

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA

JANUARY 8, 2014 AT 9:00 A.M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

CRAIG ARMSTRONG, **PRESIDENT**
JAMES HARRISON, **VICE PRESIDENT**
LARRY VIERHEILIG, **DIRECTOR**
DAN GADDIS, **DIRECTOR**
BOB BLAIR, **DIRECTOR**

PRINCIPAL STAFF

MICHAEL S. LEBRUN, **GENERAL MANAGER**
LISA BOGNUDA, **FINANCE DIRECTOR**
MICHAEL W. SEITZ, **GENERAL COUNSEL**
PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**
NITA WINDSOR, **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.
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NOTE:

- *All comments concerning any item on the agenda are to be directed to the Board President.*
- *Consistent with the Americans with Disabilities Act and California Government Code §54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the below referenced public meeting by contacting the District General Manager at 805-929-1133.*
- *District-prepared staff reports and documents are generally posted on the District's website {[NCS.D.CA.GOV](http://www.ncsd.ca.gov)} on the same date the agenda is posted.*
- *Any writing or document pertaining to an open session item on this agenda which is distributed to the Board of Directors after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review at the District Secretary's Office, 148 S. Wilson Street, Nipomo, CA, during normal business hours, and may be posted on the District's web site at <http://www.ncsd.ca.gov>.*
- *Items may be taken out of order. The Board typically breaks for lunch at approximately 12 noon and conducts Closed Session at that time, reconvening to public session at approximately 1:00 p. m.*
- *Please silence all cell phones during the meeting, as a courtesy to others.*

A. CALL TO ORDER AND FLAG SALUTE	NEXT RESOLUTION	2014-1327
	NEXT ORDINANCE	2014-120

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

Any member of the public may address the Board relating to any matter within the Board's jurisdiction but not on the Board's agenda. **Public Comment is limited to three (3) minutes or otherwise at the discretion of the President.**

C. PRESENTATIONS AND REPORTS

C-1) REPORT ON DECEMBER 11, 2013 REGULAR MEETING CLOSED SESSION
Announcement of actions, if any, taken in Closed Session

C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.

Nipomo Community Services District
REGULAR MEETING
AGENDA

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

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

D-1) WARRANTS [RECOMMEND APPROVAL]

D-2) APPROVE DECEMBER 11, 2013 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVAL]

E. ADMINISTRATIVE ITEMS

E-1) CONSIDER RESOLUTION IMPLEMENTING FINGER PRINTING OF DISTRICT STAFF [RECOMMEND ADOPT RESOLUTION APPROVING IMPLEMENTING FINGER PRINTING OF CURRENT AND FUTURE DISTRICT STAFF]

E-2) ANNUAL REVIEW OF DISTRICT INVESTMENT POLICY [RECOMMEND REVIEW POLICY AND DIRECT STAFF]

E-3) AFFIRM 2014 BOARD MEETING SCHEDULE [RECOMMEND APPROVE 2014 REGULAR MEETING SCHEDULE]

E-4) RATIFY 2014 BOARD COMMITTEE ASSIGNMENTS [RECOMMEND APPROVE 2014 COMMITTEE ASSIGNMENTS]

F. GENERAL MANAGER'S REPORT

G. COMMITTEE REPORTS

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE

NO. H032750 AND ALL CONSOLIDATED CASES).

2. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVT. CODE §54956.9(a):
Existing litigation - 1 case: Mesa Community Alliance Vs. District, Case No. CV 130222

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

K. ADJOURN TO CLOSED SESSION

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

ADJOURN

- **Strategic Plan Workshop (Public Welcome), 8AM – 3PM, Thursday January 16, 2014. This workshop will be held at 509 Southland Street, Nipomo (District Field Office). No action items are scheduled.**
- **Next Regular Board Meeting is 9AM, Wednesday January 22, 2014**

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: JANUARY 3, 2014

AGENDA ITEM
C
JANUARY 8, 2014

PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) REPORT ON DECEMBER 11, 2013 REGULAR MEETING CLOSED SESSION
Announcement of actions, if any, taken in Closed Session
- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND
REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS,
CONFERENCES, AND SEMINARS.
Receive Announcements and Reports from Directors
- C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS
PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE
PRESENTATIONS AND REPORTS

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

DATE: JANUARY 3, 2014

AGENDA ITEM

D

JANUARY 8, 2014

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 DECEMBER 11, 2013 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVAL]

TO: BOARD OF DIRECTORS
 FROM: MICHAEL S. LEBRUN *MSL*
 GENERAL MANAGER
 DATE: JANUARY 3, 2014

**AGENDA ITEM
 D-1
 JANUARY 8, 2014**

HAND WRITTEN CHECKS

TOTAL COMPUTER CHECKS

12-11-13	10215	PGE
12-12-13	10216	SCHENBERGER, TAYLOR, MCCORMICK & JECKER
12-13-13	10217	DEPT OF PUBLIC HEALTH
12-13-13	10218	DEPT OF PUBLIC HEALTH
01-02-14	10219	CHP
01-08-14	10220	ABALONE COAST BACTERIOLOGICAL

ELECTRICITY	\$66,472.75
SWP APPRAISAL RETAINER	\$5,000.00
EXAM FEE-MALDONADO	\$65.00
EXAM FEE-CALLEJA	\$65.00
ACCIDENT REPORT	\$10.00
LAB TESTING	\$18,431.00

\$527,182.94

VOIDS – 22525, 22584-22596

COMPUTER GENERATED CHECKS

22562	12/20/13	EMP01	EMPLOYMENT DEVELOP DEPT	1533.89	.00	1533.89	B31216	STATE INCOME TAX
22563	12/20/13	MID01	RABOBANK-PAYROLL TAX DEPO	4447.48	.00	4447.48	B31216	FEDERAL INCOME TAX
				49.60	.00	49.60	1B31216	FICA
				1029.94	.00	1029.94	2B31216	MEDICARE (FICA)
			Check Total.....:	5527.02	.00	5527.02		
22564	12/20/13	MID02	RABOBANK-DIRECT DEPOSIT	27983.30	.00	27983.30	B31216	NET PAY
22565	12/20/13	PER01	PERS RETIREMENT	8941.87	.00	8941.87	B31216	PERS PAYROLL REMITTANCE
22566	12/20/13	STA01	CALPERS 457 DEFERRED COMP	155.00	.00	155.00	B31216	457 DEFERRED COMP
022567	12/20/13	AME03	AMERI PRIDE	125.79	.00	125.79	2829	UNIFORMS
				125.79	.00	125.79	1017827	UNIFORMS
				252.94	.00	252.94	1023072	UNIFORMS
			Check Total.....:	504.52	.00	504.52		
022568	12/20/13	ASA01	ASAP REPROGRAPHICS	117.33	.00	117.33	169671	2 SETS OF PLANS
022569	12/20/13	ATT01	AT&T/MCI	186.33	.00	186.33	4936072	TELEPHONE
022570	12/20/13	BCP00	B C PUMP SALES & SERVICE	124.32	.00	124.32	28392	FLANGE GASKETS
022571	12/20/13	BRE02	BRENNTAG PACIFIC INC.	285.65	.00	285.65	BPI370342	SODIUM HYPOCHLORITE
				755.84	.00	755.84	BPI370343	SODIUM HYPOCHLORITE
				267.57	.00	267.57	BPI372286	SODIUM HYPOCHLORITE
				376.08	.00	376.08	BPI372287	SODIUM HYPOCHLORITE
			Check Total.....:	1685.14	.00	1685.14		
022572	12/20/13	CLE06	CNSSLO INC	2209.00	.00	2209.00	17490	COMPUTER SUPPORT
022573	12/20/13	COR03	CORELOGIC INFORMATION SOL	1705.00	.00	1705.00	50010732	DATA BASE SUBSCRIPTION
022574	12/20/13	DWI01	DWIGHT'S AUTOMOTIVE	52.00	.00	52.00	59237	SMOG INSPECTION 07 ESCAPE
				52.00	.00	52.00	59242	SMOG INSPECTION 07 FORD
			Check Total.....:	104.00	.00	104.00		
022575	12/20/13	FAR02	FAR WEST EXPRESS	50.00	.00	50.00	NOV 2013	DELIVERY
022576	12/20/13	JUS01	JUSTIFACTS CREDENTIAL	103.30	.00	103.30	207915	BACKGROUND CHECK
022577	12/20/13	LEE02	LEE CENTRAL COAST NEWSPAP	332.36	.00	332.36	B31220	WATER CONSERVATION AD
022578	12/20/13	MOR02	MORE OFFICE SOLUTIONS	675.56	.00	675.56	545212	COPIER MAINTENANCE
				160.95	.00	160.95	550877	COLOR & B/W COPIES
			Check Total.....:	836.51	.00	836.51		
022579	12/20/13	NEX01	NEXTEL COMMUNICATIONS	456.53	.00	456.53	87314-145	CELLULAR PHONES
022580	12/20/13	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	0102163	PEST CONTROL
				90.00	.00	90.00	0102164	RODENT CONTROL-WELL SITE
				75.00	.00	75.00	0102167	RODENT CONTROL
			Check Total.....:	430.00	.00	430.00		
022581	12/20/13	SLO02	DIV OF ENVIRON HEALTH	266.00	.00	266.00	07888	HAZARDOUS MATERIALS-BLWWT
				266.00	.00	266.00	11148	HAZARDOUS MATERIALS-SUNDA
				1011.67	.00	1011.67	B31217	CROSS CONNECTION SERVICES
			Check Total.....:	1543.67	.00	1543.67		

TO: BOARD OF DIRECTORS
 FROM: MICHAEL S. LEBRUN
 GENERAL MANAGER
 DATE: JANUARY 3, 2014

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22582	12/30/13	EMP01	EMPLOYMENT DEVELOP DEPT	68.99	.00	68.99	B31223	STATE INCOME TAX
				25.00	.00	25.00	1B31223	STATE INCOME TAX
				44.71	.00	44.71	2B31223	STATE INCOME TAX
				288.16	.00	288.16	3B31223	STATE INCOME TAX
			Check Total.....:	426.86	.00	426.86		
22583	12/30/13	MID01	RABOBANK-PAYROLL TAX DEPO	213.40	.00	213.40	B31223	FEDERAL INCOME TAX
				57.16	.00	57.16	1B31223	MEDICARE (FICA)
				.00	.00	.00	2B31223	FEDERAL INCOME TAX
				5.72	.00	5.72	3B31223	MEDICARE (FICA)
				74.64	.00	74.64	4B31223	FEDERAL INCOME TAX
				8.66	.00	8.66	5B31223	MEDICARE (FICA)
				996.81	.00	996.81	6B31223	FEDERAL INCOME TAX
				115.62	.00	115.62	7B31223	MEDICARE (FICA)
			Check Total.....:	1472.01	.00	1472.01		
22597	01/03/14	EMP01	EMPLOYMENT DEVELOP DEPT	1188.09	.00	1188.09	B31230	STATE INCOME TAX
22598	01/03/14	MID01	RABOBANK-PAYROLL TAX DEPO	3590.48	.00	3590.48	B31230	FEDERAL INCOME TAX
				956.14	.00	956.14	1B31230	MEDICARE (FICA)
			Check Total.....:	4546.62	.00	4546.62		
22599	01/03/14	MID02	RABOBANK-DIRECT DEPOSIT	24195.53	.00	24195.53	B31230	NET PAY
22600	01/03/14	PER01	PERS RETIREMENT	8306.52	.00	8306.52	B31230	PERS PAYROLL REMITTANCE
22601	01/03/14	STA01	CALPERS 457 DEFERRED COMP	2555.00	.00	2555.00	B31230	457 DEFERRED COMP
022602	01/08/14	ADV01	ADVANTAGE ANSWERING PLUS	167.78	.00	167.78	JAN 2014	ANSWERING SERVICE
022603	01/08/14	AEC01	AECOM USA INC	3445.20	.00	3445.20	37398398	SOUTHLAND WWTF UPGRADE
022604	01/08/14	ALX01	ALEXANDER'S CONTRACT SERV	3375.77	.00	3375.77	DEC 2013	METER READING
022605	01/08/14	AME03	AMERI PRIDE	142.66	.00	142.66	27629	UNIFORMS
022606	01/08/14	ATT01	AT&T/MCI	150.18	.00	150.18	4979101	TELEPHONE
				28.44	.00	28.44	4979345	TELEPHONE
				174.26	.00	174.26	4979415	TELEPHONE
			Check Total.....:	352.88	.00	352.88		
022607	01/08/14	BES01	BEST BEST & KRIEGER	1001.00	.00	1001.00	715741	PERSONNEL MANUAL UPDATE
				11373.88	.00	11373.88	715742	MCA VS NCSD
			Check Total.....:	12374.88	.00	12374.88		
022608	01/08/14	BRE02	BRENNTAG PACIFIC INC.	538.83	.00	538.83	BPI275612	SODIUM HPOCHLORITE
				502.66	.00	502.66	BPI374438	SODIUM HYPOCHLORITE
				285.65	.00	285.65	BPI374439	SODIUM HYPOCHLORITE
				276.61	.00	276.61	BPI375611	SODIUM HYPOCHLORITE
			Check Total.....:	1603.75	.00	1603.75		
022609	01/08/14	CAN02	CANNON CORPORATION	2906.32	.00	2906.32	55687	WELL #4
022610	01/08/14	CAR04	CAR QUEST AUTO PARTS	-29.16	.00	-29.16	840844C	BATTERY CORE RETURNS
				36.09	.00	36.09	846551	LATEX GLOVES
			Check Total.....:	6.93	.00	6.93		
022611	01/08/14	CHA02	CHARTER COMMUNICATIONS	204.99	.00	204.99	JAN 2014A	INTERNET-SOUTHLAND
				204.99	.00	204.99	JAN 2014B	INTERNET-WILSON
			Check Total.....:	409.98	.00	409.98		
022612	01/08/14	CLA02	CLAY'S SEPTIC & JETTING	452.50	.00	452.50	47862	WOODGREEN LIFT STATION
022613	01/08/14	CLE06	CNSLO INC	135.00	.00	135.00	17597	COMPUTER SUPPORT
022614	01/08/14	COR01	CORBIN WILLITS SYSTEMS	750.83	.00	750.83	312151	COMPUTER SUPPORT
022615	01/08/14	CRO02	CROSBY COMPANY	9675.00	.00	9675.00	444/445	AUDITING SERVICES 6/30/13
022616	01/08/14	FER01	FERGUSON ENTERPRISES INC	168.57	.00	168.57	0124724-1	REPAIR CLAMP
022617	01/08/14	GWA01	GWA INC	87.00	.00	87.00	JAN 2014A	ALARM MONITORING
				87.00	.00	87.00	JAN 2014B	ALARM MONITORING
				55.00	.00	55.00	JAN 2014C	ALARM MONITORING
			Check Total.....:	229.00	.00	229.00		
022618	01/08/14	IND01	INDUSTRIAL MEDICAL GROUP	70.00	.00	70.00	10956	PRE-EMPLOYMENT PHYSICAL
022619	01/08/14	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	60549	LANDSCAPE MAINTENANCE

TO: BOARD OF DIRECTORS
 FROM: MICHAEL S. LEBRUN
 GENERAL MANAGER
 DATE: JANUARY 3, 2014

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022620	01/08/14	LEE02	LEE CENTRAL COAST NEWSPAP	337.35	.00	337.35	DEC 2013	ADVERTISING
022621	01/08/14	MCG01	MCGRAW HILL CONSTRUCTION	87.00	.00	87.00	B40102	SUBSCRIPTION RENEWAL
022622	01/08/14	MNS01	MNS ENGINEERS INC	43663.50	.00	43663.50	63894	SOUTHLAND WWTF UPGRADE
				49964.50	.00	49964.50	63895	SUPPLEMENTAL WATER PROJEC
			Check Total.....:	93628.00	.00	93628.00		
022623	01/08/14	NEX03	NEXTRAQ	308.50	.00	308.50	997611	GPS SERVICE
022624	01/08/14	NUN01	NUNLEY, MICHAEL K. & ASSO	1200.00	.00	1200.00	109	GIS MAPPING
				5841.57	.00	5841.57	112	BL SEWER MASTER PLAN
			Check Total.....:	7041.57	.00	7041.57		
022625	01/08/14	OFF01	OFFICE DEPOT	12.55	.00	12.55	721001	OFFICE SUPPLIES
				597.07	.00	597.07	1767001	OFFICE SUPPLIES
			Check Total.....:	609.62	.00	609.62		
022626	01/08/14	PGE01	P G & E	21140.82	.00	21140.82	DEC 2013	ELECTRICITY
022627	01/08/14	POO01	POOR RICHARD'S PRESS	123.33	.00	123.33	256955A	MAIL LATE NOTICES
				280.60	.00	280.60	256955B	POSTAGE FOR LATE NOTICES
				196.66	.00	196.66	257077A	MAIL BILLS
				776.48	.00	776.48	257077B	POSTAGE FOR BILLS
			Check Total.....:	1377.07	.00	1377.07		
022628	01/08/14	PRE01	PRECISION JANITORIAL	650.00	.00	650.00	243	JANITORIAL
022629	01/08/14	PRI02	PRICE, POSTEL & PARMA, LL	9029.75	.00	9029.75	114534	SWP-RIGHT-OF-WAY
022630	01/08/14	RAB01	RABOBANK	90.00	.00	90.00	B40102	SAFE DEPOSIT BOX RENTAL
022631	01/08/14	RIC01	RICHARDS, WATSON, GERSHON	100.00	.00	100.00	193550	GROUNDWATER LITIGATION
022632	01/08/14	SAN02	SANSONE COMPANY, INC	158177.80	.00	158177.80	1R-2	PROGRESS PAYMENT-BL WELL
022633	01/08/14	SOU03	SAN LUIS GARBAGE COMPANY	1369.27	.00	1369.27	DEC 2013	SOLID WASTE TAX LIENS
022634	01/08/14	SPE04	SPECIALTY CONSTRUCTION	74611.84	.00	74611.84	2	PROGRESS PAYMENT #2
022635	01/08/14	SPE05	SPECIALTY CONSTRUCTION/ES	3926.94	.00	3926.94	2	RETENTION-PROGRESS PMT #2
022636	01/08/14	TAF01	TAFT ELECTRIC	591.10	.00	591.10	31058-9	OAKS LIFT STATION
022637	01/08/14	THE01	THE GAS COMPANY	.11	.00	.11	DEC 2013A	SOUTHLAND HEAT
				58.91	.00	58.91	DEC 2013B	OFFICE HEAT
			Check Total.....:	59.02	.00	59.02		
022638	01/08/14	USA01	USA BLUEBOOK	557.38	.00	557.38	229573	HIGH RANGE COD VIALS
				106.08	.00	106.08	229588	TANSETTE PIPET TIPS
			Check Total.....:	663.46	.00	663.46		
022639	01/08/14	USB01	US BANK (VISA)	502.93	.00	502.93	DEC 2013A	CALIBRATION GAS CYLINDERS
				523.35	.00	523.35	DEC 2013B	OFFICE SUPPLIES
				392.63	.00	392.63	DEC 2013C	PRINTER DRUM REPAIR KIT
				5386.35	.00	5386.35	DEC 2013D	3 WORKSTATION REPLACEMENT
			Check Total.....:	6805.26	.00	6805.26		
022640	01/08/14	VER01	VERIZON	51.36	.00	51.36	DEC 2013	TELEPHONE
022641	01/08/14	WAL01	WALLACE GROUP	1280.69	.00	1280.69	36145	FOG OUTREACH & INSPECTION
022642	01/08/14	WOO01	DOUGLAS WOOD & ASSOCIATES	495.00	.00	495.00	DEC 2013	SUPPLEMENTAL WATER PROJEC
022643	01/08/14	WSC01	WSC	871.50	.00	871.50	818	CUWCC SUPPORT
				8279.25	.00	8279.25	819	WATER DEMAND ANALYSIS
			Check Total.....:	9150.75	.00	9150.75		
022644	01/08/14	YOU01	YOUR PEOPLE PROFESSIONALS	1900.00	.00	1900.00	JAN 2014	JANUARY DEPOSIT

**FUNDS TO BE WIRED (IN LIEU OF CHECKS) FOR
 SOUTHLAND WWTF IMPROVEMENTS PHASE 1 PROJECT**

Cushman Contracting	Period 12/1/13 to 12/31/13	\$240,630.05
First Republic Bank	Period 12/1/13 to 12/31/13 Retention	\$12,664.74
	TOTAL	\$253,294.79

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MGL*
GENERAL MANAGER
DATE: JANUARY 3, 2014

**AGENDA ITEM
D-2
JANUARY 8, 2014**

APPROVE MINUTES OF PREVIOUS BOARD MEETINGS

ITEM

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

BACKGROUND

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

RECOMMENDATION

Approve minutes as part of Consent Agenda.

ATTACHMENT

- A. December 11, 2013 draft Regular Board Meeting Minutes

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

REGULAR MINUTES

DECEMBER 11, 2013, AT 9:00 A.M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

JAMES HARRISON, **PRESIDENT**
LARRY VIERHEILIG, **VICE PRESIDENT**
DAN GADDIS, **DIRECTOR**
BOB BLAIR, **DIRECTOR**
CRAIG ARMSTRONG, **DIRECTOR**

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MICHAEL S. LEBRUN, **GENERAL MANAGER**
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PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**
MERRIE WALLRAVIN, **BOARD CLERK**

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

00:00:00

A. CALL TO ORDER AND FLAG SALUTE

President Harrison called the Regular Meeting of December 11, 2013, to order at 9:00 a.m. and led the flag salute.

00:00:40

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

At roll call, Directors Armstrong, Blair, Vierheilig and Harrison were present.

00:10:19

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) REPORT ON NOVEMBER 11, 2013 REGULAR MEETING CLOSED SESSION Announcement of actions, if any, taken in Closed Session

Acting District Legal Counsel, Jeffrey Minnery of Adamski Moroski Madden Cumberland & Green, announced no reportable action.

00:04:53

C-2) DIRECTOR OF ENGINEERING AND OPERATIONS RE: Summary of recent activities

Peter Sevcik, Director of Engineering and Operations, gave an update of recent activities. Mr. Sevcik answered questions from the Board. The Board thanked Mr. Sevcik for his report.

C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS. Receive Announcements and Reports from Directors

Director Armstrong

- ◇ November 25, Attended SCAC meeting
- ◇ November 15, Attended SWAEC presentation to Supervisor Ray

Director Blair

- ◇ November 15, Attended SWAEC presentation to Supervisor Ray
- ◇ Showed the Board a poster used in classrooms regarding water conservation

Director Vierheilig

- ◇ January 8, 2014, WRAC will meet at 1:30 p.m. at SLO County Library
- ◇ January 14, 2014, BLMA Board Meeting at 2:00 p.m. at Community Room

SUBJECT TO BOARD APPROVAL

ITEM C-3 (CONTINUED)

Director Harrison

- ◇ Served Thanksgiving dinners in Nipomo and Pismo Beach
- ◇ Fire Safe Council toured Los Osos brush removal project
- ◇ Read thank you notes received from the Miller Family and former NCSO Billing Clerk Kathy Beltran

C-4) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE and FILE PRESENTATIONS AND REPORTS

There was no public comment.

Upon the motion of Director Vierheilig and seconded by Director Armstrong, the Board unanimously approved to receive and file the presentations and reports as submitted. Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Armstrong, Blair and Harrison	None	Gaddis

D. CONSENT AGENDA

- D-1) WARRANTS
- D-2) APPROVE NOVEMBER 13, 2013 REGULAR BOARD MEETING MINUTES
- D-3) APPROVE SERVICE REQUEST - 545 GRANDE AVENUE NIPOMO, 18-LOT RESIDENTIAL DEVELOPMENT

Director Harrison pulled Item D-3 for discussion.

There was no public comment on Items D-1 and D-2.

Upon the motion of Director Vierheilig and seconded by Director Blair, the Board unanimously approved Items D-1 and D-2. Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Blair, Armstrong, and Harrison	None	Gaddis

Item D-3

*The following members of the public spoke:
Jennifer Martin, Project Architect, answered questions about the project.*

Upon the motion of Director Vierheilig and seconded by Director Armstrong, the Board approved Item D-3. Vote 3-1.

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Armstrong, and Blair	Harrison	Gaddis

E. ADMINISTRATIVE ITEMS

00:37:19

E-1) FINANCIAL AUDIT REPORT FOR FISCAL 2012-2013

Michael LeBrun, General Manager, introduced auditor, Robert Crosby, CPA, who presented the FY 2012-2013 Audit Report. This is the first year the audit is presented in the Comprehensive Annual Financial Report (CAFR) format.

There was no public comment.

*Upon the motion of Director Armstrong and seconded by Director Vierheilg the Board unanimously approved the FY 2012-2013 Audit Report
 Vote 4-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Vierheilg, Blair, and Harrison	None	Gaddis

00:46:51

E-2) AWARD CONTRACT FOR STANDPIPE TANK MODIFICATION AND REHABILITATION PROJECT

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

There was no public comment.

*Upon the motion of Director Armstrong and seconded by Director Blair, the Board unanimously approved Resolution 2013-1325.
 Vote 4-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Blair, Vierheilg and Harrison	None	Gaddis

RESOLUTION 2013-1325

**A RESOLUTION OF THE BOARD OF DIRECTORS
 OF THE NIPOMO COMMUNITY SERVICES DISTRICT
 AWARDING THE BID FOR THE STANDPIPE TANK MODIFICATION
 AND REHABILITATION PROJECT TO CROSNO CONSTRUCTION, INC.
 IN THE AMOUNT OF \$263,350 AND AUTHORIZING CONSTRUCTION
 CONTINGENCY OF \$25,000**

00:52:12

E-2) AUTHORIZE TASK ORDER WITH CANNON ASSOCIATES FOR CONSTRUCTION MANAGEMENT SERVICES FOR STANDPIPE TANK MODIFICATION AND REHABILITATION PROJECT

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

The following members of the public spoke:

Rob Morrow, Cannon Representative, commented on the project.

*Upon the motion of Director Armstrong and seconded by Director Vierheilg, the Board unanimously approved Resolution 2013-1326.
 Vote 4-0.*

Nipomo Community Services District
REGULAR MEETING
MINUTES

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Vierheilig, Blair, and Harrison	None	Gaddis

RESOLUTION 2013-1326

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AUTHORIZING TASK ORDER FOR STANDPIPE TANK
MODIFICATION AND REHABILITATION PROJECT
CONSTRUCTION MANAGEMENT SERVICES WITH CANNON
IN THE AMOUNT OF \$54,591 AND AUTHORIZING
CONTINGENCY OF \$5,000

The Board took a 15 minute break at 9:58 a.m. and reconvened at 10:13 a.m.

00:57:21

E-4) RECEIVE FALL 2013 GROUNDWATER INDEX REPORT BY BRAD NEWTON,
PH.D, PG

Michael LeBrun, General Manager, introduced Dr. Newton. Dr. Newton presented the Fall Groundwater Index and answered questions of the Board. Dr. Newton also commented briefly on the Fourth Quarter 2013 Sentry Well Monitoring Report Northern Cities Management Area prepared by Fugro.

The following members of the public spoke:

Mike Winn, NCSD customer, stated SLO County should be solving regional problem and the Board should consider discontinuing the Groundwater Index because it causes confusion with the NMMA Key Well Index. The NMMA Key Well Index is the only index recognized by the Courts.

Ed Eby, NCSD customer, expressed concern about Northern Cities Sentry Wells and their effect on NCSD.

Acting District Counsel, Jeffrey Minnery of Adamski Moroski Madden Cumberland & Green, disclosed for the record that he has been serving as District Counsel for Oceano Community Services District for the past two months.

Bill Kengel, NCSD customer, asked if we had data on Santa Maria Valley groundwater levels.

Dave Watson, stated we should find a way to work collaboratively across the artificial regional boundaries for the good of the entire groundwater basin.

President Harrison directed Staff to bring back an item on a future agenda to discuss the possibility of discontinuing the semi-annual groundwater index report.

Upon the motion of Director Armstrong and seconded by Director Vierheilig, the Board unanimously agreed to receive and file the report.
Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Vierheilig, Blair, and Harrison	None	Gaddis

02:10:00

E-5) APPROVE TASK ORDER SCOPE AND \$90,000 BUDGET FOR NEWTON GEO-HYDROLOGY CONSULTING SERVICES FOR 2014

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

There was no public comment.

Upon the motion of Director Armstrong and seconded by Director Vierheilig, the Board unanimously agreed to approve the Task Order scope and \$90,000 budget. Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Vierheilig, Blair, and Harrison	None	Gaddis

02:19:00

E-6) CONSIDER DRAFT WATER POLICY STATEMENT

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

Ed Eby, NCSD customer, suggested graphics should be included in the policy and commented on items # 2, 3 and 6.

Dave Watson, commented on items #2, 5 and 6.

Staff will engage NMMA, meet with Supervisor Ray, present policy to the WRAC in March and ultimately present the policy to the SLO County Board of Supervisors.

No action was taken.

02:40:00

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
2. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9, WHITLOW/NCSD (CASE # E20112E1116-00-APS FILED WITH THE DEPARTMENT OF FAIR HOUSING AND EMPLOYMENT)
3. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION (Paragraph (1) of subdivision (d) of Section 54956.9)
 Name of case: NCSD v Troesh et. al. SLOCSC# CV130175

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment.

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

K. ADJOURN TO CLOSED SESSION

President Harrison adjourned to closed session at 11:55 a.m.

L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 1:40 p.m.

Acting District Legal Counsel, Jeffrey Minnery, announced that the Board discussed Items One, Two, and Three listed above under closed session announcements, but took no reportable action.

F. GENERAL MANAGER'S REPORT

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

There was no public comment.

G. COMMITTEE REPORTS

- NOVEMBER 12, 2013 FINANCE AND AUDIT COMMITTEE
- NOVEMBER 19, 2013 WATER RESOURCES COMMITTEE

There was no public comment.

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Blair asked that the newsletter mailing database be corrected so that he would receive a single copy of the District's newsletter. He is currently getting four.

ADJOURN

President Harrison adjourned the meeting at 2:07 p.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	3 hour 30 minutes
Closed Session	1 hour 40 minutes
TOTAL HOURS	5 hours10 minutes

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *Msl*
GENERAL MANAGER

DATE: JANUARY 3, 2014

AGENDA ITEM
E-1
JANUARY 8, 2014

CONSIDER FINGER PRINTING POLICY

ITEM

Consider adoption of a policy requiring routine finger printing of all District staff [RECOMMEND APPROVE RESOLUTION ADOPTING FINGER PRINTING POLICY].

BACKGROUND

Staff is currently working with outside counsel specializing in human resources to update the District Personnel Policies. Finger printing of District staff as a means of collecting background data has long been a condition of employment, but has not been previously conducted.

Collection of finger print data is now done via electronic methods (a.k.a. "live scan") and this data is now managed to provide an efficient and economical method of accessing federal, state and local summary criminal history information for employment, licensing or certification purposes.

The Department of Justice manages finger print facilitated access to criminal background data and requires an agency to adopt specific statute regarding its use prior to allowing access.

FISCAL IMPACT

Minor costs are associated with collecting finger print data from staff and prospective staff.

RECOMMENDATION

By motion and roll call vote adopt Resolution 2014-XXX and direct staff to collect finger print data from all current and prospective District employees as a method of collecting background.

ATTACHMENTS

- A. Resolution 2014-XXX, Fingerprinting

JANUARY 8, 2014

ITEM E-1

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2014-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT**

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) authorizes cities, counties, districts and joint powers authorities to access state and local summary criminal history information for employment, licensing or certification purposes; and

WHEREAS, Penal Code Sections 11105(b)(11) authorized cities, counties, districts and joint powers authorities to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of record; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require the city council, board of supervisors, government body of a city, county or district or joint powers authority to specifically authorize access to summary criminal history information for employment, licensing, or certification purposes.

NOW THEREFORE, BE IT RESOLVED, that the Nipomo Community Services District is hereby authorized to access state and federal level summary criminal history information for employment (including volunteers and contract employees), licensing or certification purposes and may not disseminate the information to a private entity.

On the motion of Director _____ and, 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 January 2014.

CRAIG ARMSTRONG,
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

MICHAEL S. LEBRUN
Secretary to the Board

MICHAEL W. SEITZ
District Legal Counsel

TO: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

FROM: LISA BOGNUDA
FINANCE DIRECTOR

DATE: JANUARY 3, 2014



ANNUAL REVIEW OF DISTRICT INVESTMENT POLICY

ITEM

CONDUCT ANNUAL REVIEW OF DISTRICT INVESTMENT POLICY [RECOMMEND APPROVE RESOLUTION ADOPTING DISTRICT INVESTMENT POLICY]

BACKGROUND

The California Government Code Section 53646 (2) requires local government entities adopt an annual investment policy.

GC§ 53646(2) reads as follows:

In the case of any other local agency, the treasurer or chief fiscal officer of the local agency shall annually render to the legislative body of that local agency and any oversight committee of that local agency a statement of investment policy, which the legislative body of the local agency shall consider at a public meeting. Any change in the policy shall also be considered by the legislative body of the local agency at a public meeting.

Staff reviewed the District's current investment policy is not recommending any changes.

RECOMMENDATION

Staff recommends your Board, by motion and roll call vote, approve Resolution 2014-XXX approving the District Investment Policy.

ATTACHMENTS

- A. Resolution 2014-XXX, including Exhibit A, Proposed 2014 Investment Policy

JANUARY 8, 2014

ITEM E-2

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2014-XXXX**

**A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ADOPTING THE YEAR 2014 DISTRICT INVESTMENT POLICY**

WHEREAS, the Board of Directors of the Nipomo Community Services District ("District") believes that public funds should, so far as is reasonably possible, be invested in financial institutions to produce revenue for the District rather than to remain idle, and

WHEREAS, from time to time there are District funds which for varying periods of time will not be required for immediate use by the District, and which will, therefore, be available for the purpose of investing in financial institutions with the objectives of safety, liquidity, yield and compliance with state and federal laws and policies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Nipomo Community Services District as follows:

1. The District hereby adopted the Investment Policy attached hereto as Exhibit "A" as the District's Investment Policy;
2. The District General Manager shall act as Treasurer/Finance Officer of the District and is authorized to invest and re-invest funds in accordance with the Investment Policy for the succeeding twelve (12) month period or until such time as the delegation of authority is revoked.

PASSED AND ADOPTED by the Board of Directors of the Nipomo Community Services District this 8TH day of January 2014, on the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

CRAIG ARMSTRONG, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

MICHAEL S. LEBRUN
Secretary to the Board

MICHAEL W. SEITZ
District Legal Counsel

**RESOLUTION 2014-XXXX
EXHIBIT A**

**YEAR 2014 INVESTMENT POLICY
NIPOMO COMMUNITY SERVICES DISTRICT**

1. INTRODUCTION

This policy establishes the standards under which the District's Finance Officer will conduct business with financial institutions with regard to the investment process.

2. PURPOSE AND SCOPE

This investment policy is intended to outline the guidelines and practices to be used in effectively managing the District's available cash and investment portfolio. It applies to all cash and investment assets of the District except those funds maintained in deferred compensation accounts for employees, and proceeds of debt issuance that shall be invested in accordance with the permitted investment provisions of their specific bond indentures. District monies not required for immediate expenditure will be invested in compliance with governing provisions of law (Government Code Sections 53600 et seq.) and this policy. Investments shall be made in judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code Section 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers (Finance Officer) acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

3. FINANCE OFFICER

The Board of Directors appoints the General Manager as the District Finance Officer and Treasurer. The District's Assistant General Manager shall serve as the District's Finance Officer and Treasurer in the absence of the District's General Manager.

4. SCOPE

The District investment portfolio shall consist of money held in a sinking fund of, or surplus money in, the District's treasury not required for the immediate necessities of the District. The District's investment portfolio shall be invested in accordance with this policy.

5. OBJECTIVES

The primary objectives are safety, liquidity, yield, and compliance.

A. SAFETY

The investment portfolio shall be managed in a manner that ensures the preservation of capital. The objective is to minimize credit risk and interest rate risk.

B. LIQUIDITY

The investment portfolio shall remain sufficiently liquid to meet all operating requirements. This shall be accomplished by structuring the investment portfolio so that investments mature in advance of with cash needs.

C. YIELD

Yield shall be a consideration only after the requirements of safety and liquidity have been met.

D. COMPLIANCE

This Investment Policy is written to be in compliance with California and Federal law.

6. STANDARDS OF CARE

A. PRUDENCE

The Finance Officer will manage the portfolio pursuant to the "Prudent Investor Standard." When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds in the District's investment portfolio, the Finance Officer shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

B. DISCLOSURES

Finance Officer shall disclose any material interest in financial institutions with which he/she conducts the District business.

7. INVESTMENTS AUTHORITY

A. PERMITTED INVESTMENTS

The District Finance Officer is authorized to invest in the following institutions:

1. County pooled funds (California Government Code § 61730)
2. The Local Agency Investment Fund created by the California State Treasury (California Government Code § 16429.1)
3. One or more FDIC insured Banks and/or Savings and Loan Associations that are designated as District depositories by resolution of the Board of Directors (California Government Code § 61053).
4. Such other financial institutions or securities that may be designated by the Board of Directors from time to time in compliance with California and Federal law.

B. PROHIBITED INVESTMENTS

The District's Finance Officer shall not invest in:

1. Inverse floaters, range notes or interest only strips that are derived from a pool of mortgages.
2. Any security that could result in a zero interest accrual if held to maturity.

3. A state or federal credit union, if a member of the District's Board of Directors or an administrative officer also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or supervisory committee, of the state or federal credit union.

C. DIVERSIFIED INVESTMENTS

Investments, other than investments referenced in paragraphs 7-A (1) and (2) above, will be diversified to avoid losses that may be associated with any one investment.

8. REPORTS

A. MONTHLY REPORT

Finance Officer/Treasurer shall make monthly reports to the Board with the following information:

- Investments made or retired during the preceding month.
- Single transfers between permitted institutions of greater than \$150,000 .

B. QUARTERLY REPORT

Finance Officer shall file a quarterly report that identifies the District's investments and their compliance with the District's Investment Policy. The quarterly report must be filed with the District's auditor and considered by the District's Board of Directors within thirty (30) days after the end of each quarter (i.e., by May 1, August 1, November 1, and February 1) (California Government Code § 53646). Required elements of the quarterly report are as follows:

1. Type of Investment _____
2. Institution
3. Date of Maturity (if applicable)
4. Amount of deposit or cost of the security
5. Current market value of securities with maturity in excess of twelve months (if applicable)
6. Rate of Interest
7. Statement relating the report to the Statement of Investment Policy
8. Statement of the District's ability to meet cash flow requirements for the next six months.
9. Accrued Interest (if applicable)

C. ANNUAL REPORT

Prior to February 1, of each year, the Finance Officer shall file and submit an annual report to the District's auditor and Board of Directors which will contain the same information required in the quarterly report.

The annual report will include a recommendation to the Board of Directors to either:

1. Readopt the District's then current annual Investment Policy; or
2. Amend the District's then current Investment Policy.

D. LIMITED QUARTERLY REPORT

If the District has placed all of its investments in the Local Agency Investment Fund (LAIF), created by California Government Code § 16429.1, or in Federal Deposit Insurance Corporation, insured accounts in a bank or savings and loan association, in a County investment pool, or any combination of these, the Finance Officer may submit to the Board of Directors, and the auditor of the District the most recent statement or statements received by the District from these institutions in lieu of the information required in paragraph 8.B, above. This special reporting policy does not relieve the Finance Officer of the obligation to prepare an annual investment report as identified in paragraph 8.C, above.

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: JANUARY 3, 2014

**AGENDA ITEM
E-3
JANUARY 8, 2014**

AFFIRM 2014 BOARD MEETING SCHEDULE

ITEM

Discuss and affirm 2014 schedule of Regular Board Meetings. [RECOMMEND APPROVE SCHEDULE]

BACKGROUND

Section 2.1 of the Board By-Laws states:

Subject to holiday and scheduling conflicts, regular meetings of the Board of Directors shall commence at 9:00 a.m. on the second and fourth Wednesday of each calendar month in the Board Room at the District Office located at 148 South Wilson, Nipomo, CA. The Board of Directors reserves the right to cancel and/or designate other dates, places, and times for Director Meetings due to scheduling conflicts and holidays.

Proposed Regular Board Meeting Schedule for 2014

1st Meeting of Month	2nd Meeting of Month
January 8	January 22
February 12	February 26
March 12	March 26
April 9	April 23
May 14	May 28
June 11	June 25
July 9	July 23
August 13	Cancelled – Summer Recess
September 10	September 24
October 8	October 22
November 12	Cancelled – Holiday Season
December 10	Cancelled – Holiday Season

Special Meetings will be called subject to Section 2.2 of the Board By-Laws as follows:

Special meetings may be called by the President or three (3) Directors with a minimum of twenty-four (24) hours public notice.

All meetings will be noticed pursuant to the Brown Act.

RECOMMENDATION

Staff recommends that your Board by motion and roll call vote approve the 2014 Board Meeting Schedule as presented above.

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN
GENERAL MANAGER

MSL

DATE: JANUARY 3, 2014

**AGENDA ITEM
E-4
JANUARY 8, 2014**

RATIFY 2014 BOARD COMMITTEE ASSIGNMENTS

ITEM

Ratify 2014 Committee/Delegate assignments [RECOMMEND APPROVAL].

BACKGROUND

The Board President is tasked with defining committees, committee members, and delegate assignments for 2014. President Armstrong will review his proposed assignments with your Board.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the Board by motion and roll call vote ratify the proposed assignments and direct staff to post Committee assignments in compliance with state law.

ATTACHMENTS

- A. Draft 2014 Committee Assignments

JANUARY 8, 2014

ITEM E-4

ATTACHMENT A

DRAFT 2014 COMMITTEE ASSIGNMENTS

Standing Committee Assignments (2 members)

	Chairperson	Member
Finance and Audit	Craig Armstrong	Larry Vierheilig
Parks	Jim Harrison	Dan Gaddis
Southland Wastewater Treatment Facility Upgrade	Jim Harrison	Dan Gaddis
Water Resources	Larry Vierheilig	Craig Armstrong
Personnel	Dan Gaddis	Larry Vierheilig
Solid Waste	Bob Blair	Craig Armstrong
Supplemental Water Project Design & Construction		Combine into Water Resources

DELEGATES

	MEMBER	ALTERNATE
SCAC	Dan Gaddis	Craig Armstrong
Water Resources Advisory Committee (WRAC)	Craig Armstrong	Michael LeBrun
Chamber of Commerce meets last Thursday Blacklake at noon	Jim Harrison	Dan Gaddis
Olde Towne Nipomo Association	Jim Harrison	Craig Armstrong
Blacklake Village Council/Committees	Larry Vierheilig	Craig Armstrong
Representative to the Board of Supervisors	Jim Harrison	Craig Armstrong
Representative to the Planning Commission	Jim Harrison	Craig Armstrong
City of Santa Maria/CCWA		TBD if necessary
Liaison to the Nipomo Incorporation Committee for Education (NICE)		TBD if necessary

Delegates are appointed by the president of the Board of Directors.

*Subject to other requirements of the Brown Act, Committee appointments are not to be interpreted as limiting contacts between individual Board Members or any other person or persons.

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

DATE: JANUARY 3, 2014

**AGENDA ITEM
F
JANUARY 8, 2014**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is December 7, 2013 through January 3, 2014.*

DISTRICT BUSINESS

Administrative

- Filling staffing vacancies remains a top priority. In January 2014, two full-time regular employees will join District staff: On January 6, Ms. Nita Windsor will fill the Secretary Clerk vacancy, and on January 13, Mr. Tyler Voelker will begin District employment as a Customer Service Specialist. Lastly, on January 14, a ½ time contract employee will fill the vacant Office Assistant position in Operations.
- Following your Board approval on December 11, 2013, an Intent to Serve Letter has been issued to an 18-lot residential development at 545 Grande Avenue, Nipomo.
- On December 18, 2013, the District issued a Notice to Proceed to Spiess Construction Co. in regard to Supplemental Water Project Phase 1, Bid Package 4 Joshua Street Pump Station.
- On December 18, 2013, following your Board's direction on December 11, the District issued a Notice of Bid Award in the amount of \$263,350 to Crosno Construction related to the Standpipe Tank Modification and Rehabilitation project.
- On December 17, 2013, the District issued a Verification of Water and Sewer Service to 110 Mary Ave, Suite 6, Nipomo CA, in support of a planned commercial remodel. The property is a current District water and sewer customer.
- In Costa Pacifica development (formerly Maria Vista Estates), a total of 42 water meters have been set to date (3 irrigation meters, 39 residential). A number of the accounts have transferred from the developer (Sunwood) to new individual owners as sale of the homes proceeds.
- On December 26, 2013, the District received notice from the CA Dept. of Public Health regarding on going drought conditions across the State (See Attached). Additionally, CA Dept. of Water Resources and CA Office of Emergency Services are requesting information related to drought impacts (See Attached). Staff is working with Nipomo Mesa Management Area (NMMA) members to coordinate a response to State agencies in concert with the NMMA's ongoing work to define mandatory actions should Severe Criterion be triggered this Spring. As drought conditions continue to extend into the 2013/2014 wet season, triggering then NMMA defined criteria becomes more likely. In Spring 2013 the Key Well Index dropped over ten-feet from its Spring 2012 measurement and came within a foot of triggering Severe Criterion.

- San Luis Obispo County maintains two rain gauges in the area. One is located at the Southland Wastewater Plant (Nipomo South) and one at the Tefft Street water storage site (Nipomo East). County rain gauges are reset on July 1 each year. At each gauge the cumulative rainfall for the season remains under 0.7 inches. Last rain year, Nipomo South gauge measured total rainfall for the year of 7 inches, 44% of the 16-inch annual average and the Nipomo East gauge measured 5.9 inches, 33% of the 18 inch annual average. Twitchell Reservoir is empty and Lopez Lake dropped 3% in the past month. And now sits at 57% of capacity with 28,000 acre feet of water in storage. The District does not have access either Twitchell or Lopez reservoirs. However, Twitchell Reservoir is fed by Cuyama River and is a major recharge source for the greater Santa Maria basin while Lopez is a major source of recharge to the Northern Cities Management Area portion of the Santa Maria Groundwater basin.
- State-wide drought conditions are becoming national news. Two recent articles from the San Francisco Chronicle and Wall Street Journal are provide as an example of the many articles being posted on the internet.

Safety Program

- No incidents to report

Public Outreach

The following Public Outreach Program materials are provided:

- A summary of outreach and education activities
- Recent outreach materials;
 - December 20 water conservation message
 - December 27 Inside the NCSO column
- Recent press releases and press release log
- District related news articles

Other Items and News of Interest (Attachments to this Report)

- County Clerk Recorder notice regarding filing fee increases
- County Public Works road closure notice
- County Local Area Formation Commission election results notice
- Special District Risk Management Authority 2012-2013 Annual report transmittal (report available upon request).

Meetings

Meetings Attended (telephonically or in person):

- *December 9, 10, and 11, Secretary Clerk second Interviews*
- *December 10, Agenda coordination with General Counsel*
- *December 10, Blood Donation*
- *December 11, Regular Board Meeting*

- *December 12, Rate Consultant*
- *December 12, 19 and January 2, Management Coordination*
- *December 16, Special Contracts Counsel*
- *December 17, County Board of Supervisors; Paso GW Basin*
- *December 19, NMMA Managers*
- *December 19, County Special District General Managers*
- *December 20, Wastewater Superintendent interview*
- *December 20, Board Officer Coordination*

Meetings Scheduled:

- *January 8, Regular Board Meeting*
- *January 8, County Water Resources Advisory*
- *January 9, Management Coordination*
- *January 13, CALNET 3 Customer Forum*
- *January 13, Board Officer Coordination*
- *January 14, NMMA Technical Group*
- *January 14, Black Lake Home Owners*
- *January 16, Strategic Plan Workshop*
- *January 16, Nipomo Chamber of Commerce Annual Meeting*

RECOMMENDATION

Staff seeks direction and input from your Honorable Board

ATTACHMENTS

- A. December 26 CA Dept. of Public Health Notice
- B. January 2 email from Office of Emergency Services
- C. December 11 San Francisco Chronicle Article
- D. January 2 Wall Street Journal article
- E. NCSO Outreach Summary
- F. SLOCO Clerk Notice
- G. SLOCO Public Works Notice
- H. SLOCO LAFCO election results
- I. SDRMA Annual Report Transmittal

JANUARY 8, 2014

ITEM F

ATTACHMENT A



RON CHAPMAN, MD, MPH
Director & State Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

December 26, 2013

TO ALL WATER SYSTEMS

Restrictions on the State Water Project operations, several years of below average precipitation, and an unseasonably dry spring of 2013 through present may contribute to a limited water supply. As a result you could experience difficulties meeting water supply demands resulting in low pressures during peak demand periods (e.g. summer and fall) or water outages.

Therefore, it is important to closely evaluate your water supply situation and, if you haven't already, develop a contingency plan designed to mitigate any water supply problems that you may experience due to the current conditions. The following elements should be included while (1) evaluating your water system and (2) developing a drought contingency plan:

1. An accurate determination of your water system's source capacity should include monitoring at a minimum; (a) ground water levels, (b) water production/sales, (c) distribution storage, and (d) leaks in the distribution system.
 - a. The depth to ground water in your wells under both pumping and non-pumping conditions: The depth to ground water provide useful information regarding a well's capacity. It is important to collect and analyze ground water depth measurements and not rely solely on the well's pumping capacity. It is important to verify water table depth and well pump settings even for groundwater well's which have never experience capacity problems. Groundwater depth measurements (static and pumping) help when planning for an impending depletion of the groundwater table. They also help avoid the risk entraining air into the distribution system and potentially ruining pumping equipment. Should water levels drop below your pump bowl settings, significant damage to pump impellers, bearings and motors is likely to result. This could result in your system being without water until a new pump can be installed and significant equipment and labor costs.
 - b. Water production/sales: We strongly recommend a source's flow totalizing meter and individual customer meters are read and recorded on a regular basis. This can help you monitor usage and identify your degree of water loss or water which is

unaccounted for. The difference between the amount of water you produce from your sources and the amount actually delivered to customers is water which is being unaccounted for. This helps identify leaks in your distribution system that may not be obvious.

- c. Record the water levels in the distribution storage tanks during the various high demand periods of the day: We recommend that you monitor and record the water level in your storage tanks as often as possible, but at least daily, at the same time each day. This will help you identify increasing water supply demands, reduced source capacity and prevent major water supply problems.
 - d. Repair any obvious leaks in your storage tanks and distribution system. If your distribution system is over 25 years in age, consider starting a leak detection program. Water that is not wasted through un-repaired leaks is water that will be available to customers when it is needed. It also helps saves money by eliminating the power consumption associated with pumping the once wasted water.
2. Review your past water use data and anticipated demands in 2014 and plan appropriately for anticipated shortages. This should include a contingency plan consisting of, at a minimum, the following items:
- a. Serious water conservation measures that will help mitigate water shortage problems: If water shortages were experienced in your system in previous years and additional source capacity has not been brought on-line, it is imperative that conservation efforts begin immediately. Outdoor watering and other non-essential water use should be curtailed or restricted. Appended to this letter is an excerpt from the California Water Code, which outlines measures that can and should be taken by a utility facing water shortage problems.
 - b. A temporary or permanent interconnection to a neighboring utility that has excess capacity: Such an interconnection should be discussed with the Department before the interconnection is constructed.
 - c. The development and use of emergency sources of supply **with conditional approval from our Department:** In certain, extreme cases, and with prior conditional approval from the Department, unsafe water sources may be used provided that proper notification is given to all users. The notification, at a minimum, would advise them of the quality of water being delivered and the steps they can take to address the current water supply/quality situation. This may include the need to adequately boil the water before drinking or use bottled water.

If you believe your utility will be facing water shortage problems, we recommend that you issue a "Declaration of Water Shortage Emergency", as outlined in the Water Code and notify our Department of your Contingency Plan. In the event that your system experiences a significant and prolonged water outage, you will need to contact your local County Office of Emergency

Services for assistance. Assistance from either the State or Federal Emergency Services Offices can only be provided after the local Emergency Services' resources have been expended.

If you have any questions regarding this letter, please contact our office at (805) 566 - 1326.

Sincerely,



JEFF DENSMORE
FOR

**Kurt Souza, P.E., Chief
Southern California Section
CDPH-DWFOB**

Cc: County Environmental Health Departments

Excerpts from the
WATER CODE

GENERAL PROVISIONS

§22. Definition of Department

"Department," unless otherwise specified, means the Department of Water Resources.

DIVISION 1. GENERAL STATE POWERS OVER WATER

CHAPTER 3. WATER SHORTAGE EMERGENCIES

§350. Declaration.

The governing body of a distributor of a public water supply, whether publicly or privately owned and including a mutual water company, may declare a water shortage emergency condition to prevail within the area served by such distributor whenever it finds and determines that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor to the extent that there would be insufficient water for human consumption, sanitation, and fire protection.

§351. Hearing

Excepting in event of a breakage or failure of a dam, pump, pipe line or conduit causing an immediate emergency, the declaration shall be made only after a public hearing at which consumers of such water supply shall have an opportunity to be heard to protest against the declaration and to present their respective needs to said governing board.

§352. Notice

Notice of the time and place of hearing shall be published pursuant to Section 6061 of the Government Code at least seven days prior to the date of hearing in a newspaper printed, published, and circulated within the area in which the water supply is distributed, or if there is no such newspaper, in any newspaper printed, published, and circulated in the county in which the area is located.

§353. Regulatory authority

When the governing body has so determined and declared the existence of an emergency condition of water shortage within its service area, it shall thereupon adopt such regulations and restrictions on the delivery of water and the consumption within said area of water supplied for public use as will in the sound discretion of such governing body conserve the water supply for the greatest public benefit with particular regard to domestic use, sanitation, and fire protection.

§354. Priorities authority

After allocating and setting aside the amount of water which in the opinion of the governing body will be necessary to supply water needed for domestic use, sanitation, and fire protection, the regulations may establish priorities in the use of water for other purposes and provide for the allocation, distribution, and delivery of water for such other purposes, without discrimination between consumers using water for the same purpose or purposes.

§355. Duration of regulations and restrictions

The regulations and restrictions shall thereafter be and remain in full force and effect during the period of the emergency and until the supply of water available for distribution within such area has been replenished or augmented.

§356. Moratorium authority

The regulations and restrictions may include the right to deny applications for new or additional service connections, and provision for their enforcement by discontinuing service to consumers willfully violating the regulations and restrictions.

§357. Supersedes other laws except PUC

If the regulations and restrictions on delivery and consumption of water adopted pursuant to this chapter conflict with any law establishing the rights of individual consumers to receive either specific or proportionate amounts of the water supply available for distribution within such service area, the regulations and restrictions adopted pursuant to this chapter shall prevail over the provisions of such laws relating to water rights for the duration of the period of emergency; provided, however, that any distributor of water which is subject to regulation by the State Public Utilities Commission shall before making such regulations and restrictions effective secure the approval thereof by the Public Utilities Commission.

§358. Judicial review

Nothing in this chapter shall be construed to prohibit or prevent review by any court of competent jurisdiction of any finding or determination by a governing board of the existence of an emergency or of regulations or restrictions adopted by such board, pursuant to this chapter, on the ground that any such action is fraudulent, arbitrary, or capricious.

§359. Drought relief loans

Notwithstanding any other provision of law which requires an election for the purpose of authorizing a contract with the United States, or for incurring the obligation to repay loans from the United States, and except as otherwise limited or prohibited by the Constitution of the State of California, a public water agency may, as an alternative procedure to submitting the proposal to an election, upon affirmative vote of four-fifths of the members of the governing body thereof, apply for, accept, provide for the repayment together with interest thereon, and use funds made available by the federal government pursuant to Public Law 95-18, pursuant to any other federal act subsequently enacted during 1977 which specifically provides emergency drought relief financing, or pursuant to existing federal relief programs receiving budget augmentations in 1977 for drought assistance, and may enter into such contracts as are required to obtain such federal funds pursuant to the provisions of such federal acts; provided the following conditions exist: The project is undertaken by state, regional, or local governmental agency.

As a result of the severe drought now existing in many parts of the state, the agency has insufficient water supply needed to meet necessary agricultural, domestic, industrial, recreational, and fish and wildlife needs within the service area or area of jurisdiction of the agency.

The project will develop or conserve water before October 31, 1978, and will assist in mitigating

the impacts of the drought.

The agency affirms that it will comply, if applicable, to Sections 1601, 1602, and 1603 of the Fish and Game Code.

The project will be completed on or before the completion date, if any, required under the federal act providing the funding, but not later than March 1, 1978.

Any obligation to repay loans shall be expressly limited to revenues of the system improved by the proceeds of the contract.

No application for such federal funds pursuant to the authority of this section shall be made on or after March 1, 1978.

Notwithstanding the provisions of this section, a public agency shall not be exempt from any provision of law which requires the submission of such proposal to an election if a petition requesting such an election signed by 10 percent of the registered voters within the public agency is presented to the governing board within 30 days following the submission of an application for such federal funds.

Notwithstanding the provisions of this section, a public water agency which applied for federal funds for a project prior to January 1, 1978, may make application to the Director of the Drought Emergency Task Force for extension of the required completion date specified in subdivision (e). Following receipt of an application for extension, the Director of the Drought Emergency Task Force may extend the required completion date specified in subdivision (e) to a date not later than September 30, 1978, if the director finds that the project has been delayed by factors not controllable by the public water agency. If the Drought Emergency Task Force is dissolved, the Director of Water Resources shall exercise the authority vested in the Director of the Drought Emergency Task Force pursuant to this section.

For the purposes of this section, "public water agency" means a city, district, agency, authority, or any other political subdivision of the state, except the state, which distributes water to the inhabitants thereof, which is otherwise authorized by law to enter into contracts or agreements with the federal government for a water supply or for financing facilities for a water supply, and which is otherwise required by law to submit such agreements or contracts or any other project involving long-term debt to an election within such public water agency.

JANUARY 8, 2014

ITEM F

ATTACHMENT B

Michael LeBrun

From: ralsop@co.slo.ca.us
Sent: Thursday, January 02, 2014 5:15 PM
Subject: Fw: State DWR Drought Info Request

Follow Up Flag: Follow up
Flag Status: Flagged

This e-mail is being sent to a number of local government and related jurisdiction representatives in the San Luis Obispo County Operational Area. Please note this is being sent to you as your jurisdiction's overall representative, not just as your agency's emergency management contact - please share within your jurisdiction, and otherwise, as you deem appropriate. In addition to cities and other entities, this e-mail distribution also includes special districts.

Greetings, All - As you can see below, the California Governor's Office of Emergency Services (Cal OES) is passing on a request from the California Department of Water Resources requesting input on any concerns with/for drought related items/issues. While I certainly realize this is an open ended question and we also certainly realize there are indeed issues related to water supplies in and throughout the county, if there is any information related to the below specific request that you would like shared with Cal OES and Cal DWS, please let me know. Also note the request for any proclamations, as well as a general info request.

Thank you.

Ron Alsop
Emergency Services Manager
County Office of Emergency Services
(805) 781-5011
www.slocounty.ca.gov/oes

----- Forwarded by Ron Alsop/OES/COSLO on 01/02/2014 04:50 PM -----

From: "LaDuke, Yvette@CalOES" <Yvette.LaDuke@CalOES.ca.gov>
To: Kevin McGowan <kevin.mcgowan@ventura.org>, "Alsop, Ron" <ralsop@co.slo.ca.us>, Ryan Rockabrand <rrockabrand@countyofsb.org>
Date: 01/02/2014 01:53 PM
Subject: DWR Drought Info Request

Cal OES has received a request from DWR to poll each Operational Area to find out if there are any existing or potential emergencies, concerns, or proclamations for drought-related items.

Please let me know so I can forward your information.

thank you

Sent by Yvette LaDuke, California Office of Emergency Services, Southern Region

[Scanned @co.slo.ca.us]

JANUARY 8, 2014

ITEM F

ATTACHMENT C

Lawmakers ask Brown to declare California drought emergency

Kurtis Alexander

Updated 5:17 pm, Wednesday, December 11, 2013

After an unusually dry start to the rainy season, two California lawmakers are urging Gov. Jerry Brown to declare a drought emergency.

Democratic Sen. Dianne Feinstein and Rep. Jim Costa, D-Fresno, sent a letter to the governor's office this week, saying the state is facing a third consecutive year of scant rainfall that could deplete reservoirs and leave farmers without enough water to grow their crops.

The lawmakers hope a drought declaration will not only raise awareness of dry conditions and prompt local water agencies to conserve, but motivate state and federal regulators to ease regulations restricting water use. Feinstein and Costa also want the governor to seek federal disaster aid.

The Brown administration said Wednesday that it's not ready to issue any proclamations.

"We recognize that there will be regional impacts due to dry conditions next year ... but it is early in the water year," said Nancy Vogel, spokeswoman for the state Department of Water Resources.

Climate forecasters have said the chances of a wet winter in California are slim. The Department of Water Resources released a winter forecast last month that called for "mostly dry conditions."

Since the start of the rain year July 1, San Francisco has received 2.09 inches, barely one-third of the average to date.

State water managers estimate that growers who receive water allocations from the state, mostly from runoff in the Sierra, will get just 5 percent of what they requested if conditions don't improve.

The projections follow unusually dry winters in 2011-12 and 2012-13.

Vogel said the state is already making preparations for a third dry year, including coordinating water transfers to places with the greatest need and starting a campaign to encourage conservation.

State emergencies have historically been reserved for specific health and safety problems, but Gov. Arnold Schwarzenegger issued an emergency proclamation of a statewide drought in 2008.

Kurtis Alexander is a San Francisco Chronicle staff writer. E-mail: kalexander@sfchronicle.com Tweet: [@kurtisalexander](https://twitter.com/kurtisalexander)

JANUARY 8, 2014

ITEM F

ATTACHMENT D

WALL STREET JOURNAL-U.S.
JANUARY 2, 2014

U.S. News

California Stretched by Worsening Drought

As Farms and Ski Areas Struggle, Business Leaders Worry That Uncertain Water Supplies Could Hurt the State's Growth

SAN JOSE, Calif.—Record-low precipitation in 2013 has worsened California's drought, draining reservoirs, forcing farmers to keep fallow thousands of acres of fields and leaving some ski resorts high and dry during the busy holiday season.

Urban and agricultural customers, including Southern California's huge Metropolitan Water District, have been told by the state to expect to receive this year, on average, just 5% of the water they historically request, after a year in which rainfall totals hit record lows in many parts of the state. Last year, customers received 35% of requested supply, on average.

It is also mobilizing emergency drought plans to convey water from places that have more abundant supplies to those in need. A drought emergency could be called by Gov. Jerry Brown early in the new year, officials said, following an unusually dry start to the state's rainy season—which usually begins in late October—in addition to two years of drought.

In the south hills of San Jose, the Almaden Reservoir is at a record low of 5% of its usual water supply.
Talia Herman for The Wall Street Journal

In San Francisco, for example, just 2.08 inches of rain has fallen since July 1—less than a third of the normal average for that period, according to National Oceanic and Atmospheric Administration data. The city's calendar year total of 5.59 inches broke the record low of 8.96 inches set in 1917, said Charles Bell, a National Weather Service meteorologist in Monterey, Calif.

"We should have a third of the precipitation we get in a year on the ground, and we really have none, so to speak," said Bill Croyle, drought manager for the Department of Water Resources.

Sharp cuts in the state's allocation of water from the mountains of Northern California, if they come to pass, would hit farmers first and result in smaller harvests in one of the nation's most productive agricultural regions.

Under long-standing legal agreements, many farmers get lower priority for water deliveries than California's urban users, state officials said. Some farmers in the Central Valley get their water from federal officials, who in 2013 cut the allocations to 20% of what they typically receive. They haven't released a 2014 forecast.

Urban districts, meanwhile, generally have more options because many have banked water underground and in reservoirs, often through exchange agreements with other districts. Still, some are planning to institute mandatory rationing programs as early as mid-2014.

The projections for water availability can become less dire quickly. If more rain and snow fall during the winter than is expected, state water officials could revise the allocation sharply upward. In 2011, for example, following an unusually wet winter, allocations were increased to 80% from an initial estimate of 25% just six months before.

Drought has afflicted large parts of the Southwest for much of the past decade, but California now ranks among the most drought-ravaged areas in the country, according to the University of Nebraska's National Drought Mitigation Center. That is due, in large part, to a ridge of high pressure that has remained parked over the eastern Pacific Ocean for weeks—diverting the normal inflow of winter storms farther north up the West Coast, Mr. Bell said.

Some other water users are tightening their belts already. Farmers in the Central Valley's 600,000-acre Westlands Water District are planning to fallow fields amid sharp cutbacks in the federally controlled water they receive from the mountains of Northern California.

As a result, California has experienced unusual summerlike conditions, while farmers and water managers have been working to stretch supplies.

In the hills south of San Jose, the Almaden Reservoir has plunged from its capacity level of 1,586 acre-feet in 2012 to just 50 acre feet, or 3.2% full, according to the Santa Clara Valley Water District, which serves much of Silicon Valley. (An acre-foot is roughly the amount of water a family of five uses in one year.)

The district is now pumping only enough water out of the reservoir to support a nearby creek, which is home to an endangered steelhead trout, said district spokesman Marty Grimes. Recently, various man-made items deposited in the reservoir were visible for the first time in years, including a car with the driver's door open.

The Santa Clara Valley district gets its water from multiple sources, including a still-abundant underground supply, but may have to consider mandatory rationing this year if the drought continues, said James O'Brien, acting operations planning unit manager for the agency, which serves almost two million customers.

Coming on the heels of previous water cutbacks in 2012, Borba Farms plans to idle "a third or better" of its 11,000 acres used for growing everything from garlic and onions to lettuce and tomatoes, said Mark Borba, owner of the spread in Riverdale, Calif. "Everybody is in a hunker-down, bunker mentality," said Mr. Borba, who has canceled orders for new farming equipment.

The economic repercussions of the cuts would mostly be felt locally. In farm-dependent counties, past water shortages have resulted in spikes in unemployment. Hits to the national economy aren't likely because many of the farms deal in commodity crops that can be replaced on the world market.

Longer term, though, California business leaders worry the uncertainty of water supplies could hurt future growth in the nation's most populous state. That is why many support major investments such as

building twin tunnels to channel water through an ecologically sensitive delta in the Central Valley, which now serves as a bottleneck for water shipments from north to south.

The drought also is wreaking havoc with some wildlife. Low water flows on the upper Sacramento River, for example, led to as much as 40% of the fall Chinook salmon eggs laid there being destroyed, said John McManus, executive director of the Golden Gate Salmon Association, a salmon advocacy group based in Petaluma.

The tourism-dependent ski industry, meanwhile, is dealing with such a paucity of snow that the Northstar California Resort canceled a snowboarding qualifying event for the Winter Olympics; the contest will be held in Colorado, instead. Northstar officials said it made more business sense to focus its snow-making efforts on expanding terrain for its guests.

With just 56 inches of snow as of Dec. 30 at the 8,200-foot elevation of the Squaw Valley Ski Resort, compared with 250 inches at the same time in 2012, Squaw and most other Tahoe resorts have been forced to rely heavily on snow-making equipment. Some ski runs haven't been able to open at all.

Write to Jim Carlton at jim.carlton@wsj.com

JANUARY 8, 2014

ITEM F

ATTACHMENT E

**NCSO Outreach Summary
January 2014**

Date Started	Outreach	Description	Status	Date Completed
8/19/2013	Brochure	Update of "Reading Your Water Meter" and "Detecting Leaks" brochures	2nd Draft in Progress	
10/16/2013	Website Upgrade	"Design Phase" with website consultant	In Progress	
11/25/2013	Report	Design/Update of SWP Narrative Report	In Progress	
12/4/2013	Conservation Education	Updating/Upgrading Science Discovery conservation education program in schools	In Progress	
12/10/2013	District Newsletter	Distribution of newsletters in the community	Complete	12/10/2013
12/11/2013	Press Release	Nipomo CSD Board of Directors Receive Groundwater Index Presentation	Complete	12/16/2013
12/11/2013	Press Release	Nipomo CSD Board of Directors Hear Technical Group's Draft Water Resources Policy Statement	Complete	12/16/2013
12/11/2013	Press Release	Nipomo CSD Files Financial Audit Report for Fiscal Year 2012-2013	Complete	12/16/2013
12/11/2013	Press Release	Nipomo CSD Board of Directors Award Contract and Issue Task Order for Standpipe Tank Modification and Rehabilitation Project	Complete	12/16/2013
12/11/2013	Press Release	Nipomo CSD Board of Directors Elects 2014 Board President and Vice President	Complete	12/16/2013
12/16/2013	Ad	Winter planting 1/4 page ad in Adobe, pub date 12/20	Complete	12/17/2013
12/19/2013	Manager's Column	Article 10 for Manager's Column in Adobe Press, pub date 12/27	Complete	12/20/2013
12/30/2013	Operations Photos	Photos of Operations staff in the field for use in District publications and on website	Complete	12/30/2013
12/16/2013	Website Updates	Press Releases, Manager's Column; links	Complete; Ongoing	1/2/2014
1/2/2014	Bulletin Board	Update of lobby and Board room bulletin boards	Complete; Ongoing	1/2/2014

MINOR MADNESS

CHRISTMAS COMES EARLY



Photos by Daniel Dreilhuus/Staff

Oceano Education Center sixth grader Rebekah Rice gets excited as she opens a present at the 36th annual Special Children's Christmas Party on Thursday, Dec. 12, at the Pismo Coast Village RV park.

Special kids get special party

ADOBES STAFF

Christmas came early for more than two dozen children last week at Pismo Coast Village's 36th annual Special Children's Christmas Party.

Close to 30 special education students from Oceano Education Center and Grover Heights Elementary School got a little taste of the holidays Thursday, Dec. 12, when they got to play in the resort's video arcade, make some holiday crafts and sing Christmas carols.

The group from across San Luis Obispo County also received Secret Santa gifts donated by Pismo Coast Village owners,



Grover Heights kindergarten student Audrina Torres gets stockings and presents from Santa.

guests and employees. Local businesses donated food and refreshments. In addition to Santa, the children got to meet Smokey Bear and Sparky the Fire Dog, who appeared courtesy of Cal Fire.

St. Pat's students donate bikes to SLO sheriff's program

Brian Beilock
bba10ck@theadobepress.com

Lella Martin knows that giving, not receiving, is what Christmas is all about.

The bright-eyed 9-year-old was one of 34 fourth-graders at St. Patrick School in Arroyo Grande who lived up to the sentiment that Christmas is the season of giving Friday, Dec. 13, when they donated more than two dozen bicycles to the San Luis Obispo County Sheriff's Department Christmas Bike Giveaway program.

"I think it's actually pretty cool because we're giving gifts to people who can't afford them," she said.

Martin and her classmates from Kathy Oates' class have donated and solicited donations of bikes since Thanksgiving.

Last Friday, Correctional Deputy Mike Ulla gladly accepted the donation, helped the kids load the bikes into a Sheriff's Department truck and took them to the county Honor Farm, where they will be refurbished and donated to underprivileged local children.

Every year since 1989, the Sheriff's Department, Honor Farm staff and inmates, and the SLO Bike Coalition have provided bikes to children in need at the holidays. The lone exception was last year when a fire claimed the Honor Farm's laundry building and the bikes stored next to it.

This year's giveaway was Thursday, Dec. 19. Like Santa's elves dressed in Sheriff's Department green and packing sidemarks, the deputies gave away bikes to children signed up for the program. They planned to pack up the rest of the bikes on "Santa's Sleigh" and deliver them to



Brian Beilock/Staff

San Luis Obispo County Correctional Deputy Mike Ulla, top, accepts bicycles donated by students Friday, Dec. 13, at St. Patrick School in Arroyo Grande. St. Patrick School students, bottom, donated bicycles to the San Luis Obispo County Sheriff's Department Bike Giveaway program.

charitable organizations throughout the county.

"What these guys do, refurbishing the bikes and giving them out, is wonderful," said Karen Iseudin, a parent who organizes the effort at the school. "It's a really neat side of the Sheriff's Department that people don't get to see."

The donation is one of many Mercy Projects St. Patrick's students undertake each year. This one provides a lesson not lost on the students.

"I feel really happy, be-

cause I'm doing something a lot of people can't do," said 9-year-old Sarah Beaudin.

Daniel McLean said he was 7 years old when he got his first bike. He said he wasn't really interested in it at first but loved it once he climbed aboard and rolled down a hill near his house.

He said it felt good to be able to give that experience to kids who might not get a bike without the giveaway program.

"I think it's really good we're giving bikes to people who are less fortunate."

Please join us in welcoming...



Neurosurgeon
Nicholas P. Slimack, M.D.

Specializing in
Spine & Neck

Dr. Slimack is a fellowship-trained neurosurgeon who specializes in minimally invasive surgical treatments for adult degenerative spinal conditions as well as disorders that affect the brain. He will utilize the latest technology in spine surgery – the O-arm, a special image-guidance computer navigation system. Dr. Slimack brings a well-educated perspective on neurosurgery that will serve patients throughout the Central Coast.

He completed a spinal surgery fellowship at the Spine Center at Cedars-Sinai Medical Center and a neurosurgical residency at Northwestern University, where he earned the distinction as the university's Chief Resident for the Department of Neurosurgery. His commitment to neurological surgery and patients includes active involvement in both the Congress of Neurological Surgeons and the American Association of Neurological Surgeons.

Dr. Slimack is available for consultations.
Make an appointment by calling 805-922-4224.

 Dignity Health. Hancock Health Center
116 Palisade Drive, Suite 200
Santa Maria, CA 93454

It's time to plant!

Winter months are the perfect time to plant since the weather is cooler and rainfall helps to minimize irrigation needs.

With drought conditions prevalent, now is the time to prepare your landscape for the possibility of watering restrictions next summer.

California native plants are both low maintenance and water wise!

Visit the website, slowaterwiselandscaping.com for a plant gallery, local garden tours, watering schedule and a personalized gardening list.

The district's website (ncsd.ca.gov) has many helpful tips on how to save water inside and outside the home.



Nipomo Community Services District
148 S. Wilson St., Nipomo 93444
(805) 929-1133 www.ncsd.ca.gov

SPEAKING OUT

Winter is a good time to save water on the Central Coast

INSIDE NCSO



Michael LeBrun

It's always the season to save water. Double your water savings this winter by shutting down your irrigation system and making changes to your landscape that will save water and

money next summer.

Winter is the perfect time to plant along the Central Coast. Mild temperatures make the digging easier and make it easier for new plants to establish.

Rainfall (please, let's have some rainfall!) helps minimize the water needs of new plantings.

If planted in the early winter, most drought-tolerant and native plants will need supplemental water for one summer.

The following year's winter rains will help the plants become firmly established, and infrequent watering, at

most, will be all that is needed from then on.

Without spending any money, many home owners could significantly reduce the amount of water used in their landscapes.

Overwatering of landscapes is surprisingly common, and the well-drained soils in our area often hide the results.

By spending some time getting familiar with your landscape and irrigation system, you could reduce watering and save money while maintaining the appearance of your current landscape.

I was talking with a water-conscious customer last

week, and she asked: "How many times a week should I be watering my established drought-tolerant native plants?"

My answer was: "Zero for the next five months, and next summer water them — give them a good soak — once a month, maybe twice if weather is very warm and dry?"

I spoke to another customer who was concerned Nipomo Community Services District water was damaging their lawn, because they were watering every day, yet the lawn was not the vibrant green it had

been last summer.

I explained that many grass types go dormant or semidormant in the winter. That results in a more yellow tone of green and slow to no growth.

It also means lawns need little to no water this time of year and can be mowed less frequently as well.

Our area continues to experience an extended drought. District well levels and other well levels across the Mesa are near historic lows.

More than ever, now is the time to consider reducing the water demands of your landscape — either by changes in

your watering patterns or landscape type or both.

There is a great deal of information on the district's website and other local and online sources regarding water-use efficiency and converting to low-water-use landscapes.

If you need some help getting started, call the district, and our staff will help point you in a water-conserving direction.

Michael LeBrun is the general manager of the Nipomo Community Services District. He can be reached by calling 929-1133 or by email at info@ncsd.ca.gov.

**Press Release Log
2013**

Date of PR	Title	Date Sent to Media	Date Placed On Website	Media Pub	Date PR Published	Media Published	Date PR Published	Media Published	Date PR Published
11/13/2013	Board Honors District's Founding Board of Directors	11/14/2013	11/15/2013	Adobe	11/22/2013				
12/11/2013	Nipomo CSD Board of Directors Receive Groundwater Index Presentation	12/16/2013	12/16/2013	Adobe	12/20/2013	SM Times	12/26/2013		
12/11/2013	Nipomo CSD Board of Directors Hear Technical Group's Draft Water Resources Policy Statement	12/16/2013	12/16/2013	Adobe	12/20/2013				
12/11/2013	Nipomo CSD Files Financial Audit Report for Fiscal Year 2012-2013	12/16/2013	12/16/2013						
12/11/2013	Nipomo CSD Board of Directors Award Contract and Issue Task Order for Standpipe Tank Modification and Rehabilitation Project	12/16/2013	12/16/2013	Adobe	12/20/2013	SM Times	12/29/2013		
12/11/2013	Nipomo CSD Board of Directors Elects 2014 Board President and Vice President	12/16/2013	12/16/2013	Adobe	12/20/2013				

FOR IMMEDIATE RELEASE

Date: December 11, 2013
Contact: Michael S. LeBrun, General Manager
Nipomo Community Services District
148 S. Wilson St., Nipomo, CA 93444
Phone: (805) 929-1133 – Email: mlebrun@ncsd.ca.gov



Nipomo CSD Board of Directors Receive Groundwater Index Presentation

On Wednesday, December 11th, the District's Board held its regular meeting at 9AM and received a presentation of the fall groundwater index for the Nipomo Mesa area. The presentation was made by Brad Newton, Ph.D., PG of Newton Geo-Hydrology Consulting Services, LLC.

Information from the report, while somewhat expected given the ongoing drought and last spring's low readings, is concerning. Groundwater levels are down across the Mesa and the size of the area below sea level is growing.

Dr. Newton stated that even if the coming winter brings well-above normal rainfall, severe water shortage conditions could be triggered when groundwater levels are reported next spring. Severe shortage conditions would likely trigger restrictions on irrigation water by District customers and customers of the other urban water providers in the Mesa area.

Next Scheduled Regular Board Meeting: Wednesday, January 8th, 2014, 9AM, District Board Room 148 South Wilson, Nipomo.

For more information, please contact the Nipomo Community Services District at 929-1133 or visit www.ncsd.ca.gov.

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Nipomo CSD Board of Directors Hear Technical Group's Draft Water Resources Policy Statement

On Wednesday, December 11th, the District's Board held its regular meeting at 9AM and considered a draft Water Resources Policy Statement. The Board's Water Resources Committee reviewed the draft Policy Statement on November 19th.

Since current District customers, and the customers of other large water service providers, are being ordered to build a project and import supplemental water to the area, the District believes all future water demands throughout the area should also be met with supplemental water. Otherwise, the groundwater underlying the Nipomo Mesa will continue to be over-pumped.

Since the District is not in a position to set development policy that will drive future water demands, the District hopes to play a role by developing and promoting policy based on existing court and County rulings regarding the use and protection of Nipomo area groundwater resources.

General Manager Michael LeBrun stated "The District is looking to build consensus on a management approach that requires future development across the entire area to be predicated on additional supplemental water. If current users are being required to import water and reduce pumping, how can new demands on the groundwater be allowed?"

The draft Policy Statement can be downloaded from the District's website. The Statement will be further refined based on Committee input and public comments and is scheduled for presentation to the County Water Resources Advisory Council in March 2014 and formal adoption by the District's Board of Directors thereafter.

Next Scheduled Regular Board Meeting: Wednesday, January 8th, 2014, 9AM, District Board Room 148 South Wilson, Nipomo.

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Nipomo CSD Files Financial Audit Report for Fiscal Year 2012-2013

On Wednesday, December 11th, the District's Board held its regular meeting at 9AM, accepted the District's financial Audit Report for Fiscal Year 2012-2013 and directed staff to file the Report.

Robert Crosby, a Certified Public Accountant with The Crosby Company, conducted the annual audit and presented the report to the Board. The District is required by law to have an independent audit performed annually on its financial statements.

For the first time, the District's completed audit will be submitted to the Government Finance Officers Association (GFOA) for review and consideration for a Certificate of Achievement for Excellence in Financial Reporting.

General Manager Michael LeBrun stated "This is a level of financial review that is typically undertaken by Cities and Counties. Just the fact that we are capable of putting forth this application is a testament to Finance Director Lisa Bognuda's decades of highly competent management."

The entire audit report can be downloaded from the District's Website.

Next Scheduled Regular Board Meeting: Wednesday, January 8th, 2014, 9AM, District Board Room 148 South Wilson, Nipomo.

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Nipomo CSD Board of Directors Award Contract and Issue Task Order for Standpipe Tank Modification and Rehabilitation Project

On Wednesday, December 11th, the District's Board held its regular meeting at 9AM and awarded a contract for the Standpipe Modification and Rehabilitation Project to Crosno Construction, Inc. The contract is valued at \$263,350 with a contingency in the amount of \$25,000. Crosno is an Arroyo Grande based construction company that specializes in welded steel storage tanks.

The Board also authorized a Task Order for Project Construction Management Services with Cannon in the amount of \$54,591 with a contingency in the amount of \$5,000. Cannon is a locally founded engineering services company based in San Luis Obispo.

The 2007 Water and Sewer Master Plan recommended that the District modify the inlet piping on the Standpipe Tank to improve mixing within the tank and minimize the potential for water quality problems within the tank.

In March 2012 the tank was inspected as part of the District's regular tank inspection program. During that time significant blistering and corrosion of the interior shell of the tank were identified and a recommendation was made to recoat the interior of the tank.

The Board authorized staff to seek bids for the project at the September 25, 2013 Board meeting. Project design was completed by Cannon in October 2013 with bids for the construction of the Project opened in November 2013.

In order for this modification and rehabilitation project to take place the tank will need to be taken out of service.

General Manager Michael LeBrun stated that the project is being scheduled for winter when demand on the water system is at its lowest and that customers should not see any change in their water service quality or pressure.

Next Scheduled Regular Board Meeting: Wednesday, January 8th, 2014, 9AM, District Board Room 148 South Wilson, Nipomo.

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Nipomo CSD Board of Directors Elects 2014 Board President and Vice President

On Wednesday, December 11th, the District's Board held its regular meeting at 9AM and elected Director Craig Armstrong as the Board President and Director Jim Harrison as the Board Vice President for the 2014 calendar year. Director Armstrong is a semi-retired Hilton Hotels Corporation executive who was elected to the Board of Directors in 2012. Director Harrison is a retired Santa Barbara County Firefighter who served as Board President for the past five years.

Board By-Laws requires the Board of Directors to elect a President and a Vice President for the upcoming year at the last regular meeting of the calendar year.

General Manager Michael LeBrun administered the election including the acceptance of nominations for both President and Vice President and hearing public comment. Both men were elected unanimously.

The term of office for the President and Vice President will commence on January 1, 2014 and end on December 31, 2014.

Next Scheduled Regular Board Meeting: Wednesday, January 8th, 2014, 9AM, District Board Room 148 South Wilson, Nipomo.

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NCSD wants development tied to water

By Mike Hodgson/mhodgson@theadobepress.com

A policy that would tie county approval of all future Nipomo Mesa development to securing supplemental water is being considered by Nipomo Community Services District.

NCSD directors want the policy to be adopted by the San Luis Obispo County Board of Supervisors and plan to present a final version to the board as early as March.

NCSD General Manager Michael LeBrun said the policy is based on and designed to strengthen an existing county ordinance and the decision in the Santa Maria Valley Groundwater Basin lawsuit.

It also roughly mirrors a policy NCSD already has in place, but it would require supplemental water beyond what the district is already planning to import.

District officials are concerned their customers' investment in a supplemental water project will be wasted if the county continues to approve development outside NCSD boundaries that depletes groundwater supplies.

"If that's done, all (that) our customers are paying for and all we've done will be for naught if another golf course development comes through," LeBrun said.

LeBrun said the lawsuit settlement requires NCSD to provide 2,500 acre-feet of supplemental water to the Nipomo Mesa annually.

But that amount is only designed to offset the pumping imbalance that existed in 2008 when the settlement was finalized, he said.

NCSD increased the court-ordered amount to 3,000 acre-feet in the project currently under construction to pipe water from Santa Maria to the Mesa.

"None of that supplemental water is earmarked for development the county approves outside the district boundary," LeBrun said, with the exception of 416 acre-feet reserved for the Woodlands project.

An acre-foot is about 326,000 gallons, or the amount generally considered necessary to supply four to 10 people a year.

LeBrun said County Ordinance 3090 requires land divisions to pay a supplemental water fee and new developments to be served by supplemental water if they increase nonagricultural demand within the Nipomo Mesa Water Conservation Area.

"There are some things there that haven't been implemented," he said.

The proposed policy statement points out that the same year Ordinance 3090 was adopted, the county approved a development that contradicted its provisions.

It also notes County Ordinance 3160, based on an overdraft of the groundwater basin due to drought, requires new construction within the conservation area to implement water conservation measures.

“The board recognizes the district only has a limited ability to regulate development the county approves within (NCSD) boundaries,” LeBrun said.

He said the district is working with other water purveyors to develop conservation measures that could include “drought fees” for high water use added to customers’ bills.

District officials also want the county and other purveyors to apply the court’s direction and county policy to development all across the Nipomo Mesa.

The draft policy was developed by the NCSD staff with input from the Water Resources Committee, the Nipomo Mesa Management Area Technical Group and the public.

LeBrun said additional input will be gathered from the NMMA Technical Group in January and February, and the policy will go to the County Water Resources Advisory Council in March before being submitted to the Board of Supervisors.

Posted Friday December 20 2013

NCSD approves repairs to water storage tank

By Adobe Staff

A 1-million-gallon standpipe tank that stores water for Nipomo Community Services District customers will soon be taken out of service for modifications and rehabilitation work.

But district officials said the public should see no change in their water service, and NCSD will work with Cal Fire to assure adequate water supplies in the event of a major fire.

“The district has another 3 million gallons in storage at the top of East Tefft (Street) that will provide adequate system pressure while the standpipe tank is off line,” said NCSD General Manager Michael LeBrun.

He noted the amount of water necessary for adequate fire suppression is the basis for how much a community should have in storage.

“Since our storage volume will be reduced, we will have special communication protocol in place with Cal Fire during the time the tank is offline to ensure quick response should a large fire take place in the services area,” he said.

NCSD directors last week approved a \$263,350 contract with Crosno Construction Inc. to install new water inlet piping and recoat the interior of the tank.

The Arroyo Grande firm specializes in welded steel storage tanks.

Directors also approved a \$54,591 contract with Cannon, a San Luis Obispo engineering firm, to provide construction management services on the project.

Located atop a hill east of Hetrick Avenue and north of Willow Road, the tank stores water and delivers it to the water distribution system through gravity pressure.

NCSD’s 2007 Water and Sewer Master Plan recommended modifying the inlet pipes to improve water mixing inside the tank and reduce the potential for water quality problems, according to a report by Peter Sevcik, director of engineering and operations.

A regular inspection of the tank in March 2012 found significant blistering and corrosion on the inside surface of the tank, requiring it to be recoated with a protective film, according to the report.

The staff combined the pipe and recoating projects, which have been scheduled for this winter when the district’s water demand is at its lowest.

The project is expected to take about 12 weeks from start to finish.

Posted Friday December 20 2013

Well levels continue to decline across Mesa

By Mike Hodgson/mhodgson@theadobepress.com

Fall groundwater levels across the Nipomo Mesa dropped about 25 percent from last fall, mirroring a one-year 25-percent drop measured in spring, according to a report delivered to Nipomo Community Services District last week.

In addition to an ongoing decline in groundwater levels, the report also notes an area where well levels are below sea level has continued to expand as a result of heavy pumping.

“Information from the report, while somewhat expected given the ongoing drought and last spring’s low readings, is concerning,” said Michael LeBrun, district general manger. “Groundwater levels are down across the Mesa, and the size of the area below sea level is growing.”

The report was delivered at the Dec. 11 NCSD board of directors meeting by Brad Newton of Newton Geo-Hydrology Consulting Services of Santa Barbara.

At the same meeting, directors considered the draft of a proposed water policy that would allow future development only if more water is secured (see related story).

Newton said even if the coming winter brings well-above-normal rainfall, severe water shortage conditions could be triggered if spring groundwater levels show a continued decline.

LeBrun said severe shortage conditions would likely trigger restrictions on irrigation water for customers of the district as well as other Mesa water providers.

Known as the Ground Water Index, the report is compiled using groundwater surface elevations measured in 45 wells by the San Luis Obispo County Department of Public Works, NCSD, Woodlands Mutual Water Co. and the U.S. Geological Survey.

Newton noted the reported trend in declining water levels is consistent with results of the Key Well Index developed by the Nipomo Mesa Management Area Technical Group.

The NMMA, made up of engineers and representatives of water purveyors and users, bases its Key Well Index on measurements taken every spring in eight wells scattered across the Mesa.

Newton’s report is neither reviewed nor vetted by the NMMA, which was formed by court order in the settlement of a lawsuit over groundwater rights.

“There are three significant points in the Ground Water Index,” LeBrun said. “One is the growth in the area that’s pumped below sea level.

“Another is that in previous years, we’ve seen a ridge (of higher well levels) to the west of the contour,” he continued. “That ridge is no longer being indicated to the west.”

In addition, he said, wells in areas of the Northern Cities Management Area around Arroyo Grande, Oceano and Grover Beach also show groundwater surfaces below sea level.

“That’s not a completely unexpected situation considering the drought we’ve had,” LeBrun said.

A map of this fall’s well levels on the Mesa shows the lowest groundwater surfaces are in the central and western portion, where elevations “have declined significantly,” Newton said.

In one area heavily saturated with production wells along Willow Road near Blacklake, the groundwater surface in one well was just over 25 feet below sea level and in another more than 11 feet below.

Other well levels in an area paralleling Highway 1 from the Santa Maria River almost to Callender Road ranged from just under three feet to just over seven feet below sea level.

Although not located within the Nipomo Mesa Management Area, wells to the north near Arroyo Grande Creek and Grover Beach had levels ranging from just over one foot to more than 14 feet below sea level.

NCSD officials are concerned that if areas of groundwater below sea level continue to expand, saltwater could eventually infiltrate the basin from the ocean to fill those depressions.


Saltwater is unusable for domestic supplies, and once it intrudes on a groundwater basin, it is very difficult to push back, officials have said.

Posted Friday December 20 2013


Well levels continue to decline across Nipomo Mesa

REPORT SHOWS AREA BELOW SEA LEVEL GROWING

Recommend  0

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Updated on Dec 11, 2014 12:00 PM

Mike Hodgson/mhodgson@santamariatimes.com

(0) Comments

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NCSD approves repairs to water storage tank

COMMUNITY SERVICES DISTRICT | WATER AND SEWER DEPARTMENT

Recommend

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Community Services District

Staff Report

(0) Comments

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Looking back at SLO County's top 10 stories of 2013

Tribune staff picks the ongoing depletion of the Paso Robles groundwater basin as the top story of this past year

By Tribune staff

newsroom@thetribunenews.com December 30, 2013

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Dryland farming and ranching have given way to vineyards like this area off Linne Road just outside Paso Robles. DAVID MIDDLECAMP — dmiddlecamp@thetribunenews.com |Buy Photo



The year 2013 brought with it an upswing in the economy; the recession feels well and truly behind us, home prices are increasing and construction projects are picking up steam.

San Luis Obispo County residents' view of the past 12 months will vary depending on their address. Those hailing from Los Osos, for example, have dealt with torn-up streets, delays and detours as work on the massive sewer project remains in full swing.

In Atascadero, residents celebrated the 100-year anniversary of becoming a colony with special dedications and events.

In Cayucos, most of the aging pier is off-limits as work to temporarily stabilize the structure started this month.

Residents countywide, but particularly in Nipomo, mourned the death of Supervisor Paul Teixeira in June. Arroyo Grande Councilwoman Caren Ray was appointed to fill his seat; whether she'll keep it in 2014 may be a story for next year's Top 10 list.

As the year 2013 winds down, staffers at The Tribune debated and ranked the top 10 stories of the year. Rather than rehash them in lengthy articles, we chose to present them in bite-size morsels to enjoy as you prepare to ring in the New Year.

Without further ado, in descending order, here is our list:

No. 10: Cyclists in the news

While statistics released in 2013 showed San Luis Obispo to be the seventh most dangerous California city for bicyclists, a deadly accident in Morro Bay revealed the risk wasn't limited to the county seat.

In September, Jessica Goddard was driving to work — still under the influence from partying the night before — when she slammed into two bicyclists riding on Highway 1. Alan Stephens, of Los Osos, was killed in the crash. Bradley Cummins, also of Los Osos, suffered major injuries.

While Goddard was sentenced to 11 years and eight months in prison, bicyclists complained that another stretch of Highway 1 near Cambria provided different dangers.

After Caltrans resurfaced 20 miles of the scenic roadway with chip seal, a treatment that uses larger, less expensive rocks, cycling enthusiasts said it was rougher, uneven and dangerous. In October, Caltrans applied a sand seal treatment over that — part of a \$1.5 million effort — but bicyclists said the road was still too rough.

Caltrans said the surface would improve over time as traffic tamps down the surface.

No. 9: Pangas on local shores

Panga boats have become an increasing problem in San Luis Obispo County as drugs, believed to come mostly from Mexico, are delivered under the cloak of night and picked up to be distributed to other areas of the state or as far away as the Midwest.

While the first panga boat was found along the county coastline in May 2012, six boats were found this year: in May, July, September, twice in October and again in December.

Most boats were abandoned, but in May, 14 adults and one juvenile were arrested after a panga boat was found on the beach at Montaña de Oro State Park. Authorities also found 53 bales of marijuana.

Then in October, 18 people were arrested and 144 bales of marijuana estimated to be worth \$2.7 million were seized by law enforcement officers. The smuggling operation involved a motor home, two vans, a car and a panga boat found near San Simeon.

Most recently, authorities found a panga boat on Dec. 23 that smugglers abandoned on the beach along with 204 bales of marijuana weighing 3,570 pounds.

No. 8: Cal Poly makes headlines

A November party held by a Cal Poly fraternity that many considered offensive to women and Native Americans ignited controversy, launched a university investigation, and inspired a forum attended by several hundred people.

A controversy of another sort revolved around a proposal of a 1,475-bed freshman dormitory on a parking lot near San Luis Obispo residences.

The Nov. 16 off-campus "Colonial Bros and Nava-Hos" party elicited a formal complaint that it was "culturally insensitive, sexist, and offensive." At the gathering, men wore Colonial-era costumes and the women wore sexually explicit Native American-themed attire.

Cal Poly said no campus policies were violated, but President Jeff Armstrong called the behavior "deplorable" and announced the university will survey students in February about on-campus perceptions of diversity issues and create a program to enhance the campus climate for better inclusivity. The university already hired a curriculum specialist to incorporate diversity and inclusivity into instruction.

To address the dorm proposal, the university held public meetings in November and December, which some residents said came too late in the planning process. Residents said they fear more noise, trash and public urination in their neighborhoods if the housing is built on a parking lot near the Grand Avenue campus entrance.

No. 7: Tragic murder trials

In a year that included an unusual number of murder trials in San Luis Obispo County, the trial of Rhonda Wisto and her son, Frank York, was the most anticipated and closely watched. After nearly three years of legal maneuvering, the trial, which involved five defendants, gag orders and at-times heart-wrenching courtroom drama, revealed the grim facts behind the murder of Dystiny Myers.

The 15-year-old Santa Maria girl's burned body was found in a hastily dug pit in rural Santa Margarita in September 2010. Wisto, a meth dealer from Nipomo, had ordered the killing because she felt Myers had disrespected her.

Three other defendants — Ty Hill, Cody Miller and Jason Greenwell — all entered guilty pleas in exchange for life sentences, but only Greenwell agreed to testify for the prosecution. Both Wisto and York were convicted and given life sentences.

Other murder trials included defendants John Woody, convicted of murdering a stranger, Martin

McWilliams, at a Paso Robles Laundromat; Christopher Shumey, convicted of shooting his mother to death outside his San Luis Obispo home; and Armando Yopez, convicted of killing 17-year-old Gabriel Salgado in a random drive-by-shooting in Oceano. Brandon Henslee was convicted of murdering his half brother, Tyler Hanks, in Cambria, and most recently Jerad Cross was convicted of second-degree murder for a DUI accident that killed Richard Gamez.

No. 6: Changing energy sources

San Luis Obispo County is turning away from energy powered by fossil fuels and toward a future powered by renewable energy.

Dynegy, the owners of the antiquated Morro Bay Power Plant, announced their intention to shut down the plant permanently in February. Many questions remain about the future of the prime real estate on which the plant sits.

Meanwhile, one of two commercial solar plants on the Carrizo Plain is fully operational. The other is expected to be completed in 2014.

Diablo Canyon nuclear power plant continues to operate but faces questions about how to meet expensive state requirements to change its cooling system to lessen environmental impacts on sea life, as well as opposition to onsite storage of its highly radioactive used reactor fuel.

The county Board of Supervisors has considered how the area would be impacted economically if Diablo Canyon were to decide not to renew its licenses in 2024 and 2025.

No. 5: Bank robberies escalate

San Luis Obispo County reached its highest number of bank robberies in a decade, with 12 robberies reported at banks countywide, including Atascadero, Cambria and San Luis Obispo.

A bank-robbing spree by a woman nicknamed the Central Coast Bandit, and later alleged to be Cristina Fernandez Padilla, who was arrested, pushed up the total. Authorities believe Padilla is responsible for six bank robberies in San Luis Obispo, Monterey and Stanislaus counties since December 2012.

No. 4: Morro Bay ousts employees

A shakeup on the Morro Bay City Council led to the forced resignations of two longtime city employees: City Attorney Rob Schultz and City Manager Andrea Lueker.

A 3-2 council majority that took office in December 2012 pushed to remove Schultz and Lueker. Mayor Jamie Irons and council members Christine Johnson and Noah Smukler cited employee confidentiality as the reason for not telling the public why they wanted the pair gone.

Under pressure, Schultz resigned in November from the position he held since 1997 and was replaced on an interim basis by Anne Russell. Schultz received about \$116,000 for nine months of pay plus \$4,081 for holiday pay, \$4,500 for unused sick leave and \$38,698 for 531 hours of vacation.

Lueker resigned in December after working for the city since 1987, moving up the ranks from lifeguard to director of parks and recreation, assistant city manager and finally taking over as city manager since 2007.

She received about \$116,000 in severance equal to nine months of salary. She also received \$1,756 in holiday pay, \$4,500 in sick leave and \$31,076 in unused vacation compensation. Susan Slayton, the city's administrative services director, has taken over as acting city manager.

No. 3: Homeless needs unmet

The growing number of homeless in San Luis Obispo County has continued to outpace services. The number of homeless youth alone is enough to fill an entire elementary school. The needs are many: a

detoxification center for people struggling with drug addiction, a larger shelter, tougher police enforcement on transients breaking laws, and more affordable housing.

Yet, some services have been lost. The South County People's Kitchen in Grover Beach stopped serving meals after complaints by some residents led the Grover Beach City Council to deny the organization's request for a permit to continue operating. The 5Cities Homeless Coalition is still searching for a community services center location.

The Community Action Partnership of San Luis Obispo County has agreed to take the lead on a new homeless services campus in San Luis Obispo, but the center originally planned for South Higuera Street became a controversial and political battle. A permanent location is still being sought.

No. 2: Development recovers

The wheels of development are slowly beginning to spin again throughout the county.

In San Luis Obispo, a broad mix of residential and commercial projects is lined up for approval. Two separate residential projects totaling 355 homes are proposed for the Orcutt area at the city's southern edge.

In addition, commercial plans include a new hotel, a bed-and-breakfast, and office and retail space proposed throughout the city. Preliminary plans also are being circulated for potential development of the 131-acre Dalidio Ranch off Madonna Road.

In Paso Robles, the Beechwood development would add 963 residences and about 5 acres of commercial development off Creston Road and Beechwood Drive.

Several projects have gained approval in Pismo Beach, including a hotel and residential development off Oak Park Boulevard. But city leaders sent back a plan to annex and develop 961 acres off Price Canyon Road, to the relief of some residents.

No. 1: Paso groundwater woes

With its water levels dropping dramatically in recent years, the Paso Robles groundwater basin sparked heated debate about the role of agriculture, specifically wine-grape growers, in hastening the aquifer's precipitous decline.

Some homeowners dependent on the basin found that their wells had gone dry, and local vineyard owners became increasingly concerned about their ability to sustain a booming wine industry.

In response to the crisis, North County residents urged the county to adopt a two-year ordinance prohibiting new pumping from the basin unless offset by an equal amount of water conservation. Several property-owner groups have filed lawsuits challenging that ordinance.

Meanwhile, the county, as well as two stakeholder groups, is working to establish a water district, through special state legislation, to manage the basin.

Tribune staff writers Cynthia Lambert, AnnMarie Cornejo, David Sneed, Julie Lynem, Patrick Pemberton and Nick Wilson contributed to this report.

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Join The Conversation

The Tribune is pleased to provide this opportunity to share information, experiences and observations about what's in the news. Some of the comments may be reprinted elsewhere in the site or in the newspaper. We encourage lively, open debate on the issues of the day, and ask that you refrain from

JANUARY 8, 2014

ITEM F

ATTACHMENT F

Office of the County Clerk-Recorder

COUNTY OF SAN LUIS OBISPO ♦ 1055 MONTEREY ST. Rm D120 ♦ SAN LUIS OBISPO, CA 93408 ♦ (805) 781-5080/5088



JULIE L. RODEWALD
COUNTY CLERK RECORDER

DIANE GRATON– Division Supervisor
CATRINA CHRISTENSEN– Division Supervisor

TOMMY GONG
ASSISTANT COUNTY CLERK RECORDER

December 6, 2013

NIPOMO COMMUNITY SERVICES DISTRICT
148 S Wilson Ave
Nipomo CA 93444



Re: Fish and Game Filing Fee Increases

Effective **January 1, 2014**, the Fish and Game Filing fees are increasing, please see the table below.

DOCUMENT	2013 FEE	INCREASE	2014 FEE
Negative Declaration	\$2,156.25	\$25.00	\$2,181.25
Mitigated Negative Declaration	\$2,156.25	\$25.00	\$2,181.25
Environmental Impact Report	\$2,995.25	\$34.50	\$3,029.75
Substitute Document pursuant to a Certified Regulatory Program	\$1,018.50	\$11.75	\$1,030.25

To avoid delaying the filing of your documents, please ensure any filings for which you have collected a fee are filed with our office by **5:00 p.m. on December 31, 2013**. After this date we cannot accept a filing without the proper fee.

If you have any questions regarding this matter, please feel free to contact our office at 781-5080.

Sincerely,

Julie L. Rodewald
County Clerk-Recorder

JANUARY 8, 2014

ITEM F

ATTACHMENT G



SAN LUIS OBISPO COUNTY DEPARTMENT OF PUBLIC WORKS

Paavo Ogren, Director

County Government Center, Room 207 • San Luis Obispo CA 93408 • (805) 781-5252
Fax (805) 781-1229 email address: pwd@co.slo.ca.us

RECEIVED

DEC 30 2013

NIPOMO COMMUNITY
SERVICES DISTRICT

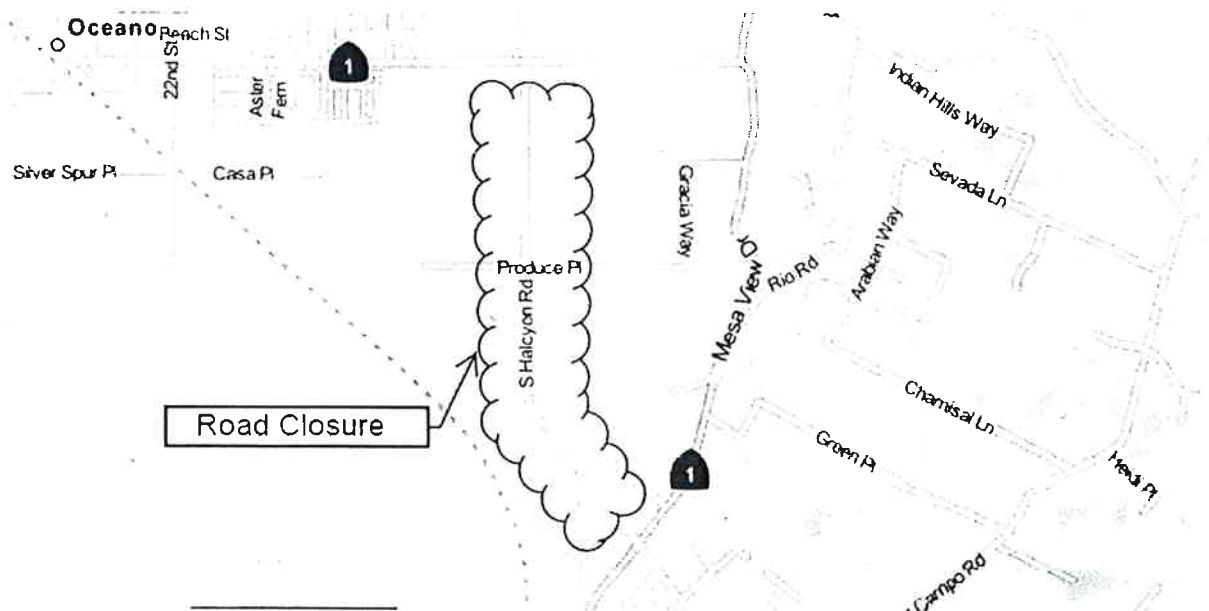
Contact: Genaro Diaz, Project Manager (805) 781-5279

ROAD CLOSURE NOTIFICATION

HALCYON ROAD WILL BE CLOSED TO THROUGH TRAFFIC BETWEEN HWY 1 (FROM ARROYO GRANDE CREEK) TO HWY 1 (TOP OF MESA) FOR UTILITY RESEARCH/POTHOLING – December 23, 2014 – The San Luis Obispo County Department of Public Works will be closing Halcyon Road to perform potholing on January 7, 2014,. Motorist are advised to plan for delays. Advanced warning and detour signs will be in-place in addition to flagging staff during these work efforts. Changeable message signs will be installed a week prior road closure to inform the public. Please contact the Project Manager or the Department of Public Works at (805) 781-5252 for additional information.

The work is scheduled for Tuesday, January 7, 2014 and road closure will take place from 8:30am and 2:30pm.

For the most current road closure information on all County roads, please check the following website:
<http://www.slocounty.ca.gov/PW/Information/roadclosures.htm>



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JANUARY 8, 2014

ITEM F

ATTACHMENT H

Michael LeBrun

From: Donna Bloyd <dbloyd@slolafco.com>
Sent: Wednesday, December 11, 2013 11:58 AM
To: 'Adelaida Cemetery District'; 'Arroyo Grande Cemetery District'; Atascadero Cemetery District; 'Avila Beach CSD'; California Valley CSD ; 'Cambria Cemetery District'; 'Cambria CSD'; Cambria Healthcare District; 'Cayucos Fire District'; Cayucos Sanitary District; 'Cayucos-Morro Cemetery District'; Coastal San Luis RCD; 'Creston Hills Ranch CSD'; david.bentz@sanmiguelcsd.org; 'Ground Squirrel Hollow'; Ground Squirrel Hollow CSD; Independence Ranch CSD; Jeff Britz; 'Linne CSD'; Los Osos CSD; Michael LeBrun; Oceano CSD; 'Paso Robles Cemetery District'; 'Port San Luis Harbor District'; S. SLO County Sanitation Dist. ; 'San Miguel Cemetery District'; 'San Simeon CSD'; 'Santa Margarita Fire District'; 'Shandon Cemetery District'; Sue Luft; Templeton Cemetery District; Templeton CSD; 'Upper Salinas-Las Tablas RCD'
Cc: 'David Church'
Subject: LAFCO Alternate Special District Member Election

To: All Special Districts
From: David Church, LAFCO Executive Officer
Subject: LAFCO Alternate Special District Election

Thank you for participating in the election for the LAFCO Special District Alternate Position. We had 25 of 35 districts in the County send in votes in this election. This was a record number of Special Districts voting in an election and resulted in Robert Enns (16 votes) from the Cayucos Sanitary District being elected as the LAFCO Special District Alternate. The term will end in December 2017.

Thanks again for your participation and please contact me if you have any questions or would like more details about the election results.

JANUARY 8, 2014

ITEM F

ATTACHMENT I



December 10, 2013

Nipomo Community Services District
Ms. Lisa Bognuda
Finance Director/Assist GM
Post Office Box 326
Nipomo, California 93444-0326

RECEIVED

DEC 16 2013

NIPOMO COMMUNITY
SERVICES DISTRICT

Dear Ms. Bognuda,

SDRMA is pleased to provide a copy of the newly released 2012-13 Annual Report. The report highlights the strength of our programs, the diversity of our membership and the financial security of our pool as well as other important information including specific program highlights on page 2 of the report.

Our strategic partnerships with TargetSolutions, Company Nurse (Workers' Compensation Program), California Special Districts Association (CSDA), the CSDA Finance Corporation and the Special District Leadership Foundation provide our members access to valuable services, resources and educational training opportunities. Our goal is to provide members the best value through proactive loss prevention, effective claims cost containment and enhanced member services. SDRMA utilizes various funding mechanisms through our partnership with CSDA to provide our members with access to free or reduced pricing for webinars, training seminars and workshops. SDRMA is also a proud sponsor of the following;

- CSDA Annual Conference
- CSDA Board Secretary/Clerk Conference
- CSDA General Manager Leadership Summit
- Special District Legislative Days
- Special District Leadership Academy Conference
- Special District Leadership Foundation

In addition, for Program Year 2013-14 the SDRMA Board approved a new Employment Law Legal Hotline with the legal firm Best Best & Krieger LLP to provide Property/Liability Program members an Employer "hotline" for questions related to Employment Law. The "hotline" provides upper level management access to complimentary Employment Law related legal services on behalf of the public agency employer after initial screening and referral by Dennis Timoney, SDRMA Chief Risk Officer. The goal is to reduce the frequency and severity of employment related claims which have a direct impact on our pool's claims liabilities and expenses and ultimately member rates.

Finally, as a reminder, members can submit a request for reimbursement to SDRMA for amounts spent on loss prevention efforts during the program year up to a maximum of \$1,000 per year. All requests must be accompanied by a copy of an invoice and proof of payment. Requests are processed on a first-come, first-serve basis until the Loss Prevention Allowance budget funds are depleted.

SAVE THE DATE – We hope to see you at our Annual Membership Meeting and Safety/Claims Education Day on March 18, 2014 at the Hilton Sacramento Arden West Hotel. More information is coming soon.

Thank you for your participation and helping make SDRMA a premier risk management provider!

Sincerely,
Special District Risk Management Authority

David Aranda, President
Board of Directors