

TO: BOARD OF DIRECTORS
 FROM: MARIO IGLESIAS
 GENERAL MANAGER
 DATE: May 8, 2020

**AGENDA ITEM
 F
 MAY 13, 2020**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is April 26, 2020 through May 9, 2020.*

DISTRICT BUSINESS

Administrative

The District encourages residents to provide reports of any observed water waste. The District keeps an accounting of leak adjustments as a measure of non-revenue water lost to leaks as well as tracking late fee waivers. For the month of April 2020, the District is waiving all late fees and is not keeping track of late payments due to the District's response to the COVID19 health emergency. There were 4 Leak Adjustments applied for and granted. The District is also offering to customers to credit their account the third-party cost for paying their bill on-line. There is a \$3.95 charge by Official Payments, the third-party vender that provides the service. A total of 9 customers took advantage of the District's offer in the month of April

Office Activities

	April 20	Jan 20 - April 2020
Reports of Water Waste	0	0
Leak Adjustments	4	11
Leak Adjustment Amount	\$2,182	\$3,643
Late Fee Waivers	0	15
Late Fee Waiver Adjustment Amount	\$0	\$2,940
Official Payments cost to District	\$36	\$36

Water Resources

Table 1. Total Production Acre Feet (AF)

	Mar-20	Jul 19 - Mar 20
Groundwater Production	63.1	781.6
Supplemental Water Imported	<u>77.4</u>	<u>804.1</u>
Total Production	138.7	1,585.7

NCSD imported 77.5 AF of water over the 30 day period in April averaging 585 gallons per minute for an average total of 841,782 gallons per day. For fiscal year 2019-20 the District must import at least 800 AF of supplemental water to meet its contractual obligation with the City of Santa Maria. On average, the District must import an average of 67 AF per month. For the ten-month period, July 1, 2019 through April 31, 2020, a total of 670 AF would indicate the District was on target to meet its import water obligation. Compared to the 804 AF imported in this time period (July through April), the District has reached 120% of its import water obligation.

The District's total combined production, including groundwater production wells and supplemental water imported at the Joshua Road Pump Station, registered 138.7 AF for the month and 1,585.7 AF for the ten months of FY 2020. Compared to 1,538 AF in FY 2019 for the same period, the current fiscal years total water production is a 3% increase year over year.

NCSD GW Reduction

Table 2 compares the District's total water production for the month of April and the fiscal year-to-date (July 2019 through April 2020) total against the same period for 2013 (pre-drought production). The Department of Water Resources ("DWR") designated 2013 as the pre-drought production year. The pre-drought production data is included in the monthly water production report and compared to current usage, all of which is submitted by water purveyors statewide to DWR. There is no mandate by DWR at this time for the District to reach a particular conservation level. The District's year-to-date conservation effort improved to 25% for the fiscal year.

Table 2. FY 2020 Total Demand To-date Compared to 2013

	Apr-20	July – Apr 2020
Total Production (AF) for FY 2019-20	138.7	1,585.7
Total Production (AF) for 2013	<u>224.0</u>	<u>2,108.0</u>
Reduction (AF)	<u>85.3</u>	<u>522.3</u>
Percentage Reduction	<u>38.7%</u>	<u>24.8%</u>

The District's purveyor customers, Golden State Water Company and Woodlands Mutual Water Company, each claim 16.66% (cumulatively 33.33%) of the imported water NCSD brings onto the basin through the NSW. Of the 800 AF minimum imported water from the City of Santa Maria, 266.6 AF or 33.33 % of the imported water – whichever is greater – will be credited to these two purveyor customers. The credited amount must be added to the District's groundwater pumping total every month to reflect the groundwater pumped by these customers in-lieu of taking imported water from the District. Table 3 below demonstrates the calculus for determining the District's groundwater pumping reduction.

Table 3. NCSD GW Production (NCSD GW Well Production plus Purveyor Credit)

	Apr-20	Jul 19 - Apr 20
NCSD GW Well Production	61.3	781.6
Purveyor Customer Credit (33.3% of Import Water)	<u>25.8</u>	<u>267.6</u>
NCSD Total Calculated GW Production	87.1	1,049.5
Average GW Production for 2009-2013	<u>199.0</u>	<u>2,008.1</u>
NCSD Percentage of GW Reduction	56%	48%

Taking into consideration the above referenced purveyor customer credit, the District can claim a groundwater pumping reduction of 56% for the month of April compared to the 5-year average from 2009 to 2013 (NMMA-TG assigned comparator). For Fiscal Year 2020, the total groundwater pumping reduction for the District is 48%. At the current Stage IV level of NMMA’s Water Shortage Condition and Response Plan, the District is short of achieving its targeted groundwater pumping reduction level of 50% for the year.

2020 Fiscal Year Groundwater Pumping Forecast

Table 4 projects the District’s groundwater pumping reduction effectiveness for Fiscal Year 2020. The targeted groundwater pumping reduction as stated above is 50%. At current usage through in April 2020, and using last year’s production values for the remaining 2 months of the fiscal year inserted, the District is predicted to make its pumping reduction goals for fiscal year 2020. This exercise demonstrates that there would be a nominal amount of ground water pumped in excess of the 50% target. Each year, water use trends slightly differ depending upon the weather – a major factor that drives consumer water demand. Table 4 is a forecasting tool used to help staff respond and adjust its actions to help reach the groundwater pumping reduction target.

Table 4. Projected Groundwater Pumping

	Year-to-Date		Target	Over/(Under)	AcFt
	Apr-20	Jul-Jun 2020			
NCSD GW Well Production	61.3	951.7			
Purveyor Customer Credit (33.3% of Import Water)	25.8	323.3			
NCSD Total Calculated GW Production	87.1	1,275.0	1,266.0	(9.05)	
Average GW Production for 2009-2013	199.0	2,533.3	2,533.3		
NCSD Percentage of GW Reduction	56%	50%	50.0%		

Table 5. FY 2019 v. FY 2020 Groundwater Pumping

	Apr-20	Jul 19-Apr 20	Apr-19	Jul 18-Apr 19
	NCSD GW Well Production	61.3	781.6	86.7
Purveyor Customer Credit (33.3% of Import Water)	25.8	267.9	25.2	268.3
NCSD Total Calculated GW Production	87.1	1,049.5	112.0	978.2
Average GW Production for 2009-2013	199.0	2,008.1	199.0	2,008.1
NCSD Percentage of GW Reduction	56%	48%	44%	51%

Table 5 compares the previous year’s groundwater pumping with the current year’s groundwater pumping for the same period. The District’s overall water demand is up for the current year. The community may achieve the same level of groundwater pumping reduction year over year depending upon the weather. The data leaves open a possibility that, all things being equal, the District could reach its groundwater pumping reduction target for the fiscal year.

Rainfall Gauge – (gathered from the following websites)

Note 1: SLO County Website

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

Note 2: SLO County Website

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

(Reported in inches)	Nipomo East (Dana Hills Reservoirs)	Nipomo South (Southland Plant)
April 2020 Total	1.77	1.41
July-2019 through Apr-2020 (Seasonal Total)	11.70	11.42
May 1, 2020 to May 7, 2020	0.0	0.0
Total Rainfall to date	13.47	11.42
Average Annual Year Rainfall	18.0 ¹	14.0 ²

Safety Program

Next Quarterly Safety Meeting Scheduled for Friday, June 19, 2020.

Other Items

COVID19 RESPONSE PLAN UPDATE [ATTACHMENT A]

GFOA: Certificate of Achievement for Excellence in Financial Reporting Award [ATTACHMENT B]

Supplemental Water Capacity Accounting

Summary Since January 25, 2008

	Number of Equivalent Meters	AFY
Supplemental Water Available for Allocation	947	500
Supplemental Water Reserved (Will Serve Letter Issued)	123	-64.9
Subtotal Net Supplemental Water Available for Allocation	824	435.1
Supplemental Water Assigned (Intent-to-Serve Issued)	126	-66.5
Total Remaining Supplemental Water Available for Allocation	698	368.5

As of April 30

Connection Report

Nipomo Community Services District Water and Sewer Connections	END OF MONTH REPORT											
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Water Connections (Total)	4441	4444	4444	4445								
Sewer Connections (Total)	3208	3211	3211	3213								
New Water Connections	0	3	0	1								
New Sewer Connection	1	3	0	2								
Galaxy & PSHH at Orchard and Division Sewer Connections billed to the County	476	476	476	476								

The Connection Report is current through May 1, 2020.

Meetings (April 26, through May 9)

Meetings Attended (telephonically or in person):

- Apr 28, NMMA-TG Approve Annual Report
- Apr 29, Rotary
- Apr 29, Customer WQ Review
- Apr 29, CSDA General Manager's Meeting
- Apr 29, NMMA Manager's Meeting
- Apr 29, BL Assessment District Formation Team
- Apr 30, NCSD Management Team Meeting
- Apr 30, Curt de Crinis – BL (Underwriter Presentation)
- May 4, NCSD Management Team Meeting
- May 4, Board Officers Meeting
- May 5, BLMA Meeting
- May 6, Rotary
- May 6, Customer – Meter Test Result
- May 6, SLO EOC Briefing
- May 6, CSD General Manager's Meeting

Meetings Scheduled (May 10 through May 16):

Upcoming Meetings (telephonically or in person):

- May 12, Eng/Admin Meeting
- May 12, Specialty Glass – Front Counter Window
- May 13, Regular NCSD Board Meeting
- May 13, Exec. Team After-Board Meeting
- May 14, Assessment District Team Meeting

Upcoming Water Resource and Other Meetings

Upcoming Standing Meetings:

- NMMA-TG: May 21st (Thursday) @ 10:00 AM, Conf. Call
- RWMG: No Meeting Scheduled
- WRAC: June 3rd, Virtual Meeting @ 1:30 PM, Conf. Call
- NMMA Purveyor Meeting: May 28th @ 11:00 AM, NCSD Conf. Rm.
- NCSD Board Officer Meeting: May 18th @2:00 PM, NCSD Conf. Rm.

RECOMMENDATION

Staff seeks direction and input from your Board

ATTACHMENTS

- A. COVID19 - NCSD Response Plan Update
- B. GFOA: Certificate of Achievement for Excellence in Financial Reporting Award

MAY 13, 2020

ITEM F

ATTACHMENT A

Date: May 7, 2020
Response Activities to COVID19 Health Emergency
Prepared by: Mario Iglesias, General Manager

DISTRICT RESPONSE TO COVID 19

New Actions

1. Operations Staff are on normal 7:00 am to 3:30 pm work schedule as of Monday, May 4th. County opened up construction sites.
2. Expanded Customer Service Work to include site visits for investigations (high bills, meter issues).
3. Trailers for quarantine have been returned.
4. District to begin wastewater sampling in conjunction with County effort to determine presents of COVID19 in communities.

Ongoing Actions

1. Daily Completion of EOC Requested District Staffing Conditions Report [see attached example]
2. Participate in SLO County Daily EOC Briefing
3. Review SLO County Daily EOC Status Report
4. Practicing Social Distancing
5. Administrative staff continuing to split into two daily shifts. This will continue until May 18, 2020 when County is expected to move into its next phase.

Previous Actions

1. NCSB Board Passes Resolution Declaring Emergency in District
2. Admin Office Closed to the Public
 - a. Meetings are virtual – Conference Calls
3. Split staff into two teams
 - a. See schedule on Response Plan
4. Received directions for FEMA Public Assistance – Cost Tracking Guidance
5. Governor’s Executive Order – No Water Turn-offs
 - a. District instituted this policy as well as a No Late Fee – No Penalty Fees
6. Wipe-down between shifts
7. Each operator in separate designated vehicle.
8. Received additional PPE.

MAY 13, 2020

ITEM F

ATTACHMENT B



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

Nipomo Community Services District
California

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2019

Christopher P. Morill

Executive Director/CEO