

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: APRIL 3, 2015

AGENDA ITEM
C
APRIL 8, 2015

PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) REPORT ON MARCH 11, 2015 REGULAR MEETING CLOSED SESSION
Announcement of actions, if any, taken in Closed Session
- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND
REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS,
CONFERENCES, AND SEMINARS.
Receive Announcements and Reports from Directors
- C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS
PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE
PRESENTATIONS AND REPORTS

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: APRIL 3, 2015

**AGENDA ITEM
C-1
APRIL 8, 2015**

CLOSED SESSION REPORT

ITEM

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

BACKGROUND

The March 11, 2015 Regular Meeting Closed Session included:

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
 - a) SMWWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).

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

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AGENDA ITEM

D

APRIL 8, 2015

CONSENT AGENDA

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item removed. If discussion is desired, the item may be removed from the Consent Agenda by a Board member and will be considered separately at the conclusion of the Administrative Items. Individual items on the Consent Agenda are approved by the same vote that approves the Consent Agenda, unless an item is pulled for separate consideration. The recommendations for each item are noted in bracket. Members of the public may comment on the Consent Agenda items.

**Questions or clarification may be made by the Board members
without removal from the Consent Agenda.**

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE MARCH 11, 2015 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVAL]
- D-3) INITIATE PROCEEDINGS FOR ANNUAL LEVY OF ASSESSMENTS FOR STREET LANDSCAPE MAINTENANCE DISTRICT NO.1 [RECOMMEND APPROVE RESOLUTION INITIATING PROCEEDINGS]
- D-4) APPROVE PURCHASE OF REPLACEMENT PUMPS FOR TEFFT STREET LIFT STATION [RECOMMEND APPROVE RESOLUTION AUTHORIZING PURCHASE OF TWO REPLACEMENT PUMPS FOR TEFFT STREET LIFT STATION]
- D-5) APPROVE CONTRACT WITH TYLER TECHNOLOGIES TO PROVIDE NEW ACCOUNTING SOFTWARE, IMPLEMENTATION AND SUPPORT SERVICES FOR \$88,374 AND \$10,808 ANNUAL MAINTENANCE [RECOMMEND APPROVE CONTRACT]

TO: BOARD OF DIRECTOR
 REVIEWED: MICHAEL S. LEBRUN *ML*
 GENERAL MANAGER
 FROM: LISA BOGNUDA *LSB*
 FINANCE DIRECTOR
 DATE: APRIL 3, 2015

**AGENDA ITEM
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 APRIL 8, 2015**

HAND WRITTEN CHECKS

03-26-15 20377 SLO CLERK RECORDER
 03-30-15 20378 PGE

TOTAL COMPUTER CHECKS
 \$860,229.08
 LIEN RELEASE \$15.00
 ELECTRICITY \$37,782.42

VOIDS -20375, 20376, 23975, 24076

COMPUTER GENERATED CHECKS

24078	03/13/15	EMP01	EMPLOYMENT DEVELOP DEPT	66.00	.00	66.00	B50310	STATE INCOME TAX
				1590.56	.00	1590.56	1B50310	STATE INCOME TAX
			Check Total.....	1656.56	.00	1656.56		
24079	03/13/15	MID01	RABOBANK-PAYROLL TAX DEPO	250.00	.00	250.00	B50310	FEDERAL INCOME TAX
				29.00	.00	29.00	1B50310	MEDICARE (FICA)
				5099.70	.00	5099.70	2B50310	FEDERAL INCOME TAX
				62.00	.00	62.00	3B50310	FICA
				1309.86	.00	1309.86	4B50310	MEDICARE (FICA)
			Check Total.....	6750.56	.00	6750.56		
24080	03/13/15	MID02	RABOBANK-DIRECT DEPOSIT	33662.10	.00	33662.10	B50310	NET PAY
24081	03/13/15	PER01	PERS RETIREMENT	.00	.00	.00	B50310	PERS PAYROLL REMITTANCE
				11056.16	.00	11056.16	1B50310	PERS PAYROLL REMITTANCE
			Check Total.....	11056.16	.00	11056.16		
24082	03/13/15	STA01	CALPERS 457 DEFERRED COMP	2580.00	.00	2580.00	B50310	457 DEFERRED COMP
024083	03/23/15	AIR01	AIR POLLUTION CONTROL	4296.00	.00	4296.00	16633	RENEWAL OF EQUIPMENT OPER
024084	03/23/15	AME03	AMERI PRIDE	189.12	.00	189.12	063401	UNIFORMS
				176.15	.00	176.15	330287	UNIFORMS
			Check Total.....	365.27	.00	365.27		
024085	03/23/15	ATT01	AT&T	150.81	.00	150.81	6285859	TELEPHONE OFFICE
				25.59	.00	25.59	6286103	TELEPHONE
				183.42	.00	183.42	6286172	TELEPHONE SHOP
				189.99	.00	189.99	6343620	TELEPHONE
			Check Total.....	549.81	.00	549.81		
024086	03/23/15	BRE02	BRENNTAG PACIFIC INC.	333.81	.00	333.81	502160	SODIUM HYPOCHLORITE
				288.59	.00	288.59	502161	SODIUM HYPOCHLORITE
				258.78	.00	258.78	503699	SODIUM HYPOCHLORITE
				303.99	.00	303.99	503700	SODIUM HYPOCHLORITE
				222.61	.00	222.61	503701	SODIUM HYPOCHLORITE
			Check Total.....	1407.78	.00	1407.78		
024087	03/23/15	CAL03	CALIFORNIA ELECTRIC SUPPL	285.24	.00	285.24	600157	480V 3-PHASE MONITOR
				35.18	.00	35.18	600397	LAMP
			Check Total.....	320.42	.00	320.42		
024088	03/23/15	CHA03	CHANNING BETE COMPANY	318.00	.00	318.00	52929351	WATER CONSERVATION BROCHU
024089	03/23/15	CLE06	CNS SLO INC	2209.00	.00	2209.00	19697	MONTHLY COMPUTER SUPPORT
024090	03/23/15	COR04	CORIX WATER PRODUCTS (US)	319.34	.00	319.34	3004549	GASKETS, PIPE SPOOL
				27.93	.00	27.93	3005514	FLANGE, GASKET, BOLT UP S
			Check Total.....	347.27	.00	347.27		
024091	03/23/15	CRY01	CRYSTAL SPRINGS	30.30	.00	30.30	FEB 2015	DISTILLED WATER
024092	03/23/15	FAR01	FARM SUPPLY COMPANY	114.57	.00	114.57	23571	PVC BOOTS, NIPPLES, COUPL
				134.14	.00	134.14	24044	HYDRATED LIME, ABSORB-IT
				23.77	.00	23.77	24050	T-CAPS
			Check Total.....	272.48	.00	272.48		
024093	03/23/15	FGL01	FGL ENVIRONMENTAL	110.80	.00	110.80	580554A	LAB TESTS

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024094	03/23/15	GAD02	GADDIS, DAN	35.42	.00	35.42	B50316	MILEAGE AND PARKING REIMB
024095	03/23/15	HER02	HERTZ EQUIPMENT RENTAL	292.86	.00	292.86	27872045	EQUIPMENT RENTAL
024096	03/23/15	INT02	INTEGRATED INDUSTRIAL SUP	109.65	.00	109.65	29964	DISPOSABLE GLOVES
				822.93	.00	822.93	30208	TOOL CART
				53.65	.00	53.65	30213	PVC FLANGE, GASKETS
				53.72	.00	53.72	30228	THREADED FLANGE, S/S NIPP
				411.42	.00	411.42	30276	BALL VALVE, BUSHING, TUBE
				20.47	.00	20.47	30351	BUSHINGS
			Check Total.....:	1471.84	.00	1471.84		
024097	03/23/15	IRO01	IRON MOUNTAIN RECORDS MGT	32.45	.00	32.45	LFR9093	DOCUMENT SHREDDING
024098	03/23/15	JAC01	JACK'S REPAIR & SALES	179.09	.00	179.09	9447	SPARK PLUG, FILTERS, FUEL
				27.05	.00	27.05	10197	2 CYCLE OIL
			Check Total.....:	206.14	.00	206.14		
024099	03/23/15	LEB02	LeBRUN, MICHAEL	65.00	.00	65.00	MAR2015	CELL PHONE REIMBURSEMENT
024100	03/23/15	MAL01	MALDONADO, FRANCISCO	150.00	.00	150.00	B50316	BOOT REIMBURSEMENT
024101	03/23/15	MOR02	MORE OFFICE SOLUTIONS	743.11	.00	743.11	860492	COPIER MAINTENANCE
				180.68	.00	180.68	866495	B&W/COLOR COPIES
			Check Total.....:	923.79	.00	923.79		
024102	03/23/15	NIP05	NIPOMO CHAMBER OF COMMERC	2787.95	.00	2787.95	B50319	CHAMBER CLEAN-UP GRANT
024103	03/23/15	NIP08	NIPOMO CSD	455.00	.00	455.00	MAR2015	LMD WATER
024104	03/23/15	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	0110814	RODENT CONTROL
				75.00	.00	75.00	0110815	RODENT CONTROL
			Check Total.....:	340.00	.00	340.00		
024105	03/23/15	OFF01	OFFICE DEPOT	169.52	.00	169.52	75871954	OFFICE SUPPLIES
024106	03/23/15	POO01	POOR RICHARD'S PRESS	124.30	.00	124.30	264882	BROCHURE PRINTING
				36.00	.00	36.00	264779A	MAIL LATE NOTICES
				132.48	.00	132.48	264779B	POSTAGE FOR LATE NOTICES
				502.00	.00	502.00	264812A	MAIL BILLS
				1329.12	.00	1329.12	264812B	POSTAGE FOR BILLS
			Check Total.....:	2123.90	.00	2123.90		
024107	03/23/15	REC01	RECOGNITION WORKS	16.45	.00	16.45	244289	NAME BADGES
024108	03/23/15	SAN20	SANTA BARBARA COUNTY	150.00	.00	150.00	WC8330	WATER CONSERVATION PAMPHL
024109	03/23/15	SLY01	SLY, DILLON	105.62	.00	105.62	B50316	TRAVEL REIMBURSEMENT
024110	03/23/15	SPE01	SPECIAL DISTRICT RISK	7604.00	.00	7604.00	50326	WORKERS' COMP PROGRAM
024111	03/23/15	STR02	STREATOR PIPE & SUPPLY	63.51	.00	63.51	1320506	PVC MALE ADAPTER
024112	03/23/15	THE02	THE TRIBUNE SLO CO NEWSPAP	1356.00	.00	1356.00	FEB2015	PUBLICATION OF ORDINANCE
024113	03/23/15	UPS01	UPS STORE #6031	76.18	.00	76.18	4609	PACKAGE HANDLING SERVICES
024114	03/23/15	USA01	USA BLUEBOOK	458.19	.00	458.19	580767	REPLACEMENT NET, MALE/FEM
024115	03/23/15	VER03	VERIZON WIRELESS	326.22	.00	326.22	1096597	TELEPHONE
24116	03/27/15	EMP01	EMPLOYMENT DEVELOP DEPT	1527.12	.00	1527.12	B50323	STATE INCOME TAX
24117	03/27/15	FRA01	FRANCHISE TAX BOARD	459.05	.00	459.05	B50323	WITHHOLDING ORDER
24118	03/27/15	MID01	RABOBANK-PAYROLL TAX DEPO	4943.80	.00	4943.80	B50323	FEDERAL INCOME TAX
				86.80	.00	86.80	1B50323	FICA
				1289.84	.00	1289.84	2B50323	MEDICARE (FICA)
			Check Total.....:	6320.44	.00	6320.44		
24119	03/27/15	MID02	RABOBANK-DIRECT DEPOSIT	32813.47	.00	32813.47	B50323	NET PAY
24120	03/27/15	PER01	PERS RETIREMENT	10770.52	.00	10770.52	B50323	PERS PAYROLL REMITTANCE
24121	03/27/15	STA01	CALPERS 457 DEFERRED COMP	2580.00	.00	2580.00	B50323	457 DEFERRED COMP

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024122	04/08/15	ABA01	ABALONE COAST BACTERIOLOG	4306.40	.00	4306.40	2468	LAB TESTS
024123	04/08/15	ADV01	ADVANTAGE ANSWERING PLUS	130.00	.00	130.00	74140325	ANSWERING SERVICE
024124	04/08/15	ALX01	ALEXANDER'S CONTRACT SERV	2446.55	.00	2446.55	03300872	METER READING
024125	04/08/15	AME03	AMERI PRIDE	189.12	.00	189.12	334908	UNIFORMS
				166.68	.00	166.68	1339694	UNIFORMS
			Check Total.....:	355.80	.00	355.80		
024126	04/08/15	ATT01	AT&T	156.53	.00	156.53	6396438	TELEPHONE
				22.76	.00	22.76	6396682	TELEPHONE
				184.82	.00	184.82	6396751	TELEPHONE
			Check Total.....:	364.11	.00	364.11		
024127	04/08/15	BIG01	BIG BRAND TIRE & SERVICE	216.15	.00	216.15	239032	TIRES
024128	04/08/15	BRE02	BRENNTAG PACIFIC INC.	349.21	.00	349.21	506149	SODIUM HYPOCHLORITE
				294.96	.00	294.96	506150	SODIUM HYPOCHLORITE
				349.21	.00	349.21	508101	SODIUM HYPOCHLORITE
				222.61	.00	222.61	508102	SODIUM HYPOCHLORITE
			Check Total.....:	1215.99	.00	1215.99		
024129	04/08/15	CAH01	CAHUA, LUISA	50.00	.00	50.00	B50331	OPEN/CLOSE BOARD ROOM-COS
024130	04/08/15	CAL03	CALIFORNIA ELECTRIC SUPPL	465.48	.00	465.48	602290	RELAY
024131	04/08/15	CAN02	CANNON CORPORATION	2655.00	.00	2655.00	58417	VERIZON STANDPIPE CELL EQ
024132	04/08/15	CEN09	CENTRAL BLOWER CO.	1171.50	.00	1171.50	59323	CENTRAL BLOWER ASSEMBLY
024133	04/08/15	CHA02	CHARTER COMMUNICATIONS	225.00	.00	225.00	APR2015A	INTERNET-SHOP
				225.00	.00	225.00	APR2015B	INTERNET-OFFICE
			Check Total.....:	450.00	.00	450.00		
024134	04/08/15	COR01	CORBIN WILLITS SYSTEMS	750.83	.00	750.83	B503151	MONTHLY COMPUTER SUPPORT
024135	04/08/15	COR04	CORIX WATER PRODUCTS (US)	377.81	.00	377.81	3007118	GASKETS, ASPHALT BLADE, T
024136	04/08/15	CRW01	CRWA	250.00	.00	250.00	B50327	TREATMENT CERTIFICATION R
024137	04/08/15	CWE01	CWEA	156.00	.00	156.00	B50402	MEMBERSHIP RENEWAL - GERM
				156.00	.00	156.00	B50403	MEMBERSHIP RENEWAL - MALD
			Check Total.....:	312.00	.00	312.00		
024138	04/08/15	DKA01	D-KAL ENGINEERING, INC.	39490.10	.00	39490.10	6	PROGRESS PAYMENT #6
024139	04/08/15	ELE03	ELECTRICRAFT, INC.	203.00	.00	203.00	8298	WELL FEED TROUBLESHOOTING
024140	04/08/15	FED01	FED EX	14.44	.00	14.44	297555262	PACKAGE HANDLING
024141	04/08/15	FGL01	FGL ENVIRONMENTAL	417.70	.00	417.70	580414A	LAB TESTS
024142	04/08/15	GWA01	GWA INC	55.00	.00	55.00	15030064	ALARM SERVICE
				87.00	.00	87.00	15030210	ALARM SERVICE
				87.00	.00	87.00	150302062	ALARM SERVICE
			Check Total.....:	229.00	.00	229.00		
024143	04/08/15	INT02	INTEGRATED INDUSTRIAL SUP	83.41	.00	83.41	30391	EYE WASH, FACE SHIELD, LO
				111.67	.00	111.67	30439	RAIN PANTS
			Check Total.....:	195.08	.00	195.08		
024144	04/08/15	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	64425	LANDSCAPE MAINT DIST
024145	04/08/15	LEE02	LEE CENTRAL COAST NEWSPAP	664.72	.00	664.72	MAR2015A	ADVERTISING
				148.50	.00	148.50	MAR2015B	ORDINANCE PUBLICATION
			Check Total.....:	813.22	.00	813.22		
024146	04/08/15	MNS01	MNS ENGINEERS INC	1042.19	.00	1042.19	65258	SOUTHLAND WWF
				93697.57	.00	93697.57	65259	SUPPLEMENTAL WATER
			Check Total.....:	94739.76	.00	94739.76		
024147	04/08/15	NEW05	NEWTON GEO-HYDROLOGY CONS	9713.23	.00	9713.23	MAR2015	LITIGATION SUPPORT
024148	04/08/15	NEX03	NEXTRAQ	51.00	.00	51.00	031309	GPS KIT
				408.50	.00	408.50	1140219	GPS SERVICE
			Check Total.....:	459.50	.00	459.50		

024149	04/08/15	NIP05	NIPOMO CHAMBER OF COMMERC	165.00	.00	165.00	1503	HIGHWAY CLEANUP
024150	04/08/15	NUN01	NUNLEY, MICHAEL K. & ASSO	3133.90	.00	3133.90	631	OPERATIONS MOU
				970.50	.00	970.50	642	POTABLE WATER STORAGE TAN
				1192.50	.00	1192.50	645	TEFFT STREET LIFT STATION
				3135.00	.00	3135.00	646	GIS MAINTENANCE PROJECT
				9882.00	.00	9882.00	647	BLACKLAKE WWTP REPAIR
			Check Total.....:	18313.90	.00	18313.90		
024151	04/08/15	OFF01	OFFICE DEPOT	75.69	.00	75.69	5154001	OFFICE SUPPLIES
024152	04/08/15	PRE01	PRECISION JANITORIAL	650.00	.00	650.00	258	JANITORIAL SERVICES
024153	04/08/15	QUI03	QUINN COMPANY	1817.69	.00	1817.69	30000948	EQUIPMENT REPAIR-CATERPIL
024154	04/08/15	RBA01	R BAKER, INC	8122.86	.00	8122.86	02157826	AIR VAC REPAIR-TEFFT ST B
024155	04/08/15	RIC01	RICHARDS, WATSON, GERSHON	1839.00	.00	1839.00	200664	WATER RIGHTS ADJUDICATION
024156	04/08/15	SEV01	SEVCIK, PETER	1088.36	.00	1088.36	B50402	TRAVEL REIMBURSEMENT
024157	04/08/15	SLO02	DIV OF ENVIRON HEALTH	1195.90	.00	1195.90	97320	BACKFLOW PROGRAM
024158	04/08/15	SLY01	SLY, DILLON	43.88	.00	43.88	B50331	MILEAGE REIMBURSEMENT
024159	04/08/15	SOU03	SOUTH COUNTY SANITARY	349.16	.00	349.16	MAR 2015	TAX LIENS-SOLID WASTE
024160	04/08/15	SPI01	SPIESS CONSTRUCTION CO.	482376.39	.00	482376.39	14	PROGRESS PAYMENT #14
024161	04/08/15	SPI02	RABOBANK	25388.23	.00	25388.23	14	RETENTION PAYMENT #14
024162	04/08/15	STA03	STATEWIDE SAFETY & SIGNS	10.57	.00	10.57	3000509	24" MISC PAPER BLACK/ORAN
024163	04/08/15	STA05	STATE WATER RESOURCES CB	180.00	.00	180.00	B50401	GRADE 2 EXAMINATION - CAL
024164	04/08/15	TEC01	TECHNOFLO SYSTEMS	11337.07	.00	11337.07	14040	WELL SENSORS
024165	04/08/15	TER01	TERMINIX	44.00	.00	44.00	343361398	PEST CONTROL
024166	04/08/15	THE01	THE GAS COMPANY	23.88	.00	23.88	MAR2015A	HEAT-OFFICE
024167	04/08/15	THE02	THE TRIBUNE SLO CO NEWSPAP	171.26	.00	171.26	1625152	PUBLIC NOTICE
024168	04/08/15	TUC01	TUCKFIELD & ASSOCIATES	2463.75	.00	2463.75	393	PURVEYOR OPTIONS
024169	04/08/15	UPS01	UPS STORE #6031	17.53	.00	17.53	4619	PACKAGE HANDLING
024170	04/08/15	USB01	US BANK (VISA)	7.50	.00	7.50	MAR2015A	BOARD MEETING
				160.00	.00	160.00	MAR2015B	TRAVEL
				159.83	.00	159.83	MAR2015C	MEALS
				350.00	.00	350.00	MAR2015D	EDUCATION
				112.86	.00	112.86	MAR2015E	CSDA ANNUAL MEETING
				358.88	.00	358.88	MAR2015F	CONSERVATION SUPPLIES
				103.30	.00	103.30	MAR2015G	PARTS FOR GATOR
			Check Total.....:	1252.37	.00	1252.37		
024171	04/08/15	VER01	VERIZON	51.95	.00	51.95	MAR2015	TELEPHONE
024172	04/08/15	WAL01	WALLACE GROUP	130.84	.00	130.84	38725	FOG INSPECTION SERVICES
024173	04/08/15	YOU01	YOUR PEOPLE PROFESSIONALS	1500.00	.00	1500.00	MAR2015	EMPLOYMENT AGENCY-DEPOSIT

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: APRIL 3, 2015

**AGENDA ITEM
D-2
APRIL 8, 2015**

APPROVE MINUTES OF PREVIOUS BOARD MEETINGS

ITEM

Approve action minutes from previous Board meetings. [RECOMMENDED APPROVE MINUTES]

BACKGROUND

The draft minutes are a written record of the previous Board Meeting action.

RECOMMENDATION

Approve minutes as part of Consent Agenda.

ATTACHMENT

- A. March 11, 2015, draft Regular Board Meeting Minutes

April 8, 2015

D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

DRAFT REGULAR MINUTES

MARCH 11, 2015, AT 9:00 A.M.

JON S. SEITZ BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

CRAIG ARMSTRONG, **PRESIDENT**
DAN GADDIS, **VICE PRESIDENT**
BOB BLAIR, **DIRECTOR**
ED EBY, **DIRECTOR**
DAN WOODSON, **DIRECTOR**

PRINCIPAL STAFF

MICHAEL S. LEBRUN, **GENERAL MANAGER**
LISA BOGNUDA, **FINANCE DIRECTOR**
MICHAEL W. SEITZ, **GENERAL COUNSEL**
PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**
JESSICA MATSON, **BOARD CLERK**

Mission Statement: The Nipomo Community Services District's mission is to provide its customers with reliable, quality, and cost-effective services now and in the future.

00:00:00 A. CALL TO ORDER AND FLAG SALUTE

President Armstrong called the Regular Meeting of March 11, 2015 to order at 9:00 a.m. and led the flag salute.

00:00:36 B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

At Roll Call, all Directors were present.

The following members of the public spoke:

Juan Arrellano, owner of Nipomo farm, requested approval from the District for placement of signs on District property during methyl bromide fumigation. Michael LeBrun, General Manager, responded regarding placement on a future Board Agenda. Mr. LeBrun was directed by President Armstrong to follow-up with Mr. Arrellano.

Geoff Money, Cal Fire South County Battalion, introduced himself and gave an update on Cal Fire activities in the area. Mr. Money also reported the following:

- *There were 177 calls to the two Nipomo stations during the month of February*
- *Due to drought, Cal Fire will be staffing Schedule B Wildland beginning April 14th*
- *Brush Clearance Inspection program will be beginning soon*
- *The chipping event is cancelled this year due to lack of funding*
- *Burn permits will be issued until mid-April*

C. PRESENTATIONS AND REPORTS

00:11:03 C-1) REPORT ON FEBRUARY 25, 2015 REGULAR MEETING CLOSED SESSION
Announcement of actions, if any, taken in Closed Session

Mike Seitz, District Legal Counsel, announced that the Board discussed Item I.1(a) from the February 25, 2015 Regular Meeting (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS. NCSD) in closed session, but took no reportable action.

00:11:33 C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.
Receive Announcements and Reports from Directors

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
REGULAR MEETING
MINUTES

Item C-2 continued

Director Blair

- ◇ Received a Certificate of Appreciation for judging a student conservation contest with the Arroyo Grande Lions Club

Director Gaddis

- ◇ February 27, Attended California Special District Association's annual meeting in Avila Beach.
- ◇ March 4, Attended the Water Resources Advisory Committee meeting in San Luis Obispo.
- ◇ On April 18th the Central Coast Grower's Association will hold an Open House

Director Eby

- ◇ March 7, Attended the Blacklake Management Meeting

Director Armstrong

- ◇ March 4, Attended the Water Resources Advisory Committee meeting in San Luis Obispo.

00:15:52

- C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE and FILE PRESENTATIONS AND REPORTS

There were no public comments.

Upon the motion of Director Dan A. Gaddis and seconded, the Board unanimously approved to receive and file the presentations and reports as submitted.

Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Gaddis, Blair, Eby, Woodson, and Armstrong	None	None

00:16:16

D. CONSENT AGENDA

D-1) WARRANTS

D-2) APPROVE MINUTES OF PREVIOUS BOARD MEETINGS

- FEBRUARY 25, 2015 REGULAR MEETING

Director Gaddis requested clarification on warrants. Michael LeBrun, General Manager, responded to Director Gaddis.

There were no public comments.

Upon the motion of Director Robert Blair and seconded, the Board unanimously approved the consent agenda.

Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Blair, Gaddis, Eby, Woodson, and Armstrong	None	None

00:18:45

E. ADMINISTRATIVE ITEMS

E-1) CONSIDER REQUEST TO EXTEND OUTSIDE SERVICE COMMITMENT TO APPROVED HOLLOWAY CONDITIONAL ANNEXATION

Michael LeBrun, General Manager, reviewed the report as presented in the Board packet and discussed the document distributed to the Board (Available for review at the District office).

00:18:45

The following members of the public spoke:

Carl Holloway, NCSD Customer and owner of Tract 2642, commented on the extension request and the possibility of selling the property. Mr. Holloway answered questions from the Board.

Upon the motion of Director Robert Blair and seconded, the Board approved the request to extend the outside service commitment.

Vote 4-1.

YES VOTES	NO VOTES	ABSENT
Directors Blair, Gaddis, Woodson, and Armstrong	Director Eby	None

RESOLUTION NO. 2015-1368

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT APPROVING AMENDMENT NO. 4 TO OUTSIDE USER AGREEMENT FOR WATER, SEWER, AND SOLID WASTE SERVICES TO TRACT 2642

00:38:21

E-2) CONDUCT PUBLIC HEARING TO ADOPT ORDINANCE TO REPEAL DISTRICT CODE SECTIONS 3.05.10 THROUGH 3.05.060 AND 3.05.080 THROUGH 3.05.170 WATER ALLOCATION POLICY

PRESIDENT ARMSTRONG OPENED THE PUBLIC HEARING

There were no public comments.

PRESIDENT ARMSTRONG CLOSED THE PUBLIC HEARING

Upon the motion of Director Robert Blair and seconded, the Board unanimously adopted the Ordinance repealing District Code Sections 3.05.10 through 3.05.060 and 3.05.080 through 3.05.170 Water Allocation Policy.

Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Blair, Armstrong, Eby, Woodson, and Gaddis	None	None

ORDINANCE NO. 2015-121

AN ORDINANCE OF THE NIPOMO COMMUNITY SERVICES DISTRICT REPEALING SECTIONS 3.05.10 THROUGH 3.05.060 AND 3.05.080 THROUGH 3.05.170, WATER ALLOCATION POLICY, OF THE DISTRICT CODE

President Armstrong announced the Item E-3 would be heard after closed session.

Nipomo Community Services District
REGULAR MEETING
MINUTES

00:39:26

E-4) REVIEW SUPPLEMENTAL WATER ACCOUNTING APPROACH

Peter Sevcik, Director of Engineering & Operations, reviewed the report as presented in the Board packet. Mr. Sevcik answered questions from the Board.

Directors directed staff to make some additions to the accounting approach and bring back before the Board at its next meeting.

There were no public comments.

00:59:28

E-5) CSDA BOARD OF DIRECTORS NOMINATION

Board President Craig Armstrong presented the nomination opportunity for the CSDA Board of Directors Seat A of the Coastal Network.

The Board discussed and nominated Director Robert Blair for election.

*Upon the motion of Director Craig Armstrong and seconded, the Board unanimously nominated Director Robert Blair for the CSDA Board of Directors.
Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Blair, Eby, Woodson, and Gaddis	None	None

01:02:05

E-6) CONSIDER BOARD MEETING SCHEDULE CHANGE

Michael LeBrun, General Manager, reviewed the report as presented in the Board packet.

The Board discussed and agreed to cancel the March 25, 2015 Regular Board Meeting and move the May 13, 2015 Regular Board Meeting to May 12, 2015.

01:04:10

F. GENERAL MANAGER'S REPORT

Michael LeBrun, General Manager, reviewed the report as presented in the Board packet. Mr. LeBrun also reported the following:

- The Nipomo Mesa Management Area (NMMA) meeting will be March 18th @ 1:30 PM at the District office*

Mr. LeBrun answered questions and took direction from the Board.

There were no public comments.

01:20:23

G. COMMITTEE REPORTS

None.

Nipomo Community Services District
REGULAR MEETING
MINUTES

01:20:29 H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Gaddis

- *Would like a tour of the Supplemental Water Project.*

01:21:42 I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9

- a) SMWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).

01:21:46 J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments.

01:21:48 K. ADJOURN TO CLOSED SESSION

President Armstrong adjourned to closed session at 10:21 a.m.

01:21:51 L. OPEN SESSION
ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 11:17 a.m.

Mike Seitz, District Legal Counsel, announced that the Board discussed Item 1(a), but took no reportable action.

President Armstrong announced the Item E-3 would be heard next.

01:22:26 E-3) CONSIDER DISTRICT WATER RESOURCES POLICY

Michael LeBrun, General Manager, reviewed the report as presented in the Board packet. Mr. LeBrun answered questions from the Board.

Directors discussed and directed staff to make edits to the draft policy.

There were no public comments.

Upon the motion of Director Ed Eby and seconded, the Board unanimously agreed to direct staff to amend as directed and bring to the Regular Board Meeting on April 8, 2015 for adoption by resolution.

Vote 5-0.

YES VOTES	NO VOTES	ABSENT
<i>Directors Eby, Blair, Woodson, Gaddis, and Armstrong</i>	<i>None</i>	<i>None</i>

Nipomo Community Services District
REGULAR MEETING
MINUTES

ADJOURN

President Armstrong adjourned the meeting at 11:48 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 52 minutes
Closed Session	56 minutes
TOTAL HOURS	2 hours 48 minutes

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *Msl*
GENERAL MANAGER
DATE: APRIL 3, 2015



**INITIATING PROCEEDINGS FOR ANNUAL LEVY OF ASSESSMENTS
FOR STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1**

ITEM

Resolution initiating proceedings for annual levy of Street Landscape Maintenance District No. 1
[RECOMMEND ADOPT RESOLUTION]

BACKGROUND

In 2003, the Board of Directors formed Street Landscape Maintenance District No. 1 to provide the street landscape maintenance for Tract 2409 (Sculpture Homes located on Vista Verde and Ida Street). The Street Landscape Maintenance District formed under Government Code Section 61601.20 and the Landscaping and Lighting Act of 1972.

Annually, the District follows the procedures outlined in the Government Code and Prop. 218 to levy the assessment on each of the 28 property owners served by the Landscape Management District. In order to proceed, the attached Resolution should be adopted to initiate the proceedings and appoint Director of Engineering and Operations, Peter Sevcik as the Assessment Engineer.

RECOMMENDATION

Staff recommends adoption of Resolution 2015-LMD initiation

ATTACHMENT

- A. Resolution 2015-LMD Initiation

April 8, 2015

D-3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2015-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT INITIATING PROCEEDINGS FOR ANNUAL
LEVY OF ASSESSMENTS FOR THE STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FOR FISCAL YEAR 2015-2016 PURSUANT TO THE PROVISIONS OF PART 2 OF
DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

WHEREAS, the Nipomo Community Services District Board of Directors ("NCSD") has, by previous Petition and Resolution, formed the Nipomo Community Services District Street Landscape Maintenance District No. 1 (hereinafter referred to as "Street Landscape Maintenance District No. 1") pursuant to the provisions of Government Code §61601.20 and the Landscaping and Lighting Act of 1972 (hereinafter referred to as the "Act") that provides for the levy and collection of assessments by the County of San Luis Obispo for the Nipomo Community Services District to pay for the installation, planting and maintenance of landscaping within public streets, right of ways or easements within the Nipomo Community Services District; and

WHEREAS, Street Landscape Maintenance District No. 1 and the associated assessments are in compliance with the provisions of California Constitution Article XIID; and

WHEREAS, the NCSD has appointed Peter Sevcik, a registered engineer, as assessment engineer for the purpose of assisting with the Annual Levy of the Street Landscape Maintenance District No. 1 and to prepare and file a report in accordance with the Act.

NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the Nipomo Community Services District for the Nipomo Street Landscape Maintenance District No. 1, as follows:

SECTION 1: The NCSD hereby initiates proceedings for annual levy of assessments for Street Landscape Maintenance District No. 1 for Fiscal Year 2015-2016 pursuant to the provisions of the Act.

SECTION 2: The improvements within Street Landscape Maintenance District No. 1 include: trees, shrubs, grass, other ornamental vegetation, and appurtenant facilities, including irrigation system within the Street Landscape Maintenance District No. 1. The Board of Directors does not anticipate new improvements or substantial changes in existing improvements.

SECTION 3: Engineer's Annual Levy Report: The NCSD Board of Directors hereby orders that Peter Sevcik, District Director of Engineering and Operations and a registered professional engineer in CA, prepare the Engineer's Annual Levy Report concerning the levy of assessments for Street Landscape Maintenance District No. 1 in accordance with *Chapter 3, Section 22622* of the Act.

PASSED AND ADOPTED by the Board of Directors of the Nipomo Community Services District this 8th day of April, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

CRAIG ARMSTRONG
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

MICHAEL S. LEBRUN
General Manager and Secretary to the Board

MICHAEL W. SEITZ
District Legal Counsel

TO: BOARD OF DIRECTOR
REVIEWED: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: MARCH 30, 2015

**AGENDA ITEM
D-4
APRIL 8, 2015**

**APPROVE PURCHASE OF REPLACEMENT PUMPS
FOR TEFFT STREET LIFT STATION**

ITEM

Approve purchase of two replacement pumps for Tefft Street Lift Station from Flo-Systems Inc. in the amount of \$40,615 [RECOMMEND BY MOTION AND ROLL CALL VOTE APPROVE RESOLUTION AUTHORIZING PURCHASE OF TWO REPLACEMENT PUMPS FOR TEFFT STREET LIFT STATION].

BACKGROUND

The Tefft Street Lift Station is the District's largest wastewater pump station. It was originally constructed in 1985 and was rebuilt in 2003. The nominal flow capacity of each pump (two total) is approximately 600 gallons per minute (gpm). The current pumps have been in place since 2003, are showing signs of extreme wear, have exceeded their useful life, and need to be replaced. Replacement of the existing pumps with pumps from the same manufacturer ensures that the replacement pumps will work without requiring the District to make any mechanical or other modifications to the lift station.

Staff obtained two quotes for two replacement pumps that have the same physical and flow characteristics as the existing pumps. Flo-Systems, Inc. submitted the lowest quote in the amount of \$40,615.

FISCAL IMPACT

The approved FY 14-15 Town Sewer budget includes funding for pump station rehabilitation in the amount of \$100,000.

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, approve Resolution 2015-XXXX Tefft Street Lift Station Pump Replacement, authorizing purchase of two replacement pumps for the Tefft Street Lift Station from Flo-Systems, Inc. in the amount of \$40,615.

ATTACHMENTS

- A. Resolution 2015-XXXX Tefft Street Lift Station Pump Replacement

April 8, 2015

D-4

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2015-XXXX**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING PURCHASE OF REPLACEMENT PUMPS FOR TEFFT STREET LIFT STATION FROM FLO-SYSTEMS INC. IN THE AMOUNT OF \$40,615

WHEREAS, the Tefft Street Lift Station is the District's largest wastewater pump station; and

WHEREAS, the current pumps have been in place since 2003, are showing signs of extreme wear, have exceeded their useful life, and need to be replaced; and

WHEREAS, replacement of the existing pumps with pumps from the same manufacturer ensures that the replacement pumps will work without requiring the District to make any mechanical or other modifications to the lift station; and

WHEREAS, Flo-Systems, Inc. originally provided the pumps for the Tefft Street Lift Station; and

WHEREAS, Flo-Systems provided the lowest quote for the replacement pumps.

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

- 1) The above recitals are true and correct and constitute findings for the use of the Flo-Systems Inc. to supply replacement pumps for the Tefft Street Lift Station.
- 2) The District Board of Directors does hereby direct District staff to execute a contract for replacement pumps for the Tefft Street Lift Station with Flo-Systems, Inc. in the amount of \$40,615.

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

**AYES:
NOES:
ABSENT:
CONFLICTS:**

The foregoing resolution is hereby adopted this 8th day of April 2015.

CRAIG ARMSTRONG
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

MICHAEL S. LEBRUN
General Manager and Secretary to the Board

MICHAEL W. SEITZ
District Legal Counsel