

10

# NIPOMO COMMUNITY SERVICES DISTRICT AGENDA



REGULAR BOARD MEETING    APRIL 17, 1996    7:00 P.M.  
BOARD ROOM    261 W. DANA STREET, SUITE 100    NIPOMO, CA

## BOARD MEMBERS

STEVEN SMALL, **PRESIDENT**  
KATHLEEN FAIRBANKS, **VICE PRESIDENT**  
ALEX MENDOZA, **DIRECTOR**  
AL SIMON, **DIRECTOR**  
ROBERT BLAIR, **DIRECTOR**

## STAFF

DOUGLAS JONES, **General Manager**  
DONNA JOHNSON, **Secretary to the Board**  
JON SEITZ, **General Counsel**

CALL TO ORDER AND FLAG SALUTE

ROLL CALL

APPROVAL OF MINUTES

1. REGULAR MEETING OF APRIL 3, 1996

PUBLIC COMMENTS PERIOD

2. PUBLIC COMMENTS

Public comments on matters other than scheduled items.  
Presentations limited to three (3) minutes

BOARD ADMINISTRATION

3. CYPRESS RIDGE GOLF COURSE PROJECT - ENVIRONMENTAL IMPACT REPORT
  1. Review this project's impact on lowering the Nipomo Groundwater Basin.
  2. Pumping and Water Right issues that may affect existing users. (Discussion/Action)
4. WATER RESOURCES ADVISORY COMMITTEE RESOLUTION REQUESTING THE COUNTY NOT TO SELL COUNTY'S UN-ALLOCATED PORTION OF STATE WATER  
Requesting direction from the Board regarding this resolution. (Discussion/Action).
5. WELL PUMP HOUSES  
Review bids to construct three pump houses. (Discussion/Action).
6. REVIEW BLACK LAKE WASTEWATER FACILITY EXPANSION IN COMPLIANCE WITH CEQA.  
Consideration of adopting a resolution of compliance. (Discussion/Action).
7. SAFETY MINUTES  
Review and approve the minutes of a Safety Meeting. (Discussion/Action).
8. REVIEW AND COPY COSTS OF PUBLIC DOCUMENTS  
Resolution establishing review procedures and setting reproduction costs of public documents. (Discussion/Action).

FINANCIAL REPORT

9. APPROVAL OF WARRANTS

OTHER BUSINESS

10. MANAGER'S REPORT
  1. FOUNDATION FOR COMMUNITY DESIGN MEETING APRIL 24
  2. SLO-CSDA MEETING APRIL 25
  3. SCADA SYSTEM UPDATE
  4. NEW OFFICE BUILDING
  5. STATE REVOLVING FUND
  6. BOARD STUDY SESSION APRIL 27 *ENCSD 8 AM*
  7. DISTRICT LEGAL COUNSEL REPORT ON WATER CONFERENCES
11. DIRECTORS COMMENTS
12. PUBLIC COMMENTS
13. ADJOURN TO STUDY SESSION ON APRIL 27, 1996 AT 8:00 A.M.  
REVIEW RATE STUDY AND FINANCIAL PLAN

APR 17 1996

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: APRIL 17, 1996

CYPRESS RIDGE PROJECT  
ENVIRONMENTAL IMPACT REPORT

The County Planning Department has sent to the District the Draft Environmental Impact Report (EIR) for the Cypress Ridge Golf Course Development Plan. They are asking for comments on this report to be sent to them before May 9, 1996.

For the Board's review, enclosed is the Water Resources and Water Quality Sections of the Draft Environmental Impact Report for the Cypress Ridge Golf Course Development. This project consists of 386 residential units and a 27-hole golf course with supporting facilities. It is estimated that the water demands for this project would be approximately 450 acre feet per year. In reviewing the water resource portion of the EIR, staff has the following comments:

1. The report states that the Santa Maria Groundwater Basin may be in an overdraft condition and that the Nipomo Mesa Sub-area is not contributing to this overdraft.

COMMENT: "The Santa Maria Valley Water Resources Report" dated 1994, prepared by the Santa Barbara Water Agency's states that the Santa Maria basin is in a state of overdraft of approx. 20,000 ac/ft per year. Groundwater in the Nipomo Sub-area easterly of Highway 1 has a general migration into the main Santa Maria Basin. Westerly of Highway 1 there is a general migration of groundwater from the main Santa Maria Basin to the Nipomo sub-area.

2. The report recognizes that on the westerly portion of the Nipomo Sub-Unit there are pumping depressions and that continued pumping in this area may not be prudent.
3. The report indicates that there would be a lowering of water levels of about 6.5 feet over time at the project site. This may cause a reduction of outflow to the adjacent sub-areas.
4. The report indicates that this project would place an additional significant demand on the water resources of the west mesa area and that the groundwater levels are approaching the limitations of its groundwater resources. These demands are shown in Figure V-10.

NOTE: The Black Lake, Via Concha and Bevington wells have been added to Figure V-10 which is just outside their study area.

5. The report summarizes the impact on water resources as follows:

- a. That residential development on the West Mesa would have little significant effect on groundwater resources.
- b. That high consumptive project should be carefully considered in their location with respect to the groundwater resources and pumping depressions.
- c. It would be best to have urbanization on the mesa than off the mesa with respect to using mesa water resource.
- d. That the Western Mesa is close to its limitation with respect to production of groundwater without adverse effects on the resources.

The over all report indicates that mitigation measures are not needed and that the resulted impact of this project is insignificant.

The District could make the following findings with respect to this project:

- A number of reliable reports have indicated that the Nipomo Sub-area is in a state of overdraft. This project will add to that overdraft.
- The District's main water supply - Wells (Eureka, Bevington, Black Lake 1 & 2, and Via Concha) - are at or within a 2 mile radius of this project. Over a period of time, this project may lower the water table, which would impact District and other wells in the area.
- The report recognizes that the Western Mesa is reaching its limits of production of groundwater. This development would hasten the time when these limits would be reached or exceeded.
- The report mentions matters of water rights but states that it is beyond the scope of CEQA. The water right issues are predominant to the District and other water well users on the mesa and needs to be addressed.

The District could make the finding that this project is well designed and would be an asset to the mesa but there is a significant impact of the Mesa groundwater supply associated with it. Therefore, mitigation measures are needed if this project is to proceed. Some suggested mitigation measures are:

- Having a supplemental water supply for this project.
- Having some sort of retrofit program on the mesa to supplement the water supply for this project.
- Address the water right issues.

After Your Honorable Board has reviewed all the information and oral testimony, you may make findings and comments (on the Environmental Impact Report for the Cypress Ridge Project) and forward them to the San Luis Obispo County Planning Department before May 9, 1996.



SAN LUIS OBISPO COUNTY  
DEPARTMENT OF PLANNING AND BUILDING

ALEX HINDS  
DIRECTOR

BRYCE TINGLE  
ASSISTANT DIRECTOR

ELLEN CARROLL  
ENVIRONMENTAL COORDINATOR

BARNEY MCCAY  
CHIEF BUILDING OFFICIAL

NORMA SALISBURY  
ADMINISTRATIVE SERVICES OFFICER

ENVIRONMENTAL DIVISION

March 25, 1996

Dear Reviewer:

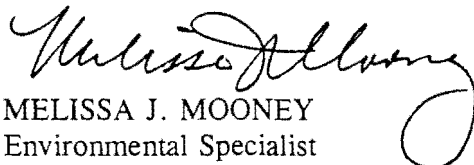
The Draft Environmental Impact Report (EIR) for the Cypress Ridge Tract Map and Development Plan (ED-95-038; Tract 1933, D890413) is available for review. The project is a request to subdivide a 386 acre parcel into 386 clustered single-family residential lots and develop a 27-hole public golf course and golf support facilities. The proposed project site is located north of Black Lake Canyon and southeast of the intersection of Halcyon Road and El Campo Road, within the Palo Mesa Village Reserve Line.

The Draft EIR identifies significant impacts in the areas of drainage, erosion, and sedimentation, water quality, wastewater disposal, biological resources, cultural resources, traffic, air quality, noise, agriculture, public services, and pipeline hazards. Most impacts can be mitigated to a level of insignificance, but air quality and traffic impacts have been identified as significant and unavoidable. The Draft EIR also evaluates alternatives to the proposed project.

Additional copies of the Draft EIR are available on loan from the Environmental Division, Room 310 of the County Government Center. In addition, copies can be reviewed at (1) the South County library, 800 W. Branch Street, Arroyo Grande; (2) the County library in Nipomo; and (3) the San Luis Obispo City/County library.

If you have comments on the Cypress Ridge Draft EIR, please submit them in written form to Melissa Mooney, San Luis Obispo County Planning and Building Department, Environmental Division, Room 310, County Government Center, San Luis Obispo, CA, 93408, no later than 5 P.M., Thursday, May 9, 1996.

Sincerely,

  
MELISSA J. MOONEY  
Environmental Specialist

wp\doc\bjerre\reviewer.ltr

**CYPRESS RIDGE  
DEVELOPMENT PLAN  
D890413D**

A Proposed Residential  
Golf Course Community by  
Cypress Ridge L. P.  
A California Limited Partnership

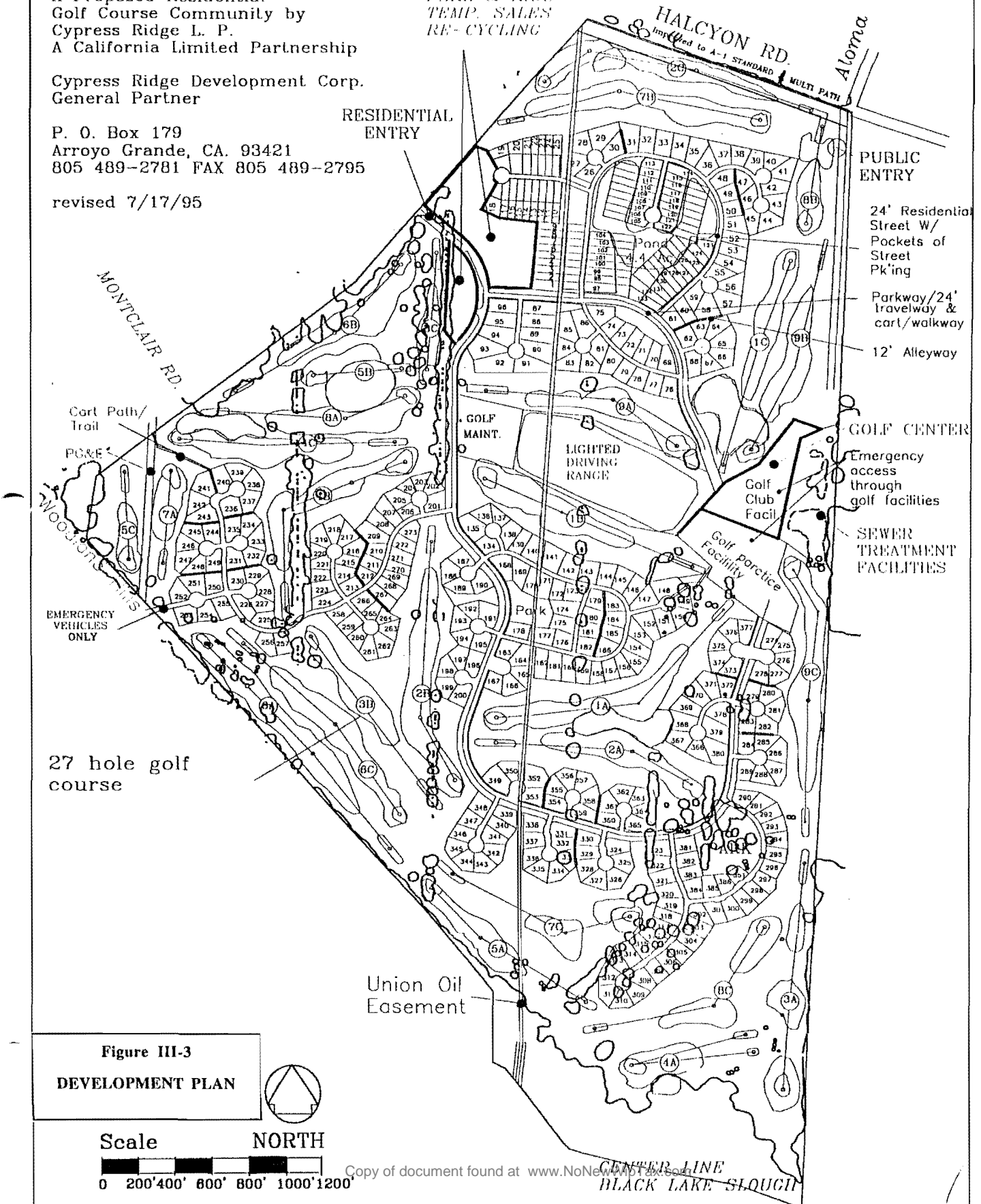
Cypress Ridge Development Corp.  
General Partner

P. O. Box 179  
Arroyo Grande, CA. 93421  
805 489-2781 FAX 805 489-2795

revised 7/17/95

VILLAGE CENTER  
COMMUNITY RESOURCE CENTER  
SWIM CENTER  
TENNIS CENTER  
SECURITY  
POST OFFICE  
PARK & RIDE  
TEMP. SALES  
RE-CYCLING

Residential Lots  
Lots 1 through 386 are  
10,000 sq. ft. min. residen.  
building sites. Lots 1 thru  
25 & 97 thru 133 have  
a restricted building area  
5000 sq. ft. max.



MONTCLAIR RD.

HALCYON RD.  
improved to A-1 STANDARD MULTI PATH

Aloma

RESIDENTIAL ENTRY

PUBLIC ENTRY

24' Residential Street W/ Pockets of Street Pk'ing

Parkway/24' travelway & cart/walkway

12' Alleyway

GOLF CENTER

Emergency access through golf facilities

SEWER TREATMENT FACILITIES

Cart Path/ Trail

PG&E

GOLF MAINT.

LIGHTED DRIVING RANGE

Golf Club Facil.

Golf parctice Facility

EMERGENCY VEHICLES ONLY

27 hole golf course

Union Oil Easement

Figure III-3  
DEVELOPMENT PLAN



Scale NORTH  
0 200' 400' 800' 800' 1000' 1200'

CENTER LINE  
BLACK LAKE SLOUGH

PRESS RIDGE  
DEVELOPMENT PLAN

Preliminary Landscape Plan  
L1

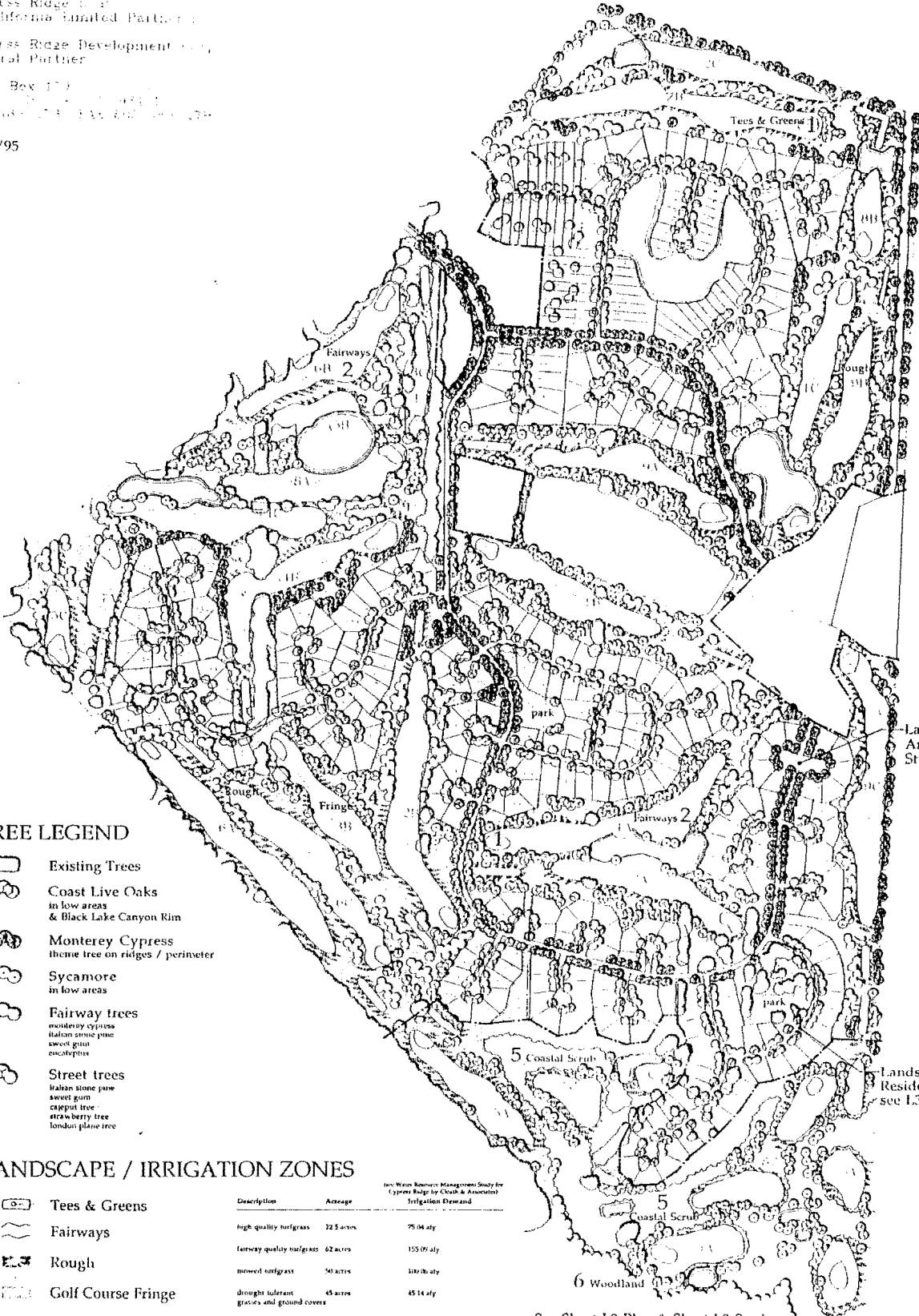
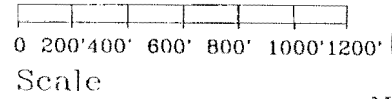
D890-113D

A Proposed Residential  
Golf Course Community by  
Cypress Ridge L.P.  
A California Limited Partnership

Cypress Ridge Development, Inc.  
General Partner

P.O. Box 177  
244  
20950 Hillside Drive, Suite 177  
San Juan Capistrano, CA 92675

8/29/95



TREE LEGEND

- Existing Trees
- Coast Live Oaks  
in low areas  
& Black Lake Canyon Rim
- Monterey Cypress  
theme tree on ridges / perimeter
- Sycamore  
in low areas
- Fairway trees  
monterey cypress  
Italian spruce pine  
sweet gum  
escalopsis
- Street trees  
Italian stone pine  
sweet gum  
cypress tree  
strawberry tree  
london plane tree

LANDSCAPE / IRRIGATION ZONES

- 1 Tees & Greens
- 2 Fairways
- 3 Rough
- 4 Golf Course Fringe
- 5 Coastal Scrub / Grassland
- 6 Native Woodland

Description	Area	Irrigation Demand
high quality turfgrass	22.5 acres	75.00 acy
fairway quality turfgrass	62 acres	155.00 acy
mowed turfgrass	50 acres	100.00 acy
drought tolerant grasses and ground covers	45 acres	45.14 acy
	Zones 5 & 6: 41 acres	Zones 5 & 6: temporary irrigation to establish only
	53 acres	

See Sheet L2 Plan & Sheet L3 Section  
Black Lake Canyon Area  
special management zone

Figure III-16  
PRELIMINARY LANDSCAPE  
PLAN

park spaces to be a combination of  
landscape / irrigation zones 2, 3, 4, & 5.

# Cypress Ridge Project

## Ground Water Elevations - 1992

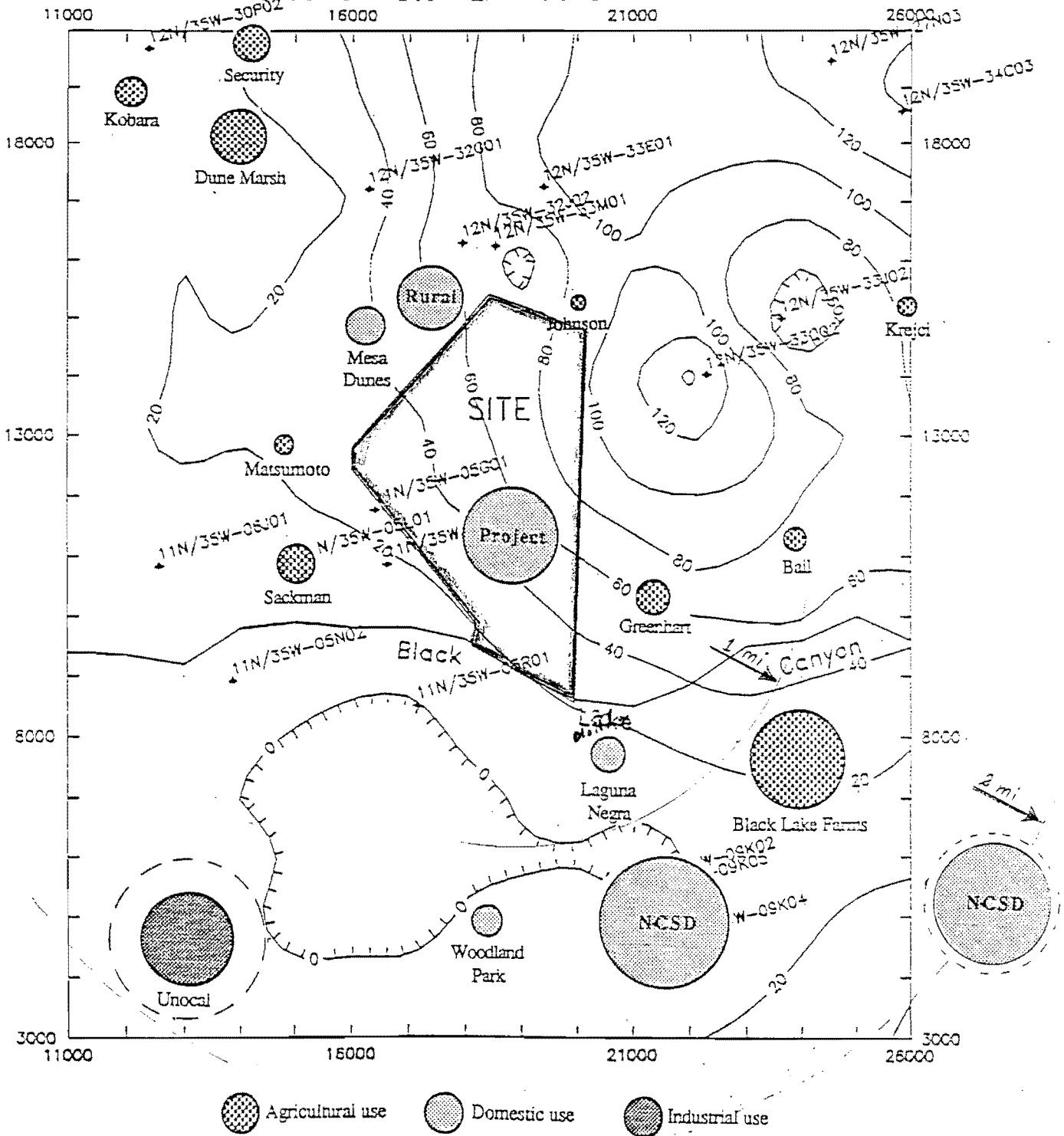
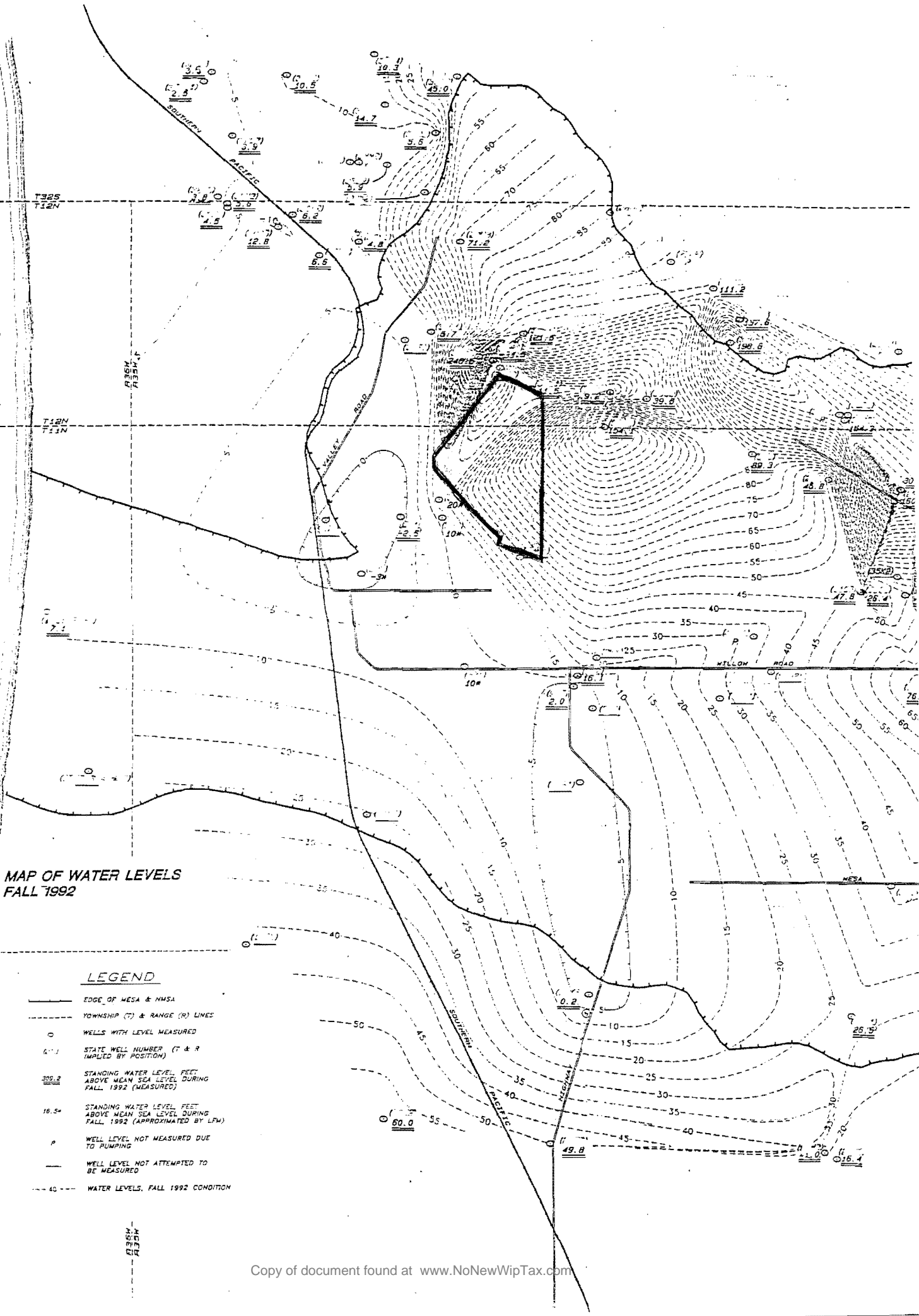


Figure V-10. Locations of the larger pumpers in the study area of Cleath & Associates. The areas of the circles are proportional to 1992 pumping. Groundwater contours are from Cleath & Associates (1994). Scale: 1"=2,500".

**MAP OF WATER LEVELS  
FALL 1992**

**LEGEND**

- EDGE OF MESA & MESA
- - - - - TOWNSHIP (T) & RANGE (R) LINES
- WELLS WITH LEVEL MEASURED
- STATE WELL NUMBER (T & R IMPLIED BY POSITION)
- 329.2 STANDING WATER LEVEL, FEET ABOVE MEAN SEA LEVEL DURING FALL, 1992 (MEASURED)
- 16.54 STANDING WATER LEVEL, FEET ABOVE MEAN SEA LEVEL DURING FALL, 1992 (APPROXIMATED BY LEW)
- ⊕ WELL LEVEL NOT MEASURED DUE TO PUMPING
- WELL LEVEL NOT ATTEMPTED TO BE MEASURED
- - - - - WATER LEVELS, FALL 1992 CONDITION





**AGENDA ITEM**

4

**APR 17 1996**

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: APRIL 17, 1996

WATER RESOURCES ADVISORY COMMITTEE RESOLUTION  
COUNTY'S PORTION OF STATE WATER

The City of Morro Bay has proposed a resolution for adoption by the San Luis Obispo County Water Resources Advisory Committee (WRAC) recommending to the County Board of Supervisors (Flood Control District) that they not pursue the sale of the County's unallocated portion of the State Water subscription. The proposed resolution is attached for your review and it is self-explanatory.

The County Planning Department is presently reviewing the agricultural element of the County General Plan. It states that groundwater is to be reserved for agricultural use and urban use is to rely on supplemental or imported water. With this philosophy in the County General Plan, it would be the recommendation of staff that the County should hold a portion of the unallocated State Water subscription so that it may supplement the needs of urban use in the county.

The District's WRAC representatives - the General Manager and Director Blair - request direction from Your Honorable Board on how the Board wishes to vote on this matter when it comes before the County Water Advisory Committee. The committee normally meets on the first Wednesday of every month. The next meeting would be May 1, 1996.

C:\W:\BD\WRAC.DOC

**SAN LUIS OBISPO COUNTY  
WATER RESOURCES ADVISORY COMMITTEE**

**RESOLUTION REQUESTING THE SAN LUIS OBISPO COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT TO RETAIN UN-ALLOCATED  
STATE WATER PROJECT SUBSCRIPTION FOR THE PURPOSE OF REDUCTION  
OF CURRENT AND FUTURE GROUNDWATER OVERDRAFT IN THIS COUNTY AND  
URGING CESSATION OF OUT-OF-COUNTY SALE WITHOUT FULL  
ENVIRONMENTAL DOCUMENTATION AND STUDY**

RECITALS

WHEREAS, the San Luis Obispo County Flood Control and Water Conservation District (District) has a subscription for waters from the State Water Project (SWP) in the amount of 25,000 acre feet per year (afy); and,

WHEREAS, an ad valorem property tax was established by the District for the purpose of paying the costs of this subscription, said tax being continued to be assessed to date; and,

WHEREAS, the Final Environmental Impact Report (FEIR) for construction of local facilities to accept deliveries of the annual SWP subscription (Coastal Branch Phase II, ED 90-649) identifies a primary purpose of receiving said deliveries to be as an offset to current and future groundwater overdraft in San Luis Obispo County; and,

WHEREAS, said FEIR quantified that the 1985 total water demand in the County exceeded safe annual yield by over 61,000 afy with these shortages being met through groundwater overdraft and further projects a total overdraft by the year 2035 to be up to 76,600 afy; and,

WHEREAS, additionally, said FEIR recognizes that while SWP waters in the amount of 25,000 afy will only provide a portion of the water required to mitigate the current and projected overdraft levels in the County, it has the potential to remove a significant portion of municipal and industrial use from groundwater; and,

WHEREAS, the overdraft of groundwater resources is detrimental to agriculture and may be further detrimental to riparian environmental resources, many of which are state and federally-listed endangered species or otherwise deemed nationally significant; and,

WHEREAS, the fostering of an economically viable agricultural industry and improving the environmental riparian habitat in the County are essential to the purpose of fulfilling the County's mission; and,

WHEREAS, the cost, quantity and quality of groundwater resources are essential components for the furthering of these purposes and it is therefore imperative that SWP

water be employed to the greatest extent possible to offset the use of groundwater resources; and,

WHEREAS, this offset of groundwater use is of regional significance and benefits all segments of the County community and is therefore within the scope and purpose of the District; and,

WHEREAS, there currently exists more than 20,000 afy of the District's subscription to the SWP that is not allocated for municipal or industrial uses; and,

WHEREAS, the District currently proposes to sell its un-allocated SWP subscription to agencies outside this County; and,

WHEREAS, this proposed sale is contrary to the urgent need to reduce local groundwater overdraft and is being pursued without consideration of the adverse environmental impacts that will likely result from the sale; and,

WHEREAS, the best beneficial use of this un-allocated subscription is to offset current and future groundwater overdraft in the County.

IT IS THEREFORE RESOLVED, by the San Luis Obispo County Water Resources Advisory Committee that the San Luis Obispo County Board of Supervisors (Board), acting as the legislative authority of the District, is hereby requested and urged to acknowledge that the best beneficial use of its SWP subscription is to offset regionally significant current and future groundwater overdraft within San Luis Obispo County; and,

IT IS FURTHER RESOLVED, the Board is herewith petitioned to pursue the sale of its un-allocated SWP subscription no further unless and until a full environmental study in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA) is performed.

Adopted by the San Luis Obispo County Water Resources Advisory Committee at its meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 1996.

\_\_\_\_\_  
, Chairperson

ATTEST:

\_\_\_\_\_  
, Secretary

AGENDA ITEM  
APR 17 1996

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TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: APRIL 17, 1996

WELL PUMP HOUSES

The District prepared Plans and Specifications to go to bid for three pump houses for the Via Concha, Eureka and Bevington wells. The bids were advertised on March 27 and 29. Bids were received April 10, 1996. The budgeted amount for this project was \$20,000.

The District received the following bid:

MJA Construction	\$31,922.00
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Since only one bid was received and since this bid is above the estimated cost, staff recommends that the bid be rejected.

A motion would be in order to reject the bid from MJA Inc. and direct staff to investigate further into construction of the well pump houses at the three locations.

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**CONTRACT BID FORM**  
for  
**CONSTRUCTION OF THREE (3) WATER PUMP HOUSES**  
**(VIA CONCHA, BEVINGTON, AND EUREKA)**  
for  
**THE NIPOMO COMMUNITY SERVICES DISTRICT**

Description	Amount
CONSTRUCT THREE WATER WELL PUMP HOUSES AT THE VIA CONCHA BEVINGTON, & EUREKA WELL SITES PER PLANS AND SPECIFICATIONS	\$ <u>31,922.00</u>
TOTAL	<u>31,922.00</u>

**MJA** *Mike Ackerman*   
M.J. ACKERMAN INC. PRESIDENT  
**BUILDER OF FINE HOMES**  
• Planning      • Design      • Construction

P.O. BOX 904      TEL: (805) 929 3896  
NIPOMO, CA. 93444      FAX: (805) 929 5671

C.S.L.B. #446454 CLASS 'A'-'B'

MEMORANDUM

**TO: BOARD OF DIRECTORS OF NIPOMO COMMUNITY SERVICES DISTRICT**

**FROM: MICHAEL W. SEITZ, ASST. DISTRICT COUNSEL**

**RE: ENVIRONMENTAL ASSESSMENT OF THE BLACK LAKE  
SEWER PLANT EXPANSION**

**DATE: April 9, 1996**

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INTRODUCTION

The development currently in process at Black Lake includes the expansion of the existing sewer plant.

This Memorandum discusses possible Board actions in regard to the environmental assessment for the Black Lake Sewer Plant expansion. The sewer plant expansion is the responsibility of Black Lake Estates Partners/Imperial Bank. The issue presented to the Board is whether or not the sewer plant expansion requires environmental assessments in addition to those originally considered in the Environmental Impact Report by the County in 1982, for the Black Lake Specific Plan. As you will note below, it is staff's recommendation that you determine that the sewer plant expansion was contemplated in the original Black Lake Specific Plan Environmental Impact Report, and based upon findings discussed below, that you find no additional environmental assessments are necessary.

BACKGROUND

The Black Lake Specific Plan (Specific Plan) addressed the sewer plant operation. The Specific Plan found that the "community sewer system is designed to be built in phases corresponding with the phasing of residential development". The sewer plant expansion that is now being proposed is consistent with the number of units anticipated to be built in the future phases of the areas within the Specific Plan. In other words, the sewer plant expansion would add sufficient capacity for the build out contemplated by the Specific Plan.

The Specific Plan and the sewer plant expansion were considered and evaluated in the Final Environmental Impact Report of the Black Lake Specific Plan ED 81-220. The Specific Plan noted that a substantial portion of the sewer plant would be developed during phases I and II and contemplated that there would be additional sewer plant expansion consistent with the subsequent phasing of the Black Lake Plan.

Section IV(j) of the environmental assessment for the Specific Plan considered the impact and possible mitigation for utility operations, and found no specific environmental impacts. It described as the alternative measure, the possible annexation of the Black Lake Specific Plan area into the Nipomo Community Services District. Since the time of the report the Black Lake area has been annexed into the District.

### **ALTERNATIVES FOR HANDLING OF THE ENVIRONMENTAL ASSESSMENT OF THE BLACK LAKE SEWER PLANT EXPANSION**

I. The Board has two options in consideration of the application for the sewer plant expansion. The first option is to rely upon the original Environmental Impact Report pursuant to Public Resources Code §21166 which provides as follows:

When an Environmental Impact Report has been prepared for a project pursuant to this division, no subsequent or supplemental Environmental Impact Report shall be required by the lead agency **or by any responsible agency**, unless one or more of the following events occurs:

(a) Substantial changes are proposed in the project which require major revisions of the Environmental Impact Report;

(b) Substantial changes occur with respect to the circumstances under which the project is being undertaken which will require major revisions in the Environmental Impact Report;

(c) New information which is not known and could not have been known at the time that the Environmental Impact Report was certified as complete, or becomes available.

In evaluating Public Resources Code §21166 the following should be noted:

That in this circumstance, the District is the "responsible agency", and therefore can rely upon the earlier Environmental Impact Report under Public Resources Code §21166 (supra).

In regard to subparagraph (a) relating to "substantial changes", the project being proposed, is the same that was originally contemplated in the 1982 Environmental Impact Report. Further, we note that the San Luis Obispo County Planning Commission has on two occasions, in 1995, considered the current development applications of the developer, and found that the current development was consistent with the Black Lake Specific Plan Final Environmental Impact Report.

In regard to paragraph (b), no substantial changes have occurred with respect to the circumstances under which the project is being undertaken except that substantial time has passed since 1982. The Specific Plan contemplated that full development would have occurred within five years of that date. The court, in interpreting Public Resources Code §21166, have found that time is not a determinative factor which would require a supplemental impact report without other changed circumstances. See Fund for Environmental Defense v. County of Orange (1988) 204 Cal.App3d 1538 252 Cal.Rptr. 79.

The third consideration (subparagraph (c)), is whether or not new information which was not known and "could not have been known at the time" that the original Environmental Impact Report was certified as complete has become available. To this date, staff knows of no additional information or new information which would effect the completeness or materially effect any of the findings in the original 1982 Environmental Impact Report. We further note, the County Planning Commission made no such determination in approving the current development phase of the Specific Plan.

II. The second alternative is to proceed with environmental determinations regarding this project. It would be anticipated that the initial study prepared by the developer would show that there is no substantial evidence that the project may have a significant effect on the environment. This is based upon the findings in the 1982 EIR. Therefore, it is most likely that the District would proceed with a negative declaration. Due to notice requirements staff would anticipate a minimum delay of sixty (60) days for processing the application.

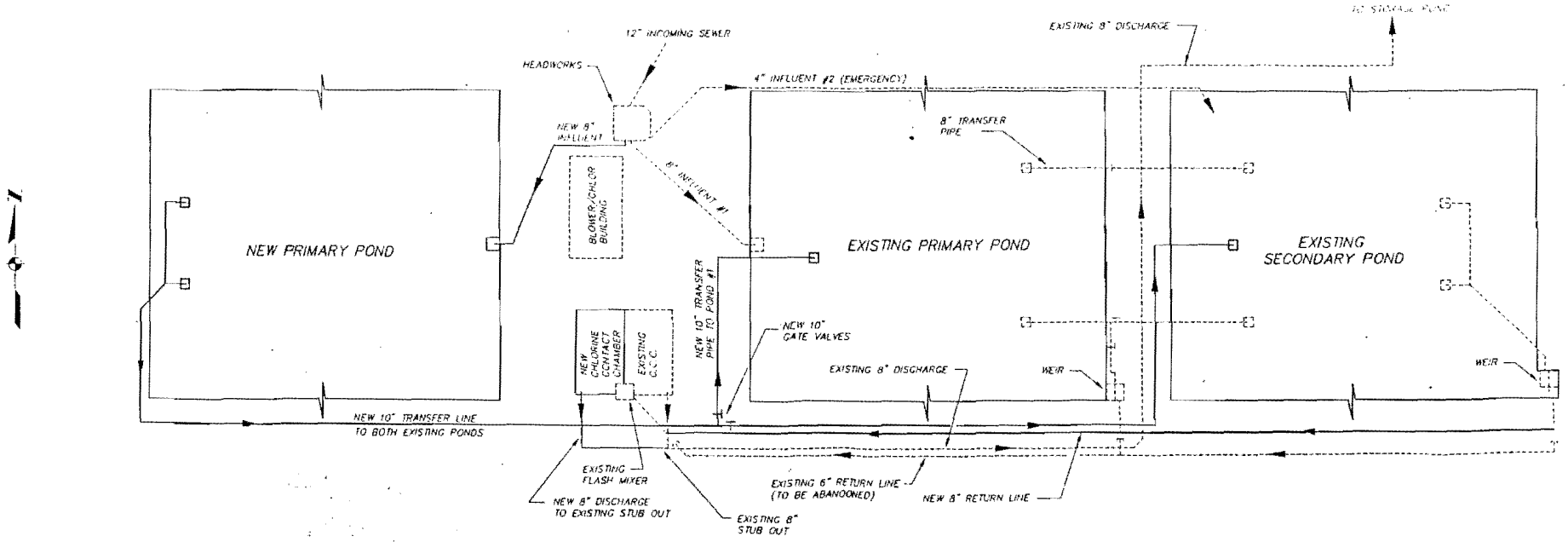
### **STAFF RECOMMENDATION**

It is the staff's recommendation that we proceed under the 1982 Final Impact Report for the Black Lake Specific Plan. This project is consistent with the sewer plant expansion anticipated within that plan. The California Courts have interpreted Public Resources Code 21166 and the three factors which the Board must consider in order to adopt this environmental determination. The only factor known to staff is the delay in development greater than that anticipated in the original Environmental Impact Report. As indicated above, the Courts have found that the time factor alone is not enough to require an additional environmental assessment.

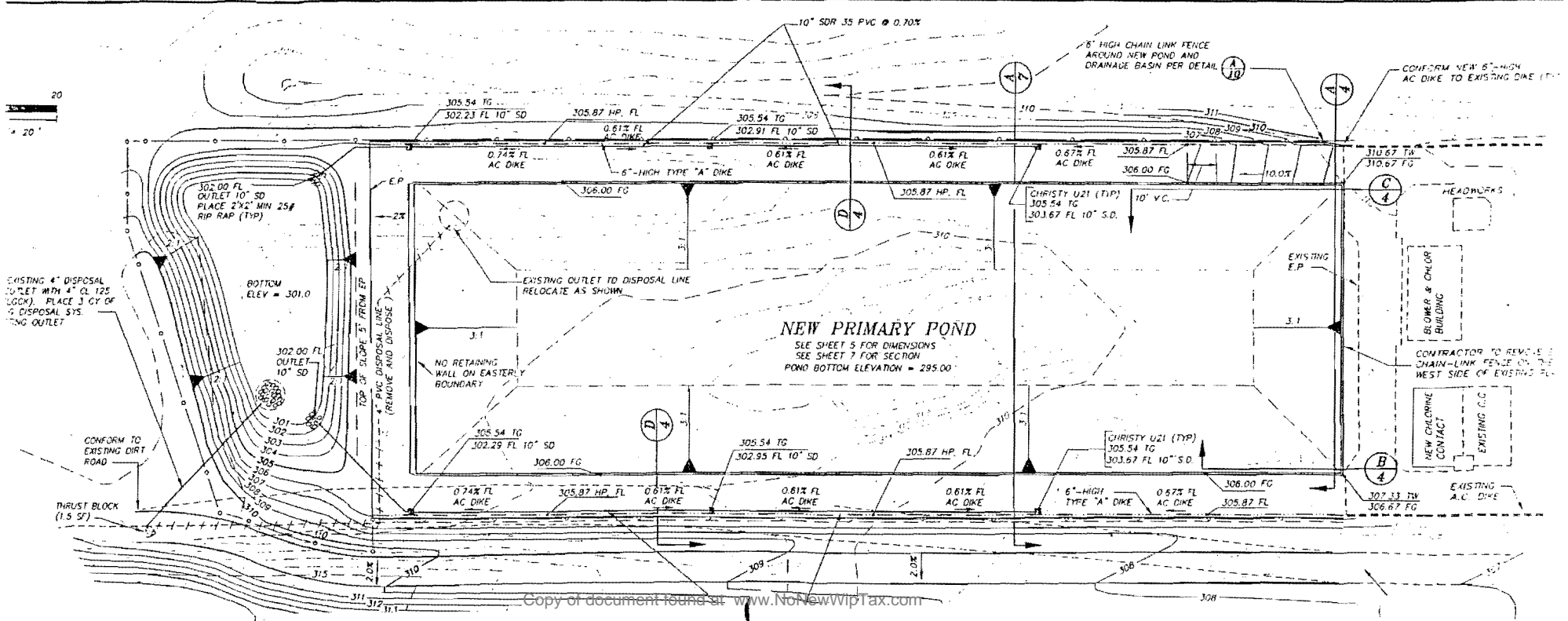
In the alternative, the Board could consider a negative declaration. This would require additional work by the developer and public notice and public hearing.

A proposed resolution re: environmental determination is attached.





**PROCESS FLOW DIAGRAM**  
SCALE: NOT TO SCALE



**BLACKLAKE WASTEWATER TREATMENT PLANT EXPANSION**

Copy of document found at [www.NoNewWipTax.com](http://www.NoNewWipTax.com)

REAL ESTATE

RESOLUTION NO. 96-574

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
REGARDING ENVIRONMENTAL DETERMINATION FOR THE  
BLACK LAKE SEWER PLANT EXPANSION PROJECT

WHEREAS, Public Resources Code §21080 authorizes the Nipomo Community Services District (District) to determine the necessity of an additional Environmental Impact Report regarding the current Black Lake Sewer Plant Expansion Project; and

WHEREAS, the current Black Lake Sewer Expansion Project is a part of the Black Lake Specific Plan; and

WHEREAS, the sewer plant expansion was contemplated and considered as a part of the environmental determination made by the County of San Luis Obispo as a part of the Final Environmental Impact Report Black Lake Specific Plan ED 81-220; and

WHEREAS, the San Luis Obispo County Planning Commission on two occasions, in 1995, found the current development plan to be consistent with the original Black Lake Specific Plan Environmental Impact Report for the Black Lake Specific Plan ED 81-220; and

WHEREAS, Public Resources Code §21166 reads as follows:

When an Environmental Impact Report has been prepared for a project pursuant to this division, no subsequent or supplemental Environmental Impact Report shall be required by the lead agency or by any responsible agency, unless one or more of the following events occurs:

(a) Substantial changes are proposed in the project which will require major revisions of the Environmental Impact Report;

(b) Substantial changes occur with respect to the circumstances under which the project is being undertaken which will require major revisions in the Environmental Impact Report;

(c) New information, which was not known and could not have been known at the time the Environmental Impact Report was certified as complete, becomes available.

WHEREAS, based upon the facts and analysis presented by the applicant, the Staff Report, and public testimony received, the Board of Directors independently finds:

(a) That the current plant expansion was considered in the Final Environmental Impact Report Black Lake Specific Plan ED 81-220; and

RESOLUTION NO. 96-\_\_\_\_\_  
PAGE TWO

(b) There are no substantial changes with respect to the circumstances under which the project is being undertaken; and

(c) That there is no new information which was not known or could not have been known at the time that the Environmental Impact Report Black Lake Specific Plan ED 81-220 was prepared and approved.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Directors of the Nipomo Community Services District as follows:

The Board finds:

1. That the recitals and findings recited above are true and correct;

2. The current sewer plant expansion falls within the application of Public Resources Code §21166 and no additional Environmental Impact Report or assessment, other than that originally contemplated as a part of the Final Environmental Impact Report Black Lake Specific Plan ED 81-220, is required.

Upon motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing resolution is hereby passed and adopted this \_\_\_\_\_ day of April, 1996.

\_\_\_\_\_  
Steven Small  
President of the Board  
Nipomo Community Services District

ATTEST:

APPROVED:

\_\_\_\_\_  
DONNA JOHNSON  
Secretary to the Board

\_\_\_\_\_  
MICHAEL W. SEITZ  
Deputy District Legal Counsel

**AGENDA ITEM**  
**APR 17 1996**



TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: APRIL 17, 1996

MINUTES FROM SAFETY MEETING

The Minutes from the Safety Meeting of April 10, 1996 is presented to the Board of Directors for your review. After review and comments, the Board of Directors may direct the Board Secretary to acknowledge their receipt, review, and comments in the minutes of tonight's regular Board Meeting.

This is a procedural item so the District may receive credit on its insurance premium.

C:\W:\BD\safetymtg.DOC

**NIPOMO COMMUNITY SERVICES DISTRICT  
261 WEST DANA, SUITE 101  
P.O. BOX 326  
NIPOMO, CA 93444-0326  
(805) 929-1133 FAX (805) 929-1932**

NIPOMO CSD SAFETY MINUTES

Date: April 10, 1996

Present: Kathy Beltran, Lisa Bognuda, Lee Douglas, Roger Gomes, Ernest Thompson and Donna Johnson.

Lee Douglas, Utility Supervisor, reviewed the SDRMA handbook on employees exercising safe work habits in the course of their work to prevent injuries to themselves, their fellow workers, and conserve material resources. The points discussed included reporting of unsafe conditions, accidents, corrective measures, safe work procedures, and wearing protective equipment. The District's Illness and Injury Prevention Program also has a means to ensure that employees comply with safe practices that includes disciplinary actions and recognition.

Field personnel requested the District purchase Emergency Escape Masks which provide emergency respiratory protection. The Utility Supervisor will look into purchasing these masks.

Adjournment.



TO: BOARD OF DIRECTORS

FROM: DOUG JONES

DATE: APRIL 17, 1996

**INSPECTION OF PUBLIC RECORDS AND POLICY ON  
COPY CHARGES AND TAPE DUPLICATION**

Due to the increased volume of document requests, staff has prepared a policy on inspection of public records pursuant to the California Public Records Act (Government Code Section 6250 et seq.).

Staff has also analyzed the cost of making copies of document requests and tape duplication. The analysis for tape duplication includes staff time, tape cost, processing and overhead. It was determined that the cost per tape should be \$15.00. Included in the analysis for copies is staff time, paper cost, copier maintenance contract, copier depreciation and overhead. It was determined that the first page copied should be \$1.50 each additional page thereafter \$.20. From time to time, public record requests may be extremely large and time consuming for staff to duplicate. At staff's discretion, requests for large public documents will be taken to a commercial photocopier company for processing. The District will charge direct duplication costs, mileage (at IRS approved rate) and overhead.

Staff has prepared the attached Resolution for your consideration and adoption.

RESOLUTION NO. 96- 575

A RESOLUTION OF THE  
BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
A: ESTABLISHING A PUBLIC RECORDS POLICY; AND  
B: ESTABLISHING FEES FOR DUPLICATION

WHEREAS, California Legislature has enacted Government Code § 6250 et seq., the Public Records Act, to provide individuals with access to information concerning the conduct of the business of government; and

WHEREAS, the NIPOMO COMMUNITY SERVICES DISTRICT ("DISTRICT") is a "local agency" within the meaning of Government Code § 6252; and

WHEREAS, the DISTRICT desires to establish a Public Records Policy to inform the public of DISTRICT's obligations under the Public Records Act; and

WHEREAS, Government Code § 6257 authorizes the DISTRICT to recover its costs of duplication; and

WHEREAS, this matter was properly placed on the agenda for DISTRICT consideration pursuant to the Ralph M. Brown Act; and

WHEREAS, based upon the facts and analysis presented by staff and on public testimony received, the Board of Directors of DISTRICT finds:

A. That the above recitals are true and correct; and

B. That the proposed policy for inspection of public records and duplication fees are reasonable and consistent with the California Public Records Act (Government Code § 6250 et seq.);

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED AS FOLLOWS:

That the Board of Directors of the DISTRICT does approve:

1. The DISTRICT policy for inspection of public records.  
(Attachment A)

2. The duplication fee of \$1.50 for the first page and \$.20 for each page thereafter for processing public record requests at the DISTRICT's office.

3. The processing of requests of large public records will be completed utilizing a commercial photocopier company. The fee will be determined by the direct duplication costs, mileage, and overhead.

4. The fee of \$15.00 per tape for duplication of magnetic tape recordings of DISTRICT meetings.

PASSED AND ADOPTED by the Board of Directors of the Nipomo Community Services District this \_\_\_\_ day of \_\_\_\_\_, 1996, on the following roll call vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Steven A. Small, President  
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Donna K. Johnson  
Secretary to the Board

\_\_\_\_\_  
Jon S. Seitz  
District Legal Counsel

r-pubtrac.ppt 4-11-96



## EXHIBIT "A"

### NIPOMO COMMUNITY SERVICES DISTRICT

#### INSPECTION OF PUBLIC RECORDS

All public records of the Nipomo Community Services District which are subject to disclosure under the California Public Records Act (Government Code Section 6250 et seq.) are available for inspection by the public at the place where the record is located during the District's normal business hours. Certain District records are confidential and by statute may not be released to the public. These records include personnel records, attorney client privileged documents, certain police records, trade secrets, initiative and referenda petitions and similar records. The California Public Records Act further defines those records that are confidential.

Any person who wishes to inspect a public record may request that record at the public counter in the department or from the District clerk. The record must be identified by a brief and specific description of the record and, where appropriate, an approximate date. No records may be removed from the District offices.

The District will make copies of records, upon request and upon payment of the copying fees established by the District. Copies of records will be made as soon as possible. There may be a delay in obtaining copies based on the availability of staff and copy equipment or the volume of copies requested. Copies will be provided within ten days after receipt of the request, unless an extension of time is required, as provided by the California Public Records Act.

The District may temporarily deny or restrict inspection of public records if:

1. Other members of the public are waiting to inspect the records.
2. An unusual amount of time is required to locate the records.
3. The records are, at the particular time, required by staff to perform their duties, provided that arrangements will be made to permit the public to review the records at the earliest possible time.
4. The records must be reviewed to ascertain whether the records, or portions of the records, are confidential, as defined by the Public Records Act.

TO: BOARD OF DIRECTORS  
FROM: DOUG JONES  
DATE: APRIL 17, 1996

**AGENDA ITEM**  
**APR 17 1996**



MANAGER'S REPORT

1. FOUNDATION FOR COMMUNITY DESIGN MEETING APRIL 24

Enclosed is information on a meeting to receive community input on activities within the County.

2. SLO-CSDA MEETING APRIL 25

This meeting will be held on April 25, 1996 at the San Luis Obispo City-County Library. Your Honorable Board should appoint a member of the Board to vote on matters at this meeting.

3. SCADA SYSTEM UPDATE

The District has been experiencing numerous problems with getting the SCADA system operational. Attached is a letter from a consultant doing the work. The District is in the process of updating the communication system at the two tank sites. We will proceed in interrogating the rest of the system and will upgrade as needed.

4. NEW OFFICE BUILDING

Staff has been in a dialogue with the County about the proposed 1-acre office site which the County presently owned. The County feels that the property is worth substantially more than had been previously offered or agreed. Local realtors believe that the price initially offered is a fair price. If the County does not wish to proceed at this price, staff would recommend that all negotiations be suspended and continue with the new office building on the District owned property.

5. STATE REVOLVING FUND

Staff has received proposals for putting the financial plan and engineering study to acquire the necessary funds at 0% interest. Staff is proceeding with the necessary paper work to acquire funding.

6. BOARD STUDY SESSION APRIL 27

Mr. Perry Louck will be meeting with Your Honorable Board Saturday, April 27 from approx. 8:00 a.m. until noon to review the Financial Plan and Rate Study for the District. Please bring this report with you to the meeting.

**FOUNDATION FOR COMMUNITY DESIGN  
OF THE COUNTY OF SAN LUIS OBISPO**

---

P.O. Box 1510 • San Luis Obispo, CA • 93406

April 3, 1996

RECEIVED

APR 05 1996

NIPOMO COMMUNITY  
SERVICES DISTRICT

Doug Jones  
Nipomo CSD  
P. O. Box 326  
Nipomo, CA 93444

Dear Doug:

Your name was referred to us by CSD. We hope you will join us for a discussion of our county's future. You have been selected from a group of recommended names solicited from nearly 500 community leaders. You are welcome to bring your spouse or a friend(s). The perspectives that you bring are important ones for the group to hear, and we anticipate that you will enjoy hearing others' views as well.

This community conversation has been arranged by the Foundation for Community Design (FCD), a non-profit corporation formed in November 1994. The conversation you will attend is part of a process called "*Future Communities Project: Today's Choices, Tomorrow's Communities.*" A fact sheet with information about the Future Communities Project is attached. **The discussion will occur from 7:00 p.m. until 9:30 p.m. on April 24, 1996, at Dana Elementary School, 920 Tefft Street, Nipomo, CA 93444.** If you need directions, you may call the school at (805) 473-4140. It is important that you arrive on time and plan to stay for the entire meeting. We will be sure to end on time. The conversation will begin with the entire group and then break into small groups, each led by a facilitator. We are interested in hearing your views, not in changing anyone's views, so debating and arguing will not be part of the format. There is no need to prepare for the meeting, other than perhaps to think about what would make an ideal county for you and your children 20 years from now and beyond.

Thank you for your willingness to share your views with us to help ensure that the diverse opinions of our county are represented at these community conversations. A member of our project team will be following up by phone to confirm if you and other interested individuals will be attending. If you have any questions, you may call Karen Tackett at 546-5243.

Sincerely,



Don Parham, Chairperson  
Foundation for Community Design

DP:rttr

## *What Will Happen During Our Community Conversation?*

*"Let us put our heads together  
and see what life we will make  
for our children."*

Sitting Bull, Lakota Leader

RECEIVED  
APR 05 1996  
SLO COUNTY

You may be wondering what we will be doing at the community conversations you will be attending. The information below may help you begin to think about the process of envisioning our county's future. You may also call 546-5243 with any questions.

The goals of our community conversation will be to generate:

- A list of issues that need to be addressed to make this vision a reality
- A list of visions for San Luis Obispo County

We will ask you to answer questions such as:

- What do you like best about SLO County?
- What do you like least about SLO County? What are the key issues confronting the county?
- What is your vision for SLO County? In 20 years, SLO County is a place that . . . What would you like it to become?

During the discussion, we will be looking at how the key issues in the social, economic, and environmental dimensions of our county are interrelated. In thinking about the future of our county, you may want to consider:

*Social issues* such as family structure, violent crime, drug and alcohol abuse, poverty, educational opportunities, elder care;

*Environmental issues* such as air and water quality, transportation, open space, wetlands and coastal preservation, and habitat protection;

*Economic issues* such as wage levels; job availability, and the relationship between wages and housing costs.

There is no minimum level of information or understanding of these issues required to participate in our discussions. You may learn from others as we talk and you will probably spur some new thinking in them when you share your views. When all of us share, the best ideas will emerge.

*"So a major activity of a democratic community is developing the skills, procedures, and attitudes needed for people to jointly create with their diversity."*

Tom Atlee

FOUNDATION FOR COMMUNITY DESIGN  
OF THE COUNTY OF SAN LUIS OBISPO

FACT SHEET

**Future Communities Project:**  
*Today's Choices, Tomorrow's Communities*

**THE PURPOSE** of the Future Communities Project is threefold:

- To involve more people than ever before in developing a public voice that reflects county residents' vision for their future.
- To increase awareness of the interrelationship among our communities' environment, economy, and social fabric.
- To influence decision-makers by communicating this public voice, thus strengthening the potential for realization of the public's vision.

**THE PROJECT:**

- The Future Communities Project will reach out to all residents, particularly those who have not previously participated.
- A broad cross-section of the public will be asked to identify their hopes, dreams, and desires for the future and the future of their communities in a county-wide series of community conversations.
- A second series of meetings will ask if we correctly heard and understood participants' input, and what trade-offs must be made to achieve their visions.
- A "Compact for the Future" will be developed, based on the input received, to guide decision-makers as they create policy.
- The Future Communities Project is unique:
  - ▶ Nothing like this has been done in our county before.
  - ▶ The process is not conducted by government, but by a broad-based coalition of private residents.
  - ▶ It goes beyond traditional planning and political processes.
  - ▶ It will involve greater numbers of people than ever before, particularly those whose voices have not yet been heard.
  - ▶ It encourages residents to consider the effects of their preferences on inter-related aspects of the community.

**THE PHILOSOPHY:**

- To create, we must first envision. Then, we must believe that our voices will count.
- We are responsible for the communities we create for future generations.
- There will be change in the future. These changes will affect you. These community conversations provide an opportunity to make your voice heard and create what you want.
- Everyone is important: the vision belongs to each of us and every person makes a difference.

2. SLO-CSDA MEETING APRIL 25

APR 02 1996

NIPOMO COMMUNITY  
SERVICES DISTRICT

A meeting of the local California Special Districts Association Chapter will be held on Thursday, April 25, 1996, at 7:00 p.m. in the San Luis Obispo City/County Library Conference Room located on the corner of Palm and Osos Streets, San Luis Obispo, CA.

AGENDA:

- 1) Introduction: Opening statement by CSDA Chapter President, Carolyn Moffatt.
- 2) Election of CSDA Chapter Officers: An open floor election shall be held for the five director seats available on the local CSDA Chapter Board. (Discussion/Action)
- 3) Legislative Report: CSDA Chapter Vice-President Byron Briley will given an update on the work of the legislative committee for CSDA and LAFCO. (Discussion/Action)
- 4) Election of LAFCO Commissioners: An open floor election shall be held for one LAFCO commissioner and an alternate for the term of 1996 to 2000. (Discussion/Action)
- 5) Appointment of Executive/Special District Committee: An Executive Committee will be appointed comprised of directors and staff to work on special district projects as necessary. (Discussion/Action)
- 6) Election of Representatives for SEMS: An open floor election will be held for special district representatives on the Standard Emergency Management Systems Operations Committee. (Discussion/Action)
- 7) Appointment to County Treasury Oversight Committee: One special district representative and two alternates shall be appointed to the County Treasury Oversight Committee. (Discussion/Action)
- 8) Proposed Dues Schedule & Budget: A proposed dues schedule and budget will be discussed and if appropriate approved. (Discussion/Action)
- 9) Listing of Districts in Governmental Section - Phone Book: A sample resolution will be reviewed regarding the placement of special districts in the government section of the phone book with other local agencies. (Discussion/Action)
- 10) Staff Participation and Coverage of Costs: A determination of how district(s) staff will participate in coordinating meetings, special events, etc. and the coverage of such costs. (Discussion/Action)
- 11) Time & Place of Next Chapter Meeting: The new officers shall determine a time & place for the next CSDA chapter meeting. (Discussion/Action)
- 12) Adjournment

# Process Instruments

1400 EASTON DRIVE STE. 113, BAKERSFIELD, CA 93309

**To: Doug Jones**

**Company: Nipomo Community Services Dist.**

**PH: 805 929-1133**

**FAX: 805 929-1932**

**From: Paul Wade**

**Date: 4-8-96**

**PH: (805) 327-7000**

**FAX: (805) 327-8971**

Dear Mr. Jones,

Attached is the correspondence from Mr. Stein Storslett of SJS Engineering to Process Instruments. He has covered the chronology of your project and discusses several issues which have been uncovered and corrected by himself in order to proceed with the FIX MMI project.

The attachments go into detail on what has been discovered and corrected so far. As you are aware these problems which neither of us were aware existed have caused great delay and an overrun in hours spent developing this system. We are confident the project will be a success and have great benefit to NCS D once the problems in the field are corrected.

We are at a standstill until the RTU problems can be corrected. Until we have consistent and reliable data coming into the main RTU controller, it would be of no value to you for us to complete the FIX MMI configuration. We have 90% of the project complete and feel we have demonstrated our ability to provide and complete your specified system. We would like to finish the balance once you've resolved the RTU problems.

We'd like to invoice you for 75% of the balance owed plus the extra hours spent trouble shooting and fixing the existing field problems. The extra hours are shown on page 3 of the letter dated 4/3/96. This time was prior to the last trip on 4/5 thru 4/6. During this trip an additional 5 1/2 hours were spent trouble shooting the existing system. I would also recommend you go ahead with the purchase of the ESS at this time.

Balance owed on contract	\$7685.00
75% =	\$5763.75
Extended Support Service	\$300.00
Balance Due	\$6063.75

Additional Engineering	
94.5 hours @ \$65.00	\$6142.50
Travel Expense	60% = \$718.75
Balance Due	\$6860.75

The time and expenses for additional engineering are better explained in the attachment from Stein. With your approval we'd like to go ahead and issue invoices for the above amounts.

April 08, 1996

Mr. Paul E. Wade  
Process Instruments, Inc.  
1400 Easton Drive, Suite 113  
Bakersfield, CA 93309

Re: Work Scope "Extras" - Nipomo Community Services District FIX MMI

Dear Mr. Wade:

Based upon the recent work status of the NCS D FIX MMI project, I feel it is timely to review the required work scope additions and to bring it to the attention of Doug Jones. Due to the variety and number of data integrity issues and communication problems, I felt it would be appropriate to continue work on the project without first requesting change-orders. The change order approach would have resulted in additional project delays and expenses due to the number of work stoppages required by the many problems discovered when attempting to implement the various phases of the FIX MMI system.

Project Task/Schedule Review:

9/95: Project Kick-off Meetings

Work Scope defined, reference the Project Scope Specification dated 9/26/95.

10/95 Formal Proposal for Software/Integration issued by NCS D, dated 10/5/95. Basic system equipment defined [486/33 PC, 16 MB RAM, 250 MB Hard Drive, VGA monitor (640 x 480, 256 color); Laptop 486SX/25, 4 MB RAM, 200 MB Hard Drive, VGA; Capital Controls Alarm Dialer].

Basic system screens, reporting, and controls were specified. Modbus compatibility was assured with the existing Zetron controller and RTU's.

11/95 Started development of operator interface screens, FIX database, definition of control logic, system reports, and Operating Manual.

12/95 Continued development of operator interface screens, FIX database, definition of control logic, system reports, and Operating Manual.

1/95 Continued development of operator interface screens, FIX database, definition of control logic, system reports, and Operating Manual.

Preliminary review of screens, Paul & Doug on 1/8/96.

Trip to Nipomo (1/12-13/96): Work plan was to perform initial testing of database and screens, continue development while on-line. Attempts to install/test FIX MMI system failed due to communication protocol problems with Zetron controller (M-1700). Not able to validate communication from controller and RTU's. Defined need for EPROM upgrade from v3.1 to v3.2 for protocol compatibility between Zetron controller/RTU's and Intellution's Modbus driver (MB1), requested Zetron send required new EPROM's via Doug Jones. Note: much time expended attempting to troubleshoot, cable pin-out/testing, MB1 driver configuration, wire tracing in panel, etc. Also, had to spend time visiting all sites trying to get equipment/instrument data required to set up the database. Information provided by NCS D was not complete enough to properly configure the database tags so that they correctly display the actual system rates and levels.

Trip to Nipomo (1/26-27/96): Work plan was installation of software on PC's & Laptop, back-up of existing system software, establish communications and then start testing/clean-up of database performance and screens. Was not able to establish communications with the Zetron controller, plus not all v3.2 EPROM's were available from Zetron yet. Note: installation of EPROM's and



programming/configuration of RTU's not provided for in original scope of work, RTU/radio communications were supposed to be OK and Modbus compatibility was claimed.

2/95 Continued development of operator interface screens, FIX database, definition of control logic, system reports, and Operating Manual.

Trip to Nipomo (2/10-11/96): Work plan was to install new M-1700 controller, install new v3.2 EPROM's in all RTU's, re-program RTU's (required due to new EPROM installation), . Note: during the process of installing the EPROM's, the existing RTU configuration data was downloaded for review/confirmation of the provided store/forward addressing. After analysis of the as-built data collected from the RTU's, the existing addressing indicated the store/forward addressing originally provided was not correct - requiring a second RTU configuration at most of the RTU sites. Programming of RTU's was completed and communication between the RTU's and the controller was verified (the Modbus driver between the PC and the controller does not preclude communication between the controller and the RTU's.

Zetron controller panel wiring was replaced due to poor existing wiring practice and bad existing connections. Panel was then removed by Lee and shipped to Intellution's test lab in Norwood, MA for study of the communication problem.

3/95 Continued development of operator interface screens, FIX database, definition of control logic, system reports, and Operating Manual.

Resolution of communication problem was determined to be the that Zetron shipped us EPROM's without the Modbus protocol capability. Panel shipped back from Intellution and tested when the new EPROM was received.

(1/15/96): First successful communication established between the Zetron M-1700 controller and the PC. The FIX database addressing was then updated for on-line testing from the simulation driver (SIM) to the Modbus driver (MB1) for the expected inputs/outputs as defined in the provided wiring diagrams (As-Built documentation per Fluid Control Systems, Inc. dated 2/94).

Trip to Nipomo (3/28-30/96): Work plan to install system and finalize configuration and screen development, test control logic functionality and finalize reporting. Still needed to setup historical trending system. During initial stages of testing, it was determined that the I/O received from the RTU's was not consistent with the reported equipment on/off operating status, Hand/Off/Auto (HOA) switch positions, the flow transmitters were typically not sending an input, and the tank levels appeared to have unacceptable error in the reported value. The large number of errors required additional field work to physically trace out the I/O wiring and to then test the various operating states and make physical I/O measurements to establish the actual I/O addressing required in the database (the as-built documentation from Fluid Control Systems was not correct, and even worse, the errors were not consistent, varying from site to site). Upon completing the field work, editing of the database was completed. System was left operating in a data collection mode to test/validate the I/O values reported from the field.

Trip to Nipomo (3/31/96 - 4/1/96): Verification of the tank level vs. reported value was made. Error appeared to be about 12% of the defined span. Physical measurement of the transducer sensing point and measurement of the actual level allowed back calculation of the level transmitters' "calibrated" span. This was then used in the database, one additional confirmation should be performed (and I strongly recommend actually calibrating the transmitters to a specified range to eliminate the uncertainty in the measured values). Significant progress was made on finalizing the operator interface screens. System files were loaded on the NCSD PC for the first time and left "on-line" to enable operating staff to "play around" and familiarize themselves with the look and feel of the system. After loading files on the NCSD PC and attempting to startup FIX, errors occurred and indicated that the I/O count exceeded the 150 count allowed by the FIX MMI package purchased by NCSD. This is due to the operational control options specified (not currently fully implemented,

had to remove approximately 30 digital input "control" tags from the database to get the system to operate at the resulting limit of 150 I/O points).

In reviewing the above chronology and my work log, I have determined the amount of time which was not included within the scope of work as originally defined. I have tabulated the total hours worked and the portion of the total hours worked which were expended in 1.) troubleshooting the communication problems associated with the RTU configuration/EPROM installation/Modbus protocol, and 2.) correcting/editing the FIX database and screens due to errors in provided "as-built" data as well as collecting the data from the field

*Final summary of hours worked: [up thru 4/05/96]*

	Total Hours Worked	Hours expended troubleshooting: communication problems with Modbus & RTU configuration/ programming/EPROM change	Hours expended collecting data and correcting FIX database & screens due to errors in data provided
October, 1995	22.0		
November, 1995	13.0		
December, 1995	36.5		
January, 1996	140.5	28.0	
February, 1996	66.0	22.0	6.0
March, 1996	61.0	4.5	24.0
April, 1996	26.0	10.0	
<b>TOTAL</b>	<b>365.0</b>	<b>64.5</b>	<b>30.0</b>

In summary, the total hours worked which were not included in the original work scope are 94.5. It's unfortunate that so much additional effort was required, however it was not possible to perform the development of the FIX MMI without completing the troubleshooting and without validating the data received there would be little value in having a system with bad data displayed which would be the case if the provided information were used instead of physically testing and collecting the information when it was determined that the provided data was incorrect.

In addition to the hours noted above, significant additional expenditures in the form of extra lodging/meals/travel have been made in order to provide the field troubleshooting and configuration work of the RTU's. My total expenditures are tabulated below, of which well over half is due to the extra field trips/work required.

- Lodging \$ 364.10
- Meals \$ 184.18
- Travel \$ 613.80 (@ \$0.31/mile)
- Telephone \$ 35.83
- **Total \$ 1,197.91**

**SJS Engineering**  
513 Reed Street  
Bakersfield, CA 93312

April 9, 1996

Mr. Doug Jones, General Manager  
Nipomo Community Services District  
261 W. Dana Street, Suite 101  
Nipomo, CA 93444

Dear Mr. Jones:

Last weekend was the first real opportunity for on-line real-time testing of the Zetron controller/RTU's via the PC interface. In reviewing the performance of the FIX MMI, it was apparent that the data from the Zetron's was not properly up-dating. This led me to a detailed review of the Zetron communications, using Terminal emulation and manually polling the RTU's one by one, as well as automatically on a 10 minute cycle time. From the high rate of polling activity evident from the controller LED's, it appeared as if the system was functional. In reviewing the actual communication status, most of the communication was occurring between the controller (M-1700) and the sites which directly communicate to the controller (i.e. without source/forward addressing). Most of the communication occurring was due to floating analog inputs which were changing due to small voltage drops in the power supply when the radio keyed or RF noise or ???. The reason for the changing value is not significant, however the fact they were changing meant that the radios were tying up air time and keeping other sites from communicating. I then disabled these analog inputs since they were not in use and significantly reduced the air time usage. This then provided the opportunity to interrogate each RTU and check it's communication capability. Upon completing the tests, It became readily apparent that all of the RTU's which are included in the source/forward addressing scheme are not communicating back to the controller.

This lack of communication can be attributed to a variety of factors, improper setting of the TX/RX audio levels (should be approx.  $1V_{pk-pk}$ ), RTU is not powered, or problems with the antenna (design/installation/equipment/aiming/etc.). Upon reviewing the communications test data compiled by Mike Keasler of California Applied Technologies, it becomes quite apparent that the problem is not the adjustment of the Zetron TX/RX Audio trim pots, but one of high SWR's. This is an indication of problems with the antennas/antenna cable/antenna connections, specifically, that the signal transmitted from the RTU is severely attenuated before it "leaves" the antenna. The problem could be attributed to the antenna, the connecting cable, or the cable connectors. In reviewing the application with Mike P. Keasler of California Applied Technologies, it was determined that the antennas at each of the RTU sites are not the correct antenna for this area. They are prone to corrosion problems and in the tank site applications the problem is compounded by the long cable lengths which tends to mask the SWR reading. It should also be noted that the tank antennas are not allowed to be installed at more than 20' above grade level.

Recommendations:

1. Replace the antennas, cables and connectors at all RTU sites. Properly aim the antennas to maximize signal strength. Relocate the antennas at the tank sites to avoid "shading" by the tanks and to comply with the 20' height restriction. Due to cost considerations, it may be desirable to start with only the tank sites and to then test system performance. It is expected based upon the SWR test results however, that all of the sites will require the new antennas (re: letter from California Applied Technologies, dated 12/19/95).
2. Replace the existing RTU enclosures (NEMA 12, indoor type) with outdoor NEMA 4 or 4X enclosures. In addition, all internal wiring should be replaced and proper equipment grounding should be installed. The 120 V power supplied to the panel should have a disconnecting means in the panel and a convenience outlet would be useful for future testing/configuration of the RTU's. If the panels available from Zetron are used, they include the wiring harness, a power supply, and battery back-up system.

These panels would improve the future reliability of the RTU equipment since the battery back-up system is designed to not drain through a failed power supply and the existing RTU arrangement does not provide this protection. In addition, the NEMA 4 enclosure will aid in reducing or eliminating the problems associated with terminal corrosion found in the existing panels. Especially if the same style corrosion inhibitors are used as found in the existing panels. Finally, the panel doors should always be properly secured for a proper seal.

3. Determine whether the radios can be replaced on an exchange basis for radios which contain an internal voltage regulator, if not possible and new radios are not purchased, the power supply wiring for the radios must be modified to limit the voltage to  $7.5 V_{dc}$ .
4. Calibrate the pressure and flow transmitters. When calibrating the instruments, details of the installation should be recorded to ensure proper use of the calibration data in scaling the raw analog values for display in the FIX MMI system. Specifically, for the pressure transmitters, the physical elevation of the sensing element versus the tank floor, the corresponding "zero" calibration point, the calibrated "span", and the range of physical input to the Zetron RTU (i.e. 4-20 mA, 0-5  $V_{dc}$ , 1-5  $V_{dc}$ , etc.). The same type of data is required for the flow transmitters. The calibration data is required for input in the FIX MMI while the nature of the physical input is required to ensure the RTU is properly configured. A calibration summary for each instrument is required.

I have discussed the above with Mike Keasler and feel comfortable that he is both capable and has the proper equipment to provide the field installation and testing services. I look forward to the implementation of these recommendations in order that we may continue on with the final development of the FIX MMI. If I may be of any further assistance in the interim, please contact me at (805) 589-2116.

Sincerely,

Stein J. Storslett  
Principal

sj

cc: Lee Douglas, Nipomo Community Services District

bc: Paul E. Wade, Process Instruments, Inc.



**CALIFORNIA  
APPLIED  
TECHNOLOGIES**

180 Mesa Road  
Nipomo, Ca. 93444  
(805) 929-3335

Nipomo Community Services District  
P.O. Box 326  
261 W. Dana St.  
Nipomo, Ca. 93444

April 10, 1996

Atten: Mr. Douglas L. Jones

Reference: Upgrades at standpipe and Dana tanks for SCADA system.

Sir:

This letter is in response to our conversation regarding upgrading the installations at the standpipe and at the Dana road twin tanks.

The work which would be undertaken at the Dana road twin tanks would consist of replacing the cable and all connectors to the antenna. A "lightning" arrestor of the gas tube type would be installed on the antenna cable where it enters the cabinet. A ground rod would be installed and bonded to the cabinet. A power regulator would be installed to provide the correct supply voltage to the radio. The cable from the Zetron controller to the radio would be replaced. The internal power supply would be modified to provide the correct 13.8 volts to the battery and a isolator will be added to prevent reverse current flow in the case of a power supply failure. Fuses will be installed to protect the power supply, the battery, and the radio. A GFI AC outlet will be added to allow connection of test equipment. The existing omnidirectional antenna appears to be alright so its replacement is not planned at this time.

The work at the standpipe will include most of the items just listed. In addition the following items will be done. The radio equipment and a regulator will be installed in a NEMA 4X cabinet and relocated to the top of the tank. This will eliminate the very great loss in the antenna cable. A new multiconductor cable with power and signals will be run up the tank. Gas tube arrestors will be installed on all conductors in the cable at both ends. The antenna will also be reinstalled to fix the current problems with incorrect installation. The "spare" radio unit would be used to allow as much of this equipment to be preassembled in the shop as possible to speed the final change over.

The cost of this work, including both labor and materials would be \$1,450.00. Sales tax is not included.

If I can be of any further assistance please feel free to call. Thank you.

Sincerely yours,

APR 17 1996

.80  
**NIPOMO COMMUNITY SERVICES DISTRICT**  
**MINUTES**

REGULAR BOARD MEETING    APRIL 3, 1996    7:00 P.M.  
BOARD ROOM    261 W. DANA STREET, SUITE 100    NIPOMO, CA

BOARD MEMBERS

STEVEN SMALL, **PRESIDENT**  
KATHLEEN FAIRBANKS, **VICE PRESIDENT**  
ALEX MENDOZA, **DIRECTOR**  
AL SIMON, **DIRECTOR**  
ROBERT BLAIR, **DIRECTOR**

STAFF

DOUGLAS JONES, **General Manager**  
DONNA JOHNSON, **Secretary to the Board**  
JON SEITZ, **General Counsel**

**CALL TO ORDER AND FLAG SALUTE**

President Small called the April 3, 1996 Regular meeting to order at 7:00 p.m. and led the flag salute.

**ROLL CALL**

At Roll Call the following Board members were present:  
Directors Blair, Simon, Mendoza and Small.  
Director Fairbanks was absent.

**APPROVAL OF MINUTES**

1. REGULAR MEETING OF MARCH 20, 1996  
Upon motion of Director Simon and seconded by Director Blair, the Board unanimously approved the Minutes of the March 20, 1996 Regular Meeting with the following corrections: Page 3 Item 6 typos and Page 1 Item 2 time of arrival was 7:16 p.m.

**PUBLIC COMMENTS PERIOD**

2. PUBLIC COMMENTS  
Public comments on matters other than scheduled items.  
Presentations limited to three (3) minutes  
President Small opened the meeting to Public Comment.  
The following commented from the audience:  
Jacquelyn Frederick (Water Study of Hill {SAMDA})  
Gene Kaye (Fire hydrant leak at Hetrick/  
water truck theft)  
Cesse Dobbe (Flood Control District meeting)

**BOARD ADMINISTRATION**

3. PROPOSED ANNEXATION NO. 15 - NEWDOLL  
Request to annex 7½ acres at Hazel Lane & Tefft St. (Discussion/Action)  
New idea: Concept of water transfer - retrofit existing homes. Releases water to be used for new homes (annexations).  
Ed Sauer commented about the PUC ruling was for Kanawyer only.  
Mr. Newdoll was willing to cooperate and was agreeable to pay the tax exchange amount and pay for retrofitting.

Upon motion of Director Simon and seconded by Director Blair, the Board unanimously agreed to table this item to include retrofit information when it is available and when all five Board members are present.

Director Fairbanks was absent for vote.

4. DISTRICT ANNEXATION POLICY

Review existing annexation policy with proposed changes. (Discussion/Information).

Staff recommended to continue item to include retrofit information. President Small asked for public comments. There were none. Director Blair made the motion to table this item until the next meeting and put the annexation policy on agenda to be considered prior to considering Newdoll annexation. Director Mendoza seconded the motion. All Board members present were in favor. Vote 4-0.

5. TRACT 2213 - REQUEST FOR INTENT-TO-SERVE

A 25 lot subdivision on Grande Ave. requesting water and sewer service (Discussion/Action).

Improvements must coordinate with Tract 1700, easements needed, etc. Upon motion of Director Blair and seconded by Director Simon, the Board directed staff to issue an Intent-to-Serve letter for 25 lots at Tract 2213. Vote 4-0. There were no public comments.

6. STATE REVOLVING FUND LOAN

Use State Revolving Funds to expand District's wastewater Treatment Facility (Discussion/Action). Mr. Jones presented a report on the State Revolving Fund. A flow chart showing the steps needed to obtain funding was presented on an overhead. There were no public comments. Director Mendoza moved to direct staff to pursue the loan as described in Board letter. Director Simon seconded. Vote 4-0.

FINANCIAL REPORT

7. APPROVAL OF WARRANTS

Upon motion of Director Simon and seconded by Director Mendoza, the Board approved the Warrants presented at the April 3, 1996 Regular meeting. Vote 4-0.

OTHER BUSINESS

8. MANAGER'S REPORT

Manager Doug Jones presented information on the following items:

1. SLO-CSDA MEETING APRIL 25, 1996
2. SLO COUNCIL OF GOVERNMENT FEBRUARY 3, 1996 PROCEEDINGS
3. CAPITAL SEMINAR TOUR, MAY 5, 1996
4. CSDA- SACRAMENTO GOVERNMENT DAY MAY 6, 1996
5. CSDA NEWSLETTER
6. CCRC NEWS
7. DRAFT WATER & SEWER FINANCIAL PLAN - STUDY SESSION APRIL 27

Mr. Seitz commented on the SLOCOG meeting.

MINUTES  
APRIL 3, 1996  
PAGE TWO

9. DIRECTORS COMMENTS

Director Blair reported that he and Director Simon met with Supervisor Harry Ovitt, re: Emergency turn-out.

The Board directed President Small to write letters to Harry Ovitt and Ruth Brackett to put matter on the Board of Supervisors agenda at a time when the Board of Supervisors' agenda is not too full. (cc to Bob Hendrix and Tim Manson)

10. PUBLIC COMMENTS

Bob Newdoll asked if NCSD would allow the tax exchange agreement. Mr. Seitz responded that that is a condition of the Resolution which the Board will consider at a future date.

ADJOURN

President Small adjourned the meeting at 8:45 p.m.

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WARRANTS APRIL 17, 1996

HAND WRITTEN CHECKS

<u>CHECK #</u>	<u>NAME</u>	<u>AMOUNT</u>
<u>Account Refund</u>		
17701	V. Garcia	20.00
17702	D. Sparks	20.00
17703	M. Colbert	20.00
17704	C. Dawson	20.00
17705	G. Baker	20.00
17706	M. Rusconi	20.00
17707	M. McDonald	20.00
17708	Ca. Fine Wire	20.00
17709	G. Zaki	20.00
17710	R. Kreps	20.00
<u>Other</u>		
17712	T. Capana	79.69
17713	W. S. Darley Co.	298.62
<u>NET PAYROLL</u> ck# 1930-1937		\$11,388.57

VOIDS

17711  
8120  
1928-1929

COMPUTER GENERATED WARRANTS

8121	04/17/96	ROBERT BLAIR	\$100.00
8122	04/17/96	CLANIN & ASSOCIATES, INC.	\$2,549.91
8123	04/17/96	FGL ENVIRONMENTAL ANALYTICAL CHEMIST	\$645.40
8124	04/17/96	KATHLEEN FAIRBANKS	\$100.00
8125	04/17/96	GARING, TAYLOR & ASSOCIATE, INC.	\$1,084.00
8126	04/17/96	GTE CALIFORNIA INCORPORATED	\$25.80
8127	04/17/96	HATCH AND PARENT	\$3,429.12
8128	04/17/96	LOUCK, PERRY R.	\$3,825.00
8129	04/17/96	McKESSON WATER PRODUCTS	\$31.00
8130	04/17/96	ALEX MENDOZA	\$100.00
8131	04/17/96	MISSION UNIFORM SERVICE	\$136.70
8132	04/17/96	NIPOMO ACE HARDWARE	\$329.19
8133	04/17/96	NIPOMO REXALL DRUG	\$25.14
8134	04/17/96	PACIFIC BELL	\$235.13
8135	04/17/96	RELIABLE OFFICE SUPPLY	\$426.60
8136	04/17/96	RUSSCO	\$442.77
8137	04/17/96	SAN LUIS OBISPO COUNTY HEALTH DEPART	\$1,462.00
8138	04/17/96	STEVEN SMALL	\$100.00
8139	04/17/96	T & G ELECTRIC, INC.	\$114.00
8140	04/17/96	TAYLOR MADE OFFICE SYSTEMS INC	\$73.25
8141	04/17/96	T.L.C. BACKHOE SERVICES	\$16,116.92
8142	04/17/96	WILSON, LEE ELECTRIC COMPANY	\$860.00
8143	04/17/96	WYATT & BAKER, Lawyers	\$5,824.66
8144	04/17/96	ROBERT BLAIR	\$478.04
8145	04/17/96	ALEX MENDOZA	\$674.40