

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL
DATE: SEPTEMBER 21, 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.**

- D-1) APPROVE WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE BOARD MEETING MINUTES [RECOMMEND APPROVAL]
Approve Minutes of September 12, 2007 Meeting
- D-3) AUTHORIZE EXECUTION OF AMERICORPS AGREEMENT FOR USE OF PART-TIME AMERICORPS WORKER IN 2008 [RECOMMEND APPROVAL]
- D-4) NOT USED
- D-5) NOT USED
- D-6) ACCEPT TOWN SEWER FUND FINANCIAL PLAN; PROPOSE USER FEES AND CAPACITY CHARGES AND AUTHORIZE 45 DAY NOTICE FOR PUBLIC HEARINGS PURSUANT TO CA CONSTITUTION ARTICLE XIIID [RECOMMEND ADOPTION]
- D-7) ACCEPT BLACKLAKE SEWER FUND FINANCIAL PLAN; PROPOSE USER FEES AND AUTHORIZE 45 DAY NOTICE FOR PUBLIC HEARING PURSUANT TO CA CONSTITUTION ARTICLE XIIID [RECOMMEND ADOPTION]

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\CONSENT AGENDA\CONSENT 09-26-07.DOC

TO: BOARD OF DIRECTORS
 FROM: BRUCE BUEL *BB*
 DATE: SEPTEMBER 21, 2007

**AGENDA ITEM
 D-1
 SEPTEMBER 26, 2007**

HAND WRITTEN CHECKS

9-12-07	19635	CLERK-RECORDER	75.00
9-12-07	19636	FAITH WATKINS	149.48
9-12-07	19637	GROUNDWATER RESOURCE ASSOC	44.00
9-12-07	19638	MIKE WINN	50.00
9-12-07	19639	LARRY VIERHEILIG	50.00
9-17-07	19640	SLO COUNTY	558.00
9-26-07	19641	STEPHEN RICHEY	366.16
9-26-07	19642	PEOPLE SELF HELP	780.90
9-26-07	19643	FRED BAUR	767.15
9-26-07	19644	VISTA COLINA VILLAGE	211.87
9-26-07	19645	CLERK RECORDER	7.00
9-26-07	19646	PORTABLE JOHNS	157.36
9-26-07	19647	DAN MIGLIAZZO	395.48

**TOTAL COMPUTER
 CHECKS
 \$ 117,410.20**

VOIDED CHECKS

19634

COMPUTER GENERATED CHECKS

14031	09/21/07	EMP01	EMPLOYMENT DEVELOP DEPT	987.00	.00	987.00	A70917	STATE INCOME TAX
14032	09/21/07	MID01	MIDSTATE BANK-PR TAX DEP	3632.17	.00	3632.17	A70917	FEDERAL INCOME TAX
				343.90	.00	343.90	1A70917	FICA
				829.82	.00	829.82	2A70917	MEDICARE (FICA)
			Check Total.....:	4805.89	.00	4805.89		
14033	09/21/07	MID02	MIDSTATE BANK - DIRECT DP	23913.73	.00	23913.73	A70917	NET PAY
14034	09/21/07	PER01	PERS RETIREMENT	6592.33	.00	6592.33	A70917	PERS PAYROLL REMITTANCE
14035	09/21/07	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A70917	WAGE ASSIGNMENT
14036	09/21/07	STA01	STATE STREET GLOBAL	1105.00	.00	1105.00	A70917	457 DEFERRED COMP
014037	09/26/07	ABA01	ABALONE COAST BACTERIOLOG	925.00	.00	925.00	1870	LAB TESTS-SOUTHLAND & BL
				20.00	.00	20.00	1961	LAB TEST-BL WWTP
				80.00	.00	80.00	1962	LAB TEST-TOWN WATER
				20.00	.00	20.00	1967	LAB TEST-BL WWTP
				176.00	.00	176.00	1968	LAB TEST-SOUTHLAND WWTP
				104.00	.00	104.00	1969	LAB TEST-SOUTHLAND WWTP
				20.00	.00	20.00	1976	LAB TEST-BL WWTP
				20.00	.00	20.00	1987	LAB TEST-BL WWTP
				80.00	.00	80.00	2003	LAB TEST-TOWN WATER
				20.00	.00	20.00	2004	LAB TEST-BLWWTP
				20.00	.00	20.00	2010	LAB TEST-BLWWTP
			Check Total.....:	1485.00	.00	1485.00		
014038	09/26/07	AME03	AMERI PRIDE	79.01	.00	79.01	F277911	UNIFORMS
014039	09/26/07	BRE02	BRENTTAG PACIFIC INC.	612.79	.00	612.79	713044	SODIUM HYPOCHLORITE
				642.67	.00	642.67	713045	SOLDIUM HYPOCHLORITE
			Check Total.....:	1255.46	.00	1255.46		
014040	09/26/07	CAN02	CANNON ASSOCIATES	52.50	.00	52.50	42018	40/30 CERTIFICATION
				10378.02	.00	10378.02	42030	MASTER PLAN UPDATE
				5787.27	.00	5787.27	42031	COUNTY DRAINAGE RELOCATIO
				700.70	.00	700.70	42032	INSPECTION COUNTY DRAIN R
				11838.75	.00	11838.75	42040	WATER GEMS MODELING FOR M
			Check Total.....:	28757.24	.00	28757.24		
014041	09/26/07	CLE06	CLEVER DUCKS	919.00	.00	919.00	078	COMPUTER SUPPORT
014042	09/26/07	CRE01	CREEK ENVIRONMENTAL LABS	14.00	.00	14.00	04518	LAB TEST-BL WWTP
014043	09/26/07	CRO02	CROSBY & CINDRICH, CPAS	4000.00	.00	4000.00	17410	AUDIT SERVICES-PROGRESS B
014044	09/26/07	EBY01	EBY, ED	100.00	.00	100.00	092607	REGULAR BOARD MEETING 9/2
014045	09/26/07	FAM01	FAMCON PIPE AND SUPPLY	8901.75	.00	8901.75	104317	10 FIRE HYDRANTS

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS SEPTEMBER 26, 2007**

**AGENDA ITEM
D-1
SEPTEMBER 26, 2007
PAGE TWO**

014046	09/26/07	FGL01	FGL ENVIRONMENTAL	97.00	.00	97.00	708340A	LAB TEST-SOUTHLAND WWTP
				167.00	.00	167.00	708860A	SUNDALE WELL LAB TEST
				557.00	.00	557.00	708917A	KNOLLWOOD WELL LAB TEST
				187.00	.00	187.00	709405A	LAB TEST-SOUTHLAND WWTP
				36.00	.00	36.00	709408A	LAB TEST-SOUTHLAND WWTP
				187.00	.00	187.00	709636A	LAB TEST-TOWN WWTP
				61.00	.00	61.00	709641A	LAB TEST-SOUTHLAND WWTP
				56.00	.00	56.00	709643A	LAB TEST-BL WWTP
			Check Total.....:	1348.00	.00	1348.00		
014047	09/26/07	GAR01	GARING TAYLOR & ASSOC	190.00	.00	190.00	8064	MARIA VISTA PCI
				1760.66	.00	1760.66	8065	PONDLINER SUBMITTALS/REVI
			Check Total.....:	1950.66	.00	1950.66		
014048	09/26/07	GRO01	GROENIGER & CO	277.35	.00	277.35	730195	OPERATING SUPPLIES
				637.37	.00	637.37	731006	OPERATING SUPPLIES
			Check Total.....:	914.72	.00	914.72		
014049	09/26/07	GRO02	GROUND UP	3855.00	.00	3855.00	138	POND LINER INSPECTION
014050	09/26/07	HAR02	HARRISON, JAMES	100.00	.00	100.00	092607	REGULAR BOARD MEETING 9/2
014051	09/26/07	IRO01	IRON MOUNTAIN RECORDS MGT	25.52	.00	25.52	JL02993	DOCUMENT SHREDDING
014052	09/26/07	JUS01	JUSTIFACTS CREDENTIAL	90.00	.00	90.00	132093	BACKGROUND CHECK-SEVCIK
014053	09/26/07	MCD01	MCDONOUGH HOLLAND & ALLEN	400.40	.00	400.40	192675	CONSTRUCTION DOCUMENTS
				158.08	.00	158.08	192851	DEGROOT LITIGATION
				445.32	.00	445.32	192675A	DEGROOT LITIGATION
			Check Total.....:	1003.80	.00	1003.80		
014054	09/26/07	MOR02	MORE OFFICE SOLUTIONS	381.03	.00	381.03	380073	COPIER MAINTENANCE
014055	09/26/07	NIP08	NIPOMO CSD	460.22	.00	460.22	083107	LANDSCAPE MAINT DIST WATE
014056	09/26/07	NIP09	NIPOMO MARKET PLACE	2718.09	.00	2718.09	AUGUST	AUGUST FUEL
014057	09/26/07	NUT01	NU TECH PEST MGMT	49.00	.00	49.00	63789	PEST CONTROL
014058	09/26/07	PGE01	P G & E	247.75	.00	247.75	33P336	MV LIFT STATION
014059	09/26/07	PWM01	PW MANN ELECTRIC INC	275.60	.00	275.60	7061	TEFFT L/S CONTROL RELAY
				928.06	.00	928.06	7062	REPLACEMENT BREAKERS AT B
				275.63	.00	275.63	7063	REBULD EUREKA PANEL
			Check Total.....:	1479.29	.00	1479.29		
014060	09/26/07	QUI01	QUILL CORPORATION	95.88	.00	95.88	4351419	OFFICE SUPPLIES
014061	09/26/07	REL01	RELIABLE	239.65	.00	239.65	FTP46300	OFFICE SUPPLIES
014062	09/26/07	SAN09	SAN LUIS MAILING SERVICE	37.10	.00	37.10	32150	LATE NOTICES
				108.24	.00	108.24	32150A	POSTAGE FOR LATE NOTICES
				183.49	.00	183.49	32161A	MAILING OF BILLS
				920.56	.00	920.56	32161B	POSTAGE FOR BILLS
				143.18	.00	143.18	32178A	BL RATE BRIEFING LETTER
				189.76	.00	189.76	32178B	BL RATE BRIEFING LETTER
			Check Total.....:	1582.33	.00	1582.33		
014063	09/26/07	SPE01	SPECIAL DISTRICT RISK	6223.00	.00	6223.00	23450	W/C INSURANCE-OCT TO DEC
014064	09/26/07	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	092607	REGULAR BOARD MEETING 9/2
014065	09/26/07	TRO02	CLIFF TROTTER	75.40	.00	75.40	A70917	REIMBURSEMENT INK/PAPER
014066	09/26/07	UNI03	UNITED RENTALS	488.24	.00	488.24	67722243	MOWER RENTAL
014067	09/26/07	VAL01	VALLEY SEPTIC SERVICE	437.50	.00	437.50	4439	PUMP POND #4
				1465.80	.00	1465.80	4496	JET SEWER LINES
				275.00	.00	275.00	4498	PUMP BRACKEN LIFT STATION
				1423.50	.00	1423.50	4500	JET SEWER LINES
				300.00	.00	300.00	4529	PUMP POND
				425.00	.00	425.00	4536	PUMP PALMS LIFT STATION
				325.00	.00	325.00	4537	PUMP WATER FROM BROKEN FI
			Check Total.....:	4651.80	.00	4651.80		
014068	09/26/07	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	092607	REGULAR BOARD MEETING 9/2
014069	09/26/07	WAL01	WALLACE GROUP	6065.41	.00	6065.41	23644	MILLER PARK FUNDING DISTR
014070	09/26/07	WIN01	WINN, MICHAEL	100.00	.00	100.00	092607	REGULAR BOARD MEETING 9/2

NIPOMO COMMUNITY SERVICES DISTRICT MINUTES

SEPTEMBER 12, 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.

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.

B. ROLL CALL

At Roll Call, all Board members were present.

00:05:58

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) NOT USED

C-2) BATTALION CHIEF BILL FISHER OF CAL FIRE

Captain Felix Camacho of CAL FIRE represented Chief Fisher. Captain Camacho stated that August was a relatively slow month responding to 84 calls. Year-to-date Station 20 has responded to 841 calls and Station 22 has responded to 449 calls. CAL FIRE has received a grant to purchase thermo imaging cameras that will be installed on the engines in the near future.

C-3) DR. BRAD NEWTON OF SAIC

Dr. Brad Newton of SAIC presented revisions to the 2007 Groundwater Storage calculations and Proposed Water Emergency triggers. Dr. Newton presented the trigger conditions for Stage I-IV and the reset values. April has been selected as the monitoring month.

The following members of the public spoke:

Ian Wallace, NCSO resident at Blacklake – Asked if the 1500 acre feet trigger would be over a 1 year period

John Snyder, Non-District resident – Stated it was the worst study in terms of scientific quality that ignores geology and average specific yield.

Jon Seitz stated the Judge in Phase II of the trial determined the boundaries of the basin.

C-4) MIKE NUNLEY OF BOYLE ENGINEERING CORPORATION

Supplemental Water

Mike Nunley discussed the development of a short-term water supply revolving around state water by acquiring a portion of County of San Luis Obispo's unused entitlement. This requires meeting with all of the agencies involved. Additional time will be needed to submit this Technical Memo which was due on September 28. Boyle Engineering is also investigating desalination by identifying studies, permitting process, budgeting and scheduling. Technical Memo #3 is due September 28 and will be presented to the Board

MINUTES SUBJECT TO BOARD APPROVAL

October 10. On October 16, NCSD and consultants will make a presentation to the SLO County Board of Supervisors.

C. PRESENTATIONS AND PUBLIC COMMENT (continued)

C-4) MIKE NUNLEY OF BOYLE ENGINEERING CORPORATION (continued)

Southland WWTF Update

Boyle Engineering is recommending that Fugro West perform Phase II (Agenda Item D9). This will allow the Master Plan to be revised and determine the fate of treated effluent and determine the project description. Also, salts managements and reduction of TDS will be reviewed.

C-5) TOM MARIN OF SOUTH COUNTY SANITARY

Tom Martin stated that Clean Up Week for Nipomo is next week. He also stated that June from the IWMA will be working with commercial customers and apartment complexes on the benefits of recycling.

C-6) PRE-VIEW OF CREEK CLEAN UP EVENT

Celeste Whitlow, NCSD Conservation and Public Outreach Specialist, stated that Creek Clean Up will be September 29 from 9:00 – 12:00. The focus of the clean up will be the down town area. She also showed the Board some of the free gifts volunteers will be receiving for participating.

C-7) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST

Receive Announcements from Directors Items of District & Community Interest

Director Vierheilig – The Finance, Audit, Personnel Committee meeting set for September 19 has been postponed.

Director Eby – LAFCO Alternate for Special Districts – LAFCO has raised the stipend for meetings from \$25 to \$50 per meeting. LAFCO is reviewing the City of Morro Bay's Sphere of Influence and an annexation to Pismo Beach

Director Trotter – The Blacklake Meeting will be September 25 at 2:00 p.m. at the Club House to discuss the merger and rate studies.

Director Winn –

The Parks Citizen Advisory Subcommittee will meet at 6:30 on September 19.

The Economic Advisory Committee will meet on the 3rd floor of the County Government Center at 3:00 p.m. on September 20. Director Winn and Bruce Buel will be making a presentation.

The Chamber of Commerce will meet at 7:30 a.m. on September 25 at Woodlands. Bruce Buel will be the guest speaker.

The Planning Commission will meet on September 27 to review the proposed affordable housing ordinance and framework to incorporate smart growth principals county-wide.

C-8) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

There was no public comment.

Jon Seitz, District Legal Counsel, made the following comments on water in storage:

1. Nipomo is losing groundwater in storage
2. SAIC report is consistent with DWR Report
3. SAIC report is consistent with the Papadopolous Report of March 2004
4. SAIC report is consistent with the SLO Planning 2004 Capacity Study
5. SAIC report is consistent with the water analysis for Summit Station Report
6. SAIC report is consistent with the Stipulated Judgment signed by hundreds of

MINUTES SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

property owners

7. SAIC report is consistent with the Board of Supervisors determination of Level III Severity.

Jon Seitz, District Legal Counsel, made the following comments on water in storage
(continued)

It is fair game to criticize consultants; however, it is fair to say the consultant's report is consistent with six other reports prepared by experts.

The Board took a short break at 10:35 a.m. and returned at 10:45 a.m.

D. CONSENT AGENDA

D-1) APPROVE WARRANTS

D-2) APPROVE BOARD MEETING MINUTES

Approve Minutes of August 15, August 22 and August 29, 2007 Meetings

D-3) ACCEPT PACE BROS EASEMENT AND WATER AND SEWER IMPROVEMENTS ON GROVE WEST OF SOUTH OAKGLEN

RESOLUTION NO. 2007-1040

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING AN EASEMENT AND THE WATER AND SEWER IMPROVEMENTS
FOR TRACT 2658 (PACE BROS)**

D-4) OPPOSE SB 619 AND AUTHORIZE SUBMITTAL OF POSITION STATEMENT

D-5) ACCEPT PEOPLES SELF HELP HOUSING WATER AND SEWER IMPROVEMENTS FOR MONTECITO VERDE UNIT III

RESOLUTION NO. 2007-1041

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR CO 04-0606 (PEOPLE SELF HELP-MONTECITO VERDE III)**

D-6) ACCEPT REVISIONS TO STANDARD SPECIFICATIONS

RESOLUTION NO. 2007-1042

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
REVISING NCSD'S STANDARD SPECIFICATIONS
FOR WATER AND SEWER IMPROVEMENTS**

D-7) AMEND PERSONNEL POLICY TO CORRECT PERFORMANCE REVIEW FORM AND REFORMAT SECTION ON STANDBY PAY

RESOLUTION NO. 2007-1043

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AMENDING SECTIONS 3010 AND 8020-APPENDIX C OF THE PERSONNEL,
POLICIES AND PROCEDURES MANUAL**

D-8) ACCEPT BEAUCHAMP WATER AND SEWER EASEMENT FOR THREE-LOT SUBDIVISION OFF SOUTH OAKGLEN – CO 06-0082

RESOLUTION NO. 2007-1044

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING AN IRREVOCABLE AND PERPETUAL OFFER AND DEDICATION OF
SEWER PIPELINE AND WATER PIPELINE EASEMENT FOR CO 06-0082**

MINUTES SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

CONSENT AGENDA (continued)

- D-9) AMEND NOT TO EXCEED EXPENDITURE LIMIT IN SAIC GROUNDWATER MANAGEMENT PLAN AGREEMENT
- D-10) DECLARE BLACKLAKE WATER SYSTEM BOOSTER STATION EQUIPMENT SURPLUS AND ZERO VALUE

Bruce Buel, General Manager, offered Items D-1 through D-10 for Board consideration and asked that the Board pull Item D-9 for separate consideration. There was no public comment. Upon motion by Director Vierheilig and seconded by Director Eby, the Board unanimously approved Item D1 through D8 and D10 as amended. There was no public comment. Vote 5-0.

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

Mr. Buel explained Item D9 This work is being done in anticipation of the Technical Group formation. NCS D hopes to get a credit or reimbursement in the future. It is estimated that the Technical Group will spend \$75,000 annually and produce an annual report. In the future, NCS D should be obligated to pay approximately 20% of the \$75,000. There was no public comment. Vote 5-0.

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

Director Trotter commented that the Blacklake motors (Agenda Item D10) are not scrap and should be surplus because motors have value.

00:27:00

E. ADMINISTRATIVE ITEMS

- E-1) CONSIDER EXECUTION OF AGREEMENT WITH MARLOWE AND COMPANY TO ASSIST IN SECURING FEDERAL FUNDING FOR SUPPLEMENTAL WATER PROJECT

Bruce Buel, General Manager, stated that four requests for proposals were sent out and three proposals were received. The proposed contract is for fourteen months beginning November 2007 to December 2008. NCS D will try to secure STAG (State Tribal Assistance Grants). STAGs are funds used to offset projects in local communities. We don't need a specific project defined as long as we have a problem that needs to be solved. There was no public comment.

Upon motion by Director Harrison and seconded by Director Trotter, the Board agreed to enter into an agreement with Marlowe and Company. Vote 5-0.

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

MINUTES SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
REGULAR MEETING
MINUTES

00:38:58

E-2) AUTHORIZE REDUCTION IN SOLID WASTE FRANCHISE FEE TO OFFSET PROPOSED SOUTH COUNTY SANITARY COMPANY FEE INCREASE

Bruce Buel, General Manager, explained that South County Sanitary has requested a 3% CPI fee increase which is allowed in the Franchise Agreement.. During the budget process, the FAPC recommended that in lieu of a fee increase, the Franchise Fee be reduced to offset the fee increase. A revised resolution was distributed to the Board of Directors for consideration. The resolution allows for a suspension of the 10% during the suspension period but allows the Board the flexibility to return to the 10% without amending the contract.

Director Eby asked that a press release be prepared. Mr. Tom Martin of South County Sanitary stated that they will include a notification in the monthly utility bill.

There was no public comment.

Upon motion by Director Eby and seconded by Director Vierheilig, the Board unanimously approved Resolution 2007-1045. Vote 5-0.

RESOLUTION NO. 2007-1045
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
REDUCING THE FRANCHISE FEE PAYMENT TO SOUTH
COUNTY SANITARY FROM 10% TO 7.3%

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

E-3) NOT USED

00:47:20

E-4) AUTHORIZE EXECUTION OF AGREEMENT WITH FUGRO WEST TO IMPLEMENT PHASE II RESEARCH RE DISCHARGE OF SOUTHLAND WWTF EFFLUENT

Bruce Buel, General Manager, discussed the need to have Fugro West perform Phase II research on the discharge of the Southland WWTF effluent. More research needs to be done on aquifer under the plant.

Paul Sorenson of Fugro West stated that we need to characterize the deeper aquifer before a decision can be made as to effluent disposal. Fugro West will also look at water quality impacts on the creek, if any, and sample upstream. The constituents for sampling have not been decided yet. Fugro will work with Boyle and the chemists to make that determination.

There was no public comment.

Upon motion by Director Harrison and seconded by Director Eby, the Board unanimously approved the agreement with Fugro West. Vote 5-0.

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

MINUTES SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

01:11:00

E-5) ACCEPT PEG MILLER'S RESIGNATION FROM PCASC AND CONSIDER SELECTION OF REPLACEMENT

Peg Miller has submitted her resignation due to a conflict of interest. It was asked that the PCASC be shortened to PCAS. Director Vierheilg stated he is seeking a replacement for Ms. Miller. There was not public comment. Upon motion of Director Vierheilg and seconded by Director Eby, the Board unanimously accepted Peg Miller's resignation. Vote 5-0.

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

01:15:00

F. MANAGER'S REPORT

Bruce Buel, General Manager, stated that there were no additions to the written material in the Board letter. The Board asked questions. There was no public comment.

01:20:00

G. COMMITTEE REPORTS

The FAPC will reschedule their meeting.
 The Supplemental Water Committee will meet on October 8.
 The Parks Committee needs to schedule a meeting.
 The Water Conservation Committee will meet on September 17.

01:21:00

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Eby would like to see a comprehensive conservation plan rather than a piecemeal version. A conservation program should cover the whole mesa and not just NCSD which is about 20% of the mesa.
Director Winn stated that NCSD will have to take the lead and can't sit back and wait for others to initiate a conservation program.

01:26:00

I. CLOSED SESSION ANNOUNCEMENTS

Jon Seitz, District Legal Counsel, announced the following items to be considered 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; MARIA VISTA ESTATES V. NCSD ET AL. (CASE NO. ND07-10362RR IN UNITED STATES BANKRUPTCY COURT, CENTRAL DISTRICT,

MINUTES SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
REGULAR MEETING
MINUTES

NORTHERN DIVISION

I. CLOSED SESSION ANNOUNCEMENTS (continued)

- 4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; NCSD VS. SLO COUNTY (CASE NO. CV 070066)
- 5. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – PROVIDE INSTRUCTIONS TO BRUCE BUEL AND JON SEITZ REGARDING NEGOTIATIONS ON PRICE AND TERMS WITH JESSE SILVER (OWNER AND NEGOTIATOR) REGARDING THE FEE TITLE PURCHASE OF APN 091-311-026 (776 MESA ROAD, NIPOMO) PURSUANT TO GOVERNMENT CODE SECTION 54956.8
- 6. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – REVIEW GENERAL MANAGER’S PERFORMANCE PURSUANT TO GOVERNMENT CODE SECTION 54957

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public present to comment.

01:30:00

K. ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 12:15 p.m.

L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 1:30 p.m.

There was no audience present.

Jon Seitz, District Legal Counsel, announced that the Board heard an update on the items listed above. There was no reportable action on items 1, 2, 3, 4 or 6. Item 5, the Board of Directors instructed the General Manager to procure an appraisal on APN 091-311-026.

ADJOURN

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

➤ THE NEXT REGULAR BOARD MEETING IS SEPTEMBER 26, 2007.

TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Review Rate Studies and Financial Plans
- Water Conservation Program Concept Review
- Emergency Water Supply Ordinance Conceptual Review

MINUTES SUBJECT TO BOARD APPROVAL

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: SEPT. 21, 2007

AGENDA ITEM
D-3
SEPT. 26, 2007

AUTHORIZE EXECUTION OF AMERICORPS AGREEMENT

ITEM

Authorize execution of Americorps Agreement for the use of part-time Americorps Worker in 2008 [RECOMMEND ADOPTION].

BACKGROUND

Attached is a program description for placement of Americorps Workers in San Luis Obispo County in 2008. The program places mostly Cal Poly graduates and covers the payment of benefits and most of the cost. Should NCSD opt for a part-time placement, the assigned worker would work approximately 900 hours and NCSD's cash match would be \$5,000. Staff believes that such a worker would work on outreach activities under the Supervision of the Water Conservation Specialist. Funding is currently available in the FY07-08 Budget for the \$2,500 match from 1/1/08 to 6/30/08 and another \$2,500 would be needed in the FY08-09 budget.

RECOMMENDATION

Staff recommends that your Honorable Board agree to host a part-time Americorps Worker in 2008 and authorize the General Manager to execute the Americorps agreement.

ATTACHMENTS

- Americorps Program Description

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\AmericorpsAgree.DOC



Central Coast Volunteer Corps 2008

**Half-time and Full-time Paid AmeriCorps
Volunteers can serve at your agency!**

What is AmeriCorps?

Nationally, AmeriCorps is known as the domestic Peace Corps and provides a huge array of services to those in need. The Central Coast Volunteer Corps was created in 2007 and had 29 members at 22 local agencies in it's first year. The program will be increasing in size for 2008. Members serve at local non-profits helping to expand agency programs and participate in multi-agency collaborative service projects.

How can we get an AmeriCorps Member?

Any local non-profit or public service agency is welcome to apply to host an AmeriCorps member. Agencies will be selected based on current need and compatibility of the position they are wanting to create. All hosting agencies will be required to pay a cash match of \$5,000 for half-time positions and \$10,000 for full-time. All other employment costs are covered by the Central Coast Volunteers Corps

What positions are available?

All positions are either half-time (900 hours per year) or full time (1700 hours per year) and vary from agency to agency. The positions focus on building the capacity of the agency through tasks such as event coordination, volunteer recruitment and management, fundraising, and grant writing. AmeriCorps is not a job, it is a paid service experience. All positions pay a living allowance throughout the term of service and an educational award upon completion.

How can you get involved?

Agency Selection will officially begin in September with all positions beginning January 1, 2008. To find out more information and get an application, please call Amber Tierney at (805) 756-5338.





BIG BROTHERS BIG SISTERS OF SAN LUIS OBISPO COUNTY

A 501(c)(3) Non-Profit Organization

880 Industrial Way, P.O. Box 12644, San Luis Obispo, CA 93406

(805) 781-3226 (888) 781-3226 FAX: 781-3029 E-Mail: office@slobigs.org

Web Page: www.slobigs.org

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Making a BIG Difference, One Child at a Time!

Agency Description:

Big Brothers Big Sisters provides mentors for, primarily, youth between the ages of 6-17 from single parent, low-income families throughout San Luis Obispo County. Our Americorps Member would be involved in a wide variety activities designed to increase public awareness, volunteer participation, and community donations.

Job Description: Community Outreach Specialist

The Americorps Worker will work closely with, and be supervised by, BBBS program and fundraising staff. Job tasks will include:

Volunteer Recruitment and Publicity:

- Outreach presentations to community service clubs, organizations, college fraternities and sororities, etc.
- Organize information tables at community events, festivals, Farmer's Markets, etc.
- Build and maintain a volunteer prospects contact database
- Assist with production of the agency newsletter
- Participate in advertising including TV, radio and print PSA's

Fundraising:

- Assist with agency fundraising events-Golf Tournament in June '07
- Enlist new donor support from various community groups
- Participate in "nurturing" of existing agency donors
- Organize a marketing and fundraising survey to aid in streamlining our processes

Volunteer support and expansion:

- Build and maintain a database of countywide media and publications
- Teach volunteer training classes
- Organize a *Non-Big* volunteer database to enable us to engage additional volunteers for purposes other than direct mentoring.
- Assist with Big newsletter
- Assist with "Big in the Spotlight" month volunteer recognition
- Assist with match support-making sure volunteers are comfortable and supported in their mentoring relationships.
- Monitor big newsgroup for email volunteer support
- Plan and assist with volunteer events
- Organize and oversee volunteer referral incentive raffle

The coming months will hold many positive changes for the SLO Americorps chapter – The Central Coast Volunteer Corps (CCVC). The CCVC has recently been funded for the next three years, with a 25% increase in member enrollment. This funding renewal, and corresponding program expansion, will allow agencies to apply for additional Americorps positions. The CCVC is currently launching recruitment for the 2008 program year, and is actively seeking interested agencies and potential volunteers.

The following timeline provides critical dates of what can be expected in the coming months as The Corps gears up for the next program year.

August: Those agencies interested in hosting AmeriCorps positions for 2008, should fill out a letter of intent indicating an agreement to the cash match of \$5000 per half time member and \$10000 per full time member. The “letter of intent form” can be accessed by contacting Amber Tierney at atierney@calpoly.edu or by calling (805) 756-5338. Letters of intent, with an associated and well defined job description, are due by **September 14, 2007**. All applications should comply with grant requirements, and must address the following areas: *Infrastructure Development, Volunteer Recruitment and Management, and Fundraising/Grant Writing.*

September: All position allocations shall be announced on **Friday September 28**.

October 5th: Informational meeting for all agencies that are selected to host an AmeriCorps member - at Cal Poly from 10-12:00, specific location TBA.

October: All positions without predetermined candidates shall be opened for public recruitment beginning **Monday October 15**.

November: Open recruitment and member interviews will continue until all positions are filled. This recruitment phase is anticipated to be completed by December 1.

January: Members will attend a 2 day orientation on January 3rd and 4th, and will then report to respective agencies on Monday January 7th.

All inquires should be directed to the Program Coordinator Amber Tierney. Amber can be reached at 756-5338 or at atierney@calpoly.edu.

**Central Coast Volunteer Corps
AmeriCorps Letter of Commitment**

The Central Coast Volunteer Corps provides full-time and half-time AmeriCorps positions to local non-profit and public service agencies. The members focus on development of agency capacity through recruitment and coordination of volunteers.

The next grant cycle will begin in January of 2008 and extend for three years. Positions are allocated to agencies annually and reevaluated at the end of each program year. Central Coast Volunteers Corps will provide programs that use and rely upon volunteers the opportunity to enroll AmeriCorps members who commit to a year of service in the community in return for a living allowance and term-completion stipend. The AmeriCorps members can be recruited from the national pool or found locally, but must be approved by both the agency and Central Coast Volunteer Corps staff. They, in turn, will help generate, motivate, and supervise program volunteers and assist with program implementation.

Central Coast Volunteers Corps, administered by The Community Center at Cal Poly, will provide support to participating programs in recruiting, developing, and supervising AmeriCorps members. Central Coast Volunteers Corps will enroll/hire AmeriCorps members with the assistance of partner agencies. Participating organizations in this program will be required to provide a non-federal cash match for each full-time AmeriCorps member of \$10,000 per year, \$5,000 for each half-time member. A minimum of 50% of the cash match is due no later than 1/1/08. The remaining 50% is due no later than 7/15/08. **All letters of intent must be submitted with a detailed job description for the potential member no later than August 31, 2007.**

Our organization is interested in participating in the 2008 Central Coast Volunteers Corps:

Program Name: _____ County _____

Program Address: _____

Program City, State, Zip: _____

Contact Person/Title: _____

Phone: _____

Fax: _____

Email: _____

Agency Website: _____

All Letters of Intent must be submitted with a detailed job description.

How many full-time AmeriCorps Members does your program plan to enroll? _____

How many half-time AmeriCorps Members does your program plan to enroll? _____

What is your program's total available non-federal cash match (\$10,000 per full-time member, \$5,000 per half-time member)? \$ _____

Authorized Signature: _____ Date: _____

Please fax responses to Amber Tierney at (805) 756-5836 or
call at (805) 756-5338 with further questions