

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 42 - Years of Service 1965 - 2007

AGENDA

AUGUST 22, 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. GENERAL MANAGER**
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 community with reliable, quality and cost-effective services.

Vision Statement: The Nipomo Community Services District's vision is to manage the resources and future growth 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} 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 2007-1036
NEXT ORDINANCE 2007-107

B. ROLL CALL

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) INTRODUCTION OF NEW DISTRICT ENGINEER PETER SEVCIK
Introduction of New District Engineer

C-2) PRE-VIEW OF NIPOMO CLEAN UP EVENT SEPTEMBER 24 to 28
Summarize Options and Cost to Property Owners

C-3) UTILITY SUPERVISOR DAN MIGLIAZZO
Update on Utility Dept. Operations

C-4) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST
Receive Announcements from Directors Items of District & Community Interest

C-5) PUBLIC COMMENT ON ITEMS NOT ON AGENDA
Any member of the public may address and ask questions of the Board relating to 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 August 8, 2007 Meeting

D-3) ACCEPT RITCHIE SEWER IMPROVEMENTS AT 290 EAST CHESTNUT
[RECOMMEND ADOPTION]

D-4) APPROVE EQUITY ADJUSTMENT TO FIELD FOREMAN SALARY SCALE
[RECOMMEND ADOPTION]

D-5) AMEND AGREEMENT WITH ASSISTANT TO GENERAL MANAGER TO EXTEND
FY07-08 PERMISSIBLE HOURS [ADOPT RECOMMENDATION]

D-6) AUTHORIZE SUBMITTAL OF CSDA BALLOT FOR SANDY YOUNG FOR SEAT B ON
CSDA'S BOARD OF DIRECTORS FOR 2008 TO 2010 [AUTHORIZE VOTE]

D-7) NOT USED

D-8) AUTHORIZE RETENTION OF DISTRICT ENGINEER AT STEP 2 OF SALARY RANGE
[ADOPT RECOMMENDATION]

D-9) AUTHORIZE SUBMITTAL OF SDRMA BALLOT FOR JOHN WOOLLEY, BILL MILLER
AND JEAN BRACY ON SDRMA'S BOARD OF DIRECTORS FOR 2008-2012 [ADOPT
RESOLUTION]

D-10) AUTHORIZE SLO COUNTY TO CONSTRUCT NCSD WATER LINE CHANGES
RELATED TO RE-CONSTRUCTION OF MALLAGH STREET DRAINAGE
STRUCTURES [ADOPT RECOMMENDATION]

E. ADMINISTRATIVE ITEMS

E-1) CONSIDER NESTER INTENT-TO-SERVE APPLICATION FOR CHESTNUT VILLAS
MIXED USE PROJECT AND TRANSFER ALLOCATION FROM SINGLE FAMILY FUND
TO MULTI-FAMILY FUND [ADOPT RECOMMENDATION]

E-2) CONSIDER NESTER INTENT-TO-SERVE APPLICATION FOR TEFFT AND
THOMPSON MIXED USE PROJECT AND TRANSFER ALLOCATION FROM SINGLE
FAMILY FUND TO MULTI-FAMILY FUND [ADOPT RECOMMENDATION]

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

- E-3) CONSIDER FLATLEY INTENT-TO-SERVE APPLICATION FOR 691 WEST TEFFT MIXED USE PROJECT AND TRANSFER ALLOCATION FROM SINGLE FAMILY FUND TO MULTI-FAMILY FUND [ADOPT RECOMMENDATION]
- E-4) CONSIDER ADOPTION OF RESOLUTION AMENDING INTENT-TO-SERVE APPLICATION FEES [ADOPT RESOLUTION]
- E-5) REVISE SALARY RANGE FOR UTILITY SUPERINTENDENT AND AUTHORIZE RECRUITMENT [ADOPT RECOMMENDATION]
- E-6) SET DATE AND FORMAT FOR 2007 STRATEGIC PLAN WORKSHOP [ADOPT RECOMMENDATION]
- E-7) REVIEW AND RESPOND TO ACTIONS OF 8/09/07 COUNTY PLANNING COMMISSION REGARDING AFFORDABLE HOUSING ORDINANCES AND FRAMEWORK FOR PLANNING [PROVIDE POLICY DIRECTION]
- F. MANAGER'S REPORT
- G. COMMITTEE REPORTS
 - 1. 8/9/07 Supplemental Water Committee Meeting
 - 2. 8/13/07 Finance Audit and Personnel Committee Meeting
- H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS
- 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; MARIA VISTA ESTATES V. NCSO ET AL. (CASE NO. ND07-10362RR IN UNITED STATES BANKRUPTCY COURT, CENTRAL DISTRICT, NORTHERN DIVISION
 - 4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; NCSO VS. SLO COUNTY (CASE NO. CV 070066)
 - 5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – REVIEW GENERAL MANAGER'S PERFORMANCE PURSUANT TO GOVERNMENT CODE SECTION 54957
- J. PUBLIC COMMENT ON CLOSED SESSION ITEMS
- K. ADJOURN TO CLOSED SESSION

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

L. OPEN SESSION
ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION
ADJOURN

- **THE NEXT REGULAR BOARD MEETING IS SEPTEMBER 12, 2007.**
TENTATIVELY SCHEDULED ITEMS INCLUDE:
 - Water Conservation Program
 - Office Landscape and Irrigation
 - Retention of Lobby Firm to Seek Federal Water Funding

- **THE NEXT SPECIAL BOARD MEETING IS AUGUST 29, 2007.**
TENTATIVELY SCHEDULED ITEMS INCLUDE:
 - Review Water Projects Proposed in Draft Master Plan

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL
DATE: AUGUST 17, 2007



CONSENT AGENDA

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately.

**Questions or clarification may be made by the Board members
without removal from the Consent Agenda.**

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[RECOMMEND ADOPTION]
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MILLER AND JEAN BRACY ON SDRMA'S BOARD OF DIRECTORS FOR
2008-2012 [ADOPT RESOLUTION]
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RELATED TO RE-CONSTRUCTION OF MALLAGH STREET DRAINAGE
STRUCTURES [ADOPT RECOMMENDATION]

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 42 - Years of Service 1965 - 2007

MINUTES

AUGUST 8, 2007 9:00 A. M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

AGENDA ITEM
D-2
AUGUST 22, 2007

BOARD of DIRECTORS

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

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00:00:00

A. CALL TO ORDER AND FLAG SALUTE

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

00:00:30

B. ROLL CALL

At Roll Call, all directors were present.

00:00:50

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) COMMANDER BASTI OF SOUTH COUNTY SHERIFF'S OFFICE

Commander Martin Basti presented information concerning Sheriff's activities on the Nipomo Mesa for the past month.

The bank robbery was resolved.

Property was removed from cars that were unlocked. A suspect with expired license was found with much of the stolen property.

The budget has allowed for one more deputy and one clerk. Eight deputies were hired to fill retirements.

School will be starting soon. The Sheriff's Department and the CHP will be out in force to protect the children.

The Board thanked Cmdr. Basti for his presentation.

C-2) BATTALION CHIEF BILL FISHER OF CAL FIRE

Battalion Chief Bill Fisher presented information concerning CAL FIRE activities on the Nipomo Mesa. The activity report is available for viewing in the District office.

C-3) DON PHILLIPS AND RALPH BALDIVIA OF RAYNE WATER CONDITIONER CO.

Ralph Baldivia from Rayne Water Conditioner Co. presented information on water softener technology. He has been a representative in the Nipomo to Five Cities and SLO Country Club area since 1979. He stated that this area has about 22 grains of hardness. He explained that the canister program does not discharge sodium into the groundwater. The number of times the canister is exchanged depends on a family's usage. The usual is about 2 times per month at approx. \$35.00 per month. The salt is now taken to Laguna Sanitation.

Dallas Davilas, sales manager for Rayne Water, stated that he wants to work with the community to prevent the salt from being discharged into the groundwater.

The Board thanked Mr. Baldivia and Mr. Davila for their presentations.

MINUTES SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
REGULAR MEETING
AGENDA

C-4) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST
Announcements from Directors - Items of District & Community Interest

Director Trotter

The Blacklake group (headed by Bill Nelson) plans to announce today that they agree to the Blacklake merger. There will be a meeting September 25, 2007.

Director Vierheilig

Nipomo Native Garden Plant Sale will be Sunday, October 7 at Mid State Bank from 9:00 a.m. to 3:00 p.m. There will be native plants, drought-tolerant and non-invasive plants available.

Mike Nunley, Boyle Engineering Project Manager for evaluating the condition of the groundwater underneath the Southland Wastewater Treatment Facility, made a presentation on the progress of the project. He met with Fugro West Co. to assess the fate of the mound of effluent under the wastewater treatment facility. He met with Sorrell Marks of the Regional Water Quality Control Board to determine the requirements of the Regional Board for upgrading the facility and the groundwater analysis. Boyle is also looking at use of water from facility for irrigation.

The Board thanked Mr. Nunley for his presentation.

C-5) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

Rachel Smith, soon-to-be Senior at Nipomo High School and Vice President of her class, is looking forward to serving on the Parks Sub-Committee. She has some ideas for parks that she is excited about sharing.

Ernie Thompson, NCSD resident, commented on the letter from Celeste Whitlow. He appreciated the information on conserving water. With all the water problems Nipomo is having with water, why are we still issuing building permits?

Bruce Buel, General Manager, responded to Mr. Thompson's question. The SLO County issues building permits. NCSD worked with the County Board of Supervisors to certify a Level of Severity III on the Nipomo Mesa. The County has designated Nipomo as the primary growth area. There are two items on the agenda today to discuss a planning document from SLO County. Also, on September 12, 2007, the NCSD Board will be discussing an analysis that may trigger emergency water supply phases.

Jon Seitz, District Legal Counsel, added that SLO County has adopted Ordinance 3090 which is a prohibition on land use ordinance amendments that could increase density until a supplemental water supply is available on the Mesa. The ordinance also addresses the Supplemental Water Impact Fee. The NCSD Board has adopted an ordinance addressing water allocations which allows development plans using only 34.3 acre-feet per year. The NCSD also implemented a Supplemental Water Impact Fee that all development must pay to provide revenue for the supplemental water project.

Nipomo Community Services District
REGULAR MEETING
AGENDA

00:52:30

D. CONSENT AGENDA

D-1) APPROVE WARRANTS

D-2) APPROVE BOARD MEETING MINUTES

Approve Minutes of July 25, 2007 Meetings

D-3) ACCEPT NEWDOLL TRACT 2939 WATER AND SEWER IMPROVEMENTS AT 365 SOUTH FRONTAGE ROAD

RESOLUTION NO. 2007-1033
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR TRACT 2939 (NEWDOLL)

D-5) ACCEPT BEAUCHAMP WATER AND SEWER IMPROVEMENTS FOR APN 090-161-012 (CO 06-0082) SOUTH OAKGLEN

RESOLUTION NO. 2007-1034
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR CO 06-0082 (BEAUCHAMP)

The Board asked to pull Item D-4 for separate consideration. The Board discussed some changes in the Minutes for the July 25th meeting and in the resolution in Item D-5. Upon motion by Director Eby and seconded by Director Vierheilg, the Board unanimously approved Items D-1, D-2, D-3, and D-5, as amended. There was no public comment. Vote 5-0.

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

D-4) REVISE POLICY REGARDING USE OF MEETING ROOM

The Board discussed the Meeting Room Policy and made some changes.

The following member of the public spoke:

Ernie Thompson, NCSD resident – stated that the deposit often does not cover the damage that is sometimes made on the property. He stated that the deposit should be raised.

Upon motion by Director Vierheilg and seconded by Director Trotter, the Board unanimously approved Resolution 2007-1034, as amended. Vote 5-0.

RESOLUTION NO. 2007-1035
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
REVISING ITS BOARD ROOM POLICY

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

The Board took a break at 10:15 a.m. and returned at 10:25 a.m.

Nipomo Community Services District
REGULAR MEETING
AGENDA

01:13:53

E. ADMINISTRATIVE ITEMS

E-1) APPOINT MEMBERS TO PARKS CITIZENS ADVISORY COMMITTEE

Bruce Buel, General Manager, explained that the Board has selected five nominees to serve on the Parks Citizens Sub-Committee. There was no public comment. Upon motion by Director Eby and seconded by Director Vierheilig, the Board unanimously agreed to approve the appointees, as follows: Rachel Smith, Peg Miller Donna Mills, Julie Steiner, and Ben Trogdon. There was no public comment. Vote 5-0.

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

01:23:37

E-2) ADOPT POLICY REGARDING CHARGES FOR SPECIAL MEETINGS HELD AT THE REQUEST OF APPLICANTS

Bruce Buel, General Manager, reviewed the proposed policy regarding charges for special meetings. The Board discussed the matter. There was no public comment. Upon motion by Director Harrison and seconded by Director Eby, the Board unanimously adopted Resolution 2007-1035. Vote 5-0.

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

RESOLUTION NO. 2007-1036
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ADOPTING A POLICY REGARDING CHARGES
FOR SPECIAL MEETINGS HELD AT THE REQUEST OF APPLICANTS

01:23:30

E-3) REVIEW AFFORDABLE HOUSING ORDINANCES FINAL ENVIRONMENTAL IMPACT REPORT

Bruce Buel, General Manager, explained that the San Luis Obispo County Affordable Housing Ordinances Final Environmental Impact Report (FEIR) has been presented by the County Planning Department. The Board of Supervisors will be considering the report soon. The Board discussed the report and the impacts it would have on the District.

Jon Seitz, District Legal Counsel, explained that the analysis may have gone back to 2005 or early 2006. There have been some changes since then. May 2006, the County Board of Supervisors adopted Ordinance 3090 which puts a limitation on general land amendments that put an increase of non-ag water. The new proposed densities would increase the existing water demands on the property. Ordinance 3090 puts a prohibition on non-ag water increased densities until the delivery of supplemental water. On July 26, 2007, the Board of Supervisors certified a Level of Severity III.

There was no public comment. The Board discussed the report. The Board agreed that there are inconsistencies and incorrect statements throughout the document. It is not consistent with the General Plan. The County needs to address Ordinance 3090, Level of Severity III, and the CEQA findings. The Board asked Celeste Whitlow, NCS D's Conservation Specialist about per capita water use per day. Ms. Whitlow answered that on an average Nipomo customers uses 171 gallons of water per person per day.

Nipomo Community Services District
REGULAR MEETING
AGENDA

E-3) REVIEW AFFORDABLE HOUSING ORDINANCES FINAL ENVIRONMENTAL IMPACT REPORT (CONTINUED)

The Board had several suggestions to relay to the SLO Board of Supervisors at Thursday's meeting.

- That the Planning Commission call for a continuance
- Not to certify the EIR
- The report is a violation of the EIR for LAFCo's Sphere of Influence for NCSD
- It relies on WPA-6 which is incomplete and outdated
- SLO's Ordinance 3090 specifies that there will be no general plan amendments until there is wet water in the NCSD system
- The NCSD Urban Water Management Plan has not planned for the new density proposed by this report
- The Supplemental Water Project was planned for current use and does not provide for the increased demand
- Level of Severity III certification

Upon motion by Director Eby and seconded by Director Vierheilg, the Board unanimously agreed to authorize President Winn to comment to the SLO County Planning Commission that they do not recommend to the Board of Supervisors certifying the Environment Impact Report for approval of the Land Use Ordinance and call for a continuance until the issues as summarized above get resolved. There was no public comment. Vote 5-0.

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

02:22:12

E-4) REVIEW REVISIONS PROPOSED TO SLO COUNTY FRAMEWORK FOR PLANNING (INLAND)

Bruce Buel, General Manager, presented an overview of the proposed principles that provide guidance for planning and directing growth towards compact, walkable communities and for conserving agricultural, natural and scenic resources.

The Board discussed that this issue warrants an EIR. The link between commercial and residential is not addressed. "Smart Growth" causes an increase in water use and increases the impact on the sewer system.

Upon motion by Director Vierheilg and seconded by Director Eby, the Board unanimously agreed to authorize President Winn to caution the County that there are many issues that are inadequately addressed in the "Framework of Planning" and furthermore, the NCSD believes that a negative declaration is an inadequate response and needs an EIR for our purposes to deal with water supply system and sewer system. There may be other issues that are also inadequate but are beyond the purview of NCSD. There was no public comment. Vote 5-0

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

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

E-4) REVIEW REVISIONS PROPOSED TO SLO COUNTY FRAMEWORK FOR PLANNING (INLAND) (continued)

President Winn read a short screed that he presented to the Planning Commission stating, "I have a hostile view of "Smart Growth" that I've been given. "Smart Growth" is a useful tool, simply because it's being only partially implemented and given a bad reputation. Here's the reputation – "Smart Growth" is a pathology who's symptoms are, 1) contempt for rural living which they call "sprawl" in deference to an unending appetite for resources by urban concentrations, 2) a callous disregard for children and their lives, 3) apathy toward visual relief in urban settings, 4) an insistence for public transport where there is no demand or interest, 5) a triumph of collectivism over individualism, 6) a willingness to trade off usable outdoor spaces where people live (backyards) to protect other outdoor spaces to be used by a few (environmentalists) 7) a stronger desire to freeze "farmy"-type views instead of defending economically viable agriculture, and 8) the arrogant and paternalistic assumption that planners know what is good for the electorate regardless of community values or vision. However, this is because we are only getting part of the package. Put in the parks, put in the vegetation, make sure water is allocated for the parks when they allocate for RMF, don't just put in the structures, and break away from density for profit and you go back to density to conserve resources and "Smart Growth" will be attractive again.

The Board went to the Close Session Announcements

02:50:37

I. CLOSED SESSION ANNOUNCEMENTS

Jon Seitz, District Legal Counsel, announced the following items to be addressed in Closed Session.

1. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 SMVWCD VS NCSD SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
2. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 MARIA VISTA VS. NCSD CASE NO. CV 040877, MARIA VISTA VS. NCSD CASE NO. CV 061079, AND MARIA VISTA VS. LINDA VISTA FARMS, NCSD ET AL CASE NO. CV 040150;
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; NCSD VS. SLO COUNTY (CASE NO. CV 070066)
4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; MARIA VISTA ESTATES V. NCSD ET AL. (CASE NO. ND07-10362RR IN UNITED STATES BANKRUPTCY COURT, CENTRAL DISTRICT, NORTHERN DIVISION

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public present to comment.

02:51:22

K. ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 12:04 p.m.

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

02:51:22

L. OPEN SESSION
ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 12:43 p.m.
Jon Seitz, District Legal Counsel, reported on the Closed Session. The Board heard an update on the items listed above. There was no reportable action.

02:52:49

F. MANAGER'S REPORT

Bruce Buel, General Manager, stated that his report is as presented in the Board packet. He handed out a copy of the editorial written by Celeste Whitlow, Conservation Specialist, and published in the Tribune.
The Central Coast Groundwater Authority will conduct a presentation on the Nipomo Mesa management area groundwater situation at 6:00 p.m. on September 11, 2007, here in this Board room. The District will host the event. This is a dinner meeting. If any Board member wishes to attend, a count is needed. The speaker will be Dr. Brad Newton from SAIC.
The County Drainage Projects – NCSD will not need to negotiate with the apparent low-bidder. The County will allow an addendum after the bids are opened. The bidders will include the extra work for NCSD.

The Board asked questions.
There was no public present to comment.

G. COMMITTEE REPORTS

1. 7/23/07 Southland WWTF Upgrade Project Committee Meeting

Supplemental Water Committee will meet Thursday, August 9, 2007, 1:00 p.m.
The Finance, Audit, Personnel Committee will meet Monday, August 13, 2007, 9:00 a.m.

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Eby

He sent an email concerning conservation. He stated that there could be a different way for customers to conserve. Perhaps NCSD could offer a water audit service to customers.
Mr. Buel answered that a comprehensive conservation program will be presented soon.
Director Eby also commented about the water softening costs may be less because of the softer supplemental water.
Mr. Buel answered that Sorrel Marks insisted that a salt management program will be mandatory.

Director Winn

He asked if it would pay NCSD to go into a division of water conditioning.
Mr. Buel answered that perhaps an ordinance could be passed to discourage self-regenerating water softeners.
Olde Towne Nipomo meeting, Thursday, August 9, 2007. They appreciated an update on the activities of NCSD. August 16, 2007, there will be a meeting with Dr. Clay.
He stated that it is important to attend the Board of Supervisors for the "Framework for Affordable Housing" and the General Plan Amendment are being discussed.
He stated that he was pleased with the work staff did on the Negative Declaration on the Ortiz project.

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS (CONTINUED)

Director Winn

Evaluation forms for the General Manager are still being received.

He met with the Nipomo Valley Mutual Water Company Board Wednesday, August 8, 2007, about supplement water and the possible use of their turnout. John Wallace and Associates did the engineering for their turnout. The Wallace Group (as it is now called) will be sending copies of some of the engineering paperwork done on the project.

03:38:08

ADJOURN

President Winn adjourned the meeting at 1:24 p.m.

- **THE NEXT REGULAR BOARD MEETING IS AUGUST 22, 2007.**
TENTATIVELY SCHEDULED ITEMS INCLUDE:
 - Various Intent-To-Serve Applications
 - Revision of Water Allocation Targets by Use Type
 - General Manager Performance Review

- **THE NEXT SPECIAL BOARD MEETING IS AUGUST 15, 2007.**
TENTATIVELY SCHEDULED ITEMS INCLUDE:
 - Review Combined Water Rate Study
 - Review Sewer User Charge Basis of Calculation

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS AUGUST 17, 2007**

**AGENDA ITEM
D-1
AUGUST 22, 2007
PAGE THREE**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
013937	08/22/07	POO01	POOR RICHARD'S PRESS	165.06	.00	165.06	129331	OOPS DOORHANGERS
013938	08/22/07	SAN09	SAN LUIS MAILING SERVICE	35.27 211.15 96.85 581.13	.00 .00 .00 .00	35.27 211.15 96.85 581.13	32044A 32044B 32045A 32045B	MAILING LATE NOTICES POSTAGE FOR LATE NOTICES MAIL BILLS POSTAGE FR BILLS
			Check Total.....:	924.40	.00	924.40		
013939	08/22/07	SHI01	SHIPSEY & SEITZ, INC	2566.00	.00	2566.00	073107	LEGAL SERVICES
013940	08/22/07	SLO04	SAN LUIS OBISPO AUDITOR	15832.00	.00	15832.00	LAFCO 07	LAFCO FEES 2007-2008
013941	08/22/07	SLO05	SAN LUIS OBISPO ASSESSOR	275.15	.00	275.15	41197	PARCEL REPORTS
013942	08/22/07	SOU01	SOUTH COUNTY SANITARY	114.67 165.80 34.24	.00 .00 .00	114.67 165.80 34.24	1889191 1892020 1894702	TRASH COLLECTION - FESTIV TRASH COLLECTION OLDE TOW TRASH COLLECTION
			Check Total.....:	314.71	.00	314.71		
013943	08/22/07	SPE02	SPECIAL DISTRICT FINANCIN	1500.00	.00	1500.00	7423	A/D 93-1 ADMINISTRATION
013944	08/22/07	STA09	STANDARD INSURANCE	1164.24	.00	1164.24	080107	SEPT INSURANCE
013945	08/22/07	TRI03	THE TRIBUNE	60.00	.00	60.00	082507	SUBS RENEWAL
013946	08/22/07	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	082207	REG MEETING 082207
013947	08/22/07	USA01	USA BLUEBOOK	33.31	.00	33.31	401725	SUPPLIES
013948	08/22/07	VAL01	VALLEY SEPTIC SERVICE	561.00 2082.50 1209.30 2941.50 2287.20	.00 .00 .00 .00 .00	561.00 2082.50 1209.30 2941.50 2287.20	4377 4379 4382 4442 4447	JETTING SEWER LINES JETTING SEWER LINES JETTING SEWER LINES JETTING SEWER LINES JETTING SEWER LINES
			Check Total.....:	9081.50	.00	9081.50		
013949	08/22/07	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	082207	REG BD MEETING 082207
013950	08/22/07	WAL01	WALLACE GROUP	4191.45	.00	4191.45	23427	MILLER PARK FUNDING DISTR
013951	08/22/07	WHI02	CELESTE WHITLOW	77.31 535.68	.00 .00	77.31 535.68	081107A 081107B	MILEAGE REIMB FOR SUPPLIES
			Check Total.....:	612.99	.00	612.99		
013952	08/22/07	WIN01	WINN, MICHAEL	100.00	.00	100.00	082207	REG BD MEETING 082207

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS AUGUST 17, 2007**

**AGENDA ITEM
D-1
AUGUST 22, 2007
PAGE TWO**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
013909	08/22/07	CAL03	CALIFORNIA ELECTRIC SUPPL	139.90	.00	139.90	699206	SUPPLIES
				153.90	.00	153.90	699221	SUPPLIES
			Check Total.....:	293.80	.00	293.80		
013910	08/22/07	CAM01	CAMPBELL RINKER	5607.00	.00	5607.00	NIP072/2	PARK SURVEY
013911	08/22/07	CAR04	CAR QUEST ARROYO GRANDE	130.87	.00	130.87	179084	SUPPLIES
013912	08/22/07	CIT01	CITY NATIONAL BANK	70080.25	.00	70080.25	071607	1993 ASSESSMENT BONDS
013913	08/22/07	COA02	COASTAL ROLLOFF	739.69	.00	739.69	39602	YARD CLEAN UP DUMP SERVIC
013914	08/22/07	COU01	COURIER SYSTEMS	189.01	.00	189.01	080107	DELIVERY TO ABALONE
013915	08/22/07	CSD02	CALIFORNIA SPECIALTY DIST	287.39	.00	287.39	XNI005	PARTS FOR WELLS
013916	08/22/07	CUL02	CULLIGAN WATER CONDITION	58.06	.00	58.06	073107	DELIVERY
013917	08/22/07	DEW01	J B DEWAR INC	358.59	.00	358.59	364468	WELL OIL
013918	08/22/07	DIG01	DIGITAL WEST NETWORKS	162.50	.00	162.50	1064	SEWER TAPES
013919	08/22/07	EBY01	EBY, ED	100.00	.00	100.00	082207	REG BD MEETING 082207
013920	08/22/07	FAR01	FARM SUPPLY COMPANY	435.05	.00	435.05	080107	OPERATING SUPPLIES
013921	08/22/07	FGL01	FGL ENVIRONMENTAL	56.00	.00	56.00	70833A	BL WWTF LAB
				187.00	.00	187.00	708341A	TOWN WWTF LAB
				61.00	.00	61.00	708342A	TOWN WWTF LAB
				61.00	.00	61.00	708624A	TOWN WWTF LAB
			Check Total.....:	365.00	.00	365.00		
013922	08/22/07	FUG01	FUGRO WEST, INC.	13463.75	.00	13463.75	3596.001	TOWN WWTF DISCHARGE STUDY
013923	08/22/07	GAR01	GARING TAYLOR & ASSOC	477.50	.00	477.50	7976	TR 1802 & 1856
				807.50	.00	807.50	7977	SHOP UPGRADE
				1480.00	.00	1480.00	7978	BL POND LINER
			Check Total.....:	2765.00	.00	2765.00		
013924	08/22/07	GAS02	GAS COMPANY, THE	84.52	.00	84.52	073107	GAS ENGINE 08619205712
013925	08/22/07	GRO01	GROENIGER & CO	127.15	.00	127.15	716834SM	SUPPLIES
				2060.91	.00	2060.91	719181SM	SUPPLIES
			Check Total.....:	2188.06	.00	2188.06		
013926	08/22/07	GRO02	GROUND UP	127.50	.00	127.50	117	CONST MGMT BL LINER
013927	08/22/07	HAR02	HARRISON, JAMES	100.00	.00	100.00	082207	REG BD MEETING 082207
013928	08/22/07	HAR04	HARPER & ASSOCIATES ENG I	3095.00	.00	3095.00	ENG-3612	BL HYDRO-PNEUMATIC TANK E
013929	08/22/07	IND01	INDUSTRIAL MEDICAL GROUP	135.00	.00	135.00	080707	EMPL PHYSICAL ALBERT
013930	08/22/07	IND02	INDEPENDENT ELEC SUPPLY	103.72	.00	103.72	310025563	SUPPLIES
013931	08/22/07	JOH01	JOHNSON, DONNA	41.28	.00	41.28	081607	SUPPLIES
013932	08/22/07	MOR02	MORE OFFICE SOLUTIONS	249.40	.00	249.40	374225	COPIER-COLOR COPIES
013933	08/22/07	NIP01	NIPOMO ACE HARDWARE INC	426.45	.00	426.45	646978+	OPERATING SUPPLIES
013934	08/22/07	NIP09	NIPOMO MARKET PLACE	2163.54	.00	2163.54	0092	GASOLINE
013935	08/22/07	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	63310	PEST CONTROL
				49.00	.00	49.00	63311	PEST CONTROL
			Check Total.....:	314.00	.00	314.00		
013936	08/22/07	PER05	PERFORMANCE METER, INC	1585.05	.00	1585.05	12791	HYDRANT METER

TO: BOARD OF DIRECTORS
 FROM: BRUCE BUEL
 DATE: AUGUST 17, 2007

**AGENDA ITEM
 D-1
 AUGUST 22, 2007**

HAND WRITTEN CHECKS

08-07-07	19025	M WINN	50.00
08-07-07	19026	L VIERHEILIG	50.00
08-09-07	19027	E EBY	50.00
08-09-07	19028	C TROTTER	50.00
08-10-07	19029	ST WATER RESOURCES CB	1,962.00
08-13-07	19030	C TROTTER	50.00
08-13-07	19031	L VIERHEILIG	50.00


**TOTAL COMPUTER
 CHECKS
 \$ 197,286.99**

VOIDED CHECKS

NONE

COMPUTER GENERATED CHECKS

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
13894	08/10/07	EMP01	EMPLOYMENT DEVELOP DEPT	721.67	.00	721.67	A70806	STATE INCOME TAX
13895	08/10/07	MID01	MIDSTATE BANK-PR TAX DEP	2925.95 366.82 743.24	.00 .00 .00	2925.95 366.82 743.24	A70806 1A70806 2A70806	FEDERAL INCOME TAX FICA MEDICARE (FICA)
			Check Total.....:	4036.01	.00	4036.01		
13896	08/10/07	MID02	MIDSTATE BANK - DIRECT DP	21932.91	.00	21932.91	A70806	NET PAY
13897	08/10/07	PER01	PERS RETIREMENT	6448.14	.00	6448.14	A70806	PERS PAYROLL REMITTANCE
13898	08/10/07	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A70806	WAGE ASSIGNMENT
13899	08/10/07	STA01	STATE STREET GLOBAL	1105.00	.00	1105.00	A70806	457 DEFERRED COMP
013900	08/15/07	EBY01	EBY, ED	100.00	.00	100.00	081507	SPECIAL BOARD MEETING 8/1
013901	08/15/07	HAR02	HARRISON, JAMES	100.00	.00	100.00	081507	SPECIAL BOARD MEETING 8/1
013902	08/15/07	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	081507	SPECIAL BOARD MEETING 8/1
013903	08/15/07	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	081507	SPECIAL BOARD MEETING 8/1
013904	08/15/07	WIN01	WINN, MICHAEL	100.00	.00	100.00	081507	SPECIAL BOARD MTG 8/15/07
013905	08/22/07	ABA01	ABALONE COAST BACTERIOLOG	20.00 94.40 20.00 20.00 176.00 20.00 80.00 20.00 20.00 20.00	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	20.00 94.40 20.00 20.00 176.00 20.00 80.00 20.00 20.00 20.00	1728 1762 1763 1772 1773 1776 1797 1798 1801 1804	BL WWTF WATER SAMPLES BL WWTF BL WWTF TOWN WWTF BL WWTF WATER SAMPLES BL WWTF LAB BL WWTF LAB BL WWTF LAB
			Check Total.....:	490.40	.00	490.40		
013906	08/22/07	AME03	AMERI PRIDE	294.60 74.24 79.01	.00 .00 .00	294.60 74.24 79.01	F045244 F249456 F255065	UNIFORMS UNIFORMS ETC UNIFORMS ETC
			Check Total.....:	447.85	.00	447.85		
013907	08/22/07	ATT01	AT&T/MCI	46.90 150.83 118.14	.00 .00 .00	46.90 150.83 118.14	T6798115 T6798117 T6798118	PHONE PHONE PHONE
			Check Total.....:	315.87	.00	315.87		
013908	08/22/07	BOY01	BOYLE ENGINEERING CORP	264.60 1776.60 982.80 6516.45 4679.10 67.50 291.60 67.50 1676.70 340.20 1852.20 453.60	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00	264.60 1776.60 982.80 6516.45 4679.10 67.50 291.60 67.50 1676.70 340.20 1852.20 453.60	46594 46595 46596 46612 46615 46618 46621 46623 46625 46658 46714 46716	PCI CO 05-0115 PCI TR 2523 PCI TR 2652 ALTERNATIVE WATER SUPPLY SOUTHLAND WWTF ENG SUPPOR PCI APN 090-143-005/007 PCI TR 2734 PCI CO 05-0310 PCI CO 06-0037 PCI TR 2312/2611 STANDARDS AND SPECS UPDAT PCI TR 2663
			Check Total.....:	18968.85	.00	18968.85		

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: AUGUST 17, 2007

**AGENDA ITEM
D-3
AUGUST 22, 2007**

ACCEPTANCE OF SEWER IMPROVEMENTS
APN 090-371-013, 290 E. CHESTNUT (RITCHIE)

ITEM

Acceptance of Ritchie sewer improvements for APN 090-371-013 at 290 E. Chestnut.

BACKGROUND

Upon completion of a developer's project, the District accepts improvements of the project after all requirements have been met. The developer (Ritchie) for APN 090-371-013 at 290 E. Chestnut installed sewer improvements and has met the District's conditions:

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

It should be noted that NCSD also provides water service to this address.

RECOMMENDATION

Staff recommends that your Honorable Board approve Resolution 2007-Accept Ritchie accepting the sewer improvements for APN 090-371-013.

ATTACHMENT

Resolution 2007-Accept Ritchie

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**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2007- XXX ACCEPT RITCHIE**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE SEWER IMPROVEMENTS
FOR APN 090-371-013 AT 290 E. CHESTNUT (RITCHIE)**

WHEREAS, the District approved the construction plans on September 14, 2006, for the sewer improvements to be constructed; and

WHEREAS, the sewer improvements have been constructed and said improvements are complete and certified by the engineer; and

WHEREAS, on August 2, 2007, the Owner offered the water improvements to the Nipomo Community Services District; and

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

WHEREAS, all sewer fees for service, required in conformance with District ordinances, have been paid in full for APN 090-371-013 at 290 E. Chestnut (Ritchie).

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

That the sewer improvements to serve APN 090-371-013 in Nipomo are accepted by this District.

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

AYES:

NOES:

ABSENT:

ABSTAIN:

the foregoing resolution is hereby adopted this 22nd day of August, 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

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: AUGUST 17, 2007



CONSIDER EQUITY ADJUSTMENT FOR FIELD FOREMAN SALARY RANGE

ITEM

Consider equity adjustment for Field Foreman salary range [RECOMMEND ADOPTION].

BACKGROUND

The Board previously authorized the General Manager to hire an Inspector/Preventative Maintenance Supervisor (hereinafter called Inspector) to overlap with the existing Field Foreman (Butch Simmons) to allow for training of the new employee. The Board also directed that the Field Foreman Salary Range be frozen until the Superintendent was hired. The expectation was that the Superintendent would be hired at the same time that the Inspector was hired, but that has not happened. Staff believes that it would be inequitable to hire the new Inspector and ask the existing Field Foreman to train that individual at a lower salary.

Attached is NCSD's FY2007-08 Monthly Salary Range Schedule. Currently, the Field Foreman is at range 36 and the new Inspector is at range 42. Also attached is an evaluation of the additional cost for a full year if the District were to increase the Field Foreman salary from range 36 to 42. As set forth in the cost estimate, the total cost for the adjustment would be \$12,673 for a twelve month period. In regards to FY07-08, should Mr. Simmons retire on April 1, 2008, the total added cost would be approximately \$9,500. This additional cost would be offset by the delay in hiring the authorized positions.

The Finance, Audit and Personnel Committee discussed this matter at its August 13, 2007 Meeting and unanimously voted to support the adjustment (See Minutes in Agenda Item G).

RECOMMENDATION

Staff respectfully requests that your Honorable Board authorize an increase in the Field Foreman Salary Range from 36 to 42 effective upon the retention of the Inspector.

ATTACHMENTS

- NCSD Salary Range Schedule
- Cost Estimate

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**NIPOMO COMMUNITY SERVICES DISTRICT
MONTHLY SALARY RANGE**

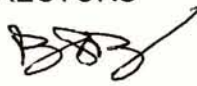
	Monthly Salary Range					Longevity Pay	
	Step 1	Step 2	Step 3	Step 4	Step 5	15 Yrs - 2.5%	20 Yrs - 2.5%
1	\$1,675	\$1,758	\$1,846	\$1,939	\$2,036	\$2,087	\$2,137
2	\$1,717	\$1,802	\$1,893	\$1,987	\$2,087	\$2,139	\$2,191
3	\$1,758	\$1,846	\$1,939	\$2,036	\$2,137	\$2,191	\$2,244
4	\$1,802	\$1,893	\$1,987	\$2,087	\$2,191	\$2,246	\$2,300
5	\$1,846	\$1,939	\$2,036	\$2,137	\$2,244	\$2,300	\$2,357
6	\$1,893	\$1,987	\$2,087	\$2,191	\$2,300	\$2,358	\$2,415
7	\$1,939	\$2,036	\$2,137	\$2,244	\$2,357	\$2,415	\$2,474
8	\$1,987	\$2,087	\$2,191	\$2,300	\$2,415	\$2,476	\$2,536
9	\$2,036	\$2,137	\$2,244	\$2,357	\$2,474	\$2,536	\$2,598
10	\$2,087	\$2,191	\$2,300	\$2,415	\$2,536	\$2,600	\$2,663
11	\$2,137	\$2,244	\$2,357	\$2,474	\$2,598	\$2,663	\$2,728
12	\$2,191	\$2,300	\$2,415	\$2,536	\$2,663	\$2,730	\$2,796
13	\$2,244	\$2,357	\$2,474	\$2,598	\$2,728	\$2,796	\$2,864
14	\$2,300	\$2,415	\$2,536	\$2,663	\$2,796	\$2,866	\$2,936
15	\$2,357	\$2,474	\$2,598	\$2,728	\$2,864	\$2,936	\$3,008
16	\$2,415	\$2,536	\$2,663	\$2,796	\$2,936	\$3,009	\$3,083
17	\$2,474	\$2,598	\$2,728	\$2,864	\$3,008	\$3,083	\$3,158
18	\$2,536	\$2,663	\$2,796	\$2,936	\$3,083	\$3,160	\$3,237
19	\$2,598	\$2,728	\$2,864	\$3,008	\$3,158	\$3,237	\$3,316
20	\$2,663	\$2,796	\$2,936	\$3,083	\$3,237	\$3,318	\$3,399
21	\$2,728	\$2,864	\$3,008	\$3,158	\$3,316	\$3,399	\$3,482
22	\$2,796	\$2,936	\$3,083	\$3,237	\$3,399	\$3,484	\$3,569
23	\$2,864	\$3,008	\$3,158	\$3,316	\$3,482	\$3,569	\$3,656
24	\$2,936	\$3,083	\$3,237	\$3,399	\$3,569	\$3,658	\$3,747
25	\$3,008	\$3,158	\$3,316	\$3,482	\$3,656	\$3,747	\$3,839
26	\$3,083	\$3,237	\$3,399	\$3,569	\$3,747	\$3,841	\$3,935
27	\$3,158	\$3,316	\$3,482	\$3,656	\$3,839	\$3,935	\$4,030
28	\$3,237	\$3,399	\$3,569	\$3,747	\$3,935	\$4,033	\$4,131
29	\$3,316	\$3,482	\$3,656	\$3,839	\$4,030	\$4,131	\$4,232
30	\$3,399	\$3,569	\$3,747	\$3,935	\$4,131	\$4,235	\$4,338
31	\$3,482	\$3,656	\$3,839	\$4,030	\$4,232	\$4,338	\$4,444
32	\$3,569	\$3,747	\$3,935	\$4,131	\$4,338	\$4,446	\$4,555

NO	Monthly Salary Range					Longevity Pay	
	Step 1	Step 2	Step 3	Step 4	Step 5	15 Yrs - 2.5%	20 Yrs - 2.5%
33	\$3,656	\$3,839	\$4,030	\$4,232	\$4,444	\$4,555	\$4,666
34	\$3,747	\$3,935	\$4,131	\$4,338	\$4,555	\$4,669	\$4,782
35	\$3,839	\$4,030	\$4,232	\$4,444	\$4,666	\$4,782	\$4,899
36	\$3,935	\$4,131	\$4,338	\$4,555	\$4,782	\$4,902	\$5,022
37	\$4,030	\$4,232	\$4,444	\$4,666	\$4,899	\$5,022	\$5,144
38	\$4,131	\$4,338	\$4,555	\$4,782	\$5,022	\$5,147	\$5,273
39	\$4,232	\$4,444	\$4,666	\$4,899	\$5,144	\$5,273	\$5,401
40	\$4,338	\$4,555	\$4,782	\$5,022	\$5,273	\$5,404	\$5,536
41	\$4,444	\$4,666	\$4,899	\$5,144	\$5,401	\$5,536	\$5,671
42	\$4,555	\$4,782	\$5,022	\$5,273	\$5,536	\$5,675	\$5,813
43	\$4,666	\$4,899	\$5,144	\$5,401	\$5,671	\$5,813	\$5,955
44	\$4,782	\$5,022	\$5,273	\$5,536	\$5,813	\$5,958	\$6,104
45	\$4,899	\$5,144	\$5,401	\$5,671	\$5,955	\$6,104	\$6,253
46	\$5,022	\$5,273	\$5,536	\$5,813	\$6,104	\$6,256	\$6,409
47	\$5,144	\$5,401	\$5,671	\$5,955	\$6,253	\$6,409	\$6,565
48	\$5,273	\$5,536	\$5,813	\$6,104	\$6,409	\$6,569	\$6,729
49	\$5,401	\$5,671	\$5,955	\$6,253	\$6,565	\$6,729	\$6,894
50	\$5,536	\$5,813	\$6,104	\$6,409	\$6,729	\$6,898	\$7,066
51	\$5,671	\$5,955	\$6,253	\$6,565	\$6,894	\$7,066	\$7,238
52	\$5,813	\$6,104	\$6,409	\$6,729	\$7,066	\$7,242	\$7,419
53	\$5,955	\$6,253	\$6,565	\$6,894	\$7,238	\$7,419	\$7,600
54	\$6,104	\$6,409	\$6,729	\$7,066	\$7,419	\$7,605	\$7,790
55	\$6,253	\$6,565	\$6,894	\$7,238	\$7,600	\$7,790	\$7,980
56	\$6,409	\$6,729	\$7,066	\$7,419	\$7,790	\$7,985	\$8,180
57	\$6,565	\$6,894	\$7,238	\$7,600	\$7,980	\$8,180	\$8,379
58	\$6,729	\$7,066	\$7,419	\$7,790	\$8,180	\$8,384	\$8,589
59	\$6,894	\$7,238	\$7,600	\$7,980	\$8,379	\$8,589	\$8,798
60	\$7,066	\$7,419	\$7,790	\$8,180	\$8,589	\$8,803	\$9,018
61	\$7,238	\$7,600	\$7,980	\$8,379	\$8,798	\$9,018	\$9,238
62	\$7,419	\$7,790	\$8,180	\$8,589	\$9,018	\$9,243	\$9,469
63	\$7,600	\$7,980	\$8,379	\$8,798	\$9,238	\$9,469	\$9,700
64	\$7,790	\$8,180	\$8,589	\$9,018	\$9,469	\$9,706	\$9,942
65	\$7,980	\$8,379	\$8,798	\$9,238	\$9,700	\$9,942	\$10,185
66	\$8,180	\$8,589	\$9,018	\$9,469	\$9,942	\$10,191	\$10,439
67	\$8,379	\$8,798	\$9,238	\$9,700	\$10,185	\$10,439	\$10,694
68	\$8,589	\$9,018	\$9,469	\$9,942	\$10,439	\$10,700	\$10,961

Adjusted for 3.53% COLA effective 7/1/07

**NIPOMO COMMUNITY SERVICES DISTRICT
COST ESTIMATE**

SALARY	RANGE	RANGE	<u>DIFFERENCE</u>
15 YR LONGEVITY	<u>36</u> 4,902	<u>42</u> 5,675	773
12 MONTH PERIOD			12
ANNUAL WAGE DIFFERENCE			<u>9,276</u>
BENEFITS			
MEDICAL-NO CHANGE			0
DENTAL-NO CHANGE			0
VISION-NO CHANGE			0
PERS (28.791%)			2,671
MEDICARE (1.45%)			135
W/C INSURANCE			591
			<u>3,397</u>
TOTAL DIFFERENCE			<u><u>12,673</u></u>

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: AUGUST 17, 2007



CONSIDER ADDING 480 HOURS TO ASSISTANT AGREEMENT

ITEM

Amend Agreement with Assistant to General Manager to extend FY07-08 permissible hours [ADOPT RECOMMENDATION].

BACKGROUND

The Board previously authorized retention of up to 960 hours for an Assistant to the General Manager (hereinafter called Assistant). The Board also authorized retention of a part time clerical person once the Superintendent reported. The General Manager hired Faith Watkins as his Assistant and her 960 hours are expected to expire in early September, whereas it is unlikely that the new clerical person will report until January or February 2008. Adding the additional 480 hours would cost the District approximately \$10,000, but there would be no obligation to pay PERS retirement contributions or health premiums since the 960 hour limitation runs from July 1 to June 30. The added cost of adding the 480 hours of Assistant time would be partially offset by not hiring a clerical person for 6 to 7 months.

The Finance, Audit and Personnel Committee on August 13, 2007, unanimously voted to support extension of the agreement (See Minutes attached to Agenda Item G).

RECOMMENDATION

Staff respectfully requests that your Honorable Board authorize an amendment to the Assistant's agreement to add the extra 480 hours.

ATTACHMENT

- None

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\WATKINS EXTENSION 2.DOC

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: AUGUST 17, 2007

**AGENDA ITEM
D-6
AUGUST 22, 2007**

AUTHORIZE SUBMITTAL OF CSDA BALLOT

ITEM

Authorize submittal of CSDA ballot for Sandy Young for Seat B on CSDA's Board of Directors for 2008 to 2010 [RECOMMEND ADOPTION].

BACKGROUND

Attached is a copy of the election announcement and the ballot from CSDA. As set forth on the Ballot, Sandy Young is the only candidate nominated for our region for this election. Sandy Young is also the individual that the Board voted for previously.

RECOMMENDATION

Staff recommends that your Honorable Board authorize the General Manager to submit NCSD's ballot naming Sandy Young as NCSD's vote to fill CSDA's open Seat B for 2008-2010.

ATTACHMENT

- Election Notice
- Ballot

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\CSDA Vote.DOC



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

BOARD ELECTIONS

Mail Ballot Information – 2007 Elections

Dear CSDA Member:

A mail ballot is enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors for Seat B, Region 4. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. We have also enclosed the candidate statements for each candidate who submitted one.

Please vote for **only one** candidate to represent your region in Seat B and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not completed, the ballot will not be valid.

You may choose to send back the ballot via either certified or first class mail. Please utilize the enclosed return envelope to return the completed ballot. **Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, California, 95814 by 5:00 p.m. on September 26, 2007.**

Please contact Diana Zavala with any questions at (916) 442-7887.

Candidate Statement
Sandy Young, Region 4

I am currently your CSDA Director for Region 4. I ask for your support in allowing me to continue to represent Region 4 in the California Special Districts Association.

I have served as a Director for Stallion Springs Community Services District, located in Eastern Kern County for the past two years and have been reelected to serve until 2010. Stallion Springs C.S.D. is responsible to the community for water, sewer, solid waste, road maintenance, parks and police services. Understanding each of these services has assisted me throughout the past year in representing all independent special districts for Region 4. As a Bakersfield native my historical perspective of our region has also been most helpful to me in my understanding of how board decisions will impact our varied districts.

I have recently been elected to serve as a board member of the Kern County Chapter of CSDA. Over the years I have always been proactive in regard to serving the community where I live and have been actively involved in issues that affect my family and the families I represent. I have served as President for the Stallion Springs Property Owners Association, and am now the team leader in the Citizens Emergency Response Team (CERT), an organization that prepares communities for response to disasters. I currently am a Board Member for the Police Activities League.

During the 1990's I served as the Executive Director of the Newark California Chamber of Commerce and prior to that served on the Newark Chamber Board of Directors including terms as President. In the 80's I was a member of the Monrovia Chamber of Commerce Board of Directors, serving as President in 1984. I have also taught Kindergarten in the public school system in Bakersfield, Paso Robles and Lake Elsinore and presently substitute in the Tehachapi Unified School District.

Thank you,

Sandy Young



REGION FOUR

●
*Seat B - term
ends 2010*

**CSDA BOARD OF DIRECTORS
ELECTION 2007**

*ALL FIELDS MUST BE COMPLETED FOR BALLOT TO BE COUNTED.
(Please vote for one.)*

Sandy Young*
Stallion Springs Community Services District

** incumbent*

Signature: _____ Date: _____

Member District: _____

Must be received by 5pm, September 26, 2007 CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: AUGUST 17, 2007



AUTHORIZE RETENTION OF DISTRICT ENGINEER AT STEP 2

ITEM

Authorize retention of District Engineer at step 2 of Salary Range [RECOMMEND ADOPTION].

BACKGROUND

Attached is a copy of Peter Sevcik's résumé in application (attached) for the position of District Engineer. Given Mr. Sevcik's experience and qualifications, Mr. Sevcik and the General Manager believe that he should be hired at step 2 in the Engineer's Salary Range (attached). NCSD's personnel policy allows for the Board to authorize a starting salary above step 1.

The extra cost of this action will be offset in this fiscal year by the delay in filling the position.

RECOMMENDATION

Staff recommends that your Honorable Board authorize retention of Peter Sevcik at Step 2 in the Engineer's Salary Range.

ATTACHMENTS

- RÉSUMÉ
- SALARY SCHEDULE

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\Engineer Salary.DOC

PETER V. SEVCIK, P.E.
1408 Sprucewood Drive
San Jose, CA 95118
408-266-7962
pvsevcik@sbcglobal.net

January 2, 2007

Nipomo Community Services District
148 South Wilson Street
Nipomo, CA 93444

RE: District Engineer Position

Good Morning:

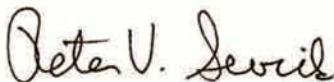
My professional experience and educational background make me a strong candidate for the District Engineer position for which you are conducting a search.

Highlights of reasons why I will be a great asset to the Nipomo Community Services District as District Engineer include:

- 17+ years advanced administrative and technical experience in water and sewer utilities
- Extensive knowledge and experience dealing with technical, legal, financial, and public relations issues related to water and sewer utility programs and projects
- Proven track record of implementation of a diverse array of capital improvement projects
- California Registered Professional Engineer # 60,411
- Master of Public Administration, Nova Southeastern University
- Bachelor of Science in Civil Engineering, University of Illinois
- Motivated, strategic, goal oriented leader

Enclosed is a copy of the required District Application, a current DMV printout, and my resume. I look forward to the opportunity to meet with you and discuss my background in further detail. Thank you for your consideration.

Sincerely,



Peter V. Sevcik, P.E.

RECEIVED
JAN 05 2007
NIPOMO COMMUNITY
SERVICES DISTRICT

PETER V. SEVCIK, P.E .
1408 Sprucewood Drive
San Jose, CA 95118
408-266-7962
pvsevcik@sbcglobal.net

OBJECTIVE:

Join an innovative professional organization dedicated to excellent customer service and professional advancement.

REGISTRATION:

State of California Registered Professional Civil Engineer # 60,411

EDUCATION:

Master of Public Administration, Nova Southeastern University, 1995
Bachelor of Science in Civil Engineering, University of Illinois, 1989

SKILLS:

Design, construction and rehabilitation of municipal infrastructure including water treatment and distribution, wastewater collection, treatment, and disposal, storm water conveyance, roadway, traffic signals, and parks.

Management, supervision and operation of municipal infrastructure in city and special district environment including dealing with appointed and elected officials as well as stakeholders and the public.

Selection and implementation of innovative technologies to improve operations including computerized maintenance management software, supervisory control and data acquisition systems, computer aided design software, automated field data collection, and geographic information systems.

Software expertise: Word, Excel, Access, PowerPoint, AutoCAD, ArcGIS, flexidata, Adobe, GBA Master Series, and Crystal Reports.

EXPERIENCE:

2002 to Present

West Valley Sanitation District, Campbell, California

Plan, manage, oversee and direct District-wide engineering, operations and maintenance functions for 632 mile sanitary sewer collection system with 36,000 connections that serves 120,700 customers. Supervise staff of 15 and implement \$2.7 million annual division operating budget and \$20+ million five year division capital budget.

Review business processes and staff; implement computerized maintenance management system and GIS program to improve efficiency and effectiveness of District maintenance operations resulting in documented 90% increase in sewer system cleaning with no additional staff.

Direct District Sewer System Management Plan development and implementation in accordance with State regulatory requirements. Evaluate and implement safety training and Cal/OSHA compliance program.

Evaluate, plan transition, acquire and integrate satellite public sanitary sewer system into District operation.

PETER V. SEVCIK, P.E.

2001 to 2002

Harris & Associates, Concord, California

Provided Capital Project Management and Program Management services on a contractual basis to public agency clients for private development and municipal infrastructure projects.

1999 to 2001

City of Soledad, California

Initially, planned, managed, oversaw and directed all public works, utilities and engineering functions including parks, streets, fleet, water treatment and distribution, and wastewater collection, treatment and disposal with a staff of 16 and \$4.4 million annual operating budget.

Managed design and construction of 1.5 mgd water supply well, re-rating of 3.1 mgd wastewater treatment plant to 3.6 mgd, new subdivision infrastructure, and assessment district formation. Developed subdivision design standards. Brought water and wastewater systems into compliance with state and federal regulations.

During final year, provided administrative oversight to all City Departments and programs including Police, Fire, Planning, Building, Finance and Public Works. Oversaw staff of 60 and \$10 million annual operating budget.

1998 to 1999

Peace River/Manasota Regional Water Supply Authority, Sarasota, Florida

Managed consultants preparing basis of design report and final design for \$20 million, 12 mgd expansion of regional water supply facility and final design for \$30 million expansion of regional water transmission system.

Supervised forensic investigation to determine cause of catastrophic failure of 36 inch diameter pipeline and developed mitigation strategies.

1993 to 1998

Town of Belleair, Florida

Directed and managed all functions of full-service public works and utilities department with a staff of 32 and \$3.5 million annual operating budget.

Designed and supervised construction of numerous public works improvements including roadway overlays, intersection improvements, water treatment plant upgrades, wastewater treatment plant upgrades, water distribution system improvements, wastewater collection system improvements including pump stations, and flood control improvements.

1989 to 1993

City of Hallandale Beach, Florida

Initially, designed, scheduled, supervised construction and provided contract administration for water treatment, water distribution, wastewater collection, storm water conveyance, and roadway projects.

During final two years, planned, organized, and managed activities of 120+ person staff. Coordinated development and implementation of \$14+ million annual operating budget and \$10+ million capital improvement program.

**NIPOMO COMMUNITY SERVICES DISTRICT
MONTHLY SALARY RANGE**

	Monthly Salary Range					Longevity Pay	
	Step 1	Step 2	Step 3	Step 4	Step 5	15 Yrs - 2.5%	20 Yrs - 2.5%
1	\$1,675	\$1,758	\$1,846	\$1,939	\$2,036	\$2,087	\$2,137
2	\$1,717	\$1,802	\$1,893	\$1,987	\$2,087	\$2,139	\$2,191
3	\$1,758	\$1,846	\$1,939	\$2,036	\$2,137	\$2,191	\$2,244
4	\$1,802	\$1,893	\$1,987	\$2,087	\$2,191	\$2,246	\$2,300
5	\$1,846	\$1,939	\$2,036	\$2,137	\$2,244	\$2,300	\$2,357
6	\$1,893	\$1,987	\$2,087	\$2,191	\$2,300	\$2,358	\$2,415
7	\$1,939	\$2,036	\$2,137	\$2,244	\$2,357	\$2,415	\$2,474
8	\$1,987	\$2,087	\$2,191	\$2,300	\$2,415	\$2,476	\$2,536
9	\$2,036	\$2,137	\$2,244	\$2,357	\$2,474	\$2,536	\$2,598
10	\$2,087	\$2,191	\$2,300	\$2,415	\$2,536	\$2,600	\$2,663
11	\$2,137	\$2,244	\$2,357	\$2,474	\$2,598	\$2,663	\$2,728
12	\$2,191	\$2,300	\$2,415	\$2,536	\$2,663	\$2,730	\$2,796
13	\$2,244	\$2,357	\$2,474	\$2,598	\$2,728	\$2,796	\$2,864
14	\$2,300	\$2,415	\$2,536	\$2,663	\$2,796	\$2,866	\$2,936
15	\$2,357	\$2,474	\$2,598	\$2,728	\$2,864	\$2,936	\$3,008
16	\$2,415	\$2,536	\$2,663	\$2,796	\$2,936	\$3,009	\$3,083
17	\$2,474	\$2,598	\$2,728	\$2,864	\$3,008	\$3,083	\$3,158
18	\$2,536	\$2,663	\$2,796	\$2,936	\$3,083	\$3,160	\$3,237
	\$2,598	\$2,728	\$2,864	\$3,008	\$3,158	\$3,237	\$3,316
	\$2,663	\$2,796	\$2,936	\$3,083	\$3,237	\$3,318	\$3,399
21	\$2,728	\$2,864	\$3,008	\$3,158	\$3,316	\$3,399	\$3,482
22	\$2,796	\$2,936	\$3,083	\$3,237	\$3,399	\$3,484	\$3,569
23	\$2,864	\$3,008	\$3,158	\$3,316	\$3,482	\$3,569	\$3,656
24	\$2,936	\$3,083	\$3,237	\$3,399	\$3,569	\$3,658	\$3,747
25	\$3,008	\$3,158	\$3,316	\$3,482	\$3,656	\$3,747	\$3,839
26	\$3,083	\$3,237	\$3,399	\$3,569	\$3,747	\$3,841	\$3,935
27	\$3,158	\$3,316	\$3,482	\$3,656	\$3,839	\$3,935	\$4,030
28	\$3,237	\$3,399	\$3,569	\$3,747	\$3,935	\$4,033	\$4,131
29	\$3,316	\$3,482	\$3,656	\$3,839	\$4,030	\$4,131	\$4,232
30	\$3,399	\$3,569	\$3,747	\$3,935	\$4,131	\$4,235	\$4,338
31	\$3,482	\$3,656	\$3,839	\$4,030	\$4,232	\$4,338	\$4,444
32	\$3,569	\$3,747	\$3,935	\$4,131	\$4,338	\$4,446	\$4,555

NO	Monthly Salary Range					Longevity Pay	
	Step 1	Step 2	Step 3	Step 4	Step 5	15 Yrs - 2.5%	20 Yrs - 2.5%
33	\$3,656	\$3,839	\$4,030	\$4,232	\$4,444	\$4,555	\$4,666
34	\$3,747	\$3,935	\$4,131	\$4,338	\$4,555	\$4,669	\$4,782
35	\$3,839	\$4,030	\$4,232	\$4,444	\$4,666	\$4,782	\$4,899
36	\$3,935	\$4,131	\$4,338	\$4,555	\$4,782	\$4,902	\$5,022
37	\$4,030	\$4,232	\$4,444	\$4,666	\$4,899	\$5,022	\$5,144
38	\$4,131	\$4,338	\$4,555	\$4,782	\$5,022	\$5,147	\$5,273
39	\$4,232	\$4,444	\$4,666	\$4,899	\$5,144	\$5,273	\$5,401
40	\$4,338	\$4,555	\$4,782	\$5,022	\$5,273	\$5,404	\$5,536
41	\$4,444	\$4,666	\$4,899	\$5,144	\$5,401	\$5,536	\$5,671
42	\$4,555	\$4,782	\$5,022	\$5,273	\$5,536	\$5,675	\$5,813
43	\$4,666	\$4,899	\$5,144	\$5,401	\$5,671	\$5,813	\$5,955
44	\$4,782	\$5,022	\$5,273	\$5,536	\$5,813	\$5,958	\$6,104
45	\$4,899	\$5,144	\$5,401	\$5,671	\$5,955	\$6,104	\$6,253
46	\$5,022	\$5,273	\$5,536	\$5,813	\$6,104	\$6,256	\$6,409
47	\$5,144	\$5,401	\$5,671	\$5,955	\$6,253	\$6,409	\$6,565
48	\$5,273	\$5,536	\$5,813	\$6,104	\$6,409	\$6,569	\$6,729
49	\$5,401	\$5,671	\$5,955	\$6,253	\$6,565	\$6,729	\$6,894
50	\$5,536	\$5,813	\$6,104	\$6,409	\$6,729	\$6,898	\$7,066
51	\$5,671	\$5,955	\$6,253	\$6,565	\$6,894	\$7,066	\$7,238
52	\$5,813	\$6,104	\$6,409	\$6,729	\$7,066	\$7,242	\$7,419
53	\$5,955	\$6,253	\$6,565	\$6,894	\$7,238	\$7,419	\$7,600
54	\$6,104	\$6,409	\$6,729	\$7,066	\$7,419	\$7,605	\$7,790
55	\$6,253	\$6,565	\$6,894	\$7,238	\$7,600	\$7,790	\$7,980
56	\$6,409	\$6,729	\$7,066	\$7,419	\$7,790	\$7,985	\$8,180
57	\$6,565	\$6,894	\$7,238	\$7,600	\$7,980	\$8,180	\$8,379
58	\$6,729	\$7,066	\$7,419	\$7,790	\$8,180	\$8,384	\$8,589
59	\$6,894	\$7,238	\$7,600	\$7,980	\$8,379	\$8,589	\$8,798
60	\$7,066	\$7,419	\$7,790	\$8,180	\$8,589	\$8,803	\$9,018
61	\$7,238	\$7,600	\$7,980	\$8,379	\$8,798	\$9,018	\$9,238
62	\$7,419	\$7,790	\$8,180	\$8,589	\$9,018	\$9,243	\$9,469
63	\$7,600	\$7,980	\$8,379	\$8,798	\$9,238	\$9,469	\$9,700
64	\$7,790	\$8,180	\$8,589	\$9,018	\$9,469	\$9,706	\$9,942
65	\$7,980	\$8,379	\$8,798	\$9,238	\$9,700	\$9,942	\$10,185
66	\$8,180	\$8,589	\$9,018	\$9,469	\$9,942	\$10,191	\$10,439
67	\$8,379	\$8,798	\$9,238	\$9,700	\$10,185	\$10,439	\$10,694
68	\$8,589	\$9,018	\$9,469	\$9,942	\$10,439	\$10,700	\$10,961

Adjusted for 3.53% COLA effective 7/1/07

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *B BUEL*
DATE: AUGUST 17, 2007

**AGENDA ITEM
D-9
AUGUST 22, 2007**

AUTHORIZE SUBMITTAL OF SDRMA BALLOT

ITEM

Authorize submittal of SDRMA ballot for John Woolley, Bill Miller, and Jean Bracy on SDRMA's Board of Directors for 2008-2012 [ADOPT RESOLUTION].

BACKGROUND

SDRMA has submitted the attached call for election and resolution (which includes the actual ballot to be returned) and information on the candidates. Staff has previously distributed information received from John Woolley, Jean Bracy and Robert Topolavic.

The District General Manager has previously served with John Woolley and Bill Miller and strongly recommends returning them to office. The General Manager has received good feedback on Jean Bracy. The General Manager is familiar with other candidates and would not recommend voting for those individuals.

RECOMMENDATION

Staff recommends that the Board fill in the ballot so that John Woolley, Bill Miller and Jean Bracy are selected, adopt the resolution, direct staff to finalize the resolution and direct staff to submit the finalized resolution prior to SDRMA's filing deadline. Should the Board wish to vote for any of the other candidates, this item should be removed from the Consent Agenda for a separate vote.

ATTACHMENTS

- SDRMA Call for Election
- Draft Resolution
- Information on the Candidates

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\SDRMA BOARD ELECTION.DOC



ELECTION INSTRUCTIONS FOR SDRMA'S BOARD OF DIRECTORS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in April 2007. Nominations were received for nine (9) candidates by the July 6, 2007 filing deadline.

SDRMA's Election Committee reviewed and confirmed that all nine (9) candidates' met the qualification requirements and submitted nomination documents in accordance with SDRMA's Policy No. 2005-02 Establishing Guidelines for Director Elections.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution and Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot.
3. **Resolution ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
4. Signed resolution ballots **MUST** be sealed and returned **by mail or hand delivery to SDRMA's office on or before 5:00 p.m. on Friday, September 14, 2007.** A self-addressed, stamped envelope is enclosed to return the Election Resolution Ballot:

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2008 and terminate on December 31, 2011.
6. Important balloting and election dates are:

September 14, 2007 – Deadline for members to return completed ballots

September 17, 2007 – Ballots are opened and counted

September 18-21, 2007 - Election results are announced and candidates notified

October 3, 2007 – Newly elected Directors are introduced at the SDRMA Annual Meeting/Breakfast to be held in Monterey at the CSDA Annual Conference

January 23, 2008 – Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Executive Officer Jim Towns toll-free at 800.537.7790 if you have any questions regarding the election and balloting process.

RESOLUTION NO. _____

**A RESOLUTION OF THE GOVERNING BODY OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

WHEREAS, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

WHEREAS, SDRMA's Fifth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA's Fifth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2005-02 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2005-02 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Nipomo Community Services District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)

**OFFICIAL 2007 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and returned by mail or hand delivery in the enclosed self-addressed, stamped envelope to SDRMA on or before 5:00 p.m., Friday, September 14, 2007. Faxes or electronic transmissions are NOT acceptable.

- VINCENT C. FERRANTE**
Commissioner, Moss Landing Harbor District

- ANTONIO "TONY" SEDANO**
Board Member, Local Agency Formation Commission of San Bernardino County

- ROBERT F. TOPOLOVAC**
Board Member, Olivenhain Municipal Water District

- ED GRAY**
Board Member, Chino Valley Independent Fire District

- HENRY MILLER**
Trustee, Temecula Public Cemetery District

- JERRY M. LEDBETTER**
Safety and Health Officer, Alameda County Water District

- JOHN WOOLLEY (INCUMBENT)**
Board Member, Humboldt Waste Management Authority

- JEAN BRACY**
Director of Administrative Services, Mojave Desert Air Quality Management District

- WILLIAM R. MILLER (INCUMBENT)**
General Manager, North of the River Municipal Water District

ADOPTED this _____ day of _____, 2007 by the _____ following roll call votes listed by name:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

APPROVED:

ATTEST:

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Vincent C. Ferrante
District/Agency Moss Landing Harbor District
Work Address 7881 Sandholdt Road
Work Phone 831.633.5417 Home Phone 831.449.2409

Why do you want to serve on the SDRMA Board of Directors?

I have been involved in Special District fiscal planning and risk management and have an interest and desire to support sound fiscal policies and promote quality risk management services to special districts throughout the state.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I have served as an elected official on the Moss Landing Harbor District (MLHD) Board of Harbor Commissioners since 2003. This requires constant budgeting vigilance and action responsive to constituent needs. I have served as Chair of the MLHD Liveboard Committee, Vice Chair of the MLHD Budget Committee and Property Improvement Committee. In that capacity I gained in-depth knowledge of rules and regulations governing special districts as well as consensus-building among committee members.

I was appointed to the Monterey County Overall Economic Development Commission by the County Board of Supervisors and serve as Vice Chair of its Grants and Finance Committee. By this appointment, the County Board has demonstrated confidence in my fiscal abilities, experience and insight.

I have also served as a Director on the Central Coast Federal Credit Union Board where I gained knowledge of the needs of the community and small and large businesses, in addition to Federal Banking regulations and reporting. Other committee involvement includes Vice Chair of the Salinas, California Sister City Organization (of which I was named Member of the Year in 2005), Trustee of the Salinas, California Sons of Italy in America Lodge and Chair of the City of Monterey's annual Festa Italia Festival Parade.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have experience and/or training in project management, report preparation, public speaking, strategic planning, budget analysis and preparation, risk management, health benefits and retirement plans. Being on committees and working with others toward common goals requires a willingness to listen and exercise flexibility. My analytical skills are thorough and enable me to make informed decisions.

General Comments / Statements

I have completed the CSDA Special District Governance Academy and have taken courses through the Institute for Local Government. I am confident I will be a diligent and valuable member of the Board.

I will dedicate myself to the vision and goals of the SDRMA and I look forward to the opportunity to be a contributing member serving on this Board.

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature:  Date: July 2, 2007
Vincent C. Ferrante

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate ANTONIO "TONY" SEDANO
District/Agency Local Agency Formation Commission for San Bernardino County
Work Address 215 North "D" Street, Suite 204, San Bernardino, CA 92415-0490
Work Phone (909) 383-9900 Home Phone (909) 864-5989

Why do you want to serve on the SDRMA Board of Directors?

As a charter board member of the Special District Insurance Authority (SDIA), the predecessor of SDRMA, starting with 71 members and an initial funding level of \$150,000, I wish to continue my participation in this organization. It is my desire to participate in achieving the continued success of this JPA and the services it provides for the Districts and the taxpayers of the State of California.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

Initial member of the Board of Directors of the SDIA, having served as Chair and Vice-Chair of the Board; served 10 years as a member of the Board of Directors of the Big Bear City Community Services District; 1989-91 served as the General Manager of the South San Bernardino County Water District until its merger with the City of San Bernardino; served in the City of San Bernardino Water Department until my retirement in 1997; and have served on LAFCO since 1998 as an Alternate Public Member.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have served as Chairman and Vice-Chairman of the Special District Insurance Authority. I am the past President of the Arrowhead United Way and work with my local Neighborhood Watch Association.

General Comments / Statements

I am most interested in seeking the appointment to the Board of Directors of the Special District Risk Management Authority to continue my public service. I believe that my experience during the formative years of the Special District Insurance Authority and my involvement in almost every level of local government provide a unique background. I currently serve as the Alternate Public Member for the San Bernardino Local Agency Formation Commission which has opted to become a member of SDRMA to seek the most competitive prices for its insurance needs.

I have held the following positions within the Big Bear City Community Services District : Assistant Fire Chief (on-call paid position), member of the Board of Directors (two terms), Citizen Advisory Committee President, Employee Relations Committee, Chair, Public Relations Committee, Chair. I was the General Manager of the South San Bernardino County Water District and was involved in the process resulting in its merger with the City of San Bernardino. I have a broad understanding of the role and relationship of independent special districts serving their communities.

Since I am retired, I have the time available to devote to the activities of the Authority and would be an active participant.

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Antonio R. Sedano Date 6-5-2007

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Robert F. Topolovac
District/Agency Olivenhain Municipal Water District
Work Address 1966 Olivenhain Road
Work Phone (760) 753-6466 Home Phone (858) 755-4279

Why do you want to serve on the SDRMA Board of Directors?

Your mission to provide renewable, efficiently priced risk financing and risk management services through a financially sound pool while ensuring all services are delivered in a timely, cost-efficient, responsive manner is whole heartedly supported by the Olivenhain Municipal Board of Directors. I wish to continue the partnership formed between our organizations and represent San Diego County on the Board. Risk management is of ever increasing importance and will only become more critical in years to come.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

Past President and current Vice-President Board of Directors of the Olivenhain Municipal Water District
Past representative to San Diego County Water Authority Recycled Water Committee
Olivenhain Municipal Water District Personnel Committee
Olivenhain Municipal Water District Safety Committee
Olivenhain Municipal Water District Facilities Committee

What special skills, talents, or experience (including volunteer experience) do you have?

Master degree in Human Relations and School Administration from Ohio University
Assistant Director of Student Affairs and Director of Residence Halls at UCSD
Over 35 years of service as an educator and administrator in both higher and secondary education
Very familiar with government entities and special districts
Recognized by State of California for my contributions to Core technology curriculum development
Volunteer Sheriff with the Encinitas Sheriff's Station

General Comments / Statements

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 7/3/07

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Ed Gray
District/Agency Chino Valley Independent Fire District (Director)
Work Address 2005 Grand Ave. Chino Hills, CA. 91709
Work Phone (909) 920-5260 Home Phone (909) 627-4821

Why do you want to serve on the SDRMA Board of Directors?

Having been a police officer for over 28 years and a member of the Board of Directors of the Chino Valley Independent Fire District since 2004, I believe I possess a broad, balanced knowledge of the risk issues faced by public service organizations. My knowledge, experience and commitment to team problem solving would benefit the SDRMA and its' member organizations. I would bring with me a desire to continue the positive direction of the organization and to be an effective leader.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I have been a member of the Board of Directors of the Chino Valley Independent Fire District since 2004. During my tenure on the board I have served a President and Vice-President, member of the districts Finance, Personnel, Planning and Emergency Medical Services committees. I have been liaison the the City Councils of Chino and Chino Hills, liaison the the San Bernardino County Fourth District Supervisor, member and Chairman of the Chino Valley Public Agencies Committee and member of the Citizens Advisory Committee to the Department of Corrections California Institute for Men in Chino.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have had considerable exposure to the issues of risk to organizations and their members and the importance of finding ways to mitigate these risks.

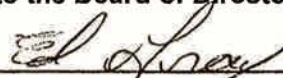
I feel I have the ability to "actively listen" to people to gain understanding, to seek out facts and to make timely decisions.

General Comments / Statements

I feel it is important for people to know something about the "person" they are considering choosing to represent their interests. To try to help people understand who I am, I have attached a brief information sheet about me. I thank you all for considering me for the important position of Director for the SDRMA and can promise that if chosen, I work hard to be an effective member of the organization.

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

6-25-07

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate HENRY MILLER
District/Agency TEMECULA PUBLIC CEMETERY DISTRICT
Work Address 41911 "C" STREET TEMECULA CA. 92592.
Work Phone 951-694-6450 Home Phone 951-695-0933

Why do you want to serve on the SDRMA Board of Directors?

IT IS MY MISSION TO BE A SERVANT OF GOD. TO DO MY PART TO FULFILL HIS ULTIMATE PLAN AND TO UPHOLD THE OLD TRADITION OF GOD MORALS, SOUND ETHICS AND STRONG FAMILY VALUES. TO SEEK NEW OPPORTUNITIES FOR MY FAMILY, MY NEIGHBORS, AND MY COMMUNITY.

I BELIEVE THAT THE BEST WAY TO ACHIEVE THIS IS TO INCREASE RISK AWARENESS THROUGH SOUND EDUCATIONAL PROGRAMS AND TO INSURE THAT FAIR AND PROPER LEGISLATION IS INACTED THAT ADDRESSES FUTURE CHALLENGES AND REDUCE LIABILITY COSTS.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

COMMISSIONER B.S.A 1985-1990
CHAIRMAN - SCHOOL SITE COUNCIL 1985-1992 (TUSD)
COMMISSIONER OF PARKS & RECREATION 1992-1995 (T.C.S.D)
COMMISSIONER OF COMMUNITY SERVICES FOR THE CITY OF TEMECULA 1995-1997
CHAIRMAN OF TEMECULA COMMUNITY SERVICE DISTRICT 1997-2000
TRUSTEE FOR THE TEMECULA PUBLIC CEMETERY DISTRICT 2000-PRESENT.
DIRECTOR OF THE MURRIETA REPERTORY THEATRE 2000-2006.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

COMPLETION OF THE CALIFORNIA SPECIAL DISTRICTS GOVERNANCE ACADEMY 2006.

B.S. IN PUBLIC ADMINISTRATION FROM C.S.U.S.B. W/ MINOR IN LEADERSHIP. 2000.

A.A. IN BUSINESS ADMINISTRATION FROM MT. SAN JACINTO C.C. 1991

CERTIFICATE OF LEADERSHIP FROM THE STATE OF CALIFORNIA 1990

VOLUNTEER - RIVERSIDE CO. PARKS DEPT. 1972-1986

General Comments / Statements

AS A NATIVE CALIFORNIAN, I FELT THAT IT WOULD BE A GREAT HONOR TO SERVE THE CITIZENS OF THIS PROFOUND STATE AND OFFER MY COMMITMENT TO THE BOARD OF DIRECTORS OF THE S.D.R.M.A. PLEASE ACCEPT AND CONSIDER MY STATEMENT OF QUALIFICATIONS FOR THE S.D.R.M.A. BOARD OF DIRECTORS.

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Henry Miller Date 5-16-07

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Jerry M. Ledbetter
District/Agency Alameda County Water District
Work Address 43885 S. Grimmer Blvd., Fremont, CA 94538
Work Phone (510) 668-4212 Home Phone (925) 454-0557

Why do you want to serve on the SDRMA Board of Directors?

I wish to serve on the SDRMA Board of Directors because I feel that I could be invaluable in providing an end user perspective. I also understand the challenges that many smaller districts have when it comes to managing workers' compensation and risk management programs and costs with limited resources and personnel. SDRMA's mission to provide renewable, efficiently priced risk financing and risk management services is not only an objective in today's litigious society, but a necessity. Additionally, my background and experience gives me an appreciation of the importance of risk management services and programs, especially for many of us smaller agencies who do not have the expertise in-house or the frequency of claims to feel proficient.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I served on the Executive Committee for the San Francisco Chapter of the American Society Safety Engineers (ASSE) in various positions of Vice President of Programs, Vice President of Membership, President-Elect, and Chapter President. Additionally, I served 2 years as Delegate for ASSE National - Region 1 dealing with legislative affairs. Member of the Air Issues and Regulations (AIR) Committee of the Bay Area Clean Water Agencies and the Alameda County Office of Emergency Services Public Agency Group representing a publicly owed treated water (POTW) agency.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

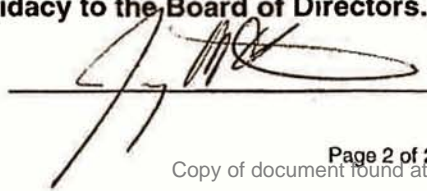
I have worked in the safety profession since 1992 after graduating from CSU, Chico with a Bachelors in Industrial Technology with Emphasis in Industrial Safety Management. Earned the designations of Occupational Health and Safety Technologist (OHST) and Certified Safety Professional (CSP) while working for various water and wastewater special districts, universities, and a DOE research laboratory. Was awarded as the 1997-1998 Safety Professional of the Year by the San Francisco Chapter of the American Society of Safety Engineers.

Currently, I am responsible for workers' compensation claims management; workplace safety management/loss prevention; DOT and transportation safety; occupational health and medical surveillance; and safety education and training. Was awarded the McMurchie Excellence in Safety Award for ACWD's Workers' Compensation Program for Large Members in 2006.

General Comments / Statements

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

6-27-07

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate: John Woolley
District/Agency: Humboldt Waste Management Authority
Work Address: 825 5th Street, Room #111, Eureka, CA 95501
Work Phone: 707-476-2393 Home Phone: 707-443-6889

Why do you want to serve on the SDRMA Board of Directors?

For many years now I have enjoyed my association with SDRMA, both from marketing its services to various Districts throughout our area to serving on the Board. We have noted a very positive growth due to: offering worker's compensation coverage, the actuarial confidence level in our programs has risen to better protect the pool and its assets, and now we are able to offer a competitive health package that doesn't impact the pool's resources. The SDRMA staff and Board work well together, making us feel more confident for the future of SDRMA.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I serve as a Board Member on the Humboldt Waste Management Authority, as well as serving as a Humboldt County Supervisor, both since 1997. I have been able to assist with communication with other affiliated risk management organizations, which furthers our ability to seek the best coverage we can afford and serves to help keep the Board and staff aware of the overall market. I consider it a privilege to continue making SDRMA a responsive, cost effective risk management organization.

My position as county supervisor requires me to serve on various boards and commissions. Several are SDRMA members, i.e. Redwood Region Economic Development Commission, North Coast Unified Air Quality District, Redwood Coast Energy Authority, and of course, my nominating body, Humboldt Waste Management Authority. These and other organizations require an understanding of the public governing rules and regulations and knowledge of the specific types of risk management each has.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

My public service experience includes many common traits most could identify as essential to the position held. A proven record of being able to make sound fiscal decisions, establish an effective policy and long range vision, budget oversight, making appropriate decisions that are in the member's best interest, and representing the entity in public gatherings; all are part of the skill set required to serve on the SDRMA Board. Risk management services also require the ability to track unique and complicated matters specific to risk analysis, rating evaluation, and other related matters. I have had to practice these and other related skills in my current position, as well my previous service on the SDRMA Board. I enjoy my service on the SDRMA Board because of the staff and board commitment and in the achievements we have combined to actualize.

General Comments/Statements

The Special District Risk Management Authority innovations and offerings have continually benefited each member entity through expanding coverages, yet charging fair and competitive rates. While the greater insurance market costs to its clients can vary significantly in their offerings and annual rates; SDRMA is able to cost out its risk management services with the primary focus being to stabilize rates and provide quality service.

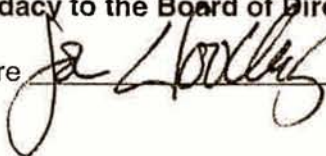
The Board of Directors comes from the SDRMA membership, and thus the Board wants to see the services equitably and effectively provided. The team charged to make sure good quality products are provided is comprised of both the Board and staff working together for that common goal. All Board members should approach their candidacy with this in mind: be respectful of the past and current accomplishments and continue to focus on providing the best cost effective service available for each member.

The workers' compensation merger has definitely help create strong SDRMA growth. While the growth helps strengthen the pool, the challenge will be to ensure the services do not diminish. The Board will need to evaluate carefully the extent of change required to continue to provide the quality of service SDRMA members have come to expect.

I am fortunate to have the interest and time to commit to SDRMA. My current position has expanded my scope and representation to cover several SDRMA member entities, all of which has broadened my understanding and appreciation for SDRMA risk management services. I would appreciate your support and vote to continue my work on the Board of Directors. Thank you.

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

6-2-07

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Jean Bracy
District/Agency Mojave Desert Air Quality Management District
Work Address 14306 Park Avenue, Victorville, CA 92392-2310
Work Phone (760) 245-1661 Home Phone (760) 946-1882

Why do you want to serve on the SDRMA Board of Directors?

I believe I can complement the current board composition with a representative perspective from the regulatory community. The regulatory community has specific risk issues that vary among agencies whose primary mission is delivery of important community services. For nearly 20 years, I've worked for public agencies. My approach to organizational management is drawn from a wide variety of experience. My career tasks have included designing the framework for agencies to conduct business in a manner best suited to serve the needs of their respective communities. Each adjustment to an organization's "framework" involves risk that must be measured and managed. I've worked closely with SDRMA for several years, and I am attracted to its aggressive and positive mission. I want to contribute my experience to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

As the Director of Administrative Services for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Budget and Personnel Committees. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA) statewide committees for Fiscal and Human Resource officers. I represent the District on the Mobile Source Emissions Reduction Committee evaluating proposed projects for grant awards. I organized and currently chair the Alternate Fuel Task Force for the Mojave Desert air basin; I represent the District in the Antelope Valley Clean Cities Coalition. While employed with the City of Victorville, I served as the City representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration. I have worked on the statewide Resolutions Committee for the California Baptist Convention and served as the regional representative for developing statewide women's programs. I am actively involved in a local community service organization and for many years in that capacity have been involved with a wide range of experiences in designing organizational growth, strengthening the core structure, long term and vision planning, development of staff and volunteers, and resource and program management.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

As a professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals. I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

General Comments / Statements

I believe in SDRMA's stated mission. My agency is a strong supporter of the risk pool concept and particularly SDRMA. From our recent claims experience I presented the topic, "The Good, The Bad, The Ugly. Leadership: A Management Case Study," at the CSDA Annual Conference in September 2006, where I was able to demonstrate our agency's positive experience with SDRMA's expert management of our claims.

I am attracted to the passion and energy expressed by SDRMA staff and Board in their aggressive and confident approach to the mission of SDRMA. I want to contribute to SDRMA's objective and its future.

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

Jean Bracy

Date

May 15, 2007

**Special District Risk Management Authority
Board of Directors
Candidate's Statement Of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate: William R. Miller, General Manager
District/Agency: The North Of The River Municipal Water District
Work Address: 4000 Rio Del Norte Street
Bakersfield, California 93308-1024
Work Phone: 661.393.5411
Home Phone: 661.822.6059

Why do you want to serve on the SDRMA Board Of Directors?

SDRMA serves several important functions for its member districts. Claim prevention is one of them. As a past member of the Board of the now SDRMA consolidated Special District Workers Compensation Authority, I was able to assist in the formation of many of the policies now in use by SDRMA. One of these policy areas is safety. The prevention of accidents and injuries is very important to me. I want to continue to assist in developing programs, which in a cost effective manner, encourage the improvement of the safety environment of our member districts.

What Board or committee experience do you have that would help you to be an effective Board Member with SDRMA or any other organization?

Past Board Member and President of the Special District Workers Compensation Authority

Board Member (18 Yrs) and Past President (3 Yrs) California Special Districts Association

Current Board President, Tehachapi Resource Conservation District

Current Commissioner, Kern County LAFCO

**Special District Risk Management Authority
Board Of Directors
Candidate's Statement Of Qualifications**

**What special skills, talents or experience (including volunteer experience)
do you have?**

12+Yrs as a Special District Board Member
26 Yrs as a Special District General Manager

General Comments and/or Statements


In addition to SDRMA's several insurance lines offered, it also provides educational and support services designed to better enable the member district to deal with claims and potential claims, and more importantly, prevent claims and injuries. One of my main thrusts as an SDRMA Board Member will be to continue to support and help develop programs and services that will help member districts reduce or eliminate claims. Whilst it is one of my continuing goals to have the best coverage possible for the district and its employees, my idealistic goal is to make the use of this coverage almost unnecessary. My other interest in serving on the SDRMA Board is its business side. Yes, SDRMA is a Joint Powers Authority; but in reality it is also a business, and needs to be run that way, as it is now. Not in the sense of making profits, but in the sense of holding down costs as much as one can, whilst still maintaining standards of excellence. As the then President of the Special District Workers Compensation Authority, I was instrumental in helping to achieve the recent merging of that program with SDRMA, thereby saving both pool's members thousands of dollars in duplicative administrative costs. As a member of the SDRMA Board, I would continue to look for ways to provide cost-effective service to its member districts. I ask for your vote. Thank you.

I certify that I am a Board Member or a full-time Management employee for the North of the River Municipal Water District, from which I have been nominated. I further certify that I am willing to serve as a Director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date: May 16, 2007

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: AUGUST 17, 2007

**AGENDA ITEM
D-10
AUGUST 22, 2007**

AUTHORIZE SLO COUNTY TO RELOCATE MALLAGH STREET WATER MAINS

ITEM

Authorize SLO County to construct NCSD water line changes related to reconstruction of Mallagh Street Drainage structures [RECOMMEND ADOPTION].

BACKGROUND

The County is re-constructing two drainage structures on Mallagh Street at Haystack and at Chestnut. In both cases, NCSD's existing water mains need to be relocated and the only practical option for completing the relocation of NCSD's water main within the County's timeline is for the contractor retained by the County to do the work for the County as a change order. The County is willing to perform the respective work as a change order and bill NCSD for the actual cost of the work.

Cannon and Associates has prepared the design for the water main relocation on behalf of the District and NCSD expects to receive the results of the bid by the time of the Board Meeting.

It should be noted that SLO County will also be reconstructing their drainage structure on Burton between Bee and Chestnut. In this case, NCSD can bid this project separately from the County and select a contractor directly. Staff should have this bid available for the Board Meeting to share with the Board.

RECOMMENDATION

Staff recommends that your Honorable Board authorize the County to cause its contractor to perform the work as a change order and to bill NCSD for the actual cost incurred.

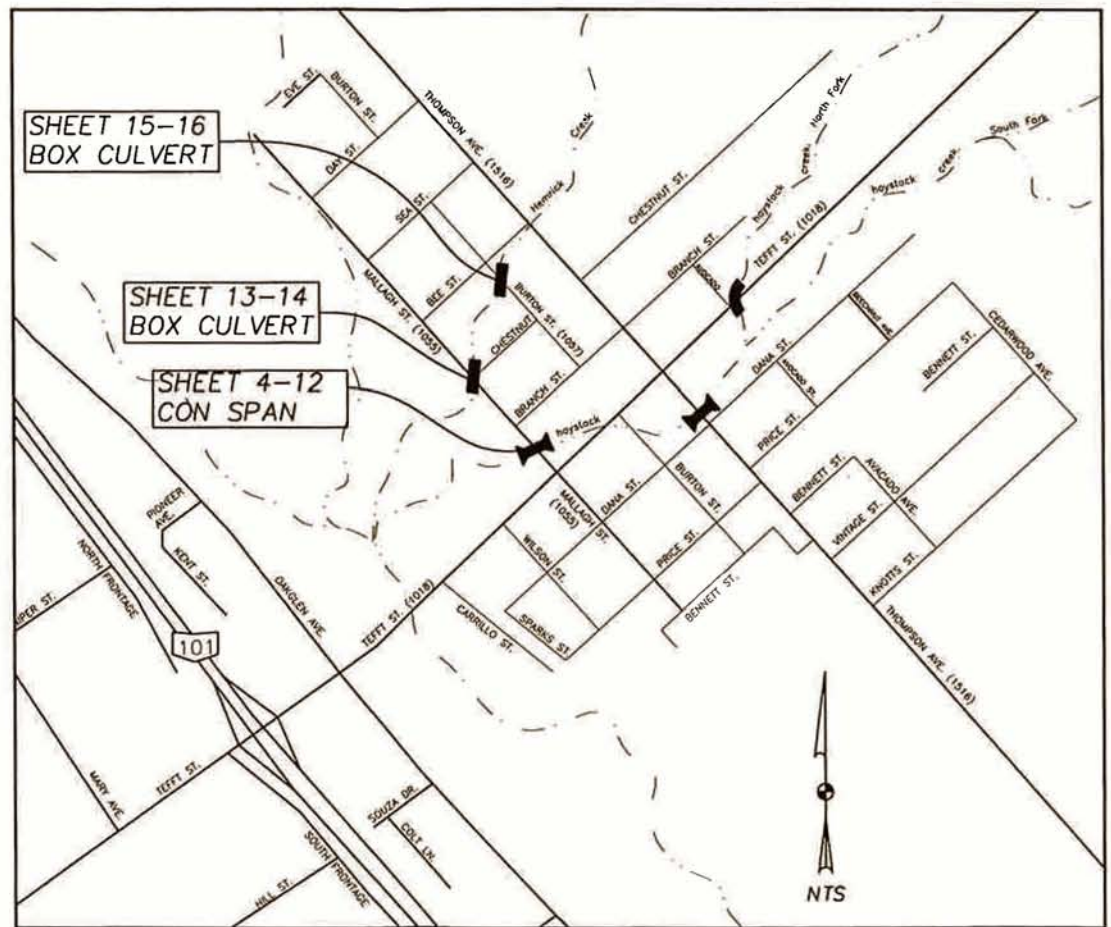
ATTACHMENTS

- Project Map
- Description

CITY OF SAN LUIS OBISPO, CALIFORNIA
PUBLIC WORKS DEPARTMENT
DESIGN DIVISION

PLANS FOR THE IMPROVEMENT OF
STORM DRAIN CULVERTS
OLDE TOWNE NIPOMO, CA
CONTRACT NO. 300340

Supplemented By State Standard Plans Dated May, 2006



LOCATION MAP
NO SCALE

DRAFT Memorandum

July 27, 2007

To: Bruce Buel
Nipomo Community Services District

From: Larry Kraemer, PE

Subject: **Technical Memorandum #2J: County Drainage Projects,
Impacts to NCSD Water System (Task 15)**

San Luis Obispo County intends to complete six drainage system improvement projects within the next three years. Some of these projects will affect the NCSD water system by requiring either a permanent pipeline relocation or a temporary system modification during construction.

This memo examines the planned County drainage projects, identifies potential impacts to the water system, and evaluates an estimated cost for each relocation or temporary modification.

The six County drainage system projects are described below and shown on the attached figures.

- **Project 1**, Tefft Street Box Culvert Improvements: Existing box culvert to be removed and replaced with double 5' high by 12' wide box culverts; existing grade & flowline to be maintained.
- **Project 2**, Thompson Avenue Arch Culvert Improvements: Existing box culvert to be removed and replaced with Contech arch culvert.
- ✓ **Project 3**, Mallagh Street Arch Culvert Improvements: Existing CMP pipe culvert to be replaced with Contech arch culvert. New structure will require additional depth beneath that of existing structure. Flow line to be maintained, but the footing for the arch culvert will be buried deeper.
- ✓ **Project 4**, Mallagh Street Box Culvert Improvements: Remove and replace existing dbl 36" rcp culvert with dbl 4' high by 3' wide box culvert. Also, abandon portion of existing 24" cmp and construct 24" HDPE culvert. New culvert will be buried 4" to 6" lower than current.
- **Project 5**, Burton Street Box Culvert Improvements: Remove and replace existing 48" CMP culvert with double 4' high by 5' wide box culvert.
- **Project 6**, Mallagh & Sea Street Pipe Culvert Improvements: Existing double 24" CMP culvert to be replaced with new triple 24" HDPE culvert. No changes to grade or depth of structure planned. *This project has been completed.*

As shown in the figures, the majority of projects have water lines within the immediate vicinity of the construction. However, in some cases those water lines are located at a height such that they are above or below the direct construction area, so permanent relocation may not be required.

Proposed projects were reviewed with Steve Jones of San Luis Obispo County staff and Dan Migliazzo of NCSD staff. The following potential impacts were identified.

Table 2-1: Water System Impacts

Drainage Project	Water System Impact
1. Tefft St. Box Culvert Improvements	Existing 10" and 12" water mains to be relocated
2. Thompson Ave. Arch Culvert Improvements	Existing 6" water main to be relocated, currently hanging within planned culvert structure
✓ 3. Mallagh St. Arch Culvert Improvements	Existing water line in project area; will need to be relocated to accommodate new arch culvert
✓ 4. Mallagh St. Box Culvert Improvements	Existing 6" water line in project area will need to be relocated to accommodate new box culvert. No impacts anticipated for pipe culvert replacement.
5. Burton St. Box Culvert Improvements	Existing 6" water line in project area; will need to be relocated to accommodate new box culvert.

Working with NCSD staff, likely alternate permanent locations or temporary modifications for each project were identified. These proposed solutions were developed sufficient for estimating project costs for each project. Preparation of design documents for these modifications is currently underway. Cost estimates will be provided for each project once designs are complete.