

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN  
GENERAL MANAGER

DATE: SEPTEMBER 3, 2015

**AGENDA ITEM  
C  
SEPTEMBER 9, 2015**

**PRESENTATIONS AND REPORTS**

The following presentations and reports are scheduled:

- C-1) DIRECTOR OF ENGINEERING AND OPERATIONS  
Update on Pump Station Reservoir Construction Timeline
- C-2) REPORT ON PREVIOUS MEETING CLOSED SESSION  
Announcement of actions, if any, taken during Closed Session at previous Board Meetings:
  - o August 12, 2015 Regular Board Meeting
- C-3) 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-4) 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: SEPTEMBER 4, 2015

**AGENDA ITEM**  
**C-1**  
**SEPTEMBER 9, 2015**

**DIRECTOR OF ENGINEERING AND OPERATIONS  
UPDATE ON PUMP STATION RESERVOIR CONSTRUCTION**

**ITEM**

Update from staff on pump station reservoir construction [NO ACTION REQUESTED].

**BACKGROUND**

Director of Engineering and Operations, Peter Sevcik will outline the steps and schedule for construction of a 0.5 million gallon reservoir at the Joshua Road Pump Station.

**RECOMMENDATION**

Staff recommends that your Honorable Board receive the update.

**ATTACHMENTS**

None

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: SEPTEMBER 4, 2015

**AGENDA ITEM**  
**C-2**  
**SEPTEMBER 9, 2015**

**CLOSED SESSION REPORT**

**ITEM**

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

**BACKGROUND**

The August 12, 2015 Regular Meeting Closed Session included:

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

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN  
GENERAL MANAGER

DATE: SEPTEMBER 3, 2015

## AGENDA ITEM

# D

SEPTEMBER 9, 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 AUGUST 12, 2015 REGULAR BOARD MEETING MINUTES  
[RECOMMEND APPROVAL]

TO: BOARD OF DIRECTOR

REVIEWED: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

FROM: LISA BOGNUDA *LSB*  
FINANCE DIRECTOR

DATE: SEPTEMBER 4, 2015

**AGENDA ITEM**  
**D-1**  
**SEPTEMBER 9, 2015**

PAGE ONE

**HAND WRITTEN CHECKS**

08-14-15	20421	SLO CLERK RECORDER
08-18-15	20422	CRWA
09-09-15	20423	CHERYL BENTO
09-09-15	20424	ED EBY
09-09-15	20425	MARILYN & SUE MULLANY

**TOTAL COMPUTER CHECKS**

.\$548,121.84

RECORDING FEE	\$62.00
REVIEW COURSE	\$250.00
WASHER REBATE	\$75.00
WASHER REBATE	\$75.00
WASHER REBATE	\$75.00

VOIDS - 24679-24682, 24683-24712

**COMPUTER GENERATED CHECKS**

24680	08/10/15	EMP01	EMPLOYMENT DEVELOP DEPT	6.60	.00	6.60	B50810A	STATE INCOME TAX
24681	08/10/15	MID01	RABOBANK-PAYROLL TAX DEPO	36.05	.00	36.05	B50810A	FEDERAL INCOME TAX
24682	08/10/15	MID02	RABOBANK-DIRECT DEPOSIT	257.35	.00	257.35	B50810A	NET PAY
024713	08/21/15	AME03	AMERI PRIDE	157.86	.00	157.86	150143409	UNIFORMS
024714	08/21/15	ATT01	AT&T	190.25	.00	190.25	6903364	TELEPHONE
024715	08/21/15	BIG01	BIG BRAND TIRE & SERVICE	895.78	.00	895.78	244742	TIRES - 10 FORD F250
024716	08/21/15	BRE02	BRENNTAG PACIFIC INC.	258.78	.00	258.78	545556	SODIUM HYPOCHLORITE
				2703.27	.00	2703.27	546835	CITRIC ACID
				617.77	.00	617.77	547209	SODIUM HYPOCHLORITE
				328.42	.00	328.42	547582	SODIUM HYPOCHLORITE
				247.04	.00	247.04	547583	SODIUM HYPOCHLORITE
				889.03	.00	889.03	548002	SODIUM HYPOCHLORITE
				256.08	.00	256.08	548003	SODIUM HYPOCHLORITE
				436.93	.00	436.93	549732	SODIUM HYPOCHLORITE
				247.04	.00	247.04	549733	SODIUM HYPOCHLORITE
				192.78	.00	192.78	549734	SODIUM HYPOCHLORITE
				274.16	.00	274.16	549735	SODIUM HYPOCHLORITE
				8928.50	.00	8928.50	550122	AMMONIUM SULFATE
			Check Total.....:	15379.80	.00	15379.80		
024717	08/21/15	CIT01	CITY NATIONAL BANK	71879.50	.00	71879.50	##01-032	DEBT SERVICE A/D 93-1
024718	08/21/15	CLE06	CNSSLO INC	286.15	.00	286.15	20443	UPS FOR SHOP SERVER
				2535.00	.00	2535.00	20545	MONTHLY COMPUTER SUPPORT
			Check Total.....:	2821.15	.00	2821.15		
024719	08/21/15	COR04	CORIX WATER PRODUCTS (US)	38.97	.00	38.97	3020804	6 BOLT UP SET
				83.85	.00	83.85	3021493	BOLT SET UP, ADAPATER
			Check Total.....:	122.82	.00	122.82		
024720	08/21/15	CWE01	CWEA	321.00	.00	321.00	B50821	CERTIFICATION - NEWMAN
024721	08/21/15	ELE03	ELECTRICRAFT, INC.	3388.00	.00	3388.00	8673	HOOD WIRING AND ADDITIONA
				3068.78	.00	3068.78	8697	TROUBLESHOOT AND REPAIR E
			Check Total.....:	6456.78	.00	6456.78		
024722	08/21/15	FAR01	FARM SUPPLY COMPANY	131.78	.00	131.78	27709	NYLON ROPE, HYDRATED LIME
				121.63	.00	121.63	27857	ROUND-UP, BUSHINGS, BALL
				53.33	.00	53.33	27945	COUPLERS, FLANGES
			Check Total.....:	306.74	.00	306.74		
024723	08/21/15	FER01	FERGUSON ENTERPRISES INC	251.43	.00	251.43	2243426	REBUILD KIT
024724	08/21/15	FGL01	FGL ENVIRONMENTAL	539.80	.00	539.80	581701A	LAB TESTS
024725	08/21/15	HAC01	HACH COMPANY	1925.27	.00	1925.27	9499224	MAINTENANCE KIT, SENSOR,
				231.13	.00	231.13	9502041	REAGENT SET
			Check Total.....:	2156.40	.00	2156.40		

**AGENDA ITEM D-1 Warrants  
SEPTEMBER 9, 2015**

024726	08/21/15	INT02	INTEGRATED INDUSTRIAL SUP	230.25	.00	230.25	33242	RING GASKET, BLIND FLANGE
				-211.03	.00	-211.03	33408C	CREDIT MEMO FOR INV REF #
				220.57	.00	220.57	33456	BLIND FLANGE, RING GASKET
				95.78	.00	95.78	33561	PUSH LOCK HOSE
			Check Total.....:	335.57	.00	335.57		
024727	08/21/15	IRO01	IRON MOUNTAIN RECORDS MGT	-129.04	.00	-129.04	9CL4718C	SHREDDING
				64.52	.00	64.52	9CL4719	SHREDDING
				638.16	.00	638.16	LTH0110	BULK SHRED
			Check Total.....:	573.64	.00	573.64		
024728	08/21/15	LAN02	LANDMARK LANDSCAPE CO INC	375.00	.00	375.00	65773	REPAIR OF LEAKING 1" VALV
024729	00/21/15	MIN02	MINER'JO ACE HARDWARE	477.80	.00	477.80	JUL2015	SUPPLIEE
024730	08/21/15	MOR02	MORE OFFICE SOLUTIONS	83.43	.00	83.43	985811	COLOR/B&W COPIES
				179.70	.00	179.70	985812	COLOR/B&W COPIES
			Check Total.....:	263.13	.00	263.13		
024731	08/21/15	MUL02	MULTI W SYSTEMS, INC.	295.39	.00	295.39	31530868	O-RINGS, GASKETS, CHECK V
				1811.25	.00	1811.25	31530870	PARTS AND INSTALLATION FO
				2579.42	.00	2579.42	31530871	SERVICE AND PARTS FOR SWW
			Check Total.....:	4686.06	.00	4686.06		
024732	08/21/15	MUN03	MUNICIPAL MAINTENANCE EQU	58.83	.00	58.83	103130	GASKET, STRAINER SCREEN
				41.89	.00	41.89	103197	GASKET
			Check Total.....:	100.72	.00	100.72		
024733	08/21/15	NIP05	NIPOMO CHAMBER OF COMMERCE	2406.25	.00	2406.25	B50819	CHAMBER CLEAN-UP GRANT DI
024734	08/21/15	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	0113904	PEST CONTROL
				75.00	.00	75.00	0113906	RODENT CONTROL
			Check Total.....:	340.00	.00	340.00		
024735	08/21/15	OFF01	OFFICE DEPOT	279.09	.00	279.09	6572001	OFFICE SUPPLIES
				8.59	.00	8.59	6957001	OFFICE SUPPLIES
			Check Total.....:	287.68	.00	287.68		
024736	08/21/15	POL02	POLYDYNE, INC.	570.83	.00	570.83	988676	CLARIFLOC
024737	08/21/15	POO01	POOR RICHARD'S PRESS	481.28	.00	481.28	267096A	MAIL BILLS
				374.91	.00	374.91	267096B	POSTAGE FOR BILLS
				115.56	.00	115.56	267097A	MAIL LATE NOTICES
				208.07	.00	208.07	267097B	POSTAGE FOR BILLS
			Check Total.....:	1179.82	.00	1179.82		
024738	08/21/15	PRO01	PROTO DIE MANUFACTURING,	395.00	.00	395.00	0878	MACHINING SERVICE FOR PUM
024739	08/21/15	SLO02	DIV OF ENVIRON HEALTH	1254.40	.00	1254.40	98130	BACKFLOW PROGRAM
024740	08/21/15	STA05	STATE WATER RESOURCES CB	500.00	.00	500.00	B50821	NPDES PERMIT
024741	08/21/15	USA01	USA BLUEBOOK	361.55	.00	361.55	709802	LAB SUPPLIES
				545.99	.00	545.99	714466	PRESSURE DATA LOGGER
				233.84	.00	233.84	714539	PADLOCK, HYDRANT ADAPTER
				275.78	.00	275.78	714646	MONOCHLOR POWDER
			Check Total.....:	1417.16	.00	1417.16		
024742	08/21/15	WAT04	WATER ENVIRONMENT FEDERAT	272.00	.00	272.00	B50819	MEMBERSHIP RENEWAL-SEVCIK
24743	08/28/15	EMP01	EMPLOYMENT DEVELOP DEPT	1703.31	.00	1703.31	B50824	STATE INCOME TAX
24744	08/28/15	MID01	RABOBANK-PAYROLL TAX DEPO	5323.81	.00	5323.81	B50824	FEDERAL INCOME TAX
				62.00	.00	62.00	1B50824	FICA
				1280.62	.00	1280.62	2B50824	MEDICARE (FICA)
			Check Total.....:	6666.43	.00	6666.43		
24745	08/28/15	MID02	RABOBANK-DIRECT DEPOSIT	33507.88	.00	33507.88	B50824	NET PAY
24746	08/28/15	PER01	PERS RETIREMENT	7936.01	.00	7936.01	B50824	PERS PAYROLL REMITTANCE
24747	08/28/15	STA01	CALPERS 457 DEFERRED COMP	1480.00	.00	1480.00	B50824	457 DEFERRED COMP

**AGENDA ITEM D-1 Warrants  
SEPTEMBER 9, 2015**

024748	09/09/15	ABA01	ABALONE COAST BACTERIOLOG	5342.40	.00	5342.40	2588	LAB TESTS
024749	09/09/15	ADV01	ADVANTAGE ANSWERING PLUS	130.00	.00	130.00	741408252	ANSWERING SERVICE
024750	09/09/15	ALX01	ALEXANDER'S CONTRACT SERV	3386.99	.00	3386.99	8280871	METER READING
024751	09/09/15	AME03	AMERI PRIDE	184.98 187.05	.00 .00	184.98 187.05	01444534 150143942	UNIFORMS UNIFORMS
			Check Total.....:	372.03	.00	372.03		
024752	09/09/15	ATT01	AT&T	161.14 23.78 205.31	.00 .00 .00	161.14 23.78 205.31	6958875 6959119 6959188	TELEPHONE TELEPHONE TELEPHONE
			Check Total.....:	390.23	.00	390.23		
024753	09/09/15	BES01	BEST BEST & KRIEGER	117.00	.00	117.00	755070	AGREEMENT
024754	09/09/15	BIG01	BIG BRAND TIRE & SERVICE	620.62 26.79 32.26 27.28	.00 .00 .00 .00	620.62 26.79 32.26 27.28	245251 245269 245333 245334	OIL CHANGE, BRAKE SERVICE OIL CHANGE 08 FORD F150 OIL CHANGE 13 FORD F150 OIL CHANGE 10 FORD RANGER
			Check Total.....:	706.95	.00	706.95		
024755	09/09/15	BRE02	BRENNTAG PACIFIC INC.	165.67 111.40 201.84 183.75 256.08 436.93 427.88 328.42 219.91 192.78	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	165.67 111.40 201.84 183.75 256.08 436.93 427.88 328.42 219.91 192.78	551836 551837 551838 551839 551840 551841 554038 554039 554040 554041	SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE
			Check Total.....:	2524.66	.00	2524.66		
024756	09/09/15	BRI03	BRITT GLOBAL INDUSTRIES	1200.00	.00	1200.00	2015-82	MOM DATA CONVERSION EXTRA
024757	09/09/15	CAL03	CALIFORNIA ELECTRIC SUPPL	125.38	.00	125.38	620324	CLAMP, RECESSED PLUG, FLE
024758	09/09/15	CAL16	CALPERS	28600.00	.00	28600.00	SEPT 2015	QTRLY OPEB CONTRIBUTION
024759	09/09/15	CAN02	CANNON CORPORATION	3999.80 2500.00 2546.25 3475.95	.00 .00 .00 .00	3999.80 2500.00 2546.25 3475.95	59255 59256 59424 59427	NIPOMO PALMS LIFT STATION WOODGREEN LIFT STATION RE WOODGREEN LIFT STATION RE NIPOMO PALMS LIFT STATION
			Check Total.....:	12522.00	.00	12522.00		
024760	09/09/15	CAR04	CAR QUEST AUTO PARTS	263.15 -43.20	.00 .00	263.15 -43.20	794191 794328C	BATTERY CORE RETURN
			Check Total.....:	219.95	.00	219.95		
024761	09/09/15	CHA02	CHARTER COMMUNICATIONS	225.00 225.00	.00 .00	225.00 225.00	SEPT2015A SEPT2015B	INTERNET - SHOP INTERNET - OFFICE
			Check Total.....:	450.00	.00	450.00		
024762	09/09/15	COR01	CORBIN WILLITS SYSTEMS	750.83	.00	750.83	508151	MONTHLY SOFTWARE SUPPORT
024763	09/09/15	ELE03	ELECTRICRAFT, INC.	539.60	.00	539.60	8704	FINAL BILLING FOR PO 15-0
024764	09/09/15	ENG02	ENGEL AND GRAY, INC.	3372.83 4053.06	.00 .00	3372.83 4053.06	75993 76001	BIOSOLIDS COLLECTION BIOSOLIDS COLLECTION
			Check Total.....:	7425.89	.00	7425.89		
024765	09/09/15	FAR01	FARM SUPPLY COMPANY	32.12 115.76 41.60	.00 .00 .00	32.12 115.76 41.60	28492 28939 28985	ADAPTER, BUSHING, ELL HYDRATED LIME, ABSORB-IT CAMLOCK, CLAMPS
			Check Total.....:	189.48	.00	189.48		
024766	09/09/15	FGL01	FGL ENVIRONMENTAL	417.70 141.10	.00 .00	417.70 141.10	582492A 582625A	LAB TESTS LAB TESTS
			Check Total.....:	558.80	.00	558.80		
024767	09/09/15	FLO02	FLO SYSTEMS, INC.	202.59	.00	202.59	F15468	WASHER SEAL, 1/4" PLUG
024768	09/09/15	GWA01	GWA INC	55.00 87.00 87.00	.00 .00 .00	55.00 87.00 87.00	150800640 150802062 150802107	ALARM SERVICE - OFFICE ALARM SERVICE - SHOP ALARM SERVICE
			Check Total.....:	229.00	.00	229.00		
024769	09/09/15	HAC01	HACH COMPANY	4391.58	.00	4391.58	9541445	PPA INSTRUMENT, CHEMKEYS,
024770	09/09/15	HAM02	HAMNER JEWELL & ASSOCIATE	123.75	.00	123.75	7547	WATERLINE INTERTIE

**AGENDA ITEM D-1 Warrants  
SEPTEMBER 9, 2015**

024771	09/09/15	HAY01	HAYES ADVANCED DESIGN	2918.00	.00	2918.00	AUG2015	DITCH REPAIR
024772	09/09/15	HOM02	HOME DEPOT	966.43	.00	966.43	7721063	TABLE & CHAIRS
024773	09/09/15	INT02	INTEGRATED INDUSTRIAL SUP	32.08 435.96	.00 .00	32.08 435.96	31514 33715	S/S NIPPLES PVC CONNECTORS, ADAPTERS,
			<b>Check Total.....:</b>	<b>468.04</b>	<b>.00</b>	<b>468.04</b>		
024774	09/09/15	KOE01	KOEHLER PLUMBING, INC	98.00	.00	98.00	7713	BACKFLOW SERVICE
024775	09/09/15	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	65687	LANDSCAPE MAINTENANCE
024776	09/09/15	LEE02	LEE CENTRAL COAST NEWSPAP	127.50 1560.00	.00 .00	127.50 1560.00	AUG2015A AUG2015B	PUBLIC NOTICE CONSERVATION ADS
			Check Total.....:	1687.50	.00	1687.50		
024777	09/09/15	MIN02	MINER'S ACE HARDWARE	608.68	.00	608.68	AUG2015	SUPPLIES
024778	09/09/15	MNS01	MNS ENGINEERS INC	52219.53	.00	52219.53	65961	SUPPLEMENTAL WATER PROJEC
024779	09/09/15	NEW05	NEWTON GEO-HYDROLOGY CONS	2063.41	.00	2063.41	AUG2015	LITIGATION SUPPORT
024780	09/09/15	NEX03	NEXTRAQ	399.50	.00	399.50	1206742	GPS SUBSCRIPTION
024781	09/09/15	NIP05	NIPOMO CHAMBER OF COMMERC	165.00	.00	165.00	B50903	CHAMBER CLEAN-UP GRANT DI
024782	09/09/15	NUN01	NUNLEY, MICHAEL K. & ASSO	487.50 195.00 235.00 270.00 130.00 1751.25	.00 .00 .00 .00 .00 .00	487.50 195.00 235.00 270.00 130.00 1751.25	956 989 990 1047 1093 1094	PCIA - 545 GRANDE PCIA - ST JOSEPH'S CHURCH OPERATIONS MOU 545 GRANDE PCIA S THOMPSON PCIA NIPOMO OAKS PCIA
			Check Total.....:	3068.75	.00	3068.75		
024783	09/09/15	OFF01	OFFICE DEPOT	19.35 406.24	.00 .00	19.35 406.24	788210757 788212017	OFFICE SUPPLIES OFFICE SUPPLIES
			Check Total.....:	425.59	.00	425.59		
024784	09/09/15	PER04	PERRY'S ELECTRIC MOTORS	2468.89	.00	2468.89	18461	REPAIR OF AERATOR MOTOR
024785	09/09/15	PGE01	P G & E	57488.94	.00	57488.94	AUG2015	ELECTRICITY
024786	09/09/15	POO01	POOR RICHARD'S PRESS	1248.96 1172.95 2369.95 1187.20	.00 .00 .00 .00	1248.96 1172.95 2369.95 1187.20	267168A 267168B 267213A 267213B	MAIL NEWSLETTER POSTAGE FOR NEWSLETTER MAIL CHLORAMINE LETTER & POSTAGE FOR LETTER & FACT
			Check Total.....:	5979.06	.00	5979.06		
024787	09/09/15	PRA01	PRAXAIR	72.03	.00	72.03	53423654	CYLINDER
024788	09/09/15	PRE01	PRECISION JANITORIAL	700.00	.00	700.00	263	JANITORIAL SERVICES
024789	09/09/15	PRI02	PRICE, POSTEL & PARMA, LL	126.00	.00	126.00	122428	WATER INTERTIE PROJECT
024790	09/09/15	RAB02	RABOBANK PETTY CASH	56.45 7.50 80.63	.00 .00 .00	56.45 7.50 80.63	AUG2015A AUG2015B AUG2015C	POSTAGE BOARD MEETING OFFICE SUPPLIES
			Check Total.....:	144.58	.00	144.58		
024791	09/09/15	RIC01	RICHARDS, WATSON, GERSHON	6347.60	.00	6347.60	202935	WATER RIGHTS ADJUDICATION
024792	09/09/15	SHI01	SHIPSEY & SEITZ, INC	10714.50	.00	10714.50	107953	LEGAL SERVICES THROUGH JU
024793	09/09/15	SLO10	SLOACTTC	24216.07	.00	24216.07	B50901	LAFCO 2015-16
024794	09/09/15	SOU01	SOUTH COUNTY SANITARY	40.18 213.08 185.06	.00 .00 .00	40.18 213.08 185.06	4984380 4985527 4986034	WASTE COLLECTION - S. WIL WASTE COLLECTION - OLDE T WASTE COLLECTION - SOUTH L
			Check Total.....:	438.32	.00	438.32		
024795	09/09/15	SPI01	SPIESS CONSTRUCTION CO.	116423.02	.00	116423.02	19	PROGRESS PAYMENT #19
024796	09/09/15	SPI02	RABOBANK	6127.53	.00	6127.53	19	RETENTION PAYMENT #19
024797	09/09/15	TES01	TESCO CONTROLS, INC.	1885.00	.00	1885.00	57589	CONFIGURE AND PROGRAM CON
024798	09/09/15	THE01	THE GAS COMPANY	14.42 18.15	.00 .00	14.42 18.15	SEPT2015A SEPT2015B	HEAT - SHOP HEAT - OFFICE
			Check Total.....:	32.57	.00	32.57		
024799	09/09/15	TUC01	TUCKFIELD & ASSOCIATES	2529.18	.00	2529.18	407	SEWER RATE STUDY



**AGENDA ITEM D-1 Warrants  
SEPTEMBER 9, 2015**

024800	09/09/15	USA01	USA BLUEBOOK	340.12	.00	340.12	725396	MONOCHLOR POWDER PILLOWS
				2543.39	.00	2543.39	732208	DECHLORINATION TABLETS,
			Check Total.....:	2883.51	.00	2883.51		
024801	09/09/15	USB01	US BANK (VISA)	7.50	.00	7.50	AUG2015A	SUPPLIES
				91.54	.00	91.54	AUG2015B	MEALS/TRAVEL
				249.00	.00	249.00	AUG2015C	EDUCATION/TRAINING
				145.00	.00	145.00	AUG2015D	OUTREACH
				72.50	.00	72.50	AUG2015E	OFFICE SUPPLIES
				153.72	.00	153.72	AUG2015F	CONSERVATION BANNERS
			Check Total.....:	719.26	.00	719.26		
024802	09/09/15	VER01	VERIZON	52.88	.00	52.88	AUG2015	TELEPHONE
024803	09/09/15	VER03	VERIZON WIRELESS	374.94	.00	374.94	SEPT2015	TELEPHONE
024804	09/09/15	WAL01	WALLACE GROUP	1916.68	.00	1916.68	39721	FOG INSPECTION
024805	09/09/15	XYL02	XYLEM WATER SOLUTIONS U.S	425.48	.00	425.48	556854322	LIFTING HANDLE
024806	09/09/15	YOU01	YOUR PEOPLE PROFESSIONALS	1700.00	.00	1700.00	SEPT2015	EMPLOYMENT AGENCY DEPOSIT
024807	09/09/15	\H001	HAIT, SUZANNE	5.00	.00	5.00	000B50901	MQ CUSTOMER REFUND
024808	09/09/15	\S001	SHAMBLIN, SHERI	10.00	.00	10.00	000B50901	MQ CUSTOMER REFUND
024809	09/09/15	\S002	SPIESS CONSTRUCTION CO.IN	331.26	.00	331.26	000B50901	MQ CUSTOMER REFUND

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN  
GENERAL MANAGER

DATE: SEPTEMBER 3, 2015

**AGENDA ITEM  
D-2  
SEPTEMBER 9, 2015**

**APPROVE AUGUST 12, 2015 REGULAR BOARD MEETING MINUTES**

**ITEM**

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

**BACKGROUND**

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

**RECOMMENDATION**

Approve Minutes

**ATTACHMENT**

- A. August 12, 2015, draft Regular Board Meeting Minutes

September 9, 2015

D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community Since 1965*

## DRAFT REGULAR MINUTES

**AUGUST 12, 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 August 12, 2015 to order at 9:00 a.m. and led the flag salute.*

00:00:34

#### B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

*At Roll Call, all Directors were present.*

*There were no public comments.*

President Armstrong announced that Item E-1 would be heard next.

00:00:50

#### E-1) 1141 DIVISION STREET SEWER SERVICE LETTER, CONSIDER REQUEST BY OWNER/DEVELOPER

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

*The following members of the public spoke:*

*Tom Girard, Pro Real Estate, commented on the Intent-to-Serve letter for the property at 1141 Division Street and past payment of sewer capacity charges by the County of San Luis Obispo.*

*Sharon Tanner, Grover Beach Resident and Owner of 1141 Division Street, commented on the process and asked about capacity charges.*

*Andy Mangano, MFI Limited, asked that an extension be given so that the Intent-to-Serve application does not expire while they investigate fees paid by the County. Mr. Mangano also commented that any fees due should be at the retroactive rate.*

*Mike Seitz, District Legal Counsel, commented that if capacity charges for this property are not paid to the District, the application will expire.*

*Director Eby commented that fees are due and cannot be forgiven due to a potential "gift of public funds" violation.*

SUBJECT TO BOARD APPROVAL

*Upon the motion of Director Bob Blair and seconded, the Board approved a six (6) month extension for the District issued Intent-to-Serve Letter for 1141 Division Street.*

*Vote 4-1.*

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

00:22:00

E-2) CONSIDER GRANT REQUEST FROM NIPOMO CHAMBER OF COMMERCE IN AMOUNT OF \$1,980 FOR SOLID WASTE REMOVAL

*Richard Malvarose, Nipomo Chamber of Commerce President, addressed the Board regarding the funding request for the Adopt-a-Highway Program. Mr. Malvarose answered questions from the Board.*

*There were no public comments.*

*Upon the motion of Director Bob Blair and seconded, the Board unanimously approved grant funding in the amount of \$1,980 to the Nipomo Chamber of Commerce for solid waste removal.*

*Vote 5-0.*

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

00:25:42

E-3) INTENT-TO-SERVE LETTER POLICY DISCUSSION

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

*Mike Seitz, District Legal Counsel, commented that the original intention of the Policy was to eliminate applicants who were past the 240-day period and had not started their project. Mr. Seitz also commented that the Board can choose to change the Policy.*

*Director Eby recommended giving applicants an extension if they can provide substantive evidence of progress.*

*Director Woodson commented that the District should review applicant progress.*

*Director Blair recommended between a six-month to one-year extension and that the Board consider each application on a case-by-case basis.*

*The following members of the public spoke:*

00:38:36

*Noel Heal, NCSO customer, commented on the expired Intent-to-Serve applications and the current Policy. Mr. Heal stated that he did not support an extension.*

*Rob Rossi, Developer, commented on the project at Blacklake and asked for an extension while working with the County.*

*Dorothy De Santis, NCSO Customer and Blacklake resident, commented on the Rossi project at Blacklake. Ms. De Santis stated that she did not support changes to the existing Policy.*

**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

*Director Eby commented that the Ordinance needs to be changed to reflect County processing time.*

*Director Gaddis recommended the applicants provide the District with documentation stating where they are in the process.*

*The following members of the public spoke:*

*Noel Heal, NCSO customer, commented on applicants making progress with the County.*

*Jamie Kirk, representative for the Rossi project, clarified where the project was in the County process and that it is scheduled to be reviewed by the Board of Supervisors at their January 12<sup>th</sup>, 2016 meeting. Ms. Kirk also clarified that the Board of Supervisors could authorize the project, not authorize the project, or postpone the discussion to another date.*

*Kit Carter, NCSO Customer and Blacklake resident, commented on the Rossi project and stated that the Blacklake committee is discussing the project with the developer.*

*President Armstrong directed staff to review the current Policy and develop a proposal for review at a future Board meeting.*

*Upon the motion of Director Craig Armstrong and seconded, the Board unanimously agreed and directed staff to notice the 5 Intent-to-Serve applicants not involved in the Rossi project at Blacklake to submit substantive evidence of progress to the District within 60 days.*

*The Board also directed staff to schedule a discussion of the 5 Rossi Intent-to-Serve applications for its second meeting in January 2016, following the County Board of Supervisors meeting.*

*Vote 5-0.*

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

President Armstrong announced that the Board would return to Presentations and Reports and hear Item C-1 next.

**C. PRESENTATIONS AND REPORTS**

01:16:10

- C-1) REPORT ON JULY 22, 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 July 22, 2015 Regular Meeting (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS. NCSO) in closed session, but took no reportable action.*

01:16:39

- 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

**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

Director Eby

- ◇ August 5, Attended the Homebuilder Association's water conservation presentation.
- ◇ August 10, Attended the Nipomo Mesa Management Area's (NMMA) meeting.
- ◇ The South County Water Symposium will be on August 13<sup>th</sup> at 5 PM at the South County Regional Center in Arroyo Grande.
- ◇ The Blacklake Homeowner's Association (HOA) meeting will be on August 15 at 10 AM in the Blacklake Community Room
- ◇ There will be a Local Area Formation Committee (LAFCO) meeting regarding the Paso Robles basin on August 20<sup>th</sup> and September 17<sup>th</sup>.

Director Gaddis

- ◇ July 22, Met with 4<sup>th</sup> District Supervisor Lynn Compton and her Legislative Assistant.
- ◇ August 3, Attended the District's Finance & Audit meeting.

Director Blair

- ◇ Will be attending the California Special District Association (CSDA) San Luis Obispo Chapter meeting on August 13<sup>th</sup> in Avila Beach.

Director Woodson

- ◇ July 27, Attended the South County Advisory Council (SCAC) meeting where they voted to recommend approval of the Hilton hotel on Hill Street.

Director Armstrong

- ◇ July 22, Met with 4<sup>th</sup> District Supervisor Lynn Compton and her Legislative Assistant.
- ◇ August 3, Attended the District's Finance & Audit Committee meeting.

C-4) 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 Bob Blair 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 Blair, Armstrong, Eby, Woodson, and Gaddis	None	None

01:24:22

D. CONSENT AGENDA

D-1) WARRANTS

D-2) APPROVE MINUTES OF PREVIOUS BOARD MEETINGS

- JULY 22, 2015 REGULAR MEETING

*Director Gaddis commented on the July 22<sup>nd</sup> Regular Meeting minutes, Item C-1 requesting staff clarify timing of the Supplemental Water Project Phase II bid award and revise the minutes accordingly.*

SUBJECT TO BOARD APPROVAL

*There were no public comments.*

**ITEM D-1**

*Upon the motion of Director Ed Eby and seconded, the Board unanimously approved the warrants.*

*Vote 5-0.*

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

**ITEM D-2**

*Upon the motion of Director Ed Eby and seconded, the Board unanimously approved the July 22, 2015 Regular Meeting minutes with directed amendment.*

*Vote 5-0.*

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

**E. ADMINISTRATIVE ITEMS**

ITEMS E-1, E-2, AND E-3 WERE HEARD EARLIER IN THE MEETING

01:26:20

E-4) CONSIDER SOLID WASTE FRANCHISE FEE EXPENDITURE – DISCOUNT TO CUSTOMER SOLID WASTE BILL, CONSIDER SERVICE PROVIDER REQUEST FOR SOLID WASTE RATE INCREASE

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

*There were no public comments.*

*Upon the motion of Director Dan Allen Gaddis and seconded, the Board unanimously approved a one-time 50% discount to District customers' solid waste bills for the months of September and October.*

*Vote 5-0.*

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

*Upon the motion of Director Dan Allen Gaddis and seconded, the Board unanimously agreed to lower the District's solid waste franchise fee from 8.13% to approximately 5.13%.*

*Vote 5-0.*

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



01:34:22

- E-5) CONDUCT A HEARING TO ADOPT AN ORDINANCE TO REPEAL CHAPTER 3.24 OF DISTRICT CODE

***PRESIDENT ARMSTRONG OPENED THE PUBLIC HEARING.***

*There were no public comments.*

***PRESIDENT ARMSTRONG CLOSED THE PUBLIC HEARING.***

*Upon the motion of Director Bob Blair and seconded, the Board unanimously adopted the Ordinance and directed staff to prepare and file a CEQA notice.*

*Vote 5-0.*

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

***ORDINANCE NO. 2015-122***

***AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
REPEALING CHAPTER 3.24 OF THE DISTRICT CODE***

01:35:01

- F. GENERAL MANAGER'S REPORT

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

- *District pumping decreased by 56% for the month of July. Overall demand decreased by 37%.*
- *Social Media and website traffic are increasing.*
- *The South County Water Symposium on August 13<sup>th</sup> is open to all Board members.*
- *Will be attending the CSDA Chapter meeting on August 13<sup>th</sup> with Director Blair.*

*Mr. LeBrun answered questions from the Board.*

*There were no public comments.*

01:43:23

- G. COMMITTEE REPORTS

*There were no comments on the committee meeting minutes included in the Board Packet.*

01:43:37

- H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

*Director Armstrong*

- ◇ *Requested that the Finance Director prepare a methodology for applying a pumping credit to water purveyors based on the District importation of supplemental water.*
- ◇ *Requested that the performance review of Legal Counsel be added to the Agenda for the first meeting in September.*

*Director Gaddis*

- ◇ *Requested clarification on the bid schedule for Supplemental Water Project Phase II.*

01:46:54

- I. CLOSED SESSION ANNOUNCEMENTS

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

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

*There were no public comments.*

K. ADJOURN TO CLOSED SESSION

*President Armstrong adjourned to closed session at 10:56 a.m.*

L. OPEN SESSION  
ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

*The Board came back into Open Session at 11:19 a.m.*

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

ADJOURN

*President Armstrong adjourned the meeting at 11:20 a.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 57 minutes
Closed Session	23 minutes
TOTAL HOURS	2 hours 20 minutes

Respectfully submitted,

\_\_\_\_\_  
Michael S. LeBrun, General Manager and Secretary to the Board

\_\_\_\_\_  
Date