

# NIPOMO COMMUNITY SERVICES DISTRICT

*Celebrating 42 - Years of Service 1965 - 2007*

## AGENDA

**FEBRUARY 14, 2007 9:00 A. M.**

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

### **BOARD of DIRECTORS**

MICHAEL WINN, **PRESIDENT**  
LARRY VIERHEILIG, **VICE PRESIDENT**  
CLIFFORD TROTTER, **DIRECTOR**  
ED EBY, **DIRECTOR**  
JAMES HARRISON, **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 {[NCS.D.CA.GOV](http://NCS.D.CA.GOV)} 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.
- Please turn off any Cell Phone during the meeting as a courtesy to others

A. CALL TO ORDER AND FLAG SALUTE  
NEXT RESOLUTION 2007-1005  
NEXT ORDINANCE 2007-106

B. ROLL CALL

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) COMMANDER BASTI OF SOUTH COUNTY SHERIFF'S OFFICE  
Presentation of Sheriff's Activities on the Nipomo Mesa

C-2) BATTALION CHIEF BILL FISHER OF CA DEPARTMENT OF FORESTRY (CDF)  
Presentation of CDF Activities on the Nipomo Mesa

C-3) MIKE NUNLEY OF BOYLE ENGINEERING  
Progress Report re: Evaluation of Alternate Water Supply Options

C-4) STAFF UPDATE ON BLACKLAKE WATER SYSTEM NEGOTIATIONS  
Presentation by General Manager Bruce Buel

C-5) DIRECTOR'S ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST  
Receive Announcements from Directors Items of District & Community Interest

C-6) PUBLIC COMMENT ON PRESENTATIONS AND ITEMS NOT ON AGENDA  
Any member of the public may address and ask questions of the Board relating to the presentations and any matter within the Board's jurisdiction not on the Board's agenda or pending before the Board.

**Public Comment is limited to three (3) minutes or otherwise at the discretion of the President.**



- 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) APPROVE WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE BOARD MEETING MINUTES [RECOMMEND APPROVAL]  
Approve Minutes of January 24, 2007, Regular Meeting
- D-3) SET MAY 30, 2007, AS DATE FOR FY 2007-2008 BUDGET WORKSHOP;  
JUNE 13, 2007, AS DATE FOR THE PUBLIC HEARING; AND JUNE 20, 2007, AS  
DATE FOR THE BUDGET ADOPTION [RECOMMEND APPROVAL]
- D-4) RESET DESALINATION PRESENTATION FOR MARCH 21, 2007 [RECOMMEND  
APPROVAL]
- D-5) ADD WATER MANIFOLD DETAIL TO STANDARD SPECIFICATIONS [ADOPT  
RESOLUTION]
- D-6) AMEND CANNON WATER AND SEWER MASTER PLAN AGREEMENT TO ADD  
ADDITIONAL EVALUATION OF WATER AND SEWER DEMAND PROJECTIONS AND  
AMEND FY2006-07 BUDGET [RECOMMEND APPROVAL]
- D-7) AUTHORIZE EXECUTION OF AGREEMENT WITH CROSBY AND CINDRICH TO  
PREPARE FY 06-07 THROUGH FY 08-09 AUDITS [RECOMMEND APPROVAL]
- D-8) ACKNOWLEDGE PRESIDENT'S ASSIGNMENT OF DIRECTOR HARRISON AS  
LIAISON TO SCAC INCORPORATION COMMITTEE [ACKNOWLEDGE ASSIGNMENT]
- D-9) ACCEPT AND FILE MINUTES OF ANNUAL STAFF TRAINING [ACCEPT AND FILE]

E. ADMINISTRATIVE ITEMS

- E-1) CONSIDER AMENDING DISTRICT MISSION STATEMENT AND ADOPTING DISTRICT  
VISION STATEMENT [RECOMMEND ADOPTION]
- E-2) CONSIDER INTENT TO SERVE APPLICATION FOR WATER AND SEWER SERVICE  
AT 1 AVENIDA DE AMIGOS (APN 092-142-033) [RECOMMEND APPROVAL]
- E-3) CONSIDER RETENTION OF GARING TAYLOR ASSOCIATES TO PREPARE DESIGN  
FOR BLACKLAKE WWTF POND #3 LINER REPLACEMENT AND ADOPT  
RESOLUTION TRANSFERRING FUNDS AND PROVIDING FOR REIMBURSEMENT  
[RECOMMEND APPROVAL]
- E-4) REVIEW OF BOARD BYLAWS [DEVELOP PROPOSAL FOR SUBSEQUENT  
CONSIDERATION]
- E-5) DEVELOP POSITION ON SALE OF SLO COUNTY WATER ENTITLEMENT TO CCWA  
AND FORWARD POSITION TO SLO COUNTY AND CCWA [RECOMMEND APPROVAL]

**Nipomo Community Services District  
REGULAR MEETING  
AGENDA**

E-6) REVIEW DISTRICT WATER ALLOCATION POLICY OPTIONS AND DEVELOP PROPOSAL FOR SUBSEQUENT CONSIDERATION [PROVIDE POLICY GUIDANCE]

E-7) CONSIDER DIRECTOR EBY'S REQUEST TO EXPLORE ACTIVATION OF GRAFFITI REMOVAL POWERS [PROVIDE POLICY GUIDANCE]

F. MANAGER'S REPORT

G. COMMITTEE REPORTS

(1) Minutes of January 22, 2007 Parks Committee Meeting

(2) Minutes of January 31, 2007 Finance, Audit, and Personnel Committee Meeting

H. DIRECTORS' COMMENTS FOR STAFF

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 SMVWCD VS NCSO SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.

2. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 MARIA VISTA VS. NCSO CASE NO. CV 040877, MARIA VISTA VS. NCSO CASE NO. CV 061079, AND MARIA VISTA VS. LINDA VISTA FARMS, NCSO ET AL CASE NO. CV 040150)

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

4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; NCSO VS COUNTY OF SAN LUIS OBISPO (CASE NO. CV070066)

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 FOLLOWING SPECIAL BOARD MEETING IS FEBRUARY 21, 2007.**

**TENTATIVELY SCHEDULED ITEMS INCLUDE:**

- Southland WWTF Master Plan
- Water and Sewer Master Plan
- General Manager Performance Review

➤ **THE NEXT REGULAR BOARD MEETING IS FEBRUARY 28, 2007.**

**TENTATIVELY SCHEDULED ITEMS INCLUDE:**

- Bylaws Update Approval
- Supplemental Water Alternatives Progress Report
- Holloway Outside User Agreement
- Annexation Policy Review
- Blacklake Water Booster Station Options
- Receive Legal Opinion on Fee Deferral Issue



TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL  
DATE: FEBRUARY 9, 2007



CONSENT AGENDA

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TO: BOARD OF DIRECTORS  
 FROM: BRUCE BUEL  
 DATE: FEBRUARY 9, 2007

**AGENDA ITEM  
 D-1  
 FEBRUARY 14, 2007**

**HAND WRITTEN CHECKS**

01-22-07	18946	J HARRISON	50.00
01-22-07	18947	M WINN	50.00
01-22-07	18948	L VIERHEILIG	50.00
01-22-07	18949	M WINN	50.00
01-24-07	18950	CALIF SPECIAL DIST ASSOC	49.00
01-24-07	18951	STATE WTR RES CNTRL BD	175.00
01-29-07	18952	G R A	44.00
01-29-07	18953	MID STATE BANK	177.97
01-30-07	18954	SOUTHERN CA GAS	1,342.07
01-30-07	18955	DIGITAL WEST VIDEO	221.25
01-31-07	18956	R ROEMER	300.00
01-31-07	18957	L VIERHEILIG	50.00
01-31-07	18958	C TROTTER	50.00

**TOTAL COMPUTER  
 CHECKS  
 \$ 285,651.22**

**VOIDED CHECKS**

13097

**COMPUTER GENERATED CHECKS**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
13123	01/26/07	EMP01	EMPLOYMENT DEVELOP DEPT	609.55	.00	609.55	A70123	STATE INCOME TAX
13124	01/26/07	MID01	MIDSTATE BANK-PR TAX DEP	2408.85	.00	2408.85	A70123	FEDERAL INCOME TAX
				93.00	.00	93.00	1A70123	FICA
				618.94	.00	618.94	2A70123	MEDICARE (FICA)
			Check Total.....:	3120.79	.00	3120.79		
13125	01/26/07	MID02	MIDSTATE BANK - DIRECT DP	17751.87	.00	17751.87	A70123	NET PAY
13126	01/26/07	PER01	PERS RETIREMENT	5630.36	.00	5630.36	A70123	PERS PAYROLL REMITTANCE
13127	01/26/07	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A70123	WAGE ASSIGNMENT
13128	01/26/07	STA01	STATE STREET GLOBAL	1105.00	.00	1105.00	A70123	457 DEFERRED COMP
013129	01/24/07	GRO01	GROENIGER & CO	266.14	.00	266.14	644982SM	SUPPLIES
013130	01/24/07	NIP06	NIPOMO AUTO PARTS	28.40	.00	28.40	140375	SUNDALE WELL SUPPLIES
013131	01/24/07	ONE01	1-800-CONFERENCE	61.09	.00	61.09	441531	PHONE CONF
013132	01/24/07	POO01	POOR RICHARD'S PRESS	710.53	.00	710.53	122335	NEWSLETTER PRINTING
				710.53	.00	710.53	122336	NEWSLETTER PRINTING
				664.95	.00	664.95	122568	NEWSLETTER PRINTING
			Check Total.....:	2086.01	.00	2086.01		
013133	01/24/07	PWM01	PW MANN ELECTRIC INC	1852.20	.00	1852.20	6080A	REPAIR & MAINT LS & WELL
				2393.75	.00	2393.75	6080B	REPAIR & MAINT SUPPLIES L
			Check Total.....:	4245.95	.00	4245.95		
13134	02/09/07	EMP01	EMPLOYMENT DEVELOP DEPT	561.03	.00	561.03	A70205	STATE INCOME TAX
13135	02/09/07	MID01	MIDSTATE BANK-PR TAX DEP	2325.60	.00	2325.60	A70205	FEDERAL INCOME TAX
				188.68	.00	188.68	1A70205	FICA
				615.76	.00	615.76	2A70205	MEDICARE (FICA)
			Check Total.....:	3130.04	.00	3130.04		
13136	02/09/07	MID02	MIDSTATE BANK - DIRECT DP	17579.80	.00	17579.80	A70205	NET PAY
13137	02/09/07	PER01	PERS RETIREMENT	5659.44	.00	5659.44	A70205	PERS PAYROLL REMITTANCE
13138	02/09/07	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A70205	WAGE ASSIGNMENT
13139	02/09/07	STA01	STATE STREET GLOBAL	1105.00	.00	1105.00	A70205	457 DEFERRED COMP



**NIPOMO COMMUNITY SERVICES DISTRICT  
WARRANTS FEBRUARY 9, 2007**

**AGENDA ITEM  
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PAGE TWO**

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
013140	02/14/07	ADV01	ADVANTAGE ANSWERING PLUS	130.51	.00	130.51	82738	PAGING SERVICE
013141	02/14/07	ALX01	ALEXANDER'S CONTRACT SERV	1978.64	.00	1978.64	10012	READ METERS FOR FEBRUARY
013142	02/14/07	AME03	AMERI PRIDE	67.12	.00	67.12	F100805	UNIFORMS ETC
				67.12	.00	67.12	F889328	UNIFORMS, ETC.
				71.89	.00	71.89	F895031	UNIFORMS ETC
			Check Total.....:	206.13	.00	206.13		
013143	02/14/07	ATT01	AT&T/MCI	28.85	.00	28.85	T6061732	PHONE 9290161
				140.91	.00	140.91	T6061734	PHONE 9291133
				116.32	.00	116.32	T6061735	PHONE 9291341
			Check Total.....:	286.08	.00	286.08		
013144	02/14/07	BLU01	BLUEPRINT EXPRESS	14.75	.00	14.75	29901	COPIES
013145	02/14/07	BOY01	BOYLE ENGINEERING CORP	9902.95	.00	9902.95	39413	WATERLINE INTERTIE PROJEC
				660.48	.00	660.48	39418	HETRICK WATERLINE UPGRADE
				583.20	.00	583.20	39435	PCI TRACT 2658
				1147.50	.00	1147.50	39436	PCI TRACT 2558
				16953.30	.00	16953.30	39437	SOUTHLAND WWTP MASTER PLA
				299.70	.00	299.70	39438	GENERAL SERVICES PHASE 11
				145.80	.00	145.80	39441	COUNTY DRAINAGE RELOCATIO
				2419.20	.00	2419.20	39442	HETRICK WATERLINE CONSTRU
			Check Total.....:	32112.13	.00	32112.13		
013146	02/14/07	BRE02	BRENNTAG PACIFIC INC.	440.46	.00	440.46	BPI636956	CHLORINE
				440.46	.00	440.46	BPI636957	CHLORINE
			Check Total.....:	880.92	.00	880.92		
013147	02/14/07	BRI01	BRISCO'S	122.13	.00	122.13	131718	SUPPLIES
				144.44	.00	144.44	131859	SUPPLIES BL WWTP WALL
				72.72	.00	72.72	131878	SUPPLIES
				21.45	.00	21.45	131931	SUPPLIES
			Check Total.....:	360.74	.00	360.74		
013148	02/14/07	BUE01	BUEL, BRUCE	20.00	.00	20.00	012907	PER DIEM
013149	02/14/07	CAN01	CA-NV SECTION AWWA	65.00	.00	65.00	063007	GRADE 3 CERT #01994
013150	02/14/07	CAN02	CANNON ASSOCIATES	30002.06	.00	30002.06	40203	WATER/SEWER MASTER PLAN
				567.00	.00	567.00	40256	BL WATER TP MAINT
				210.00	.00	210.00	40257	BL WATER TP MAINT
				448.00	.00	448.00	40258	STANDPIPE MAINT
			Check Total.....:	31227.06	.00	31227.06		
013151	02/14/07	CBS01	CBSDCONSULTING	2956.29	.00	2956.29	150	WORKSHOP 12-06-06
013152	02/14/07	CIT01	CITY NATIONAL BANK	20840.25	.00	20840.25	011507	1993 ASSESSMENT BONDS
013153	02/14/07	CIT02	CITY OF SANTA MARIA	5441.25	.00	5441.25	1750	SUPP WATER CORROLLO ENG M
013154	02/14/07	COR01	CORBIN WILLITS SYSTEMS	710.80	.00	710.80	A701151	BILLING PROGRAM SUPPORT
013155	02/14/07	CRE01	CREEK ENVIRONMENTAL LABS	256.00	.00	256.00	00172	WATER SAMPLES
				200.00	.00	200.00	00213	TOWN WWTP LAB
013155	02/14/07	CRE01	CREEK ENVIRONMENTAL LABS	24.00	.00	24.00	00214	BL WWTP LAB
				24.00	.00	24.00	00252	BL WWTP LAB
				24.00	.00	24.00	00289	BL WWTP LAB
				256.00	.00	256.00	00315	WATER SAMPLES
				24.00	.00	24.00	00344	BL WWTP LAB
				24.00	.00	24.00	00456	BL WWTP LAB
				256.00	.00	256.00	00457	WATER SAMPLES
				24.00	.00	24.00	00483	BL WWTP LAB
				24.00	.00	24.00	00518	BL WWTP LAB
				24.00	.00	24.00	00556	BL WWTP LAB
			Check Total.....:	1160.00	.00	1160.00		
013156	02/14/07	CUE01	CUESTA EQUIPMENT	82.22	.00	82.22	162190	SUPPLIES
				357.57	.00	357.57	331597	SUPPLIES
			Check Total.....:	439.79	.00	439.79		
013157	02/14/07	CUL02	CULLIGAN WATER CONDITION	34.27	.00	34.27	762112	DELIVERY
013158	02/14/07	DEW01	J B DEWAR INC	432.52	.00	432.52	362248	SUNDALE WELL SUPPLIES
013159	02/14/07	EBY01	EBY, ED	100.00	.00	100.00	021407	REG BD MEETING 021407
013160	02/14/07	ELE01	ELECTRONIC PRS	34.12	.00	34.12	22768	SUPPLIES

**NIPOMO COMMUNITY SERVICES DISTRICT  
WARRANTS FEBRUARY 9, 2007**

**AGENDA ITEM  
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FEBRUARY 14, 2007  
PAGE THREE**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
013161	02/14/07	FAR01	FARM SUPPLY COMPANY	55.34 77.14	.00 .00	55.34 77.14	227242 237965	SUPPLIES KNOLLWOOD WELL SUPPLIES
			Check Total.....	132.48	.00	132.48		
013162	02/14/07	FAR02	FAR WEST EXPRESS	37.50	.00	37.50	013107	MAILING SERVICE 73133,52,
013163	02/14/07	FED01	FED EX	15.88	.00	15.88	864329571	DELIVERY
013164	02/14/07	FGL01	FGL ENVIRONMENTAL	64.00 64.00 94.00 212.00 112.00 177.00 516.00 308.00 137.00 1528.00 187.00 137.00	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00	64.00 64.00 94.00 212.00 112.00 177.00 516.00 308.00 137.00 1528.00 187.00 137.00	613058A 613224B 700080A 700092A 700093A 700329A 700330A 700331A 700332A 700364A 700606A 700607A	TOWN WWTP LAB TOWN WWTP LAB TOWN WWTP LAB TOWN WWTP BL WWTP LAB TOWN WWTP LAB TOWN WWTP LAB BL WWTP LAB BL WWTP LAB WELL MONITORING TOWN WWTP LAB BL WWTP LAB
			Check Total.....	3536.00	.00	3536.00		
013165	02/14/07	FOR02	FORDEN'S	122.80	.00	122.80	302433	SUPPLIES FOR SUNDALE WELL
013166	02/14/07	GAR01	GARING TAYLOR & ASSOC	14787.38 2958.75 2241.25	.00 .00 .00	14787.38 2958.75 2241.25	1098 1099 1100	PCI-MARIA VISTA SHOP EXTENSION PUDWILL MUTUAL WATER CO R
			Check Total.....	19987.38	.00	19987.38		
013167	02/14/07	GIL01	GLM, INC.	300.00 100.00	.00 .00	300.00 100.00	013007A 013007B	LANDSCAPE MAINT LANDSCAPE MAINT BL
			Check Total.....	400.00	.00	400.00		
013168	02/14/07	GRO01	GROENIGER & CO	448.24	.00	448.24	647180SM	SUPPLIES
013168	02/14/07	GRO01	GROENIGER & CO	23.71 3823.25 735.74 130.85 404.55 300.30 -53.88	.00 .00 .00 .00 .00 .00 .00	23.71 3823.25 735.74 130.85 404.55 300.30 -53.88	647181SM 647182SM 647183SM 649691SM 650505SM 654018SM CM327802SC	SUPPLIES SUPPLIES SUPPLIES SUPPLIES FOR EUREKA WELL SUPPLIES SUPPLIES SUPPLIES CREDIT
			Check Total.....	5812.76	.00	5812.76		
013169	02/14/07	GWA01	GWA INC	28.00	.00	28.00	070100640	FIRE ALARM
013170	02/14/07	HAR02	HARRISON, JAMES	100.00	.00	100.00	021407	REG BD MEETING 021407
013171	02/14/07	HAY01	HAYES & SONS	750.00	.00	750.00	501224	PAVING REPAIRS-BLACKSAGE
013172	02/14/07	IND01	INDUSTRIAL MEDICAL GROUP	135.00	.00	135.00	X7NNI000	PRE EMPLOYMENT DRUG SCREE
013173	02/14/07	IND02	INDEPENDENT ELEC SUPPLY	935.06 9.54	.00 .00	935.06 9.54	1961302 1961302B	SUPPLIES SUPPLIES
			Check Total.....	944.60	.00	944.60		
013174	02/14/07	JOB01	JOBS AVAILABLE INC	330.75	.00	330.75	704109	AD FOR CONSERVATION AND P
013175	02/14/07	JOH01	JOHNSON, DONNA	30.84 24.45	.00 .00	30.84 24.45	012807 020607	REIMBURSE FOR SUPPLIES REIMB FOR SUPPLIES
			Check Total.....	55.29	.00	55.29		
013176	02/14/07	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	37061	TRACT 2409 LMD
013177	02/14/07	MIG01	MIGLIAZZO, DAN	120.00	.00	120.00	011807	REIMB FOR BOOTS
013178	02/14/07	MOR02	MORE OFFICE SOLUTIONS	407.10	.00	407.10	342055	COPIER MAINT
013179	02/14/07	NEX01	NEXTEL COMMUNICATIONS	294.79	.00	294.79	87314-062	CELL PHONES
013180	02/14/07	NIP01	NIPOMO ACE HARDWARE INC	265.63	.00	265.63	619215+	SUPPLIES
013181	02/14/07	NIP09	NIPOMO MARKET PLACE	1885.24	.00	1885.24	0052	GASOLINE
013182	02/14/07	NOB01	NOBEL SYSTEMS	1500.00	.00	1500.00	9477	GEO VIEWER MAINT
013183	02/14/07	NUT01	NU TECH PEST MGMT	49.00	.00	49.00	60265	PEST CONTROL
013184	02/14/07	OFF01	OFFICE DEPOT	173.19 562.64 14.12	.00 .00 .00	173.19 562.64 14.12	15940 89731 89733	OFFICE SUPPLIES 5 BOARD ROOM CHAIRS OFFICE SUPPLIES
			Check Total.....	749.95	.00	749.95		

Copy of document found at www.NipomoNewspaper.com



**NIPOMO COMMUNITY SERVICES DISTRICT  
WARRANTS FEBRUARY 9, 2007**

**AGENDA ITEM  
D-1  
FEBRUARY 14, 2007  
PAGE FOUR**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information	
							Invoice #	Description
013185	02/14/07	PGE01	P G & E	17617.89	.00	17617.89	012207	ELECTRICITY 4449664603-3
013186	02/14/07	PRE01	PRECISION JANITORIAL	275.00	.00	275.00	158	JANITORIAL SERVICE
013187	02/14/07	PUL01	PULITZER CENTRAL COAST NP	241.06	.00	241.06	241390	AD FOR WATER CONSERV JOB
013188	02/14/07	PWM01	PW MANN ELECTRIC INC	1351.01	.00	1351.01	7008	MAINT - WELLS, LIFT STATI
013189	02/14/07	QUI03	QUINN RENTAL SERVICES	34.62 49.49	.00 .00	34.62 49.49	2078549 2078858	SUPPLIES SUPPLIES
Check Total.....:				84.11	.00	84.11		
013190	02/14/07	RBA01	R BAKER, INC	15983.69	.00	15983.69	1803	MAINT
013191	02/14/07	RIC01	RICHARDS, WATSON, GERSHON	5627.50 413.56	.00 .00	5627.50 413.56	150386 150387	WATER RIGHTS ADJUDICATION COASTKEEPER
Check Total.....:				6041.06	.00	6041.06		
013192	02/14/07	SAI01	SAIC	9000.00 3835.70 1116.26	.00 .00 .00	9000.00 3835.70 1116.26	910004 922805 922806	HYDROLOGIC MONITORING HYDROLOGIC MONITORING HYDROLOGICAL MONITORING P
Check Total.....:				13951.96	.00	13951.96		
013193	02/14/07	SAN09	SAN LUIS MAILING SERVICE	40.53 175.50	.00 .00	40.53 175.50	31389 31389A	SECOND NOTICE MAILING POSTAGE FOR SECOND NOTICE
Check Total.....:				216.03	.00	216.03		
013194	02/14/07	SHI01	SHIPSEY & SEITZ, INC	13424.36	.00	13424.36	011507	LEGAL SERVICES
013195	02/14/07	SLO02	DIV OF ENVIRON HEALTH	1007.86	.00	1007.86	49956	CROSS CONNECTION WORK
013196	02/14/07	SLO03	SAN LUIS OBISPO RECORDER	4172.39	.00	4172.39	020107	GENERAL ELECTION FEES
013197	02/14/07	SOU01	SOUTH COUNTY SANITARY	165.80 34.24	.00 .00	165.80 34.24	1705206 1708527	OLDE TOWNE TRASH COLLECTI TRASH COLLECTION
Check Total.....:				200.04	.00	200.04		
013198	02/14/07	SPM01	SP MAINTENANCE SERVICES	2064.00	.00	2064.00	17460	STREET SWEEPING
013199	02/14/07	STA09	STANDARD INSURANCE	1074.08	.00	1074.08	020107	INSURANCE
013200	02/14/07	TGP01	TGP WEST, INC.	528.70 541.22	.00 .00	528.70 541.22	3619 3631	SUNDALE WELL MAINT SUNDALE WELL MAINT
Check Total.....:				1069.92	.00	1069.92		
013201	02/14/07	THE01	THE GAS COMPANY	17.26 1416.38 135.63	.00 .00 .00	17.26 1416.38 135.63	THE01 013107 OFFICE	GAS 509 SOUTHLAND SUNDALE WELL 08619205712 GAS OFFICE
Check Total.....:				1569.27	.00	1569.27		
013202	02/14/07	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	021407	REG BD MEETING 021407
013203	02/14/07	USA01	USA BLUEBOOK	608.53 608.53	.00 .00	608.53 608.53	303889 304394	LIFT STN SUPPLIES LIFT STN SUPPLIES
Check Total.....:				1217.06	.00	1217.06		
013204	02/14/07	VAL01	VALLEY SEPTIC SERVICE	921.00 675.00	.00 .00	921.00 675.00	3790 3792	JETTING SEWER LINES PUMP LIFT STATIONS
Check Total.....:				1596.00	.00	1596.00		
013205	02/14/07	VER01	VERIZON	29.91 29.91	.00 .00	29.91 29.91	11907B 011907A	BL PHONE BL PHONE
Check Total.....:				59.82	.00	59.82		
013206	02/14/07	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	021407	REG BD MEETING 021407
013207	02/14/07	WIN01	WINN, MICHAEL	100.00	.00	100.00	021407	REG BD MEETING 021407
013208	02/14/07	WOO01	DOUGLAS WOOD & ASSOCIATES	622.25	.00	622.25	4	SOUTHLAND SHOP UPGRADE
013209	02/14/07	XER01	XEROX CORPORATION	85.18	.00	85.18	22947791	COPIER MAINT
013210	02/14/07	\M003	MIHALOVICH, BETTY & PAUL	75.06	.00	75.06	000A70201	MQ CUSTOMER REFUND
013211	02/14/07	\S001	SLO COUNTY,	806.25	.00	806.25	000A70201	MQ CUSTOMER REFUND



# NIPOMO COMMUNITY SERVICES DISTRICT

*Celebrating 42 - Years of Service 1965 - 2007*

## MINUTES

**JANUARY 24, 2007 9:00 A. M.**

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

## AGENDA ITEM

### D-2

**FEBRUARY 14, 2007**

#### BOARD of DIRECTORS

MICHAEL WINN, **PRESIDENT**  
LARRY VIERHEILIG, **VICE PRESIDENT**  
CLIFFORD TROTTER, **DIRECTOR**  
ED EBY, **DIRECTOR**  
JAMES HARRISON, **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.

00:00:00

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

President Winn called the meeting to order at 9:01 a.m. and led the flag salute.

Recorder not working. Started over in middle of presentation at 00:00:00

#### B. ROLL CALL AND ACKNOWLEDGEMENT OF DAN ANDERSON'S SERVICE

At Roll Call, all Board members were present.

President Winn presented a resolution to Dan Anderson for his service to the community of Nipomo as Battalion Chief from 1997 to his retirement in November 2006. Battalion Chief Anderson served as Chief of Stations 20, 21 and 22.

Battalion Chief Anderson thanked the Board for the resolution.

00:03:34

#### C. PRESENTATIONS AND PUBLIC COMMENT

##### C-1) LARRY KRAMER OF CANNON ASSOCIATES

Presentation re: Water and Sewer Master Plan

Larry Kramer of Cannon Associates presented information concerning the Water and Sewer Master Plan project. Cannon has published an administrative draft on the water and sewer load projection. The Board has received copies. Water and sewer models are about 90% complete. They are working with District field crew for testing of the wells. They are monitoring wet wells for the report to be accurate for future projections. After Cannon receives comments from the Board and staff, the comments will be discussed at the presentation of February 21, 2007.

00:06:03

##### C-2) MIKE EISNER OF NIPOMO INCORPORATION COMMITTEE

Presentation re: Status of Incorporation Effort and Request for Participation

Mike Eisner, Nipomo resident – thanked the Board for the opportunity to speak today and thanked those who attended the workshop on Saturday, January 20, 2007. He asked NCS D to participate with the feasibility committee and appoint someone to be a liaison. The goal is to go to ballot by 2010. The committee plans to involve the community in the process.

Guy Murray, NCS D resident – stated that the focus is to consider the best vehicle and avenue for fundraising.

Mr. Eisner stated that approx. \$200,000 needs to be raised for the process.

**MINUTES SUBJECT TO BOARD APPROVAL**



00:10:38

## C-3) DANA LILLEY OF SLO COUNTY PLANNING AND BUILDING DEPARTMENT

Dana Lilley, SLO County Planning Department, introduced the information for funding options for the proposed Willow Road Extension. Some funding will be obtained from the Woodlands, the State and some road impact fees. About \$13-17 million is still needed to complete the project. It will be discussed at the February 27, 2007, Board of Supervisors meeting to request direction and authorization to proceed the process to form with a Community Facilities District (CFD).

David Taussig, consultant to the SLO County Planning Department for the formation of a CFD, presented a quick overview of the workings of forming a CFD. He provided a handout to the Board and reviewed the information. (The handout is available for viewing in the District office.) He stated that the funding would hopefully come from new development. A parcel tax would require a two-thirds vote of the property owners. The Board discussed the report with Mr. Taussig.

Director Winn had a list of questions for Mr. Taussig and the County to consider.

Dale Ramey, SLO County Public Works – explained that the Road Improvement Fee Area 1 and 2 are about equal. One hundred percent of the Woodlands fee is going toward the Willow Road Extension. The homes would not be included in the Mello-Roos (CFD) because the District is not formed yet.

The following members of the public spoke:

Jesse Hill, District customer – commented about road impact fees, disagreement with an undeveloped property tax, and ability for development to pay for the project. There may be other solutions that make more sense.

Carl Holloway, Nipomo resident – stated that the County is playing catch-up. He suggested that the County do the simplest fix now for the traffic. He suggested ingress-egress ramps at Willow and an egress ramp at Southland.

Director Winn thanked the presenters. He stated that we would like to find a solution to the problem.

01:05:10

## C-4) UTILITY SUPERVISOR DAN MIGLIAZZO

Dan Migliazzo provided the Board with an update on the Utility Operations.

- Flushed the east side in part. The work list grows as problems are found.
- Some manhole covers were replaced on Tefft and Division Streets.
- Abandoned a 6-inch AC line on Price and Bennett.
- Considering another alternative for the Blacklake booster station
- Flushed the Juniper line. Video-taped to find the size and the deterioration of manholes
- Meter replacement program is going well. At least 250 meters that are over 10 years old have been replaced.
- Bevington Well electrical panel being evaluated
- Every well is being fitted with lapsed-time clocks
- Upgrading the SCADA to reach the goal of every lift station on the system and every well to show data, such as amp loads, etc.

There was no public comment.



**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

01:13:13

C-5) ASSISTANT ADMINISTRATOR LISA BOGNUDA

Lisa Bognuda, District Assistant Administrator - provided the Board with a brief update on District Finances and an overview of the Second Quarter Financial Report on D-5. There was no public comment.

01:17:43

C-6) PUBLIC COMMENT ON PRESENTATIONS AND ITEMS NOT ON AGENDA

Jesse Hill – NCS D resident – handed a packet to the Board and reviewed some of the information on it.

Ed Jones, TCG and Maria Vista Project Manager – gave a brief outline of the progress at the project site. He stated his disappointment in the mediation last Thursday and with Rusty Garing's report.

The Board took a break at 10:27 a.m. and returned at 10:40 a.m.

01:29:42

D. CONSENT AGENDA

- D-1) APPROVE WARRANTS
- D-2) APPROVE BOARD MEETING MINUTES  
Approve Minutes of January 10, 2007, Regular Meeting
- D-3) RECEIVE FOURTH QUARTER INVESTMENT REPORT
- D-4) CONFIRM DISTRICT INVESTMENT POLICY 2007
- D-5) RECEIVE SECOND QUARTER FINANCIAL REPORT
- D-6) SET DATE FOR REVIEW OF GENERAL MANAGER PERFORMANCE
- D-7) INITIATE REVIEW OF BOARD BYLAWS

Director Vierheilg asked to pull Item D-6 for separate consideration. He stated that there was an error with the next Resolution number listed on the Agenda and a minor error in C-2 of the Minutes.

Upon motion of Director Eby and seconded by Director Vierheilg, the Board unanimously approved Items D-1, 2, 3, 4, 5, and 7 of the Consent Agenda, as amended. There was no public comment. Vote 5-0.

**RESOLUTION NO. 2007-1002  
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
ADOPTING THE YEAR 2007 DISTRICT INVESTMENT POLICY**

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

D-6) The Board discussed that the wording on the evaluation form needs to be reviewed by the Personnel Committee but that the present form is adequate to evaluate the General Manager. Jon Seitz, District Legal Counsel, explained that it is not necessary to have an evaluation form approved before the Board performs the evaluation.

Upon motion of Director Vierheilg and seconded by Director Trotter, the Board unanimously agreed to set a date to review the General Manager's performance. There was no public comment. Vote 5-0.

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

**MINUTES SUBJECT TO BOARD APPROVAL**



01:42:50 E. ADMINISTRATIVE ITEMS

E-1) CONSIDER SOUTHLAND SHOP ENVIRONMENTAL DETERMINATION

Bruce Buel, General Manager, reviewed the concepts for the plans to upgrade the Southland shop. He described the process for the Environmental Declaration.

Doug Wood of Douglas Wood & Associates Inc. reviewed the steps taken to prepare the Expanded Initial Study/Mitigated Negative Declaration to process through CEQA.

The sole purpose of the project is to increase the efficiency of the sewer treatment and maintenance office area.

There was no public comment.

Upon motion of Director Vierheilg and seconded by Director Harrison, the Board unanimously approved Resolution 2007-1002, as amended. Vote 5-0.

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

**RESOLUTION NO. 2007-1003  
 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
 ADOPTING A MITIGATED NEGATIVE DECLARATION AND  
 AUTHORIZING THE GENERAL MANAGER AT A FUTURE TIME TO FILE A NOTICE OF DETERMINATION FOR  
 THE SOUTHLAND SHOP UPGRADE PROJECT (DISTRICT INITIATED PROJECT)**

E-2) NOT USED

01:59:01 E-3) CONSIDER REQUEST FROM HOLLOWAY FOR OUTSIDE SERVICE AREA AGREEMENT

Bruce Buel, General Manager, reviewed the request from Mr. Carl Holloway for an Outside Use Agreement for Tract 2642 on South Oakglen Avenue.

The Board discussed that there may be other developments that would qualify for this type of arrangement.

The following members of the public spoke:

Carl Holloway, property owner and applicant – asked the Board to consider the request rather than having him form a mutual water company.

Jesse Hill, representative for the property owner – stated that it would make more sense to be served by NCSD. Putting in septic systems near the creek would not be environmentally sound. He asked that the agreement could be completed by the February 14<sup>th</sup> LAFCo meeting.

Jon Seitz, District Legal Counsel, stated that it is unlikely that an agreement can be complete for February 14<sup>th</sup>.

The Board discussed that they would like to have a similar format for all three possible Outside User Agreement applicants. Mr. Seitz suggested that each agreement would be different because each has different circumstances but the basic format would be similar.

Director Eby stated that the District is setting a precedent with this action. He stated that it seems the District is trying to circumvent the LAFCo agreement that is in place taking water before a supplemental water supply is at hand. The District wells are already overcommitted. The applicant does not need the District water for his development.

**MINUTES SUBJECT TO BOARD APPROVAL**



**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

E-3) CONSIDER REQUEST FROM HOLLOWAY FOR OUTSIDE SERVICE AREA AGREEMENT (continued)

Upon motion of Director Vierheilig and seconded by Director Harrison, the Board authorized negotiation of a draft agreement with Carl Holloway and that the Agreement obligate annexation of the property once supplemental water is available and that the property owner be charged with constructing and dedicating utilities to District Standards. Vote 4-1 with Director Eby voting no.

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

Director Eby suggested that the agreement use the same model as other Outside Users, charging double the prevailing rates. Jon Seitz, District Legal Counsel, stated that staff will come back with a separate resolution with the agreements and rates.

Upon motion of Director Eby and seconded by Director Vierheilig, the Board unanimously agreed to the concept of suspending processing of subsequent annexation requests until a supplemental water project is completed and direct legal counsel to bring back a resolution suspending the processing of new annexation applications.

The following members of the public spoke:

Jesse Hill, representative for Holloway project – stated that it is not in the best interest to adopt the motion. He read from the handout he had previously given the Board. Vote 3-2 with Directors Harrison and Winn voting no.

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

Director Eby suggested that the benefits or detriments of mutual water companies be discussed in a future Board meeting.

02:41:04

E-4) CONSIDER DEBLAUW REQUEST TO WAIVE LOOPING REQUIREMENT

Bruce Buel, General Manager, reviewed the request from Duane DeBlauw (Tract 2734) to waive the District's looping requirement to serve the development.

The Board discussed the layout of the development in relation to the existing water lines and how they would be connected now and for future development.

The following members of the public spoke:

Steve Babcock, representative to DeBlauw – answered the questions from the Board.

Upon motion of Director Trotter and seconded by Director Harrison, the Board unanimously agreed to adopt Resolution 2007-1003, which approves the waiver with conditions to the development. Vote 5-0

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

RESOLUTION NO. 2007-1004  
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
APPROVING THE WAIVER OF THE WATER MAIN LOOPING REQUIREMENT  
FOR TRACT 2734 (DEBLAUW)

**MINUTES SUBJECT TO BOARD APPROVAL**



**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

**02:53:59** I. CLOSED SESSION ANNOUNCEMENTS

Jon Seitz, District Legal Counsel, announced the item to be considered in Closed Session.

1. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 SMVWCD VS NCSA SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
2. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 MARIA VISTA VS. NCSA CASE NO. CV 040877, MARIA VISTA VS. NCSA CASE NO. CV 061079, AND MARIA VISTA VS. LINDA VISTA FARMS, NCSA ET AL CASE NO. CV 040150)
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; SAN LUIS OBISPO COASTKEEPER VS. NCSA (CASE NO. CV060349)
4. INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(C) – NIPOMO CSD VS. SLO COUNTY ET AL IN SAN LUIS OBISPO SUPERIOR COURT

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment.

K. ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 12:05 p.m.

**02:56:01** L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 1:35 p.m.

Director Trotter left at 1:00 p.m.

Jon Seitz, District Legal Counsel, announced that the Board did hear updates on the items listed above.

Closed Session Items:

1. There was no reportable action.
2. Upon motion of Director Harrison and seconded by Director Vierheilig, the Board unanimously agreed to direct legal counsel to settle the lawsuit if Maria Vista Estates representatives agree to all proposed conditions discussed in mediation. Vote 4-0 with Director Trotter absent.
3. There was no reportable action.
4. The Board unanimously agreed to approve execution of the agreement with San Luis Obispo County and DeGroot, if offered.

E. ADMINISTRATIVE ITEMS (continued)

**02:57:31** E-5) RECEIVE STRATEGIC PLANNING WORKSHOP REPORT AND CONSIDER ACTION RECOMMENDATIONS

Bruce Buel, General Manager introduced the report from Chuck Beesley. The Board received the report. Staff will receive comments from the Board concerning clerical changes necessary.

**MINUTES SUBJECT TO BOARD APPROVAL**



**03:05:32 F. MANAGER'S REPORT**

Bruce Buel, General Manager, presented the Manager's Report and added:

- Bob Beeby stated that a water quality reading will be coming from one well on the strand west of Conoco-Phillips a week from Friday (Feb. 2).
- Director Winn, Director Eby, Jon Seitz, District Legal Counsel, and Mr. Buel attended the RMS hearing in San Luis Obispo. The Board of Supervisors adopted staff's recommendation for a Level of Severity III for the Nipomo Mesa.
- There will be an update at a future meeting on the Field Foreman position.

**03:10:41 G. COMMITTEE REPORTS**

The Conservation Committee (Directors Vierheilig and Winn) met with Staff and looked at issues such as the Emergency Water Ordinance, updating general bylaws on the response to water issues, violations, etc. It will be brought back to the Board at a future date.

There will be a Standing Committee meeting of the Finance, Audit and Personnel Committee January 31, 2007 at 12:00 p.m.

The Parks Committee (Directors Winn and Harrison) met January 22, 2007. The community expressed their concerns. RFP for survey was completed for mailing.

**03:16:15 H. DIRECTOR'S COMMENTS**

Director Vierheilig – asked how the Willow Rd extension and the Community Facilities District fees may affect the District's seeking funding for the supplemental water project.

Director Eby stated that the fees will come from vacant land.

Attended the Board of Supervisors meeting Tuesday, January 23, 2007. It can be viewed on the Board of Supervisors website. The part concerning the RMS for this District starts at 6 hours. He stated that Caruso said the plan was not certified even though it was approved. Director Eby is hoping it will be certified for this year.

At the BoS meeting, a committee member for a non-existent committee spoke.

Park meeting Monday – different types of people attending with differing needs.

Director Harrison – Parks – The District is not planning to take over the Regional Park.

Director Winn – Director Trotter loaned a report on the Delta for circulation among the Board.

Water committee history –

- Nipomo Advisory Group formed first
- Then Supervisor Achadjian reorganized a committee that was appointed not elected
  - They formed a water sub-committee
    - Jesse Hill chaired for approx 3 years
  - No committee for over a year
- Supervisor Achadjian/Winn co-chaired a committee (water planning forum) for about a year
- Then Winn co-chaired with Jesse Hill for 2 years during the WPA6
- Now that group has not met for 3 years

Would like to agendize possibility of forming an advisory committee for parks

Asked that staff send an updated NCS D budget to the organizing Incorporation Committee

Friday, Feb. 16, 2007 – Seminar at UCLA for land use takings, property rights

Asked staff to get opinion from District Water Counsel about the implications of refusing to consider annexations in light of the MOA with the County and the stipulation by the court.

**MINUTES SUBJECT TO BOARD APPROVAL**

**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

H. Directors Comments (continued)

Director Winn

Wednesday, Jan. 24, 2007 – WRAC meeting at library

Thursday, January 24, 2007 – 8:45 Planning Commission considering West Tefft Design Plan

February 7, 2007, 1:30 p.m. – WRAC – Will be taking comment on Level III certification for NCSD and will come back later. Also, will be discussing nominations to the WRAC.

Director Eby asked if Directors Comments could be heard at the beginning of the meeting as well as at the end.

03:39:19

**ADJOURN**

President Winn adjourned the meeting at 2:16 p.m.

➤ **THE NEXT REGULAR BOARD MEETING IS FEBRUARY 14, 2007.  
TENTATIVELY SCHEDULED ITEMS INCLUDE:**

- Bylaws Update
- Supplemental Water Alternatives Presentation
- Discussion of Allocation and Annexation Issues

➤ **THE FOLLOWING SPECIAL BOARD MEETING IS FEBRUARY 21, 2007.  
TENTATIVELY SCHEDULED ITEMS INCLUDE:**

- Southland WWTF Master Plan
- Water and Sewer Master Plan
- General Manager Performance Review



TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: FEBRUARY 9, 2007

**AGENDA ITEM  
D-3  
FEBRUARY 14, 2007**

SET MAY 30, 2007, AS DATE FOR FY 2007-2008 BUDGET WORKSHOP,  
JUNE 13, 2007, AS DATE FOR PUBLIC HEARING AND JUNE 20, 2007, AS DATE  
FOR BUDGET ADOPTION

**ITEM**

Set May 30, 2007, as date for FY 2007-2008 Budget Workshop, June 13, 2007, as date for Public Hearing and June 20, 2007, as date for Budget adoption

**BACKGROUND**

Staff prepared a proposed fiscal year 2007-2008 budget time line. The Finance, Audit and Personnel Committee met and reviewed the time line. The Committee's recommended changes to the time line have been incorporated below:

February 1	Start drafting budget
March 1 (or sooner)	Capital Improvement Projects Budget and Utility Field submittals to Lisa
March 7	Kick off meeting with Finance Committee
Week of April 2	Staff circulates draft Budget to Finance Committee
April 18	Staff meets with Finance Committee and receives recommendations/changes/deletions
Week of May 1	Staff circulates draft Budget to entire Board of Directors based on Finance Committee recommendations
Week of May 14	Staff prepares for public notice of adoption for newspaper (publish on May 30 and June 6)
May 30	Budget Workshop with Board of Directors
June 4	Staff circulates final draft budget based on recommendations received at Workshop
June 13	Public Hearing on Budget
June 20	Budget adoption

**RECOMMENDATION**

The Board of Directors accept the Finance, Audit and Personnel Committee's recommendations, as outlined above, and set May 30, 2007, as the date for the FY 2007-2008 Budget Workshop, June 13, 2007, as the date for the Public Hearing and June 20, 2007, as date for Budget adoption.

**ATTACHMENT**

None

TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: FEBRUARY 9, 2007



RESET DESALINATION PRESENTATION

**ITEM**

Reset desalination presentation for March 21, 2007 [Recommend Approval].

**BACKGROUND**

Boyle Engineering was unable to provide their desalination presentation on January 17, 2007 given the closure of Route 166, however, they are available on March 21, 2007.

**RECOMMENDATION**

Staff recommends that your Honorable Board set this presentation for March 21, 2007 at 9am at the District Office.

**ATTACHMENT** – NONE

T:\doc\board matters\board meetings\board letter 2007\Desalination Presentation



TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: FEBRUARY 9, 2007



ADD WATER MANIFOLD DETAIL TO STANDARD SPECIFICATIONS

**ITEM**

Add water manifold detail to Standard Specifications [Adopt Resolution].

**BACKGROUND**

Your Honorable Board updated the District's Standard Specifications in May 2006, however, this update did not include a Detail for water meter manifolds. Attached is a draft detail and a draft resolution that would add the detail to the Standard Specifications. Staff believes that the addition of this detail will clarify the District's preference for the design of manifolds.

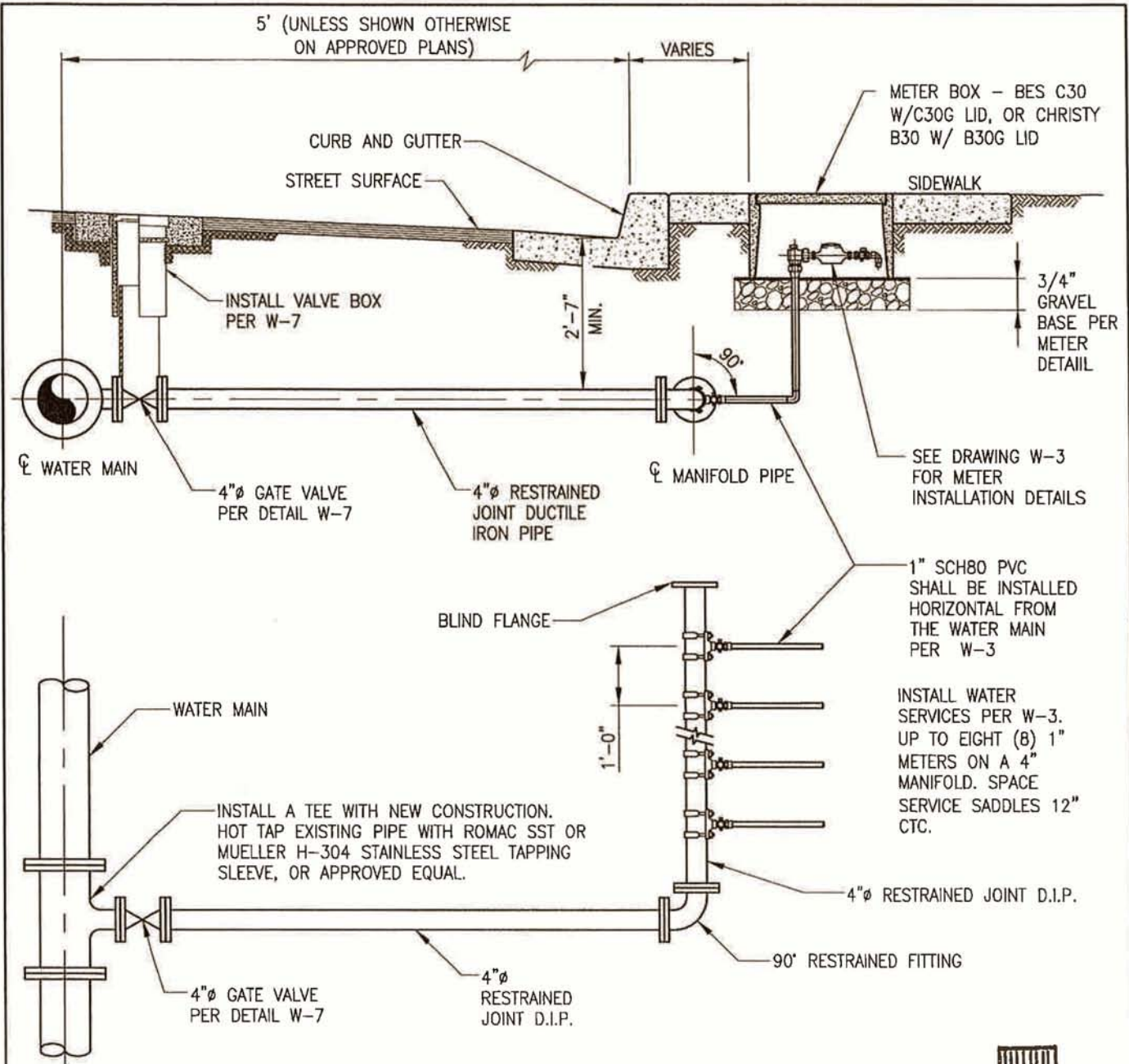
**RECOMMENDATION**

Staff recommends that your Honorable Board adopt the attached resolution.

**ATTACHMENTS**

- MANIFOLD DETAIL
- DRAFT RESOLUTION

T:\doc\board matters\board meetings\board letter 2007\Amend Std Specifications



**GENERAL NOTES:**

1. IF METER BOX IS LOCATED ON A SLOPE NEXT TO A CURB, OR SIDEWALK, A PROTECTIVE RETAINING WALL SHALL BE CONSTRUCTED.
2. SIZE OF THE SERVICE MUST BE APPROVED BY THE DISTRICT.
3. THE WATER SERVICE SHALL EXTEND PERPENDICULAR TO THE CENTERLINE OF THE STREET FROM THE WATER MAIN TO THE METER STOP.
4. PROVIDE 12 GAUGE INSULATED TRACER WIRE ALONG EACH SERVICE OF SUFFICIENT LENGTH TO EXTEND INTO METER BOX AND A MINIMUM OF 24-INCHES ABOVE FINISH GRADE. COIL NEATLY INSIDE BOX.

**DRAFT**

		<b>NIPOMO COMMUNITY SERVICES DISTRICT</b>	
		<b>4" MANIFOLD WATER SERVICE</b>	
		<i>BOYLE ENGINEERING CORPORATION</i>	DATE DRAWN JANUARY 2007
DATE	REVISION		SHEET NO. <b>W-15</b>



**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2007 - xxx**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
ADDING A WATER MANIFOLD DETAIL TO NCSD'S STANDARD SPECIFICATIONS  
FOR WATER AND SEWER SYSTEM IMPROVEMENTS**

**WHEREAS**, the District desires to adopt uniform and understandable Standard Specifications for Water and Sewer System Improvements that clearly define the District's expectations for installation of works by contractors and third parties; and

**WHEREAS**, in May 2006, the District adopted Resolution 2006-976 and thereby approved a comprehensive re-write of NCSD's Standard Specifications; and

**WHEREAS**, Boyle Engineering and the District staff have prepared the Detail specifying the standard specification for water meter manifolds attached hereto and incorporated by reference; and

**WHEREAS**, the District Board considered this item at a regularly scheduled public Board Meeting.

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

That the attached Manifold Detail is added to the District's Standard Specifications for Water and Sewer System Improvements and staff is directed to use these Standard Specifications for all District Works.

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

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

the foregoing resolution is hereby adopted this 14th day of February, 2007.

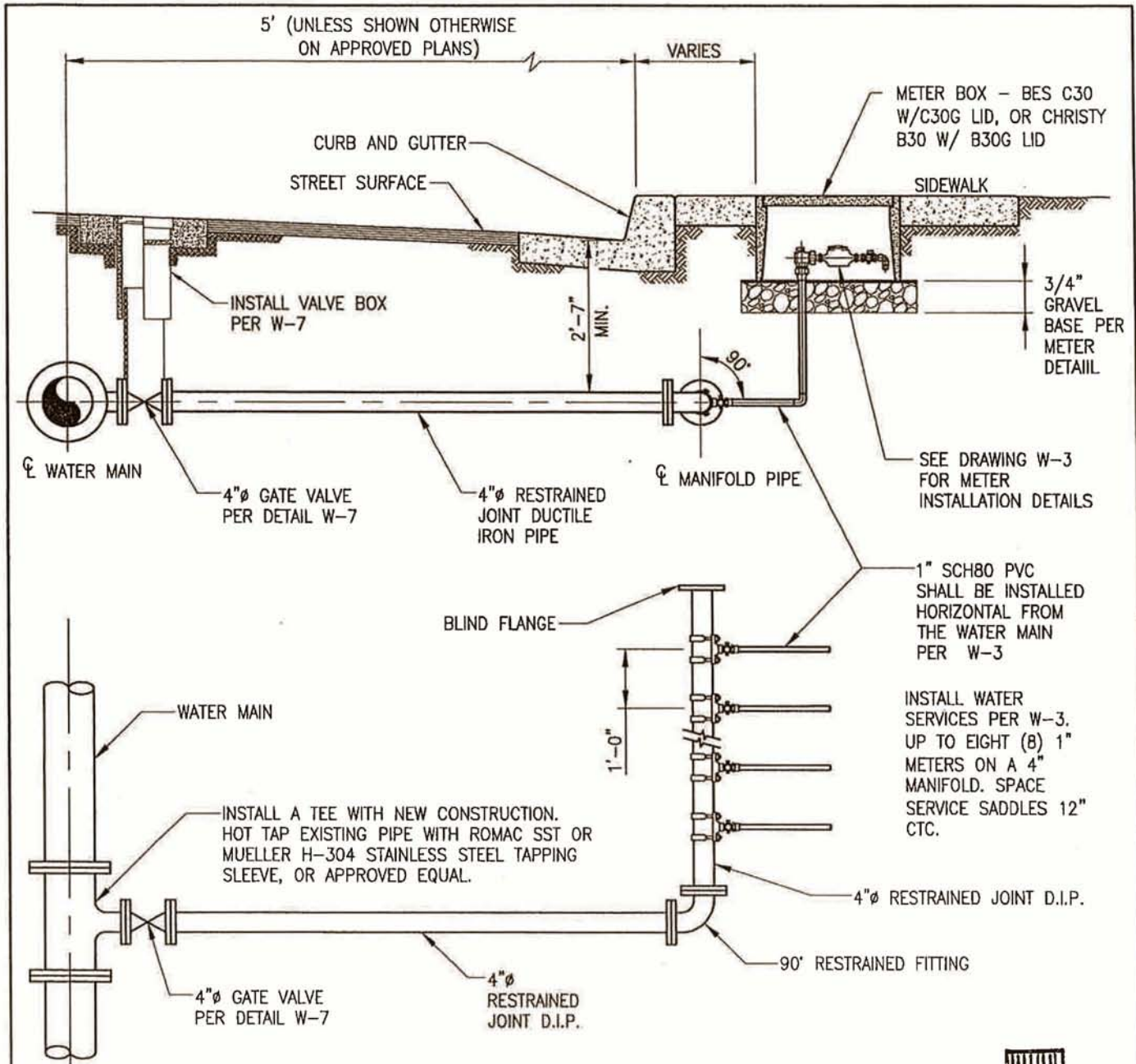
\_\_\_\_\_  
Michael Winn, President  
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

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

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



**GENERAL NOTES:**

1. IF METER BOX IS LOCATED ON A SLOPE NEXT TO A CURB, OR SIDEWALK, A PROTECTIVE RETAINING WALL SHALL BE CONSTRUCTED.
2. SIZE OF THE SERVICE MUST BE APPROVED BY THE DISTRICT.
3. THE WATER SERVICE SHALL EXTEND PERPENDICULAR TO THE CENTERLINE OF THE STREET FROM THE WATER MAIN TO THE METER STOP.
4. PROVIDE 12 GAUGE INSULATED TRACER WIRE ALONG EACH SERVICE OF SUFFICIENT LENGTH TO EXTEND INTO METER BOX AND A MINIMUM OF 24-INCHES ABOVE FINISH GRADE. COIL NEATLY INSIDE BOX.

**DRAFT**

NIPOMO  
COMMUNITY SERVICES DISTRICT

4" MANIFOLD WATER SERVICE

BOYLE ENGINEERING CORPORATION

DATE DRAWN  
JANUARY 2007

SHEET NO.  
W-15

DATE REVISION