


TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER   
DATE: JULY 21, 2017

**AGENDA ITEM**  
**C**  
**JULY 26, 2017**

**PRESENTATIONS AND REPORTS**

The following presentations and reports are scheduled:

- C-1) 1<sup>ST</sup> QUARTER ENGINEER'S REPORT – DIRECTOR OF ENGINEERING AND OPERATIONS REPORT ON DISTRICT PROJECTS SYSTEM-WIDE
- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.  
Receive Announcements and Reports from Directors
- C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS.

TO: BOARD OF DIRECTORS

FROM: MARIO E. IGLESIAS  
GENERAL MANAGER 

DATE: JULY 21, 2017

**AGENDA ITEM**  
**C-1**  
**JULY 26, 2017**

**1<sup>ST</sup> QUARTER ENGINEER'S REPORT  
DIRECTOR OF ENGINEERING AND OPERATIONS REPORT ON  
DISTRICT PROJECTS SYSTEM-WIDE**

**ITEM**

Engineering and Operations update for January to June 2017 [NO ACTION REQUESTED].

**BACKGROUND**

Director of Engineering and Operations, Peter Sevcik will overview his update (attached) and discuss District projects for the January to July 2017 period.

**RECOMMENDATION**

Staff recommends that your Honorable Board receive the update.

**ATTACHMENTS**

- A. Engineering and Operations Update for January to June 2017

July 26, 2017

ITEM C-1

ATTACHMENT A



# NIPOMO COMMUNITY SERVICES DISTRICT

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## MEMORANDUM

TO: MARIO IGLESIAS, GENERAL MANAGER *[Signature]*  
FROM: PETER V. SEVCIK, P.E., DIRECTOR OF ENGINEERING & OPERATIONS *P.V.S.*  
DATE: JULY 20, 2017  
RE: ENGINEERING AND OPERATIONS UPDATE FOR JANUARY TO JUNE 2017

### CONSTRUCTION PROJECTS COMPLETED

- **Supplemental Water Project – Joshua Road Pump Station Reservoir**

SCOPE OF WORK – Work involved construction of a partially buried 500,000 gallon prestressed circular concrete reservoir, approximately 120 LF of 24-inch ductile iron pipe, valves and fittings, and associated electrical, instrumentation and controls improvements at the District's Joshua Road Pump Station. Change Order work included addition of 800 gpm pump, VFD, piping, and related control system modifications.

Project Cost Summary	
Contract Amount – Pacific Hydrotech Corporation	\$2,463,375
Change Orders	\$239,048
Final Contract Amount	\$2,702,423



- **Blacklake WRF Headworks Rehabilitation Project**

SCOPE OF WORK – Work involved concrete repair and re-coating of the headworks, electrical conduit replacement, installation of slide gates and safety railings and gates and rehabilitating the influent manhole.

<b>Project Cost Summary</b>	
Contract Amount – Cushman Contracting Corporation	\$185,865
Change Orders	\$6,663
Final Contract Amount	\$192,528



- **Orchard Road Waterline Project**

SCOPE OF WORK – Work involved lowering approximately 10 feet of 6 inch diameter AC waterline on Orchard Road near Primavera Lane that conflicted with planned San Luis Obispo County storm drain.

<b>Project Cost Summary</b>	
Contract Amount – R. Baker Inc.	\$13,100

**PROJECTS IN CONSTRUCTION**

- **2017 Utility Adjustment Project**

SCOPE OF WORK – Work involves adjusting the District’s utilities to grade following asphalt overlay work performed by the County of San Luis Obispo. Utilities to be adjusted include but are not limited to: sewer manhole frames and covers, sewer cleanout covers and water valve covers on Mary Avenue, Tefft Street, Grande Avenue, Las Flores Drive, Osage Street, Hill Street and Olympic Way.

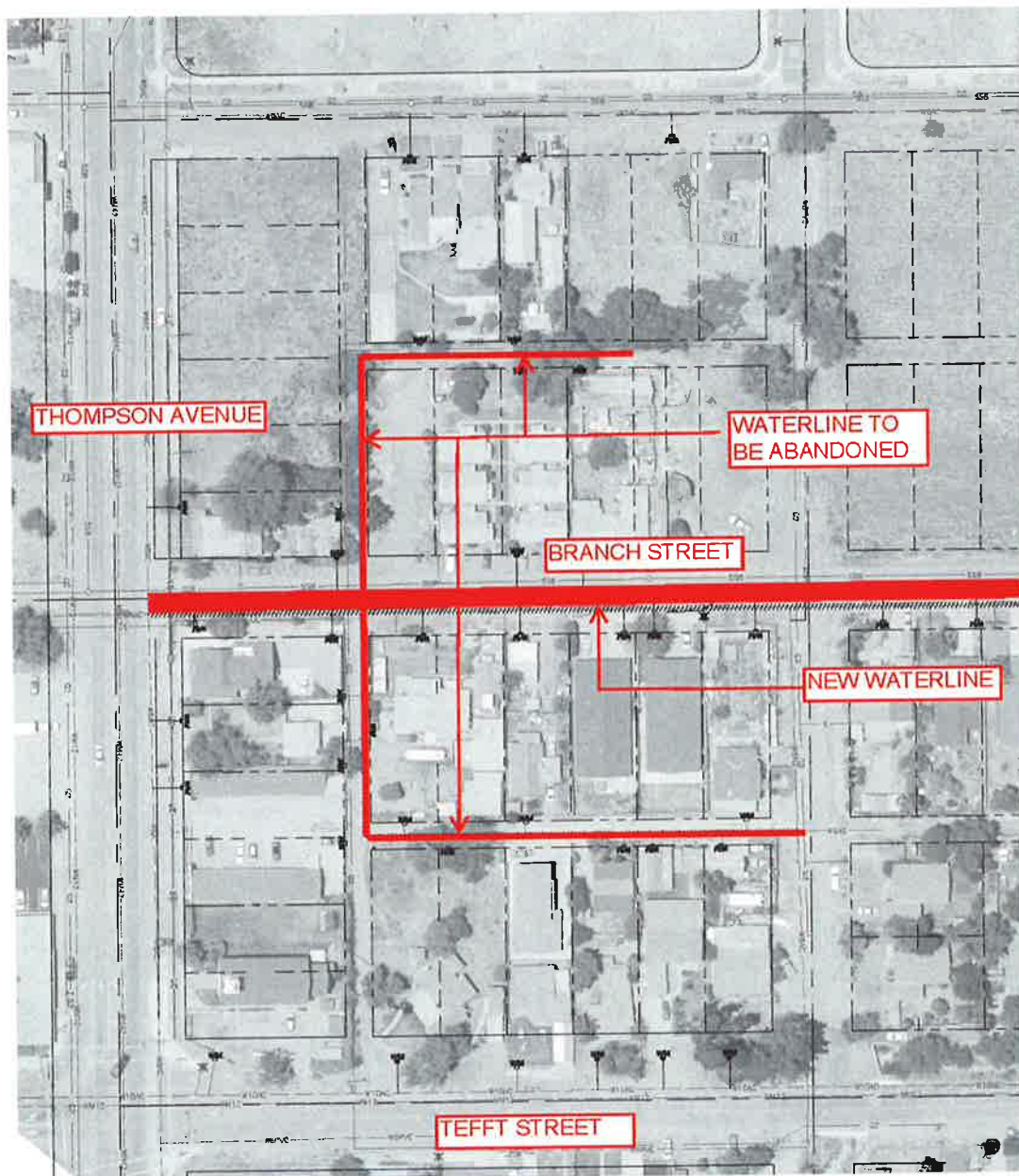
<b>Project Cost Summary</b>	
Contract Amount – R. Burke Corporation	\$197,720

**PROJECTS IN DESIGN**

- **Branch Street Waterline Replacement Project**

SCOPE OF WORK – Work involves construction of 1600 linear feet of 8 inch waterline in Branch Street to replace failing existing 6 inch diameter AC waterline, reconnecting 26 existing water services, relocating 16 existing water services, installing 1 new fire hydrant and abandoning existing water line.

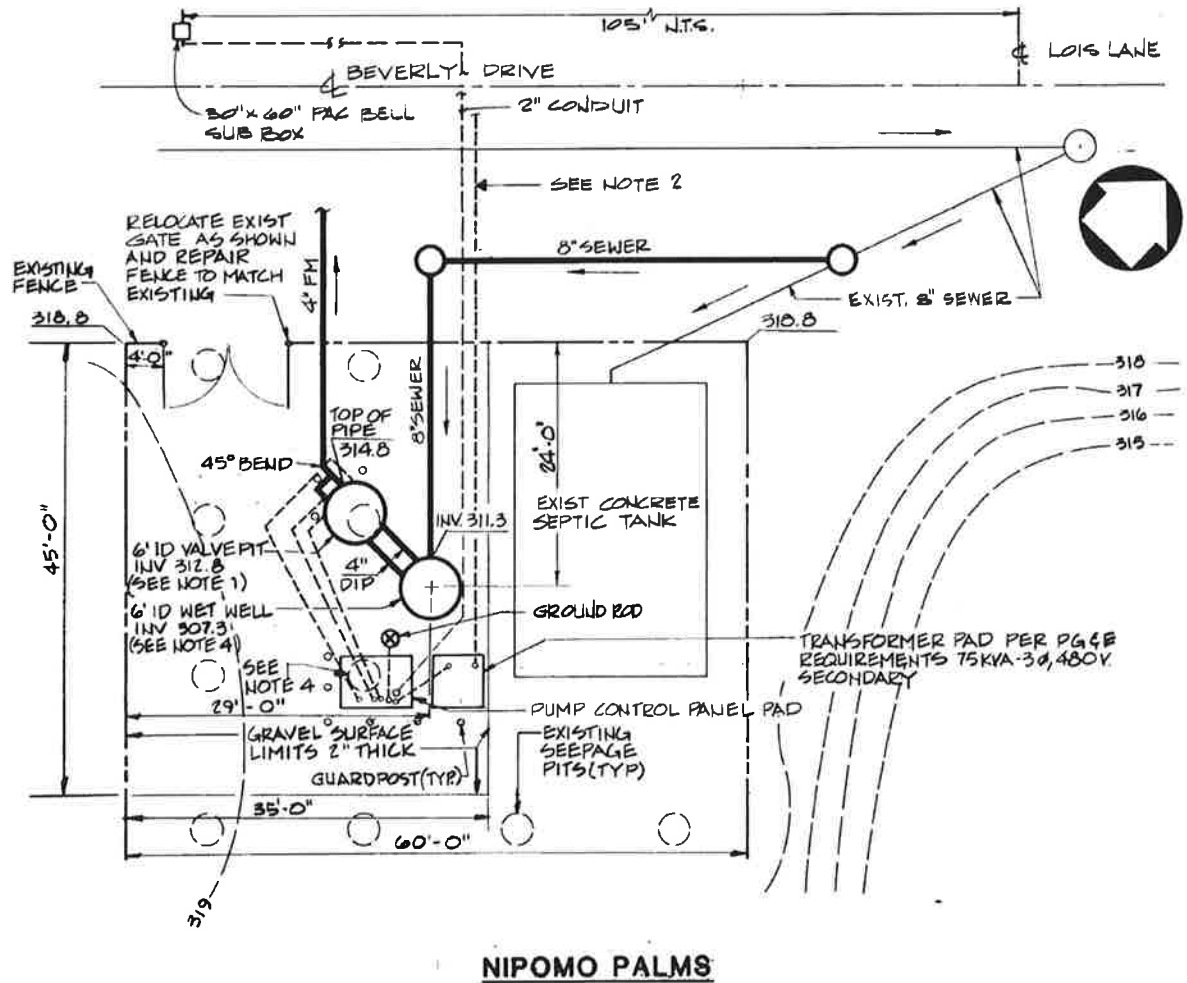
Project Cost Summary	
Budgeted Project Cost	\$650,000



• Nipomo Palms Lift Station Replacement Project

SCOPE OF WORK – Work involves constructing new wet well, valve vault, new pumps, new electric service, new control panel and related facilities within existing lift station site. The new lift station will accommodate the increased flows due to past development in the area, increase operational storage and capacity, reduce pump cycles, increase emergency storage and allow for the existing lift station to remain in service during the construction of the new lift station. The existing lift station will be decommissioned once the replacement lift station is in service.

Project Cost Summary	
Budgeted Project Cost	\$800,000

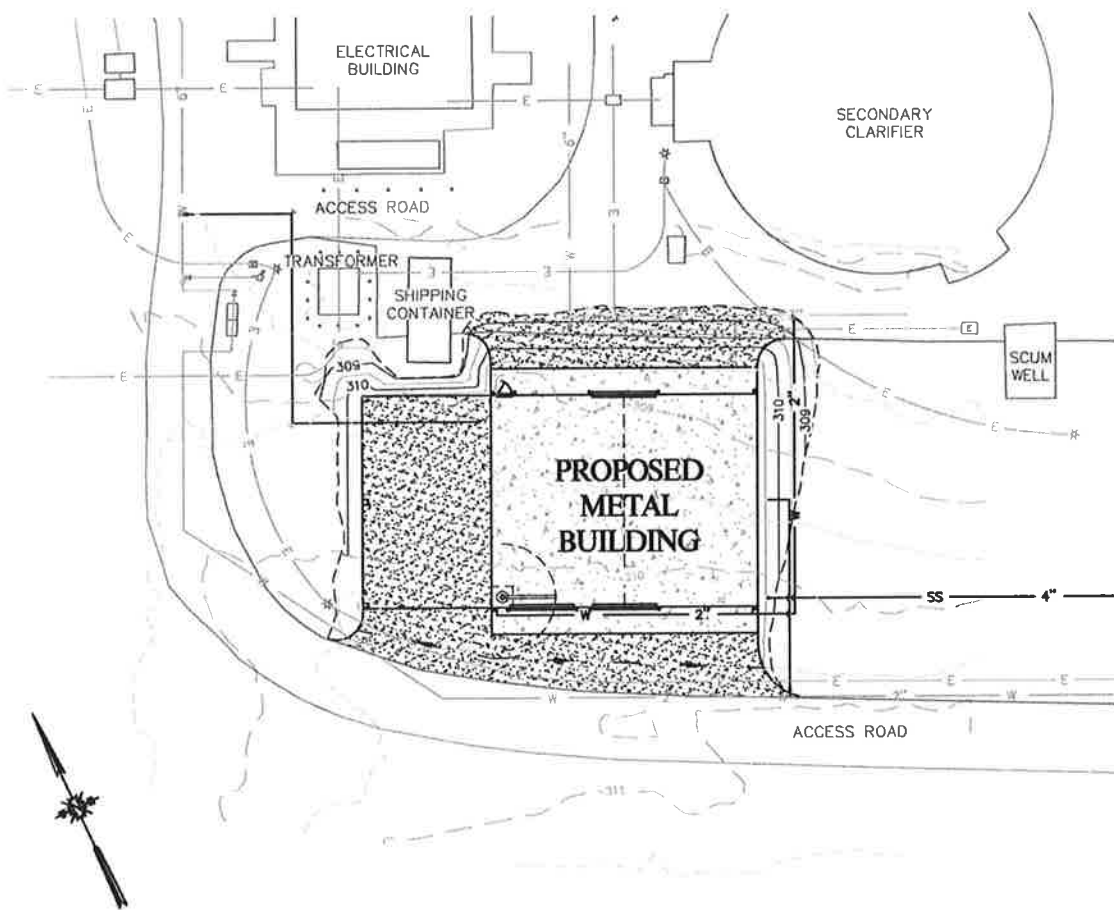


**NIPOMO PALMS**

- **Southland WWTF Storage Building Project**

SCOPE OF WORK – Work involves construction of 1440 square foot concrete foundation and pre-engineered metal building to be utilized to store equipment.

Project Cost Summary	
Budgeted Project Cost	\$150,000





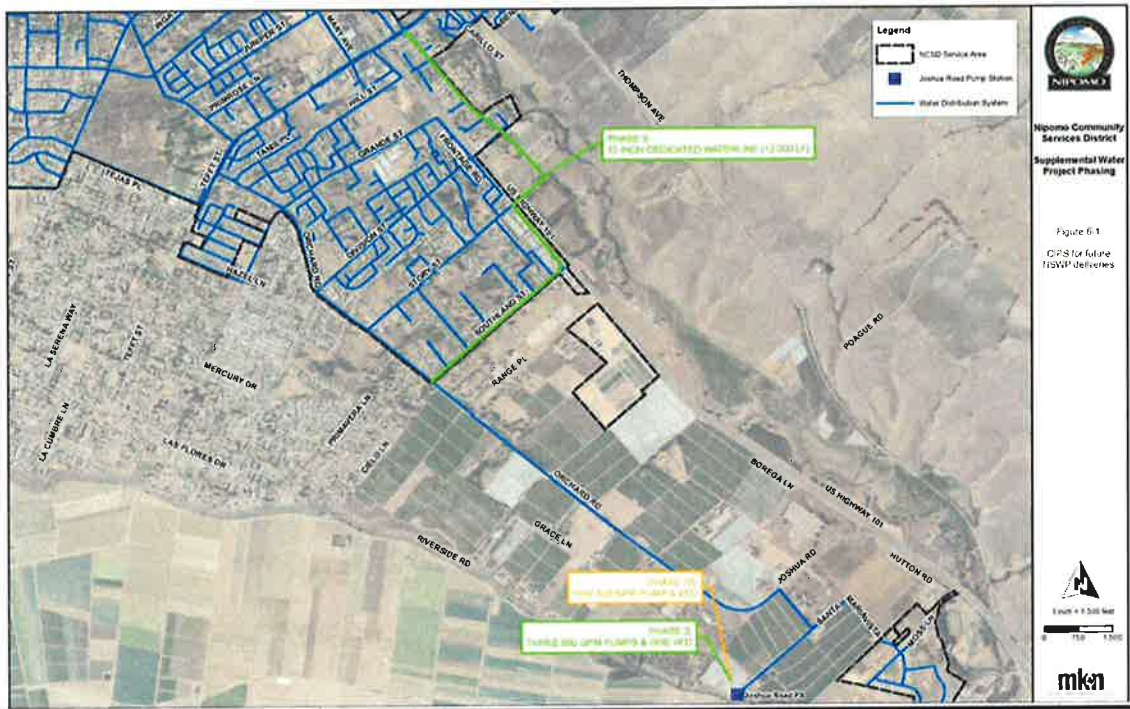
**PROJECTS IN PLANNING**

• **Supplemental Water Project**

SCOPE OF WORK – Work involves the design and construction of seven projects to complete the Nipomo Supplemental Water Project and provide capability to delivery supplemental water in accordance with the District’s Wholesale Water Supply Agreement with the City of Santa Maria, the District’s Supplemental Water Management and Replenishment Agreement with Golden State Water Company and Woodlands Mutual Water Company, and the Court Judgement that provides for the long-term management of the groundwater basin on the Nipomo Mesa. All costs shown are in 2017 dollars.

<b>Project Description</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>Total</b>
GSWC Interconnect at Orchard & Primavera (1)	\$250,000	\$0	\$0	\$0	\$250,000
WMWC Interconnect at Camino Caballo & Via Concha (1)	\$250,000	\$0	\$0	\$0	\$250,000
GSWCCR Interconnect at Lyn Road & District Boundary (1)	\$0	\$250,000	\$0	\$0	\$250,000
Pomeroy Water Line from Augusta Drive to Aden Way (2)	\$0	\$0	\$ 180,000	\$1,270,000	\$1,450,000
Orchard/Southland to Tefft/Oakglen Water Line (3)	\$0	\$0	\$ 450,000	\$3,050,000	\$3,500,000
Joshua Road Pump Station 1 New Pump (4)	\$0	\$300,000	\$0	\$0	\$300,000
Joshua Road Pump Station 2 Replacement Pumps (5)	\$0	\$0	\$0	\$400,000	\$400,000
<b>TOTAL</b>	<b>\$500,000</b>	<b>\$550,000</b>	<b>\$ 630,000</b>	<b>\$4,720,000</b>	<b>\$6,400,000</b>

- (1) Flow control station with meter, flow control valve, and chlorine residual meter installed in vault along with SCADA control panel and radio tower.
- (2) 4600 linear feet of 12 inch diameter water line and related appurtenances. Design in FY 22-23 and construct in FY 23-24.
- (3) 12,000 linear feet of 12 inch diameter waterline and related appurtenances from Orchard/Southland, along Southland to South Frontage, along South Frontage to Story, under 101 at Story, continuing along to Bermuda to South Oakglen, along South Oakglen to Tefft. Design in FY 22-23 and construct in FY 23-24.
- (4) 1 new 800 gpm pump and 1 VFD.
- (5) 2 new 800 gpm pumps to replace 400 gpm pumps.



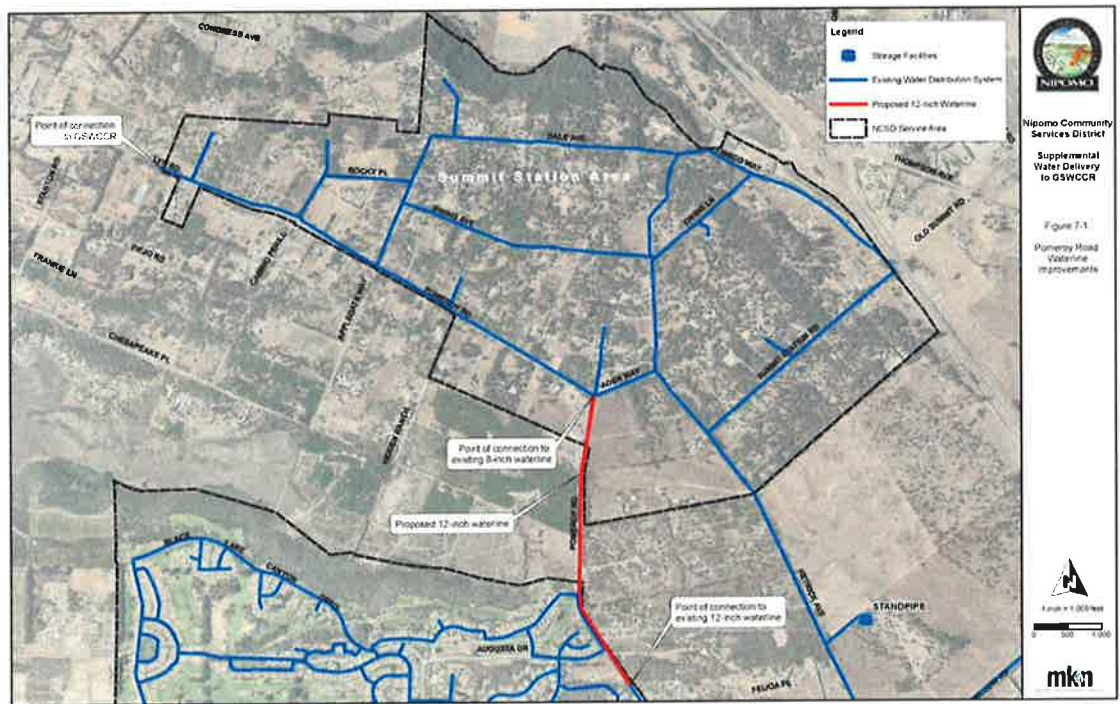
Nipomo Community Services District  
 Supplemental Water Project Phasing

Figure 6-1  
 CPS for future 120kV deliveries

Scale = 1:500 feet  
 0 500 1,000

mkn

12 INCH WATERLINE FROM ORCHARD/SOUTHLAND TO TEFFT/SOUTH OAKGLEN



Nipomo Community Services District  
 Supplemental Water Delivery to GSWCCR

Figure 7-1  
 Pomeroy Road Waterline Improvements

Scale = 1:500 feet  
 0 500 1,000

mkn

12 INCH WATERLINE IN POMEROY FROM AUGUSTA TO ADEN

- **Eureka Well Replacement Project**

SCOPE OF WORK – Work involves drilling of replacement water supply well, new piping and valves, new pump, new electric service, new control panel and related facilities within existing well site. Work also includes the proper abandonment of existing well.

Project Cost Summary	
Budgeted Project Cost	\$1,000,000

- **Woodgreen Lift Station Replacement Project**

SCOPE OF WORK – Work involves constructing new wet well, valve vault, new pumps, new electric service, new control panel and related facilities within existing lift station site. The new lift station will replace the existing lift station that has been in service over 30 years and that has reached the end of its service life. The existing lift station will be decommissioned once the replacement lift station is in service.

Project Cost Summary	
Budgeted Project Cost	\$610,000

- **Quad Tank Disinfection System**

SCOPE OF WORK – Work involves chemical feed pumps, chemical tanks, and controls at Dana Foothill Road water storage tank facility to improve ability to maintain chloramine residual in tanks and water distribution system.

Project Cost Summary	
Budgeted Project Cost	\$300,000

**OTHER ENGINEERING PROJECTS**

- Modeling of Standpipe Operation Under Existing Conditions – **Completed**
  - Evaluated options to address operational concerns related to cycling of tank
- Modeling of delivery of Supplemental Water to Golden State Water Company Cypress Ridge - **Completed**
  - Evaluated feasibility to deliver supplemental water to former Rural Water service area
- Town Sewer System Flow Monitoring and Hydraulic Analysis – **In Progress**
  - Collection and analysis of flow data to calibration hydraulic model of Town Sewer system
- Supplemental Water Project O&M Manual – **In Progress**
  - Development of standardized operating and maintenance procedures for Supplemental Water Project facilities to ensure efficient and reliable operation

- **GIS Maintenance – In Progress**
  - On-going updates and data verification
- **Southland WWTF Screw Press Evaluation – In Progress**
  - Evaluation of screw press options to reduce drying time of biosolids at Southland WWTF
- **Southland WWTF Biosolids Drying Beds Cover Evaluation – In Progress**
  - Evaluation of options to cover several biosolids drying beds to facilitate drying of biosolids during wet weather
- **SCADA System – In Progress**
  - Server maintenance and backup
  - Radio system communications troubleshooting
  - Preventive maintenance and inspection of all control panels
  - Blosser Flow Meter Station Interlock with Joshua Road Pump Station Reservoir
  - Quad Tank Total Chlorine Residual Analyzer Panels for Tanks 2 and 4

#### **DEVELOPMENT IN CONSTRUCTION**

SCOPE OF WORK – Work involves overseeing construction, acceptance, and commissioning of water and sewer infrastructure required to serve new development.

- 164 Mallagh - Multifamily
- Nipomo Oaks – Assisted Living Facility
- Tract 2494 – Finnians Way – Single Family Residential
- Tract 2855 – Juniper – Single Family Residential
- Tract 2734 – Hunter Ridge Single Family Residential
- Tract 2923 – Grande – Single Family Residential
- Tract 2650 – Via Concha – Single Family Residential
- Dana Adobe - Commercial

#### **DEVELOPMENT IN PLANNING**

SCOPE OF WORK – Work involves application processing and improvement plan review in accordance with project specific Intent-to-Serve letters.

- 549 Hill Street - Hotel
- CO 15-0065 – Rocky Ridge – Single Family Residential

**OPERATIONS**

- Water System
  - Daily operation and maintenance of 5 wells, 1 pump station, 6 tanks, and 1 interconnect
  - Coordination of supplemental water delivery with City of Santa Maria
  - Chlorine Analyzer Maintenance Program – 17 total
  - School Lead Sampling Program – New Permit Requirement
  - EPA UCMR4 – Unregulated Contaminate Monitoring Round 4
  - Sundale Well Pump Repair
  
- Wastewater System
  - Daily operation and maintenance of 2 treatment plant and 13 sewer lift stations
  - Gardenia Lift Station Pump and Rail Replacement
  - Misty Glen Lift Station Wetwell Cover Replacement
  - Lab management software implementation
  - Biosolids Odor Action Plan implementation
  - Lab Accreditation regulatory compliance

**OTHER MANAGEMENT TASKS**

- Electrical Rate Analysis – **Completed**
  - Reviewed rate schedule assignments and changed rate schedules as appropriate
- LMD #1 Assessment Report – **Completed**
- - Prepared Engineer's Report for FY 17/18
- Blacklake Street Lighting Assessment Report – **Completed**
  - Prepared Engineer's Report for FY 17/18
- Staffing Structure Reorganization – **Completed**
  - Implemented Board approved reorganization
- Wastewater Operator 1 Recruitment – **In Progress**

**ON-GOING MANAGEMENT TASKS**

- Department Management including invoice review, timesheet review, purchasing review, and daily staff coordination meeting
- Safety Program including weekly tailgate meetings

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER 

DATE: JULY 21, 2017

## AGENDA ITEM

### D

JULY 26, 2017

### 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 JULY 12, 2017, REGULAR BOARD MEETING MINUTES  
[RECOMMEND APPROVAL]

TO: BOARD OF DIRECTOR  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER  
FROM: LISA BOGNUDA  
FINANCE DIRECTOR  
DATE: JULY 21, 2017



WARRANTS WILL BE DISTRIBUTED ON TUESDAY, JULY 25, 2017

TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER  
DATE: JULY 21, 2017

**AGENDA ITEM**  
**D-2**  
**JULY 26, 2017**

**APPROVE JULY 12, 2017  
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. July 12, 2017 draft Regular Board Meeting Minutes



July 26, 2017

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community Since 1965*

## DRAFT REGULAR MINUTES

**JULY 12, 2017 AT 9:00 A.M.**

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

### BOARD of DIRECTORS

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

### PRINCIPAL STAFF

MARIO IGLESIAS, GENERAL MANAGER  
LISA BOGNUDA, FINANCE DIRECTOR  
WHITNEY MCDONALD, 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.
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**00:00:00** A. CALL TO ORDER AND FLAG SALUTE

*President Gaddis called the Regular Meeting of July 12, 2017 to order at 9:00 a.m. and led the flag salute.*

**00:00:32** B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

*At Roll Call, all Directors were present.*

*There were no public comments.*

**00:00:41** C. PRESENTATIONS AND REPORTS

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

Director Woodson

- July 10, Attended the Integrated Regional Water Management (IRWM) meeting.

Director Eby

- July 4, Attended Nipomo's Fourth of July Parade.
- July 7, Attended the Nipomo Mesa Management Area Technical Group (NMMA) meeting.
- July 10, Attended the IRWM meeting.

Director Gaddis

- July 5, Attended the District Board Officer's meeting.

Director Blair

- July 4, Participated in Nipomo's Fourth of July Parade.

C-2) 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.*

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

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

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

00:02:15

D. CONSENT AGENDA

D-1) WARRANTS

D-2) APPROVE JUNE 28, REGULAR BOARD MEETING MINUTES

Directors Woodson and Gaddis requested clarification on warrants. Mario Iglesias, General Manager, and Peter Sevcik, Director of Engineering & Operations, responded.

There were no public comments.

Upon the motion of Director Craig Armstrong and seconded, the Board unanimously approved the Consent Agenda.  
Vote 5-0.

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

E. ADMINISTRATIVE ITEMS

00:05:16

E-1) CONSIDER ACCEPTING DRAFT 2017 WATER FUND RATE STUDY AND RATE ADOPTION SCHEDULE

Mario Iglesias, General Manager, reviewed the report as presented in the Board Packet and introduced the District's rate consultant, Clayton Tuckfield of Tuckfield & Associates.

Mr. Tuckfield gave a presentation on the Draft 2017 Water Fund Rate Study. Mr. Tuckfield reported that a water rate study was necessary to sustain a water system on a sound financial basis. Mr. Tuckfield also reported that, even with the proposed water rate increase, District water rates are among the lowest in the County.

Mr. Iglesias identified a correction to the presentation. Rates would go into effect December 1, 2017.

00:24:50

The following members of the public spoke:

Kent Makofsky, NCSO Customer, commented on the purpose of the Rate Study as well as taxes. Mr. Makofsky also stated there should be a note in the report stating customers are the first and last resort for recovering funds.

Director Eby responded to the public comment stating that water rates are not a tax but rather a cost of service.

The Board discussed. Mr. Tuckfield and Mr. Iglesias answered questions from the Board.

**Nipomo Community Services District  
REGULAR MEETING  
MINUTES**

*Upon the motion of Director Craig Armstrong and seconded, the Board unanimously accepted the Draft 2017 Water Fund Rate Study and rate adoption schedule.  
Vote 5-0.*

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

00:30:46

- E-2) CONSIDER APPROVING CONTRACT AMENDMENT WITH MKN & ASSOCIATES TO AMEND BLACKLAKE SEWER MASTER PLAN TO INCLUDE A COMPREHENSIVE EVALUATION OF THE SEWER REGIONALIZATION STRATEGY

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

*Director Eby asked if District staff worked with the Blacklake Facilities Committee regarding this proposed change. Mr. Iglesias responded that the District has held meetings with the Committee and attended Master Association Meetings regarding this option.*

*The following members of the public spoke:*

*Kent Macofsky, NCSO Customer, commented on the cost to maintain the Blacklake facility. Mr. Macofsky asked about timeframe for this additional evaluation. Mr. Iglesias responded that it would take approximately 4-6 weeks.*

*Jim Babcock, NCSO Customer, commented on purple pipe being used if regionalizing the system and is interested in the District's idea on recycled water. Mr. Iglesias and Director Eby responded.*

*Mark Randall, Blacklake resident and member of the Blacklake Facilities Committee, asked about where the additional \$16,000 would come from. Mr. Iglesias commented that it would come out of the Blacklake Sewer Fund. Mr. Iglesias also commented that he will be meeting with the Blacklake Facilities Committee.*

*The Board discussed.*

*Upon the motion of Director Craig Armstrong and seconded, the Board unanimously Agreed to amend the contract with MKN & Associates by \$16,640 to expand the Blacklake Sewer Master Plan to include the evaluation of a regionalization strategy.  
Vote 5-0.*

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

00:45:54

- E-3) RECEIVE AND DISCUSS REPORT ON KEY WELLS INDEX FROM DISTRICT'S GEO-HYDROLOGIST AND CONSIDER POSSIBLE ACTIONS UNDER STAGE IV OF THE DISTRICT'S WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN

*Mario Iglesias, General Manager, reviewed the report as presented in the Board Packet and introduced the District's Geo-Hydrologist, Dr. Brad Newton of Newton Geo-Hydrology Consulting Services.*

*Dr. Newton gave a presentation on the 2017 Key Wells Index which shows the Nipomo area remains in Severe Criterion and Stage IV of the Water Shortage Response and*

SUBJECT TO BOARD APPROVAL

*Management Plan.*

*Director Eby asked about seawater contamination. Dr. Newton responded that it has not happened here yet, but it is possible if the water table drops below sea level. If that happens, it could contaminate the water supply.*

*The Board discussed. Dr. Newton answered questions from the Board.*

*Mario Iglesias, General Manager, discussed the District's Water Shortage Response and Management Plan, current actions in place by the District and options available to the Board.*

*The following members of the public spoke:*

*Kent Makofsky, NCSD Customer, asked about the period of measurement. Dr. Newton responded that measurements are based on the water year which runs from October 1 through September 30. Mr. Makofsky also asked about percolation rates. Dr. Newton responded.*

*Director Woodson commented that the District should not move beyond Stage IV due to supplemental water.*

*Director Blair commented that the District should have some discretionary water from the supplemental water project that can be used to build homes.*

*Directors Eby, Armstrong and Gaddis commented that District should remain in Stage IV and not enforce additional actions.*

*The following members of the public spoke:*

*Debra Musch, NCSD customer, commented on water service to a portion of their property and requested an exception to the rule so they could continue developing their property.*

*Patrick Bainbridge, Nipomo resident, requested the Board consider allowing new construction that will have net zero consumption due to conservation measures.*

*Director Blair made a motion to remain in Stage IV of the Water Shortage Response Management Plan but build in exceptions for single family homes with water consumption up to 50 Acre Feet per Year. The motion was not seconded.*

*The Board consensus was to remain in Stage IV of the District's Water Shortage Response and Management Plan, not impose additional actions, and not remove any actions.*

**F. MANAGER'S REPORT**

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

- Overall reduction in groundwater pumping for the July 2016-June 2017 period was 51%. June saw a reduction of 56.7%.*
- The District received the Transparency Certificate of Excellence for a third time and commended staff.*
- Willow Market completed their lift station and will assess community perception. A sampling report is scheduled to take place prior to July 26.*

SUBJECT TO BOARD APPROVAL

*Mr. Iglesias answered questions from the Board.*

*Director Armstrong requested an update on the smell at the Southland Wastewater Treatment Facility. Mr. Iglesias responded that the issue should be resolved by the end of July.*

*The following members of the public spoke:*

*Mark Randall, Blacklake resident, asked when testing at Willow Market will be completed. Mr. Iglesias commented that it is scheduled to be completed by July 26.*

#### G. COMMITTEE REPORTS

*None.*

#### 01:48:49 H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

##### Director Woodson

- *Requested the status of the District's development of a public art policy. Mario Iglesias, General Manager, responded that staff have investigated other agency programs and will look at developing a policy for Board review in August.*
- *Requested an update on the data presented in the Consumer Confidence Report. Peter Sevcik, Director of Engineering & Operations, responded that the data presented what the State requested and what was provided by the City of Santa Maria. Mr. Sevcik will follow-up.*

##### Director Blair

- *Stated that he will bring some photos of public art displays for the Board to review.*

##### Director Eby

- *Requested staff agendize an adjustment to the Board meeting schedule.*

#### 01:55:10 I. CLOSED SESSION ANNOUNCEMENTS

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

- a) SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
- b) NCSD VS. LOS PRIMOS PROPERTIES LLC, SAN LUIS OBISPO COUNTY CASE NO. 16CV0512

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

*There were no public comments.*

#### K. ADJOURN TO CLOSED SESSION

*President Gaddis adjourned to closed session at 11:10 a.m.*

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

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

*The Board came back into Open Session at 11:18 a.m.*

*Whitney McDonald, District Legal Counsel, announced that the Board discussed Item I.1(a) and 1(b), but took no reportable action.*

ADJOURN

*President Gaddis adjourned the meeting at 11:19 a.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	2 hours 11 minutes
Closed Session	8 minutes
TOTAL HOURS	2 hours 19 minutes

Respectfully submitted,

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

\_\_\_\_\_  
Date

TO: BOARD OF DIRECTOR  
 REVIEWED: MARIO IGLESIAS  
 GENERAL MANAGER  
 FROM: LISA BOGNUDA  
 FINANCE DIRECTOR  
 DATE: JULY 21, 2017

**AGENDA ITEM  
 D-3  
 JULY 26, 2017**

**REVIEW INVESTMENT POLICY SECOND QUARTER REPORT**

**ITEM**

Review Investment Policy Second Quarter Report [RECOMMEND ACCEPT]

**BACKGROUND**

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

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

**INVESTMENT POLICY-SECOND QUARTER REPORT 6/30/16**

Investment	Institution	Amount of Deposit 6/30/17	Rate of Interest at 6/30/17	Quarterly Interest Earned or Accrued 6/30/17	Amount of Deposit 6/30/16	Rate of Interest at 6/30/16	Quarterly Interest Earned or Accrued 6/30/16
Public Checking	Rabobank	\$255,404.74	0.00%(1)	\$0.00	\$223,680.94	0.00%(1)	\$0.00
Savings-Improvement Bonds	Rabobank	\$48,385.83	0.20%	\$17.91	\$208,223.69	0.20%	\$103.79
Savings-Performance Bonds	Rabobank	\$201,893.45	0.20%	\$100.64	\$201,490.10	0.20%	\$100.44
Savings-NMWCA Fees	Rabobank	\$519,964.22	0.20%	\$259.19	\$518,925.40	0.20%	\$258.66
Savings-NSWP Funded Replacement	Rabobank	\$362,660.20	0.20%	\$167.75	\$155,283.76	0.20%	\$66.36
Pooled Money Investment	Local Agency Investment Fund (LAIF)	\$14,917,846.01	0.92%	\$35,442.90	\$16,453,892.25	0.55%	\$22,686.17

(1) Account on account analysis

**STRATEGIC PLAN**

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

4.4 Maintain sound investment policy and investments.



**RECOMMENDATION**

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

**ATTACHMENTS**

None