

NIPOMO COMMUNITY SERVICES DISTRICT

MONDAY, JUNE 25, 2012

10:00 A.M.

SPECIAL MEETING NOTICE & AGENDA **WATER RESOURCES POLICY COMMITTEE**

COMMITTEE MEMBERS

ED EBY, CHAIRMAN
MIKE WINN, MEMBER

PRINCIPAL STAFF

MICHAEL S. LEBRUN, GENERAL MANAGER
LISA BOGNUDA, ASST GM/FINANCE DIRECTOR
JON SEITZ, GENERAL COUNSEL
PETER SEVCIK, DISTRICT ENGINEER

MEETING LOCATION - District Board Room
148 S. Wilson Street, Nipomo, California

1. **CALL TO ORDER, FLAG SALUTE AND ROLL CALL**
2. **REVIEW COMMITTEE PURPOSE, GOALS, AND PROCESS**

RECOMMENDATION: Discuss Committee purpose and goals. Review the process the Committee intends to follow to reach decision point on supplemental water

3. **FORMATION OF SUPPLEMENTAL WATER ALTERNATIVES EVALUATION COMMITTEE**

Review proposed Bylaws, including:

- Member Selection Committee
- Proposed membership
- Proposed member qualifications

Set tentative schedule

RECOMMENDATION: Discuss formation of a citizens' committee to perform an evaluation of alternatives for delivering supplemental water to the Nipomo Mesa Water Conservation Area. Forward recommendation, if any, to Board of Directors.

4. **STATUS REPORT ON SUPPLEMENTAL WATER PROJECT (SANTA MARIA INTERTIE PIPELINE) PHASING TECHNICAL FEASIBILITY STUDY**

RECOMMENDATION: Receive report from staff and provide staff direction.

5. **SET NEXT WATER RESOURCES POLICY COMMITTEE MEETING**
6. **ADJOURN**

TO: WATER RESOURCES POLICY
COMMITTEE

FROM: MICHAEL S. LEBRUN *MSC*
GENERAL MANAGER

DATE: JUNE 22, 2012

AGENDA ITEM

2

JUNE 25, 2012

REVIEW COMMITTEE PURPOSE GOALS AND PROCESS

ITEM

Review and discuss the purpose, goals, and process of Water Resources Policy Committee.
[CONSIDER INFORMATION AND DIRECT STAFF]

BACKGROUND

At its May 23, 2012, Regular Meeting the Nipomo Community Services District Board of Directors voted to form the Water Resources Policy Committee. President Harrison appointed Director Eby as Chairperson and Director Winn as member.

The Committee is evaluating District options for obtaining supplemental water following the unsuccessful ballot measure to fund construction of an intertie pipeline that would deliver water from the City of Santa Maria to the Nipomo Mesa Water Conservation Area (NMWCA).

The Committee is evaluating how best to:

- Meet the State Superior Court mandate for providing a physical water resources solution to the Nipomo Mesa Management Area;
- Deliver upwards of 2,500 acre-feet of supplemental water to the Nipomo Mesa Water Conservation Area annually;
- Deliver supplemental water as soon as possible to address ongoing resource depletion; and,
- Deliver most affordable and cost efficient solution.

The Committee is developing a number of paths forward with a unified decision point with the goal of reaching the decision point within one year. The Committee is seeking input from all interested parties (public at large, agencies, and businesses). Paths forward currently include:

- Engineering a reduced configuration of intertie pipeline to deliver supplemental water from the City of Santa Maria
- Updating analysis of available supplemental water project options

RECOMMENDATION

Discuss Committee purpose, goals, and process and provide staff direction.

TO: WATER RESOURCES POLICY
COMMITTEE

FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

DATE: JUNE 22, 2012

AGENDA ITEM

3

JUNE 25, 2012

**FORMATION OF A SUPPLEMENTAL WATER ALTERNATIVES
EVALUATION COMMITTEE**

ITEM

Discuss forming a citizens' committee to perform a supplemental water alternatives evaluation. Consider bylaws, goals, ground rules and formation criteria for the Supplemental Water Alternatives Evaluation Committee [DISCUSS FORMATION OF CITIZENS' COMMITTEE FORWARD RECOMMENDATION, IF ANY, TO BOARD OF DIRECTORS]

BACKGROUND

At its May 23, 2012, Regular Meeting the Nipomo Community Services District Board of Directors voted to form the Water Resources Policy Committee. President Harrison appointed Director Eby as Chairperson and Director Winn and member.

The Committee is evaluating District options for obtaining supplemental water following the unsuccessful ballot measure to fund construction of an intertie pipeline that would deliver water from the City of Santa Maria to the Nipomo Mesa Water Conservation Area (NMWCA).

Committee members are considering the formation of a citizens' committee to perform an evaluation of supplemental water project alternatives.

The Committee will review and discuss the proposed draft Bylaws for the citizens' committee (attached) to include:

- Member Selection Committee
- Proposed membership
- Proposed member qualifications

Set a tentative schedule for the citizens' committee work and develop a recommendation for the District Board of Directors.

RECOMMENDATION

Discuss alternatives analysis committee goals, bylaws and schedule. Make a recommendation to the Board of Directors, if any, and staff direction.

ATTACHMENT

- Supplemental Water Alternatives Analysis Committee proposed Bylaws

Bylaws
Supplemental Water Alternatives Evaluation
Committee (SWAEC)
(Pre-NCSB Board Approval Draft 6/25/12)

1. Name

The name of this organization shall be the “**Supplemental Water Alternatives Evaluation Committee**” (SWAEC), hereafter referred to as the Committee.

2. Purpose and Authority

a. On TBD, 2012, the NCSB Board of Directors authorized formation of the Committee to analyze alternatives to providing Supplemental Water to the Nipomo Mesa region.

b. The purpose of the Committee is to provide the NCSB Board of Directors a thorough, accurate, and objective analysis of means to provide supplemental water to the Nipomo Mesa region.

c. The Committee exists under the authority of the NCSB Board of Directors. The Committee and its members are not empowered to commit the NCSB to any action, participation, or financial involvement. The Committee is not authorized to take and legal action on behalf of the NCSB, or to legally bind the NCSB in any way.

3. Areas of Responsibility

a. The Committee shall be responsible for performing analysis and evaluation for the Board of Directors, using the following process and sequence:

i. The Committee shall develop a list of viable supplemental water alternatives that includes as a minimum:

- AECOM-designed 3,000 AFY Santa Maria pipeline
- AECOM-revised TBD AFY Santa Maria pipeline
- Interconnection with Central Coast Water Authority (CCWA) pipeline
- Seawater desalination
- Other alternative water supply/alternative treatment (including recycled water)

ii. The Committee shall assign the analysis and evaluation of each alternative to specific and identified Committee members.

iii. The Committee will develop a matrix of Pro's and Con's for each alternative, measured against the CONSTRAINTS and their ability to meet the SUPPLEMENTAL WATER GOALS:

CONSTRAINTS:

As constraints, the Committee will consider:

- 2005 Stipulation and 2008 Court Order
- Annual delivered water volume and flow variation (availability)
- Cost
- Schedule
- Reliability of supply
- Effluent disposal requirements (if any)
- Environmental regulations and required approvals
- Permitting requirements of the California Coastal Commission, Department of Fish and Game, Army Corps of Engineers, Environmental Protection Agency, Central Coast Regional Water Quality Control Board, County Planning, Building, and Public Utilities requirements in San Luis Obispo and Santa Barbara Counties.

SUPPLEMENTAL WATER GOALS:

- Deliver an uninterrupted supply of TBD AFY of imported potable water to the Nipomo Mesa region, with the capability to increase the delivery to 6,200 AFY at minimum cost increase
- Provide initial water deliveries of TBD AFY by June 2015
- Lowest construction, system operation and maintenance, and delivered water cost
- Provide compliance with the 2008 Court Order

iv. The Committee will develop a numerical ranking for each alternative with reference to the CONSTRAINTS and their ability to meet the SUPPLEMENTAL WATER GOALS

b. The Committee and its members shall conduct its meetings and discussions with respect to the diversity of opinions, to its members, and to all individuals from the public and other organizations.

c. The committee will seek technical input from the community and recognized authorities. The following documents will be used as the primary reference authorities in the analyses:

2010 Santa Maria Urban Water Management Plan
2010 NCSU Urban Water Management Plan
2007 Boyle Alternatives Analysis
2011 NMMA TG Annual Report
2009 NCSU Supplemental Water Project EIR
2005 Stipulation

2008 Court Order
2010 CCWA Urban Water Management Plan

Other published technical analyses may be used if the SWAEC finds them to be rigorously accurate.

4. Membership

a. Membership on the SWAEC is by appointment of the Selection Committee. The Selection Committee will consist of:

- One member appointed by the SLO County Fourth District Supervisor
- One member appointed by the management of Rural Water Company
- One member appointed by the management of Golden State Water Company
- Two members appointed by the management of the Woodlands Mutual Water Company
- Four members appointed by the NCSB Board of Directors

b. Applications for the SWAEC will be submitted via the NCSB Water Resources Policy Committee. The Selection Committee will review applications submitted and appoint members TBD.

c. The SWAEC will have seven voting members and one non-voting member, consisting of the following:

- Committee Chair/Facilitator (non-voting, except to break a tie)
- Vice Chair (NCSB District Engineer, non-voting)
- Two Engineering/Water Management members
- Two Financial members
- Two Environmental members
- One Citizen-at-Large member

d. No NCSB Board member or other publicly elected official will serve on the Committee.

e. The term of membership shall be for the duration of the Committee, beginning on the effective date that members are appointed by the Selection Committee, and shall continue through the sunset date (TBD) of the Committee.

f. No member may assign or transfer their membership on the Committee.

g. Committee members shall serve without compensation except that provided in their current employment.

5. Officers

a. The Committee Chair shall be appointed by the Selection Committee (*or TBD*). The Committee Vice-Chair shall be the NCS D District Engineer. The Secretary to the Committee, not a member of the Committee, is TBD.

b. It shall be the duty of the Chair to:

- Preside over the meetings
- Prepare the agenda for the Committee meetings
- Call special meetings as necessary

c. It shall be the duty of the Vice-Chair to:

- Preside over meetings in the absence of the Chair
- Assist the Chair in any of the Chair's duties as the Chair shall require
- Provide technical advice as to the compatibility of the alternatives with the NCS D water supply system

d. It shall be the duty of the Secretary to take notes and provide meeting minutes to the NCS D Board, after they are approved by the Committee.

e. It shall be the duty of all the voting members to actively participate in the alternatives analysis and contribute opinions and findings in the interim and final reports and presentations.

f. Any member may resign their position at any time by submitting a written letter of resignation to the Chair.

g. Any member who misses three consecutive meetings will be recommended for removal from the Committee by the Chair.

6. Standard Meetings

a. Meetings shall be held on a schedule established by the Committee. The frequency of the meetings will be determined by the Committee. Meetings shall be noticed and held in a manner consistent with applicable law, including the Brown Act, California Government Code Sections 54950 et seq.

b. A majority of the voting members shall constitute a quorum.

c. Special meetings may be called by the Chair with notification posted to the NCS D website and NCS D's automatic e-mail notification system at least 24 hours before the scheduled time of the special meeting.

d. All regular and special meetings will be open to the public, and a portion of each meeting will be reserved for public comment on issues within the purview of the Committee.

- e. Any finding by the Committee will require a majority vote of the voting Committee members present.
- f. Draft minutes of each meeting shall be posted by the NCSD on its website and replaced only if, on subsequent approval, the Committee makes changes.

7. Reports

- a. The Committee will provide written reports and oral presentations to the NCSD Board of Directors.
- b. As a minimum, the Committee will report:
 - The minutes of each Committee meeting within two weeks of each meeting.
 - The description of alternatives to be analyzed under 3.a.i. TBD weeks after Committee formation.
 - Identification of the Committee members assigned to each evaluation four weeks after Committee formation
 - A rough draft of the Pro's and Con's of each alternative
 - A final draft of the Pro's and Con's of each alternative
 - A relative numerical ranking of each alternative as the final work product.

TO: WATER RESOURCES POLICY
COMMITTEE

FROM: MICHAEL S. LEBRUN
GENERAL MANAGER

DATE: JUNE 22, 2012

AGENDA ITEM

4

JUNE 25, 2012

**STATUS REPORT: SUPPLEMENTAL WATER PROJECT (INTERTIE
PIPELINE) PHASING TECHNICAL FEASIBILITY STUDY**

ITEM

Receive update on technical feasibility study of phasing the Santa Maria intertie supplemental water project [RECEIVE REPORT FROM STAFF AND PROVIDE STAFF DIRECTION]

BACKGROUND

On June 13, 2012, NCSD Board of Directors approved a contract for AECOM to provide a phasing technical feasibility analysis of the proposed supplemental water intertie pipeline between the City of Santa Maria and NCSD.

The analysis includes identification of potential phasing scenarios, performing hydraulic modeling to analyze the scenarios, and reviewing the existing pump station design based on the modeled scenarios. The effort is scheduled to take eight weeks with results documented in a technical memorandum for consideration by your Committee and the Board of Directors.

Staff will provide an update on the project progress.

RECOMMENDATION

Receive staff update, ask questions, and provide staff direction.

ATTACHMENT

- AECOM approved scope of work



AECOM
1194 Pacific Street, Suite 204
San Luis Obispo CA 93401

805.542.9840 tel
805.542.9990 fax

June 11, 2012

Michael LeBrun
Nipomo Community Services District
PO Box 326
Nipomo, CA 93444

Supplemental Water Project – Revised Phasing Technical Feasibility Study

Since the unsuccessful assessment vote for the Supplemental Water Project funding, NCSD's staff and Board of Directors have been working hard to develop options and evaluate the path forward for addressing the Mesa's supplemental water issues. The District has made significant investment in the Supplemental Water Project planning and design. There may be a revised phasing of the Project that would be feasible and make use of District's investments. Several aspects of a revised phasing would need to be evaluated, including technical, financial, and legal feasibility.

At your request, AECOM has prepared this proposal to perform a brief technical assessment of potential phasing scenarios for the Supplemental Water Project and evaluate impacts to the capital construction cost. Results of this study will be summarized in a technical memorandum and presented to the NCSD Water Resources Policy Committee and the Board of Directors.

Scope of Work

The detailed scope of work is outlined below.

Task 101. Identify potential phasing scenarios – AECOM will review the Supplemental Water Project design and develop up to three phasing scenarios with District staff, focusing on deferring project components that may not be essential for delivering supplemental water in the initial phase(s). This likely will result in a reduced flow capacity, which will need to be balanced against the potential reduced construction cost for these scenarios.

Task 102. Hydraulic Modeling – Hydraulic modeling will assist with evaluation of the capacity of the phasing scenarios determined by modeling different amounts of supplemental inflow from the Project and examining the resulting pressures at critical conditions around the system. Various phasing scenarios will be modeled to determine the maximum capacity for each. Our budget assumes up to three modeling scenarios will be analyzed.

Task 103. Pump Station Assessment – After development of phasing scenarios and modeling the maximum capacities of these scenarios, AECOM will review the flows and required pressures at the pump station and assess potential required revisions to the existing pump station design. Alternatives will be evaluated to match the capacities of the revised phasing scenarios with options for expansion in the future.

Task 104. Draft Technical Memorandum – AECOM will summarize the results of the feasibility study, including potential phasing scenarios, associated water delivery rates and associated capital construction costs, in a technical memorandum for District staff to review and comment. Our budget assumes an electronic submittal for this deliverable (as a PDF). AECOM will present results of the draft technical memorandum to the Water Resources Policy Committee for review and comment.

Task 105. Final Technical Memorandum – After receipt of a consolidated set of comments from the District, AECOM will integrate the comments as appropriate and provide a final technical memorandum (2 hard copies and 1 PDF file).

Task 106. Present Results to Committee and Board – Once the final technical memorandum is completed, AECOM will present the results to the Water Resources Policy Committee and the NCSD Board of Directors at the next available regularly scheduled meetings for each.

Schedule

AECOM will deliver the draft technical memorandum four (4) weeks after Notice to Proceed. The final technical memorandum will be delivered within two (2) weeks of receiving comments from the District. The table below summarizes the major deliverables and estimated schedule for completion. We have assumed two (2) weeks for District review of the draft Technical Memorandum, including District staff review, AECOM's presentation to the Committee and receipt of all District comments.

Deliverable	Weeks from Notice-to-Proceed
Draft Technical Memorandum	4
Receipt of District Review Comments	2
Final Technical Memorandum	2
Total	8

Budget

Our fee and charges will be invoiced on a time and materials basis, with a budget not to exceed \$7,517 based on the current fee schedule. Details are provided on the estimated engineering fee attached.

Please feel free to contact us if you have any questions or comments.

Sincerely,



Eileen Shields, PE
Project Engineer



Jon Hanlon, PE
Managing Engineer

Estimated Engineering Fee

**Supplemental Water Project
Revised Phasing Technical Feasibility Study**

Nipomo Community Services District

Task Description	Personnel Hours						Budget		
	Managing Engineer	Senior Engineer II	Senior Engineer I	Associate Engineer	Administrative	Total Hours	Labor	Non-Labor Fee	Total
Task Group 1									
101. Identify potential phasing scenarios	1		1			2	\$ 340	\$ 27	\$ 367
102. Hydraulic modeling	1		6			7	\$ 1,115	\$ 89	\$ 1,204
103. Pump station assessment		8				8	\$ 1,320	\$ 106	\$ 1,426
104. Draft Technical Memorandum	2		6	4	1	13	\$ 1,895	\$ 152	\$ 2,047
104A. Present Draft TM to Water Resources Policy Committee	1		1			2	\$ 340	\$ 27	\$ 367
105. Final Technical Memorandum	1		4	3	1	9	\$ 1,270	\$ 102	\$ 1,372
106. Present Final TM to Committee and Board	2		2			4	\$ 680	\$ 54	\$ 734
Subtotal	8	8	20	7	2	45	\$ 6,960	\$ 557	\$ 7,517
Total	8	8	20	7	2	45	\$ 6,960	\$ 557	\$ 7,517

Personnel Category	\$/HR
Managing Engineer	\$185.00
Senior Engineer II	\$165.00
Senior Engineer I	\$155.00
Associate Engineer	\$130.00
Administrative	\$75.00

TO: WATER RESOURCES POLICY
COMMITTEE

FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

DATE: JUNE 22, 2012



SET NEXT MEETING DATE AND TIME

ITEM

Discuss the time and date for the next meeting of the Water Resources Policy Committee

[RECOMMEND SET TIME AND DATE OF NEXT COMMITTEE MEETING]

BACKGROUND

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The Committee is evaluating District options for obtaining supplemental water following the unsuccessful ballot measure to fund construction of an intertie pipeline that would deliver water from the City of Santa Maria to the Nipomo Mesa Water Conservation Area (NMWCA).

Committee members will discuss next meeting date.

RECOMMENDATION

Consider information, public comment, and provide staff direction.