

TO: BOARD OF DIRECTORS
 FROM: MARIO IGLESIAS
 GENERAL MANAGER
 DATE: September 4, 2020



**AGENDA ITEM
 F
 SEPTEMBER 9, 2020**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is August 23, 2020 through September 5, 2020.*

DISTRICT BUSINESS

Administrative

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. 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 was 1 Leak Adjustments granted in August. The District is also offering to credit customer accounts to cover their third-party cost for paying the utility bill on-line. There is a \$3.95 charge by Official Payments, the third-party vender that provides the service. A total of 4 customers took advantage of the District's offer in the month of August.

Office Activities

	August 20	Mar 20 - Aug 2020
Reports of Water Waste	0	0
Leak Adjustments	1	12
Leak Adjustment Amount	\$158	\$3,957
Late Fee Waivers	0	15
Late Fee Waiver Adjustment Amount	\$0	\$2,940
Official Payment (Count March-June)	4	59
Official Payments cost to District	\$16	\$229

Water Resources

<u>Table 1. Total Production Acre Feet (AF)</u>		
	Aug-20	Jul 20 - Jun 21
Groundwater Production	98.2	218.3
Supplemental Water Imported	<u>113.1</u>	<u>205.9</u>
Total Production	211.3	424.2

The District's total combined production, including groundwater production wells and supplemental water imported at the Joshua Road Pump Station, registered 211.3 AF for the month of August.

NCSO imported 113.1 AF of water over the 31 day period in August, averaging 825 gallons per minute for an average total of 1.2 million gallons per day. This is approximately 18% more import water than the previous month. For fiscal year 2020-21 the District must import at least 1,000 AF of supplemental water to meet is contractual obligation with the City of Santa Maria.

On average, the District must import an average of 84 AF per month; 168 AF for the two month period. For the fiscal year, July 1, 2020 through August 31, 2020, a total of approximately 206 AF was imported and that indicates the District met its targeted import water obligation for the period. Compared to the 168 AF imported in this time period (July through August), the District has reached 122% of its import water purchase obligation.

NCSD GW Reduction

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 NSWP. Of the 1,000 AF minimum imported water from the City of Santa Maria, 333 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 2 below demonstrates the calculus for determining the District’s groundwater pumping reduction.

	Aug-20	Jul 20 - Jun 21
NCSD GW Well Production	98.2	218.3
Purveyor Customer Credit (33.3% of Import Water)	<u>37.7</u>	<u>68.6</u>
NCSD Total Calculated GW Production	135.9	286.9
Average GW Production for 2009-2013	<u>284.7</u>	<u>575.9</u>
NCSD Percentage of GW Reduction	52%	50%

2021 Fiscal Year Groundwater Pumping Forecast

Table 3 projects the District’s groundwater pumping reduction effectiveness for Fiscal Year 2021. The targeted groundwater pumping reduction as stated above is 50%. At the current usage rate through the first two months of the fiscal year, the District is predicted to reach its pumping reduction goals for fiscal year 2021. With the increased amount of import water scheduled for the year, it is anticipated that the District will continue to see the monthly measure of groundwater pumping reduction increase and drive the Year-to-date to 50%.

	Aug-20	Year-to-Date Jul-Jun 2021	Target	Over/(Under)	
NCSD GW Well Production	98.2	1,002.8			
Purveyor Customer Credit (33.3% of Import Water)	<u>37.7</u>	<u>334.9</u>			
NCSD Total Calculated GW Production	135.9	1,337.8	1,266.0	(71.76)	AcFt
Average GW Production for 2009-2013	<u>284.7</u>	<u>2,533.3</u>	2,533.3		
NCSD Percentage of GW Reduction	52%	47%	50.0%		

Table 4 compares the previous year's groundwater pumping with the current year's groundwater pumping for the same period. With the Fiscal Year 2021 requirement to import 8% more water from the City of Santa Maria as required in the water purchase agreement, it is anticipated that the District will reduce groundwater pumping well within the 50% self-imposed restriction. As the year progresses, it is anticipated that the GW Reduction percentage will increase. To normalize the shifted increase import water from 800 AFY to 1,000 AFY, 8% was deducted from last year's "NCSW GW Well Production" and 8% was added to "Purveyor Customer Credit".

	Aug-20	Jul 20 -Jun 21	Aug-19	Jul 19-Jun 20
NCSW GW Well Production	98.2	1,002.8	119.7	1,026.0
Purveyor Customer Credit (33.3% of Import Water)	37.7	334.9	28.3	323.1
NCSW Total Calculated GW Production	135.9	1,337.8	148.0	1,349.1
Average GW Production for 2009-2013	284.7	2,533.3	284.7	2,533.3
NCSW Percentage of GW Reduction	52%	47%	48%	47%

Rainfall Gauge – (gathered from the following websites)

Note 1: SLO County Website

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

Note 2: SLO County Website

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

(Reported in inches)	Nipomo East (Dana Hills Reservoirs)	Nipomo South (Southland Plant)
August 2020 Total	0.0	0.0
July-2020 through June-2021 (Season Total)	0.0	0.0
August 1, 2020 to August 7, 2020	0.0	0.0
Total Rainfall to date	0.0	0.0
Average Annual Year Rainfall	18.0 ¹	14.0 ²

Supplemental Water Capacity Accounting

	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)	137	-72.3
Total Remaining Supplemental Water Available for Allocation	687	362.7

As of August 20, 2020

Safety Program

No Items

Other Items

- COVID19 NCSD Response Plan Update [ATTACHMENT A]

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
Water Connections (Total)	4441	4444	4444	4445	4449	4452	4459	4465
Sewer Connections (Total)	3208	3211	3211	3213	3217	3220	3227	3231
New Water Connections	0	3	0	1	4	5	7	6
New Sewer Connection	1	3	0	2	4	1	7	4
Galaxy & PSHH at Orchard and Division Sewer Connections billed to the County	476	476	476	476	476	476	477	477

The Connection Report is current through September 1, 2020.

Meetings (August 23, through September 5)

Meetings Attended (telephonically or in person):

- Aug 24, Interviews for Administrative Supervisor
- Aug 24, IRWM Meeting
- Aug 25, Staff Mtg. – Cust. Service Specialist
- Aug 25, Eng/Admin Coordination Meeting
- Aug 26, Rotary
- Aug 26, Regular NCSD Board Meeting
- Aug 26, Exec. Team After-Board Meeting
- Aug 27, NMMA-TG Manager's Meeting
- Aug 27, BL/NCSD Oversight Comm.
- Aug 28, Staff Mtg. – Cust. Service Specialist
- Aug 28, SLO County EOC Briefing
- Aug 28, Monthly Admin All Staff Meeting
- Aug 31, NCSD Management Team
- Aug 31, Board Officer Meeting
- Sept 1, Staff Mtg. – Cust. Service Specialist
- Sept 1, SLO County Board of Supervisor Meeting
- Sept 1, Meter Change Presentation Management Team
- Sept 2, Rotary
- Sept 2, CSDA Manager's Meeting
- Sept 4, Staff Mtg. – Cust. Service Specialist

Meetings Scheduled (September 6 through September 12):

Upcoming Meetings (telephonically or in person):

- Sept 7, Holiday (Labor Day)
- Sept 8, Staff Mtg. – Cust. Service Specialist
- Sept 9, Rotary

- *Sept 9, Regular NCSD Board Meeting*
- *Sept 9, Exec. Team After-Board Meeting*
- *Sept 10, Eng/Admin Coordination Meeting*
- *Sept 11, Staff Mtg. – Cust. Service Specialist*
- *Sept 11, Interviews – Administration Supervisor*

Upcoming Water Resource and Other Meetings

Upcoming Standing Meetings:

- *NMMA-TG: September 24th (Thursday) @ 10:00 AM, Conf. Call*
- *RWVG: No Schedule Posted – Sept. 1 for BOS Meeting to Adopt IRWM Plan*
- *WRAC: October 7th (Wednesday) @ 1:30 PM, Zoom Meeting*
- *NMMA Purveyor Meeting: October 1st (Thursday) @ 10:00 AM, Zoom Meeting*
- *NCSD Board Officer Meeting: September 14th (Monday) @ 2:00 PM, NCSD Conf. Rm.*

RECOMMENDATION

Staff seeks direction and input from your Board

ATTACHMENTS

- A. COVID19 - NCSD Response Plan Update

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SEPTEMBER 9, 2020

ITEM F

ATTACHMENT A

Date: September 9, 2020
Response Activities to COVID19 Health Emergency
Prepared by: Mario Iglesias, General Manager

DISTRICT RESPONSE TO COVID 19

New Actions

1. The customer counter window modifications at the office is rescheduled for September 8. The parts are in for the work.

NO OTHER NEW ACTIONS

Ongoing Actions

1. Participate in SLO County Daily EOC Briefing
2. Review SLO County Daily EOC Status Report
3. Practicing Social Distancing
4. Considering opening Office on August 1, 2020. Evaluating County EOC reports tracking COVID numbers – looking for a decline in number of cases week over week.

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. Discontinued: Split staff into two teams
 - a. See schedule on Response Plan
4. Received directions for FEMA Public Assistance – Cost Tracking Guidance
5. Governor’s Executive Order – No Water Turn-offs
 - a. District instituted this policy as well as a No Late Fee – No Penalty Fees
6. Wipe-down between shifts
7. Each operator in separate designated vehicle.
8. Received additional PPE. Administration Staff will be on normal schedule 8-4:30 starting Monday May 18th
9. Operations Staff are on normal 7:00 am to 3:30 pm work schedule as of Monday, May 4th. County opened up construction sites.
10. Expanded Customer Service Work to include site visits for investigations (high bills, meter issues) week of May 11
11. Trailers for quarantine have been returned – May 1
12. District to begin wastewater sampling in conjunction with County effort to determine presence of COVID19 in communities – May 11
13. Temporary Admin Support Workers brought back to Office (Provider incentivized due to PPP Funds) – June 1
14. Lobby Modifications: Glass will be equipped with speaker plates to allow the communication between customer and clerk without opening the sliding window.
15. Board Meetings open to the public.
16. County Offices Continued Closed with Appointments provided to some departments as needed.
17. June 18, 2020, Governor Order issued requiring face masks be worn in public places. District management purchased disposable face masks for staff, Board Members, and any public that attends District Board Meetings and lack a face mask.