

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: SEPTEMBER 20, 2013

**AGENDA ITEM
F
SEPTEMBER 25, 2013**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is September 6, 2013 through September 20, 2013.*

DISTRICT BUSINESS

Administrative

- Recruitment for Wastewater Supervisor, Utility Operator and Customer Service vacancies continues: Conducted a written test for the 70+ customer service applicants. Interviewed Supervisor and Operator candidates.
- The District received a memorandum and report from Citigroup Global Markets Inc. (the District's underwriter for two recent financings) reviewing the timeliness and associated savings of the District's recent borrowing (attached).
- Administrative staff received an all-day presentation by Tyler Technologies on the company's billing and accounting software.
- District received notice from South County Sanitary Service (Garbage service franchisee) of a 2014 Interim Year Rate Increase (attached). Staff will review the request and bring to your Board for consideration at a future meeting.
- District received recognition from Special District Risk Management (District's liability insurer) for no paid worker's compensation claims in 2012-2013 (attached).
- District renewed its contract with Science Discovery to provide classroom education programs covering water conservation topics to local grade schools. The District co-funds the program with Golden State Water Company. The annual costs of the program is under \$2,000.
- Most recent data from Nipomo area County rain gauges recorded no rain during the past two weeks. County rain gauges are reset on July 1 each year. The Nipomo South gauge (Sensor 730) measured total rainfall for the year of 7 inches, 44% of the 16-inch annual average. The Nipomo North gauge (Sensor 730) measured 5.9 inches for the past year, 33% of the 18 inch annual average. Twitchell Reservoir reports 0.0% capacity (at gauge minimum); Lopez Lake stands at 63.5% capacity (31,353 Acre-feet).

Safety Program

- No incidents to report

Public Outreach

The following public outreach related information is attached to the Manager's Report:

- A summary of outreach and education activities
- Recent outreach materials;
 - Office support materials on leak detection
 - Creek Day Advertising
 - Supplemental Water Project materials
 - Press Release Log and District focused press

Monthly Connection Report

Nipomo Community Services District
 Water and Sewer Connections

End of Month Report 2013

	DEC-12	JAN-13	FEB-13	MAR-13	APR-13	MAY-13	JUN-13	JUL-13	AUG-13	SEPT-13	OCT-13
Water Connections (Total)	4259	4268	4268	4268	4268	4287	4287	4289	4290	4290	
Sewer Connections (Total)	3055	3064	3064	3064	3064	3083	3083	3083	3084	3084	
Meters turned off (Non-payment)	20	18	34	32	14	20	13	13	28	30	
Meters off (Vacant)	52	55	57	56	58	57	55	53	48	45	
Sewer Connections off (Vacant)	20	22	24	22	23	24	20	28	18	14	
New Water Connections	12	9	0	0	0	2	0	2	1	0	
New Sewer Connection	12	9	0	0	0	2	0	0	1	0	
Galaxy & PSHH at Orchard and Division Sewer Connections billed to the County	462	462	462	462	462	462	462	462	462	462	

Other News of Interest (All items attached to this report)

- September 24, 2013 San Luis Obispo County Board of Supervisors Meeting Agenda
- Lucia Mar Unified School District notice on solar project meetings
- Fourth District Supervisor Candidates

Meetings

Meetings Attended (telephonically or in person):

- September 9, Water Resources Committee Members
- September 10, Tyler Tech Billing System Demonstration
- September 11, Regular Board Meeting
- September 12, Finance and Audit Committee
- September 12 and 19, Management Coordination
- September 13, Website Consultant
- September 16, Board Officers
- September 16-19, CSDA Annual Conference
- September 20, CSDA County Chapter

Meetings Scheduled:

- September 23, NMMA Technical Group managers
- September 25, Regular Board Meeting
- September 26 & October 3, Management Coordination
- September 30, Board Officers
- October 2, Regional Water Management Group
- October 2, Water Resources Advisory Committee

RECOMMENDATION

Staff seeks direction and input from your Honorable Board

ATTACHMENTS

- A. September 13 Citigroup Global memorandum
- B. South County Sanitary rate increase request
- C. September 6, SDRMA letter
- D. Summary of Outreach Materials
- E. September 24, Board of Supervisors Agenda
- F. LMUSD Notice of Solar Project Meetings
- G. September 19, Tribune Article on 4th District Supervisor

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SEPTEMBER 25, 2013

ITEM F

ATTACHMENT A

Michael LeBrun

From: Parks, Cameron <cameron.parks@citi.com>
Sent: Friday, September 13, 2013 6:25 PM
To: Michael LeBrun; Lisa Bognuda; 'Curt M. de Crinis'
Cc: Ash, Jonathan A ; Rahman, Saad
Subject: 2013 Transaction Timing
Attachments: 2013 Pricing Timing Analysis - Citi.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Michael Lisa and Curt,

Hope you all are well.

With the increase in interest rates over the course of this year, we would like to provide you with a brief update on the pricing results the District received in its 2013 transactions. With growing expectation that the Fed will begin tapering its quantitative easing program, municipal bond rates have increased along with the increase in Treasury rates and mortgage rates.

We analyzed the impact of these increases in interest rates as they relate to the District's two transactions this year. Specifically we examined if the District had priced the transactions now in September (which we recognize may be hypothetical given the wet season construction issues on the new money side) rather than the pricings in late May and mid-June, the transactions results would have been as follows:

REFUNDING - The refunding would not have produced debt service savings had the District waited to price the bonds. While the actual transaction produced debt service savings of approximately \$109,000, current rates would result in debt service that would have been approximately \$364,000 higher than the actual pricing results and as such the refunding debt service would have exceeded the refunded debt service and the District would not have executed the transaction.

NEW MONEY - The increase in interest rates from the June 19th new money pricing to September would have carried total debt service cost that would be \$2.7 million higher. This would be an additional expense of \$85,000 annually and from a present value perspective it would have cost approximately \$1.4 million more to finance the new money projects.

We hope this helps provide some perspective on the timing of the District's financings. You were well served to get your transactions priced and executed prior to the increases in interest rates which occurred over the course of the summer.

If you have any questions on this analysis or if we can provide any additional information, please let us know.

Congratulations on two successful financings.

Cameron

Cameron Parks
Director
Citigroup Global Markets Inc.
444 S. Flower St. 27th Floor
Los Angeles, California 90071

September 2013



Nipomo Community Services District

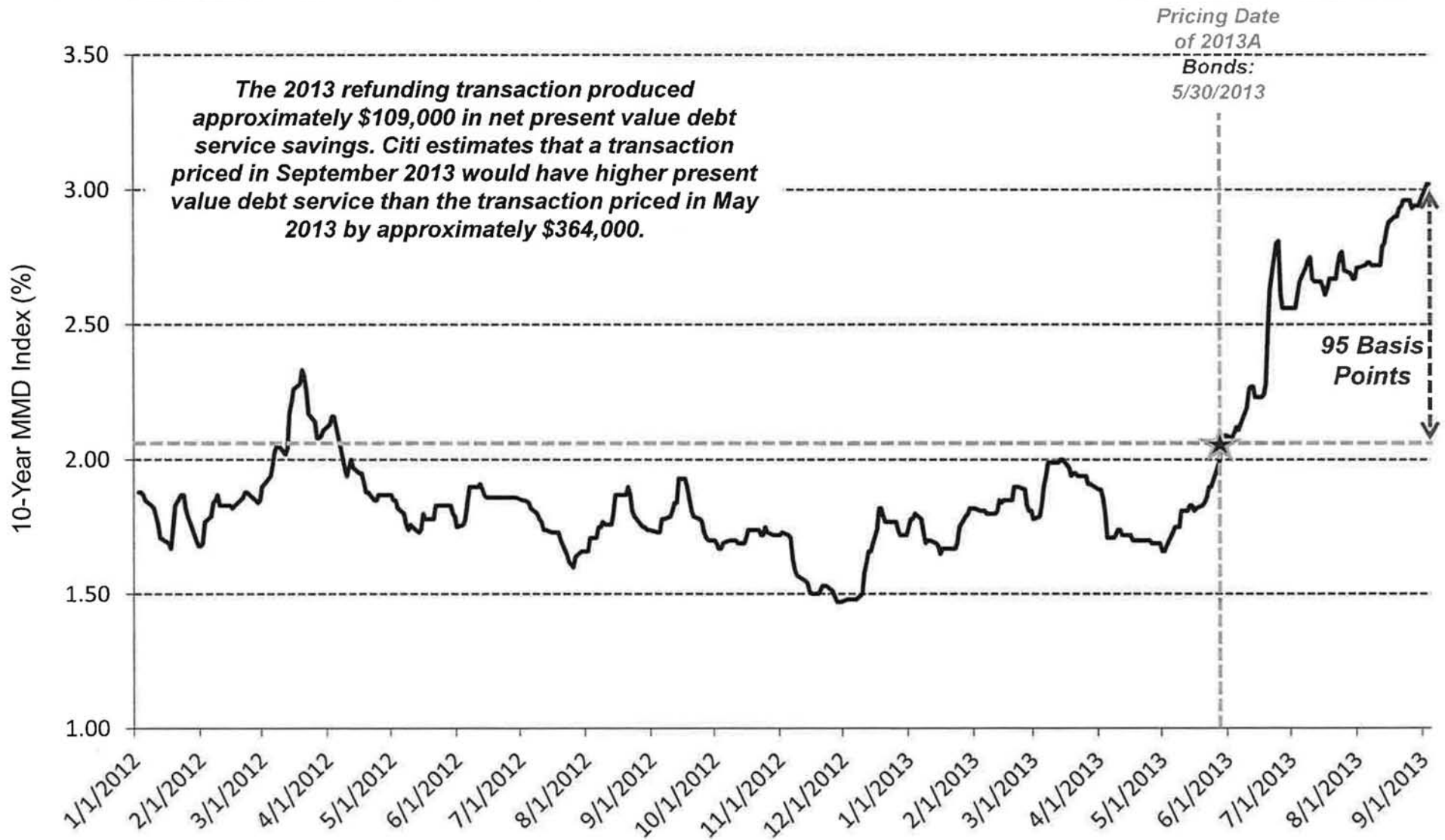
Timing of 2013 Transactions

In connection with any proposed transaction and any discussions leading up to a transaction, Citi will be acting solely as a principal and not as your agent, advisor, account manager or fiduciary. Citi has not assumed a fiduciary responsibility with respect to the proposed transaction, and nothing in this or in any prior relationship between you and Citi will be deemed to create an advisory, fiduciary or agency relationship between us in respect of a proposed transaction. You should consider carefully whether you would like to engage an independent advisor to represent or otherwise advise you in connection with any proposed transaction, if you have not already done so.

Strictly Private and Confidential

Series 2013A Refunding Bonds: Timing of Pricing

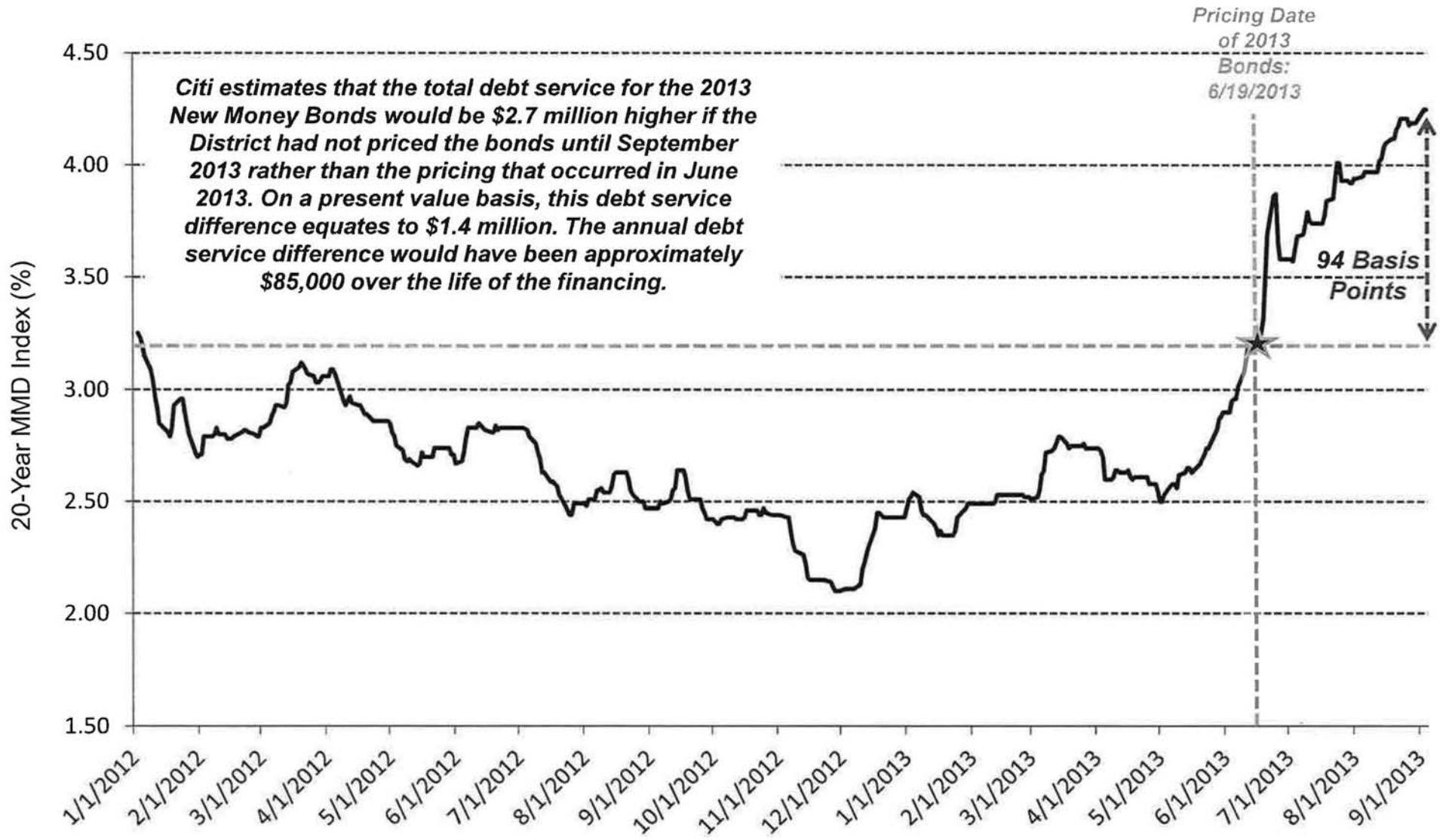
The refunding transaction was priced in late May. If the District had waited to execute the refunding until later in the year, the refunding would not have produced debt service savings.



¹ Estimated debt service difference is based upon actual pricing results versus hypothetical pricing terms as of the alternative pricing date. For all scenarios, present value savings are calculated at the arbitrage yield of the actual pricing to the actual pricing date.

Series 2013 New Money Bonds: Timing of Pricing

The Series 2013 bonds were well timed. Rates have risen dramatically since pricing.



2 Estimated debt service difference is based upon actual pricing results versus hypothetical pricing terms as of the alternative pricing date. For all scenarios, present value savings are calculated at the arbitrage yield of the actual pricing to the actual pricing date.



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Prior to entering into any Transaction, you should determine, without reliance upon us or our affiliates, the economic risks and merits (and independently determine that you are able to assume these risks) as well as the legal, tax and accounting characterizations and consequences of any such Transaction. In this regard, by accepting this presentation, you acknowledge that (a) we are not in the business of providing (and you are not relying on us for) legal, tax or accounting advice, (b) there may be legal, tax or accounting risks associated with any Transaction, (c) you should receive (and rely on) separate and qualified legal, tax and accounting advice and (d) you should apprise senior management in your organization as to such legal, tax and accounting advice (and any risks associated with any Transaction) and our disclaimer as to these matters. By acceptance of these materials, you and we hereby agree that from the commencement of discussions with respect to any Transaction, and notwithstanding any other provision in this presentation, we hereby confirm that no participant in any Transaction shall be limited from disclosing the U.S. tax treatment or U.S. tax structure of such Transaction.

We are required to obtain, verify and record certain information that identifies each entity that enters into a formal business relationship with us. We will ask for your complete name, street address, and taxpayer ID number. We may also request corporate formation documents, or other forms of identification, to verify information provided.

Any prices or levels contained herein are preliminary and indicative only and do not represent bids or offers. These indications are provided solely for your information and consideration, are subject to change at any time without notice and are not intended as a solicitation with respect to the purchase or sale of any instrument. The information contained in this presentation may include results of analyses from a quantitative model which represent potential future events that may or may not be realized, and is not a complete analysis of every material fact representing any product. Any estimates included herein constitute our judgment as of the date hereof and are subject to change without any notice. We and/or our affiliates may make a market in these instruments for our customers and for our own account. Accordingly, we may have a position in any such instrument at any time.

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In January 2007, Citi released a Climate Change Position Statement, the first US financial institution to do so. As a sustainability leader in the financial sector, Citi has taken concrete steps to address this important issue of climate change by: (a) targeting \$50 billion over 10 years to address global climate change: includes significant increases in investment and financing of alternative energy, clean technology, and other carbon-emission reduction activities; (b) committing to reduce GHG emissions of all Citi owned and leased properties around the world by 10% by 2011; (c) purchasing more than 52,000 MWh of green (carbon neutral) power for our operations in 2006; (d) creating Sustainable Development Investments (SDI) that makes private equity investments in renewable energy and clean technologies; (e) providing lending and investing services to clients for renewable energy development and projects; (f) producing equity research related to climate issues that helps to inform investors on risks and opportunities associated with the issue; and (g) engaging with a broad range of stakeholders on the issue of climate change to help advance understanding and solutions.

Citi works with its clients in greenhouse gas intensive industries to evaluate emerging risks from climate change and, where appropriate, to mitigate those risks.

efficiency, renewable energy & mitigation

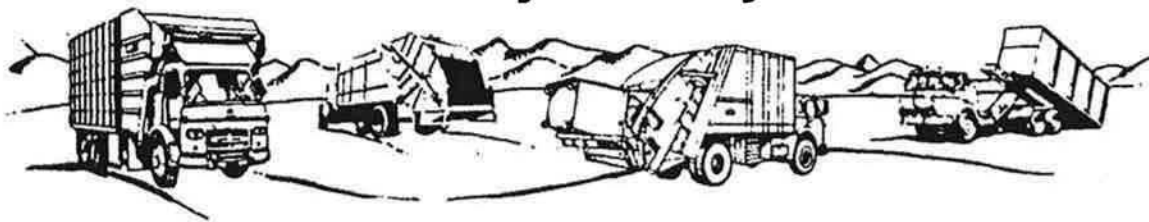


SEPTEMBER 25, 2013

ITEM F

ATTACHMENT B

South County Sanitary Service



4388 Old Santa Fe Road, San Luis Obispo, CA 93401
805-489-4246 • 805-489-3534 • 805-489-2104

Nipomo CSD
Michael Lebrun
148 South Wilson
Nipomo, CA 93444

RECEIVED

SEP 16 2013

NIPOMO COMMUNITY
SERVICES DISTRICT

September 12, 2013

Re: 2014 Interim year rate increase request

We are requesting a 2.05% across the board increase for all rates. An increase of \$2.25 per ton for the disposal of garbage at Cold Canyon Landfill, accounts for 0.96%. The cost of operations is 1.09% of the increase.

The manual actually calls for an increase of 2.78%. That is limited by the cumulative cola section of our franchise agreement. I have included a copy of that calculation.

Hopefully, we can get back on track with a January 1st effective date.
Call me with questions.

A handwritten signature in black ink, appearing to read 'Tom Martin'.

Tom Martin, General Manager

SEPTEMBER 25, 2013

ITEM F

ATTACHMENT C

September 6, 2013

Mr. James Harrison
Board President
Nipomo Community Services District
Post Office Box 326
Nipomo, California 93444-0326

Re: No Paid Workers' Compensation Claims in 2012-13

Dear Mr. Harrison:

This letter is to formally acknowledge the dedicated efforts of the Nipomo Community Services District's Governing Body, management and staff towards proactive loss prevention and workplace safety. Your agency's efforts have resulted in no "paid" workers' compensation claims for program year 2012-13. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. This is a great accomplishment!

It is through the efforts of members such as Nipomo Community Services District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 399 public agencies throughout California. In fact, 242 members or 61% in the workers' compensation program had no "paid" claims in program year 2012-13.

In addition to this annual recognition, members with no "paid" claims during 2012-13 earn 2 credit incentive points (CIPs) thereby reducing their annual contribution amount. Also, members without claims receive a lower "experience modification factor" (EMOD) which also reduces their annual contribution amount.

As SDRMA is dedicated to serving its members and preventing claims, we would appreciate your agency taking a moment and sharing with us what made your District successful in preventing work related injuries. Our goal is to incorporate your successful ideas and suggestions into our loss prevention programs to benefit all members of SDRMA. Please forward any ideas or suggestions to Dennis Timoney, SDRMA Chief Risk Officer at dtimoney@sdrma.org.

On behalf of the SDRMA Board of Directors and staff, it is my privilege to congratulate the Governing Body, management and staff of Nipomo Community Services District for their commitment to proactive loss prevention and safety in the workplace.

Sincerely,
Special District Risk Management Authority



David Aranda, President
Board of Directors

RECEIVED

SEP 10 2013

NIPOMO COMMUNITY
SERVICES DISTRICT

SEPTEMBER 25, 2013

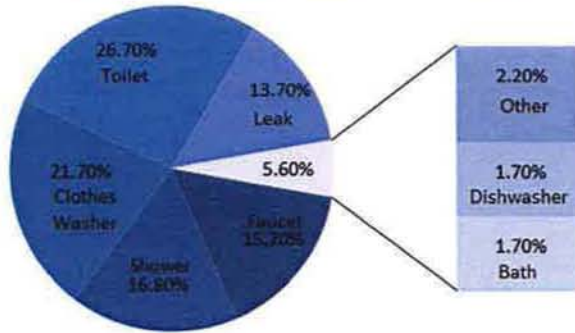
ITEM F

ATTACHMENT D

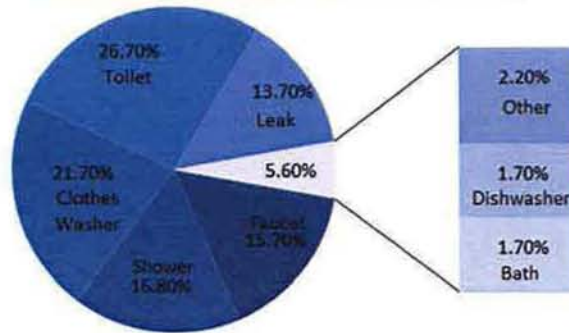
**NCSO Outreach Summary
September 2013**

Date Started	Outreach	Description	Status	Date Completed
5/2/2013	Value of Water Display	Value of Water display for lobby	In Progress	
6/17/2013	Plaque	Creation of brass plaque honoring the District's first Board members	In Production	
7/2/2013	FOG	Creating page and graphics for website regarding Fats, Oils, and Grease	In Progress	
8/19/2013	Brochure	Update of "Reading Your Water Meter" brochure	In Progress	
8/26/2013	Website Updates	Addition of links, Creek Day info, Manager's Columns, homepage clean-up	Complete; Ongoing	9/4/2013
8/19/2013	Brochure	Update of "Leaky Toilet" handout card	Complete	9/9/2013
9/11/2013	Press Release	Nipomo CSD Board of Directors Deny Agricultural Request for Water	Complete	9/12/2013
9/9/2013	Ad	Creek Day 1/4 page ad in Adobe, pub date 9/13	Complete	9/13/2013
9/17/2013	Program	Creation of program for SWP River Crossing Celebration	In Progress	
9/6/2013	Invitation	Creation of invite for SWP River Crossing Celebration	Complete	9/18/2013
9/6/2013	Website Updates	Addition conservation links and Paquini sewer reports	Complete; Ongoing	9/19/2013
9/19/2013	Incentive	Promotional takeaway for SWP River Crossing Celebration	In Progress	

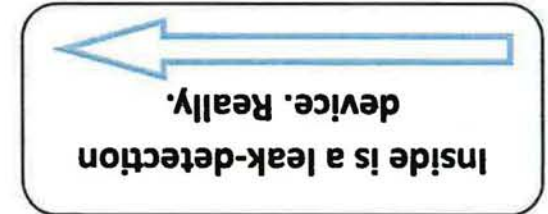
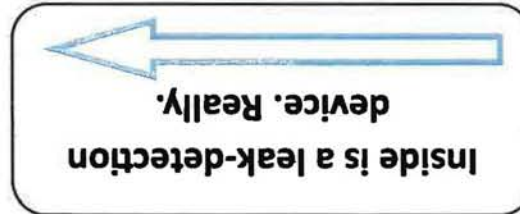
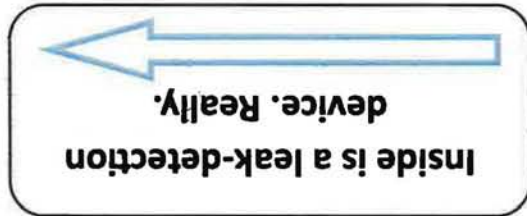
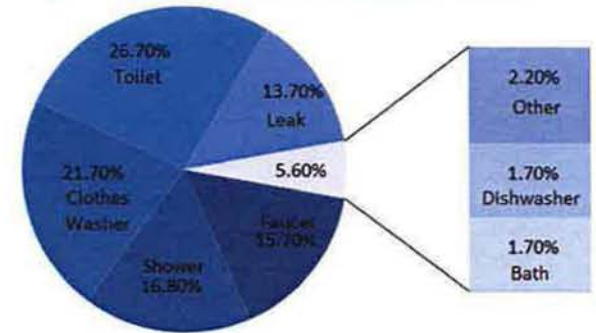
Water Use Inside the Home



Water Use Inside the Home



Water Use Inside the Home



A leaky toilet can waste **gallons** per day

The highest percentage of indoor water use is for toilets: 26%.

When a toilet leaks, it can be much more!



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A leaky toilet can waste **gallons** per day

The highest percentage of indoor water use is for toilets: 26%.

When a toilet leaks, it can be much more!



Every drop counts.

Leaky toilets waste water and cost you money.

Toilets are the most common source of leaks and can waste up to **75 gallons of water per day.**

Use these tablets to detect a leaky toilet.

Follow the instructions below.

Directions

1. Carefully remove the tank cover and put a tablet in the tank.
2. DO NOT FLUSH
3. Wait over night.
4. If the water in the bowl remains clear, no leak!



If the water in the bowl turns blue, there is a leak in the tank.

The repair may be a very simple one. Learn how to do it yourself but, when in doubt, call a plumber!

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The repair may be a very simple one. Learn how to do it yourself but, when in doubt, call a plumber!

For more tips on how to detect household leaks, please visit our website.



Nipomo Community
Services District
148 S. Wilson St, Nipomo, CA
93444



Nipomo Community
Services District
148 S. Wilson St, Nipomo, CA
93444
929-1133 | www.ncsd.ca.gov

Copy of document found at www.NoNewWipTax.com



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Nipomo Community Services District's

Board of Directors

Cordially Invites You to Attend the

RIVER CROSSING CELEBRATION

for the



Nipomo Supplemental Water Project

Completion of a pipeline under the Santa Maria River that will eventually allow interconnection of Nipomo CSD's and the City of Santa Maria's water systems for

Wednesday, October 23, 2013

Ten o'clock in the Morning

Santa Maria River Levee at Blosser Road, Santa Maria, California

Light Refreshments Will be Served

Please R.S.V.P. by October 16th



Nipomo Community Services District's

Board of Directors

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Copy of document found at www.NoNewWipTax.com



**Press Release Log
2013**

Date of PR	Title	Date Sent to Media	Date Placed On Website	Media Published	Date PR Published	Media Published	Date PR Published	Media Published	Date PR Published	Media Published	Date PR Published
6/12/2013	NCS D Board Hears Sobering News Regarding Groundwater Condition	6/12/2013	6/13/2013	Sun	6/19/2013	SM Times	6/22/2013	Tribune	6/21/2013	Adobe	6/28/2013
6/12/2013	Nipomo CSD Board of Directors Authorizes \$10.5M in Bond Sales to Support Pipeline Construction Financing	6/12/2013	6/13/2013	New Times	6/13/2013	SM Times	6/14/2013	Adobe	6/21/2013		
6/20/2013	Nipomo CSD Board of Directors approves \$17M in contracts to build Supplemental Water Line	6/20/2013	6/20/2013	Adobe	6/21/2013	SM Times	6/21/2013	Sun	6/26/2013		
6/26/2013	District Extends Grant to Chamber Providing for Six More Months of Solid Waste Clean Up in Community	6/26/2013	6/27/2013								
6/26/2013	NMMA Technical Group Release Spring 2013 Groundwater Index	6/26/2013	6/27/2013	SM Times	7/4/2013	Adobe	7/5/2013	CalCoast News	7/7/2013		
7/3/2013	Nipomo CSD is Still Looking for a Few Good Operators	7/3/2013	7/5/2013	Adobe	7/26/2013	SM Times	7/26/2013				

**Press Release Log
2013**

Date of PR	Title	Date Sent to Media	Date Placed On Website	Media Published	Date PR Published	Media Published	Date PR Published	Media Published	Date PR Published	Media Published	Date PR Published
7/11/2013	Nipomo CSD Board of Directors Authorizes Construction of Additional Disposal Facilities at Wastewater Treatment Plant	7/12/2013	7/12/2013	Adobe	7/19/2013	SM Times	7/25/2013				
9/11/2013	Nipomo CSD Board of Directors Deny Agricultural Request for Water	NA	9/13/2013	Tribune	9/12/2013	SM Times	9/12/2013	KCOY	9/12/2013	Adobe	9/13/2013

FOR IMMEDIATE RELEASE

Date: September 11, 2013
Contact: Michael S. LeBrun, General Manager
Nipomo Community Services District
148 S. Wilson St., Nipomo, CA 93444
Phone: (805) 929-1133 – Email: mlebrun@ncsd.ca.gov



NIPOMO CSD BOARD OF DIRECTORS DENY AGRICULTURAL REQUEST FOR WATER

On Wednesday, September 11th, the District's Board held their regular meeting at 9AM and, with a 4-0 vote (Blair absent), denied Ramco Enterprises' request for water service via a metered hydrant.

On September 4th, Ramco Enterprises requested water service via a hydrant meter for periodic 'weather related' emergency use. Ramco operates an agricultural business outside the District's service area and primarily produces strawberries. They stated "our irrigation well capacity has lowered and we are in need of more water for irrigation primarily during weather-related emergencies."

The Board recognized Ramco's hardship, but denied the request due to concerns about water resources in the Nipomo area and upheld a District ordinance which states "District water will be provided only for single-family domestic purposes. The water shall not be used for irrigation or commercial husbandry or crop growing purposes."

A similar request for water services was presented by a Nipomo resident at the August 14th meeting and denied due to concerns about local water resources.

Next Scheduled Regular Board Meeting: Wednesday, September 25, 2013, 9AM, District Board Room 148 South Wilson, Nipomo.

For more information, please contact the Nipomo Community Services District at 929-1133 or visit www.ncsd.ca.gov.

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Established in 1965 to meet the health and sanitation needs of the local community, Nipomo Community Services is pleased to provide a wide variety of services throughout its district including the provision of water, sewer, and waste management services as well as lighting and drainage in limited areas. The mission of Nipomo Community Services District is to provide its customers with reliable, quality, and cost-effective services now and in the future.



NCSD rejects 2nd outside water request

Wells going dry in northeast area of Mesa

12 HOURS AGO • MIKE HODGSON / MHODGSON@SANTAMARIATIMES.COM

A second request in as many months for water service outside Nipomo Community Services District boundaries was rejected by the board of directors Wednesday.

Directors voted 4-0, with Bob Blair absent, to deny a request to provide emergency water to an agricultural operation at the end of East Dana Street from a nearby fire hydrant.

At its Aug. 14 meeting, directors denied a Hetrick Road homeowner's request to receive direct water service from NCSD pipelines.

The requests are the result of falling groundwater levels that have reduced production in some private wells and caused others to go dry in the northeastern portion of the Nipomo Mesa.

James Rietkerk of Ramco Enterprises requested the emergency water service that was denied Wednesday.

"We have organic strawberries and our irrigation well capacity has lowered and we are in need of more water for irrigation, primarily during weather-related emergencies," Rietkerk said in his application.

The request denied last month came from Hetrick Road resident Jim Davis, who has been trucking in water at a cost of 10 cents per gallon, according to NCSD documents.

"It's been almost four years since our well went dry and we are still in desperate need of a water supply," Davis said in his application. "Connection to the NCSD water (system) is our only viable long-term option."

Both are symptoms of a groundwater supply that's threatened by more water being pumped out than is being replaced by rainfall during the current drought that stretches back to 1990, said Michael LeBrun, NCSD general manager.

"Wells over in this area have dropped precipitously," LeBrun said, noting levels in the Nipomo Mesa groundwater subbasin this spring were 30-percent lower than last year.

A recent report from Nipomo Mesa Management Area Technical Group, which monitors the health of the subbasin, showed groundwater at the lowest level since recordkeeping began in 1975, he said.

"We have anecdotal reports of wells going dry in the North Thompson (Avenue) and Summit Station areas," LeBrun said after the meeting.

"People call the office and say, 'My well's gone dry. How can I hook into the district's water?'"

Sorry, you can't," he said.

Mike Winn, a former NCSD director, noted during public comment that a well at a Nipomo citrus operation fell 70 feet last year.

"One of the things that gets lost in this is that we're really in a statewide drought," Winn said. "There is no prognosis for even average rain anytime soon."

Recently, district employees caught someone from the local area stealing NCSD water by hooking a tank truck into a hydrant in Maria Vista Estates.

"It's a further indication folks are getting desperate," LeBrun said.

Although policy allows NCSD to provide water outside its boundaries under certain circumstances, it prohibits supplying that water for agricultural operations.

"I really feel for them," Director Larry Vierheilig said. "Unfortunately, the way (the policy) is written, our hands are pretty much tied on this. And I do like strawberries."

LeBrun said the Davis request would have been much more complicated to fulfill, requiring approval of the Local Agency Formation Commission.

The LAFCO application would cost \$10,000, with no assurance it would be approved; the district's capacity charge and in-lieu fee to join the Summit Station district would be about \$30,000; and Davis would face additional costs to run a water line to his property.

SanLuisObispo.com

Next Story >

Ladies' room at Madonna Inn up for America's Best Restroom

Wells are going dry in Nipomo, too

Published: September 12, 2013

The Community Services District has denied requests for emergency water at its past two meetings

By David Sneed — dsneed@thetribunenews.com

Like the Paso Robles groundwater basin, the Nipomo underground aquifer has seen precipitous declines in recent years, and some farms and residences are beginning to feel the pinch.

At its past two meetings — one Wednesday and the other Aug. 14 — the Nipomo Community Services District denied requests for emergency water from a farmer and homeowner outside the district whose wells are going dry.

District employees also recently caught a resident illegally filling a truck with water from a district hydrant. The incident was reported to the San Luis Obispo County Sheriff's Office, said Michael LeBrun, district general manager.

"It's a further indication that folks are getting desperate," he said.

The groundwater aquifer beneath Nipomo has been classified as being in decline since 2007. The Paso Robles and Los Osos basins are also in decline, and Cambria also has chronic water shortages.

Drought conditions this year significantly worsened the Nipomo groundwater crisis, LeBrun said. Aquifer levels were 30 percent lower this spring than last spring and are the lowest they have been since recordkeeping began in 1975. At Wednesday's meeting, the board denied a request for emergency water from Ramco Enterprises, a company that grows strawberries on 80 acres adjacent to the district. The directors were sympathetic to the plight of the farm, but district policy only allows emergency sales of water outside the district to residences.

"You really hate to see anyone in a hardship situation, but we have no excess capacity," Director Dan Gaddis said.

At its Aug. 14 meeting, the board denied a request for water from a residence outside the district. District policy allows for emergency water sales to residences outside district boundaries, but only on a temporary basis. The homeowners were denied because they wanted a long-term hookup to the district's water system, LeBrun said.

Mike Winn, a former CSD director, urged the board to be very careful about emergency water requests. The district's water crisis is so severe that rationing will likely be necessary if drought conditions persist, meaning golf courses and school lawns could start turning brown.

Formed in 1965, the Nipomo CSD serves 4,000 water customers and 2,500 sewer customers. The district is constructing a supplemental water pipeline to Santa Maria that is expected to be complete late in 2014.

Last year, voters turned down \$26 million in property taxes to pay for the pipeline, but the district is going ahead with the project in phases.

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Nipomo Denies Requests for Emergency Water

Posted: Sep 12, 2013 4:49 PM PDT

Updated: Sep 12, 2013 4:49 PM PDT

By Liberty Zabala - email

NIPOMO, Calif. -- More water woes in San Luis Obispo County, this time in the city of Nipomo. The Nipomo Community Services District has seen its water reserves decline so much it had to deny several requests for emergency water.

At the past two meetings, a farmer and homeowner from outside the district were denied access to the emergency water because there just isn't enough to go around.

The district general manager says a homeowner was denied the request because he wanted a LONG TERM hookup to the water system...but emergency sales to outside residents are only allowed on a TEMPORARY basis.

The farmer was denied because the district's policy only allows emergency sales to residences NOT FOR agricultural purposes.

"People are getting desperate—that's in relation to the fact that we've had a number of requests now for outside water use for emergency where folks' wells have gone dry or the production of those wells is diminished. This past week, we caught someone hooked up to our system with a water truck stealing water from our system."

The district sells water to outside users at a rate of \$5 per 750 gallons. The district has seen its aquifer levels 30 percent lower this spring than last and at the lowest level since the 1970s.

To alleviate this problem, the district is working on a water pipeline to Santa Maria that should be complete in 2014.

The district met with its finance and audit committee Thursday to undertake a rate study to determine how much the cost of the water rate will increase once the pipeline is complete.

NCSD rejects second outside request for water

By Mike Hodgson/mhodgson@theadobepress.com

A second request in as many months for water service outside Nipomo Community Services District boundaries was rejected by the board of directors this week.

Directors voted 4-0, with Bob Blair absent, to deny a request to provide emergency water to an agricultural operation at the end of East Dana Street from a nearby fire hydrant.

At its Aug. 14 meeting, directors denied a Hetrick Road homeowner's request to receive direct water service from NCSD pipelines.

The requests are the result of falling groundwater levels that have reduced production in some private wells and caused others to go dry in the northeastern portion of the Nipomo Mesa.

James Rietkerk of Ramco Enterprises requested the emergency water service that was denied Wednesday, Sept. 11.

"We have organic strawberries and our irrigation well capacity has lowered and we are in need of more water for irrigation, primarily during weather-related emergencies," Rietkerk said in his application.

The request denied last month came from Hetrick Road resident Jim Davis, who has been trucking in water at a cost of 10 cents per gallon, according to NCSD documents.

"It's been almost four years since our well went dry and we are still in desperate need of a water supply," Davis said in his application. "Connection to the NCSD water (system) is our only viable long-term option."

Both are symptoms of a groundwater supply that's threatened by more water being pumped out than is being replaced by rainfall during the current drought that stretches back to 1990, said Michael LeBrun, NCSD general manager.

"Wells over in this area have dropped precipitously," LeBrun said, noting levels in the Nipomo Mesa groundwater subbasin this spring were 30-percent lower than last year.

A recent report from Nipomo Mesa Management Area Technical Group, which monitors the health of the subbasin, showed groundwater at the lowest level since recordkeeping began in 1975, he said.

"We have anecdotal reports of wells going dry in the North Thompson (Avenue) and Summit Station areas," LeBrun said after the meeting.

"People call the office and say, 'My well's gone dry. How can I hook into the district's water?' Sorry, you can't," he said.

Mike Winn, a former NCSD director, noted during public comment that a well at a Nipomo citrus operation fell 70 feet last year.

"One of the things that gets lost in this is that we're really in a statewide drought," Winn said. "There is no

Copy of document found at www.NoNewWipTax.com

prognosis for even average rain anytime soon.”

Recently, district employees caught someone from the local area stealing NCSD water by hooking a tank truck into a hydrant in Maria Vista Estates.

“It’s a further indication folks are getting desperate,” LeBrun said.

Although policy allows NCSD to provide water outside its boundaries under certain circumstances, it prohibits supplying that water for agricultural operations.

“I really feel for them,” Director Larry Vierheilig said. “Unfortunately, the way (the policy) is written, our hands are pretty much tied on this. And I do like strawberries.”

LeBrun said the Davis request would have been much more complicated to fulfill, requiring approval of the Local Agency Formation Commission.

The LAFCO application would cost \$10,000, with no assurance it would be approved; the district’s capacity charge and in-lieu fee to join the Summit Station district would be about \$30,000; and Davis would face additional costs to run a water line to his property.

Posted Friday September 13, 2013

Shining a light on transparency

Interview with five District Transparency Certificate of Excellence recipients

Over the last couple of years, the abuses that have come to light in various public agencies have brought increased scrutiny as it relates to transparency. Many agencies have already made commendable efforts to be transparent to the public through use of their websites and public outreach. Even more agencies continue to work and improve on making themselves readily transparent to the media and those whom they serve. This year, the Special District Leadership Foundation (SDLF) developed a certificate to acknowledge and showcase special districts that have demonstrated an outstanding commitment to transparency: the District Transparency Certificate of Excellence.

California Special District interviewed five districts – of all sizes, budgets and service types – that have received the certificate to find out why they feel it is worth earning and how it has helped them in their public outreach efforts.



Chico Area Recreation and Park District

District Size:
225 square miles

Budget:
\$6,500,000



Olivenhain Municipal Water District

District Size:
48 square miles

Budget:
\$64,800,000



Nipomo Community Services District

District Size:
4,300 connections

Budget:
\$8,000,000



San Jacinto Valley Cemetery District

District Size:
Population
127,285

Budget:
\$766,545



Pine Cove Water District

District Size:
1,093 connections

Budget:
\$760,000

"Every district should be complying with these reasonable measures to bolster trust from their constituents."

— Mike Grace, Fulton-Hl Camino Recreation and Park District, District Transparency Certificate of Excellence recipient

Why did your district decide to pursue the Special District Leadership Foundation District Transparency Certificate of Excellence?



Olivenhain Municipal Water District (OMWD) originally learned

about the Transparency Certificate program as we began our most recent re-accreditation as a District of Distinction. Though achievement of the certificate required us to take several steps to complement our existing transparency efforts, OMWD has always committed itself to openness and transparency, and we were excited to see the Special District Leadership Foundation develop a program through which we have been better able to demonstrate this commitment to our customers.



We wanted to renew our District of Distinction certification and this was a new requirement.



We pursued the certificate as a means of reviewing our practices against a standard of excellence.



This certificate provides the public with an understanding of the necessity of an open door approach to SJVCD policies and procedures.



The district has felt for many years that we have been very transparent through our website, blog and meetings. We believe this was an excellent way to show proof of that.

What has your district gained by achieving this certificate? Were there any unexpected benefits?



Primarily, the certificate helps us to continue to build credibility with our customers. It is one thing to say, "We're the water experts, so trust us," but another to have established that we are an open, trustworthy organization so we don't have to ask for that trust. It demonstrates that we have nothing to hide and that we stand behind the work that we do.

Additionally, even though we felt good about our transparency efforts before applying for the certificate, the program gave us the chance to comprehensively review all of the initiatives we've taken to maintain openness and to renew our support of these efforts. After several years of posting our budget document to our website, for example, continuing to do so can become a routine rather than a meaningful step to build confidence in our customers. Achievement of the certificate has helped to restore perspective in some of these steps.



Our board and the public recognize that we strive to be open and be forthcoming with our financial records. The bar has been raised by gaining the Transparency Certificate of Excellence. We have received positive comments from the public about our efforts to be transparent.



We improved our level of transparency with our customers, thereby broadening and improving our customers' understanding of district functions.

continued on page 16

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District interviews [continued]



This Certificate of Transparency has allowed our district to understand the importance of providing better information and services to the public.



The unexpected benefit was that we realized our need to update, clarify and expand some of our resolutions - and by utilizing the special districts recognition it was very easy to do.

Earning the certificate demonstrates a commitment to engaging the public and creating greater awareness of your district's activities. How has gaining this certificate affected your public outreach efforts?



Going through the application process for the Transparency Certificate helped us to recognize where additional steps could be taken on our website to improve customer access to information. For example, we had not previously featured links to any information about how to be considered as a candidate for the board of directors. But including this information helps to provide our

customers with a more comprehensive understanding of the district and is thus valuable in supporting our relationship.

Since we achieved the certificate, we have continued our efforts to try and better engage customers, shifting from static, one-way media like newsletters to social media that provide us with a better opportunity to receive and respond to customer feedback.



We have always tried to be progressive in our outreach activities. The certificate has encouraged us to continue those pursuits.



We have improved those efforts and our performance is more highly regarded by our board and customers. We proudly display our certificate at office and boardroom entry points. Assertions by opponents and critics of district projects and policies that the district is not forthcoming and/or transparent have been undermined and muted.

SDLF



**District
Transparency
Certificate of
Excellence**

**SPECIAL DISTRICT
LEADERSHIP FOUNDATION**

Why should your district earn the District Transparency Certificate of Excellence?

1. The certificate covers all general, website, and outreach best practices and requirements regarding transparency for special districts.
2. Earning the certificate is a tangible acknowledgement of your transparency efforts.
3. Demonstrate to your constituents and other stakeholders your district's commitment to being open and accessible to them.
4. Earning the certificate demonstrates a commitment to engaging the public and creating greater awareness of your district's activities.

REQUIREMENTS: THREE MAIN SUBJECT AREAS*

Basic Transparency Requirements

Some requirements include: Proof of current ethics training for all board members, timely filing of State Controller's Special Districts Financial Transactions and Compensation Report.

Website Requirements

Some requirements include: display of names of board members and their terms of office, board meeting schedules, the district's mission statement.

Outreach requirements

Some requirements include: an example of a regular district newsletter or communication, an example of a community notification through press release to local media outlet announcing upcoming filing deadline for election and process for seeking a position on the district board.

**These are a sampling of all the requirements needed to complete the transparency certificate.*

WHAT THE DISTRICT RECEIVES

- Certificate for display (covering two years)
- Window cling to showcase your achievement
- Press release template
- Recognition on the SDLF website
- Letter to legislators within the district's boundaries announcing the achievement
- Recognition in California Special District magazine and the CSDA e-News

For more in-depth information on the District Transparency Certificate of Excellence, visit www.sdlf.org or call 916.231.2939.

District interviews [continued]



The more the public is aware of what we are doing, the more they will be engaged with our activities. We recently did a survey with the public to find out their perspective about Chico Area Recreation and Park District and what we do. We received very favorable comments about our organization. People are very supportive of our commitment to parks and recreation in Chico.



It makes carrying out our mission more efficient. Having a robust website with well-organized, current and complete information minimizes response time to public records requests. It also gives customers and media members a clear indication of the district's openness in conducting its customers' business, which reduces and mitigates baseless assertions of secrecy - which can cause serious distraction to the task(s) at hand and require significant staff resources in response and clarification.



SJVCD feels it is important that the public understands we are here to provide a cost-effective and safe environment for its community, families and friends.



Through our outreach, they understand our operations and district costs a little better, and by doing so, they believe in us and they trust us.

A major component of receiving the certificate is having certain information available on your website. How important is a district's website in public outreach?



Our website is a fundamentally important tool in communicating with our customers. Our bill payment feature alone drives thousands of our customers to the website every month, making it perhaps the most effective method by which to convey messages to our core audience at this point.

Likewise, it provides our customers with a variety of self-service opportunities, not only including simple account-specific tasks like viewing an account balance or starting new water service, but also more interactive tasks like making a records request, viewing staff reports prior to board meetings, or contacting specific departments or the board of directors. The website serves as a hub for our social media presence which provides additional interactivity opportunities.



Our website is really the information mainstay of our district. People can go there and get information about us without making a trip to our main office. The public appreciates being able to register for classes online, view board agendas and minutes, examine our audited financial statements and review our budget online.



As outlined above, the district website is very important, and is becoming more so each day as site traffic continues to increase. We expect to add web-based account management in coming years.

LCW LIEBERT CASSIDY WHITMORE

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- CONSTRUCTION MANAGEMENT
- TRAINING

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The district's website helps the public understand the services we provide and shows that we have sound fiscal management, policies and practices.



It is very important in this day and age. It is a tool that we have used for several years to reach our customers and keep them current on district business. We can reach a greater number of customers with less effort and cost to the district.

What advice do you have for districts pursuing the certificate?



Always remember that we are public servants, and thus all of the criteria established by the transparency certificate should be viewed as fulfilling our responsibility to our customers.

While we might think of an audit or a report to the state controller as checking a box, they are also building blocks of a trusting relationship with our customers. Remember who you're working for, and cherish a program that helps you communicate more effectively with that audience.



Staff and board should work together to accomplish this task. It takes time to get everything placed on the website, so be patient!



Make it a priority – the time invested will be recouped in a matter of weeks or months.



This certificate has allowed our district to continue its high standards of providing excellent services to our constituents, while also demonstrating our fiscal responsibility.



Do not procrastinate. Update your website, your resolutions - your customers will appreciate that you are open, honest and informative. ■



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 Deborah Wilder, President



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 kbarnes@utilityservice.com

Southern California Counties
 Jack Powell | 337-849-4091
 jpowell@utilityservice.com

SEPTEMBER 25, 2013

ITEM F

ATTACHMENT E

AGENDA

Dan Buckshi
County Administrator



BOARD OF SUPERVISORS

Frank R. Mecham, 1st District
Bruce Gibson, Vice-Chairperson, 2nd District
Adam Hill, 3rd District
Vacant, 4th District
Debbie Arnold, 5th District

Tuesday, September 24, 2013

CONSENT AGENDA

9:00 AM

REVIEW AND APPROVAL

PRESENTATIONS

PUBLIC COMMENT PERIOD

BOARD BUSINESS

CLOSED SESSION

REPORT ON CLOSED SESSION

ADJOURNMENT

12:00 PM

- The Board of Supervisors' weekly agenda and staff reports are available at the following website: www.slocounty.ca.gov. Packets are also available at the County Government Center and may be viewed on-line at the Atascadero, Arroyo Grande, Paso Robles, Nipomo, Morro Bay, SLO City/County Libraries and the SLO Law Library.
- All persons desiring to speak on any Board item, including the Consent agenda, Closed Session or during the general public comment period are asked to fill out a "Board Appearance Request Form" and submit to the Clerk of the Board *prior* to the start of the Board item. Each individual speaker is limited to a MAXIMUM of three (3) minutes.
- Please refer to the information brochure located in the back and outside of the Board Chambers for additional information regarding accommodations under the Americans with Disabilities Act, supplemental correspondence, and general rules of procedure.

9:00 FLAG SALUTE

CONSENT AGENDA – REVIEW AND APPROVAL

The items listed on this portion of the agenda are scheduled for consideration as a group. The staff recommendations will be approved as outlined within the staff report. Any Supervisor may request an item be withdrawn from the Consent Agenda to permit discussion or change the recommended course of action for an item.

Consent Agenda - Administrative Office Items:

1. Request to approve an agreement in the amount of \$150,000 with the SLO Noor Foundation for grant funds through Fund Center 106 – Contributions to Other Agencies for Fiscal Year 2013-14.

Consent Agenda - Board of Supervisors Items:

2. Request to approve an agreement with the Oceano Advisory Council allocating \$2,000 from District Three (on behalf of District Four) Community Project Funds – Fund Center #106 to be used for expenses associated with holding monthly advisory council meetings.

Consent Agenda - District Attorney Items:

3. Submittal of a resolution amending Fund Center 132-District Attorney's Office Position Allocation List (PAL) by deleting a 1.00 FTE Supervising Legal Clerk II position and replacing it with a 1.00 FTE Paralegal position.

Consent Agenda - General Services Agency Items:

4. Request to authorize a budget adjustment in the amount of \$77,000 from the Public Works Operating Budget, Fund Center 405, to Capital Projects, Fund Center 230, for the Public Works Water Quality Lab Renovation project, located at 1355-C Kansas Avenue. District 2.

Consent Agenda - Health Agency Items:

5. Request to approve: 1) a renewal agreement (Clerk's File) with the California Department of Public Health for FY 2013-14 in the amount of \$773,451 for the Public Health Emergency Preparedness (PHEP) program; 2) a related budget adjustment in the amount of \$30,000 from unanticipated revenue for Fund Center 160 - Public Health; and 3) authorize the Health Agency Director or designee to sign any amendments to the recommended agreement that do not increase the level of General Fund support.
6. Request to: 1) amend the fixed asset list to purchase a Geographic Information System (GIS) software application for Environmental Health; 2) approve a resolution amending the Position Allocation List for Fund Center (FC) 160 - Public Health to add a 0.75 FTE Mapping/Graphics System Specialist II position; and 3) approve a related budget adjustment in the amount of \$39,321 from unanticipated revenue for FC 160 - Public Health.
7. Submittal of a resolution commending Anita Rogers for her retirement after 36 years of service to the County of San Luis Obispo.

Consent Agenda - Human Resources Items:

8. Submittal of a resolution approving the July 1, 2013 – June 30, 2015 Memorandum of Understanding (MOU) between the County of San Luis Obispo and the San Luis Obispo County Sheriff's Managers Association (SLOCSMA).

Consent Agenda - Public Works Items:

9. Submittal of a resolution establishing changes to the Traffic Regulations Code east of Arroyo Grande, Cayucos, Los Osos, Nipomo, and south of the City of San Luis Obispo. Districts 2, 3 & 4.
10. Submittal of a resolution requesting a functional classification change for three County roads: Air Park Drive in Oceano; Buckley Road south of the City of San Luis Obispo; and River Road near San Miguel, by the State of California, Department of Transportation. Districts 1, 3 and 4.
11. The following map has been received and has satisfied all the conditions of approval that were established in the public hearing on the tentative map: Woodlands Tract 2341-Unit 6B, a proposed subdivision resulting in 65 lots by Monarch Dunes, LLC, near Willow Road at Via Concha Way, Nipomo Mesa; act on the attached resolutions to approve Open Space Easement Agreements. District 4. *
12. Submittal of bid opening report for Los Osos Valley Road Widening between Doris Avenue and Pine Avenue in Los Osos, and to award the subject contract to R. Burke Corporation, the lowest responsible bidder, in the amount of \$203,698. District 2.
13. Submittal of a resolution to ratify the existing Master Agreement with the State of California for State Funded Projects and authorize the Director and Deputy Director of Public Works to accept program supplement agreements. All Districts.
14. Submittal of bid opening report for Oklahoma Avenue Sewer Line replacement at the County Operations Center, and to award the subject contract to Tierra Contracting, Inc., the lowest responsible bidder, in the amount of \$119,400. District 2.

Consent Agenda - Sheriff - Coroner Items:

15. Request to approve the use of Citizen's Options for Public Safety (COPS) Program funds, authorize a corresponding budget adjustment of \$82,000 in Fund Center (FC) 136 - Sheriff-Coroner and amend the fixed asset list to purchase two (2) replacement vehicles for the Rural Crime Unit.

Presentations:

16. Submittal of a resolution proclaiming October 2013 as "Rideshare Month" and Wednesday, October 9, 2013 as "International Walk to School Day" in San Luis Obispo County.
17. Submittal of a resolution proclaiming September 27-28, 2013 as "SLO Green Apple Days of Service" in San Luis Obispo County.
18. Submittal of a resolution to proclaim October 2013 "San Luis Obispo County Domestic Violence Awareness Month."

Public Comment Period:

19. The general public comment period is intended to provide an opportunity for members of the public to address the Board on matters within the Board's purview that are not scheduled on the current agenda. Individuals interested in speaking are asked to fill out a "Board Appearance Request Form" and submit it to the Clerk of the Board prior to the start of general public comment. When recognized by the Chair, each individual speaker may address the Board and is limited to a MAXIMUM of three (3) minutes or a reasonable period of time as determined by the Board Chairperson.

Board Business:

20. Presentation of options for Agricultural Producers' Access to California Department of Food and Agriculture (CDFA) Labeled Diphacinone and Chlorophacinone Rodenticide Baits.
21. Request to create a new capital project for development of final construction documents for the new terminal at the San Luis Obispo County Regional Airport and authorize a budget adjustment in the amount of \$584,250 from Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant and \$30,750 from the Passenger Facility Charge (PFC) fund.

REPORT ON CLOSED SESSION

ND. WEEKLY REPORT OF ENVIRONMENTAL DOCUMENTS AVAILABLE FOR REVIEW

The purpose of the environmental review process is to provide information about the environmental effects of the actions and decisions made by the County, so that environmental considerations become a part of the decision making process. The following is a summary of the most recent determinations made by the County's Environmental Coordinator. The purpose of this listing is to notify the public of pending actions, which may affect the environment of San Luis Obispo County.

You are invited to participate in this process by reviewing and providing comments on the recommendations of the Environmental Coordinator. Your comments should be in writing and should be delivered to: Ellen Carroll, Environmental Coordinator, Department of Planning and Building, 976 Osos Street, Room 300, San Luis Obispo, Ca 93408-2040. For more information about the environmental review process, please write to the address above, call the Environmental Division of the Department of Planning and Building at (805) 781-5600, or review the environmental determination and other information on our website located at www.sloplanning.org.

Proposed Negative Declarations

A Negative Declaration is issued for projects that would not result in significant effects on the environment. In many cases, the project applicant has added mitigation measures to the project to reduce environmental impacts in order to qualify for a Negative Declaration. If you disagree with the issuance of a proposed Negative Declaration, you

may provide comments or file a Request for Review (appeal) of the Negative Declaration. Requests for Review must be filed within two weeks of the date that the proposed Negative Declaration is posted and must address only environmental issues. There is a fee for the request. If you would like more information about this process, please contact the Environmental Coordinator.

For Week of September 19, 2013

San Luis Bay Area

Van Beurden Grading Permit. Request by Leon Van Beurden for a major grading permit to construct a new 3,802 square foot single family residence, attached to a 1,226 square foot garage. The project will result in the disturbance of approximately 24,500 square feet, including approximately 1,120 cubic yards of cut and 1,120 cubic yards of fill, on a 1.75 acre parcel. The parcel is currently undeveloped. The proposed project is within the Rural Lands land use category. The proposed project is located at 5910 Puma Court, south of Baron Canyon Ranch Road, approximately 0.5 mile from the Baron Canyon Ranch Road/Monte Road intersection, approximately three miles south of the City of San Luis Obispo. The site is in the San Luis Bay (Inland) planning area. ED12-108 (PMT2012-01076)

SEPTEMBER 25, 2013

ITEM F

ATTACHMENT F

JOIN US

To learn about the proposed solar, and energy savings program at your neighborhood school

Arroyo Grande High School Multi-Purpose Room

495 Valley Road, Arroyo Grande, CA 93420

Wednesday, September 25th at 5pm

OR

Nipomo High School Olympic Hall

525 North Thompson Road, Nipomo CA 93444

Thursday, September 26th at 5pm

Solar Site Info:

Facility Name	Solar Size (kW)
Dana ES	77.8
Dorothea Lange ES	117.0
Judkins MS	51.8
Paulding MS	84.2
District Office	64.8
Nipomo HS	719.0
AG High	557.3

For More Information:

Jeff Dixon

Executive Director Facilities Planning,
Maintenance & Operations

P: (805) 474-3000 x1031

Lucia Mar Unified School District



JOIN US

To learn about the proposed solar, and energy savings program at your neighborhood school

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Wednesday, September 25th at 5pm

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For More Information:

Jeff Dixon

Executive Director Facilities Planning,
Maintenance & Operations

P: (805) 474-3000 x1031

Lucia Mar Unified School District



SEPTEMBER 25, 2013

ITEM F

ATTACHMENT G

3 finalists confirmed for Teixeira's supervisor seat

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Candidates were interviewed for the supervisory district covering South County

By David Sneed — dsneed@thetribunenews.com

It has been nearly three months since San Luis Obispo County Supervisor Paul Teixeira died of a heart attack, and his seat on the board remains unfilled by Gov. Jerry Brown.

The Tribune has learned of three candidates who were given face-to-face interviews with the governor's appointments staff in Sacramento, which means they are finalists for the job. The Board of Supervisors' 4th District includes much of the South County including Nipomo and Arroyo Grande.

Mike Winn of Nipomo, Mike Byrd of Arroyo Grande and Arroyo Grande City Councilwoman Caren Ray have confirmed that they are finalists. They described a lengthy process of applying for the job, which included filling out an online application, being interviewed by phone and ultimately traveling for an in-person interview in Sacramento.

"It's pretty amazing the depth of their staff's knowledge on the issues here," said Byrd, a South County real estate agent. "They don't take this lightly."

Officials with the Brown administration say no official details about the appointment process are available and there is no deadline for the governor to make a decision. Officials would not release a list of those who have applied.

"The administration does not release information about prospective appointees in order to maintain the privacy and confidentiality of the applicants," said Jim Evans, a spokesman for the governor.

The three candidates and others who follow the process say Brown is nearing a decision. County Supervisor Adam Hill said he recently called the governor's office to check on the process.

"I was told that they had completed their work and were simply looking to get a spot on the governor's schedule," he said. "And after that, it's all up to the governor — who and when."

Whoever is appointed will have to begin campaigning for election to a full term if he or she wants to keep the seat. The term expires at the end of 2014, and candidates will first face off in June in the primary election.

The process began with those interested in the job filling out an online application. Winn said it took him five hours to complete the application, which covered income taxes, employment history, education and community and military service.

A telephone interview with applicants was the second part of the process. The governor's appointment staff asked about information in the application as well as standard job interview questions such as why they wanted the position and why they thought they would do a good job.

The applicants who were not invited for face-to-face interviews received a letter thanking them for their willingness to serve.

The in-person interviews covered some of the same information as the phone interviews, as well as questions about important issues facing San Luis Obispo County such as the Paso Robles groundwater basin crisis.

"My interview was about three weeks ago, and I haven't heard anything since then," Winn said.

Now, it's just a matter of waiting.

"As is the case with all our appointments, our focus is selecting the best possible candidates," Evans said. "That ultimately dictates our timing."

The California Legislature recently finished its session, and the governor has a lot of bills to read and consider, so it is understandable that it would take him time to make a decision, Winn said.

"I don't think there is any reluctance to make the appointment," he said. "But he can only get to it when he gets to it."

Others said they are glad that Brown is being deliberative about his decision.

"While we need an appointment as quickly as possible to get the people of District 4 represented again, the fact that it is taking so long should reassure citizens that the governor is taking this seriously and doing as much homework as necessary to get this decision right for the county," Ray said.

A 1999 state Court of Appeal ruling upheld the governor's power to withhold the names of applicants, said Jim Ewert, general counsel for the California Newspaper Publishers Association.

In that case, the California First Amendment Coalition sought names of applicants for a vacancy on the Plumas County Board of Supervisors after being denied the information by Gov. Pete Wilson. The court ruled that the governor has the right under the "deliberative process privilege" not to release the names, which could create a chilling effect by discouraging potential applicants, Ewert said.

Read more here: <http://www.sanluisobispo.com/2013/09/19/2691670/teixeira-board-of-supervisors.html#storylink=cpy>

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

DATE: SEPTEMBER 20, 2013



COMMITTEE REPORTS

ITEM

Review and discuss Committee meeting minutes.

BACKGROUND

The following committee meetings were held for which meeting minutes are being provided:

- o Finance and Audit Committee
 - September 12, 2013

RECOMMENDATION

It is recommended that your Honorable Board discuss the meeting minutes as appropriate.

ATTACHMENTS

- A. Finance and Audit Committee Meeting Minutes

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SEPTEMBER 25, 2013

ITEM G

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

THURSDAY, SEPTEMBER 12, 2013

9:00 A.M.

SPECIAL MEETING MINUTES

FINANCE AND AUDIT COMMITTEE

1. CALL TO ORDER, FLAG SALUTE AND ROLL CALL

Chairman Vierheilg called the meeting to order at 9:00 a.m. Chairman Vierheilg and Director Armstrong were in attendance along with Staff members Michael LeBrun and Lisa Bognuda. No public was in attendance.

2. REVIEW REQUEST FOR PROPOSALS FOR WATER RATE STUDY AND WATER CAPACITY CHARGE STUDY

Lisa Bognuda, Finance Director, presented the Item. The Finance Director and General Manager answered questions from the Committee. The Committee unanimously agreed to recommend to the Board of Directors to award the contract to Tuckfield & Associates.

3. REVIEW STATUS OF FISCAL YEAR 2012-2104 AUDIT

Lisa Bognuda, Finance Director, provided a status report to the Committee. A Finance and Audit Committee meeting is tentatively scheduled the week of October 14 to review the draft audit report.

No action was taken.

4. ADJOURN –The meeting was adjourned at 9:40 a.m.