

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

DATE: APRIL 17, 2015

## AGENDA ITEM

### D

APRIL 22, 2015

### CONSENT AGENDA

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item removed. If discussion is desired, the item may be removed from the Consent Agenda by a Board member and will be considered separately at the conclusion of the Administrative Items. Individual items on the Consent Agenda are approved by the same vote that approves the Consent Agenda, unless an item is pulled for separate consideration. The recommendations for each item are noted in bracket. Members of the public may comment on the Consent Agenda items.

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

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE APRIL 8, 2015 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVAL]
- D-3) APPROVE CHANGES TO WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN [RECOMMEND ADOPT RESOLUTION APPROVING CHANGES]
- D-4) APPROVE PURCHASE OF SEWER BYPASS PUMP [RECOMMEND APPROVE RESOLUTION AUTHORIZING PURCHASE OF SEWER BYPASS PUMP]
- D-5) ACCEPT SUPPLEMENTAL WATER PROJECT PHASE 1 BLOSSER ROAD WATER MAIN [RECOMMEND ACCEPT PROJECT AND DIRECT STAFF TO FILE NOTICE OF COMPLETION]

TO: BOARD OF DIRECTOR

REVIEWED: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

FROM: LISA BOGNUDA *LB*  
FINANCE DIRECTOR

DATE: APRIL 17, 2015

**AGENDA ITEM**  
**D-1**  
**APRIL 22, 2015**

PAGE ONE

**HAND WRITTEN CHECKS**

04-08-15 20379 VERIZON WIRELESS  
04-08-15 20380 GEARY KIMMEL  
04-08-15 20381 USA BLUEBOOK

CELLULAR \$318.43  
WASHER REBATE \$75.00  
REPLACEMENT CHECK \$1,611.77

**TOTAL COMPUTER CHECKS**

\$304,134.32

VOIDS - NONE

**COMPUTER GENERATED CHECKS**

24174	04/10/15	EMP01	EMPLOYMENT DEVELOP DEPT	1562.35	.00	1562.35	B50406	STATE INCOME TAX
24175	04/10/15	MID01	RABOBANK-PAYROLL TAX DEPO	4984.71 1281.22	.00 .00	4984.71 1281.22	B50406 1B50406	FEDERAL INCOME TAX MEDICARE (FICA)
			Check Total.....:	6265.93	.00	6265.93		
24176	04/10/15	MID02	RABOBANK-DIRECT DEPOSIT	32451.79	.00	32451.79	B50406	NET PAY
24177	04/10/15	PER01	PERS RETIREMENT	10890.22	.00	10890.22	B50406	PERS PAYROLL REMITTANCE
24178	04/10/15	STA01	CALPERS 457 DEFERRED COMP	2580.00	.00	2580.00	B50406	457 DEFERRED COMP
024179	04/22/15	AEC01	AECOM USA INC	12024.45 4449.60 42905.70	.00 .00 .00	12024.45 4449.60 42905.70	37518772 37519031 37519036	SOUTHLAND WWTF UPGRADE PHASE 2A-RESERVIOR SUPPLEMENTAL WATER
			Check Total.....:	59379.75	.00	59379.75		
024180	04/22/15	AIR01	AIR POLLUTION CONTROL	380.00	.00	380.00	16748	PERMIT - JOSHUA ROAD PUMP
024181	04/22/15	AME03	AMERI PRIDE	166.68 189.12 176.15	.00 .00 .00	166.68 189.12 176.15	339694 344999 349698	UNIFORMS UNIFORMS UNIFORMS
			Check Total.....:	531.95	.00	531.95		
024182	04/22/15	ATT01	AT&T	189.99	.00	189.99	6453858	TELEPHONE
024183	04/22/15	BEE01	BEE SAFE LOCK & KEY	117.79	.00	117.79	APR 2015	SHOP KEYS
024184	04/22/15	BIG01	BIG BRAND TIRE & SERVICE	27.01 324.11	.00 .00	27.01 324.11	239415 239737	OIL CHANGE - 13 FORD F150 TIRES- 09 FORD F150
			Check Total.....:	351.12	.00	351.12		
024185	04/22/15	BRE02	BRENTAG PACIFIC INC.	367.28 276.86 313.04 439.63	.00 .00 .00 .00	367.28 276.86 313.04 439.63	511664 511665 512069 512070	SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE
			Check Total.....:	1396.81	.00	1396.81		
024186	04/22/15	CAL08	CALIFORNIA RURAL WATER A	250.00	.00	250.00	B50417	DISTRIBUTION CERTIFICATIO
024187	04/22/15	CAN01	CA-NV SECTION AWWA	120.00	.00	120.00	B50417	LAB ANALYST CERT - NEWMAN
024188	04/22/15	CAN02	CANNON CORPORATION	1130.00	.00	1130.00	58606	VERIZON STANDPIPE CELL EQ
024189	04/22/15	CLE06	CNSSLO INC	2209.00	.00	2209.00	19855	MONTHLY COMPUTER SUPPORT
024190	04/22/15	COR04	CORIX WATER PRODUCTS (US)	113.66 107.17 34.42	.00 .00 .00	113.66 107.17 34.42	3007778 3008025 3008582	GATE VALVE KEY PRIMER, PVC CEMENT WATER METER GASKETS
			Check Total.....:	255.25	.00	255.25		
024191	04/22/15	CRY01	CRYSTAL SPRINGS	23.30	.00	23.30	MAR2015	DISTILLED WATER
024192	04/22/15	CWE01	CWEA	156.00	.00	156.00	B50416	MEMBERSHIP RENEWAL - CALL
024193	04/22/15	DKA01	D-KAL ENGINEERING, INC.	11773.00	.00	11773.00	2015331	OAKGLEN MANHOLE COVER REP
024194	04/22/15	ELE03	ELECTRICRAFT, INC.	152.25	.00	152.25	8365	LIFT STATION REPAIR

**AGENDA ITEM D-1 Warrants  
APRIL 22, 2015**

024195	04/22/15	FAR01	FARM SUPPLY COMPANY	70.15	.00	70.15	24388	SCH 40 PIPE, GLOVES
				29.21	.00	29.21	25093	BALL VALVE THREADED SPEAR
				13.34	.00	13.34	25167	HEX NUTS AND BOLTS
				75.74	.00	75.74	25185	SHOVELS
				178.48	.00	178.48	25264	HYDRATED LIME, CAT LITTER
			Check Total.....:	366.92	.00	366.92		
024196	04/22/15	FAR02	FAR WEST EXPRESS	22.00	.00	22.00	MAR 2015	DELIVERY
024197	04/22/15	GIL01	GLM, INC.	360.00	.00	360.00	MAR 2015	LANDSCAPE MAINTENANCE - O
024198	04/22/15	HEA01	HEACOCK TRAILERS & TRUCK	5247.53	.00	5247.53	44594	INSTALLATION OF AND TRUCK
				868.81	.00	868.81	44633	TRAILER CONVERSION
				1138.62	.00	1138.62	44688	LIGHT BAR AND INSTALLATIO
			Check Total.....:	7254.96	.00	7254.96		
024199	04/22/15	INT02	INTEGRATED INDUSTRIAL SUP	537.23	.00	537.23	30958	S/S HEX NIPPLE, BALL VALV
				109.65	.00	109.65	30973	NITRILE DISPOSABLE GLOVES
				133.71	.00	133.71	31007	HARDHATS
			Check Total.....:	780.59	.00	780.59		
024200	04/22/15	LEB02	LeBRUN, MICHAEL	65.00	.00	65.00	APR2015	CELL PHONE REIMBURSEMENT
024201	04/22/15	MIN02	MINER'S ACE HARDWARE	756.59	.00	756.59	MAR2015	SUPPLIES
024202	04/22/15	MNS01	MNS ENGINEERS INC	474.39	.00	474.39	65347	SWWTF UPGRADE
				76482.38	.00	76482.38	65348	SUPPLEMENTAL WATER
			Check Total.....:	76956.77	.00	76956.77		
024203	04/22/15	MOR02	MORE OFFICE SOLUTIONS	270.87	.00	270.87	885928	B&W/COLOR COPIES
				614.15	.00	614.15	885929	MAINTENANCE CONTRACT
			Check Total.....:	885.02	.00	885.02		
024204	04/22/15	MUL01	MULLAHEY FORD	62.77	.00	62.77	28008	TRUCK MOULDING
				3822.73	.00	3822.73	87803	PARTS/LABOR 07 FORD F250
			Check Total.....:	3885.50	.00	3885.50		
024205	04/22/15	MUN03	MUNICIPAL MAINTENANCE EQU	1477.05	.00	1477.05	0099361	3/4" POLYMER SEWER CLEANI
024206	04/22/15	NIP05	NIPOMO CHAMBER OF COMMERC	180.00	.00	180.00	1718	ADVERTISING
				3049.75	.00	3049.75	MAR2015	CHAMBER CLEAN-UP GRANT DI
			Check Total.....:	3229.75	.00	3229.75		
024207	04/22/15	NUN01	NUNLEY, MICHAEL K. & ASSO	371.10	.00	371.10	673	TEFFT STREET LIFT STATION
				715.00	.00	715.00	674	GIS MAINTENANCE PROJECT
				2662.50	.00	2662.50	683	NITRIFICATION MONITORING
				10946.25	.00	10946.25	684	POTABLE WATER STORAGE TAN
				1105.00	.00	1105.00	688	OPERATIONS MOU
			Check Total.....:	15799.85	.00	15799.85		
024208	04/22/15	OFF01	OFFICE DEPOT	296.03	.00	296.03	648001	OFFICE SUPPLIES
024209	04/22/15	ONE02	101 BLUEPRINT & COPY	67.28	.00	67.28	150545	BLUEPRINTS AND CD
024210	04/22/15	POL01	POLLARD WATER	1689.39	.00	1689.39	0011234	WATER TREATMENT TABLETS
024211	04/22/15	POO01	POOR RICHARD'S PRESS	66.78	.00	66.78	265251A	MAIL LATE NOTICES
				245.76	.00	245.76	265251B	POSTAGE FOR LATE NOTICES
				318.89	.00	318.89	265303A	MAIL BILLS
				844.32	.00	844.32	265303B	POSTAGE FOR BILLS
			Check Total.....:	1475.75	.00	1475.75		
024212	04/22/15	PRO01	PROTO DIE MANUFACTURING,	125.00	.00	125.00	861	COMPRESSION TOOL REPAIR
024213	04/22/15	PWS01	PROTECTIVE WEATHER STRUCT	1589.25	.00	1589.25	620F	STEEL DOOR PARTS AND LABO
024214	04/22/15	QUI03	QUINN COMPANY	121.24	.00	121.24	0033155	VAC-CON EXTENSION POLES
				552.72	.00	552.72	WON3-964	ANNUAL SERVICE AND PARTS-
				680.34	.00	680.34	WON3-965	ANNUAL SERVICE & PARTS -
				680.34	.00	680.34	WON3-966	ANNUAL SERVICE & PARTS -
				1009.66	.00	1009.66	WON3-967	ANNUAL SERVICE & PARTS -
				629.80	.00	629.80	WON3-968	ANNUAL SERVICE & PARTS -
				716.33	.00	716.33	WON3-969	ANNUAL SERVICE & PARTS -
				554.01	.00	554.01	WON3-970	ANNUAL SERVICE & PARTS -
				463.64	.00	463.64	WON3-971	ANNUAL SERVICE & PARTS -
				561.57	.00	561.57	WON3-984	PARTS & LABOR FOR GENERAT
			Check Total.....:	5969.65	.00	5969.65		
024215	04/22/15	SAN20	SANTA BARBARA COUNTY	300.00	.00	300.00	4062015	WATER CONSERVATION PAMPHL

**AGENDA ITEM D-1 Warrants**  
**APRIL 22, 2015**

024216	04/22/15	SHI01	SHIPSEY & SEITZ, INC	10624.50	.00	10624.50	MAR2015	LEGAL SERVICES THROUGH MA
024217	04/22/15	SOU01	SOUTH COUNTY SANITARY	38.98	.00	38.98	4813902	WASTE COLLECTION-OFFICE
				188.70	.00	188.70	4815060	OLDE TOWNE WASTE COLLECTI
				185.06	.00	185.06	4815582	WASTE COLLECTION-SHOP
			Check Total.....:	412.74	.00	412.74		
024218	04/22/15	SPE02	SPECIAL DISTRICT FINANCIN	750.00	.00	750.00	12679	ANNUAL DISCLOSURE-WWTF CO
				750.00	.00	750.00	12680	ANNUAL DISCLOSURE-SUPPLEM
				750.00	.00	750.00	12681	ANNUAL DISCLOSURES-WATER
			Check Total.....:	2250.00	.00	2250.00		
024219	04/22/15	STA05	STATE WATER RESOURCES CB	230.00	.00	230.00	B50417	GRADE 2 WW RENEWAL - GERM
024220	04/22/15	STA07	SRF ACCOUNTING OFFICE	34868.35	.00	34868.35	B50416	SRF DEBT SERVICE
024221	04/22/15	USA01	USA BLUEBOOK	199.13	.00	199.13	599187	LAB SUPPLIES
024222	04/22/15	WAL01	WALLACE GROUP	30.75	.00	30.75	38977	FOG INSPECTION SERVICES

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN  
GENERAL MANAGER

*MSL*

DATE: APRIL 17, 2015

## AGENDA ITEM

### D-2

APRIL 22, 2015

## 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. April 8, 2015, draft Regular Board Meeting Minutes

April 22, 2015

D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community Since 1965*

## DRAFT REGULAR MINUTES

**APRIL 8, 2015, AT 9:00 A.M.**

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

### **BOARD of DIRECTORS**

CRAIG ARMSTRONG, **PRESIDENT**  
DAN GADDIS, **VICE PRESIDENT**  
BOB BLAIR, **DIRECTOR**  
ED EBY, **DIRECTOR**  
DAN WOODSON, **DIRECTOR**

### **PRINCIPAL STAFF**

MICHAEL S. LEBRUN, **GENERAL MANAGER**  
LISA BOGNUDA, **FINANCE DIRECTOR**  
MICHAEL W. SEITZ, **GENERAL COUNSEL**  
PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**  
JESSICA MATSON, **BOARD CLERK**

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

00:00:00 A. CALL TO ORDER AND FLAG SALUTE

*President Armstrong called the Regular Meeting of April 8, 2015 to order at 9:00 a.m. and led the flag salute.*

00:00:36 B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

*At Roll Call, all Directors were present.*

*There were no public comments.*

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

00:01:11 E-1) CONSIDER REQUEST TO AMEND COUNTY SERVICE AREA 1 AGREEMENT TO ADD 1141 DIVISION STREET SUBDIVISION PROJECT

*Michael LeBrun, General Manager, reviewed the report as presented in the Board packet.*

*Michael Seitz, District Legal Counsel, commented on communication with the applicant's attorney and the application process.*

*The following members of the public spoke:*

*Tom Girard, Pro Real Estate, distributed materials to each Board member (Available for review at the District office). Mr. Girard reviewed the materials and commented on the property's current water and sewer connection capacities.*

*Andy Mangano, MFI Limited, commented on the application and what is needed in the Will-Serve letter from the District.*

*Sharon Tanner, NCSD Customer and owner of APN 092-181-035, commented on the subdivision.*

*The Directors considered the request and directed staff to coordinate with the applicant for the preparation of an Intent-to-Serve letter for the proposed project. The Board also directed staff to review the Agreement for allowance of 6 sewer connections. Staff will bring the item back before the Board at a future meeting.*

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

SUBJECT TO BOARD APPROVAL

00:48:46

C. PRESENTATIONS AND REPORTS

C-1) REPORT ON MARCH 11, 2015 REGULAR MEETING CLOSED SESSION  
Announcement of actions, if any, taken in Closed Session

*Mike Seitz, District Legal Counsel, announced that the Board discussed Item I.1(a) from the March 11, 2015 Regular Meeting (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS. NCSD) in closed session, but took no reportable action.*

00:49:25

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

Director Woodson

- ◇ *March 23, Attended South County Advisory Council (SCAC) meeting*
- ◇ *Presented a card from SCAC to the Board thanking them for the use of the District Board room*

Director Gaddis

- ◇ *March 16, Attended Finance & Audit Committee meeting*
- ◇ *April 1, Attended the Regional Water Management Group's meeting where they discussed desalination*
- ◇ *April 1, Attended the Water Resources Advisory Committee meeting*

Director Eby

- ◇ *March 18, Attended the Nipomo Mesa Management Area Technical Group (NMMA TG) meeting where they discussed their annual report*
- ◇ *The next NMMA meeting will be April 13<sup>th</sup> at Wallace Group in San Luis Obispo*

Director Armstrong

- ◇ *March 18, Attended the NMMA TG meeting*
- ◇ *April 1, Attended the Water Resources Advisory Committee meeting*

00:52:40

C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE and FILE PRESENTATIONS AND REPORTS

*There were no public comments.*

*Upon the motion of Director Robert Blair and seconded, the Board unanimously approved to receive and file the presentations and reports as submitted.  
Vote 5-0.*

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

00:53:26

D. CONSENT AGENDA

D-1) WARRANTS

D-2) APPROVE MINUTES OF PREVIOUS BOARD MEETINGS

- MARCH 11, 2015 REGULAR MEETING

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

- D-3) INITIATE PROCEEDINGS FOR ANNUAL LEVY OF ASSESSMENTS FOR STREET LANDSCAPE MAINTENANCE DISTRICT NO.1
- D-4) APPROVE PURCHASE OF REPLACEMENT PUMPS FOR TEFFT STREET LIFT STATION
- D-5) APPROVE CONTRACT WITH TYLER TECHNOLOGIES TO PROVIDE NEW ACCOUNTING SOFTWARE, IMPLEMENTATION AND SUPPORT SERVICES FOR \$88,374 AND \$10,808 ANNUAL MAINTENANCE

*Director Eby requested to pull Item D-3 for separate consideration.*

*Staff pulled Item D-4 for clarification and language modification.*

*Director Gaddis requested clarification on warrants.*

**ITEMS D-1, D-2 and D-5**

*There were no public comments.*

*Upon the motion of Director Robert Blair and seconded, the Board unanimously approved Items D-1, D-2 and D-5.  
Vote 5-0.*

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

**ITEMS D-3 and D-4**

*Director Eby asked about the impact of Sacramento’s water conservation directives on the Landscape Management District.*

*Mike Seitz, District Legal Counsel, added a paragraph to the Resolution in Item D-4.*

*There were no public comments.*

*Upon the motion of Director Craig Armstrong and seconded, the Board unanimously approved Item D-3 and Item D-4 with modifications.  
Vote 5-0.*

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

**RESOLUTION NO. 2015-1369**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT INITIATING PROCEEDINGS FOR ANNUAL LEVY OF ASSESSMENTS FOR THE STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2015-2016 PURSUANT TO THE PROVISIONS OF PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

**RESOLUTION NO. 2015-1370**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING PURCHASE OF REPLACEMENT PUMPS FOR TEFFT STREET LIFT STATION FROM FLO-SYSTEMS INC. IN THE AMOUNT OF \$40,615**

01:01:01

01:03:29

E. ADMINISTRATIVE ITEMS

ITEM E-1 WAS HEARD EARLIER IN THE MEETING

E-2) ADOPT DISTRICT WATER RESOURCES POLICY

*Michael LeBrun, General Manager, distributed a copy of the Water Resources Policy Statement Background to each Director (Available for review at the District office).*

*Director Eby commented on the Policy statement.*

*The following members of the public spoke:*

*Dustin Pierce, Arroyo Grande resident, asked whether or not the District will be placing a moratorium on water service. President Armstrong stated that this will be discussed in Item E-4.*

*Upon the motion of Director Ed Eby and seconded, the Board unanimously adopted the Resolution establishing a water resources policy.*

*Vote 5-0.*

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

**RESOLUTION NO. 2015-1371**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
 ADOPTING A WATER RESOURCES POLICY**

01:10:20

E-3) ADOPT SUPPLEMENTAL WATER ACCOUNTING POLICY

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

*The following members of the public spoke:*

*Dustin Pierce, Arroyo Grande resident, asked how the accounting policy will affect Will-Serve letters. Mr. LeBrun responded.*

*Dan Garson, Woodlands Mutual Water Company, asked about the availability of supplemental water to other parts of Nipomo and capacity charges. Mr. LeBrun responded.*

*Upon the motion of Director Craig Armstrong and seconded, the Board unanimously adopted the Resolution establishing a supplemental water accounting policy.*

*Vote 5-0.*

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

**RESOLUTION NO. 2015-1372**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
 ADOPTING A SUPPLEMENTAL WATER ACCOUNTING POLICY**

01:19:05

E-4) REVIEW DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN

*President Armstrong introduced the item and made suggestions for discussion on the topic.*

*Michael LeBrun, General Manager, reviewed the report as presented in the Board packet and the Board discussed.*

*Mr. LeBrun reported that tiered water conservation rates will remain in effect and that the District will be compliant with the Governor's Executive Order.*

*The Board directed staff to add language to the Water Shortage Response and Management Plan that would express the District's cooperation with the Executive Order. The Board also directed staff to publish a press release.*

*Upon the motion of Director Craig Armstrong and seconded, the Board agreed to add the statement "and such mandates as issued from the State of California from time to time" to Stage I of the District's Water Shortage Response and Management Plan.*

*Vote 4-1.*

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

01:49:40

E-5) CONSIDER BOARD MEETING SCHEDULE CHANGE

*Michael LeBrun, General Manager, recommended that the second Board meeting in September be moved to Wednesday, September 30<sup>th</sup> due to Board attendance at a California Special District Association annual conference.*

*The Board discussed and agreed to move the meeting to September 30, 2015.*

01:51:20

F. GENERAL MANAGER'S REPORT

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

- Directors Armstrong and Eby will attend the NMMA TG meeting on April 13<sup>th</sup> at Wallace Group in San Luis Obispo*
- On April 14<sup>th</sup> the SLO County Board of Supervisors will discuss the exportation of water outside the County*

*Mr. LeBrun answered questions from the Board.*

*There were no public comments.*

02:07:41

G. COMMITTEE REPORTS

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

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

02:07:54 H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Gaddis

- *Asked about Board tours of local facilities.*

02:09:19 I. CLOSED SESSION ANNOUNCEMENTS

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

- a) SMWWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).

02:09:36 J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

*There were no public comments.*

02:09:38 K. ADJOURN TO CLOSED SESSION

*President Armstrong adjourned to closed session at 11:17 a.m.*

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

*The Board came back into Open Session at 12:18 p.m.*

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

ADJOURN

*President Armstrong adjourned the meeting at 12:19 p.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	2 hours 18 minutes
Closed Session	1 hour 1 minute
TOTAL HOURS	3 hours 19 minutes

Respectfully submitted,

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

\_\_\_\_\_  
Date

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: APRIL 17, 2015

**AGENDA ITEM  
D-3  
APRIL 22, 2015**

**REVISE DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN**

**ITEM**

Revise District Water Shortage Response and Management Plan [RECOMMEND ADOPT RESOLUTION REVISING SHORTAGE RESPONSE PLAN]

**BACKGROUND**

On April 8, 2015, your Board reviewed the District Water Shortage Response and Management Plan and directed staff to make changes in response to current drought conditions and recent actions by the Governor and State Water Board. The draft revised Plan is provided as Exhibit A to the attached adoption resolution. The Board-directed changes are highlighted.

**FISCAL IMPACT**

Maintaining the health of District groundwater supply is paramount to District financial stability. A clear response and management plan provides the District definitive and predictable actions that balance protecting, augmenting, and allocating local water resources.

**STRATEGIC PLAN**

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

- 1.3 Develop water shortage response and management plan to respond to drought and other supply emergencies.
- 1.6 Continue to be a leader in management of area water resources.

**RECOMMENDATION**

By motion and roll call vote, adopt resolution approving revised Water Shortage Response and Management Plan.

**ATTACHMENT**

- A. Resolution 2015-XXXX WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN

April 22, 2015

D-3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2015-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
REVISING DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN  
PURSUANT TO WATER CODE § 375**

**WHEREAS**, the Nipomo Community Services District (“District”) provides water service within the District’s water service area pursuant to § 61100 (a) of the Community Services District Law which provides:

“(a) Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with Section 71000) of the Water Code. In the case of any conflict between that division and this division, the provisions of this division shall prevail”; and

**WHEREAS**, § 61060 (b) of the Community Services District Law provides in relevant part:

“A district shall have and may exercise all rights and powers, expressed and implied, necessary to carry out the purposes and intent of this division, including, but not limited to, the following powers:

(b) To adopt, by ordinance, and enforce rules and regulations for the administration, operation, and use and maintenance of the facilities and services listed in Part 3 (commencing with Section 61100)”; and

**WHEREAS**, California Water Code Section 375 States in pertinent part:

“(a) Notwithstanding any other provision of the law, any public entity which supplies water at retail or wholesale for the benefit of persons within the service area or area of jurisdiction of the public entity may, by ordinance or resolution adopted by a majority of the members of the governing body after holding a public hearing upon notice and making appropriate findings of necessity for the adoption of a water conservation program, adopt and enforce a water conservation program to reduce the quantity of water used by those persons for the purpose of conserving the water supplies of the public entity; and”

**WHEREAS**, it is essential for the protection of the health, welfare, and safety of the residents of the District and the public benefit of the State of California (“State”), that the groundwater resources of the Nipomo Mesa be conserved; and

**WHEREAS**, Governor Jerry Brown on January 17, 2014 proclaimed that the entire State of California to be in a Drought State of Emergency and made subsequent Executive Orders to address drought on April 25, 2014 and April 1, 2015; and

**WHEREAS**, on March 27, 2015, the State Water Resources Control Board adopted emergency regulation to encourage conservation and respond to drought conditions; and

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PLAN PURSUANT TO WATER CODE § 375**

**WHEREAS**, the District's water supply is reliant on area groundwater extracted from the Nipomo Mesa Management Area (NMMA) (also referred to as the Nipomo Mesa Water Conservation Area (NMWCA) by the County of San Luis Obispo), of the Santa Maria Groundwater Basin; and

**WHEREAS**, the District is a party to groundwater adjudication, Santa Maria Valley Water Conservation District v. City of Santa Maria, etc. et al., Case No. CV 770214 ("Groundwater Litigation"); and

**WHEREAS**, pursuant to Section VI D(1) of the June 2005 Stipulation as incorporated into the January 25, 2008 Final Judgment in the Groundwater Litigation the Nipomo Mesa Management Area Technical Group declared that a Potentially Severe water shortage condition has existed within the Nipomo Mesa Management Area since the spring of 2008 and during the intervening years drought conditions have prevailed; and

**WHEREAS**, the San Luis Obispo County Department of Planning and Building's 2004 Resource Capacity Study for the Water Supply in the Nipomo Mesa Area recommended a Level of Severity III (existing demand equals or exceeds dependable supply) be certified for the Nipomo Mesa Water Conservation Area (NMWCA) and that measures be implemented to lessen adverse impacts of future development (said Study and referenced documents are incorporated herein by reference); and

**WHEREAS**, on June 26, 2007, the San Luis Obispo County Board of Supervisors certified the groundwater resources underlying the NMWCA at a Severity Level III (most severe); and

**WHEREAS**, the resource protection goals of the San Luis Obispo County South County Area Plan include the following:

- Balance the capacity for growth allowed by the Land Use Element with the sustained availability of resources.
- Avoid the use of public resources, services and facilities beyond their renewable capacities, and monitor new development to ensure that its resource demands will not exceed existing and planned capacities or service levels; and

**WHEREAS**, District Code §3.28.020 provides:

"...all intent-to-serve letters shall be based on findings that sufficient excess water and sewer capacity exists to serve the project..."; and

**WHEREAS**, Water Code § 71640 of the Municipal Water Service District Law provides:

"A district may restrict the use of district water during any emergency caused by drought, or other threatened or existing water shortage, and may prohibit the

**NIPOMO COMMUNITY SERVICES DISTRICT  
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wastage of district water or the use of district water during such periods for any purpose other than household uses or such other restricted uses as the district determines to be necessary. A district may also prohibit use of district water during such periods for specific uses which it finds to be nonessential"; and

**WHEREAS**, The District Board of Directors wishes to set forth a Water Shortage Response and Management Plan that provides a range of alternative actions that allows for flexibility in responding to a water shortage emergency; and

**WHEREAS**, based on the Staff Report, staff presentation, the reports and studies referenced in this Resolution and public comment, the District Board of Directors finds that:

- (a) That the Nipomo Mesa Management Area Technical Group has declared the Mesa to be in a Potentially Severe water shortage condition for the past six years; and
- (b) That based upon the lack of rainfall during the last three winters and the increase pumping by District and other purveyors in response to drought, it is probable that the Nipomo Mesa Management Area Technical Group may find that the Nipomo Mesa is in a Severe water shortage condition; and
- (c) That it is necessary for the District to adopt a Water Shortage Response and Management Plan to be able to respond to the lack of available groundwater for the purpose of serving District residents.

**WHEREAS**, based on the Staff Report, staff presentation and public comment, the Board further finds:

- A. That the purpose and intent of this Resolution is consistent with the purposes found in the Judgment and Stipulation in the Groundwater Litigation imposing a physical solution to assure long-term sustainability of the groundwater basin and the San Luis Obispo County's certification of a Severity Level III for the waters underlying the NMWCA; and
- B. That adoption of the Water Shortage Response and Management Plan will provide greater assurances that there will be adequate groundwater to meet the present needs of District residents consistent with District Code §3.28.020 and the resource protection goals of the San Luis Obispo County South County Area Plan; and
- C. That adopting this Resolution will further conserve the water supply for the greater public benefit, with particular regards to domestic use, sanitation and fire protection; and
- D. That this Resolution adopts Rules and Regulations for the administration, operation and use of District services; and
- E. The Board of Directors of the District finds that the policies and procedures adopted by this Resolution are exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15378 (b) (2) because such policies and procedures constitute general policy and procedure making. The Board of Directors further finds

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2015-XXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
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that the adoption of the policies and potential actions established by this Resolution is not a project as defined in CEQA Guideline Section 15378, because it can be seen that the adoption of a Water Shortage Response and Management Plan will not result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. The District incorporates by reference the CEQA findings in support of San Luis Obispo County Ordinance 3090, the County of San Luis Obispo's certification of a Severity Level III for the NMWCA; and

**WHEREAS**, by readopting this Resolution, the District does not intend to limit other means of managing, protecting and conserving the groundwater basin by the District. Further, the District intends to work cooperatively with the NMMA Technical Group and other agencies, such as the County of San Luis Obispo, to implement regional solutions such as groundwater management and the importation of Supplemental Water to the NMMA\NMWCA; and

**WHEREAS**, based on the Staff Report, staff presentation and public comment, the District Board of Directors further finds this Resolution is adopted for the protection of the health, safety and welfare of District water customers who depend on the underlying groundwater basin as their source of water supply.

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

1. That the above recitals are true and correct.
2. The Board approves the Water Shortage Response and Management Plan, attached as Exhibit "A" to this Resolution.
3. The Board of Directors reserves the right to order or not order all of the provisions within the Water Shortage Response and Management Plan based upon the circumstances at the time that this policy needs to be enforced.
4. The General Manager is directed to prepare and file an appropriate notice of exemption and file a Certificate of Exemption.
5. The General Manager is directed to publish this Resolution in a newspaper of general circulation in the District within ten (10) days.

**-next page-**

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2015-XXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
REVISING DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT  
PLAN PURSUANT TO WATER CODE § 375**

Upon motion by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, on the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

the foregoing Resolution is hereby passed and adopted this 22rd day of April, 2015.

\_\_\_\_\_  
**CRAIG ARMSTRONG,**  
President of the Board of Directors

ATTEST:

APPROVED:

\_\_\_\_\_  
**MICHAEL S. LEBRUN**  
General Manager and Secretary to the Board

\_\_\_\_\_  
**MICHAEL W. SEITZ**  
District Legal Counsel

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2015-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
REVISING DIDTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN  
PURSUANT TO WATER CODE § 375**

EXHIBIT "A"

**NCS D WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN**

STAGE	GROUNDWATER CONDITION	RESPONSE ACTIONS	RELIEF OF RESTRICTIONS
I	All times	<ul style="list-style-type: none"> <li>• Active outreach and education programs regarding water conservation best management practices and any such mandates as issued from the State of California from time to time.</li> <li>• Four Tier escalating water rates.</li> <li>• Recommended Customer Measures:               <ul style="list-style-type: none"> <li>○ Fix all plumbing and irrigation leaks immediately.</li> <li>○ Irrigate after 8PM and before 9AM.</li> <li>○ Minimum to no irrigation in winter months.</li> <li>○ Check all irrigation systems monthly.</li> <li>○ Do not allow excessive run off.</li> <li>○ Recirculate water in ornamental water features (fountains)</li> </ul> </li> <li>• New applications for water service are accepted and processed.</li> <li>• Supplemental water is allocated to all new projects</li> <li>• New water service connections are made.</li> </ul>	Not Applicable.
II	Potentially Severe Water Shortage Conditions exists	<ul style="list-style-type: none"> <li>• More aggressive conservation outreach and education efforts.</li> <li>• Four-Tier escalating water rates.</li> <li>• Encourage customers to implement the following practices:               <ul style="list-style-type: none"> <li>○ All Stage I Measures</li> <li>○ Cover Swimming Pools and spas.</li> <li>○ Do not use water to wash down exterior surfaces (e.g. driveway, deck, home)</li> </ul> </li> <li>• New applications for water service are accepted and processed.</li> <li>• Supplemental water is allocated to new</li> </ul>	Potentially Severe Water Shortage no longer exist.

**NIPOMO COMMUNITY SERVICES DISTRICT  
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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
REVISING DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT  
PLAN PURSUANT TO WATER CODE § 375**

STAGE	GROUNDWATER CONDITION	RESPONSE ACTIONS	RELIEF OF RESTRICTIONS
		<p>projects.</p> <ul style="list-style-type: none"> <li>• New water service connections are made.</li> </ul>	
III	Severe Water Shortage conditions exists	<ul style="list-style-type: none"> <li>• District targets a 30% reduction in production (Equating to a 736 acre foot or 240 million gallons of reduction in production on an annual basis).</li> <li>• Implement Stage III Drought Rates to encourage reduction in customer water demand.</li> <li>• Encourage customers to implement the following practices.               <ul style="list-style-type: none"> <li>○ All Stage I and II measures.</li> <li>○ Turn off all automated irrigation systems.</li> <li>○ Provide minimum necessary irrigation to preserve trees and high-value landscape.</li> <li>○ Do not drain or fill swimming pools or spas.</li> <li>○ Do not use water for dust control or construction.</li> <li>○ Do not use hoses to wash cars or equipment.</li> <li>○ Turn off and drain ornamental fountains and water features</li> </ul> </li> <li>• Suspend accepting applications for new water service.</li> <li>• Existing applications for new water service continue to be processed with allocations of supplemental water.</li> <li>• New water service connections are made.</li> </ul>	Severe Water Shortage no longer exist.**
IV	Severe Water Shortage conditions exists for >1YEAR or is triggered by both the Key Wells Index and the	<ul style="list-style-type: none"> <li>• District targets a 50% reduction in production (Equating to a 1,227 acre foot reduction in production on an annual basis).</li> <li>• Implement Stage IV Drought Rates to encourage reduction in customer water demand.</li> </ul>	Severe Water Shortage conditions no longer exist.

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2015-XXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
REVISING DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT  
PLAN PURSUANT TO WATER CODE § 375**

STAGE	GROUNDWATER CONDITION	RESPONSE ACTIONS	RELIEF OF RESTRICTIONS
	Coastal Criterion.	<ul style="list-style-type: none"> <li>• Encourage customers to implement the following practices:               <ul style="list-style-type: none"> <li>○ All Stage I, II, and III measures.</li> <li>○ Do not use District water for irrigation/outdoor uses of any sort.</li> </ul> </li> <li>• New applications for water service are NOT accepted (Stage III)</li> <li>• Cease processing existing applications for new water service. No allocation of supplemental water is made.</li> <li>• New water service connections are made only to projects with preexisting service commitments.</li> </ul>	
V	Severe Water Shortage conditions for >2 years with BOTH triggers (Key Wells Index and Coastal Area Criterion).	<ul style="list-style-type: none"> <li>• District targets a 60% reduction in production. (Equating to a 1,473 acre foot reduction in production on an annual basis).</li> <li>• Implement Stage V Drought Rates to encourage additional reduction in customer water demand.</li> <li>• Declaration of a Water Shortage Emergency in accordance with CA Water Code Section 350.</li> <li>• Suspend all new water service connections.</li> <li>• Encourage customers to implement all Stage I-IV measures and to use only the absolute minimum water necessary for health and sanitation purposes.               <ul style="list-style-type: none"> <li>○ All Stage I, II, and III measures.</li> <li>○ Do not use District water for irrigation/outdoor uses of any sort.</li> <li>○ Do not drain or fill swimming pools or spas.</li> <li>○ All measures possible to reduce water use.</li> </ul> </li> <li>• New applications for water service are NOT accepted (Stage III)</li> <li>• Existing applications for new water</li> </ul>	Severe Water Shortage conditions no longer exist.

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2015-XXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
REVISING DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT  
PLAN PURSUANT TO WATER CODE § 375**

STAGE	GROUNDWATER CONDITION	RESPONSE ACTIONS	RELIEF OF RESTRICTIONS
		service are not processed (Stage IV)	

\*\* The Nipomo Mesa Management Area (NMMA) Technical Group may determine Severe Water Shortage Conditions no longer exist when groundwater quality criteria threshold are no longer exceeded in a single measurement.

General Notes

1. The implementation of all rate increases and changes in the acceptance and processing of new services applications are subject to approval by the Board of Directors at the time each stage is triggered.
2. Potentially Severe and Severe Water Shortage conditions, Key Wells Index, and Coastal Criterion are as defined in the NMMA Technical Group, Water Shortage Conditions Response Plan, dated April 2009. Key criterion are as follows:

<u>Potentially Severe Water Shortage Conditions</u>	<u>Severe Water Shortage Conditions</u>
<ul style="list-style-type: none"> <li>• Key Wells Index less than 31.5 ft msl</li> <li>• Greater than 250 mg/l chloride in any NMMA coastal monitoring well</li> </ul>	<ul style="list-style-type: none"> <li>• Key Wells Index is less than 16.5 ft. msl</li> <li>• Greater than 500 mg/l chloride in any NMMA coastal monitoring well</li> </ul>

3. Reduction goals are a percentage of average annual production volumes for the five calendar years prior to the first year Nipomo Supplemental Water is delivered. NCSD's 2010-2014 average (2455 AFY) is used in the table above.

TO: BOARD OF DIRECTOR

REVIEWED: MICHAEL S. LEBRUN  
GENERAL MANAGER

*MSL*

FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF  
ENGINEERING & OPERATIONS

*PVS*

DATE: APRIL 16, 2015

**AGENDA ITEM  
D-4  
APRIL 22, 2015**

**APPROVE PURCHASE OF SEWER BYPASS PUMP**

**ITEM**

Approve purchase of sewer bypass pump from Godwin Pumps in the amount of \$36,291 [RECOMMEND BY MOTION AND ROLL CALL VOTE APPROVE RESOLUTION AUTHORIZING PURCHASE OF SEWER BYPASS PUMP].

**BACKGROUND**

The District operates 13 sewer pump stations, 2 wastewater treatment plants, and approximately 35 miles of sewer pipeline. During the normal course of operations and maintenance of these facilities, District staff occasionally needs to bypass pump around facilities to perform maintenance. Additionally, there are emergency situations, such as pump station control panel failure, pump failure or sewer line failure, that require the ability to be able to bypass pump around the affected facility in order to prevent sewer system overflows.

The District's sewer bypass pump failed in 2013 and funding for a sewer bypass pump was approved in the FY 2014-2015 budget. Staff obtained three quotes for a sewer bypass pump. Godwin Pumps submitted the lowest, most responsive quote in the amount of \$36,291.

**FISCAL IMPACT**

The approved FY 14-15 budget includes funding for a sewer bypass pump in the amount of \$30,000. The FY 14-15 budget also includes \$35,000 for a replacement truck and based on the final purchase cost of \$28,300 including accessories, \$6700 is still available. Thus, a total of \$36,700 is available for purchase of the sewer bypass pump.

**STRATEGIC PLAN**

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

**RECOMMENDATION**

Staff recommends that the Board, by motion and roll call vote, approve the resolution authorizing purchase of a sewer bypass pump from Godwin Pumps in the amount of \$36,291.

**ATTACHMENTS**

- A. Resolution 2015-XXXX Sewer Bypass Pump

April 22, 2015

D-4

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2015-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES  
DISTRICT AUTHORIZING PURCHASE OF SEWER BYPASS PUMP FROM  
GODWIN PUMPS IN THE AMOUNT OF \$36,291**

**WHEREAS**, the District operates 13 sewer pump stations, 2 wastewater treatment plants, and approximately 35 miles of sewer pipeline; and

**WHEREAS**, during the normal course of operations and maintenance of these facilities, District staff occasionally needs to bypass pump around facilities to perform maintenance and there are emergency situations, such as pump station control panel failure, pump failure or sewer line failure, that require the ability to be able to bypass pump around the affected facility in order to prevent sewer system overflows; and

**WHEREAS**, the District's sewer bypass pump failed in 2013; and

**WHEREAS**, funding for a sewer bypass pump was approved in the FY 2014-2015 budget in the amount of \$30,000 and the FY 14-15 budget also includes \$35,000 for a replacement truck and based on the final purchase cost of \$28,300 including accessories, \$6700 is still available; and

**WHEREAS**, District staff obtained three quotes for a sewer bypass pump and Godwin Pumps submitted the lowest, most responsive quote in the amount of \$36,291.

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE NIPOMO  
COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

- 1) The above recitals are true and correct.
- 2) The District Board of Directors does hereby authorize the use of unspent funding budgeted for a replacement truck in the FY 14-15 budget for the purchase of a sewer bypass pump.
- 3) The District Board of Directors does hereby direct District staff to execute a contract for purchase of a sewer bypass pump with Godwin Pumps in the amount of \$36,291.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and on the following roll call vote, to wit:

**AYES:  
NOES:  
ABSENT:  
CONFLICTS:**

The foregoing resolution is hereby adopted this 22<sup>nd</sup> day of April 2015.

\_\_\_\_\_  
**CRAIG ARMSTRONG**  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
**MICHAEL S. LEBRUN**  
General Manager and Secretary to the Board

\_\_\_\_\_  
**MICHAEL W. SEITZ**  
District Legal Counsel

TO: BOARD OF DIRECTOR

REVIEWED: MICHAEL S. LEBRUN  
GENERAL MANAGER *MSL*

FROM: PETER V. SEVCIK, P.E. *PVS*  
DIRECTOR OF  
ENGINEERING & OPERATIONS

DATE: APRIL 16, 2015

**AGENDA ITEM  
D-5  
APRIL 22, 2015**

**SUPPLEMENTAL WATER PROJECT PHASE 1  
BLOSSER ROAD WATER MAIN ACCEPTANCE**

**ITEM**

Accept work performed by D-KAL Engineering, Inc. for Supplemental Water Project Phase 1 Blosser Road Water Main and authorize staff to file Notice of Completion. [RECOMMEND, BY MOTION AND ROLL CALL VOTE, ACCEPT PROJECT AND DIRECT STAFF TO FILE NOTICE OF COMPLETION].

**BACKGROUND**

At the September 3, 2014 Board meeting, the Board approved a contract with D-KAL Engineering, Inc. for construction of Supplemental Water Project Phase 1 Blosser Road Water Main. The approved contract amount was \$1,599,999 and the Board also authorized a construction contingency of \$160,000. Change Orders in the total amount of \$86,830 were issued during the construction of the project from the construction contingency authorized by the Board. The final contract amount was \$1,686,829. Construction has been completed and all inspections have been completed.

**FISCAL IMPACT**

<b>Construction Contract Cost Summary</b>	
Original Contract Amount – D-KAL Engineering, Inc.	\$1,599,999
Change Orders	\$86,830
Revised Contract Amount	\$1,686,829
<b>Completed to Date</b>	<b>\$1,686,829</b>

**STRATEGIC PLAN**

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

**RECOMMENDATION**

Staff recommends that the Board accept the project and authorize the General Manager to file a Notice of Completion for the project.

**ATTACHMENTS**

None