

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

**AGENDA ITEM
C
DECEMBER 9, 2015**

PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) REPORT ON PREVIOUS MEETING CLOSED SESSION
Announcement of actions, if any, taken during Closed Session at previous Board Meeting
- 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: DECEMBER 4, 2015

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

CLOSED SESSION REPORT

ITEM

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

BACKGROUND

The November 12, 2015 Special 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).
 - b) HEAL VS. NCSD (SAN LUIS OBISPO COUNTY CASE NO CV 15-0539)

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

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN
GENERAL MANAGER



DATE: DECEMBER 4, 2015

AGENDA ITEM

D

DECEMBER 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 NOVEMBER 12, 2015 SPECIAL BOARD MEETING MINUTES
[RECOMMEND APPROVAL]

D-3) APPROVE NOVEMBER 18, 2015 SPECIAL BOARD MEETING MINUTES
[RECOMMEND APPROVAL]

TO: BOARD OF DIRECTOR

REVIEWED: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

FROM: LISA BOGNUDA *LB*
FINANCE DIRECTOR

DATE: DECEMBER 4, 2015

**AGENDA ITEM
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PAGE ONE

HAND WRITTEN CHECKS

11-12-15	20444	VERIZON WIRELESS
11-12-15	20445	RHONDA CRUZ
11-18-15	20446	SLO CLERK-RECORDER
11-20-15	20447	CHP
11-25-15	20448	CHP
12-01-15	20449	CHP
12-01-15	20450	SLO CLERK-RECORDER
12-09-15	20451	SWRCB
VOIDS - 25028		

**TOTAL COMPUTER CHECKS
\$508,088.59**

CELL SERVICE	\$411.53
CUSTOMER REFUND	\$380.97
LIEN RELEASES	\$36.00
ACCIDENT REPORT	\$10.00
ACCIDENT REPORT	\$10.00
ACCIDENT REPORT	\$10.00
LIEN RELEASE	\$9.00
GRADE 2 EXAM FEE	\$65.00

COMPUTER GENERATED CHECKS

25034	11/20/15	EMP01	EMPLOYMENT DEVELOP DEPT	1912.43	.00	1912.43	B51116	STATE INCOME TAX
25035	11/20/15	MID01	RABOBANK-PAYROLL TAX DEPO	5895.91	.00	5895.91	B51116	FEDERAL INCOME TAX
				99.20	.00	99.20	1B51116	FICA
				1344.50	.00	1344.50	2B51116	MEDICARE (FICA)
			Check Total.....:	7339.61	.00	7339.61		
25036	11/20/15	MID02	RABOBANK-DIRECT DEPOSIT	35870.07	.00	35870.07	B51116	NET PAY
25037	11/20/15	PER01	PERS RETIREMENT	7967.55	.00	7967.55	B51116	PERS PAYROLL REMITTANCE
25038	11/20/15	STA01	CALPERS 457 DEFERRED COMP	480.00	.00	480.00	B51116	457 DEFERRED COMP
025039	11/25/15	AME02	AMERICAN INDUSTRIAL SUPPL	226.74	.00	226.74	0287408	WEDGE ANCHOR, AIR HOSE AS
025040	11/25/15	AME03	AMERI PRIDE	190.33	.00	190.33	01502938	UNIFORMS
				232.14	.00	232.14	501498296	UNIFORMS
			Check Total.....:	422.47	.00	422.47		
025041	11/25/15	ATT01	AT&T	12.63	.00	12.63	126295184	TELEPHONE
025042	11/25/15	BIG01	BIG BRAND TIRE & SERVICE	39.57	.00	39.57	249200	OIL CHANGE - 06 F350
				25.39	.00	25.39	249246	OIL CHANGE - 09 F150
			Check Total.....:	64.96	.00	64.96		
025043	11/25/15	BRE02	BRENNTAG PACIFIC INC.	250.71	.00	250.71	574792	SODIUM HYPOCHLORITE
				250.71	.00	250.71	574793	SODIUM HYPOCHLORITE
				368.26	.00	368.26	574794	SODIUM HYPOCHLORITE
				250.71	.00	250.71	574795	SODIUM HYPOCHLORITE
				241.67	.00	241.67	574796	SODIUM HYPOCHLORITE
				408.04	.00	408.04	576768	SODIUM HYPOCHLORITE
			Check Total.....:	1770.10	.00	1770.10		
025044	11/25/15	CAL03	CALIFORNIA ELECTRIC SUPPL	136.06	.00	136.06	629053	HOOR METER, CLEANER, SUPP
025045	11/25/15	CAL18	CAL PORTLAND COMPANY	625.68	.00	625.68	92642757	CLASS 2 BASE
025046	11/25/15	CAR04	CAR QUEST AUTO PARTS	106.17	.00	106.17	OCT2015	PARTS
025047	11/25/15	CHA03	CHANNING BETE COMPANY	212.09	.00	212.09	53039533	CONSERVATION BROCHURES
025048	11/25/15	CLE06	CNS SLO INC	2535.00	.00	2535.00	21017	MONTHLY COMPUTER SUPPORT
025049	11/25/15	COR01	CORBIN WILLITS SYSTEMS	755.83	.00	755.83	511151	MONTHLY SOFTWARE SUPPORT
025050	11/25/15	EME01	EMEDCO SIGN & SOLUTIONS	844.29	.00	844.29	932927168	PLASTIC LOCK SEALS
025051	11/25/15	ENG02	ENGEL AND GRAY, INC.	1537.43	.00	1537.43	76328	BIOSOLIDS COLLECTION
025052	11/25/15	FGL01	FGL ENVIRONMENTAL	417.70	.00	417.70	582781	LAB TESTS
				417.70	.00	417.70	583292	LAB TESTS
			Check Total.....:	835.40	.00	835.40		
025053	11/25/15	GAR02	GARDENSOFT	211.00	.00	211.00	4718	WATERWISE WEBSITE LICENSE
025054	11/25/15	HEA01	HEACOCK TRAILERS & TRUCK	23.76	.00	23.76	46603	REPLACE ROOF VENT LID

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

025077	12/09/15	ABA01	ABALONE COAST BACTERIOLOG	4808.60	.00	4808.60	2661	LAB TESTS
025078	12/09/15	ADV01	ADVANTAGE ANSWERING PLUS	192.99	.00	192.99	74141125	ANSWERING SERVICE
025079	12/09/15	AEC01	AECOM USA INC	2006.10	.00	2006.10	37649018	SUPPLEMENTAL WATER PHASE
				7203.60	.00	7203.60	37649024	SOUTHLAND WWTF UPGRADE
				4055.40	.00	4055.40	37660811	SOUTHLAND WWTF UPGRADE
				1852.20	.00	1852.20	37660815	SUPPLEMENTAL WATER PHASE
			Check Total.....:	15117.30	.00	15117.30		
025080	12/09/15	ALX01	ALEXANDER'S CONTRACT SERV	2462.79	.00	2462.79	0872	METER READING
025081	12/09/15	AME02	AMERICAN INDUSTRIAL SUPPL	125.70	.00	125.70	287599	SAFETY GLASSES, ROPE COIL
025082	12/09/15	AME03	AMERI PRIDE	238.18	.00	238.18	1508711	UNIFORMS
025083	12/09/15	AWW02	AMERICAN WATER WORKS ASSO	420.00	.00	420.00	B51202	MEMBERSHIP RENEWAL - LEBR
025084	12/09/15	BES01	BEST BEST & KRIEGER	929.76	.00	929.76	760019	LEGAL SERVICES
				490.88	.00	490.88	760020	SUPPLEMENTAL WATER
			Check Total.....:	1420.64	.00	1420.64		
025085	12/09/15	BIG01	BIG BRAND TIRE & SERVICE	80.11	.00	80.11	249772	OIL CHANGE - 07 F250
025086	12/09/15	BRE02	BRENNTAG PACIFIC INC.	304.97	.00	304.97	578662	SODIUM HYPOCHLORITE
				286.89	.00	286.89	578663	SODIUM HYPOCHLORITE
				323.05	.00	323.05	578664	SODIUM HYPOCHLORITE
			Check Total.....:	914.91	.00	914.91		
025087	12/09/15	CAL08	CALIFORNIA RURAL WATER A	1146.00	.00	1146.00	B51202	MEMBERSHIP DUES
025088	12/09/15	CAL16	CALPERS	28600.00	.00	28600.00	DEC 2015	QTRLY OPEB CONTRUBITON
025089	12/09/15	CAN02	CANNON CORPORATION	552.00	.00	552.00	60074	WOODGREEN LIFT STATION RE
025090	12/09/15	CHA02	CHARTER COMMUNICATIONS	225.00	.00	225.00	DEC2015A	INTERNET-SHOP
				225.00	.00	225.00	DEC2015B	INTERNET-OFFICE
			Check Total.....:	450.00	.00	450.00		
025091	12/09/15	CSD01	CALIF SPECIAL DIST ASSOC	6089.00	.00	6089.00	2016	MEMBERSHIP DUES
025092	12/09/15	CWE01	CWEA	86.00	.00	86.00	B51203	CERTIFICATION RENEWAL - G
025093	12/09/15	DEP04	DEPT OF MOTOR VEHICLES	25.00	.00	25.00	16CAT0942	GENERATOR REGISTRATION RE
				25.00	.00	25.00	16CAT0944	GENERATOR REGISTRATION RE
				25.00	.00	25.00	16CAT1125	GENERATOR REGISTRATION RE
				25.00	.00	25.00	16EHW7387	MAINTENANCE TRAILER REGIS
				25.00	.00	25.00	16GOD1354	SEWER PUMP REGISTRATION R
				25.00	.00	25.00	16MUL2239	CEMENT MIXER REGISTRATION
				36.00	.00	36.00	16QUACH73	REGISTRATION RENEWAL
				25.00	.00	25.00	16SUL0384	AIR COMPRESSOR REGISTRATI
				25.00	.00	25.00	16WAC0814	TRAV-L-VAC REGISTRATION R
			Check Total.....:	236.00	.00	236.00		
025094	12/09/15	DET00	DETECTION INSTRUMENTS COR	2117.75	.00	2117.75	540232013	ODALOG LOGGER W/SOFTWARE
025095	12/09/15	FAR02	FAR WEST EXPRESS	23.00	.00	23.00	NOV2015	DELIVERY SERVICE
025096	12/09/15	FED01	FED EX	20.08	.00	20.08	523131850	SHIPPING
025097	12/09/15	GER01	GERMAN, SCOTT	124.75	.00	124.75	B51203	WORK BOOT REIMBURSEMENT
025098	12/09/15	GWA01	GWA INC	55.00	.00	55.00	00640101	ALARM MONITORING
				87.00	.00	87.00	02062101	ALARM MONITORING
				87.00	.00	87.00	02107101	ALARM MONITORING
			Check Total.....:	229.00	.00	229.00		
025099	12/09/15	HAC01	HACH COMPANY	1241.63	.00	1241.63	9671775	CHEMKEYS
				644.21	.00	644.21	9673691	REAGENT SETS
				549.87	.00	549.87	9675712	REAGENT SETS
				939.65	.00	939.65	9679651	CHEMKEYS
			Check Total.....:	3375.36	.00	3375.36		
025100	12/09/15	HAM02	HAMNER JEWELL & ASSOCIATE	1740.00	.00	1740.00	7735	WATERLINE INTERTIE

AGENDA ITEM D-1 Warrants
DECEMBER 9, 2015

025101	12/09/15	KAM01	KAMAN INDUSTRIAL TECH	68.99	.00	68.99	W898280	V-BELTS
025102	12/09/15	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	66436	LMD
025103	12/09/15	LEB02	LeBRUN, MICHAEL	65.00	.00	65.00	B51203	CELL PHONE REIMBURSEMENT
025104	12/09/15	LEE02	LEE CENTRAL COAST NEWSPAP	780.00 262.25	.00 .00	780.00 262.25	NOV2015A NOV2015B	CONSERVATION ADS PUBLIC NOTICE
			Check Total.....:	1042.25	.00	1042.25		
025105	12/09/15	MAT01	MATSON, JESSICA	400.00	.00	400.00	B51203	CONTEST AWARDS REIMBURSEM
025106	12/09/15	MNS01	MNS ENGINEERS INC	23456.47	.00	23456.47	66248	SUPPLEMENTAL WATER PROJEC
025107	12/09/15	NEW05	NEWTON GEO-HYDROLOGY CONS	8048.23	.00	8048.23	NOV2015	LITIGATION SUPPORT THROUG
025108	12/09/15	NEX03	NEXTRAQ	399.50	.00	399.50	1228752	GPS SUBSCRIPTION
025109	12/09/15	NIP05	NIPOMO CHAMBER OF COMMERC	165.00	.00	165.00	1511	CHAMBER CLEAN-UP GRANT DI
025110	12/09/15	NUN01	NUNLEY, MICHAEL K. & ASSO	67.50 810.00 67.50	.00 .00 .00	67.50 810.00 67.50	1426 1429 1430	NIPOMO OAKS PCIA TRACT 2734 PCIA TRACT 2494 PCIA
			Check Total.....:	945.00	.00	945.00		
025111	12/09/15	NUT01	NU TECH PEST MGMT	265.00 75.00	.00 .00	265.00 75.00	115837 115838	PEST CONTROL RODENT CONTROL
			Check Total.....:	340.00	.00	340.00		
025112	12/09/15	POO01	POOR RICHARD'S PRESS	1109.56 1192.91	.00 .00	1109.56 1192.91	268577A 268577B	MAIL NEWSLETTER POSTAGE FOR NEWSLETTER
			Check Total.....:	2302.47	.00	2302.47		
025113	12/09/15	PRE01	PRECISION JANITORIAL	700.00	.00	700.00	266	JANITORIAL SERVICE
025114	12/09/15	PRI02	PRICE, POSTEL & PARMA, LL	346.50	.00	346.50	125538	WATER INTERTIE PROJECT
025115	12/09/15	QUI03	QUINN COMPANY	19741.88 123182.10	.00 .00	19741.88 123182.10	0728401 3517101	AIR COMPRESSOR WHEEL LOADER
			Check Total.....:	142923.98	.00	142923.98		
025116	12/09/15	RIC01	RICHARDS, WATSON, GERSHON	11757.50	.00	11757.50	204214	WATER RIGHTS ADJUDICATION
025117	12/09/15	SCH02	SCHNEIDER ELECTRIC USA, I	7107.90	.00	7107.90	375289731	CLEARSCADA ANNUAL SERVICE
025118	12/09/15	SHI01	SHIPSEY & SEITZ, INC	14229.50	.00	14229.50	108127	LEGAL SERVICES THROUGH OC
025119	12/09/15	SLO02	DIV OF ENVIRON HEALTH	317.00 317.00	.00 .00	317.00 317.00	0101216 0101609	BLACKLAKE SEWER-HAZMAT PE SUNDALE HAZMAT PERMIT
			Check Total.....:	634.00	.00	634.00		
025120	12/09/15	SLO06	SAN LUIS OBISPO TAX COLL	1109.50 7.00 64.38	.00 .00 .00	1109.50 7.00 64.38	2015/16A 2015/16B 2015/16C	PROPERTY TAXES-SUNDALE PROPERTY TAXES-RIVERSIDE PROPERTY TAXES-SUNDALE
			Check Total.....:	1180.88	.00	1180.88		
025121	12/09/15	SOU03	SOUTH COUNTY SANITARY	252.71	.00	252.71	NOV 2015	SOLID WASTE TAX LIENS
025122	12/09/15	STA11	SWRCB ACCOUNTING OFFICE	622.00	.00	622.00	SW103751	ANNUAL PERMIT FEE - FACIL
025123	12/09/15	TER01	TERMINIX	46.00	.00	46.00	350264803	PEST CONTROL
025124	12/09/15	THE01	THE GAS COMPANY	21.33	.00	21.33	NOV2015	HEAT-OFFICE
025125	12/09/15	THE02	THE TRIBUNE SLO CO NEWSPAP	396.00 440.70	.00 .00	396.00 440.70	OCT2015A OCT2015B	EMPLOYMENT AD PUBLIC NOTICE
			Check Total.....:	836.70	.00	836.70		
025126	12/09/15	TYL01	TYLER TECHNOLOGIES, INC.	62.50 5192.69 531.25	.00 .00 .00	62.50 5192.69 531.25	25139791 25141555 025139453	TYLER IMPLEMENTATION TYLER IMPLEMENTATION TYLER IMPLEMENTATION
			Check Total.....:	5786.44	.00	5786.44		

025127	12/09/15	UND01	UNDERGROUND SERVICE ALERT	199.50	.00	199.50	15110030	SERVICE ALERTS
025128	12/09/15	UPS01	UPS STORE #6031	9.22	.00	9.22	B51203	DELIVERY
025129	12/09/15	USA01	USA BLUEBOOK	299.28	.00	299.28	805471	ELECTRODE CLEANER, STORAG
025130	12/09/15	USB01	US BANK (VISA)	467.92	.00	467.92	NOV2015A	COMPUTER EXPENSE
				91.76	.00	91.76	NOV2015B	OFFICE SUPPLIES
				83.94	.00	83.94	NOV2015C	TRAVEL
				61.50	.00	61.50	NOV2015D	LOGO STICKERS
				39.00	.00	39.00	NOV2015E	RECORDING FEES
			Check Total.....:	744.12	.00	744.12		
025131	12/09/15	WAL01	WALLACE GROUP	1042.75	.00	1042.75	40316	FOG INSPECTION SERVICES
025132	12/09/15	WAT06	WATERISAC	499.00	.00	499.00	20160101	SOFTWARE MAINTENANCE
025133	12/09/15	WSC01	WSC	1268.45	.00	1268.45	1628	BMP IMPLEMENTATION/CUWCC
025134	12/09/15	YOU01	YOUR PEOPLE PROFESSIONALS	1000.00	.00	1000.00	DEC2015	EMPLOYMENT AGENCY DEPOSIT

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

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

**APPROVE NOVEMBER 12, 2015
SPECIAL 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. November 12, 2015 draft Special Board Meeting Minutes

December 9, 2015

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

DRAFT SPECIAL MINUTES

NOVEMBER 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 ALLEN 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 Special Meeting of November 12, 2015 to order at 9:00 a.m. and led the flag salute.

00:00:42 B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

At Roll Call, all Directors were present.

There were no public comments.

C. PRESENTATIONS AND REPORTS

00:00:49 C-1) REPORT ON OCTOBER 28, 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 October 14, 2015 Regular Meeting (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS. NCSD) in closed session, heard a report but took no reportable action.

Mr. Seitz also reported that the Board discussed Item I.1(b) (HEAL VS. NCSD), heard a report but took no reportable action.

00:01:16 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

Director Gaddis

- ◇ Missed the October 28th Regular Meeting due to jury duty.

Director Eby

- ◇ November 5, Attended a workshop sponsored by the State regarding planning during a water shortage.
- ◇ November 10, Attended the Blacklake Management Association (BLMA) meeting where they discussed the Rossi development project.
- ◇ Reported that there has been exportation of water from a private well off Eucalyptus Road; Supervisor Compton helped facilitate a County Code Enforcement citation.

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
SPECIAL MEETING
MINUTES

Director Armstrong

- ◇ Attended the Water Resources Advisory Committee (WRAC) meeting.
- ◇ November 10, Attended the Blacklake Management Association (BLMA) meeting where they discussed the Rossi development project.

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 Allen 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, Eby, Blair, Woodson, and Armstrong	None	None

00:05:05 D. CONSENT AGENDA

- D-1) WARRANTS
- D-2) APPROVE MINUTES OF PREVIOUS BOARD MEETINGS
 - OCTOBER 28, 2015 REGULAR MEETING
- D-3) ADOPT RESOLUTION REDUCING SOLID WASTE FRANCHISE FEE AND THEREBY BUYING DOWN PROPOSED SOLID WASTE RATE INCREASE
- D-4) ADOPT RESOLUTION SUMMARIZING FISCAL YEAR 2015-2016 NIPOMO SUPPLEMENTAL WATER RATE SCHEDULE FOR PURVEYOR CUSTOMERS
- D-5) APPROVE DRAINAGE FUND BUDGET AMENDMENT
- D-6) AUTHORIZE PURCHASE AGREEMENT WITH LOS PRIMOS PROPERTIES IN AMOUNT OF \$24,000 TO ACQUIRE EASEMENTS (APN 090-291-039 & -046) IN SUPPORT OF CONSTRUCTING JOSHUA ROAD PUMP STATION RESERVOIR

Mike Seitz, District Legal Counsel, stated that Item D-2 would need to be pulled for separate consideration.

Director Woodson requested clarification on the easement in Item D-6. Michael LeBrun, General Manager, responded.

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

There were no public comments.

Nipomo Community Services District
SPECIAL MEETING
MINUTES

ITEMS D-1, D-3, D-4, D-5, D-6

Upon the motion of Director Ed Eby and seconded, the Board unanimously approved the Items D-1, D-3, D-4, D-5, and D-6.

Vote 5-0.

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

RESOLUTION NO. 2015-1393
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT REDUCING THE FRANCHISE FEE PAYMENT FROM SOUTH COUNTY SANITARY FROM 8.13% TO 5.14%

RESOLUTION NO. 2015-1394
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT FORMALIZING CHARGES FOR NIPOMO SUPPLEMENTAL WATER

RESOLUTION NO. 2015-1395
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING DRAINAGE FUND BUDGET AMENDMENT IN THE AMOUNT OF \$15,000

ITEM D-2

Upon the motion of Director Bob Blair and seconded, the Board approved Item D-2. Director Gaddis was not qualified to vote.

Vote 4-0.

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

E. ADMINISTRATIVE ITEMS

00:08:17

E-1) CONDUCT PROTEST HEARING, DETERMINE PROTEST STATUS, AND IF THERE IS NOT A MAJORITY PROTEST CONSIDER ADOPTION OF RESOLUTION INCREASING TOWN SEWER USER FEES

PRESIDENT ARMSTRONG OPENED THE PUBLIC HEARING.

There were no public comments.

PRESIDENT ARMSTRONG CLOSED THE PUBLIC HEARING.

Mr. LeBrun tallied all written protests and reported that the District had received 13 protests as of the close of the hearing.

A MAJORITY PROTEST WAS DETERMINED TO NOT EXIST.

Upon the motion of Director Ed Eby and seconded, the Board unanimously adopted a Resolution approving an increase to sewer rates within the Town Division.

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

RESOLUTION NO. 2015-1396
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AMENDING APPENDIX A TO CHAPTER 4.12 IF THE NIPOMO COMMUNITY SERVICES DISTRICT CODE TO INCREASE SEWER RATES WITHIN THE TOWN DIVISION

SUBJECT TO BOARD APPROVAL

00:09:11

E-2) SOLID WASTE FRANCHISE AGREEMENT TERM EXTENSION

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

Director Gaddis requested clarification on the location for the organics program as well as the 20-yr term extension.

Director Eby stated that he did not support adding 20 years to the Agreement with the District.

Directors Blair and Woodson stated they are comfortable with the extension based on past performance.

The following members of the public spoke:

Pat Fenton, South County Sanitary, answered questions from the Board regarding the organics program and the need for a 20-year franchise term extension.

Mike Seitz, District Legal Counsel, commented that the District has the right to terminate the Agreement with six months written notice, if needed, based on the conditions.

Upon the motion of Director Bob Blair and seconded, the Board approved a conditional extension to the solid waste franchise agreement with South County Sanitary Services. Vote 4-1.

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

00:22:51

E-3) AUTHORIZE TASK ORDER WITH MICHAEL K. NUNLEY & ASSOCIATES FOR SUPPLEMENTAL WATER PROJECT PHASE 1 OPERATIONS AND MAINTENANCE MANUAL

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

Director Eby requested clarification on how edits will be made to the manual once the reservoir tank is complete. Mr. Sevcik responded.

There were no public comments.

Upon the motion of Director Dan Allen Gaddis and seconded, the Board unanimously Authorized a Task Order with Michael K. Nunley & Associates in the amount of \$38,670 and a Change Order Contingency in the amount of \$4,000.

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

00:32:20

E-4) ANNUAL REVIEW OF SOCIAL MEDIA POLICY

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

Director Gaddis asked how staff felt social media has improved the District's public outreach. Jessica Matson, Public Information Director, responded.

Director Blair commended staff for their work.

There were no public comments.

No action was taken.

00:36:53

E-5) ANNUAL REVIEW OF DISTRICT WATER CONSERVATION PROGRAM

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

Mr. LeBrun commented that the District's conservation program has been centered on education and outreach.

Director Gaddis asked if there were any turf removal rebates available to customers. Mr. LeBrun responded that the State is offering a turf removal rebate.

The following members of the public spoke:

Noel Heal, NCSO Customer, requested clarification on the phrases "water production" and "reduction in groundwater production." Mr. LeBrun responded.

Director Eby asked about how long the Governor's Mandate will be in effect. Mr. LeBrun responded that it expires February 2016 but the State has scheduled a workshop to discuss a possible extension.

No action was taken.

00:48:12

F. GENERAL MANAGER'S REPORT

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

- There will be a Special Board Meeting on November 18th and materials will go out early next week.*
- The Nipomo Mesa Management Area (NMMA) Technical Group meeting will be on November 16th. Directors Eby and Gaddis will attend.*
- The SLO County Chapter of the California Special District Association (CSDA) meeting will take place on November 20th from 11:30 AM – 1 PM at Wallace Group. Directors Eby and Blair will attend.*
- The District will be delivering the first payment for supplemental water to the City of Santa Maria today.*

Mr. LeBrun answered questions from the Board.

SUBJECT TO BOARD APPROVAL

Director Woodson commented that he received an invitation to attend an Integrated Regional Water Management workshop at the Oceano CSD on November 19th. Mr. LeBrun commented that it's a public meeting and anyone can attend.

Director Eby requested an update on the County's water conservation Ordinance and how it will affect the District. Staff will follow-up.

There were no public comments.

00:58:27 G. COMMITTEE REPORTS

Director Eby reported that the Ad-Hoc committee, formed for the recruitment of a new General Manager, met and reviewed all applications. Interviews have been scheduled and the committee will pick 2-4 candidates to come before the Board for an interview.

01:03:51 H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Woodson

- ◇ *Requested an update on the District's GIS activities. Peter Sevcik, Director of Engineering and Operations, will provide the update.*

Director Armstrong

- ◇ *Asked about the status of litigation regarding tiered water rates that is ongoing elsewhere in the State. Mike Seitz, District Legal Counsel, responded and stated he would keep the Board updated.*
- ◇ *Requested that a review of how to expend the \$425,000 collected under SLO County Ordinance 3160 be added to a future Agenda.*

Director Eby

- ◇ *Asked if there is a fall reading of area groundwater wells. Michael LeBrun, General Manager, stated that Dr. Brad Newton will be at the next Regular Board meeting with an update.*

01:08:06

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL AND SPECIAL 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).

b) HEAL VS. NCSD (SAN LUIS OBISPO COUNTY CASE NO CV 15-0539)

01:08:24

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments.

K. ADJOURN TO CLOSED SESSION

President Armstrong adjourned to closed session at 10:09 a.m.

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
SPECIAL MEETING
MINUTES

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

The Board came back into Open Session at 10:45 a.m.

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

Mr. Seitz also announced that the Board discussed Item I.1(b), heard a report but took no reportable action.

ADJOURN

President Armstrong adjourned the meeting at 10:46 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 10 minutes
Closed Session	36 minutes
TOTAL HOURS	1 hour 46 minutes

Respectfully submitted,

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

Date

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

**AGENDA ITEM
D-3
DECEMBER 9, 2015**

**APPROVE NOVEMBER 18, 2015
SPECIAL 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. November 18, 2015 draft Special Board Meeting Minutes

December 9, 2015

ITEM D-3

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

DRAFT SPECIAL MINUTES

NOVEMBER 18, 2015, AT 9:00 A.M.

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

BOARD of DIRECTORS

CRAIG ARMSTRONG, **PRESIDENT**
DAN ALLEN 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 1. CALL TO ORDER, FLAG SALUTE, AND ROLL CALL

Vice President Gaddis called the Special Meeting of November 18, 2015 to order at 9:00 a.m. and led the flag salute.

At Roll Call, Director Armstrong was absent.

00:00:46 2. REVISE PRE-QUALIFICATION POLICY AND APPEALS PROCEDURE FOR SUPPLEMENTAL WATER PROJECT JOSHUA ROAD PUMP STATION RESERVOIR

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

Director Woodson requested that staff clarify the language for pre-qualifying contractors.

00:08:40 *The following members of the public spoke:*

Noel Heal, NCSD Customer, asked why there was a need for a special meeting. Michael LeBrun, General Manager, responded that the meeting was necessary due to timing factors for the bidding process.

Upon the motion of Director Ed Eby and seconded, the Board adopted the Resolution, as amended.

Vote 4-0.

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

RESOLUTION NO. 2015-1397

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT REVISING THE PRE-QUALIFICATION POLICY AND APPEALS PROCEDURE FOR SUPPLEMENTAL WATER PROJECT JOSHUA ROAD PUMP STATION RESERVOIR

ADJOURN

Vice President Gaddis adjourned the meeting at 9:12 a.m.

MEETING SUMMARY	HOURS & MINUTES
Special Meeting	12 minutes

Respectfully submitted,

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

Date

SUBJECT TO BOARD APPROVAL