

TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER  
DATE: FEBRUARY 7, 2020



## **PRESENTATIONS AND REPORTS**

The following presentations and reports are scheduled:

- C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.  
[RECEIVE ANNOUNCEMENTS AND REPORTS FROM DIRECTORS]
- C-2) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER



DATE: FEBRUARY 7, 2020

**AGENDA ITEM**

**D**

**FEBRUARY 12, 2020**

## **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 JANUARY 22, 2020, REGULAR BOARD MEETING MINUTES  
[RECOMMEND APPROVE MINUTES]
- D-3) ACCEPT SECOND QUARTER FISCAL YEAR 2019-2020 QUARTERLY FINANCIAL  
REPORT [RECOMMEND RECEIVE AND FILE REPORT]
- D-4) AUTHORIZE STAFF TO BID SUPPLEMENTAL WATER PROJECT JOSHUA ROAD  
PUMP STATION IMPROVEMENTS [RECOMMEND AUTHORIZE STAFF TO BID]

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER



FROM: LISA BOGNUDA   
FINANCE DIRECTOR

DATE: FEBRUARY 7, 2020

**AGENDA ITEM**  
**D-1**  
**FEBRUARY 12, 2020**

## WARRANTS

**HANDWRITTEN CHECKS**  
None

**TOTAL COMPUTER CHECKS**  
\$146,567.04

VOIDS – NONE

**COMPUTER GENERATED CHECKS – SEE ATTACHED**



Nipomo Community Services District

Item D-1 Warrants FEBRUARY 12, 2020  
By Payment Number

Payment Dates 02/03/2020 - 02/03/2020

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 5678</b>				
AmeriPride	Uniforms	13044/21802	02/03/2020	724.14
				<b>Payment 5678 Total:</b> <u>724.14</u>
<b>Payment: 5679</b>				
Brenntag Pacific, Inc.	Sodium hypochlorite	15375	02/03/2020	661.89
				<b>Payment 5679 Total:</b> <u>661.89</u>
<b>Payment: 5680</b>				
Burdine Printing	Mail bills	41062A	02/03/2020	86.45
Burdine Printing	Postage for bills	41062B	02/03/2020	100.00
				<b>Payment 5680 Total:</b> <u>186.45</u>
<b>Payment: 5681</b>				
Charter Communications	Internet - Shop and/or Office	0225708012220	02/03/2020	734.20
Charter Communications	Internet - Shop and/or Office	0224495012020	02/03/2020	734.20
				<b>Payment 5681 Total:</b> <u>1,468.40</u>
<b>Payment: 5682</b>				
Frontier Communications	BL phone	FEB2020	02/03/2020	58.57
				<b>Payment 5682 Total:</b> <u>58.57</u>
<b>Payment: 5683</b>				
Great Western Alarm and Co	Alarm monitoring service	200102107101	02/03/2020	70.00
Great Western Alarm and Co	Alarm monitoring service	200102062101	02/03/2020	70.00
Great Western Alarm and Co	Alarm monitoring service	200100640101	02/03/2020	37.00
				<b>Payment 5683 Total:</b> <u>177.00</u>
<b>Payment: 5684</b>				
Miner's Ace Hardware	Supplies	DEC2019	02/03/2020	265.92
				<b>Payment 5684 Total:</b> <u>265.92</u>
<b>Payment: 5685</b>				
Secretary of State	Copy and certification fees - S	JAN2020	02/03/2020	6.00
				<b>Payment 5685 Total:</b> <u>6.00</u>
<b>Payment: 5686</b>				
SoCalGas	Heat - shop/office	JAN2020B	02/03/2020	134.37
				<b>Payment 5686 Total:</b> <u>134.37</u>
				<b>Grand Total:</b> <u><u>3,682.74</u></u>



Nipomo Community Services District

Item D-1 Warrants FEBRUARY 12, 2020

By Payment Number

Payment Dates 02/12/2020 - 02/12/2020

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 5691</b>				
Abalone Coast Analytical, Inc.	Lab tests	4852	02/12/2020	6,808.30
				<b>Payment 5691 Total: 6,808.30</b>
<b>Payment: 5692</b>				
Alexander's Contract Services,	Meter reading	1300872	02/12/2020	2,480.75
				<b>Payment 5692 Total: 2,480.75</b>
<b>Payment: 5693</b>				
American Industrial Supply	Hose assembly	339520	02/12/2020	323.14
				<b>Payment 5693 Total: 323.14</b>
<b>Payment: 5694</b>				
Applied Technology Group, In	SCADA radio upgrade	18682	02/12/2020	8,198.70
Applied Technology Group, In	SCADA radio upgrade	18835	02/12/2020	1,490.56
				<b>Payment 5694 Total: 9,689.26</b>
<b>Payment: 5695</b>				
AT&T	Telephone	14221072	02/12/2020	239.16
AT&T	Telephone	14221070	02/12/2020	27.56
AT&T	Telephone	14221071	02/12/2020	163.56
				<b>Payment 5695 Total: 430.28</b>
<b>Payment: 5696</b>				
Baumgarten, Michael	Reimbursement-CWEA dues/L	INV0006578	02/12/2020	252.00
				<b>Payment 5696 Total: 252.00</b>
<b>Payment: 5697</b>				
Bentley Systems, Inc.	WaterGEMS/SewerGEMS sub	48063773	02/12/2020	2,069.75
				<b>Payment 5697 Total: 2,069.75</b>
<b>Payment: 5698</b>				
Blair, Robert	Mileage reimbursement	INV0006579	02/12/2020	31.93
				<b>Payment 5698 Total: 31.93</b>
<b>Payment: 5699</b>				
Brenntag Pacific, Inc.	Sodium Hypochlorite	20646	02/12/2020	802.63
Brenntag Pacific, Inc.	Sodium Hypochlorite	18889	02/12/2020	513.95
Brenntag Pacific, Inc.	Sodium Hypochlorite	16585	02/12/2020	541.77
Brenntag Pacific, Inc.	Sodium Hypochlorite	16586	02/12/2020	659.33
				<b>Payment 5699 Total: 2,517.68</b>
<b>Payment: 5700</b>				
California Water Environment	Collections Grade 2-Brewer	36847I	02/12/2020	94.00
				<b>Payment 5700 Total: 94.00</b>
<b>Payment: 5701</b>				
Cannon Corporation	Eureka Well Drilling Implemen	71133	02/12/2020	2,255.00
Cannon Corporation	Construction Mgmt-Southlan	71253	02/12/2020	4,000.75
				<b>Payment 5701 Total: 6,255.75</b>
<b>Payment: 5702</b>				
Charter Communications	Internet - Shop	1236300020320	02/12/2020	214.97
				<b>Payment 5702 Total: 214.97</b>
<b>Payment: 5703</b>				
Electricraft, Inc.	Effluent Pump electrical repai	14280	02/12/2020	4,376.45
				<b>Payment 5703 Total: 4,376.45</b>
<b>Payment: 5704</b>				
EMCOR Services Mesa Energy	HVAC replacements Office Bui	13539176	02/12/2020	20,881.43
				<b>Payment 5704 Total: 20,881.43</b>

## Item D-1 Warrants FEBRUARY 12, 2020

Payment Dates: 02/12/2020 - 02/12/2020

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 5705</b>				
Excel Personnel Services, Inc.	Employment agency	2955297	02/12/2020	465.00
Excel Personnel Services, Inc.	Employment agency	2950821	02/12/2020	465.00
<b>Payment 5705 Total:</b>				<b>930.00</b>
<b>Payment: 5706</b>				
Farm Supply Company	Weed abatement	68296	02/12/2020	106.01
<b>Payment 5706 Total:</b>				<b>106.01</b>
<b>Payment: 5707</b>				
FGL Environmental	Lab tests	80021A	02/12/2020	87.00
FGL Environmental	Lab tests	80020A	02/12/2020	717.00
FGL Environmental	Lab tests	80019A	02/12/2020	87.00
<b>Payment 5707 Total:</b>				<b>891.00</b>
<b>Payment: 5708</b>				
GLM Landscape Management	Landscape maintenance	JAN2020	02/12/2020	405.00
<b>Payment 5708 Total:</b>				<b>405.00</b>
<b>Payment: 5709</b>				
Hach Company	I/O module	11813422	02/12/2020	4,242.44
<b>Payment 5709 Total:</b>				<b>4,242.44</b>
<b>Payment: 5710</b>				
Home Depot Credit Services D	Pipe wrenches	1642336	02/12/2020	227.18
<b>Payment 5710 Total:</b>				<b>227.18</b>
<b>Payment: 5711</b>				
Integrated Industrial Supply, I	Plastic tubing/fittings	66684	02/12/2020	278.51
<b>Payment 5711 Total:</b>				<b>278.51</b>
<b>Payment: 5712</b>				
Iron Mountain	Document shredding	CKJH692	02/12/2020	82.45
<b>Payment 5712 Total:</b>				<b>82.45</b>
<b>Payment: 5713</b>				
Lee Central Coast Newspapers	Notice Inviting Bids	154584-1	02/12/2020	461.75
<b>Payment 5713 Total:</b>				<b>461.75</b>
<b>Payment: 5714</b>				
Miner's Ace Hardware	Supplies	Jan 2020	02/12/2020	644.65
<b>Payment 5714 Total:</b>				<b>644.65</b>
<b>Payment: 5715</b>				
Mission Uniform Service	Uniforms	511757409	02/12/2020	146.21
Mission Uniform Service	Uniforms	511657396	02/12/2020	146.21
Mission Uniform Service	Uniforms	511707796	02/12/2020	146.21
<b>Payment 5715 Total:</b>				<b>438.63</b>
<b>Payment: 5716</b>				
Municipal Maintenance Equip	Leader hose/hose guide	145361	02/12/2020	242.52
<b>Payment 5716 Total:</b>				<b>242.52</b>
<b>Payment: 5717</b>				
Newton Geo-Hydrology Cons	General consultation	Jan 2020-1	02/12/2020	1,297.38
Newton Geo-Hydrology Cons	Litigation Support	Jan 2020	02/12/2020	7,957.38
<b>Payment 5717 Total:</b>				<b>9,254.76</b>
<b>Payment: 5718</b>				
Office Depot	Office supplies	424935490001	02/12/2020	99.80
Office Depot	Office supplies	428632130001	02/12/2020	105.08
Office Depot	Office supplies	430261603001	02/12/2020	102.09
<b>Payment 5718 Total:</b>				<b>306.97</b>
<b>Payment: 5719</b>				
On, Chinh and Le, Tiffany	Washer rebate	JAN2020	02/12/2020	75.00
<b>Payment 5719 Total:</b>				<b>75.00</b>

Item D-1 Warrants FEBRUARY 12, 2020

Payment Dates: 02/12/2020 - 02/12/2020

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
<b>Payment: 5720</b>					
Pacific Coast Well Drilling	Eureka well destruction	722	02/12/2020		32,500.00
				<b>Payment 5720 Total:</b>	<b>32,500.00</b>
<b>Payment: 5721</b>					
Pollard Water	DCHLR tablets	7453	02/12/2020		2,310.15
				<b>Payment 5721 Total:</b>	<b>2,310.15</b>
<b>Payment: 5722</b>					
Praxair Distribution, Inc.	Refill tank	94313265	02/12/2020		29.01
Praxair Distribution, Inc.	Cylinder rental	94393575	02/12/2020		52.38
				<b>Payment 5722 Total:</b>	<b>81.39</b>
<b>Payment: 5723</b>					
Quinn Company	Concrete readymix	PC910055370	02/12/2020		339.17
Quinn Company	Credit Memo	PR910001261	02/12/2020		-351.04
Quinn Company	Battery replacement	WON30002865	02/12/2020		388.50
				<b>Payment 5723 Total:</b>	<b>376.63</b>
<b>Payment: 5724</b>					
R. Baker, Inc.	Juniper Lift Station Antenna	1494	02/12/2020		17,760.00
				<b>Payment 5724 Total:</b>	<b>17,760.00</b>
<b>Payment: 5725</b>					
Ray Morgan Company	B&W/Color copies	2853647	02/12/2020		142.32
				<b>Payment 5725 Total:</b>	<b>142.32</b>
<b>Payment: 5726</b>					
Santa Maria Ford Lincoln	Vehicle repair/maintenance	188928	02/12/2020		50.45
Santa Maria Ford Lincoln	Vehicle repair/maintenance	188452	02/12/2020		1,278.65
Santa Maria Ford Lincoln	Vehicle repair/maintenance	188844	02/12/2020		713.72
				<b>Payment 5726 Total:</b>	<b>2,042.82</b>
<b>Payment: 5727</b>					
Santa Maria Sun, LLC	Conservation ads	308773	02/12/2020		396.00
Santa Maria Sun, LLC	Conservation ads	309036	02/12/2020		396.00
				<b>Payment 5727 Total:</b>	<b>792.00</b>
<b>Payment: 5728</b>					
SGS Guadalupe	Can17	780132751	02/12/2020		506.75
				<b>Payment 5728 Total:</b>	<b>506.75</b>
<b>Payment: 5729</b>					
SP Maintenance Services, Inc.	Office building maintenance	JAN2020-2	02/12/2020		823.38
SP Maintenance Services, Inc.	Office building maintenance	JAN2020-1	02/12/2020		1,108.18
				<b>Payment 5729 Total:</b>	<b>1,931.56</b>
<b>Payment: 5730</b>					
Terminix Commercial	Pest control	393388957	02/12/2020		54.00
				<b>Payment 5730 Total:</b>	<b>54.00</b>
<b>Payment: 5731</b>					
United Rentals	Boom rental	178060905-001	02/12/2020		849.45
United Rentals	Boom rental	177993397-001	02/12/2020		697.08
				<b>Payment 5731 Total:</b>	<b>1,546.53</b>
<b>Payment: 5732</b>					
US Bank National Association	CSDA - chapter meeting and L	JAN2020F	02/12/2020		675.00
US Bank National Association	Software subscription	JAN2020E	02/12/2020		33.98
US Bank National Association	Office supplies purchase retur	JAN2020A	02/12/2020		-294.89
US Bank National Association	Repair and maintence - office	JAN2020C	02/12/2020		4.92
US Bank National Association	Storage unit	JAN2020D	02/12/2020		199.50
US Bank National Association	Travel and meals	JAN2020B	02/12/2020		66.27
				<b>Payment 5732 Total:</b>	<b>684.78</b>
<b>Payment: 5733</b>					
USA Bluebook	Chemkey	131081	02/12/2020		4,021.09
USA Bluebook	Chemkey	122761	02/12/2020		369.73
USA Bluebook	Chemkey	1124763	02/12/2020		347.07

Item D-1 Warrants FEBRUARY 12, 2020

Payment Dates: 02/12/2020 - 02/12/2020

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
USA Bluebook	HR powder sample packs	131521	02/12/2020		259.03
<b>Payment 5733 Total:</b>					<b>4,996.92</b>
<b>Payment: 5734</b>					
Verizon Wireless	Cell service	9846924718	02/12/2020		648.04
<b>Payment 5734 Total:</b>					<b>648.04</b>
<b>Payment: 5735</b>					
Wallace Group	FOG program	49979	02/12/2020		967.48
<b>Payment 5735 Total:</b>					<b>967.48</b>
<b>Payment: 5736</b>					
Waste Connections	Trash collection	6753189	02/12/2020		226.20
Waste Connections	Trash collection	6752814	02/12/2020		255.91
Waste Connections	Trash collection	6751868	02/12/2020		48.26
<b>Payment 5736 Total:</b>					<b>530.37</b>



TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER  
DATE: FEBRUARY 7, 2020



**AGENDA ITEM**  
**D-2**  
**FEBRUARY 12 2020**

**APPROVE JANUARY 22, 2020  
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. January 22, 2020 draft Regular Board Meeting Minutes

FEBRUARY 12, 2020

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community since 1965*

## DRAFT REGULAR MINUTES

**JANUARY 22, 2020 AT 9:00 A.M.**

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

### BOARD of DIRECTORS

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

### PRINCIPAL STAFF

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

**Mission Statement:**

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

#### A. CALL TO ORDER AND FLAG SALUTE

*President Gaddis called the Regular Meeting of January 22, 2020, to order at 9:00 a.m. and led the flag salute.*

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

*At Roll Call, Directors Woodson, Blair, Armstrong and Gaddis were present. Director Eby was absent.*

*There were no public comments.*

#### C. PRESENTATIONS AND REPORTS

- C-1) QUARTERLY ENGINEER'S REPORT, DIRECTOR OF ENGINEERING AND OPERATIONS REPORT ON DISTRICT PROJECTS SYSTEM-WIDE [RECOMMEND RECEIVE AND FILE]

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

*There were no public comments.*

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

Receive Announcements and Reports from Directors

*Director Woodson*

- *January 9, attended SCAC Traffic meeting and met SLO County's new Transportation Engineer.*

SUBJECT TO BOARD APPROVAL

DRAFT REGULAR MEETING

MINUTES

- 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 Armstrong and seconded, the Board unanimously approved receiving and filing presentations and reports.  
Vote 4-0.*

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

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE JANUARY 8, 2020, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) INVESTMENT POLICY – FOURTH QUARTER REPORT [RECOMMEND RECEIVE AND FILE]

*Mario Iglesias, General Manager, and Peter Sevcik, Director of Engineering and Operations, answered questions from the Board regarding warrants.*

*There were no public comments.*

*Upon the motion of Director Armstrong and seconded, the Board unanimously approved Consent Agenda Items  
Vote 4-0.*

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

E. ADMINISTRATIVE ITEMS

- E-1) REVIEW DRAFT BLACKLAKE ASSESSMENT DISTRICT ENGINEER’S REPORT AND DRAFT RESOLUTION OF INTENTION DECLARING NIPOMO COMMUNITY SERVICES DISTRICT’S INTENTION TO FORM ASSESSMENT DISTRICT 2020-1 [RECOMMEND REVIEW REPORT AND RESOLUTION AND DIRECT STAFF]

*Craig Steele, District Legal Counsel, introduced the item and Mario Iglesias, General Manager, answered questions from the Board. Maryann Goodkind, Bond Counsel, and Mike Medve, Assessment Engineer, made a presentation and answered questions from the Board and public.*

*Director Armstrong stated the District is not allowed to take a position on the assessment district. It can only present the facts.*

*Ken Pacofsky, Blacklake resident, commented on the assessment district.*

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

The Board reviewed the draft Assessment District Engineer's report and draft Resolution of Intention to form Assessment District 2020-1. No action was taken.

The Board took a break at 10:27 a.m.

- E-2) CONSIDER ADOPTING RESOLUTION REVISING NIPOMO COMMUNITY SERVICES DISTRICT ANNEXATION POLICY AND PROVIDE DIRECTION REGARDING AMENDING MISCELLANEOUS FEE SCHEDULE TO ADOPT ANNEXATION APPLICATION FEE [RECOMMEND ADOPT RESOLUTION AMENDING ANNEXATION POLICY AND DIRECT STAFF TO BRING FORWARD A RESOLUTION AMENDING MISCELLANEOUS FEE SCHEDULE AT THE BOARD'S NEXT MEETING]

Mario Iglesias, General Manager, presented the item and answered questions from the Board. Craig Steele, District Legal Counsel, and Peter Sevcik, Director of Engineering and Operations, answered questions from the Board.

President Gaddis requested a current map of the Sphere of Influence. The General Manager made a copy of the map and made it available to the Board and public.

Laurie Tamura, Planner for Urban Planning Concepts, commented on the annexation policy.

Upon the motion of Director Armstrong and seconded, the Board unanimously approved the Resolution and directed staff to bring forward a resolution amending the District's Fee Schedule to create an Annexation Application Fee. Vote 4-0.

Table with 3 columns: YES VOTES, NO VOTES, ABSENT. Row 1: Directors Armstrong, Blair, Woodson and Gaddis, None, Eby

RESOLUTION 2020-1540

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT ADOPTING A REVISED ANNEXATION POLICY

F. GENERAL MANAGER'S REPORT

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

There were no public comments.

G. COMMITTEE REPORTS

None

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

None

I. CLOSED SESSION ANNOUNCEMENTS

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

Craig Steele, District Legal Counsel, announced the Board would not discuss Item 1.

- 1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
  - a. SMVWCD V. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750, AND ALL CONSOLIDATED CASES
- 2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)
  - Property: [APN 091-301-064]
  - Agency negotiator: Mario Iglesias
  - Negotiating parties: Sprint PCS Assets
  - Under negotiation: Price, terms of payment, or both

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

*There were no public comments.*

K. ADJOURN TO CLOSED SESSION

L. OPEN SESSION

ANNOUNCEMENT OF REPORTABLE ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

*There were no public comments*

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

ADJOURN MEETING

*President Gaddis adjourned the meeting at 11:41 a.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	2 hour 31 minutes
Closed Session	1 hour 10 minutes
TOTAL HOURS	3 hours 41 minutes

Respectfully submitted,

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

\_\_\_\_\_  
Date

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER

FROM: LISA BOGNUDA  
FINANCE DIRECTOR

DATE: FEBRUARY 7, 2020



**ACCEPT SECOND QUARTER FISCAL YEAR 2019-2020  
QUARTERLY FINANCIAL REPORT**

**ITEM**

Accept Second Quarter Financial Report [RECOMMEND RECEIVE AND FILE REPORT]

**BACKGROUND**

As of December 31, 2019, the 2019-2020 Fiscal year is 50% complete. The consolidated operating revenues are 53.83% of budget, operating expenditures are at 52.12% of budget and general and administrative expenditures are at 41.91% of budget.

Attached are the following which provide an overview of the first nine months of the fiscal year:

Page 1	Consolidated Statement of Net Position
Page 2-3	Consolidated Statement of Revenues and Expenses
Page 4	Summary of Revenues, Expenses and Cash Balances by Fund
Page 5	Summary of Approved Budget Adjustments
Page 6-7	Graphs for Consolidated Revenues and Expenses
Page 8-10	Graphs for major funds (Water, Town Sewer, and Blacklake Sewer)

**STRATEGIC PLAN**

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

**RECOMMENDATION**

It is recommended that your Honorable Board receive report and direct Staff to file the quarterly financial report for the second quarter of fiscal year 2019-2020.

**ATTACHMENT**

- A. Pages 1-10 – NCSD Quarterly Financial Report

FEBRUARY 12, 2020

ITEM D-3

ATTACHMENT A



**NIPOMO COMMUNITY SERVICES DISTRICT  
STATEMENT OF NET POSITION - (Unaudited)  
DECEMBER 31, 2019**

**ASSETS**

Current assets:	
Cash and cash equivalents	\$ 20,753,761
Accounts receivable	444,793
Unbilled utilities receivable	1,049,000
Accrued interest receivable	117,434
Due from partner purveyors	165,445
Contracts receivable, current portion	110,002
<b>Total current assets</b>	<b><u>22,640,435</u></b>
Noncurrent assets:	
Restricted cash-NSWP funded replacement	905,581
Cash with fiscal agent	787,495
Deposits and other assets	372,815
Contracts receivable, less current portion	6,108,656
Capital assets:	0
Capital assets, net of depreciation	64,621,882
<b>Total noncurrent assets</b>	<b><u>72,796,429</u></b>
<b>Total assets</b>	<b><u>95,436,864</u> (A)</b>

Deferred Outflows of Resources	
OPEB related	709,003
Pension related	588,116
<b>Total deferred outflows of resources</b>	<b><u>1,297,119</u> (B)</b>

**LIABILITIES**

Current liabilities:	
Accounts payable	627,820
Deposits	95,270
Accrued Liabilities	456,073
Current portion of long-term debt	492,180
<b>Total current liabilities</b>	<b><u>1,671,343</u></b>
Noncurrent liabilities:	
Net OPEB liability	1,112,199
Net pension liability	1,607,847
Long-term debt, less current portion	19,285,000
<b>Total noncurrent liabilities</b>	<b><u>22,005,046</u></b>
<b>Total liabilities</b>	<b><u>23,676,389</u> (C)</b>

Deferred Inflows of Resources	
OPEB related	45,837
Pension related	73,380
<b>Total deferred inflows of resources</b>	<b><u>119,217</u> (D)</b>

**NET POSITION**

Net investment in capital assets	44,743,341
Restricted for system expansion, replacement and debt service	13,534,450
Unrestricted	14,660,586
<b>Total net position</b>	<b><u>\$ 72,938,377</u></b>

(A)+(B)-(C)-(D)

**NIPOMO COMMUNITY SERVICES DISTRICT  
STATEMENT OF REVENUES AND EXPENSES - (Unaudited)  
FOR THE SIX MONTHS ENDED DECEMBER 31, 2019**

	YEAR-TO- DATE	BUDGET	% OF BUDGET
<u>OPERATING REVENUES</u>			
Water fixed charges	\$ 627,487	1,273,000	49.29%
Water usage charges	2,511,078	4,170,000	60.22%
Sewer charges	1,370,562	2,774,000	49.41%
Miscellaneous fees and charges	106,313	145,000	73.32%
Street light and landscape maintenance charges	22,959	40,030	57.35%
Franchise fees	46,024	62,000	74.23%
NSWP - collections from purveyors for water purchased	275,060	481,474	57.13%
NSWP - collections from purveyors for related expenses	31,526	55,024	57.29%
NSWP - collections for funded replacement	103,432	206,865	50.00%
Operating transfers in - Funded Administration	206,763	557,685	37.08%
Operating transfers in - Funded Replacement	589,000	1,178,000	50.00%
Total Operating Revenues	5,890,204	10,943,078	53.83%
<u>OPERATING EXPENSES - OPERATIONS AND MAINTENANCE</u>			
Wages and benefits	778,859	1,767,900	44.06%
Purchased water -NCS D share	550,449	963,526	57.13%
Purchased water-purveyors	275,060	481,474	57.13%
Operating costs, admin and funded replacement-NCS D share	148,556	314,577	47.22%
Electricity	345,177	608,000	56.77%
Water	2,750	5,150	53.40%
Chemicals	42,097	76,000	55.39%
Lab tests	48,769	107,000	45.58%
Operating supplies	119,487	210,000	56.90%
Outside services	308,725	537,100	57.48%
Permits and operating fees	42,468	50,000	84.94%
Repairs and maintenance	141,200	212,500	66.45%
Engineering	13,881	18,000	77.12%
Fuel	21,246	40,000	53.12%
Meters	33,784	50,000	67.57%
Safety program	4,075	5,000	81.50%
Uniforms	7,825	20,000	39.13%
Landscape maintance district	4,552	13,500	33.72%
Solid waste program	1,411	8,000	17.64%
Conservation program	10,746	30,000	35.82%
Operating transfer out - Funded Replacement	589,000	1,178,000	50.00%
Subtotal - Operating Expenses (Operations and Maintenance)	3,490,117	6,695,727	52.12%

continued on next page

**NIPOMO COMMUNITY SERVICES DISTRICT  
STATEMENT OF REVENUES AND EXPENSES - (Unaudited)  
FOR THE SIX MONTHS ENDED DECEMBER 31, 2019**

	<u>YEAR-TO- DATE</u>	<u>BUDGET</u>	<u>% OF BUDGET</u>
<b><u>OPERATING EXPENSES - GENERAL AND ADMINISTRATIVE</u></b>			
Wages and benefits	380,326	921,774	41.26%
Outside services	18,356	12,000	152.97%
Bank charges and fees	6,078	10,200	59.59%
Computer expense	66,439	150,900	44.03%
Dues and subscriptions	40,702	20,150	202.00%
Education and training	5,122	17,000	30.13%
Elections	0	0	0.00%
Liability insurance	57,032	110,000	51.85%
Landscape and janitorial	7,733	15,000	51.55%
Legal counsel-general	48,374	101,500	47.66%
Legal counsel-water	25,555	75,000	34.07%
Professional services	55,165	192,900	28.60%
Miscellaneous	2,880	8,800	32.73%
Newsletters and mailers	0	5,800	0.00%
Office supplies	10,850	17,000	63.82%
Postage	7,913	21,200	37.33%
Public notices	451	8,300	5.43%
Repairs and maintenance	7,823	28,550	27.40%
Property taxes	1,504	1,500	100.27%
Telephone	3,425	8,500	40.29%
Travel and mileage	6,905	12,500	55.24%
Utilities	11,080	19,500	56.82%
Operating transfer out - Funded Administration	206,763	557,685	37.08%
Subtotal - Operating Expenses (General and Administrative)	970,476	2,315,759	41.91%
Total Operating Expenses	4,460,593	9,011,486	49.50%
Total Operating Surplus (Deficit)	1,429,611	1,931,592	
 <b><u>NON-OPERATING INCOME (EXPENSES)</u></b>			
Interest income	382,679	343,650	111.36%
Property tax revenue	438,110	699,000	62.68%
Cell site revenue	19,820	38,000	52.16%
Other revenue - purveyors	64,086	390,802	16.40%
Gain (loss) on disposal of assets	27,685	0	0.00%
Capacity Charges collected	24,054	0	0.00%
Interest expense	(385,101)	(836,748)	46.02%
Total non-operating revenues (expenses)	571,333	634,704	
Total Operating and Non-operating Surplus (Deficit)	\$ 2,000,944	2,566,296	

NIPOMO COMMUNITY SERVICES DISTRICT  
SUMMARY OF REVENUES AND EXPENSES BY FUND  
SIX MONTHS ENDING DECEMBER 31, 2019

FUND	FUND #	YTD REVENUES	YTD EXPENSES	SUBTOTAL	FUNDED REPLACEMENT	TRANSFERS B/W FUNDS	YTD SUPRPLUS/ (DEFICIT)
Administration	110	231,480	(231,480)	0	0	0	0
Water	125	3,270,223	(2,282,870)	987,353	(305,000)	0	682,353
Water Rate Stabilization	128	4,937	0	4,937	0	0	4,937
Town Sewer	130	1,103,541	(778,235)	325,306	(197,500)	0	127,806
Town Sewer Rate Stabilization	135	3,712	0	3,712	0	0	3,712
Blacklake Sewer	150	278,345	(164,858)	113,487	(86,500)	0	26,987
Blacklake Sewer Rate Stabilization	155	617	0	617	0	0	617
Blacklake Street Lighting	200	16,375	(18,973)	(2,598)	0	0	(2,598)
Street Landscape Maintenance	250	6,913	(4,622)	2,291	0	0	2,291
Solid Waste	300	49,965	(8,258)	41,707	0	0	41,707
Drainage Maintenance	400	13,318	0	13,318	0	0	13,318
Supplemental Water Capacity Fees	500	245,569	(192,376)	53,193	0	476,200	529,393
Property Taxes	600	429,738	(51,912)	377,826	0	(476,200)	(98,374)
Water Capacity Fees	700	28,840	0	28,840	0	0	28,840
Town Sewer Capacity Fees	710	8,452	0	8,452	0	0	8,452
Funded Replacement-Water	805	53,329	(2,486)	50,843	305,000	0	355,843
Funded Replacement-Town Sewer	810	53,051	0	53,051	197,500	0	250,551
Funded Replacement-BL Sewer	830	11,999	(207,398)	(195,399)	86,500	0	(108,899)
NSWP Operations & Maintenance	910	920,124	(899,345)	20,779	0	0	20,779
NSWP Funded Replacement	915	113,229	0	113,229	0	0	113,229
TOTAL		6,843,757	(4,842,813)	2,000,944	0	0	2,000,944

CASH BALANCE OF EACH FUND

FUND	FUND #	CASH BALANCE 12/31/2019
Administration	110	(182,855)
Water	125	2,676,987
Water Rate Stabilization	128	424,957
Town Sewer	130	188,389
Town Sewer Rate Stabilization	135	319,550
Blacklake Sewer	150	177,993
Blacklake Sewer Rate Stabilization	155	53,120
Blacklake Street Lighting	200	11,692
Street Landscape Maintenance	250	15,007
Solid Waste	300	363,592
Drainage Maintenance	400	67,567
Supplemental Water	500	3,584,830
Property Taxes	600	162,395
Water Capacity Fees	700	1,907,734
Town Sewer Capacity Fees	710	727,053
Funded Replacement-Water	805	4,719,788
Funded Replacement-Town Sewer	810	4,658,563
Funded Replacement-BL Sewer	830	900,300
NSWP	910	(22,901)
TOTAL		20,753,761

NOTE:

BALANCE SHEETS AND STATEMENTS OF REVENUES AND EXPENSES FOR EACH FUND ARE AVAILABLE FOR REVIEW UPON REQUEST

NIPOMO COMMUNITY SERVICES DISTRICT  
SUMMARY OF APPROVED BUDGET AMENDMENTS  
FISCAL YEAR JUNE 30, 2020

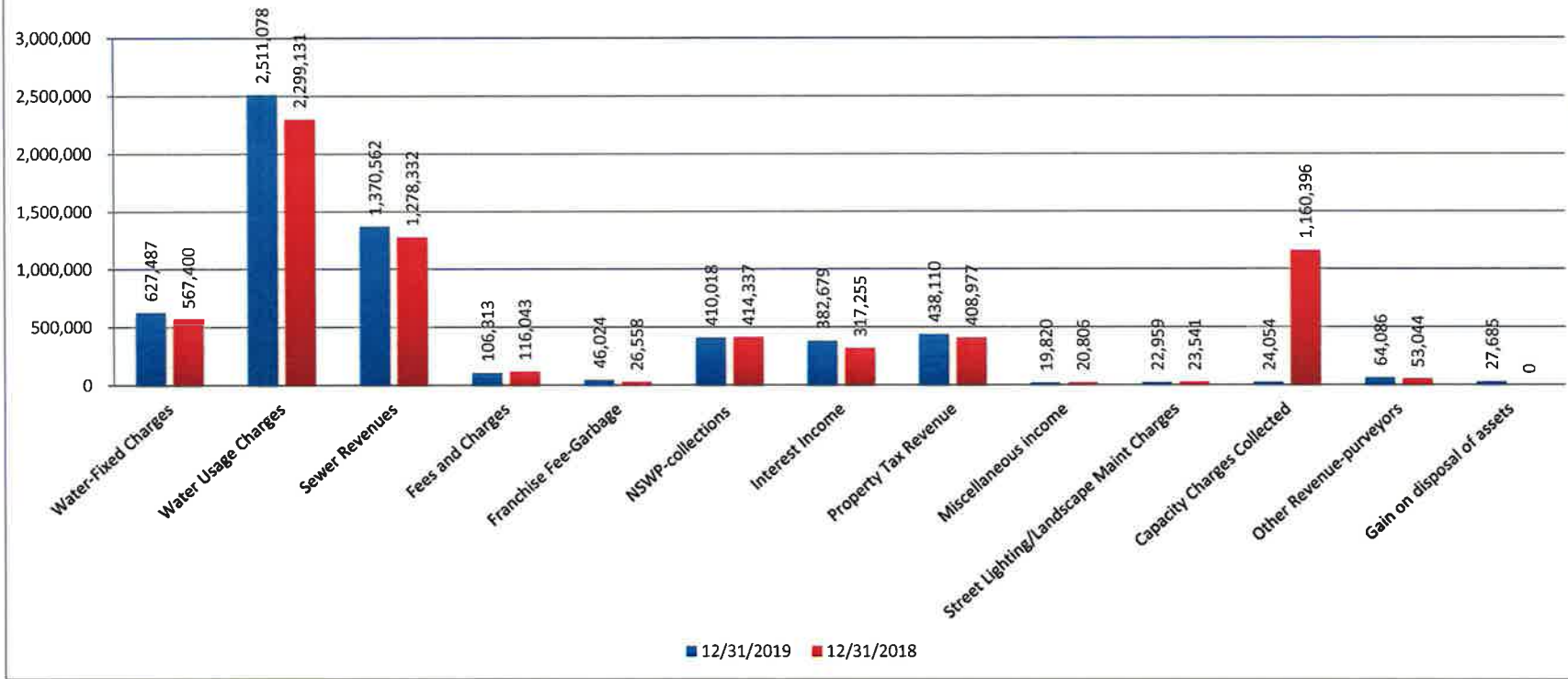
FIRST QUARTER ENDING SEPTEMBER 30, 2019

DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET
8/28/2019	Replacement Return Activated Sludge Pump	810	\$0	\$41,419	\$41,419

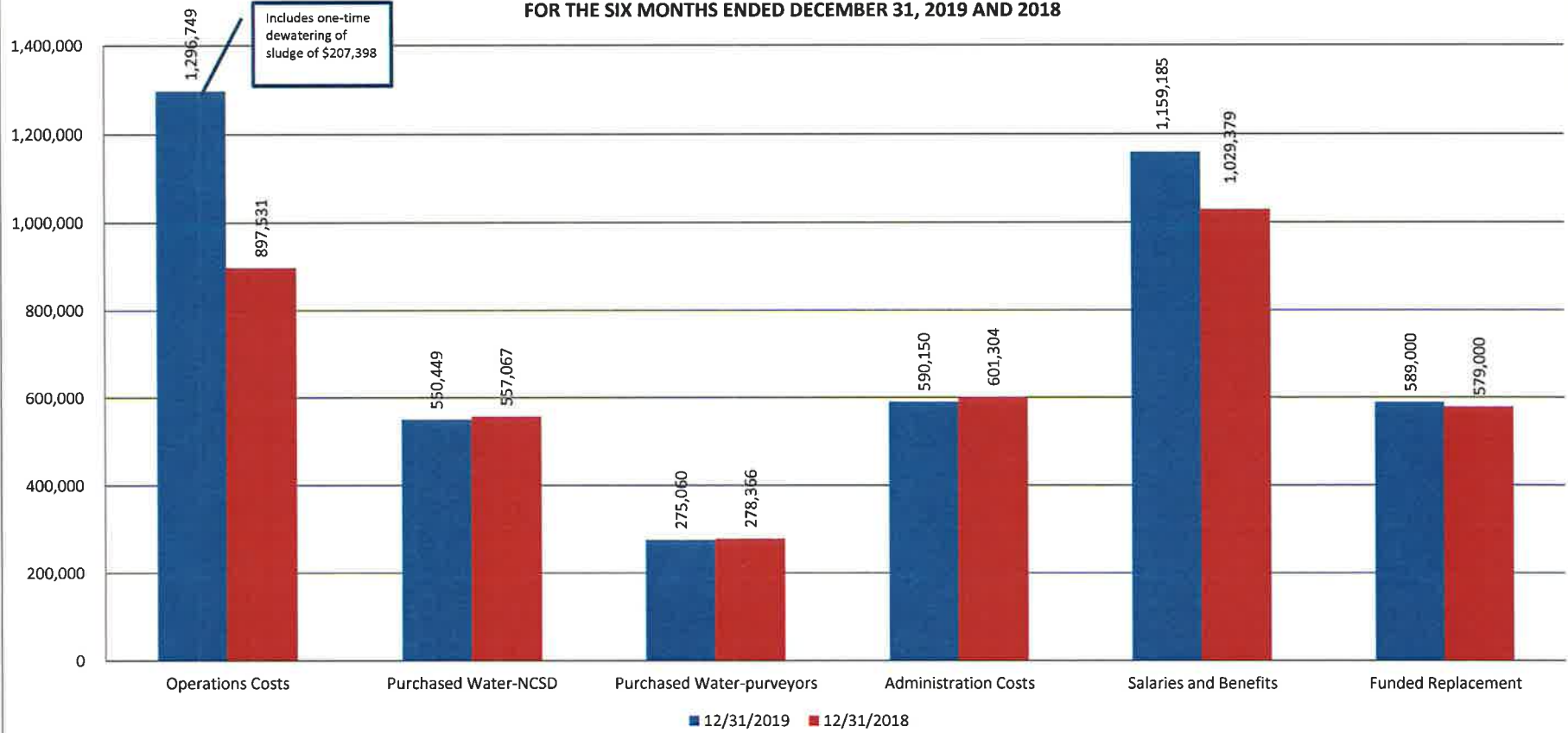
SECOND QUARTER ENDING DECEMBER 31, 2019

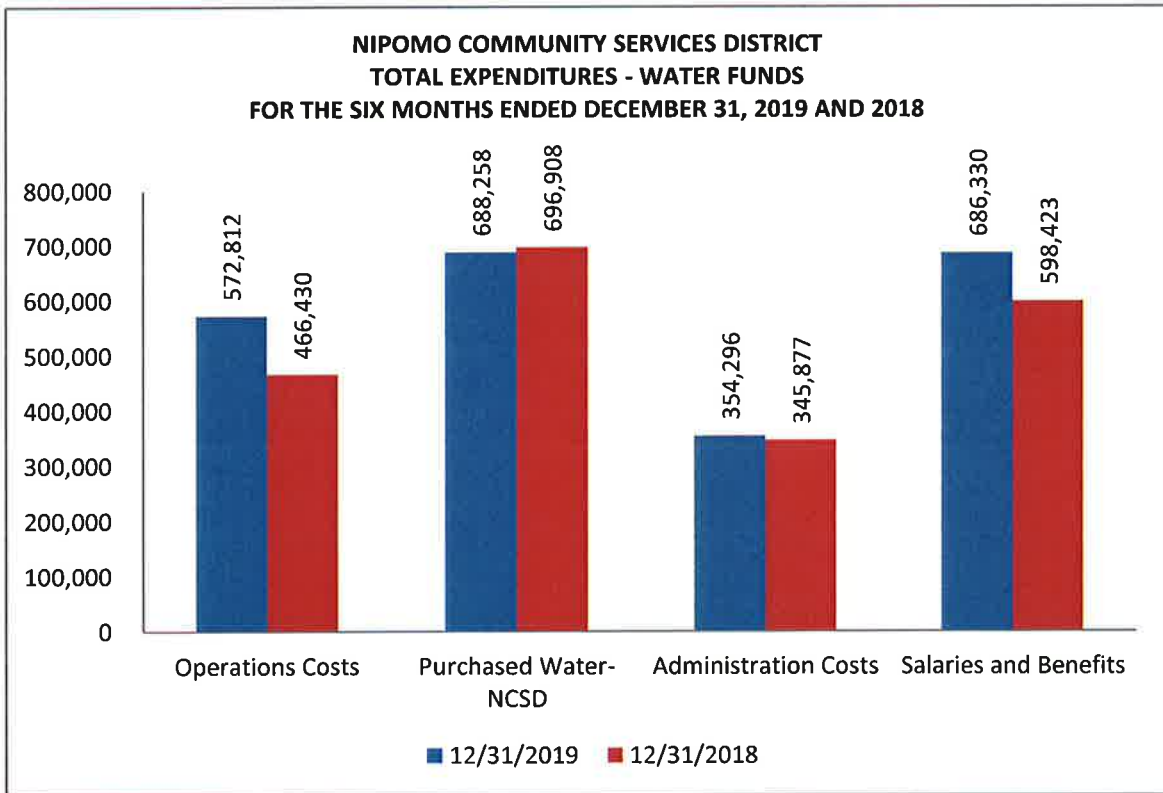
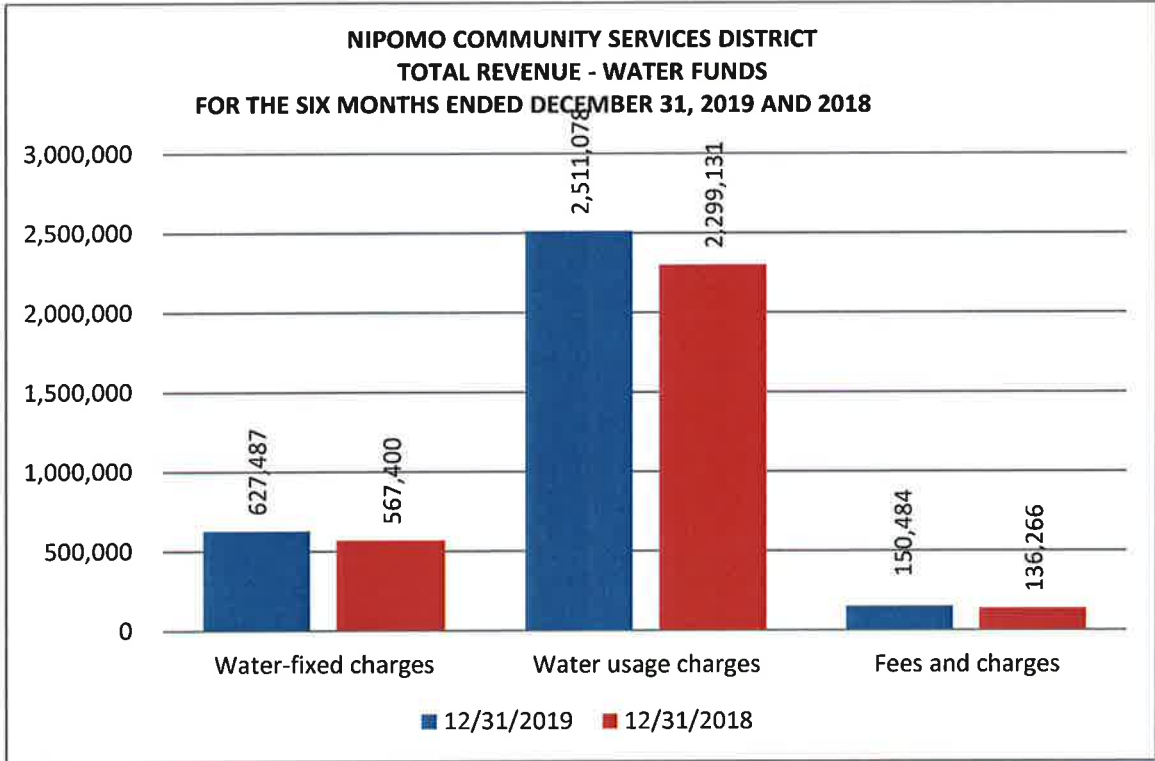
DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET
12/11/2019	Southland WWTF Storage Building	710	\$200,000	\$30,000	\$300,000

**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUES  
FOR SIX MONTHS ENDED DECEMBER 31, 2019 AND 2018**

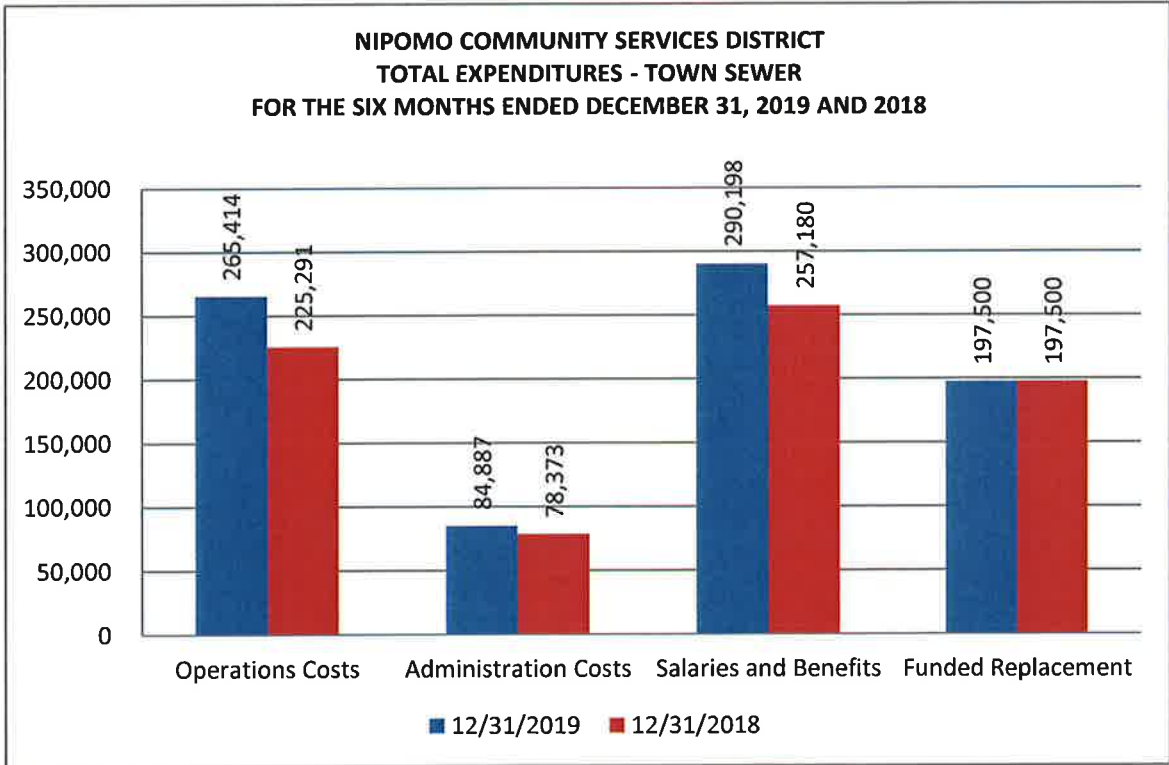
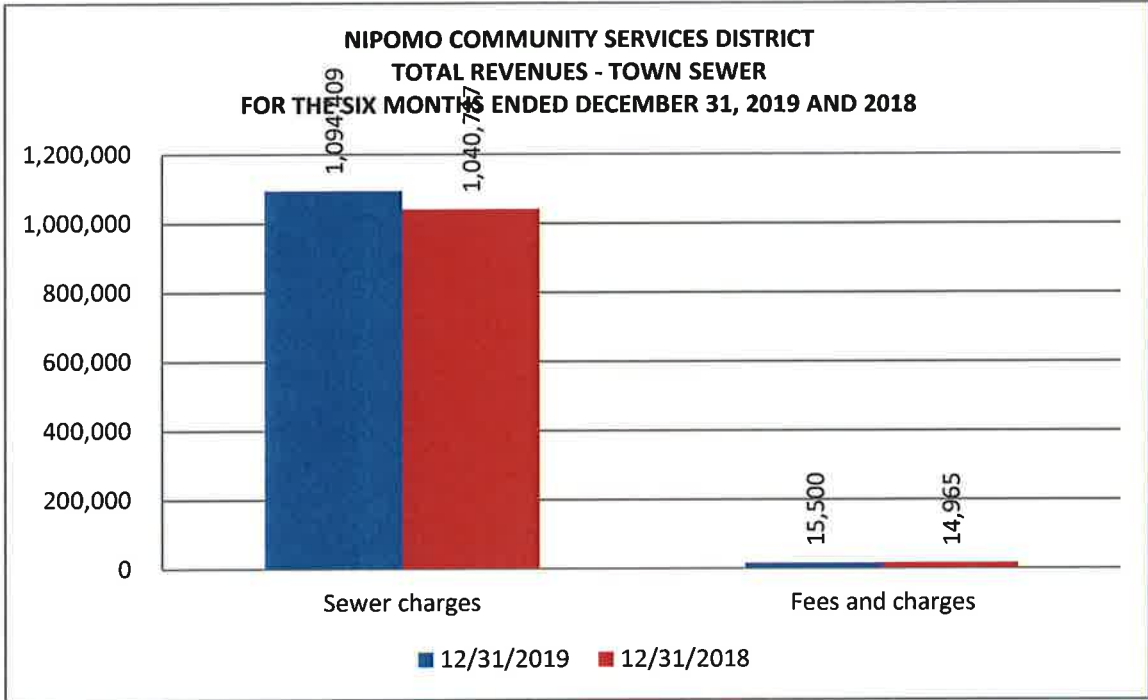


**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES  
FOR THE SIX MONTHS ENDED DECEMBER 31, 2019 AND 2018**

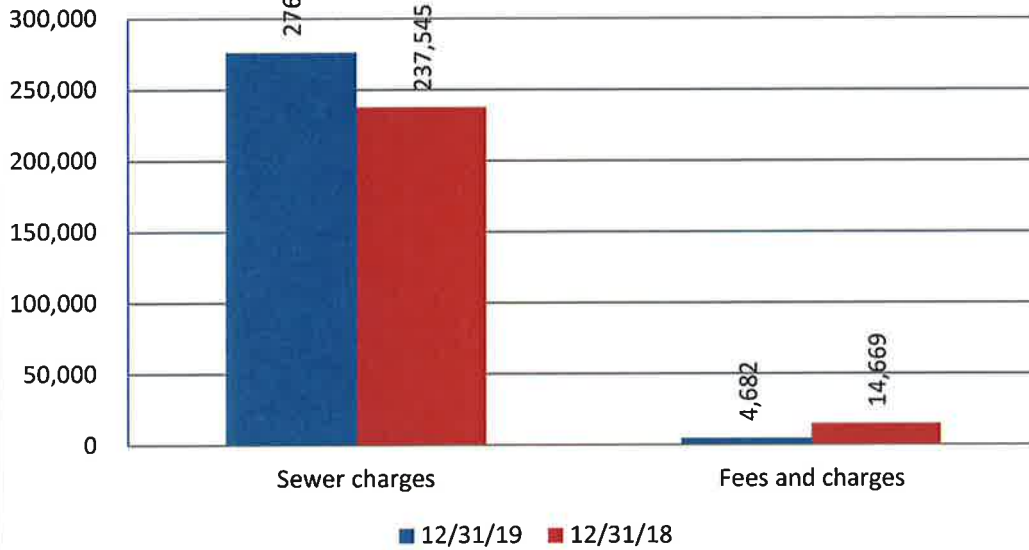




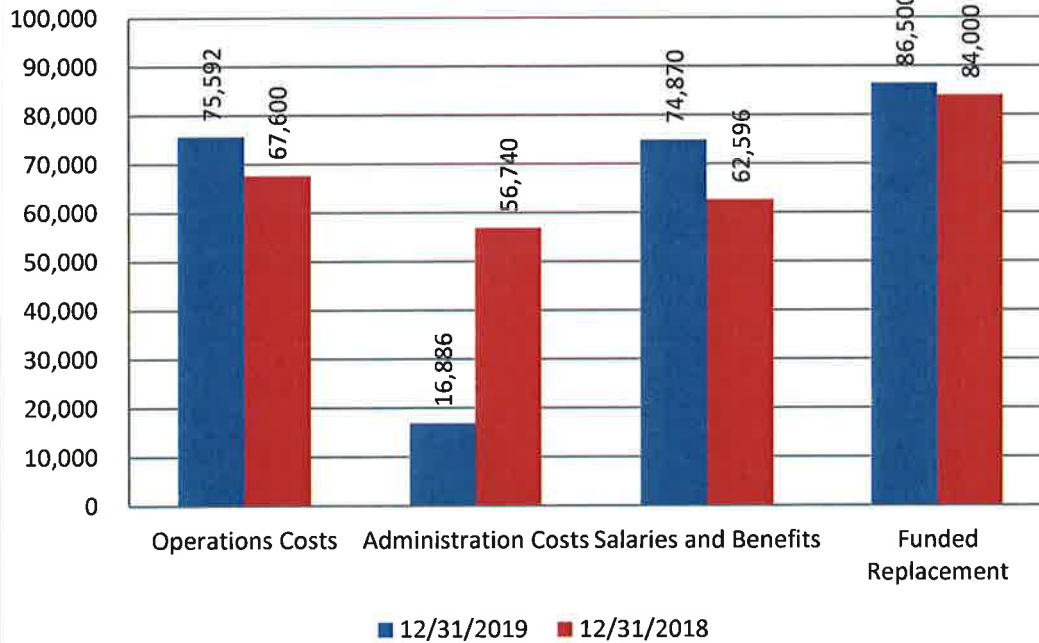





**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUES - BLACKLAKE SEWER  
FOR THE SIX MONTHS ENDED DECEMBER 31, 2019 AND 2018**



**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES - BLACKLAKE SEWER  
FOR THE SIX MONTHS ENDED DECEMBER 31, 2019 AND 2018**



TO: BOARD OF DIRECTORS  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER   
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF  
ENGINEERING & OPERATIONS  
DATE: FEBRUARY 5, 2020

**AGENDA ITEM  
D-4  
FEBRUARY 12, 2020**

**AUTHORIZE STAFF TO BID SUPPLEMENTAL WATER PROJECT  
JOSHUA ROAD PUMP STATION IMPROVEMENTS**

**ITEM**

Authorize staff to advertise Supplemental Water Project Joshua Road Pump Station Improvements for bid [RECOMMEND AUTHORIZE STAFF TO BID].

**BACKGROUND**

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

The current Project phasing plan includes the installation of larger pumps at the Joshua Road Pump Station in FY 2019/2020. The installation of 4 larger pumps at the Joshua Road Pump Station will allow the District to provide redundancy and operational reliability for supplemental water deliveries in accordance with the phased delivery schedule.

The plans and specifications for the Joshua Road Pump Station Improvements are being finalized. In accordance with the District's Purchasing Policy, staff needs Board approval to solicit bids for the project. Staff expects to return to your Board with a recommendation for contract award in May 2020.

The Project Final EIR was certified by the District in April 2009. In May 2009, the Board adopted a resolution making CEQA project findings, adopting a statement of overriding considerations, adopting a project mitigation monitoring plan, approving the Supplemental Water Project and directing staff to file a Notice of Determination with the County in compliance with CEQA. A Supplemental EIR was certified by the District in April 2012.

**FISCAL IMPACT**

The estimated construction cost is \$300,000. Staff anticipates that additional funding in the amount of \$600,000 for the project will be required in the FY 2019-2020 budget.

**STRATEGIC PLAN**

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

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

**RECOMMENDATION**

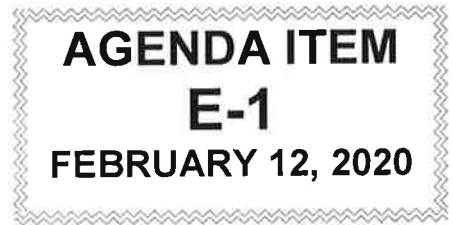
Staff recommends that the Board, by motion and roll call vote, authorize staff to solicit bids for the Supplemental Water Project Joshua Road Pump Station Pump Improvements.

**ATTACHMENTS**

None.

TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER  
DATE: FEBRUARY 7, 2020

*AKK*



**CONSIDER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION  
2020 CALL FOR NOMINATIONS TO FILL  
BOARD OF DIRECTOR SEAT C**

**ITEM**

Consider California Special Districts Association (“CSDA”) call for nominations to fill their Board of Director Seat C. [RECOMMEND REVIEW CSDA CALL FOR NOMINATIONS PACKET AND, IF DESIRED, NOMINATE CANDIDATE AND DIRECT STAFF].

**BACKGROUND**

See the nomination information packet provided by CSDA [Attachment A].

**STRATEGIC PLAN**

Goal 7. COMMUNICATION. Use public outreach to communicate effectively with the public to obtain their input and build understanding and support for the District.

B. Ongoing activities

- 1 Maintain productive communication and relationships with key stakeholders, such as city, County, State and Federal legislators, service clubs, etc. As appropriate, plan and assign for this role.

**FISCAL IMPACT**

Minimal cost to prepare staff report and support, if elected, the District’s cost for participation and attendance to official CSDA functions as their Board Member that are not reimbursed by CSDA.

**RECOMMENDATION**

Consider the information and, at your Board’s discretion, select a candidate from your Board of Directors and direct staff to aid in completing and filing the necessary nomination application.

**ATTACHMENTS**

- A. January 27, 2020 - CSDA Nomination Packet

FEBRUARY 12, 2020

ITEM E-1

ATTACHMENT A



**California Special  
Districts Association**  
*Districts Stronger Together*

RECEIVED  
JAN 31 2020  
NIPOMO COMMUNITY  
SERVICES DISTRICT

**DATE:** January 27, 2020  
**TO:** CSDA Voting Member Presidents and General Managers  
**FROM:** CSDA Elections and Bylaws Committee  
**SUBJECT:** **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT C**

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The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2021 - 2023 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event, however does comp registration for the two events)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

**AGAIN, THIS YEAR!**

**This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district May 25, 2020. All votes must be received through the system no later than 5:00 p.m. July 10, 2020.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [Amberp@cda.net](mailto:Amberp@cda.net) **by March 26, 2020** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on May 25, 2020 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. July 10, 2020.

The successful candidates will be notified no later than July 14, 2020. All selected Board Members will be introduced at the Annual Conference in Palm Desert, CA in August 2020.





California Special Districts Association

# DISTRICT NETWORKS





**California Special  
Districts Association**  
*Districts Stronger Together*

## 2021-2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: \_\_\_\_\_

District: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Network: \_\_\_\_\_ (see map)

Telephone: \_\_\_\_\_  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE DIRECTLY)

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Nominated by (optional): \_\_\_\_\_

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail, or email to:

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732 (916) 442-7889 fax  
amberp@cda.net

***DEADLINE FOR RECEIVING NOMINATIONS – March 26, 2020***



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

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2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

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3. List local government involvement (such as LAFCo, Association of Governments, etc.):

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4. List civic organization involvement:

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**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

TO: BOARD OF DIRECTORS  
REVIEWED: MARIO IGLESIAS   
GENERAL MANAGER  
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF  
ENGINEERING & OPERATIONS  
DATE: FEBRUARY 5, 2020

**AGENDA ITEM  
E-2  
FEBRUARY 12, 2020**

**CONSIDER RESOLUTION TO ADOPT MITIGATED NEGATIVE  
DECLARATION, AUTHORIZE THE GENERAL MANAGER TO FILE A  
NOTICE OF DETERMINATION, AND SOLICIT BIDS FOR THE  
SUPPLEMENTAL WATER PROJECT INTERCONNECTIONS**

**ITEM**

Adopt Mitigated Negative Declaration and authorize staff to bid the Supplemental Water Project Interconnects [RECOMMEND APPROVE RESOLUTION ADOPTING MITIGATED NEGATIVE DECLARATION AND AUTHORIZING STAFF TO BID INTERCONNECTION PROJECT].

**BACKGROUND**

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

The allocation of Nipomo Supplemental Water Project costs as well as the distribution and use of Nipomo Supplemental Water is governed by the *Nipomo Supplemental Water Project Supplemental Water Management and Groundwater Replenishment Agreement*, an agreement between the District, Golden State Water Company (GSWC) and Woodlands Mutual Water Company (WMWC). At present, the District is offsetting its groundwater pumping with supplemental water. However, in July 2025, when the phased delivery increases to 2500 acre-feet per year, the District will no longer be able to simply offset its groundwater pumping with supplemental water since the District's current total demand is in the range of 1850 to 1900 acre-feet per year. Thus, the District will need to deliver supplemental water to GSWC and WMWC.

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

Staff mailed a Notice of Intent to Adopt a Mitigated Negative Declaration to responsible and trustee agencies on December 16, 2019. The Notice of Intent was also posted at the San Luis

Obispo County Recorder's Office and published in the Santa Maria Times Newspaper. As of the date of this staff report, no comments have been received.

Attached is a draft resolution that would formalize the Board's Environmental Determination in the form of a Mitigated Negative Declaration.

The plans and specifications for the project are being finalized. In accordance with the District's Purchasing Policy, staff needs Board approval to solicit bids for the project.

### **FISCAL IMPACT**

The District's 2019/2020 Budget includes \$650,000 for the construction of the Supplemental Water Project Interconnects.

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

### **STRATEGIC PLAN**

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

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

### **RECOMMENDATION**

Staff recommends that the Board receive staff's presentation, feedback from the public and following closure of the public hearing, approve the attached Resolution 2019-XXXX SWP Interconnect MND, adopting a Mitigated Negative Declaration for the Supplemental Water Project Interconnects and authorizing staff to solicit bids to construct the project.

### **ATTACHMENTS**

- A. Resolution 2020-XXXX SWP Interconnect MND
- B. Notice of Intent to Adopt Negative Declaration
- C. Draft Initial Study and Mitigated Negative Declaration Dated November 2019

FEBRUARY 12, 2020

ITEM E-2

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2020-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
ADOPTING A MITIGATED NEGATIVE DECLARATION AND  
AUTHORIZING THE GENERAL MANAGER TO  
FILE A NOTICE OF DETERMINATION AND SOLICIT BIDS  
FOR THE SUPPLEMENTAL WATER PROJECT INTERCONNECTS**

**WHEREAS**, the Nipomo Community Services District (District) desires to construct three new underground facilities: the Golden State Water Company Interconnection Facility located at the intersection of Orchard Avenue and Primavera Lane, the Golden State Water Company – Cypress Ridge Interconnection Facility located at the intersection of Lyn Road and Red Oak Way, and the Woodlands Mutual Water Company Interconnection Facility located near the intersection of Via Concha Road and north of Trail View Place (herein the Project); and

**WHEREAS**, California Environmental Quality Act (CEQA) requires the District to assess the impact of the Project on the environment, circulate such assessment and hold a public hearing on the findings thereof; and

**WHEREAS**, SWCA Environmental Consultants have prepared a Draft Initial Study and Mitigated Negative Declaration dated November 2019 (herein Initial Study) for the Project which proposes that a Mitigated Negative Declaration be approved. The analysis and findings of said Initial Study are incorporated herein by reference; and

**WHEREAS**, public notice of the proposed Mitigated Negative Declaration was given as required by Section 21092 of the Public Resource Code; and

**WHEREAS**, the District mailed a Notice of Intent to Adopt a Mitigated Negative Declaration to responsible and trustee agencies on December 16, 2019; and

**WHEREAS**, the Notice of Intent was also posted at the San Luis Obispo County Recorder's Office and published in the Santa Maria Times Newspaper; and

**WHEREAS**, no comments were received; and

**WHEREAS**, on Wednesday, February 12, 2020, the District held a Public Hearing on the proposed Mitigated Negative Declaration and accepted public testimony regarding the proposed Mitigated Negative Declaration; and

**WHEREAS**, the hearings on this Project have been appropriately noticed under the Brown Act and the California Environmental Quality Act; and

**WHEREAS**, based on the information contained in the Initial Study prepared for this Project, the proposed mitigation measures, the staff report, and testimony received as a result of the public notice, the District, using its own independent and objective judgment, finds that all potentially significant effects of the Project on the environment can and will be avoided or mitigated to a level of insignificance by imposing the mitigation measures identified in the Initial study.

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2020-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
ADOPTING A MITIGATED NEGATIVE DECLARATION AND  
AUTHORIZING THE GENERAL MANAGER TO  
FILE A NOTICE OF DETERMINATION AND SOLICIT BIDS  
FOR THE SUPPLEMENTAL WATER PROJECT INTERCONNECTS**

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

1. The District has independently reviewed and analyzed the Initial Study and considered the information contained therein and all documents, written and oral received prior to approving this Resolution.
2. The Board of Directors finds that the Initial Study has been completed in compliance with the California Environmental Quality Act (CEQA) and the State CEQA guidelines.
3. The District, using its own independent and objective judgment, finds that all potentially significant effects of the Project on the environment can and will be avoided or mitigated to a level of insignificance by imposing the mitigation measures identified in the Initial study.
4. The mitigation measures and monitoring program as described in Attachment 2 of the Initial Study dated December 2019 are hereby approved and adopted. The mitigation and monitoring measures shall be incorporated into the Project contract documents. District staff shall monitor compliance with the mitigation measures and may utilize environmental consultants to assist in monitoring Project construction to ensure compliance.
5. A Mitigated Negative Declaration is hereby adopted for the Project.
6. The General Manager or his/her designee is instructed to file a Notice of Determination for the Project, as required by law.
7. The above recitals, including referenced and associated documents, are incorporated herein by this reference and constitute further findings in support of the District's approval of this Resolution.
8. The Nipomo Community Services District, located at 148 S. Wilson St., Nipomo, CA, as lead agency, attention District General Manager, is the custodian of the documents and other materials which constitute the record of the proceedings upon which this Resolution and CEQA findings are based.
9. Staff is authorized to bid the project once the plans and specifications for the Project are finalized.



**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2020-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
ADOPTING A MITIGATED NEGATIVE DECLARATION AND  
AUTHORIZING THE GENERAL MANAGER TO  
FILE A NOTICE OF DETERMINATION AND SOLICIT BIDS  
FOR THE SUPPLEMENTAL WATER PROJECT INTERCONNECTS**

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 12<sup>th</sup> day of February, 2020.

\_\_\_\_\_  
**DAN ALLEN GADDIS**  
President of the Board

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
**MARIO E. IGLESIAS**  
General Manager and Secretary to the Board

\_\_\_\_\_  
**CRAIG A. STEELE**  
District Legal Counsel

FEBRUARY 12, 2020

ITEM E-2

ATTACHMENT B

# NIPOMO COMMUNITY

## **BOARD MEMBERS**

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



# SERVICES DISTRICT

## **STAFF**

MARIO IGLESIAS, **GENERAL MANAGER**  
LISA BOGNUDA, **FINANCE DIRECTOR**  
PETER SEVCIK, P.E., **DIRECTOR OF ENG. & OPS.**  
WHITNEY MCDONALD, **GENERAL COUNSEL**

*Serving the Community since 1965*

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148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326  
(805) 929-1133 FAX (805) 929-1932 Website address: [ncsd.ca.gov](http://ncsd.ca.gov)

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## **Notice of Intent to Adopt a Mitigated Negative Declaration**

The Nipomo Community Services District (NCSDD, or District) has completed the Draft Initial Study/Mitigated Negative Declaration (IS/MND) for the proposed Nipomo Community Services District Interconnection Project (project). The IS/MND found the project to have potential environmental impacts associated with air quality, biological resources, cultural resources, geology/soils, noise, and tribal cultural resources that would be less than significant with mitigation.

**Lead Agency:** Nipomo Community Services District (NCSDD)  
148 South Wilson Street  
Nipomo, CA 93444

**Project Title:** Nipomo Community Services District Interconnection Project

**Project Location:** The proposed project is located in San Luis Obispo County in the unincorporated community of Nipomo. The proposed Nipomo Community Services District Interconnection Project would install three new underground facilities: the Golden State Water Company Interconnection Facility located at the intersection of Orchard Avenue and Primavera Lane, the Golden State Water Company – Cypress Ridge Interconnection Facility located at the intersection of Lyn Road and Red Oak Way, and the Woodlands Mutual Water Company Interconnection Facility located near the intersection of Via Concha Road and north of Trail View Place.

**Project Description:** The NCSDD proposes to construct and operate three new interconnection facilities to provide supplemental water to the Golden State Water Company (GSWC) and the Woodlands Mutual Water Company (WMWC) in the Nipomo Mesa. The interconnection facilities would connect the NCSDD pipelines to the GSWC and WMWC pipelines and allow for the delivery of water to GSWC and WMWC from the NCSDD pursuant to the Replenishment Agreement. The proposed facilities include the Golden State Water Company Interconnection Facility, the Golden State Water Company – Cypress Ridge Interconnection Facility, and the Woodlands Mutual Water Company Interconnection Facility. The project would result in a total site disturbance of 1,900 square feet, and construction of each proposed facility is anticipated to take 4 months to complete.

**Hazardous Waste Sites:** Based on a review of the California Department of Toxic Substance Control's EnviroStor database, the State Water Resources Control Board's Geotracker system, and other lists included in the U.S. Environmental Protection Agency's Cortese List data resources, the proposed facilities would not be located in an area identified on any of the lists enumerated under Section 65962.5 of the Government Code.

**Availability of Environmental Documentation:** The IS/MND and associated document attachments are available for public review during regular business hours at the Nipomo Community Services District office, located at 148 South Wilson Street, Nipomo, CA, and on the District's website: [www.ncsd.ca.gov](http://www.ncsd.ca.gov).

**Public Review:** A 30-day public review period for the IS/MND will commence on December 16, 2019 and will end on January 15, 2020 for interested individuals and public agencies to submit written comments on the document. Comments must be received no later than 5:00 p.m. on January 15, 2020.

**Public Meeting:** The project and the IS/MND are anticipated to be considered for approval by the NCSD Board of Directors at its regular meeting on February 12, 2020 held at the Jon S. Seitz Board Room, 148 South Wilson Street in Nipomo, CA at 9:00 a.m. This meeting date and time may change depending on the circumstances.

Written comments may be submitted to: Peter Sevcik, Director of Engineering and Operations  
148 South Wilson Street  
Nipomo, CA 93444  
Or by email at: [psevcik@ncsd.ca.gov](mailto:psevcik@ncsd.ca.gov)