

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *B&B*
DATE: JULY 18, 2008



NCSD SUPERINTENDENT REPORT

ITEM

NCSD Superintendent Tina Grietens re Utility Dept. update [NO ACTION REQUESTED].

BACKGROUND

Tina Grietens is scheduled to summarize the attached outline.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentations and ask questions as appropriate.

ATTACHMENTS

- Utility Operations Update

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2008\080723SuperReport.DOC

NIPOMO COMMUNITY

BOARD MEMBERS

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



SERVICES DISTRICT

STAFF

BRUCE BUEL, GENERAL MANAGER
LISA BOGNUDA, ASSISTANT GENERAL MANAGER
JON SEITZ, GENERAL COUNSEL

148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932 Website address: NCSD.CA.GOV

TO: BRUCE BUEL, GENERAL MANAGER
FROM: TINA GRIETENS, UTILITY SUPERINTENDENT TG
DATE: JULY 17, 2008
SUBJECT: UTILITY DIVISION UPDATE

- **Southland Wastewater Plant**
Pond #3 was cleaned, the liner repaired, and staff began filling it Monday July 14th
- **Southland Utility Yard**
Continuing work to eliminate SCADA problems
Attended meeting with District Engineer and SLO County Public Works staff regarding Encroachment Permit Requirements
Reorganization of filing system in progress
Simple maintenance program established for vehicles, and other moving equipment
- **Collection system**
Continuing work with District Engineer and Cannon to implement reliable backup alarm systems at lift stations
Repairing telemetry system problems and reducing unnecessary call outs at lift stations
Four lift stations cleaned on June 19th; Palms, Juniper, Woodgreen, and Bracken
Three others were cleaned on July 17th; La Mirada, Hazel, and Misty Glen
- **Wells**
Triennial and Semi-annual well sampling in progress
Assisted USGS with well sampling (Sundale and Church)
- **Distribution System**
Sink hole over force main at intersection of Joshua and Orchard repaired July 11th
- **Personnel**
Recruitment of Maintenance/Customer Service Workers is complete. Offers of employment made to 2 new employees.
Training employees with their new assignments
- **Compliance**
Monitored laboratory results, assisted District Engineer with compliance reports to regulatory agencies
- **Other**
Working with Boyle to collect water and wastewater samples to be analyzed for Salts Minimization Plan
Working with District Engineer in preparation of standardized procedures and forms for documentation of operations and maintenance of collections and distribution systems, and wastewater plants

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BSB*
DATE: JULY 18, 2008

AGENDA ITEM
C-2
JULY 23, 2008

WATER CONSERVATION PROGRAM UPDATE & SEMI-ANNUAL REPORT

ITEM

NCSD Water Conservation Coordinator Celeste Whitlow re Water Conservation Program and Chipping Event [NO ACTION REQUESTED].

BACKGROUND

Celeste Whitlow is scheduled to summarize the attached materials.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentations and ask questions as appropriate.

ATTACHMENTS

- Water Conservation Program Outline
- Chipping Event Summary

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NIPOMO COMMUNITY SERVICES DISTRICT

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(805) 929-1133 FAX (805) 929-1932
Web site address www.ncsd.com

MEMORANDUM

TO: BRUCE BUEL, GENERAL MANAGER
FROM: CELESTE WHITLOW, CONSERVATION AND PUBLIC OUTREACH
COORDINATOR *CW*
DATE: JULY 23, 2008
RE: ITEM C-2 : WATER CONSERVATION ACTIVITIES UPDATE

- **Community Events and Educational Workshops**
 - Chipping Event: Completed (refer to *Nipomo 2008 Chipping Event*, attached).
 - Workshop: Creating a Defensible Space, Fire-Resistant Landscaping, 7/26/2008.
- **Newsletters, Mailings, Advertising.**
 - District Newsletter preparation.
 - Ads for Defensible Space workshop.
 - Water Conservation newsletter, Issue 3.
- **WC Program Implementation**
 - High-efficiency clothes-washer program.
 - Water audit program.
 - Turf-replacement program.
 - Letters to high-use water customers. See attached *Accounts With Water Usage >100 Units (06/27/2008 Town Reading)*
 - Formal launch.
- **Landscape.**
 - Landscaping Maintenance District #1 conversion of turf to drought-tolerant plant material: Review in progress.
- **California Urban Water Conservation Council.**
 - Collaboration on the high-efficiency clothes washer program.
 - AB 2175 (Laird). On 07/01/2008, amended a second time and re-referred to the Senate Committee on Appropriations. Changes included:
 - Clarification of urban retail water suppliers required per-capita reductions by 2020.
 - Linking the percentage-reduction required to a water supplier's per-capita usage as compared to the "California standard." The California standard is based on the evapotranspiration zones from CIMIS. Nipomo would be in Zone 2. The California standard for Nipomo would be 150 gallons/day/person. Based on an estimate of 170 g/d/p, our customers would have to decrease their water use by either 15% or enough to reach the California standard of 150 g/d/p, depending on

ACCOUNTS WITH WATER USAGE >100 UNITS (6/27/2008 TOWN READING)

Reading Date 6/27/2008
 # of Accounts 413

SFR ACCOUNTS

of SFR Accounts 378
 Total HCF 58,415
 Total AcreFeet 134.093

SFR

Water Use (CCF)	101-200	201-300	301-400	401-500	501-600	601-700	
# of SFR Accounts	323	47	6	1		1	378
Total Use/Category	44,114	11,084	2,169	429		619	58,415

NON-SFR ACCOUNTS

of Non-SFR Accts 35
 Total HCF 22,178
 Total Acre-Feet 50.910

Non-SFR

Water Use (CCF)	101-200	201-300	301-400	401-500	501-600	>600	
# of SFR Accounts	16	3	4	2	3	7	35
Total Use/Category	2,164	769	1,330	892	1,680	15,343	22,178

whether the District, by 01/01/2009, had implemented the water demand management measures. These measures are as follow:

- System water audits, leak detection and repair.
- Metering with commodity rates.
- Public information.
- School education programs.
- Conservation pricing.
- Wastewater prohibition.

- **Reviewing.**

Water Smart Landscapes for California (AB 2717 Landscape Task Force Findings, Recommendations and Actions).

Attachments.

Accounts with Water Usage >100 Units (06/27/2008 Town Reading)
Nipomo 2008 Chipping Event

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NIPOMO COMMUNITY SERVICES DISTRICT

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(805) 929-1133 FAX (805) 929-1932
Web site address www.ncsd.com

MEMORANDUM

TO: BRUCE BUEL, GENERAL MANAGER
FROM: CELESTE WHITLOW, CONSERVATION AND PUBLIC OUTREACH
COORDINATOR *CW*
DATE: JULY 16, 2008
RE: NIPOMO 2008 MESA CHIPPING EVENT (ITEM C-2, 7/23/2008)

The annual chipping event for the Nipomo Mesa has become very popular. Residents appreciate the convenience of having their brush chipped on-site at their residence, and the chips left on the property are a free source of mulch for their yards. The community benefits from the decreased fire fuel load in the community, especially as we head into fire season, and also the more tidy appearance of the homes participating in the event.

The 2008 chipping event was the first year the District handled the organization of the event. Fortunately, it was very well organized by the local CalFire stations and the Fire Council, with funding from both the Fire Council and the Air Pollution Control District, so the transition went smoothly. The California Conservation Corps provided the labor for the chipping services, and their familiarity with the District (from working prior chipping events), professional approach, and patience with the customers and the District event organizer were very much appreciated.

The Nipomo 2008 Chipping Event was a great success: 157.5 tons were collected from 167 residences. Because of incorrect dates published in a local newspaper, the chipping crew returned to areas previously chipped to finish all of the residences. Even so, we finished a week early, which freed up the CCC chipping-crew members to work the outbreak of fires in California.

Organizers

Philip LaFollette (CCC)
Fire Captain Felix Camacho (CalFire)
David Mathe (Fire Council)

Supervisor's

Doug Holloway
Skip Cleverly

Corpsmembers

Adam Ayala
Tyrone Baylis
Daniel Contreraz
Larrisa Fulmer
Christopher Tonan

TO: BOARD OF DIRECTORS
 FROM: BRUCE BUEL
 DATE: JULY 18, 2008

**AGENDA ITEM
 D-1
 JULY 23, 2008**

**TOTAL COMPUTER
 CHECKS
 \$ 189,626.89**

HAND WRITTEN CHECKS

07-18-08	19779	M COLLINS	365.50
07-01-08	19781	SLO COUNTY CLERK-RECORDER	56.00
07-03-08	19782	CHEVRON & TEXACO CARD SERV	1,529.40
07-18-08	19783	U S POSTAL SERVICE	500.00
07-18-08	19784	CANNON ASSOCIATES	4,160.32

VOID
 15273

COMPUTER GENERATED CHECKS

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
15278	07/11/08	EMP01	EMPLOYMENT DEVELOP DEPT	812.76	.00	812.76	A80703	STATE INCOME TAX
15279	07/11/08	MID01	MIDSTATE BANK-PR TAX DEP	2917.75	.00	2917.75	A80703	FEDERAL INCOME TAX
				21.38	.00	21.38	1A80703	FICA
				806.86	.00	806.86	2A80703	MEDICARE (FICA)
			Check Total.....:	3745.99	.00	3745.99		
15280	07/11/08	MID02	MIDSTATE BANK - DIRECT DP	21346.42	.00	21346.42	A80703	NET PAY
15281	07/11/08	PER01	PERS RETIREMENT	7302.06	.00	7302.06	A80703	PERS PAYROLL REMITTANCE
15282	07/11/08	STA01	STATE STREET GLOBAL	1680.00	.00	1680.00	A80703	457 DEFERRED COMP
15283	07/25/08	EMP01	EMPLOYMENT DEVELOP DEPT	827.17	.00	827.17	A80716	STATE INCOME TAX
15284	07/25/08	MID01	MIDSTATE BANK-PR TAX DEP	3003.54	.00	3003.54	A80716	FEDERAL INCOME TAX
				50.32	.00	50.32	1A80716	FICA
				819.36	.00	819.36	2A80716	MEDICARE (FICA)
			Check Total.....:	3873.22	.00	3873.22		
15285	07/25/08	MID02	MIDSTATE BANK - DIRECT DP	21736.32	.00	21736.32	A80716	NET PAY
15286	07/25/08	PER01	PERS RETIREMENT	7573.52	.00	7573.52	A80716	PERS PAYROLL REMITTANCE
15287	07/25/08	STA01	STATE STREET GLOBAL	1680.00	.00	1680.00	A80716	457 DEFERRED COMP
015288	07/23/08	ABA01	ABALONE COAST BACTERIOLOG	20.00	.00	20.00	08-1247	LAB TEST-BL WWTF
				176.00	.00	176.00	08-1258	LAB TEST-TOWN WWTF
				20.00	.00	20.00	08-1266	LAB TEST-BL WWTF
				20.00	.00	20.00	08-1276	LAB TEST-BL WWTF
				20.00	.00	20.00	08-1300	LAB TEST-BL WWTF
				120.00	.00	120.00	08-1301	LAB TEST-WATER
				20.00	.00	20.00	08-1312	LAB TEST-BL WWTF
				176.00	.00	176.00	08-1313	LAB TEST-TOWN WWTF
				20.00	.00	20.00	08-1323	LAB TEST-BL WWTF
				120.00	.00	120.00	08-1354	LAB TEST-WATER
				129.60	.00	129.60	08-1355	WELL COLIFORM TESTS
			Check Total.....:	841.60	.00	841.60		
015289	07/23/08	ALX01	ALEXANDER'S CONTRACT SERV	3117.30	.00	3117.30	270012	JUNE METER READS
015290	07/23/08	AME03	AMERI PRIDE	96.95	.00	96.95	F523723	UNIFORMS
015291	07/23/08	BLU01	BLUEPRINT EXPRESS	26.94	.00	26.94	2957	MAP PRINT
015292	07/23/08	BOY01	BOYLE ENGINEERING CORP	529.20	.00	529.20	057189	PROP 50/84 COORDINATION
				518.40	.00	518.40	057190	SOUTHLAND WWTF ENGINEERIN
				9401.40	.00	9401.40	057191	WATERLINE INTERTIE PROJEC
				9661.95	.00	9661.95	057197	SOUTHLAND SALTS MINIMIZAT
				3042.90	.00	3042.90	057198	BL SALTS MINIMIZATION PLA
				340.20	.00	340.20	057199	OVERALL OBSERVATION SERVI
				37.80	.00	37.80	057199A	INSPECTION-TRACT 2634
				3385.80	.00	3385.80	057199B	INSPECTION-TRACT 2732
			Check Total.....:	26917.65	.00	26917.65		
015293	07/23/08	BRE02	BRENTAG PACIFIC INC.	655.27	.00	655.27	809222	SODIUM HYPOCHLORITE
				743.92	.00	743.92	809223	SODIUM HYPOCHLORITE
			Check Total.....	1399.19	.00	1399.19		

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS JULY 18, 2008**

**AGENDA ITEM
D-1
JULY 23, 2008
PAGE TWO**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
015294	07/23/08	CAR04	CAR QUEST AUTO PARTS	45.31	.00	45.31	A80715	PARTS
015295	07/23/08	CLE06	CLEVER DUCKS	295.00 1250.00	.00 .00	295.00 1250.00	5896 6033	COMPUTER SUPPORT COMPUTER SUPPORT
			Check Total.....:	1545.00	.00	1545.00		
015296	07/23/08	DIG01	DIGITAL WEST NETWORKS	180.00	.00	180.00	23838	SSL CERTIFICATIONS
015297	07/23/08	DWI01	DWIGHT'S AUTOMOTIVE	54.91	.00	54.91	38199	FORD REPAIR
015298	07/23/08	EBY01	EBY, ED	100.00	.00	100.00	072308	BOARD MEETING 7/23/08
015299	07/23/08	ESR01	ENVIRONMENTAL SYSTEMS RES	1264.52	.00	1264.52	91807622	ARCEDITOR/ARCGIS COMPUTER
015300	07/23/08	FAR01	FARM SUPPLY COMPANY	759.69	.00	759.69	A80714	SOUTHLAND WWTP SUPPLIES
015301	07/23/08	FED02	FED EX KINKO'S	229.51	.00	229.51	1760	BID PACKAGES-WATERLINE RE
015302	07/23/08	FGL01	FGL ENVIRONMENTAL	56.00 212.00 81.00 187.00 187.00 81.00	.00 .00 .00 .00 .00 .00	56.00 212.00 81.00 187.00 187.00 81.00	806691A 806692A 806959A 806960A 807231A 807232A	LAB TEST-BL WWTF LAB TEST-TOWN WWTP LAB TEST-BL WWTP LAB TEST-TOWN WWTP LAB TEST-TOWN WWTP LAB TEST-BL WWTF
			Check Total.....:	804.00	.00	804.00		
015303	07/23/08	FUG01	FUGRO WEST, INC.	3289.30	.00	3289.30	3596.2-2	PHASE 3-SOUTHLNAD WWTF DI
015303	07/23/08	FUG01	FUGRO WEST, INC.	4893.75	.00	4893.75	3596.3-2	GROUNDWATER MODELING-SOUT
			Check Total.....:	8183.05	.00	8183.05		
015304	07/23/08	GAR01	GARING TAYLOR & ASSOC	160.00	.00	160.00	8920	HONEGROVE REIMBUSREMENT M
015305	07/23/08	GR001	GROENIGER & CO	148.24 120.60	.00 .00	148.24 120.60	2698 11002540	GASKET FOR SOUTHLAND WWTP AIR VAC SUPPLIES
			Check Total.....:	268.84	.00	268.84		
015306	07/23/08	HAR02	HARRISON, JAMES	100.00	.00	100.00	072308	BOARD MEETING 7/23/08
015307	07/23/08	HAR04	HARPER & ASSOCIATES ENG I	3650.00	.00	3650.00	3799	PROGRESS BILL-TANK INSPEC
015308	07/23/08	HAY01	HAYES & SONS	2100.00	.00	2100.00	501685	ASPHALT REPAIRS
015309	07/23/08	HER01	HERCULES INDUSTRIES, INC.	208.33	.00	208.33	55892	LOCKS
015310	07/23/08	IMP03	IMPACT ABSORBENT TECHNOLO	244.74	.00	244.74	22621	MODULAR PLATFORM-OIL CONT
015311	07/23/08	IRO01	IRON MOUNTAIN RECORDS MGT	25.52	.00	25.52	MK20073	SHREDDING
015312	07/23/08	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	41718	IMD#1 MONTHLY LANDSCAPE S
015313	07/23/08	LIN02	LINC DELIVERY	165.00	.00	165.00	06-08	DELIVERY
015314	07/23/08	MAR02	MARLOWE & COMPANY	4500.00	.00	4500.00	JUNE 08	SERVICES FOR JUNE 2008
015315	07/23/08	MUL01	MULLAHEY FORD	959.91	.00	959.91	189976	FORD F250 REPAIRS
015316	07/23/08	NIP08	NIPOMO CSD	540.91	.00	540.91	A80714	WATER-LANDSCAPE MAINT DIS
015317	07/23/08	NIP09	NIPOMO MARKET PLACE	700.17	.00	700.17	JUNE	FUEL
015318	07/23/08	NOB01	NOBEL SYSTEMS	6815.00	.00	6815.00	10076	GIS UPDATES
015319	07/23/08	POS01	POSTMASTER	54.00	.00	54.00	A80714	P.O BOX RENTAL
015320	07/23/08	REL01	RELIABLE	159.73	.00	159.73	BCH44400	OFFICE SUPPLIES
015321	07/23/08	SAN04	SANTA MARIA TIMES	319.41 1306.02 130.72	.00 .00 .00	319.41 1306.02 130.72	466136 1031433 1032852	WATERLINE RELOCATION LEGA FREE WORKSHOP ADS FISHBOWL AD
			Check Total.....:	1756.15	.00	1756.15		
015322	07/23/08	SAN09	SAN LUIS MAILING SERVICE	43.81 124.32 162.64 1093.74	.00 .00 .00 .00	43.81 124.32 162.64 1093.74	33219A 33219B 33230A 33230B	LATE NOTICES LATE NOTICES POSTAGE BILL MAILING POSTAGE FOR BILL MAILING
			Check Total.....:	1424.51	.00	1424.51		

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS JULY 18, 2008**

**AGENDA ITEM
D-1
JULY 23, 2008
PAGE THREE**

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
015323	07/23/08	SHI01	SHIPSEY & SEITZ, INC	11644.50	.00	11644.50	061508	LEGAL SERVICES THRU 6/15/
015324	07/23/08	SLO02	DIV OF ENVIRON HEALTH	1013.49	.00	1013.49	58403	CROSS CONNECTION
015325	07/23/08	STA03	STATEWIDE SAFETY & SIGNS	119.69	.00	119.69	62889	MARKING PAINT
015326	07/23/08	TAF01	Taft Electric	1510.00	.00	1510.00	30382R	KNOX BOX INSTALLATION
				14300.00	.00	14300.00	30382S	EUREKA WELL REFURBISHMENT
			Check Total.....:	15810.00	.00	15810.00		
015327	07/23/08	TGP01	TGP WEST, INC.	1225.29	.00	1225.29	5890	SUNDALE REPAIRS
015328	07/23/08	THE01	THE GAS COMPANY	10.52	.00	10.52	A80714	SOUTHLAND BLDG B GAS
				14955.01	.00	14955.01	A80715	SUNDALE NATURAL GAS
			Check Total.....:	14965.53	.00	14965.53		
015329	07/23/08	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	072308	BOARD MEETING 7/23/08
015330	07/23/08	USA01	USA BLUEBOOK	182.78	.00	182.78	623839	SUPPLIES
015331	07/23/08	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	072308	BOARD MEETING 7/23/08
015332	07/23/08	WAL01	WALLACE GROUP	94.50	.00	94.50	25666	WATER CONSERVATION
015333	07/23/08	WIG01	WIGHTON'S INC.	230.23	.00	230.23	87186	NEW THERMOSTAT
				3472.47	.00	3472.47	389139	INSTALLATION OF NEW CONDE
				154.21	.00	154.21	879173	A/C UNIT
			Check Total.....:	3856.91	.00	3856.91		
015334	07/23/08	WIN01	WINN, MICHAEL	100.00	.00	100.00	072308	BOARD MEETING 7/23/08
015335	07/23/08	XER01	XEROX CORPORATION	97.71	.00	97.71	33889223	COPIER MAINTENANCE
015336	07/23/08	\L001	LANGAN, NORRIS R	126.60	.00	126.60	000A80701	MQ CUSTOMER REFUND FOR LA

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 43 - Years of Service 1965 - 2008

MINUTES

JULY 9, 2008 AT 9AM

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

D2

BOARD of DIRECTORS

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

PRINCIPAL STAFF

BRUCE BUEL, **GENERAL MANAGER**
LISA BOGNUDA, **ASSIST. GENERAL MANAGER**
DONNA JOHNSON, **BOARD SECRETARY**
JON SEITZ, **GENERAL COUNSEL**
PETER SEVCIK, **DISTRICT ENGINEER**

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.

00:00:35

B. ROLL CALL

At Roll Call, all directors were present.

00:00:46

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) COMMANDER BRIAN HASCALL OF SLO COUNTY SHERIFF'S OFFICE

Commander Brian Hascall of the San Luis Obispo Sheriff's Office gave the Board an update on his offices' activities on the Nipomo Mesa.

There were ten arrests and six citations during the 4th of July weekend.

Two were arrested for vandalism of a vacant house on Silver Charm Place.

Two people were arrested for theft of thousands of feet of copper wire.

School is out for the summer. Be sure to lock car doors. There were five vehicle break-ins in Oceano last weekend.

The Board thanked Commander Hascall for his report.

C-2) BATTALION CHIEF BILL FISHER OF CAL FIRE

Battalion Chief Bill Fisher of Cal Fire gave the Board an update on the activities on the Nipomo Mesa. A copy of the outline is available for viewing in the District office.

Station 20 had a total of 95 calls: 17 fires, 9 vehicle accidents, 60 medical calls and 9 other calls. Mesa Station 22 had a total of 22 calls: 14 fires, 3 vehicle accidents, 46 medical and 20 other calls.

The wildland fires are keeping many of the firefighters and equipment busy.

A fire prevention program was held at St. Joseph's church on Father's Day.

The Board thanked Battalion Chief Fisher for his report.

C-3) HOWARD MARLOWE OF MARLOWE & COMPANY

Howard Marlowe of Marlowe and Company gave an update on the lobbying efforts to secure federal funding for the supplemental water project. Another member of the firm, Dennis Kern, was in the audience to answer any questions from the Board. Mr. Marlowe stated that it will probably be next March before there is much federal funding action on the project.

The Board thanked Mr. Marlowe for his report.

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

C-4) DISTRICT ENGINEER PETER SEVCIK

Peter Sevcik, District Engineer, gave an update on the District Engineer's activities. He reviewed the outline in the Board packet and answered questions from the Board.

The Board thanked Mr. Sevcik for his report.

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

Director Vierheilig

Nipomo Native Gardens will be having a work day Saturday July 12, 2008, from 9 am to noon. Bring gloves, some tools and water.

Director Eby

Kiwanis Club will be having a discussion of water in Nipomo at their July 18, 2008 meeting.

C-6) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

There was no public comment.

D. CONSENT AGENDA

Bruce Buel, General Manager, pointed out a few corrections in Items D-5, D-6 of the Consent Agenda. Director Vierheilig had asked before the meeting for legal counsel to explain the term "due diligence" as used in the construction management agreement in Item D-6. Mike Seitz, District Legal Counsel, explained that the term is similar to promptly or expeditiously.

Director Harrison asked to pull Item D-6 for separate consideration.

D-1) APPROVE WARRANTS

D-2) APPROVE BOARD MEETING MINUTES
Approve Minutes of 6/25/08 Regular Meeting

D-3) APPROVE PROPOSAL TO SCAN UTILITY BILLING HISTORIC RECORDS

D-4) AMEND ASSISTANT GENERAL MANAGER JOB TITLE

**RESOLUTION NO. 2008-1096
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
AMENDING THE DISTRICT PERSONNEL POLICY TO
AMEND ASSISTANT GENERAL MANAGER JOB TITLE**

D-5) AUTHORIZE EXECUTION OF WATERLINE INTERTIE PROJECT DESIGN SERVICES AGREEMENT

D-6) AUTHORIZE PROCESSING OF WATERLINE INTERTIE PROJECT CONSTRUCTION MANAGEMENT REQUEST FOR PROPOSAL

D-7) ADOPT PROJECT DEVELOPMENT GUIDELINES

There was no public comment on the Consent Agenda. Upon motion by Director Vierheilig and seconded by Director Harrison, the Board unanimously approved Items D1 – D5 and D7 of the Consent Agenda, as amended. Vote 5-0.

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

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D. CONSENT AGENDA (CONTINUED)

D-6) AUTHORIZE PROCESSING OF WATERLINE INTERTIE PROJECT CONSTRUCTION MANAGEMENT REQUEST FOR PROPOSAL

Director Harrison asked if the District is going to pay Boyle Engineering \$900,000 to design the water line intertie project, then why is there a need for a construction management firm?

Mike Nunley, Boyle Engineering Waterline Intertie Project Manager, explained that it is common practice in a project of this magnitude, to have another set of [engineer's] eyes review the plans for constructability and cost savings' analysis.

Upon motion by Director Eby and seconded by Director Vierheilig, the Board authorized staff to circulate the request for proposals and work with the Supplemental Water Project Committee to recommend the firm to be selected for subsequent Board consideration. There was no public comment on this item. Vote 4-1 with Director Harrison voting no.

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

E. ADMINISTRATIVE ITEMS

00:59:00

E-1) CONSIDER DEBLAUW INTENT-TO-SERVE LETTER APPLICATION FOR RESIDENTIAL SUBDIVISION ON POMEROY

Bruce Buel, General Manager, explained that the District receive an application from Richard and Carolyn DeBlauw for water service to Tract 2734 for a 6-lot subdivision on Pomeroy Rd. and Hunter Ridge Lane. He provided a copy of the latest Water Allocation Summary. (A copy is available for viewing in the District office.) This request can be allocated over a two-year allocation year period.

The following member of the public spoke:

Richard DeBlauw, owner of the project, requested that the Board give a positive response to his request for service.

The Board asked questions and discussed the project.

Director Eby stated that the Allocation Policy and the goals in the District's Mission Statement are in conflict in principle. He stated that he cannot support a project when the District cannot guarantee water availability for 20 years.

Director Trotter stated that there are too many unknowns to provide water at this time.

Upon motion by Director Vierheilig and seconded by Director Harrison, the Board agreed to issue an Intent-to-Serve letter and include allocation for water for four (4) lots this water year and two (2) lots in next water year. Vote 3-2 with Directors Trotter and Eby voting no.

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

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01:17:04

E-2) DISCUSS MECHANICS OF PROPOSITION 218 BLACKLAKE PROTEST PROCEEDING

Bruce Buel, General Manager, explained the response from Mr. Bob Reed of The Reed Group. It would take two months and a cost of approximately \$22,000 to do an analysis such as has been requested. Three rate studies would be required.

The Board discussed that rates should cover expenses. Fifty percent of O & M costs should be in reserve. The District has a funded replacement policy. The Board would like an accounting of the O & M costs through June 30.

The following members of the public spoke:

Bill Petrick, NCSD resident, stated that the Board should fix the problems. He asked if the District has been fair and equitable for not maintaining Blacklake's system. He stated that a one dollar surcharge is legally defensible.

Bill Nelson, NCSD resident – stated that the Blacklake rates up to 2009 were established by a 2005 Reed report. Two separate systems were being operated – Town & Blacklake. The problem was that NCSD did not provide Reed with the proper engineering data to correct the equipment replacement fund. The Blacklake rates should have been higher. In 2006, the systems were tied together. The total amount of water remained the same. The hydro pneumatic tanks or the pumps did not need to be running or maintained. The amount of work for NCSD was cut down. The Blacklake rates should have gone down due to an economy of scale.

The Board discussed the mechanics of the Proposition 218 protest proceeding. The Reed proposal will be received next week and will be included in the July 23rd Board packet.

The protests can be submitted until the meeting of July 23rd. If less than 293 protests are received, there will be no need to verify signatures. If more than 300 are received, some of the signatures may be verified.

Signature verification can be contracted with the County. It was suggested to contact Tami at Cambria CSD to get pointers for conducting a protest proceeding.

There was no Board action necessary.

01:52:13

E-3) CONSIDER CONDITIONAL BID AWARD AND AUTHORIZE EXECUTION OF CONTRACT FOR RELOCATION OF NCSD'S TEFFT AND THOMPSON WATERLINES DISPLACED BY COUNTY DRAINAGE WORKS ON HAYSTACK CREEK AND AUTHORIZE EXECUTION OF CONSTRUCTION MANAGEMENT AGREEMENT WITH CANNON ASSOCIATES

Peter Sevcik, District Engineer, reviewed the process.

Upon motion by Director Vierheilg and seconded by Director Trotter, the Board unanimously:

- Authorized the General Manager to execute a construction management agreement for the Tefft Street and Thompson Avenue Waterline Relocation Project with Cannon Associates in the amount of \$14,680.

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E-3) CONSIDER CONDITIONAL BID AWARD AND AUTHORIZE EXECUTION OF CONTRACT FOR RELOCATION OF NCSD'S TEFPT AND THOMPSON WATERLINES DISPLACED BY COUNTY DRAINAGE WORKS ON HAYSTACK CREEK AND AUTHORIZE EXECUTION OF CONSTRUCTION MANAGEMENT AGREEMENT WITH CANNON ASSOCIATES (CONTINUED)

- Conditionally award the bid to R. Baker, Inc.
- Authorize execution of a contract with R. Baker Inc. for \$78,300 and authorize staff to issue the Notice to Proceed as soon as the contract is fully executed and all bonds and insurance documents are completed to the satisfaction of the General Manager if no bid protests are received within three business days of the bid opening
- Authorize the General Manager to issue individual Change Orders for up to \$5,000 with an aggregate Change Order total not to exceed \$15,000
- Concur with the County's Mitigated Negative Declaration and authorize staff to file a Notice of Determination
- Shuffle funds from the Blume Street looping project into the waterline relocation project.

Vote 5-0.

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

02:07:53

F. MANAGER'S REPORT

Bruce Buel, General Manager, added information to the Manager's Report presented in the Board packet.

Two calls and an email were received from property owners outside the District on Hetrick Road south of the Summit Station area. Their wells were out of water. The wells are 400 feet deep.

Tuesday, July 15, 2008, the SLO County Board of Supervisors will consider setting a hearing date of August 26, 2008, to consider the Perrett request.

Mr. Buel asked Director Winn to give an update on the Santa Margarita Ranch EIR.

Director Winn stated that NCSD and WRAC submitted letters requesting certification of a 20-year water supply. There is a possibility that the Ranch is negotiating for Nacimiento water. They will be coming to the Planning Commission on July 24th.

Interviews were performed this week. Mr. Buel thanked Peter Sevcik and Rick Motley for assisting Tina Grietens with the interviews. Three candidates will be called for a second interview.

The parking lot will be closed July 19 & 20, 2008, for resealing.

All the water companies will have a tiered rate structure. Woodlands has a two-tiered rate structure where the second tier is 100 units of water. Director Winn would like to convince them to make the second tier 70 or 80 units. Supervisor Achadjian is trying to set up a meeting for August.

02:19:11

G. COMMITTEE REPORT

The Supplemental Water Committee will be meeting August 11, 2008.

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02:19:30

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Vierheilig

He asked if the District objected to one digging up the water meter box on one's property and installing aluminum screening to deter gophers from filling up the meter boxes.

He asked if the District could re-visit the Water Allocation Policy.

He stated that the Miller Park transfer of title is progressing slowly. Director Winn said that directors could go door-to-door asking if residents would be willing to pay for park activities.

Director Eby

He stated that the Water Allocation Policy could be considered after the Fall water level readings.

Director Winn

He stated that CSDA SLO County Chapter annual meeting will be Friday, July 11.

The Planning Commission meeting will be July 24th.

The August 26, 2008 Board of Supervisors meeting will be discussing the Perret detachment request. He stated that the SCAC (South County Advisory Commission) needs to reply. Letters need to be delivered by July 18th.

I. CLOSED SESSION ANNOUNCEMENTS

There was no need to go into Closed Session.

ADJOURN

President Winn adjourned the meeting at 11:44 a.m.

➤ THE NEXT REGULAR BOARD MEETING IS JULY 23, 2008.

TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Blacklake Water Division Rate Change Protest Hearing
- Scoping Hearing for WIP EIR