

NIPOMO COMMUNITY SERVICES DISTRICT AGENDA

John S

REGULAR BOARD MEETING DECEMBER 4, 1996 7:00 P.M.
BOARD ROOM 261 W. DANA STREET, SUITE 100 NIPOMO, CA

*9
20
1800
1200
330*

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 NOVEMBER 20, 1996

PUBLIC COMMENTS PERIOD

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

BOARD ADMINISTRATION (The following may be discussed and acted on by the Board.)

3. ANNEXATION OF DISTRICT OWNED LANDS
Annex the district wastewater facility and maintenance shop area into the District.
4. DEVELOP DISTRICT STANDARDS
Develop standards, drawings and specifications for the District
5. CONSIDERATION TO CANCEL DEC. 18, 1996 BOARD MEETING

FINANCIAL REPORT

6. APPROVAL OF WARRANTS

OTHER BUSINESS

7. MANAGER'S REPORT
 1. ASCE PROJECT AWARDS - STANDPIPE
 2. COUNTY CLERK CERTIFICATION OF THE NOV. 5, 1996 ELECTION RESULTS
8. DIRECTORS COMMENTS
9. PUBLIC COMMENTS

CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL

1. Existing litigation GC§ 54956.9
NCSD vs. Shell Oil, et. al. Case No. CV 077387
2. Existing Litigation, Pratt vs. NCSD Case No. CV 79715 GC§54956

*GC§ refers to Government Code Sections

ADJOURN

NIPOMO COMMUNITY SERVICES DISTRICT

MINUTES

REGULAR BOARD MEETING NOVEMBER 20, 1996 7:00 P.M.
BOARD ROOM 261 W. DANA STREET, SUITE 100 NIPOMO, CA

BOARD MEMBERS

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JON SEITZ, **General Counsel**

CALL TO ORDER AND FLAG SALUTE

President Small called the November 20, 1996, Regular Meeting to order at 7:06 p.m. and led the flag salute.

ROLL CALL

At Roll Call the directors present were: Directors Blair, Simon, Mendoza and Small.
Director Fairbanks was absent at Roll Call.

APPROVAL OF MINUTES

1. **REGULAR MEETING OF NOVEMBER 6, 1996**
Upon motion of Director Simon and seconded by Director Blair, the Board unanimously approved the Minutes of November 6, 1996 with the following correction. Item 6 should have stated \$599.59 for the repair costs of the fire hydrant.

PUBLIC COMMENTS PERIOD

2. **PUBLIC COMMENTS**
Public comments on matters other than scheduled items. Presentations limited to three (3) minutes
Gene Kaye said customer on Futura Lane mentioned sand in line again. Board discussed that the line flushing was behind schedule.

BOARD ADMINISTRATION (The following may be discussed and acted on by the Board.)

3. **NOTICE OF COMPLETION - DEMOLITION PROJECT**
Filing the Notice of Completion of demolition of the District's old office building at 148 S. Wilson St..
Director Fairbanks arrived at 7:10 p.m.
Upon motion of Director Blair and seconded by Director Fairbanks, the Board unanimously approved to file the Notice of Completion for the demolition of the District's old office building at 148 S. Wilson Street, conditioned upon receiving a statement form the contractor that all sub-contractors have been paid.
4. **McDONALD'S/CHEVRON - REQUEST FOR SERVICE**
Request for an Intent-to-Serve letter for a restaurant (McDonald's) and fuel dispenser (Chevron) project on Tefft St. at Hwy 101
Mr. Jones described the proposed project at Tefft St. & Hwy 101. Upon motion of Director Simon and seconded by Director Fairbanks, the Board, by unanimous Roll Call vote, approved a conditional Intent-to-Serve letter and authorized the President to execute the Agreement Affecting Real Property associated with Parcel Map CO 94-087.

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: DECEMBER 4, 1996

AGENDA ITEM
DEC 4 1996



SOUTHLAND WASTEWATER FACILITY ANNEXATION

California State Law allows counties to assess property taxes on public entities properties which are not within their jurisdictional boundaries. The District's maintenance shop and the Southland wastewater treatment facility land areas are presently outside the District's boundary. The District received retroactive property tax bills from SLO County for the past five years on these two parcels. The total tax bill from fiscal years 92-93 through 96-97 is \$3,409.58. Breakdown of the tax bills for the two parcels are as follows:

| <u>APN</u> | <u>FISCAL YR</u> | <u>AMOUNT</u> |
|-----------------------------------|------------------|-------------------|
| 092-152-030 Maintenance Shop | 96/97 | \$ 276.72 |
| | 95/96 | 277.38 |
| | 94/95 | 277.38 |
| | 93/94 | 278.54 |
| | <u>92/93</u> | <u>279.04</u> |
| | TOTAL | \$1,389.06 |
| 090-271-025 Treatment Facility | 96/97 | \$ 462.52 |
| | 95/96 | 403.48 |
| | 94/95 | 403.48 |
| | 93/94 | 405.16 |
| | <u>92/93</u> | <u>405.88</u> |
| | <u>TOTAL</u> | <u>\$2,080.52</u> |
| | TOTAL | \$3,409.58 |

It is proposed that the maintenance shop and the Southland Wastewater Treatment Facility areas be brought into the District boundaries, for jurisdictional purposes and the saving of the property taxes.

The land area involved is approximately 40 acres for the wastewater treatment facility and a little over three (3) acres for the maintenance shop. Therefore, approx. 43 acres would be annexed, in which the LAFCO fee would be \$2,000. There would be some additional cost of processing the application through the County Planning Department and engineering costs in drawing up a map of the area to be annexed. It is estimated that the pay-back on the costs of annexation with respect to property tax savings would be approx. 4 years.

The District is presently negotiating with the adjacent property owners for additional land for the sewer plant expansion. If the land area needed for the expansion can be identified it can be added to the annexation. If it cannot, then a subsequent annexation application can be processed to LAFCO.

After the Board has reviewed the attached material, if they so desire, they may direct staff to proceed with submitting an application to the Local Agency Formation Commission to annex the Southland Wastewater Treatment Facility and maintenance shop areas.

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: DECEMBER 4, 1996

DEVELOPMENT OF
CONSTRUCTION STANDARDS
FOR THE DISTRICT

The District has previously adopted the County Engineering Department Standards and Specifications for off-site improvements along with some construction notes and individual details drawn on the improvement plans for its standards. It is proposed that the District develop its own standards and drawings, so that, as development continues within the District, there would be a clear delineation how improvements are to be installed. The District received a proposal from Garing, Taylor and Associates to develop construction standards for the District. A copy of the proposal is attached.

By having District standards, certain construction problems would be eliminated in the field and the developers would receive a clear understanding of the District's needs and specifications.

Some choices for funding could be one of the following:

1. Contingencies in this year's budget
2. Allocate funds from reserves
3. Funds budgeted next year

C:\W:\BD\standrds.DOC

AGENDA ITEM

DEC 4 1996

5

TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: DECEMBER 4, 1996

CONSIDERATION TO CANCEL DEC. 18, 1996 BOARD MEETING

In the past, during the holiday season, your Honorable Board has canceled the second Regular Board Meeting in December. If the Board wished to do so, they may take the appropriate action to cancel the Dec. 18, 1996 meeting.

The regular board meetings are held on the first and third Wednesday of the month. The first Wednesday of January 1997 falls on the first, New Year's Day, a holiday. Therefore, the first regular board meeting in 1997 will be held on January 15.

The terms of Steve Small and Bob Blair expire on Dec. 5, 1996. The newly elected Board members, Bob Blair and Gene Kaye, may take their Oath of Office on or after Dec. 6, 1996, individually, together, or at a Board of Directors meeting. Once the new board members have taken the Oath of Office, the Board should select its officers (President, Vice President) and appoint two members each for a finance and water committee.

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TO: BOARD OF DIRECTORS
FROM: DOUG JONES
DATE: DECEMBER 4, 1996

MANAGER'S REPORT

1. ASCE Project Awards

The District's Standpipe water storage facility has been nominated for the American Society of Civil Engineers (ASCE), San Luis Obispo Branch, for its Outstanding Civil Engineering Project Award. Attached is information received from ASCE.

2. COUNTY CLERK CERTIFICATION OF THE NOV. 5, ELECTION

The County Clerk Certification of the Nov. 5 Election results was presented to the SLO County Board of Supervisors at their regular meeting of Nov. 26, 1996. The election certification results was not received by the District to be included in the Board packet due to the Thanksgiving Holidays. Hopefully, it will be available by the Board's Dec. 4, 1996 meeting.



American Society of Civil Engineers
San Luis Obispo Branch
 Diane Dostalek, President
 3945 Hollyhock Way, San Luis Obispo, CA 93401
 Telephone (805) 549-3240 Fax (805) 549-3480
 email: dedkad@aol.com

November 11, 1996

**San Luis Obispo
 Branch Officers**

Diane Dostalek
President

Dean Benedix
President-Elect

Dennis Delzeit
Vice President

Roger Longden
Secretary

Dave Beard
Treasurer

Glenn Marshall
Newsletter Editor

Jeffrey Lee
Membership Chair

Deb Larson
Historian

Steven Kahn
Jr. Past President

John Evans
Sr. Past President

Ms. Valerie Beard
 Garing, Taylor & Associates, Inc.
 141 S. Elm Street
 Arroyo Grande, CA 93420

RE: 1996 Outstanding Civil Engineering Project Award

Dear Ms. Beard:

Thank you for nominating the **Summit Station Standpipe** project for the *1996 Outstanding Civil Engineering Project Award*. On pages 2 and 3 of the enclosed newsletter, you will find a summary of all projects nominated for this award. After much anticipation, the time to announce the winner is finally upon us! Next month, the San Luis Obispo Branch will be holding an Awards Luncheon, where we will give a short slide presentation on each of the nominated projects and then announce the winner. Certificates will be presented to the engineers and owners of all projects nominated. A beautiful bronze plaque will be presented to the owner of the winning project, and a wall plaque will be presented to the civil engineering team responsible for designing the winning project.

We would like to extend an invitation to all persons responsible for the Summit Station Standpipe project to attend our Awards Luncheon. Attendees can answer questions about the project, receive their certificates, and possibly take home the winning prize! The Awards Luncheon will be held on Thursday, December 19, 1996, at 12:00 noon at the Gardens of Avila Restaurant at Sycamore Mineral Springs. Cost of the lunch is \$14.00, payable at the door. For more information, or to make a reservation, please call me at (805) 549-3240 by Tuesday, December 10th. I look forward to seeing you there!

Sincerely,

Diane Dostalek

Diane Dostalek

Enclosure

cc: Doug Jones

RECEIVED

NOV 15 1996



AWARDS PROGRAM UPDATE

Nine projects were nominated for this year's Outstanding Civil Engineering Project Award. Any civil engineering project currently in use and located in San Luis Obispo County or northern Santa Barbara County was eligible for nomination. The winner will be announced during the awards ceremony at our December luncheon. The criteria that will be used to select the winner include: resourcefulness in planning and solving design challenges, public benefit, client satisfaction, innovations in design and/or construction, minimal adverse impacts on the environment, and use of new or innovative materials and methods. Following is a summary of all the nominated projects, in no particular order:

AVILA BEACH WEST END EXCAVATION AND REMEDIATION

owner Unocal.

Nominated by John Evans of Cannon Associates.

The emergency excavation and remediation of Avila Beach was completed just four months after initial discovery of hydrocarbon-affected sand a few feet from the surface. Careful planning and design prevented hydrocarbon release during construction, even though the excavation was seven feet below sea level and several winter storms occurred. An innovative HDPE liner containment system was installed to prevent hydrocarbons from migrating back into the remediated area.

BOOSTER STATION PUMP AND MANIFOLD REPLACEMENT

owner Vandenberg Village Community Services District.

Nominated by Tommy Keller of Vandenberg Village CSD

This project replaced a failing, improperly-sized conglomeration of pumps, motors, fittings and valves with superior materials that have improved the operating capacity of the booster station. This project will have paid for itself in just 2 years, due to a 34.3% decrease in power costs. These savings have been passed on to the consumers via a rate reduction.

FOURTH STREET WIDENING

owner City of Grover Beach.

Nominated by Valerie Beard of Garing, Taylor & Associates.

By doubling the width of the existing roadbed, this project improved the safety and capacity of Fourth Street. Careful design of the retaining wall footings was necessary due to the soil's relatively low bearing capacity and since the right-of-way was just four inches from the back of the wall. Special engineering effort was made to reduce the environmental impacts of this project, including the use of innovative methods to minimize aesthetic impacts.

SUMMIT STATION STANDPIPE

owner Nipomo Community Service District.

Nominated by Valerie Beard of Garing, Taylor & Associates.

Extensive planning and design was needed to complete this 95' tall, 40' diameter standpipe with a capacity of 1 million gallons. Use of the standpipe configuration allowed the District to maintain storage at the same overflow elevation of an existing reservoir, avoiding the cost of a long transmission main, ground level reservoir and pumping station.

SAN MIGUEL WATER SYSTEM IMPROVEMENTS

owner County of San Luis Obispo.

Nominated by Timothy Nanson of the County of San Luis Obispo.

Engineers were faced with the challenge of improving the existing water system of San Miguel to meet fire protection standards and Title 22 standards for quality, quantity, reliability and operation. This task was complicated by a small customer base unable to absorb the entire cost of a new system. By pursuing all available funding sources and using innovative design features, system improvements were implemented and water rates were actually reduced by as much as 39%.



1996-1997 SAN LUIS OBISPO/CENTRAL COAST BRANCH OFFICERS

Back row, from left: Roger Longden, Secretary; Adrian Engel, Student Chapter President; David Beard, Treasurer; Steve Kahn, Past President; Brad Hagemann, ex-Treasurer. Front row, from left: Deb Larson, Historian; Jeff Lee, Membership Chair; Diane Dostalek, President; Glenn Marshall, Newsletter Editor; Dean Benedix, President-Elect. Not pictured: Dennis Delzeit, Vice-President

TEPUSQUET ROAD SLIP-OUT REPAIR

owner Santa Barbara County.

Nominated by William Tracy and James Marrs of the Santa Barbara Co. PWD

This project used GeoWeb cells to repair a failed slope. By choosing the Geoweb wall over a conventional crib or gravity wall, the County realized substantial cost and time savings. The GeoWeb also provided the flexibility needed to overcome construction challenges, including resistant sandstone and ground water seepage.

ATASCADERO SOLID WASTE REDUCTION PROGRAM

owner City of Atascadero.

Nominated by Jeffrey Lee of Greg Luke & Associates.

Rather than opt for a more expensive materials recovery facility to sort recycled material from garbage at a central location, the city chose to aggressively pursue a voluntary waste reduction program. The program, which includes curbside recycling, a green waste program, and public education, has resulted in Atascadero achieving the highest level of waste reduction in San Luis Obispo County. The city has met the state-mandated 50% waste reduction requirement four years ahead of schedule.

ROUTE 101/OAK PARK BLVD. INTERCHANGE

owner Caltrans.

Nominated by David Beard of Caltrans.

This project relieved congestion at one of the busiest interchanges in south San Luis Obispo County. Since the project was partially funded by three adjoining cities, extensive negotiations were required before the design could be finalized. An elaborate stage construction scheme was developed to minimize traffic impacts during construction. Plastic culverts were used to avoid corrosion and reduce maintenance effort.

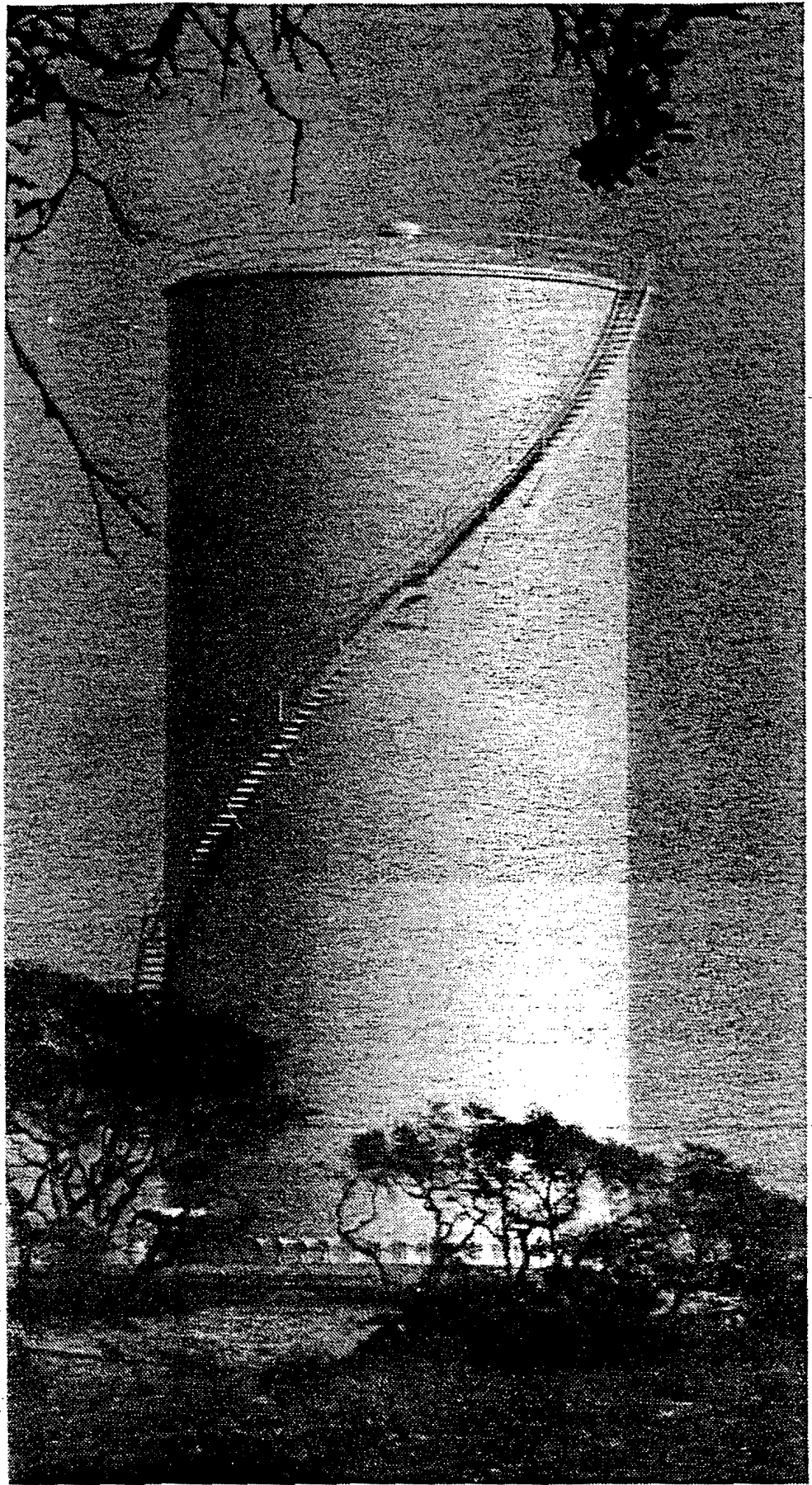
WELL NO. 9

owner City of Arroyo Grande.

Nominated by Valerie Beard of Garing, Taylor & Associates.

Well No. 9 provides a source of water previously untapped by the City. The cost of the water is considerably below that of Lopez Lake entitlement water. A small treatment facility, integrated into the existing park in such a way as to be unobtrusive and complementary, was constructed to remove manganese from the water.

-Diane Dostalk



HIGH IN SKY — The 1 million gallon water storage tank stands above the hills in Nipomo. The tank is owned by the Nipomo Community Services District.

Copy of document found at www.NoNewWipTax.com Photo by Glenn Bolivar

WARRANTS DECEMBER 4, 1996

HAND WRITTEN CHECKS

| <u>CHECK #</u> | <u>NAME</u> | <u>AMOUNT</u> |
|----------------|------------------|---------------|
| 17838 | PG&E | 64.38 |
| 17839 | Men's Club | 20.00 |
| 17840 | Jack Bell Const. | 92.25 |

VOIDS

2086-2087
8658-8660

NET PAYROLL

ck# 2088-2094 **\$10,871.04**

COMPUTER GENERATED CHECKS

| | | | |
|------|----------|--------------------------------------|-------------|
| 8648 | 11/27/96 | EMPLOYMENT DEVELOPMENT DEPARTMENT | \$691.08 |
| 8649 | 11/27/96 | DOUG JONES | \$300.00 |
| 8650 | 11/27/96 | MID STATE BANK | \$3,605.07 |
| 8651 | 12/01/96 | DANA PROPERTIES | \$205.90 |
| 8652 | 12/01/96 | J.O. MILLER | \$1,980.00 |
| 8653 | 12/04/96 | ROBERT BLAIR | \$100.00 |
| 8654 | 12/04/96 | KATHLEEN FAIRBANKS | \$100.00 |
| 8655 | 12/04/96 | ALEX MENDOZA | \$100.00 |
| 8656 | 12/04/96 | ALBERT SIMON | \$100.00 |
| 8657 | 12/04/96 | STEVEN SMALL | \$100.00 |
| 8661 | 12/04/96 | ACWA/IPIA | \$50.00 |
| 8662 | 12/04/96 | ADVANTAGE ANSWERING PLUS | \$94.50 |
| 8663 | 12/04/96 | ALL PURE CHEMICAL CO | \$633.53 |
| 8664 | 12/04/96 | BOB'S RUBBER STAMPS | \$9.59 |
| 8665 | 12/04/96 | CALIFORNIA APPLIED TECHNOLOGIES | \$381.37 |
| 8666 | 12/04/96 | CALIFORNIA ELECTRIC SUPPLY | \$32.14 |
| 8667 | 12/04/96 | CALIFORNIA SPECIAL DISTRICTS ASSOCIA | \$1,125.00 |
| 8668 | 12/04/96 | CHEVRON | \$180.10 |
| 8669 | 12/04/96 | CLANIN & ASSOCIATES, INC. | \$63.77 |
| 8670 | 12/04/96 | EARTH SYSTEMS CONSULTANTS NORTHERN C | \$726.50 |
| 8671 | 12/04/96 | EASTER RENTS | \$66.92 |
| 8672 | 12/04/96 | FGL ENVIRONMENTAL ANALYTICAL CHEMIST | \$831.20 |
| 8673 | 12/04/96 | FRANK L. FREITAS | \$1,707.79 |
| 8674 | 12/04/96 | GEORGE F. GARCIA & SONS | \$28,044.00 |
| 8675 | 12/04/96 | GENERAL ELECTRIC CAPITAL CORPORATION | \$5,175.00 |
| 8676 | 12/04/96 | GTE CALIFORNIA INCORPORATED | \$26.02 |
| 8677 | 12/04/96 | GTE MOBILNET | \$30.51 |
| 8678 | 12/04/96 | GROENIGER & COMPANY | \$21.24 |
| 8679 | 12/04/96 | MCKESSON WATER PRODUCTS | \$17.05 |
| 8680 | 12/04/96 | NIPOMO CHAMBER OF COMMERCE | \$75.00 |
| 8681 | 12/04/96 | NIPOMO CHEVRON | \$54.30 |
| 8682 | 12/04/96 | NIPOMO REXALL DRUG | \$13.67 |
| 8683 | 12/04/96 | P E O'HAIR & CO WESTBURNE SUPPLY IN | \$36.72 |
| 8684 | 12/04/96 | P G & E | \$23,580.97 |
| 8685 | 12/04/96 | PERS HEALTH BENEFIT SERVICES | \$3,006.76 |
| 8686 | 12/04/96 | POSTMASTER | \$500.00 |
| 8687 | 12/04/96 | SOUTHERN CALIF GAS COMPANY | \$14.15 |
| 8688 | 12/04/96 | STATE DEPARTMENT OF HEALTH SERVICES | \$6,675.52 |
| 8689 | 12/04/96 | SYLVESTER'S SECURITY ALARMS, INC. | \$35.00 |
| 8690 | 12/04/96 | UNITED GREEN MARK, INC. | \$45.50 |
| 8691 | 12/04/96 | WYATT & BAKER, Lawyers | \$7,766.95 |

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