

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: JULY 3, 2009



MONTHLY ENGINEER UPDATE

ITEM

NCSD District Engineer Peter Sevcik re District Engineer Activities in June [NO ACTION REQUESTED].

BACKGROUND

Peter Sevcik is scheduled to summarize the attached outline.

RECOMMENDATION

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

ATTACHMENTS

- District Engineer Activities Outline

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NIPOMO COMMUNITY SERVICES DISTRICT

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MEMORANDUM

TO: BRUCE BUEL, GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER *P.V.S.*
DATE: JULY 1, 2009
RE: DISTRICT ENGINEER ACTIVITIES UPDATE

- **Santa Maria Waterline Intertie Project**
 - Reviewed 60% submittal for Santa Maria River HDD Crossing (Bid Package #1)
 - Overseeing potholing program
 - Assisted General Manager with Committee meeting
- **Southland WWTF Upgrade**
 - Working with property owner and strawberry grower to develop access conditions for Pasquini property
 - Assisting with environmental review process
 - Frontage Road trunk sewer video inspection completed
 - Biosolids removal and disposal project in progress
- **Willow Road Waterline Extension Phase 1 Project**
 - County roadway plans completed
 - District waterline plans completed
- **Willow Road Waterline Extension Phase 2 Project**
 - Working on scheduling coordination meeting with County
- **Water and Sewer Master Plan Implementation**
 - Preparing RFP for SCADA upgrade
 - Managing design of additional connection to Blacklake Water system at Misty Glen
 - Assisting Utility Superintendent with implementation of preventative maintenance program
- **Safety Program**
 - Conducted training for District operations employees on 6/9
 - Conducted safety orientation training for one new employee
 - Continued to monitor on-line training program for all District employees

- **Sewer System Management Plan**
 - Reviewing draft Overflow Emergency Response Plan and Fats, Oils and Grease (FOG) Control Elements

- **Sundale Well**
 - Continuing to work with PG&E on new electrical service
 - Electrical contractor scheduled

- **Development Oversight**
 - Roosevelt Apartments construction and acceptance closeout in progress
 - Tract 2663 construction on Buckhorn
 - Tract 2689, CO 06-0225 construction on Tefft
 - Continued service request, plan check and project acceptance processing

- **Other**
 - Monthly production well level measurement investigation
 - Production well pumping measurement investigation
 - Submitted monthly compliance reports for the water and wastewater systems
 - Attended CEQA seminar on Greenhouse Gases on June 26, 2009

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL
DATE: JULY 3, 2009

AGENDA ITEM
D
JULY 8, 2009

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 6/24/09 Regular Meeting
- D-3) AUTHORIZE RETENTION OF TWO UTILITY OPERATORS [APPROVE
RECOMMENDATION]

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TO: BOARD OF DIRECTORS
 FROM: BRUCE BUEL
 DATE: JULY 3, 2009

**AGENDA ITEM
 D-1
 JULY 8, 2009**

**TOTAL COMPUTER
 CHECKS
 \$481,209.83**

HAND WRITTEN CHECKS
 CHEVRON 19936 \$1932.58
 VOID - NONE

COMPUTER GENERATED CHECKS

16731	07/08/09	EMP01	EMPLOYMENT DEVELOP DEPT	1030.07	.00	1030.07	A90702	STATE INCOME TAX
16732	07/08/09	MID01	RABOBANK-PAYROLL TAX DEPO	3112.59	.00	3112.59	A90702	FEDERAL INCOME TAX
				41.54	.00	41.54	1A90702	FICA
				905.26	.00	905.26	2A90702	MEDICARE (FICA)
			Check Total.....:	4059.39	.00	4059.39		
16733	07/08/09	MID02	RABOBANK-DIRECT DEPOSIT	27291.00	.00	27291.00	A90702	NET PAY
16734	07/08/09	PER01	PERS RETIREMENT	8271.34	.00	8271.34	A90702	PERS PAYROLL REMITTANCE
16735	07/08/09	STA01	ING-PERS 457 DEFERRED COM	1125.00	.00	1125.00	A90702	457 DEFERRED COMP
016736	07/08/09	ABA01	ABALONE COAST BACTERIOLOG	97.00	.00	97.00	09-1243	TOWN WWTF LAB
				20.00	.00	20.00	09-1286	BL WWTF LAB
				20.00	.00	20.00	09-1322	BL WWTF LAB
			Check Total.....:	137.00	.00	137.00		
016737	07/08/09	AME02	AMERICAN INDUSTRIAL SUPPL	99.73	.00	99.73	198120	SUPPLIES
016738	07/08/09	AME03	AMERI PRIDE	149.58	.00	149.58	F806022	UNIFORMS ETC
016739	07/08/09	BRE02	BRENNTAG PACIFIC INC.	772.68	.00	772.68	BPI905796	CHLORINE
				432.67	.00	432.67	BPI905797	CHLORINE
			Check Total.....:	1205.35	.00	1205.35		
016740	07/08/09	EBY01	EBY, ED	100.00	.00	100.00	070809	REG BD MEETING 070809
016741	07/08/09	EMP01	EMPLOYMENT DEVELOP DEPT	135.24	.00	135.24	063009	SUI/ETT 6/30/09
016742	07/08/09	FAS01	FASTENAL COMPANY	518.90	.00	518.90	30743	SUPPLIES
016743	07/08/09	FGL01	FGL ENVIRONMENTAL	56.00	.00	56.00	905723A	BL WWTF LAB
				263.00	.00	263.00	905724A	TOWN WWTF LAB
			Check Total.....:	319.00	.00	319.00		
016744	07/08/09	GAS02	GAS COMPANY, THE	10.11	.00	10.11	062509	SHOP HEAT 04163737945
016745	07/08/09	GIL01	GLM, INC.	320.00	.00	320.00	063009	LANDSCAPE MAINT
016746	07/08/09	GRO01	GROENIGER & CO	5789.50	.00	5789.50	11009322	SUPPLIES
				3311.26	.00	3311.26	11009510	SUPPLIES TEJAS LFT STN
				63.68	.00	63.68	11009546	SUPPLIES
			Check Total.....:	9164.44	.00	9164.44		
016747	07/08/09	GWA01	GWA INC	53.00	.00	53.00	906006401	ALARM MONITORING
				85.00	.00	85.00	906020621	ALARM MONITORING
				85.00	.00	85.00	906021071	ALARM MONITORING
			Check Total.....:	223.00	.00	223.00		
016748	07/08/09	HAR02	HARRISON, JAMES	100.00	.00	100.00	070809	REG BD MEETING 070809
016749	07/08/09	HOM01	HOME MOTORS	590.63	.00	590.63	CTCS25623	04 CHEVY MAINT
016750	07/08/09	HON01	HON COMPANY	3421.04	.00	3421.04	629916	CELESTE OFFICE FURNITURE
016751	07/08/09	MOR02	MORE OFFICE SOLUTIONS	420.48	.00	420.48	491450	COPIER MAINT
016752	07/08/09	NEL01	NELSON, WILLIAM J	100.00	.00	100.00	070809	REG BD MEETING 070809
016753	07/08/09	PEO01	PEOPLESCHOICE HEATING & A	7675.00	.00	7675.00	2984	LAB VENTS & FANS INSTALLA
016754	07/08/09	QUI03	QUINN RENTAL SERVICES	73.63	.00	73.63	30176365	SUPPLIES
				49.07	.00	49.07	30176366	SUPPLIES
			Check Total.....:	122.70	.00	122.70		

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS JULY 3, 2009**

**AGENDA ITEM
D-1
JULY 8, 2009
PAGE TWO**

016755	07/08/09	RBA01	R BAKER, INC	10178.91	.00	10178.91	09043610	REPLACE HYDRANTS
				11871.34	.00	11871.34	09043611	HYDRANT WORK
				14659.66	.00	14659.66	09043612	REPLACE HYDRANTS
				7016.85	.00	7016.85	09043613	REPLACE HYDRANT
				5166.33	.00	5166.33	09043614	REPLACE HYDRANT
				11845.29	.00	11845.29	09043615	HYDRANT & WATER SERV
			Check Total.....:	60738.38	.00	60738.38		
016756	07/08/09	SLO01	SAN LUIS OBISPO COUNTY	294406.00	.00	294406.00	A90702	WILLOW RD DEPOSIT FOR CON
016757	07/08/09	SPE01	SPECIAL DISTRICT RISK	4962.00	.00	4962.00	29405	WC INS 1ST QTR
				41339.19	.00	41339.19	2009-10	INSURANCE 2009-10
			Check Total.....:	46301.19	.00	46301.19		
016758	07/08/09	TUC01	TUCKFIELD & ASSOCIATES	9848.26	.00	9848.26	00169	WATER & WASTEWATER RATE S
016759	07/08/09	USB01	US BANK TRUST	123.23	.00	123.23	062209 A	POSTAGE
				220.00	.00	220.00	062209 B	POSTAGE - PARK MAILING
				248.64	.00	248.64	062209 C	BD MEETING SUPPLIES
				25.87	.00	25.87	062209 D	OFFICE SUPPLIES
				19.95	.00	19.95	062209 E	CONSERVATION SUPPLIES
				42.00	.00	42.00	062209 F	CONSERVATION SUBS
				93.27	.00	93.27	062209 G	TRAVEL EXPENSES
				103.89	.00	103.89	062209 H	CELL PHONE
				513.06	.00	513.06	062209 I	SUPPLIES
				300.00	.00	300.00	062209 J	WATER DIST SEMINAR MOTLEY
				9.32	.00	9.32	062209 K	CSDA SUPPLIES
			Check Total.....:	1699.23	.00	1699.23		
016760	07/08/09	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	070809	REG BD MEETING 070809
016761	07/08/09	WHI02	CELESTE WHITLOW	707.27	.00	707.27	063009	CONSERVATION SUPPLIES TRA
016762	07/08/09	WIN01	WINN, MICHAEL	100.00	.00	100.00	070809	REG BD MEETING 070809
016763	07/08/09	WIN02	WINN, MICHAEL	720.50	.00	720.50	063009	REIMB TRAVEL EXP

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 44 - Years of Service 1965 - 2009

D2

DRAFT MINUTES

JUNE 24, 2009 AT 9AM

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

JAMES HARRISON, **PRESIDENT**
LARRY VIERHEILIG, **VICE PRESIDENT**
MICHAEL WINN, **DIRECTOR**
ED EBY, **DIRECTOR**
BILL NELSON, **DIRECTOR**

PRINCIPAL STAFF

BRUCE BUEL, **GENERAL MANAGER**
LISA BOGNUDA, **ASST. 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 its customers with reliable, quality, and cost-effective services now and in the future.

00:00:00

A. CALL TO ORDER AND FLAG SALUTE

President Harrison called the June 24, 2009 regular Meeting of the Board of Directors of the Nipomo Community Services District to order at 9:02 a.m. and led the flag salute.

00:00:29

B. ROLL CALL

At Roll Call, all directors were present.

00:00:47

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) MIKE NUNLEY OF AECOM

Update re: Waterline Intertie Project and Southland WWTF Upgrade Project

Mike Nunley, AECOM Engineering Project Manager, reviewed the information provided in the Board packet concerning the Waterline Intertie Project. He answered questions from the Board. There was no public comment.

Mr. Nunley also reviewed the information concerning the Southland Wastewater Treatment Facility Upgrade Project. He answered questions from the Board. There was no public comment.

President Harrison thanked Mr. Nunley for the reports.

C-2) PAUL SORENSON OF FUGRO

Summary of Hydro-Geologic Research at Kaminaka Site re: Disposal of Treated Wastewater

Director Vierheilg recused himself from this portion of the meeting because his property is adkacemt to the Kaminaka property being discussed in the item.

Paul Sorenson for Fugro West, Inc., reviewed the report entitled "Hydrogeologic Assessment, Kaminaka Property, Nipomo, California" provided in the Board packet. The northern half of the Kaminaka property (approximately 20 acres) was the extent of the investigation.

Mr. Sorenson answered the Board's questions. Peter Sevcik, District Engineer, answered some questions also. There was no public comment. Board discussion ensued. The Board thanked Mr. Sorenson for the report.

Director Vierheilg returned to the meeting.

**Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES**

C-3) NCS D UTILITY SUPERINTENDENT TINA GRIETENS

Update re: Utility Department Operations in May 2009

Tina Grietens, Utility Superintendent, introduced the newest employees (Yegy Vahabian and Jonathan Edwards) to the Board.

Ms. Grietens reviewed the report presented in the Board packet and answered questions from the Board.

Peter Sevcik, District Engineer, answered questions concerning the SCADA system.

There was no public comment.

The Board thanked Ms. Grietens for the report.

C-4) NCS D WATER CONSERVATION COORDINATOR CELESTE WHITLOW

Update re: May 2009 Activities and Semi-Annual Conservation Performance Review

Celeste Whitlow, Water Conservation Coordinator, reviewed the reports provided in the Board packet. The Board commented on the reports. Ms. Whitlow answered questions from the Board.

The Board thanked Ms. Whitlow for the reports.

C-5) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST

Receive Announcements from Directors Items of District & Community Interest

Director Nelson

Chamber of Commerce, June 25, 2009, at noon at Blacklake.

Director Vierheilig

Thursday, June 25, 2009, 6:30 p.m. at the District office, there will be an informational meeting concerning the formation of a Zone of Benefit for a proposed park.

Saturday, June 27, 2009 Nipomo Incorporation Committee for Education (NICE) will have a strategic planning retreat at 8:00 a.m.

Director Eby

At the LAFCo meeting last week, there was discussion of transfer of three trailer parks having Arroyo Grande provide sewer service and Oceano provide water service.

Also discussed was the Price Canyon Master Plan whereby a 1700 acre development would receive clean water, while some parts of Pismo Beach would possibly be using reclaimed water.

Paul Hood, LAFCO Executive Officer, will be retiring in August.

Director Winn

Friday, 06/19/09 – attended Glendale negotiations with the DWR to get funding for local water projects. They are changing the map to make the areas better than they were.

06/25/09 – SLO Planning Commission to consider Conservation Open Space Element will be introduced looking at air quality. This will affect NCS D in water and energy policies. The Conservation Open Space Element Update (April 9 version) is on-line.

06/26/09 – CEQA workshop, Paso Robles Library.

07/01/09 – WRAC meeting

Conservation Open Space

Resource Capacity Study

Coast and Ocean Advisory Group

06/06/09 – Planning Commission 1:00 p.m. in SLO; will be looking at Conservation Open Space Element – Water Supply is the main issue.

They will also meet July 9th, 23rd and 30th.

07/08/09 – Wednesday, 12:00 p.m. Open House at the Nipomo Fire Station #20

07/20/09, 9:00 a.m. SCAC Land Use Committee

Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES

C-5) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST
Receive Announcements from Directors (CONTINUED)

Director Harrison

June 11, 2009, South Coast Town Hall transition of communities meeting - would like to arrange for a presentation by South County Initiating Group for Transition San Luis Obispo County: concerning local Self Reliance, reduction of green house gasses by reducing energy consumption.

06/25/09 - 6:30 p.m. - Parks

06/26/09 - CEQA class in Paso

06/29/09 - Coordination meeting

07/08/09 - New fire station ribbon cutting

07/09/09 - Fire Safe Council

07/11/09 - Jack's Helping Hands 4:30 pm - late

South County Advisory Council map shows areas of districts. They would like to have it mounted on the wall and stored here.

C-6) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

John Snyder, Nipomo resident – stated that he attended the June 10th TMA meeting where Mr. Scalmanini spoke on the status of the Santa Maria Valley. Mr. Scalmanini said there were questions about the quality of the water. Mr. Snyder also commented about the availability of information on NCS D website. There should be better capability on the website, to include the District's past Agenda packets. Mr. Snyder wanted all the packets for the NCS D meetings to be left on the website. There should be well-reading records on the website.

The Board took a break at 10:55 a.m. and resumed the meeting at 11:06 a.m.

01:39:02

D. CONSENT AGENDA

D-1) APPROVE WARRANTS

D-2) APPROVE BOARD MEETING MINUTES
Approve Minutes of 6/10/09 Regular Meeting

D-3) AUTHORIZE EXTENSION OF AGREEMENT WITH SCIENCE DISCOVERY FOR WATER CONSERVATION EDUCATION PROGRAM

D-4) ADOPT PERSONAL PROTECTIVE EQUIPMENT POLICY

D-5) RESET SECOND SEPTEMBER BOARD MEETING TO SEPTEMBER 30, 2009

D-6) ACCEPT ROOSEVELT APARTMENT WATER AND SEWER IMPROVEMENTS

The Board agreed to pull Items D3, D4, and D-6 for separate consideration.

Upon motion by Director Winn and seconded by Director Eby, the Board unanimously agreed to approve Items D-1, D-2, and D-5. There was no public comment. Vote 5-0.

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

Copy of document found at www.NoNewWipTax.com

MINUTES SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES**

D. CONSENT AGENDA (CONTINUED)

D-3) AUTHORIZE EXTENSION OF AGREEMENT WITH SCIENCE DISCOVERY FOR WATER CONSERVATION EDUCATION PROGRAM

Celeste Whitlow, Water Conservation Coordinator, reviewed the programs costs with the Board. It was agreed that kids need to learn that water used outdoors is the highest amount of usage.

Upon motion by Director Winn and seconded by Director Vierheilig, the Board agreed to table this item until staff contacts Mr. DiMilo concerning possibly presenting the class programs to the school principals and certainly to the School District board to get approval before presenting to the teachers. Vote 4-1, with Director Harrison voting no.

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

D-4) ADOPT PERSONAL PROTECTIVE EQUIPMENT POLICY

Peter Sevcik, District Engineer, answered questions from the Board about responsibilities, further requirements necessary, and suggested changes in the policy.

Upon motion by Director Vierheilig and seconded by Director Winn, the Board unanimously agreed to direct staff to make the recommended changes and bring this item back at the July 27, 2009 meeting for possible approval. There was no public comment. Vote 5-0.

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

D-6) ACCEPT ROOSEVELT APARTMENT WATER AND SEWER IMPROVEMENTS

Jon Seitz, District Legal Counsel, explained that the original requirements for this project changed.

Peter Sevcik, District Engineer, answered questions from the Board. The developer will be required to have the water and sewer lines video-inspected before the end of two years. The Board had several suggestions for changes to the resolution.

Upon motion by Director Vierheilig and seconded by Director Nelson, the Board unanimously approved Resolution 2009-1148, as amended, accepting improvements for the project at APN 092-130-044. There was no public comment. Vote 5-0.

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

**RESOLUTION NO. 2009-1148
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING WATER AND SEWER IMPROVEMENTS AND EASEMENTS
FOR ROOSEVELT APARTMENTS (APN 092-130-044)**

The Board considered Closed Session next.

**Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES**

03:04:45

I. CLOSED SESSION ANNOUNCEMENTS

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

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL PENDING LITIGATION GC§54956.9 SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
2. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; MARIA VISTA ESTATES VS. NCSD ET AL. (CASE NO. ND07-10362RR IN UNITED STATES BANKRUPTCY COURT, CENTRAL DISTRICT, NORTHERN DIVISION)
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; NCSD VS. COUNTY OF SAN LUIS OBISPO, ET AL. (CASE NO. CV090010)
4. INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956 (ONE CASE)

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment.

K. ADJOURN TO CLOSED SESSION

President Harrison adjourned to Closed Session at 12:17 p.m.

03:05:35

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

The Board came back into Open Session at 1:43 p.m.

Jon Seitz, District Legal Counsel, announced that the Board heard an update on the items listed above but took no reportable action. The Board heard an update on the initiation of litigation but took no reportable action.

03:07:17

E. ADMINISTRATIVE ITEMS

The Board decided to table Items E-3 and E-8.

E-1) DISCUSS DEVELOPMENT OF EMERGENCY WATER SHORTAGE REGULATIONS

Bruce Buel, General Manager, explained that he interacted with the members of the Nipomo Mesa Management Area Technical Group (NMMA TG) to review the possibility of implementing a common set of Mesa-Wide Emergency Water Shortage Regulations. He reported that the Water Conservation Committee discussed Rule 14.1 regulations and recommended some changes for developing a voluntary program based on Rule 14.1. Mr. Buel provided a copy of the Minutes of the June 17, 2009 Water Conservation Committee to the Board and the public.

Director Eby provided the Board and the public with a copy of some recommendations he had for a voluntary emergency regulations program.

Jon Seitz, District Legal Counsel, reviewed the Water Conservation and Rationing Plan from Golden State Water Company and discussed it with the Board.

There was no public comment.

**Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES**

E-1) DISCUSS DEVELOPMENT OF EMERGENCY WATER SHORTAGE REGULATIONS
(CONTINUED)

Upon motion by Director Vierheilg and seconded by Director Harrison, the Board agreed to authorize District Legal Counsel and District Manager to develop a conceptual program with a voluntary component and a mandatory component to present to the Technical Group on July 7th to determine if there is support and come back to this Board and request that the CPUC utilities petition the CPUC for determination of emergency status on the Nipomo Mesa. Vote 4-1, with Director Winn voting no.

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

The Board agreed to conduct a special meeting July 2, 2009, at 1:30 p.m. to discuss the draft conceptual program.

The Board took a break at 3:07 p.m. and resumed the meeting at 3:14 p.m.

00:00:00

E-2) SET FY09-10 APPROPRIATIONS LIMIT AND ADOPT FY09-10 BUDGET

President Harrison opened the Public Hearing.

Lisa Bognuda, NCSD Finance Director, answered questions from the Board concerning the proposed FY 2009-2010 Budget.

Upon motion by Director Vierheilg and seconded by Director Eby, the Board unanimously approved Resolution 2009 1149, adopting the FY 09-10 Budget. There was no public comment. Vote 5-0.

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

**RESOLUTION 2009-1149
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ADOPTING THE 2009-2010 FISCAL YEAR BUDGET**

Upon motion by Director Vierheilg and seconded by Director Eby, the Board unanimously approved Resolution 2009 1150, determining the appropriation limitation for FY 09-10. There was no public comment. Vote 5-0.

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

**RESOLUTION NO. 2009-1150
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
DETERMINING THE APPROPRIATION LIMITATION FOR THE 2009-2010 FISCAL YEAR**

E-3) ADOPT 2010-2014 NCSD STRATEGIC PLAN

This item was postponed to a future meeting.

**Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES**

00:07:29

E-4) AWARD QUOTE FOR DISPOSAL OF STORED WASTEWATER BIO-SOLIDS

Peter Sevcik, District Engineer, explained that the Southland Wastewater Treatment Facility has two unlined sludge-drying beds that are full and need to be cleaned out so that they can be improved as part of the planned Southland WWTF upgrade project. Chicago Grade Landfill has quoted \$93,750 to haul and accept the bio-solids from the treatment facility. Mr. Sevcik answered questions from the Board.

The Board made a minor edit to the proposed resolution. Upon motion by Director Vierheilg and seconded by Director Winn, the Board unanimously approved the disposal project at the Southland Wastewater Treatment Facility with Resolution 2009-1151, as edited. There was no public comment. Vote 5-0.

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

**RESOLUTION NO. 2009-1151
A RESOLUTION OF THE NIPOMO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS APPROVING THE SOUTHLAND WASTEWATER
TREATMENT FACILITY BIO-SOLIDS DISPOSAL PROJECT**

The Board considered Item E-6 next.

00:22:36

E-6) REVIEW COMMITTEE ASSIGNMENTS FOR BALANCE OF 2009

Bruce Buel presented the revised Committee Assignments for the rest of the 2009 year.

Upon motion by Director Winn and seconded by Director Eby, the Board unanimously approved the new listing, as presented in the Board packet. There was no public comment. Vote 5-0.

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

00:23:25

E-5) DISCUSS DISTRICT WELL LEVEL MONITORING AND REPORTING POLICY

Because of the absence of Peter Sevcik, District Engineer, Bruce Buel, General Manager, asked if the item could be tabled to a later date. Upon motion by Director Vierheilg and seconded by Director Winn, the Board unanimously agreed to table this item to the July 8, 2009 meeting. There was no public comment. Vote 5-0.

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

00:28:40

E-7) DISCUSS FORMAT FOR DISTRICT QUARTERLY NEWSLETTER

Bruce Buel, General Manager, explained the most recent newsletter inserted into customers' bills was printed on glossy stock with two colors. Converting to one ink on newsprint paper would actually increase the annual costs of producing the newsletter. The Board discussed the newsletter and options. No Board action was taken.

E-8) DISCUSS PRESIDENT HARRISON'S REQUEST RE: WILL-SERVE AND INTENT-TO-SERVE LETTER PROCESSING

This item was tabled.

**Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES**

00:36:00

F. MANAGER'S REPORT

Bruce Buel, General Manager, presented the Manager's Report as published. He added that the informational meeting for parks will be held Thursday, June 25, 2009, at 6:30 p.m. in the District boardroom.

He stated that he will not be able to attend the July 1st WRAC meeting. Director Eby will attend. Roberto Cruz will begin his duties as Inspector on June 29th.

Director Eby stated that he was disappointed about exclusion of funding for Waterline Intertie Project and we are continuing to pay the lobbyist for what?

Mr. Buel stated that WRDA monies are still possible. Director Eby asked about other grants. Mr. Buel noted that the District did not qualify for the stimulus grants.

00:45:32

G. COMMITTEE REPORT

Bruce Buel, General Manager, presented the report as published. He added that Olde Towne Association would like to have a meeting to discuss configuration of the proposed park. The Parks Committee agreed to meet August 7, 2009, at 1:30 p.m.

00:48:27

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTSDirector Winn

Spoke with Paavo Ogren on the Willow Road funding update. The District efforts will be complete before the funding for the Willow Rd comes up for a vote.

WRAC staff commented about monitoring wells. It was approved in the budget.

Check the website capacity.

Dept of Public Health has expanded the definition of a disadvantaged community – if fee for a service exceeds 4% of income.

Director Vierheilig

Some customers have spoken to him about the lack of fairness of their sewer bill being the same for one person as for four or more. Mr. Buel stated that the Board will be looking at a different basis of billing for sewer use.

ERAF – did we get paid back on the last ERAF monies taken? Mr. Buel stated that we did get paid for the taxes borrowed in 2003-04. We did not get any of the funds returned that were taken in 1991 or in 1992-93.

ADJOURN

President Harrison adjourned the meeting at 4:13 p.m.

➤ **THE FOLLOWING REGULAR BOARD MEETING IS JULY 8, 2009
TENTATIVELY SCHEDULED ITEMS INCLUDE:**

- Olde Town Park Initial Study
- Olde Town Park Zone of Benefit Formation

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: JULY 3, 2009

**AGENDA ITEM
D-3
JULY 8, 2009**

AUTHORIZE RETENTION OF TWO UTILITY OPERATORS
[APPROVE RECOMMENDATION]

ITEM

Authorize retention of two Utility Operators [Approve Recommendation]

BACKGROUND

During the budget process, Staff prepared a cost-benefit analysis of out-sourcing preventive maintenance for sewer main cleaning, hydrant flushing and valve exercising versus performing these functions in-house. The Finance Committee reviewed the analysis and recommended these preventive maintenance tasks be performed in-house. In order to perform these tasks in-house, additional equipment and two new employees are necessary. The 2009-2010 Fiscal Year Budget included the purchase of the equipment and the wages/benefits for two new Utility Operators.

The recruitment process takes approximately four to five months to complete, therefore, Staff is requesting authorization to begin recruitment. In the mean time, Staff will begin the procurement process of purchasing the necessary equipment to perform these tasks.

FISCAL IMPACT

The hiring of two Utility Operators was approved in the 2009-2010 Fiscal Year Budget

RECOMMENDATION

Staff recommends that the Board authorize retention of two Utility Operators.

ATTACHMENTS

- None