

TO: MICHAEL S. LEBRUN
GENERAL MANAGER

MSL

FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF ENGINEERING
& OPERATIONS

PVS

DATE: AUGUST 29, 2014

AGENDA ITEM
2
SEPTEMBER 3, 2014

SUPPLEMENTAL WATER PROJECT PHASE 1 LABOR COMPLIANCE PROGRAM

ITEM

Adopt Labor Compliance Program for Supplemental Water Project Phase 1 [RECOMMEND BY MOTION AND ROLL CALL VOTE APPROVE RESOLUTION ADOPTING LABOR COMPLIANCE PROGRAM FOR SUPPLEMENTAL WATER PROJECT PHASE 1].

BACKGROUND

A portion of the overall Supplemental Water Project Phase 1 funding includes State of California Proposition 84 bond revenues. As part of the Proposition 84 funding requirements, your Board needs to adopt a Labor Compliance Program to further formalize the practices that the District has been following to meet the labor compliance requirements applicable to the project. Adoption of the resolution attached to this Board letter will satisfy the labor compliance program requirements for Supplemental Water Project Phase 1 that is partially funded under Proposition 84.

FISCAL IMPACT

Cost for labor compliance monitoring activities is already included in the MNS Engineers, Inc. construction management contract previously approved by your Board.

STRATEGIC PLAN

Goal 1 – WATER SUPPLY – Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, approve Resolution 2014-XXXX SWP Phase 1 Labor Compliance Program, to adopt a Labor Compliance Program for Supplemental Water Project Phase 1.

ATTACHMENTS

- A. Resolution 2014-XXXX SWP Phase 1 Labor Compliance Program
- B. Nipomo CSD Labor Compliance Program

September 3, 2014

ITEM 2

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2014-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT ADOPTING A LABOR COMPLIANCE PROGRAM FOR
SUPPLEMENTAL WATER PROJECT PHASE 1**

WHEREAS, Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Act of 2006, was approved by voters in November 2006; and

WHEREAS, the District has sought and received funding for Proposition 84 funds for water resource project implementation; and

WHEREAS: the Public Resource Code Section 75075 requires local governing boards to adopt a Labor Compliance Program, consistent with the California Labor Code, for use on Proposition 84 funded projects; and

WHEREAS, a Labor Compliance Program seeks to ensure that workers employed by contractors on these projects are paid according to minimum labor standards; and

WHEREAS, the District wants to further formalize the practices that the District has been following to meet the labor compliance requirements for Proposition 84 funded projects by adopting the attached Labor Compliance Program.

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:

1. The attached Labor Compliance Program for the Nipomo Community Services District is hereby adopted for the Supplemental Water Project Phase 1.
2. The above recitals and findings are incorporated herein by this reference.

On the motion of Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

CONFLICTS:

The foregoing resolution is hereby adopted this 3rd day of September 2014.

CRAIG ARMSTRONG
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

MICHAEL S. LEBRUN
General Manager and
Secretary to the Board

MICHAEL W. SEITZ
District Legal Counsel

September 3, 2014

ITEM 2

ATTACHMENT B

NIPOMO CSD LABOR COMPLIANCE PROGRAM

INTRODUCTION

The Nipomo Community Services District has developed this Labor Compliance Program (LCP) to further formalize the practices that the District has been following to meet the requirements under the Department of Industrial Relations for Labor Compliance Program (LCP), as required by Labor Code Section 1771, pertaining to the use of public funds for Proposition 84 funded projects, (subject to Public Resource Code 75075). Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Act of 2006, was approved by voters in November 2006.

The District recognizes that all labor compliance requirements must be documented and performed in accordance with contract documents, funding requirements, and per DIR requirements. The District will enforce this Labor Compliance Program on projects subject to Public Resource Code 75075. The General Manager, or his designee, will serve as the Labor Compliance Officer (LCO). Violations will be reported to the District's Labor Compliance Officer for review within specified timelines for review and application of appropriate sanctions for non-compliance.

REQUIREMENTS

This LCP is to ensure that workers employed by contractors on Nipomo CSD projects that are partially funded by Proposition 84 are paid according to minimum labor standards. As per California Labor Code Section 1771.5(b), this LCP includes, but is not limited to, the following requirements:

1. Bid Notices: All bid invitations and contracts shall contain appropriate language as per the requirements of the California Labor Code in a competitive bidding process. In the case of a contract for which there is no Call for Bids, the applicable date shall be the date of the award of the contract.

2. Pre-Job Conference: A pre-job conference shall be conducted with the contractor and subcontractors to discuss federal and state labor law requirements applicable to the contract, in accordance with Section 16421 of Title 8 of the California Code of Regulations. Reference is made to the attached checklist, Appendix A.

3. Payment of Prevailing Wage Rates The contractor to whom the contract is awarded and its subcontractors hired for the public works project are required to pay not less than the specified general prevailing wage rates to all workers employed in the execution of the contract. The contractor is responsible for ascertaining and complying with all current general prevailing wage rates for crafts and any rate changes that occur during the life of the contract. Information on all prevailing wage rates and all rate changes are to be posted at the job site for all workers to view.

4. Certified Payroll Reports: Project contractors and subcontractors shall maintain and furnish, at a designated time, a certified copy of each weekly payroll containing a statement of compliance signed under penalty of perjury. Under Labor Code Section 1776, contractors and subcontractors are required to keep accurate payroll records showing the name, address, social security number and work classification of each employee and owner performing work; also the straight time and overtime hours worked each day and each week, the fringe benefits, and, the actual per diem wage paid to each owner, journey person, apprentice worker or other employee hired in connection with the public works project. Employee payroll records shall be certified and shall be made available for inspection at all reasonable hours at the principal office of the contractor/subcontractor, or shall be furnished to any employee, or his/her authorized representative on request, pursuant to Labor Code Section 1776;

NIPOMO CSD LABOR COMPLIANCE PROGRAM

Each contractor and subcontractor shall submit its weekly certified payroll reports to the District on a monthly basis. In the event that there has been no work performed during a given week, the Certified Payroll Report shall be annotated: "No work" for that week. Under Labor Code Section 1776(g) there are penalties required for contractor's/subcontractor's failure to maintain and submit copies of certified payroll records on request.

5. Payroll Record Audits: The General Manager, or his designee, shall review, and if appropriate, audit payroll records to verify compliance as specified in Sections 16428 and 16434. On-site visits may be undertaken randomly or as deemed necessary by the LCP, when workers are present at sites at which the contract for work is being performed. On-site visits shall include visual inspection of (1) the copy of the determinations(s) of the DIR of the prevailing wage rate of per diem wages required to be posted at each job site in compliance with Labor Code Section 1773.2, and (2) the Notice of Labor Compliance Program Approval required to be posted at the job site in accordance with Section 16429 above, listing a telephone number to call for inquiries, questions, or assistance with regard to the Labor Compliance Program. On-site visits may include other activities deemed necessary by the Labor Compliance Program to independently corroborate prevailing wage payments reported on payroll records furnished by contractors and subcontractors.

A written summary reflecting prevailing wage deficiencies for each underpaid worker, including any penalties to be assessed under Labor Code Sections 1775 and 1813, shall be a part of an audit. Available information may include, but is not limited to, worker interviews, complaints from workers or other interested persons, all time cards, cancelled checks, cash receipts, trust fund forms, books, documents, schedules, forms, reports, receipts or other evidences which reflect job assignments, work schedules by days and hours, and the disbursements by way of cash, check, or in whatever form or manner, of funds to a person(s) by job classification and/or skill pursuant to a public works project.

Records supporting an audit shall be maintained by the Labor Compliance Program to satisfy its burden of coming forward with evidence in administrative review proceedings under Labor Code Section 1742 and the Prevailing Wage Hearing Regulations found at Section 17201-17270 of Title 8 of the California Code of Regulations.

6. Withholding of Contract Payments: The District shall withhold contract payments when payroll records are delinquent or inadequate. Withholding of contract payments by a Labor Compliance Program, approved by the DIR is authorized by Labor Code Section 1771.6 and Title 8, California Code of Regulations, Section 16435, et seq.

After determination of the amount of forfeiture by the Labor Commissioner, the District shall provide Notice of Withholding of contract payments ("Notice" or "NWCP") to the contractor and subcontractor, if applicable. The notice shall be in writing and shall describe the nature of the violation and the amount of wages, penalties, and forfeitures withheld. Service shall be completed pursuant to Civil Procedure Code Section 1013 by first-class and certified mail to the contractor and subcontractor, if applicable.

7. Penalties for Inadequate Payroll Records: In addition to withholding contract payments based on delinquent or inadequate payroll records, penalties shall be assessed under Labor Code Section 1776, subdivision (g) for failure to timely comply with a written request for certified payroll records.

NIPOMO CSD LABOR COMPLIANCE PROGRAM

8. Annual Reporting on the LCP to Director of DIR: The District shall submit an Annual Report to the Director of the Department of Industrial Relations regarding the monitoring of prevailing wage in the format required which includes the following information:

A. Progress report on the LCP in sufficient detail to afford a basis for evaluating the scope and level of enforcement activity of the LCP.

B. Annual reporting period summary of prevailing wage:

i. Monitoring activities

ii. Record keeping activities

iii. Labor Code violations identified and reported to DLSE

iv. Statistical analysis of the prevailing wage violations on projects

v. Summary of outreach activities:

a. Certification of compliance with conflict of interest disclosure requirements as defined by Title 2, CA Code of Regulations Section 18701

NIPOMO CSD LABOR COMPLIANCE PROGRAM

Appendix A

Checklist of Labor Law Requirements to Review at Prejob Conference, Section 16421, with suggested Certification by contractor.

The federal and state labor law requirements applicable to the contract are composed of but not limited to the following items:

- (1) The contractor's duty to pay prevailing wages under Labor Code Section 1770 et seq., should the project exceed the exemption amounts;
- (2) The contractor's duty to employ registered apprentices on the public works project under Labor Code Section 1777.5;
- (3) The penalties for failure to pay prevailing wages (for non-exempt projects) and employ apprentices including forfeitures and debarment under Labor Code Sections 1775 and 1777.7;
- (4) The requirement to keep and submit copies upon request of certified payroll records under Labor Code Section 1776, and penalties for failure to do so under Labor Code Section 1776(g);
- (5) The prohibition against employment discrimination under Labor Code Section 1777.6; the Government Code, and Title VII of the Civil Rights Act of 1964;
- (6) The prohibition against accepting or extracting kickback from employee wages under Labor Code Section 1778;
- (7) The prohibition against accepting fees for registering any person for public work under Labor Code Section 1779; or for filling work orders on public works under Labor Code Section 1780;
- (8) The requirement to list all subcontractors under Public Contracts Code Section 4104;
- (9) The requirement to be properly licensed and to require all subcontractors to be properly licensed and the penalty for employing workers while unlicensed under Labor Code Section 1021 and under the California Contractors License Law, found at Business and Professions Code Section 7000 et seq;
- (10) The prohibition against unfair competition under Business and Professions Code Sections 17200-17208;
- (11) The requirement that the contractor be properly insured for Workers Compensation under Labor Code Section 1861;
- (12) The requirement that the contractor abide by the Occupational, Safety and Health laws and regulations that apply to the particular construction project;
- (13) The federal prohibition against hiring undocumented workers, and the requirement to secure proof of eligibility/citizenship from all workers.
- (14) The requirement to provide itemized wage statements to employees under Labor Code Section 226.

TO: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

FROM: PETER V. SEVCIK, P.E. *PVS*
DIRECTOR OF ENGINEERING
& OPERATIONS

DATE: AUGUST 29, 2014

AGENDA ITEM
3
SEPTEMBER 3, 2014

**SUPPLEMENTAL WATER PROJECT PHASE 1
AWARD OF CONSTRUCTION CONTRACT FOR
BLOSSER ROAD WATER MAIN**

ITEM

Award contract for Supplemental Water Project Phase 1 Blosser Road Water Main to D-Kal Engineering, Inc. in the amount of \$1,599,999 and authorize construction contingency in the amount of \$160,000 [RECOMMEND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION AWARDING CONTRACT TO LOWEST RESPONSIVE AND RESPONSIBLE BIDDER D-KAL ENGINEERING, INC. IN AMOUNT OF \$1,599,999, AUTHORIZE STAFF TO EXECUTE CONTRACT, AND AUTHORIZE CHANGE ORDER CONSTRUCTION CONTINGENCY IN THE AMOUNT OF \$160,000].

BACKGROUND

On June 20, 2013, your Board awarded three (3) construction contracts for Supplemental Water Project Phase 1. One contract, for the Blosser Road Water Main portion of the work, was subsequently terminated for convenience in January 2014. The bid documents were revised to include additional City of Santa Maria traffic control requirements, County of Santa Barbara Flood Control District requirements, United States Army Corp of Engineer requirements, and California Department of Fish and Wildlife requirements. In addition, the bid documents were revised to include additional technical details related to the connection of the Blosser Road Water Main portion of the work to the HDPE pipeline installed by the Bid Package 1 contractor and coordination requirements with the Bid Package 4 contractor. Finally, the revised bid documents also included requirements related to the materials the District acquired related to termination of the previous contract. The Board authorized staff to rebid the project on June 25, 2014.

On August 21, 2014, bids for the Project were opened from seven (7) bidders as listed below:

Contractor	Total Bid Price
D-Kal Engineering, Inc.	\$1,599,999
John Madonna Construction Co., Inc.	\$1,673,220
Toro Enterprises, Inc.	\$1,826,116
Raminha Construction, Inc.	\$1,869,550
Spiess Construction Co., Inc.	\$1,927,770
Blois Construction, Inc.	\$2,853,099
Specialty Construction, Inc.	\$3,550,710

The apparent low bidder was D-Kal Engineering, Inc. with a bid of \$1,599,999. Staff reviewed the bid and determined that the bid is responsive and the bidder is responsible. The engineer's estimate for construction of the revised project was \$2,000,000.

SUPPLEMENTAL WATER PROJECT PHASE 1 ENVIRONMENTAL REVIEW

The Project Final EIR was certified by the District in April 2009. In May 2009, the Board adopted a resolution making CEQA project findings, adopting a statement of overriding considerations, adopting a project mitigation monitoring plan, approving the Supplemental Water Project and directing staff to file a Notice of Determination with the County in compliance with CEQA. A Supplemental EIR was certified by the District in April 2012. Applicable mitigation measures were incorporated into the revised construction contract documents.

SCHEDULE

The tentative schedule is as follows:

- Contract Award – September 2014
- Construction September 2014 – January 2015

FISCAL IMPACT

Funding for the project is available in the FY 2014-2015 budget. The construction cost is within the funding plan amount originally approved for Phase 1 of the Supplemental Water Project.

STRATEGIC PLAN

Goal 1 – WATER SUPPLY – Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, adopt Resolution 2014-XXXX SWP Phase 1 Blosser Road Water Main Bid Award to:

1. Award the bid for the Supplemental Water Project Phase 1 Blosser Road Water Main to lowest responsive and responsible bidder, D-Kal Engineering, Inc., in the amount of \$1,599,999 and authorize General Manager to execute the construction agreement.
2. Authorize the General Manager to issue Change Orders for construction of the project with an aggregate total amount not to exceed \$160,000.

ATTACHMENTS

- A. Resolution 2014-XXXX SWP Phase 1 Blosser Road Water Main Bid Award

September 3, 2014

ITEM 3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2014-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AWARDING THE BID FOR THE
CONSTRUCTION OF SUPPLEMENTAL WATER PROJECT PHASE 1 BLOSSER ROAD
WATER MAIN TO D-KAL ENGINEERING, INC. IN THE AMOUNT OF \$1,599,999 AND
AUTHORIZING CONSTRUCTION CONTINGENCY OF \$160,000**

WHEREAS, the District's Strategic Plan and 2010 Urban Water Management Plan outline the need for securing supplemental water sources; and

WHEREAS, the construction of Supplemental Water Project Phase 1 will increase the reliability of the District's water supply by providing an additional source other than groundwater; and

WHEREAS, the construction of Supplemental Water Project Phase 1 is consistent with the settlement agreement and the judgment related to the groundwater adjudication of the Santa Maria Groundwater Basin; and

WHEREAS, the construction of Supplemental Water Project Phase 1 will have beneficial effects on groundwater supplies within the Nipomo Mesa Management Area; and

WHEREAS, the design drawings and technical specifications for Supplemental Water Project Phase 1 Blosser Road Water Main, dated July 2014, were developed by AECOM.

WHEREAS, the Board authorized staff to solicit bids for the project on June 25, 2014; and

WHEREAS, based on the staff report, staff presentation and public comment, the Board makes the following findings:

1. The project was advertised for bids in accordance with State of California Public Contracts Code requirements.
2. The District received seven bids for the project.
3. Staff has reviewed the Blosser Road Water Main bids and has determined that D-Kal Engineering, Inc., the apparent low bidder, submitted a responsive bid and is a responsible bidder.

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE
NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

1. The bid for the Supplemental Water Project Phase 1 Blosser Road Water Main is hereby awarded to the lowest responsive and responsible bidder, D-Kal Engineering, Inc., in the amount of \$1,599,999 and the General Manager is authorized to execute the construction agreement.
2. The General Manager is authorized to issue Change Orders for construction of Blosser Road Water Main project with an aggregate total amount not to exceed \$160,000.
3. The above recitals and findings are incorporated herein by this reference.

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2014-XXXX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AWARDING THE BID FOR THE
CONSTRUCTION OF SUPPLEMENTAL WATER PROJECT PHASE 1 BLOSSER ROAD
WATER MAIN TO D-KAL ENGINEERING, INC. IN THE AMOUNT OF \$1,599,999 AND
AUTHORIZING CONSTRUCTION CONTINGENCY OF \$160,000**

On the motion of Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
CONFLICTS:

The foregoing resolution is hereby adopted this 3rd day of September 2014.

CRAIG ARMSTRONG
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

MICHAEL S. LEBRUN
General Manager and
Secretary to the Board

MICHAEL W. SEITZ
District Legal Counsel

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AGENDA ITEM: 4

TO: NCS D BOARD OF DIRECTORS
FROM: MICHAEL W. SEITZ, DISTRICT COUNSEL
DATE: SEPTEMBER 3, 2014
RE: 2014 CONFLICT OF INTEREST BIENNIAL REVISION

BACKGROUND

I received a telephone call from the San Luis Obispo County Clerk Recorder requesting a formatting change to the newly adopted 2014 Conflict of Interest Appendix "B". The Recorder indicated a change in the designated positions for the members that have financial authority. Pursuant to the Recorder's instructions, the Governing Board, General Manager and Financial Director were stricken from the designated positions listed in the beginning and put in a separate box under the section regarding financial authority.

RECOMMENDATION

As the biennial update only required a minor change in formatting, I recommend that the amended version be made a part of the recently adopted biennial update without the need for a complete readoption of the policy.

Therefore, I am providing both the clean version as well as the amended version for incorporation into the recently adopted Conflict of Interest Policy.

END

September 3, 2014

ITEM 4

ATTACHMENT A

APPENDIX "B"
RESOLUTION 2014-XXXX

NIPOMO COMMUNITY SERVICES DISTRICT
CONFLICT OF INTEREST CODE

APPENDIX OF DESIGNATED OFFICERS AND EMPLOYEES
WITH DISCLOSURE CATEGORIES

I. DESIGNATED POSITIONS

The persons occupying the positions listed below are hereby considered designated officers and employees and are deemed to make, or participate in the making of, decisions, which may have a material effect on a financial interest.

DESIGNATED POSITION	ASSIGNED DISCLOSURE CATEGORIES
Members of the Board of Directors	1,2,3
General Manager	1,2,3
District Legal Counsel	1,2,3
Assistant General Manager/Finance Director	1,2,3
Director of Engineering and Operations	1,2,3
Certain Contract Consultants	1,2,3

~~The District has determined that all the positions listed above manage public investments within the meaning of Government Code section 87200 and California Code of Regulations title 2, section 18720, and those persons holding these positions must file statements of economic interest (FPPC Form 700) pursuant to the state Political Reform Act.~~

II. OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Disclosure is required of the following positions and shall be provided as stated in Government Code section 87200 et seq.

DESIGNATED POSITION	ASSIGNED DISCLOSURE CATEGORIES
<u>Members of the Board of Directors</u>	<u>1,2,3</u>
<u>General Manager</u>	<u>1,2,3</u>
<u>Assistant General Manager/Finance Director</u>	<u>1,2,3</u>

III. DISCLOSURE CATEGORIES

Category 1: All persons in this disclosure category shall disclose all interests in real property located in the District or within two miles of the District's boundaries. This disclosure is not applicable to the person's principal residence or real property interests with a fair market value of less than \$2,000.

Category 2: All persons in this disclosure category shall disclose all investments in business entities and business positions in business entities that have an interest in real property in the District, or that have done business with the District during the year prior to the date of the person's disclosure statement, or that are likely to do business with District during the year subsequent to the date of the person's disclosure statement. This disclosure category is not applicable to investments with a fair market value of less than \$2,000.

Category 3: All persons in this disclosure category shall disclose all sources of personal and business entity income from entities that provide services, materials, machinery equipment, or supplies of the type utilized by the District or that are located within the District, including gifts, loans and travel payments. This disclosure category is not applicable to income received from the District.

Consultants. "Consultant" means an individual who, pursuant to a contract with the District, either: (A) Makes a governmental decision whether to (1) approve a rate, rule, or regulation; (2) adopt or enforce a law; (3) issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement; (4) authorize the District to enter into, modify, or renew a contract provided it is the type of contract that requires District approval; (5) grant District approval to a contract that requires District approval and to which the District is a party, or to the specifications for such a contract; (6) grant District approval to a plan, design, report, study, or similar item; or (7) adopt or grant District approval of policies, standards, or guidelines for the agency, or for any subdivision thereof; or (B) Serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in California Code of Regulations, title 2, section 18702.2 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's conflict of interest code. (California Code o Regulations, title 2, section 18701(a)(2).)

APPENDIX "B"
RESOLUTION 2014-XXXX

NIPOMO COMMUNITY SERVICES DISTRICT
CONFLICT OF INTEREST CODE

APPENDIX OF DESIGNATED OFFICERS AND EMPLOYEES
WITH DISCLOSURE CATEGORIES

I. DESIGNATED POSITIONS

The persons occupying the positions listed below are hereby considered designated officers and employees and are deemed to make, or participate in the making of, decisions, which may have a material effect on a financial interest.

DESIGNATED POSITION	ASSIGNED DISCLOSURE CATEGORIES
District Legal Counsel	1,2,3
Director of Engineering and Operations	1,2,3
Certain Contract Consultants	1,2,3

II. OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Disclosure is required of the following positions and shall be provided as stated in Government Code section 87200 et seq.

DESIGNATED POSITION	ASSIGNED DISCLOSURE CATEGORIES
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III. DISCLOSURE CATEGORIES

Category 1: All persons in this disclosure category shall disclose all interests in real property located in the District or within two miles of the District's boundaries. This disclosure is not applicable to the person's principal residence or real property interests with a fair market value of less than \$2,000.

Category 2: All persons in this disclosure category shall disclose all investments in business entities and business positions in business entities that have an interest in real property in the District, or that have done business with the District during the year prior to the date of the person's disclosure statement, or that are likely to do business

with District during the year subsequent to the date of the person's disclosure statement. This disclosure category is not applicable to investments with a fair market value of less than \$2,000.

Category 3: All persons in this disclosure category shall disclose all sources of personal and business entity income from entities that provide services, materials, machinery equipment, or supplies of the type utilized by the District or that are located within the District, including gifts, loans and travel payments. This disclosure category is not applicable to income received from the District.

Consultants. "Consultant" means an individual who, pursuant to a contract with the District, either: (A) Makes a governmental decision whether to (1) approve a rate, rule, or regulation; (2) adopt or enforce a law; (3) issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement; (4) authorize the District to enter into, modify, or renew a contract provided it is the type of contract that requires District approval; (5) grant District approval to a contract that requires District approval and to which the District is a party, or to the specifications for such a contract; (6) grant District approval to a plan, design, report, study, or similar item; or (7) adopt or grant District approval of policies, standards, or guidelines for the agency, or for any subdivision thereof; or (B) Serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in California Code of Regulations, title 2, section 18702.2 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's conflict of interest code. (California Code of Regulations, title 2, section 18701(a)(2).)

TO: BOARD OF DIRECTORS
 FROM: MICHAEL S. LEBRUN *MSL*
 GENERAL MANAGER
 DATE: AUGUST 29, 2014

AGENDA ITEM
5
SEPTEMBER 3, 2014

HAND WRITTEN CHECKS

TOTAL COMPUTER CHECKS
\$385,006.24

08-14-14 10271 LIVE SCAN & MOBILE NOTARY
 08-22-14 10272 SLO CLERK-RECORDER
 09-03-14 10273 DANIEL BROWN
 09-03-14 10274 FULBERT & ANGEL YIN

FINGER PRINTING SCANS \$250.00
 RECORDING FEE \$50.00
 WASHER REBATE \$75.00
 WASHER REBATE \$75.00

VOIDS - NONE

COMPUTER GENERATED CHECKS

23381	08/15/14	EMP01	EMPLOYMENT DEVELOP DEPT	1516.47	.00	1516.47	B40811	STATE INCOME TAX
23382	08/15/14	MID01	RABOBANK-PAYROLL TAX DEPO	4672.47	.00	4672.47	B40811	FEDERAL INCOME TAX
				24.80	.00	24.80	1B40811	FICA
				1021.92	.00	1021.92	2B40811	MEDICARE (FICA)
			Check Total.....:	5719.19	.00	5719.19		
23383	08/15/14	MID02	RABOBANK-DIRECT DEPOSIT	26557.59	.00	26557.59	B40811	NET PAY
23384	08/15/14	PER01	PERS RETIREMENT	9360.26	.00	9360.26	B40811	PERS PAYROLL REMITTANCE
23385	08/15/14	STA01	CALPERS 457 DEFERRED COMP	1080.00	.00	1080.00	B40811	457 DEFERRED COMP
023386	08/22/14	AME03	AMERI PRIDE	136.87	.00	136.87	1176815	UNIFORMS
				147.63	.00	147.63	1181617	UNIFORMS
			Check Total.....:	284.50	.00	284.50		
023387	08/22/14	ATT01	AT&T	186.33	.00	186.33	5640379	TELEPHONE
023388	08/22/14	AUT01	AUTOMATIONDIRECT.COM	384.00	.00	384.00	5507609	ANALOG OPTION CARD
023389	08/22/14	BRE02	BRENNTAG PACIFIC INC.	378.77	.00	378.77	BPI441451	SODIUM HYPOCHLORITE
				312.77	.00	312.77	BPI442613	SODIUM HYPOCHLORITE
				502.66	.00	502.66	BPI442614	SODIUM HYPOCHLORITE
				376.08	.00	376.08	BPI444727	SODIUM HYPOCHLORITE
				466.50	.00	466.50	BPI444728	SODIUM HYPOCHLORITE
			Check Total.....:	2036.78	.00	2036.78		
023390	08/22/14	CAL21	CALLEJA, DEREK	150.00	.00	150.00	B40819	BOOT REIMBURSEMENT
023391	08/22/14	CAN02	CANNON CORPORATION	3282.78	.00	3282.78	57048	STANDPIPE CONST SUPPORT
023392	08/22/14	CLE06	CNSLO INC	2209.00	.00	2209.00	18629	COMPUTER SUPPORT
023393	08/22/14	COR01	CORBIN WILLITS SYSTEMS	750.83	.00	750.83	SEPT 2015	COMPUTER SUPPORT
023394	08/22/14	DWI01	DWIGHT'S AUTOMOTIVE	52.00	.00	52.00	61496	SMOG INPSECTION 2010 FORD
				52.00	.00	52.00	61500	SMOG INSPECTION 2004 FORD
				52.00	.00	52.00	61504	SMOG INPSECTION 2006 FORD
			Check Total.....:	156.00	.00	156.00		
023395	08/22/14	FAR01	FARM SUPPLY COMPANY	148.00	.00	148.00	19199	HYDRATED LIME
023396	08/22/14	FED01	FED EX	24.58	.00	24.58	275082930	SHIPPING
023397	08/22/14	FEN01	FENCE FACTORY SANTA MARIA	100.00	.00	100.00	913242	TEMP FENCE CHANGE ORDER
				147.30	.00	147.30	915283	TEMP FENCE RENTAL
			Check Total.....:	247.30	.00	247.30		
023398	08/22/14	FGL01	FGL ENVIRONMENTAL	265.00	.00	265.00	482489A	LAB TEST
023399	08/22/14	IND01	INDUSTRIAL MEDICAL GROUP	125.00	.00	125.00	19568	PRE-EMPLOYMENT PHYSICAL
				155.00	.00	155.00	19956	PRE-EMPLOYMENT PHYS/DRUG
			Check Total.....:	280.00	.00	280.00		
023400	08/22/14	INT02	INTEGRATED INDUSTRIAL SUP	471.91	.00	471.91	26348	FIRST AID KIT SUPPLIES
				43.86	.00	43.86	26356	DISPOSABLE GLOVES
			Check Total.....:	515.77	.00	515.77		
023401	08/22/14	LIP01	TONY LIPKA	1000.00	.00	1000.00	1402	SAFETY POLICIES

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023402	08/22/14	MOR02	MORE OFFICE SOLUTIONS	247.60	.00	247.60	708196	COPIER MAINTENANCE
				220.35	.00	220.35	710052	COLOR & B/W COPIES
			Check Total.....:	467.95	.00	467.95		
023403	08/22/14	NEX03	NEXTRAQ	408.50	.00	408.50	1057767	GPS SERVICE
023404	08/22/14	NIP05	NIPOMO CHAMBER OF COMMERC	2818.20	.00	2818.20	JULY 2015	CHAMBER GRANT
023405	08/22/14	NUN01	NUNLEY, MICHAEL K. & ASSO	1255.00	.00	1255.00	398	BLACKLAKE SEWER MASTER PL
				807.50	.00	807.50	402	PCIA REVIEW
			Check Total.....:	2062.50	.00	2062.50		
023406	08/22/14	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	106678	RODENT CONTROL
				75.00	.00	75.00	106680	RODENT CONTROL
			Check Total.....:	340.00	.00	340.00		
023407	08/22/14	OFF01	OFFICE DEPOT	-18.67	.00	-18.67	7262001C	RETURNED ITEM
				326.10	.00	326.10	45425001	OFFICE SUPPLIES
				187.97	.00	187.97	67226001	OFFICE SUPPLIES
				22.28	.00	22.28	68514001	OFFICE SUPPLIES
			Check Total.....:	517.68	.00	517.68		
023408	08/22/14	POO01	POOR RICHARD'S PRESS	534.89	.00	534.89	261096	BILL STUFFER
				248.64	.00	248.64	261255A	POSTAGE FOR LATE NOTICES
				93.91	.00	93.91	261255B	MAIL LATE NOTICES
				842.40	.00	842.40	261353A	POSTAGE FOR BILLS
				496.67	.00	496.67	261353B	MAIL BILLS
			Check Total.....:	2216.51	.00	2216.51		
023409	08/22/14	PRT02	PRICE, POSTEL & PARMA, LL	1650.34	.00	1650.34	116937	SUPPLEMENTAL WATER
023410	08/22/14	RAU01	RAUCH COMMUNICATION CONSU	8547.75	.00	8547.75	1402	CONSERVATION PLAN
023411	08/22/14	RBA01	R BAKER, INC	2066.86	.00	2066.86	07147558	VAULT LID BRACES
023412	08/22/14	RIC01	RICHARDS, WATSON, GERSHON	682.50	.00	682.50	197455	WATER RIGHTS ADJUDICATION
023413	08/22/14	SLO02	DIV OF ENVIRON HEALTH	1741.70	.00	1741.70	92265	CROSS CONNECTION
023414	08/22/14	TUC01	TUCKFIELD & ASSOCIATES	7998.75	.00	7998.75	383	WATER RATE STUDY
023415	08/22/14	USA01	USA BLUEBOOK	521.08	.00	521.08	415071	LAB TESTING SUPPLIES
023416	08/22/14	VOE01	VOELKER, TYLER	329.94	.00	329.94	B40819	TRAVEL REIMPRKSEMENT
023422	09/03/14	ADV01	ADVANTAGE ANSWERING PLUS	134.85	.00	134.85	SEPT 2014	ANSWERING SERVICE
023423	09/03/14	AME03	AMERI PRIDE	158.66	.00	158.66	1186388	UNIFORMS
				147.63	.00	147.63	1191225	UNFIORMS
			Check Total.....:	306.29	.00	306.29		
023424	09/03/14	BCP00	B C PUMP SALES & SERVICE	440.64	.00	440.64	29087	ABS TEMP & LEAKAGE RELAY
				6814.76	.00	6814.76	29088	ABS PUMP MISTY GLEN L/S
			Check Total.....:	7255.40	.00	7255.40		
023425	09/03/14	CAL16	CALPERS	28600.00	.00	28600.00	SEPT 2014	QRTLY OPEB CONTRIBUTION
023426	09/03/14	CAN01	CA-NV SECTION AWWA	120.00	.00	120.00	CALLEJA	WATER QUALITY LAB ANALYST
023427	09/03/14	COR04	CORIX WATER PRODUCTS (US)	308.51	.00	308.51	741320361	SADDLE PIPE SUPPORT RISER
023428	09/03/14	FER01	FERGUSON ENTERPRISES INC	61.19	.00	61.19	10000940	FLANGE BOLT SET
023429	09/03/14	FGL01	FGL ENVIRONMENTAL	3817.31	.00	3817.31	482625A	LAB TEST
023430	09/03/14	FIS01	FISHER PUMP SERVICE	66980.00	.00	66980.00	3488	EUREKA WELL AND PUMP REHA
023431	09/03/14	GIL01	GLM, INC.	340.00	.00	340.00	1866	LANDSCAPE MAINTENANCE
023432	09/03/14	GWA01	GWA INC	137.00	.00	137.00	SEPT2014A	ALARM-SHOP
				87.00	.00	87.00	SEPT2014B	ALARM-SOUTHLAND
				55.00	.00	55.00	SEPT2014C	ALARM-WILSON
			Check Total.....:	279.00	.00	279.00		
023433	09/03/14	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	62658	LANDSCAPE MANTENANCE

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023434	09/03/14	MNS01	MNS ENGINEERS INC	22125.63	.00	22125.63	64596	SOUTHLAND WWTF	
				51433.82	.00	51433.82	64597	SUPPLEMENTAL WATER	
			Check Total.....:	73559.45	.00	73559.45			
023435	09/03/14	NUN01	NUNLEY, MICHAEL K. & ASSO	1400.00	.00	1400.00	421	BL SEWER MASTER PLAN	
023436	09/03/14	PGE01	P G & E	64145.18	.00	64145.18	B40828	ELECTRICITY	
023437	09/03/14	POO01	POOR RICHARD'S PRESS	382.06	.00	382.06	261244	BILL STUFFER	
023438	09/03/14	PRE01	PRECISION JANITORIAL	650.00	.00	650.00	251	JANITORIAL SERVICE	
023439	09/03/14	THE01	THE GAS COMPANY	18.46	.00	18.46	82114	HEAT-WILSON	
				14.30	.00	14.30	081914	HEAT-SHOP	
			Check Total.....:	32.76	.00	32.76			
023440	09/03/14	TRI05	TRI COUNTY OFFICE FURNITU	75.00	.00	75.00	106393	FURNITURE RELOCATION	
023441	09/03/14	USA01	USA BLUEBOOK	799.55	.00	799.55	421710	VALVES/TUBING/COUPLINGS	
023442	09/03/14	VER01	VERIZON	48.89	.00	48.89	B40828	TELEPHONE	
023443	09/03/14	WAT04	WATER ENVIRONMENT FEDERAT	249.00	.00	249.00	1649582	MEMBERSHIP-SEVCIK	
023444	09/03/14	YOU01	YOUR PEOPLE PROFESSIONALS	1209.09	.00	1209.09	AUGUST	DEPOSIT-EMPLOYMENT AGENCY	
23417	08/29/14	EMP01	EMPLOYMENT DEVELOP DEPT	B40825	08/25/14	STATE INCOME TAX	08-14	1516.57	1516.57
23418	08/29/14	MID01	RABOBANK-PAYROLL TAX DEPOS	B40825	08/25/14	FEDERAL INCOME TAX	08-14	4689.46	
23418	08/29/14	MID01	RABOBANK-PAYROLL TAX DEPOS	1B40825	08/25/14	FICA	08-14	62.00	
23418	08/29/14	MID01	RABOBANK-PAYROLL TAX DEPOS	2B40825	08/25/14	MEDICARE (FICA)	08-14	1056.62	5808.08
23419	08/29/14	MID02	RABOBANK-DIRECT DEPOSIT	B40825	08/25/14	NET PAY	08-14	27651.95	27651.95
23420	08/29/14	PER01	PERS RETIREMENT	B40825	08/25/14	PERS PAYROLL REMITTANCE	08-14	9457.47	9457.47
23421	08/29/14	STA01	CALPERS 457 DEFERRED COMP	B40825	08/25/14	457 DEFERRED COMP	08-14	1080.00	1080.00