TO: BOARD OF DIRECTORS

FROM: BRUCE BUEL

DATE: JUNE 19, 2009

REVIEW COMMITTEE ASSIGNMENTS

AGENDA ITEM

E-6

JUNE 24, 2009

ITEM

Review committee assignments for balance of 2009 [PROVIDE POLICY GUIDANCE]

BACKGROUND

Attached is a listing of current committee assignments and a revised listing showing the changes proposed by President Harrison.

FISCAL IMPACT - NONE

RECOMMENDATION

Staff recommends that the Board review President Harrison's proposal and approve the new listing by motion.

ATTACHMENTS

- Old Assignment Listing
- Proposed Assignment Listing

2009 NCSD Committee Assignments

Standing Committee Assignments (2 members)	Chairperson	Member
Infrastructure Committee	Ed Eby	Michael Winn
Finance, Audit and Personnel	Larry Vierheilig	Jim Harrison
Parks	Jim Harrison	Michael Winn
Water Conservation	Michael Winn	Larry Vierheilig

DELEGATES	Member	Alternate
South County Advisory Committee (Includes Land Use Committee)	Michael Winn	None per SCAC Bylaws - no alternate allowed
Water Resources Advisory Committee (WRAC)	Bruce Buel	Ed Eby
Chamber of Commerce (meets last Wed. @ noon)	Cliff Trotter	
City of Santa Maria/CCWA	Bruce Buel	Jim Harrison
Olde Towne Nipomo Association	Larry Vierheilig	Jim Harrison
Blacklake Village Council/Committees	Michael Winn	Jim Harrison
Liaison to the Nipomo Incorporation Committee for Education (NICE)	Jim Harrison	
Representative to the Board of Supervisors	Jim Harrison	Michael Winn
Representative to the Planning Commission	Michael Winn	Jim Harrison

Delegates are appointed by the President of the Board of Directors.

*Subject to other requirements of the Brown Act, Committee appointments are not to be interpreted as limiting contacts between individual Board members or any other person or persons.

2009 NCSD Committee Assignments

Standing Committee Assignments (2 members)	Chairperson	Member
Infrastructure Committee	Ed Eby	Michael Winn
Finance, Audit and Personnel	Larry Vierheilig	Jim Harrison
Parks	Jim Harrison	Bill Nelson
Water Conservation	Michael Winn	Larry Vierheilig

DELEGATES	Member	Alternate
South County Advisory Committee (Includes Land Use Committee)	Michael Winn	None per SCAC Bylaws - no alternate allowed
Water Resources Advisory Committee (WRAC)	Bruce Buel	Ed Eby
Chamber of Commerce (meets last Thurs. @ noon)	Bill Nelson	
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TO: BOARD OF DIRECTORS

FROM: BRUCE BUEL BODS

DATE: JUNE 19, 2009

DISCUSS FORMAT FOR DISTRICT QUARTERLY NEWSLETTER

AGENDA ITEM

E-7

JUNE 24, 2009

ITEM

Discuss format for District quarterly newsletter [PROVIDE POLICY GUIDANCE]

BACKGROUND

Staff has historically published a four page newsletter – attached is a copy of the Spring 2009 Newsletter as an example. The newsletter has been printed on a glossy stock with two color ink. At least one Director would prefer the use of only one ink on a newsprint like paper. The printing cost for this option are slightly higher than the cost of the two ink on glossy stock.

Staff is seeking guidance from the board regarding the style of newsletter that the Board wishes.

FISCAL IMPACT

Converting to the one ink on newsprint paper would increase annual costs by approximately \$200 per year.

RECOMMENDATION

Staff recommends that the Board determine which of the options its prefers and authorize staff to proceed.

ATTACHMENTS

Spring 2009 Newsletter

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Nipomo Community Services District District News

Issue No. 1, 2009

Board Jim Harrison

President

Larry Vierheilig Vice President

> Mike Winn Director

> > Ed Eby Director

Staff

Bruce Buel General Manager

Lisa Bognuda Assistant General Manager

Peter Sevcik District Engineer

Tina Grietens Utilities Superintendent

Celeste Whitlow Water Conservation Coordinator

NCSD Mission Statement

The Nipomo Community Services District's mission is to provide the community with reliable, quality and cost-effective services now and in the future.

In This Issue

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Waterline Intertie Project Update

From July 2008 to May 2009, Nipomo received about 8.6 inches of rain, compared to the historic average precipitation of 16.5 inches. This is the third year in a row that rainfall was below our historic average, with 2006-07 recording 6.6 inches and 2007-08 recording 10.5 inches. Below average rainfall translates into below average percolation into our groundwater basin, which currently accounts for 100% of Nipomo's water supply. Given that in normal rainfall years, less water reaches the Nipomo Mesa groundwater table than is pumped, dry years result in lower storage, and a sequence of dry years results in

groundwater depressions below sea level. As reported in previous editions of the District News, the NCSD Board has committed to developing the Waterline Intertie Project, connecting the Nipomo Mesa to the City of Santa Maria, so that supplemental water is available. This new waterline would initially de-

liver 2,000 acre feet per year. The 2,000 acre feet is needed immediately to reduce groundwater pumping to levels close to natural recharge.

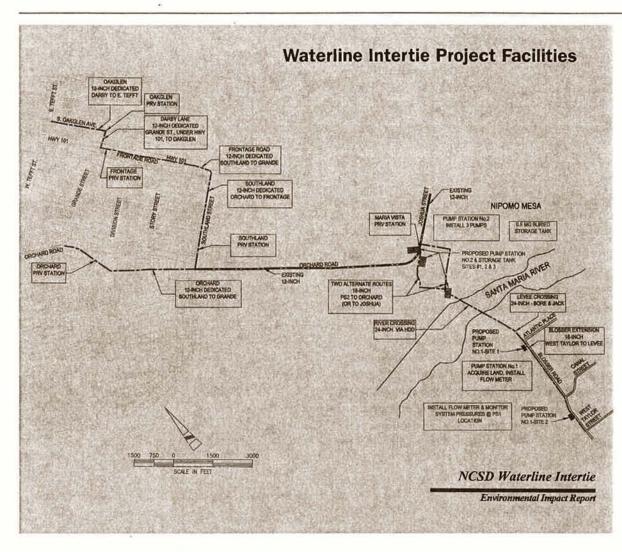
In 2008 the NCSD Board hired AECOM Engineering Corporation to design the project. AECOM completed the Concept Design in April 2009, including eleven technical memorandums. The Board approved this Concept Design at its May 13, 2009 Meeting. AECOM is expected to deliver a 60% Submittal of Construction Plans and Specifications by July 2009 and a 90% Submittal of Construction Plans and Specifications by September 2009. Competitive bids from qualified contractors are expected in January 2010 with construction starting in Spring 2010 and finishing by the end of 2011. The proposed project involves construction of about five miles of new pipeline starting at the corner of Blosser and Taylor in Santa Maria, where NCSD would connect to the City of Santa Maria water distribution system. From this point, an 18" main would be constructed in Blosser North to the levy and a 24" main would be constructed under the levy and the Santa Maria River, using a technique call Horizontal Directional Drilling. At the top of the bluff on the north side of the Santa Maria River, a pump station and a 500,000 gallon storage reservoir would be built. The new water would then be

⁴⁴The NCSD Board has committed to developing the Waterline Intertie Project, connecting the Nipomo Mesa to the City of Santa Maria, so that supplemental water is available.⁷⁷ connected with NCSD's existing water system at the corner of Orchard Road and Joshua. In addition, the District would construct a new 12" water main in Southland Street from Orchard Road to South Frontage and construct a new 12" main in South Frontage from

Southland to Grand, then under US 101 to South Oakglen and along South Oakglen to West Tefft Street.

This project was evaluated in a Draft and then a Final Environmental Impact Report by Douglas Wood and Associates (DWA). The Final EIR determined that the project had both beneficial and adverse environmental impacts and proposed a mitigation and monitoring program to minimize the adverse impacts. The NCSD Board of Directors certified the Final EIR at its April 22, 2009 Meeting.

In regards to funding, AECOM estimates that the capital cost of construction at about \$23 million. (continues on p. 2)



Waterline Intertie Project Update (continued)

The NCSD Board has proposed to borrow these funds in the form of a municipal bond and repay the resulting debt service (annual principle and interest) with assessments. The Board is working with an assessment engineer to prepare a preliminary assessment role for mailing this fall to each property owner within the District and for property owners within the Golden State Water Company, Rural Water Company and the Woodlands, who will share the cost. Property owners will then have an opportunity to request corrections to the assessment role before ballots are mailed out at the end of 2009. The preliminary evaluation indicate that the average single family residence would pay an assessment of approximately \$120 per year over the thirty year life of the bond.

Separate from the capital cost, NCSD must also pay for the water and the ongoing costs of operating the project. NCSD has hired a rate consultant to develop proposed new water rates. The consultant will evaluate the size of the rate increase necessary and provide the Board with options regarding who will pay what share of the new charges this summer. The NCSD Board will then select a proposed rate and mail out protest ballots to all property owners and customers by the end of 2009. It appears that the annual cost of operations will be approximately \$240 per year for an average single family residence.

Readers interested in more details can access the "Nipomo Waterline Intertie Project – Concept Design Report" and the NCSD "Waterline Intertie Final EIR" off of NCSD's website – NCSD. CA.GOV or contact the NCSD Office at 929-1133. The District's Supplemental Water Project Committee generally meets once per month to consider project issues and public input is welcome and encouraged. The Board meets on the second and forth Wednesday of each month at 9am at the NCSD Office.

Hetrick Road Clean Up

Over the years, the dirt portion of Hetrick Road from Pomeroy Road up to Glenhaven Place has been used as an illegal dumping ground and it had become a visual blight and a public health nuisance. With encouragement from the neighboring property owners and the cooperation of SLO County Code Enforcement and South County Sanitation Service, the NCSD Board agreed to use solid waste fund reserves to pay the California **Conservation Corps** (CCC) to remove the built-up garbage and to close this roadway to travel to discourage future dumping. Over a three week period this winter, a 15-member CCC crew removed tons of garbage and constructed bollards at both the north and south ends of the dirt road. **Ride Nipomo was** also instrumental in removing overgrown vegetation so that the CCC could access the corridor. NCSD would like to thank everyone involved for solving a difficult problem so that the remaining trail is clean and usable.

Willow Road Waterline Extension

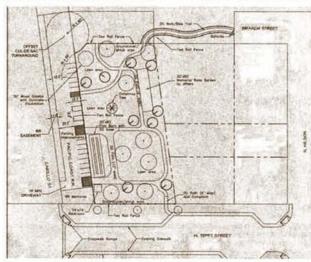
One of the top priority water system improvements proposed in NC-SD's 2008 Water and Sewer Master Plan was the construction of a new waterline in the proposed Willow Road extension from Pomeroy Road over to Hetrick Road. According to the Master Plan, this new water main would improve both the water pressure and the fire flow to the northwest portion of the District including Summit Station. NCSD has been able to team up with SLO **County Public Works Department** as the County builds this new road. The District and the County have executed an agreement allowing the County's contractor to install NCSD's new pipeline in the roadway. The District still pays for the actual cost of the pipeline, but the County pays for all of the property acquisition, permits, environmental review and mitigations. The County's contractor has already started to clear the right-of-way near the intersection of Pomeroy and Willow, and that contractor should start construction of the new road and the waterline this summer. NCSD expects to spend approximately \$900,000 of water fund reserves instead of a much larger cost if the work were done without the County's involvement. NCSD would like to thank the Board of Supervisors and the Public Works Department for their cooperation.

Miller Park Progresses

The SLO County Board of Supervisors, on March 24, 2009, executed a Memorandum of Understanding with NCSD to ultimately donate 1.4 aces of land on the north side of West Tefft Street as the home of a future park, possibly named Jim O. Miller Park. This proposal has been a long-time dream of the Olde Towne Nipomo Association so that the east side of the community could have a pocket park suitable for passive recreation. Although the design of the park has not been completed, the NCSD Board has indicated that it will ultimately include rest rooms, trails, a bandstand gazebo, a pole barn for farmer's market, a community Christmas tree and a rose garden.

Prior to the actual donation of the land, NCSD is responsible for securing LAFCO (Local Agency Formation Commission) approval to provide parks services and for developing the funding for construction and operations.

The District has applied to LAFCO and expects that the Commission will activate the latent authority this summer. In regards to funding, the Board has agreed to use property tax reserves to pay for the planning cost and a portion of the construction with the balance to come through grants, donations and facility construction by groups and service clubs. The Board has also agreed to pay up to 40% of the annual operations cost with current property tax proceeds. The remaining 60% of annual operations cost is proposed to be paid by property owners in two zones of benefit adjacent to the Park in future assessments. The 125 parcels in the



Blacklake and Town Water Systems Merged

The NCSD Board of Directors in February merged the Blacklake and Town Water Systems following more than two years of discussions with the customers in Blacklake Village, NCSD had been operating the Blacklake Water System as a hydro-pneumatic pressure zone separate from the Town's gravity distribution network, but Blacklake's booster station failed and the engineering evaluation indicated that it would cost about \$800,000 to replace it. Both the Board and Blacklake agreed that it would be more cost effective to convert the Blacklake System to gravity as opposed to rebuilding the booster station, but there was no consensus regarding the buy-in that Blacklake should pay to reimburse the Town customers for their aggregated investment in facilities. After one failed protest proceeding, the Board hired a rate consultant to evaluate the impacts to the Town rates if the two systems were merged. The rate consultant determined that the likely result of a merger was lower rates for the Town customers, given the expected economy of scale for operating a larger system. Based on the rate consultants findings and discussions with Blacklake residents, the Board proposed a \$437 surcharge to be paid by Blacklake customers to reimburse Town reserves. Protest ballots were mailed in Fall of 2008 and when the Board determined that there was not a majority protest, the Board finally voted to enact the merger effective July 1, 2009.

Primary Zone of Benefit would pay \$35.03 per year per equivalent single family residence. The 290 parcels in the Secondary Zone of Benefit

> would pay \$12.60 per equivalent single family residence.

The District will hold hearings on the project and the financing this summer and coordinate with the adjacent property owners before conducting the assessment vote this fall.



148 South Wilson Street, Nipomo, CA 93444

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egnitee Meetings

NCSD Office; 148 South Wilson Street, Nipomo. Meetings held at 9 AM in the Board Room at the Following is a schedule of the regular NCSD Board

JUNE

Wednesday, June 24, 2009 Wednesday, June 10, 2009

JULY

Wednesday, July 22, 2009 Wednesday, July 8, 2009

AUGUST

Wednesday, August 26, 2009 Wednesday, August 12, 2009

(ncsd.ca.gov) 72 hours before each meeting. downloaded from the NCSD website Board Meeting Agendas and packets can be

State law allows the District Board up to 60 days to select a replacement with a deadline of June 24, 2009. The Board agreed to accept nominations from voters residing in the District through the end of May 2009 and to hold interviews with prospective candidates on June 3, 2009.

the best in his retirement.

In April, long time Board Member Cliff Trotter submitted his resignation as a result of poor health. Director Trotter had served a total of eight years starting in 2001 and he was elected in 2002 and reelected in 2006. During his tenure, Cliff Trotter championed the development of Supplemental Water and implementation of preventive maintenance programs. He was able to apply his experience as a civil engineer and his expertise as a former water district General Manager to enrich the Board with high expectations for system performance. He will be hard to replace, but it is clear that his health had to be his top priority. Everyone at NCSD wishes Cliff

currently undersized and must be replaced. design report by October 2009 and a 60% design by February 2010. In April, the Board also hired Douglas Wood and Associates (DWA) to prepare an Environmental Impact Report (EIR) on the project. DWA will assist the District in scoping the document this summer and then publish

The District Board in March selected AECOM Engineering to prepare the Final Design for the upgrade. AECOM is scheduled to produce a concept

a Draft EIR this fall. There will be an opportunity for interested parties to

Assuming that permits can be secured, this work should start in 2010 and

remains unresolved. Unfortunately, the existing percolation ponds to the

south of the facility are not working as designed and NCSD needs to find a substitute disposal site. Although the treated wastewater does percolate

into the soil at the existing site, the Santa Maria Valley fault that runs down

Orchard Road acts as a barrier to the migration of groundwater to the west

with nowhere to go. The Board will continue to evaluate options to resolve

this problem and the alternatives will be equally evaluated in the upgrade

Environmental Impact Report. It is likely that the solution to NCSD's South-

land wastewater discharge problem will be implemented at a later date.

and as a result a mound of groundwater is building underneath the site

be completed in 2011. The issue of disposal of the treated wastewater

comment on the Draft EIR in Winter 2010 before it is finalized.

NCSD provides sewer service to a majority of its water customers, with one treatment facility on Willow Road serving the Blacklake Village and a second treatment facility on Southland Street serving the "Town" division customers who do not have septic systems. This second wastewater treatment facility, called the Southland Wastewater Treatment Facility, is approaching its hydraulic (flow) capacity and it also has chronic problems achieving the quality of treatment prescribed by the State of California. To resolve these problems, the NCSD Board of Directors has researched the upgrade options and has selected a retrofit treatment technology that will increase the facility's hydraulic capacity and its treatment quality. Additionally, the sewer collection line in South Frontage Road is

Southland WWTF Upgrade Project



Cliff Trotter Resigns

TO: BOARD OF DIRECTORS

FROM: BRUCE BUEL

DATE: JUNE 19, 2009

DISCUSS PRESIDENT'S REQUEST RE WILL SERVE & INTENT TO SERVE LETTERS

AGENDA ITEM

E-8

JUNE 24, 2009

ITEM

Discuss President Harrison's request re Will Serve and Intent to Serve letter processing [PROVIDE POLICY GUIDANCE]

BACKGROUND

Attached is an e-mail from President Harrison requesting that this item be on this agenda.

FISCAL IMPACT - NONE KNOWN

RECOMMENDATION

Staff recommends that the Board discuss President Harrison's request and provide policy guidance.

ATTACHMENTS

• E-Mail from President Harrison

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Page 1 of 1

Bruce Buel

From:James Harrison [sbwlff@sbcglobal.net]Sent:Monday, June 15, 2009 12:37 PMTo:Bruce BuelSubject:Agenda

Hi Bruce

Would you please include on the June 24 agenda a item "Discussion of ITS and Will serve letters." Perhaps it is too early but in light of the comments at the meeting in S.M. I think we need to discuss these items. Perhaps it should be included in the closed session?

I just want to be able to discuss these when we talk about this meeting.

Thanks Jim Harrison