#### NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 40 - Years of Service 1965 - 2005

#### **AGENDA**

JANUARY 11, 2006 9:00 A. M.
BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

**BOARD of DIRECTORS** 

LARRY VIERHEILIG, PRESIDENT
MICHAEL WINN, VICE PRESIDENT
JUDITH WIRSING, DIRECTOR
CLIFFORD TROTTER, DIRECTOR
ED EBY, DIRECTOR

PRINCIPAL STAFF

MICHAEL LEBRUN, GENERAL MANAGER LISA BOGNUDA, ASSIST. ADMINISTRATOR DONNA JOHNSON, BOARD SECRETARY JON SEITZ, GENERAL COUNSEL DAN MIGLIAZZO, UTILITY SUPERVISOR

Mission Statement: The Nipomo Community Services District's mission is to provide the citizens of the District with quality, innovative, and cost-effective services through responsive and responsible local government to meet the changing needs of the community.

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

Consistent with the Americans with Disabilities Act and California Government Code §54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the below referenced public meeting by contacting the District General Manager or Assistant Administrator at 805-929-1133.

A. CALL TO ORDER AND FLAG SALUTE

NEXT RESOLUTION 2006-960

B. ROLL CALL

NEXT ORDINANCE 2006-106

C. PUBLIC COMMENT PERIOD PUBLIC COMMENT

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 <u>not</u> 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.** 

RESOLUTION OF APPRECIATION FOR 15 YEARS OF SERVICE TO NCSD BY KATHY BELTRAN

- C-1) COMMANDER MARTIN BASTI OF SOUTH COUNTY SHERIFF STATION Presentation of sheriff activities in the Nipomo area.
- C-2) DAN ANDERSON, CDF BATTALION CHIEF, CALIFORNIA DEPARTMENT OF FORESTRY (CDF) Presentation of CDF activities in the Nipomo area.
- D. 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 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 brackets.
  - D-1) WARRANTS [RECOMMEND APPROVAL]
  - D-2) BOARD MEETING MINUTES [RECOMMEND APPROVAL]
    Regular meeting December 14, 2005
    Special meeting January 3, 2006
  - D-3) NOTICE OF COMPLETION
    Blacklake WWTP [RECOMMEND APPROVAL]
  - D-4) NOTICE OF COMPLETION
    Hermreck Well [RECOMMEND APPROVAL]
  - D-5) ACCEPTANCE OF TRACT 2393 (NEWDOLL) [RECOMMEND APPROVAL]
  - D-6) ACCEPTANCE OF TRACT 2398 (NEWDOLL) [RECOMMEND APPROVAL]

#### Nipomo Community Services District REGULAR MEETING AGENDA

- E. ADMINISTRATIVE ITEMS (The following may be discussed and action may be taken by the Board.)
  - E-1) COMMITTEE ASSIGNMENTS
  - E-2) URBAN WATER MANAGEMENT PLAN
    Open comment and discussion on the draft 2005 Urban Water Management Plan
    update
- F. MANAGER'S REPORT
- G. COMMITTEE REPORTS
- H. DIRECTOR'S COMMENTS
- CLOSED SESSION ANNOUNCEMENTS
  - CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 SMVWCD VS NCSD SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
  - CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 MARIA VISTA VS. NCSD CASE NO. CV 040877
  - CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 NCSD vs. COUNTY OF SAN LUIS OBISPO (SUMMIT STATION LAND USE ORDINANCE AND ENVIRONMENTAL IMPACT REPORT)
  - CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 CITIZENS AGAINST UNLAWFUL FEES vs. NCSD CASE NO. CV 050920
  - 5. PUBLIC EMPLOYEE APPOINTMENT GOV'T CODE §54957 PROJECTS ASSISTANT TO MANAGER
  - LIABILITY CLAIM GOV'T CODE §54956.95 CLAIMANT MANETTA APPLE, CLAIM AGAINST NCSD
  - 7. LIABILITY CLAIM GOV'T CODE §54956.95 CLAIMANT ESTATE OF ELIAS AGUILAR, CLAIM AGAINST NCSD
- J. PUBLIC COMMENT ON CLOSED SESSION ITEMS
- K. ADJOURN TO CLOSED SESSION
- OPEN SESSION
   ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

#### **ADJOURN**

> THE NEXT REGULAR BOARD MEETING IS JANUARY 25, 2006.

#### NIPOMO COMMUNITY SERVICES DISTRICT RESOLUTION NO. 2006-960

## A RESOLUTION OF APPRECIATION TO KATHY BELTRAN FOR SERVICE TO THE NIPOMO COMMUNITY SERVICES DISTRICT

WHEREAS, Kathy Beltran was employed to serve the Nipomo Community Services District on January 2, 1991; and

WHEREAS, Kathy Beltran began her tenure with Nipomo Community Services District as a part-time billing clerk; and

WHEREAS, Kathy Beltran soon became a full-time employee of the District; and

WHEREAS, Kathy Beltran has faithfully and dutifully served the Nipomo Community Services District for fifteen (15) years; and

WHEREAS, Kathy Beltran's competence, organization, and commitment to her job as Billing Clerk has directly led to the District incurring nearly zero bad debt; and

WHEREAS, Kathy Beltran, in her years of service, has displayed a high level of customer service, dedication and commitment to the District.

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

THE BOARD OF DIRECTORS
OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
EXTEND TO
KATHY BELTRAN
ITS EXPRESSION OF ESTEEM AND GRATITUDE FOR
SERVING THE DISTRICT FOR THE PAST FIFTEEN (15) YEARS

The Board unanimously adopted the foregoing resolution	n on January 11, 2006.
Lawrence Vierheilig, President	
Michael Winn, Vice President	Judith Wirsing, Director
	Ed Eby, Director

Clifford Trotter, Director

**BOARD OF DIRECTORS** 

FROM:

MICHAEL LeBRUN

DATE:

**JANUARY 11, 2006** 

AGENDA ITEM D JANUARY 11, 2006

#### 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 brackets.

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T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2006\CONSENT 01-11-06.DOC

## NIPOMO COMMUNITY SERVICES DISTRICT WARRANTS JANUARY 11, 2006

AGENDA ITEM D-1

**JANUARY 11, 2006** 

HAND WRITTEN CHECKS

18850 18851 12-14-05 12-16-05 SLO COUNTY L SMITH 14.00 58.15 TOTAL COMPUTER CHECKS \$ 168,956.91

#### **VOIDED CHECKS**

NONE

#### COMPUTER GENERATED CHECKS

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount		Invoice #	Payment Information Description
11561	12/16/05	EMP01	EMPLOYMENT DEVELOP DEPT	439.38 1.56	.00	439.38 1.56	A51212 1A51212	STATE INCOME TAX SDI
			Check Total!	440.94	.00	440.94		
11562	12/16/05	MID01	MIDSTATE BANK-PR TAX DEP	1922.30 17.86	.00	1922.30 17.86	A51212 1A51212	FEDERAL INCOME TAX
				515.72	.00	515.72	2A51212	MEDICARE (FICA)
			Check Total:	2455.88	.00	2455.88		
11563	12/16/05	MID02	MIDSTATE BANK - DIRECT DP	15426.38	.00	15426.38	A51212	NET PAY DEDUCTION
11564	12/16/05	PER01	PERS RETIREMENT	5136.29	.00	5136.29	A51212	PERS PAYROLL REMITTANCE
11565	12/16/05	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A51212	WAGE ASSIGNMENT
11566	12/16/05	STA01	STATE STREET GLOBAL	1180.00	.00	1180.00	A51212	457 DEFERRED COMP
011567	12/23/05	AME03	AMERI PRIDE	57.49 61.99	.00	57.49 61.99	F546810 F552726	UNIFORMS ETC UNIFORMS ETC
			Check Total:	119.48	.00	119.48		*
011568	12/23/05	APC01	APCO WILLAMETTE	4736.85	.00	4736.85	46680-00	CHECK VALVE FOR STANDPIPE
011569	12/23/05	AQU01	AQUA-METRIC SALES CO.	1767.06	.00	1767.06	11572	NEW METERS
011570	12/23/05	COR01	CORBIN WILLITS SYSTEMS	694.70	.00	694.70	A512151	MONTHLY SUPPORT SERVICES
011571	12/23/05	CRE01	CREEK ENVIRONMENTAL LABS	112.00	.00	112.00	M6347	BL WWTP LAB
				24.00	.00	24.00	M6409	BL WWTP LAB
				84.00	.00	84.00 100.00	M6448 M6449	BL WWTP LAB
				183.00	.00	183.00	M6470	BL WWTP LAB
				80.00	.00	80.00	M6556	LAB
			-	436.00	.00	436.00	M6599	WWTP LAB
			Check Total:	1019.00	.00	1019.00		
011572	12/23/05	FGL01	FGL ENVIRONMENTAL	106.00 357.00	.00	106.00 357.00	512598A 512814A	TOWN WWTP LAB
			Check Total:	463.00	.00	463.00		*
011573	12/23/05	GRA01	GRANDFLOW, INC.	142.38	.00	142.38	82798	FORMS
011574	12/23/05	ЈОН01	JOHNSON, DONNA	16.83	.00	16.83	122105	SUPPLIES REIMB
011575	12/23/05	KAM01	KAMAN INDUSTRIAL TECH	160.88	.00	160.88	371328	TUBING FOR WELL DEPTHS
011576	12/23/05	LAC01	LA CHEMICAL	559.68	.00	559.68	29633	SODIUM HYPOCHLORITE
011577	12/23/05	MID05	MID STATE BANK PETTY CASH	153.86	.00	153.86	DECEMBER	OFFICE SUPPLIES
011578	12/23/05	MOR02	MORE OFFICE SOLUTIONS	307.40	.00	307.40	NI279124	COPIER MAINT
011579	12/23/05	NEX01	NEXTEL COMMUNICATIONS	326.44	.00	326.44	87314-049	CELL PHONES
011580	12/23/05	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	54438	PEST CONTROL
011581	12/23/05	QUI03	QUINN RENTAL SERVICES	36.34 24.62	.00	36.34 24.62	2068967 2069012	SUPPLIES SUPPLIES
			Check Total:	60.96	.00	60.96		TAN PROTESTINA
				00.50	.00	00.30		

#### NIPOMO COMMUNITY SERVICES DISTRICT WARRANTS JANUARY 11, 2006

# AGENDA ITEM D-1 JANUARY 11, 2006 PAGE TWO

	Water restrict to the						\$2000000	PAGE TWO
Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
011582	12/23/05	SAN09	SAN LUIS MAILING SERVICE	58.11 331.23 46.03	.00	58.11 331.23 46.03	29802A 29802B 29813A	MAILING BILLS POSTAGE FOR BILLS MAILING BILLS
0			٠.	200.64	.00	200.64	29813B	POSTAGE FOR BILLS
			Check Total:	636.01	.00	636.01		
011583	12/23/05	SL002	DIV OF ENVIRON HEALTH	207.00	.00	207.00	42663	BL HAZARDOUS MATERIAL FEE
011584	12/23/05	SPE01	SPECIAL DISTRICT RISK	431.78	.00	431.78	121205	2006 TOYOTA INSURANCE
011585	12/23/05	STA03	STATEWIDE SAFETY & SIGNS	85.20 40.28	.00	85.20 40.28	46191 46192	MARKING PAINT SUPPLIES
			Check Total:	125.48	.00	125.48	40132	SOFFILES
011586	12/23/05	VAL01	VALLEY SEPTIC SERVICE	387.00	.00	387.00	2683	JETTING SEWER LINE
011586	12/23/05		VALLEY SEPTIC SERVICE	400.00	.00	400.00	2698	PUMP LIFT STN
				508.20 250.00	.00	508.20 250.00	2711 2771	JETTING SEWER LINE PUMPED LIFT STN - TEJAS
			Check Total	1545.20	.00	1545.20		
011587	12/23/05	W0001	DOUGLAS WOOD & ASSOCIATES	7548,00	.00	7548.00	120105	EIR FOR WATER LINE INTERT
11588	12/30/05	EMP01	EMPLOYMENT DEVELOP DEPT	471.28	.00	471.28	A51223	STATE INCOME TAX
11589	12/30/05	MIDO1	MIDSTATE BANK-PR TAX DEP	2018.60 26.78 529.80	.00	2018.60 26.78 529.80	A51223 1A51223 2A51223	FEDERAL INCOME TAX FICA MEDICARE (FICA)
			Check Total	2575.18	.00	2575.18		
11590	12/30/05	MID02	MIDSTATE BANK - DIRECT DP	16224.74	.00	16224.74	A51223	NET PAY DEDUCTION
11591	12/30/05	PER01	PERS RETIREMENT	5136.29	.00	5136.29	A51223	PERS PAYROLL REMITTANCE
11592	12/30/05	STA01	STATE STREET GLOBAL	880.00	.00	880.00	A51223	457 DEFERRED COMP
011593	01/04/06	EBY01	EBY, ED	100.00	.00	100.00	010406	SPEC BD MEETING 010406
011594	01/04/06	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	010406	SPEC BD MEETING 010406
011595	01/04/06	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	010406	SPEC BD MEETING 010406
011596	01/04/06	WINOI	WINN, MICHAEL	100.00	.00	100.00	010406	SPEC BD MEETING 010406
011597	01/04/06	WIR02	WIRSING, JUDY	100.00	.00	100.00	010406	SPEC BD MEETING 010406
011598	01/11/06	ADV01	ADVANTAGE ANSWERING PLUS	92.95	.00	92.95	73196	PAGING
011599	01/11/06	ALX01	ALEXANDER'S CONTRACT SERV	2708.20	.00	2708.20	NCSD12-05	METER READING
011600	01/11/06	AME03	AMERI PRIDE	57.49 61.99	.00	57.49 61.99	F558662 F564460	UNIFORMS ETC UNIFORMS ETC
			Check Total:	119.48	.00	119.48		
011601	01/11/06	BOY01	BOYLE ENGINEERING CORP	340.20 5451.38	.00	340.20 5451.38	121505 12-15-05	PCI CO 04-0186 HÉTRICK WATER LINE BK N09
			Check Total:	5791.58	.00	5791.58		
011602	01/11/06	COA03	COASTAL DEMO	375.00	.00	375.00	3477	CONCRETE GRINDING ETC
011603	01/11/06	COU01	COURIER SYSTEMS	12.00	.00	12.00	152794	LAB DELIVERY
011604	01/11/06	CRE01	CREEK ENVIRONMENTAL LABS	80.00 180.00 168.00	.00	80.00 180.00 168.00	M6728 M6757 M6758	WATER SAMPLES TOWN WWTP LAB BL WWTP LAB
				80.00	.00	80.00	M6869	WATER SAMPLES
				80.00 24.00	.00	80.00 24.00	M6982 M6983	WATER SAMPLES BL WWTP LAB
			Check Total:	612.00	.00	612.00		
011605	01/11/06	CUE01	CUESTA EQUIPMENT	223.03 741.93	.00	223.03 741.93	156179 156204	SUPPLIES SUPPLIES
			Check Total:	964.96	.00	964.96		
011606	01/11/06	CUL02	CULLIGAN WATER CONDITION	18.49	.00	18.49	120705	DELIVERY
011607	01/11/06	EBY01	EBY, ED	100.00	.00	100.00	011106	REG BD MEETING 011106
011608	01/11/06	EMP01	EMPLOYMENT DEVELOP DEPT	41.70	.00	41.70	12/31/05	SUI/ETT 12/31/05
011609	01/11/06		FARM SUPPLY COMPANY	323.68	.00	323.68	858879	SUPPLIES FOR TOWN WWTP
		FAR02	FAR WEST EXPRESS Copy of doo	cument found at	www NoNOOWW	/inTax ade00	139409+	MAILING

### NIPOMO COMMUNITY SERVICES DISTRICT WARRANTS JANUARY 11, 2006

# AGENDA ITEM D-1 JANUARY 11, 2006 PAGE THREE

						\$\$******		***************************************
011611	01/11/06	FGL01	FGL ENVIRONMENTAL	88.00 409.00 52.00	.00	88.00 409.00 52.00	513071B 513296A 513499A	TOWN WWTP LAB TOWN WWTP LAB BL WWTP LAB
			-	131.00	.00	131.00	513500A	TOWN WWTP LAB
			Check Total:	680.00	.00	680.00	44	TEST PUMP/SAMPLE SAVAGE W
011612	01/11/06	FIS01	FISHER PUMP SERVICE	1745.23	.00	1745.23	44	
011613	01/11/06	GIL01	GLM, INC.	90.00	.00	90.00	122805A	BL LANDSCAPE
011613	01/11/06	GIL01	GLM, INC.	260.00	.00	260.00	122805B	OFFICE LANDSCAPE
			Check Total	350.00	.00	350.00		
011614	01/11/06	GR001	GROENIGER & CO	776.49 100.82 78.05	.00	776.49 100.82 78.05	522475SM 520601SMA 520601SMB	STANDPIPE SUPPLIES SUPPLIES FOR BL IRRIGATIO SUPPLIES
			Check Total:	955.36	.00	955.36		
011615	01/11/06	GWA01	GWA INC	25.00	.00	25.00	51200611	FIRE ALARM
011616	01/11/06	HOM01	HOME MOTORS	1190.39	.00	1190.39	192862+	VEHICLE MAINT
011617	01/11/06	IMPO2	IMPAC GOVERNMENT SERVICES	1259.48 130.76	.00	1259.48 130.76	122205A 122205B	VEHICLE MAINT OFFICE SUPPLIES
			Check Total:	1390.24	.00	1390.24		
011618	01/11/06	IND02	INDEPENDENT ELEC SUPPLY	1016.62	.00	1016.62	8793-01	OP SUPPLIES
011619	01/11/06	MID06	MIDSTATE BANK	50.00	.00	50.00	80160-06	SAFE DEPOSIT BOX
011620	01/11/06	NIP01	NIPOMO ACE HARDWARE INC	953.19	.00	953.19	123105	SUPPLIES
011621	01/11/06	NIPO9	NIPOMO MARKET PLACE	1505.50	.00	1505.50	320958	GASOLINE FOR DECEMBER 05
011622	01/11/06	PERO4	PERRY'S ELECTRIC MOTORS	1150.06	.00	1150.06	5660	AERATOR MOTOR
011623	01/11/06	PGE01	PG&E	33741.99	.00	33741.99	122805	ELECTRICITY 4449664603-3
011624	01/11/06	PRE01	PRECISION JANITORIAL	275.00	.00	275.00	145	DEC JANITORIAL SERVICE
011625	01/11/06	PWM01	PW MANN ELECTRIC INC	3111.36 428.40	.00	3111.36 428.40	5123 5124	BL ELECTRICAL MAINT TOWN WWTP MAINT
			Check Total:	3539.76	.00	3539.76		
011626	01/11/06	QUI03	QUINN RENTAL SERVICES	84.14	.00	84.14	2069158	SUPPLIES
011627	01/11/06	RIC01	RICHARDS, WATSON, GERSHON	5970.53	.00	5978.53	143075	WATER RIGHTS ADJUDICATION
011628	01/11/06	SAI01	SAIC	15413.66	.00	15413.66	9359-05	UWMP
011629	01/11/06	SAN15	SANTA MARIA FORD	157.13	.00	157.13	28424+	VEHICLE MAINTENANCE
011630	01/11/06	SNY01	SNYDER LANDSCAPE MAINT CO	553.00	.00	553.00	22	LANDSCAPE MAINT DIST DECE
011631	01/11/06	SOU01	SOUTH COUNTY SANITARY	35.33 98.67	.00	35.33 98.67	1295436 1295436B	TRASH COLLECTION TRASH COLLECTION
			Check Total:	134.00	.00	134.00		
011632	01/11/06	SPE01	SPECIAL DISTRICT RISK	4116.00 4816.00	.00	4116.00 4816.00	13422 14483	WORKERS COMP 2004-05 W/C OCT 1-DEC 31
			Check Total:	8932.00	.00	8932.00		
011633	01/11/06	STA09	STANDARD INSURANCE	1562.00	.00	1562.00	136914	INSURANCE DEC & JAN
011634	01/11/06	THE01	THE GAS COMPANY	135.87	.00	135.87 42.08	121905 122205	OFFICE HEAT 06235160949 SOUTHLAND GAS ENGINE
			Check Total:	177.95	.00	177.95		
011635	01/11/06	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	011106	REG BD MEETING 011106
011636	01/11/06	USA01	USA BLUEBOOK	395.11	.00	395.11	91870	SUPPLIES
011637	01/11/06	VER01	VERIZON	29.75 29.76	.00	29.75 29.76	121905A 121905B	BL PHONE
			Check Total:	59.51	.00	59.51		
011638	01/11/06	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	011106	REG BD MEETING 011106
011639	01/11/06	WIN01	WINN, MICHAEL	100.00	.00	100.00	011106	REG BD MEETING 011106
011640	01/11/06	WIR02	WIRSING, JUDY	100.00	.00	100.00	011106	REG BD MEETING 011106
011641	01/11/06	W0001	DOUGLAS WOOD & ASSOCIATES	3000.00	.00	3000.00	010106	WATERLINE INTERTIE EIR
011642	01/11/06	\L009	LIGHTHOUSE CHRISTIAN, of doc	cument faund at	www.No <b>VeW</b> Wi	pTax.4901.53	000A60101	MQ CUSTOMER REFUND

#### NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 40 - Years of Service 1965 - 2005

#### **MINUTES**

DECEMBER 14, 2005 9:00 A. M.
BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS
LARRY VIERHEILIG, PRESIDENT
ED EBY, VICE PRESIDENT
MICHAEL WINN, DIRECTOR
CLIFFORD TROTTER, DIRECTOR
JUDITH WIRSING, DIRECTOR

PRINCIPAL STAFF
MICHAEL LEBRUN, GENERAL MANAGER
LISA BOGNUDA, ASSIST. ADMINISTRATOR
DONNA JOHNSON, BOARD SECRETARY
JON SEITZ, GENERAL COUNSEL
DAN MIGLIAZZO, UTILITY SUPERVISOR

Mission Statement: The Nipomo Community Services District's mission is to provide the citizens of the District with quality, innovative, and cost-effective services through responsive and responsible local government to meet the changing needs of the community.

00:00:00 A. CALL TO ORDER AND FLAG SALUTE

President Vierheilig called the meeting to order at 9:00 a.m. and led the flag salute.

00:00:40 B. ROLL CALL

At Roll Call, all Board members were present.

01:01:02 C. PUBLIC COMMENT PERIOD

COMMANDER MARTIN BASTI OF SOUTH COUNTY SHERIFF STATION

Commander Basti reported on sheriff activities in the Nipomo area. Two robbery attempts were thwarted and the property was returned to the owners. The new spike strips placed in each patrol vehicle were used twice in the past month, significantly slowing down chased cars. Extra staff will be on hand for the holiday weekends. Cmdr. Basti alerted people to take extra care during this time of year. He wished everyone a safe and happy holiday.

The Board thanked Commander Basti for his report.

There was no other public comment.

00:02:00 D. CONSENT AGENDA

D-1) WARRANTS

D-2) BOARD MEETING MINUTES
Regular meeting November 30, 2005

D-3) ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS TRACT 2381 (VISTA ROBLE LLC)

RESOLUTION 2005-957
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR THE FOR TRACT 2381 (VISTA ROBLE LLC)

D-4) ACCEPTANCE OF SEWER IMPROVEMENTS APN 090-093-024 (SOUZA)

RESOLUTION 2005-958
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE SEWER IMPROVEMENTS
FOR THE FOR APN 090-093-024 (SOUZA)

#### Nipomo Community Services District REGULAR MEETING MINUTES

#### D. CONSENT AGENDA (continued)

Director Eby asked that Item D-5 be pulled for separate consideration.

There was no public comment. Upon motion of Director Winn and seconded by Director Eby, the Board unanimously approved Items D-1 through D-4 on the Consent Agenda. Vote 5-0

YES VOTES	NO VOTES
Directors Trotter, Eby, Wirsing, Winn and Vierheilig	None

00:22:43

D-5) RESOLUTION ELECTING TO ESTABLISH A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE

The Board discussed the proposed resolution concerning new employee medical benefits. There was no public comment. Upon motion of Director Winn, seconded by Director Trotter, the Board unanimously approved Item D-5 of the Consent Agenda. Vote 5-0.

YES VOTES	NO VOTES
Directors Trotter, Eby, Wirsing, Winn and Vierheilig	None

RESOLUTION 2005-959
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ELECTING TO ESTABLISH A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE
RETIREES UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

#### 00:23:09

#### E. ADMINISTRATIVE ITEMS

#### E-1) ELECTION OF BOARD OFFICERS

Jon Seitz, District Legal Counsel, presented some information to the Board concerning new State legislation affecting Board of Directors of special districts. This legislation will be effective January 1, 2006.

There was no public comment.

Director Winn nominated President Vierheilig for President of the Board for 2006. Director Wirsing seconded the nomination. There were no other nominations for President. Upon motion of Director Winn and seconded by Director Wirsing, the Board unanimously approved the nomination Larry Vierheilig for President. Vote 5-0.

Director Wirsing nominated Director Eby for Vice President.

Director Trotter nominated Director Winn for Vice President.

Votes for Director Eby: Directors Wirsing and Eby

Votes for Director Winn: Directors Trotter, Winn, Vierheilig, and Eby voted for President Winn for Vice President of the Board.

Director Wirsing voted no.

Upon motion of Director Trotter and seconded by Director Vierheilig, the Board approved Director Winn for Vice President. Vote 4-1

YES VOTES	NO VOTES
Directors Trotter, Eby, Winn and Vierheilig	Wirsing

#### Nipomo Community Services District REGULAR MEETING MINUTES

01:02:40

#### E-2) BASIN MONITORING CONTRACT

The Board discussed the proposed contract for engineering services in support of Nipomo Mesa Groundwater management. Upon motion of Director Trotter, seconded by Director Eby, the Board unanimously approved the draft Scope of Work with Science Applications International Corporation to perform monitoring services in the Nipomo Mesa Management Area of the Nipomo Mesa. There was no public comment. Vote 5-0.

YES VOTES	NO VOTES
Directors Trotter, Eby, Wirsing, Winn and Vierheilig	None

01:41:00

#### F. MANAGER'S REPORT

Michael LeBrun, District General Manager, reviewed his report to the Board. There was no public comment.

01:54:04

#### G. COMMITTEE REPORTS

There was no Committee Report.

01:54:24

#### H. DIRECTOR'S COMMENTS

#### Director Winn:

- Urban Water Management Plan
   Please get a copy to the Nipomo Farm Bureau
- Sealing Hermreck Well
- Nipomo Mutual Water Co.
- Trash receptacles in process of being placed. Hopefully, they will be placed in the West Tefft corridor as well.
- WRAC meeting Wednesday, January 4, 2006
- Holiday Open House

LAFCo. Dec. 15

Board of Supervisors, Dec. 16

#### Director Eby:

Board of Supervisors meeting Dec. 20
Level III Severity for Nipomo Area Water resources

#### President Vierheilig:

- Will meet with Director Winn, Supervisor Achadjian, NCAC members December 15
- Dec. 29 meeting at District office to discuss County's Transfer of Development Credit program

#### 02:04:15

#### K. CLOSED SESSION ANNOUNCEMENTS

Jon Seitz, District Legal Counsel, announced the need to go into Closed Session to discuss the following items:

- CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 SMVWCD VS NCSD SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
- CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 MARIA VISTA VS. NCSD CASE NO. CV 040877

#### Nipomo Community Services District REGULAR MEETING MINUTES

- CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9
   NCSD vs. COUNTY OF SAN LUIS OBISPO (SUMMIT STATION LAND USE ORDINANCE AND ENVIRONMENTAL IMPACT REPORT)
- CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 CITIZENS AGAINST UNLAWFUL FEES vs. NCSD CASE NO. CV 050920
- 5. PUBLIC EMPLOYEE APPOINTMENT AND CONTRACT NEGOTIATIONS GOV'T CODE §54957 ASSISTANT TO GENERAL MANAGER

02:05:00

- J. PUBLIC COMMENT ON CLOSED SESSION ITEMS
  There was no public comment on the Closed Session items.
- K. ADJOURN TO CLOSED SESSION The Board adjourned to Closed Session at 11:07 a.m.
- L. OPEN SESSION ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION The Board came back into Open Session. Jon Seitz, District Legal Counsel, announced that the Board heard an update on each item above and had no reportable action.

**ADJOURN** 

President Vierheilig adjourned the meeting at 12:10 p.m.

> THE NEXT REGULAR BOARD MEETING IS JANUARY 11, 2006.

#### NIPOMO COMMUNITY SERVICES DISTRICT

Wednesday, January 4, 2006 9:00 A. M.

#### SPECIAL MEETING

BOARD of DIRECTORS

LARRY VIERHEILIG, PRESIDENT
MICHAEL WINN, VICE PRESIDENT
JUDITH WIRSING, DIRECTOR
CLIFFORD TROTTER, DIRECTOR
ED EBY, DIRECTOR

PRINCIPAL STAFF
MICHAEL LEBRUN, GENERAL MANAGER
LISA BOGNUDA, ASSIST. ADMINISTRATOR
DONNA JOHNSON, BOARD SECRETARY
JON SEITZ, GENERAL COUNSEL
DAN MIGLIAZZO, UTILITY SUPERVISOR

MEETING LOCATION District Board Room 148 S. Wilson Street Nipomo, California

#### **Special Meeting Minutes**

#### OPEN SESSION

#### A. CALL TO ORDER AND FLAG SALUTE

President Vierheilig called the meeting to order at 9:00 a.m. and led the flag salute.

#### B. ROLL CALL

At Roll Call, all Board members were present.

#### C. CLOSED SESSION ANNOUNCEMENT

Jon Seitz, District Legal Counsel, announced the need to go into Closed Session to discuss the following item:

 PUBLIC EMPLOYEE APPOINTMENT AND CONTRACT NEGOTIATIONS GOV'T CODE §54957 - ASSISTANT TO GENERAL MANAGER

#### D. PUBLIC COMMENT ON CLOSED SESSION ITEM

There was no public comment.

#### CLOSED SESSION

The Board came back into Open Session. Jon Seitz, District Legal Counsel, announced that the Board had no reportable action.

President Vierheilig adjourned the meeting at 11:20 a.m.

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

#### NOTICE OF COMPLETION

Notice is hereby given that:

- 1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- 2. The full name of the owner is NIPOMO COMMUNITY SERVICES DISTRICT.
- 3. The full address of the owner is 148 SOUTH WILSON STREET NIPOMO, CA 93444

4. The nature of the interest or estate of the owner is: In fee.
(If other than fee, strike "In fee: and insert, for example, "purchaser under contract of purchase," or "lessee")
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:
NAMES ADDRESSES
6. A work of improvement on the property hereinafter described was completed on 11-30-05. The work done was:
7. The name of the contractor, if any, for such work of improvement was
8. The property on which said work of improvement was completed is in the city of NIPOMO
County of SAN LUIS OBISPO State of California, and is described as follows:
BLACKLAKE WASTEWATER TREATMENT PLANT LINER REPLACEMENT
9. The street address of said property is 1400 WILLOW ROAD, NIPOMO
Dated: Verification for Individual Owner
Signature of owner or corporate officer of owner named in paragraph 2 or his agent
VERIFICATION
I, the undersigned, say: I am the the declarant of the foregoing the undersigned, say: I am the the declarant of the foregoing the undersigned, say: I am the the declarant of the foregoing the undersigned, say: I am the the declarant of the foregoing the undersigned, say: I am the the declarant of the foregoing the undersigned that it is a single transfer of the undersigne
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
I declare under penalty of perjury that the foregoing is true and correct.
Executed on, 2006, at, California.
(Date of signature) (City where signed)

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

#### NOTICE OF COMPLETION

Notice is hereby given that:

- 1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- 2. The full name of the owner is NIPOMO COMMUNITY SERVICES DISTRICT.
- 3. The full address of the owner is 148 SOUTH WILSON STREET NIPOMO, CA 93444

4. The	nature of the interest or estate of the owner is: In fee.
	(If other than fee, strike "In fee: and insert, for example, "purchaser under contract of purchase," or "lessee")
5. The	ull names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  NAMES  ADDRESSES
6. A wo	rk of improvement on the property hereinafter described was completed on 12-23-05. The work done was:
7. The	name of the contractor, if any, for such work of improvement was
8. The	property on which said work of improvement was completed is in the city of NIPOMO
County	of SAN LUIS OBISPO State of California, and is described as follows:
	HERMRECK WELL PROJECT
9. The	street address of said property is NORTH THOMPSON ROAD, NIPOMO
Dated: _ Verifical	ion for Individual Owner
	Signature of owner or corporate officer of owner named in paragraph 2 or his agent
	VERIFICATION
I, the ur	dersigned, say: I am the the declarant of the foregoing I
	("President of", "Manager of", "A partner of", "Owner of", etc.)
notice o	f completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
I declar	e under penalty of perjury that the foregoing is true and correct.
Execute	d on, 2006, at, California.  (Date of signature) (City where signed)
	(Sale at all unaits) (Sale at all unaits)

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

**BOARD OF DIRECTORS** 

FROM:

MICHAEL LEBRUN WY

DATE:

**JANUARY 11, 2006** 

AGENDA ITEM
D-5
JANUARY 11, 2006

### ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS TRACT 2393 (NEWDOLL)

#### **ITEM**

Acceptance of water and sewer improvements for Tract 2393 on Cyclone Street.

#### **BACKGROUND**

Upon completion of a developer's project, the District accepts improvements of the project after all requirements have been met. The developer (Newdoll Construction) for Tract 2393, a 7-lot development on Cyclone Street 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 Resolution 2006-Accept Tr 2393, accepting the water and sewer improvements for Tract 2393.

#### ATTACHMENT

Resolution 2006-Accept Tr 2393

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#### NIPOMO COMMUNITY SERVICES DISTRICT RESOLUTION NO. 2006-Tract 2393

## A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT ACCEPTING THE WATER AND SEWER IMPROVEMENTS FOR THE FOR TRACT 2393 (NEWDOLL)

WHEREAS, the District approved the construction plans on October 25, 2004, 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 27, 2005, the Owner offered the water and sewer improvements to the Nipomo Community Services District; and

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

WHEREAS, all water and sewer fees for service, required in conformance with District ordinances, have been paid in full for Tract 2393 (Newdoll).

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 to serve the seven (7) lots created by Tract 2393 in Nipomo are accepted by this District.

On the motion call vote, to		seconded by Director, and on the following roll
AYES: NOES: ABSENT: ABSTAIN:	Directors	
the foregoing	resolution is hereby adopted	this 11 <sup>th</sup> day of January, 2006.
		Lawrence Vierheilig, President Nipomo Community Services District
ATTEST:		APPROVED AS TO FORM:
Donna K. Jol		Jon S. Seitz

TO: BOARD OF DIRECTORS

FROM: MICHAEL LeBRUN WWW

DATE: JANUARY 11, 2006

D-6
JANUARY 11, 2006

#### ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS TRACT 2398 (NEWDOLL)

#### **ITEM**

Acceptance of water and sewer improvements for Tract 2398 on Martha Street.

#### BACKGROUND

Upon completion of a developer's project, the District accepts improvements of the project after all requirements have been met. The developer (Newdoll Construction) for Tract 2398, an 8-lot development on Martha Street 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 Resolution 2006-Accept Tr 2398, accepting the water and sewer improvements for Tract 2398.

#### **ATTACHMENT**

Resolution 2006-Accept Tr 2398

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#### NIPOMO COMMUNITY SERVICES DISTRICT RESOLUTION NO. 2006-Tract 2398

## A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT ACCEPTING THE WATER AND SEWER IMPROVEMENTS FOR THE FOR TRACT 2398 (NEWDOLL)

WHEREAS, the District approved the construction plans on October 4, 2004, 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 27, 2005, the Owner offered the water and sewer improvements to the Nipomo Community Services District; and

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

WHEREAS, all water and sewer fees for service, required in conformance with District ordinances, have been paid in full for Tract 2398 (Newdoll).

### 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 to serve the eight (8) lots created by Tract 2398 in Nipomo are accepted by this District.

On the motio call vote, to v	A STATE OF THE PROPERTY OF THE	, seconded by Director, and on the following roll
AYES: NOES: ABSENT: ABSTAIN:	Directors	
the foregoing	resolution is hereby adopte	ed this 11 <sup>th</sup> day of January, 2006.
		Lawrence Vierheilig, President Nipomo Community Services District
ATTEST:		APPROVED AS TO FORM:
Donna K. Joh	2480 <u>111</u>	Jon S. Seitz General Counsel

**BOARD OF DIRECTORS** 

FROM:

MICHAEL LeBRUN MSC

DATE:

**JANUARY 11, 2006** 

AGENDA ITEM E-1 JANUARY 11, 2006

#### COMMITTEE ASSIGNMENTS

#### ITEM

President Vierheilig will lead a discussion of committee assignments for 2006.

#### **BACKGROUND**

Each year the Board of Directors, under the direction of the President, reviews and updates standing committees and committee assignments.

#### RECOMMENDATION

- Formalize committee appointments 2006.
- Provide written announcement of committee assignment to external agencies/parities as needed (e.g. SLO County Clerk must be notified of Water Resource Advisory Committee assignments).

#### **ATTACHMENTS**

President Vierheilig's draft committee assignments

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Delegates to Community Organizations (1 member & 1 alternate)	Member	Alternate
Nipomo Community Advisory Committee (Includes NCAC Water Committee and Land Use Committee)	Ed Eby	None per NCAC Bylaws- no alternate allowed
Water Resources Advisory Committee	Michael LeBrun	Ed Eby
Chamber of Commerce	Cliff Trotter	Michael Winn
West Tefft Corridor Design Committee	Larry Vierheilig	Michael Winn
Parks & Recreation	Michael Winn	None

Standing Committee Assignments (2 members)	Chairperson	Member
Finance/Audit	Larry Vierheilig	Cliff Trotter
Santa Maria Supplemental Water/Annexation	Ed Eby	Larry Vierheilig
Water Resources- Other	Michael Winn	Judith Wirsing
Incorporation	Michael Winn	Judith Wirsing
Conservation/Landscape Design	Michael Winn	Larry Vierheilig
Community Projects Grant Funding	Michael Winn	Larry Vierheilig
Personnel	Michael Winn	Larry Vierheilig
Parks (2 parcels in Olde Towne)	Michael Winn	Larry Vierheilig

BOARD OF DIRECTORS

FROM:

MICHAEL LeBRUN

DATE:

**JANUARY 11, 2006** 

AGENDA ITEM E-2 JANUARY 11, 2006

#### URBAN WATER MANAGEMENT PLAN

#### **ITEM**

Open discussion and comment on the draft 2005 Urban Water Management Plan update

#### **BACKGROUND**

The District is in the process of updating its Urban Water Management Plan in compliance with the California Urban Water Management Planning Act. On December 12, 2005, the draft 2005 Update was made available to the general public. A broad e-mail and regular mailing notification announced the document's availability. The District is scheduled to adopt the 2005 Update on January 25, 2006.

To date, no written comments to the draft plan update have been received. A discussion of the update is agendized to allow verbal (and written) public comment and discussion by the Board. Project Manager, Meredith Clement of SAIC will make a brief presentation and be available to answer questions.

The draft plan is available on the District's web site (Nipomocsd.com) under the News & Info heading. Electronic (on CD and no charge) and paper (at District's cost of reproduction) copies of the draft update are available at the District office.

#### RECOMMENDATION

Staff recommends your Honorable Board consider public comment and direct staff accordingly.

#### **ATTACHMENT**

No attachment.

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**BOARD OF DIRECTORS** 

FROM:

MICHAEL LeBRUN WAL

DATE:

**JANUARY 11, 2006** 

AGENDA ITEM F JANUARY 11, 2006

#### MANAGER'S REPORT

#### <u>ITEM</u>

Standing report to your Honorable Board

Period covered by this report: December 10, 2005 through January 6, 2006

#### **DISTRICT BUSINESS**

#### **Administrative**

Service Requests/Allocation Accounting: No allocation this period. Letters re-stating service issued in response to County requirements for remodels and mobile home replacements. Three sewer service letters issued for existing homes.

Conservation Position: Interviews have been conducted. Staff is conducting a second interview with one candidate on January 9, 2006. Preparations for accommodating new staff are underway.

Limited-term Project Manager: Interview conducted by the Board in Closed Session on January 4, 2006. Open session consideration of a final contract with the successful candidate will be scheduled for the near future.

#### Meetings/Training:

General Manager attended the following meetings:

December 13: Interviews conducted for conservation position with Assistant Administrator

December 15: KVEC Radio interview regarding UWMP update.

December 15: Meeting with Blacklake representative on salts levels at wastewater plant.

December 20: Interviews conducted for conservation position with Assistant Administrator.

December 20: Attended and spoke before County Board of Supervisors on RMS Level of

Severity.

December 28: Meeting with GM of Vandenberg Village CSD and Mission Hills CSD

#### Agency Coordination:

On December 20, 2005, the County Board of Supervisors voted unanimously to adopt a Level of Severity III for Nipomo Area water resources. This decision assures the District that all new commercial and residential development in the Nipomo area will participate in the District's efforts to obtain supplemental water. While much work lies ahead, staff feels this milestone decision by the Board of Supervisors gives cause for optimism on the road ahead.

#### Solid waste:

Over thirty requests for exemption to the recently adopted mandatory solid waste policy have been received. All written requests have been replied to in writing. Most requests for exemption are based on occupancy rates or shared disposal (using business or neighbor's service). In order to preserve the community-based rate negotiated for garbage service, exemptions have been granted on a very limited basis – approximately five – and only when a parcel size is at or very near 2.5 acres and/or a consistent record of routine self-haul to a licensed disposal facility are provided.

Rainfall totals: The Tribune is reporting Nipomo's seasonal rain total to date as 9.99 inches.

#### Safety Program

No injury reports during the period.

#### **Field Activity**

See the attached field activity summary memorandum from Utility Supervisor Dan Migliazzo.

#### Wastewater

Blacklake Lagoon #1. Liner replacement project is complete. Operations staff is now in the process of converting the Blacklake pond aeration system from bottom aeration to the more standard surface aeration.

Blacklake Salt Violations: Efforts continue to address salt violations at Blacklake sewer plant discharge. General Manager continues to interface with Blacklake community leaders and speak at community forums on the issue.

#### Water

Hermreck Well

The abandonment of the well project is complete.

#### Santa Maria Pipeline

Administrative draft EIR is expected on January 10, 2006.

A meeting with Cannon Associates is scheduled for January 12, 2006, to discuss funding opportunities and application of Prop. 50 grants, which are due by January 31, 2006.

#### Telemetry system

Staff will be calibrating this information and bringing additional well data on line over the next 30 days. A meeting to review final contract details is pending.

#### Incident Response

The holiday period was a busy one for our operations staff. Please see the attached overview of activities provided by Utility Supervisor Dan Migliazzo.

#### RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

#### **ATTACHMENTS**

Field Activity Summary Memorandum



#### NIPOMO COMMUNITY SERVICES DISTRICT

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

MEMORANDUM

TO:

MICHAEL LEBRUN, GENERAL MANAGER

FROM:

DAN MIGLIAZZO, UTILITY SUPERVISOR

DATE:

**JANUARY 5, 2006** 

RE:

A summary of activity during the Holiday period

1. Hydrant on Princess Ct. was hit and the bury was broken off. (U.S.A. called in 1-4-06 for repairs)

2. Knollwood Well pump motor shorted by a brown out situation (Fisher Pump checked last week and are pulling the pump today)

3. Pressure test on sewer lines at MVE. (Found buried manholes and all but a few sections passed, those were the sections with rolled rubbers in lateral runs. Repairs are being made to those sections)

4. Shut off notices went out last week. (turn off list out 1-4-06)

5. Pressure test on Ave de Amigos for the Allshouse job. (Tie-in from Ave de Socios in complete)

6. Line blown on Avocado Ave. (Repaired and reloaded)

7. Hazel lift station ragged up again. ( Have price to retro-fit station with subs and eliminate the suction lift pumps)

8. Service line driven over and broken on Ave de Socios 12-29-05

9. PG&E field meet at the Dana well sites.(12-23-05)

10. Low pressure compliant on Val Verde. (customers backflow device faulty)

11. Dana School tie-in started 1-3-06 we took them the 3" meter, (should be complete 1-6-06)

12. Surveying the results from the rain on Monday 1-3-06. (Ewing has been gutted we are checking pipeline depth after rain)

13. La Mirada lift station burnt starter coil and the possibility of run in from the rain could have contributed to the problem. (Coil has been replaced and wet well pumped.)

14. Aerators at Southland Plant. (after rain one wire shorted and single phased aerator motors.) Paul Mann Electric has checked the wiring and will be running new wires out to the disconnect switches on pole three.

15. The control panels are ready for installation at Blacklake WWP.

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