

TO: BOARD OF DIRECTORS
FROM: MARIO IGLESIAS
GENERAL MANAGER
DATE: JUNE 7, 2019



PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

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

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER



DATE: JUNE 7, 2019

AGENDA ITEM

D

JUNE 12, 2019

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 MAY 8, 2019 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER



FROM: LISA BOGNUDA
FINANCE DIRECTOR

DATE: JUNE 7, 2019

AGENDA ITEM

D-1

JUNE 12, 2019

WARRANTS

TOTAL COMPUTER CHECKS
\$164,820.97

HANDWRITTEN CHECKS

None

VOIDS – NONE

COMPUTER GENERATED CHECKS – SEE ATTACHED



Nipomo Community Services District

Item D-1 Warrants JUNE 12, 2019

By Payment Number

Payment Dates 06/12/2019 - 06/12/2019

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 4902					
Abalone Coast Analytical, Inc.	Lab tests	4624	06/12/2019		7,114.50
				Payment 4902 Total:	7,114.50
Payment: 4903					
AECOM USA Inc.	Nipomo Area Pipeline Improv	2000221413	06/12/2019		2,657.46
				Payment 4903 Total:	2,657.46
Payment: 4904					
Alexander's Contract Services,	Meter reading	102248	06/12/2019		2,612.47
				Payment 4904 Total:	2,612.47
Payment: 4905					
American Industrial Supply	Bushings, wedge anchors	0331161	06/12/2019		253.74
				Payment 4905 Total:	253.74
Payment: 4906					
AmeriPride	Uniforms	1502402852	06/12/2019		252.69
AmeriPride	Uniforms	1502407445	06/12/2019		263.60
				Payment 4906 Total:	516.29
Payment: 4907					
AT&T	Telephone	13081356	06/12/2019		164.62
AT&T	Telephone	13081355	06/12/2019		26.92
AT&T	Telephone	13081357	06/12/2019		228.17
				Payment 4907 Total:	419.71
Payment: 4908					
Barber, Leslie	Washer rebate	MAY2019	06/12/2019		75.00
				Payment 4908 Total:	75.00
Payment: 4909					
Baumgarten, Michael	CSM2 renewal reimbursemen	MAY2019	06/12/2019		92.00
				Payment 4909 Total:	92.00
Payment: 4910					
Blair, Robert	Travel reimbursement - CSDA	MAY2019	06/12/2019		1,603.13
				Payment 4910 Total:	1,603.13
Payment: 4911					
Brenntag Pacific, Inc.	Sodium hypochlorite	944499	06/12/2019		775.84
Brenntag Pacific, Inc.	Sodium hypochlorite	944497	06/12/2019		603.22
Brenntag Pacific, Inc.	Sodium hypochlorite	944502	06/12/2019		351.84
Brenntag Pacific, Inc.	Sodium hypochlorite	944501	06/12/2019		180.43
Brenntag Pacific, Inc.	Sodium hypochlorite	944500	06/12/2019		586.39
Brenntag Pacific, Inc.	Sodium hypochlorite	944498	06/12/2019		829.97
Brenntag Pacific, Inc.	Sodium hypochlorite	947727	06/12/2019		264.03
Brenntag Pacific, Inc.	Sodium hypochlorite	947728	06/12/2019		469.11
				Payment 4911 Total:	4,060.83
Payment: 4912					
Brown Bear Corporation	Hose assembly	4850	06/12/2019		362.88
				Payment 4912 Total:	362.88
Payment: 4913					
California Water Environment	CWEA membership renewal	GERMAN2019B	06/12/2019		188.00
				Payment 4913 Total:	188.00
Payment: 4914					
Calleja, Derek	Training book reimbursement	CALLEJA2019	06/12/2019		68.55
				Payment 4914 Total:	68.55

Item D-1 Warrants JUNE 12, 2019

Payment Dates: 06/12/2019 - 06/12/2019

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 4915					
CalPERS	Quarterly OPEB contributions	JUNE2019	06/12/2019		21,842.50
				Payment 4915 Total:	21,842.50
Payment: 4916					
Cannon Corporation	Eureka Well replacement proj	68915	06/12/2019		7,353.75
				Payment 4916 Total:	7,353.75
Payment: 4917					
Carquest Auto Parts	Vehicle repair/maintenance	APR2019	06/12/2019		6.02
				Payment 4917 Total:	6.02
Payment: 4918					
Corix Water Products (US) Inc.	Quikrete concrete mix	17913012412	06/12/2019		219.37
				Payment 4918 Total:	219.37
Payment: 4919					
Eby, Ed	Reimbursement	MAY2019	06/12/2019		69.99
				Payment 4919 Total:	69.99
Payment: 4920					
Excel Personnel Services, Inc.	Employment agency	2784156	06/12/2019		899.00
Excel Personnel Services, Inc.	Employment agency	2779323	06/12/2019		434.00
Excel Personnel Services, Inc.	Employment agency	2788713	06/12/2019		899.00
				Payment 4920 Total:	2,232.00
Payment: 4921					
Famcon Pipe and Supply, Inc.	1 1/2" pack joint couplings	100003495	06/12/2019		244.53
				Payment 4921 Total:	244.53
Payment: 4922					
Farm Supply Company	Round up, bait	62616	06/12/2019		150.05
				Payment 4922 Total:	150.05
Payment: 4923					
FGL Environmental	Lab tests	981228	06/12/2019		116.00
FGL Environmental	Lab tests	980876	06/12/2019		87.00
FGL Environmental	Lab tests	980885	06/12/2019		521.00
				Payment 4923 Total:	724.00
Payment: 4924					
Frontier Communications	BL phone	MAY2019B	06/12/2019		66.00
				Payment 4924 Total:	66.00
Payment: 4925					
GLM Landscape Management	Landscape maintenance	MAY2019	06/12/2019		405.00
				Payment 4925 Total:	405.00
Payment: 4926					
Great Western Alarm and Co	Alarm monitoring service	190502062101	06/12/2019		67.00
Great Western Alarm and Co	Alarm monitoring service	190502107101	06/12/2019		67.00
Great Western Alarm and Co	Alarm monitoring service	190500640101	06/12/2019		35.00
				Payment 4926 Total:	169.00
Payment: 4927					
Hach Company	WIMS software renewal	11463347	06/12/2019		5,455.00
Hach Company	CHEMKEYS	11474713	06/12/2019		3,685.68
				Payment 4927 Total:	9,140.68
Payment: 4928					
Home Depot Credit Services D	Shed, bar batchets	MAY2019	06/12/2019		432.65
				Payment 4928 Total:	432.65
Payment: 4929					
Hopkins Technical Products, I	O-rings, spacing rings, float	3619300519	06/12/2019		472.19
				Payment 4929 Total:	472.19
Payment: 4930					
Integrated Industrial Supply, I	Torch, bushings, tube fittings	61483	06/12/2019		156.81
				Payment 4930 Total:	156.81

Item D-1 Warrants JUNE 12, 2019

Payment Dates: 06/12/2019 - 06/12/2019

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 4931					
Miner's Ace Hardware	Supplies	MAY2019	06/12/2019		486.74
				Payment 4931 Total:	486.74
Payment: 4932					
Newton Geo-Hydrology Cons	Litigation support through 05-	MAY2019B	06/12/2019		6,100.78
Newton Geo-Hydrology Cons	General consultation through	MAY2019A	06/12/2019		2,220.00
				Payment 4932 Total:	8,320.78
Payment: 4933					
Office Depot	Office supplies	315398093001	06/12/2019		105.08
Office Depot	Office supplies	316980056001	06/12/2019		119.68
				Payment 4933 Total:	224.76
Payment: 4934					
PG&E	Electricity	MAY2019	06/12/2019		46,337.91
				Payment 4934 Total:	46,337.91
Payment: 4935					
Praxair Distribution, Inc.	Cylinder rental	89541846	06/12/2019		49.50
				Payment 4935 Total:	49.50
Payment: 4936					
Quinn Company	Hex bolts, lockwashers, wash	PC030303859	06/12/2019		10.94
Quinn Company	Caterpillar nut	PC030303860	06/12/2019		4.74
				Payment 4936 Total:	15.68
Payment: 4937					
R. Baker, Inc.	Water line repair - N. Burton	1478	06/12/2019		10,270.00
				Payment 4937 Total:	10,270.00
Payment: 4938					
Rabobank	Petty cash	MAY2019	06/12/2019		147.09
				Payment 4938 Total:	147.09
Payment: 4939					
Richards, Watson & Gershon	Water rights adjudication	221881	06/12/2019		6,621.50
				Payment 4939 Total:	6,621.50
Payment: 4940					
Richards, Watson & Gershon	Legal services through 04-30-	221880	06/12/2019		7,590.49
				Payment 4940 Total:	7,590.49
Payment: 4941					
Santa Maria Ford Lincoln	Vehicle repair/maintenance	179394	06/12/2019		380.00
				Payment 4941 Total:	380.00
Payment: 4942					
Santa Maria Sun, LLC	Conservation ads	298492	06/12/2019		396.00
Santa Maria Sun, LLC	Conservation ads	298186	06/12/2019		396.00
				Payment 4942 Total:	792.00
Payment: 4943					
SoCalGas	Heat - shop/office	MAY2019B	06/12/2019		22.59
				Payment 4943 Total:	22.59
Payment: 4944					
United Rentals	Road plate rental and lifting ri	168388500-001	06/12/2019		624.61
United Rentals	Road plate rental return	168388500-002	06/12/2019		120.00
				Payment 4944 Total:	744.61
Payment: 4945					
UPS Store #6031	Package handling	10584	06/12/2019		11.93
				Payment 4945 Total:	11.93
Payment: 4946					
US Bank National Association	CSDA Legislative Days	MAY2019E	06/12/2019		325.00
US Bank National Association	Board and office miscellaneous	MAY2019A	06/12/2019		173.00
US Bank National Association	Storage unit	MAY2019D	06/12/2019		190.50
US Bank National Association	Office supplies	MAY2019C	06/12/2019		952.31

Item D-1 Warrants JUNE 12, 2019

Payment Dates: 06/12/2019 - 06/12/2019

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
US Bank National Association	Operating supplies	MAY2019F	06/12/2019		155.36
US Bank National Association	Travel and meals	MAY2019B	06/12/2019		168.97
Payment 4946 Total:					1,965.14
Payment: 4947					
USA Bluebook	Replacement sample cup for S	901802	06/12/2019		58.02
USA Bluebook	Short payment on Inv#83225	832259B	06/12/2019		6.00
USA Bluebook	WIKA pressure transmitter, w	900637	06/12/2019		488.98
USA Bluebook	Replacement nosecone, car c	901880	06/12/2019		104.41
USA Bluebook	Tank sampler with extension	895500	06/12/2019		222.51
USA Bluebook	PVC flags	888728	06/12/2019		8.25
USA Bluebook	VLV kit, Stenner motor, index	903753	06/12/2019		490.87
USA Bluebook	Subsite receiver, transmitter,	904558	06/12/2019		3,851.21
Payment 4947 Total:					5,230.25
Payment: 4948					
Verizon Wireless	Cell service	9830731133	06/12/2019		612.46
Payment 4948 Total:					612.46
Payment: 4949					
Wallace Group	FOG control program	48249	06/12/2019		4,480.25
Payment 4949 Total:					4,480.25
Payment: 4950					
Waste Connections	Waste collection - Southland	6487296	06/12/2019		193.27
Waste Connections	Waste collection - Olde Towne	6486902	06/12/2019		218.69
Waste Connections	Waste collection - Office	6485927	06/12/2019		41.23
Payment 4950 Total:					453.19
Payment: 4951					
Yeh and Associates, Inc.	Southland WWTF Screw Press	219-114-2	06/12/2019		6,355.00
Payment 4951 Total:					6,355.00

TO: BOARD OF DIRECTORS
FROM: MARIO IGLESIAS
GENERAL MANAGER
DATE: JUNE 7, 2019

AGENDA ITEM
D-2
JUNE 12, 2019

**APPROVE MAY 8, 2019
REGULAR BOARD MEETING MINUTES**

ITEM

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

BACKGROUND

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

RECOMMENDATION

Approve Minutes

ATTACHMENT

A. May 8, 2019 draft Regular Board Meeting Minutes

JUNE 12, 2019

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

DRAFT REGULAR MINUTES

MAY 8, 2019 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 May 8, 2019, to order at 9:01 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.

The following member of the public spoke:

Alfredo Ruiz, NCSD customer, encouraged the Board of Directors to remove the water drought restrictions.

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) SOLID WASTE RATE ADJUSTMENT EVALUATION AND REVIEW [RECOMMEND RECEIVE REPORT AND DIRECT STAFF]

William Statler, Rate Consultant, presented his report and findings on the South County Sanitary Services rate increase request.

There were no public comments.

The Board of Directors directed Staff to work with Mr. Statler to find out what the rate increase would be assuming a 10% franchise fee and prepare for the next steps to initiate the Prop 218 process.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

- C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS [RECEIVE ANNOUNCEMENTS AND REPORTS FROM DIRECTORS]

Director Blair

- May 6, attended meeting with Congressman Carbajal.

Director Gaddis

- April 29, attended Board Officers' meeting.

Director Armstrong

- May 1, attended WRAC meeting.

Director Eby

- April 29, attended Board Officers' meeting.
- May 1, attended WRAC meeting.
- May 7, attended Blacklake Master Association meeting.

- C-4) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

There were no public comments.

*Upon the motion of Director Armstrong and seconded, the Board unanimously approved receiving and filing presentations and reports.
Vote 5-0.*

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

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]

- D-2) APPROVE APRIL 24, 2019 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]

- D-3) APPROVAL OF THE ENGINEER'S LEVY REPORT AND DECLARATION OF INTENTION TO LEVY ANNUAL ASSESSMENTS FOR STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2019-2020
[RECOMMEND ADOPT RESOLUTION]

- D-4) ACCEPT THIRD QUARTER FISCAL YEAR 2018-2019 QUARTERLY FINANCIAL REPORT
[RECOMMEND ACCEPT AND FILE REPORT]

There were no public comments.

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

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

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

RESOLUTION 2019-1506
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING THE ANNUAL ENGINEER'S LEVY REPORT,
DECLARING ITS INTENTION TO LEVY ANNUAL ASSESSMENTS
FOR STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FOR FISCAL YEAR 2019-2020, AND SETTING A PUBLIC HEARING THEREON

E. ADMINISTRATIVE ITEMS

- E-1) AUTHORIZE STAFF TO BID SUPPLEMENTAL WATER PROJECT NIPOMO AREA PIPELINE IMPROVEMENTS, CONSIDER SECOND ADDENDUM TO THE PREVIOUSLY-CERTIFIED ENVIRONMENTAL IMPACT REPORT FOR THE SUPPLEMENTAL WATER PROJECT, AMEND FY 2018-2019 BUDGET, AND ADOPT ASSOCIATED RESOLUTION [RECOMMEND AUTHORIZE STAFF TO BID AND ADOPT ATTACHED RESOLUTION]

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

President Eby suggested edits to the Resolution to clarify the proposed project is to construct a portion of the remaining Phase I and II improvements to support delivery up to 3,000 acre feet of water and not 6,200 acre feet of water. President Eby also suggests edits to the EIR Addendum #2 to add a footnote to Section 2.2 to clarify that Phase III improvements to allow more than 3,000 acre feet would require additional funding, design work, and Board authorization.

The following members of the public spoke.

Tom Gerard, agent for Sharon Tanner, property owner outside NCSD boundary, commented on the issuance of Will Serve letters.

Glen Corbin, Real Estate Agent for property owner inside NCSD boundary, asked about the process to obtain a Will Serve letter.

Juan Altamirano, property owner inside NCSD boundary, has been waiting 5 years for a Will Serve Letter and would like a Will Serve Letter.

Alfredo Ruiz, NCSD customer, encouraged the Board of Directors to take action and vote favorably.

President Eby called for a recess at 10:38 a.m. to allow Staff time to make the suggested modifications to the Resolution and add Footnote to the Addendum #2.

At 10:55 a.m. President Eby reconvened the meeting and District Legal Counsel, Whitney McDonald, reviewed the proposed changes.

President Eby called for additional public comment.

There were no additional public comments.

Upon the motion of Director Armstrong, and seconded, the Board unanimously approved the revised Resolution, including budget amendment, and footnote to the Addendum #2, Vote 5-0.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

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

RESOLUTION 2019-1507
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AUTHORIZING STAFF TO BID THE SUPPLEMENTAL
WATER PROJECT NIPOMO AREA PIPELINE IMPROVEMENTS
PROJECT AND APPROVE BUDGET AMENDMENT

- E-2) (A) REVIEW DRAFT BUDGET FOR FISCAL YEAR 2019-2020 [RECOMMEND CONSIDER DRAFT BUDGET AND SCHEDULE FOR ADOPTION ON JUNE 12, 2019]

Lisa Bognuda, Finance Director, presented the item and answered questions from the Board. Pages 26, 30 and 31 will be removed and replaced with Pages 26(a), 30(a) and 31(a) based upon action taken in Item E-1 above. The Board suggested minor edits.

There were no public comments.

- (B) REVIEW THE DRAFT BUDGET FOR FISCAL YEAR 2019-2020 FOR THE NIPOMO SUPPLEMENTAL WATER PROJECT (NSWP) [RECOMMEND CONSIDER DRAFT BUDGET AND SCHEDULE FOR ADOPTION ON JUNE 12, 2019]

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

There were no public comments.

Upon the motion of Director Armstrong, and seconded, the Board unanimously approved setting the Public Hearing to approve the Budgets on June 12, 2019. Vote. 5-0.

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

F. GENERAL MANAGERS REPORT

Mario Iglesias, General Manager, presented the item and answered questions from the Board. Mr. Iglesias also stated Staff is working on setting up a guest WIFI for use in the Board Room and Conference Room.

There were no public comments.

G. COMMITTEE REPORTS

None.

H. DIRECTORS' REQUEST TO STAFF AND SUPPLEMENTAL REPORTS

Director Woodson requested Staff define a process to provide the public with access to the guest WIFI password.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
 - a) SMVWCD V. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND A LITIGATION PURSUANT TO GC §54956.9 ALL CONSOLIDATED CASES)
 - b) BENING Company, LLC v. Nipomo Community Services District (Court of Appeal, 2nd Dist., Case B286035)
2. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: Significant exposure to litigation pursuant to Government Code § 54956.9(b), (d)(2) - Number of Potential Cases: 1
3. STEP ONE OF A TWO STEP ANNUAL PERFORMANCE REVIEW PROCESS OF DISTRICT LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION §54957

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments.

Whitney McDonald, District Legal Counsel, announced that the Board discussed Item 1(a), 1(b), 2 and 3. The Board took no reportable action.

ADJOURN

President Eby adjourned the meeting at 12:20 p.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	2 hours 12 minutes
Closed Session	1 hour 08 minutes
TOTAL HOURS	3 hours 20 minutes

Respectfully submitted,

Mario Iglesias, General Manager and Secretary to the Board

Date

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER

FROM: LISA BOGNUDA
FINANCE DIRECTOR

DATE: JUNE 7, 2019

AGENDA ITEM

E-1

JUNE 12, 2019

AUTHORIZE COLLECTION OF FISCAL YEAR 2019-2020 BLACKLAKE STREET LIGHTING DISTRICT ASSESSMENTS

ITEM

Public Hearing and authorize collection of FY 2019-2020 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 2019-2020 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:

Year	Charge	County Fee	Total
1992-93	\$48.00	\$2.00	\$50.00
1993-94	\$50.00	\$2.00	\$52.00
1994-95	\$48.00	\$2.00	\$50.00
1995-96	\$40.00	\$2.00	\$42.00
1996-97 to 2012-13	\$34.00	\$2.00	\$36.00
2013-14 to 2017-18	\$44.00	\$2.00	\$46.00
2018-19	\$50.00	\$2.00	\$52.00

The Blacklake Street Lighting Fund budget for 2019-2020 is as follows:

<u>REVENUES</u>	
Street lighting assessment proceeds	\$27,850
<u>EXPENDITURES</u>	
Insurance	\$500
Public and Legal Notices	\$500
Electricity	\$28,500
Administrative Fee	\$500

¹ Not including County administrative fee.

Total expenditures	\$30,000
Net Operating Revenues and Expenditures	(\$2,150)
Interest earnings	\$500
Net Results from Operations	(\$1,650)
<u>Reasonable Reserves</u>	
Estimated cash balance 7/1/19	\$20,000
Net Results from Operations	(1,650)
Estimated cash balance 7/1/20	\$18,350
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 2019-2020 street lighting assessments.

The Notice of Public Hearing was published in the Santa Maria Times, on May 29 and June 5, 2019, 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 2019-2020 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. 2019-XXXX authorizing collection of Blacklake Street Lighting assessments for fiscal year 2019-2020.

ATTACHMENT

- A. Resolution 2019-XXXX Blacklake Street Lighting with Exhibit A – Annual Engineer's Report

JUNE 12, 2019

ITEM E-1

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-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. 2019-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**

- 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 2019-2020 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 2019-2020 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. 2019-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**

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 12th day of June 2019.

ED EBY

President of the Board

ATTEST:

APPROVED AS TO FORM AND LEGAL
EFFECT:

MARIO IGLESIAS

General Manager and Secretary to the Board

WHITNEY G. McDONALD

District Legal Counsel

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-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**

EXHIBIT "A"

ANNUAL ENGINEER'S REPORT

BLACKLAKE VILLAGE STREET LIGHTING

FY 2019-2020

ANNUAL ENGINEER'S REPORT

BLACKLAKE VILLAGE STREET LIGHTING

ASSESSMENT DISTRICT

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

FINAL

JUNE 12, 2019

Prepared By:

Nipomo Community Services District

FY 2019-2020

**BLACKLAKE VILLAGE STREET LIGHTING
ASSESSMENT DISTRICT**

The undersigned respectfully submits the enclosed Engineer's Report on the 12TH day of June, 2019.

By: _____
Peter V. Sevcik, P.E.
Director of Engineering and Operations
RCE 60411, Expires 06-30-20

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 12TH day of June, 2019.

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 _____, 2019.

By: _____
Secretary of the Nipomo Community Services
District

FY 2019-2020 ANNUAL ENGINEER'S REPORT
BLACKLAKE VILLAGE STREET LIGHTING ASSESSMENT DISTRICT
ANNUAL ASSESSMENT

The Director of Engineering & Operations of the Nipomo Community Services District, ("NCSD") makes this annual Engineer's Report for the Blacklake Village Street Lighting Assessment District for Fiscal Year 2019-2020.

Background

NCSD has provided street lighting services to Blacklake Village from the time NCSD 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	\$48.00	\$2.00	\$50.00
1993-94	\$50.00	\$2.00	\$52.00
1994-95	\$48.00	\$2.00	\$50.00
1995-96	\$40.00	\$2.00	\$42.00
1996-97 through 2012-13	\$34.00	\$2.00	\$36.00
2013-2014	\$44.00	\$2.00	\$46.00
2014-2015	\$44.00	\$2.00	\$46.00
2015-2016	\$44.00	\$2.00	\$46.00
2016-2017	\$44.00	\$2.00	\$46.00
2017-2018	\$44.00	\$2.00	\$46.00
2018-2019	\$50.00	\$2.00	\$52.00

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 2019-2020 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 2019-2020 budget of \$30,000 will be funded from the annual assessments and cash reserves.

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

¹ Not including County administrative fee.

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 2019-2020 Engineer's Report Format

This FY 2019-2020 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 2019-2020 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 2019-2020 assessments on each benefited parcel of land within the Assessment District. The FY 2019-2020 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 2019-2020, 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 2019-2020 WORK TO BE PERFORMED

The Assessment District is proposing to operate and maintain the Blacklake Village streetlight system 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 2019-2020 Engineer's Report.

PART B

FY 2019-2020 BUDGET COST ESTIMATE SUMMARY

Part B includes the detailed budget for FY 2019-2020 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 budget summary for FY 2019-2020 for the Blacklake Village Street Lighting Assessment District is as follows:

The total proposed FY 2019-2020 budget is \$30,000. The total estimated revenue generated from the proposed FY 2019-2020 assessments is \$27,850. The proposed FY 2019-2020 assessment to levy and collect is \$50.00 per parcel.

	<u>Budget 2018-2019</u>	<u>Est Actual 2018-2019</u>	<u>Budget 2019-2020</u>
REVENUES			
Street lighting assessment proceeds	\$27,850	\$27,850	\$27,850
EXPENDITURES			
Insurance	500	500	500
Prop 218 Initiation and Proceedings	1,800	0	0
Public & Legal Notice	500	500	500
Administration	500	500	500
Electricity	<u>28,700</u>	<u>28,300</u>	<u>28,500</u>
Total expenditures	<u>(32,000)</u>	<u>(29,800)</u>	<u>(30,000)</u>
Net Operating Surplus (Deficit)	(4,150)	(1,950)	(2,150)
Plus Interest earnings	<u>300</u>	<u>350</u>	<u>500</u>
Net surplus (deficit) from operations	<u>(3,850)</u>	<u>(\$1,600)</u>	<u>(1,650)</u>
<u>Reasonable reserve</u>			
Estimated cash balance 7/1	\$21,400	\$21,600	\$20,000
Net surplus (deficit) from operations	<u>(3,850)</u>	<u>(1,600)</u>	<u>(1,650)</u>
Estimated cash balance 6/30	<u>\$17,550</u>	<u>\$20,000</u>	<u>\$18,350</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 2019-2020

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 2019-2020 (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 XIID, 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 2019-2020 ASSESSMENT ROLL

As described in Part B the proposed total assessment revenues for FY 2019-2020 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 2019-2020. 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 NCSD 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 2019-2020 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 2018-2019 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 2018-2019 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 2018-2019 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 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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

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FY 2018-2019 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 2018-2019 ASSESSMENT ROLL

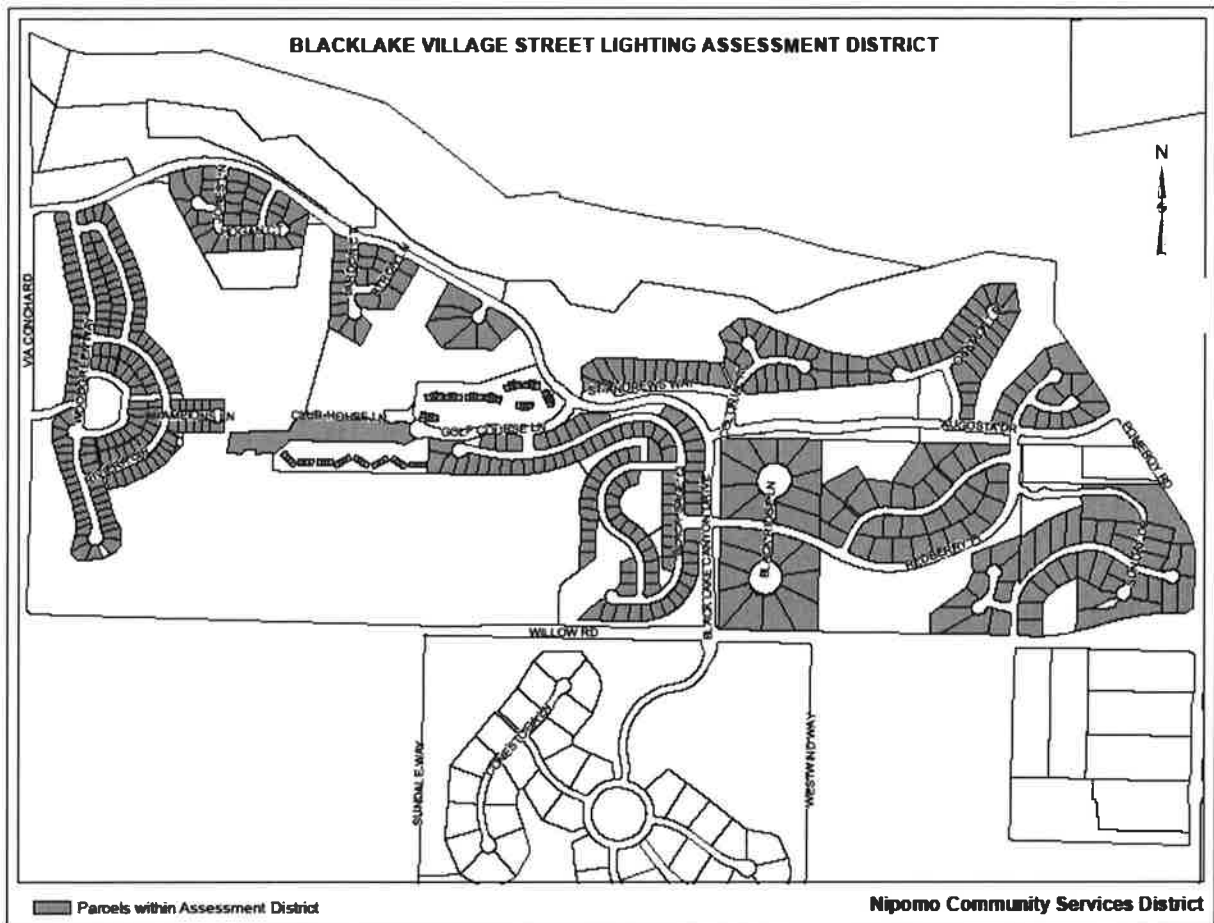
536	91446005	550 VARDON COURT	\$50.00
537	91446006	560 VARDON COURT	\$50.00
538	91446007	570 VARDON COURT	\$50.00
539	91446008	580 VARDON COURT	\$50.00
540	91446009	590 VARDON COURT	\$50.00
541	91446010	595 VARDON COURT	\$50.00
542	91446011	529 BYRON LANE	\$50.00
543	91446012	525 BYRON LANE	\$50.00
544	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
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PART E

FY 2019-2020 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

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER *AK*

FROM: PETER SEVCIK
DIRECTOR OF ENGINEERING
AND OPERATIONS

DATE: JUNE 7, 2019

AGENDA ITEM
E-2
JUNE 12, 2019

**AUTHORIZE COLLECTION OF FY 2019-2020
STREET LANDSCAPE MAINTENANCE DISTRICT ASSESSMENTS**

ITEM

Public Hearing - authorize collection of FY 2019-2020 Street Landscape Maintenance District Assessments. [RECOMMEND CONDUCT HEARING, AMEND ENGINEER'S REPORT IF NECESSARY AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING ENGINEER'S REPORT AND AUTHORIZING COLLECTION OF ASSESSMENTS]

BACKGROUND

On April 24, 2019, the Board of Directors adopted Resolution 2019-1504 entitled:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT INITIATING PROCEEDINGS FOR ANNUAL LEVY OF ASSESSMENTS FOR THE STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2019-2020 PURSUANT TO THE PROVISIONS OF PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

and thereby initiated the process of annual levy assessment for Street Landscape Maintenance District Number 1. Peter Sevcik, P.E., Director of Engineering and Operations, prepared the annual levy report. Pursuant to Proposition 218 and the Petition Requesting Formation of the Landscape Maintenance District, the annual levy may be increased by a percentage equal to the Consumer Price Index (CPI). While the CPI defines the maximum rate the District may increase the levy each year, the actual amount to be assessed is based on the annual budget and may be less than the maximum rate. Property owners within the assessment district must approve any proposed assessment that exceeds the adjusted maximum rate based on the CPI.

The Board of Directors adopted Resolution 2019-1506 on May 8, 2019 which provided for 1) the approval of the Engineer's Report, and 2) declaration of intention to levy the annual assessment. Today's public hearing and proposed action, adoption of a resolution confirming approval the Final Engineer's Report and authorizing levy and collection of the assessment, completes the process of annual assessment levy.

It is recommended that the assessment be \$435.00 for fiscal year 2019-2020 (See Page 4 of Engineer's Levy Report). The County of San Luis Obispo adds a \$2.00 per parcel handling fee for processing special district benefit assessments on the tax roll. Total amount of \$437.00 per parcel will be billed on the tax roll. The computed Maximum Assessment Allowable is \$513.71.

With the proposed assessment, the Maintenance District is projected to have an approximate deficit of (\$3,095) in 2019-2020 and reserve balance at the end of FY 2019-2020 of \$11,905 which is short of the cash reserve goal of \$20,000. Installation of drought tolerant landscaping is planned along Lot 1 in FY 2019-2020 at an estimated cost of \$5,000.

As the history of the Maintenance District's annual levy (below) shows, the levy can be raised or lowered in the future to meet cash goals.

Period Covered	Amount Assessed per Parcel	Maximum Allowable Assessment
Fiscal Year 2003-2004(first year of assessment)	\$345.00	\$345.00
Fiscal Year 2004-2005	\$346.96	\$346.96
Fiscal Year 2005-2006	\$354.94	\$354.94
Fiscal Year 2006-2007	\$365.34	\$365.34
Fiscal Year 2007-2008	\$365.34	\$376.75
Fiscal Year 2008-2009	\$387.74	\$387.74
Fiscal Year 2009-2010	\$301.78	\$391.14
Fiscal Year 2010-2011	\$303.57	\$400.60
Fiscal Year 2011-2012	\$303.57	\$408.85
Fiscal Year 2012-2013	\$315.00	\$423.29
Fiscal Year 2013-2014	\$330.00	\$433.40
Fiscal Year 2014-2015	\$330.00	\$442.19
Fiscal Year 2015-2016	\$360.00	\$450.59
Fiscal Year 2016-2017	\$380.00	\$463.84
Fiscal Year 2017-2018	\$380.00	\$479.05
Fiscal Year 2018-2019	\$435.00	\$497.30
Fiscal Year 2019-2020	\$435.00	\$513.71

RECOMMENDATION

Conduct public hearing, consider testimony, amend Engineer's Report if necessary, and by motion and roll call vote, adopt Resolution 2019-XXXX LMD confirming approval of the Engineer's Report and authorizing collection of assessments.

ATTACHMENT

- A. Resolution 2018-XXXX LMD Approval

JUNE 12, 2019

ITEM E-2

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ORDERING THE LEVY AND COLLECTION OF
ASSESSMENTS FOR THE STREET LANDSCAPE MAINTENANCE
DISTRICT NO. 1 FOR FISCAL YEAR 2019-2020**

WHEREAS, the Board of Directors of the Nipomo Community Services District ("NCSD") has by previous Resolutions initiated proceedings, declared its intention to levy assessments, and approved the Engineer's Annual Levy Report (hereinafter referred to as the "Report") that describes the assessments against parcels of land within the Nipomo Community Services District Street Landscape Maintenance Assessment District No. 1 (hereafter referred to as "Street Landscape Maintenance District No. 1") for the Fiscal Year commencing July 1, 2019, and ending June 30, 2020, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, commencing with Section 22500 (hereafter referred to as the "Act") to pay the costs and expenses of operating, maintaining, and servicing the improvements located within Street Landscape Maintenance District No. 1; and

WHEREAS, the Engineer's Report has been prepared and filed with the NCSD Secretary and General Manager, and the District General Manager has presented to the NCSD Board of Directors a Report in connection with the proposed levy and collection of assessments upon eligible parcels of land within the Street Landscape Maintenance District No. 1 and the Board did by previous Resolution approve such Report; and

WHEREAS, the improvements within Street Landscape Maintenance District No. 1 include the maintenance and operation of and the furnishing of services and materials for landscaping which include trees, shrubs, grasses and other ornamental vegetation, and appurtenant facilities, including irrigation systems (hereinafter referred to as "Improvements") within the district; and

WHEREAS, the NCSD Board of Directors desires to levy and collect assessments against parcels of land within the Street Landscape Maintenance District No. 1 for the Fiscal Year commencing July 1, 2019, and ending June 30, 2020, to pay the costs and expenses of operating, maintaining, and servicing the Improvements; and

WHEREAS, the NCSD Board of Directors and its Legal Counsel have reviewed Proposition 218 and found that these assessments comply with applicable provisions of the California State Constitution; and

WHEREAS, Pursuant to Sections 22552, 22553, and 22626 of the Act and Section 6061 of the Government Code, the NCSD has given notice of the time and place of the public hearing for the levy and collection of assessments against the parcels of land within Street Landscape Maintenance District No. 1 for fiscal year commencing July 1, 2019, and ending June 30, 2020; and

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ORDERING THE LEVY AND COLLECTION OF
ASSESSMENTS FOR THE STREET LANDSCAPE MAINTENANCE
DISTRICT NO. 1 FOR FISCAL YEAR 2019-2020**

WHEREAS, based upon the review and amendments, as applicable, to the Report and based on the Staff Report and all oral and written statements, protests and communications made and filed by interested persons regarding these matters, the NCSD Board of Directors finds and determines that:

- A. The land within the Street Landscape Maintenance District No. 1 will receive special benefit by the operation, maintenance, and servicing of the Improvements located within the boundaries of Street Landscape Maintenance District No. 1; and
- B. The Street Landscape Maintenance District No. 1 includes all of the lands so benefited; and
- C. The net amount to be assessed upon the lands within the Street Landscape Maintenance District No. 1 in accordance with the Report for the Fiscal Year commencing July 1, 2019, and ending June 30, 2020, is apportioned by a formula and method established by the Petition for Formation of Nipomo Community Services District Street Landscape Maintenance District No. 1 ("Petition for Formation"), which fairly distributes the net amount among all eligible parcels in proportion to the estimated benefits to be received by each parcel from the Improvements and services.
- D. The Petition for Formation provides that the annual assessment for each fiscal year shall be increased in an amount necessary to reflect the increase in the costs of operating and maintaining the Improvements due to inflation and that such increased costs shall be based, exclusively, on the percentage increase in the consumer price index for Urban Wage Earners and Clerical Workers in San Francisco/San Jose ("CPI") for March 31 of the current year over the previous year's index on the same date.
- E. The levy of assessments described in the Report do not exceed the amounts authorized in the Petition for Formation.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1. The Report and assessments as presented to the NCSD Board of Directors and on file in the Office of the General Manager are hereby confirmed as filed. (Exhibit "A")

Section 2. The maintenance, operation, and servicing of the Improvements and appurtenant facilities, in accordance with the Act are hereby ordered and approved.

Section 3. The County Auditor of the County of San Luis Obispo shall enter on the County Assessment Roll opposite each eligible parcel of land the amount of levy so apportioned by the formula and method outlined in the Report, and such levies shall be collected at the same time and in the same manner as the County taxes are collected pursuant to Chapter 4, Article 2, Section 22646 of the Act. After collection by the County, the net amount of the levy shall be paid to the NCSD.

Section 4. The General Manager or his/her designee shall deposit all money representing assessments collected by the County for Street Landscape Maintenance District No. 1 to the credit of a fund known as the "Nipomo Community Services District Landscape and Maintenance Assessment

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ORDERING THE LEVY AND COLLECTION OF
ASSESSMENTS FOR THE STREET LANDSCAPE MAINTENANCE
DISTRICT NO. 1 FOR FISCAL YEAR 2019-2020

District No. 1" and such money shall be expended only for the maintenance, operation, and servicing of the Improvements as described in above.

Section 5. The adoption of this Resolution constitutes the Street Landscape Maintenance District No. 1 levy for the fiscal year commencing July 1, 2019, and ending June 30, 2020.

Section 6. The General Manager or his/her designee is hereby authorized and directed to file the levy with the County Auditor upon adoption of this Resolution pursuant to Chapter 4, Article 1, Section 22641, of the Act.

Section 7. The above Recitals are true and correct and incorporated herein by reference.

Section 8. The NCSD Board of Directors and such employees of the NCSD as are appropriate are authorized to execute such other documents and take such further actions as shall be consistent with the adoption consistent with this Resolution.

Section 9. The Assessments authorized herein do not constitute a waiver of the District's right to levy the maximum authorized assessments for future fiscal years.

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 adopted this 12TH day of June 2019.

ED EBY
President of the Board

ATTEST:

APPROVED AS TO FORM AND
LEGAL EFFECT:

MARIO IGLESIAS
General Manager and Secretary to the Board

WHITNEY G. McDONALD
District Legal Counsel

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ORDERING THE LEVY AND COLLECTION OF
ASSESSMENTS FOR THE STREET LANDSCAPE MAINTENANCE
DISTRICT NO. 1 FOR FISCAL YEAR 2019-2020**

EXHIBIT "A"

NIPOMO COMMUNITY SERVICES DISTRICT
ENGINEER'S ANNUAL LEVY REPORT
STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FISCAL YEAR 2019-2020

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Introduction

Nipomo Community Services District ("NCSD") annually levies and collects special assessments to maintain improvements within Street Landscape Maintenance District No. 1 ("District"). The District was formed and annual assessments are established pursuant to the Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "1972 Act").

This Engineer's Annual Report ("Report") describes the District and the proposed assessments for the fiscal year 2019-2020. The assessments are based on the historical and estimated future costs to maintain the improvements that provide a direct and special benefit to properties within the District.

For the purposes of this Report, the word "parcel" refers to an individual property assigned its own Assessor Parcel Number by the San Luis Obispo County Assessor's Office. The San Luis Obispo County Auditor/Controller uses Assessor Parcel Numbers and specific Fund Numbers to identify properties assessed for special district benefit assessments on the tax roll.

Effect of Proposition 218

In November 1996, California voters approved Proposition 218 that established specific requirements for the on-going imposition of taxes, assessments and fees. The provisions of the Proposition are now contained in the California Constitutional Articles XIII C and XIII D.

All assessments described in this Report and approved by the Board of Directors are prepared in accordance with the 1972 Act and are in compliance with the provisions of the California Constitution Article XIII D.

The assessments adopted include the District's annual inflationary adjustment to the maximum assessment rate. This annual inflationary adjustment to the maximum assessment rate is provided in this Report.

Description of the District and Services

The District (formed on April 9, 2003) provides and ensures the continued maintenance, servicing, administration and operation of landscaping located within a portion of the public rights-of-way and dedicated landscape easements in Tract 2409, a 28 lot subdivision commonly known as Vista Verde Estates, located off of West Tefft across from Dana Elementary School.

NIPOMO COMMUNITY SERVICES DISTRICT
ENGINEER'S ANNUAL LEVY REPORT
STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FISCAL YEAR 2019-2020

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Improvements within the District include the maintenance and operation and the furnishing of services and materials for landscaping which include trees, shrubs, grasses and other ornamental vegetation, and appurtenant facilities, including irrigation systems.

The landscape maintenance obligation is limited to the following:

- Landscaping bordering the frontage of lots 1 through 6 on Tefft Street
- Landscaping bordering the frontage of lots 1, 15, 16, and 28 on Tejas Place
- Landscaping bordering the southwest and northwest sides of lot 29 (drainage basin) on Tejas Place
- The pathway between lots 4 and 5 between Tefft Street and Vista Verde

Installation of drought tolerant landscaping is planned along Lot 1 in FY 2019-2020 at an estimated cost of \$5000.

Method of Apportionment

General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of landscaping and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

The formula used for calculating assessments of the District therefore reflect the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on the benefits to each parcel.

Benefit Analysis

The associated costs and assessments have been carefully reviewed, identified and allocated based on special benefit pursuant to the provisions of the California Constitution and 1972 Act. The improvements associated with the District have been identified as necessary, required and/or desired for the orderly development of the properties within the District to their full potential, consistent with the proposed development plans. As such, these improvements would be necessary and required of individual property owners for the development of

NIPOMO COMMUNITY SERVICES DISTRICT
ENGINEER'S ANNUAL LEVY REPORT
STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FISCAL YEAR 2019-2020

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such properties, and the ongoing operation, servicing and maintenance of these improvements would be the financial obligation of those properties. Therefore, the improvements and the annual costs of ensuring the maintenance and operation of the improvements are of direct and special benefit to the properties.

The method of apportionment (method of assessment) is based on the premise that each assessed parcel within the District receives special benefit from the improvements provided by the District. The desirability of properties is enhanced by the presence of local improvements in close proximity to those properties.

The special benefits associated with landscaped improvements are specifically:

- Enhanced desirability of properties through association with the improvements.
- Improved aesthetic appeal of properties providing a positive representation of the area.
- Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.
- Environmental enhancement through improved erosion resistance, dust and debris control.
- Increased sense of pride in ownership of property within the District resulting in well-maintained improvements associated with the properties.
- Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings.

Based on the preceding special benefits, it has been determined that the improvements provided through the District and for which parcels are assessed, contribute to aesthetic value and desirability of those properties. It has further been determined that these improvements, either individually or collectively are provided for the special benefit and enhancement of properties within the District and provide no measurable general benefit to properties outside the District or to the public at large.

NIPOMO COMMUNITY SERVICES DISTRICT
ENGINEER'S ANNUAL LEVY REPORT
STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FISCAL YEAR 2019-2020

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Assessment Methodology

The maximum annual assessment that may be levied each fiscal year includes an annual inflationary adjustment to the maximum assessment rate based on the percentage change in the Consumer Price Index for Urban Wage Earners and Clerical Workers in San Francisco/San Jose for February 28 of the current year over the previous year's index on the same date. Although the maximum rate for the District may increase each year, the actual amount to be assessed is based on the annual budget and may be less than the maximum rate. The property owners must approve any proposed assessment that exceeds the adjusted maximum rate before it can be imposed.

The maximum assessment that may be levied in a fiscal year is increased annually by the following formula

$$\left. \begin{array}{l} \text{(Prior Year's Annual Maximum Assessment x CPI)} \\ \text{Plus} \\ \text{Prior Year's Annual Maximum Assessment} \end{array} \right\} = \begin{array}{l} \text{Current Year's} \\ \text{Annual} \\ \text{Maximum} \\ \text{Assessment} \end{array}$$

The percentage change used is the annual change for the preceding 12 months. The annual inflation factor applied for the fiscal year 2019-2020 is based on the percentage change from February 2018 to February 2019 and has been identified as 3.3% (annual percentage change currently available).

MAXIMUM ALLOWABLE ASSESSMENT PER PARCEL (APPLYING INFLATIONARY ADJUSTMENT)	
2018-2019 Maximum Assessment	(A) \$497.30
X CPI (3.3%)	(B) \$16.41

Maximum Assessment Allowable 2019-2020	(A) + (B) \$513.71 =====
Proposed 2019-2020 Annual Assessment	\$435.00 =====

The County of San Luis Obispo adds a \$2.00 per parcel handling fee for processing special district benefit assessments on the tax roll. Total amount of \$437 per parcel will be billed on tax roll.

NIPOMO COMMUNITY SERVICES DISTRICT
ENGINEER'S ANNUAL LEVY REPORT
STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FISCAL YEAR 2019-2020

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Fiscal Year 2019-2020 District Budget

DESCRIPTION		2019-2020 BUDGET
Beginning Estimated Fund Balance (July 1, 2019)		\$15,000
Proposed Assessment Levy		\$12,180
Estimated Interest Income		\$375
Estimated Expenditures		
Contract Landscape Maintenance	(\$10,000)	
Water	(\$3,500)	
Electricity	(\$150)	
Public Notifications	(\$500)	
Administration	(\$1,500)	
Total Estimated Expenditures		(\$15,650)
Estimated Ending Fund Balance (1) (June 30, 2020)		\$11,905

- (1) In accordance with the Reserve Policy adopted by the Nipomo Community Services District Board in 2012, the target fund balance reserve for Street Landscape Maintenance District No. 1 is \$20,000. Reserve is for landscaping repair/replacement and irrigation system repair/replacement.

NIPOMO COMMUNITY SERVICES DISTRICT
ENGINEER'S ANNUAL LEVY REPORT
STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FISCAL YEAR 2019-2020

Lot Number	Assessor Parcel Number	Annual Assessment
1	092-512-001	\$435.00
2	092-512-002	\$435.00
3	092-512-003	\$435.00
4	092-512-004	\$435.00
5	092-512-005	\$435.00
6	092-512-006	\$435.00
7	092-512-007	\$435.00
8	092-512-008	\$435.00
9	092-512-009	\$435.00
10	092-512-010	\$435.00
11	092-512-011	\$435.00
12	092-512-012	\$435.00
13	092-512-013	\$435.00
14	092-512-014	\$435.00
15	092-512-015	\$435.00
16	092-512-016	\$435.00
17	092-512-017	\$435.00
18	092-512-018	\$435.00
19	092-512-019	\$435.00
20	092-512-020	\$435.00
21	092-512-021	\$435.00
22	092-512-022	\$435.00
23	092-512-023	\$435.00
24	092-512-024	\$435.00
25	092-512-025	\$435.00
26	092-512-026	\$435.00
27	092-512-027	\$435.00
28	092-512-028	\$435.00
TOTAL		\$12,180.00

Annual assessment amount does not include the County of San Luis Obispo
\$2.00 per parcel handling fee for processing special district benefit assessments
on the tax roll.

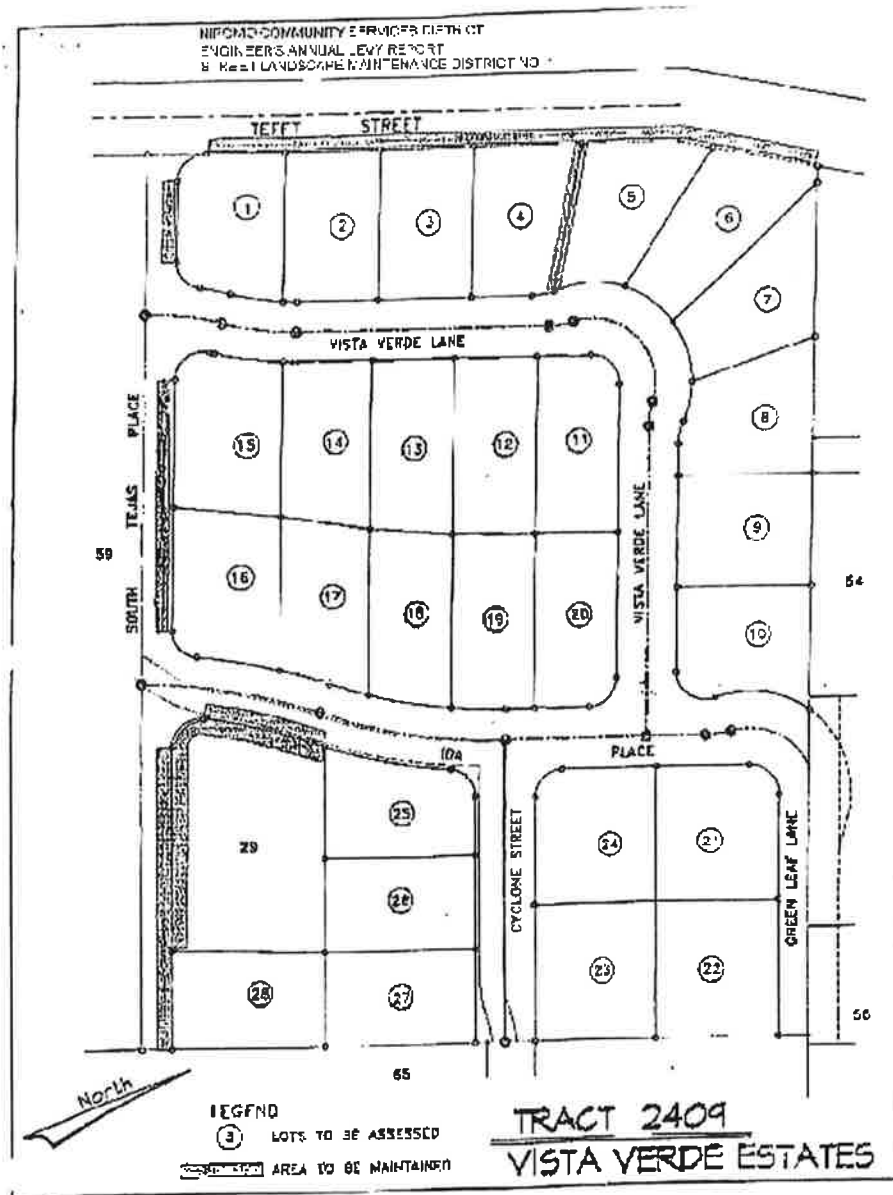


Peter V. Sevcik
PETER V. SEVCIK, P.E.
DISTRICT ENGINEER

May 3, 2019
DATE

NIPOMO COMMUNITY SERVICES DISTRICT
ENGINEER'S ANNUAL LEVY REPORT
STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1
FISCAL YEAR 2019-2020

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TO: BOARD OF DIRECTORS
FROM: MARIO IGLESIAS
GENERAL MANAGER
DATE: JUNE 7, 2019

AGENDA ITEM
E-3
JUNE 12, 2019

**CONSIDER SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
REQUEST FOR NOMINATIONS**

ITEM

Consider Special District Risk Management Authority's call for nominations to SDRMA Board of Directors [RECOMMEND REVIEW CANDIDATES STATEMENTS, SELECT CANDIDATES, AND DIRECT STAFF COMPLETE BALLOT ACCORDINGLY]

BACKGROUND

See the information provided by SDRMA [Attachment A].

FISCAL IMPACT

None

RECOMMENDATION

Consider the information, should your Board desire, provide a nomination and direct staff to file paper work.

ATTACHMENTS

- A. January 24, 2019 SDRMA Nomination and Election Packet

JUNE 12, 2019

ITEM E-3

ATTACHMENT A

**Notification of Nominations – 2019 Election
SDRMA Board of Directors**

January 24, 2019

Mr. Ed Eby
Board President
Nipomo Community Services District
Post Office Box 326
Nipomo, California 93444-0326

RECEIVED
JAN 28 2019
NIPOMO COMMUNITY
SERVICES DISTRICT

Dear Mr. Eby:

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2019 Election is being provided in accordance with the SDRMA Sixth Amended and Restated Joint Powers Agreement. The following nomination information is enclosed: Nomination Packet Checklist, Board of Director Fact Sheet, Nomination/Election Schedule, SDRMA Election Policy No. 2017-10, sample Resolution for Candidate Nomination and Candidate's Statement of Qualifications Form.

General Election Information - Three Director seats are up for election. The nomination filing deadline is Wednesday, May 1, 2019. Ballots will be mailed to all SDRMA member agencies in mid-May. Mail-in ballots will be due back to SDRMA not later than 4:30 p.m. Wednesday, August 21, 2019.

Nominee Qualifications - Nominees must be a member of the agency's governing body or a management employee (see SDRMA Election Policy 2017-10, Section 4.1) and be an active member agency of both SDRMA's Property/Liability and Workers' Compensation Programs. Candidates must be nominated by Resolution from their member agency's governing body and complete and submit a "Candidate's Statement of Qualifications".

Nomination Documents and Information - Nomination documents (Nominating Resolution and Candidate's Statement of Qualifications) and nomination guideline information may also be obtained on SDRMA's website at www.sdrma.org. To obtain documents electronically:

From the SDRMA homepage, scroll down and click on the "2019 Nomination & Election Information" box. All necessary nomination documents and election information may be downloaded and printed.

Term of Office – Directors are elected to 4-year terms. The term of office for the newly elected Directors will begin January 1, 2020 and expire December 31, 2023.

Nomination Filing Deadline – Nomination documents must be received in SDRMA's office no later than 4:30 P.M. on Wednesday, May 1, 2019.

Please contact SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790, if you have any questions regarding the 2019 SDRMA Board of Director Nominations or the election process.

Sincerely,
Special District Risk Management Authority



Laura S. Gill
Chief Executive Officer

2019 Nomination Packet Checklist



SDRMA BOARD OF DIRECTORS NOMINATION AND ELECTION GUIDELINES

January 9, 2019, marked the official commencement of the election process for the SDRMA Board of Directors. Three seats on the Board of Directors are up for election in 2019.

For your convenience we have enclosed the necessary nomination documents and election process schedule. Please note that some items have important deadlines. All documents contained in this packet, as well as additional information regarding SDRMA Board elections, are available on our website www.sdrma.org and/or by calling SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790.

- ____ **Attachment One:** **SDRMA Board of Directors Fact Sheet:** This document reviews the Board of Directors' Roles and Responsibilities along with other important information.

- ____ **Attachment Two:** **SDRMA Board of Directors 2019 Nomination/Election Schedule:** Please review this document for important deadlines.

- ____ **Attachment Three:** **SDRMA Election Policy No. 2017-10:** A Policy of the Board of Directors of the Special District Risk Management Authority establishing guidelines for Director elections.

- ____ **Attachment Four:** **Sample Resolution for Candidate Nomination:** A resolution of the Governing Body of the Agency nominating a candidate for the Special District Risk Management Authority Board of Directors.

- ____ **Attachment Five:** **Candidate's Statement of Qualifications:** Please be advised that no candidate statements are endorsed by SDRMA. Candidate's Statements of Qualification will be distributed to the membership with the SDRMA election ballot, "exactly as submitted" by the candidate.

Please complete and return all required nomination and election documents to:

SDRMA Election Committee
C/O Paul Frydendal, COO
Special District Risk Management Authority
1112 "I" Street, Suite 300
Sacramento, California 95814

SDRMA BOARD OF DIRECTORS FACT SHEET

SDRMA BOARD OF DIRECTORS ROLE AND RESPONSIBILITIES

Special District Risk Management Authority (SDRMA) is a public entity Joint Powers Authority established to provide cost-effective property/liability, worker's compensation, health benefit coverages and comprehensive risk management programs for special districts and other public agencies throughout California. SDRMA is governed by a Board of Directors elected from the membership by the programs' members.

Number of Board Members	SDRMA Board of Directors consists of seven Board Members , who are elected at-large from members participating in either program.
Board of Directors' Role	SDRMA Board of Directors provide effective governance by supporting a unified vision, ensuring accountability, and setting direction based on SDRMA's mission and purpose, as well as establishing and approving policy to ensure SDRMA meets its obligations and commitment to its members.
Board of Directors' Responsibilities	Board Member responsibilities include a commitment to: serve as a part of a unified governance body; govern within Board of Directors' policies, standards and ethics; commit the time and energy to be effective; represent and make policy decisions for the benefit, and in the best interest, of all SDRMA members; support collective decisions; communicate as a cohesive Board of Directors with a common vision and voice; and, operate with the highest standards of integrity and trust.
Three Seats For this Election	Elections for Directors are staggered and held every two years, four seats during one election and three seats in the following election. Three seats are up for election this year.
Term of Directors	Directors are elected for four-year terms . Terms for directors elected this election begin January 1, 2020 and end on December 31, 2023.
Board Member Travel Reimbursement	Board Members are reimbursed for reasonable travel and lodging in accordance with SDRMA Board Policy Manual 2017-01 and applicable laws and are allowed to claim a stipend of \$195 per meeting day or for each day's service rendered as a Member of the Board.
Number of Meetings per Year	The Board meets from seven to ten times annually with an average of eight board meetings per year. Generally, the Board does not meet more than one meeting per month.
Meeting Location	SDRMA office in Sacramento, CA and at two conference locations.
Meeting Dates	Typically the first Wednesday and Thursday of the month.
Meeting Starting Times	Meetings are typically held 1:00 to 5:30 p.m. Wednesday and 8:00 to 10:00 a.m. Thursday .
Meeting Length	Meetings are four to six hours on average.
Average Time Commitment	Commitment per month ranges from 15 to 20 hours .

"The mission of Special District Risk Management Authority is to provide risk financing and risk management services through a financially sound pool to California public agencies, delivered in a timely and responsive cost-efficient manner."

**SDRMA BOARD OF DIRECTORS
2019 NOMINATION/ELECTION SCHEDULE**

2019 Nomination/Election Schedule



JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28		

MARCH						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

APRIL						
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14	15	16	17	18	19	20
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28	29	30				

MAY						
S	M	T	W	T	F	S
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JUNE						
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23	24	25	26	27	28	29

JULY						
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28	29	30	31			

AUGUST						
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SEPTEMBER						
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29	30					

OCTOBER						
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27	28	29	30	31		

NOVEMBER						
S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

TASK TIMELINE	
1/9	Board approves Election Schedule
1/24-25	Mail Notification of Election and Nomination Procedure to Members in January at least 90 days prior to mailing Ballots (111 actual days)
5/1	Deadline to return Nominations
5/2	Tentative Election Comm. Reviews Nominations
5/16-17	Mail Ballots at least 60 days prior to ballot receipt deadline (96 actual days)
8/21	Deadline to Receive Ballots
8/22	Tentative Election Comm. Counts Ballots
8/23	Election Committee Notifies Successful Candidates and Provides Them With Upcoming Board Meeting Schedule
9/25	Directors' Elect Invited to CSDA Annual Conf/SDRMA Breakfast/Super Session
11/6-7	Directors' Elect Invited to SDRMA Board Meeting
1/2020	Newly Elected Directors Seated and Election of SDRMA Board Officers

**SDRMA BOARD OF DIRECTORS
ELECTION POLICY NO. 2017-10**



**A POLICY OF THE BOARD OF DIRECTORS OF SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
ESTABLISHING GUIDELINES FOR DIRECTOR ELECTIONS, DIRECTOR APPOINTMENTS, AND CREATION OF
A SUPERVISING ELECTION COMMITTEE**

- WHEREAS, SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) is a joint powers authority, created pursuant to Section 6500, et. seq. of the California Government Code; and
- WHEREAS, the Board of Directors recognizes that it is in the best interest of the Authority and its members to adopt a written policy for conducting the business of the Board; and
- WHEREAS, establishing guidelines for Director elections and appointments will help ensure a process that is consistent for all nominees and candidates, will promote active participation by SDRMA members in the election/appointment process, and will help ensure election/appointment of the most qualified candidate(s); and
- WHEREAS, the Bylaws provide the Board with the option of conducting the election using a mail-in ballot process; and
- WHEREAS, the Board of Directors of SDRMA has an overriding and compelling interest in insuring the accuracy of the election/appointment process of its Board members through the creation of an election committee;

NOW, THEREFORE, it is the policy of the Board of Directors of SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY, until such policy shall have been amended or rescinded, that the following procedures shall be followed when conducting Director elections or filling a Director vacancy by appointment:

1.0. Election Schedule

- 1.1. Not later than the first Board meeting of each election year, the Board of Directors shall approve an election schedule based on the following criteria and time frames.

2.0. Election Committee

- 2.1. The Board of Directors herein establishes an election committee with the following composition, duties and responsibilities; The five (5) members of the Election Committee shall include two presently sitting members of the Board of Directors of SDRMA whose seats are not up for election, the Chief Operating Officer of SDRMA, and the CPA/auditor regularly used and retained by SDRMA at the time of counting ballots of and for an election to the Board of Directors. For good reason found and stated, the Board of Directors of SDRMA may appoint any CPA/auditor who, in the discretion of the Board of Directors, would appropriately serve the Election Committee. The General Counsel for SDRMA shall also sit as a member of the Election Committee with the additional obligation of providing legal advice to the balance of the Committee as legal questions may arise.

3.0. Member Notification of Election

- 3.1. Authority staff shall provide written notification, of an election for the Board of Directors, to all member agencies during January of each election year. Such written notification shall be provided a minimum of ninety (90) days prior to the distribution of ballots and shall include; (1) the number of Director seats to be filled by election; (2) a copy of this nomination and election procedure; and (3) an outline of nomination/election deadline dates.

4.0. Qualifications

- 4.1. A candidate seeking election, re-election or appointment to SDRMA's Board of Directors must be a member of the Governing Body or a management employee of an SDRMA member participating in both the Property/Liability and Workers' Compensation Programs. To qualify as a "management employee," the candidate must be a management-level (as determined by the Governing Body) employee whose wages are reported to the IRS on a "W-2" form. Only one (1) representative from any Member may serve on the Board of Directors at the same time. [Per Bylaws, Article II, (2) (b)]
- 4.2. Each nominated candidate must submit a properly completed "Statement of Qualifications" (required form attached) with an original signature (electronic signatures are not acceptable) on or before the filing deadline in May in order for the candidate's name to be placed on the official ballot. A candidate shall provide responses to all questions on the candidate's "Statement of Qualifications". Each nominated candidate's "Statement of Qualifications" must be filed in SDRMA's office on or before the aforementioned deadline by: (1) personal delivery; (2) U.S. mail; or (3) courier. When ballots are mailed to the membership, each candidate's "Statement of Qualifications" form will be distributed to the membership exactly as submitted by the candidate to SDRMA. However, any attachments submitted by the candidate(s) with the Statement of Qualifications will not be sent by SDRMA with the ballots to any members.
- 4.3. If a nominated candidate elects not to use the provided form "Statement of Qualifications," and prepares instead the candidate's own completed form, the candidate's form must include the title "Statement of Qualifications" and contain exactly all information required and requested by the provided form.

NOTE: The candidate's "Statement of Qualifications" form must be submitted as a part of the nominating process. When ballots are mailed to the membership, each candidate's "Statement of Qualifications" form will be distributed "exactly as submitted" to SDRMA, except that any attachments submitted by the candidate will not be sent to any SDRMA members.

- 4.4. A candidate who does not submit a Candidate's Statement of Qualifications that complies with Section 4.2 or 4.3 will be disqualified by the SDRMA Election Committee.

5.0. Nominating Procedure

- 5.1. Candidates seeking election or reelection must be nominated by action of their respective Governing Body. Only one (1) candidate may be nominated per member agency and one (1) candidate shall not represent more than one (1) member agency. A resolution from the candidate's district/agency Governing Body nominating the candidate must be received by the Authority on or before the scheduled date in May. (A sample of the resolution is enclosed). Actual receipt by the Authority on or before the scheduled deadline date in May is required. The resolution nominating the candidate may be hand-delivered to the Authority or sent by U.S. mail. In the event a candidate is nominated by two (2) or more member agencies, he or she shall represent the member agency whose nominating resolution is first received by the Authority. The other member agency or agencies that nominated the candidate shall be entitled to select a replacement nominee as long as a resolution nominating the replacement is received by the Authority prior to the scheduled deadline date.
- 5.2. A member may not nominate a candidate unless that member is participating in both the Property/Liability and Workers' Compensation Programs and is in "good standing" on the date the nominations are due. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 5.3. No earlier than the day after the deadline for receipt of nominations, the Election Committee, as hereinabove defined and comprised, shall review all nominations received from members, and will reject any nominations that do not meet all of the qualifications specified and set forth in this policy. The Election

Committee's decisions regarding the qualification of nominees are final. Following the Election Committee's review of all nominations, the Election Committee shall direct that a ballot be prepared stating and listing all of the qualified nominees. The ballot of qualified nominees shall be distributed to the membership for election by mail as described below.

- 5.4. Upon verification or rejection of each nominee by the Election Committee, staff will mail acknowledgment to both the nominee and the district/agency of its acceptance or rejection as a qualified nominee for election.
- 5.5. A nominee requesting that his/her nomination be withdrawn prior to the election, shall submit such requests in writing to SDRMA's office a minimum of three (3) days prior to the scheduled date for mailing the ballots. After that date, all qualified nominees names shall appear on the ballot mailed to the membership.

6.0. Terms of Directors

- 6.1. The election of directors shall be held in each odd-numbered year. The terms of the directors elected by the Members will be staggered. Four directors will serve four-year terms, to end on December 31 of one odd-numbered year. Three directors will serve four-year terms, to end on December 31 of the alternate off-numbered year. [Per Bylaws, Article II, (3), paragraph 1].

7.0. Campaigning

- 7.1. SDRMA staff will mail each qualified candidate's "Statement of Qualifications", "exactly as submitted" by the candidate with the ballots to the membership.
- 7.2. Candidates, at their own expense, may distribute additional information to member agency(s) after the ballots have been mailed and prior to the election.
- 7.3. SDRMA staff is prohibited from actively promoting a candidate or participating in the election process while on Authority premises.
- 7.4. SDRMA staff may provide member information, mailing lists, financial reports or operational data and information, that is normally available through the Public Records Act, to candidates to assist them in their research and campaigning. In addition to obtaining such information under the Public Records Act, candidates may request SDRMA staff prepare mailing labels for the distribution of campaign materials to member agencies. Under existing policy, charges will apply for this service. The SDRMA logo is trademarked for use by SDRMA only. Neither the logo, nor any other Trademark of SDRMA may be used in any campaign literature. No campaign literature is to imply support of any candidate by SDRMA.
- 7.5. SDRMA election mailings to the membership, including ballots and candidates' "Statement of Qualifications", shall be sent via first class mail.

8.0. Limitations on Campaigning

- 8.1. As used in this section the following terms have the following meanings:

"Campaign Activity" means any activity that expressly advocates the election or defeat of a candidate or provides direct support to a candidate for his or her candidacy. "Campaign activity" does not include the incidental and minimal use of public resources, such as equipment or office space, for campaign purposes or the use of public resources to nominate a candidate or vote in any Board of Directors election.

"Candidate" means an individual who has been nominated by the Member Agency to have his or her name listed on the ballot for election to the Board of Directors.

"Expenditure" means a payment of Member Agency funds that is used for communications that expressly advocate the election or defeat of a clearly identified candidate. "Expenditure" does not include the use of public funds to nominate a candidate or vote in any Board of Directors election.

"Public resources" means any property or asset owned by the Member Agency, including, but not limited to, land, buildings, facilities, funds, equipment, supplies, telephones, computers, vehicles, travel, and Member Agency-compensated time.

- 8.2. An officer, official, employee, or consultant of a Member Agency may not expend or authorize the expenditure of any of the funds of the Member Agency to support or oppose the election or defeat of a candidate for the Board of Directors.
- 8.3. No officer, official, employee, or consultant of a Member Agency shall use or permit others to use public resources for campaign activity.
- 8.4. At any time during an election campaign, if a Member Agency or its officers, officials, employees or consultants violate this section, that Member Agency shall be ineligible to nominate a candidate for the Board of Directors election in which the violation occurred. Any candidate of an offending Member Agency shall be deemed to have withdrawn his or her candidacy. Prior to declaring a Member Agency ineligible to nominate a candidate or a specific candidate's candidacy withdrawn, the Elections Committee shall hold a hearing to determine whether or not a violation of this section occurred. The hearing shall be conducted pursuant to reasonable procedures that the Elections Committee shall prescribe, provided that the affected Member Agency or candidate shall have an opportunity to dispute the violation. At the conclusion of the hearing, the Elections Committee shall determine by a majority vote whether the violation occurred.

9.0. Balloting

- 9.1. A ballot containing nominees for the Board of Directors, accepted and approved by the Election Committee, shall be mailed by first class mail, to each SDRMA member agency, except as provided in Section 9.2 below, no less than sixty (60) days prior to the deadline for receiving ballots and the closing date for voting. Ballots shall show the date and time the ballots must be received in SDRMA's office. A self-addressed, stamped, return envelope shall be mailed with each ballot.
- 9.2. In the event that the number of qualified/approved nominees is equal to or less than the number of director seats up for election, the mailing of the ballots as outlined in Section 9.1 shall be waived.
- 9.3. Only those qualified nominees approved by the Election Committee will be eligible candidates on the ballot. Write-in candidates shall not be accepted.
- 9.4. It is required that the Governing Body of each member vote on behalf of their agency at a public meeting and the ballot MUST be signed by the agency's Presiding Officer.
- 9.5. A member may not vote unless the member was a member of the Authority in "good standing" on or before the nomination due date for the pending election. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 9.6. A member may cast only one (1) vote for the same candidate. By way of example, if there are four (4) candidates on the ballot, a member may not cast two (2) to four (4) votes for any single candidate. Any ballot casting more than one (1) vote for the same candidate will be considered void.

- 9.7. A member may vote by using the official ballot provided by SDRMA, or a copy of SDRMA's original ballot, or a reasonable duplicate prepared by the member agency. Whichever of the three foregoing formats is used, the ballot must contain an original signature and confirmation that the ballot was approved at a public meeting of the agency's Governing Body. Ballots submitted without an original signature and/or without confirmation that the form of the ballot was approved at a public meeting of the agency's Governing Body will be considered void.
- 9.8. Ballots may be returned using either hand-delivered or mailed in ballots - faxed or e-mailed ballots will not be accepted. Mailed in ballots must be addressed to, and hand-delivered ballots must be delivered to, the Special District Risk Management Authority office presently located at 1112 I Street, Suite 300, Sacramento, California 95814-2865.
- 9.9. Any ballot received after the specified deadline will not be counted and will be considered void.

10.0. Election Results

- 10.1. All ballots will be opened and counted at SDRMA's office only after the deadline for receiving ballots. Ballots will be opened by SDRMA's Election Committee, no more than five (5) days after the closing deadline. Candidates receiving the highest number of votes shall be declared the elected director(s).

- 10.2. In the event of a tie, a coin toss shall be used to determine the elected director. The coin toss shall be conducted by the Election Committee at the time and place of the conclusion of counting ballots.

PROCEDURE: In the event more than two (2) candidates tie, the coin toss shall be between two (2) candidates at a time based on the order in which their name appeared on the ballot. This process shall be repeated, as needed, in cases where there are more than two (2) candidates.

- 10.3. Excluding tie votes, within five (5) days after the ballots are opened and tabulated Authority staff shall advise the candidates and their respective agency in writing of the final election results. Copies of the results shall also be mailed/distributed to SDRMA's Board of Directors, staff and consultants and published in the first available CSDA newsletter.
- 10.4. If a director-elect withdraws after the election or fails to accept the Director seat prior to December 31, the Board shall name a new director-elect by going back to the ballots and awarding the seat to the candidate receiving the next highest number of votes during the election.
- 10.5. Staff shall invite newly elected director(s) to attend the Annual Membership meeting and all scheduled Board meeting(s) after confirmation of election results until the director(s) elect assume office. Director(s) elect will be reimbursed for expenses, except for director stipends, in accordance with approved director reimbursement policy (copy of policy shall be provided to newly elected directors).
- 10.6. A member or candidate dissatisfied with the election result may, within ten (10) days after the ballots are opened and tabulated, file with the Authority a written challenge and appeal. The challenge and appeal must clearly set forth the complaint and any and all facts in support of the challenge and appeal. Within ten (10) days after the ballots are opened and tabulated, the challenge and appeal shall be delivered and received by the Authority. Within five (5) days of receipt of the challenge and appeal, the Authority shall deliver the same to the Election Committee for decision. The Election Committee shall have absolute authority for deciding the challenge and appeal. Notice of the decision of the Election Committee shall be provided to the party filing the challenge and appeal within ten (10) days.

11.0. Director Vacancy

11.1. If a director vacancy(s) occurs (Note 1), appointment of a replacement director for the balance of the unexpired term will be made by the remaining members of the SDRMA Board. In order to accomplish this in an orderly and consistent manner, when a vacancy(s) of an elected Director(s) occurs, the SDRMA Board of Directors, after discussion and consideration, shall, when deemed appropriate, instruct staff to:

- a) notify all then member entities that a vacancy has occurred; and
- b) said notice shall refer to the applicable Article in the By-laws in advising member entities and their eligible candidates of the steps to take to apply for appointment; and
- c) the SDRMA Board shall establish the closing date for the receipt of applications; and
- d) candidates shall submit the following, by the date specified in the notice:
 - i) a letter of interest; and
 - ii) a resume, with particular emphasis on the candidate's knowledge of special districts and risk management; and
 - iii) a resolution from, or a letter approved by, the candidate's Governing Body nominating the candidate; and
- e) the Election Committee shall review all applications received, and shall reject any that do not meet all of the qualifications specified and set forth in this policy; and
- f) upon verification or rejection of each application by the Election Committee, staff will mail acknowledgement to both the applicant and the district/agency of its acceptance or rejection of the applicant as a qualified candidate for appointment; and
- g) candidates shall be interviewed at the next regularly scheduled meeting of the SDRMA Board of Directors following the date of closure for the applications. Interviews shall be in person, or if an unforeseen emergency arises, the interview may be by telephone at the same scheduled time; and
- h) the SDRMA Board shall make the appointment without undue delay, but need not act at the same meeting.

Note 1: If the Director vacancy occurs within nine (9) months after the date the ballots were counted and certified by the Election Committee or within nine (9) months after a candidate was appointed to fill a vacancy, then the Board shall have the option to interview and appoint the candidate(s) who did not receive sufficient votes to be elected OR to interview and appoint from the pool of candidates from 11.1.g) above. If the Director vacancy occurs in an election year after the Notification of Election is sent to the members, the Board may determine to fill the vacancy by appointing the candidate who receives the next highest number of votes in the election. If the Board determines in its sole discretion that none of these options is appropriate, then staff shall be instructed to proceed with the process described above in steps 11.1 a) to h).

Revised and adopted this 2nd day of November 2017, by the Board of Directors of Special District Risk Management Authority, at a regular meeting thereof.

This Policy No. 2017-10 supercedes Policy No. 2017-03 and all other policies inconsistent herewith.

APPROVED:


Jean Bracy, President
Board of Directors

ATTEST:


Gregory S. Hall, ARM
Chief Executive Officer

**SAMPLE
RESOLUTION FOR
CANDIDATE NOMINATION**

Available for download in Microsoft Word file format
visit our website at www.sdrma.org

[AGENCY NAME]
RESOLUTION NO.

**A RESOLUTION OF THE GOVERNING BODY OF THE [AGENCY NAME] NOMINATING [CANDIDATE'S NAME]
AS A
CANDIDATE FOR ELECTION TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF
DIRECTORS**

WHEREAS, the Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code, Section 6500 et.seq., for the purpose of providing risk management and risk financing for California Special Districts and other local government agencies; and

WHEREAS, the Joint Powers Agreement (JPA) and Bylaws of SDRMA set forth director qualifications, terms of office and election requirements; and

WHEREAS, the Board of Directors of SDRMA established procedures and guidelines for the Director Election process; and

WHEREAS, the Board of Directors of SDRMA established a policy requiring candidates seeking election to the SDRMA Board of Directors to be: 1) a member of the agency's governing body or management employee per SDRMA Election Policy 2017-10, Section 4.1 and be an active member agency of **both** SDRMA's Property/Liability and Workers' Compensation Programs, and 2) be nominated by Resolution of their member agency's governing body, and 3) each nominated candidate must submit a completed and signed "Candidate's Statement of Qualifications" on or before the May 1, 2019 filing deadline in order for the candidate's name to be placed on the official ballot.

NOW, THEREFORE, BE IT RESOLVED:

1. The governing body of [AGENCY NAME] nominates [CANDIDATE'S NAME], its [POSITION TITLE], as a candidate for the Board of Directors of the Special District Risk Management Authority.

2. [ONLY IF CANDIDATE IS NOT A MEMBER OF THE AGENCY'S GOVERNING BODY: The governing body of [AGENCY NAME] has determined that [CANDIDATE'S NAME] is a management employee for purposes of SDRMA Election Policy 2017-10, Section 4.1].

3. The governing body of [AGENCY NAME] further directs that a copy of this Resolution be delivered to SDRMA on or before the May 1, 2019 filing deadline.

ADOPTED this [DATE] of [MONTH/YEAR] by the Governing Body of [AGENCY NAME] by the following roll call votes:

AYES:	<u>[LIST NAMES of GOVERNING BOARD VOTES]</u>
NAYES:	"
ABSTAIN:	"
ABSENT:	"

APPROVED

ATTEST

President – Governing Body

Secretary

CANDIDATE'S STATEMENT
OF
QUALIFICATIONS

Available for download in Microsoft Word file format
visit our website at www.sdrma.org

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– no attachments will be accepted. No statements are endorsed by SDRMA.**

Candidate* _____
District/Agency _____
Work Address _____
Work Phone _____ Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

**What Board or committee experience do you have that would help you to be an effective Board Member?
(SDRMA or any other organization) (Response Required)**

Special District Risk Management Authority Board of Directors Candidate's Statement of Qualifications
--

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

[illegible]

What is your overall vision for SDRMA? (Response Required)

[illegible]

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____ Date _____



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2019 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION BALLOT ENCLOSED

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- ☐ Election Ballot Instructions
- ☐ Official Election Ballot (Action Required)
- ☐ Candidate's Statements of Qualifications (5)
- ☐ Self-addressed, Stamped Envelope



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141 or 800.537.7790 • F 916.231.4111

Maximizing Protection. Minimizing Risk. • www.sdrma.org

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2019.

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot.

Enclosed is the Official Election Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed Official Election Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Ballot at a public meeting. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and **received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Wednesday, August 21, 2019 to the address below.** A self-addressed, stamped envelope is enclosed. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

4. The four-year terms for newly elected Directors will begin on January 1, 2020 and terminate on December 31, 2023.
5. Important balloting and election dates are:

August 21, 2019:	Deadline for members to return the signed Official Election Ballot
August 22, 2019:	Ballots are opened and counted
August 23, 2019:	Election results are announced, and candidates notified
September 25, 2019:	Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Anaheim at the CSDA Annual Conference
November 6-7, 2019:	Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)
January 2020:	Newly elected Directors are seated, and Board officer elections are held

If you have any questions regarding the election and balloting process, please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

**OFFICIAL 2019 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- ☐ **BOB SWAN (INCUMBENT)**
Board Member, Groveland Community Services District
- ☐ **JESSE D. CLAYPOOL**
Board Chair, Honey Lake Valley Resource Conservation District
- ☐ **PATRICK K. O'ROURKE, MPA/CFRM**
Board Member, Redwood Region Economic Development Commission
- ☐ **SANDY SEIFERT- RAFFELSON (INCUMBENT)**
Finance Manager/Treasurer, Herlong Public Utility District
- ☐ **JAMES (Jim) M. HAMLIN**
Board President, Burney Water District

ADOPTED this ____ day of _____, 2019 by the Nipomo Community Services District at a public meeting by the following votes:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

ATTEST:

APPROVED:

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan

District/Agency Groveland Community Services District (GCSD)

Work Address P.O. Box 350, Groveland, CA 95321

Work Phone (209) 962-7161

Home Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).


What is your overall vision for SDRMA? (Response Required)

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

 Date 4-24-2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* **Jesse D. Claypool**
District/Agency **Honey Lake Valley Resource Conservation District**
Work Address **USDA Service Center 170 Russell Avenue, Suite C Susanville, CA 96130**
Work Phone **530-257-7271 ext 100** Home Phone **530-310-0232**

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district, working together with the other SDRMA Board Members, to ensure relevant—affordable solutions are available to all size special districts.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I am currently serving my fifth (5th) consecutive term as Chairman of the Board of a special district. I served two (2) yrs. on a Technical Advisory Committee for the prevention of violence against schools K-12. I served one (1) term on an elementary school board. I am currently serving my second (2nd) consecutive term on CSDA's committee for Professional Development. I am currently serving my sixth (6th) consecutive term on the board of a Regional Water Management Group. I am currently serving my second (2nd) consecutive term on CSDA's committee for Member Services. I am currently serving as a member of the County's Civil Grand Jury.

I have attended and completed the California School Board Association's New Board Member Training. I have Certificates of Completion from CSDA for General Manager Evaluation, Exercising Legislative Authority and Achieving Transparency. I attended and completed CSDA's Extraordinary Leader training. I attended and completed CSDA's Special District Leadership Academy and I have received CSDA's Recognition in Special District Governance certificate.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-26-19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Patrick K. O'Rourke, MPA/CFRM
District/Agency Redwood Region Economic Development Commission (RREDC)
Work Address 520 E Street Eureka, CA 95501
Work Phone 707-445-9651 Home Phone 707-726-6700

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____

Date _____

3/25/1954 2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Candidate* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davls Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.

As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/16/19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* James (Jim) M. Hamlin
District/Agency Burney Water District
Work Address 20222 Hudson St. Burney, Ca. 96013
Work Phone (530) 335-3582 Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

Hope to serve and help with decisions being made to both strengthen SDRMA and
move into new areas. Our districts are facing new challenges constantly.

**What Board or committee experience do you have that would help you to be an effective Board Member?
(SDRMA or any other organization) (Response Required)**

See Next

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

September 1972 until January 2014, owned and operated a Insurance brokerage
Sold business and retired.

Board Member of Mayers Memorial Hospital Districr From 1990 until 2014
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current
Serving on Mayers Memorial Hospital Financial Board.

What is your overall vision for SDRMA? (Response Required)

SDRMA Board must be strong and protect the concerns of their members. Need
to have a listening ear for the districts that are represented. Need to
use caution when jumping into new areas, not jepordise their strong programs
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

James M. Hinkle

Date

3-27-2019

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER



FROM: LISA BOGNUDA
FINANCE DIRECTOR

DATE: JUNE 7, 2019

AGENDA ITEM
E-4
JUNE 12, 2019

**AUTHORIZE RECORDATION OF TAX LIENS FOR PROPERTIES
IN ARREARS IN PAYMENT OF SOLID WASTE FEES**

ITEM

Public Hearing – Authorize recordation of tax liens for properties in arrears in payment of solid waste fees. [RECOMMEND CONDUCT HEARING, AMEND GENERAL MANAGER'S REPORT IF NECESSARY, AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING GENERAL MANAGER'S REPORT AND AUTHORIZING RECORDATION OF LIENS]

BACKGROUND

On August 10, 2005, the District adopted Ordinance No. 2005-104. This Ordinance made trash collection within the District mandatory. In addition, the Ordinance incorporated the procedures of Section 61621.2 of the Government Code (now Government Code Section 61115(3)(b)) for the collection of delinquent solid waste charges on the tax rolls. Section 7.09.020(A) of the District Code provides:

Upon receipt of the information identified in Section 7.09.010 of this chapter, the District will implement the collection procedures identified in Section 61621.2 of the Government Code for accounts that have accrued a delinquency during the last twelve months.

District Staff has coordinated with South County Sanitary to follow the required procedures.

1. On or about March 18, 2019, South County Sanitary sent certified letters to each delinquent account giving a 45-day notice to pay pursuant to District Code Section 7.09.010. The letter also stated that non-payment may result in the Nipomo Community Services District placing a lien on owner's property and collection of the amount owing with general taxes.
2. On May 1, 2019, South County Sanitary provided the District with the listing of delinquent accounts.
3. On May 3, 2019, Nipomo Community Services District sent a Notice of Public Hearing to each delinquent property owner.
4. On May 29, 2019 and June 5, 2019, the Notice of Public Hearing was published in the Santa Maria Times.
5. Property Owners that have paid by June 6, 2019, have been removed from the listing in Exhibit A, Unpaid Solid Waste Collection Charges.

Now is the time and place for the public hearing for the Board to confirm the report for collection of the charges on the 2019-2020 tax roll and to give opportunity for filing objections and for the presentation of testimony or other evidence concerning said report.

RECOMMENDATION

Conduct a public hearing, consider testimony, amend Exhibit A if necessary, and by motion and roll call vote, adopt Resolution 2019-XXXX Solid Waste including Exhibit "A" authorizing recordation of solid waste collection liens.

ATTACHMENTS

- A. Resolution 2019-XXXX Solid Waste

JUNE 12, 2019

ITEM E-4

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
CONFIRMING REPORT OF DISTRICT GENERAL MANAGER
AND ORDERING THE COLLECTION OF UNPAID
SOLID WASTE COLLECTION CHARGES ON THE TAX ROLL**

WHEREAS, the Nipomo Community Services District ("District") makes the following findings of fact:

- A. The District is duly authorized to provide its residents with solid waste collection services ("Solid Waste Collection Services").
- B. On August 10, 2005, the District duly adopted Ordinance No. 2005-104 that incorporates the procedures of Section 61621.2 of the Government Code (now Government Code §61115(b)) for the collection of delinquent solid waste charges on the tax rolls. Section 7.09.020 (A) of the District Code provides:
 - A. Upon receipt of the information identified in Section 7.09.010 of this chapter, the District will implement the collection procedures identified in Section 61115(b) of the Government Code for accounts that have accrued a delinquency during the last twelve months.
- C. The Franchisee who provides Solid Waste Collection Services, has provided notice to delinquent service accounts pursuant to District Code §7.09.010.
- D. The District General Manager has prepared and filed a report ("Report") that describes each affected parcel of real property and the amount of charges and delinquencies for each affected parcel for the year. Said Report is attached hereto as Exhibit "A" and incorporated herein by this reference.
- E. The District General Manager, pursuant to Section 6066 of the Government Code, has published notice of the filing of the Report and of the time and place of a public hearing on the report, and has caused notice in writing to be mailed to the owner of each affected parcel as shown on the last equalized Assessment Roll available on the date the Report was prepared, at the address shown on the Assessment Roll or as known to the General Manager.
- F. On June 12, 2019, a public hearing was held before the District Board at which time all interested persons were given the opportunity to object or protest the Report, or any portions thereof.

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

- 1. Each of the above findings is true and correct and incorporated herein by this reference.
- 2. That the Report (Exhibit "A"), as submitted and revised, by the Board of Directors, is hereby confirmed and adopted.

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
CONFIRMING REPORT OF DISTRICT GENERAL MANAGER
AND ORDERING THE COLLECTION OF UNPAID
SOLID WASTE COLLECTION CHARGES ON THE TAX ROLL

3. The charges as described in the Report, as revised, shall constitute a lien on the parcel of real property for which said charges are delinquent and unpaid.

4. On or before August 15, 2019, the District General Manager shall file with the County Auditor a copy of this Resolution and Report showing the unpaid charges as required by Section 61115 (b) of the Government Code.

5. Pursuant to Government Code §61115 (b), the County Auditor shall enter the amount of charges and penalties against each of the affected parcel of real property as they appear on the current Assessment Roll. The County Tax Collector shall include the amount of the charges on the tax bills for each affected parcel of real property and collect the charges in the same manner as property taxes.

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

AYES:
NOES:
ABSENT:
CONFLICT:

the foregoing Resolution is hereby passed and adopted this 12th day of June 2019.

ED EBY
President of the Board

ATTEST:

APPROVED AS TO FORM AND LEGAL
EFFECT:

MARIO IGLESIAS
General Manager and Secretary to the Board

WHITNEY G. McDONALD
District Legal Counsel

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-1508

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
CONFIRMING REPORT OF DISTRICT GENERAL MANAGER
AND ORDERING THE COLLECTION OF UNPAID
SOLID WASTE COLLECTION CHARGES ON THE TAX ROLL

EXHIBIT "A"
UNPAID SOLID WASTE COLLECTION CHARGES

	Property Owner	Service Address	Assessor Parcel Number	Total
1	FOX, VICTORIA	112 E BENNETT ST	090-084-023	274.00
2	MACALUSO, AMANDA	156 DAY ST	090-362-016	250.96
3	CORTEZ, CASSANDRA	235 E BRANCH	090-371-042	278.12
4	SOTO, ALFREDO	217 E TEFFT ST	090-371-064	333.28
5	VOGELSANG, CHARLES S	210 E TEFFT ST	090-372-019	381.94
6	CARPER, EVA	189 E TEFFT ST	090-382-017	273.74
7	SENDEJAS, PAULINE	201 S BURTON ST	090-442-005	205.42
8	GARCIA, JEREMY	218 LEMA DR	091-374-003	283.24
9	BREMNER, TERRY	648 BARBERRY WAY	091-413-016	273.74
10	RAMISCAL, DONNA	745 JUNIPER ST	092-138-003	413.18
11	HEIRS OF CELIA GONZALES	499 S OAKGLEN AVE	092-282-003	273.74
12	GONZALES, JOHN	542 MACAW CT	092-383-009	273.74
13	SELL, JIM	640 BEVERLY DR	092-463-021	299.72
			TOTAL	\$3,819.82

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER



FROM: WHITNEY MCDONALD
DISTRICT COUNSEL

DATE: JUNE 7, 2019

AGENDA ITEM
E-5
JUNE 12, 2019

**INTRODUCE ORDINANCE AMENDING
NIPOMO COMMUNITY SERVICES DISTRICT
CODE SECTION 7.08.030**

ITEM

Introduce an ordinance amending Nipomo Community Services District Code Section 7.08.030 [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]

BACKGROUND

In 2005, the Nipomo Community Services District ("District") Board of Directors adopted Ordinance 2005-104, which implemented mandatory solid waste collection, adopted district-wide fees for solid waste service, and amended Chapter 7.01 of the District Code to require wastewheeler service for garbage, recycling and greenwaste collection. Section 7.08.030 - Rates and Charges, included in Ordinance 2005-104, current reads as follows:

7.08.030 - Rates and charges.

- A. The owner of the property which is furnished service shall be responsible for payment of all rates, charges and fees, including penalties thereon regarding such furnished services. Unpaid obligations shall run with the land and shall create a lien on the property involved. At the owner's request, and subject to a fee established by the franchisee, duplicate bills and delinquency notices will be mailed to the service address by the franchisee.
- B. Rates and charges for residential and commercial solid waste collection shall be established pursuant to their procedures established by Article XIII D Section 6 of the California Constitution. The rate schedule for residential and commercial solid waste service is set out in Exhibit A at the end of this chapter.
- C. After the 2004—2005 fiscal year, the charges for both commercial and residential customers may be adjusted on July 1st of each fiscal year up to the average percentage change in San Francisco-Oakland-San Jose Consumer Price Index for the prior twelve-month period, as reported by the Bureau of Labor Statistics of the United States Department of Labor.
- D. The franchisee shall provide each property owner with notice of property owner's responsibility for payment of solid waste rates and charges and a summary of Sections 7.08.030 et seq. and 7.09.000 et seq. of the district's code as part of all notices of rate increases as required by the franchise agreement.

(Ord. 2005-104 § 12, 2005)

District Counsel is recommending amendments to this section in order to clarify that applicable solid waste collection rates and charges are adopted by Resolution of the Board of Directors, as permitted by Government Code section 61115. It is also recommended that the Consumer Price Index referenced in Section 7.08.030.C. be modified to reference the index for All U.S. Cities rather than the index for the San Francisco-Oakland-San Jose area in order to be consistent with the index used by other jurisdictions in the region. The recommended changes to Section 7.08.030 are shown in the following underline and strikeout language:

7.08.030 - Rates and charges.

- A. The owner of the property which is furnished service shall be responsible for payment of all rates, charges and fees, including penalties thereon regarding such furnished services. Unpaid obligations shall run with the land and shall create a lien on the property involved. At the owner's request, and subject to a fee established by the franchisee, duplicate bills and delinquency notices will be mailed to the service address by the franchisee.
- B. Rates and charges for residential and commercial solid waste collection shall be established pursuant to their procedures established by Article XIII D Section 6 of the California Constitution and established by Resolution adopted by the District Board of Directors. ~~The rate schedule for residential and commercial solid waste service is set out in Exhibit A at the end of this chapter.~~
- C. ~~After the 2004—2005 fiscal year,~~ The charges for both commercial and residential customers may be adjusted on July 1st of each fiscal year up to the average percentage change in the Consumer Price Index for Urban Consumers based on the All U.S. City Average~~San Francisco-Oakland-San Jose~~ for the prior twelve-month period, as reported by the Bureau of Labor Statistics of the United States Department of Labor.
- D. The franchisee shall provide each property owner with notice of property owner's responsibility for payment of solid waste rates and charges and a summary of Sections 7.08.030 et seq. and 7.09.000 et seq. of the district's code as part of all notices of rate increases as required by the franchise agreement.

A redline version of the Ordinance showing these changes to the existing code is included as Attachment A. Attachment B is the clean version of the Ordinance proposed for introduction. It is recommended that your Board introduce the Ordinance by reading its title in its entirety and waive further reading. Following introduction, District Counsel will prepare a summary of the ordinance for publication in accordance with Government Code section 25124. The Ordinance may then be adopted at your Board's next regular meeting.

FISCAL IMPACT

There is no fiscal impact to the District other than time spent developing the ordinance which is included in the District's annual budget.

STRATEGIC PLAN

Goal 8. ADDITIONAL COMMUNITY SERVICES. Staff should focus on meeting the goals and objectives of existing services. Adding new services will be considered on a case-by-case basis and entered into only if funding can be found and existing services are not harmed.

8.A. ACTIVITIES FOR COMPLETION

A.1 SOLID WASTE. Seek to maximize solid waste services for community and build understanding of services like hazardous waste, recycling, etc. and District's role.

RECOMMENDATION

It is recommended that your Board introduce, read the full title, waive further reading of the ordinance, and direct District Counsel and staff to prepare and publish a summary of the ordinance, utilizing the following language: "I move that we introduce AN ORDINANCE OF BOARD OF THE DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AMENDING NIPOMO COMMUNITY SERVICES DISTRICT CODE SECTION 7.08.030, 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."

ATTACHMENTS

- A. Ordinance 2019-XXXX, Redline depicting changes to existing District Code Section 7.08.030
- B. Ordinance 2019-XXXX, AN ORDINANCE OF BOARD OF THE DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AMENDING NIPOMO COMMUNITY SERVICES DISTRICT CODE SECTION 7.08.030

JUNE 12, 2019

ITEM E-5

ATTACHMENT A

ORDINANCE NO. 2019-XXXX

**AN ORDINANCE OF BOARD OF THE DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
AMENDING NIPOMO COMMUNITY SERVICES DISTRICT
CODE SECTION 7.08.030**

The Board of Directors of the Nipomo Community Services District ordains as follows:

SECTION 1. Section 7.08.030 of the Nipomo Community Services District Code, referenced herein as "District Code," shall be amended and replaced in its entirety to read as follows:

7.08.030 - Rates and charges.

- A. The owner of the property which is furnished service shall be responsible for payment of all rates, charges and fees, including penalties thereon regarding such furnished services. Unpaid obligations shall run with the land and shall create a lien on the property involved. At the owner's request, and subject to a fee established by the franchisee, duplicate bills and delinquency notices will be mailed to the service address by the franchisee.
- B. Rates and charges for residential and commercial solid waste collection shall be established pursuant to their procedures established by Article XIII D Section 6 of the California Constitution and established by Resolution adopted by the District Board of Directors. ~~The rate schedule for residential and commercial solid waste service is set out in Exhibit A at the end of this chapter.~~
- C. ~~After the 2004-2005 fiscal year, the~~ charges for both commercial and residential customers may be adjusted on July 1st of each fiscal year up to the average percentage change in the Consumer Price Index for Urban Consumers based on the All U.S. City Average San Francisco-Oakland-San Jose for the prior twelve-month period, as reported by the Bureau of Labor Statistics of the United States Department of Labor.
- D. The franchisee shall provide each property owner with notice of property owner's responsibility for payment of solid waste rates and charges and a summary of Sections 7.08.030 et seq. and 7.09.000 et seq. of the district's code as part of all notices of rate increases as required by the franchise agreement.

SECTION 2. Any sections, portions of sections, or subsections of the District Code not specifically amended and replaced herein shall remain in full force and effect.

SECTION 3. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Governing Board of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsection, sentence,

ORDINANCE NO. 2019-XXXX

**AN ORDINANCE OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AMENDING NIPOMO COMMUNITY SERVICES DISTRICT
CODE SECTION 7.08.030**

clause or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

SECTION 4. The Board of Directors of the District finds that this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Sections 15378(b)(2) and 15378(b)(4) because it constitutes general policy and procedure making and government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. The Board of Directors further finds that the adoption of this Ordinance is not a project as defined in CEQA Guidelines Section 15378 because it can be seen with certainty that it will not result in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. The District General Manager is directed to prepare and file an appropriate notice of exemption.

SECTION 5. This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage. Before the expiration of the fifteenth (15th) day after passage this Ordinance shall be published once with the names of the members of the Board of Directors voting for or against the Ordinance in a newspaper of general circulation within the District.

INTRODUCED at its regular meeting of the Board of Directors held on June 12, 2019, and PASSED and ADOPTED by the Board of Directors of the Nipomo Community Services District at its regular meeting on the ____ day of _____, 2019, by the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
CONFLICTS:

ED EBY
President, Board of Directors

ATTEST:

APPROVED AS TO FORM AND LEGAL
EFFECT:

MARIO IGLESIAS
General Manager and
Secretary to the Board

WHITNEY G. McDONALD
District Legal Counsel

JUNE 12, 2019

ITEM E-5

ATTACHMENT B

ORDINANCE NO. 2019-XXXX

**AN ORDINANCE OF BOARD OF THE DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
AMENDING NIPOMO COMMUNITY SERVICES DISTRICT
CODE SECTION 7.08.030**

The Board of Directors of the Nipomo Community Services District ordains as follows:

SECTION 1. Section 7.08.030 of the Nipomo Community Services District Code, referenced herein as "District Code," shall be amended and replaced in its entirety to read as follows:

7.08.030 - Rates and charges.

- A. The owner of the property which is furnished service shall be responsible for payment of all rates, charges and fees, including penalties thereon regarding such furnished services. Unpaid obligations shall run with the land and shall create a lien on the property involved. At the owner's request, and subject to a fee established by the franchisee, duplicate bills and delinquency notices will be mailed to the service address by the franchisee.
- B. Rates and charges for residential and commercial solid waste collection shall be established pursuant to their procedures established by Article XIII D Section 6 of the California Constitution and established by Resolution adopted by the District Board of Directors.
- C. The charges for both commercial and residential customers may be adjusted on July 1st of each fiscal year up to the average percentage change in the Consumer Price Index for Urban Consumers based on the All U.S. City Average for the prior twelve-month period, as reported by the Bureau of Labor Statistics of the United States Department of Labor.
- D. The franchisee shall provide each property owner with notice of property owner's responsibility for payment of solid waste rates and charges and a summary of Sections 7.08.030 et seq. and 7.09.000 et seq. of the district's code as part of all notices of rate increases as required by the franchise agreement.

SECTION 2. Any sections, portions of sections, or subsections of the District Code not specifically amended and replaced herein shall remain in full force and effect.

SECTION 3. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Governing Board of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsection, sentence, clause or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

ORDINANCE NO. 2019-XXXX

**AN ORDINANCE OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AMENDING NIPOMO COMMUNITY SERVICES DISTRICT
CODE SECTION 7.08.030**

SECTION 4. The Board of Directors of the District finds that this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Sections 15378(b)(2) and 15378(b)(4) because it constitutes general policy and procedure making and government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. The Board of Directors further finds that the adoption of this Ordinance is not a project as defined in CEQA Guidelines Section 15378 because it can be seen with certainty that it will not result in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. The District General Manager is directed to prepare and file an appropriate notice of exemption.

SECTION 5. This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage. Before the expiration of the fifteenth (15th) day after passage this Ordinance shall be published once with the names of the members of the Board of Directors voting for or against the Ordinance in a newspaper of general circulation within the District.

INTRODUCED at its regular meeting of the Board of Directors held on June 12, 2019, and PASSED and ADOPTED by the Board of Directors of the Nipomo Community Services District at its regular meeting on the ____ day of _____, 2019, by the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
CONFLICTS:

ED EBY
President, Board of Directors

ATTEST:

APPROVED AS TO FORM AND LEGAL
EFFECT:

MARIO IGLESIAS
General Manager and
Secretary to the Board

WHITNEY G. McDONALD
District Legal Counsel