

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

REGULAR MINUTES

OCTOBER 24, 2018 AT 9:00 A.M.

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

BOARD of DIRECTORS

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

PRINCIPAL STAFF

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

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.

A. CALL TO ORDER AND FLAG SALUTE

President Eby called the Regular Meeting of October 24, 2018, to order at 9:00 a.m. and led the flag salute.

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

At Roll Call, all Directors were present.

C. PRESENTATIONS AND REPORTS

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

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

There were no public comments.

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

Director Woodson

- October 22, attended SCAC meeting.

Director Gaddis

- October 16, attended Board Officer's meeting.

Director Eby

- October 11, attended the Traffic and Circulation Committee meeting.
- October 16, attended Board Officer's meeting.
- October 18, attended LAFCO meeting.
- October 19, attended Blacklake Oversight Committee meeting.

C-3) 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 Blair and seconded, the Board unanimously approved to receive and file the presentations and reports as submitted.
Vote 5-0.*

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

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE OCTOBER 10, 2018, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) ACCEPT OFFER OF WATER AND SEWER IMPROVEMENTS FOR TRACT 2923, VISTA GRANDE PROJECT, NIPOMO [RECOMMEND ADOPT RESOLUTION ACCEPTING OFFER OF IMPROVEMENTS]
- D-4) INVESTMENT POLICY – THIRD QUARTER REPORT [RECOMMEND ACCEPT AND FILE REPORT]

There were no public comments.

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

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

E. ADMINISTRATIVE ITEMS

- E-1) RECEIVE BLACKLAKE RATE STUDY DRAFT REPORT [RECOMMEND RECEIVE REPORT AND DIRECT STAFF]

Alison Lechowicz, Lechowicz and Tseng Municipal Consultants (L&T), presented the draft Blacklake Sewer Rate Study Report and answered questions from the Board. Ms. Lechowicz reviewed suggested comments and changes to the report she received prior to the meeting. She will incorporate these into the final report.

There were no public comments.

*Upon the motion of Director Gaddis and seconded, the Board unanimously approved to receive the draft report and direct L&T to finalize the report for the November 14 Board meeting.
Vote 5-0.*

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

- E-2) ADOPT POLICY GOVERNING THE USE OF FRANCHISE FEES GENERATED FROM THE SOLID WASTE FRANCHISE AGREEMENT BETWEEN THE NIPOMO COMMUNITY SERVICES DISTRICT AND INTEGRATED WASTE MANAGEMENT [RECOMMEND ADOPT POLICY]

Mario Iglesias, General Manager, presented the item and answered questions from the Board. The Board suggested changes to the policy.

There was no public comment.

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The Board directed Staff to amend the proposed policy and place it on a future agenda for consideration.

- E-3) ANNUAL REVIEW OF CASH RESERVES IN ACCORDANCE WITH CURRENT RESERVE POLICY AND AMEND CASH RESERVE POLICY [RECOMMEND RECEIVE REPORT AND ADOPT RESOLUTION TO AMEND CASH RESERVE POLICY]

Lisa Bognuda, Finance Director, presented the item and answered questions from the Board.

There was no public comment.

Upon the motion of Director Armstrong and seconded, the Board unanimously authorized Staff to transfer \$400,000 from Town Sewer fund #130 to Town Sewer Funded Replacement fund #810.

Vote 5-0.

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

Upon motion of Director Gaddis and seconded, the Board unanimously approved the Resolution to amend the Cash Reserve Policy.

Vote 5-0.

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

RESOLUTION 2018-1489
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO
COMMUNITY SERVICES DISTRICT AMENDING THE CASH RESERVE
POLICY FOR THE DISTRICT

- E-4) REVIEW COST TO UPSIZE SUPPLEMENTAL WATER PROJECT NIPOMO AREA PIPELINE IMPROVEMENTS [RECOMMEND RECEIVE REPORT, REVIEW COSTS OF UPSIZING WATER MAIN AND PROVIDE DIRECTION TO STAFF]

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

There were no public comments

The Board directed Staff to continue efforts to include a bid alternate item for a 16 inch pipe. The Board also directed Staff to conduct engineering studies to determine the amount of additional capacity that could be achieved from the upsized pipe, the advantages and disadvantages of the upsized.

The Board took a ten minute recess at 10:25 a.m.

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- E-5) INTRODUCE ORDINANCE ADDING CHAPTER 2.43 TO THE NIPOMO COMMUNITY SERVICES DISTRICT CODE REGARDING THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT [RECOMMEND INTRODUCE, READ FULL TITLE, WAIVE FURTHER READING OF THE ORDINANCE, AND DIRECT DISTRICT COUNSEL AND STAFF TO PREPARE AND PUBLISH SUMMARY OF ORDINANCE PER GOVERNMENT CODE SECTION 25124]

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

Director Gaddis expressed concern that staff’s ability to award projects up to \$199,999 without Board approval may expose the District and is less transparent.

There was no public comment

Whitney McDonald, District Legal Counsel, recommended one edit to the Ordinance to include the word Public in the Chapter 2.43 title.

Upon the motion of Director Armstrong and seconded, the Board introduced an Ordinance of the Board of Directors of the Nipomo Community Services District adding chapter 2.43 to the Nipomo Community Services District Code regarding the California Uniform Public Construction Cost Accounting Act, waive further reading of the ordinance, and direct District Counsel and staff to prepare and publish a summary of the ordinance in accordance with Government Code section 25124.

Vote 4-1.

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

2018-127
ORDINANCE ADDING CHAPTER 2.43 TO THE
NIPOMO COMMUNITY SERVICES DISTRICT
CODE REGARDING THE CALIFORNIA UNIFORM
PUBLIC CONSTRUCTION COST ACCOUNTING ACT

- E-6) AMEND NEWTON GEO-HYDROLOGY 2018 CONSULTING SERVICES CONTRACT SCOPE AND BUDGET [RECOMMEND AMEND CONSULTANT SERVICES CONTRACT BUDGET FOR NEWTON GEO-HYDROLOGY CONSULTING SERVICES TO ADD \$15,000 FOR INCREASED SCOPE OF SERVICES]

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

The Board of Directors requested to see the extra work completed by Dr. Newton.

There was no public comment

Upon the motion of Director Gaddis and seconded, the Board unanimously Approved Task Order 2018-2.

Vote 5-0.

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

F. MANAGER'S REPORT

Mario Iglesias, General Manager, presented the report as presented in the Board packet.

There were no public comments.

G. COMMITTEE REPORTS

There were no Committee reports.

H. DIRECTORS' REQUEST TO STAFF AND SUPPLEMENTAL REPORTS

Director Woodson asked about the air release valve at the intersection of Faith and Orchard. The General manager assured Director Woodson the matter is being investigated.

Director Blair stated the District should allow the upsizing of the meter for the project on the corner of Tefft and Thompson.

Olga Arrendondo, District customer, stated she needs a Will Serve Letter in order to complete her nursery/wine tasting venue.

Mario Iglesias, announced that there was no need for Closed Session.

There was no public comment.

ADJOURN

President Eby adjourned the meeting at 11:28 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	2 hours 28 minutes
Closed Session	0 hours 00 minutes
TOTAL HOURS	2 hours 28 minutes

Respectfully submitted,



Mario Iglesias, General Manager and Secretary to the Board

11-14-18
Date