

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER

DATE: APRIL 21, 2016

**AGENDA ITEM  
C  
APRIL 27, 2016**

## **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: MARIO IGLESIAS  
GENERAL MANAGER  
DATE: APRIL 21, 2016

**AGENDA ITEM  
C-1  
APRIL 27, 2016**

**CLOSED SESSION REPORT**

**ITEM**

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

**BACKGROUND**

The April 13, 2016 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).
  - b) HEAL VS. NCSD (SAN LUIS OBISPO COUNTY CASE NO CV 15-0539)
2. INSTRUCTION TO NEGOTIATORS MARIO IGLESIAS, MIKE SEITZ AND LILLIAN JEWELL PURSUANT TO GOVERNMENT CODE SECTION 54956.8 FOR PURCHASE OF EASEMENT INTEREST IN APN 093-291-046 (OWNER: LOS PRIMOS PROPERTIES, LLC, NEGOTIATOR: VINCE MARTINEZ)

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

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER



DATE: APRIL 21, 2016

**AGENDA ITEM**

**D**

**APRIL 27, 2016**

## **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 APRIL 13 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVAL]
- D-3) REVIEW INVESTMENT POLICY FIRST QUARTER REPORT [RECOMMEND ACCEPT]

TO: BOARD OF DIRECTOR

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER



FROM: LISA BOGNUDA  
FINANCE DIRECTOR



DATE: APRIL 22, 2016

**AGENDA ITEM**

**D-1**

**APRIL 27, 2016**

**TOTAL COMPUTER CHECKS**

\$400,812.74

**HAND WRITTEN CHECKS**

None

VOIDS – 1176

**COMPUTER GENERATED CHECKS – SEE ATTACHED**

## Expense Approval Report

Post Dates: 4/13/2016 - 4/27/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
<b>Payment: 1175</b>						
R. Baker, Inc.	INV0000438	04/13/2016	Fire Hydrant deposit refund	125-21100-000	1,948.96	
					<b>Payment 1175 Total:</b>	<b>1,948.96</b>
<b>Payment: 1177</b>						
AmeriPride	1501598273	04/27/2016	Uniforms	125-20-53500	191.83	
AmeriPride	1501603439	04/27/2016	Uniforms	125-20-53500	234.57	
AmeriPride	1501613700	04/27/2016	Uniforms	125-20-53500	219.32	
AmeriPride	1501577605B	04/27/2016	Uniforms	125-20-53500	10.00	
AmeriPride	1501608573	04/27/2016	Uniforms	125-20-53500	259.46	
					<b>Payment 1177 Total:</b>	<b>915.18</b>
<b>Payment: 1178</b>						
ASAP Reprographics	176728	04/27/2016	Supplemental water plans	500-15855-102	781.74	
					<b>Payment 1178 Total:</b>	<b>781.74</b>
<b>Payment: 1179</b>						
AT&T	7919053	04/27/2016	Telephone	110-10-62100	173.52	
					<b>Payment 1179 Total:</b>	<b>173.52</b>
<b>Payment: 1180</b>						
Big Brand Tire & Service	255944	04/27/2016	Vehicle repair/maintenance	125-20-52900	675.59	
Big Brand Tire & Service	255898	04/27/2016	Vehicle repair/maintenance	125-20-52900	726.32	
Big Brand Tire & Service	255976	04/27/2016	Vehicle repair/maintenance	125-20-52900	32.21	
Big Brand Tire & Service	256087	04/27/2016	Vehicle repair/maintenance	125-20-52900	32.01	
					<b>Payment 1180 Total:</b>	<b>1,466.13</b>
<b>Payment: 1181</b>						
Brenntag Pacific, Inc.	615793	04/27/2016	Sodium hypochlorite	125-20-52300	1,213.82	
					<b>Payment 1181 Total:</b>	<b>1,213.82</b>
<b>Payment: 1182</b>						
Cal-Coast Machinery, Inc.	313192	04/27/2016	Service on equipment	130-20-52900	707.05	
					<b>Payment 1182 Total:</b>	<b>707.05</b>
<b>Payment: 1183</b>						
City of Santa Maria	69156	04/27/2016	Water purchased 01/01/16 -	910-20-52000	253,264.58	
					<b>Payment 1183 Total:</b>	<b>253,264.58</b>
<b>Payment: 1184</b>						
Clever Ducks	21745	04/27/2016	Computer expense	110-10-60307	2,535.00	
					<b>Payment 1184 Total:</b>	<b>2,535.00</b>
<b>Payment: 1185</b>						
Corix Water Products (US) Inc	17613007220	04/27/2016	Operating supplies - hydrant	125-20-52500	335.36	
					<b>Payment 1185 Total:</b>	<b>335.36</b>
<b>Payment: 1186</b>						
Crystal Springs	040216	04/27/2016	Distilled water	130-20-52500	37.40	
					<b>Payment 1186 Total:</b>	<b>37.40</b>
<b>Payment: 1187</b>						
Dan Allen Gaddis	040616	04/27/2016	Travel reimbursement	110-10-62200	34.86	
					<b>Payment 1187 Total:</b>	<b>34.86</b>
<b>Payment: 1188</b>						
Detection Instruments Corpor	6193-32907	04/27/2016	Long life Odalog with accesso	130-20-52500	1,832.62	
					<b>Payment 1188 Total:</b>	<b>1,832.62</b>
<b>Payment: 1189</b>						
Electricraft, Inc.	9482	04/27/2016	Service and repair at Quad Ta	125-20-52800	398.64	
					<b>Payment 1189 Total:</b>	<b>398.64</b>
<b>Payment: 1190</b>						
Golden State Copier & Mailin	39394	04/27/2016	Postal meter supplies	110-10-61600	117.18	
					<b>Payment 1190 Total:</b>	<b>117.18</b>
<b>Payment: 1191</b>						
Hach Company	9877973	04/27/2016	CHEMKEY packs	125-20-52500	2,090.09	
					<b>Payment 1191 Total:</b>	<b>2,090.09</b>

## Expense Approval Report

Post Dates: 4/13/2016 - 4/27/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Payment: 1192</b>					
HD Supply Waterworks, Ltd.	F241889	04/27/2016	Saf-T-Climb fall prevention sle	125-20-52500	1,497.94
					<b>Payment 1192 Total:</b>
					<b>1,497.94</b>
<b>Payment: 1193</b>					
Integrated Industrial Supply, I	37973	04/27/2016	Black latex gloves	130-20-52500	109.65
					<b>Payment 1193 Total:</b>
					<b>109.65</b>
<b>Payment: 1194</b>					
J.B. Dewar, Inc.	136864	04/27/2016	Compressor oil	130-20-52500	234.18
					<b>Payment 1194 Total:</b>
					<b>234.18</b>
<b>Payment: 1195</b>					
Mario Iglesias	APR2016	04/27/2016	Cell phone reimbursement	110-10-62100	65.00
					<b>Payment 1195 Total:</b>
					<b>65.00</b>
<b>Payment: 1196</b>					
Michael K. Nunley & Associat	2076	04/27/2016	SWP Phase 1 Operations O&	500-15852-102	28.75
Michael K. Nunley & Associat	2024	04/27/2016	Branch Street waterline impr	805-15700-000	528.75
Michael K. Nunley & Associat	2074	04/27/2016	Tract 2734 PCIA	110-21500-812	603.75
Michael K. Nunley & Associat	2089	04/27/2016	SWP Hydraulic Modeling	500-15856-102	913.75
Michael K. Nunley & Associat	2127	04/27/2016	2015 UWMP	125-10-61250	7,557.50
Michael K. Nunley & Associat	2128	04/27/2016	Blacklake Sewer Master Plan	830-15700-000	260.00
					<b>Payment 1196 Total:</b>
					<b>9,892.50</b>
<b>Payment: 1197</b>					
Miner's Ace Hardware	033116	04/27/2016	Supplies	125-20-52500	530.85
					<b>Payment 1197 Total:</b>
					<b>530.85</b>
<b>Payment: 1198</b>					
More Office Solutions	1196954	04/27/2016	Copier maintenance	110-10-61800	558.63
					<b>Payment 1198 Total:</b>
					<b>558.63</b>
<b>Payment: 1199</b>					
Municipal Maintenance Equip	0109347	04/27/2016	Synthetic grease	130-20-52500	171.70
					<b>Payment 1199 Total:</b>
					<b>171.70</b>
<b>Payment: 1200</b>					
Nipomo Community Services	APR2016a	04/27/2016	805 Alta Vista - domestic	910-20-52150	61.84
Nipomo Community Services	APR2016c	04/27/2016	BLWWTP	150-20-52150	390.90
Nipomo Community Services	APR2016b	04/27/2016	805 Alta Vista - irr	910-20-52150	58.12
					<b>Payment 1200 Total:</b>
					<b>510.86</b>
<b>Payment: 1201</b>					
Nu-Tech Pest Management	0118784	04/27/2016	Pest control	125-20-52800	265.00
Nu-Tech Pest Management	0118786	04/27/2016	Rodent control	130-20-52800	75.00
					<b>Payment 1201 Total:</b>
					<b>340.00</b>
<b>Payment: 1202</b>					
Office Depot	832276016001	04/27/2016	Office supplies	110-10-61500	70.89
Office Depot	832276015001	04/27/2016	Office supplies	110-10-61500	11.91
					<b>Payment 1202 Total:</b>
					<b>82.80</b>
<b>Payment: 1203</b>					
Parkson Corporation	AR1/51015076	04/27/2016	Biofusesr and parts	130-20-52500	8,540.26
					<b>Payment 1203 Total:</b>
					<b>8,540.26</b>
<b>Payment: 1204</b>					
Perry's Electric Motors & Cont	19257	04/27/2016	Parts and labor to repair pum	130-20-52800	5,303.49
					<b>Payment 1204 Total:</b>
					<b>5,303.49</b>
<b>Payment: 1205</b>					
PG&E	APR2016	04/27/2016	Electricity	110-10-62500	38,750.48
					<b>Payment 1205 Total:</b>
					<b>38,750.48</b>
<b>Payment: 1206</b>					
Polydyne, Inc.	1040939	04/27/2016	Clarifloc	130-20-52500	570.83
					<b>Payment 1206 Total:</b>
					<b>570.83</b>

## Expense Approval Report

Post Dates: 4/13/2016 - 4/27/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Payment: 1207</b>					
Poor Richard's Press	270457B	04/27/2016	Postage for bills	125-10-61600	837.93
Poor Richard's Press	270456B	04/27/2016	Postage for bills	125-10-61600	212.92
Poor Richard's Press	270457A	04/27/2016	Mail bills	125-10-52600	346.33
Poor Richard's Press	270456A	04/27/2016	Mail bills	125-10-52600	107.05
<b>Payment 1207 Total:</b>					<b>1,504.23</b>
<b>Payment: 1208</b>					
Quinn Company	V7456401	04/27/2016	Hydrant repair supplies	125-20-52800	217.47
<b>Payment 1208 Total:</b>					<b>217.47</b>
<b>Payment: 1209</b>					
Richards, Watson & Gershon	206316	04/27/2016	Water rights adjudication	125-10-61200	7,070.73
<b>Payment 1209 Total:</b>					<b>7,070.73</b>
<b>Payment: 1210</b>					
Shipsey & Seitz, Inc.	MAR2016	04/27/2016	Legal services through 03-31-	110-10-61100	13,953.50
<b>Payment 1210 Total:</b>					<b>13,953.50</b>
<b>Payment: 1211</b>					
SLO County Air Pollution Cont	17497	04/27/2016	Renewal of equipment operat	125-20-52700	4,448.00
<b>Payment 1211 Total:</b>					<b>4,448.00</b>
<b>Payment: 1212</b>					
SLO County Clerk-Recorder	APR2016	04/27/2016	Tract 2494 recording fee	110-21500-829	20.00
<b>Payment 1212 Total:</b>					<b>20.00</b>
<b>Payment: 1213</b>					
Special District Financing & A	13171	04/27/2016	Annual disclosure reports - W	600-10-68000	750.00
Special District Financing & A	13170	04/27/2016	Annual disclosure report - Sup	500-10-68000	750.00
Special District Financing & A	13169	04/27/2016	Annual disclosure report - SW	130-10-68000	750.00
<b>Payment 1213 Total:</b>					<b>2,250.00</b>
<b>Payment: 1214</b>					
Special District Risk Managem	52786	04/27/2016	Insurance	125-10-60900	1,243.34
<b>Payment 1214 Total:</b>					<b>1,243.34</b>
<b>Payment: 1215</b>					
State Water Resources Contr	LW-1006225	04/27/2016	Large water system fees- 07/	125-20-52700	2,391.39
<b>Payment 1215 Total:</b>					<b>2,391.39</b>
<b>Payment: 1216</b>					
Tyler Technologies, Inc.	025-153172	04/27/2016	Tyler implementation	110-15700-000	4,250.00
Tyler Technologies, Inc.	025-153046	04/27/2016	Tyler implementation	110-15700-000	2,000.00
Tyler Technologies, Inc.	025-152743	04/27/2016	Tyler implementation	110-15700-000	5,440.78
<b>Payment 1216 Total:</b>					<b>11,690.78</b>
<b>Payment: 1217</b>					
USA BlueBook	923807	04/27/2016	pH buffer, thermometer, volt	130-20-52500	215.81
USA BlueBook	925223	04/27/2016	Debris basket	130-20-52500	370.57
USA BlueBook	911163	04/27/2016	Injector with flex tube	130-20-52500	803.99
<b>Payment 1217 Total:</b>					<b>1,390.37</b>
<b>Payment: 1218</b>					
Wallace Group	41245	04/27/2016	FOG Control Program	150-20-52600	409.91
<b>Payment 1218 Total:</b>					<b>409.91</b>
<b>Payment: 1219</b>					
Water Systems Consulting, In	1875	04/27/2016	BMP implementation	125-20-56160	346.00
<b>Payment 1219 Total:</b>					<b>346.00</b>
<b>Payment: DFT0000054</b>					
CalPERS	INV0000440	04/22/2016	457 Deferred Compensation	110-22300-000	2,000.00
<b>Payment DFT0000054 Total:</b>					<b>2,000.00</b>
<b>Payment: DFT0000055</b>					
CalPERS	INV0000441	04/22/2016	Retirement-PEPRA #26740 (E	110-22400-000	553.86
<b>Payment DFT0000055 Total:</b>					<b>553.86</b>

## Expense Approval Report

Post Dates: 4/13/2016 - 4/27/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Payment: DFT0000056</b>					
CalPERS	INV0000442	04/22/2016	Retirement-PEPRA #26740 (E	110-22400-000	573.46
				<b>Payment DFT0000056 Total:</b>	<b>573.46</b>
<b>Payment: DFT0000057</b>					
CalPERS	INV0000443	04/22/2016	Retirement-Tier 1 #10343 (EE	110-22400-000	1,491.92
				<b>Payment DFT0000057 Total:</b>	<b>1,491.92</b>
<b>Payment: DFT0000058</b>					
CalPERS	INV0000444	04/22/2016	Retirement-Tier 1 #10343 (ER	110-22400-000	2,380.36
				<b>Payment DFT0000058 Total:</b>	<b>2,380.36</b>
<b>Payment: DFT0000059</b>					
CalPERS	INV0000445	04/22/2016	Retirement Tier 2 #10344 (EE)	110-22400-000	1,265.20
				<b>Payment DFT0000059 Total:</b>	<b>1,265.20</b>
<b>Payment: DFT0000060</b>					
CalPERS	INV0000446	04/22/2016	Retirement Tier 2 #10344 (ER)	110-22400-000	1,915.37
				<b>Payment DFT0000060 Total:</b>	<b>1,915.37</b>
<b>Payment: DFT0000061</b>					
CalPERS	INV0000447	04/22/2016	Survivor Benefit	110-22500-000	15.81
				<b>Payment DFT0000061 Total:</b>	<b>15.81</b>
<b>Payment: DFT0000062</b>					
Employment Development De	INV0000448	04/22/2016	State Income Tax Withholding	110-22200-000	1,644.39
				<b>Payment DFT0000062 Total:</b>	<b>1,644.39</b>
<b>Payment: DFT0000063</b>					
Department of the Treasury	INV0000449	04/22/2016	Federal Income Tax Withholdi	110-22000-000	5,358.89
				<b>Payment DFT0000063 Total:</b>	<b>5,358.89</b>
<b>Payment: DFT0000065</b>					
Department of the Treasury	INV0000451	04/22/2016	FICA	110-22150-000	280.42
				<b>Payment DFT0000065 Total:</b>	<b>280.42</b>
<b>Payment: DFT0000066</b>					
Department of the Treasury	INV0000452	04/22/2016	Medicare	110-22100-000	1,386.04
				<b>Payment DFT0000066 Total:</b>	<b>1,386.04</b>



TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER *MIG*  
DATE: APRIL 21, 2016

**AGENDA ITEM  
D-2  
APRIL 27, 2016**

**APPROVE APRIL 13, 2016  
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. April 13, 2016 draft Regular Board Meeting Minutes

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community Since 1965*

## DRAFT REGULAR MINUTES

APRIL 13, 2016 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

MARIO IGLESIAS, 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.

### CALL TO ORDER AND FLAG SALUTE

*President Armstrong called the Regular Meeting of April 13, 2016 to order at 9:00 a.m. and led the flag salute.*

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

*At Roll Call, all Directors were present.*

*The following members of the public spoke:*

*Eric Benham, Bening Company, commented on a lawsuit against NCSD and requested the item be Agendized for a future Board Meeting. Mr. Benham distributed confidential items to the Board.*

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

### E. ADMINISTRATIVE ITEMS

#### E-1) INDEPENDENT AUDITING SERVICES CONTRACT FOR FY 2016/17 WITH OPTION TO RENEW FOR ANNUAL AUDITS FOR FY 2017/18 AND 2018/19

*Mario Iglesias, General Manager, reviewed the report as presented in the Board Packet. Mr. Iglesias answered questions from the Board.*

*There were no public comments.*

*Upon the motion of Director Dan Allen Gaddis and seconded, the Board unanimously approved the selection of Rogers, Anderson, Maldoy & Scott, LLP for auditing services for FY 2015/16 with the option to renew for FY 16/17 and FY 17/18.*

*Vote 5-0.*

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

#### E-2) MKN & ASSOCIATES, INC. SCOPE AMENDMENT #3 FOR BLACKLAKE SEWER MASTER PLAN

*Mario Iglesias, General Manager, reviewed the report as presented in the Board Packet. Mr. Iglesias distributed items from the Blacklake Facilities Committee to the Board (available for review at the District office).*

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

*Mr. Iglesias answered questions from the Board.*

*Michael Nunley, MKN & Associates, answered questions from the Board.*

*The following members of the public spoke:*

*Kit Carter, Blacklake resident, commented on the Master Plan. Mr. Carter spoke in support of the study and stated it should not include the Rossi project.*

*Don Wells, Blacklake resident, asked if the report considered a regional option and if the option would show costs.*

*President Armstrong suggested the Board continue discussion of the item at the next Regular Board meeting.*

*Upon the motion of Director Craig Armstrong and seconded, the Board unanimously agreed to continue discussion of the Item at its April 27, 2016 Regular Board meeting.  
Vote 5-0.*

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

President Armstrong announced that the Board would be going into Closed Session.

00:34:57

**I. CLOSED SESSION ANNOUNCEMENTS**

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).
  - b) HEAL VS. NCSD (SAN LUIS OBISPO COUNTY CASE NO CV 15-0539)
2. INSTRUCTION TO NEGOTIATORS MARIO IGLESIAS, MIKE SEITZ AND LILLIAN JEWELL PURSUANT TO GOVERNMENT CODE SECTION 54956.8 FOR PURCHASE OF EASEMENT INTEREST IN APN 093-291-046 (OWNER: LOS PRIMOS PROPERTIES, LLC, NEGOTIATOR: VINCE MARTINEZ)

**J. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

*There were no public comments.*

**K. ADJOURN TO CLOSED SESSION**

*President Armstrong adjourned to closed session at 9:36 a.m.*

**L. OPEN SESSION**

**ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION**

*The Board came back into Open Session at 10:30 a.m.*

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

**SUBJECT TO BOARD APPROVAL**

*Mr. Seitz reported that the Board discussed Item 2, gave direction, but took no reportable action.*

President Armstrong announced the Board would return to Item C.

00:36:00

### C. PRESENTATIONS AND REPORTS

#### C-1) REPORT ON PREVIOUS MEETING CLOSED SESSION

Announcement of actions, if any, taken during Closed Session at previous Board Meeting

*Mike Seitz, District Legal Counsel, announced that the Board discussed Item I.1(a) from the March 9, 2016 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 clarified that the Board did not discuss Item 2 mentioned in today's Staff Report.*

00:36:36

#### 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 Woodson

- ◇ *April 11, Attended the South County Advisory Council (SCAC) Land Use meeting and asked if there was a Woodlands Park Mutual Water Company. Mario Iglesias, General Manager, will follow-up.*

##### Director Blair

- ◇ *April 12, Attended the District's Urban Water Management Plan (UWMP) Agency Coordination Workshop.*
- ◇ *Attended the Board of Supervisors meeting and gave public comment in support of the regional desalination effort.*

##### Director Armstrong

- ◇ *April 6, Attended the Water Resources Advisory Council (WRAC) meeting.*

##### Director Gaddis

- ◇ *March 18, Attended the Nipomo Mesa Management Area (NMMA) Technical Group meeting.*
- ◇ *April 4, Attended a NCSD Officer's meeting.*
- ◇ *April 6, Attended the Water Resources Advisory Council (WRAC) meeting.*

##### Director Eby

- ◇ *March 17, Attended the Local Area Formation Commission (LAFCO) meeting as an alternate CSD Representative.*
- ◇ *March 18, Attended the Nipomo Mesa Management Area (NMMA) Technical Group meeting.*
- ◇ *March 24, Visited Ventura's WaterReuse pilot plant.*
- ◇ *April 6, Attended the Water Resources Advisory Council (WRAC) meeting.*

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

- 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 Woodson 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 Woodson, Blair, Eby, Gaddis, and Armstrong	None	None

00:42:03

D. CONSENT AGENDA

- D-1) WARRANTS

- D-2) APPROVE MINUTES OF PREVIOUS BOARD MEETINGS
  - MARCH 9, 2016 REGULAR MEETING

- D-3) INITIATING PROCEEDINGS FOR ANNUAL LEVY OF ASSESSMENTS FOR STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1

- D-4) ACCEPT OFFER OF WATER AND SEWER IMPROVEMENTS AND EASEMENTS FOR TRACT 2494

*There were no public comments.*

*Director Gaddis asked questions regarding the warrants. Mario Iglesias, General Manager, responded.*

*Upon the motion of Director Ed Eby and seconded, the Board unanimously approved the Consent Items.  
Vote 5-0.*

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

**RESOLUTION NO. 2016-1407**  
**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 2016-2017 PURSUANT TO THE PROVISIONS OF PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

**RESOLUTION NO. 2016-1408**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT ACCEPTING WATER AND SEWER IMPROVEMENTS AND EASEMENTS FOR TRACT 2494**

Items E-1 and E-2 were heard earlier in the meeting.

00:43:15

F. GENERAL MANAGER'S REPORT

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

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

*Director Eby asked for a summary of the District's Urban Water Management Plan (UWMP) Agency Coordination Workshop on April 12<sup>th</sup>. Mr. Iglesias responded.*

*There were no public comments.*

00:45:41 G. COMMITTEE REPORTS

*Director Gaddis reviewed the minutes from the March 7<sup>th</sup> Finance & Audit Committee as presented in the Board Packet.*

00:46:07 H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

*None.*

*Mike Seitz, District Legal Counsel, commented that the next Nipomo Mesa Management Area (NMMA) Technical Group Meeting will be on April 15<sup>th</sup> at NCSD. Directors Eby and Blair will attend.*

ADJOURN

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

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	52 minutes
Closed Session	54 minutes
TOTAL HOURS	1 hour 46 minutes

Respectfully submitted,

\_\_\_\_\_  
Mario Iglesias, General Manager and Secretary to the Board

\_\_\_\_\_  
Date

TO: BOARD OF DIRECTOR

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER *MG*

FROM: LISA BOGNUDA  
FINANCE DIRECTOR *LSB*

DATE: APRIL 22, 2016

**AGENDA ITEM  
D-3  
APRIL 27, 2016**

**INVESTMENT POLICY – FIRST QUARTER REPORT**

**ITEM**

Review Investment Policy First Quarter Report [RECOMMEND ACCEPT]

**BACKGROUND**

The District’s Investment Policy requires the Finance Officer to file a quarterly report that identifies the District’s investments and their compliance with the policy. The quarterly report is considered by the Board of Directors and is filed with the District’s auditor.

As District Finance Officer and Treasurer, I am pleased to inform the Board of Directors that the District is in compliance with the Investment Policy and that the objectives of safety, liquidity, and yield have been met. The District has the ability to meet cash flow requirements for the next six months.

**INVESTMENT POLICY-FIRST QUARTER REPORT 3/31/16**

Investment	Institution	Amount of Deposit 3/31/16	Rate of Interest at 3/31/16	Quarterly Interest Earned or Accrued 3/31/16	Amount of Deposit 3/31/15	Rate of Interest at 3/31/15	Quarterly Interest Earned or Accrued 3/31/15
Public Checking	Rabobank	\$99,705.07	0.00%	\$0.00	\$110,852.72	0.00%	\$0.00
Savings-Improvement Bonds	Rabobank	\$208,119.90	0.20%	\$103.74	\$207,701.78	0.22%	\$107.03
Savings-Performance Bonds	Rabobank	\$201,389.66	0.20%	\$100.38	\$200,978.62	0.22%	\$112.15
Savings-NMWCA Fees	Rabobank	\$518,666.74	0.20%	\$258.54	\$403,139.42	0.22%	\$206.46
Savings-NSWP Funded Replacement	Rabobank	\$103,500.90	0.20%	\$27.78	n/a	n/a	n/a
Pooled Money Investment	Local Agency Investment Fund (LAIF)	\$16,769,881.21	0.46%	\$19,011.04	\$19,215,903.69	0.26%	\$12,898.83

n/a-not applicable (account opened February 2016)

**STRATEGIC PLAN**

Goal 4. FINANCE. Maintain conservative, long-term financial management to minimize rate impacts on customers while meeting program financial needs.

4.4 Maintain sound investment policy and investments.

**RECOMMENDATION**

After Board consideration and public comment, it is recommended that your Honorable Board accept the quarterly report by motion and minute order and direct staff to file the Report with District Auditor.

**ATTACHMENTS**

None