TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER

DATE: MAY 19, 2016

AGENDA ITEM
C
MAY 25, 2016

PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

C-1) 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-2) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

TO: BOARD OF DIRECTOR

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER

FROM: LISA BOGNUDA
FINANCE DIRECTOR

DATE: MAY 20, 2016

AGENDA ITEM
D-1
MAY 25, 2016

TOTAL COMPUTER CHECKS
$273,546.22

HAND WRITTEN CHECKS

None

VOIDS – NONE

COMPUTER GENERATED CHECKS – SEE ATTACHED

Item D-1 Warrants May 25, 2016

Nipomo Community Services District

By Payment Number

Payment Dates 5/25/2016 - 5/25/2016

Vendor Name	Description (Payable)	Payable Number	(None)	(None)	Amount
Payment: 1273					
Advanced Flow Measurement	2016 Compliance checks at se	2623			586.00
				Payment 1273 Total:	**586.00**
Payment: 1274					
American Water Works Assoc	AWWA Standards subscriptio	7001201182			716.00
				Payment 1274 Total:	**716.00**
Payment: 1275					
AmeriPride	Uniforms	1501629073			205.46
AmeriPride	Uniforms	1501634223			219.32
				Payment 1275 Total:	**424.78**
Payment: 1276					
Apex Auto Glass, Inc.	Windshield replacement - 201	4626895			265.62
				Payment 1276 Total:	**265.62**
Payment: 1277					
Brenntag Pacific, Inc.	Sodium Hypochlorite	620939			442.81
Brenntag Pacific, Inc.	Sodium Hypochlorite	620938			418.13
Brenntag Pacific, Inc.	Sodium Hypochlorite	620941			623.64
Brenntag Pacific, Inc.	Sodium Hypochlorite	620940			442.81
				Payment 1277 Total:	**1,927.39**
Payment: 1278					
Britt Global Industries	Tyler implementation	MAY2016			1,200.00
				Payment 1278 Total:	**1,200.00**
Payment: 1279					
California Electric Supply	Supplies	7826-648634			99.37
				Payment 1279 Total:	**99.37**
Payment: 1280					
Clever Ducks	Computer expense- monthly	21870			2,535.00
				Payment 1280 Total:	**2,535.00**
Payment: 1281					
Electricraft, Inc.	Replace ballast and lamps at	9616			356.20
				Payment 1281 Total:	**356.20**
Payment: 1282					
Famcon Pipe and Supply, Inc.	Hydrants	180251			11,588.50
				Payment 1282 Total:	**11,588.50**
Payment: 1283					
Ferguson Enterprises, Inc. File	Returned items 11/05/15	CM446260			-3,639.95
Ferguson Enterprises, Inc. File	Manhole ring and cover, conc	2717210			1,570.04
Ferguson Enterprises, Inc. File	Returned items 11/10/15	CM446288			-869.68
Ferguson Enterprises, Inc. File	Teflon tape, gate valves	2712089			387.72
Ferguson Enterprises, Inc. File	Cla-Val control valve, replace	3170789			4,183.90
				Payment 1283 Total:	**1,632.03**
Payment: 1284					
Government Finance Officers	Membership renewal - Bognu	0125001			160.00
				Payment 1284 Total:	**160.00**
Payment: 1285					
Hach Company	CHEMKEYS	9920962			2,090.09
Hach Company	CHEMKEYS	9920960			1,477.34
				Payment 1285 Total:	**3,567.43**

Vendor Name	Description (Payable)	Payable Number	(None)	(None)	Amount
Payment: 1286					
Hamner, Jewell & Associates	Waterline Intertie	8088			738.75
				Payment 1286 Total:	**738.75**
Payment: 1287					
Integrated Industrial Supply, I	Black latex gloves	38541			109.65
				Payment 1287 Total:	**109.65**
Payment: 1288					
Iron Mountain	On-site shredding	MPB4401			32.29
				Payment 1288 Total:	**32.29**
Payment: 1289					
Mario Iglesias	Telephone	MAY2016			65.00
				Payment 1289 Total:	**65.00**
Payment: 1290					
Michael K. Nunley & Associat	GIS Maintenance Project	2140			115.00
Michael K. Nunley & Associat	SWP Phase 1 O&M Manual	2183			57.50
Michael K. Nunley & Associat	Blacklake Sewer Master Plan	2161			147.50
Michael K. Nunley & Associat	S Thompson PCIA	2170			2,490.81
Michael K. Nunley & Associat	2015 UWMP	2184			6,639.78
Michael K. Nunley & Associat	SWP Hydraulic Modeling	2186			5,997.39
Michael K. Nunley & Associat	Branch Street Waterline Impr	2164			775.00
				Payment 1290 Total:	**16,222.98**
Payment: 1291					
More Office Solutions	Color/B&W copies	1232593			103.28
More Office Solutions	Color/B&W copies	1225571			76.90
More Office Solutions	Color/B&W copies	1232594			142.38
				Payment 1291 Total:	**322.56**
Payment: 1292					
Mullahey Ford	Vehicle repair/maintenance	35153			107.16
				Payment 1292 Total:	**107.16**
Payment: 1293					
Nipomo Community Services	SWWTP	MAY2016A			1,559.26
Nipomo Community Services	LMD	MAY2016B			58.12
				Payment 1293 Total:	**1,617.38**
Payment: 1294					
Nu-Tech Pest Management	Rodent control	0119375			75.00
Nu-Tech Pest Management	Pest control	0119374			265.00
				Payment 1294 Total:	**340.00**
Payment: 1295					
Office Depot	Office supplies	838602329001			132.11
Office Depot	Office supplies	839023290001			47.45
				Payment 1295 Total:	**179.56**
Payment: 1296					
Pentair Valves & Controls US	6" Keystone butterfly valve wi	7356288-00			1,810.57
				Payment 1296 Total:	**1,810.57**
Payment: 1297					
PG&E	Electricity	MAY2016			48,755.11
				Payment 1297 Total:	**48,755.11**
Payment: 1298					
Poor Richard's Press	Mail late notices	270959A			49.99
Poor Richard's Press	Postage for late notices	270959B			95.33
Poor Richard's Press	May/June bill stuffer - New Ac	270776			492.84
				Payment 1298 Total:	**638.16**
Payment: 1299					
Quinn Company	Annual service - Southland W	WON30001489			943.88
Quinn Company	Annual service - Mar Vista Lift	WON30001487			551.85
Quinn Company	Annual service- Yard #6	WON30001492			463.80

Vendor Name	Description (Payable)	Payable Number	(None)	(None)	Amount
Quinn Company	Annual service - Yard Mobile	WON30001491			653.67
Quinn Company	Annual service - Yard Mobile	WON30001490			653.67
Quinn Company	Annual service - Tefft Lift Stn	WON30001486			604.59
Quinn Company	Annual service - Sundale Well	WON30001488			697.85
				Payment 1299 Total:	**4,569.31**
Payment: 1300					
R. Baker, Inc.	Abandon sewer manhole - 59	04-16-8181			8,213.94
R. Baker, Inc.	Orchard Street repair	04-16-8190			2,437.28
R. Baker, Inc.	New service - 221 Crosby	04-16-8178			4,325.00
				Payment 1300 Total:	**14,976.22**
Payment: 1301					
Rabobank	Petty cash	May2016			144.93
				Payment 1301 Total:	**144.93**
Payment: 1302					
Robert Blair	Travel reimbursement - CSDA	MAY2016			955.18
				Payment 1302 Total:	**955.18**
Payment: 1303					
Russ Newman	Reimbursement for WW Grad	APR2016			300.00
				Payment 1303 Total:	**300.00**
Payment: 1304					
SAF-T-FLO Water Services	Static mixer, accessories and	16-0616			3,852.10
				Payment 1304 Total:	**3,852.10**
Payment: 1305					
SGS Guadalupe	Calcium ammonium nitrate	780102474			604.69
				Payment 1305 Total:	**604.69**
Payment: 1306					
Shipsey & Seitz, Inc.	Legal services through 04-30-	043016			14,042.60
				Payment 1306 Total:	**14,042.60**
Payment: 1307					
Spiess Construction - Raboba	Retention payment #24	21333-24			3,677.09
				Payment 1307 Total:	**3,677.09**
Payment: 1308					
Spiess Construction Co.	Progress payment #24	21333-24			69,864.78
				Payment 1308 Total:	**69,864.78**
Payment: 1309					
Stanek Constructors, Inc.	Diffuser maintenance	2016-001			19,100.00
				Payment 1309 Total:	**19,100.00**
Payment: 1310					
State Water Resources Contr	Water treatment T1 exam	Brewer052016			50.00
				Payment 1310 Total:	**50.00**
Payment: 1311					
State Water Resources Contr	SRF Debt service Contract No.	MAY2016			42,180.25
				Payment 1311 Total:	**42,180.25**
Payment: 1312					
USA BlueBook	Drum pump, ammonia tests,	942769			420.83
USA BlueBook	Digital pressure gauge, fire hy	937736			620.69
				Payment 1312 Total:	**1,041.52**
Payment: 1313					
Wallace Group	FOG Control Program	41481			442.25
				Payment 1313 Total:	**442.25**
Payment: 1314					
Water Systems Consulting, In	BMP Implementation	1940			149.50
				Payment 1314 Total:	**149.50**
Payment: 1315					
Burdine Printing	Mail bills	30011			329.55

Vendor Name	Description (Payable)	Payable Number	(None)	(None)	Amount
Burdine Printing	Postage for bills	30011a			1,268.76
				Payment 1315 Total:	**1,598.31**

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER

DATE: MAY 19, 2016

AGENDA ITEM
D-2
MAY 25, 2016

APPROVE MAY 11, 2016 REGULAR BOARD MEETING MINUTES

ITEM

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

BACKGROUND

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

RECOMMENDATION

Approve Minutes

ATTACHMENT

A. May 11, 2016 draft Regular Board Meeting Minutes

May 25, 2016

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

DRAFT REGULAR MINUTES

MAY 11, 2016 AT 9:00 A.M.

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

BOARD of DIRECTORS
CRAIG ARMSTRONG, **PRESIDENT**
DAN ALLEN GADDIS, **VICE PRESIDENT**
BOB BLAIR, **DIRECTOR**
ED EBY, **DIRECTOR**
DAN WOODSON, **DIRECTOR**

PRINCIPAL STAFF
MARIO IGLESIAS, **GENERAL MANAGER**
LISA BOGNUDA, **FINANCE DIRECTOR**
MICHAEL W. SEITZ, **GENERAL COUNSEL**
PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**
JESSICA MATSON, **BOARD CLERK**

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

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

President Armstrong called the Regular Meeting of May 11, 2016 to order at 9:00 a.m. and led the flag salute.

00:00:30 B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

At Roll Call, Director Gaddis was absent.

There were no public comments.

C. PRESENTATIONS AND REPORTS

00:00:36 C-1) REPORT ON PREVIOUS MEETING CLOSED SESSION
Announcement of actions, if any, taken during Closed Session at previous Board Meeting

Mike Seitz, District Legal Counsel, announced that the Board discussed Item I.1(a) from the April 27, 2016 Regular Meeting (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS. NCSD) in closed session, heard a report, but took no reportable action.

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

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

00:01:20 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 Eby

- ◊ *May 2, Attended the Nipomo Mesa Management Area (NMMA) Technical Group Meeting.*
- ◊ *May 4, Attended the Water Resources Advisory Committee (WRAC) meeting.*

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 Bob Blair and seconded, the Board unanimously approved to receive and file the presentations and reports as submitted.
Vote 4-0.

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

00:01:51 D. CONSENT AGENDA

D-1) WARRANTS

D-2) APPROVE MINUTES OF PREVIOUS BOARD MEETINGS
- APRIL 27, 2016 REGULAR MEETING

D-3) APPROVE LANDSCAPE MAINTENANCE DISTRICT #1 ENGINEER'S LEVY REPORT

There were no public comments.

Upon the motion of Director Bob Blair and seconded, the Board unanimously approved the Consent Items.
Vote 4-0.

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

RESOLUTION NO. 2016-1410
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT DECLARING ITS INTENTION TO LEVY ANNUAL ASSESSMENTS FOR THE STREET LANDSCAPE AND MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2016-2017

RESOLUTION NO. 2016-1411
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT GRANTING APPROVAL OF THE ANNUAL ENGINEER'S LEVY REPORT FOR THE STREET LANDSCAPE AND MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2016-2017

00:02:23 E. ADMINISTRATIVE ITEMS

E-1A) DRAFT BUDGET REVIEW FOR FISCAL YEAR 2016-2017

E-1B) DRAFT BUDGET REVIEW FOR FISCAL YEAR 2016-2017, NIPOMO SUPPLEMENTAL WATER PROJECT

Mario Iglesias, General Manager, reviewed the reports as presented in the Board Packet.

The Board discussed the draft budget. Mr. Iglesias and Lisa Bognuda, Finance Director, answered questions from the Board.

There were no public comments.

Item E-1 (A)
Upon the motion of Director Craig Armstrong and seconded, the Board unanimously agreed to set June 8, 2016 as the Public Hearing date for adoption of the Fiscal Year 2016-2017 Budget.
Vote 4-0.

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

Item E-1 (B)
Upon the motion of Director Craig Armstrong and seconded, the Board unanimously agreed to set June 8, 2016 as the Public Hearing date for adoption of the Fiscal Year 2016-2017 Budget, Nipomo Supplemental Water Project.
Vote 4-0.

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

00:14:50 F. GENERAL MANAGER'S REPORT

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

- *Should the district have to implement a 50% reduction in groundwater pumping due to continued "severe" water conditions, projections are that the combination of reduced pumping due to conservation efforts and the importation of supplemental water should enable the district to come very close to meeting that target.*

Mr. Iglesias answered questions from the Board.

There were no public comments.

G. COMMITTEE REPORTS

None.

00:20:54 H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Woodson

- *Commented on the District's use of Round-Up and asked staff to consider other options due to environmental concerns.*

00:22:09 I. CLOSED SESSION ANNOUNCEMENTS

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

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

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

The following members of the public spoke:
Eric Benham, Bening Company, commented on budget items on the Agenda and handed a confidential document to the Board.
Mike Seitz, District Legal Counsel, commented that the Board will not respond due to current lawsuit.

K. ADJOURN TO CLOSED SESSION

President Armstrong adjourned to closed session at 9:26 a.m.

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

The Board came back into Open Session at 9:44 a.m.

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

ADJOURN

President Armstrong adjourned the meeting at 9:45 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	27 minutes
Closed Session	18 minutes
TOTAL HOURS	45 minutes

Respectfully submitted,

_____ _____
Mario Iglesias, General Manager and Secretary to the Board Date