

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: January 4, 2007

**AGENDA ITEM
E-1
JAN. 10, 2007**

WATER ALLOCATION AND ANNEXATION OPTIONS

ITEM

Review water allocation and annexation options and develop proposal for subsequent consideration [Provide Policy Direction Regarding Action at Subsequent Meeting].

BACKGROUND

In September, your Honorable Board directed staff to bring back information on the Groundwater Basin, current consumption by use class and information on commercial use. On October 11, 2006 your Honorable Board received SAIC's Technical Memorandum #1 and discussed the three topics of concern. On October 25, 2006 your Honorable Board received SAIC's Technical Memorandum #2 and discussed answers to questions raised regarding Technical Memorandum #1. On November 15, 2006, your Honorable Board received a presentation by Brad Newton of SAIC and discussed staff's recommended Allocation and Annexation Processes. This item was set on this agenda so your Honorable Board could review options and propose concepts for inclusion in a draft Ordinance that could be introduced as early as February 28, 2007. Following is a discussion of the topics of concern identified at the November 15, 2006 Board Meeting.

• **ANNUAL ALLOCATION LIMIT (EXISTING ALLOCATION PROGRAM) –**

ISSUE: The issue before your Honorable Board is whether the 51 acre feet per year limitation on new demand should be revised, and if so, what new limitation should be substituted. SAIC has opined that there is 121,000 acre feet of useable storage available and that the average drawdown of that storage over the past six years has been 500 acre feet per year. If all 51 acre feet were appropriated each year for the next five years the storage drawdown per year would increase from 551 acre feet per year up to 755 acre feet per year with a cumulative total drawdown of 3,265 acre feet. The Water Year 2006-07 Allocation Summary suggests that the current rate of new residential growth is approximately 27 acre feet per year, but this rate does not include commercial projects and it does not account for grandfathered projects. Your Honorable Board on November 15, 2006 agreed to consider reducing the limit from 51 acre feet per year to 27 acre feet per year and also to receive a proposal from Director Eby. Attached is a memorandum from Director Eby proposing that the annual allocation limit be set at 34.3 acre feet per year.

OPTIONS: Following are options for Board Consideration:

- A. Existing Limit: 51 acre feet per year
- B. Wirsing Motion: 27 acre feet per year
- C. Ed Eby Proposal: 34.3 acre feet per year
- D. Other: ? acre feet per year

RECOMMENDATION: Staff requests that your Honorable Board select one value as a proposal for subsequent consideration in a draft ordinance.

- **DIVISION OF ANNUAL LIMIT AMONGST CATEGORIES (EXISTING ALLOCATION)**

ISSUE: The issue before your Honorable Board is whether the existing division of the annual usage amongst categories should be revised if is so, what division estimates should be substituted. Currently, the Board has allocated 3.3 acre feet per year to Low Income Housing, 32.5 acre feet per year to Single Family uses; 5 acre feet per year to Secondary Dwellings; and 10.2 acre feet per year to Multi-Family. Attached is a memo from Director Eby outlining some options.

OPTIONS: Following are options for Board Consideration:

- A. Existing Division (only valid if 51 acre feet limit retained)
- B. Proportional Reduction (maintain percentage share for lower limits)
- C. Low Income Preference Reduction (retain 3.3 afy for LOW INCOME HOUSING and then maintain percentage share for remaining categories)
- D. Eby Proposal (divide total as a function of unserved land in each respective zone)
- E. Other

RECOMMENDATION: Staff requests that your Honorable Board select one formula as a proposal for subsequent consideration in a draft ordinance.

- **USE GROUP LIMITATIONS ON FUTURE RESIDENTIAL UNITS (EXISTING)**

ISSUE: The issue before your Honorable Board is whether the existing usage estimates for the various categories of land use should be revised if is so, what usage estimates should be substituted. Attached is a copy of the staff analysis of FY05-06 consumption by residential use class. As illustrated on the attached analysis, the current customers are using more water than the targets set forth in the allocation ordinance, however, new construction should be more water efficient than the average of existing customers. It should be noted that staff is still evaluating the impact of zero reads on the average.

OPTIONS: Following are options for Board Consideration:

- A. Existing Values (See chart)
- B. Actual Values (See Chart)
- C. Other

RECOMMENDATION: Staff requests that your Honorable Board select one formula as a proposal for subsequent consideration in a draft ordinance.

- CERTIFICATION USAGE TARGETS (EXISTING ALLOCATION)

ISSUE: The issue before your Honorable Board is whether the target use values in the water usage certification should be revised if is so, what usage estimates should be substituted.

OPTIONS: Following are options for Board Consideration:

- A. Retain Existing Values
- B. Use Actual Values
- C. Use Actual Values minus X% (For Example, 15%)

RECOMMENDATION: Staff requests that your Honorable Board select one value as a proposal for subsequent consideration in a draft ordinance.

- TRACKING NON-RESIDENTIAL DEMAND (EXISTING ALLOCATION)

ISSUE: The issue before your Honorable Board is whether the District should start adding a non-residential surcharge from every allocation commitment. As noted on the comparison sheet, the aggregate of all FY05-06 commercial use constitutes 5.06% of the aggregate of all FY05-06 residential use.

OPTIONS: Following are options for Board Consideration:

- A. Start Adding the Additional Usage
- B. Continue to not Add the Additional Usage
- C. Tract Non-Residential Use in some other manner

RECOMMENDATION: Staff requests that your Honorable Board select one approach as a proposal for subsequent consideration in a draft ordinance.

- REQUIRING A SEPARATE METER/CHARGE FOR SECONDARY UNITS

ISSUE: The issue before your Honorable Board is whether the District should require a separate meter and a separate capacity charge for the addition of a secondary unit to an existing residential lot now that the County is requiring separate meters.

OPTIONS: Following are options for Board Consideration:

- A. Require separate meter and charge
- B. Continue to issue Will Serve Letters without new meter or charge
- C. Other

RECOMMENDATION: Staff requests that your Honorable Board select one value as a proposal for subsequent consideration in a draft ordinance.

- PROCESSING OF ANNEXATION APPLICATIONS

ISSUE: The issue before your Honorable Board is whether the District should accept new annexation applications prior to selection of a new proposed supplemental water project.

OPTIONS: Following are options for Board Consideration:

- A. Suspend Processing New Annexation Applications
- B. Continue to Process New Annexation Applications
- C. Other

RECOMMENDATION: Staff requests that your Honorable Board select one option as a proposal for subsequent consideration in a draft ordinance.

- CREATION OF ANNEXATION ALLOCATION –

ISSUE: The issue before your Honorable Board is whether the District should create an allocation program to limit the maximum amount of annexation and if so, to divide that limit amongst competing residential land use classifications.

OPTIONS: Following are options for Board Consideration:

- A. Create an allocation program
- B. Do not create an annexation allocation program
- C. Other

RECOMMENDATION: Staff requests that your Honorable Board select one of the options set forth above.

- ANNUAL ANNEXATION ALLOCATION LIMIT –

ISSUE: IF THE ANSWER TO THE PREVIOUS QUESTION WAS A, then the issue before your Honorable Board is what annual limit to set on new annexations in terms of the maximum water to be committed. Please see the attached Annexation Policy Concepts for background information.

OPTIONS: Following are options for Board Consideration:

- A. LAFCO Average SOI Usage Estimate with no zone Change – 37 acre feet/year
- B. LAFCO Average SOI Usage Estimate with Zone Changes – 94 acre feet/year
- C. UWMP Average SOI Usage Estimate with no Zone Changes – 22 acre feet/year
- D. UWMP Average SOI Usage Estimate with Zone Changes – 95 acre feet/year
- E. Other

RECOMMENDATION: Staff requests that your Honorable Board select one option as a proposal for subsequent consideration in a draft ordinance.

- ANNEXATION ALLOCATION DETAILS –

ISSUE: IF AN ANNEXATION POLICY IS TO BE DEVELOPED, The issue before your Honorable Board is how to administer such a program. Please see the attached Policy Proposal for background information.

OPTIONS: Following are options for Board Consideration:

- A. Base the Ordinance on the attached Policy Proposal
- B. Modify the Policy Proposal
- C. Other

RECOMMENDATION: Staff requests that your Honorable Board select one option as a proposal for subsequent consideration in a draft ordinance.

The Board should note that staff is not asking for action at this meeting. It is staff's expectation that your Honorable Board will consider action at your December 13, 2006 Board Meeting. Staff is requesting Policy Direction regarding these three issues so that staff can draft an ordinance amendment. Also attached is a copy of the existing Allocation Ordinance for reference.

RECOMMENDATION

Staff recommends that your Honorable Board provide policy direction on each of the issues set forth above so that staff can draft an Ordinance for subsequent Board consideration. Staff also recommends that the draft ordinance be circulated to SLO County, the HBA, and to low income housing advocates so that these parties can provide feedback to the Board before the Board considers adoption.

ATTACHMENT

- Director Eby's Memorandum regarding the Annual Allocation Limit
- Staff's Analysis of FY05-06 Water Usage
- Director Eby's Memorandum regarding Allocation Distribution
- Annexation Allocation Policy Concepts and Policy Proposal

T:\DOCUMENTS\BOARD MATTERS\2006 BOARD LETTERS\ALLOCATION REVIEW 070110.DOC

Bruce Buel

From: edeby@charter.net
Sent: Monday, December 04, 2006 5:51 PM
To: Bruce Buel
Subject: Reallocation Scheme

Attachments: Reallocation06.xls; ATT28342.txt



Reallocation06.xls (23 KB)
ATT28342.txt (66 B)

Bruce,

Attached is an allocation scheme that has the same philosophical intent as we talked about today. The numbers and dates are a little different, but it is based on the following:

- 1) When the original allocation policy was put into effect in September/October 2004, Supplemental Water was to be a reality in 2 1/2 to 3 years. Three complete years from then would end 9/30/07. This limits the cumulative additional drain on the NMMA to 153 AF.
- 2) Our latest NET (no earlier than) date is late 2009, so I used 9/30/09.
- 3) I divided the last 3 years in the reallocation scheme into equal yearly allocations, leaving 20.6 AFY still available for this year.

We should have a better estimate of the NET by the end of Boyle's 7 month study based on what we discussed today. If we change the allocation policy in the near term, and we are wrong about the NET, we can revise it in 7 months using the same 153 AFY cap. At any rate the proposed reallocation scheme isn't likely to cause grief to anyone since we haven't used the 34.3 in any of the last 3 years.

Please let me know if you have any questions about the scheme.

Ed

Reallocation Scheme Providing Same Cumulative Water Use Between 10-1-04 and Arrival of Supplemental Water

2004 Allocation	10/1/04 to 9/30/05	10/1/05 to 9/30/06	10/1/06 to 9/30/07	10/1/07 to 9/30/08	10/1/08 to 9/30/09
Yearly Allocation Budget	51	51	51		
Cumulative from 2004 Allocation Policy	51	102	153		
Actual Allocations	24.7	25.3	13.7		
Cumulative Allocations	24.7	50	63.7		
 Reallocation with Same Cumulative Total					
Allocations to Date	24.7	25.3	13.7		
Cumulative Actual Allocations	24.7	50	63.7		
Reallocation			34.3	34.3	34.3
Allocations Remaining Available for Year			20.6	34.3	34.3
Cumulative Total - Actual(<i>Projected</i>)	24.7	50	63.7(84.3)	118.6	152.9

COMPARISON OF ALLOCATION USE LIMITS, UWMP ESTIMATES & OBSERVED AVERAGES

USE GROUP	ALLOCATION LIMIT (AF/DU/YR)	FY05-06 OBSERVED AVERAGE USE (AF/DU/YR)	UWMP ESTIMATES (AF/DU/YR)	
MULTI-FAMILY		0.18	0.25	0.146
DUPLEX		0.3	0.32	NA
SF (<4,500sf Lot)		0.3	0.42	0.473
SF (4,500 to 10,000sf)		0.45	0.6	0.473
SF (>10,000sf)		0.55	0.98	0.619

TOTAL COMMERCIAL USE AS A PERCENTAGE OF RESIDENTIAL USE = 5.06%

Bruce Buel

From: edeby@charter.net
Sent: Monday, December 04, 2006 5:58 PM
To: Bruce Buel
Subject: Allocation Distribution

Bruce,

The other part of the allocation scheme that needs examination is how the allocations are distributed among the various zoning categories. We should know how many acres of each kind of zoning in the NCSD boundaries are unserved. That would tell us the potential demand in each category. From that we could proportion the allocations to those categories.

Of course, the allocation calculations should use the current actual usage, rather than the "ideal" usage found in the UWMP, which should be corrected.
Ed

ANNEXATION ALLOCATION POLICY CONCEPTS & POLICY PROPOSAL

CONCEPTS

1. Section 2C of the Stipulation specifies that within the adopted sphere of influence, NCSD shall provide water service on a reasonable and non-discriminatory basis.
2. Section 4 of the Memorandum of Agreement between NCSD and the County of SLO specifies that NCSD is committed to serving the area in the Sphere of Influence as currently zoned.
3. The LAFCO Sphere of Influence Study projects new demand in the next twenty years in Sphere area to be 737 acre-feet per year without zone changes and 1,872 acre-feet per year with increased densities in areas #1, #2, and #3. Annual growth would thus range from 37 acre-feet to 93.6 acre-feet (average = 65.3).
4. NCSD's Urban Water Management Plan projects demand in the next twenty five years in the Sphere area to range from 550 acre-feet per year to 2,370 acre-feet per year. Annual growth would thus range from 22 acre-feet up to 94.8 acre-feet (Average = 58.4).
5. The 2006 SAIC Technical Memorandum estimates that there are 121,000 acre feet of groundwater in storage underneath the Nipomo Mesa Groundwater Management Area. Between 2000 and 2006 the storage volume decreased by 3,000 acre feet suggesting an current average annual rate of decrease of 500 acre feet. If the maximum residential growth permissible under the current allocation policy of 51 acre feet per year were to occur, then the average annual rate of decrease could grow to 755 acre feet per year at the end of five years. The Water Year 2005-2006 suggests that the current rate of new residential growth is approximately 27 acre feet per year, but this rate excludes commercial projects and does not account for projects previously approved or grandfathered.
6. NCSD staff estimates that the NCSD-City of Santa Maria Waterline Intertie Project could be completed as early as January 1, 2009. This timeline could be delayed if the Board decides to re-circulate a revised draft EIR or if there is litigation. For this analysis, staff assumes that supplemental water will be available within 5 years. If the Board set the annexation limitation equal to 60 acre feet per year, then the rate of storage decline could increase from 755 acre feet per year to 1,055 acre feet per year by the end of the five year by the end of the planning horizon.

7. The adopted District Annexation Policy requires the developers of property proposed for annexation into the District to purchase supplemental water rights in addition to the 3,000 acre feet per year already included in the MOU between NCSD and the City of Santa Maria. The MOU does set forth a schedule of minimum charges based on a presumed volumes of supplemental water delivered to Santa Maria's Turnout, but NCSD has not determined if it will take more than the minimum volumes.
8. The Stipulated Judgment calls for importation of 2,500 acre feet per year of supplemental water per year, however, it provides for increases and decreases from that volume based on the determination of the NMMA Technical Group. If 2,500 acre per year was imported NCSD would pay for 66.7%; the Woodlands would pay for 16.7%; Golden State would pay for 8.3% and Rural Water Company would pay for 8.3%.
9. Based on the adopted Supplemental Water Agreement with the Woodlands, NCSD would receive 2,136 acre feet of the supplemental water from the City of Santa Maria, if the District imported the full 3,000 acre feet per year referenced in the MOU. This annual volume would likely be sufficient to meet the full build out needs of the existing service area according to the Urban Water Management Plan. Since it is unknown when or if the existing service area will achieve full build out it may be possible to "borrow" against a portion of the initial 3,000 acre feet per year until supply beyond the initial installment is available.
10. The City of Santa Maria has made no commitment to supply water beyond the 3,000 acre feet per year to the District, nor has it processed the pending requests for additional water from third parties. Additionally, the hydraulics studies have not advanced to a level where it is possible to determine the feasibility and the impacts of exporting more than 3,000 acre feet per year out of the City's delivery system.
11. The District's current annexation policy requires annexers to pay the same capacity fee as paid by developers inside the District. For FY06-07, each single family residential dwelling unit is required to pay \$11,556 towards the supplemental water project. Of this total, \$1,268 is apportioned to the Supplemental Water Project construction. The County of San Luis Obispo is generating an "In-Lieu" Fee Ordinance with a maximum in-lieu fee per single family residential unit of \$13,200 but this Fee Ordinance is not yet available for public review.
12. Rejection of Annexations by NCSD would result in the development of existing resources to serve new growth in the area proposed for development instead of relying on supplemental water.

POLICY PROPOSAL

Staff proposes that the Board amend its allocation policy (and/or the annexation policy) to add an annexation component similar to the allocation policy already in place for development inside NCSD (as it may be modified).

The policy should allow for annexations:

- Up to X Acre Feet per year (22 to 94.8 acre feet per year) on a first-come; first serve, basis
- With a 20% limitation on the amount of the total for that class of development that could be dedicated to any one development in any one year and
- A 50% limitation on the total amount of the allocation in any class that can be phased in any one year.
- No annexation allocation can be carried over from one year to another, if it is not used it is gone.

Additionally, this policy amendment should set demand limitations per unit for each use classification (For Example, .18 acre feet per year of each multi-family dwelling unit). These limits should mimic the limit set forth in the allocation policy as revised.

The status of the annexation allocation should be reviewed twice per year.

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL **BBB**
DATE: JANUARY 4, 2007

AGENDA ITEM
E-3
JANUARY 10, 2007

SELECT STANDING COMMITTEE MEMBERSHIP

ITEM

Select standing committee membership (Form Committees and Select Membership).

BACKGROUND

Attached is a listing of the standing committees proposed by President Winn for 2007 including a Supplemental Water Project Design and Construction Committee, a Finance/Audit/Personnel Committee and a Parks Committee. According to the District Bylaws, it is the Board that selects the membership of each Standing Committee.

RECOMMENDATION

Staff recommends that your Honorable Board first confirm or edit the three proposed standing committees. For each Committee, staff recommends that the Board start with the Chair and nominate one or more directors for consideration. If there is only one nominee, a motion should be made to close nominations and if that motion passes, the individual nominated is elected. If there is more than one nominee, staff will distribute ballots, tally the results and announce the results. The process would then repeat for the member of the first committee, the Chair of the second committee, etc. Staff recommends that the General Manager administer the election process.

ATTACHMENT

Draft 2007 Appointments Roster

T:\doc\board matters\board meetings\board letter 2007\2007 Committees.doc

DRAFT 2007 NCSD Committee Assignments

As of January 10, 2007

Standing Committee Assignments (2 members)	Chairperson	Member
Supplemental Water Project Design & Construction	TBD	TBD
Finance/Audit/Personnel	TBD	TBD
Parks	TBD	TBD


Standing Committees and appointments are approved by the Board of Directors. A Standing Committee is a legislative body of the Board whose meetings are conducted in compliance with the Brown Act. The Committee Chair is responsible for coordinating meeting announcements with District staff, complying with the Brown Act, and making reports back to the full Board of Directors.

Delegates to Agencies & Community Organizations (1 member & 1 alternate)	Member	Alternate
South County Advisory Committee (Includes SCAC Water Committee and Land Use Committee)	James Harrison	None per SCAC Bylaws- no alternate allowed
Water Resources Advisory Committee	Bruce Buel	Ed Eby
Chamber of Commerce (meets last Wed. @ noon @ Blacklake Club House)	Larry Vierheilig	-----
West Tefft Corridor Design Committee	Larry Vierheilig	-----
City of Santa Maria/CCWA	Michael Winn	Bruce Buel
Olde Towne Nipomo Association	Michael Winn	Larry Vierheilig
Blacklake Village Council/Committees	Cliff Trotter	-----

Delegates are appointed by the President of the Board of Directors.

*Subject to other requirements of the Brown Act, Committee appointments are not to be interpreted as limiting individual contacts between Board members or any other person or persons.

T:\BOARD MATTERS\BOARD MEMBERS\COMMITTEES\COMMITTEES 07.doc

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: JANUARY 4, 2007



AUTHORIZE OR REJECT PARKS SURVEY RFP

ITEM

Receive recommendation from Parks Committee regarding proposed survey and authorize or reject survey request for proposal [Recommend Approval].

BACKGROUND

The Board in November referred the Parks Survey RFP proposal back to the Parks Committee for recommendations on Purpose, the Universe to Sample, and the Process for Preparing the Survey. Attached is a re-print of the 12/11/06 Parks Committee Minutes including the Committee Recommendations set forth in Section 3. As set forth in the Minutes, the Committee also forwarded a recommendation regarding the methodology for compiling the survey.

The Board should note that staff is still gathering data on the costs of the options and will report its findings at the Board Meeting.

RECOMMENDATION

Staff concurs with the Committee's recommendations regarding Purpose, Sample Universe and Survey Development Process. Staff will provide its recommendation on methodology at the Board Meeting, once the cost information has been finalized.

ATTACHMENT

Parks Committee 12/11/06 Minutes

T:\doc\board matters\board meetings\board letter 2007\Parks Survey RFP.doc



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

MINUTES OF THE 12/11/06 MEETING OF THE PARKS COMMITTEE

1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE

Chairman Winn called the Special Meeting to order at 2pm in the NCSD Board Chambers. Both Chairman Winn and Director Harrison were in attendance along with General Manager Bruce Buel, and six members of the public. Chairman Winn described the purpose and format of the meeting. There was no public comment on this item.

2. DISCUSS ACTIVATION AND PARK DEVELOPMENT STATUS

Bruce Buel summarized the interaction with LAFCO staff and SLO County Staff in regards to activation of Parks authority (see attached process summary) and negotiation of a Memorandum of Understanding concerning development of the Jim O. Miller Park. Committee discussion followed on the process and the timeline for implementation. Greg Nester announced that the County's quote for development of the Kaminaka EIR was \$204,000. Bonnie Eisner requested more details on the timeline and the cost for processing activation through LAFCO. Jim Harrison moved to receive the update and to recommend that staff proceed with its efforts. Mike Winn seconded the motion, which passed unanimously.

3. RESPOND TO BOARD REFERRAL REGARDING PROPOSED SURVEY

Bruce Buel indicated that the Board on November 8, 2006 requested that the Committee provide recommendations regarding the purpose of the survey, the universe to sample, and the process for preparing the survey. Mike Winn suggested that the committee also discuss the methodology for compiling the results.

In regards to the purpose of the survey, Bruce Buel proposed that the following benefits:

- To secure feedback from the community concerning the support for NCSD to develop neighborhood parks, the priorities amongst facilities, and the willingness to pay for neighborhood parks;
- To get a current reading of community sentiment that is unbiased; and
- To educate the Community regarding the cost of parks and the respective roles of the County and NCSD.

Committee discussion followed with a consensus to forward these purposes to the Board along with a recommendation that additional outreach on parks issues would be needed. Harry Walls asked if the Survey could be used for other information and the Committee felt that it should be limited to NCSD's Parks issues.

12/11/06 Parks Committee Meeting Minutes (Continued)

In regards to the universe to sample, the Committee discussed sampling residents within the NCSD, outside of NCSD but inside the SOI, and outside the SOI but inside the Mesa portion of the South County Planning Area. The Committee agreed by consensus that the survey should use a split sample with the residents in the District and the residents outside the District but inside the SOI as the primary targets, with the possibility of adding residents outside the SOI depending on the extra cost.

In regards to the process, Bruce Buel proposed that staff develop the first cut and present that draft to the Committee for editing and then on to the Board for approval. The Committee agreed to this proposal by consensus.

In regards to the methodology, Bruce Buel explained his preference for a phone survey over a mail out survey. Committee discussion followed on the advantages and disadvantages of the two options. The Committee requested that staff secure preliminary cost information for both options and present that information to the Board. Mike Winn requested that the survey include sufficient demographic questions so that a comparison of the sample profile could be made with the census data.

4. SET MEETING DATE(S) FOR SUBSEQUENT MEETINGS

The Committee agreed to meet again at 2 pm on Monday 1/22/07. There was no public comment.

5. ADJOURNMENT

Chairman Winn thanked the public for participating and adjourned the meeting at 2:47 p.m.

DRAFT NCSD PARKS POWERS ACTIVATION PROCESS

1. Define Project with Stakeholders (OTNA and Property Owners)
 - A. Neighborhood Park
 - B. Streetscape Improvements
2. Estimate Construction and Maintenance Costs for County and NCSD
3. Enter into MOU with County re:
 - A. Property Transfer
 - B. Construction Costs Paid by County
 - C. Construction Costs Paid by NCSD/Stakeholders
 - D. Process for NCSD to form Assessment District
 - E. CEQA Compliance
 - F. LAFCO Costs
4. Obtain Solid engineer's estimate of NCSD Costs
5. Establish Zone of Benefit Boundary
6. Negotiate Stakeholders Agreement re Allocation of Property Taxes & Assessments
7. Submit Application to LAFCO conditioned upon CEQA Compliance & Successful Proposition 218 Vote
8. Publish Draft Engineer's Assessment Report
9. Complete CEQA Determination
 - A. Land Transfer
 - B. Improvements
 - C. Activating Power
10. Secure LAFCO Approval
11. Conduct Funding Election
12. Transfer Property
13. Construct Improvements
14. Implement Collection of Funding
15. Operate and Maintain

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: JANUARY 4, 2007

**AGENDA ITEM
F
JAN. 10, 2007**

MANAGER'S REPORT

ITEM

Standing report to your Honorable Board --*Period covered by this report December 6, 2006 through January 5, 2007*

DISTRICT BUSINESS

Administrative

There have been no applications received for the District Engineer Position with the initial deadline set for January 5, 2007. Staff is preparing to re-advertise for this position at the Salary Range approved by your Honorable Board on December 13, 2006. Staff is requesting that your Honorable Board revise the Water Conservation Coordinator's Job Description before recruitment commences to replace Madonna Dunbar. (See Agenda Item D-5).

Staff has received an administrative draft of the Action Plan resulting from the Dec. 9, 2006 Strategic Plan Workshop and expects to circulate a final draft with the Jan. 24, 2007 Packet.

The SLO County Chapter of CSDA will present the 2007 Director Training Seminar at noon on Saturday 1/13/07 in Templeton.

Safety Program

No injury reports during the period, however, there was a minor accident involving a utility truck with no damage to the District's vehicle.

Project Activity

See attached Progress Report.

Field Activity

No Report

Conservation Program Activities

Staff has been working with the Conservation Committee on the Emergency Shortage Ordinance.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENTS -- None

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\MANAGERS REPORT070110.DOC



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: HONORABLE BOARD
FROM: BRUCE BUEL *BBB*
DATE: DECEMBER 18, 2006
RE: PROJECTS UPDATE – 11/15/06 to 12/18/06

Following is a narrative describing the status and progress on projects that office and field staff has worked on from 11/15/06 through 12/18/06. Additionally, this Update includes a section on Projects Completed, a section on Environmental Review Task Orders issued; a section on Small Construction Work Orders issued a section on new water allocations approved, a section on parks related activities, and a section on the Waterline Intertie Project fiscal activity.

I. PROJECTS UPDATE

NCSD Water Intertie Project –

- This project is in back to the concept formulation stage with the December 6, 2006 Board Action to suspend activity on the Santa Maria Waterline Intertie Project.
- Your Honorable Board on December 13, 2006 authorized Boyle Engineering to develop an analysis of alternate water supply options. Staff is preparing the formal agreement for this work. Staff and Boyle have scheduled a kick off meeting to initiate the study.
- The Board is scheduled to receive an update from Boyle on January 10, 2007 and to hear a presentation on Desalination Technology on January 17, 2007.
- The Water Project Design & Construction Standing Committee held a Special Meeting on Wednesday November 29, 2006 at the NCSD Office to discuss Boyle's WIP Pre-Design Technical Memorandum. The Committee has set its next meeting for 2 pm on Wednesday January 31, 2007.

- Staff and Director Winn have conducted two meetings with Rick Sweet of the City of Santa Maria to discuss alternate water supply options.

Southland WWTF Upgrade Project –

- Phase I of this project is complete (responding to the RWQCB's Notice of Violation). Phase II is in process (considering logical upgrades to the WWTF and to the adjacent collection system).
- The Board on July 26, 2006 the Board authorized the President to execute the agreement for the Phase II work.
- The Board on December 13, 2006 agreed to hold a workshop with Boyle to discuss the Draft Plan on February 21, 2007. Boyle is scheduled to release their draft Phase II Technical Memorandum to the Board by the end of January.

Southland Shop Upgrades –

- This Project is at the Environmental Review stage with Douglas Wood and Associates preparing the Initial Study (IS) and Draft Mitigated Negative Declaration (MND).
- The Board on July 26, 2006 Board selected the "Preferred Project" for environmental review of enlarging the shop and reorganizing the site.
- Staff circulated a Notice of Availability of the IS/MND on October 23, 2006 and has posted and published notice. One comment was received on the draft by the December 3, 2006 deadline. Doug Wood will respond to this comment and re-publish a revised IS/MND so that your Honorable Board can conduct your Environmental Determination Hearing at your January 24, 2007 Board Meeting.

Hetrick Road Waterline Upgrade –

- Staff advertised for bids in September and opened bids on October 17, 2006. Staff presented bids to your Honorable Board at the October 25, 2006 Board Meeting. Your Honorable Board awarded the Bid to Papich construction.
- Your Board on October 25, 2006 also authorized Boyle Engineering to provide Engineering Services During Construction. Boyle is now working with Ground Up Design to finalize the agreement with Papich and to confirm that all of Papich's submittal satisfies the contract requirements.

- Papich has submitted its encroachment permit application to SLO County and is awaiting issuance of the encroachment permit.
- Papich is expected to start work on the project in January 2007 and finish by the end of February 2007.

Blacklake Pump Station Upgrade –

- Boyle Engineering presented its Preliminary Design to your Honorable Board at your October 25, 2006 Board Meeting. Your honorable Board forwarded the Design to the Blacklake Community and formed a Board committee to interact with the Blacklake Community on options. Staff provided an update on this matter to your Honorable Board at the December 13, 2006 Board Meeting.
- Your Honorable Board on November 8, 2006 retained Dee Jaspar to provide a peer review of the Boyle Design. Dee Jaspar has initiated his peer review and he expects to submit his report for Board consideration in January.
- Your Honorable Board on December 13, 2006 retained Boyle Engineering to prepare a report comparing the cost of upgrading the Blacklake System with the cost of merging the Blacklake System with the Town System. Boyle's report is due by the end of January.
- It is staff's understanding that Blacklake has formed its own committee and that that committee met on November 10, 2006. Staff is awaiting the opportunity to talk to the Blacklake Committee and to get the two committees together.
- The old Booster station is now off-line and the District is supplying 100% of Blacklake's demand from the Town system through the inter-tie.

Frontage Road Relocation/Tefft Corridor Design Standards –

- The County is the lead agency on this project, which is in its concept phase with no defined timeline for completion.
- King Ventures and Shapiro have proposed to realign Frontage from Hill Street to Grande Street as part of their respective development proposals. EDA on behalf of the two parties submitted a draft set of plans and profiles to County Public Works last fall. The County and Caltrans have reviewed these initial plans and responded with redlines, but additional discussions are necessary to determine the exact alignment and to deal with reconfiguration of the Southbound off-ramp and drainage.

- Staff has also met with a representative of EDA regarding the proposed extension of Mary South from West Tefft Street to Hill Street and the reconfiguration of Hill Street from the new intersection of Mary down to the realigned segment of Frontage.
- Staff met with Dale Ramey of County Public Works on August 17, 2006 to discuss the County's timing and design concepts. Mr. Ramey indicated that he expected that the extension of Mary to Hill would be completed by spring 2008.

Telemetry and Control (SCADA)–

- The Telemetry and Control System is functioning with all water storage reservoirs, ten wells, 12 lift stations, both WWTFs, the Blacklake Blower Building, and the Blacklake Connection connected. The Board on May 10, 2006 accepted the system and authorized staff to close out the development agreement with the contractor.
- Staff still needs to integrate additional facilities and start using the data capabilities of the software to gather data. Staff has retained Juan Anderson of Cannon and Associates to add in these upgrades.

Geographic Information System (Geo-Viewer)

- The GIS System is functioning with data attributes available for most layers in most of the District's Service Area.
- Staff is still adding data and attempting to rectify features to the actual geography.

Basin Groundwater Monitoring-

- Staff has fully executed the agreement with the consultant (SAIC) and conducted a kick off meeting with Bob Beeby on August 1, 2006. Bob Beeby has submitted his request for data and staff is assembling the requested data.
- Staff expects that this program will extend for multiple years and will involve interaction with the other basin stakeholders.
- Staff has secured the monitoring program being implemented by the Woodlands and has met with Woodland's Engineer to discuss their ongoing groundwater monitoring and production.
- Bob Beeby of SAIC has requested that the other participating entities appoint representatives to the NMMA Technical Group, however, the only entity to do so aside from NCS D has been Conoco-Phillips.

- Bob Beeby has published two Draft Memorandum regarding Groundwater Storage in the NMMA.
- Brad Newton of SAIC presented the two Technical Memorandums to your Honorable Board in November and responded to questions regarding the basin.
- Staff has retained SAIC to prepare a third technical memorandum and SAIC has initiated the process to install data loggers in the beach strand monitoring wells to gather water quality and water level information. SLO County has agreed to allow SAIC to proceed but permission is also required from the State. Staff expects that the State will approve our request by the end of December and the monitoring can start in January.

Preventative Maintenance and Staffing Review -

- This project has just started with staff assembling all systems and facilities.
- Staff has reviewed various computer software systems capable of tracking and reporting on maintenance management and has focused on two competing systems that appear to be promising.
- The Master Plan Update RFP approved by the Board on July 26, 2006 Board includes work elements regarding Preventative Maintenance Management.

Woodgreen Lift Station Access Upgrade –

- This project is in the concept phase with significant input from the homeowners group. Staff has placed this project on hold until the District Engineer reports.

Water Tank Security –

- The FY06-07 Budget includes funds to install video camera systems at the Tank Farm and the Standpipe Tank to address security issues.

Blacklake Salts –

- This project involves limiting the discharge from regenerative water softener units within the Blacklake development. Staff expects to develop education material to share with the property owners late this year or early in 2007.

- Staff understands that the Blacklake Homeowner's Association has promulgated amendments to its Master CCRs prohibiting the installation of new regenerative water softeners and encouraging conversion of existing units to the canister format.
- Staff with substantial assistance from District Legal Counsel prepared a response to the Pacific Water Quality Association.

Relocation of NCSD Mains in/through County Drainage Structures -

- As currently planned, SLO County would work on the Mallagh Culvert and the Burton Culvert; the Sea & Burton Culvert and the Haystack Culvert; and the Thompson Avenue and the Tefft & Avocado Culvert in FY 06-07.
- The Board has approved funding for the Mallagh Culvert and the Burton Culvert in the District's FY06-07 Budget.
- Staff met with Dale Ramey of County Public Works to discuss the County's timing and design concepts for the six projects proposed this fiscal year. Staff has also retained Boyle Engineering to develop cost estimates for each reach.

SSO Overflows General Waste Discharge Requirements –

- Staff researched the G-WDRs proposed by the SWRCB; discussed their potential impact on NCSD internally and with SWRCB staff; and presented staff conclusions at the Board's April 26, 2006 Board Meeting.
- The SWRCB at its May 2, 2006 Meeting did amend and then adopt the G-WDR. Staff presented the revised G-WDR at the June 14, 2005 District Board Meeting.
- The Board on December 13, 2006 designated the District's General Manager as our Designated Party.

AB885 –

- Staff is tracking the status of the SWRCB's Septic System Management Program Guidelines and will report once the revised guidelines are available for public comment.

Water and Sewer Master Plan Update-

- The Board approved a Request for Proposal for engineering firms to update our Water and Sewer Master Plan at its July 26, 2006 Board Meeting. Staff then circulated the RFP on July 27, 2006 with a submittal deadline of August 22, 2006. Three firms – Boyle, Cannon, and Penfield Smith submitted proposals and staff interviewed all three firms on September 6, 2006. The Board on September 13, 2006 awarded this assignment to Cannon and Associates.
- Staff conducted the Kick Off meeting with Cannon on September 19, 2006 and has gathered information so that Cannon can proceed. Staff has also held several meetings with Cannon to discuss Master Plan Issues. Cannon is scheduled to submit Draft Versions of Task Group 1 Demand Projections, Task Group 5 Hazard and Security and Task Group 6 Regulations at the end of December.
- Your Honorable Board has agreed to hold a Workshop Meeting on February 21 to review these technical memorandums.

FY06-07 Projects -

- The adopted FY06-07 Budget includes funds for a valve exercising and hydrant flushing program and staff is preparing to perform an exercise on the East side in January.
- Staff has also completed the upgrades to the Gardenia Lift Station and is preparing to upgrade the Hazel Lift Station.
- Fred Asmussen has completed the renovation of four of the percolation ponds at the Southland Wastewater Treatment Facility.
- Staff is monitoring the efforts of OCSD/Grover Beach/Arroyo Grande to evaluate the feasibility of a Desalination Plant at their Waste Water Treatment Facility. The Tri-Agency Group has retained the Wallace Group to prepare a Feasibility Study evaluating the cost effectiveness of desalting water at their WWTF for development of a future water supply.

Willow Road Extension Referral From County –

SLO County Public Works has requested NCSD feedback regarding the rough draft plans for the extension/realignment of Willow Road from Pomeroy to Thompson and the interconnection of Willow Road at the proposed US 101 overpass to North Frontage Road. Staff has retained Boyle Engineering to assist in this response. Staff

Copy of document found at www.NoNewWipTax.com

has meting with Dale Ramey of County Public Works Department on August 17, 2006 to discuss interaction between the County and NCSD as the project proceeds.

Pomeroy Road Widening Referral From County –

SLO County Public Works has requested NCSD feedback regarding their project to widen Pomeroy Road from Live Oak Ridge Road to Aden Way in the summer of 2007. Staff has retained Boyle Engineering to assist in this response and to develop specifications for resetting NCSD's water system valve canisters following County completion of their Widening Project.

II. PROJECTS COMPLETED

Staff has completed the Tefft Street Lift Station Fence Replacement, the Southland Percolation Pond Refurbishing, the replacement of the Gardenia Lift Station pump, the Standard Specifications, the Fairways Street Light Painting, and SP Maintenance has initiated street sweeping.

III. ENVIRONMENTAL REVIEWS PROCESSED

In addition to the Hetrick Project IS/MND reported earlier, staff has issued a Task Order with Douglas Wood and Associates for Environmental Review of the Southland Shop for \$4,800. Mr. Wood's quote was lower than Padre and Associates and the Morro Group.

IV. SMALL CONSTRUCTION PROJECT WORK ORDERS ISSUED

Staff issued a Work Order on November 30, 2006 for up to \$16,000 to Advanced Design for asphalt patching of sewer and water trenches and facilities.

V. CHANGES TO WATER ALLOCATION

In addition to the Nipomo Business Park ITS approved by the Board on December 13, 2006, the only "new" Intent to Serve Letters issued were for two small lot splits along West Tefft Street and Pino Solo Lane. Attached is a Water Allocation Accounting Summary which shows the aggregate allocation committed this water year is at 33.3 % whereas 16.6% of the water year has passed.

VI. PARKS ACTIVITIES

The Parks Committee meet on December 11, 2006 (See Minutes published under Committee Reports – Agenda Item D-1). The next meeting is scheduled for January 22, 2007.

VII. WIP FISCAL ACTIVITY

Attached is a WIP Fiscal Activity Report for November 2006.

T:\DOCUMENTS\STAFF FOLDERS\BRUCE\MEMOS\070110PROJECTUPDATE.DOC

Nipomo Community Services District
Water Allocation Accounting Summary

Water Year 2006-2007													
Project	Dwelling units per category					Water allotment (acre-feet)					Total	Tally	Notes:
	SFR > 10	SFR 4.5 - 1	SFR <	SEC	MF	Low I	SFR/DUP	SEC	MF	Low I			
APN 092-083-009/010 - PHASED (year 3 of 4)					11		32.5	5	10.2	3.3		51	Low I (low income) pulls from SFR/DUP and MF, proportional to their allotment.
APN 092-130-043, GRANDE-PHASE (year 2 of 3)					11	4	0.0	0.0	(2.0)	0.0	(2.0)	49.0	Board approved 5/25/5
APN 092-130-044 ROOSEVELT apts, Phased 2/4					11	4	0.0	0.0	(2.0)	(0.7)	(2.7)	46.3	BOD approved 10/26/05
Tract 2441, Blume and Grande, Phased 1/2			21				(6.3)	0.0	0.0	0.0	(6.3)	37.3	BOD Approved 5/10/06
Kengel Lot Split, West Tefft	3						(1.7)	0.0	0.0	0.0	(1.7)	35.7	
Casas Lot Split, Pino Solo Lane	3						(1.7)	0.0	0.0	0.0	(1.7)	34.0	
							0.0	0.0	0.0	0.0	0.0	34.0	
							0.0	0.0	0.0	0.0	0.0	34.0	
							0.0	0.0	0.0	0.0	0.0	34.0	
Totals	6	0	21	0	33	8	(9.6)	0.0	(5.9)	(1.4)	(17.0)		
Abbreviations defined:													
SFR = single family residence													
SEC = secondary dwelling (a.k.a. Granny Unit)													
DUP = Duplex													
MF = multi-family development (e.g. multiple dwelling units sharing a common roof)													
Low I = Low income housing in accordance with County housing definition.													
Phasing Limit Check (Max 50% of annual allocation or 25.5 AF)													
Phased allocation =													7.4

\\Riogrande\data\Documents\LAND DEVELOPMENT\SERVICE LETTERS\Intent-to-Serve\Allocation Accounting\Allocation accounting.xls

**NIPOMO COMMUNITY SERVICES DISTRICT
WATERLINE INTERTIE PROJECT
MONTHLY REPORT TO THE BOARD OF DIRECTORS
NOVEMBER 2006**

REVENUES FY 2006-2007 (1)	<u>MONTH OF</u> <u>NOVEMBER</u>	<u>FISCAL YEAR</u> <u>7/1/2006 TO</u> <u>6/30/2007</u>
Supplemental Water Capacity Fees Collected	0.00	71,837.00
Interest Income (monthly & quarterly posting)	7,051.74	46,468.40
Revenue Subtotal	7,051.74	118,305.40
EXPENDITURES FY 2006-2007 (2)		
<u>CONSULTANTS</u>		
1590-A1 Feasibility Study (Cannon)	0.00	0.00
1590-A2 EIR Preparation (Wood & Assoc)	0.00	14,993.83
1590-A3 Estimate/Preliminary Schedule (Cannon)	0.00	0.00
1590-A4 Proposed Routes/Facilities (Cannon)	0.00	0.00
1590-A5 Prop 50 Grant Applicatin (Cannon)	0.00	0.00
1590-A6 Project Support (Cannon)	0.00	0.00
<u>LEGAL</u>		
1590-B1 Shipsey & Seitz	4,005.25	13,730.75
1590-B2 McDonough, Holland & Allen	0.00	5,023.72
1590-B3 Richards, Watson & Gershon	0.00	26,461.25
<u>LAND ACQUISITION</u>		
1590-C1 Tarvin & Associates	7,040.00	16,170.00
<u>FINANCIAL</u>		
1590-D1 Reed Group	0.00	0.00
<u>ENGINEERING</u>		
1590-E1 Preliminary Engineering Design (Boyle)	32,712.13	195,675.42
<u>OTHER</u>		
1590-F1 FGL Environmental	0.00	5,047.00
1590-F2 Copy/Print	740.24	740.24
<u>SALARY AND BENEFITS (3)</u>		
1590-Z1 Wages-Capitalized	1,923.06	19,346.12
1590-Z2 Payroll Taxes-Capitalized	27.88	303.95
1590-Z3 Retirement-Capitalized	553.72	5,582.97
1590-Z4 Medical-Capitalized	178.82	1,967.14
1590-Z5 Dental/Vision-Capitalized	25.32	70.66
1590-Z6 Workers Compensation-Capitalized	17.44	191.63
Expenditure Subtotal	47,223.86	305,304.68
Net Revenues less Expenditures	(40,172.12)	(186,999.28)
Beginning Fund Balance as of July 1, 2006		2,421,250.05
Ending Fund Balance as of November 30, 2006		2,234,250.77

(1) See attached "Supplemental Water Fees Collected" Schedule for more detail.

(2) See attached "Supplemental Water Cost Summary" for more detail.

(3) Salary and Benefits of Project Manager are allocated among NCSD projects and capitalized as part of the cost of the project.

T:\documents\projects\supplemental Water\SWP\Financial Reports\FY 6-30-07\monthly report to board.xls

**NIPOMO COMMUNITY SERVICES DISTRICT
SUPPLEMENTAL WATER COST SUMMARY**

<u>A/C #</u>	<u>DESCRIPTION</u>	<u>7/1/2004 TO 6/30/2005</u>	<u>7/1/2005 TO 6/30/2006</u>	<u>7/1/2006 TO 6/30/2007</u>	<u>GRAND TOTAL</u>
1645	Reservation Fee-City of Santa Maria	37,500.00	0.00	0.00	37,500.00
1590-A1	Feasibility Study (Cannon)	25,887.29	0.00	0.00	25,887.29
1590-A2	EIR Preparation (Wood & Assoc)	29,037.48	87,100.23	14,993.83	131,131.54
1590-A3	Est/Preliminary Schedule (Cannon)	3,706.19	2,602.75	0.00	6,308.94
1590-A4	Proposed Routes/Facilities (Cannon)	5,050.07	520.00	0.00	5,570.07
1590-A5	Prop 50 Grant Application (Cannon)	2,757.00	6,210.00	0.00	8,967.00
1590-A6	Project Support (Cannon)	0.00	11,797.44	0.00	11,797.44
1590-B1	Shipsey & Seitz	0.00	23,095.55	13,730.75	36,826.30
1590-B2	McDonough, Holland & Allen	0.00	34,177.28	5,023.72	39,201.00
1590-B3	Richard, Watson & Gershon	0.00	9,472.38	26,461.25	35,933.63
1590-C1	Tarvin Appraisal	0.00	0.00	16,170.00	16,170.00
1590-D1	Reed Group	0.00	2,809.85	0.00	2,809.85
1590-E1	Preliminary Engineering Design (Boyle)	0.00	6,470.33	195,675.42	202,145.75
1590-F1	Lab Testing (FGL Environmental)	0.00	0.00	5,047.00	5,047.00
1590-F2	Copy/Print	0.00	0.00	740.24	740.24
1590-Z1	Wages-Capitalized	0.00	29,076.92	19,346.12	48,423.04
1590-Z2	Payroll Taxes-Capitalized	0.00	587.22	303.95	891.17
1590-Z3	Retirement-Capitalized	0.00	8,418.08	5,582.97	14,001.05
1590-Z4	Medical-Capitalized	0.00	2,861.36	1,967.14	4,828.50
1590-Z5	Dental/Vision-Capitalized	0.00	0.00	70.66	70.66
1590-Z6	Workers Compensation-Capitalized	0.00	260.35	191.63	451.98
		103,938.03	225,459.74	305,304.68	634,702.45

**NIPOMO COMMUNITY SERVICES DISTRICT
CERTIFICATES OF PARTICIPATION
DEBT SERVICE SCHEDULE**

	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE	PRINCIPAL BALANCE
				4,000,000.00
FY June 30, 2004	0.00	136,384.79	136,384.79	4,000,000.00
FY June 30, 2005	75,000.00	169,950.00	244,950.00	3,925,000.00
FY June 30, 2006	80,000.00	167,625.00	247,625.00	3,845,000.00
FY June 30, 2007	80,000.00	165,225.00	245,225.00	3,765,000.00

T:\DOC\FINANCE\SUPP WATER\COST SUMMARY.XLS

**NIPOMO COMMUNITY SERVICES DISTRICT
SUPPLEMENTAL WATER COST SUMMARY**

<u>A/C #</u>	<u>DESCRIPTION</u>	<u>7/1/2004 TO 6/30/2005</u>	<u>7/1/2005 TO 6/30/2006</u>	<u>7/1/2006 TO 6/30/2007</u>	<u>GRAND TOTAL</u>
1645	Reservation Fee-City of Santa Maria	37,500.00	0.00	0.00	37,500.00
1590-A1	Feasibility Study (Cannon)	25,887.29	0.00	0.00	25,887.29
1590-A2	EIR Preparation (Wood & Assoc)	29,037.48	87,100.23	14,993.83	131,131.54
1590-A3	Est/Preliminary Schedule (Cannon)	3,706.19	2,602.75	0.00	6,308.94
1590-A4	Proposed Routes/Facilities (Cannon)	5,050.07	520.00	0.00	5,570.07
1590-A5	Prop 50 Grant Application (Cannon)	2,757.00	6,210.00	0.00	8,967.00
1590-A6	Project Support (Cannon)	0.00	11,797.44	0.00	11,797.44
1590-B1	Shipsey & Seitz	0.00	23,095.55	13,730.75	36,826.30
1590-B2	McDonough, Holland & Allen	0.00	34,177.28	5,023.72	39,201.00
1590-B3	Richard, Watson & Gershon	0.00	9,472.38	26,461.25	35,933.63
1590-C1	Tavrin Appraisal	0.00	0.00	16,170.00	16,170.00
1590-D1	Reed Group	0.00	2,809.85	0.00	2,809.85
1590-E1	Preliminary Engineering Design (Boyle)	0.00	6,470.33	195,675.42	202,145.75
1590-F1	Lab Testing (FGL Environmental)	0.00	0.00	5,047.00	5,047.00
1590-F2	Copy/Print	0.00	0.00	740.24	740.24
1590-Z1	Wages-Capitalized	0.00	29,076.92	19,346.12	48,423.04
1590-Z2	Payroll Taxes-Capitalized	0.00	587.22	303.95	891.17
1590-Z3	Retirement-Capitalized	0.00	8,418.08	5,582.97	14,001.05
1590-Z4	Medical-Capitalized	0.00	2,861.36	1,967.14	4,828.50
1590-Z5	Dental/Vision-Capitalized	0.00	0.00	70.66	70.66
1590-Z6	Workers Compensation-Capitalized	0.00	260.35	191.63	451.98
		103,938.03	225,459.74	305,304.68	634,702.45

**NIPOMO COMMUNITY SERVICES DISTRICT
CERTIFICATES OF PARTICIPATION
DEBT SERVICE SCHEDULE**

	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE	PRINCIPAL BALANCE
				4,000,000.00
FY June 30, 2004	0.00	136,384.79	136,384.79	4,000,000.00
FY June 30, 2005	75,000.00	169,950.00	244,950.00	3,925,000.00
FY June 30, 2006	80,000.00	167,625.00	247,625.00	3,845,000.00
FY June 30, 2007	80,000.00	165,225.00	245,225.00	3,765,000.00

T:\DOC\FINANCE\SUPP WATER\COST SUMMARY.XLS

**NIPOMO COMMUNITY SERVICES DISTRICT
SUPPLEMENTAL WATER FEES COLLECTED**

PROJECT	DEVELOPER	SUMMARY	DATE PAID	WATER SUPPLY PORTION	PIPELINE PORTION	SUPPLEMENTAL TOTAL
2513	COOL	7 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING	6/23/05	59,406.00	7,320.00	66,726.00
2513	COOL	1 FOUR INCH FIRE SYSTEM	6/23/05	37,125.23	4,588.52	41,713.75
2514	NEWDOLL	7 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING PLUS 1 IRRIGATION	6/23/05	69,307.00	8,540.00	77,847.00
2619	ALLSHOUSE	22 RESIDENTIAL MINUS 4 EXISTING PLUS 1 IRRIGATION	6/30/05	188,119.00	23,180.00	211,299.00
2619	ALLSHOUSE	1 TWO INCH FIRE SYSTEM	6/30/05	11,870.37	1,467.13	13,337.50
2513	COOL	REFUND 1 FOUR INCH FIRE SYSTEM	8/29/05	(37,125.23)	(4,588.52)	(41,713.75)
2619	ALLSHOUSE	REFUND 1 TWO INCH FIRE SYSTEM	8/29/05	(11,870.37)	(1,467.13)	(13,337.50)
FISCAL YEAR 2004-2005			SUBTOTAL	316,832.00	39,040.00	355,872.00

PROJECT	DEVELOPER	SUMMARY	DATE PAID	WATER SUPPLY PORTION	PIPELINE PORTION	SUPPLEMENTAL TOTAL
090-095-011 to 090-095-014	DANMARK	4 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING	8/4/05	29,703.00	3,660.00	33,363.00
2561	VISTA COLINA	8 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING PLUS 1 IRRIGATION	11/7/05	79,208.00	9,760.00	88,968.00
090-381-006	DENNERLEIN	1 RESIDENTIAL SERVICE 182 EAST CHESTNUT	1/25/06	9,901.00	1,220.00	11,121.00
091-327-075	PRUIT	2 ONE INCH METERS	2/1/06	19,802.00	2,440.00	22,242.00
091-327-075	PRUIT	1 FOUR INCH FIRE SYSTEM	2/1/06	37,125.23	4,588.52	41,713.75
091-322-046	HARDESTY	1 ONE INCH METER	3/20/06	9,901.00	1,220.00	11,121.00
090-251-021	BLUME	1 ONE INCH METER	4/19/06	9,901.00	1,220.00	11,121.00
2565	PUHEK	5 RESIDENTIAL PLUS 1 IRRIGATION	5/9/06	59,406.00	7,320.00	66,726.00
CO 04-0606	MVIII	5 RESIDENTIAL	5/18/06	49,505.00	6,100.00	55,605.00
2499	NESTER	18 RESIDENTIAL	6/9/06	178,218.00	21,960.00	200,178.00
FISCAL YEAR 2005-2006			SUBTOTAL	482,670.23	59,488.52	542,158.75

PROJECT	DEVELOPER	SUMMARY	DATE PAID	WATER SUPPLY PORTION	PIPELINE PORTION	SUPPLEMENTAL TOTAL
090-091-017	SCOGGINS	2 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING-325 N THOMPSON	7/18/06	10,288.00	1,268.00	11,556.00
2595	BAUR	6 RESIDENTIAL MINUS CREDIT FOR 2 EXISTING	10/11/06	41,152.00	5,072.00	46,224.00
091-327-075	PRUIT	FINAL FEES PAID-BALANCE DUE TO FEE INCREASE 7/1/06	10/11/06	2,226.00	275.00	2,501.00
090-381-002	STEELE	1 RESIDENTIAL	10/18/2006	10,288.00	1,268.00	11,556.00
FISCAL YEAR 2006-2007			SUBTOTAL	63,954.00	7,883.00	71,837.00

GRAND
TOTAL 863,456.23 106,411.52 969,867.75

t:\finance\supplemental water\collection of fees.xls

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: JANUARY 4, 2007

AGENDA ITEM
G-1
JAN. 10, 2007

COMMITTEE REPORTS

ITEM

Receive Minutes from December 11, 2007, Parks Committee Meeting (adopt draft minutes).

BACKGROUND

Attached is a set of draft minutes from the 12/11/06 Parks Committee Meeting. Chairman Winn, Director Harrison, or staff can respond to questions and receive comments from the Board regarding the meeting or the draft minutes.

RECOMMENDATION

It is recommended that your Honorable Board edit the draft minutes as appropriate and, adopt a final set of minutes.

ATTACHMENTS

1. Draft Minutes

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2006\COMMITTEE REPORTS 070110.DOC



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

MINUTES OF THE 12/11/06 MEETING OF THE PARKS COMMITTEE

1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE

Chairman Winn called the Special Meeting to order at 2pm in the NCSD Board Chambers. Both Chairman Winn and Director Harrison were in attendance along with General Manager Bruce Buel, and six members of the public. Chairman Winn described the purpose and format of the meeting. There was no public comment on this item.

2. DISCUSS ACTIVATION AND PARK DEVELOPMENT STATUS

Bruce Buel summarized the interaction with LAFCO staff and SLO County Staff in regards to activation of Parks authority (see attached process summary) and negotiation of a Memorandum of Understanding concerning development of the Jim O. Miller Park. Committee discussion followed on the process and the timeline for implementation. Greg Nester announced that the County's quote for development of the Kaminaka EIR was \$204,000. Bonnie Eisner requested more details on the timeline and the cost for processing activation through LAFCO. Jim Harrison moved to receive the update and to recommend that staff proceed with its efforts. Mike Winn seconded the motion, which passed unanimously.

3. RESPOND TO BOARD REFERRAL REGARDING PROPOSED SURVEY

Bruce Buel indicated that the Board on November 8, 2006 requested that the Committee provide recommendations regarding the purpose of the survey, the universe to sample, and the process for preparing the survey. Mike Winn suggested that the committee also discuss the methodology for compiling the results.

In regards to the purpose of the survey, Bruce Buel proposed that the following benefits:

- To secure feedback from the community concerning the support for NCSD to develop neighborhood parks, the priorities amongst facilities, and the willingness to pay for neighborhood parks;
- To get a current reading of community sentiment that is unbiased; and
- To educate the Community regarding the cost of parks and the respective roles of the County and NCSD.

Committee discussion followed with a consensus to forward these purposes to the Board along with a recommendation that additional outreach on parks issues would be needed. Harry Walls asked if the Survey could be used for other information and the Committee felt that it should be limited to NCSD's Parks issues.

In regards to the universe to sample, the Committee discussed sampling residents within the NCSD, outside of NCSD but inside the SOI, and outside the SOI but inside the Mesa portion of the South County Planning Area. The Committee agreed by consensus that the survey should use a split sample with the residents in the District and the residents outside the District but inside the SOI as the primary targets, with the possibility of adding residents outside the SOI depending on the extra cost.

In regards to the process, Bruce Buel proposed that staff develop the first cut and present that draft to the Committee for editing and then on to the Board for approval. The Committee agreed to this proposal by consensus.

In regards to the methodology, Bruce Buel explained his preference for a phone survey over a mail out survey. Committee discussion followed on the advantages and disadvantages of the two options. The Committee requested that staff secure preliminary cost information for both options and present that information to the Board. Mike Winn requested that the survey include sufficient demographic questions so that a comparison of the sample profile could be made with the census data.

4. SET MEETING DATE(S) FOR SUBSEQUENT MEETINGS

The Committee agreed to meet again at 2 pm on Monday 1/22/07. There was no public comment.

5. ADJOURNMENT

Chairman Winn thanked the public for participating and adjourned the meeting at 2:47 p.m.

DRAFT NCSD PARKS POWERS ACTIVATION PROCESS

1. Define Project with Stakeholders (OTNA and Property Owners)
 - A. Neighborhood Park
 - B. Streetscape Improvements
2. Estimate Construction and Maintenance Costs for County and NCSD
3. Enter into MOU with County re:
 - A. Property Transfer
 - B. Construction Costs Paid by County
 - C. Construction Costs Paid by NCSD/Stakeholders
 - D. Process for NCSD to form Assessment District
 - E. CEQA Compliance
 - F. LAFCO Costs
4. Obtain Solid engineer's estimate of NCSD Costs
5. Establish Zone of Benefit Boundary
6. Negotiate Stakeholders Agreement re Allocation of Property Taxes & Assessments
7. Submit Application to LAFCO conditioned upon CEQA Compliance & Successful Proposition 218 Vote
8. Publish Draft Engineer's Assessment Report
9. Complete CEQA Determination
 - A. Land Transfer
 - B. Improvements
 - C. Activating Power
10. Secure LAFCO Approval
11. Conduct Funding Election
12. Transfer Property
13. Construct Improvements
14. Implement Collection of Funding
15. Operate and Maintain