

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER



DATE: SEPTEMBER 3, 2021



PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.
Receive Announcements and Reports from Directors

- C-2) 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: SEPTEMBER 3, 2021



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 11, 2021, REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
- D-3) AUTHORIZE PURCHASE OF TRUCKS IN ACCORDANCE WITH APPROVED FY 21-
22 BUDGET [RECOMMEND AUTHORIZE STAFF TO PURCHASE TRUCKS FROM
PERRY FORD AT A COST OF \$25,745]
- D-4) ACCEPT EASEMENT FROM WOODLANDS MASTER ASSOCIATION FOR
SUPPLEMENTAL WATER PROJECT INTERCONNECT [RECOMMEND ADOPT
RESOLUTION APPROVING AND ACCEPTING EASEMENT]

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER *MIG*

FROM: LISA BOGNUDA
FINANCE DIRECTOR *LSB*

DATE: SEPTEMBER 3, 2021

AGENDA ITEM
D-1(A)
SEPTEMBER 8, 2021

WARRANTS

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$288,210.37
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	NONE



Nipomo Community Services District

Item D-1(A) Warrants SEPTEMBER 8, 2021

By Payment Number

Payment Dates 09/08/2021 - 09/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 7524					
Abalone Coast Analytical, Inc.	Lab tests	5333	09/08/2021		9,296.50
				Payment 7524 Total:	9,296.50
Payment: 7525					
Aerzen USA Corporation	Blower repair	SEPI-21-003612	09/08/2021		13,649.53
				Payment 7525 Total:	13,649.53
Payment: 7526					
Alexander's Contract Services,	Meter reading	202108300871	09/08/2021		3,558.68
Alexander's Contract Services,	Meter reading	2021080300873	09/08/2021		189.64
				Payment 7526 Total:	3,748.32
Payment: 7527					
Allweather Landscape Mainte	LMD	41887	09/08/2021		325.00
				Payment 7527 Total:	325.00
Payment: 7528					
Amazon Capital Services, Inc.	Operating supplies	1FKW-YVDJ-F7Y6	09/08/2021		98.76
Amazon Capital Services, Inc.	Office supplies	17WF-J31D-933X	09/08/2021		35.34
				Payment 7528 Total:	134.10
Payment: 7529					
Applied Technology Group, In	FAA Tower Registration	22549	09/08/2021		495.00
				Payment 7529 Total:	495.00
Payment: 7530					
Aqua-Metric Sales, Co.	Meters	84009	09/08/2021		26,536.13
Aqua-Metric Sales, Co.	Meters	84010	09/08/2021		31,401.73
				Payment 7530 Total:	57,937.86
Payment: 7531					
AT&T	Telephone	16933661	09/08/2021		171.97
AT&T	Telephone	16933662	09/08/2021		252.41
AT&T	Telephone	16933660	09/08/2021		29.37
				Payment 7531 Total:	453.75
Payment: 7532					
BDP Industries, Inc	Operating supplies	13404	09/08/2021		454.00
				Payment 7532 Total:	454.00
Payment: 7533					
Blair, Robert	Travel Reimbursement- CSDA	AUG2021	09/08/2021		1,178.15
				Payment 7533 Total:	1,178.15
Payment: 7534					
Bognuda, Lisa	Mileage-SLO County Recorder	AUGUST 2021	09/08/2021		27.44
				Payment 7534 Total:	27.44
Payment: 7535					
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI173939	09/08/2021		594.15
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI174458	09/08/2021		613.45
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI174456	09/08/2021		1,129.54
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI174460	09/08/2021		457.30
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI174457	09/08/2021		585.58
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI174459	09/08/2021		79.94
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI174461	09/08/2021		464.74
				Payment 7535 Total:	3,924.70
Payment: 7536					
Brown Bear Corporation	Operating supplies	5420	09/08/2021		413.88
				Payment 7536 Total:	413.88

Item D-1(A) Warrants SEPTEMBER 8, 2021

Payment Dates: 09/08/2021 - 09/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount	
Payment: 7537						
Calleja, Derek	Uniform - Boot reimbursemen	BOOTS 2021	09/08/2021		165.00	
					Payment 7537 Total:	165.00
Payment: 7538						
Cannon Corporation	Eureka Well Site- RPP Legal D	77190	09/08/2021		2,073.00	
Cannon Corporation	Nipomo Palms LS Rehab	77227	09/08/2021		2,522.00	
					Payment 7538 Total:	4,595.00
Payment: 7539						
Carquest Auto Parts	Vehicle repair/maintenance	1640074	09/08/2021		179.95	
Carquest Auto Parts	Vehicle repair/maintenance	1657323	09/08/2021		84.21	
Carquest Auto Parts	Vehicle repair/maintenance	1660247	09/08/2021		25.97	
Carquest Auto Parts	Vehicle repair/maintenance	1647723	09/08/2021		89.71	
Carquest Auto Parts	Vehicle repair/maintenance	1616642	09/08/2021		-23.71	
Carquest Auto Parts	Vehicle repair/maintenance	1658285	09/08/2021		12.11	
					Payment 7539 Total:	368.24
Payment: 7540						
Clever Ducks	Computer expense	31102	09/08/2021		3,081.33	
					Payment 7540 Total:	3,081.33
Payment: 7541						
Coastal Rolloff	Rolloff Service	7407769	09/08/2021		907.06	
					Payment 7541 Total:	907.06
Payment: 7542						
DataProse, LLC	Mail bills	DP2102899C	09/08/2021		209.59	
DataProse, LLC	Postage for bills	DP2102899D	09/08/2021		693.20	
DataProse, LLC	Postage for bills	DP2102899B	09/08/2021		286.62	
DataProse, LLC	Mail bills	DP2102899A	09/08/2021		123.28	
					Payment 7542 Total:	1,312.69
Payment: 7543						
Electricraft, Inc.	Electrical repair - screw conve	16226	09/08/2021		474.00	
Electricraft, Inc.	Lift Station Repiar - Teft St	16225	09/08/2021		474.00	
					Payment 7543 Total:	948.00
Payment: 7544						
EMCOR Services Mesa Energy	HVAC Preventative Maintenanc	962002889	09/08/2021		1,325.25	
					Payment 7544 Total:	1,325.25
Payment: 7545						
Environmental Systems Resea	ArcGIS Service 21-22	94086169	09/08/2021		10,000.00	
Environmental Systems Resea	ArcGIS Training	94086188	09/08/2021		3,565.00	
Environmental Systems Resea	ArcGIS Service	94092939	09/08/2021		22,000.00	
Environmental Systems Resea	ArcGIS Service License 21-22	94076187	09/08/2021		875.00	
					Payment 7545 Total:	36,440.00
Payment: 7546						
Excel Personnel Services, Inc.	Employment agency	3795529	09/08/2021		465.00	
Excel Personnel Services, Inc.	Employment agency	3791137	09/08/2021		465.00	
					Payment 7546 Total:	930.00
Payment: 7547						
Famcon Pipe and Supply, Inc.	Operating supplies	S100061796.001	09/08/2021		546.47	
Famcon Pipe and Supply, Inc.	Operating supplies	S100061407.001	09/08/2021		92.44	
Famcon Pipe and Supply, Inc.	Operating supplies	S100061966.01	09/08/2021		753.64	
					Payment 7547 Total:	1,392.55
Payment: 7548						
FGL Environmental	Lab tests	182121A	09/08/2021		738.00	
					Payment 7548 Total:	738.00
Payment: 7549						
GLM Landscape Management	Landscape maintenance	August 2021	09/08/2021		1,558.70	
					Payment 7549 Total:	1,558.70

Item D-1(A) Warrants SEPTEMBER 8, 2021

Payment Dates: 09/08/2021 - 09/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 7550					
Great Western Alarm and Co	Alarm monitoring service	210800640101	09/08/2021		37.00
Great Western Alarm and Co	Alarm monitoring service	210802062101	09/08/2021		70.00
Great Western Alarm and Co	Alarm monitoring service	210802107101	09/08/2021		70.00
				Payment 7550 Total:	177.00
Payment: 7551					
Hayes Advanced Design	Repair ditch	8-5-2021	09/08/2021		950.00
Hayes Advanced Design	Paving repair	8/29/2021	09/08/2021		950.00
				Payment 7551 Total:	1,900.00
Payment: 7552					
Home Depot Credit Services D	Operating supplies	8518193	09/08/2021		846.20
Home Depot Credit Services D	Operating supplies	4676144	09/08/2021		48.23
Home Depot Credit Services D	Operating supplies	4717737	09/08/2021		185.97
Home Depot Credit Services D	Operating supplies	5022250	09/08/2021		321.62
				Payment 7552 Total:	1,402.02
Payment: 7553					
Iconix Waterworks (US) Inc.	Operating supplies	U2116041728	09/08/2021		171.60
Iconix Waterworks (US) Inc.	Meter lids	U2116039666	09/08/2021		11,242.68
Iconix Waterworks (US) Inc.	Meter concrete lids	U22116039667	09/08/2021		1,107.89
Iconix Waterworks (US) Inc.	Meter parts	U2116040929	09/08/2021		2,258.53
Iconix Waterworks (US) Inc.	Meter lids	U2116038074	09/08/2021		4,847.03
Iconix Waterworks (US) Inc.	Meter supplies	U2116037683	09/08/2021		24.48
				Payment 7553 Total:	19,652.21
Payment: 7554					
Iglesias, Mario	Mileage reimbursement-CSDA	AUG2021	09/08/2021		160.08
Iglesias, Mario	Reimbursement for Treatmen	T-3 2021	09/08/2021		90.00
Iglesias, Mario	Cell phone reimbursement	AUGUST 2021	09/08/2021		65.00
				Payment 7554 Total:	315.08
Payment: 7555					
Integrated Industrial Supply, I	Gloves	78593	09/08/2021		542.74
Integrated Industrial Supply, I	Operating supplies	78665	09/08/2021		21.43
Integrated Industrial Supply, I	Operating supplies	78536	09/08/2021		300.10
				Payment 7555 Total:	864.27
Payment: 7556					
Lechowicz & Tseng Municipal	Blacklake Streetlight Rate Stu	JULY 2021	09/08/2021		1,655.00
				Payment 7556 Total:	1,655.00
Payment: 7557					
Miner's Ace Hardware	Supplies	August 2021	09/08/2021		303.97
				Payment 7557 Total:	303.97
Payment: 7558					
MNS Engineers, Inc.	Construction Management - S	78467	09/08/2021		24,575.00
MNS Engineers, Inc.	Construction Management - P	78468	09/08/2021		1,230.00
MNS Engineers, Inc.	Construction Management - S	78466	09/08/2021		1,648.00
				Payment 7558 Total:	27,453.00
Payment: 7559					
Municipal Maintenance Equip	Vaccon repair	0162614-IN	09/08/2021		2,915.93
				Payment 7559 Total:	2,915.93
Payment: 7560					
Newton Geo-Hydrology Cons	Litigation Support August 202	AUG2021	09/08/2021		4,255.00
				Payment 7560 Total:	4,255.00
Payment: 7561					
Nunley & Associates, Inc.	UWMP Update 2020	9374	09/08/2021		840.48
Nunley & Associates, Inc.	Joshua Road Pump Station ES	9430	09/08/2021		2,635.00
Nunley & Associates, Inc.	Lucky Lane	9409	09/08/2021		594.83
Nunley & Associates, Inc.	Southland Screw Press ESDC	9365	09/08/2021		1,002.96
Nunley & Associates, Inc.	Branch Street Waterline Impr	9366	09/08/2021		3,933.61
Nunley & Associates, Inc.	Sedaru Software Review Servi	9373	09/08/2021		292.52

Item D-1(A) Warrants SEPTEMBER 8, 2021

Payment Dates: 09/08/2021 - 09/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Nunley & Associates, Inc.	130 E Branch St Improvement	9410	09/08/2021		1,298.57
Nunley & Associates, Inc.	Southland WW Treatment Blo	9408	09/08/2021		741.87
Payment 7561 Total:					11,339.84
Payment: 7562					
Office Depot	Office supplies	187324963001	09/08/2021		219.98
Office Depot	Office supplies	187316416001	09/08/2021		364.63
Office Depot	Office supplies	185943504001	09/08/2021		105.08
Payment 7562 Total:					689.69
Payment: 7563					
Polydyne, Inc.	Clarifloc	1569294	09/08/2021		1,298.74
Payment 7563 Total:					1,298.74
Payment: 7564					
R. Baker, Inc.	Blower Installation	8/16/21	09/08/2021		23,000.00
R. Baker, Inc.	Pothole Water Line- Branch St	8/5/21	09/08/2021		620.00
Payment 7564 Total:					23,620.00
Payment: 7565					
ReadyRefresh by Nestle	Distilled water	AUGUST 2021	09/08/2021		58.91
Payment 7565 Total:					58.91
Payment: 7566					
Richards, Watson & Gershon	General Legal Services July 20	233250	09/08/2021		9,427.50
Payment 7566 Total:					9,427.50
Payment: 7567					
Richards, Watson & Gershon	Eureka Well Site Acquisition	233253	09/08/2021		383.50
Payment 7567 Total:					383.50
Payment: 7568					
Richards, Watson & Gershon	Water Rights Adjudication	233251	09/08/2021		3,368.50
Payment 7568 Total:					3,368.50
Payment: 7569					
Richards, Watson & Gershon	Dana Reserve Specific Plan Pr	233252	09/08/2021		5,115.00
Payment 7569 Total:					5,115.00
Payment: 7570					
Simplot Grower Solutions	CAN 17	780145396	09/08/2021		680.50
Payment 7570 Total:					680.50
Payment: 7571					
Terminix Commercial	Pest Control	410980299	09/08/2021		65.00
Payment 7571 Total:					65.00
Payment: 7572					
Tyler Technologies, Inc.	Tyler Software Integration wit	025-347000	09/08/2021		16,087.50
Payment 7572 Total:					16,087.50
Payment: 7573					
Underground Service Alert of	CA State Fee for Regulatory C	21DIG155282	09/08/2021		338.87
Payment 7573 Total:					338.87
Payment: 7574					
US Bank National Association	Operating supplies	AUGUST2021F	09/08/2021		78.27
US Bank National Association	Board Mtg Suplies/Recording	AUGUST2021A	09/08/2021		113.98
US Bank National Association	Zoom	AUGUST2021E	09/08/2021		14.99
US Bank National Association	Software maintenance	AUGUST2021C	09/08/2021		26.00
US Bank National Association	Travel & Meals	AUGUST2021B	09/08/2021		188.16
US Bank National Association	CSDA Conference- Board	AUGUST2021G	09/08/2021		415.40
US Bank National Association	Storage Unit	AUGUST2021D	09/08/2021		199.50
Payment 7574 Total:					1,036.30
Payment: 7575					
USA Bluebook	Operating supplies	700247	09/08/2021		201.13
USA Bluebook	CHEMKEY	691122	09/08/2021		4,156.76
USA Bluebook	CHEMKEY	709266	09/08/2021		114.35
USA Bluebook	Operating supplies	706201	09/08/2021		527.77

Item D-1(A) Warrants SEPTEMBER 8, 2021

Payment Dates: 09/08/2021 - 09/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
USA Bluebook	CHEMKEY	687937	09/08/2021		42.28
USA Bluebook	CHEMKEY	687940	09/08/2021		372.94
USA Bluebook	Operating supplies	683672	09/08/2021		263.28
USA Bluebook	Operating supplies	705676	09/08/2021		99.44
USA Bluebook	Operating supplies	712127	09/08/2021		169.77
USA Bluebook	Operating supplies	691363	09/08/2021		89.84
Payment: 7575 Total:					6,037.56
Payment: 7576					
Verizon Wireless	Cell service	9886905260	09/08/2021		1,172.78
Payment 7576 Total:					1,172.78
Payment: 7577					
Wallace Group	FOG Program	53977	09/08/2021		262.50
Payment 7577 Total:					262.50
Payment: 7578					
Waste Connections	Waste Collection- Old Town	7390403	09/08/2021		257.76
Waste Connections	Waste Collection-Office	7389507	09/08/2021		48.60
Waste Connections	Waste Collection- Southland	7390761	09/08/2021		227.79
Payment 7578 Total:					534.15

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER



FROM: LISA BOGNUDA
FINANCE DIRECTOR



DATE: SEPTEMBER 3, 2021

AGENDA ITEM
D-1(B)
SEPTEMBER 8, 2021

WARRANTS – BLACKLAKE ASSESSMENT DISTRICT 2020 -1

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$30,728.11
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Nipomo Community Services District

Item D-1(B) Warrants SEPTEMBER 8, 2021

By Payment Number

Payment Dates 09/08/2021 - 09/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 27 Cannon Corporation	Blacklake Sewer Consolidatio	77311	09/08/2021		10,632.00
				Payment 27 Total:	10,632.00
Payment: 28 Nunley & Associates, Inc.	Southland WWTF Capacity Ev	9364	09/08/2021		13,246.61
				Payment 28 Total:	13,246.61
Payment: 29 PG&E	PG&E Engineering Advance fo	0008037601-5	09/08/2021		2,500.00
				Payment 29 Total:	2,500.00
Payment: 30 SWCA, Inc.	BL Sewer Consolidation Projec	131164	09/08/2021		4,349.50
				Payment 30 Total:	4,349.50

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER



DATE: SEPTEMBER 2, 2021

AGENDA ITEM
D-2
SEPTEMBER 8, 2021

**APPROVE AUGUST 11, 2021
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 11, 2021 draft Regular Board Meeting Minutes

SEPTEMBER 8, 2021

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

DRAFT REGULAR MINUTES

AUGUST 11, 2021 AT 9:00 A.M.

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

BOARD of DIRECTORS

ED EBY, PRESIDENT
DAN ALLEN GADDIS, VICE PRESIDENT
BOB BLAIR, DIRECTOR
DAN WOODSON, DIRECTOR
RICHARD MALVAROSE, DIRECTOR

PRINCIPAL STAFF

MARIO IGLESIAS, GENERAL MANAGER
LISA BOGNUDA, FINANCE DIRECTOR
PETER SEVCIK, DIRECTOR OF ENG. & OPS.
CRAIG STEELE, GENERAL COUNSEL

Mission Statement:

Provide our customers with reliable, quality, and cost-effective services now and in the future.

A. CALL TO ORDER AND FLAG SALUTE

President Eby called the Regular Meeting of August 11, 2021, to order at 9:00 a.m. and led the flag salute.

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

At Roll Call, all Directors were present.

C. PRESENTATIONS AND REPORTS

- C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.
Receive Announcements and Reports from Directors

Director Gaddis

- *August 2, attended Board Officers' meeting.*
- *August 4, attended IRWM meeting.*

Director Eby

- *August 2, attended Board Officers' meeting.*
- *August 3, attended BLMA meeting.*

- C-2) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE JULY 28, 2021, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

- D-3) AUTHORIZE PURCHASE OF TRUCKS IN ACCORDANCE WITH APPROVED FY 21-22 BUDGET [RECOMMEND AUTHORIZE STAFF TO PURCHASE TRUCKS FROM PERRY FORD AT A COST OF \$73,849]

There were no public comments.

Upon the motion of Director Woodson and seconded, the Board approved the Consent Agenda.

Vote 4-1-0 on D-1.

Vote 5-0-0 on D-2 and D-3.

	YES VOTES	ABSTAIN	ABSENT
D-1	Directors Woodson, Gaddis, Blair, Eby	Malvarose	None
D-2, D-3	Directors Woodson, Gaddis, Malvarose, Blair, Eby	None	None

E. ADMINISTRATIVE ITEMS

- E-1) CONSIDER ANNUAL ADJUSTMENT TO GENERAL MANAGER’S BASE SALARY PURSUANT TO HIS EMPLOYMENT AGREEMENT [RECOMMEND APPROVAL OF ADJUSTMENT]

Craig Steele, District Legal Counsel, presented the item and stated there are no proposed changes to other benefits or compensation and the 5% compensation adjustment includes the Cost of Living Adjustment (COLA).

There were no public comments.

Upon the motion of Director Blair and seconded, the Board unanimously agreed to approve the 5% compensation adjustment for the General Manager effective July 1, 2021.

Vote 5-0.

YES VOTES	ABSTAIN	ABSENT
Directors Blair, Woodson, Malvarose, Gaddis, and Eby	None	None

- E-2) AUTHORIZE CONTRACT FOR CEQA COMPLIANCE SERVICES FOR FOOTHILL TANK PROJECT WITH SWCA ENVIRONMENTAL CONSULTANTS [RECOMMEND ADOPT RESOLUTION AUTHORIZING STAFF TO EXECUTE A CONTRACT IN THE AMOUNT OF \$20,154 WITH SWCA ENVIRONMENTAL CONSULTANTS FOR CEQA COMPLIANCE SERVICES FOR THE FOOTHILL TANK PROJECT, AUTHORIZING THE GENERAL MANAGER TO ISSUE CHANGE ORDERS WITH A TOTAL AGGREGATE AMOUNT NOT TO EXCEED \$4000, AND APPROVING FY 2021-2022 BUDGET ADJUSTMENT IN THE AMOUNT OF \$24,154]

Peter Sevcik, Director of Engineering and Operations, presented the item and answered questions from the Board.

There were no public comments.

Nipomo Community Services District
REGULAR MEETING
MINUTES

Upon the motion of Director Malvarose and seconded, the Board unanimously approved the contract and adopted the resolution.

Vote 5-0.

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

RESOLUTION NO. 2021-1604
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AWARDING A CONTRACT FOR CEQA SERVICES FOR THE FOOTHILL TANK PROJECT TO SWCA ENVIRONMENTAL CONSULTANTS IN THE AMOUNT OF \$24,154 AUTHORIZING CONTINGENCY OF \$4,000, AND AMENDING FY 2021/2022 BUDGET

F. GENERAL MANAGER'S REPORT

Mario Iglesias, General Manager, presented the item and answered questions from the Board.

Mario Iglesias, General Manager, shared with the Board that he attended the San Luis Obispo County Board of Supervisors Board meeting remotely and in person on August 10, 2021 and provided an update on actions of the Board regarding its position on the IWMA.

There were no public comments.

G. COMMITTEE REPORTS

None.

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

None.

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
 - a. SMWWCD V. NCSO (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750, AND ALL CONSOLIDATED CASES
2. ANNUAL PERFORMANCE REVIEW PROCESS OF DISTRICT GENERAL MANAGER PURSUANT TO GOVERNMENT CODE SECTION §54957

Craig Steele, District Legal Counsel, announced the Board discussed Item 1 and 2 in Closed Session and took no reportable action.

Nipomo Community Services District
REGULAR MEETING
MINUTES

ADJOURN MEETING

President Eby adjourned the meeting at 10:50 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	0 hour 46 minutes
Closed Session	1 hour 04 minutes
TOTAL HOURS	1 hour 50 minutes

Respectfully submitted,

Mario Iglesias, General Manager and Secretary to the Board

Date

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS
GENERAL MANAGER 
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: SEPTEMBER 2, 2021

**AGENDA ITEM
D-3
SEPTEMBER 8, 2021**

**AUTHORIZE PURCHASE OF VEHICLE
IN ACCORDANCE WITH APPROVED FY 21-22 BUDGET**

ITEM

Authorize staff to purchase replacement vehicle in accordance with approved FY 21-22 Budget [RECOMMEND AUTHORIZE STAFF TO PURCHASE VEHICLE FROM PERRY FORD AT A COST OF \$25,745].

BACKGROUND

The District's FY 2021-2022 budget allocated funding for the purchase of a vehicle for the Operations Department that will replace a 2009 Ford Escape.

District staff solicited quotes for a similarly equipped 2022 Ford Escape from a local dealer as well as through Sourcewell, formerly known as National Joint Powers Alliance (NJPA), a national government purchasing cooperative that the District belongs to, and received quotes as follows:

Dealer	Total Cost
Perry Ford	\$25,745
Sourcewell	\$26,769

The vehicle quoted by both vendors meet the District's minimum specifications.

FISCAL IMPACT

Funding in the amount of \$30,000 was allocated in the FY 2021-2022 District budget for the purchase of a replacement vehicle.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, authorize staff to purchase one replacement vehicle from Perry Ford for total cost of \$25,745.

ATTACHMENTS

None.

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: SEPTEMBER 2, 2021

AGENDA ITEM
D-4
SEPTEMBER 8, 2021

**ACCEPT EASEMENT FROM WOODLANDS MASTER ASSOCIATION
FOR SUPPLEMENTAL WATER PROJECT INTERCONNECT**

ITEM

Accept Easement Agreement with Woodlands Master Association for Supplemental Water Project Interconnect [RECOMMEND ADOPT RESOLUTION APPROVING AND ACCEPTING EASEMENT].

BACKGROUND

The Nipomo Supplemental Water Project (Project) delivers water purchased by the District from the City of Santa Maria and allows the District to reduce pumping from existing wells to reduce the potential for seawater intrusion on the Nipomo Mesa. The Project also increases the reliability of the District water supply by providing an additional source other than groundwater. The Project is consistent with the settlement agreement and the judgment related to the groundwater adjudication of the Santa Maria Groundwater Basin. Construction of the project is phased to manage the high capital cost of the project as well as track with the phased water delivery schedule.

The allocation of Nipomo Supplemental Water Project costs as well as the distribution and use of Nipomo Supplemental Water is governed by the *Nipomo Supplemental Water Project Supplemental Water Management and Groundwater Replenishment Agreement*, an agreement between the District, Golden State Water Company (GSWC) and Woodlands Mutual Water Company (WMWC). At present, the District is offsetting its groundwater pumping with supplemental water. However, in July 2025, when the phased delivery increases to 2,500 acre-feet per year, the District will no longer be able to simply offset its groundwater pumping with supplemental water since the District's current total demand is in the range of 2,000 acre-feet per year. Thus, the District will need to deliver supplemental water to GSWC and WMWC starting in July 2025.

Before the District can deliver supplemental water to GSWC and WMWC, the existing GSWC interconnect at Primavera and the existing WMWC interconnect at Via Concha need to be replaced to provide fully functional points of interconnection. In addition, a new interconnect at the end of the District's water system on Lyn Road needs to be constructed in order to provide water delivery to GSWC Cypress Ridge (GSWC-CR). This interconnect will have limited delivery capability until pipeline improvements are made to the District's water system in the Summit Station vicinity.

During the design phase of the interconnect project, staff identified the need to obtain a new easement for the Woodlands Mutual Water Company interconnect. Design of the project was put on hold while staff worked to obtain the required easement.

Staff has been working with the Woodlands Master Association to obtain an easement for the replacement Woodlands Mutual Water Company interconnect for the last year. After the District redesigned the interconnect improvements to reduce the footprint, the Association agreed to provide the District with the required easement.

The District Board of Directors adopted a Mitigated Negative Declaration for the Project in compliance with the California Environmental Quality Act (CEQA) on February 12, 2020.

FISCAL IMPACT

The Woodlands Master Association agreed to provide the easement at no cost to the District.

The District's 2020/2021 Budget includes \$1,000,000 for the construction of the Supplemental Water Project Interconnects.

Interconnect costs are to be shared with GSWC and WMWC in accordance with the provisions of the *Nipomo Supplemental Water Project Supplemental Water Management and Groundwater Replenishment Agreement*.

STRATEGIC PLAN

Goal 1 – WATER SUPPLY – Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

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 your Board adopt the attached Resolution accepting the easement.

ATTACHMENTS

- A. Resolution 2021-XXXX SWP WMWC Interconnect Easement

SEPTEMBER 8, 2021

ITEM D-4

ATTACHMENT A

RESOLUTION 2021-XXXX

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING AND ACCEPTING EASEMENT
AGREEMENT WITH WOODLANDS MASTER ASSOCIATION**

WHEREAS, the Nipomo Community Services District ("District") intends to undertake the Supplemental Water Interconnect Project (Project) to, as part of the Project, replace the existing water system interconnect with Woodlands Mutual Water Company (WMWC) located near the intersection of Via Verde Road and Camino Caballo in Nipomo, California ("Project");

WHEREAS, as part of the Project, the District will require a permanent easement for construction, operation, maintenance and replacement of the Project facilities; and

WHEREAS, Woodlands Master Association ("WMA"), is the record fee owner of property located at the intersection of Via Verde Road and Camino Caballo in Nipomo, identified as San Luis Obispo County Tax Assessor's Parcel Numbers 091-600-009 ("Property"), where the new Project facilities are to be constructed; and

WHEREAS, WMA has agreed to grant a permanent easement to the District to allow its use of the Property for construction, operation, maintenance and replacement of the Project facilities under the terms identified in the Easement Agreement attached hereto; and

WHEREAS, the District Board of Directors adopted a Mitigated Negative Declaration for the Project in compliance with the California Environmental Quality Act (CEQA) on February 12, 2020; and

WHEREAS, the District Board of Directors has reviewed and desires to approve and accept the Easement Agreement.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the Nipomo Community Services District, San Luis Obispo County, California, as follows:

1. That the Easement Agreement, attached hereto as Exhibit A, is hereby approved and accepted.
2. That the General Manager is hereby authorized and directed to record the Easement Agreement, attached hereto as Exhibit A.

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 September 2021.

RESOLUTION 2021-XXXX

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING AND ACCEPTING EASEMENT
AGREEMENT WITH WOODLANDS MASTER ASSOCIATION**

ED EBY

President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

MARIO IGLESIAS

General Manager and Secretary to the Board

CRAIG STEELE

District Legal Counsel

RESOLUTION 2021-XXXX

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING AND ACCEPTING EASEMENT
AGREEMENT WITH WOODLANDS MASTER ASSOCIATION**

EXHIBIT 'A' ATTACHED

EASEMENT AGREEMENT

RECORDING REQUESTED BY:
NIPOMO COMMUNITY SERVICES DISTRICT

WHEN RECORDED RETURN TO:
Nipomo Community Services District
P.O. Box 326
Nipomo, CA 93444

NO FEE PER GOVERNMENT CODE 6103

A portion of APN #: 091-600-009

**GRANT OF EASEMENT AND
AGREEMENT AFFECTING REAL PROPERTY**

Exhibits Incorporated by Reference:

Exhibit "A" – Real Property Legal Description
Exhibit "B" – Legal Description of Easement Granted to District
Exhibit "C" – Graphic Depiction of Easement Granted to District

THIS GRANT OF EASEMENT AND AGREEMENT AFFECTING REAL PROPERTY (herein "Agreement") is entered into July 20, 2021, by and between **Woodland Master Association**, a California nonprofit mutual benefit corporation, (hereinafter "Grantor") and the **Nipomo Community Services District**, a political subdivision of the State of California, (herein "Grantee" or "District") with reference to the following Recitals:

A. Grantors own certain real property (herein "Real Property") located within the County of San Luis Obispo, more particularly described below and depicted in Exhibit "A".

B. Grantee is improving said Real Property including the construction of certain water lines and appurtenances ("District Facilities") in order to facilitate delivery of water to Woodlands Mutual Water Company.

C. Grantors desire to convey said waterline easements described in Exhibit B and graphically depicted on Exhibit C to the Nipomo Community

Services District over portions of said Real Property described in Exhibit A for the purposes referenced in this Agreement.

NOW, THEREFORE, for valuable consideration, receipt of which is hereby acknowledged the parties hereto agree as follows:

1. **GRANT OF EASEMENT**

Grantors, hereby grant and convey to the Nipomo Community Services District a utility easement (herein "Easement" or "Easement Area"), more particularly described in Exhibit "B" and as graphically depicted in Exhibit "C".

2. **PURPOSE**

The purpose of the Easement is the present and future construction, reconstruction, operation, repair, and maintenance of District facilities, including water pipelines and appurtenances, and other utilities operated by the District, in such manner and size and with such accessory parts and structures, as the District or its successors in interests from time to time deem necessary.

3. **MAINTENANCE AND REPAIR**

It is anticipated by the parties that construction, repair, replacement and inspection of District facilities will be performed by District within said Easement Area. Therefore, Grantor(s) covenants, promises and agree as follows:

A. District shall have the right of ingress and egress for personnel, vehicles, and construction equipment to, from, and along the Easement Area at any time, without prior notice, including the right to use lanes, drives, rights-of-way, and roadways within the Real Property which now exist or which hereinafter may be constructed, as shall be convenient and necessary for the purpose of exercising the rights herein, and herein above, set forth.

B. The Grantor(s) shall not construct or permit others to construct utilities or improvements on, over, or under the Easement Area, such as

retaining walls, fences, patios, trees and/or shrubs which could obstruct District's access to the Easement Area, or cause damage to District Facilities contained within the Easement Area, without first receiving the written approval of District.

C. Grantor(s) shall remove improvements and or utilities constructed in violation of Paragraph B, above, immediately at Grantor's expense. If Grantors do not remove the improvements, District is authorized to enter the Easement Area and remove them. District shall charge all costs, including administrative costs, for the removal of said improvements to Grantors, individually and/or collectively.

D. District will, and will cause its contractor (if any) installing facilities in the Easement to, indemnify, defend, and hold Grantor(s) harmless from any and all liability for loss, damages, costs, expenses, demands, causes of action, claims or judgments, arising from or arising out of or in any way connected with the entry, access and use of the Easement by District and/or said contractor and its designees in connection with the exercise of the rights of the District under this Agreement or any breach of District's, or its contractor's, obligations under this Agreement and will reimburse Grantor for all reasonable costs, expenses and losses, including reasonable attorneys' fees, incurred by Grantor in consequence of any such claims, demands and causes of action that may be made or brought against Grantor, to the extent the same arises out of District's, or its contractor's, negligence in entry on and use of the area comprising the Easement, except to the extent caused by the negligence or intentional acts of Grantor(s).

E. Grantor(s) will indemnify, defend, and hold District, its officers, agents and employees ("District Indemnitees") harmless from any and all liability for loss, damages, costs, expenses, demands, causes of action, claims or judgments, arising out of the negligence or intentional misconduct of Grantor(s) or Grantor's invitees on the Property and will reimburse District for all reasonable costs, expenses and losses, including reasonable attorneys' fees,

incurred by District Indemnitees in consequence of any claims, demands and causes of action that may be made or brought against District Indemnitees, except to the extent caused by the negligence or intentional acts of District Indemnitees.

F. District has the right to enforce all reimbursement remedies described in Paragraphs C and E, above, by all means available to the District.

4. MISCELLANEOUS

A. This Agreement contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this Agreement shall be of no force and effect excepting a subsequent modification in writing, signed by the party to be charged.

B. In the event of any controversy, claim, or dispute relating to this Agreement or the breach thereof, the prevailing party shall be entitled to recover from the losing party reasonable expenses, attorney's fees and costs.

C. The obligations of Grantor(s) shall be considered for all purposes to be both covenants and conditions that shall run with the land and be binding on the successors and assigns of the Grantor(s) and shall inure to the benefit of District and its successors and assigns.

D. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

E. This Easement and Agreement Affecting Real Property shall be recorded in the Official Records in the County Recorder's Office, San Luis Obispo County.

F. Recitals A through C are incorporated herein by reference as though set forth at length.

G. The Agreement shall be governed by the laws of the State of California. Any litigation regarding the Agreement or its contents shall be filed in the County of San Luis Obispo, if in state court, or in the federal court nearest to San Luis Obispo County, if in federal court.

5. **AUTHORITY TO EXECUTE.**

All parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles, and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement have been fully complied with. Furthermore, by entering into this Agreement, Grantor(s) hereby warrants that Grantor(s) shall not have breached the terms or conditions of any other contract or Agreement to which Grantor(s) is obligated, which breach would have a material effect hereon.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective the date the District executes the Certificate of Acceptance.

GRANTOR(S):

Woodland Master Association, a California nonprofit mutual benefit corporation



[Signature must be Notarized]



[Signature must be Notarized]

Arthur F Herbon
[Type or print name]

Stephen P. Chubon
[Type or print name]

Date: 07/20/2021

**CERTIFICATE OF ACCEPTANCE
GOVERNMENT CODE §2781**

This is to certify that the Nipomo Community Services District, Grantee, herein, by Board action on _____, 2021, accepts for public purposes the real property, or interest described in the foregoing Easement and Agreement, dated _____, 2021, from Grantors, and consents to the recordation thereof.

Nipomo Community Services District

By: _____

Name: Ed Eby

Title: President

ATTEST:

Mario Iglesias, General Manager and Secretary
Nipomo Community Services District

**CALIFORNIA NOTARY ACKNOWLEDGEMENT
(INDIVIDUAL)**

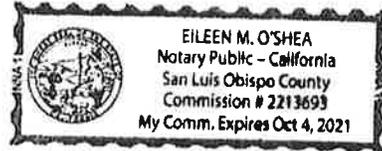
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of San Luis Obispo

On July 20, 2021 before me, Eileen M. O'Shea, Notary Public (insert name and title of the officer), personally appeared Arthur F Herbon, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Eileen M. O'Shea (Seal)

CALIFORNIA NOTARY ACKNOWLEDGEMENT (INDIVIDUAL)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

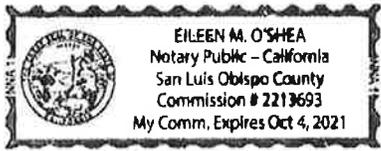
State of California
County of San Luis Obispo

On July 20, 2021 before me, Eileen M. O'Shea, Notary Public (insert name and title of the officer), personally appeared Stephen P. Chubb, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Eileen M. O'Shea



(Seal)

EXHIBIT A
LEGAL DESCRIPTION
(Servient Tenement)

Lot 1236 of Woodlands Tract 2341 Unit 2, in the County of San Luis Obispo, State of California, according to the map filed February 15, 2006 in Map Book 27 at pages 83 through 93, inclusive, records of said County.

APN #: 091-600-009

EXHIBIT B
LEGAL DESCRIPTION
NCSD Easement

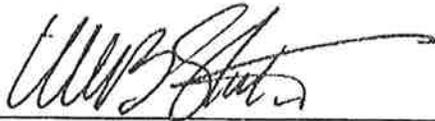
That portion of Lot 1236 of Woodlands Tract 2341 Unit 2, in the County of San Luis Obispo, State of California, according to the map filed February 15, 2006 in Map Book 27 at pages 83 through 93, inclusive, records of said County, described as follows:

Beginning at a 5/8" rebar with cap "LS6192" at the southeasterly corner of said Lot 1236; thence along the east lot line of said Lot 1236 North 1°15'51" East, 88.58 feet to the **true point of beginning**; thence continuing along said east lot line

1. North 1°15'51" East, 13.91 feet to a point on the south right-of-way line of Camino Caballo, a thirty (30) foot wide road; thence along said right-of-way line and east boundary of said Lot 1236
2. North 88°40'17" West, 10.00 feet to an angle point in said east boundary of Lot 1236, said point also being on the west line of the ten (10) foot offer of dedication along Via Verde Road as shown on said map; thence leaving said south right-of-way and continuing along said east boundary of Lot 1236
3. North 1°15'51" East, 18.08 feet; thence leaving said boundary of Lot 1236
4. North 88°44'09" West, 20.44 feet; thence
5. South 1°32'39" West, 96.37 feet; thence
6. South 88°40'17" East, 20.00 feet; thence
7. North 1°32'39" East, 64.38 feet; thence
8. South 88°44'12" East, 10.60 feet to the True Point of Beginning

The above-described parcel is graphically shown on Exhibit "C" attached hereto and made a part hereof.

* * *



Michael B. Stanton, PLS5702

11-5-2020

Date



EXHIBIT "C"

LOT 1236
TRACT
2341-2
27 MB 83-93

10.00' OFFER OF DEDICATION PER
TRACT 2341, UNIT 2

40.00'

VIA VERDE
ROAD

CAMINO
CABALLO

N88°44'09"W 20.44'

N1°15'51"E 18.08'

N88°40'17"W 10.00'

N1°15'51"E 13.91'

TRUE POINT OF
BEGINNING

S88°44'12"E 10.60'



SCALE: 1"=20'

$\Delta=89^{\circ}56'08''$
 $R=19.00'$
 $L=29.82'R$

S1°32'39"W 96.37'

N1°32'39"E 64.38'

S1°15'51"W 88.58'

N1°15'51"E 102.49'

LOT 12345
33 MB 13-19

S88°40'17"E 20.00'

N88°40'17"W 81.02'R

POINT OF BEGINNING
5/8"REBAR "LS6192"
PER 33MB13

TRAIL VIEW PLACE



MICHAEL B. STANTON, PLS 5702
3559 SOUTH HIGUERA STREET
SAN LUIS OBISPO, CA 93401
805-594-1960

M:\2017\17-282_Via Concha - Trail View NCSJ Site #2A1610-2013\NCSJ-GSWUCH Interconnection-KMVI_Kegomata & Improvements.dwg, PLS:MLN, Xref:1, Nov 09, 2020, 1:20:00 pm

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS
GENERAL MANAGER 
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: SEPTEMBER 2, 2021

**AGENDA ITEM
E-1
SEPTEMBER 8, 2021**

**AUTHORIZE PURCHASE OF GENERATOR FOR DISTRICT OFFICE
IN ACCORDANCE WITH APPROVED FY 21-22 BUDGET**

ITEM

Authorize staff to purchase generator for the District office in accordance with approved FY 21-22 Budget [RECOMMEND AUTHORIZE STAFF TO PURCHASE GENERATOR FROM QUINN POWER SYSTEMS AT A COST OF \$44,175].

BACKGROUND

The District's FY 2021-2022 budget allocated funding for the installation of a generator for the District office. The generator will provide power for the office so that the District can continue operations during power outage events such as PG&E Public Safety Power Shutoff (PSPS) events as well as any other type of power interruption.

The District is a member of Sourcewell, formerly known as National Joint Powers Alliance (NJPA), a national government purchasing cooperative, which provides the District the opportunity to purchase through nationally bid contracts. The District has purchased several generators over the last few years through a Sourcewell vendor at a considerable cost savings to the District. The current Sourcewell generator vendor is Caterpillar Corporation. The local representative is Quinn Power Systems. District staff solicited a proposal from Quinn Power Systems for a 40 kW stationary generator. Quinn provided a Sourcewell quote for the generator of \$44,175.

FISCAL IMPACT

Funding in the amount of \$70,000 was allocated in the FY 2021-2022 District budget for the office generator project.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, authorize staff to purchase a 40 kW generator from Quinn Power Systems for total cost of \$44,175.

ATTACHMENTS

None.

TO: BOARD OF DIRECTORS
 FROM: MARIO IGLESIAS
 GENERAL MANAGER
 DATE: September 3, 2021



**AGENDA ITEM
 F
 SEPTEMBER 8, 2021**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is August 8, 2021 through September 4, 2021.*

DISTRICT BUSINESS

Administrative

The District encourages residents to provide reports of any observed water waste. The District also keeps an accounting of leak adjustments as a measure of non-revenue water lost to leaks as well as tracking late fee waivers. The table below provides August and Fiscal Year-to-date data of these items. The District did not impose late fees during the reporting period January 2021 through June 2021. July 2021 was the first month this calendar year that late fees were charged.

OFFICE ACTIVITIES

	Aug 21	Jan 21 - Dec 21
Reports of Water Waste	0	0
Leak Adjustments	1	8
Leak Adjustment Amount	\$142	\$7,427
Late Fee Waivers (Fees Start 7/1/21)	12	22
Late Fee Waiver Adjustment Amount	\$418	\$764

Water Resources

	Aug-21	Jul 21 - Jun 22
Groundwater Production	103.3	212.3
Supplemental Water Imported	<u>99.0</u>	<u>197.5</u>
Total Production	202.3	409.8

The District's total combined production, including groundwater production wells and supplemental water imported through the Joshua Road Pump Station, registered 202.3 AF for the month of August 2021.

NCSD imported 99 AF of water over the 31 day period in August, averaging 722 gallons per minute for an average total over 1 million gallons per day. For fiscal year 2021-22 the District must import at least 1,000 AF (84 AF per month on average) of supplemental water to meet the contractual obligation it has with the City of Santa Maria. The District has imported 197.5 AF of water for the first two months of the 12 month period, July 2021 through June 2022. Compared to the District's required 1,000 AF [Contract Amount], at the current take level, the District would be 29.5 AF over the minimum water import requirement for the fiscal year ending June 30, 2022.

NCSD GW Reduction

The District’s purveyor customers, Golden State Water Company and Woodlands Mutual Water Company, each claim 16.66% (cumulatively 33.33%) of the imported water NCSD brings onto the basin through the NSWP. Of the 1,000 AF minimum imported water from the City of Santa Maria, 333 AF or 33.33% of the total imported water – whichever is greater – will be credited to these two purveyor customers. The credited amount must be added to the District’s groundwater pumping total every month to reflect the groundwater pumped by these customers in-lieu of taking imported water from the District. Table 2 below demonstrates the calculus for determining the District’s adjusted groundwater pumping reduction.

	Jul-21	Jul 20 – Jul 21
NCSD GW Well Production	103.3	212.3
Purveyor Customer Credit (33.3% of Import Water)	33.0	65.8
NCSD Total Calculated GW Production	136.3	278.1
Average GW Production for 2009-2013	284.7	575.9
NCSD Percentage of GW Reduction	52%	52%

2022 Fiscal Year Groundwater Pumping Forecast

Table 3 projects the District’s groundwater pumping reduction for the 2022 Fiscal Year. Under the current Stage 4 of the NMMA Water Shortage Response Stages, the targeted groundwater pumping reduction goal is to pump a total of 1,266 AFY (50% of 2009-2013 average District GW Pumping). August 2021 actual production and September 2020 through June 2021 historic production are combined to estimate the projected estimate.

Each year water demand trends slightly different depending upon the weather, a major factor that drives water consumption. As actual data replaces projected data, the value of the table to provide year-end groundwater reduction targets becomes more reliable and aids staff in recognizing opportunities for shifting water production strategies. Table 3 shows the District falling short of its pumping reduction goals for fiscal year 2022 by approximately 100 acft. Efforts will be made to reduce the shortfall. New pumps at JRPS will be installed in the second quarter of the fiscal year and once installed will add to the District’s import water capacity.

Table 3 projects the District’s groundwater pumping reduction for the Fiscal Year 2022.

	Aug-21	Year-to-Date Jul-Jun 2022	Target	Over/(Under)	
NCSD GW Well Production	103.3	1,010.6			
Purveyor Customer Credit (33.3% of Import Water)	33.0	355.9			
NCSD Total Calculated GW Production	136.2	1,366.5	1,266.0	(100.54)	AcFt
Average GW Production for 2009-2013	284.7	2,533.4	2,533.4		
NCSD Percentage of GW Reduction	52%	46%	50.0%		

Table 4 compares the previous year's groundwater pumping with the current year's groundwater pumping for the same period.

	<u>Aug-21</u>	<u>Jul 21 -Aug 21</u>	<u>Aug-20</u>	<u>Jul 20-Aug 20</u>
NCSO GW Well Production	103.3	212.3	98.2	218.3
Purveyor Customer Credit (33.3% of Import Water)	<u>33.0</u>	<u>65.8</u>	<u>37.7</u>	<u>68.6</u>
NCSO Total Calculated GW Production	136.2	278.1	135.9	286.9
Average GW Production for 2009-2013	<u>284.7</u>	<u>575.9</u>	<u>284.7</u>	<u>575.9</u>
NCSO Percentage of GW Reduction	52.1%	51.7%	52.3%	50.2%

Rainfall Gauge

(Reported in inches)	Nipomo East (Dana Hills Reservoirs)	Nipomo South (Southland Plant)
August 2021 Total	0.00	0.00
July-2021 through June-2022 (Season Total)	0.00	0.00
Sept 1, 2021 – Sept 3, 2021	<u>0.00</u>	<u>0.00</u>
Total Rainfall to date	0.00	0.00
County Reported Avg. Ann. Year Rainfall	18.0 ¹	14.0 ²
2006 - 2020 Avg. Ann. Year Rainfall*	15.39	13.30
2006 - 2020 Median Ann. Rainfall*	12.64	11.30

*Data from County website

Safety Program

No Safety Incidents to Report

Other Items

- COVID19 NCSO Response Plan Update [Attachment A]
- Order Number 6 of the County Health Officer, SLO County [Attachment B]

Connection Report

Nipomo Community Services District
Water and Sewer Connections

END OF MONTH REPORT

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Water Connections (Total)	4476	4477	4485	4486	4495	4496	4496	4500				
Sewer Connections (Total)	3243	3243	3250	3250	3259	3260	3260	3264				
New Water Connections	1	1	8	1	9	1	0	4				
New Sewer Connection	1	0	7	0	9	1	0	4				
Galaxy & PSHH at Orchard and Division Sewer Connections billed to the County	477	477	477	477	478	478	478	478				

The Connection Report is current to September 2, 2021

Supplemental Water Capacity Accounting
Summary Since January 25, 2008

	Number of Equivalent Meters	AFY
Supplemental Water Available for Allocation	947	500.0
Supplemental Water Reserved (Will Serve Letter Issued)	130	-68.6
Subtotal Net Supplemental Water Available for Allocation	817	431.4
Supplemental Water Assigned (Intent-to-Serve Issued)	176	-92.4
Total Remaining Supplemental Water Available for Allocation	641	339.0

As of September 3, 2021

Meetings (July 25 through August 7)

Meetings Attended (telephonically or in person):

- Aug 9, Staff Mtg. - Admin Supervisor Mtg.
- Aug 10, Staff Mtg. - Cust. Service Specialist
- Aug 10, SLO Board of Supervisor
- Aug 10, Meter Integration – Tyler/Sensus
- Aug 11, Rotary
- Aug 11, Regular NCSD Board Meeting
- Aug 11, Exec. Team After-Board Meeting
- Aug 12, Exec. Team – Code Book Review/Update
- Aug 13, Staff Mtg. - Cust. Service Specialist
- Aug 13, MKN – UWMP Review July 26, Admin Supervisor Mtg.
- Aug 13, Dana Reserve EIR County Planning
- Aug 13, County Water Resources (Grant Funding)
- Aug 16, Staff Mtg. - Admin Supervisor Mtg.
- Aug 18, Rotary
- Aug 19, NMMA-TG Manager's Meeting
- Aug 19, NMMA-TG Meeting
- Aug 20, Staff Mtg. - Cust. Service Specialist
- Aug 20, UWMP Ad-hoc Committee
- Aug 20, SLO County, City of Santa Maria Terms Sheet
- Aug 23 through Aug 27 – Vacation
- Aug 30, CSDA Conference
- Sept 1, Sensus Metering
- Sept 2, Developer Meeting – Rossi
- Sept 2, UWMP, MKN Review
- Sept 2, NCSD/FEMA Cost Recover Process
- Sept 2, BL Streetlight Rate Study Review
- Sept 3, Staff Mtg. - Cust. Service Specialist

Meetings Scheduled (September 5 through September 11):

Upcoming Meetings (telephonically or in person):

- *Sept 6, Labor Day Holiday*
- *Sept 7, Staff Mtg. - Admin Supervisor Mtg.*
- *Sept 7, BLMA/NCSD Comm. Mtg. – Streetlights*
- *Sept 7, Eng/Admin Coordination Meeting*
- *Sept 7, BLMA Monthly Meeting*
- *Sept 8, Rotary*
- *Sept 8, Regular NCSD Board Meeting*
- *Sept 8, Exec. Team After-Board Meeting*
- *Sept 10, Staff Mtg. - Cust. Service Specialist*
- *Sept 11, PG&E, PSPS Portal Overview*

Upcoming Water Resource and Other Meetings

Upcoming Standing Meetings:

- *NMMA-TG: September 23rd (Thursday) @ 10:00 AM, Conf. Call*
- *RWVG: October 6th (Wednesday) @ 10:00 AM – Zoom Meeting*
- *WRAC: October 6th (Wednesday) @ 1:30 PM, Zoom Meeting*
- *NMMA Purveyor Meeting: September 16th (Thursday) @ 11:00 PM, Zoom Meeting*
- *NCSD Board Officer Meeting: September 13th (Monday) @ 2:00 PM, NCSD Conf. Rm.*

RECOMMENDATION

Staff seeks direction and input from your Board

ATTACHMENTS

- A. COVID19 - NCSD Response Plan
- B. Order Number 8 County Health Officer – SLO County

SEPTEMBER 8, 2021

ITEM F

ATTACHMENT A

Date: September 8, 2021 Board Meeting
Response Activities to COVID19 Health Emergency
Prepared by: Mario Iglesias, General Manager

DISTRICT RESPONSE TO COVID-19, Updated September 3, 2021

New Actions

COVID19 Rapid Test Kits secured from SLO County at no cost to provide weekly work-place testing.

Mask Mandate Requirement Update – As of September 1, 2021, masks must be worn indoors at public facilities.

Personnel on Quarantine

Office Personnel:

No administrative personnel affected at this time

Operational Personnel:

No operational personnel affected at this time.

Vaccine Update:

- 16 District Personnel received their second dose of the vaccine.
- 4 employees declined vaccination

Ongoing Actions

1. Following Cal/OSHA guidelines
2. Participate in SLO County EOC Briefings
3. Review SLO County EOC Status Reports
4. Practicing Social Distancing
5. Face coverings are required when employees are in District Buildings when they are away from their work stations
6. Office Rules for Safe Customer Management – CDC Guidance Enforced

Previous Actions

1. NCSB Board Passes Resolution Declaring Emergency in District [Res. 2020-1550, Mar. 24, 2020]
2. Admin Office Closed to the Public
 - a. Meetings are virtual – Conference Calls
3. Discontinued: Split staff into two teams
 - a. See schedule on Response Plan
4. Received directions for FEMA Public Assistance – Cost Tracking Guidance
5. Governor's Executive Order – No Water Turn-offs
 - a. District instituted this policy as well as a No Late Fee – No Penalty Fees
6. Wipe-down between shifts
7. Each operator in separate designated vehicle.
8. Received additional PPE. Administration Staff will be on normal schedule 8-4:30 starting Monday May 18th
9. Operations Staff are on normal 7:00 am to 3:30 pm work schedule as of Monday, May 4th. County opened up construction sites.

Date: September 8, 2021 Board Meeting
Response Activities to COVID19 Health Emergency
Prepared by: Mario Iglesias, General Manager

10. Expanded Customer Service Work to include site visits for investigations (high bills, meter issues) week of May 11
11. Trailers for quarantine have been returned – May 1
12. District to begin wastewater sampling in conjunction with County effort to determine presence of COVID19 in communities – May 11
13. Temporary Admin Support Workers brought back to Office (Provider incentivized due to PPP Funds) – June 1
14. Lobby Modifications: Glass is equipped with speaker plates to allow the communication between customer and clerk without opening the sliding window.
15. Board Meetings open to the public.
16. County Offices Continued Closed with Appointments provided to some departments as needed.
17. June 18, 2020, Governor Order issued requiring face masks be worn in public places. District management purchased disposable face masks for staff, Board Members, and any public that attends District Board Meetings and lack a face mask.
18. The customer counter window modifications at the office are completed.
19. Capital Improvement Projects continue to be impacted and schedules for completion continue to be pushed back due to material delivery delays.
20. Administrative Office open to public – April 19, 2021

SEPTEMBER 8, 2021

ITEM F

ATTACHMENT B

**ORDER NUMBER 6 OF THE COUNTY HEALTH OFFICER
REQUIRING FACE COVERINGS IN ALL PUBLIC INDOOR SETTINGS
ATTRIBUTABLE TO THE RISE IN SARS-CoV-2 DELTA VARIANT**

Please read this order carefully. Violation of or failure to comply with this Order is a public nuisance subject to citation, abatement, or both, as well as a misdemeanor punishable by fine, imprisonment, or both. (California Health & Safety Code § 120295 et seq.; California Pen. Code §§ 69 and 148(a)(1).)

Since early 2021, the SARS-CoV-2 Delta variant has been circulating in San Luis Obispo County. This variant is highly transmissible, especially in indoor settings and requires multi-component prevention strategies to reduce spread. Despite rising vaccination rates, San Luis Obispo County is experiencing high levels of community transmission due to the Delta variant. While most COVID-19 cases are among unvaccinated residents, the proportion of breakthrough cases is increasing. COVID-19 hospitalizations and intensive care unit (ICU) admissions have reached an all-time high, primarily among unvaccinated persons. San Luis Obispo County is also seeing a concerning uptick in cases among staff and residents in long-term care facilities. The COVID-19 vaccines currently authorized in the US have been shown to be highly safe and effective at providing protection to individuals and communities, particularly against severe COVID-19 disease and death, and are recommended by the Centers for Disease Control and Prevention (CDC) for all populations for whom the vaccine is authorized by the US Food and Drug Administration. The San Luis Obispo County Health Officer ("Health Officer") strongly recommends that all eligible persons in the County be vaccinated. Information on obtaining a COVID-19 vaccine in San Luis Obispo County is available here: RecoverSLO.org/Vaccine

On July 27, 2021, the CDC updated guidance for fully vaccinated people given new evidence on the Delta variant. The CDC recommends that fully vaccinated persons wear a mask in public indoor settings. On July 28, 2021, the California Department of Public Health (CDPH) aligned its Guidance for the Use of Face Coverings with the CDC and recommends universal masking in public indoor settings statewide. The CDC and CDPH also endorsed that fully vaccinated people at higher risk for COVID-19 infection, as well as unvaccinated and not fully vaccinated persons consider wearing a mask in non-public indoor settings. Household transmission and small gatherings are major drivers of COVID-19 transmission in San Luis Obispo County.

While vaccines remain the most effective tool against COVID-19, universal indoor use of face coverings, also known as masking, is the least disruptive and most immediately impactful additional measure to curb the spread of the virus and reduce intense pressure on the healthcare system.

This Order is part of a strategy to support the continued operations of businesses, activities, and schools. As of this date, the Health Officer strongly believes that schools can and should remain open in full for in-person classes for all grades throughout the 2021/2022 school year.

The Health Officer will continue to assess the public health situation as it evolves and may modify this Order, or issue additional Orders, related to COVID-19, as changing circumstances dictate.

NOW, THEREFORE, it is ordered as follows:

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040, 101085, 120175, AND 120220, THE HEALTH OFFICER OF THE COUNTY OF SAN LUIS OBISPO HEREBY FINDS AND ORDERS:

1. Getting vaccinated against COVID-19 is the best way to protect the vaccinated person from infection, hospitalization, or death from COVID-19, as well as to prevent harm to others by reducing the risk of transmission of COVID-19. Therefore, all eligible persons are strongly urged to get vaccinated against COVID-19 as soon as possible.
2. Except as otherwise set forth herein, the July 28, 2021 Guidance for the Use of Face Coverings issued by the CDPH as may be amended from time to time, continues to apply throughout the County. (The guidance may be found at the following link: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>)
3. This Order directs that face coverings shall be worn, regardless of vaccination status, over the mouth and nose, in all indoor public settings, venues, gatherings, and workplaces, such as, but not limited to offices, retail stores, restaurants and bars, fitness centers, theaters, museums, personal care services, family entertainment centers, conference centers and government offices serving the public.
4. Individuals, businesses, venue operators, hosts, and others responsible for the operation of indoor public settings must:
 - Require all patrons to wear face coverings for all indoor settings, regardless of their vaccination status; and
 - Post clearly visible and easy-to-read signage at all entry points for indoor settings to communicate the masking requirements to all patrons.
5. Exemptions from face covering requirements – Individuals are not required to wear face coverings in the following circumstances:
 - Persons working alone in a closed office or room;
 - Persons actively eating and/or drinking;
 - Persons swimming or showering in a fitness facility;
 - Persons obtaining a medical or cosmetic service involving the head or face for which temporary removal of the face covering is necessary to perform the service;
 - Persons specifically exempted from wearing face masks pursuant to other CDPH guidance, which may include students and other persons with medical or behavioral contraindications.
6. Employers and businesses subject to the Cal/OSHA COVID-19 Emergency Temporary Standards (“ETS”) and/or the Cal/OSHA Aerosol Transmissible Diseases Standards should consult the applicable regulations for additional requirements. The ETS allow local health jurisdictions to mandate more protective measures. This

Order, which requires face coverings for all individuals in indoor settings and businesses, regardless of vaccination status, takes precedence over the more permissive ETS regarding employee face coverings.

7. All State orders and guidance documents referenced in State orders are complementary to this Order. By way of this Order, the Health Officer adopts such directives as orders as well. Where a conflict exists between a local order and any State public health order related to the COVID-19 pandemic, the most restrictive provision controls pursuant to, and consistent with, California Health and Safety Code § 131080.
8. This Order shall become effective Wednesday, September 1, at 12:01 a.m. and will continue to be in effect until it is extended, rescinded, superseded, or amended in writing by the Health Officer.
9. Copies of this Order shall promptly be: (1) posted on all outside public access doors of the new County Government Center of the County of San Luis Obispo at 1055 Monterey Street in the City of San Luis Obispo; (2) made available via SLOPublicHealth.org (which will include a link to ReadySLO.org where the order will be posted) and (3) provided to any member of the public upon request of a copy of this Order.
10. If any provision of this Order or its application to any person or circumstance is held to be invalid, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

IT IS SO ORDERED.

Date: 8/31/2021

Time: 4:20 pm



PENNY BORENSTEIN, M.D.
County Health Officer