

TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: AUGUST 7, 2009

**AGENDA ITEM  
E-1  
AUGUST 12, 2009**

DISCUSS RATE ADJUSTMENT PROTEST PROCEEDING GUIDELINES

**ITEM**

Discuss development of guidelines for future rate adjustment protest proceedings [EDIT DRAFT AND SET HEARING]

**BACKGROUND**

Recently Cambria CSD adopted a set of protest proceeding guidelines and encouraged other Special Districts to do the same. Attached is a draft of a set of guidelines prepared by District Legal Counsel.

**FISCAL IMPACT**

Development of this draft did use previously budgeted staff time and legal consulting cost.

**RECOMMENDATION**

Staff recommends that the Board discuss the concept, and if there is agreement with the concept, edit the draft as appropriate and then set a hearing for adoption.

**ATTACHMENTS**

- Draft Guidelines

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## NIPOMO COMMUNITY SERVICES DISTRICT

### GUIDELINES FOR THE SUBMISSION AND TABULATION OF PROTESTS

#### APPLICATION

Where notice of a public hearing, with respect to the adoption or increase of a utility charge, has been given by the Nipomo Community Services District (NCSD or District) pursuant to Article XIII D, Section 6(a) of the California Constitution, the following guidelines shall apply.

#### RELEVANT DISTRICT CODE SECTIONS

District Code Section 3.03.040 states:

The owner of the property which is furnished services is the customer and shall be responsible for the payment of all rates, charges and fees, including penalties, thereon regarding such furnished services. Unpaid obligations shall run with the land, and shall lead to delinquency and termination of service for the residential unit or other real property involved without regard to any changes of residency or occupancy by persons different than the persons shown on district records as obligated to pay said bill. (Ord. 95-81 § 1 (part), 1995)

District Code Section 3.04.020 states:

- A. Each house or building under separate ownership shall be provided with its own service connection or connections.
- B. Two or more houses or buildings (such as apartments) under one ownership and located on the same lot or parcel of land may be supplied through one service connection.
- C. When a parcel or building receiving water service through one connection is subdivided into smaller lots, parcels or units, capable of separate ownership, then the existing service connection shall be deemed appurtenant to the parcel or building unit upon which it is situated or most immediately adjacent.
- D. The district reserves the right to limit the number of houses or buildings, or the area of the land under one ownership to be supplied by one service connection.
- E. A service connection shall not be used to supply adjoining property of a different owner or to supply the property of the same owner on opposite sides of a public street or alley. (Ord. 98-87 § 8, 1998)

District Code Section 3.04.030 states:

Except for connection to a single-family residence, a separate service connection with backflow prevention device shall be provided to each parcel of property for landscape irrigation. A separate landscape connection fee shall be computed pursuant to Section 3.04.050, and paid. (Ord. 98-87 § 9, 1998)

## **DEFINITIONS**

Unless the context plainly indicates another meaning was intended, the following definitions shall apply in construction of these Guidelines:

1. "Parcel" means a piece of land or property (within the NCSD) identified by Assessor's Parcel Number (APN) that is served by the NCSD, as determined by the San Luis Obispo County Tax Assessor.
2. "Record customer" and "customer of record" means the person or persons whose name or names appear on the NCSD's records as the person who has contracted for utility services to a particular parcel and utility account. Record customer is generally the record owner but, in a limited number of cases, a record customer means a tenant or property manager when the tenant or property manager's name appears on NCSD's records as the person who has contracted for utility services to a particular parcel.
3. "Record owner" or "parcel owner" means the person or persons whose name or names appear on the San Luis Obispo County Tax Assessor's latest equalized assessment roll as the owner of a parcel that is receiving utility services. Pursuant to District Code Section 3.03.040, the record owner is responsible for the payment of all rates, charges, and fees, including penalties thereon regarding such furnished services.
4. A "fee protest proceeding" is not an election, but the District Secretary will maintain the confidentiality of protests as provided below and will maintain the confidentiality and integrity of protests at all times.
5. "Public hearing" means the public hearing on the proposed charges.
6. "Protest official" means the NCSD District Secretary or his/her designee.
7. "Representative(s)" means designated trustees, legal guardians, probate estate executors or administrators, court-appointed or other legal representatives, or property managers/agents of a record owner or a record customer.

## **NOTICE OF PROPOSED RATES AND PUBLIC HEARING**

6. ***Notice Delivery.***
  - A. The NCSD shall give notice of proposed charges and public hearing on the proposed charges via 1<sup>st</sup>-class U.S. mail to all record owners and customers of record served by the NCSD, effective on the date the public hearing is approved by the Board of Directors.
  - B. The NCSD will mail each notice subject to a request that the U.S. Postal Service provide forwarding address information to the NCSD for any notices forwarded by the U.S. Postal Service.

- C. If the U.S. Postal Service returns any notice to the NCSD as undeliverable and provides the NCSD a forwarding address, the NCSD shall mail the notice to the forwarding address, but its doing so does not extend the time in which protests may be submitted with respect to the proposed charges that are the subject of the public hearing.
- D. The NCSD will provide the notice of proposed charges and public hearing to each record owner and/or record customer who initiates NCSD utility services after the notice is mailed and before the date of the public hearing on the proposed charges, but its doing so does not extend the time in which protests may be submitted with respect to the proposed charges that are the subject of the public hearing.
- E. The NCSD will post the notice of proposed charges and public hearing at its official posting site on the date the notice is mailed pursuant to subparagraph 6(B) above.

## **SUBMISSION OF PROTESTS**

### **7. *Protest Requirements.***

A. A written protest must include:

- (i) A statement that it is a protest against the proposed charge which is the subject of the notice;
- (ii) Name of the record owner or customer of record;
- (iii) Identity of the affected parcel by assessor's parcel number or service address;
- (iv) Original signature of the record owner or customer of record with respect to the identified parcel; and
- (v) The date the written protest is signed.

B. Protests shall not be counted if any of the required elements (i thru v) outlined in the preceding subsection "7.A." are omitted.

C. A notice of proposed charges may, but need not, include a form by which record owners and customers of record may note their protest of, or support for, a proposed charge. However, use of such a protest form shall not be required and the NCSD shall accept any protest which complies with these Guidelines.

### **8. *Protest Submittal.***

A. Any record owner or customer of record who is subject to the proposed utility charges may submit a written protest to the District Secretary, by:

- Delivery to the District Secretary's Office, 148 S. Wilson, Nipomo, CA 93444,
  - Mail to the NCSD, Attention: District Secretary, 148 S. Wilson, Nipomo, CA 93444 or P.O. Box 326 Nipomo, CA 93444-0326, or
  - Personally submitting the written protest at the public hearing.
- B. Protests must be received by the end of the public hearing, including those mailed to the NCSD. No postmarks will be accepted; therefore, any protest not actually received by the close of the public hearing, whether or not mailed prior to the public hearing, shall not be counted.
- C. In order to reduce duplicate protests and to avoid fraud, a protest may only be submitted by the record owner or customer of record who signed the protest or an individual authorized in writing signed by the record owner or customer of record to submit the protest. That written authorization shall be provided to the District Secretary with the written protest so the District Secretary may accept a protest from someone other than the person who signed it.
- D. A Representative may sign a written protest on behalf of a record owner or a record customer provided the Representative attaches written documentation/authorization to act in such capacity to the written protest.
- E. Emailed or faxed protests shall not be counted. Only protests with original signatures shall be counted.
- F. Copied protests shall not be counted. Only protests with original signatures shall be counted.
- G. Although oral comments at the public hearing will not qualify as a formal protest unless accompanied by a written protest, the NCSD Board of Directors welcomes input from the community during the public hearing on the proposed charges.

9. ***Protest Withdrawal.***

Any record owner, record customer, or Representative who submits a written protest may withdraw it by submitting to the District Secretary a signed and dated written request that the protest be withdrawn. The withdrawal of a protest shall identify the affected parcel by parcel number or service address and the name of the record owner or customer of record who submitted both the protest and the request that it be withdrawn.

10. ***Multiple Record Owners or Customers of Record.***

- A. Each record owner or customer of record of a parcel served by the NCSD may submit a protest. This includes, but is not limited to, instances where:
- (i) A parcel is owned by more than a single record owner or more than one name appears on the NCSD's records as the customer of record for the parcel, or
  - (ii) A customer of record is not the record owner, or
  - (iii) A parcel includes more than one record customer, or
  - (iv) Multiple parcels are served via a single utility account such as master-metered condominium units and multi-family residential units.
- B. Only one protest will be counted per parcel.
- C. Any one protest submitted in accordance with these rules will be sufficient to count as a protest for the identified parcel.

11. ***NCSD as Record Owner of Parcel.***

Parcels owned by the NCSD that receive utility services, but are not subject to the proposed charges which are the subject of the public hearing, shall not be included in the parcel count for tabulation.

12. ***Transparency, Confidentiality, and Disclosure.***

- A. To ensure transparency and accountability in the fee protest tabulation, while protecting the privacy rights of record owners and customers of record, protests will be maintained in confidence until tabulation begins following the public hearing.
- B. Once a protest is opened during the tabulation, it becomes a disclosable public record, as required by state law.

**TABULATION OF PROTESTS**

13. ***Protest Official.***

The Protest Official shall tabulate written protests. The Protest Official shall not accept as valid any protest if he or she determines that any of the following conditions exist:

- A. The protest does not state its opposition to the proposed charges.
- B. The protest does not name the record owner or record customer of the parcel identified in the protest, as of the date of the public hearing.



- C. The protest does not identify a parcel served by the NCSD which is subject to the proposed charge.
- D. The protest is not dated.
- E. The protest does not bear an original signature of the named record owner, record customer or Representative (pursuant to subsection 8.D) with respect to the parcel identified on the protest. Whether a signature is valid shall be entrusted to the reasonable judgment of the Protest Official, who may review and compare it with signatures on file with the County Elections Official and/or the NCSD. If the signature is questionable, it will be retained for further follow-up with the record owner or customer of record. Should the count be close enough that any retained protest might change it, the Protest Official will mail a notice to the record owner, customer of record or representative requesting they contact the Protest Official within five (5) business days to verify their signature.
- F. The protest was altered in a way that raises a fair question as to whether the protest actually expresses the intent of a record owner or a customer of record to protest the charges.
- G. The protest was emailed, faxed or copied.
- H. The protest was not received by the District Secretary before the close of the public hearing on the proposed charges.
- I. A request to withdraw the protest was received prior to the close of the public hearing on the proposed charges.
- J. The Protest Official's decision that a protest is not valid shall constitute a final administrative action of the NCSD.

14. **Majority Protest.**

A majority protest exists if protests are timely submitted and not withdrawn by the record owners, or customers of record with respect to, a majority (50% plus one) of the parcels subject to the proposed charge.

15. **Tabulation of Protests.**

At the conclusion of the public hearing, the Protest Official shall tabulate all protests received, including those received during the public hearing, and shall report the results of the tabulation to the NCSD Board of Directors.

16. **Report of Tabulation.**

If at the conclusion of the public hearing the Protest Official determines that he or she will require additional time to tabulate the protests, he or she shall so advise the NCSB Board of Directors, which may continue the meeting to allow the tabulation to be completed on another day or days. If so, the NCSB Board shall declare the time and place of tabulation, which shall be conducted in a place where interested members of the public may observe the tabulation, and the Board shall declare the time at which the meeting shall be resumed to receive and act on the tabulation report of the Protest Official.

17. **Severability**

If any section, paragraph or phrase within these guidelines are in conflict with the California Constitution, the Proposition 218 Omnibus Implementation Act or other legislation (as now exists or as adopted in the future) then such legislation or Constitutional provisions shall prevail.



TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: AUGUST 7, 2009

**AGENDA ITEM  
E-2  
AUGUST 12, 2009**

**SEMI-ANNUAL WATER ALLOCATION REVIEW**

**ITEM**

Conduct Semi-Annual Review of Water Allocation and Discuss Transfer of Water between Use Groups [PROVIDE POLICY GUIDANCE]

**BACKGROUND**

Section 3.05.040B of the District Code (See attached excerpts) provides for semi-annual reviews of the Water Allocation in February and August with the option for the Board to transfer water between Use Groups where there is an over-subscription in one Use Group and under-subscription in others. Section 3.05.040C provides for 2.2 acre feet per year for "Lower Income Housing".

Attached is a printout of this year's allocation, which shows that Multi-Family is at 2.3 AF out of 6.9 AF available. Given the current economic situation, it is unlikely that new applications for Multi-Family projects will be tendered by September 30, 2009; however, Bill Kengel has requested more water for his twenty-unit project on Blume Street south of West Tefft. Mr. Kengel's project is limited by Section 3.05.110A of the NCSD Code prohibiting one project from using more than 20% of the water available in that use group and by failing to sign the Intent-to-Serve Letter within the first 240 days. Mr. Kengel argues that his project is a low-income housing project and state law requires local agencies to allocate available resources.

Additionally, the current "Limitations on Water Use" in Section 3.05.030 and the "Reductions in Total Allocation by Residential Categories" in Section 3.05.060 are derived from historic data that has been superseded by recent research (The Wallace Group, Assessment Feasibility).

**FISCAL IMPACT**

Revisions to the assessment formulas would require the dedication of previously budgeted staff time. Revisions to the Code would require the dedication of previously budgeted staff time and legal consulting cost.

**RECOMMENDATION**

Staff does not believe that any transfer between use groups is necessary, but does recommend that the Board approve the development of revisions to Sections 3.05.030 and 3.05.060 for future Board consideration. In regards to Mr. Kengel's request, staff recommends that the Board schedule a hearing to determine if his project qualifies for dedication of the 2.2 AF per year of Lower Income Housing allocation if he signs his Intent-to-Serve Letter or reapplies. Staff does not support any transfer to a specific project that is not available to all similar projects.

**ATTACHMENTS**

- Excerpts from District Code
- Print out of Allocation Status

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AN ORDINANCE OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
AMENDING THE RULES AND REGULATIONS  
FOR ALLOCATION OF INTENT-TO-SERVE LETTERS  
CHAPTER 3.05 OF THE DISTRICT CODE

NIPOMO COMMUNITY SERVICES DISTRICT

EXHIBIT "A"

CHAPTER 3.05 OF THE DISTRICT CODE

WATER SERVICE LIMITATIONS

**3.05.010 Purpose.**

The purposes of this Chapter include the following:

- A. To promote public health and safety and to avoid water shortage emergencies by establishing a maximum annual water allocation for residential water service within the District boundaries.
- B. To promote conservation by establishing goals for the maximum beneficial use of water by residential category.
- C. To allocate water service by categories to avoid a particular category from being excluded from participation and receiving water service.
- D. To establish a maximum allocation for any one project during an allocation year, so as to allow greater opportunity for all projects in a category to participate and to receive water service.
- E. To avoid speculation by requiring applicants to diligently process their projects consistent with the rules and regulations of the County of San Luis Obispo.
- F. To grant a priority for the provision of available resources to proposed housing developments which help meet the County of San Luis Obispo's share of regional housing need for lower income households as identified in the Housing Element adopted by the San Luis Obispo County Board of Supervisors.
- G. To provide flexibility by allowing the Board to consider redistributing allocations at the end of the second (2<sup>nd</sup>) quarter and in the middle of the fourth (4<sup>th</sup>) quarter of each allocation year.

**3.05.020 Definitions.**

- A. **AFY** – means acre feet per year.
- B. **Allocation Year** – means October 1<sup>st</sup> through September 30<sup>th</sup> of each calendar year.

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C. **Lower income housing** – means lower income housing as identified in the Housing Element of the San Luis Obispo County General Plan, as amended from time to time.

D. **Multi-family dwelling unit** – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

E. **Two family dwelling unit (duplex)** – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

F. **Single family dwelling unit** – means a building designed for or used to house not more than one family.

G. **Secondary dwelling units** – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

**3.05.030. Limitations on Water Use.**

The following total demand certifications, including landscaping, are established for the following uses:

- A. 0.33 AFY per Multi-Family Dwelling Unit;
- B. 0.24 AFY per Dwelling Unit for duplexes and Secondary Dwellings;
- C. 0.29 AFY per Single Family Dwelling Unit located on a parcel size of four thousand five hundred (4,500) square feet or less;
- D. 0.39 AFY per Single Family Dwelling Unit located on a parcel size between four thousand five hundred (4,500) and ten thousand (10,000) square feet.;
- E. 0.69 AFY per Single Family Dwelling Unit located on a parcel size that exceeds ten thousand (10,000) square feet.

**3.05.040 Water Allocation per Allocation Year.**

A total of 34.3 acre feet (total allocation) per allocation year is allocated to projects on a first come, first served basis as follows:

- A. 34.3 for residential projects as follows:
  - 1. Category 1: A total of 21.86 AFY, including landscaping, is reserved for:
    - a. For Single Family Dwelling Units; and
    - b. Two Family Dwelling Units (duplexes).

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2. Category 2: A total of 6.86 AFY, including landscaping, is reserved for Multi-Family Dwelling Units.
3. Category 3: A total of 3.36 AFY is reserved for Secondary Dwelling Units and local agency maintained landscaping projects.

B. During the end of the second (2<sup>nd</sup>) quarter and in the middle of the fourth (4<sup>th</sup>) quarter of each allocation year the unused allotments for Categories referenced in Section A, above, may be re-allocated by the Board of Directors to other Categories referenced in Section A, above.

C. Notwithstanding subparagraph B, above, the District shall reserve 2.22 AFY for proposed housing developments which help meet the County of San Luis Obispo's share of regional housing needs for lower income housing as identified in the Housing Element adopted by the San Luis Obispo County Board of Supervisor's. Said reservation shall be applied only to Category 1 and Category 2 projects referenced in Subparagraph A, above. Further, said reservation may only be re-allocated during the fourth (4<sup>th</sup>) quarter of each allocation year.

**3.05.050 Water Demand Certifications Required.**

A. Will-Serve Letters: All applications for Will-Serve Letters for residential projects referenced in 3.05.040 require an engineer's or architect's certification that:

1. Low use landscape irrigation systems will be installed to irrigate landscaping; and
2. The Maximum total water demand, including landscaping does not:
  - a. Exceed the limitations established in Section 3.05.030, above;
  - b. For Family Dwelling Units with Secondary Dwelling Units – exceed a total water demand of 0.8 AFY, combined, for both the secondary and the primary dwelling unit.

B. Intent-to-Serve Letters: All applications for Intent-to-Serve Letters require a registered engineer's or architect's certification that:

1. That low use landscape irrigation systems will be installed to irrigate landscaping; and

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2. That the design maximum total water demand, including landscaping, does not exceed the limitations on water use established in 3.05.030, above.

**3.05.060 Reduction in Total Allocation by Residential Categories**

The total allocation, per allocation year, for each residential category designated in 3.05.040 shall be reduced (or accounted for) by the observed actual use by category plus a multiplier of 1.05 to account for commercial growth in water demand resulting from residential development as follows:

	Observed Actual Use	Commercial Multiplier	Accounted for Reduction
A. Multi-Family	0.47 AFY	1.05	0.50 AFY
B. Duplex	0.34 AFY	1.05	0.36 AFY
C. SF (<4,500 sf lot)	0.41 AFY	1.05	0.43 AFY
D. SF (4,500 to 10,000 sf)	0.55 AFY	1.05	0.58 AFY
E. SF (>10,000 sf)	0.98 AFY	1.05	1.03 AFY

**3.05.070 Application for Intent-to-Serve Letters, Will-Serve Letters and Termination**

The following procedures, are in addition to other District Rules and Regulations relating to Intent-to-Serve Letters and Will-Serve Letters, and shall apply to all applications for Intent-to-Serve Letters and Will-Serve Letters approved by the District:

A. Application shall be made on District's Application for Intent-to-Serve Letter or Will-Serve Letter form. In order to be considered for an Intent-to-Serve Letter or Will-Serve Letter applications shall contain a verification that applicant has submitted the proposed project for initial review to the County Planning and Building Department.

B. Intent-to-Serve Letters shall automatically terminate on the first to occur:

1. Failure of the applicant to provided District with written verification, within two hundred forty (240) calendar days of the date the Intent-to-Serve Letter is issued, that the County has deemed the County's project application to be complete; or
2. Two (2) years. However, applicant shall be entitled to a one year extension upon proof of reasonable due diligence in processing the project.

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**3.05.080 Exempt Projects.**

The following projects are exempt from the requirements of Section 3.05.040 and 3.05.060:

- A. Commercial Projects that submit and implement a landscape plan consistent with best management practices, including that low use landscape irrigation systems will be installed.
- B. Projects with existing Intent-to-Serve Letters that have not expired.
- C. Projects with existing Will-Serve Letters.
- D. Remodels, and changes of use (i.e. commercial to residential) where the resulting water demand does not exceed the requirements of Section 3.05.030, above.

**3.05.090 Mixed Use Projects.**

Projects that include both commercial and dwelling units (mixed use) will only be approved if the dwelling units associated with the project meet the Dwelling Unit Standard set forth in Section 3.05.030 (A), above.

**3.05.100 Limitation on Secondary Units**

In addition to the other requirements contained in this Chapter, applications for water service to secondary units will only be accepted that include an engineer's or architect's certification that the total water demand for the secondary unit and the primary dwelling unit will not exceed 0.8 AFY. Applications for secondary units will be allocated Will-Serve Letters under 3.05.040 (A)(3), above.

**3.05.110 Limitations on Allocations**

- A. Only one (1) request for an Intent-to-Serve Letter will be considered for any one (1) project or parcel. The District will not allocate more than twenty percent (20%) of the allocations referenced in 3.05.040 (A) (1) (2) or (3) to a project during any one allocation year.
- B. A maximum of fifty percent (50%) of the annual water allocation for each successive allocation year may be reserved for projects requiring phasing of water commitments.
- C. Water not allocated during a water year shall not be transferred to the succeeding water year.



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**3.05.120. Waiting List**

A. The General Manager shall maintain a waiting list for the issuance of Intent-to-Serve Letters.

B. Only applicants who have submitted a completed Intent-to-Serve/Will-Serve application shall be placed on the waiting list and/or considered for approval.

**3.05.130 Transfer of Allocations**

Allocations provided in the District's Intent-to-Serve Letter shall run with the land and cannot be transferred to other parcels.

**3.05.140 Implementing Procedures**

The General Manager is hereby authorized to develop and implement procedures for allocating Intent-to-Serve Letters and Will-Serve Letters consistent with this Chapter and its purposes and intent.

**3.05.150 Annexations**

Water demand for annexations shall be charged against the total allocation referenced in Section 3.05.040 at the date the District approves the annexation agreement.

**3.05.160 Annual Review**

A. During the fourth quarter of each allocation year, the District Board of Directors shall hold a public hearing to:

- Evaluate the water allocation formulas contained in this Ordinance; and
- To evaluate the water allotment for ensuing year.

B. The Board of Directors reserves the right, at any time, to evaluate, amend or modify this Ordinance.

**3.05.170 Re-evaluation**

The District Board of Directors will re-evaluate Chapter 3.05 concurrently with any final agreement that obligates the parties for the delivery of supplemental water.

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Nipomo Community Services District  
Water Allocation Accounting Summary

WATER YEAR 2008-2009													
Project	Dwelling units per category					Water allotment (acre-feet)					Notes:		
	SFR > 10	SFR 4.5 - 10	SFR < 4.5/DI	SEC	MF	Low I	SFR/DUP/SEC	MF	Low I	Total		Tally	
APN 092-130-044 ROOSEVELT apts. Phased 4/4					7		21.9	3.4	6.9	2.1		34.3	Low I (low income) pulls from SFR/DUP and MF, proportional to their allotment.
Tract 2734 DeBlauw, Phased 2/2	2						0.0	0.0	(1.3)	0.0	(1.3)	33.0	BOD Approved 5/10/08
CO 06-0225; Blume at Flint; Kengle; Phase 2/10					2		(2.1)	0.0	0.0	0.0	(2.1)	30.9	BOD Approved 7/9/08
Tract 2855 Mid-State Properties			1				0.0	0.0	(1.0)	0.0	(1.0)	29.9	BOD Approved 9/10/08
CO 08-0125 Brown	1						(0.6)	0.0	0.0	0.0	(0.6)	29.3	GM Approved 10/21/08
Tract 2906 Allshouse							(1.0)	0.0	0.0	0.0	(1.0)	28.3	GM Approved 12/5/08
							(1.8)	0.0	0.0	0.0	(1.8)	26.5	BOD Approved 1/28/2009
<b>Totals</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>(5.5)</b>	<b>0.0</b>	<b>(2.3)</b>	<b>0.0</b>	<b>(7.8)</b>		
Abbreviations defined:													
SFR = single family residence													
SEC = secondary dwelling (a.k.a. Granny Unit)													
DUP = Duplex													
MF = multi-family development (e.g. multiple dwelling units sharing a common roof)													
Low I = Low income housing in accordance with County housing definition.													
Phasing Limit Check (Max 50% of annual allocation or 17.15 AF)													
Phased allocation = 4.4													