

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER

DATE: JUNE 18, 2021

AGENDA ITEM

E-2

JUNE 23, 2021

**CONSIDER AWARDING CONTRACT TO
LECHOWICZ & TSENG MUNICIPAL CONSULTANTS FOR
THE BLACKLAKE STREET LIGHTING ENTERPRISE RATE STUDY**

ITEM

Review and consider proposal from Lechowicz & Tseng Municipal Consultants to conduct a street lighting rate study for the Blacklake Street Lighting Enterprise [RECOMMEND REVIEW, TAKE PUBLIC COMMENT, AND DISCUSS PROPOSAL FOR A STREETLIGHT RATE STUDY OF THE BLACKLAKE STREET LIGHTING ENTERPRISE AND, IF AGREEABLE, AWARD CONTRACT TO LECHOWICZ & TSENG MUNICIPAL CONSULTANTS NOT TO EXCEED \$7,660]

BACKGROUND

At the June 9, 2021 Nipomo Community Services District (District) Board Meeting, your Board of Directors held a public hearing to approve the engineer's assessment report and authorize collection of fiscal year 2021-2022 Blacklake Street Lighting District assessments. The staff report and engineer's report [attached] presented at the Board Meeting identified a developing funding deficiency in the enterprise. As demonstrated in the staff report and engineer's report, it is estimated that at the end of fiscal year 2022, the balance in the fund will be insufficient to pay for the cost of service in the following year.

Additional funding must be raised to meet the service needs of the Blacklake Street Lighting District (Enterprise). District staff has secured a proposal from the Lechowicz & Tseng Municipal Consultants (Consultant) to perform a rate study of the Enterprise. The rate study will identify the funding requirements of the Enterprise and will serve as the administrative record necessary to advance a Proposition 218 process. The Proposition 218 process provides beneficiaries of the Enterprise an opportunity to protest the rate adjustment recommendation that comes from the rate study.

The cost proposal submitted by the Consultant for the rate study is within the authority of the General Manager to approve. However, engaging the public through the open Board Meeting format provides Blacklake residents an opportunity to give input into the process, adds transparency, and stimulates dialog between the District and the community it serves fostering a level of trust needed to efficiently and effectively manage the Enterprise.

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 adequate rates to fund future capital replacements.

FISCAL IMPACT

The District took over the management and operations of the street lights in the Blacklake community from the County of San Luis Obispo in 1992. The District has been successful in meeting the financial needs of the Enterprise without the need of increased funding for the last 30 years. In fact, the historical record shows that the District has found opportunities to reduce the parcel assessment below the \$50 annual assessment for more years than collecting the allowable maximum parcel assessment – please see page 1 of the June 9, 2021 staff report.

As the attached June 9, 2021 staff report demonstrates, the cost of power is currently consuming more funding than the funding being collected by the assessments. Reserves have been used to mitigate the funding shortfall, but now is depleted. Failure to adjust rates to increase funding will result in the Enterprise's not being able to its financial obligations and ultimately, street lights being turned off.

RECOMMENDATION

Staff recommends your Board review and consider the Lechowicz & Tseng Blacklake Street Lighting Enterprise Rate Study proposal, and if appropriate, award a contract to Lechowicz & Tseng and direct staff to issue a Task Order to complete the rate study.

ATTACHMENTS

- A. Lechowicz & Tseng Blacklake Street Lighting Enterprise Rate Study Proposal, Dated June 2019
- B. NCSD June 9, 2021 Staff Report: Public Hearing Approve Assessment Report

JUNE 23, 2021

ITEM E-2

ATTACHMENT A



LECHOWICZ + TSENG
MUNICIPAL CONSULTANTS

PO Box 3065
Oakland, CA 94609
(510) 545-3182
Ltmunicconsultants.com

June 19, 2019

Mario Iglesias, General Manager
Nipomo Community Services District
148 South Wilson Street
Nipomo, CA 93444

Re: Proposal for a Blacklake Street Light Rate Study

Lechowicz & Tseng Municipal Consultants (L&T) is pleased to submit a proposal to the Nipomo Community Services District to conduct a street light rate study for the Blacklake service area. We enjoyed working with you on the Blacklake sewer rate study and appreciate the opportunity to work with you again. We understand that the Blacklake street light system is operating at a slight deficit and a rate study is needed to adjust rates to fully recover costs. L&T also acknowledges that the study would begin in FY2021/22. This will likely provide advantageous timing as Pacific Gas and Electric (PG&E) is scheduled to file its next general rate case with the California Public Utilities Commission (CPUC) in November 2019 and the cases typically last 18 months. PG&E's filing will inform the projection of costs used in the Blacklake study.

Services

Lechowicz & Tseng will provide the following services to conduct a street light rate study for the Blacklake service area:

1. Data Collection

Assemble the information necessary to understand the costs of providing street light service. Potential documents include prior street light rate studies and assessment reports, current bills from PG&E, an inventory of the Blacklake street lights, the Blacklake street light enterprise budget, estimates of future maintenance costs for the LS-2 lamps, and the current property owner assessment roll. Much of this information has been provided to L&T and will be reviewed in consultation with staff.

2. Cost of Service and Rate Design

L&T will determine administrative, operating, and capital costs of the Blacklake street light system. Administrative costs include direct and in-direct overhead expenses associated with managing the facilities and collecting the assessments. Operating costs will include rental fees (facilities charges) and electricity rates paid to PG&E for LS-1 lamps plus NCSD maintenance for the LS-2 lamps (potentially including painting the poles). L&T will review the LS-2C tariff to determine PG&E vs. NCSD maintenance responsibilities. Capital costs could include the replacement of the LS-2 lamps at the end of their useful lives. L&T will provide a 5-year projection of expenses, a cash flow projection, and an analysis of recommended reserves.

Currently, all Blacklake customers are charged the same \$/EDU assessment fee. L&T will review this rate structure and determine if adjustments are needed to reflect commercial vs. residential customers and/or different street light services offered to different areas of the Blacklake community.

3. Report

L&T will update Blacklake's current street light assessment report to reflect the cost of service and rate design task listed above. NCSD will provide the assessment roll, assessment, diagram, and engineer's stamp. L&T does not have a professional engineer (P.E.) on staff and is unable to stamp the final report.

4. OPTIONAL TASK: Review LED Conversion

In response to Assembly Bill (AB) 719, PG&E now offers street light customers the option to convert LS-I street lights to light emitting diode (LED) technology at no upfront cost. L&T understands that NCSD previously contacted PG&E regarding conversion, but the project was not pursued. For this task, L&T will contact PG&E on Blacklake's behalf to get more information about converting the lamps. L&T will also provide a bills analysis comparing the rates before and after conversion.

5. OPTIONAL TASK: One In-person Meeting/Presentation

If needed, L&T will make one in-person trip to Nipomo to discuss the street light rate study with the NCSD Board, staff, and Blacklake residents. L&T will provide a summary presentation or presentations as needed.

Staff Assignment

Alison Lechowicz will be the principal in charge and project manager on this assignment. Ms. Lechowicz will be on maternity leave August 15, 2019 to October 15, 2019. If needed, she may be assisted by Catherine Tseng.

Availability and Fees

1. L&T is prepared to begin work upon your authorization to proceed. The project will conclude with the submittal of the final report and Proposition 218 hearing.
2. All work will be performed by Lechowicz & Tseng Municipal Consultants. Alison Lechowicz will be placed in charge of the work and will devote the time and effort to the project as needed.
3. For professional services related to the rate study, the fee is \$4,680 for tasks 1-3. Optional task 4 is \$1,170 and optional task 5 is \$1,810. The total budget will both optional tasks is \$7,660. Staff time and expenses are payable in accordance with the attached Billing Rate Schedule 2019. Although the project is scheduled to begin in FY2021/22, L&T commits to providing the services described here at the fixed price of \$7,660 for all tasks (1-5).

Lechowicz & Tseng would very much like to work for the Nipomo CSD on this assignment and hope that this proposal will constitute a suitable basis for our selection.

Very truly yours,

LECHOWICZ & TSENG MUNICIPAL CONSULTANTS

A handwritten signature in cursive script that reads "Alison Lechowicz".

Alison Lechowicz, Principal
(510) 545-3182
alison@ltmuniconsultants.com

Attachments:
Project Budget
Billing Rate Schedule
Disclosures

Project Budget

Lechowicz & Tseng Municipal Consultants' fee for the street light rate study is \$7,660. This fee includes staff time, direct expenses, and up to one in-person meeting (as an optional task) to be determined by Nipomo CSD.

TASKS	HOURS	BUDGET
	Lechowicz Project Mgr	(@ \$195/hr)
1. Data Collection	4	\$780
2. Cost of Service & Rate Design	12	\$2,340
3. Report	8	\$1,560
Total Project Budget	24	\$4,680
4. OPTIONAL TASK: LED Conversion	6	\$1,170
Total Project Budget w/Task 4	30	\$5,850
5. OPTIONAL TASK: In-person Meeting	8	\$1,560
Estimated Travel Expenses		\$250
Total Project Budget w/Task 4 & 5	38	\$7,660

Billing Rate Schedule 2019

Principal Consultants.....\$195/hour

Lechowicz & Tseng's hourly rate is \$195. Principals Alison Lechowicz and Catherine Tseng will perform all tasks for the study. No subconsultants are needed for this assignment. The professional time rate includes all overhead and indirect costs. Direct expenses incurred on behalf of the client will be billed at cost. Direct expenses include, but are not limited to:

- Travel, meals, lodging
- Printing and report binding
- Outside computer services or software engineering
- Automobile mileage
- Courier services and mailing costs
- Special legal services

Disclosures

Lechowicz & Tseng Municipal Consultants is a registered Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-02374) and the Municipal Securities Rulemaking Board (MSRB ID K1236). However, this study is not anticipated to include municipal advisory services such as advice or recommendations related to the structure, timing, or issuance of debt. If the study is expanded to include such services, L&T will request a contract amendment and provide disclosures as required by the Municipal Securities Rulemaking Board.

JUNE 23, 2021

ITEM E-2

ATTACHMENT B

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER

FROM: LISA BOGNUDA
FINANCE DIRECTOR

DATE: JUNE 3, 2021

**AGENDA ITEM
E-3
JUNE 9, 2021**

**PUBLIC HEARING
APPROVE ASSESSMENT REPORT AND
AUTHORIZE COLLECTION OF FISCAL YEAR 2021-2022
BLACKLAKE STREET LIGHTING DISTRICT ASSESSMENTS**

ITEM

Public Hearing and authorize collection of FY 2021-2022 Blacklake Street Lighting District Assessments. [RECOMMEND CONDUCT HEARING, AMEND ASSESSMENT REPORT IF NECESSARY AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING ASSESSMENT REPORT AND AUTHORIZING COLLECTION OF ASSESSMENTS]

BACKGROUND

The District has provided street lighting services to Blacklake Village since annexing the area in 1992. Upon annexation, the District took over the developer-petitioned assessment district formed by the County. In order to maintain the street lighting, an annual assessment is levied on each parcel for the service rendered. The proposed annual assessment for 2021-2022 fiscal year is \$50.00, which is the approved maximum assessment of \$50.00¹ per parcel. Note, San Luis Obispo County adds \$2.00 per parcel handling fee for processing the property tax collection, making the total proposed annual assessment billed to each parcel owner \$52.00.

History of per parcel assessment:

<u>Year</u>		<u>Charge</u>		<u>County Fee</u>		<u>Total</u>
1992-93	1 year	\$48.00		\$2.00		\$50.00
1993-94	1 year	\$50.00		\$2.00		\$52.00
1994-95	1 year	\$48.00		\$2.00		\$50.00
1995-96	1 year	\$40.00		\$2.00		\$42.00
1996-97 to 2012-13	17 years	\$34.00		\$2.00		\$36.00
2013-14 to 2017-18	5 years	\$44.00		\$2.00		\$46.00
2018-19 to 2021-22	4 years	\$50.00		\$2.00		\$52.00

The Blacklake Street Lighting Fund budget for 2021-2022 is as follows:

<u>REVENUES</u>	
Street lighting assessment proceeds	\$27,850
<u>EXPENDITURES</u>	
Insurance	\$500
Public and Legal Notices	\$500
Electricity	\$30,000

¹ Not including County administrative fee.

Administrative Fee	\$500
Professional Services-Rate Study	\$7,000
Total expenditures	\$38,500
Net Operating Revenues and Expenditures	(\$10,650)
Interest earnings	\$120
Net Results from Operations	(\$10,530)
<u>Reasonable Reserves</u>	
Estimated cash balance 7/1/20	\$12,000
Net Results from Operations	(10,530)
Estimated cash balance 7/1/21	\$1,470
Cash Reserve Goal	\$30,000

Exhibit A to the attached proposed Resolution is the Annual Engineer's Report that provides a listing of Assessor Parcel Numbers and street addresses with the proposed FY 2021-2022 street lighting assessments.

The Notice of Public Hearing was published in the Santa Maria Times, on May 26 and June 2, 2021, in accordance with Section 6066 of the Government Code.

Now is the time and place for the public hearing for the Board to confirm the report for collection of the assessments on the 2021-2022 tax roll and to give opportunity for filing objections and for the presentation of testimony or other evidence concerning said report. The attached Resolution is presented for the Board's review, approval and adoption.

RECOMMENDATION

Conduct a public hearing, consider testimony, amend Exhibit A if necessary, and by motion and roll call vote, adopt Resolution No. 2021-XXXX authorizing collection of Blacklake Street Lighting assessments for fiscal year 2021-2022.

ATTACHMENT

- A. Resolution 2021-XXXX Blacklake Street Lighting with Exhibit A – Annual Engineer's Report

JUNE 9, 2021

ITEM E-3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2021-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
PROVIDING FOR THE COLLECTION OF STREET LIGHT CHARGES ON
THE SAN LUIS OBISPO COUNTY TAX ROLLS FOR MAINTENANCE AND
OPERATION OF EXISTING PUBLIC STREET LIGHTS IN THE
BLACKLAKE VILLAGE**

WHEREAS, the Nipomo Community Services District ("NCSD") is a community services district organized under California Law under Govt. Code § 61000 et. seq.; and

WHEREAS, pursuant to Govt. Code § 61100(g) NCSD has the power to acquire, construct, improve, maintain and operate street lighting and landscaping on public property, public rights-of-way and public easements; and

WHEREAS, on October 15, 1992, Local Area Formation Commission for the County of San Luis Obispo ("LAFCO") approved Resolution No. 92-19, entitled "A RESOLUTION MAKING DETERMINATION APPROVING THE REORGANIZATION INVOLVING DETACHMENT OF TERRITORY FROM COUNTY SERVICE AREA NO. 1-G AND ANNEXATION NO. 7 (BLACKLAKE GOLF COURSE AND COUNTRY CLUB) TO THE NIPOMO COMMUNITY SERVICES DISTRICT ("Resolution 92-19"); and

WHEREAS, Condition 3A of Resolution 92-19 provides that the NCSD will provide all three services then provided by County Service Area No. 1-G ("CSA No. 1-G"): water, sewer, and street lighting; and

WHEREAS, Condition 3F of Resolution 92-19 provides that NCSD shall succeed to all rights, duties and obligations of CSA No. 1-G with respect to the enforcement of performance or payment of any outstanding contracts and obligations of CSA No. 1-G; and

WHEREAS, Condition 3H of Resolution 92-19 authorizes the NCSD to continue to levy, fix and collect any special, extraordinary or additional taxes, assessments, service charges and rates which were levied, fixed and/or collected by CSA No. 1-G; and

WHEREAS, on July 28, 1992, the Board of Supervisors of the County of San Luis Obispo ("County") adopted Resolution No. 92-349 ("Resolution 92-349"), establishing the annual service charge for CSA No. 1-G at \$48 per parcel and providing that said service charge shall appear on the tax bill of each parcel within the CSA and collected at the same time and in the same manner as ad valorem taxes; and

WHEREAS, public notice of this public hearing on the collection of the annual charge has been given in accordance with Section 6066 of the Government Code as specified under Resolution 92-349; and

WHEREAS, the General Manager has prepared and filed written reports specifying each parcel (attached as Exhibit "A") receiving extended service and the amount of the annual charge for that service; and

WHEREAS, based on the General Manager's Report, the Staff Report and public testimony, the Board makes all the following findings:

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2021-XXX

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
PROVIDING FOR THE COLLECTION OF STREET LIGHT CHARGES ON
THE SAN LUIS OBISPO COUNTY TAX ROLLS FOR MAINTENANCE AND
OPERATION OF EXISTING PUBLIC STREET LIGHTS IN THE
BLACKLAKE VILLAGE

- A. That the proposed charges do not exceed the reasonable costs of providing the services,
- B. That CSA No. 1-G was formed pursuant to a petition signed by the owners within the Blacklake Specific Plan; and
- C. The written report does not recommend an increase in the annual charge above the amount of the approved maximum charge approved by the County in 1992.

WHEREAS, based on the above findings, the charges for fiscal year 2021-2022 are exempt from the procedures and approval processes of Proposition 218; and

WHEREAS, this is the time and place for the public hearing for the Board to confirm the reports for collection of service charges on the 2021-2022 tax bills as specified in the General Manager's Report and staff reports and to give opportunity for filing objections and for presentation of testimony or other evidence concerning said reports; and

WHEREAS, it is in the public interest that the owners of property in said Blacklake Development pay the cost of said service therein; and

WHEREAS, Resolutions 92-19 and 92-349 provide for the manner of collection of the service charges and provides that those charges shall be collected on the County tax rolls.

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

- Section 1. That the recitals set forth are true, correct and valid.
- Section 2. The Board of Directors of NCSO fixes the street lighting charge at \$50.00 and recognizes a SLO County Administrative charge of \$2.00 for a total charge of \$52.00 per year, which charge does not exceed the approved maximum annual charge of \$50.00 per parcel.
- Section 3. That said service charge is directly proportionate to the benefit to each parcel from the services rendered.
- Section 4. That the charges as confirmed shall appear as separate items on the tax bill of each parcel of real property listed in said General Manager's and staff report, and such charges shall be collected at the same time and in the same manner as ordinary ad valorem taxes are collected, and are subject to the same penalties and the same procedures and sale in case of delinquency as provided for such taxes.
- Section 5. The Tax Collector of the San Luis Obispo County is hereby authorized to collect the street lighting charges on the property tax bill.
- Section 6. This resolution is adopted by a majority of all members of the Board of Directors of the District.

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2021-XXX

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
PROVIDING FOR THE COLLECTION OF STREET LIGHT CHARGES ON
THE SAN LUIS OBISPO COUNTY TAX ROLLS FOR MAINTENANCE AND
OPERATION OF EXISTING PUBLIC STREET LIGHTS IN THE
BLACKLAKE VILLAGE

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

AYES:
NOES:
ABSENT:
ABSTAIN:

the foregoing resolution is hereby passed and adopted this 9th day of June 2021.

ED EBY
President of the Board

ATTEST:

APPROVED AS TO FORM AND LEGAL
EFFECT:

MARIO IGLESIAS
General Manager and Secretary to the Board

CRAIG A. STEELE
District Legal Counsel

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2021-XXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
PROVIDING FOR THE COLLECTION OF STREET LIGHT CHARGES ON
THE SAN LUIS OBISPO COUNTY TAX ROLLS FOR MAINTENANCE AND
OPERATION OF EXISTING PUBLIC STREET LIGHTS IN THE
BLACKLAKE VILLAGE**

EXHIBIT "A"

ANNUAL ENGINEER'S REPORT

BLACKLAKE VILLAGE STREET LIGHTING

FY 2021-2022

ANNUAL ENGINEER'S REPORT

BLACKLAKE VILLAGE STREET LIGHTING

ASSESSMENT DISTRICT

**Nipomo Community Services District
County of San Luis Obispo
State of California**

FINAL

JUNE 9, 2021

Prepared By:

Nipomo Community Services District

FY 2021-2022

**BLACKLAKE VILLAGE STREET LIGHTING
ASSESSMENT DISTRICT**

The undersigned respectfully submits the enclosed Engineer's Report on the 9TH day of June, 2021.



By: Peter V. Sevcik
Peter V. Sevcik, P.E.
Director of Engineering and Operations
RCE 60411, Expires 06-30-22

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment and Assessment Diagram thereto attached, was approved and confirmed by the Board of Directors of the Nipomo Community Services District on the 9TH day of June, 2021.

By: _____
Secretary of the Nipomo Community Services
District

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment and Assessment Diagram thereto attached, was filed with the County Auditor of the County of San Luis Obispo on the ____ day of _____, 2021.

By: _____
Secretary of the Nipomo Community Services
District

FY 2021-2022 ANNUAL ENGINEER'S REPORT
BLACKLAKE VILLAGE STREET LIGHTING ASSESSMENT DISTRICT
ANNUAL ASSESSMENT

The Director of Engineering & Operations of the Nipomo Community Services District, (“NCS D”) makes this annual Engineer’s Report for the Blacklake Village Street Lighting Assessment District for Fiscal Year 2021-2022.

Background

NCS D has provided street lighting services to Blacklake Village from the time NCS D took over a developer-petitioned assessment district formed by the County. In order to maintain the street lighting, an annual assessment is levied on each parcel for the service rendered. The approved maximum annual assessment is \$50.00¹ per parcel.

The chart below shows the history of per parcel annual assessment:

<u>Fiscal Years</u>		<u>Charge</u>	<u>County Fee</u>	<u>Total</u>
1992-93	1 year	\$48.00	\$2.00	\$50.00
1993-94	1 year	\$50.00	\$2.00	\$52.00
1994-95	1 year	\$48.00	\$2.00	\$50.00
1995-96	1 year	\$40.00	\$2.00	\$42.00
1996-97 through 2012-13	17 years	\$34.00	\$2.00	\$36.00
2013-2014 through 2017-18	5 years	\$44.00	\$2.00	\$46.00
2018-2019 through 2020-21	2 years	\$50.00	\$2.00	\$52.00

FY 2021-2022 Summary

An Engineer’s Report is prepared in order to determine a budget and levy and collect assessments for the following fiscal year. No changes to the boundaries or annexations have occurred within the past fiscal year. The proposed annual assessment for 2021-2022 fiscal year will remain the same at \$50.00, which is the approved maximum assessment of \$50.00.¹ Note San Luis Obispo County adds \$2.00 per parcel handling fee for processing the property tax collection, making the total proposed annual assessment billed to each parcel owner \$52.00.

The proposed total FY 2021-2022 budget will be funded from the annual assessments and cash reserves. The FY 2021-2022 budget includes \$7000 for a rate study. The annual assessment rate needs to be increased as continued annual deficit spending is not sustainable.

¹ Not including County administrative fee.

Effects of Proposition 218 (Right to Vote on Taxes Act)

The Blacklake Village Street Lighting Assessment District is exempt from the procedural requirements of Article XIID of the California Constitution by virtue of Government Code Section 53753.5(b)(1) which exempts assessments for the maintenance expenses of streets. Maintenance expenses are defined to include the cost of electrical current. In as much as lights are an integral part of the street, the cost of maintenance of the lights is exempt. The Assessment District is also exempt by virtue of Government Code Section 53753.5(b)(2) which exempts assessments imposed pursuant to a petition signed by the persons owning all of the parcels subject to the assessment at the time the assessment is initially imposed. Any subsequent assessment methodology change to increase the assessment, or increase to the assessment beyond the adopted assessment formula or range of assessments, shall be subject to the procedures and approval process set forth in Section 4 of Article XIID of the California Constitution.

FY 2021-2022 Engineer's Report Format

This FY 2021-2022 Engineer's Report consists of five (5) Parts as follows:

PART A - Work to be Performed (Page 3) - This portion of the Engineer's Report describes the work to be done, including any plans and specifications that may be needed for the installation of streetlight improvements. If plans and specifications exist, they are filed with the Secretary. Although separately bound, the plans and specifications are part of this Engineer's Report and are included in it by reference.

PART B - Budget Cost Estimate (Page 4) - Budget cost estimates associated with the operations and maintenance of the described Blacklake Village streetlight improvements. In addition to an overall budget summary, a detailed FY 2021-2022 Budget and Summary of Fund Balance sheet are provided.

PART C - Method of Apportionment of Assessment (Page 5) - A statement of the method used by the Engineer to determine the proposed amount to be assessed against each parcel within the Assessment District.

PART D - Assessment Roll (Pages 6-20) - A spreadsheet listing of FY 2021-2022 assessments on each benefited parcel of land within the Assessment District. The FY 2021-2022 assessment amount is the estimated cost each parcel (Assessor Parcel Number or APN) will contribute towards the operation and maintenance of the Blacklake Village streetlight system within the Assessment District for FY 2021-2022, along with the addresses of each APN, as shown on the last equalized assessment roll for taxes.

PART E - Assessment Diagram (Page 22) - The Assessment Diagram (map) showing all of the parcels of real property within the Assessment District.

PART A

FY 2021-2022 WORK TO BE PERFORMED

The Assessment District is proposing to operate and maintain the Blacklake Village streetlight system consisting of 190 streetlights located in the public rights-of-way. Maintenance may include replacement of damaged facilities and other allowable items for the life of the Assessment District. Since the Assessment District proposes to operate and maintain street lighting facilities (not to construct new lights), no plans and specifications are associated with FY 2021-2022 Engineer's Report.

PART B

FY 2021-2022 BUDGET COST ESTIMATE SUMMARY

Part B includes the detailed budget for FY 2021-2022 for all the costs associated with the operation and maintenance of the streetlight system and a summary of the fund balance for the Assessment District.

The total proposed FY 2021-2022 expense budget is \$38,500 including \$7000 for a rate study. The total estimated revenue generated from the proposed FY 2021-2022 assessments is \$27,850. The proposed FY 2021-2022 assessment to levy and collect is \$50.00 per parcel. The annual assessment rate needs to be increased as continued annual deficit spending is not sustainable.

	<u>Budget 2020-2021</u>	<u>Est Actual 2020-2021</u>	<u>Budget 2021-2022</u>
REVENUES			
Street lighting assessment proceeds	\$27,850	\$27,850	\$27,850
EXPENDITURES			
Insurance	500	500	500
Public & Legal Notice	100	300	500
Administration	500	500	500
Professional Services-Rate Study	0	0	7000
Electricity	<u>29,000</u>	<u>29,750</u>	<u>30,000</u>
Total expenditures	<u>(30,100)</u>	<u>(31,050)</u>	<u>(38,500)</u>
Net Operating Surplus (Deficit)	(2,250)	(3,200)	(10,650)
Plus Interest earnings	<u>150</u>	<u>60</u>	<u>120</u>
Net surplus (deficit) from operations	<u>(2,100)</u>	<u>(3,140)</u>	<u>(10,530)</u>
<i><u>Reasonable reserve</u></i>			
Estimated cash balance 7/1	\$15,000	\$12,000	\$12,000
Net surplus (deficit) from operations	<u>(2,100)</u>	<u>(3,140)</u>	<u>(10,530)</u>
Estimated cash balance 6/30	<u>\$9,900</u>	<u>\$12,900</u>	<u>\$1,470</u>
Cash Reserve Goal ¹	<u>\$30,000</u>	<u>\$30,000</u>	<u>\$30,000</u>
Assessment Revenues	\$27,850	\$27,850	\$27,850
Number of Parcels	557	557	557
Assessment per Parcel	\$50	50	\$50
County Charge	<u>2</u>	<u>2</u>	<u>2</u>
Total Assessment per parcel	\$52	\$52	\$52

¹ In accordance with the Reserve Policy adopted by the Nipomo Community Services District Board in 2012, the target fund balance reserve for Blacklake Village Street Lighting Assessment District is \$30,000. Reserve is for anticipated increases in energy costs, system maintenance and system repair/replacement.

PART C

METHOD OF APPORTIONMENT OF ASSESSMENT FOR FY 2021-2022

The following is a brief description of the manner that the annual assessment has been apportioned (spread) to each parcel in the Blacklake Village Lighting Assessment District:

The method of spread utilized equates all parcels within the Blacklake Village Area to an Equivalent Single Family Dwelling (ESD) unit use, or portion thereof. There are 555 single family dwelling parcels within the District, each with one unit of benefit and 2 commercial/other parcels within the District, each with one unit of benefit. Each and every property receives a special benefit from the street lights being maintained and energized nightly; by increased driving safety within the District limits, by increased pedestrian safety when traveling at night and by increased personal property safety from the presence of lit areas.

Once the total number of ESD units is determined for the entire Assessment District, the total number of use units shall be divided into the Blacklake Village street lighting maintenance budget for FY 2021-2022 (see Part B). This will result in the proposed annual assessment per ESD unit for the upcoming fiscal year. The annual assessment per use unit shall be multiplied by the total ESD units established for each parcel, or portion thereof, (being one unit for each single family dwelling parcel and one unit for each commercial/other) to determine the proposed total annual assessment for each parcel within the Assessment District (see Part D).

No charges shall be imposed upon a federal, state or local government agency property that does not receive a benefit from street lights, upon a parcel without a dwelling used exclusively for greenbelt or open space, or upon the common area of any planned unit development. By virtue of the fact that this existing Lighting District is exempt from the operation of Proposition 218, Article XIII D, Section 5(a), public agency property that was not assessed in previous years shall not require any action to be included in the Assessment District as long as the assessment is not increased. Future increases of assessments would be cause to assess the public properties that would be included in a re-spread of the District. In addition, whenever a railroad, gas, water, or electric utility right-of-way or electric line right-of-way is included within the assessment district, the railroad, gas, water, or electric utility right-of-way or electric line right-of-way shall be subject to charges within the assessment district only if, and to the extent that, it is found that it will benefit from the provision of street lights, and the railroad, gas, water, or electric utility right-of-way or electric line right-of-way shall be subject to the same penalties, and the same procedures and sale, in case of delinquency as other properties within the Assessment District.

PART D

FY 2021-2022 ASSESSMENT ROLL

As described in Part B the proposed total assessment revenues for FY 2021-2022 for the Blacklake Village Lighting Assessment District are \$27,850. A total of 557 parcels (or equivalent single family dwelling units and commercial/other) at \$50.00 per parcel plus \$2 for County parcel handling fee, for a total amount of \$52.00, are estimated for FY 2021-2022. The individual assessment for each parcel is listed in the following pages. The lines and dimensions of each parcel are shown on the map in the office of the NCS D and the County of San Luis Obispo. The addresses of each of the property owners as shown on the County of San Luis Obispo Assessor's Tax Assessment Roll have been keyed to the special assessment number (Assessor Parcel Number) as shown on the FY 2021-2022 Assessment Roll.

	Parcel Number	SERVICE ADDRESS	ASSESSMENT
1	91243001	645 BLACK RIDGE LN	\$50.00
2	91243002	635 BLACK RIDGE LN	\$50.00
3	91243003	625 BLACK RIDGE LN	\$50.00
4	91243004	615 BLACK RIDGE LN	\$50.00
5	91243005	605 BLACK RIDGE LN	\$50.00
6	91243006	600 BLACK RIDGE LN	\$50.00
7	91243007	610 BLACK RIDGE LN	\$50.00
8	91243008	620 BLACK RIDGE LN	\$50.00
9	91243009	630 BLACK RIDGE LN	\$50.00
10	91243010	640 BLACK RIDGE LN	\$50.00
11	91243013	606 SHELTER RIDGE	\$50.00
12	91243014	1120 REDBERRY PLACE	\$50.00
13	91243015	1130 REDBERRY PLACE	\$50.00
14	91243016	1140 REDBERRY PLACE	\$50.00
15	91243017	1150 REDBERRY PLACE	\$50.00
16	91243018	1160 REDBERRY PLACE	\$50.00
17	91243019	1070 REDBERRY PLACE	\$50.00
18	91243020	1180 REDBERRY PLACE	\$50.00
19	91243021	1190 REDBERRY PLACE	\$50.00
20	91243022	680 SHELTER RIDGE	\$50.00
21	91243023	660 SHELTER RIDGE	\$50.00
22	91243024	650 SHELTER RIDGE	\$50.00
23	91243025	644 SHELTER RIDGE	\$50.00
24	91243026	640 SHELTER RIDGE	\$50.00
25	91243027	638 SHELTER RIDGE	\$50.00
26	91243028	626 SHELTER RIDGE	\$50.00
27	91243029	616 SHELTER RIDGE	\$50.00
28	91243030	605 SHELTER RIDGE	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

29	91243031	611 SHELTER RIDGE	\$50.00
30	91243032	617 SHELTER RIDGE	\$50.00
31	91243033	625 SHELTER RIDGE	\$50.00
32	91243034	629 SHELTER RIDGE	\$50.00
33	91243035	635 SHELTER RIDGE	\$50.00
34	91243036	641 SHELTER RIDGE	\$50.00
35	91243037	649 SHELTER RIDGE	\$50.00
36	91243038	655 SHELTER RIDGE	\$50.00
37	91243039	661 SHELTER RIDGE	\$50.00
38	91243040	665 SHELTER RIDGE	\$50.00
39	91243041	673 SHELTER RIDGE	\$50.00
40	91243042	679 SHELTER RIDGE	\$50.00
41	91243043	685 SHELTER RIDGE	\$50.00
42	91244001	650 BLACK RIDGE LN	\$50.00
43	91244002	660 BLACK RIDGE LN	\$50.00
44	91244003	670 BLACK RIDGE LN	\$50.00
45	91244004	680 BLACK RIDGE LN	\$50.00
46	91244005	690 BLACK RIDGE LN	\$50.00
47	91244006	695 BLACK RIDGE LN	\$50.00
48	91244007	685 BLACK RIDGE LN	\$50.00
49	91244008	675 BLACK RIDGE LN	\$50.00
50	91244009	665 BLACK RIDGE LN	\$50.00
51	91244010	655 BLACK RIDGE LN	\$50.00
52	91244011	660 SOUTHRIDGE LN	\$50.00
53	91244012	670 SOUTHRIDGE LN	\$50.00
54	91244013	680 SOUTHRIDGE LN	\$50.00
55	91244014	690 SOUTHRIDGE LN	\$50.00
56	91244015	695 SOUTHRIDGE LN	\$50.00
57	91244016	1111 MIDDLE RIDGE	\$50.00
58	91244017	675 SOUTHRIDGE LN	\$50.00
59	91244018	665 SOUTHRIDGE LN	\$50.00
60	91244019	655 SOUTHRIDGE LN	\$50.00
61	91244022	695 MISTY GLEN PL	\$50.00
62	91244023	687 MISTY GLEN PL	\$50.00
63	91244024	679 MISTY GLEN PL	\$50.00
64	91244025	671 MISTY GLEN PL	\$50.00
65	91244026	663 MISTY GLEN PL	\$50.00
66	91244027	655 MISTY GLEN PL	\$50.00
67	91244028	650 MISTY GLEN PL	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

68	91244029	660 MISTY GLEN PL	\$50.00
69	91244030	670 MISTY GLEN PL	\$50.00
70	91244031	676 MISTY GLEN PL	\$50.00
71	91246001	1025 SUNDAY DR	\$50.00
72	91246003	608 MISTY GLEN PL	\$50.00
73	91246004	612 MISTY GLEN PL	\$50.00
74	91246005	1020 SUNDAY DR	\$50.00
75	91246006	1014 SUNDAY DR	\$50.00
76	91246007	616 MISTY GLEN PL	\$50.00
77	91246008	1015 SUNDAY DR	\$50.00
78	91246009	1011 SUNDAY DR	\$50.00
79	91246010	630 MISTY GLEN PL	\$50.00
80	91246011	640 MISTY GLEN PL	\$50.00
81	91246012	635 MISTY GLEN PL	\$50.00
82	91246013	625 MISTY GLEN PL	\$50.00
83	91246014	1009 SUNDAY DR	\$50.00
84	91246015	1005 SUNDAY DR	\$50.00
85	91246017	1006 SUNDAY DR	\$50.00
86	91246018	615 MISTY GLEN PL	\$50.00
87	91246019	611 MISTY GLEN PL	\$50.00
88	91246020	605 MISTY GLEN PL	\$50.00
89	91246025	1050 WILLOW RD	\$50.00
90	91246026	1030 SUNDAY DR	\$50.00
91	91246029	1001 SUNDAY DR	\$50.00
92	91410001	559 WOODGREEN WAY	\$50.00
93	91410002	555 WOODGREEN WAY	\$50.00
94	91410003	551 WOODGREEN WAY	\$50.00
95	91410004	547 WOODGREEN WAY	\$50.00
96	91410005	543 WOODGREEN WAY	\$50.00
97	91410006	539 WOODGREEN WAY	\$50.00
98	91410007	535 WOODGREEN WAY	\$50.00
99	91410008	531 WOODGREEN WAY	\$50.00
100	91410009	527 WOODGREEN WAY	\$50.00
101	91410010	523 WOODGREEN WAY	\$50.00
102	91410011	519 WOODGREEN WAY	\$50.00
103	91410012	515 WOODGREEN WAY	\$50.00
104	91410013	511 WOODGREEN WAY	\$50.00
105	91410014	507 WOODGREEN WAY	\$50.00
106	91410015	487 MISTY VIEW WAY	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

107	91410016	524 WOODGREEN WAY	\$50.00
108	91410017	528 WOODGREEN WAY	\$50.00
109	91410018	532 WOODGREEN WAY	\$50.00
110	91410019	536 WOODGREEN WAY	\$50.00
111	91410020	540 WOODGREEN WAY	\$50.00
112	91410021	542 WOODGREEN WAY	\$50.00
113	91410022	548 WOODGREEN WAY	\$50.00
114	91410023	550 WOODGREEN WAY	\$50.00
115	91410024	554 WOODGREEN WAY	\$50.00
116	91410025	558 WOODGREEN WAY	\$50.00
117	91410026	560 WOODGREEN WAY	\$50.00
118	91410027	561 MISTY VIEW WAY	\$50.00
119	91410028	557 MISTY VIEW WAY	\$50.00
120	91410029	549 MISTY VIEW WAY	\$50.00
121	91410030	545 MISTY VIEW WAY	\$50.00
122	91410031	537 MISTY VIEW WAY	\$50.00
123	91410032	535 MISTY VIEW WAY	\$50.00
124	91410033	529 MISTY VIEW WAY	\$50.00
125	91410034	525 MISTY VIEW WAY	\$50.00
126	91410035	519 MISTY VIEW WAY	\$50.00
127	91410036	515 MISTY VIEW WAY	\$50.00
128	91410037	511 MISTY VIEW WAY	\$50.00
129	91410038	491 MISTY VIEW WAY	\$50.00
130	91410039	486 MISTY VIEW WAY	\$50.00
131	91410040	490 MISTY VIEW WAY	\$50.00
132	91410041	494 MISTY VIEW WAY	\$50.00
133	91410042	498 MISTY VIEW WAY	\$50.00
134	91410043	502 MISTY VIEW WAY	\$50.00
135	91410044	506 MISTY VIEW WAY	\$50.00
136	91410045	510 MISTY VIEW WAY	\$50.00
137	91410046	514 MISTY VIEW WAY	\$50.00
138	91410047	518 MISTY VIEW WAY	\$50.00
139	91410048	522 MISTY VIEW WAY	\$50.00
140	91410049	526 MISTY VIEW WAY	\$50.00
141	91410050	530 MISTY VIEW WAY	\$50.00
142	91410051	534 MISTY VIEW WAY	\$50.00
143	91410052	538 MISTY VIEW WAY	\$50.00
144	91410053	542 MISTY VIEW WAY	\$50.00
145	91410054	546 MISTY VIEW WAY	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

146	91410055	550 MISTY VIEW WAY	\$50.00
147	91410058	554 MISTY VIEW WAY	\$50.00
148	91411006	1490 GOLF COURSE LN	\$50.00
149	91412001	1337 BLACK SAGE CIR	\$50.00
150	91412002	1343 BLACK SAGE CIR	\$50.00
151	91412003	1347 BLACK SAGE CIR	\$50.00
152	91412004	1353 BLACK SAGE CIR	\$50.00
153	91412005	1357 BLACK SAGE CIR	\$50.00
154	91412006	1363 BLACK SAGE CIR	\$50.00
155	91412007	1367 BLACK SAGE CIR	\$50.00
156	91412008	1373 BLACK SAGE CIR	\$50.00
157	91412009	1377 BLACK SAGE CIR	\$50.00
158	91412010	1379 BLACK SAGE CIR	\$50.00
159	91412011	1383 BLACK SAGE CIR	\$50.00
160	91412012	1387 BLACK SAGE CIR	\$50.00
161	91412013	1393 BLACK SAGE CIR	\$50.00
162	91412014	1397 BLACK SAGE CIR	\$50.00
163	91412015	1392 BLACK SAGE CIR	\$50.00
164	91412016	1378 BLACK SAGE CIR	\$50.00
165	91412017	1374 BLACK SAGE CIR	\$50.00
166	91412018	1370 BLACK SAGE CIR	\$50.00
167	91412019	1354 BLACK SAGE CIR	\$50.00
168	91412020	1348 BLACK SAGE CIR	\$50.00
169	91412021	1344 BLACK SAGE CIR	\$50.00
170	91413001	637 BARBERRY WAY	\$50.00
171	91413002	635 BARBERRY WAY	\$50.00
172	91413003	631 BARBERRY WAY	\$50.00
173	91413004	627 BARBERRY WAY	\$50.00
174	91413005	623 BARBERRY WAY	\$50.00
175	91413006	619 BARBERRY WAY	\$50.00
176	91413007	615 BARBERRY WAY	\$50.00
177	91413008	613 BARBERRY WAY	\$50.00
178	91413009	609 BARBERRY WAY	\$50.00
179	91413010	612 BARBERRY WAY	\$50.00
180	91413011	618 BARBERRY WAY	\$50.00
181	91413012	624 BARBERRY WAY	\$50.00
182	91413013	630 BARBERRY WAY	\$50.00
183	91413014	636 BARBERRY WAY	\$50.00
184	91413015	642 BARBERRY WAY	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

185	91413016	648 BARBERRY WAY	\$50.00
186	91413017	654 BARBERRY WAY	\$50.00
187	91413018	1263 BLACK SAGE CIR	\$50.00
188	91413019	1265 BLACK SAGE CIR	\$50.00
189	91413020	1267 BLACK SAGE CIR	\$50.00
190	91413021	1271 BLACK SAGE CIR	\$50.00
191	91413022	1277 BLACK SAGE CIR	\$50.00
192	91413023	605 BARBERRY WAY	\$50.00
193	91413024	1285 BLACK SAGE CIR	\$50.00
194	91413025	1293 BLACK SAGE CIR	\$50.00
195	91413026	1297 BLACK SAGE CIR	\$50.00
196	91413027	1303 BLACK SAGE CIR	\$50.00
197	91413028	1307 BLACK SAGE CIR	\$50.00
198	91413029	1313 BLACK SAGE CIR	\$50.00
199	91413030	1317 BLACK SAGE CIR	\$50.00
200	91413031	1323 BLACK SAGE CIR	\$50.00
201	91413032	1327 BLACK SAGE CIR	\$50.00
202	91413033	1333 BLACK SAGE CIR	\$50.00
203	91413034	1338 BLACK SAGE CIR	\$50.00
204	91413035	1334 BLACK SAGE CIR	\$50.00
205	91413036	1326 BLACK SAGE CIR	\$50.00
206	91413037	1298 BLACK SAGE CIR	\$50.00
207	91413038	1294 BLACK SAGE CIR	\$50.00
208	91413039	1292 BLACK SAGE CIR	\$50.00
209	91413040	1286 BLACK SAGE CIR	\$50.00
210	91413041	1280 BLACK SAGE CIR	\$50.00
211	91413042	1278 BLACK SAGE CIR	\$50.00
212	91413043	1276 BLACK SAGE CIR	\$50.00
213	91413044	1270 BLACK SAGE CIR	\$50.00
214	91413045	1268 BLACK SAGE CIR	\$50.00
215	91413046	1264 BLACK SAGE CIR	\$50.00
216	91414001	1258 BLACK SAGE CIR	\$50.00
217	91414002	1254 BLACK SAGE CIR	\$50.00
218	91414003	1250 BLACK SAGE CIR	\$50.00
219	91414004	1248 BLACK SAGE CIR	\$50.00
220	91414005	1244 BLACK SAGE CIR	\$50.00
221	91414006	1240 BLACK SAGE CIR	\$50.00
222	91414007	1238 BLACK SAGE CIR	\$50.00
223	91414008	1234 BLACK SAGE CIR	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

224	91414009	1230 BLACK SAGE CIR	\$50.00
225	91414010	1228 BLACK SAGE CIR	\$50.00
226	91414011	1224 BLACK SAGE CIR	\$50.00
227	91414012	1220 BLACK SAGE CIR	\$50.00
228	91414013	1216 BLACK SAGE CIR	\$50.00
229	91414014	1212 BLACK SAGE CIR	\$50.00
230	91414015	681 BARBERRY WAY	\$50.00
231	91414016	675 BARBERRY WAY	\$50.00
232	91414017	667 BARBERRY WAY	\$50.00
233	91414018	645 BARBERRY WAY	\$50.00
234	91414019	643 BARBERRY WAY	\$50.00
235	91414020	641 BARBERRY WAY	\$50.00
236	91414021	639 BARBERRY WAY	\$50.00
237	91414022	660 BARBERRY WAY	\$50.00
238	91414023	666 BARBERRY WAY	\$50.00
239	91414024	672 BARBERRY WAY	\$50.00
240	91414025	678 BARBERRY WAY	\$50.00
241	91414026	684 BARBERRY WAY	\$50.00
242	91414027	1247 BLACK SAGE CIR	\$50.00
243	91414028	1249 BLACK SAGE CIR	\$50.00
244	91414029	1255 BLACK SAGE CIR	\$50.00
245	91414030	1259 BLACK SAGE CIR	\$50.00
246	91415002	1405 GOLF COURSE LN	\$50.00
247	91415003	1407 GOLF COURSE LN	\$50.00
248	91415004	1409 GOLF COURSE LN	\$50.00
249	91415005	1413 GOLF COURSE LN	\$50.00
250	91415006	1415 GOLF COURSE LN	\$50.00
251	91415007	1417 GOLF COURSE LN	\$50.00
252	91415008	1419 GOLF COURSE LN	\$50.00
253	91415009	1423 GOLF COURSE LN	\$50.00
254	91415010	1425 GOLF COURSE LN	\$50.00
255	91415011	1427 GOLF COURSE LN	\$50.00
256	91415012	1429 GOLF COURSE LN	\$50.00
257	91415013	1433 GOLF COURSE LN	\$50.00
258	91415014	1435 GOLF COURSE LN	\$50.00
259	91415015	1437 GOLF COURSE LN	\$50.00
260	91415016	1439 GOLF COURSE LN	\$50.00
261	91415017	1453 GOLF COURSE LN	\$50.00
262	91415018	1455 GOLF COURSE LN	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

263	91415019	1457 GOLF COURSE LN	\$50.00
264	91415020	1459 GOLF COURSE LN	\$50.00
265	91415021	1463 GOLF COURSE LN	\$50.00
266	91415022	1465 GOLF COURSE LN	\$50.00
267	91415023	1467 GOLF COURSE LN	\$50.00
268	91415024	1469 GOLF COURSE LN	\$50.00
269	91415025	1473 GOLF COURSE LN	\$50.00
270	91415026	1475 GOLF COURSE LN	\$50.00
271	91415027	1477 GOLF COURSE LN	\$50.00
272	91415028	1479 GOLF COURSE LN	\$50.00
273	91415029	1483 GOLF COURSE LN	\$50.00
274	91415030	1485 GOLF COURSE LN	\$50.00
275	91415031	1487 GOLF COURSE LN	\$50.00
276	91415032	1489 GOLF COURSE LN	\$50.00
277	91415033	1403 GOLF COURSE LN	\$50.00
278	91416001	1398 TOURNEY HILL L	\$50.00
279	91416002	1396 TOURNEY HILL L	\$50.00
280	91416003	1394 TOURNEY HILL L	\$50.00
281	91416004	1392 TOURNEY HILL L	\$50.00
282	91416005	1390 TOURNEY HILL L	\$50.00
283	91416006	1388 TOURNEY HILL L	\$50.00
284	91416007	1386 TOURNEY HILL L	\$50.00
285	91416008	1384 TOURNEY HILL L	\$50.00
286	91416009	1382 TOURNEY HILL L	\$50.00
287	91416010	1380 TOURNEY HILL L	\$50.00
288	91416011	1378 TOURNEY HILL L	\$50.00
289	91416012	1376 TOURNEY HILL L	\$50.00
290	91416013	1374 TOURNEY HILL L	\$50.00
291	91416014	1372 TOURNEY HILL L	\$50.00
292	91416015	1370 TOURNEY HILL L	\$50.00
293	91416016	1368 TOURNEY HILL L	\$50.00
294	91416017	1366 TOURNEY HILL L	\$50.00
295	91416018	1364 TOURNEY HILL L	\$50.00
296	91416019	1362 TOURNEY HILL L	\$50.00
297	91416020	1360 TOURNEY HILL L	\$50.00
298	91416021	1358 TOURNEY HILL L	\$50.00
299	91416022	1356 TOURNEY HILL L	\$50.00
300	91416023	1354 TOURNEY HILL L	\$50.00
301	91416024	1352 TOURNEY HILL L	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

302	91416025	1342 TOURNEY HILL L	\$50.00
303	91416026	1340 TOURNEY HILL L	\$50.00
304	91416027	1338 TOURNEY HILL L	\$50.00
305	91416028	1336 TOURNEY HILL L	\$50.00
306	91416029	1334 TOURNEY HILL L	\$50.00
307	91416030	1332 TOURNEY HILL L	\$50.00
308	91416031	1330 TOURNEY HILL L	\$50.00
309	91416032	1328 TOURNEY HILL L	\$50.00
310	91416033	1350 TOURNEY HILL L	\$50.00
311	91416034	1348 TOURNEY HILL L	\$50.00
312	91416035	1346 TOURNEY HILL L	\$50.00
313	91416036	1344 TOURNEY HILL L	\$50.00
314	91419001	622 RIVIERA CIRCLE	\$50.00
315	91419002	626 RIVIERA CIRCLE	\$50.00
316	91419003	630 RIVIERA CIRCLE	\$50.00
317	91419004	634 RIVIERA CIRCLE	\$50.00
318	91419005	638 RIVIERA CIRCLE	\$50.00
319	91419006	642 RIVIERA CIRCLE	\$50.00
320	91419007	646 RIVIERA CIRCLE	\$50.00
321	91419008	650 RIVIERA CIRCLE	\$50.00
322	91419009	654 RIVIERA CIRCLE	\$50.00
323	91419010	658 RIVIERA CIRCLE	\$50.00
324	91419011	648 WOODGREEN WAY	\$50.00
325	91419012	654 WOODGREEN WAY	\$50.00
326	91419013	658 WOODGREEN WAY	\$50.00
327	91419014	662 WOODGREEN WAY	\$50.00
328	91419015	668 WOODGREEN WAY	\$50.00
329	91419016	674 WOODGREEN WAY	\$50.00
330	91419017	678 WOODGREEN WAY	\$50.00
331	91419018	682 WOODGREEN WAY	\$50.00
332	91419020	689 WOODGREEN WAY	\$50.00
333	91419021	685 WOODGREEN WAY	\$50.00
334	91419022	681 WOODGREEN WAY	\$50.00
335	91419023	677 WOODGREEN WAY	\$50.00
336	91419028	649 WOODGREEN WAY	\$50.00
337	91419029	645 WOODGREEN WAY	\$50.00
338	91419030	641 WOODGREEN WAY	\$50.00
339	91419031	637 WOODGREEN WAY	\$50.00
340	91419032	629 WOODGREEN WAY	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

341	91419033	625 WOODGREEN WAY	\$50.00
342	91419034	619 RIVIERA CIRCLE	\$50.00
343	91419035	623 RIVIERA CIRCLE	\$50.00
344	91419036	633 RIVIERA CIRCLE	\$50.00
345	91419037	637 RIVIERA CIRCLE	\$50.00
346	91419038	645 RIVIERA CIRCLE	\$50.00
347	91419039	649 RIVIERA CIRCLE	\$50.00
348	91419040	653 RIVIERA CIRCLE	\$50.00
349	91419041	657 RIVIERA CIRCLE	\$50.00
350	91419042	634 WOODGREEN WAY	\$50.00
351	91419043	630 WOODGREEN WAY	\$50.00
352	91419055	669 WOODGREEN WAY	\$50.00
353	91419056	653 WOODGREEN WAY	\$50.00
354	91419057	657 WOODGREEN WAY	\$50.00
355	91419058	673 WOODGREEN WAY	\$50.00
356	91419060	690 WOODGREEN WAY	\$50.00
357	91440001	1290 ST ANDREWS WAY	\$50.00
358	91440002	1286 ST ANDREWS WAY	\$50.00
359	91440003	1284 ST ANDREWS WAY	\$50.00
360	91440004	1280 ST ANDREWS WAY	\$50.00
361	91440005	1276 ST ANDREWS WAY	\$50.00
362	91440006	1272 ST ANDREWS WAY	\$50.00
363	91440007	1268 ST ANDREWS WAY	\$50.00
364	91440008	1264 ST ANDREWS WAY	\$50.00
365	91440009	1260 ST ANDREWS WAY	\$50.00
366	91440010	1256 ST ANDREWS WAY	\$50.00
367	91440011	1252 ST ANDREWS WAY	\$50.00
368	91440012	1248 ST ANDREWS WAY	\$50.00
369	91440013	1244 ST ANDREWS WAY	\$50.00
370	91441001	496 COLONIAL PLACE	\$50.00
371	91441002	490 COLONIAL PLACE	\$50.00
372	91441003	465 TEE COURT	\$50.00
373	91441004	445 TEE COURT	\$50.00
374	91441005	420 TEE COURT	\$50.00
375	91441006	440 TEE COURT	\$50.00
376	91441007	460 TEE COURT	\$50.00
377	91441008	480 COLONIAL PLACE	\$50.00
378	91441009	470 COLONIAL PLACE	\$50.00
379	91441010	460 COLONIAL PLACE	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

380	91441011	450 COLONIAL PLACE	\$50.00
381	91441014	420 COLONIAL PLACE	\$50.00
382	91441015	495 COLONIAL PLACE	\$50.00
383	91441016	485 COLONIAL PLACE	\$50.00
384	91441017	475 COLONIAL PLACE	\$50.00
385	91441018	465 COLONIAL PLACE	\$50.00
386	91441019	455 COLONIAL PLACE	\$50.00
387	91441020	445 COLONIAL PLACE	\$50.00
388	91441022	425 COLONIAL PLACE	\$50.00
389	91441023	415 COLONIAL PLACE	\$50.00
390	91441024	410 COLONIAL PLACE	\$50.00
391	91441027	440 COLONIAL PLACE	\$50.00
392	91441028	430 COLONIAL PLACE	\$50.00
393	91441029	435 COLONIAL PLACE	\$50.00
394	91442001	1196 OAKMONT PLACE	\$50.00
395	91442002	1190 OAKMONT PLACE	\$50.00
396	91442003	1184 OAKMONT PLACE	\$50.00
397	91442004	1178 OAKMONT PLACE	\$50.00
398	91442005	1172 OAKMONT PLACE	\$50.00
399	91442006	1166 OAKMONT PLACE	\$50.00
400	91442007	1160 OAKMONT PLACE	\$50.00
401	91442008	1154 OAKMONT PLACE	\$50.00
402	91442009	1148 OAKMONT PLACE	\$50.00
403	91442010	1142 OAKMONT PLACE	\$50.00
404	91442011	1136 OAKMONT PLACE	\$50.00
405	91442012	1130 OAKMONT PLACE	\$50.00
406	91442013	1124 OAKMONT PLACE	\$50.00
407	91442014	1118 OAKMONT PLACE	\$50.00
408	91442015	1112 OAKMONT PLACE	\$50.00
409	91442016	1106 OAKMONT PLACE	\$50.00
410	91442017	1105 OAKMONT PLACE	\$50.00
411	91442018	1115 OAKMONT PLACE	\$50.00
412	91442019	1125 OAKMONT PLACE	\$50.00
413	91442020	1135 OAKMONT PLACE	\$50.00
414	91442021	1155 OAKMONT PLACE	\$50.00
415	91442022	1141 OAKMONT PLACE	\$50.00
416	91442023	1145 OAKMONT PLACE	\$50.00
417	91442024	460 LINKS DRIVE	\$50.00
418	91442025	470 LINKS DRIVE	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

419	91442026	480 LINKS DRIVE	\$50.00
420	91442027	490 LINKS DRIVE	\$50.00
421	91443001	1090 REDBERRY PLACE	\$50.00
422	91443002	1080 REDBERRY PLACE	\$50.00
423	91443003	1050 REDBERRY PLACE	\$50.00
424	91443004	1040 REDBERRY PLACE	\$50.00
425	91443005	1020 REDBERRY PLACE	\$50.00
426	91443006	1010 REDBERRY PLACE	\$50.00
427	91443007	1035 REDBERRY PLACE	\$50.00
428	91443008	1022 WAILEA WAY	\$50.00
429	91443009	1012 WAILEA WAY	\$50.00
430	91443010	1002 WAILEA WAY	\$50.00
431	91443011	1001 WAILEA WAY	\$50.00
432	91443012	1011 WAILEA WAY	\$50.00
433	91443013	1021 WAILEA WAY	\$50.00
434	91443014	1031 WAILEA WAY	\$50.00
435	91443015	1041 WAILEA WAY	\$50.00
436	91443016	1051 WAILEA WAY	\$50.00
437	91444001	595 WOODGREEN WAY	\$50.00
438	91444002	591 WOODGREEN WAY	\$50.00
439	91444003	587 WOODGREEN WAY	\$50.00
440	91444004	583 WOODGREEN WAY	\$50.00
441	91444005	579 WOODGREEN WAY	\$50.00
442	91444006	575 WOODGREEN WAY	\$50.00
443	91444007	571 WOODGREEN WAY	\$50.00
444	91444008	567 WOODGREEN WAY	\$50.00
445	91444009	563 WOODGREEN WAY	\$50.00
446	91444011	556 RIVIERA CIRCLE	\$50.00
447	91444012	560 RIVIERA CIRCLE	\$50.00
448	91444013	564 RIVIERA CIRCLE	\$50.00
449	91444014	568 RIVIERA CIRCLE	\$50.00
450	91444015	572 RIVIERA CIRCLE	\$50.00
451	91444016	576 RIVIERA CIRCLE	\$50.00
452	91444017	580 RIVIERA CIRCLE	\$50.00
453	91444018	584 RIVIERA CIRCLE	\$50.00
454	91444019	588 RIVIERA CIRCLE	\$50.00
455	91444020	1533 CHAMPIONS LANE	\$50.00
456	91444021	1529 CHAMPIONS LANE	\$50.00
457	91444022	1523 CHAMPIONS LANE	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

458	91444023	1517 CHAMPIONS LANE	\$50.00
459	91444024	1511 CHAMPIONS LANE	\$50.00
460	91444025	1505 CHAMPIONS LANE	\$50.00
461	91444026	1506 CHAMPIONS LANE	\$50.00
462	91444027	1512 CHAMPIONS LANE	\$50.00
463	91444028	1518 CHAMPIONS LANE	\$50.00
464	91444029	1524 CHAMPIONS LANE	\$50.00
465	91444030	1530 CHAMPIONS LANE	\$50.00
466	91444031	1536 CHAMPIONS LANE	\$50.00
467	91444033	621 WOODGREEN WAY	\$50.00
468	91444034	617 WOODGREEN WAY	\$50.00
469	91444035	613 WOODGREEN WAY	\$50.00
470	91444036	609 WOODGREEN WAY	\$50.00
471	91444037	605 WOODGREEN WAY	\$50.00
472	91444038	622 MASTERS CIRCLE	\$50.00
473	91444039	618 MASTERS CIRCLE	\$50.00
474	91444040	614 MASTERS CIRCLE	\$50.00
475	91444041	610 MASTERS CIRCLE	\$50.00
476	91444042	606 MASTERS CIRCLE	\$50.00
477	91444043	602 MASTERS CIRCLE	\$50.00
478	91444044	596 MASTERS CIRCLE	\$50.00
479	91444045	592 MASTERS CIRCLE	\$50.00
480	91444046	588 MASTERS CIRCLE	\$50.00
481	91444047	584 MASTERS CIRCLE	\$50.00
482	91444048	580 MASTERS CIRCLE	\$50.00
483	91444049	576 MASTERS CIRCLE	\$50.00
484	91444050	572 MASTERS CIRCLE	\$50.00
485	91444051	568 MASTERS CIRCLE	\$50.00
486	91444052	564 MASTERS CIRCLE	\$50.00
487	91444053	545 RIVIERA CIRCLE	\$50.00
488	91444054	549 RIVIERA CIRCLE	\$50.00
489	91444055	553 RIVIERA CIRCLE	\$50.00
490	91444056	557 RIVIERA CIRCLE	\$50.00
491	91444057	561 RIVIERA CIRCLE	\$50.00
492	91444058	565 RIVIERA CIRCLE	\$50.00
493	91444059	571 RIVIERA CIRCLE	\$50.00
494	91444060	579 RIVIERA CIRCLE	\$50.00
495	91444061	587 RIVIERA CIRCLE	\$50.00
496	91444062	605 RIVIERA CIRCLE	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

497	91444063	611 RIVIERA CIRCLE	\$50.00
498	91444064	615 RIVIERA CIRCLE	\$50.00
499	91444067	618 WOODGREEN WAY	\$50.00
500	91444068	622 WOODGREEN WAY	\$50.00
501	91445001	510 JONES LANE	\$50.00
502	91445002	520 JONES LANE	\$50.00
503	91445003	530 JONES LANE	\$50.00
504	91445004	1620 SARAZEN COURT	\$50.00
505	91445005	1630 SARAZEN COURT	\$50.00
506	91445006	1635 SARAZEN COURT	\$50.00
507	91445007	1625 SARAZEN COURT	\$50.00
508	91445008	550 JONES LANE	\$50.00
509	91445009	560 JONES LANE	\$50.00
510	91445010	1585 HOGAN COURT	\$50.00
511	91445011	1575 HOGAN COURT	\$50.00
512	91445012	1565 HOGAN COURT	\$50.00
513	91445013	1555 HOGAN COURT	\$50.00
514	91445014	1545 HOGAN COURT	\$50.00
515	91445015	1535 HOGAN COURT	\$50.00
516	91445016	1525 HOGAN COURT	\$50.00
517	91445017	1515 HOGAN COURT	\$50.00
518	91445018	1510 HOGAN COURT	\$50.00
519	91445019	1520 HOGAN COURT	\$50.00
520	91445020	535 SNEAD LANE	\$50.00
521	91445021	525 SNEAD LANE	\$50.00
522	91445022	515 SNEAD LANE	\$50.00
523	91445023	510 SNEAD LANE	\$50.00
524	91445024	520 SNEAD LANE	\$50.00
525	91445025	530 SNEAD LANE	\$50.00
526	91445026	540 SNEAD LANE	\$50.00
527	91445027	555 JONES LANE	\$50.00
528	91445028	545 JONES LANE	\$50.00
529	91445029	535 JONES LANE	\$50.00
530	91445030	525 JONES LANE	\$50.00
531	91445031	515 JONES LANE	\$50.00
532	91446001	510 VARDON COURT	\$50.00
533	91446002	520 VARDON COURT	\$50.00
534	91446003	530 VARDON COURT	\$50.00
535	91446004	540 VARDON COURT	\$50.00

PART D

FY 2021-2022 ASSESSMENT ROLL

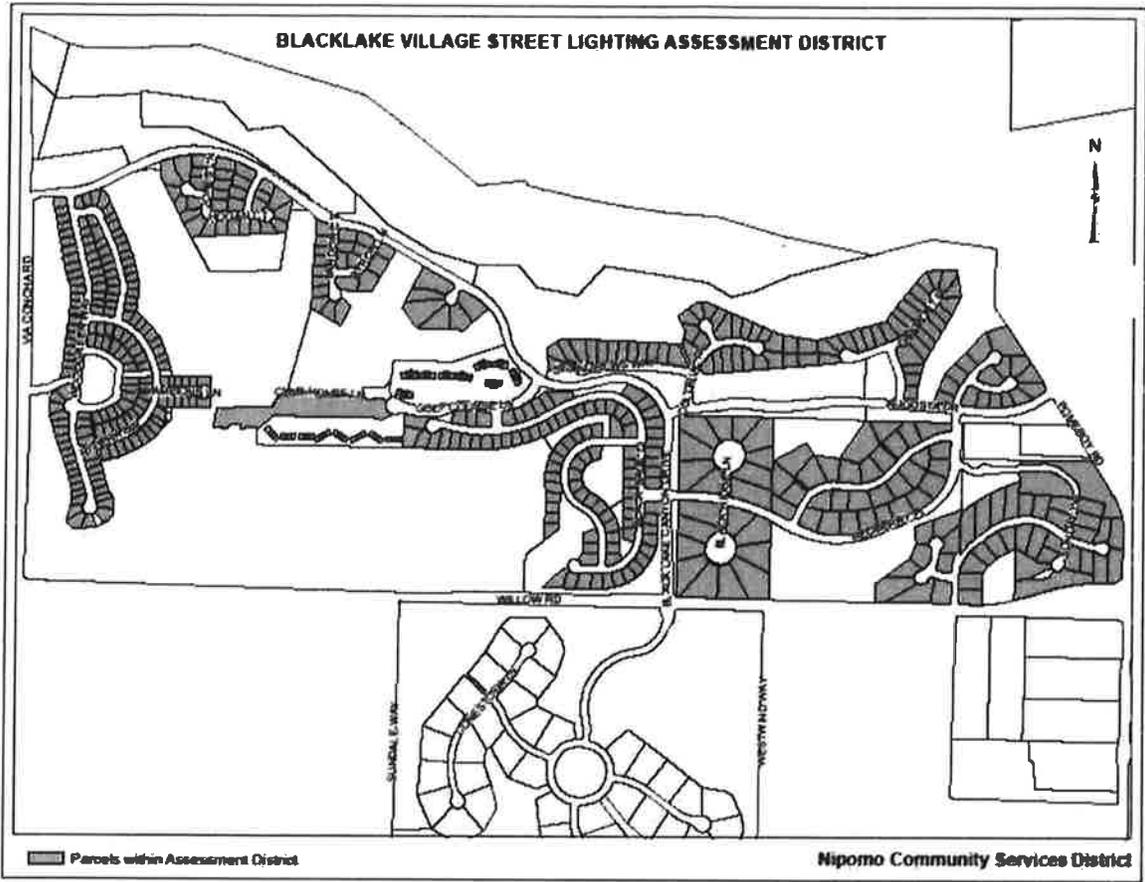
536	91446005	550 VARDON COURT	\$50.00
537	91446006	560 VARDON COURT	\$50.00
538	91446007	570 VARDON COURT	\$50.00
539	91446008	580 VARDON COURT	\$50.00
540	91446009	590 VARDON COURT	\$50.00
541	91446010	595 VARDON COURT	\$50.00
542	91446011	529 BYRON LANE	\$50.00
543	91446012	525 BYRON LANE	\$50.00
544	91446013	515 BYRON LANE	\$50.00
545	91446014	505 BYRON LANE	\$50.00
546	91446015	510 BYRON LANE	\$50.00
547	91446016	520 BYRON LANE	\$50.00
548	91446017	530 BYRON LANE	\$50.00
549	91446018	540 BYRON LANE	\$50.00
550	91446019	525 VARDON COURT	\$50.00
551	91446020	515 VARDON COURT	\$50.00
552	91446021	510 KATHRYN COURT	\$50.00
553	91446022	520 KATHRYN COURT	\$50.00
554	91446023	530 KATHRYN COURT	\$50.00
555	91446024	535 KATHRYN COURT	\$50.00
556	91446025	525 KATHRYN COURT	\$50.00
557	91446026	515 KATHRYN COURT	\$50.00

TOTAL	\$27,850.00
--------------	--------------------

PART E

FY 2021-2022 ASSESSMENT DIAGRAM

Attached is the Assessment Diagram (Map) for the Assessment District. Please note that the lines and dimensions of each parcel, as well as the distinctive assessment number, are shown on the Assessor's Maps available at the NCSD and the County of San Luis Obispo Assessor's Office.



TO: BOARD OF DIRECTORS
 FROM: MARIO IGLESIAS
 GENERAL MANAGER 
 DATE: JUNE 17, 2021

**AGENDA ITEM
 F
 JUNE 23, 2021**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is June 6, 2021 through June 19, 2021.*

DISTRICT BUSINESS

Administrative

OFFICE ACTIVITIES

	May 21	Jan 21 - Jun 21
Official Payment (Count March-June)	27	84
Official Payments cost to District	\$106	\$331

Water Resources

Table 1. Total Production Acre Feet (AF)

	May-21	Jul 20 - Jun 21
Groundwater Production	92.9	911.0
Supplemental Water Imported	<u>99.0</u>	<u>981.4</u>
Total Production	191.9	1,892.4

The District's total combined production, including groundwater production wells and supplemental water imported through the Joshua Road Pump Station, registered 191.9 AF for the month of May.

NCSD GW Reduction

Table 2 below demonstrates the calculus for determining the District's adjusted groundwater pumping reduction.

Table 2. NCSD GW Production (NCSD GW Well Production plus Purveyor Credit)

	May-21	Jul 20 - Jun 21
NCSD GW Well Production	92.9	911.0
Purveyor Customer Credit (33.3% of Import Water)	<u>33.0</u>	<u>327.0</u>
NCSD Total Calculated GW Production	125.9	1,238.0
Average GW Production for 2009-2013	261.6	2,286.7
NCSD Percentage of GW Reduction	52%	45%

2021 Fiscal Year Groundwater Pumping Forecast

Table 3 projects the District's groundwater pumping reduction for the Fiscal Year 2021.

	Year-to-Date		Target	Over/(Under)
	May-21	Jul-Jun 2021		
NCSD GW Well Production	92.9	986.0		
Purveyor Customer Credit (33.3% of Import Water)	33.0	344.2		
NCSD Total Calculated GW Production	125.9	1,330.1	1,266.0	(64.11)
Average GW Production for 2009-2013	261.6	2,533.4	2,533.4	
NCSD Percentage of GW Reduction	52%	47%	50.0%	

Table 4 compares the previous year's groundwater pumping with the current year's groundwater pumping for the same period.

	May-21	Jul 20 -Jun 21	May-20	Jul 19-Jun 20
	NCSD GW Well Production	92.9	986.0	119.4
Purveyor Customer Credit (33.3% of Import Water)	33.0	344.2	27.9	323.1
NCSD Total Calculated GW Production	125.9	1,330.1	147.3	1,349.1
Average GW Production for 2009-2013	261.6	2,533.4	261.6	2,533.4
NCSD Percentage of GW Reduction	52%	47%	44%	47%

Rainfall Gauge – (gathered from the following websites)

Note 1: SLO County Website
https://wr.slocountywater.org/site.php?site_id=3&site=935e7af7-0e94-4042-bc11-e02906d5ba44

Note 2: SLO County Website
https://wr.slocountywater.org/site.php?site_id=2&site=878bfdbf-5c40-4398-8226-418372e4039b

(Reported in inches)	Nipomo East (Dana Hills Reservoirs)	Nipomo South (Southland Plant)
May 2021 Total	0.00	0.00
July-2020 through June-2021 (Season Total)	7.41	6.81
May 1, 2021 - May 21, 2021	0.04	0.00
Total Rainfall to date	7.45	6.81
County Reported Avg. Ann. Year Rainfall	18.0 ¹	14.0 ²
2006 - 2020 Avg. Ann. Year Rainfall*	15.39	13.30
2006 - 2020 Median Ann. Rainfall*	12.64	11.30

*Data from County website

Safety Program

June 18th All-crew In-person Quarterly Safety Meeting Scheduled
No other Safety Incidents to Report

Other Items

- COVID19 NCSD Response Plan Update [Attachment A]
- Community Letter Alerting Shift to Regular NCSD Billing Policies [Attachment B]
- American Water Works Association 2020 California Water Rate Study Results [Attachment C]
- Cayucos Sanitary District Invitation to the Dedication Ceremony [Attachment D]
- 4th Annual Nipomo Jim Tefft Memorial 4th of July Parade – Route Map [Attachment E]

Supplemental Water Capacity Accounting

As of May 7, 2021

Summary Since January 25, 2008	Number of Equivalent Meters	AFY
Supplemental Water Available for Allocation	947	500
Supplemental Water Reserved (Will Serve Letter Issued)	124	-65.5
Subtotal Net Supplemental Water Available for Allocation	823	434.5
Supplemental Water Assigned (Intent-to-Serve Issued)	182	-96.1
Total Remaining Supplemental Water Available for Allocation	641	338.5

Connection Report

Nipomo Community Services District Water and Sewer Connections	END OF MONTH REPORT											
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Water Connections (Total)	4476	4477	4485	4485	4492							
Sewer Connections (Total)	3243	3243	3250	3250	3257							
New Water Connections	1	1	8	0	7							
New Sewer Connection	1	0	7	0	7							
Galaxy & PSHH at Orchard and Division Sewer Connections billed to the County	477	477	477	477	478							

The Connection Report is current to May 31.

Meetings (June 6 through June 19)

Meetings Attended (telephonically or in person):

- June 6, Rotary Cleanup Day – Tefft Ave Median
- June 7, Admin Supervisor Mtg.
- June 8, Staff Mtg. - Cust. Service Specialist
- June 8, Eng/Admin Planning Mtg.
- June 9, Rotary
- June 9, Regular NCSD Board Meeting
- June 9, Exec. Team After-Board Meeting
- June 10, Internal Review – Urban Water Management Plan
- June 11, Staff Mtg. - Cust. Service Specialist
- June 11, City of Santa Maria – NSWP Mtg.
- June 11, Sensus Meter/Incode Billing Integration Mtg.
- June 14, NCSD Management Team Mtg.
- June 14, NCMA Monthly Meeting – NCSD Update

- *June 14, NCSD Board Officer Mtg.*
- *June 15, CSDA – Funding Presentation*
- *June 15, Water Shortage Contingency Plan – Dist.*
- *June 16, Admin Supervisor Mtg. (Public Relations)*
- *June 16, CSDA Manager’s Meeting*
- *June 16, Eagle Aerial Services – DWR LAM Program*
- *June 18, Staff Mtg. - Cust. Service Specialist*
- *June 18, NCSD Quarterly All-hands Safety Meeting*

Meetings Scheduled (June 20 through June 26):

Upcoming Meetings (telephonically or in person):

- *June 21, Admin Supervisor Mtg.*
- *June 21, BL/NCSD Oversight Committee*
- *June 22, Staff Mtg. - Cust. Service Specialist*
- *June 22, Eng/Admin Planning Mtg.*
- *June 23, Regular NCSD Board Meeting*
- *June 23, Exec. Team After-Board Meeting*
- *June 24, Sedaru Asset Management Mtg.*
- *June 24, IWMA SB 1383*
- *June 25, Staff Mtg. - Cust. Service Specialist*
- *June 25, NMMA-TG Manager’s Meeting*

Upcoming Water Resource and Other Meetings

Upcoming Standing Meetings:

- *NMMA-TG: June 25th (Friday) @ 10:00 AM, Conf. Call*
- *RWMG: No Schedule Posted –*
- *WRAC: September 1st (Wednesday) @ 1:30 PM, Zoom Meeting*
- *NMMA Purveyor Meeting: June 25th (Friday) @ 11:00 PM, Zoom Meeting*
- *NCSD Board Officer Meeting: July 6th (Monday) @ 2:30 PM, NCSD Conf. Rm.*

RECOMMENDATION

Staff seeks direction and input from your Board

ATTACHMENTS

- A. COVID19 - NCSD Response Plan
- B. Community Letter Alerting Shift to Regular NCSD Billing Policies
- C. American Water Works Association 2020 California Water Rate Study Results
- D. Cayucos Sanitary District Invitation to the Dedication Ceremony
- E. 4th Annual Nipomo Jim Tefft Memorial 4th of July Parade – Route Map

THIS PAGE INTENTIONALLY LEFT BLANK

JUNE 23, 2021

ITEM F

ATTACHMENT A

DISTRICT RESPONSE TO COVID-19, Updated June 18, 2021

New Actions

What does “Re-opening” mean when the Governor declares the State’s economy will re-opening on June 15, 2021?

Executive Order remains in place past June 15, 2021.

Personnel on Quarantine

Office Personnel:

No administrative personnel affected at this time

Operational Personnel:

No operational personnel affected at this time.

Vaccine Update:

- 16 District Personnel received their second dose of the vaccine.
- 4 employees declined vaccination

Ongoing Actions

1. Participate in SLO County EOC Briefings
2. Review SLO County Daily EOC Status Report
3. Practicing Social Distancing
4. *Face coverings are required when employees are in District Buildings when they are away from their work stations*
5. Office Rules for Safe Customer Management – CDC Guidance Enforced

Previous Actions

1. NCSB Board Passes Resolution Declaring Emergency in District [Res. 2020-1550, Mar. 24, 2020]
2. Admin Office Closed to the Public
 - a. Meetings are virtual – Conference Calls
3. Discontinued: Split staff into two teams
 - a. See schedule on Response Plan
4. Received directions for FEMA Public Assistance – Cost Tracking Guidance
5. Governor’s Executive Order – No Water Turn-offs
 - a. District instituted this policy as well as a No Late Fee – No Penalty Fees
6. Wipe-down between shifts
7. Each operator in separate designated vehicle.
8. Received additional PPE. Administration Staff will be on normal schedule 8-4:30 starting Monday May 18th
9. Operations Staff are on normal 7:00 am to 3:30 pm work schedule as of Monday, May 4th. County opened up construction sites.
10. Expanded Customer Service Work to include site visits for investigations (high bills, meter issues) week of May 11

Date: June 23, 2021 Board Meeting
Response Activities to COVID19 Health Emergency
Prepared by: Mario Iglesias, General Manager

11. Trailers for quarantine have been returned – May 1
12. District to begin wastewater sampling in conjunction with County effort to determine presence of COVID19 in communities – May 11
13. Temporary Admin Support Workers brought back to Office (Provider incentivized due to PPP Funds) – June 1
14. Lobby Modifications: Glass is equipped with speaker plates to allow the communication between customer and clerk without opening the sliding window.
15. Board Meetings open to the public.
16. County Offices Continued Closed with Appointments provided to some departments as needed.
17. June 18, 2020, Governor Order issued requiring face masks be worn in public places. District management purchased disposable face masks for staff, Board Members, and any public that attends District Board Meetings and lack a face mask.
18. The customer counter window modifications at the office are completed.
19. Capital Improvement Projects continue to be impacted and schedules for completion continue to be pushed back due to material delivery delays.
20. Administrative Office open to public – April 19, 2021

JUNE 23, 2021

ITEM F

ATTACHMENT B

NIPOMO COMMUNITY

BOARD MEMBERS

ED EBY, PRESIDENT
DAN ALLEN GADDIS, VICE PRESIDENT
BOB BLAIR, DIRECTOR
DAN WOODSON, DIRECTOR
RICHARD MALVAROSE, DIRECTOR



SERVICES DISTRICT

STAFF

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

Serving the Community since 1965

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

June 17, 2021

«Name» IMPORTANT
«Mailing_address_line_1» PLEASE READ
«Mailing_address_line_2»
«City», «State» «Zip»

ACCOUNT NUMBER: «Account»
SERVICE ADDRESS «Service_Address»

Dear Property Owner:

As of June 16, 2021, your account has a **total balance of \$«TOTAL» that includes a past due balance.** The last payment the Nipomo Community Services District ("District") received on your account was on «Last_Payment_Date» in the amount of \$«Last_Payment_Amount».

Since March 2020, the District has operated under an Executive Order by the Governor of California and an Emergency Resolution of the District's Board of Directors. As the State emerges from the pandemic, the District will begin normal accounting operations including assessing late fees and discontinuance of service for non-payment based on the dates listed below.

- **As of July 1, 2021, the District will resume assessing late fees on current charges (bills due on July 5 or later). Late fees will not be assessed on past due balances (any balance prior to July 1, 2021).**
- **As of October 1, 2021, the District will resume discontinuance of service for non-payment of all past due charges. (Executive Order N-08-21)**

Past due account balances are the responsibility of the property owner and cannot be waived by the District. Prior to October 1, 2021, the District will be mailing you information on a program for customers who are unable to pay their past due balance in a lump sum payment. In the meantime, the District encourages you to send in payments, in addition to your current bill, to be applied to your past due balance.

The District office is now open to the public. Cash, check or money orders are accepted at the counter. Credit/debit card payments are no longer accepted at the counter. A credit/debit card kiosk is available in the District lobby to process these payments. A convenience fee will apply to kiosk payments.

If you have any questions or need additional information regarding this matter, please contact our office (805) 929-1133.

Sincerely,

NIPOMO COMMUNITY SERVICES DISTRICT
Mario Iglesias
General Manager

JUNE 23, 2021

ITEM F

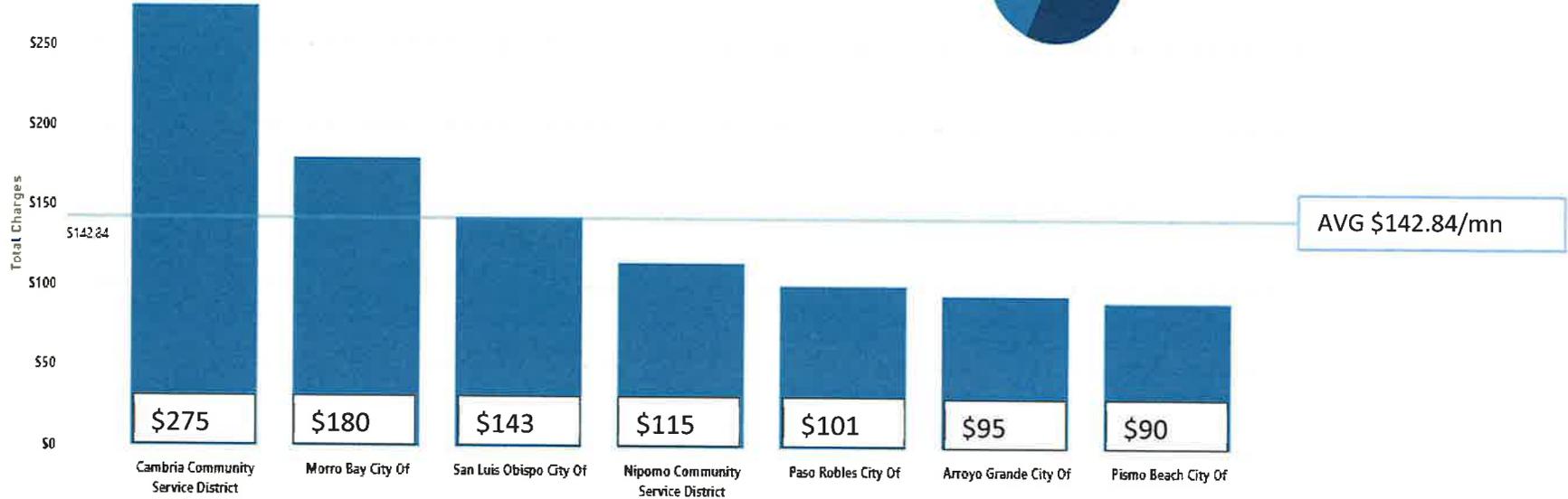
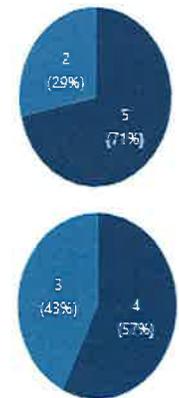
ATTACHMENT C



California Rate Dashboard

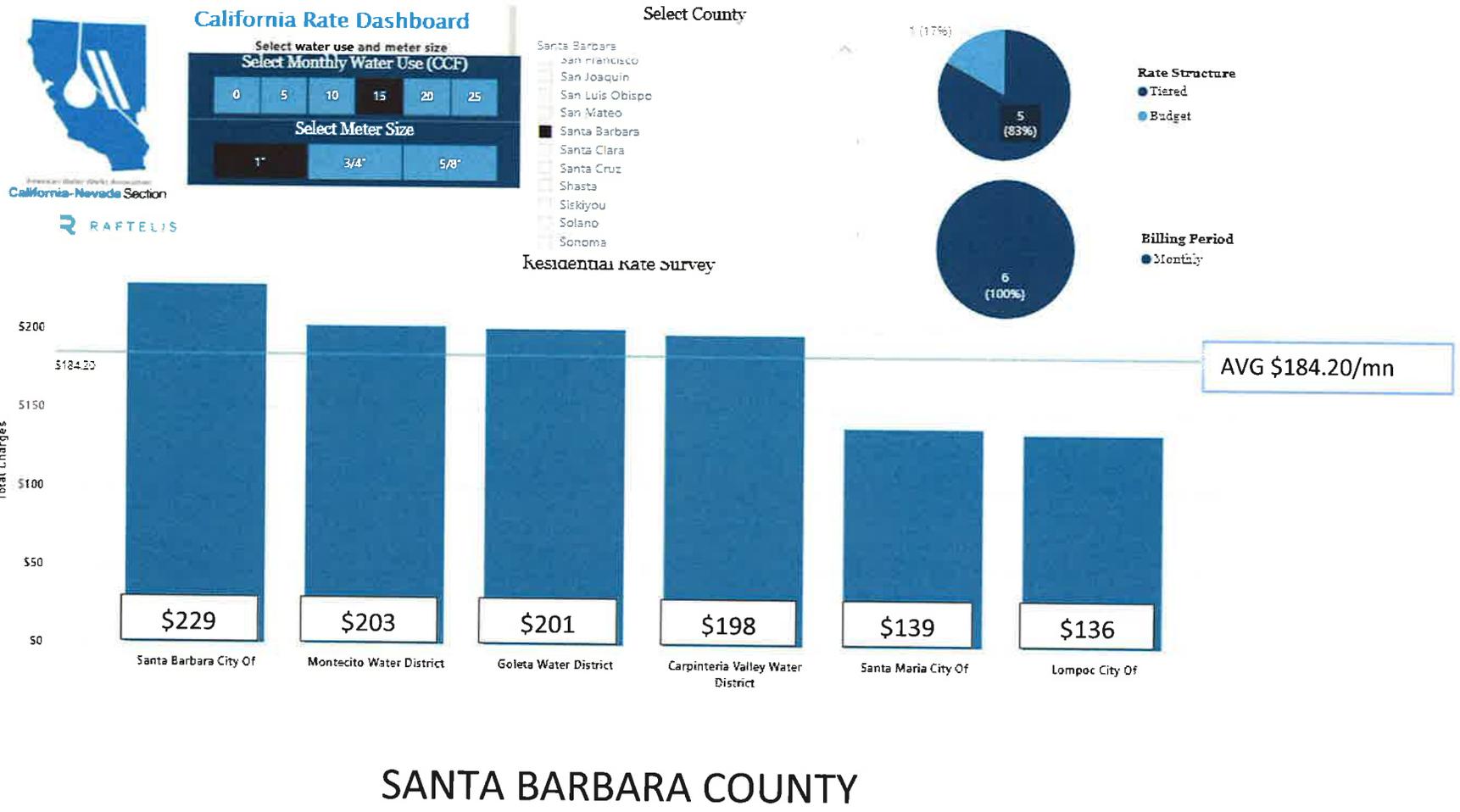
Select water use and meter size
 Select Monthly Water Use (CCF)
 0 5 10 15 20 25
 Select Meter Size
 1" 3/4" 5/8"

Select County
 San Luis Obispo
 Percentage of Imported Water
 0% 100%
 Number of Connections
 1 013 704 176
 Residential Rate Survey



SAN LUIS OBISPO COUNTY

2020 California Water Rate Survey



2020 California Water Rate Survey

JUNE 23, 2021

ITEM F

ATTACHMENT D

THE CAYUCOS SANITARY DISTRICT BOARD OF DIRECTORS

Invite you to attend the dedication of the Cayucos Water Resource Recovery Facility to the community of Cayucos



**Friday,
June 25th
2021**

2:00 PM

800 Toro Creek Rd.
Cayucos, CA
93430



JUNE 23, 2021

ITEM F

ATTACHMENT E

