

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MGL*  
GENERAL MANAGER  
DATE: DECEMBER 6, 2013

**AGENDA ITEM  
C  
DECEMBER 11, 2013**

**PRESENTATIONS AND REPORTS**

The following presentations and reports are scheduled:

- C-1) REPORT ON November 13, 2013 REGULAR MEETING CLOSED SESSION  
Announcement of actions, if any, taken in Closed Session
- C-2) DIRECTOR OF ENGINEERING AND OPERATIONS  
RE: Summary of recent activities
- C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND  
REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS,  
CONFERENCES, AND SEMINARS.  
Receive Announcements and Reports from Directors
- C-4) 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: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: DECEMBER 6, 2013

**AGENDA ITEM  
C-1  
DECEMBER 11, 2013**

**NOVEMBER 13, 2013 REGULAR MEETING  
CLOSED SESSION REPORT**

**ITEM**

Announcement of actions, if any, taken during Closed Session at previous Board Meeting [NO ACTION REQUESTED]

**BACKGROUND**

The November 13, 2013 Regular Meeting Closed Session included:

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
2. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVT. CODE §54956.9(a):  
Existing litigation - 1 case: Mesa Community Alliance Vs. District, Case No. CV 130222
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9; NCSD vs. County SLO, ET AL. (CASE #CV090010)

Staff will report on closed session action taken, if any.

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

DATE: DECEMBER 6, 2013

**AGENDA ITEM**  
**C-2**  
**DECEMBER 11, 2013**

**DISTRICT DIRECTOR OF ENGINEERING AND OPERATIONS  
SUMMARY OF ACTIVITIES**

**ITEM**

Report on recent engineering and operations activities [NO ACTION REQUESTED].

**BACKGROUND**

Director of Engineering and Operations, Peter Sevcik, provide an update on District capital projects and operations.

**RECOMMENDATION**

Staff recommends that your Honorable Board receive the update and ask questions.

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: DECEMBER 6, 2013



### 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 NOVEMBER 13, 2013 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVAL]
- D-3) APPROVE SERVICE REQUEST - 545 GRANDE AVENUE NIPOMO, 18-LOT RESIDENTIAL DEVELOPMENT [RECOMMEND APPROVE INTENT TO SERVE LETTER]

TO: BOARD OF DIRECTORS  
 FROM: MICHAEL S. LEBRUN *MSL*  
 GENERAL MANAGER  
 DATE: DECEMBER 6, 2013

**AGENDA ITEM  
 D-1  
 DECEMBER 11, 2013**

**HAND WRITTEN CHECKS**

**TOTAL COMPUTER CHECKS**

\$549,777.39

12-04-13	10206	COSTCO
12-11-13	10207	LEIGH GROSHART
12-11-13	10208	LARRY YTURREALDE
12-11-13	10209	LINDA MATUS
12-11-13	10210	RONALD POE
12-11-13	10211	CALIF HIGHWAY PATROL
12-11-13	10212	WILLIAM ZUBER
12-11-13	10213	RAY OR SUE MCMAHON
12-11-13	10214	GEORGE BOOZER

OFFICE SUPPLIES	\$206.02
WASHER REBATE	\$75.00
WASHER REBATE	\$75.00
WASHER REBATE	\$75.00
WASHER REBATE	\$75.00
ACCIDENT REPORT	\$10.00
WASHER REBATE	\$75.00
WASHER REBATE	\$75.00
WASHER REBATE	\$75.00

VOIDS - NONE

**COMPUTER GENERATED CHECKS**

22474	12/06/13	EMP01	EMPLOYMENT DEVELOP DEPT	1476.10	.00	1476.10	B31202	STATE INCOME TAX
22475	12/06/13	MID01	RABOBANK-PAYROLL TAX DEPO	4296.19	.00	4296.19	B31202	FEDERAL INCOME TAX
				24.80	.00	24.80	1B31202	FICA
				961.60	.00	961.60	2B31202	MEDICARE (FICA)
			Check Total.....:	5282.59	.00	5282.59		
22476	12/06/13	MID02	RABOBANK-DIRECT DEPOSIT	25990.13	.00	25990.13	B31202	NET PAY
22477	12/06/13	PER01	PERS RETIREMENT	8721.55	.00	8721.55	B31202	PERS PAYROLL REMITTANCE
22478	12/06/13	STA01	CALPERS 457 DEFERRED COMP	155.00	.00	155.00	B31202	457 DEFERRED COMP
022479	12/11/13	ABA01	ABALONE COAST BACTERIOLOG	5236.00	.00	5236.00	2075	LAB TESTS
022480	12/11/13	ADV01	ADVANTAGE ANSWERING PLUS	151.95	.00	151.95	252013	ANSWERING SERVICE
022481	12/11/13	AME03	AMERI PRIDE	146.21	.00	146.21	1004410	UNIFORMS
				134.40	.00	134.40	1009096	UNIFORMS
				146.21	.00	146.21	1013182	UNIFORMS
			Check Total.....:	426.82	.00	426.82		
022482	12/11/13	AQU01	AQUA-METRIC SALES CO.	12173.67	.00	12173.67	49887	150 WATER METERS
022483	12/11/13	ASA01	ASAP REPROGRAPHICS	652.40	.00	652.40	169207	BP #3-CONFORMED SETS
				80.00	.00	80.00	169406	STANDPIPE BID
			Check Total.....:	732.40	.00	732.40		
022484	12/11/13	ATT01	AT&T/MCI	148.94	.00	148.94	91950	TELEPHONE
				24.02	.00	24.02	892194	TELEPHONE
				168.57	.00	168.57	892264	TELEPHONE
				186.13	.00	186.13	4849447	TELEPHONE
			Check Total.....:	527.66	.00	527.66		
022485	12/11/13	AWW02	AMERICAN WATER WORKS ASSO	413.00	.00	413.00	00575278	ANNUAL MEMBERSHIP
022486	12/11/13	BCP00	B C PUMP SALES & SERVICE	10535.02	.00	10535.02	28373	PUMP FOR OAKS LIFT STATIO
022487	12/11/13	BES01	BEST BEST & KRIEGER	951.60	.00	951.60	712717	MCA VS NCS
				6876.48	.00	6876.48	714823	PERSONNEL MANUAL UPDATE
			Check Total.....:	7828.08	.00	7828.08		
022488	12/11/13	BIG01	BIG BRAND TIRE & SERVICE	310.70	.00	310.70	219443	TIRES-2009 FORD F150
				26.90	.00	26.90	219457	OIL CHANGE-2009 FORD F150
			Check Total.....:	337.60	.00	337.60		
022489	12/11/13	BRE02	BRENNTAG PACIFIC INC.	386.35	.00	386.35	BPI356141	SODIUM HYPOCHLORITE
				515.46	.00	515.46	BPI356142	SODIUM HYPOCHLORITE
				383.60	.00	383.60	BPI362615	SODIUM HYPOCHLORITE
				475.83	.00	475.83	BPI362616	SODIUM HYPOCHLORITE
				312.77	.00	312.77	BPI364619	SODIUM HYPOCHLORITE
				466.50	.00	466.50	BPI364620	SODIUM HYPOCHLORITE
				339.91	.00	339.91	BPI366757	SODIUM HYPOCHLORITE
				647.34	.00	647.34	BPI366758	SODIUM HYPOCHLORITE
				276.61	.00	276.61	BPI368785	SODIUM HYPOCHLORITE
				394.15	.00	394.15	BPI368786	SODIUM HYPOCHLORITE
			Check Total.....:	4198.52	.00	4198.52		

TO: BOARD OF DIRECTORS  
 FROM: MICHAEL S. LEBRUN  
 GENERAL MANAGER  
 DATE: DECEMBER 6, 2013

**AGENDA ITEM**  
**D-1**  
**DECEMBER 11, 2013**  
**PAGE TWO**

022490	12/11/13	CAL08	CALIFORNIA RURAL WATER A	1060.00	.00	1060.00	B31126	MEMBERSHIP DUES
022491	12/11/13	CAL16	CALPERS	28600.00	.00	28600.00	DEC 2014	QTRLY OPEB CONTRIBUTION
022492	12/11/13	CAN02	CANNON CORPORATION	1486.74	.00	1486.74	55450	STANDPIPE BID SUPPORT
				1752.50	.00	1752.50	55513	CONSTRUCTION MGMT-WELL #4
			Check Total.....:	3239.24	.00	3239.24		
022493	12/11/13	CAR04	CAR QUEST AUTO PARTS	35.52	.00	35.52	840771	BATTERY
022494	12/11/13	CHA02	CHARTER COMMUNICATIONS	204.99	.00	204.99	B1203A	INTERNET-OFFICE
				204.99	.00	204.99	B31203	INTERNET-SHOP
			Check Total.....:	409.98	.00	409.98		
022495	12/11/13	CLE06	CNSSLO INC	2119.00	.00	2119.00	17347	COMPUTER SUPPORT
022496	12/11/13	COA04	COAST MONUMENT SIGNS	112.50	.00	112.50	2530	PLAQUE INSTALLATION
022497	12/11/13	COR01	CORBIN WILLITS SYSTEMS	750.83	.00	750.83	311151	COMPUTER SUPPORT
022498	12/11/13	COR04	CORIX WATER PRODUCTS (US)	462.25	.00	462.25	326090	REPAIR CLAMPS
022499	12/11/13	CRY01	CRYSTAL SPRINGS	31.05	.00	31.05	NOV 2013	DISTILLED WATER
022500	12/11/13	CSD01	CALIF SPECIAL DIST ASSOC	5294.00	.00	5294.00	194	2014 MEMBERSHIP DUES
022501	12/11/13	CWE01	CWEA	82.00	.00	82.00	B31118	GERMAN-COLLECTIONS GRADE
022502	12/11/13	DEP04	DEPT OF MOTOR VEHICLES	36.00	.00	36.00	B31118	DMV RENEWAL
022503	12/11/13	DEW01	J B DEWAR INC	365.29	.00	365.29	394025	DEEP WELL OIL
022504	12/11/13	FAR01	FARM SUPPLY COMPANY	184.01	.00	184.01	11712	65 GAL TANK
022505	12/11/13	FER01	FERGUSON ENTERPRISES INC	386.49	.00	386.49	86264	PVC PIPE AND ADAPTORS
				94.38	.00	94.38	9987364	2 BOLT COUP
			Check Total.....:	480.87	.00	480.87		
022506	12/11/13	FGL01	FGL ENVIRONMENTAL	63.53	.00	63.53	383451A	LAB TEST
				396.26	.00	396.26	383476A	LAB TEST
				85.80	.00	85.80	383951A	LAB TEST
			Check Total.....:	545.59	.00	545.59		
022507	12/11/13	GAR02	GARDENSOFT	86.00	.00	86.00	4433	WATERWISE WEBSITE LICENSE
022508	12/11/13	GER01	GERMAN, SCOTT	120.00	.00	120.00	B31118	BOOT REIMBURSEMENT
022509	12/11/13	GIL01	GLM, INC.	340.00	.00	340.00	NOV 2013	LANDSCAPE MAINT
022510	12/11/13	GRA01	GRANDEFLOW, INC.	149.96	.00	149.96	126467	FORMS
022511	12/11/13	GWA01	GWA INC	87.00	.00	87.00	12-2013B	ALARM MONITORING
				87.00	.00	87.00	12-2013C	ALARM MONITORING
				55.00	.00	55.00	12-2013 A	ALARM MONITORING
			Check Total.....:	229.00	.00	229.00		
022512	12/11/13	HAY01	HAYES ADVANCED DESIGN	750.00	.00	750.00	B31205	REPAIR DRIVEWAY
022513	12/11/13	HEA01	HEACOCK TRAILERS & TRUCK	1759.22	.00	1759.22	40802	UNDERBEDBOX/SHELF UNIT
022514	12/11/13	IND01	INDUSTRIAL MEDICAL GROUP	140.00	.00	140.00	10249	PRE-EMPLOYMENT SCREENING
				140.00	.00	140.00	10325	PRE-EMPLOYMENT SCREENING
			Check Total.....:	280.00	.00	280.00		
022515	12/11/13	JUS01	JUSTIFACTS CREDENTIAL	100.25	.00	100.25	207219	BACKGROUND CHECK
022516	12/11/13	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	60301	MONTHLY LANDSCAPE MAINT
022517	12/11/13	LEB02	LeBRUN, MICHAEL	65.00	.00	65.00	B31118	CELL PHONE REIMBURSEMENT
022518	12/11/13	LEE02	LEE CENTRAL COAST NEWSPAP	417.33	.00	417.33	OCT 2013A	EMPLOYMENT AD
				664.72	.00	664.72	OCT 2013B	CONSERVATION ADVERTISING
				16.23	.00	16.23	OCT 2013C	ADVERTISING
			Check Total.....:	1098.28	.00	1098.28		
022519	12/11/13	MAR04	MARIS, LLC	140.00	.00	140.00	23482	SEC/CLERK COMPUTER TESTIN
022520	12/11/13	MID07	MID STATE CONTAINERS	3500.00	.00	3500.00	82704	CONTAINER FOR SOUTHLAND W
022521	12/11/13	MIN02	MINER'S ACE HARDWARE	207.65	.00	207.65	NOV 2013	PARTS/SUPPLIES

TO: BOARD OF DIRECTORS  
 FROM: MICHAEL S. LEBRUN  
 GENERAL MANAGER  
 DATE: DECEMBER 6, 2013

**AGENDA ITEM**  
**D-1**  
**DECEMBER 11, 2013**  
**PAGE THREE**

022522	12/11/13	MNS01	MNS ENGINEERS INC	53416.31	.00	53416.31	63859	SOUTHLAND WWTF UPGRADE
				67099.29	.00	67099.29	63860	SUPPLEMENTAL WATER PROJEC
			Check Total.....:	120515.60	.00	120515.60		
022523	12/11/13	MOR02	MORE OFFICE SOLUTIONS	133.60	.00	133.60	530726	COLOR & B/W COPIES
022524	12/11/13	MUN03	MUNICIPAL MAINTENANCE EQU	35.66	.00	35.66	86505	COUPLING SERIES 4ST
				226.14	.00	226.14	86719	ROTARY JOINT
			Check Total.....:	261.80	.00	261.80		
022525	12/11/13	NAT03	NATIONAL SAFETY COUNCIL	375.00	.00	375.00	B31126	MEMBERSHIP DUES
022526	12/11/13	NEW05	NEWTON GEO-HYDROLOGY CONS	1480.00	.00	1480.00	NOV 2013A	GENERAL CONSULTATION
				7812.05	.00	7812.05	NOV 2013B	NMMA SUPPORT
			Check Total.....:	9292.05	.00	9292.05		
022527	12/11/13	NEX01	NEXTEL COMMUNICATIONS	460.43	.00	460.43	87314-144	CELLULAR SERVICE
022528	12/11/13	NEX03	NEXTRAQ	308.50	.00	308.50	0989061	GPS SERVICE
				125.00	.00	125.00	SV007497	DE-RE-INSTALL GPS
			Check Total.....:	433.50	.00	433.50		
022529	12/11/13	NIP05	NIPOMO CHAMBER OF COMMERC	1705.00	.00	1705.00	NOV 2013	CHAMBER OF COMMERCE GRANT
022530	12/11/13	NIP08	NIPOMO CSD	585.62	.00	585.62	B31118	LANDSCAPE MAINTENANCE DIS
022531	12/11/13	NUN01	NUNLEY, MICHAEL K. & ASSO	250.00	.00	250.00	71	BL SEWER MASTER PLAN
				1445.98	.00	1445.98	78	BL SEWER MASTER PLAN
				3760.00	.00	3760.00	101	GIS SERVICE
			Check Total.....:	5455.98	.00	5455.98		
022532	12/11/13	NUT01	NU TECH PEST MGMT	45.00	.00	45.00	0101619	RODENT CONTROL
022533	12/11/13	OFF01	OFFICE DEPOT	644.95	.00	644.95	618001	BOARD ROOM CHAIRS
				166.00	.00	166.00	9785001	OFFICE SUPPLIES
			Check Total.....:	810.95	.00	810.95		
022534	12/11/13	PO001	POOR RICHARD'S PRESS	132.94	.00	132.94	256408A	POSTAGE FOR LATE NOTICES
				32.71	.00	32.71	256408B	MAIL LATE NOTICES
				1245.22	.00	1245.22	256472A	POSTAGE-BILLS
				547.30	.00	547.30	256472B	MAIL BILLS
				1501.67	.00	1501.67	256608A	POSTAGE FOR NEWSLETTERS
				588.09	.00	588.09	256608B	NEWSLETTERS
			Check Total.....:	4047.93	.00	4047.93		
022535	12/11/13	PRE01	PRECISION JANITORIAL	650.00	.00	650.00	242	JANITORIAL SERVICE
022536	12/11/13	PRI02	PRICE, POSTEL & PARMA, LL	3563.35	.00	3563.35	114310	SWP-RIGHT-OF-WAY
022537	12/11/13	QUI02	QUINN ENGINE SYSTEMS	115161.79	.00	115161.79	1405101	CATERPILLAR GENERATOR
022538	12/11/13	RAB02	RABOBANK PETTY CASH	148.44	.00	148.44	DEC 2013	OFFICE SUPPLIES
022539	12/11/13	RBA01	R BAKER, INC	745.96	.00	745.96	1013-7309	POTHOLING/STRIPING
				3549.94	.00	3549.94	1013-7310	WATER SERVICE REPAIR
			Check Total.....:	4295.90	.00	4295.90		
022540	12/11/13	RIC01	RICHARDS, WATSON, GERSHON	510.00	.00	510.00	192966	GROUNDWATER LITIGATION
022541	12/11/13	SAN13	SAN LUIS POWERHOUSE	501.80	.00	501.80	66069	PUMP DIAGNOSTIC
022542	12/11/13	SHI01	SHIPSEY & SEITZ, INC	6855.50	.00	6855.50	NOV 2013	LEGAL SERVICES THRU 11/30
				14202.00	.00	14202.00	OCT 2013	LEGAL SERVICES THRU 10/31
			Check Total.....:	21057.50	.00	21057.50		
022543	12/11/13	SOU01	SOUTH COUNTY SANITARY	38.98	.00	38.98	4294724	TRASH SERVICE
				188.70	.00	188.70	4295972	OLD TOWN TRASH SERVICE
			Check Total.....:	227.68	.00	227.68		
022544	12/11/13	SOU03	SAN LUIS GARBAGE COMPANY	139.50	.00	139.50	NOV 2013	TAX LIENS
022545	12/11/13	SPE01	SPECIAL DISTRICT RISK	4719.00	.00	4719.00	45648	WORKERS COMP-3RD QUARTER
022546	12/11/13	SPE04	SPECIALTY CONSTRUCTION	80915.30	.00	80915.30	1	PROGRESS PAYMENT #1
022547	12/11/13	SPE05	SPECIALTY CONSTRUCTION/ES	4258.70	.00	4258.70	1	RETENTION ESCROW-PROGRESS
022548	12/11/13	STA03	STATEWIDE SAFETY & SIGNS	121.50	.00	121.50	6052	MARKING PAINT/YELLOW TAPE

TO: BOARD OF DIRECTORS  
 FROM: MICHAEL S. LEBRUN  
 GENERAL MANAGER  
 DATE: DECEMBER 6, 2013

**AGENDA ITEM**  
**D-1**  
**DECEMBER 11, 2013**  
**PAGE FOUR**

022549	12/11/13	STA06	STATE WATER RESOURCES	4367.00	.00	4367.00	WD0090863	ANNUAL PERMIT FEE-BL SEWE
				1940.00	.00	1940.00	WD0091506	ANNUAL PERMIT FEE-BL SEWE
				1940.00	.00	1940.00	WD0091507	ANNUAL PERMIT FEE-TOWN SE
			Check Total.....:	8247.00	.00	8247.00		
022550	12/11/13	STA08	STAPLES	104.04	.00	104.04	B31126	OFFICE SUPPLIES
022551	12/11/13	TER01	TERMINIX	42.00	.00	42.00	329990127	PEST CONTROL
022552	12/11/13	THE01	THE GAS COMPANY	32.52	.00	32.52	B31126	GAS-509 SOUTHLAND
				33.18	.00	33.18	B31126 A	GAS-148 S WILSON
			Check Total.....:	65.70	.00	65.70		
022553	12/11/13	TUC01	TUCKFIELD & ASSOCIATES	10428.75	.00	10428.75	361	WATER RATE/CAPACITY CHARG
022554	12/11/13	UND01	UNDERGROUND SERVICE ALERT	133.50	.00	133.50	13110032	UNDERGROUND SERVICE ALERT
022555	12/11/13	USA01	USA BLUEBOOK	577.92	.00	577.92	196208	WELL MONITOR PLUG
				355.99	.00	355.99	196283	RATCHET SET/MONITOR PLUG
				127.04	.00	127.04	204196	SPLICE KIT/TAPE
			Check Total.....:	1060.95	.00	1060.95		
022556	12/11/13	USB01	US BANK (VISA)	286.36	.00	286.36	NOV 2013A	COMPUTER SUPPLY
				221.18	.00	221.18	NOV 2013B	OPERATING SUPPLIES
				450.55	.00	450.55	NOV 2013C	OFFICE SUPPLIES
				392.36	.00	392.36	NOV 2013D	SUPPLIES
			Check Total.....:	1350.45	.00	1350.45		
022557	12/11/13	VER01	VERIZON	46.22	.00	46.22	B31126	TELEPHONE
022558	12/11/13	WAL01	WALLACE GROUP	419.24	.00	419.24	35975	FOG OUTREACH & INSPECTION
				428.79	.00	428.79	35983	WELL LOCATION SURVEY
			Check Total.....:	848.03	.00	848.03		
022559	12/11/13	WSC01	WSC	6121.50	.00	6121.50	803	CUWCC SUPPORT
				855.75	.00	855.75	804	WATER DEMAND ANALYSIS
				130.00	.00	130.00	806	NMMA WELL SURVEY
			Check Total.....:	7107.25	.00	7107.25		
022560	12/11/13	YOU01	YOUR PEOPLE PROFESSIONALS	2550.00	.00	2550.00	DEC 2013	DECEMBER DEPOSIT-EMPLOYME
022561	12/11/13	\M010	MARBLE, CHRISTINE	367.00	.00	367.00	000B31101	MQ CUSTOMER REFUND FOR MA

**FUNDS TO BE WIRED (IN LIEU OF CHECKS) FOR  
 SOUTHLAND WWTF IMPROVEMENTS PHASE 1 PROJECT**

Cushman Contracting	Period 11/1/13 to 11/30/13	\$410,778.10
First Republic Bank	Period 11/1/13 to 11/30/13 Retention	\$21,619.90
	<b>TOTAL</b>	<b>\$432,398.00</b>

**FUNDS TO BE WIRED (IN LIEU OF CHECKS) FOR  
 SUPPLEMENTAL WATER PROJECT PHASE 1 - BID PACKAGE #1**

ARB, Inc.	Period 11/1/13 to 11/30/13	\$1,733,627.08
-----------	----------------------------	----------------



TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: DECEMBER 6, 2013

**AGENDA ITEM  
D-2  
DECEMBER 11, 2013**

**APPROVE MINUTES OF PREVIOUS BOARD MEETINGS**

**ITEM**

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

**BACKGROUND**

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

**RECOMMENDATION**

Approve minutes as part of Consent Agenda.

**ATTACHMENT**

- A. November 13, 2013 draft Regular Board Meeting Minutes

DECEMBER 11, 2013

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community Since 1965*

## REGULAR MINUTES

NOVEMBER 13, 2013, AT 9:00 A.M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

### **BOARD of DIRECTORS**

JAMES HARRISON, **PRESIDENT**  
LARRY VIERHEILIG, **VICE PRESIDENT**  
DAN GADDIS, **DIRECTOR**  
BOB BLAIR, **DIRECTOR**  
CRAIG ARMSTRONG, **DIRECTOR**

### **PRINCIPAL STAFF**

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

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

00:00:00

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

*President Harrison called the Regular Meeting of November 13, 2013, to order at 9:00 a.m. and led the flag salute.*

00:00:40

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

*At roll call, all Board members were present.*

*President Harrison pulled Item D-3 and put it at the front of the Agenda.*

#### D-3) ADOPT RESOLUTION RECOGNIZING STAFF SERVICE

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

*There was no public comment.*

*Upon the motion of Director Vierheilig, and seconded by Director Armstrong the Board unanimously adopted Resolution 2013-1323, A Resolution of appreciation to Kathy Beltran for service to the Nipomo Community Services District.*

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Armstrong, Blair, Gaddis, and Harrison	None	None

RESOLUTION 2013-1323

A RESOLUTION OF APPRECIATION TO  
KATHY BELTRAN FOR SERVICE TO THE  
NIPOMO COMMUNITY SERVICES DISTRICT

*The Board considered Item C-1 next*

00:03:14

#### C-1) RECOGNIZE RETIRING BILLING CLERK KATHY BELTRAN FOR 23 YEARS OF SERVICE TO DISTRICT

*President Harrison read Resolution 2013-1323 aloud and presented Kathy Beltran with the Resolution and a retirement clock. The staff, directors, and audience gave Ms. Beltran a standing ovation. The Board thanked Ms. Beltran for her 23 years of service.*

SUBJECT TO BOARD APPROVAL

00:07:57

The Board considered Item C-2 next.

C-2) UNVEIL FOUNDING DIRECTOR RECOGNITION PLAQUE

*At 9:10 a.m. the Board and the Public gathered in the office lobby. President Harrison unveiled the plaque and recognized the founding Directors. Founding Director Cecil Davis commented on the formation of the District. Peg Miller, widow of founding Director and first Board President Jim O. Miller, commented on the changes she has witnessed over the last 50 years. The Board thanked Mr. Davis and Mrs. Miller for their attendance.*

*The Board and the Public returned to the Board Room at 9:15 a.m.*

The Board considered Public comment for items not on the Agenda next.

*The following members of the public spoke:*

*Sam Scarbrough, NCSD customer, thanked the Board for their efforts in getting the Nipomo Community another source of water.*

00:10:19

C. PRESENTATIONS AND PUBLIC COMMENT

C-3) REPORT ON OCTOBER 23, 2013 REGULAR MEETING CLOSED SESSION  
Announcement of actions, if any, taken in Closed Session

*Mike Seitz, District Legal Counsel, announced that the Board discussed Item One (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS. NCSD) in closed session, but took no reportable action.*

*The Board discussed Item Two (Conference with District Legal Counsel re: anticipated litigation pursuant to GC §54956.9 MCA VS. NCSD) in closed session, but took no reportable action.*

*The Board discussed Item Three (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 NCSD VS. County SLO) in closed session, but took no reportable action.*

C-4) DIRECTOR OF ENGINEERING AND OPERATIONS  
RE: Summary of recent activities

*Peter Sevcik, Director of Engineering and Operations, gave an update of recent activities. Mr. Sevcik answered questions from the Board. The Board thanked Mr. Sevcik for his report.*

C-5) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.  
Receive Announcements and Reports from Directors

Director Armstrong

◇ October 28, Attended SCAC meeting.

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

**ITEM C-5 (CONTINUED)**

Director Gaddis

- ◇ Commented on the River Crossing Celebration and commended the General Manager for his efforts.
- ◇ October 24, Attended the Home Builders Association of the Central Coast's Public Officials Night.
- ◇ November 7, NMMA TG met and elected new officers.
- ◇ Announced that Golden State Water Company submitted an application to purchase Rural Water Company.

Director Vierheilig

- ◇ November 1, Blacklake Management Association met and discussed a proposed traffic light at the intersection of Willow Road and Pomeroy Road.
- ◇ November 6, WRAC met and discussed the Paso Robles Groundwater Basin, IRWM Plan, and had a presentation on recycled water.
- ◇ Announced that the Final EIR for the Dana Adobe is out and will be considered by the SLO County Board of Supervisors on December 10, 2013.
- ◇ November 12, Finance and Audit Committee met and discussed the draft audit.
- ◇ November 19, Water Resources Committee will meet at 2:00 p.m. at NCSD.

Director Blair

- ◇ Commented on the River Crossing Celebration.
- ◇ Commented on recycled water and the refinery on the Nipomo Mesa.
- ◇ Commented on the County requiring a right turn lane for the proposed Nursing Home in Nipomo.

Director Harrison

- ◇ November 5, SLO County Board of Supervisors met and approved the revised MOU with the County and Olde Towne Nipomo Association for Jim O. Miller Park.
- ◇ November 7, Attended the NMMA TG meeting.
- ◇ November 11, Attended SCAC Land Use meeting.
- ◇ November 12, Attended the Finance and Audit Committee meeting.
- ◇ November 15, Supervisor Ray will hold a public meeting at the Trilogy to discuss the Phillips Refinery rail service expansion.

**C-6) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE and FILE PRESENTATIONS AND REPORTS**

*There was no public comment.*

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

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Gaddis, Blair, Armstrong, and Harrison	None	None

D. CONSENT AGENDA

D-1) WARRANTS

D-2) APPROVE OCTOBER 23, 2013 REGULAR BOARD MEETING MINUTES

D-3) ADOPT RESOLUTION RECOGNIZING STAFF SERVICE

D-4) APPROVE AMENDMENT TO DEBT POLICY

*Michael LeBrun, General Manager, announced that Item D-3 was pulled off the consent agenda and heard earlier in the agenda.*

*Michael LeBrun, General Manager, answered questions from the Board.*

*Director Vierheilig handed staff minor punctuation corrections for the debt policy.*

*The following members of the public spoke:*

*Ed Eby, NCSD customer, questioned the requirements and how long they stay in place for the debt policy.*

*Upon the motion of Director Armstrong and seconded by Director Blair, the Board unanimously approved Items D-1, D-2, and D-4, as amended.*

*Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Blair, Vierheilig, Gaddis, and Harrison	None	None

RESOLUTION 2013-1324

A RESOLUTION OF THE BOARD OF DIRECTORS  
 OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
 APPROVING THE ADOPTION OF THE AMENDMENT TO  
 THE DEBT MANAGEMENT POLICY FOR THE DISTRICT

E. ADMINISTRATIVE ITEMS

E-1) CONSIDER GRANT REQUEST FROM NIPOMO CHAMBER OF COMMERCE IN AMOUNT OF \$10,230 FOR SOLID WASTE REMOVAL IN NIPOMO COMMUNITY COMMON AREAS

*Michael LeBrun, General Manager, reviewed the report as presented in the Board Packet. Rudy Stowell, Nipomo Chamber President, answered questions from the Board.*

*There was no public comment.*

*Upon the motion of Director Armstrong and seconded by Director Gaddis, the Board unanimously approved the grant request and directed staff to execute a grant agreement amendment with Nipomo Chamber of Commerce for not to exceed \$10,230.*

*Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Gaddis, Blair, Vierheilig, and Harrison	None	None

00:43:28

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

E-2) CONSIDER LOCAL AREA FORMATION COMMISSION BALLOT FOR ALTERNATE SPECIAL DISTRICT MEMBER

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

*The following members of the public spoke:*

*Ed Eby, NCSD customer, stressed the importance of this seat and urged the Board to vote for Dan Gaddis.*

*Mr. Eby answered questions from the Board.*

*Upon the motion of Director Armstrong and seconded by Director Vierheilig, the Board unanimously nominated Dan Gaddis for the LAFCO Special District Alternate Member and directed staff to file completed ballot with LAFCO no later than December 6, 2013. Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Vierheilig, Blair, Gaddis, and Harrison	None	None

00:59:51

F. GENERAL MANAGER'S REPORT

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

*There was no public comment.*

G. COMMITTEE REPORTS

*There were no committee reports.*

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

*There were no requests to staff.*

01:21:25

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
2. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVT. CODE §54956.9(a):  
Existing litigation - 1 case: Mesa Community Alliance Vs. District, Case No. CV 130222
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9; NCSD VS. COUNTY SLO, ET AL. (CASE #CV090010)

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

*There was no public comment.*

K. ADJOURN TO CLOSED SESSION

*President Harrison adjourned to closed session at 10:30 a.m.*

L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

*The Board came back into Open Session at 11:13 a.m.*

*Mike Seitz, District Legal Counsel, announced that the Board discussed Items One, Two, and Three listed above under closed session announcements, but took no reportable action.*

ADJOURN

*President Harrison adjourned the meeting at 11:15 a.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 30 minutes
Closed Session	45 minutes
TOTAL HOURS	2 hours 15 minutes



TO: MICHAEL S. LEBRUN  
GENERAL MANAGER

FROM: PETER V. SEVCIK, P.E. *P.V.S.*  
DIRECTOR OF ENGINEERING  
AND OPERATIONS

DATE: DECEMBER 4, 2013

**AGENDA ITEM**  
**D-3**  
**DECEMBER 11, 2013**

**SERVICE REQUEST – 545 GRANDE AVENUE  
18 LOT RESIDENTIAL DEVELOPMENT**

**ITEM**

Consider request for water, sewer and solid waste service (Intent-to-Serve Letter) for an 18 lot residential development on Grande Avenue at Avenida de Amigos, pursuant to District's current water allocation ordinance [RECOMMEND CONSIDER INTENT TO SERVE LETTER AND APPROVE].

**BACKGROUND**

The Board considered a request for water, sewer and solid waste service for 545 Grande Avenue, APN 092-142-034, an 18 lot residential development (based on the District's definition), on June 12, 2013 and authorized staff to issue an Intent-to-Serve (ITS) letter for the project. Staff issued the ITS letter and the project applicant, Grande Nipomo, LLC, represented by Rudy Bachman, returned a signed copy of the letter on September 30, 2013, not within 30 days of issuance as required. Thus, the Intent-to-Serve letter is no longer valid.

The District received a new application for water, sewer and solid waste service for the project on November 13, 2013. The application is the same as the project that the Board previously approved.

The project will consist of 17 single family parcels, and 1 common area parcel. The existing 1.18 acre parcel is zoned Residential Multi-Family and the District does not currently provide water, sewer or garbage service for the parcel. A Water Demand Certification for the new residential units of the project was included with the application.

All parcels, existing and planned, will be required to obtain water, sewer and solid waste service in compliance with current District standards. Any existing well(s) on the property will not be utilized to provide domestic water service to any part of the project.

The project is subject to the District's current annual water-year allocation limits (32.5 acre-feet) per District Ordinance Section 3.05.040. Pursuant to current Ordinance, the requested residential water allocation for the project is 8.2 acre-feet per year (17 x 0.48) per Section 3.05.060. Attachment C is the Water Allocation Accounting Summary for Water Years 2012-2013 and 2013-2014. Water for the project was previously allocated by the Board and thus no additional allocation is required.

### FISCAL IMPACT

Water and sewer capacity fees will be based on the domestic meter size and irrigation meter size requested for the final County approved project as well as CAL FIRE's fire service requirements. Assuming a total of seventeen (17) 1 inch water meters for combined fire sprinkler/indoor use water service, one (1) 1 inch irrigation water meter, and seventeen (17) sewer connections, the estimated fee deposit for the project is \$485,206 less a credit of \$94,670 paid by the previous owner for a net amount of \$390,536 based on the current District fee schedule.

### RECOMMENDATION

Staff recommends that the Board approve the Applicant's request for an Intent-to-Serve letter for the project with the following conditions:

- Project shall obtain solid waste, sewer and water service for all parcels.
- Water allocation for the project in the amount of 8.2 AF is phased over a 2 year period with 4.2 AFY (8 units) in Water Year 2012-2013 and 4.0 AFY in Water Year 2013-2014.
- Each new parcel shall be served by a single one (1) inch meter and backflow assembly for indoor use and fire sprinkler service, if approved by CAL FIRE of SLO County.
- A separate one (1) irrigation meter shall be provided for the new common lot parcel. Irrigation meter capacity charges are applicable.
- CAL FIRE of SLO County must approve the development plans prior to District approval. Fire capacity charges are applicable if dedicated fire service laterals are required.
- Record a restriction, subject to District approval, on the property prohibiting the use of well(s) to provide water service to any parcel within the Project.
- Properly abandon any existing groundwater wells and provide documentation to District.
- Record a restriction, subject to District approval, on all parcels prohibiting use of self-regenerating water softeners.
- Comply with District water conservation program.
- Pay all appropriate District fees associated with this development.
- Applicant shall provide the District with a copy of County application approval and County project conditions of approval.
- Enter into a Plan Check and Inspection Agreement and provide a deposit.
- Submit improvement plans in accordance with the District Standards and Specifications for review and approval. Applicant shall provide plans consistent with current District Standards and based on the proposed lot configuration.
- Any easements required for water and sewer improvements that will be dedicated to the District shall be offered to the District prior to final improvement plan approval.
- Any easements required for private water and sewer laterals shall be recorded prior to final improvement plan approval and shall be subject to District approval.
- All water and sewer improvements to be dedicated to the District shall be bonded for or otherwise secured in the District's name.
- A Will-Serve letter for the Project will be issued after improvement plans are approved and signed by the District.
- Applicant shall make a non-refundable deposit ("Deposit") at the time the District issues a Will Serve Letter in an amount equal to the then calculated Fees for Connection.

- Fees for Connection shall be calculated and owing as of the date the District sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.
- Construct the improvements required and submit the following:
  - Reproducible "As Built" - A mylar copy and digital format disk (AutoCAD) which includes engineer, developer, tract number and water and sewer improvements
  - Offer of Dedication
  - Engineer's Certification
  - Summary of all water and sewer improvement costs
  - Copy of recorded Covenants, Conditions, and Restrictions (CC&R's), acceptable to the District, that include provisions for maintenance of common areas and formation of property owners' association that is responsible for payment of all costs related to common parcel irrigation meters and common parcel sewer line.
- The District will set water meter(s) upon proof of a building permit from the County of San Luis Obispo, the District's acceptance of improvements to be dedicated to the District, if applicable, and the final payment of all charges and fees owed to the District.
- This letter is void if land use is other than residential use as defined by the District.
- Intent-to-Serve letters shall automatically terminate on the first to occur:
  - Failure of the Applicant to provide District with written verification that County application for the Project has been deemed complete within two hundred forty (240) calendar days of the date the Intent-to-Serve Letter is issued; or
  - Three (3) years, from date of issuance. However, Applicant shall be entitled to a one-year extension upon the following conditions:
    - Applicant makes written application for the extension prior to the expiration of the Intent-to-Serve Letter.
    - Applicant provides proof of reasonable due diligence in processing the Project.
    - Applicant agrees to revisions of the conditions contained in the Intent-to-Serve letter consistent with then existing District policies.
- This Intent-to-Serve letter shall be subject to the current and future rules, agreements, regulations, fees, resolutions and ordinances of the District.
- This Intent-to-Serve letter may be revoked, or amended, as a result of conditions imposed upon the District by a court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors.
- The District reserves the right to revoke this "Intent-to-Serve letter at any time.
- The Applicant shall provide a signed copy of the Intent-to-Serve letter within thirty (30) days of issuance.

#### **ATTACHMENTS**

- A. Application
- B. Proposed Site Plan
- C. Water Year 2012-2013 and Water Year 2013-2014 Allocation Summary

DECEMBER 11, 2013

ITEM D-3

ATTACHMENT A



# NIPOMO COMMUNITY SERVICES DISTRICT

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

Office use only:  
Date and Time  
Complete  
Application and  
fees received.  
NOV 13 2013

NIPOMO COMMUNITY SERVICES DISTRICT

## INTENT-TO-SERVE APPLICATION

- This is an application for:  Sewer and Water Service  Water Service Only
- SLO County Planning Department/Tract or Development No.: SUB 2006-00205
- Attach a copy of SLO County application.

**Note:** District Intent-to-Serve letters expire eight (8) months from date of issue, unless the project's County application is deemed complete.

- Project location: 545 Grande Street, Nipomo
- Assessor's Parcel Number (APN) of lot(s) to be served: 092-142-034
- Owner Name: Grande Nipomo LLC
- Mailing Address: 645 Clarion Court, SLO CA 93401
- Email: rbachmann@specialtyconstruction.com
- Phone: 805-543-1706 FAX: 805-543-1712
- Agent's Information (Architect or Engineer):  
Name: Scott Stokes, Above Grade Engineering  
Address: 1304 Broad St., SLO, CA 93401  
Email: scott@abovegradeengineering.com  
Phone: 805-540-5115 ext. 11 FAX: 805-540-5116
- Type of Project: (check box) (see Page 3 for definitions)

<input type="checkbox"/> Single-family dwelling units	<input type="checkbox"/> Multi-family dwelling units
<input type="checkbox"/> Commercial	<input type="checkbox"/> Mixed Use (Commercial and Residential)

- Total Number of Dwelling Units 17 Number of Low Income Units TBD
- Does this project require a sub-division?  Yes  No  
If yes, number of new lots created 18
- Site Plan:

For projects requiring Board approval, submit six (6) standard size (24" x 36") copies and one reduced copy (8½" x 11"). Board approval is needed for the following:

- more than four dwelling units
- property requiring sub-divisions
- higher than currently permitted housing density
- commercial developments

**All other projects**, submit three (3) standard size (24" x 36") and one reduced copy (8½" x 11").

Show parcel layout, water and sewer laterals, and general off-site improvements, as applicable.

15. Water Demand Certification:

A completed Water Demand Certification, signed by project engineer/architect, must be included for all residential and the residential portion of mixed-use projects.

16. Commercial Projects Service Demand Estimates:

Provide an estimate of yearly water (AFY) and sewer (gallons) demand for the project prepared by a licensed Engineer/Architect. **Please note:** All commercial projects are required to use low water use irrigation systems and water conservation best management practices.

17. Agreement:

The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities resulting from the negligence or willful misconduct of the District.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782

Application Processing Fee.....See Attached Fee Schedule

The District will only accept cashier's check or bank wire for the payment of Water Capacity, Sewer Capacity and other related development fees.

Date 11/13/13

Signed

R C Bachmann  
(Must be signed by owner or owner's agent)

Print Name

Rudy C. Bachmann

## WATER DEMAND CERTIFICATION

Supplement to Intent-to-Serve/Will Serve Application

### Definitions

(Please note – these definitions do NOT reconcile with standard SLO County Planning department definitions)

**Multi-family dwelling unit** – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

**Two-family dwelling units (duplex)** – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

**Single-family dwelling unit** – means a building designed for or used to house not more than one family.

**Secondary dwelling units** – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

### Commercial Projects

Commercial projects are exempt from Water Demand Certification; however, low water-use irrigation systems and water conservation best management practices are required. The dwelling component of Mixed-Use projects (e.g. commercial and residential), are required to provide Water Demand Certification for the dwelling unit portion of the project.

### Non-Commercial Projects

Water Demand Certification is required for all non-commercial projects and for the dwelling units of Mixed-Use. Certification must be signed by a licensed Engineer/Architect.

- - - Go to next page for demand calculation and certification - - -

NIPOMO COMMUNITY SERVICES DISTRICT  
 VERIFICATION OF WATER AND/OR SEWER SERVICE  
 FOR A SINGLE ASSESSOR PARCEL NUMBER

Demand Calculation (for new dwelling units only)

Total project water demand (dwelling units including irrigation), by District standard, is as follows:

Number of Multi-family Units	_____	X	0.28	=	_____
Number of Duplexes/Secondary Units	_____	X	0.28	=	_____
Number of Single Family Units with:					
Parcel less than 12,768 sq. ft.	17	X	0.40	=	6.8
Parcel between 12,769 and 25,536 sq. ft.	_____	X	0.68	=	_____
Parcel greater than 25,536 sq. ft.	_____	X	0.82	=	_____
Total demand all dwelling units including irrigation				=	_____

Certification

I the undersigned do here by certify:

Project design incorporates low water use landscape and landscape irrigation systems.

The design maximum total water demand, including landscaping does not exceed the following:

- 0.28 AFY per Multi-Family Dwelling Unit;
- 0.28 AFY per Dwelling Unit for duplexes and Secondary Dwellings;
- 0.40 AFY per Single Family Dwelling Unit located on a parcel size of twelve thousand seven hundred sixty-eight (12,768) square feet or less;
- 0.68 AFY per Single Family Dwelling Unit located on a parcel size between twelve thousand seven hundred sixty-nine (12,769) and twenty-five thousand five hundred thirty-six (25,536) square feet.
- 0.82 AFY per Single Family Dwelling Unit located on a parcel size that exceeds twenty-five thousand five hundred thirty-six (25,536) square feet.
- Secondary Units – Total water demand for primary and secondary unit shall not exceed 110% of the limitations established for the primary unit.

Note: "AFY" = acre-foot per year  
 Parcel size is net area

Signed [Signature] Date 10/4/12  
 Must be signed by project engineer/architect

Title Architect License Number C.29802

Project 292 - 142 - 034 (e.g. Tract Number, Parcel Map #, APN)



**APPLICATION FEES AND CHARGES**  
 Effective July 1, 2013

PROJECT SIZE/TYPE	TOTAL AMOUNT DUE**	NON-REFUNDABLE AMOUNT DUE AT TIME OF SUBMITTING APPLICATION PURSUANT TO A & B(1) BELOW	BALANCE DUE PURSUANT TO B(2) BELOW
Residential <3 units	\$1,056.03	\$1,056.03	\$0.00
Residential 4-20 units	\$1,450.56	\$362.64	\$1,087.92
Residential > 20 units	\$1,707.84	\$426.96	\$1,280.88
Commercial <1 acre	\$1,450.56	\$362.64	\$1,087.92
Commercial 1-3 acres	\$1,707.84	\$426.96	\$1,280.88
Commercial > 3 acres	\$2,359.65	\$589.91	\$1,769.74
Mixed Use with less than 3 Dwelling Units	\$1,707.84	\$426.96	\$1,280.88
Mixed Use with four or more Dwelling Units	\$2,359.65	\$589.91	\$1,769.74
*Outside Consulting and Legal fees will be billed to the Applicant at direct rate.			

Timing of Fee

A. For residential projects with less than three (3) units the Application Fee is due and payable with the application for service.

B. For residential units that exceed three (3) units and all commercial projects and mixed use projects, the Application fee is due and payable as follows:

1. Twenty-five percent (25%) as a non-refundable deposit with the application for service.
2. The remainder of the Application Fee, plus charges for District consultants in processing the application, is due and payable prior to the District issuing a "Will-Serve Letter" or entering into a Plan Check and Inspection Agreement, whichever occurs first.

\*\*Commencing on July 1, 2008 and each year thereafter the Application Fees shall be adjusted by a Consumer Price Index formula.

DECEMBER 11, 2013

ITEM D-3

ATTACHMENT B

**ABOVE GRADE ENGINEERING**  
 1774 Avenue Du Parc  
 Suite 100  
 Phone: (800) 540-5715  
 Fax: (800) 940-5719  
 www.abovegrade.com

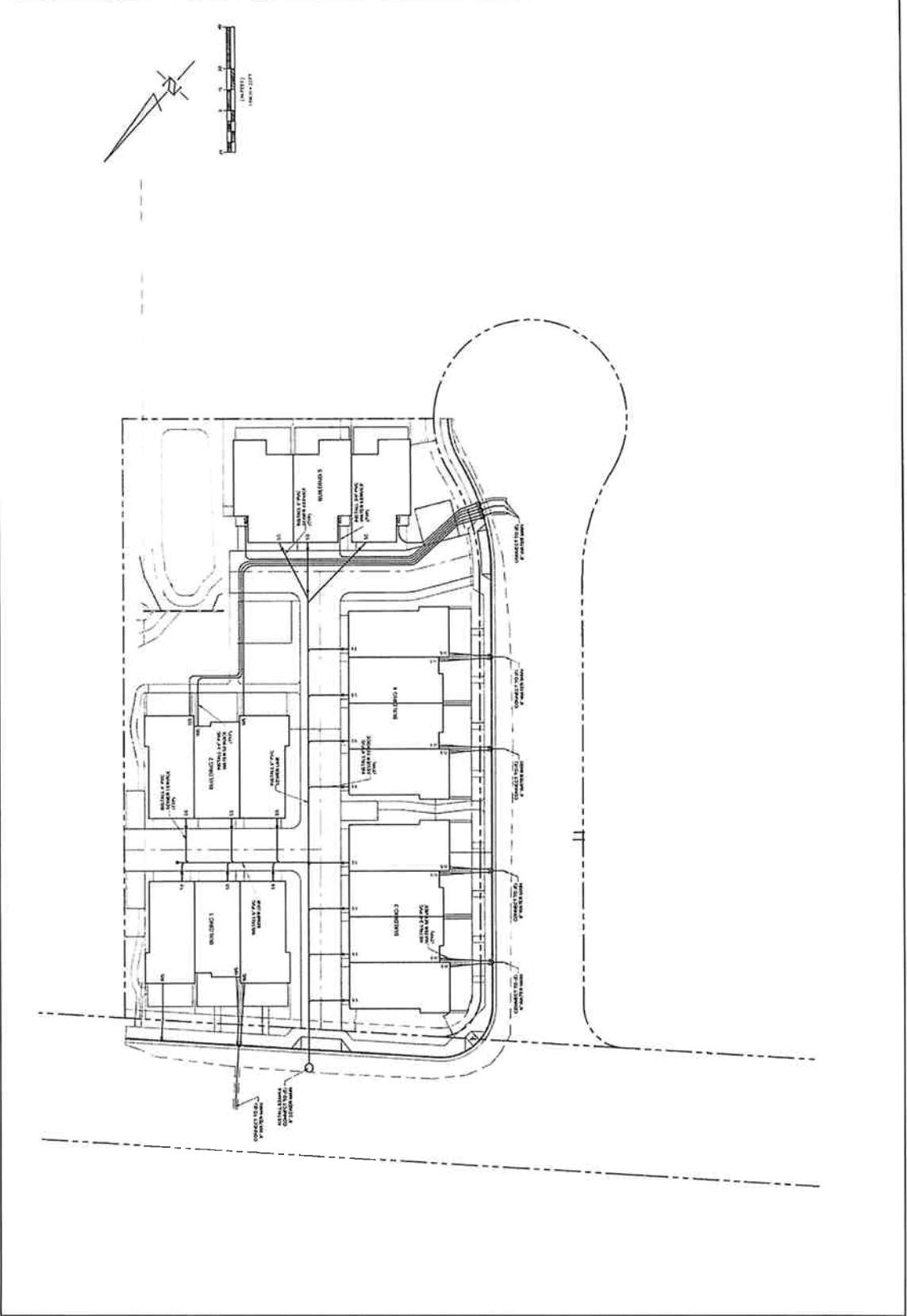


NUMBER OF RECORDS: \_\_\_\_\_  
 DATE: \_\_\_\_\_

GRANDE AVENUE PROJECT  
 PRELIMINARY UTILITY PLAN

DATE	REVISION

PROJECT NO. 13-0000  
 DRAWING NO. C-2  
 SHEET NO. 1 OF 1  
 DATE: October 1, 2013



DECEMBER 11, 2013

ITEM D-3

ATTACHMENT C



Nipomo Community Services District  
Water Allocation Accounting Summary

WATER YEAR 2013-2014														
Project	Dwelling units per category based on parcel square footage SF<12,768   12.7 to 25.5   SF>25.5	DUP			SEC			MF			SFR/			Notes:
		Low I	MF	SEC	Low I	MF	SEC	Low I	MF	SEC	Low I	MF	SEC	
APN 092-142-034 (545 Grande Ave) Phase 2	9													
												20.8		32.5
											(4.0)			(4.0) 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
														0.0 28.5
Totals	9	0	0	0	0	0	0	0	0	0	(4.0)	0.0	0.0	(4.0) 28.5
Note: Low I (low income) pulls from SFR/DUP and MF, proportional to their allotment.														
Abbreviations defined:														
SFR = Single family residence														
SEC = Secondary dwelling (a.k.a. Granny Unit)														
DUP = Duplex														
MF = Multi-family development (e.g. multiple dwelling units sharing a common roof)														
Low I = Low income housing in accordance with County housing definition.														
Phasing Limit Check (Max 50% of annual allocation) = 16.3														
Phased allocation = 4.0														