

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: JUNE 7, 2013



## PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) TRANSPARENCY CERTIFICATE OF EXCELLENCE  
Receive Certificate
- C-2) REPORT ON MAY 22, 2013 REGULAR MEETING CLOSED SESSION  
Announcement of actions, if any, taken in Closed Session at previous meeting
- C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND  
REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS,  
CONFERENCES, AND SEMINARS.  
Receive Announcements and Reports from Directors
- C-4) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS  
PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE  
PRESENTATIONS AND REPORTS

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TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *man*  
GENERAL MANAGER  
DATE: JUNE 6, 2013



## TRANSPARENCY CERTIFICATE OF EXCELLENCE

### ITEM

The Special District Leadership Foundation awarded the District a Transparency Certificate of Excellence [RECOMMEND RECEIVE CERTIFICATE]

### BACKGROUND

On May 22, 2013, Nipomo Community Services District received the District Transparency Certificate of Excellence from Special District Leadership Foundation.

Special District Leadership Foundation (SDLF) is an affiliate of California Special District Association (CSDA). The Foundation recently developed the Transparency Certificate of Excellence program to recognize Special Districts which display a dedication to being fully transparent as well as open and accessible to the public and stakeholders.

The District is the first special district in San Luis Obispo County to be so recognized, and one of the first hand full of districts state-wide to receive the honor. The certificate application process included developing a thorough record of District information policies, ethics training, newsletters, web site information, public involvement activities and communication protocol. An independent review of the information was conducted by both the Executive Officer of SLO Local Agency Formation Commission and the General Manager of Heritage Ranch CSD.

District staff continues to seek improvement in transparency and public involvement.

The Certificate will be formally presented to the District at the 2013 CSDA Annual Conference to be held September 16-19 in Monterey, California.

### ATTACHMENT

- A. May 22, 2013 Correspondence from SDLF to District and Elected Officials
- B. District Transparency Certificate of Excellence.

JUNE 12, 2013

ITEM C-1

ATTACHMENT A



RECEIVED

MAY 28 2013

NIPOMO COMMUNITY SERVICES DISTRICT

May 22, 2013

Mr. Michael S. LeBrun  
General Manager  
Nipomo Community Services District  
148 S. Wilson Street  
Nipomo, CA 93444-0326

RE: District Transparency Certificate of Excellence

Dear Mr. LeBrun:

Congratulations! The Nipomo Community Services District has successfully completed the District Transparency Certificate of Excellence program through the Special District Leadership Foundation (SDLF).

On behalf of the SDLF Board of Directors, I would like to congratulate your district on achieving this important certificate. By completing the District Transparency Certificate of Excellence Program, the Nipomo Community Services District has proven its dedication to being fully transparent as well as open and accessible to the public and other stakeholders.

Included with this letter is your press release template and a window cling so your district may showcase this important accomplishment.

I have also included a brochure for a program that would be the next step for your district – the District of Distinction (DoD) Accreditation. The SDLF Board has waived all application fees for new applicants to the DoD program in 2013, so now is a great time to get accredited!

Congratulations and thank you for your dedication to excellence in local government.

Most sincerely,

David Aranda  
SDLF Board President



May 22, 2013

The Honorable Katcho Achadjian  
Member, California State Assembly  
1150 Osos, Ste. 207  
San Luis Obispo, CA 93401

Dear Assembly Member Achadjian:

On behalf of the Special Districts Leadership Foundation (SDLF), I am pleased to inform you that the Nipomo Community Services District is the recipient of the SDLF District Transparency Certificate of Excellence, in recognition of the district's outstanding efforts to promote transparency and good governance. By receiving this Certificate, the Nipomo Community Services District has demonstrated its commitment to being open and accessible to constituents and local stakeholders.

SDLF is an independent, non-profit organization formed to promote good governance and best practices among California's special districts through certification, accreditation and other recognition programs. In order to receive the Certification, the Nipomo Community Services District first had to complete eight essential governance transparency requirements, including conducting ethics training for all board members, properly conducting open and public meetings, and filing Financial Transactions and Compensation Reports to the State Controller in a timely manner.

The district also fulfilled fifteen website requirements, providing readily available information to the public, such as board agendas, past minutes, the current district budget, and the most recent financial audit. Finally, the district confirmed its commitment to public engagement through a regular district newsletter and community transparency reviews.

The Nipomo Community Services District is commended for its efforts to conduct business on behalf of its constituents in an open and transparent manner and serves as a model of best practices for other agencies in our state.

Sincerely,



David Aranda  
SDLF President



Neil McCormick  
SDLF Administrator

May 22, 2013

The Honorable William Monning  
Member, California State Senate  
1026 Palm St., Ste. 220  
San Luis Obispo, CA 93401

Dear Senator Monning:

On behalf of the Special Districts Leadership Foundation (SDLF), I am pleased to inform you that the Nipomo Community Services District is the recipient of the SDLF District Transparency Certificate of Excellence, in recognition of the district's outstanding efforts to promote transparency and good governance. By receiving this Certificate, the Nipomo Community Services District has demonstrated its commitment to being open and accessible to constituents and local stakeholders.

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The Nipomo Community Services District is commended for its efforts to conduct business on behalf of its constituents in an open and transparent manner and serves as a model of best practices for other agencies in our state.

Sincerely,



David Aranda  
SDLF President



Neil McCormick  
SDLF Administrator

JUNE 12, 2013

ITEM C-1

ATTACHMENT B



# District Transparency Certificate of Excellence

May 2013 – April 2015

This 22<sup>nd</sup> day of May 2013

The Special District Leadership Foundation is proud to present this  
District Transparency Certificate of Excellence to

## Nipomo Community Services District

In recognition of the district's completion of all transparency program requirements  
designed to promote transparency in their operations and governance  
to the public and other stakeholders.



David Aranda, SDLF Board President



Neil McCormick, SDLF Administrator



TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *ML*  
GENERAL MANAGER  
DATE: JUNE 6, 2013



**MAY 22, 2013 REGULAR MEETING  
CLOSED SESSION REPORT**

**ITEM**

Announcement of actions, if any, taken during Closed Session at previous Board Meeting [NO ACTION REQUESTED]

**BACKGROUND**

The May 22, 2013 Regular Meeting Closed Session included:

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO 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 PURSUANT TO GOVT. CODE §54956.9(a):  
Existing litigation - 1 case: Mesa Community Alliance Vs. District, Case No. CV 130222
3. ANNUAL PERFORMANCE REVIEW OF DISTRICT LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54957

Staff will report on closed session action taken, if any.