

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER

FROM: LISA BOGNUDA
FINANCE DIRECTOR

DATE: JUNE 4, 2021

AGENDA ITEM
E-4 (B)
JUNE 9, 2021

**ADOPT 2021-2022 FISCAL YEAR BUDGET FOR
NIPOMO SUPPLEMENTAL WATER PROJECT (NSWP)**

ITEM

Public Hearing to adopt 2021-2022 Fiscal Year Budget for Nipomo Supplemental Water Project (NSWP) [RECOMMEND CONDUCT PUBLIC HEARING, CONSIDER TESTIMONY, ORDER EDITS IF ANY AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING NSWP 2021-2022 FISCAL YEAR BUDGET]

BACKGROUND

On April 20, 2021, the Finance and Audit Committee met and reviewed the draft Fiscal Year 2021-2022 NSWP Budget. The NSWP Budget was provided to Woodlands Mutual Water Company (WMWC) and Golden State Water Company (GSWC) and no comments were received. The Board of Directors reviewed the draft Budget on May 26, 2021.

The Nipomo Community Services District (District), City of Santa Maria (City), Woodlands Mutual Water Company (WMWC), Golden State Water Company (GSWC), Rural Water Company (RWC), along with hundreds of other individuals and entities are parties to a certain groundwater adjudication commonly referred to as the Santa Maria Groundwater Litigation. The Judgment (through the Stipulation) requires the District to purchase and transmit to the Nipomo Mesa Management Area (NMMA) a minimum of 2,500 acre-feet of "Nipomo Supplemental Water" each year and to employ its best efforts to timely implement the Nipomo Supplemental Water Project (NSWP).

The Judgment further provides that once the Nipomo Supplemental Water is capable of being delivered, the Parties shall purchase the following portions of Nipomo Supplemental Water each year to offset groundwater pumping within the NMMA.

ENTITY	PERCENT ALLOCATION	AFY
NCSD	66.68	1,667.00
WMWC	16.66	416.50
GSWC	8.33	208.25
RWC	8.33	208.25
TOTAL	100.00	2,500.00

On May 3, 2013, the District entered into a Wholesale Water Supply Agreement with the City of Santa Maria to purchase supplemental water. Upon completion of the interconnection, the minimum quantity of purchase/delivery is as follows:

DELIVERY YEARS	FISCAL YEAR ENDING	MINIMUM DELIVERY VOLUME (AFY)
1	July 1, 2015 to June 30, 2016	645
2-5	July 1, 2016 to June 30, 2020	800
6-10	July 1, 2020 to June 30, 2025	1,000
11- Term	July 1, 2026 to June 30, 2035	2,500

On July 2, 2015, supplemental water began flowing from the City of Santa Maria into the Nipomo Community Services District system.

On October 16, 2015, the Supplemental Water Management and Groundwater Replenishment Agreement (Agreement) was approved by the District, WMWC, GSWC and RWC. The agreement outlines all parties' responsibilities and obligations relating to the delivery and payment of supplemental water. Section VIII of the agreement states in part as follows:

- A. District shall operate the NSWP as an enterprise fund, separating all costs related to the NSWP within and only to that NSWP fund. Prudent Utility Practices shall apply to District's management of the NSWP Enterprise Fund.
- B. Each Fiscal Year District shall prepare a NSWP Enterprise Fund Budget (Budget) for all revenues and expenditures related to the NSWP Enterprise Fund. The Budget shall include a summary of projected NSW deliveries and Costs associated with those deliveries. A draft of the Budget shall be available to each Water Company for review by May 1st of each year. District shall make every reasonable effort to adopt the final Budget during June of each year at a regularly scheduled District board meeting. The Advisory Committee shall determine the most effective content, format and reporting frequency for financial and budget reports for the NSWP Enterprise Fund.
- C. The Budget shall provide the basis for and detail the cost allocations and quarterly billing described in Section IX.

The District receives and pays a quarterly invoice from the City for the cost of water. The District in turn invoices WMWC and GSWC for their applicable percentages of the cost of water in addition to other applicable costs pursuant to the agreement. WMWC and GSWC are current on their quarterly payments.

Attached is the Budget based on purchase of 1,050 acre feet of supplemental water (1,000 acre feet per contract plus 50 acre feet operational buffer). The City adopted a new rate structure commencing January 1, 2020. The Base Energy Cost CPI will be adjusted based on the July index; however, the City has agreed to implement the energy adjustment to coincide with the January 1 rate increases. The Operations and Maintenance (O&M) Budget has been estimated based on current fiscal year expenditures plus 3% inflation. The administrative fee is set at 15% of O & M costs.

RECOMMENDATION

Conduct a public hearing, consider testimony, order edits, if any and by motion and roll call vote adopt Resolution approving the 2021-2022 NSWP Budget.

ATTACHMENTS

- A. Resolution 2021-XXXX (NSWP Budget adoption)
- B. NSWP 2021-2022 Fiscal Year Budget

JUNE 9, 2021

ITEM E-4 (B)

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION 2021-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ADOPTING THE NSWP (NIPOMO SUPPLEMENTAL WATER PROJECT)
2021-2022 FISCAL YEAR BUDGET**

WHEREAS, on October 16, 2015, the Nipomo Supplemental Water Project Water Management and Groundwater Replenishment Agreement ("Agreement") was made between Nipomo Community Services District (NCSD), Rural Water Company (RWC), The Woodlands Mutual Water Company (WMWC), and Golden State Water Company (GSWC), collectively referred to as the Parties, and

WHEREAS, the purpose of the Agreement is to enable the Parties to meet their respective obligations under the Judgment based on the percentage allocations presented in Section I.K regarding the NSWP. In particular, the Parties intend this Agreement to provide for: (1) payment to NCSD for each Party's allocation of Costs and (2) distribution and use of Nipomo Supplemental Water, and

WHEREAS, pursuant to the Agreement, each fiscal year NCSD shall prepare a NSWP Enterprise Fund Budget for all revenues and expenditures related to the NSWP Enterprise Fund. The Budget shall include a summary of projected Nipomo Supplemental Water deliveries and the Costs associated with those deliveries. A draft of the Budget shall be available to each Party for review by May 1st of each year. NCSD shall make every reasonable effort to adopt the final Budget during June of each year at a regularly scheduled NCSD board meeting. The Advisory Committee shall determine the most effective content, format and reporting frequency for financial and budget reports for the NSWP Enterprise Fund.

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

1. The 2021-2022 Nipomo Supplemental Water Project Budget is hereby approved and adopted.
2. The budget be administered in accordance with generally accepted accounting principles and the past policies and practices established by the District and pursuant to the Agreement.
3. The above Recitals are true and correct and incorporated herein by this reference.

Upon motion of 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 9th day of June 2021.

ED EBY
President of the Board

ATTEST:

APPROVED AS TO FORM AND LEGAL EFFECT:

MARIO IGLESIAS
General Manager and Secretary to the Board

CRAIG A. STEELE
District Legal Counsel

JUNE 9, 2021

ITEM E-4 (B)

ATTACHMENT B

**NIPOMO COMMUNITY SERVICES DISTRICT
NIPOMO SUPPLEMENTAL WATER PROJECT (NSWP)
BUDGET FOR FISCAL YEAR 2021-22**

	Acre Feet Purchase (A)	Cost per Acre Foot (AF)	Total Cost	
Water Purchase Fiscal Year 2021-2022 (see page 2)	1050	see page 2	\$2,224,857	
NCSD Water O & M Cost per AF ** (see page 3)	1050	\$184.30	\$193,515	
NCSD Admin Fee per AF (15% of O & M per AF) ** (see page 3)	1050	\$27.65	\$29,033	
		<u>\$211.95</u>	<u>\$2,447,405</u>	
**To be adjusted annually based on actual costs				
	TOTAL	NCSD	WMWC	GSWC
1 Phase 1 Supplemental Water Annual Allocation (AF)	1000	666.68	166.66	166.66
2 Phase 1 Supplemental Water Delivery Percentages	100.00%	66.68%	16.66%	16.66%
3 Pass-Through Supplemental Water Cost	\$2,224,857	\$1,483,535	\$370,661	\$370,661
4 Supplemental Water O & M Cost	\$193,515	\$129,036	\$32,240	\$32,240
5 Supplemental Water NCSD Admin Fee	\$29,033	\$19,359	\$4,837	\$4,837
6 Total Annual Supplemental Water Volume Cost	\$2,447,405	\$1,631,929	\$407,738	\$407,738

	TOTAL	NCSD	WMWC	GSWC
7 Allocated Project Capacity (AF)	3,000.00	2,167.00	416.50	416.50
8 Percentage of Fixed Capital Cost Allocation	100.00%	72.24%	13.88%	13.88%
9 Yearly Capital Recovery Charge-Principal 6/30/2015 (1)	\$91,889	\$0	\$37,233	\$54,656
10 Yearly Capital Recovery Charge-Interest 6/30/2015 (1)	\$294,530	\$0	\$151,626	\$142,904
11 Yearly Capital Recovery Charge-Principal 6/30/2016 (2)	\$7,756	\$0	\$3,522	\$4,234
12 Yearly Capital Recovery Charge-Interest 6/30/2016 (2)	\$25,416	\$0	\$14,345	\$11,071
13 Yearly Capital Recovery Charge-Principal 6/30/2017 (3)	\$13,828	\$0	\$6,268	\$7,560
14 Yearly Capital Recovery Charge-Interest 6/30/2017 (3)	\$45,292	\$0	\$25,526	\$19,766
14 Yearly Capital Recovery Charge-Principal 6/30/2018 (4)	\$964	\$0	\$436	\$528
15 Yearly Capital Recovery Charge-Interest 6/30/2018 (4)	\$3,156	\$0	\$1,776	\$1,380
16 Yearly Capital Recovery Charge-Principal 6/30/2019 (5)	\$1,183	\$0	\$534	\$649
17 Yearly Capital Recovery Charge-Interest 6/30/2019 (5)	\$3,871	\$0	\$2,175	\$1,696
18 Yearly Capital Recovery Charge-Principal 6/30/2020 (6)	\$15,176	\$0	\$6,839	\$8,337
19 Yearly Capital Recovery Charge-Interest 6/30/2020 (6)	\$49,647	\$0	\$27,849	\$21,798
20 Supplemental Water Project Yearly Replacement (7)	\$206,865	\$149,439	\$28,713	\$28,713
21 Total Annual Fixed Supplemental Charges	\$759,573	\$149,439	\$306,842	\$303,292

Total Volume and Annual Fixed Charges for Fiscal Year 2021-2022				
22 (Line 6 + Line 21)	\$3,206,978	\$1,781,369	\$714,579	\$711,029

23 Electrical Pumping Credit (\$242.82 per acre foot-estimated)	(\$80,434)	\$0	(\$40,217)	(\$40,217)
24 SUPPLEMENTAL WATER BUDGET FISCAL YEAR 2021-2022	\$3,126,543	\$1,781,369	\$674,362	\$670,812

(1)	Per applicable amortization schedule as of June 30, 2015
(2)	Per applicable amortization schedule as of June 30, 2016
(3)	Per applicable amortization schedule as of June 30, 2017
(4)	Per applicable amortization schedule as of June 30, 2018
(5)	Per applicable amortization schedule as of June 30, 2019
(6)	Per applicable amortization schedule as of June 30, 2020
(7)	Monthly replacement contribution of total Supplemental Water Project cost of \$20,686,509 assuming a 100 year project life = \$206,865 per year not to exceed \$3,000,000 adjusted annually for CPI per agreement

(A) 1000 ACRE FEET PER CONTRACT PLUS 50 ACRE FEET FOR OPERATIONAL BUFFER

NCSD = Nipomo Community Services District
WMWC = Woodlands Mutual Water Company
GSWC = Golden State Water Company

**NIPOMO COMMUNITY SERVICES DISTRICT
NIPOMO SUPPLEMENTAL WATER PROJECT (NSWP) - COST OF WATER PURCHASED FROM CITY OF SANTA MARIA (SM)
BUDGET FOR FISCAL YEAR 2021-22**

FISCAL YEAR	CITY OF SM RATE INCR EFF DATE	(a)	(b)	(c)	(d)	(a)*(d)	
		ACRE FEET PURCHASED	CITY OF SM BASE Cost PER ACRE FOOT	CITY OF SM CHANGE IN ENERGY	(b)+(c) COST PER ACRE FOOT	TOTAL COST	
FY 15-16	July 1, 2015 to June 30, 2016	1/7/2015	660	\$ 1,495.85	\$ 23.00	\$1,518.85	\$1,001,760
FY 16-17	July 1, 2016 to June 30, 2017	7/1/2016	860	\$ 1,570.77	\$ 17.00	\$1,587.77	\$1,365,482
FY 17-18	July 1, 2017 to June 30, 2018	7/1/2017	945	\$ 1,649.18	\$ -	\$1,649.18	\$1,558,475
FY 18-19	July 1, 2018 to June 30, 2019	7/1/2018	950	\$ 1,649.18	\$ 52.00	\$1,701.18	\$1,616,121
FY 19-20	July 1, 2019 to December 31, 2019	7/1/2019	487	\$ 1,649.18	\$ 45.92	\$1,695.10	\$825,514
FY 19-20	January 1, 2020 to June 30, 2020	1/1/2020	463	\$ 2,077.81	\$ 45.92	\$2,123.73	\$983,287
FY 20-21	July 1, 2020 to December 31, 2020	1/1/2020	555	\$ 2,077.81	\$ 45.92	\$2,123.73	\$1,178,670
FY 20-21	January 1, 2021 to June 30, 2021	1/1/2021	495	\$ 2,160.58	\$ 43.19	\$2,203.77	\$1,090,866
FY 21-22	July 1, 2021 to December 31, 2021	1/1/2021	525	\$ 2,160.58	\$ 43.19	\$2,203.77	\$1,090,866
FY 21-22	January 1, 2022 to June 30, 2022	1/1/2022	525	\$ 2,247.70	\$ 43.19	\$2,290.89	\$1,133,991

\$2,224,857

City of Santa Maria Adopted Rate Increases

Effective Date of City of SM Rate Increase	(e)	(f)	(e)*(f)
	Base Cost Per Unit (hcf)	Units per Acre Foot	Base Cost per Acre Foot
1/7/2015	\$3.43	435.6	\$1,495.85
7/1/2016	\$3.61	435.6	\$1,570.77
7/1/2017	\$3.79	435.6	\$1,649.18
7/1/2018	\$3.79	435.6	\$1,649.18
7/1/2019	\$3.79	435.6	\$1,649.18
1/1/2020	\$4.77	435.6	\$2,077.81
1/1/2021	\$4.98	435.6	\$2,160.58
1/1/2022	\$5.16	435.6	\$2,247.70
1/1/2023	\$5.37	435.6	\$2,339.17

CITY OF SANTA MARIA - BASE ENERGY COST ADJUSTMENT (A)

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
(1) Current CPI (July)	258.017	264.979	261.037	281.402	289.173	307.536
(2) Base Period CPI (May 2013)	264.188	264.188	264.188	264.188	264.188	264.188
(3) Index Point Change (1)-(2)	-6.171	0.791	-3.151	17.214	24.985	43.348
(4) Divided by prior period (3) ÷ (2)	-0.023358366	0.00299408	-0.011927113	0.065158145	0.094572804	0.164080125
(5) Multiply by 100 for percent change (4) x 100	-2.335836601	0.299407997	-1.192711251	6.515814496	9.457280422	16.40801248
(6) Adjusted to 50% per agreement (5) x 50%	-1.167918301	0.149703999	-0.596355626	3.257907248	4.728640211	8.204006238
(7) Base Cost of Energy (Per Agreement)	206.85	206.85	206.85	206.85	206.85	206.85
(8) Energy Adjustment (7) x (6) + 100	-2.42	0.31	-1.23	6.74	9.78	16.97
(9) Adjusted Base Cost of Energy (7) + (8)	204.43	207.16	205.62	213.59	216.63	223.82
(10) CCWA BUDGET (Per published document)	\$227.27	\$223.71	\$191.77	\$265.90	\$262.54	\$267.02
(11) Change in Cost of Energy (10) - (9), not less than 0	\$23	\$17	\$0	\$52	\$46	\$43

(A) City of Santa Maria has agreed to implement the Base Energy Adjustment to coincide with the January 1 rate increases.

**NIPOMO COMMUNITY SERVICES DISTRICT
NIPOMO SUPPLEMENTAL WATER PROJECT (NSWP)
BUDGET FOR FISCAL YEAR 2020-21**

OPERATIONS AND MAINTENANCE BUDGET

OPERATIONS AND MAINTENANCE	1000 AFY 2019-20 ACTUAL	1000 AFY 2020-21 BUDGET	1000 AFY 2020-21 EST ACTUAL	1,000 AFY 2021-22 PROPOSED
Electricity	69,075	89,000	88,000	90,640
Labor (fully weighted)	44,436	50,470	51,000	52,530
Water	647	618	600	618
Chemicals	6,407	5,150	10,000	10,300
Outside Services	7,918	11,330	5,000	5,150
Permits and Operating Fees	1,031	643	700	721
Insurance	9,573	9,860	13,633	14,042
Repairs and Maintenance	12,902	16,995	10,000	10,300
TOTAL OPERATIONS AND MAINTENANCE	151,989	184,066	178,933	184,301
Cost per acre foot @ 1,000 acre feet	151.99	184.07	178.93	184.30
Overhead allocation 15% of O and M	22.80	27.61	26.84	27.65

(1) Estimated 3% increase in expenses FY 21-22

**NIPOMO COMMUNITY SERVICES DISTRICT
NIPOMO SUPPLEMENTAL WATER PROJECT (NSWP)
BUDGET FOR FISCAL YEAR 2021-22**

FUNDED REPLACEMENT RESERVES

	FY 20-21 <u>EST ACTUAL</u>	FY 20-21 <u>PROPOSED</u>
Beginning Balance, July 1	1,017,645	1,232,610
Collections during fiscal year		
NCSD	149,439	149,439
WMWC	28,713	28,713
GSWC	28,713	28,713
	<u>206,865</u>	<u>206,865</u>
Estimated interest income	<u>8,100</u>	<u>14,000</u>
Estimated Ending Balance, June 30	<u>1,232,610</u>	<u>1,453,475</u>


Note: Funds held in separate savings account at Five Star Bank

Funded Replacement Reserve Requirement - Pursuant to Section VIII (J)		
CPI Adjustment as of June 30, 2021		
CPI - 2020 Annual	278.567	
CPI - 2019 Annual	<u>(274.114)</u>	
	4.453	
Divide by previous period CPI ÷	<u>274.114</u>	
	0.0162	
X	100.000	
Percent Change	<u>1.62</u>	
Maximum Balance computed as of June 30, 2020		3,391,989
Adjusted by CPI June 30, 2021 (\$3,391,989 * 1.62%)		54,950
Maximum Balance adjusted as of June 30, 2021		<u>3,446,939</u>

	CPI INDEX	ADJ	RUNNING BALANCE
			3,000,000
6/30/2016	0.907	27,210	3,027,210
6/30/2017	1.89	57,214	3,084,424
6/30/2018	2.79	86,055	3,170,479
6/30/2019	3.81	120,478	3,290,957
6/30/2020	3.07	101,032	3,391,989
6/30/2021	1.62	54,950	3,446,939

CPI = Consumer Price Index

NCSD = Nipomo Community Services District
WMWC = Woodlands Mutual Water Company
GSWC = Golden State Water Company

TO: BOARD OF DIRECTORS
 FROM: MARIO IGLESIAS
 GENERAL MANAGER 
 DATE: JUNE 4, 2021

**AGENDA ITEM
 F
 JUNE 9, 2021**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is May 23, 2021 through June 5, 2021.*

DISTRICT BUSINESS

Administrative

OFFICE ACTIVITIES

	May 21	Jan 21 - Jun 21
Official Payment (Count March-June)	27	84
Official Payments cost to District	\$106	\$331

Water Resources

<u>Table 1. Total Production Acre Feet (AF)</u>		
	May-21	Jul 20 - Jun 21
Groundwater Production	92.9	911.0
Supplemental Water Imported	<u>99.0</u>	<u>981.4</u>
Total Production	191.9	1,892.4

The District's total combined production, including groundwater production wells and supplemental water imported through the Joshua Road Pump Station, registered 191.9 AF for the month of May.

NCSD imported 99 AF of water over the 31 day period in May, averaging 722 gallons per minute for an average total of 1 million gallons per day. For fiscal year 2020-21 the District must import at least 1,000 AF (84 AF per month on average) of supplemental water to meet the contractual obligation it has with the City of Santa Maria. The District has imported 981 AF of water for the eleven month period July through May. Compared to our required 924 AF [11 months x 84 AF = 924 AF] the District is 57 AF over the minimum for the eleven month period.

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 total 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 adjusted groundwater pumping reduction.

	May-21	Jul 20 - Jun 21
NCSD GW Well Production	92.9	911.0
Purveyor Customer Credit (33.3% of Import Water)	<u>33.0</u>	<u>327.0</u>
NCSD Total Calculated GW Production	125.9	1,238.0
Average GW Production for 2009-2013	<u>261.6</u>	<u>2,286.7</u>
NCSD Percentage of GW Reduction	52%	45%

2021 Fiscal Year Groundwater Pumping Forecast

Table 3 projects the District's groundwater pumping reduction for the Fiscal Year 2021. Under the current Stage 4 of the NMMA Water Shortage Response Stages, the targeted groundwater pumping reduction is 1,266 AFY (50% of 2009-2013 average District GW Pumping). At the current usage rate through the eleven months of the fiscal year, the District is predicted to reach its pumping reduction goals for fiscal year 2021 by making up the deficient in the last month of the fiscal year.

	May-21	Year-to-Date Jul-Jun 2021	Target	Over/(Under)	
NCSD GW Well Production	92.9	986.0			
Purveyor Customer Credit (33.3% of Import Water)	<u>33.0</u>	<u>344.2</u>			
NCSD Total Calculated GW Production	125.9	1,330.1	1,266.0	(64.11)	AcFt
Average GW Production for 2009-2013	<u>261.6</u>	<u>2,533.4</u>	2,533.4		
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.

	May-21	Jul 20 -Jun 21	May-20	Jul 19-Jun 20
NCSD GW Well Production	92.9	986.0	119.4	1,026.0
Purveyor Customer Credit (33.3% of Import Water)	<u>33.0</u>	<u>344.2</u>	<u>27.9</u>	<u>323.1</u>
NCSD Total Calculated GW Production	125.9	1,330.1	147.3	1,349.1
Average GW Production for 2009-2013	<u>261.6</u>	<u>2,533.4</u>	<u>261.6</u>	<u>2,533.4</u>
NCSD Percentage of GW Reduction	52%	47%	44%	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)
May 2021 Total	0.00	0.00
July-2020 through June-2021 (Season Total)	7.41	6.81
May 1, 2021 - May 21, 2021	0.04	0.00
Total Rainfall to date	7.45	6.81
County Reported Avg. Ann. Year Rainfall	18.0 ¹	14.0 ²
2006 - 2020 Avg. Ann. Year Rainfall*	15.39	13.30
2006 - 2020 Median Ann. Rainfall*	12.64	11.30

*Data from County website

Safety Program

June 18th All-crew In-person Quarterly Safety Meeting Scheduled

Other Items

- COVID19 NCSD Response Plan Update [Attachment A]
- Customer Notice – Late Fees Reinstated Starting July 1, 2021 [Attachment B]

Supplemental Water Capacity Accounting

As of May 7, 2021

Summary Since January 25, 2008	Number of Equivalent Meters	AFY
Supplemental Water Available for Allocation	947	500
Supplemental Water Reserved (Will Serve Letter Issued)	124	-65.5
Subtotal Net Supplemental Water Available for Allocation	823	434.5
Supplemental Water Assigned (Intent-to-Serve Issued)	182	-96.1
Total Remaining Supplemental Water Available for Allocation	641	338.5

Connection Report

Nipomo Community Services District Water and Sewer Connections	END OF MONTH REPORT											
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Water Connections (Total)	4476	4477	4485	4485	4492							
Sewer Connections (Total)	3243	3243	3250	3250	3257							
New Water Connections	1	1	8	0	7							
New Sewer Connection	1	0	7	0	7							
Galaxy & PSHH at Orchard and Division Sewer Connections billed to the County	477	477	477	477	477							

The Connection Report will include May data in the second June Manager's Report.

Meetings (May 22 through June 5)

Meetings Attended (telephonically or in person):

- May 24, Medical Appointment
- May 25, Staff Mtg. - Cust. Service Specialist
- May 25, Eng/Admin Planning Mtg.
- May 25, County Planning – Dana Reserve
- May 26, Rotary
- May 26, Regular NCSD Board Meeting
- May 26, Exec. Team After-Board Meeting
- May 27, NMMA-TG Meeting
- May 27, Sedaru Asset Mngmnt Update Mtg.
- May 28, Staff Mtg. - Cust. Service Specialist
- May 28, NMMA Manager's Meeting
- May 28, ½ Day Vacation Time Off
- May 31, Memorial Day Holiday
- June 1, NCSD Management Team Mtg.
- June 1, NCSD Board Officer Mtg.
- June 2, Rotary
- June 2, County EOC Update
- June 2, CSDA Local Manager's Meeting
- June 2, CSDA Representative Site Visit
- June 3, NCSD SOP Review – Exec. Team w/Supervisors
- June 4, Staff Mtg. - Cust. Service Specialist
- June 4, Admin Supervisor Mtg. (Public Relations)

Meetings Scheduled (June 6 through June 12):

Upcoming Meetings (telephonically or in person):

- June 6, Rotary Cleanup Day – Tefft Ave Median
- June 7, Admin Supervisor Mtg.
- June 8, Staff Mtg. - Cust. Service Specialist
- June 8, Eng/Admin Planning Mtg.
- June 9, Rotary
- June 9, Regular NCSD Board Meeting
- June 9, Exec. Team After-Board Meeting
- June 11, Staff Mtg. - Cust. Service Specialist

Upcoming Water Resource and Other Meetings

Upcoming Standing Meetings:

- NMMA-TG: June 4th (Friday) @ 10:00 AM, Conf. Call
- RWMG: No Schedule Posted –
- WRAC: June 2nd (Wednesday) @ 1:30 PM, Zoom Meeting
- NMMA Purveyor Meeting: June 25th (Friday) @ 10:00 PM, Zoom Meeting
- NCSD Board Officer Meeting: June 14th (Monday) @ 2:30 PM, NCSD Conf. Rm.

RECOMMENDATION

Staff seeks direction and input from your Board

ATTACHMENTS

- A. COVID19 - NCSD Response Plan
- B. NCSD Customer Notification – Late Fees Resuming

JUNE 9, 2021

ITEM F

ATTACHMENT A

Date: June 9, 2021 Board Meeting
Response Activities to COVID19 Health Emergency
Prepared by: Mario Iglesias, General Manager

DISTRICT RESPONSE TO COVID-19, Updated June 4, 2021

New Actions

Last Report – State to Drop Tier Scheme June 15, 2021

No new actions

Personnel on Quarantine

Office Personnel:

No administrative personnel affected at this time

Operational Personnel:

No operational personnel affected at this time.

Ongoing Actions

1. Participate in SLO County EOC Briefings
2. Review SLO County Daily EOC Status Report
3. Practicing Social Distancing
4. Face coverings are required when employees are in District Buildings when they are away from their work stations
5. Office Rules for Safe Customer Management – CDC Guidance Enforced

Previous Actions

1. NCSB Board Passes Resolution Declaring Emergency in District [Res. 2020-1550, Mar. 24, 2020]
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

Date: June 9, 2021 Board Meeting
Response Activities to COVID19 Health Emergency
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14. Lobby Modifications: Glass is 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.
18. The customer counter window modifications at the office are completed.
19. Capital Improvement Projects continue to be impacted and schedules for completion continue to be pushed back due to material delivery delays.
20. Administrative Office open to public – April 19, 2021

JUNE 9, 2021

ITEM F

ATTACHMENT B

NIPOMO COMMUNITY

BOARD MEMBERS

ED EBY, PRESIDENT
DAN ALLEN GADDIS, VICE PRESIDENT
BOB BLAIR, DIRECTOR
DAN WOODSON, DIRECTOR
RICHARD MALVAROSE, DIRECTOR



SERVICES DISTRICT

STAFF

MARIO IGLESIAS, GENERAL MANAGER
LISA BOGNUA, FINANCE DIRECTOR
PETER SEVCIK, P.E., DIRECTOR OF ENG. & OPS.
CRAIG STEELE, GENERAL COUNSEL

Serving the Community since 1965

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

June 14, 2021

«Name» IMPORTANT
«Mailing_address_line_1» PLEASE READ
«Mailing_address_line_2»
«City», «State» «Zip»

ACCOUNT NUMBER: «Account»
SERVICE ADDRESS «Service_Address»

Dear Property Owner:

As of June 14, 2021, your account has a **past due balance of \$«TOTAL»**. The last payment the Nipomo Community Services District ("District") received on your account was on «Last_Payment_Date» in the amount of \$«Last_Payment_Amount».

Since March 2020, the District has operated under an Emergency Resolution of the District's Board of Directors ("Board") in response to the Coronavirus pandemic. The resolution's intent was to provide relief to customers adversely affected economically by the pandemic. While an Executive Order by the Governor of California (Executive Order) restricted discontinuing utility services to customers unable to pay their utility bill due to the pandemic, the District took it a step further and curtailed charging late fees for delinquent accounts.

As the State emerges from the pandemic, the District will begin some normal accounting operations to include assessing those fees and charges outlined in the District's Codes and Ordinances.

As of July 1, 2021, the District will resume assessing late fees on current charges (bills due on July 5 or later). Late fees will not be assessed on past due balances (any balance prior to July 1, 2021).

Past due account balances are the responsibility of the property owner and cannot be waived by the District. Once the Executive Order is lifted, the District will fully resume all normal operation, including discontinuance of service for non-payment. In the meantime, you should attempt to send in payments that will be applied against your past due balance.

The District office is now open to the public. Cash, check or money orders are accepted at the counter. Credit/Debit cards payments are no longer accepted at the counter. A Credit/Debit Card kiosk is available in the District lobby to process these payments. A convenience fee will apply to kiosk payments.

If you have any questions or need additional information regarding this matter, please contact our office (805) 929-1133.

Sincerely,

NIPOMO COMMUNITY SERVICES DISTRICT

MARIO IGLESIAS

Mario Iglesias,
General Manager