02/06/02	THE01	THE GAS COMPANY	75.00	.00	75.00	60949-JAN	OFFICE HEAT
006650	02/06/02	TRO01	TROTTER, CLIFFORD	100.00 -100.00	.00 .00	100.00 -100.00	020602 020602u	REG BD MEETING Ck# 006650 Reversed
Check Total.....:				.00	.00	.00		
006651	02/06/02	UNI01	UNION ASPHALT, INC.	294.05	.00	294.05	66097	PAVING BASE MATERIAL
006652	02/06/02	VER01	VERIZON	28.65 29.21	.00 .00	28.65 29.21	60610102 2397-0102	BL PHONE BL PHONE
Check Total.....:				57.86	.00	57.86		
006653	02/06/02	WES01	WEST GROUP	353.10	.00	353.10	801020931	CALIFORNIA CODE UPDATES
006654	02/06/02	WIN01	MICHAEL WINN	100.00	.00	100.00	020602	REG BD MEETING
006655	02/06/02	WIR02	WIRSING, JUDY	100.00	.00	100.00	020602	REG BD MEETING
006656	02/06/02	WOO01	DOUGLAS WOOD & ASSOCIATES	1810.00	.00	1810.00	#3	MIT NEG DEC
6657	02/11/02	EMP01	EMPLOYMENT DEVELOP DEPT	334.31	.00	334.31	A20211	STATE INCOME TAX
6658	02/11/02	MID01	MIDSTATE BANK-PR TAX DEP	1414.36 378.76	.00 .00	1414.36 378.76	A20211 1A20211	FEDERAL INCOME TAX MEDICARE (FICA)
Check Total.....:				1793.12	.00	1793.12		
6659	02/11/02	MID02	MIDSTATE BANK - DIRECT DP	11442.45	.00	11442.45	A20211	NET PAY DEDUCTION
6660	02/11/02	PER01	PERS RETIREMENT	950.89	.00	950.89	A20211	PERS PAYROLL REMITTANCE
6661	02/11/02	SIM01	DEBRA SIMMONS	150.00	.00	150.00	A20211	WAGE ASSIGNMENT
6662	02/11/02	STA01	STATE STREET GLOBAL	935.00	.00	935.00	A20211	DEFERRED COMP



## WARRANTS FEBRUARY 20, 2002

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
006663	02/20/02	ALT01	A-1 TREE SERVICE	4200.00	.00	4200.00	2207	GRIND BRUSH/STUMPS-SUNLAL
006664	02/20/02	BLA01	ROBERT L BLAIR	100.00	.00	100.00	022002	REG MEETING 022002
006665	02/20/02	CIT01	CITY NATIONAL BANK	40229.18	.00	40229.18	01-032	INTEREST ON A/D 93-1R-LCA
006666	02/20/02	COU01	COURIER SYSTEMS	90.00	.00	90.00	89843+	COURIER FOR LAB TESTS
006667	02/20/02	CRE01	CREEK ENVIRONMENTAL LABS	30.00	.00	30.00	J0408	BL WWTP LAB
				75.00	.00	75.00	J0409	WATER SYSTEM SAMPLES
				30.00	.00	30.00	J0438	BL WWTP LAB
				30.00	.00	30.00	J0501	BL WWTP LAB
				25.00	.00	25.00	J0502	TR 1792 NEW MAIN LAB
				30.00	.00	30.00	J0527	BL WWTP LAB
			Check Total.....:	220.00	.00	220.00		
006668	02/20/02	FGL01	FGL ENVIRONMENTAL	44.80	.00	44.80	200644	NIPOMO WWTP LAB
006668	02/20/02	FGL01	FGL ENVIRONMENTAL	44.80	.00	44.80	200645	BL WWTP LAB
				44.80	.00	44.80	200846	NIPOMO WWTP LAB
				44.80	.00	44.80	200847	BL WWTP LAB
			Check Total.....:	179.20	.00	179.20		
006669	02/20/02	GAR01	GARING TAYLOR & ASSOC	1367.50	.00	1367.50	2467	GENERAL ENGINEERING
				5476.97	.00	5476.97	2468	DANA/THOMPSON WATER LINE
			Check Total.....:	6844.47	.00	6844.47		
006670	02/20/02	GIL01	GLM	260.00	.00	260.00	33001-01	OFFICE LANDSCAPE
				90.00	.00	90.00	72001- 1	BLACK LAKE LANDSCAPE
			Check Total.....:	350.00	.00	350.00		
006671	02/20/02	GRA03	GRAYBAR ELECTRIC CO	70.04	.00	70.04	162060558	GATE FOR SHOP FENCE
006672	02/20/02	IKO01	IKON OFFICE SOLUTIONS	47.20	.00	47.20	16500874	COPIER MAINT AGREEMENT
006673	02/20/02	MIS01	MISSION UNIFORM SERVICE	244.14	.00	244.14	1927750	UNIFORMS
006674	02/20/02	MOB01	RICHARD MOBRAATEN	100.00	.00	100.00	022002	REG MEETING 022002
006675	02/20/02	NIP01	NIPOMO ACE HARDWARE INC	285.61	.00	285.61	2425-01	MISC SUPPLIES
006676	02/20/02	NIP02	NIPOMO GARBAGE	14.55	.00	14.55	18020102	OFFICE TRASH COLLECTION
006677	02/20/02	NIP03	NIPOMO SHELL	641.29	.00	641.29	158033	FUEL FOR VEHICLES
006678	02/20/02	PUB01	PUBLIC SECTOR EXCELLENCE	270.00	.00	270.00	A20215	SEMINAR-IMPROVING EMPLOYE
006679	02/20/02	SHI01	SHIPSEY & SEITZ, INC	4977.85	.00	4977.85	3183	LEGAL COUNSEL
006680	02/20/02	STA03	STATEWIDE SAFETY & SIGNS	71.59	.00	71.59	22504	SIGNS FOR WWTP
				20.98	.00	20.98	22526	STOP SIGN
			Check Total.....:	92.57	.00	92.57		
006681	02/20/02	THE01	THE GAS COMPANY	50.00	.00	50.00	057120102	SUNDALE WELL GAS
006682	02/20/02	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	022002	REG MEETING 022002
006683	02/20/02	VIK01	VIKING OFFICE PRODUCTS	156.76	.00	156.76	475758	MISC OFFICE SUPPLIES
006684	02/20/02	WIN01	MICHAEL WINN	100.00	.00	100.00	022002	REG MEETING 022002
006685	02/20/02	WIR02	WIRSING, JUDY	100.00	.00	100.00	022002	REG MEETING 022002
006686	02/20/02	WOO01	DOUGLAS WOOD & ASSOCIATES	64.00	.00	64.00	4	ANNEX 1802 & 1856
006687	02/20/02	XER01	XEROX CORPORATION	561.22	.00	561.22	86971518	MAINT AGREEMENT-COPIER 7

# NIPOMO COMMUNITY SERVICES DISTRICT

## MINUTES

JANUARY 23, 2002

REGULAR MEETING 9:30 A.M.

BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

### **BOARD MEMBERS**

RICHARD MOBRAATEN, **PRESIDENT**  
MICHAEL WINN, **VICE PRESIDENT**  
ROBERT BLAIR, **DIRECTOR**  
JUDITH WIRSING, **DIRECTOR**  
CLIFFORD TROTTER, **DIRECTOR**

### **STAFF**

DOUGLAS JONES, **GENERAL MANAGER**  
DONNA JOHNSON, **SEC. 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 Mobraaten called the meeting to order at 9:30 a.m. and led the flag salute.

#### **B. ROLL CALL**

At Roll Call, all Board members were present.

#### **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.

The following members of the public spoke:

Vince McCarthy, 194 E. Dana, Nipomo - suggested that the Board appeal the decision of the Board of Supervisors concerning the Woodlands project.

President Mobraaten took Item D-2 next because D-1 needed to be postponed.

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

##### **D-1) PUBLIC HEARING**

REVIEW AND ADOPT NEGATIVE DECLARATION WITH MITIGATION MEASURE REGARDING CONSTRUCTION OF FACILITIES INCLUDING WATER PIPELINE AND WELLS TO SERVE TRACTS 1802 & 1856 (MARIA VISTA DEVELOPMENT)

Continuance of Dec. 12, 2001 meeting review Draft Initial Study/Mitigated Negative Declaration of infrastructure to Tracts 1802 & 1856

See D-2. This item was postponed until the presenter arrived.

Mr. Doug Wood from Douglas Wood and Associates presented information on the Draft Initial Study/Mitigated Negative Declaration and addressed the letter from the County Planning Department.

President Mobraaten opened the meeting to a Public Hearing to review the Draft Initial Study/Mitigated Negative Declaration of the infrastructure for Tract 1802 and 1856.

The following members of the public spoke:

Nora Jenaé, 692 Beverly Drive, Nipomo - Urged Board to publish Negative Declarations on major projects. Stated that changing well sites changes the impact. Water wells are going dry. District should not be taking on new development.

Bill Robinson, 2092 Curtis Place, Arroyo Grande - Read from a letter included in the Board packet and attached to the Minutes as Ex A. He urged the Board to do a full EIR.

John Snyder, 662 Eucalyptus Rd., Nipomo - read from a letter he handed to the Board and is attached to the Minutes as Ex B.

Jesse Hill, 1910 Grant Ave, Arroyo Grande - handed a packet of letters to the Board including letter to John McKenzie from SLO-COG, letter to Richard Marshall, Development Services Department from SLO County Engineering Department, and one from Doug Jones to John McKenzie, attached as Ex C.

Item D-1) continued

Herb Kandel, 776 Inga Rd., Nipomo - Stated that NCSD Board is making a significant planning decision. Board has not provided evidence that changing well sites would change the rate of flow to wells in the area. Impacts of off-site water sources have not been adequately evaluated. County staff and supervisors have not reviewed sufficiently. The project was approved with on-site water only. Concerned about the lack of supportive data for Negative Dec. Feels that CEQA would require environmental review of issues early in the process. Concerned with growth-inducing impact and NCSD needs to consider GPA amendments. Urged the Board to not accept the Negative Declaration and to do a complete EIR.

Eric Benham, Trincon Inc, 124 W. Main St. #C, Santa Maria - Recapped the story of how the County directed him to go to the NCSD for service.

Vince McCarthy, 194 E. Dana, Nipomo - Thanked Mr. Seitz for taking control of meeting. The Public Comment Period was closed.

Legal Counsel, Jon Seitz, reviewed the history of project and commented that the project was fully entitled before it came before the District for possible annexation. The Board discussed the project at length. Mr. Wood answered questions from the Board.

Director Winn's comments: It is ironic that no-one has mentioned that, with the deletion of Parcel 1808, this development will have 38 fewer homes with less water required than when it was originally approved.

Non-issues that have been raised

- Nipomo wells going dry. Nipomo wells in bad water areas have always gone dry at times.
- Overdraft is not an issue in this project but of course is a matter for concern. Does not affect this decision.
- The *depression* is not the ground sinking. We would not be pumping if it were.
- *Appropriators are in litigation*. Everyone is in litigation. No one is excluded. The water master will decide.
- *Growth-inducing effects* not significant in this project because it is an entitled project. Growth is already built in and approved. *Pipeline down Orchard* - District already has 9 miles of water pipes through areas that have no growth and have not had any significant growth next to them. This area goes through rural lands. It is zoned 20 acre minimums. It may induce some very optimistic people who try to get General Plan amendments to increase density. Then the community can stand up to say no. We ran a water line through an entitled area toward the high school and there has been no growth. The Planning Department induces growth. Question is not whether or not to have a pipeline but if this pipeline will require an EIR and go ahead and be built afterwards. Or do we find there is no significant reason for denying it at this time? Either way the pipeline will be built.

Director Blair feels this will be good for the District and Nipomo. *Roads?* - We have no control over roads.

✱ Director Wirsing is concerned about the cumulative effect of several projects pumping water. Would like to understand why an EIR not necessary.

✱ Director Trotter suggested staff follow up on the letter which was sent to State encouraging the completion of the DWR study. Director Blair said the DWR does not include the entire mesa.

Upon motion of Director Blair, seconded by Director Winn, the Board approved Resolution 2002-806 adopting a mitigated Negative Declaration for the project to serve Tracts 1802 & 1856. Vote 4-1 with Director Wirsing voting no.

**RESOLUTION NO. 2002-806  
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
ADOPTING A MITIGATED NEGATIVE DECLARATION AND AUTHORIZING THE GENERAL MANAGER TO  
FILE A NOTICE OF DETERMINATION FOR THE MARIA VISTA DEVELOPMENT, TRACTS 1802 AND 1856**

- D-2) REQUEST FOR SERVICE (NUÑEZ)  
A request for water and sewer service at 427 Amado St. - Outside District Boundary

This item was handled first because the presenter for Item D-1 was stuck in traffic and would be late. See D-1

The following members of the public spoke:

Ruben Nuñez, son of applicant, requested water and sewer service from the Board. He answered questions from the Board. Upon motion of Director Blair, seconded by Director Winn, the Board unanimously agreed to direct staff to show Mr. Nuñez the process to annex into the District for water and sewer service. Vote 5-0

President Mobraaten directed the meeting to Item D-1.

- D-3) REQUEST FOR SERVICE, PROJECT NO. B 011368-1 (CORTEZ)  
Request for water & sewer service for a proposed apartment at 149 N. Avocado

There are now 5 people left in the audience.

Elpidio Cortez, Jr. requested water and sewer service to a proposed apartment at 149 N. Avocado Street in Nipomo. Upon motion of Director Blair and seconded by Director Winn, the Board unanimously approved to issue an Intent-to-Serve letter for Project No. B011368-1 with the conditions as outlined in the Board letter.

- D-4) SPECIAL DISTRICT LATENT POWERS  
Resolution supporting the return of Latent Powers from LAFCO

President Mobraaten moved to Item E-2.

The Board considered a resolution, if approved, to be presented to the San Luis Obispo Chapter of the Special Districts Association as a proposed model to initiate a majority of special districts approval in the County to acquire their dormant latent powers.

There was no public comment.

Upon motion of Director Blair and seconded by Director Winn, the Board unanimously approved Resolution 2002-807 supporting the return of latent powers from LAFCO. Vote 5-0.

**RESOLUTION NO. 2002-807  
A RESOLUTION OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS REQUESTING THE APPEAL OF  
REGULATION LIMITING OF SPECIAL DISTRICT LATENT POWERS**

**E. OTHER BUSINESS**

- E-1) YEAR 2002 DISTRICT INVESTMENT POLICY  
Annual adoption of the District Investment Policy

The California Government Code Section 53646 (2) requires local government entities to adopt an annual investment policy. There was no public comment.

Upon motion of Director Trotter and seconded by Director Winn, the Board unanimously approved Resolution 2002-808 adopting the 2002 District Investment Policy. Vote 5-0

**RESOLUTION NO. 2002-808  
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
ADOPTING THE YEAR 2002 DISTRICT INVESTMENT POLICY**

E-2) URBAN STREAM RESTORATION PROGRAM  
Possible participation in the stream restoration program

Herb Kandel, Nipomo Creek Committee presented information to the Board concerning the Urban Stream Restoration Program

Scott Blume, Connie O'Henley and Sandra McBride also presented information and answered questions from the Board. The Board agreed to have the Flood Committee (Directors Trotter and Winn) meet with Mr. Kandel and others to gather more information to present to the Board.

Back to Item D-4

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]  
Minutes of January 9, 2002 Regular Board meeting
- F-3) 4<sup>th</sup> Quarter Investment Policy Report [RECEIVE AND FILE]
- F-4) 2<sup>nd</sup> Quarter Financial Report [RECEIVE AND FILE]

Upon motion of Director Blair and seconded by Director Winn, the Board unanimously approved the Consent agenda with a spelling correction.

G. **MANAGER'S REPORT**

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

STATUS OF PROJECTS

- LIGHTING DISTRICT
- MONTECITO VERDE II SEWER
- TEFFT STREET WATER
- PARK WATER LINE EASEMENT
- BLACK LAKE WATER SUPPLY

H. **COMMITTEE REPORTS**

NCAC - Director Winn

WRAC - Director Winn NVMWC is due to receive 10 a/f water from Shandon

Chamber of Commerce - Director Wirsing - meeting next week

I. **DIRECTORS COMMENTS**

Legal Counsel, Jon Seitz announced the need to go into Closed Session pursuant to GC§54956.9 .

**CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL Pending Litigation 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 990716

CONFERENCE WITH NEGOTIATOR

- C. WATER LINE EASEMENT ACROSS COUNTY PARK - DISTRICT NEGOTIATOR- DOUG JONES, COUNTY NEGOTIATOR - PETE JENNY, REGARDING TERMS & PRICE

The Board came back into Open Session and announce the decision to direct staff to prepare agreement to hire the services of Bruce Beaudoin to determine the fair market value of the Nipomo Park property.

**ADJOURN**

President Mobraaten adjourned the meeting 1:14 p.m.

***The next regular Board Meeting will be held on February 6, 2002 at 9:30 a.m.***

# NIPOMO COMMUNITY SERVICES DISTRICT



## MINUTES SPECIAL MEETING

FEBRUARY 1, 2002    FRIDAY    10:00 A. M.

BOARD ROOM    148 S. WILSON STREET    NIPOMO, CA

### **BOARD MEMBERS**

RICHARD MOBRAATEN, **PRESIDENT**  
MICHAEL WINN, **VICE PRESIDENT**  
ROBERT BLAIR, **DIRECTOR**  
JUDITH WIRSING, **DIRECTOR**  
CLIFFORD TROTTER, **DIRECTOR**

### **STAFF**

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

### **ROLL CALL**

At Roll Call, the following Board members were present:

Directors Wirsing, Blair, Winn and Mobraaten. Director Trotter was absent.

### **Public Comment on Agenda Items**

The public has the right to comment on any item on the Special Meeting Agenda. Comments are limited to 3 minutes or otherwise at the discretion of the Chair.

### **ADMINISTRATIVE ITEM**

### **CLOSED SESSION**

Director Blair excused himself from the meeting because of a possible conflict of interest.

CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9

NCSD vs. STATE DEPT OF HEALTH SERVICES CV 990716

The Board came back into Open Session and had no reportable. The Board gave direction to Legal Counsel concerning NCSD vs. DHS (Dept. of Health Services).

### **ADJOURN**

President Mobraaten adjourned the meeting at 11:15 a.m.

The next regular Board meeting will be held February 6, 2002.

# NIPOMO COMMUNITY SERVICES DISTRICT

## MINUTES

FEBRUARY 6, 2002

REGULAR MEETING 9:30 A.M.  
BOARD ROOM 148 S. WILSON STREET NIPOMO, CA

### BOARD MEMBERS

RICHARD MOBRAATEN, PRESIDENT  
MICHAEL WINN, VICE PRESIDENT  
ROBERT BLAIR, DIRECTOR  
JUDITH WIRSING, DIRECTOR  
CLIFFORD TROTTER, DIRECTOR

### STAFF

DOUGLAS JONES, GENERAL MANAGER  
DONNA JOHNSON, SEC. 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 Mobraaten called the meeting to order at 9:32 a.m.

#### B. ROLL CALL

At Roll Call, the following members of the Board were present.  
Directors Wirsing, Blair, Winn, and Mobraaten. Director Trotter was absent.

#### 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 was no public comment.

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

##### D-1) SHERIFF ACTIVITIES IN NIPOMO

Presentation by Lt. Davis of the Sheriff Dept. - Nipomo activities

Lt. Davis from the San Luis Obispo County Sheriff's office informed the Board of the types of services the Sheriff's office performed. He said the report center on Tefft Street has helped reduce the response time for this area, designated as Beat 7. They cover an area of 900 sq. miles. A sub-station is coming to Oceano.

There was no public comment.

##### D-2) REQUEST FOR ANNEXATION (NUNEZ)

Request for Annexation of approx. 2.5 acre parcel at 427 Amado St. for District services

A request was received from the Nuñez family for annexation of their property at 427 Amado Street in Nipomo. There was no public comment.

Upon motion of Director Winn and seconded by Director Blair, the Board unanimously agreed to direct staff to prepare an annexation agreement for the applicant to execute and have the applicant apply to LAFCO for annexation into the District. Vote 4-0

##### D-3) REQUEST FOR WAIVER OF DISTRICT WATER AND SEWER POLICY

Request to waive irrigation and sewer lateral requirements

A request was received from Richard Meyers, the developer of Tract 2412, for a waiver from District water and sewer policies concerning the number of water meters and separate sewer lateral connections.

The following members of the public spoke:

Gordon Gill, representative for Meyer Asset Management, - spoke with the Board and answered questions.

Russ Thompson, R Thompson Consulting, discussed with the Board the proposed change in the design to connect sewer laterals for Tract 2412 to the NCSD sewer main.

Herb Kandel, 776 Inga Rd., Nipomo - Had questions and comments about project.

Director Blair made a motion to deny a variance but the motion died for lack of a second.

Upon motion of Director Blair and seconded by Director Winn, the Board agreed to deny the proposed revisions to the development of the sewers on the project. Vote 4-0.

Upon motion of Director Winn and seconded by Director Blair, the Board agreed to direct the developer that the Board would consider the possibility of a sewer line between Crystal Way and S. Frontage Rd. and the details should be worked out with developer and staff. Vote 4-0

Upon motion of Director Blair and seconded by Director Winn, the Board agreed to instruct staff to come back to a future meeting with a general variance policy for consideration. Vote 4-0

D-4) ASSIGNMENT OF GARBAGE FRANCHISE SERVICE

Review existing franchise agreement and the possible sale of the company

Legal Counsel, Jon Seitz, explained the pending sale of the existing garbage company. The Board discussed the information provided.

There was no public comment.

This is an information item only. It will be brought back to a future meeting.

D-5) TEFFT ST WATER LINE PROJECT

Request bids to construct a new water line in Tefft St. Tejas to Thompson Street

A new water line in Tefft Street to convey water between the east side to the west side of the District and to have sufficient capacity to provide water service to the new high school is to be built within this year. Plans are ready and bids need to be sent for construction of line.

There was no public comment.

Upon motion of Director Winn and seconded by Director Blair, the Board unanimously agreed to authorize staff to request bids for the Tefft Street Water Line Project. Vote 4-0

D-6) LANDSCAPE MAINTENANCE PROPOSALS

Review landscaping proposal for the District office and Black Lake Water Facility

The Board reviewed the proposal received for landscape maintenance for the office building and the Black Lake Water Treatment Plant. There was no public comment. Director Wirsing would like to see advertising in Telegram Tribune and the Santa Maria Times.

Upon motion of Director Winn and seconded by Director Blair, the Board unanimously agreed to reject all bids and continue using the services of Gillespie Landscape and Maintenance. Vote 4-0

E. OTHER BUSINESS

E-1) REVIEW BOARD OF DIRECTORS BY-LAWS

Annual review of the Board By-Laws Policy

Jon Seitz, District Legal Counsel, reviewed the existing Board of Directors By-Laws and explained that the District's insurance company gives a discount on the premiums if the Board has an annual review of the By-Laws. Each Board member suggested or commented on the existing By-Laws. Legal Counsel will return to the next meeting with a red-lined copy showing the suggested changes. There was no public comment.

E-2) REVIEW BOARD ROOM USE POLICY

The Board discussed the existing policy for use of the Board meeting room. President Mobraaten appointed sub-committee consisting of Directors Winn and Wirsing to discuss the existing guidelines. There was no public comment.



**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-3) ACCEPTANCE OF IMPROVEMENTS - PARCEL MAP CO 99-076 (LONGS)

Acceptance of off-site water and sewer improvements Resolution 2002-Accept Longs

Upon motion of Director Blair and seconded by Director Winn, the Board approved Items F-1 and F-3. Vote 4-0

**RESOLUTION NO. 2002-809  
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY  
SERVICES DISTRICT ACCEPTING THE WATER AND SEWER IMPROVEMENTS  
FOR CO 99-076 (LONGS) NIPOMO WESTSIDE L.P.**

Item F-2 was pulled for discussion.

F-2) BOARD MEETING MINUTES [RECOMMEND APPROVAL]

Minutes of January 23, 2002 Regular Board meeting

The following members of the public spoke:

John Snyder, 662 Eucalyptus Rd., Nipomo - Was not satisfied with the Minutes as written. Asked the Board to consider his version of a transcript he created from a copy of the tape.

Upon motion of Director Winn and seconded by Director Wirsing, the Board agreed to table Item F-2 until the Minutes could be considered further when Director Trotter could be present to possibly ask for a revision of his comments. Vote 3-1 with Director Blair voting no.

**G. MANAGER'S REPORT**

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

- STREET LANDSCAPING LEGISLATION

**H. COMMITTEE REPORTS**

Chamber of Commerce - Director Wirsing attended

Director Blair - High School - some unresolved issues

Supplemental Water - Director Winn said he and Director Wirsing discussed several options

**I. DIRECTORS COMMENTS**

Director Blair - APCD Town Meeting, March 6<sup>th</sup> 7:00 p.m. Dana School

BoS - Robinson General Plan Amendment

Director Winn - Sheriff's Dept Ranch Watch meeting, Feb. 26<sup>th</sup>, 6:30 p.m. at NCSD bldg

Creek sub-committee with Herb Kandel about DWR Flood Restoration Grant

Mallagh Street Bridge - possible letter of support from NCSD

Olde Towne Assoc. Sept 2002 or Jan 2003

Design for culvert at Burton & Tefft rejected by Fish & Game

Draft Personnel Policy on a future agenda

Director Wirsing - Friends of the Library asked for District support, not monetary

**CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9

A. SMVWCD VS NCSD SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.

B. NCSD VS STATE DEPT OF HEALTH SERVICES CV 990716

CONFERENCE WITH NEGOTIATOR

C. WATER LINE EASEMENT ACROSS COUNTY PARK - DISTRICT NEGOTIATOR- DOUG JONES, COUNTY NEGOTIATOR - PETE JENNY, REGARDING TERMS & PRICE

**ADJOURN**

President Mobraaten adjourned the meeting at 12:46 p.m.

***The next regular Board Meeting will be held on February 20, 2002 at 9:30 a.m.***

**Minutes subject to Board approval**

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: FEBRUARY 20, 2002



ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS  
PROJECT - HONEYGROVE II AND III  
NEWDOLL

**ITEM**

Acceptance of water and sewer improvements for a 10-lot development on Honeygrove Lane, known as Honeygrove II and III

**BACKGROUND**

Upon completion of a developer's project, the District accepts improvements of the project when all requirements are met. The developer (Newdoll) for Honeygrove II and III, a 10-lot development on Honeygrove Lane has installed water and sewer improvements, and has met the District's conditions:

- Installed the improvements
- Paid associated fees
- Provided the necessary paperwork, including the Offer of Dedication and the Engineer's Certification

**RECOMMENDATION**

Staff recommends that your Honorable Board approve the attached Resolution 2002-Honeygrove, accepting the water and sewer improvements for Honeygrove II and III.

Board 2002\Accept Honeygrove II and III.DOC

**RESOLUTION NO. 2002-Honeygrove**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
ACCEPTING THE WATER AND SEWER IMPROVEMENTS  
FOR HONEYGROVE II & III (R. H. NEWDOLL, INC.)**

**WHEREAS**, the District approved the construction plans on December 23, 1999 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 26, 2001, 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 Honeygrove II & III (Newdollar).

**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 for Honeygrove II & III (Newdollar), a 10-lot development 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 20<sup>th</sup> day of February 2002.

\_\_\_\_\_  
Richard Mobraaten, President  
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Donna K. Johnson  
Secretary to the Board

\_\_\_\_\_  
Jon S. Seitz  
General Counsel

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: FEBRUARY 20, 2002



MANAGER'S REPORT

- G-1) LAFCO REVIEW OF DISTRICT'S SPHERE OF INFLUENCE  
LAFCO has scheduled the month of May 2002 to begin the review of the District's Sphere of Influence and anticipates the completion by the first of next year.
- G-2) AWWA ARTICLE - "THE COMING CRISIS - WATER INFRASTRUCTURE"
- G-3) WRAC MINUTES  
Attached are the Minutes from the January 2, 2002 WRAC meeting
- G-4) MISSION STATEMENT FOR NCSD  
Examples of mission statements from community services districts in our area

Board 2002\mgr 022002.DOC

LAFCO

DRAFT SERVICE REVIEW WORK PLAN

G1

Jurisdiction	Services Provided	Priority 1-5	Issues 1-5	Start Date	Completion Date	Comments
<b>COMMUNITY SERVICE DISTRICTS</b>						
Oceano CSD	Water, Sewer, Parks, Fire, Garbage, Lighting	2	3	May- 2002	Jan -2003	Combine SR with Arroyo Grande, Grover Beach, So. County Sanitation.
Nipomo CSD	Water, Sewer, Garbage, Recreation	1	1	May -2002	Feb – 2003	Variety of issues -- water use and groundwater basin – Agriculture, LOS II, sewer appears ok, large growth area. Interest level by NCSD high. Combine SR with CSA 1
Los Osos CSD	Water, Sewer/Septic, Fire, Drainage, Lighting, Garbage	4	2	Apr –2003	Oct – 2003	Growth limited until sewer is built. Water supply is LOS II- seawater intrusion a possibility. Water Quality studies are on-going
San Miguel CSD	Water, Sewer, Fire, Lighting	4	4	Oct - 2003	Mar – 2004	LOS I Paso Basin. SOI recently adopted.
Templeton CSD	Water, Sewer, Fire Parks, Garbage	4	4	Oct – 2003	Mar – 2004	LOS I part of Paso Robles Groundwater basin. SOI recently expanded.
San Simeon CSD	Water, Sewer,	5	3	Mar – 2004	July -2004	Scarce water supply makes for building moratorium. Low level of interest.
Cambria Healthcare	Ambulance	5	3	Mar – 2004	July -2004	Limited.
Avila Beach CSD	Water, Sewer, Lighting, Fire	4	5	Mar – 2004	July -2004	Water supply adequate. SOI recently updated.
Cal Valley CSD	Road Maintenance, Fire, Water, and Garbage	5	5	Mar – 2004	July -2004	No Issues.
Cambria CSD	Water, Sewer, Fire, Parks, Lighting, Garbage	5	5	Mar – 2004	July -2004	Water supply/systems issues shortage

# manager to manager

## The Coming Crisis: Water Institutions and Infrastructure

This is a continuation of the series exploring the findings of the recently completed AWWA Research Foundation project titled "Strategic Assessment of the Future of Water Utilities." This installment addresses the implications of the pending infrastructure hurdles faced by the US water community.

### THE INFRASTRUCTURE HURDLE

By all reports, there is a growing water infrastructure crisis in the United States. In retrospect this is not surprising, especially if you examine infrastructure spending over time in such states as California. Figure 1 shows the precipitous decline in dollars allocated to infrastructure in that state since the 1960s.

Initial national estimates came to light on the heels of reauthorization of the Safe Drinking Water Act (SDWA) of 1996. At that time, the US Environmental Protection Agency (USEPA) assessed utility infrastructure

needs that would place demands on the new State Revolving Funds authorized under the SDWA. In its *Drinking Water Infrastructure Needs Survey: First Report to Congress* in 1997, USEPA calculated there was a 20-year investment requirement of \$138.4 billion for replacement and new construction needs (USEPA, 1997). The needs fell along the following lines:

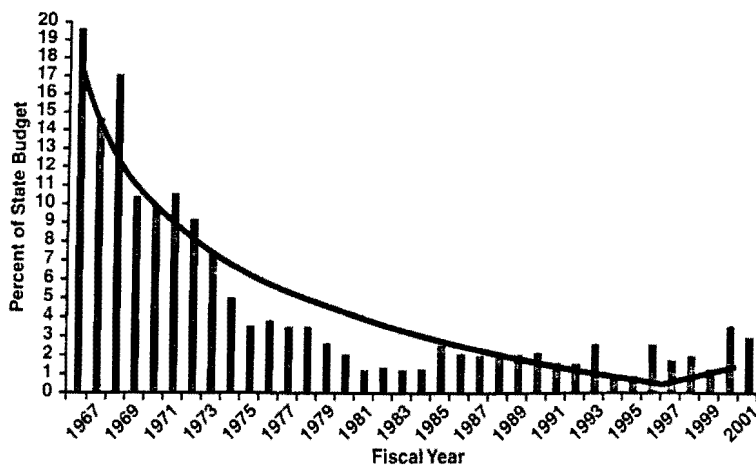
- transmission and distribution—\$77.2 billion
- treatment—\$36.2 billion
- storage—\$12.1 billion
- source—\$11.0 billion
- other—\$1.9 billion

This shortfall has the potential to significantly raise water rates, particularly in smaller systems (Figure 2).

This \$138.4 billion swelled to \$325 billion in AWWA's *Infrastructure Needs for the Public Water Supply Sector* report published in 1998. This estimate also included needs not directly related to regulatory compliance.

To draw attention to the pending problem and secure federal dollars to assist communities in upgrading and replacing their systems, a consortium of interests—labor, cities, water and sewer associations, construction and engineering interests, and others—conducted a new and more detailed assessment of both water and wastewater infrastructure needs in the United States. The Water Infrastructure Network (WIN) published *Clean & Safe Water for the 21st Century* in April 2000. In that report, WIN estimated a \$1 trillion funding need in water and wastewater infrastructure over the next 20 years, approximately half of which is attributable to drinking water needs (Figure 3). This estimate excludes the cost of developing new water supplies—an expensive proposition, especially in arid areas. Population growth will continue to drive the need (absent conservation) for new supplies. This estimate does not include capital expenditures that infrastructure security will require in the light of recent terrorist activities.

FIGURE 1 Percent of California state budget devoted to infrastructure spending



Source: Los Angeles Times, February 2001

### WATER RATES COULD DOUBLE OR TRIPLE

These infrastructure needs are substantial and have the potential to double or triple water rates in many communities. The highest rate effects will be felt in small communities that do not have the rate base across which to spread new or replacement facility costs, but large systems will not be immune from these rate increases either.

The WIN report estimated a \$50 billion annual cost to build, operate, and maintain needed drinking water facilities over the next 20 years. The US per capita share (assuming a population of 285 million people) would be approximately \$175/person/year.

A family of four would pay four times \$175 or \$700 per year (assuming constant water use). The current annual household water bill is about \$300. These assumptions are, of course, debatable, but it appears reasonable to assume that the magnitude of the increase will be large in many households and unaffordable in some.

The impact of rising water rates will be felt in many water systems and may include

- political “grandstanding” on water rates (plus the public will be receptive to candidates that promise rate relief),
- pressure on water utility personnel to “cut back” and reduce costs, and
- increased career volatility for professional water managers.

#### POLITICIZATION OF WATER IS COMING

Water is becoming increasingly political (it has a long history of being so already). Candidates for water board and commission seats in Southern California are spending \$40,000–\$50,000—and sometimes more—on their campaigns. Why? It could well be the realization that water is increasingly important and visible in many communities; this attracts problem-solvers (politicians). It could also be that water boards and councils control a remarkable level of resources in many communities and serve as high-visibility stepping stones to higher office. These resources include substantial contracting dollars (especially with the pending high level of infrastructure spending) that will be parceled out to a variety of groups (contractors, small and large business interests, unions, minority interests) as political largess wrapped in competitive bidding.

The public water supply community is also witnessing the growing linkage of water and growth or development. Legislation was recently signed into law in California requiring new development to demonstrate a reliable supply of water. The practical effect of

these bills will be to accelerate water development, use of recycled water, conservation, seawater desalination, retirement of agricultural land and groundwater conjunctive use and/or to force development only in communities that have water (which is fairly limited in the West in general). This could result in increasing urbanization and sprawl in agricultural communities and loss of prime agricultural land as

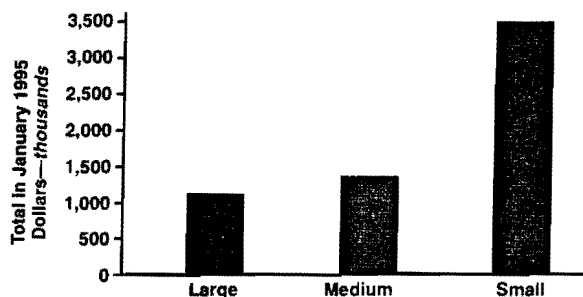
farmers sell off land to transfer water supplies to developers in other communities. It will not stop water demands from growing nor will it stop people from having babies or immigrating.

As water rates rise (and supplies possibly contract) and become the focal point of community discourse, there will be candidates for local political office that will seize growth, rate relief, or water reliability as a platform. It is not too hard to imagine that some political candidates will issue a “clarion call to eliminate water department waste.” This will place a great deal of pressure on the water system and employees to cut back wherever possible to minimize the need for rate increases. This forced austerity will affect conference travel, labor negotiations, staffing levels, the amount of work that is outsourced, automation, research, association memberships revenue, and so forth.

#### PRESSURE ON UTILITIES WILL INCREASE

There will be a fevered search for alternative financing and water infrastructure development approaches that will lessen the political risk.

**FIGURE 2** Average 20-year per-household need for large, medium, and small systems

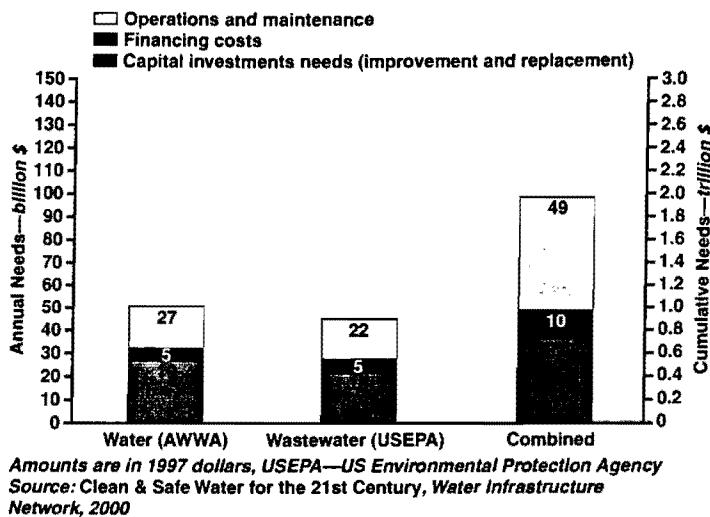


Source: USEPA Drinking Water Infrastructure Needs Survey, 812R-97-001 Feb. 1997

Design–build–operate models for infrastructure delivery will likely increase as cities seek to shift the risk to the private sector.

This very issue was the basis for many in the private water utility/contract operations community to oppose the aforementioned WIN push for federal dollars for infrastructure replacement. The WIN initiative had cities/utilities with serious infrastructure problems and an inability or unwillingness to raise rates aligned with their support groups against cities without financial constraints and the private water companies and privatizers that don’t want to use federal dollars to take the pressure off public utilities for efficiency. Keep in mind that it is not uncommon for cities to pull money out of the water enterprise fund to finance other city priorities (this is usually not overt but done through administrative fees or dividends assessed on the city water utility). To the extent federal dollars can be leveraged, more local resources can flow to local priorities. This (use of water revenues) is appropriately a city policy determination but is not usually well

FIGURE 3 Water and wastewater needs—2000–2019



publicized or is often subject to much public debate.

This brings us to the issue of the Governmental Accounting Standards Board Statement 34 (GASB 34). GASB 34 standards require public water agencies to depreciate their assets in a standardized fashion. The practical effect of these standards is that it will shed a bright light on communities that are not adequately maintaining and/or replacing their water infrastructure assets. This visibility may put pressure on governing boards to apply all water revenues to water until the infrastructure is sound.

Whatever the merit of the pro/con federal-role arguments, the reality is that federal surpluses have shrunk dramatically, and it appears increasingly unlikely that there will be sufficient federal dollars to put a serious dent in the rate mountain. Other approaches will have to be considered.

On top of these issues, layer the significant treatment upgrades that the SDWA will drive. These upgrades will produce better-quality water for the nation—at least, better-quality water leaving the treatment plant. This water

will proceed to degrade in deteriorating distribution systems plagued with high unaccounted-for water losses, tuberculation, cross-connections, and breaks. Taste, color, and odor problems (the water quality characteristics on which most customers base their perception of water quality) will continue unabated until these distribution system issues are resolved.

#### CONCLUSIONS

Given the confluence of these trends and events, the following conclusions can be drawn:

- failing infrastructure will drive water rates;
- rising water rates will draw political fire;
- political fire will draw competition, which will come in two forms: austerity/efficiency measures imposed on the utility and various forms of privatization; and
- customer confidence in the safety of water supplies will remain shaken.

To minimize the likelihood of this bleak scenario of the future coming to pass, water utilities must take a series of steps. Utilities must

- move quickly to develop a formal understanding and quantify the extent of their 50-year water infrastructure replacement costs (the water board, council, or commission must be deeply involved in this process);
- take the initiative to squeeze all waste out of the utility or face the imposition of efficiency requirements in a far more hostile political setting;
- examine all financing alternatives (including private alternatives) with an objective eye toward what is best for the community, which may or may not be best for the employees of the utility;
- develop a capital financing plan that clearly articulates the required rate increases to meet infrastructure and supply needs; and

• involve their communities. Bring “nontraditional” partners into the discussion (e.g., local community leaders, the business community, the environmental community, neighborhood association leadership, and so on).

One of the biggest challenges for water utility managers in the new millennium will be objectively scrutinizing the role of the water utility in the community. Is it providing adequate service and protection of assets? What are the alternatives? Are there utility functions that would be better delivered by the private sector? In the final analysis, the utility manager’s primary responsibility is to serve the best interests of the community and, second, the utility.

—Edward G. Means III is senior vice-president with McGuire Environmental Consultants, Newport Beach, Calif; (949) 722-4760. Terry Brueck, vice-president, and Alan Manning, chairman of the board, are with EMA Inc., St. Paul, Minn. Lloyd Dixon is senior economist with RAND, Santa Monica, Calif. Janet Miles is project manager with WRc/D&B LLC, Treviso, Pa. Roger Patrick is principal consultant with PriceWaterhouseCoopers in Philadelphia, Pa.



G3

**SAN LUIS OBISPO COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT  
WATER RESOURCES ADVISORY COMMITTEE**

**Meeting Notes**

Wednesday, January 9, 2002

1. Introductions

1. Public Comments and Items of Interest

- a. Bill Bianchi reported that Supervisor Bianchi attended the California State Association of Counties meeting where water was identified as the State's next major crisis. He also observed that the proposals haven't changed much since the 1970's, and discussions still seem more political than technical.
- b. Jon Rohrer said that Environmental Health is continuing to update their Underground Storage Tank ordinance. Wellhead protection may be pulled out as a separate issue.
- c. Rodger Anderson announced that Shell has gotten an expedited permit to remove the storage tanks from their Morro Bay station.

1. November minutes approved as submitted.

1. Action

- a. Shandon State Water Sale: The Board of Supervisors approved the following staff recommendations.
  - i. Approve the modifications to the Criteria for Using State Water reflected in Exhibit "A."
  - ii. Approve the sale of Shandon's State Water Allocation to the City of Morro Bay (75 acre feet) and to CSA 12 on behalf of Dr. John DeVincenzo (15 acre feet), and direct the Board Chair to execute the contract documents included in Exhibits "E", "F", and "G."
  - iii. Approve and direct the Board Chair to sign the attached letter (Exhibit "B") to Camp San Luis offering assistance in efforts to obtain other water supplies.
  - iv. Review the request of the Nipomo Valley Mutual Water Company for 10 acre feet and direct staff on the processing of the request.
  - v. Authorize the Public Works Director to execute an amendment to the existing "Drought Buffer Water Agreement" with the City of Morro Bay increasing the Contractors Drought Buffer Water from 1,313 acre feet to 165% of the amount of water allocated to the City under the terms of Water Supply Contracts.
  - vi. Authorize staff to work with other local State Water contractors who may wish to sell a portion of their entitlement to optimize the overall results from all transfers.

The criteria for State Water, as edited by the WRAC were adopted and the following edit was made on Criteria #8: "Those requesting water for agricultural uses must primarily use the water for agricultural purposes only." This revision allows staff to work with Nipomo Valley Mutual Water Company to develop contracts that do not include the absolute agricultural use restriction. No issues were referred to the WRAC.

a. Preliminary budget discussion.

There were a number of minor questions to clarify some items. A review of the "A" priority items on the status list identified that Environmental Water Demand and MTBE remediation are not included in this budget. Staff responded that the Environmental Water Demand Subcommittee was unable to identify any implementable tasks to budget. MTBE is the responsibility of the Environmental Health Department and the WRAC is being kept informed of their progress. WRAC members expressed concern that Environmental Health is understaffed and underfunded. The secretary was asked to draft a letter to the Board of Supervisors encouraging their support of increased budget/staffing for enhanced efforts by Environmental health.

Frank Freiler questioned why Los Osos was not included in the list of community drainage studies; there are a number of specific problem areas that need to be evaluated.

Staff requested shifting \$20,000 from the Hydrologic Data Collection item to a new line item for Data Collection Equipment to replace obsolete equipment and enhance the precipitation program from static to intensity measurements.

The WRAC approved the proposed budget as submitted including the shift of \$20,000 for equipment and reserving the right to include drainage funds for Los Osos at the February meeting pending further information.

1. Update Information

Vern Knoop reported that administrative drafts of Chapters 1-6 of the Arroyo Grande/Nipomo Ground Water Basin Study have been submitted to the County and comments have been returned on most of them. DWR is still working on determining the safe yield, writing the Executive Summary and compiling the Appendices.

Vern also researched more information on AB 599, Groundwater contamination; quality monitoring program. This law requires the State Water Resources Control Board to integrate existing monitoring programs and design a new program for comprehensive assessment of water quality in each basin in the state. The law also requires the formation of a 6-member interagency task force and 13-member advisory committee to identify actions to create a monitoring program and opportunities for increased coordination among state and federal agencies that collect groundwater contamination information. A report is due to the Governor and Legislature by March 1, 2003.

The consensus of the WRAC is that this act will not have a direct or current impact on any local groundwater monitoring needs.

There was a brief discussion of the Underground Storage Tank Ordinance. Jon Rohrer commented that the plume model will require the definition of many parameters, adjusted to reflect regional and local conditions. He suggested that the WRAC may be able to assist with determining some of the parameters for things like soil type, proximity to facilities, groundwater recharge zones, etc.

6. Next Agenda

Suggested items - Budget (Los Osos Drainage), letter to Board of Supervisors supporting Environmental Health's efforts to upgrade their programs and reduce MTBE impacts in San Luis Obispo County, Ground Water Monitoring Program Plan, Jon Rohrer offered to do a presentation on total Maximum Daily Load requirements, and someone requested an overview of the Paso Robles Ground Water Basin study.

**MISSION STATEMENTS  
OF COMMUNITY SERVICES DISTRICTS  
IN OUR AREA**

**G 4**

**LOS OSOS CSD**

The Los Osos Community Services District shall provide the best possible water, wastewater, drainage, parks, recreation, street lighting and fire and rescue services to the community of Los Osos, California. The Board of Directors and staff shall respond with excellence to meet the community's needs and desires. The Board of Directors shall act as a conduit to express the political will of our community to other agencies and levels of government.

**TEMPLETON CSD**

The Templeton Community Services District's mission is to provide the residents of the community with water, sewer, fire, parks and recreation, lighting and drainage services.

In administering these responsibilities the District strives to provide these services in the most cost effective and efficient manner possible. The District identifies and anticipates concerns, problems, and opportunities, and takes action to address them. The district also provides a catalyst for the involvement of residents, businesses, and organizations through advisory boards in the development and maintenance of a well integrated community.

Essential to accomplishing the objective outlined above is the selection, training, motivation and retention of highly qualified men and women as District employees.

**OCEANO CSD**

To provide the citizens of the district with quality, innovative, and cost-effective services, including water, sewer, fire protection, street lighting services, parks and recreation, trash collection, and other miscellaneous items, through responsive and responsible local government to meet the changing needs of the community.

**HERITAGE RANCH CSD**

The purpose and mission of HRCSD is to provide municipal services to the Village of Heritage Ranch in a manner that is efficient, safe and in accordance with applicable law. These services include the supply of drinking water, the disposal of waste water, removal of solid waste, parks and recreation and retail sales of gasoline.

**CAMBRIA CSD**

(This mission statement is a work in progress, with the initial intention to provide public clarity of services provided by the District.)

Keeping in mind Cambria's unique history and character, the CCSD provides the services of water, wastewater, waste disposal, fire, rescue and emergency medical, street lighting, parks, transit, and Cambria Veteran's Memorial Building administration.

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT**

To efficiently provide dependable drinking water delivery and wastewater collection services to Vandenberg Village residents, with a commitment to customer service.

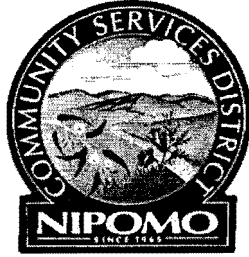
**MISSION HILLS COMMUNITY SERVICES DISTRICT**

The Mission Hills Community Services District is committed to provide the residents within the district reliable, high quality water and wastewater services in an efficient, cost effective, and environmentally safe manner.

# NIPOMO COMMUNITY

## BOARD MEMBERS

RICHARD MOBRAATEN, PRESIDENT  
MICHAEL WINN, VICE PRESIDENT  
ROBERT BLAIR, DIRECTOR  
JUDITH WIRSING, DIRECTOR  
CLIFFORD TROTTER, DIRECTOR



# SERVICES DISTRICT

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## STAFF

DOUGLAS JONES, GENERAL MANAGER  
JON SEITZ, GENERAL COUNSEL  
LEE DOUGLAS, MAINTENANCE SUPERVISOR

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## NIPOMO COMMUNITY SERVICES DISTRICT PROPOSED MISSION STATEMENT

### SAMPLES

- a. To provide the community with services which have the quality efficiency, innovative and economic basis to meet the desired level of services.
  
- b. To provide dependable, quality, efficient, innovative and economical service to District customers and the community.