

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 41 - Years of Service 1965 - 2006

AGENDA

SEPTEMBER 13, 2006 8:30 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

BRUCE BUEL, 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 President.**
- *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.*
- *District-prepared staff reports and documents are generally posted on the District's website {Nipomocsd.com} on the same date the agenda is posted.*
- *Items may be taken out of order. The Board typically breaks for lunch at approximately 12 noon and conducts closed session at that time, reconvening to public session at approximately 1:00 p. m.*

A. CALL TO ORDER AND FLAG SALUTE

NEXT RESOLUTION 2006-992
NEXT ORDINANCE 2006-106

B. ROLL CALL AND RECOGNITION OF EDWARD KREINS

C. PUBLIC COMMENT PERIOD (NOTE: ITEM TO COMMENCE AT 9:00 AM)
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 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 President.

C-1) COMMANDER BASTI OF SOUTH COUNTY SHERIFF'S STATION
Presentation of Sheriff activities on the Nipomo Mesa

C-2) BATTALION CHIEF DAN ANDERSON OF CALIFORNIA DEPARTMENT OF FORESTRY
Presentation of CDF activities on the Nipomo Mesa

C-3) MIKE NUNLEY OF BOYLE ENGINEERING
Update on Waterline Intertie Project Pre-Design Study

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]
Approve minutes of August 16, 2006 Special Meeting
Approve minutes of August 23, 2006, Regular and Special meetings.

D-3) ADOPT RESOLUTION HONORING EDWARD KREINS [RECOMMEND APPROVAL]

D. CONSENT AGENDA (continued)

- D-4) DESIGNATE REPORTING PARTIES FOR STATE SANITARY SEWER OVERFLOW PROGRAM [RECOMMEND APPROVAL]
- D-5) AUTHORIZE RECRUITMENT AND HIRE REPLACEMENT UTILITY FOREMAN [RECOMMEND APPROVAL]
- D-6) RE-APPROVE INTENT TO SERVE LETTER FOR 38 UNIT APARTMENT COMPLEX AT BLUME AND GRANDE (TRACT 2441) [RECOMMEND APPROVAL]

E. ADMINISTRATIVE ITEMS

- E-1) RECEIVE STATUS REPORT ON REQUEST FROM MARIA VISTA ESTATES TO ACCEPT WATER AND SEWER IMPROVEMENTS, TO ACCEPT EASEMENTS, AND TO SET WATER METERS IN TRACTS 1802 AND 1856 [RECOMMENDATION PENDING]
- E-2) RECEIVE PRESENTATIONS FROM BOYLE ENGINEERS RE PRELIMINARY FINDINGS ON MAIN AND STORAGE SIZING AND WATER QUALITY IMPLICATIONS OF NCS-D-SANTA MARIA WATERLINE INTERTIE PROJECT [RECEIVE PRESENTATIONS]
- E-3) CONSIDER AMENDING AGREEMENT WITH DOUGLAS WOOD AND ASSOCIATES TO AUTHORIZE ADDITIONAL RESEARCH ON NCS-D-SANTA MARIA WATERLINE INTERTIE PROJECT DRAFT EIR AND DISCUSS PROCESS FOR COMPLETION OF FINAL EIR [RECOMMEND AMENDMENT OF AGREEMENT]
- E-4) AUTHORIZE EXECUTION OF AGREEMENT WITH CANNON AND ASSOCIATES TO PREPARE DISTRICT WATER/SEWER MASTER PLAN UPDATE AND AMEND BUDGET TO TRANSFER FUNDS FROM RESERVES [RECOMMEND APPROVAL]
- E-5) AMEND PERSONNEL POLICY TO CREATE POSITION OF DISTRICT ENGINEER, DELETE CONTRACT PROJECTS ADMINISTRATOR POSITION, AND AUTHORIZE RECRUITMENT AND HIRE OF DISTRICT ENGINEER [RECOMMEND APPROVAL]

F. MANAGER'S REPORT

G. COMMITTEE REPORTS

- G-1) August 30, 2006, Design and Construction Committee Meeting Minutes

H. DIRECTOR'S COMMENTS

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 SMVWCD VS NCS-D SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
2. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 MARIA VISTA VS. NCS-D CASE NO. CV 040877

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

I. CLOSED SESSION ANNOUNCEMENTS (continued)

3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION
GC 54956.9 NCSD VS. COUNTY OF SAN LUIS OBISPO (SUMMIT
STATION LAND USE ORDINANCE AND ENVIRONMENTAL IMPACT
REPORT

4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION
PURSUANT TO GOVERNMENT CODE SECTION 54956.9; SAN LUIS
OBISPO COASTKEEPER VS. NCSD (CASE NO. CV060349)

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

K. ADJOURN TO CLOSED SESSION

L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

ADJOURN

➤ **THE NEXT REGULAR BOARD MEETING IS SEPTEMBER 27, 2006.**

TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Consider Agreement with SLO APCD re: Demonstration Garden
- Consider Water Conservation Program/Policy

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: SEPT. 8, 2006

AGENDA ITEM
C-3
SEPT. 13, 2006

UPDATE ON WATERLINE INTERTIE PROJECT PRE-DESIGN STUDY

ITEM

Receive presentation from Mike Nunley of Boyle Engineering on progress made on project pre-design study in August (No Action).

BACKGROUND

Attached is a Memorandum from Boyle Engineering summarizing Boyle's progress on the Project in August.

RECOMMENDATION

It is recommended that your Honorable Board receive the presentation and ask questions of Mr. Nunley and/or staff.

ATTACHMENTS

1. MEMORANDUM FROM BOYLE ENGINEERING

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2006\BOYLE WIP PRESENTATION 060913.DOC

MEMORANDUM

TO: Bruce Buel September 6, 2006

FROM: Mike Nunley, PE

SUBJECT: Nipomo CSD / Santa Maria Waterline Intertie Project
Progress Report – Preliminary Engineering Phase

1. Water Quality – Boyle developed a testing protocol to evaluate potential impacts of the intertie project on distribution system nitrification, corrosion, and trihalomethane formation potential. Fruit Growers Laboratory is conducting the tests and results should be available for review within the next week to 10 days.
2. Alignment Study – Boyle and Jacobs Associate (Horizontal Directional Drilling subconsultant) conducted a site walk on August 3 to evaluate the EIR alignment options. The route alternatives have been refined from those presented in the Environmental Impact Report (to be presented at the September 13 Board meeting). On September 15, preliminary easement layouts will be provided to the District's appraiser (R.H. Tarvin) for use in preparing the appraisals.

Supporting studies currently underway include the preliminary geotechnical evaluation, permitting analysis, and development of directional drilling options by Jacobs Associates. An internal draft of the directional drilling study has been submitted to Boyle by Jacobs and is under review.

3. Hydraulic Analysis – Boyle, District, and City of Santa Maria staff met on Thursday, August 31, to discuss the intertie project and City disinfection operations. The City requested that the District submit their delivery options (flow variations by month and by day) to the City so they can determine whether system impacts would be acceptable. Their consultants, Carollo Engineers, would not be able to respond to this request until January, 2007.

We have developed a "skeleton" hydraulic model of the Nipomo distribution system and calibrated the model through hydrant tests performed on September 1, 2006. We received the City's hydraulic model and have begun performing model runs in order to identify constraints in the Santa Maria system at various flow rates and demand conditions. Depending on the findings from our hydraulic analyses, and potential for impacts on the City system, the City's review schedule (discussed above) may result in project delays.

As discussed in the August 30 WIP Standing Committee meeting, Boyle is currently evaluating various pipeline diameters on a lifecycle cost basis. Expected range of sizes for our evaluation is 14 inches through 24 inches (inner diameter). Diameters larger than 14 inches may require additional environmental review (to be addressed by District staff outside of this progress report).

4. Field Tour of HDD Projects – Boyle and Ojai Valley Sanitary District staff led District Board, staff, and interested citizens on a tour of horizontal directional drill (HDD) projects near Ojai on August 16, 2006.

September 6, 2006

5. Storage Evaluation – Boyle is currently reviewing storage alternatives. The following characteristics will be reviewed:
- Volume (Expected to vary from approximately 2 to 8.4 million gallons, per the EIR)
 - Materials (concrete and steel)
 - Position (completely buried, partially buried, or below ground)
 - Number (one or two tanks)

Similar to the pipeline evaluation, tanks will be compared on a lifecycle cost basis. Significant changes to the EIR project description (two above-grade 4.2 million gallon tanks for storage) may require additional environmental review.

6. Milestones – Submittal and meeting dates are summarized below:

Draft Preliminary Engineering Memorandum	November 1, 2006
Completion of CRLF surveys	November 30, 2006
Predesign Presentation to NCSD Board	December 13, 2006
Final Preliminary Engineering Memorandum	January 29, 2007

Copy to: Josh Reynolds, PE

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: SEPTEMBER 8, 2006



CONSENT AGENDA

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T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2006\CONSENT 9-13-06.DOC

NIPOMO COMMUNITY SERVICES DISTRICT WARRANTS SEPTEMBER 8, 2006

**AGENDA ITEM
D-1
SEPTEMBER 13, 2006**

HAND WRITTEN CHECKS

18897	08-23-06	AWWA BOOKSTORE	72.50
18898	08-22-06	J WIRSING	50.00
18899	08-22-06	L VIERHEILIG	50.00
18900	08-23-06	M MARCANTONIO	828.16
18901	08-30-06	C TROTTER	50.00
18902	08-30-06	E EBY	50.00
18903	08-30-06	SLO CLERK RECORDER	22.00
18904	08-31-06	J HILL	954.02
18905	08-31-06	J HILL	62,783.34
18906	09-08-06	NIPOMO MARKET PLACE	2,334.24

**TOTAL COMPUTER
CHECKS
\$ 252,043.70**

VOIDED CHECKS

NONE

COMPUTER GENERATED CHECKS

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
12522	08/25/06	EMP01	EMPLOYMENT DEVELOP DEPT	581.44	.00	581.44	A60821	STATE INCOME TAX
12523	08/25/06	MID01	MIDSTATE BANK-PR TAX DEP	2361.83	.00	2361.83	A60821	FEDERAL INCOME TAX
				484.72	.00	484.72	1A60821	FICA
				658.30	.00	658.30	2A60821	MEDICARE (FICA)
			Check Total.....:	3504.85	.00	3504.85		
12524	08/25/06	MID02	MIDSTATE BANK - DIRECT DP	18552.41	.00	18552.41	A60821	NET PAY
12525	08/25/06	PER01	PERS RETIREMENT	5241.24	.00	5241.24	A60821	PERS PAYROLL REMITTANCE
12526	08/25/06	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A60821	WAGE ASSIGNMENT
12527	08/25/06	STA01	STATE STREET GLOBAL	980.00	.00	980.00	A60821	457 DEFERRED COMP
12528	09/08/06	EMP01	EMPLOYMENT DEVELOP DEPT	453.62	.00	453.62	A60905	STATE INCOME TAX
12529	09/08/06	MID01	MIDSTATE BANK-PR TAX DEP	1978.79	.00	1978.79	A60905	FEDERAL INCOME TAX
				226.18	.00	226.18	1A60905	FICA
				587.12	.00	587.12	2A60905	MEDICARE (FICA)
			Check Total.....:	2792.09	.00	2792.09		
12530	09/08/06	MID02	MIDSTATE BANK - DIRECT DP	17754.08	.00	17754.08	A60905	NET PAY
12531	09/08/06	PER01	PERS RETIREMENT	5264.76	.00	5264.76	A60905	PERS PAYROLL REMITTANCE
12532	09/08/06	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A60905	WAGE ASSIGNMENT
12533	09/08/06	STA01	STATE STREET GLOBAL	980.00	.00	980.00	A60905	457 DEFERRED COMP
012534	09/13/06	ADV01	ADVANTAGE ANSWERING PLUS	92.95	.00	92.95	79038	PAGING SERVICE
012535	09/13/06	ALX01	ALEXANDER'S CONTRACT SERV	2743.48	.00	2743.48	3062	METER READING SERVICE
012536	09/13/06	AME03	AMERI PRIDE	55.10	.00	55.10	F764769	UNIFORMS ETC
				50.60	.00	50.60	F770671	UNIFORMS ETC
			Check Total.....:	105.70	.00	105.70		
012537	09/13/06	ATT01	AT&T/MCI	35.81	.00	35.81	T5459497	PHONE 9290161
				146.33	.00	146.33	T5459499	PHONE 9291133
				121.69	.00	121.69	T5459500	PHONE 9291341
			Check Total.....:	303.83	.00	303.83		
012538	09/13/06	BOY01	BOYLE ENGINEERING CORP	1620.00	.00	1620.00	35359	BLACKLAKE BOOSTER STATION
				110.16	.00	110.16	35435	PCI TRACT 2558
				510.30	.00	510.30	35439	PCI APN 092-261-007
				8556.30	.00	8556.30	035225	WATERLINE INTERTIE PROJEC
			Check Total.....:	10796.76	.00	10796.76		
012539	09/13/06	BRE02	BRENNTAG PACIFIC INC.	478.37	.00	478.37	BOI583599	CHLORINE
				597.87	.00	597.87	BPI583598	CHLORINE
				306.59	.00	306.59	BPI587524	CHLORINE
				567.99	.00	567.99	BPI587525	CHLORINE
			Check Total.....:	1950.82	.00	1950.82		

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**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS SEPTEMBER 8, 2006**

**AGENDA ITEM
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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information	
							Invoice #	Description
012540	09/13/06	COM01	COMPUTER NETWORK SERVICES	506.67	.00	506.67	066A	COMPUTER SUPPORT
				175.00	.00	175.00	067A	COMPUTER SUPPORT
			Check Total.....:	681.67	.00	681.67		
012541	09/13/06	COR01	CORBIN WILLITS SYSTEMS	710.80	.00	710.80	A60815	COMPUTER SUPPORT
012542	09/13/06	CRE01	CREEK ENVIRONMENTAL LABS	24.00	.00	24.00	N4585	BL WWTP LAB
				20.00	.00	20.00	N4609	WATER SAMPLE LAB
				24.00	.00	24.00	N4610	BL WWTP LAB
				24.00	.00	24.00	N4635	BL WWTP LAB
				80.00	.00	80.00	N4636	WATER SAMPLES
				24.00	.00	24.00	N4679	BL WWTP LAB
				24.00	.00	24.00	N4710	BL WWTP LAB
				24.00	.00	24.00	N4766	BL WWTP LAB
				80.00	.00	80.00	N4788	WATER SAMPLE LAB
				24.00	.00	24.00	N4789	BL WWTP LAB
				24.00	.00	24.00	N4839	BL WWTP LAB
				24.00	.00	24.00	N4868	BL WWTP LAB
				24.00	.00	24.00	N4902	BL WWTP LAB
				24.00	.00	24.00	N4929	BL WWTP LAB
				80.00	.00	80.00	N4942	BL WWTP LAB
				24.00	.00	24.00	N4943	BL WWTP LAB
				24.00	.00	24.00	N4983	BL WWTP LAB
				24.00	.00	24.00	N5017	BL WWTP LAB
				24.00	.00	24.00	N5047	BL WWTP LAB
				24.00	.00	24.00	N5074	BL WWTP LAB
	80.00	.00	80.00	N5099	LAB TESTS - WATER			
	Check Total.....:		724.00	.00	724.00			
012543	09/13/06	CUE01	CUESTA EQUIPMENT	193.09	.00	193.09	083106	SUPPLIES
012544	09/13/06	CUL02	CULLIGAN WATER CONDITION	1.75	.00	1.75	092006	DELIVERY
012545	09/13/06	DEW01	J B DEWAR INC	319.93	.00	319.93	144537	OIL FOR WELLS
				139.00	.00	139.00	360271	OIL FOR WELLS
				589.14	.00	589.14	360408	OIL FOR WELLS
			Check Total.....:	1048.07	.00	1048.07		
012546	09/13/06	DUN01	DUNBAR, MADONNA	91.67	.00	91.67	090206A	TRAVEL
				85.89	.00	85.89	090206B	REIMB FOR SUPPLIES
			Check Total.....:	177.56	.00	177.56		
012547	09/13/06	EBY01	EBY, ED	100.00	.00	100.00	091306	REG BD MEETING 091306
012548	09/13/06	FED01	FED EX	92.38	.00	92.38	118263495	DELIVERY
012549	09/13/06	FER01	FERGUSON ENTERPRISES INC	2613.68	.00	2613.68	1124951	SUPPLIES FOR BL INTERTIE
				3725.87	.00	3725.87	1132912	SUPPLIES FOR BL INTERTIE
				77.65	.00	77.65	1143903	SUPPLIES FOR BEV WELL
			Check Total.....:	6417.20	.00	6417.20		
012550	09/13/06	FGL01	FGL ENVIRONMENTAL	228.00	.00	228.00	607961A	LAB TESTS
				104.00	.00	104.00	607962A	BL WWTP LAB
				176.00	.00	176.00	607963A	TOWN WWTP LAB
				1750.00	.00	1750.00	607992A	LAB TESTS
				129.00	.00	129.00	608213A	BL WWTP LAB
				176.00	.00	176.00	608214A	TOWN WWTP LAB
				1264.00	.00	1264.00	608215B	LAB TESTS
				137.00	.00	137.00	608520A	BL WWTP LAB
			Check Total.....:	3964.00	.00	3964.00		
			012551	09/13/06	GAR01	GARING TAYLOR & ASSOC	3659.44	.00
	335.25	.00				335.25	6582	TOPO FOR SHOP UPGRADE
	2513.48	.00				2513.48	6583	GRADING PLAN FOR SHOP UPG
Check Total.....:	6508.17	.00				6508.17		
012552	09/13/06	GER01	GERMAN, SCOTT	96.97	.00	96.97	090406	REIMB FOR BOOTS
012553	09/13/06	GIL01	GLM, INC.	360.00	.00	360.00	083106A	LANDSCAPE MAINT FOR AUG
				100.00	.00	100.00	083106B	LANDSCAPE FOR BL
			Check Total.....:	460.00	.00	460.00		
012554	09/13/06	GRA01	GRANDFLOW, INC.	274.87	.00	274.87	87414	LASER CHECKS
012555	09/13/06	GWA01	GWA INC	85.00	.00	85.00	60810039	ALARM SERVICE VIDEO
				28.00	.00	28.00	60810581	FIRE ALARM
			Check Total.....:	113.00	.00	113.00		
012556	09/13/06	HAM01	HAMON OVERHEAD DOOR CO	112.62	.00	112.62	31117	LATCH FOR DOOR - SHOP

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WARRANTS SEPTEMBER 8, 2006**

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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information	
							Invoice #	Description
012557	09/13/06	IMP02	IMPAC GOVERNMENT SERVICES	377.17	.00	377.17	082206	SUPPLIES
				194.46	.00	194.46	82206B	TRAVEL TO VENTURA
			Check Total.....:	571.63	.00	571.63		
012558	09/13/06	JOH01	JOHNSON, DONNA	11.70	.00	11.70	083006	REIMB FOR SUPPLIES
012559	09/13/06	KOF01	KOFF & ASSOCIATES, INC.	2390.00	.00	2390.00	136	SALARY SURVEY-PROGRESS BI
012560	09/13/06	KRE01	KREINS, EDWARD	400.00	.00	400.00	082906A	REIMBURSEMENT
				74.25	.00	74.25	082906B	TRAVEL TO MEETINGS
			Check Total.....:	474.25	.00	474.25		
012561	09/13/06	LIN01	LINE-X OF SANTA MARIA	450.27	.00	450.27	3799	BED LINER FOR NEW TRUCK
012562	09/13/06	MCD01	McDONOUGH HOLLAND & ALLEN	5077.80	.00	5077.80	179993	LEGAL SERVICES
012563	09/13/06	MOT01	MOTLEY, RICK	120.00	.00	120.00	081906	REIMB FOR WORK BOOTS
				28.92	.00	28.92	082506	REIMB FOR SUPPLIES
			Check Total.....:	148.92	.00	148.92		
012564	09/13/06	MUL01	MULLAHEY FORD	27669.20	.00	27669.20	2007 F250	NEW 2007 FORD TRUCK
012565	09/13/06	NEX01	NEXTEL COMMUNICATIONS	335.68	.00	335.68	081806	INV # 809087314-057
012566	09/13/06	NIC01	NICKSON'S MACHINE SHOP	255.40	.00	255.40	73033	ENGINE MAINT
012567	09/13/06	NIP01	NIPOMO ACE HARDWARE INC	226.19	.00	226.19	083106	SUPPLIES
012568	09/13/06	NIP04	NIPOMO REXALL	6.41	.00	6.41	30550	SUPPLIES
012569	09/13/06	NIP05	NIPOMO CHAMBER OF COMMERC	55.00	.00	55.00	101506	BOOTH FOR OCTOBER FESTIVA
012570	09/13/06	NIP06	NIPOMO AUTO PARTS	57.20	.00	57.20	130217	AUTO PARTS
012571	09/13/06	PGE01	P G & E	52057.65	.00	52057.65	082806	ELECTRICITY 4449664603-3
012572	09/13/06	PRE01	PRECISION JANITORIAL	275.00	.00	275.00	153	AUGUST JANITORIAL SERVICE
012573	09/13/06	QUI01	QUILL CORPORATION	339.82	.00	339.82	9409309	OFFICE SUPPLIES
012574	09/13/06	QUI03	QUINN RENTAL SERVICES	351.24	.00	351.24	2074990	SUPPLIES FOR TOWN SEWER
				-214.50	.00	-214.50	2075024C	CREDIT FOR SUPPLIES
				26.22	.00	26.22	2075216	CONCRETE
				187.23	.00	187.23	2075296	CONCRETE
				79.43	.00	79.43	2075316	BL INTERTIE SUPPLIES
			Check Total.....:	429.62	.00	429.62		
012575	09/13/06	REL01	RELIABLE	115.97	.00	115.97	YLJ05300	SUPPLIES
				25.17	.00	25.17	YLJ05301	SUPPLIES
			Check Total.....:	141.14	.00	141.14		
012576	09/13/06	REY01	REYNOSO, CARLOS CPA	4225.00	.00	4225.00	083006	AUDIT SERVICES
012577	09/13/06	RIC01	RICHARDS, WATSON, GERSHON	23010.39	.00	23010.39	147800	WATER RIGHTS ADJUDICATION
				4089.00	.00	4089.00	147801	SAN LUIS OBISPO COASTKEEP
			Check Total.....:	27099.39	.00	27099.39		
012578	09/13/06	SAI01	SAIC	3555.82	.00	3555.82	922801	200 HYDROLOGIC MONITORING
012579	09/13/06	SHI01	SHIPSEY & SEITZ, INC	8942.00	.00	8942.00	8/15/06	LEGAL SERVICES THRU 8/15/
012580	09/13/06	SNY01	SNYDER LANDSCAPE MAINT CO	571.00	.00	571.00	288	IMD TRACT 2409
012581	09/13/06	SOF01	SOFTWARE SOLUTIONS TEAM	100.00	.00	100.00	06-4441	COMPUTER SUPPORT
012582	09/13/06	SOU01	SOUTH COUNTY SANITARY	8.45	.00	8.45	1546092	TRASH COLLECTION

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS SEPTEMBER 8, 2006**

**AGENDA ITEM
D-1
SEPTEMBER 13, 2006
PAGE FOUR**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information	
							Invoice #	Description
012582	09/13/06	SOU01	SOUTH COUNTY SANITARY	165.80 34.24	.00 .00	165.80 34.24	1551267 1552939	TRASH COLLECTION - TOWN TRASH COLLECTION OFFICE
			Check Total.....:	208.49	.00	208.49		
012583	09/13/06	SPE01	SPECIAL DISTRICT RISK	4529.00	.00	4529.00	16498	WORKERS COMP INS-10/1 TO
012584	09/13/06	STA03	STATEWIDE SAFETY & SIGNS	48.94 170.53	.00 .00	48.94 170.53	45980 50213	BL INTERTIE SUPPLIES SUPPLIES
			Check Total.....:	219.47	.00	219.47		
012585	09/13/06	STA09	STANDARD INSURANCE	1893.92	.00	1893.92	082106	INSURANCE
012586	09/13/06	THE01	THE GAS COMPANY	13.85 731.76 9056.20	.00 .00 .00	13.85 731.76 9056.20	081806 082306 082906	OFFICE HEAT 06235160949 GAS ENGINE ' 11096988784 SUNDALE WELL 08619205712
			Check Total.....:	9801.81	.00	9801.81		
012587	09/13/06	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	091306	REG BD MEETING 091306
012588	09/13/06	USA01	USA BLUEBOOK	276.21	.00	276.21	223886	SUPPLIES
012589	09/13/06	VER01	VERIZON	29.49 29.34	.00 .00	29.49 29.34	081906 081906A	BL PHONE 805343239930407 BL PHONE 8053436061930407
			Check Total.....:	58.83	.00	58.83		
012590	09/13/06	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	091306	REG BD MEETING 091306
012591	09/13/06	WIN01	WINN, MICHAEL	100.00	.00	100.00	091306	REG BD MEETING 091306
012592	09/13/06	WIR02	WIRSING, JUDY	100.00	.00	100.00	091306	REG BD MEETING 091306
012593	09/13/06	WOO01	DOUGLAS WOOD & ASSOCIATES	944.50 2472.25	.00 .00	944.50 2472.25	1 18	SHOP UPGRADE ENVIRONMENTA WATERLINE INTERTIE EIR
			Check Total.....:	3416.75	.00	3416.75		
012594	09/13/06	XER01	XEROX CORPORATION	85.18	.00	85.18	19686387	COPIER MAINT
012595	09/13/06	\H007	HEATON, JEFF & MARY	94.55	.00	94.55	000A60901	MQ CUSTOMER REFUND
012596	09/13/06	\K002	KOBARR & SONS, S	409.65	.00	409.65	000A60901	MQ CUSTOMER REFUND
012597	09/13/06	\T001	TAYLOR, BEULAH	658.32	.00	658.32	000A60901	MQ CUSTOMER REFUND
012598	09/13/06	\Y001	YUN, DAVID	451.25	.00	451.25	000A60901	MQ CUSTOMER REFUND

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 41 - Years of Service 1965 - 2006

MINUTES

AUGUST 23, 2006 8:30 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

EDWARD KREINS, **INTERIM GEN. MANAGER**
LISA BOGNUDA, **ASSIST. ADMINISTRATOR**
DONNA JOHNSON, **BOARD SECRETARY**
JON SEITZ, **GENERAL COUNSEL**
BRUCE BUEL, **PROJECTS ADMINISTRATOR**

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 8:30 a.m. and led the flag salute.

00:00:50

B. ROLL CALL

At Roll Call, all Board members were present.

00:01:00

CLOSED SESSION 8:30 A.M.

Jon Seitz, District Legal Counsel, announced the following item to be discussed in Closed Session:

1. PUBLIC EMPLOYEE APPOINTMENT - GENERAL MANAGER PURSUANT TO GOVERNMENT CODE SECTION 54957

PUBLIC COMMENT ON CLOSED SESSION ITEM

There was no public comment on the Closed Session item.

ADJOURN TO CLOSED SESSION

The Board adjourned to a Closed Session.

00:00:00

OPEN SESSION 9:00 A.M.

At 9:00 a.m. the Board reconvened into Open Session.

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

Jon Seitz, District Legal Counsel, announced that the Board unanimously agreed to hire Mr. Bruce Buel as the General Manager. Vote 5-0

00:00:11

C. PUBLIC COMMENT PERIOD PUBLIC COMMENT

There was no public comment.

MINUTES SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
REGULAR MEETING
MINUTES

00:00:17

D. CONSENT AGENDA

D-1) WARRANTS

D-2) BOARD MEETING MINUTES

Approve Minutes of August 9, 2006, Regular meeting

Approve Minutes of August 15, 2006, Special meeting

Two corrections in the Directors' Comments for the Minutes of August 9, 2006.

D-3) AUTHORIZE PURCHASE OF UTILITIES DEPARTMENT PICK-UP TRUCK TO REPLACE EXISTING TRUCK, DECLARE EXISTING TRUCK SURPLUS, AND AUTHORIZE SALE

Director Trotter suggested that the District purchase trucks or put out to bid in December rather than the middle of the calendar year for a better deal.

D-4) AUTHORIZE EXTENSION OF AGREEMENTS WITH SUMMER HELP WORKERS DURING SCHOOL YEAR

Upon motion of Director Winn, and seconded by Director Eby, the Board unanimously approved the Consent Agenda, as amended in D-2. There was no public comment. Vote 5-0.

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

00:05:31

E. ADMINISTRATIVE ITEMS

The Board agreed to consider Item E-4 at this time.

E-4) APPOINTMENT OF GENERAL MANAGER AND APPROVE CONTRACT

Ed Kreins, Interim General Manager, reviewed the process of choosing a General Manager. Jon Seitz, District Legal Counsel, reviewed a few changes in the contract.

The following member of the public spoke:

Bob Blair, NCSD resident – stated that he was glad to see the Board choose Mr. Buel.

Upon motion of Director Eby and seconded by Director Winn, the Board unanimously agreed to appoint Mr. Bruce Buel for the position of General Manager, effective September 5, 2006. Vote 5-0.

The Board agreed to consider Item E-1.

00:10:50

E-1) SELECT COMPARABLE AGENCIES FOR EMPLOYEE SALARY AND BENEFIT SURVEY AND ADD DISTRICT LEGAL COUNSEL TO SCOPE OF WORK

Ed Kreins, Interim General Manager, reviewed the meeting with Mr. Georg Kramer of Koff & Associates along with the Personnel Committee, Bruce Buel, Lisa Bognuda and himself. The kick-off meeting was to discuss various districts to survey.

Mr. Georg Kramer, of Koff & Associates, described the company, explained the method of obtaining information to compare that information for the salary survey, and described a listing of 14 agencies.

There was some Board discussion. There was no public comment.

Upon motion of Director Trotter and seconded by Director Wirsing, the Board unanimously agreed to eliminate gathering data from Los Osos CSD for the salary survey and use the remaining 13 agencies. Vote 5-0

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

MINUTES SUBJECT TO BOARD APPROVAL

Copy of document found at www.NoNewWrpFax.com

Nipomo Community Services District
REGULAR MEETING
MINUTES

E-2) NOT USED

00:31:41

E-3) AUTHORIZE PRESIDENT TO SUBMIT BALLOT ON BEHALF OF NCSD REGARDING CSDA ELECTION OF DIRECTORS FOR REGION

Ed Kreins, Interim General Manager, reviewed the process for the Board to vote for candidates for Seats A and B for the California Special Districts Association election. Board discussion ensued.

The following member of the public spoke:

Bob Blair, NCSD resident, stated that he served on the CSDA Board for two years and if elected to the NCSD Board, he will apply for the position. The position is very important. Upon motion of Director Winn, and seconded by Director Trotter, the Board unanimously agreed to vote for Adrienne Mathews for Seat A and the write-in candidate, Sandy Young for Seat B. Vote 5-0

YES VOTES	NO VOTES	ABSENT
Directors Winn, Trotter, Wirsing, Eby, and Vierheilg	None	None

At 9:45 a.m. the Board took a short break.

00:40:01

F. MANAGER'S REPORT

Ed Kreins, Interim General Manager reviewed the staff report. There was no public comment.

00:43:20

G. COMMITTEE REPORTS

1. PARKS COMMITTEE MEETING OF AUGUST 7, 2006

Director Trotter has asked for public input because the public came to the District asking for this activity. Mr. Buel has been working on the research request from the Parks Committee. He will be meeting next week with Parks Division of SLO County General Services. Mr. Buel will bring information back to the next Parks Committee meeting.

Director Winn stated that the SCAC has had two public meetings in the past two weeks concerning Nipomo Community Parks in general, not NCSD park powers. The first meeting, held August 14, 2006, at Nipomo High School was attended by over 100 people. The second SCAC meeting was held August 21, 2006, in the NCSD Board room.

PERSONNEL COMMITTEE

President Vierheilg reported that the Personnel Committee met August 22, 2006, with Mr. Kramer of Koff & Associates. He thanked Director Wirsing for her participation in that meeting.

00:47:00

H. DIRECTOR'S COMMENTS

Director Winn

August 30, 2006, 3:00 p.m. – In the Board of Supervisors chambers discussing the Dalidio Project.

August 31, 2006, Mr. Buel and Mr. Winn will be meeting with Mr. Bruce Nybo of Santa Maria.

August 31, 2006, Mr. Eby and Mr. Winn will be meeting with Supervisor Achadjian.

WRAC meeting first Wednesday in September – focus on agricultural water and allocation

SLO County will be updating its conservation element which has not been updated for almost 20 years. Meeting Sept 6, 2006. Special meeting Sept 21, 2006 - Presentation by a planner in the County.

Director Eby

Next SCAC meeting, August 28, 2006, will have on its agenda, Measure J and the Dalidio project.

SCAC meeting Monday, August 14, 2006, commenters recommended a minimum amount of concrete development, gyms, auditoriums, etc.

As alternate representative to LAFCO, he attended a meeting last week where discussion of the dissolution of Los Osos CSD. It was continued until the September 21st meeting.

He suggested an addition to the NCSD website – a box on the home page showing latest changes to the website. He also suggested changing the URL to “.gov.” or “.org” rather than “.com”, which is meant for commercial ventures.

Director Trotter

He asked Director Winn to expand on the candidates’ forum for September 27th at 7:00 p.m. in the NCSD board room.

Director Winn stated that he is not in the planning loop for that meeting. Mr. Clyde Cruise, Chamber of Commerce President, could be contacted for more information.

Director Trotter commended Dan Migliazzo, NCSD Utility Supervisor, for the renovation plans of the Blacklake water treatment facility. Mr. Buel stated that the design plan should be before the Board on September 27th.

President Vierheilig

Saturday, August 26, 2006 - workshop on integrated pest management.

For staff – law for prioritization of water hook-ups – SB 1087 per CSDA Legislative Update newsletter.

The Board took a break at 10:25 a.m.

The Board came back into Open Session at 10:40 a.m.

01:03:00

Special Meeting Running Concurrently with Regular Meeting

- A. CALL TO ORDER
President Vierheilig called the Special Meeting to order at 10:40 a.m. All Directors are present.
- B. CONSIDER AUGUST 11, 2006 MARIA VISTA ESTATES REQUEST FOR NCSD TO ACCEPT WATER AND SEWER IMPROVEMENTS AND TO SET 77 WATER METERS IN TRACTS 1802 AND 1856

Jon Seitz, District Legal Counsel, reviewed the Maria Vista Estates project. He stated that there are off-site and on-site improvements which required to be complete before the District accepts the project.

Mr. Seitz stated that the District received a letter from Maria Vista August 14, 2006, requesting acceptance of the water and lines and to have 77 water meters set in Tracts 1802 & 1856. Staff responded August 21, 2006, Maria Vista requested that the item be placed on the agenda.

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

Special Meeting Running Concurrently with Regular Meeting (continued)

Mr. John Fricks, partner at Odgen & Fricks, representing Maria Vista Estates stated that Maria Vista requested this meeting. There are 25 homes in the development which are nearly complete and 15 homes are under construction. Mr. Fricks reviewed some of the history of the project. He stated that the developers are unable to close escrows on the houses without water. He stated that after over \$18 million has been spent on this project, it is a fully functioning water system.

Mr. Ed Jones, Construction Supervisor with Trincon Construction Inc. – commented on some of the items in Mr. Garing's April 19, 2006, letter. He stated that in January an air test passed inspection. The silt in the lines was caused by the heavy rains in March and April. He stated that the concerns have been addressed.

Jon Seitz, District Legal Counsel, and Mr. Fricks, the developer's counsel, discussed details of the project that need to be resolved.

At 11:45 a.m., the Board took a short break.

At 11:56 a.m., the Board reconvened.

Mr. Seitz and Mr. Fricks discussed District requirements for the project.

Upon motion of Director Winn and seconded by Director Wirsing, the Board directed staff to give this application a high priority and to meet at 7:00 a.m. Friday, August 25, 2006, with representatives from NCS D and Maria Vista to discuss the remaining details that need to be completed. Vote 5-0. The Board agreed by consensus, that it was willing to hold a subsequent special meeting, if needed, to consider this matter.

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

02:33:43

I. CLOSED SESSION ANNOUNCEMENTS

Jon Seitz, District Legal Counsel, announced the following items to be discussed in Closed Session:

1. CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 SMVWCD VS NCS D SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
2. CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 MARIA VISTA VS. NCS D CASE NO. CV 040877
3. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GOVT. CODE §54956.9 – JESSE HILL (IN PRO PER) V. NCS D CV 060325.
4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION GC 54956.9 NCS D VS. COUNTY OF SAN LUIS OBISPO (SUMMIT STATION LAND USE ORDINANCE AND ENVIRONMENTAL IMPACT REPORT
5. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; SAN LUIS OBISPO COASTKEEPER VS. NCS D (CASE NO. CV060349)

Nipomo Community Services District
REGULAR MEETING
MINUTES

I. CLOSED SESSION ANNOUNCEMENTS (continued)

- 6. CONFERENCE WITH PROPERTY NEGOTIATORS EDWARD KREINS, BRUCE BUEL AND JON SEITZ TO PROVIDE DIRECTION REGARDING TERMS AND CONDITIONS FOR ACQUISITION OF AN EASEMENT INTEREST IN APN 091-181-052 AT THE NW CORNER OF WILLOW ROAD AND VIA CONCHA PURSUANT TO GOVERNMENT CODE SECTION 54956.8 (OWNER: KENNETH CRAIG AND LMUSD, NEGOTIATOR: CAROL FLORENCE)

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Bob Blair, NCSD resident – stated that the Summit Station Item # 4 needs to be resolved. There are property owners waiting to build and prices of materials keep going up.

K. ADJOURN TO CLOSED SESSION

Director Trotter left the meeting at 1:23 p.m.

L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 1:35 p.m. Jon Seitz, District Legal Counsel, reported that the Board heard an update on Item 1 through 5 with instructions to staff. There was no reportable action.

Mr. Seitz also reported that the Board conferred with the property negotiators and provided instructions to the property negotiators.


ADJOURN

President Vierheilg adjourned the meeting at 1:33 p.m.

➤ **THE NEXT REGULAR BOARD MEETING IS SEPTEMBER 13, 2006.**

TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Review Options to Treat Supplemental Water
- Select Firm to Prepare Water & Sewer Master Plan Update

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: SEPT. 9, 2006

**AGENDA ITEM
D-3
SEPT. 13, 2006**

ADOPT RESOLUTION HONORING EDWARD KREINS

ITEM

Consider President Vierheilg's request to adopt the attached resolution honoring Edward Kreins for his service to Nipomo and the District [Adopt Resolution]

BACKGROUND

Interim General Manager Edward Kreins' last work day was September 1, 2006. President Vierheilg has requested that the Board acknowledge Edward Kreins contributions by adopting the attached resolution and presenting it to Edward Kreins at the beginning of the meeting (Please arrive prior to 8:30am so that President Vierheilg can present a fully executed original to Ed).

RECOMMENDATION

Staff recommends that your honorable Board adopt the attached resolution.

ATTACHMENTS

Draft Resolution Honoring Edward Kreins

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2006\ED KREINS APPRECIATION.DOC

RESOLUTION 2006-992

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
THANKING
EDWARD KREINS
FOR HIS SERVICE TO THE NIPOMO COMMUNITY SERVICES DISTRICT
AND TO THE COMMUNITY OF NIPOMO**

WHEREAS, Edward Kreins gracefully accepted the position of District Interim General Manager during the recruitment for a new General Manager to replace Michael LeBrun, and

WHEREAS, Edward Kreins performed admirably in his role of Interim General Manager assisting the District in the recruitment effort and lending his substantial administrative expertise to the Board and staff, and

WHEREAS, Edward Kreins has demonstrated superior personnel management and administrative decision making skills to the benefit of the community and the District, and

WHEREAS, Edward Kreins embodies the calm and professional leadership essential to District operation, and

WHEREAS, Edward Kreins is a "straight shooter" who fosters trust with all those he came in contact with as an excellent representative of Nipomo Community Services District.

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

***THE BOARD OF DIRECTORS
OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
WISHES TO EXPRESS SINCERE APPRECIATION TO
EDWARD KREINS AND WISHES HIM GREAT SUCCESS
IN HIS FUTURE ENDEAVORS.***

The Board unanimously adopted the foregoing resolution on September 13, 2006.

Lawrence Vierheilig, President

Judith Wirsing, Director

Michael Winn, Vice President

Ed Eby, Director

Clifford Trotter, Director

TO: BOARD OF DIRECTORS
FROM: MADONNA DUNBAR
BRUCE BUEL
DATE: SEPT. 6, 2006

**AGENDA ITEM
D-4
SEPT. 13, 2006**

**DESIGNATE REPORTING PARTIES FOR STATE SANITARY SEWER
OVERFLOW PROGRAM**

ITEM

Designation of Madonna Dunbar, NCSD Conservation/Compliance Specialist, as a duly authorized representative of NCSD for reporting purposes to the State Water Resources Control Board for the Sanitary Sewer Overflow Program.

BACKGROUND

Regular system reports by District staff will be required through the Monitoring and Reporting Program (MRP). The designation of the Conservation/Compliance Specialist as a legally recognized representative is necessary for the reporting process. Staff has completed an Application/ Notice of Intent to Comply (Water Quality Order No. 2006-0003) for Town and Black Lake Divisions. Staff will file the applications once a reporting party has been designated.

RECOMMENDATIONS

Staff recommend that your honorable Board adopt the attached resolution.

Attachment 1: Resolution 2006 - ; Authorization of Legally Responsible Official

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2006\SSO REGULATION UPDATE SEPT 13 2006.DOC

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2006-**

Designation of Legally Authorized Representative for State Sanitary Sewer Overflow Program
for the State Water Resources Control Board

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AUTHORIZING MADONNA DUNBAR, NCSD CONSERVATION/COMPLIANCE SPECIALIST,
AS A LEGALLY RECOGNIZED REPRESENTATIVE FOR REPORTING PURPOSES**

WHEREAS, The State Water Resources Control Board (State Water Board) adopted a Statewide General Waste Discharge Requirement (WDR) for Wastewater Collection System Agencies on May 2, 2006. The WDR requires the District to develop of system specific Sewer System Management Plan(s) consisting of provisions for proper and efficient management, operation and maintenance of the sanitary sewer systems, as well as a spill response plan. In addition, regular system reports by District staff will be required through the Monitoring and Reporting Program (MRP),

WHEREAS, The designation of the Conservation/Compliance Specialist as the Legally Responsible Official will facilitate the reporting procedure,

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

1. Madonna Dunbar is recognized as a Legally Responsible Official for the Sanitary Sewer Overflow Monitoring and Reporting program.

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

AYES:
NOES:
ABSENT:
ABSTAIN:

the foregoing resolution is hereby adopted this 13th day of September, 2006.

Lawrence Vierheilig, 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: BRUCE BUEL *BB*
DATE: SEPTEMBER 8, 2006



AUTHORIZE RECRUITMENT AND HIRE UTILITY FIELD FOREMAN

ITEM

Authorize recruitment and hire replacement Utility Field Foreman.

BACKGROUND

Butch Simmons, the current Utility Field Foreman, has announced his plans to retire in the Spring of 2007. In order to properly prepare for the transition, Staff recommends that the District begin the recruitment process this Fall. The proposed time schedule would be to advertise and accept applications through October, conduct the interview process in November and perform the background check and drug/physical screening in December. Due to the holidays, it is anticipated that employment would begin January 2, 2007. This would provide a four to five month overlap for training purposes.

RECOMMENDATIONS

Authorize Staff to proceed with recruitment and hiring of a replacement Utility Field Foreman.

ATTACHMENTS

None

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: SEPT. 8, 2006

**AGENDA ITEM
D-6
SEPTEMBER 13, 2006**

RE-APPLICATION FOR SERVICE - TRACT 2441 – BLUME & GRANDE

ITEM

Re-issue an Intent-to-Serve letter pursuant to District's updated Policies and Charges for an ongoing 38-lot subdivision located at Blume and Grande.

BACKGROUND

On August 28, 2003, your Honorable Board issued an Intent-to-Serve letter to this 38-lot residential development on Blume Street in Nipomo (See Site Plan). The Intent-to-Serve letter expired on August 28, 2006, after two extensions. The Applicant has submitted development plans to the District and continues to pursue the project with the County.

On August 21, 2006, the Applicant requested an extension to the Intent-to-Serve letter in writing and paid a \$50.00 administrative fee.

RECOMMENDATION

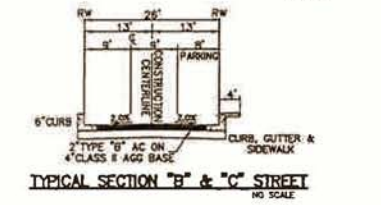
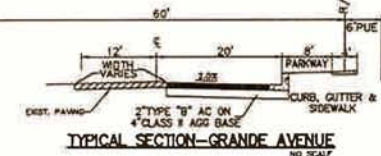
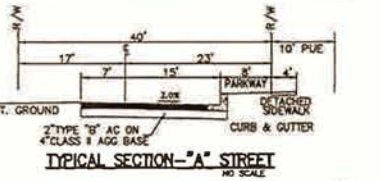
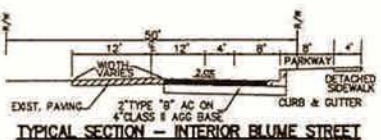
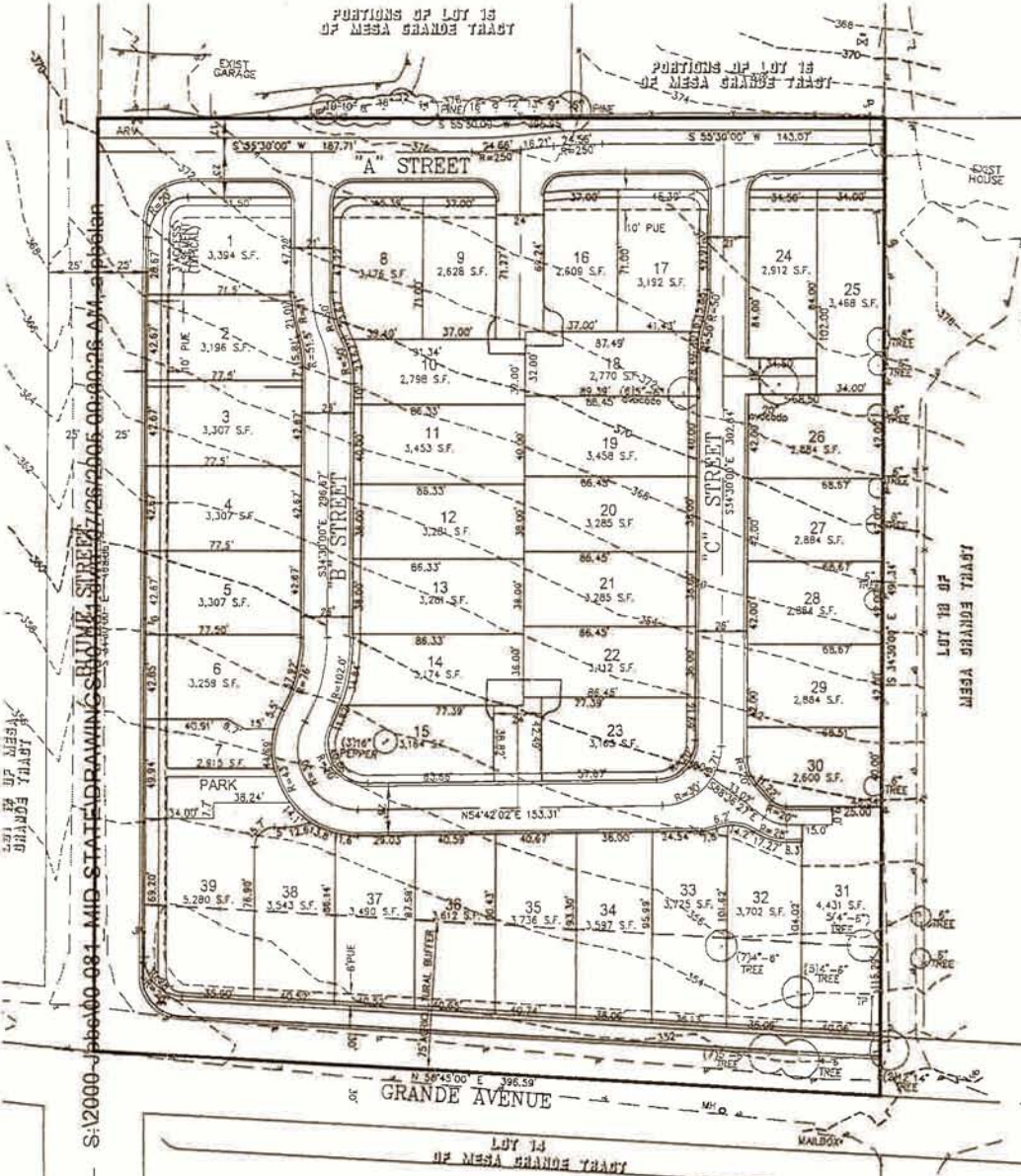
Staff recommends your Honorable Board direct staff to allocate water to the project (11.4 acre-foot) in accordance the District's water allocation policy and re-issue the Intent-to-Serve (ITS) letter for the project with the following conditions:

- A Will-Serve letter for the project will be issued after development plans are approved and signed by General Manager.
- Make a non-refundable deposit ("Deposit") at the time the District issues a Will-Serve letter in an amount equal to the then calculated Fees for Connection.
- Fees for Connection shall be calculated and owing as of the date the District sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.
- The District will set water meter(s) upon proof of a building permit from the County of San Luis Obispo and that the District has accepted improvements to be dedicated to the District, if applicable.
- Intent-to-Serve letters shall automatically terminate in Two (2) years. However, applicant shall be entitled to a one-year extension upon proof of reasonable due diligence in processing the project.
- This Intent-to-Serve letter shall be subject to the current and future rules, agreements, regulations, fees, resolutions and ordinances of the District.
- This Intent-to-Serve letter may be revoked, or amended, as a result of conditions imposed upon the District by a court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors.

ATTACHMENT

Site Plan
August 21, 2006, Application Submittal

T:BOARD LETTER 2006\SERVICE REQUEST APN 092-130-049.DOC



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

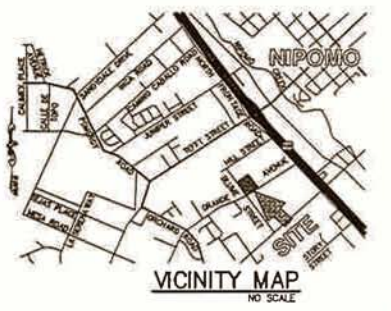
WESTLAND ENGINEERING INC.
3480 S. HIGUERA, SUITE 130, SAN LUIS OBISPO, CA 93401
(805) 541-2394

RECORD OWNER:
GRAY TRUST
1322 ARCHER STREET
SAN LUIS OBISPO, CA 93401

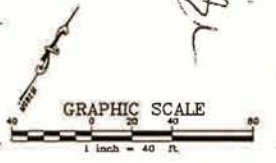
ENGINEER'S STATEMENT
I HEREBY STATE THAT THIS MAP WAS PREPARED BY ME OR UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLIED WITH THE LOT DIVISION ORDINANCE OF THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA.

TERENCE K. ORTON, P.E. 21807, EXPIRES 9-30-2005
WESTLAND ENGINEERING INC.
3480 S. HIGUERA, SUITE 130, SAN LUIS OBISPO, CA 93401
(805) 541-2394

ASSESSOR'S PARCEL NO.
092-130-049



Same as BOB reviewed & graded ITS on MGL



**TRACT 2441
VESTING TENTATIVE MAP**
A DIVISION OF PORTIONS OF LOT 15 OF MESA GRANDE TRACT AS RECORDED IN BOOK A OF PARCEL MAPS AT PAGE 18 IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA
REQUESTED BY:
GRAY TRUST
PREPARED BY:
WESTLAND ENGINEERING, INC.
3480 S. HIGUERA, SUITE 130, SAN LUIS OBISPO, CA 93401
(805)-541-2394
OCTOBER 2003 JOB NO. 00.001
SHEET 1 OF 1

WESTLAND ENGINEERING, INC.



CIVIL ENGINEERING
LAND SURVEYING
LAND PLANNING

3480 SOUTH HIGUERA STREET, SUITE 130 • SAN LUIS OBISPO, CA 93401
info@westlandengr.com • TELEPHONE: (805) 541-2394 • FAX: (805) 541-2439

August 21, 2006
Job #00.081

Mr. Bruce Buel
Nipomo Community Service District
148 South Wilson Street
Nipomo, CA 93444

RE: INTENT-TO-SERVE EXPIRATION – TRACT 2441 – BLUME & GRANDE

Dear Mr. Buel:

Please accept the enclosed application to extend the Intent-To-Serve which expires on August 28, 2006. We have included the required \$50.00 extension fee.

If you should need any additional information, give our office a call.

Yours truly,

Ted Elder
Senior Planner

Enclosures: Map

RECEIVED
AUG 22 2006
NIPOMO COMMUNITY
SERVICES DISTRICT



NIPOMO COMMUNITY SERVICES DISTRICT

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

Office use only:
Date and Time
Complete
Application and
fees received:

INTENT-TO-SERVE/WILL-SERVE APPLICATION

1. This is an application for: X Sewer and Water Service Water Service Only
2. SLO County Planning Department/Tract or Development No.: Tract 2241
3. Attach a copy of SLO County application.

Note: District Intent-to-Serve letters expire eight (8) months from date of issue, unless the project's County application is deemed complete.

4. Project location: Corner of Blume & Grande in Nipomo
5. Assessor's Parcel Number (APN) of lot(s) to be served: 092-130-049
6. Owner Name: Gray Trust (Mid-State Properties, LLC)
7. Mailing Address: 1320 Archer Street, San Luis Obispo CA 93401
8. Email:
9. Phone: 805 543-1500 FAX: 805 543-1590

10. Agent's Information (Architect or Engineer):
Name: Westland Engineering, Inc.
Address: 3480 S. Higuera Street #130, San Luis Obispo CA 93401
Email: telder@westlandengr.com
Phone: 805 541-2394 FAX: 805 541-2439

11. Type of Project: (circle as applicable)
Single Family Residence Duplex Secondary (a.k.a Granny) Unit
Multi-Family (under single roof) Commercial Mixed-Use (commercial & residential)

11. Number of Dwelling Units 38 Number of Low Income units 0

12. Does this project require a sub-division? Yes (yes/no)
If yes, number of new lots created 3

13. Site Plan:

For projects requiring Board approval, submit six (6) standard size (24" x 36") copies and one reduced copy (8½" x 11"). Board approval is needed for the following:

- more than four dwelling units
- property requiring sub-divisions
- higher than currently permitted housing density
- commercial developments

All other projects, submit two (2) standard size (24" x 36") and one reduced copy (8½" x 11").

Show parcel layout, water and sewer laterals, and general off-site improvements, as applicable.

14. **Water Demand Certification:**

A completed Water Demand Certification, signed by project engineer/architect, must be included for all residential and the residential-portion of mixed use.

15. **Commercial Projects Service Demand Estimates:**

Provide an estimate of yearly water (AFY) and sewer (MGD) demand for the project.
Please note: All commercial projects are required to use low water use irrigation systems and water conservation best management practices.

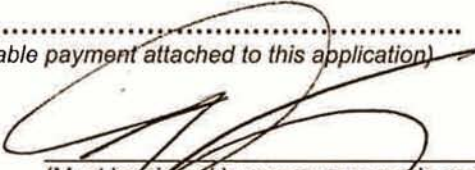
16. **Agreement:**

The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities resulting from the negligence or willful misconduct of the District.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782

Application Processing Fee..... **\$50.00**
(Non-refundable payment attached to this application)

Date 8/21/06

Signed 
(Must be signed by owner or owner's agent)

Print Name HILL CRAFT FARM TRUST



NIPOMO COMMUNITY SERVICES DISTRICT

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

WATER DEMAND CERTIFICATION

Supplement to Intent-to-Serve/Will Serve Application

Definitions

(Please note – these definitions do NOT reconcile with standard SLO County Planning department definitions)

Multi-family dwelling unit – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

Two-family dwelling units (duplex) – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

Single-family dwelling unit – means a building designed for or used to house not more than one family.

Secondary dwelling units – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

Commercial Projects

Commercial projects are exempt from Water Demand Certification; however, low water-use irrigation systems and water conservation best-management practices are required. The dwelling component of Mixed-Use projects (e.g. commercial and residential), are required to provide Water Demand Certification for the dwelling unit portion of the project.

Non-Commercial Projects

Water Demand Certification is required for all non-commercial projects and for the dwelling units of Mixed-Use. Certification must be signed by a licensed Engineer/Architect.

- - - Go to next page for demand calculation and certification - - -

Demand Calculation (for new dwelling units only)

Total project water demand (dwelling units including irrigation), by District standard, is as follows:

Number of Multi-family Units	_____	X	0.18	=	_____
Number of Duplexes/Secondary Units	_____	X	0.3	=	_____
Number of Single Family Units with:					
Parcel less than 4,500 sq. ft.	<u>38</u>	X	0.3	=	<u>11.4</u>
Parcel between 4,500 and 10,000 sq. ft.	_____	X	0.45	=	_____
Parcel greater than 10,000 sq. ft.	_____	X	0.55	=	_____
Total demand all dwelling units including irrigation				=	<u>11.4</u>

Certification

I the undersigned do here by certify:

Project design incorporates low water use landscape and landscape irrigation systems.

The design maximum total water demand, including landscaping does not exceed the following:


- 0.18 AFY per Multi-Family Dwelling Unit;
- 0.3 AFY per Dwelling Unit for duplexes and Secondary Dwellings;
- 0.3 AFY per Single Family Dwelling Unit located on a parcel size of four thousand five hundred (4,500) square feet or less;
- 0.45 AFY per Single Family Dwelling Unit located on a parcel size between four thousand five hundred (4,500) and ten thousand (10,000) square feet.
- 0.55 AFY per Single Family Dwelling Unit located on a parcel size that exceeds ten thousand (10,000) square feet.
- 0.85 AFY for the entire parcel when a secondary home is being added.

Note: "AFY" = acre-foot per year
Parcel size is net area

Signed  Date 8.21.06
Must be signed by project engineer/architect

Title Pres License Number 7221807 Expires 3.30.07

Project Tract Map 2441 (e.g. Tract Number, Parcel Map #, APN)

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: SEPT. 8, 2006



STATUS REPORT: MARIA VISTA ESTATES REQUEST TO SET WATER METERS

ITEM

Receive Status Report on Maria Vista Estates (MVE) requests for NCSD to accept water and sewer improvements, to accept easements, and to set 77 water meters in Tracts 1802 & 1856 [Recommendation Pending].

BACKGROUND

MVE has submitted requests (previously supplied to the Board) for NCSD to accept, for ownership and long-term maintenance and operation, the Off-Site Water and Sewer Improvements and Subdivision Water and Sewer Improvements, to accept easements, and to set up to 77 water meters for lots 2 through 28 and lots 33 through 58 in Tract 1802 and lots 2 through 26 in Tract 1856. The Board held a special meeting on September 23, 2006, to discuss these requests and directed staff to prioritize inspection of MVE's works. Staff has worked cooperatively with MVE to inspect their work and have held two meetings to discuss their progress. As of publication of this Board Letter, MVE has not completed any of the four systems and none of the respective easements are ready for Board acceptance, and thus water meters are not ready to be set. Staff will present an update at the Board Meeting.

RECOMMENDATION

Staff recommends that your Honorable Board receive an update on the status of MVE's efforts at the Board Meeting to determine if any of the systems under construction or any of the easements are ready for Board consideration. Should any of the systems satisfy the requirements set forth in the Agreements with MVE and with the District's Ordinances, Policies and Standard Specifications, staff will ask the Board to consider adoption of a Resolution of Acceptance for that system. Should one or more of the systems not be complete, staff will ask the Board to discuss either the possibility of a special meeting (24 hours minimum notice) if it is clear that one or more of the systems will be complete before September 27, 2006 or continuation of this item until the September 27, 2006, Board Meeting.

ATTACHMENTS

None.

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL ~~BB~~
DATE: SEPT. 8, 2006

**AGENDA ITEM
E-2
SEPT. 13, 2006**

WATERLINE INTERTIE PROJECT PRE-DESIGN WORKSHOP

ITEM

Receive presentations from Boyle Engineering re Preliminary Findings on Main and Storage Sizing and Water Quality Implications of NCSD-Santa Maria Waterline Intertie Project (Receive Presentations).

BACKGROUND

Boyle Engineering's Scope of Work for the Waterline Intertie Project calls for this workshop at the mid point of the draft Pre-Design Study Report to present information to the Board and the Community. Mike Nunley and Betsi Lichti from Boyle Engineering will make presentations on each topic for Board discussion. Staff has invited representatives from Golden State Water, Rural Water, and the Woodlands to attend.

RECOMMENDATION

It is recommended that your Honorable Board receive the presentation and ask questions of Mr. Nunley and Ms. Lichti.

ATTACHMENTS

NONE.

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2006\BOYLE WIP PRE-DESIGN I.DOC