

TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: NOVEMBER 9, 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 October 24, 2007 Meeting
- D-3) AUTHORIZE EXECUTION OF AGREEMENT WITH BOYLE ENGINEERING TO  
UPDATE WATER AND SEWER REPLACEMENT STUDY [RECOMMEND  
APPROVAL]
- D-4) AMEND CAPITALIZATION POLICY PER RECOMMENDATION OF DISTRICT  
AUDITOR [ADOPT RESOLUTION]
- D-5) ACCEPT NIPOMO TOWN SQUARE EASEMENTS [ADOPT RESOLUTION]
- D-6) ACCEPT PUHEK WATER AND SEWER IMPROVEMENTS ON BURTON STREET  
[ADOPT RESOLUTION]

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

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

**HAND WRITTEN CHECKS**

10-25-07	19660	G KORNREICH	1,372.00
10-25-07	19661	STANDARD INS	1,593.56
10-29-07	19662	M WINN	50.00
10-29-07	19663	J HARRISON	50.00
11-09-07	19664	M WINN	50.00
11-09-07	19665	L VIERHEILIG	50.00

**TOTAL COMPUTER  
 CHECKS  
 \$ 279,958.22**

**VOIDED CHECKS**

NONE

**COMPUTER GENERATED CHECKS**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
14193	11/02/07	EMP01	EMPLOYMENT DEVELOP DEPT	736.08	.00	736.08	A71029	STATE INCOME TAX
14194	11/02/07	MID01	MIDSTATE BANK-PR TAX DEP	3362.74 353.16 879.40	.00 .00 .00	3362.74 353.16 879.40	A71029 1A71029 2A71029	FEDERAL INCOME TAX FICA MEDICARE (FICA)
			Check Total.....:	4595.30	.00	4595.30		
14195	11/02/07	MID02	MIDSTATE BANK - DIRECT DP	26038.95	.00	26038.95	A71029	NET PAY
14196	11/02/07	PER01	PERS RETIREMENT	7807.11	.00	7807.11	A71029	PERS PAYROLL REMITTANCE
14197	11/02/07	SIM01	SIMMONS, DEBRA	150.00	.00	150.00	A71029	WAGE ASSIGNMENT
14198	11/02/07	STA01	STATE STREET GLOBAL	1180.00	.00	1180.00	A71029	457 DEFERRED COMP
014199	11/02/07	NEX01	NEXTEL COMMUNICATIONS	338.61	.00	338.61	7314-071	CELL PHONES
014200	11/02/07	PGE01	P G & E	57184.09	.00	57184.09	101907	ELECTRICITY 4449664603-3
014201	11/02/07	USB02	U S BANCORP SERVICE CENTE	136.11 1710.00 332.00 115.52 68.62 155.00 24.84	.00 .00 .00 .00 .00 .00 .00	136.11 1710.00 332.00 115.52 68.62 155.00 24.84	102207A 102207B 102207C 102207D 102207E 102207F 102207G	TRAVEL EXP ADVERTISING FOR EMPL WATER CONSERVATION CLASS SUPPLIES SUPPLIES WATER CLASS GASOLINE
			Check Total.....:	2542.09	.00	2542.09		
014202	11/02/07	VER01	VERIZON	34.63 33.74	.00 .00	34.63 33.74	101907A 101907B	BL PHONE BL PHONE
			Check Total.....:	68.37	.00	68.37		
014203	11/14/07	ABA01	ABALONE COAST BACTERIOLOG	80.00 176.00 80.00 176.00 80.00 14.40 20.00 20.00 20.00	.00 .00 .00 .00 .00 .00 .00 .00 .00	80.00 176.00 80.00 176.00 80.00 14.40 20.00 20.00 20.00	2231 2250 2280 2295 2326 2327 2328 2340 2347	WATER SAMPLES TOWN WWTF LAB WATER SAMPLES TOWN WWTF LAB WATER SAMPLES BL WATER LAB BL WWTF LAB BL WWTF LAB BL WWTF LAB
			Check Total.....:	666.40	.00	666.40		
014204	11/14/07	ADV01	ADVANTAGE ANSWERING PLUS	104.95	.00	104.95	91004	PAGING
014205	11/14/07	ALX01	ALEXANDER'S CONTRACT SERV	2935.84	.00	2935.84	100012	METER READS
014206	11/14/07	AME02	AMERICAN INDUSTRIAL SUPPL	109.13	.00	109.13	177481	SUPPLIES
014207	11/14/07	AME03	AMERI PRIDE	80.47 75.66 84.85	.00 .00 .00	80.47 75.66 84.85	F312184 F317927 F323602	UNIFORMS ETC UNIFORMS ETC UNIFORMS ETC
			Check Total.....:	240.98	.00	240.98		
014208	11/14/07	ASM01	ASMUSSEN, FRED	3860.00	.00	3860.00	70281	BUILDING PAD FOR SHOP BUI

**NIPOMO COMMUNITY SERVICES DISTRICT  
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014209	11/14/07	ATT01	AT&T/MCI	.14 22.38 6.34 9.06	.00 .00 .00 .00	.14 22.38 6.34 9.06	T7095344 T7175889 T7175892 t7175891	PHONE PHONE 9290161 PHONE 9291341 PHONE 9291133
			Check Total.....:	37.92	.00	37.92		
014210	11/14/07	ATT02	AT&T	242.97 94.23 258.20	.00 .00 .00	242.97 94.23 258.20	45669 45716 45814	PHONE PHONE PHONE
			Check Total.....:	595.40	.00	595.40		
014211	11/14/07	AWW02	AMERICAN WATER WORKS ASSO	322.00	.00	322.00	604944	MEMBERSHIP DUES
014212	11/14/07	BEN02	BENTLEY SYSTEMS, INC.	1650.18	.00	1650.18	47109516	WATER GEMS SUBSCRIPTION
014213	11/14/07	BLU01	BLUEPRINT EXPRESS	2.69	.00	2.69	1636	COPY
014213	11/14/07	BLU01	BLUEPRINT EXPRESS	218.19 148.16	.00 .00	218.19 148.16	1701 1843	SHOP PLANS PRINTING
			Check Total.....:	369.04	.00	369.04		
014214	11/14/07	BOY01	BOYLE ENGINEERING CORP	145.80 13558.05 15891.40 2608.20 793.80 756.00 378.00 567.00 1865.70 151.20 410.40 437.40	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00	145.80 13558.05 15891.40 2608.20 793.80 756.00 378.00 567.00 1865.70 151.20 410.40 437.40	49568 49569 49570 49571 49572 49573 49574 49575 49576 49577 49578 49579	PCI APN 092-531-005 ALTERNATIVE WATER SUPPLY SOUTHLAND WWTF PCI TR 2312/2611 PCI TR 2652 PCI 092-572-038 PCI KELLY SUBDIV PCI APN 092-130-044 SALT REMOVAL ALLOWANCE PR TASK ORDER 012-06A PROP 50/84 PCI CO 05-0135
			Check Total.....:	37562.95	.00	37562.95		
014215	11/14/07	BRE02	BRENTAG PACIFIC INC.	597.87	.00	597.87	BPI728387	CHLORINE
014216	11/14/07	BRI01	BRISCO'S	301.42	.00	301.42	135096	SUPPLIES
014217	11/14/07	BUE01	BUEL, BRUCE	429.80	.00	429.80	102407	REIMB TRAVEL TO AWWA CONF
014218	11/14/07	CAN02	CANNON ASSOCIATES	420.00	.00	420.00	42407	SCADA SERVICE
014219	11/14/07	CAR04	CAR QUEST ARROYO GRANDE	346.27	.00	346.27	202662+	SUPPLIES
014220	11/14/07	CLE06	CLEVER DUCKS	632.17 1173.00	.00 .00	632.17 1173.00	NCS0079A NCS0 0710	COMPUTER SUPPORT COMPUTER SUPPORT
			Check Total.....:	1805.17	.00	1805.17		
014221	11/14/07	COA02	COASTAL ROLLOFF	718.12	.00	718.12	40631	SHOP TRASH REMOVAL
014222	11/14/07	COR01	CORBIN WILLITS SYSTEMS	65.00 724.18	.00 .00	65.00 724.18	A71031 A710151	COMPUTER SUPPORT BILLING MAINT
			Check Total.....:	789.18	.00	789.18		
014223	11/14/07	COU01	COURIER SYSTEMS	159.13	.00	159.13	110107	DELIVERY TO LAB
014224	11/14/07	CUE01	CUESTA EQUIPMENT	2766.36	.00	2766.36	339578+	OPERATING SUPPLIES
014225	11/14/07	CUL02	CULLIGAN WATER CONDITION	42.36	.00	42.36	103107	DELIVERY
014226	11/14/07	DEW01	J B DEWAR INC	64.38	.00	64.38	365714	OIL
014227	11/14/07	EBY01	EBY, ED	100.00	.00	100.00	111407	REG BD MEETING 111407
014228	11/14/07	FAR01	FARM SUPPLY COMPANY	508.60	.00	508.60	509469+	SUPPLIES
014229	11/14/07	FAR02	FAR WEST EXPRESS	26.50	.00	26.50	E10144+	DELIVERY TO MAILING SERVI
014230	11/14/07	FGL01	FGL ENVIRONMENTAL	97.00 212.00 187.00 61.00	.00 .00 .00 .00	97.00 212.00 187.00 61.00	711083A 711361A 711740A 711741A	TOWN WWTF LAB TOWN WWTP LAB TOWN WWTF LAB TOWN WWTF LAB
			Check Total.....:	557.00	.00	557.00		
014231	11/14/07	FIS01	FISHER PUMP SERVICE	9925.39	.00	9925.39	518	GEARHEAD FOR SUNDALE WELL

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014232	11/14/07	GAR01	GARING TAYLOR & ASSOC	2567.00	.00	2567.00	8234	SHOP UPGRADE
				160.00	.00	160.00	8235	BL POND LINER
				560.00	.00	560.00	8236	TOWN WWTF
				1310.00	.00	1310.00	8237	WIDOW LN EASEMENT
				Check Total.....:			4597.00	.00
014233	11/14/07	GAS02	GAS COMPANY, THE	13.46	.00	13.46	101707	OFFICE HEAT 06235160949
				13.81	.00	13.81	102207	GAS ENGINE
				1076.07	.00	1076.07	102607	GAS ENGINE 08619205712
				Check Total.....:			1103.34	.00
014234	11/14/07	GIL01	GLM, INC.	453.00	.00	453.00	103107A	LANDSCAPE FOR OFFICE
				100.00	.00	100.00	103107B	LANDSCAPE FOR BL
				Check Total.....:			553.00	.00
014235	11/14/07	GRA01	GRANDFLOW, INC.	149.61	.00	149.61	94745	PRINTED ENVELOPES
014236	11/14/07	GRO01	GROENIGER & CO	102.96	.00	102.96	743513SM	SUPPLIES
				154.44	.00	154.44	744682SM	SUPPLIES
				5628.59	.00	5628.59	745486SM	SUPPLIES
				757.48	.00	757.48	745837SM	SUPPLIES
				395.75	.00	395.75	746508SM	SUPPLIES
				1220.51	.00	1220.51	746511SM	SUPPLIES
				110.47	.00	110.47	748107SM	BL WELL SUPPLIES
				241.36	.00	241.36	751036SM	SUPPLIES
				650.15	.00	650.15	751038SM	SUPPLIES
				484.88	.00	484.88	751040SM	SUPPLIES
				Check Total.....:			9746.59	.00
014237	11/14/07	GWA01	GWA INC	28.00	.00	28.00	071006401	ALARM
014238	11/14/07	HAR02	HARRISON, JAMES	100.00	.00	100.00	111407	REG BD MEETING 111407
014239	11/14/07	IND02	INDEPENDENT ELEC SUPPLY	24.67	.00	24.67	310027787	SUPPLIES
014240	11/14/07	JOB01	JOBS AVAILABLE INC	803.25	.00	803.25	723072	AD FOR EMPLOYMENT
014241	11/14/07	JOH01	JOHNSON, DONNA	65.47	.00	65.47	110207	REIMB FOR SUPPLIES
014242	11/14/07	KAM01	KAMAN INDUSTRIAL TECH	158.24	.00	158.24	Q443270	SUPPLIES
014243	11/14/07	KOE01	KOEHLER PLUMBING, INC	170.00	.00	170.00	846	BL WATER TREATMENT MAINT
014244	11/14/07	KOR01	KORNREICH ARCHITECTS	1252.71	.00	1252.71	101907	SHOP UPGRADE
014245	11/14/07	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	39517	TRACT 2409 LANDSCAPE MAIN
014246	11/14/07	LAW02	LAWSON PRODUCTS, INC.	201.22	.00	201.22	6137259	SUPPLIES
014247	11/14/07	MCI01	MCI COM SERVICES	67.00	.00	67.00	7DK24040	PHONE
				9.64	.00	9.64	7DK24041	PHONE
				27.16	.00	27.16	7DK24042	PHONE
				9.20	.00	9.20	7DK24288	PHONE
				7.91	.00	7.91	7DK24289	PHONE
				18.07	.00	18.07	7DK24575	PHONE
				6.99	.00	6.99	7DK24576	PHONE
				Check Total.....:			145.97	.00
014248	11/14/07	MIG01	MIGLIAZZO, DAN	40.51	.00	40.51	110407	REIMB FOR SUPPLIES
014249	11/14/07	MOR02	MORE OFFICE SOLUTIONS	1748.38	.00	1748.38	CNIN38831	COPIER MAINT
014250	11/14/07	NIP01	NIPOMO ACE HARDWARE INC	402.94	.00	402.94	660875+	SUPPLIES
014251	11/14/07	NIP09	NIPOMO MARKET PLACE	2907.21	.00	2907.21	657310	GASOLINE
014252	11/14/07	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	64718	PEST CONTROL
				49.00	.00	49.00	64719	PEST CONTROL
				Check Total.....:			314.00	.00
014253	11/14/07	OFF01	OFFICE DEPOT	203.57	.00	203.57	40614283	OFFICE SUPPLIES
014254	11/14/07	PRE01	PRECISION JANITORIAL	275.00	.00	275.00	167	JANITOR SERVICE FOR OCTOB
014255	11/14/07	PWM01	PW MANN ELECTRIC INC	4479.20	.00	4479.20	7069	EUREKA WELL MAINT
014256	11/14/07	QUI01	QUILL CORPORATION	-64.14	.00	-64.14	940303C	CREDIT FOR RETURN X811-20
				99.42	.00	99.42	1932332	OFFICE SUPPLIES
				Check Total.....:			35.28	.00
014257	11/14/07	RAM01	RAMINHA CONSTRUCTION	2788.40	.00	2788.40	4450	BL POND LINER

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014258	11/14/07	RIC01	RICHARDS, WATSON, GERSHON	3451.80	.00	3451.80	155198	WATER RIGHTS ADJUDICATION
014259	11/14/07	SAI01	SAIC	14661.98 11416.01	.00 .00	14661.98 11416.01	910012 922816	CONSULTATION HYDROLOGIC MONITORING PRO
			Check Total.....:	26077.99	.00	26077.99		
014260	11/14/07	SAN04	SANTA MARIA TIMES	22.23 820.40	.00 .00	22.23 820.40	376201 1019577	AD FOR MOTORS CONSERVATION ADVERTISING
			Check Total.....:	842.63	.00	842.63		
014261	11/14/07	SAN09	SAN LUIS MAILING SERVICE	37.66 114.80	.00 .00	37.66 114.80	32383A 32383B	MAILING SECOND NOTICES POSTAGE FOR MAILING
			Check Total.....:	152.46	.00	152.46		
014262	11/14/07	SHI01	SHIPSEY & SEITZ, INC	11322.75	.00	11322.75	101507	LEGAL SERVICE
014263	11/14/07	SMA01	SMART BUSINESS INTERIORS	20392.00	.00	20392.00	550116A	SHOP FURNISHINGS
014264	11/14/07	SOU01	SOUTH COUNTY SANITARY	34.24 90.04 165.80 69.96	.00 .00 .00 .00	34.24 90.04 165.80 69.96	1981190 1983777 1984101 1985602	TRASH COLLECTION OFFICE CREEK CLEAN UP DAY OLDE TOWNE TRASH COLLECTI TRASH COLLECTION - SHOP
			Check Total.....:	360.04	.00	360.04		
014265	11/14/07	TGP01	TGP WEST, INC.	309.11	.00	309.11	4373	SUNDALE WELL MAINT
014266	11/14/07	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	111407	REG BD MEETING 111407
014267	11/14/07	USPO2	U.S. POSTAL SERVICE (CMRS	500.00	.00	500.00	110607	POSTAGE FOR MAILING MACHI
014268	11/14/07	VAL01	VALLEY SEPTIC SERVICE	1109.70 1658.70 300.00 300.00	.00 .00 .. .00	1109.70 1658.70 300.00 300.00	4575 4638 4656 4660	JETTING SEWER LINES JETTING SEWER LINES PUMP TO VISTA DEL SOL JETTING SEWER LINES
			Check Total.....:	3368.40	.00	3368.40		
014269	11/14/07	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	111407	REG BD MEETING 111407
014270	11/14/07	WAS01	WASTE NEWS	34.00	.00	34.00	113007	SUBSCRIPTION
014271	11/14/07	WAT03	WATER ENVIRONMENT FEDERAT	192.00	.00	192.00	PSEVCIK07	MEMBERSHIP DUES
014272	11/14/07	WHI02	CELESTE WHITLOW	290.05 1014.29	.00 .00	290.05 1014.29	102207 111707	REIMB FOR SUPPLIES TRAVEL TO AWWA CONF
			Check Total.....:	1304.34	.00	1304.34		
014273	11/14/07	WIN01	WINN, MICHAEL	100.00	.00	100.00	111407	REG BD MEETING 111407
014274	11/14/07	WOO01	DOUGLAS WOOD & ASSOCIATES	150.00	.00	150.00	110107	SOUTHLAND WWTF EXPANSION
014275	11/14/07	XER01	XEROX CORPORATION	90.20	.00	90.20	28759314	COPIER MAINT

# NIPOMO COMMUNITY SERVICES DISTRICT

*Celebrating 42 - Years of Service 1965 - 2007*

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## MINUTES

**OCTOBER 24, 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.

#### C. PRESENTATIONS AND PUBLIC COMMENT

##### C-1) GREG BURNS OF MARLOWE AND COMPANY

Greg Burns of Marlowe and Company introduced himself and Josh Gabaton and gave an overview of the process the firm will be following to help the District obtain Federal funding for a supplemental water supply project.

Mr. Burns answered questions from the Board.

The Board thanked Mr. Burns for his presentation.

##### C-2) ASSISTANT GENERAL MANAGER LISA BOGNUDA

Lisa Bognuda, Assistant General Manager, reviewed the Quarterly Financial Report. There were no budget adjustments in this quarter. Ms. Bognuda answered questions from the Board.

The Board thanked Ms. Bognuda for her presentation.

##### C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST

Receive Announcements from Directors Items of District & Community Interest

##### Director Eby

At the LAFCo meeting last week, the sphere of influence for Morro Bay was discussed. LAFCo shrank the line back to the city limits and thus the city will have zero SOI. Also, there will be no LAFCo meeting in November.

##### Director Winn

- On-Site Waste Treatment System Workshop was held Friday, October 19, 2007. Bruce Buel, General Manager, commented on the workshop. There was a staff meeting with Barry Tolle (primary staff member) and Sheryl Journey. The Regional Water Quality Control Board did not support County staff's proposal and will be circulating its own revisions to the Basin Plan within two months. The County will wait to see what the Regional Board does with the proposed amendments to the Basin Plan instead of proceeding to amendment to Title 19.

**MINUTES SUBJECT TO BOARD APPROVAL**

**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST (continued)

Director Winn (continued)

- Planning Commission meeting October 25<sup>th</sup> and November 8, 2007, and may be discussing the Affordable Housing Ordinance, the new Inclusionary Housing Ordinance to be proposed, and the Framework for Planning.
- Chamber of Commerce Luncheon - 11:45 a.m. Oct. 31, 2007 at Blacklake Center.
- Library Summit –Saturday, Nov. 3, 2007 at Atascadero Lake from 9 a.m. to 2:00 p.m.
- Water Resources Advisory Committee has several items coming up.
  - A. Integrated Regional Water Management Plan, is coming up for revisions.
  - B. Data Enhancement Plan – Silas Cramer from the County will be developing the plan. Water resource data is desired from those who wish to work with him. Director Winn would like to see the District have a role in the plan. The plan is due for completion in January 2008.
  - C. Santa Margarita Draft EIR is supposed to come out by the end of October. A precedent could be set on how native water is evaluated as opposed to supplemental water.
  - D. The Paso Robles Basin Banking Feasibility Study has been started to see if the 17,000 acre feet of water at Polonial Pass can be banked in North County.
  - E. The State Water Board has a grant program for non-point source implementation. The grant deadline is November 1<sup>st</sup>. Nipomo Creek has the highest coliform bacteria counts in the County.

C-4) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

There was no public comment.

D. CONSENT AGENDA

- D-1) APPROVE WARRANTS
- D-2) APPROVE BOARD MEETING MINUTES  
Approve Minutes of October 10, 2007 Meeting
- D-3) ACCEPT QUARTERLY FINANCIAL REPORT
- D-4) ACCEPT QUARTERLY INVESTMENT REPORT
- D-5) AWARD BID FOR SHOP OFFICE FURNISHINGS
- D-6) ACCEPT HAANPAA WATER IMPROVEMENTS AT MESA ROAD AND EASY LANE

Director Vierheilg asked about D-5. He asked about the floor plan seeming different than the specs. Mr. Buel explained. There was no public comment. Upon motion by Director Eby and seconded by Director Vierheilg, the Board unanimously approved the Consent Agenda. Vote 5-0.

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

**RESOLUTION NO. 2007-1046**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AWARDING THE BID FOR FURNISHING THE SOUTHLAND SHOP OFFICE TO SMART! BUSINESS INTERIORS AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH SMART! TO PROVIDE THE FURNISHINGS**

**RESOLUTION NO. 2007-1047**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT ACCEPTING THE WATER IMPROVEMENTS FOR CO 03-0120 (HAANPAA)**

**MINUTES SUBJECT TO BOARD APPROVAL**

## E. ADMINISTRATIVE ITEMS

## E-1) REVIEW EDITS TO COMBINED WATER SYSTEM FINANCIAL PLAN AND DISCUSS MERGER OF TOWN AND BLACKLAKE WATER FUNDS

Bruce Buel, General Manager, reviewed the edits to the Water System Financial Plan from Mr. Bob Reed who developed a two-tiered inclining block rate structure for Multi-Family Housing.

President Winn suggested that the Board discuss the multi-family rates first, make a ruling and discuss the Blacklake merger later.

The Board discussed why the rates need to be changed for multi-family now when the rates for the entire water user population will be revisited soon. The Board agreed to continue this discussion to the November 14, 2007 Board meeting.

Blacklake Merger

The following members of the public spoke:

Bill Nelson, NCSD resident – read a statement into the record that he handed to the Board. A copy of the statement is available for viewing in the District office. His statement questioned some of the methods to compute the proposed merger.

Pat Eby, NCSD resident – stated that the group of people from Blacklake had formed an ad hoc committee and the group is not a part of the BLMA. She thanked the staff, Mr. Trotter and Mr. Eby for all the information and help given to her. She read a statement that she handed to the Board. A copy of the statement is available for viewing in the District office. The statement questioned the fairness of the merger.

Bill Petrick, NCSD resident – stated that the word merger is what is getting people upset and does not apply to the situation.

Bruce Buel, General Manager, thanked the members of the Blacklake community for the effort concerning the proposed merger. The submittals will be evaluated. He explained that the standard process to obtain the money to upgrade the needed improvements to the Blacklake wells would be to borrow money from the Town Division Water Fund and the charge the members of the Blacklake community for the cost of the improvements for a stand-alone system. The word merger came from the desire to avoid the expenditure of funds for the Blacklake booster (approx \$800,000.00). Mr. Reed's analysis suggested that the Town Water Fund could absorb the Blacklake system but the equity surcharge would be needed to get the Blacklake Water Fund balanced. Mr. Buel stated that he would get some legal analysis to sort out the issue.

The Board discussed getting more information about other District annexations' histories, why Blacklake accounting is separate from Town, any historical precedence for a surcharge, legal fairness of surcharge, effect of rates with and without the surcharge, why the Blacklake funds are in the red, history of the comparison of rates, the fact that the District receives no property taxes from the Blacklake community, why the Blacklake residents adamantly opposed rate increases when they were proposed.

President Winn thanked the Blacklake residents for their input and asked them to have their power point presentation ready before the next Board packet is prepared so it can be included in the packet for the Board to review prior to the November 14<sup>th</sup> meeting.

**MINUTES SUBJECT TO BOARD APPROVAL**



Nipomo Community Services District  
REGULAR MEETING  
MINUTES

01:18:05

E-2) ACCEPT FY06-07 AUDIT

Bruce Buel, General Manager, introduced Bob Crosby to review the FY 06-07 Audit.

Bob Crosby, CPA of Crosby & Cindrich presented the FY 06-07 Audit report. He expressed his appreciation to Lisa Bognuda, Assistant General Manager, and the staff for all their assistance in the audit process. There were no audit adjustments.

The Board discussed the report.

There was no public comment.

Upon motion by Director Vierheilig and seconded by Director Trotter, the Board agreed to accept and file the Audit Report for Fiscal Year 2006-2007. Vote 5-0.

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

01:34:26

E-3) FORWARD RECOMMENDATIONS TO RWQCB RE: USE OF GUADALUPE DUNES' MITIGATION FUND

Bruce Buel, General Manager, reviewed the recommendation that the District request that the Regional Water Quality Control Board use a portion of the Guadalupe Mitigation Fund for upgrading the Southland Wastewater Treatment Facility.

The Board discussed the suggestions from RWQCB. The Board suggested some of the following:

- The two proposals in the RWQCB staff report of June 2007, should be funded by State sources and not mitigation fees
- Spend the monies close to where the environmental damage was done
- Mitigation should have some impact on the damage
- Objection to funds going to a Low-Impact Development Program
- Nipomo Creek Watershed could benefit from the Southland WWTF upgrade.

There was no public comment.

Upon motion by Director Eby and seconded by Director Vierheilig, the Board unanimously agreed to nominate the Southland Wastewater Treatment Facility as a use of the Mitigation Funds and directed staff to submit a letter requesting funding. Vote 5-0.

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

01:48:51

E-4) DISCUSS ARBORIST'S RECOMMENDATIONS FOR OFFICE LANDSCAPE

Bruce Buel, General Manager, requested to postpone this item until Celeste Whitlow, the Conservation Specialist, is available to discuss the subject. There was no public comment.

01:50:20

E-5) CONSIDER BOB RUSS REQUEST TO PAY FOR GEO-HYDROLOGIC REVIEW OF WATER SUPPLY AVAILABLE ON NIPOMO HILLS

President Winn recused himself from the Board for the duration of this item. He owns property within 500 feet of the property to be discussed. He asked Vice President Vierheilig to conduct the meeting in his absence.

**MINUTES SUBJECT TO BOARD APPROVAL**

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

E-5) CONSIDER BOB RUSS REQUEST TO PAY FOR GEO-HYDROLOGIC REVIEW OF WATER SUPPLY AVAILABLE ON NIPOMO HILLS

Bruce Buel, General Manager, reviewed the request from Bob Russ to pay for a geo-hydrological review of the water supply available on the Nipomo Hills property located on South Thompson, south of the District boundary.

The Board discussed the Sphere of Influence lines and the Urban Reserve Line in relation to the property. Questions of the hardness of the water in the area, water demand for the proposed project, whether or not the water supplied from the property would be considered supplemental water and if the well could produce 44 acre feet of water were also discussed.

The following members of the public spoke:

Bob Russ, Falcon Crest Builders - stated that the property is in escrow. He also stated that Spike Wheeler is involved with the current owner.

John Snyder, Nipomo resident – stated that the District cannot consider the water from the property being discussed as supplemental water according to the water rights litigation.

Donna Mehlschau, Nipomo resident – read a statement she had handed to the Board. The final question included "What right does NCSD have to take water from Nipomo Valley? She stated that this is a similar scenario to the recent development on North Thompson avenue where a lot of money was spent to no avail.

Mark Moore, C&M Nursery Cavaletto Ranches – stated that the area in question is experiencing a severe decline in the water supply in wells. He stated that the District and the developer are opening up to potential failure.

Burt Fugate, Fugate Farming Company Foothill Ranch – stated that the farm he is on has been farmed since 1972. The groundwater is not replaceable. The water character will change by the following:

- The water pumped will become more mineralized'
- Overdraft of the basin will produce fewer and fewer gallons of potable water
- Long-term reliability of the basin will be reduced with irreparable damage
- A 72-hour test will not prove there is enough safe yield

Upon motion by Director Harrison and seconded by Director Eby, the Board unanimously agreed not to move forward with the request from Mr. Bob Russ. Vote 4-0.

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

**MINUTES SUBJECT TO BOARD APPROVAL**

**F. MANAGER'S REPORT**

Bruce Buel, General Manager, added the following to the report as presented in the Board packet:

- The AWWA class in Sacramento was a very informative one concerning desalination. Other districts reported on their progress in the processes to build a desalination plant. A written report is forthcoming.
- He called Todd Thompson, the State Water Resources Control Board representative looking for the State regulations but they have not yet been released.
- IRWM and Proposition 50 - Mr. Nunley is convinced that the District is not competitive because of the new timeline. Perhaps the District will be competitive next year.
- Director Eby asked about the developer who promised to pay for an analysis of the water system and failed to pay. There was no agreement in place.

The Board asked question about the negative declaration appeal

The Board asked about:

- Regulations for putting in wells within the District boundary
- Mitigation for negative declaration
- Treated effluent for construction water and having additional treatment at the wastewater treatment facility.

03:03:30

**G. COMMITTEE REPORTS**

1. SWPD&CC Meeting of 10/8/07
2. FAPC Meeting of 10/9/07
3. PCAS Meeting of 10/15/07

The Board accepted the Committee Reports.

03:07:55

**H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS**

Director Trotter would like compensation for committee meetings to be put on a future agenda.

Director Vierheilig would like for Director Trotter and himself to review the funded replacement. Also, prior to the next strategic planning session, he would like to do some project studies.

Director Eby stated that a radio program with Dave Congalton will feature desalination next week. Perhaps someone from the District could be prepared to talk on the show.

03:18:37

**I. CLOSED SESSION ANNOUNCEMENTS**

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

1. INITIATION OF LITIGATION PURSUANT TO SUBDIVISION (C) OF GOVERNMENT CODE SECTION 54956.95 (ONE POTENTIAL CASE)

**J. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

There was no public comment.

**K. ADJOURN TO CLOSED SESSION**

President Winn adjourned to Closed Session at 12:31 p.m.

**MINUTES SUBJECT TO BOARD APPROVAL**

**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

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

The Board came back into Open Session at 12:58 p.m. Mike Seitz, District Legal Counsel, announced out of Closed Session that the Board heard a report on the item above. There was no reportable action.

**ADJOURN**

President Winn adjourned the meeting at 12:59 p.m.

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

- Water Conservation Program
- Miller Park Assessment Funding Report
- Combined Water System Financial Plan

**MINUTES SUBJECT TO BOARD APPROVAL**

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

**AGENDA ITEM**  
**D-3**  
**NOV. 14, 2007**

## UPDATE WATER AND SEWER REPLACEMENT STUDY

### ITEM

Authorize execution of agreement with Boyle Engineering to update Water and Sewer Replacement Study [RECOMMEND ADOPTION].

### BACKGROUND

This spring, the FAPC requested that staff develop an update to Boyle's 1999 Replacement Study prior to the next budget cycle. Staff has negotiated the attached scope of work/budget with Boyle, who is uniquely qualified to update their previous work. The proposal includes sufficient authorization for Boyle and Staff to look at every capitalized water and sewer asset to determine its status and useful life.

### RECOMMENDATION

Staff believes that the attached proposal is fair to both parties and will result in an intelligent update to the 1999 Study. Staff recommends that your Honorable Board authorize the General Manager to execute a task order for Boyle to perform the tasks outlined in the attached proposal on a time and materials basis with a not to exceed expenditure limit of \$35,000.

### ATTACHMENTS

- Boyle Proposal

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\W&S Replacement Study.DOC

1194 Pacific Street, Suite 204  
San Luis Obispo, CA 93401  
TEL: (805)542-9840  
FAX: (805)542-9990  
[www.boyleengineering.com](http://www.boyleengineering.com)

Employee Owned

Bruce Buel  
General Manager  
NIPOMO COMMUNITY SERVICES DISTRICT  
148 S. Wilson  
Nipomo, CA 93444

October 24, 2007  
00197.00-3012-001

## **2007 Water and Sewer Replacement Study Update**

At your request, Boyle Engineering is pleased to submit a proposal to update the 1999 Water and Sewer Replacement Study. The purpose of the update will be to provide information to assist the District in collecting sufficient funds for the replacement of its water and wastewater infrastructure. Each component has an expected life and by planning for the replacement and building reserves for the replacement, the District will avoid or at least significantly reduce the impact of varying funding needs on a year-to-year basis and avoid significant fluctuations in water and wastewater rates to accommodate those funding needs.

A proposed scope of work, budget, and schedule are presented below.

### **Scope of Work**

#### **Task 100 – PROJECT KICK-OFF**

##### 110 Kickoff Meeting

Meet with District for a kick-off meeting to discuss work scope, products, schedule, and discussion of evaluation criteria. Evaluation criteria are expected to include determination of useful life, age of components, sources of information for replacement costs, assumed interest and inflation rates. At the meeting, Boyle will receive an inventory of existing facilities for water and sewer for Town and Black Lake Divisions; cost breakdowns for recent District projects; last three years budgets for water and sewer enterprise funds; fund balances for water and sewer, in terms of capital and operating accounts; current rate/fee ordinances/resolutions; current water and sewer atlas sheets or system maps; and past pertinent master plans, reports and correspondence.

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OCT 29 2007  
NIPOMO COMMUNITY  
SERVICES DISTRICT

120 Meet with Maintenance Personnel

Meet with maintenance personnel to discuss systems operations and maintenance. Boyle will receive maintenance records, including line breaks, booster station and chlorine station maintenance records; reservoir coatings records; sewer television inspection report, if available; and will discuss problem areas.

**Task 200 – ANALYSIS OF USEFUL / REMAINING LIFE / COSTS**

210 Field Inspection (Water)

Field inspect reservoirs and pump stations of the Town Division and Black Lake systems. The purpose is to gain a sense of overall condition. It is not intended as a detailed inspection and as such reservoirs will not be entered, for example. It is assumed that this can be done within 6 hours. Provide photographic log of facilities, which may be incorporated into the report.

215 Staff Consultation (Water)

Document condition of the Town Division and Black Lake water systems as reported by District staff. The purpose is to summarize the condition of the various component of the system, relying on District records and reports from District staff. It is assumed that this can be done within 10 hours. Provide tabular summary of the condition of the various components of the system, which may be incorporated into the report.

220 Field Inspection (Wastewater)

Field inspect lift stations and treatment facilities as in the prior task for both the Town Division and Black Lake systems, the purpose is for overall observations. Anticipated is a visit up to 6 hours. Provide photographic log, which may be incorporated into the report. The treatment plant visit will be in conjunction with plant operators who will provide insight regarding operations and equipment.

225 Staff Consultation (Wastewater)

Document condition of the Town Division and Black Lake wastewater systems as reported by District staff. The purpose is to summarize the condition of the various component of the system, relying on District records and reports from District staff. It is assumed that this can be done within 10 hours. Provide tabular summary of the condition of the various components of the system, which may be incorporated into the report.

230 Review and Analyze Remaining Life

Review and analyze life with the inventory provided by the District. Based on the discussions with District personnel and Boyle observations, analyze the remaining life for various infrastructure components. The infrastructure components will be broken down into the

component types, i.e. PVC pipe installed between 1980 and 1990 as opposed to a line by line breakdown. Treatment plant components will be broken down into process units as opposed to individual pieces of equipment within a unit. Such a listing will be appropriate for establishing reasonable values for replacement/refurbishing funding along with overall funding.

240 Project Year for Rehabilitation/Replacement

Using results from prior tasks, evaluate the year for replacement of various components or units consistent with the breakdown in Task 230. Where the schedule is best expressed as a range, so indicate.

**Task 300 – COSTS FOR REHABILITATION / REPLACEMENTS**

310 Project Costs

Using results from prior District capital or maintenance projects, along with Boyle knowledge from serving other clients, provide first a listing of unit prices and basis for estimates and review this with the District. Then prepare the opinions of probable replacement / refurbishment cost, in terms of present day dollars.

320 Funding Schedule

Prepare funding schedules based on the age of facilities, replacement requirements, and cost of replacements (taking current costs and escalating to year of improvement).

330 Alternatives for Funding

Prepare three to four alternative plans to achieve funding goals. Compare each in a matrix of pros and cons. As appropriate, provide sensitivity analysis.

**Task 400 – RECOMMENDATIONS / REPORT**

410 Recommendations/Administrative Draft

Combine the results in the prior tasks into a series of recommendations and prepare an administrative draft report. Meet and review findings and conclusions with District staff. Provide six copies to District for review.

420 Draft Report

After receipt of comments from the District revise the report into a draft for public review. Provide six copies to District.



430 Committee Meetings

Prepare for and attend two NCSD Board subcommittee meeting. Provide exhibits for a presentation. Notifications and meeting location arrangements to be provided by District.

440 Revise Report

Revise the report as necessary and issue six copies plus a reproducible master to the District.

450 District Presentation

Present Final Report to the District Board.

**Task 500 – QUALITY CONTROL**

Provide review by a senior Boyle individual, not otherwise involved in the project.

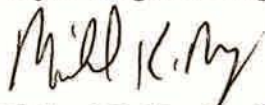
**Budget**

Payment will be requested on a time and materials basis, with a budget not to exceed \$35,000 unless requested in writing. Payment will be based on the attached fee schedule.

**Schedule**

Boyle will complete this project within 6 months of notice to proceed. The attached project schedule shows an assumed start date of December 3, 2007, with project completion on June 2, 2008.

**Boyle Engineering Corporation**



Michael K. Nunley, PE  
Managing Engineer



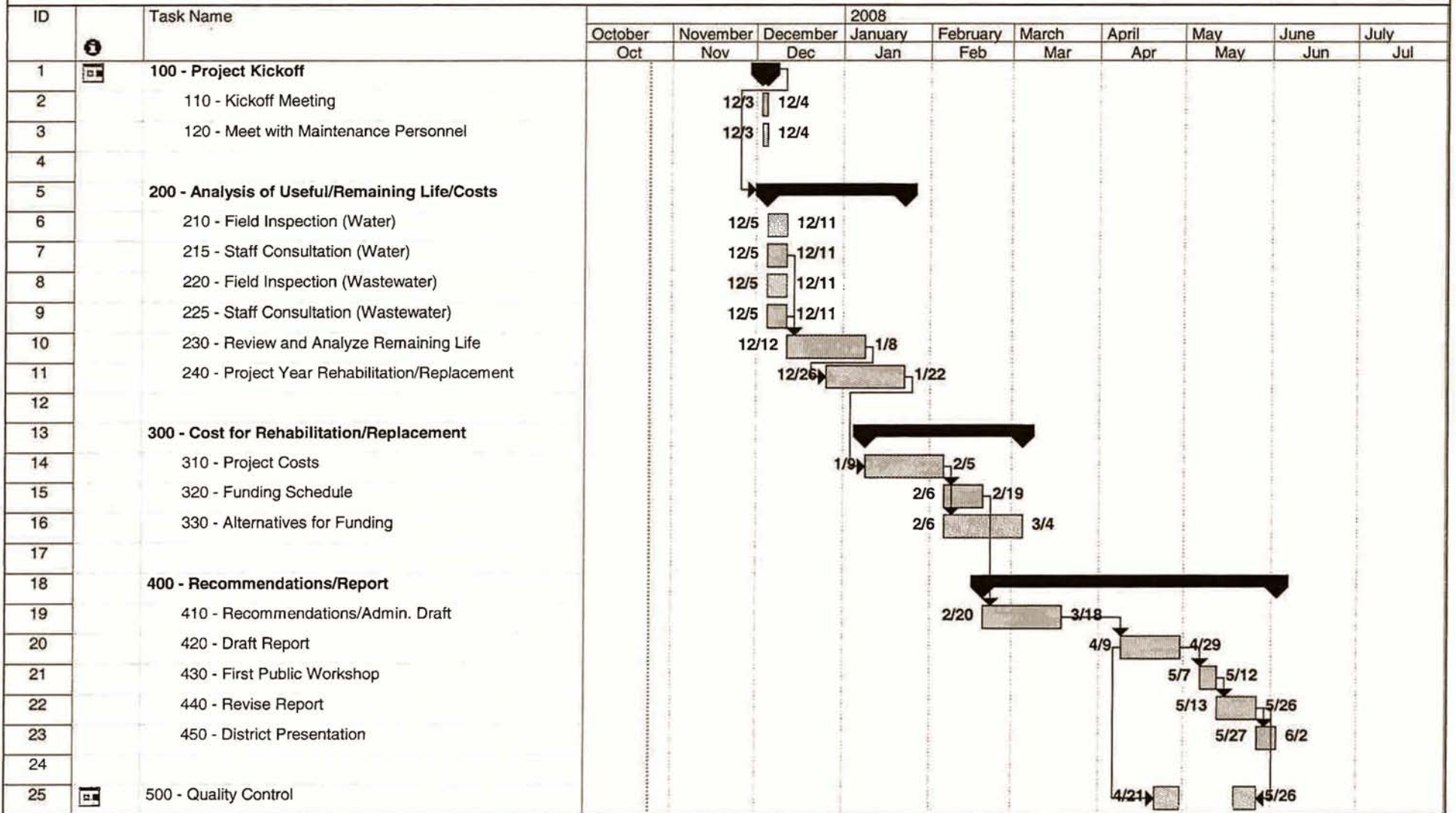
Malcolm McEwen, PE  
Senior Engineer

Attachments:

Fee Schedule

Project Schedule

# Nipomo CSD 2007 Water and Sewer Replacement Plan Update - Project Budget



Project: Schedule.mpp Date: Wed 10/24/07	Task		Rolled Up Task		External Tasks	
	Critical Task		Rolled Up Critical Task		Project Summary	
	Progress		Rolled Up Milestone		Group By Summary	
	Milestone		Rolled Up Progress		Deadline	
	Summary		Split			

**BOYLE ENGINEERING CORPORATION  
(SAN LUIS OBISPO OFFICE)**

**FEE SCHEDULE FOR PROFESSIONAL SERVICES  
Effective January 1, 2007**

**Engineers, Planners, Architects, Scientists:**

Principal	\$190.00 per hour
Senior II	\$155.00 per hour
Senior I	\$140.00 per hour
Associate	\$120.00 per hour
Assistant	\$105.00 per hour
Construction Observer	\$105.00 per hour

**Technical Support Staff:**

Design/CADD Supervisor	\$110.00 per hour
Senior Designer/Design CADD Operator	\$105.00 per hour
Drafter/CADD Operator	\$95.00 per hour
Clerical/General Office	\$67.00 per hour

**General Project Expenses <sup>(1)</sup>** 8% of Labor

**Direct Project Expenses**

Other Reproduction (8-1/2 x 11/11x17 Color)	\$1.15/1.50 per page
Plan Sheet Printing – In House Bond / Mylar	\$3.00/7.00 per sheet
Subcontracted Services/Reproduction	Cost + 10%
Subcontracted or Subconsultant Services	Cost + 10%
Auto Mileage for Construction Phase Services	\$0.60 per mile
Travel & Subsistence (other than mileage)	Cost
Miscellaneous Supplies/Services	Cost + 10%

If authorized by the Client, an overtime premium multiplier of 1.5 may be applied to the billing rate of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours.

Applicable sale taxes, if any, will be added to these rates. Invoices will be rendered monthly. Payment is due upon presentation.

Fee schedule is subject to change.

<sup>(1)</sup> Includes mail, telephone, fax, office photo copies, personal computers and mileage (except as noted).

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



AMEND CAPITALIZATION POLICY PER RECOMMENDATION OF DISTRICT AUDITOR

**ITEM**

Amend Capitalization Policy per recommendation of District Auditor [RECOMMEND ADOPTION].

**BACKGROUND**

The Board of Directors previously adopted Resolution 2002-803 that established two policies:

- A. Capitalization thresholds for capital assets
- B. Accounting for fees collected from developers for sewer sags during installation

The adopted policy stated that the capitalization threshold shall be greater than \$1,000.00. As stated in the Management Advisory Comments prepared by the District Auditor, Bob Crosby, CPA, the capitalization threshold guideline for equipment and infrastructure purchases be \$5,000.00. Any amounts spent under this amount would be expensed; anything over this threshold would normally be capitalized.

Resolution 2002-803 also established the method for accounting for fees collected from developers for sewer sags during installation based on the District's Standard Improvement Specifications and Drawings that was adopted October 1, 1997. The District's Standards have subsequently been revised several times and sewer sags are no longer allowed, thus, the policy for accounting for these fees is no longer necessary.

**RECOMMENDATION**

Staff recommends that your Honorable Board adopt Resolution 2007-Capitalization.

**ATTACHMENTS**

- Resolution 2007-Capitalization

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

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
AMENDING CAPITALIZATION POLICY**

**WHEREAS**, the Nipomo Community Services District (herein "District") adopted Resolution 2002-803 on January 9, 2002, which established a capitalization policy for capital assets and accounting for fees collected from developers for sewer sags; and

**WHEREAS**, the District's Auditor, Crosby and Cindrich, CPAs, recommends the District amend its capitalization policy; and

**WHEREAS**, the Standards and Specifications for Water and Sewer System Improvements adopted on September 12, 2007, does not allow for sewer sags, therefore, the policy for accounting for fees collected from developers for sewer sags is no longer necessary; and

**WHEREAS**, based on the staff report, staff presentation and public comment, the District finds that the policy established by this Resolution is fair and reasonable.

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

1. Resolution 2002-803 is rescinded in its entirety.
2. The Capitalization Policy is attached hereto as Exhibit "A".

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 14<sup>th</sup> day of November, 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

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

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
AMENDING CAPITALIZATION POLICY**

**EXHIBIT "A"**

**CAPITALIZATION POLY**

The term "capital asset" is used to describe assets that are used in operations that have initial lives extending beyond a single reporting period. Capital assets may be either intangible (e.g., easements, water rights) or tangible (e.g., land, buildings, building improvements, vehicles, machinery, equipment and infrastructure).

Items with extremely short useful lives (e.g., less than 2 years) or of small monetary value are reported as an "expense" or "expenditure" in the period in which they are acquired.

Capitalization thresholds are as follows:

1. Tangible capital-type items should be capitalized only if they have an estimated useful life of at least two years following the date of acquisition.
2. Capitalization thresholds shall be applied to individual items rather than to groups of similar items (e.g., chairs, tables).
3. The capitalization threshold shall be greater than \$5,000.00.
4. If NCSD is the recipient of any federa/state award to acquire capital-type assets, the capitalization thresholds shall be governed by the awarding agency's contract documents.
5. Even though assets less than \$5,000.00 are not capitalized, the NCSD shall exercise control over them.

TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BBB*  
DATE: November 8, 2007

**AGENDA ITEM  
D-6  
NOVEMBER 14, 2007**

ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS  
TRACT 2565 (BURTON STREET-PUHEK)

**ITEM**

Acceptance of water and sewer improvements for TRACT 2565 (Burton Street-Puhek)

**BACKGROUND**

Upon completion of a developer's project, the District accepts improvements of the project after all requirements have been met. The developer for TRACT 2565, a 5-lot development on Burton Street, has installed water and 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

**RECOMMENDATION**

Staff recommends that your Honorable Board adopt the following Resolution 2007 – Burton Street accepting the water and sewer improvements for TRACT 2565.

**ATTACHMENT**

Resolution 2007- Burton Street

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\ACCEPT TRACT 2565 PUHEK.DOC

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2007-BURTON STREET**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
ACCEPTING THE WATER AND SEWER IMPROVEMENTS  
FOR TRACT 2565 (BURTON STREET-PUHEK)**

**WHEREAS**, the District approved the construction plans on November 1, 2005, for the water and sewer improvements to be constructed; and

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

**WHEREAS**, on August 22, 2007, the Owner offered the water and sewer 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 water and sewer fees for service, required in conformance with District ordinances, have been paid in full for Tract 2565 (Burton Street-Puhek).

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

That the water and sewer improvements to serve Tract 2565 in Nipomo are accepted by this District.

On the motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

the foregoing resolution is hereby adopted this 14<sup>th</sup> day of November, 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