



LAFCO - San Luis Obispo - Local Agency Formation Commission
SLO LAFCO - Serving the Area of San Luis Obispo County

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ED EBY
Special District Member

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City Member

David Watson
Public Member

STAFF

ROB FITZROY
Executive Officer

BRIAN A. PIERIK
Legal Counsel

IMELDA MARQUEZ
Analyst

TO: EACH INDEPENDENT SPECIAL DISTRICT

FROM: ROB FITZROY, EXECUTIVE OFFICER *RF*

DATE: APRIL 6, 2022

RE: ELECTION FOR LAFCO ALTERNATE SPECIAL DISTRICT MEMBER

Background. The term of the current LAFCO Alternate Special District seat expired in December 2021. The new term will last until December 2025. The Cortese-Knox-Hertzberg Act allows the existing Commissioner to remain on LAFCO until the nomination and election process is complete. A nomination period commenced on February 15, 2022, and closed March 31, 2022. This is a request to submit a ballot for one of the nominees. Two nominees have been identified:

- Ed Eby – Nipomo Community Services District
- Devin Capps – Heritage Ranch Community Services District

Due to ongoing challenges with obtaining quorums, and impacts related to Covid-19, the election will be conducted via electronic format with intent to increase participation and improve efficiency, as allowed by the Cortese, Knox, Hertzberg Act. Directions are provided below.

Instructions. Each district may submit one ballot for one of the nominees, see attached ballot for your use. The election period will be 60 days and commence on April 6, 2022 and end on June 6, 2022. **BALLOTS DUE BY JUNE 6, 2022 at 5PM.** If your District wishes to submit a ballot, please place this item on an agenda at a meeting of your Board of Directors as soon as possible, or if you have already been delegated by your Board as the representative of your district, you may submit a ballot on behalf of your district.

The completed ballot form may be submitted to LAFCO via email to rfitzroy@slolafco.com. Please make sure the form is signed by the Board President or General Manager.

Thank you and please contact me with any questions.

Attachments: Ballot

cc: Members of the Local Agency Formation Commission
Brian Peirik, LAFCO Legal Counsel



**San Luis Obispo
Local Agency Formation Commission**

1042 Pacific Street, Suite A, San Luis Obispo, CA 93401

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**BALLOT FOR LAFCO
ALTERNATE SPECIAL DISTRICT MEMBER ELECTION**

The _____
(Insert Name of Special District)

Hereby selects the following individual for the Alternate Special District Member seat on the San Luis Obispo Local Agency Formation Commission:

- Ed Eby – Nipomo Community Services District
- Devin Capps – Heritage Ranch Community Services District

The Board of Director's action was taken on an agenda item on:

(Insert Date of Board Agenda and Action)

(General Manager or Chairman/President)

April 8, 2022

All Districts,

I'm Devin Capps, the CEO of Capps Construction & Concrete and a second-generation builder. I live in beautiful Heritage Ranch with my wife and two children. We love living in this wonderful community and are working to keep it a beautiful, family-friendly place to live for years to come. I started Capps Construction in 2005 with a focus on customer satisfaction. Over the years, we have become experts in building homes and the various aspects associated with building a home, I am well versed in all types of home building, concrete contracting, masonry, drought-proof landscaping, and more. We take pride in our work and our community. I would bring a valuable perspective to the LAFCO board. Thank you for your consideration.

Devin Capps

Ed Eby

Nominee for LAFCO Alternate Special District Member



San Luis Obispo County Activities

- Former LAFCO Vice Chair, Commissioner and Alternate Commissioner representing Special Districts - Held elected positions on LAFCO from 2006 to 2012 and 2016 to present.
- President and Past Vice President, Nipomo Community Services District (NCSD) Board of Directors
- 16 years as NCSD Director
- Chairman NCSD Waterline Intertie Project Committee
- Chairman, 2006-2007 South County Advisory Council
- Past Elected Representative, Nipomo Community Advisory Council
- Member and Alternate Member, Water Resources Advisory Committee 2005-2012 and 2014 to present.
- Former Member, Technical Review Committee, South County Air Quality Mitigation Program
- Member, The Land Conservancy of San Luis Obispo County

Statement of Interest and Background

My primary interest on LAFCO has been to assure that annexations are supported by robust municipal services. At the Nipomo Community Services District, I have supported and directed a multi-million dollar project to bring an additional 3,000 acre-feet of water per year to the Nipomo Mesa, totally rebuilding our sewer plant, and merging the Black Lake Village and Town sewer plants. I am currently reviewing the NCSD water and sewer modifications required for a potential new development with 1,300-1,400 new homes.

Prior to my 1999 retirement from Hughes Space and Communications Co., I spent 35 years as a design engineer and program manager in Southern California's aerospace industry. I am a UCLA graduate with Bachelor of Science and Master of Science in Engineering degrees, and post-graduate studies in technical and management programs. I have lived in Nipomo for the last 20 years. In my spare time, I enjoy hiking and growing fruits, vegetables, and native plants.



PROPOSAL

Installation and One-Year Maintenance of Pressure Transducers in Two EPCWD Monitoring Wells

To: Jerry Reaugh, Secretary, Board of Directors, Estrella-El Pomar-Creston Water District

From: Nate Page, GSI Water Solutions, Inc.
Dave O'Rourke, GSI Water Solutions, Inc.

Date: April 8, 2022

This letter proposal presents a work plan and fee estimate to scope, install, and provide a year of maintenance for pressure transducers (transducers) in two wells in the Estrella-El Pomar-Creston Water District (EPCWD) monitoring program. The scoping phase will include field investigations of each well to identify total well depth and perforated interval(s), if possible, and to determine the optimal instrumentation setup for each well in coordination with EPCWD. The year of maintenance will include quarterly field visits to download water level data and verify proper operation and calibration of the instruments as well as data management and reporting. We are presenting a range of costs associated with instrumentation options ranging from entry level/bare minimum to telemetry-ready setups. The variability in cost for the telemetry-ready setups are designed to accommodate a range of potential down-hole cable lengths. The actual required cable lengths will be determined during the scoping phase of the project.

Scope of Work

Task A – Scoping

The purpose of this task is to perform a field investigation of each well intended for transducer installations and determine total well depth, perforated interval(s) (if possible), well head setup (i.e. assess available access ports, locking caps, etc.), and evaluate range of historical water levels (if available). The information gathered during this task will determine the precise instrumentation specifications required and will refine project costs. The costs associated with this task include GSI field staff hours, day-rate charges for field equipment, and transportation to and from each site. GSI assumes that coordination with the landowner for site access will be facilitated by EPCWD.

Deliverable: Email report of investigation findings including a recommended instrumentation setup for each well and a subsequent meeting to discuss instrumentation options and make a selection.

Task B – Installation

This task will include ordering the selected transducer instrumentation equipment and performing field work to install and calibrate each device. The costs associated with this task include cost of the transducers, GSI field staff hours, day-rate charges for field equipment and transportation to and from each site. GSI assumes that coordination with the landowner for site access will be facilitated by EPCWD.

Deliverable: Email report of installation, including photos.

Task C – One-Year of Maintenance

This task includes four quarterly visits to the instrumented wells to download water level data and verify proper operation and calibration of each instrument. The field work may include recalibration, if needed. This task also includes water level data management on GSI's server and reporting to EPCWD in a Power BI, or similar,

Installation and One-Year Maintenance of Pressure Transducers in Two EPCWD Monitoring Wells

dashboard-style format¹. The reporting interval will be quarterly, following each field event. The costs associated with this task include GSI field staff hours, day-rate charges for field equipment and transportation to and from each site. GSI assumes that site access will be un-impeded.

Deliverable: Quarterly email updates and delivery of updated Power BI, or similar, dashboard.

Budget and Schedule

Our fee estimate for each task and the various instrumentation options is presented in the Table below. The following is a brief summary of the pros and cons for each instrumentation option. We are happy to discuss these at greater length once the project is underway. **Option 1:** the entry level/bare minimum instrumentation option includes just the two downhole transducers and a separate barometric pressure logger (Baro-logger) for use in reducing atmospheric pressure interference from the water level data. In this case, the transducers will be suspended downhole with fishing line, or similar inexpensive material. The benefit of option 1 is the upfront cost savings. However, over time the initial cost savings will erode due to the additional field time required to completely remove the transducers from the wells each quarter to download data and potentially recalibrate. **Options 2:** the telemetry ready instrumentation options include the option 1 equipment list, plus 'smart' downhole DXT cables (option 2a and 2b only differ in cable length). The benefit of option 2 is less handling of the devices. Once the transducers are installed, they can remain in the well because access to data downloading and potential recalibration is at the well head via the 'smart' DXT downhole cables. Another benefit of option 2 is that the wells would be telemetry ready, meaning that remote data acquisition capability could be added at the well head without disturbing the transducer installation. Option 2 has a more expensive upfront cost, but the added efficiencies and potential for telemetry upgrade would significantly reduce field work costs over time. GSI will make an instrumentation setup recommendation following the scoping phase of the project.

Labor and Direct Expenses				
Description	Labor Hours	Labor Cost	Expenses	Total
Task 1 – Scoping	12	\$1,878	\$59	\$1,937
Task 2 – Installation	13	\$1,828	\$59	\$1,887
Task 3 – One-Year of Maintenance ¹	43	\$6,260	\$235	\$6,495
Labor and Direct Expenses Totals	68	\$9,800	\$353	\$10,319

Instrumentation Options		
Option	Description	Total
1) Entry Level/Bare Minimum	Transducers and Baro-logger only	\$1,818
2a) Telemetry Ready [short cables]	Transducers and Baro-logger with DXT 'smart' cables [assume 110-meter cable lengths]	\$2,842
2b) Telemetry Ready [long cables]	Transducers and Baro-logger with DXT 'smart' cables [assume 250-meter cable lengths]	\$3,405

Project Totals with Option 1 (Entry Level)	\$12,137
with Option 2 (Telemetry Ready)	\$13,161 to \$13,724 (depending on cable length)

¹ - Note that the Maintenance task will be biased high for Equipment Option 1 and biased low for Equipment Options 2. This is due to the necessity to remove the instrument from the well to access data download and potential recalibration (if needed) for Option 1 vs access to data download and potential recalibration (if needed) at the well head via the 'smart' DXT cables for Options 2.

¹ This proposal does not include costs for implementing a public facing data dashboard.

Installation and One-Year Maintenance of Pressure Transducers in Two EPCWD Monitoring Wells

Regardless of the instrumentation option selected we will not exceed the estimated budget for each authorized task without first receiving approval from District representatives. We expect that we can initiate this work within one month of receiving notice to proceed. We propose to complete this work in accordance with the existing contracts we have with District.

We value this opportunity to provide you with this proposal, and we look forward to continuing to serve you on this interesting project. Please contact us if you have any questions regarding our proposal.

Sincerely,
GSI Water Solutions, Inc.



Nate Page, PG
Managing Hydrogeologist



Dave O'Rourke, PG, CHg
Principal Hydrogeologist



Estrella-El Pomar-Creston Water District

Secretary/Treasurer's Report: March 2022

Income:

2021/2022 Assessments:

- \$92,950.36 levied
- \$91,073.17 collected

Monthly Expenses:

- March expenses totaled \$5,518.31

Cash Position:

- Bank Balance as of 03-31-2022 \$122,023.45

Jerry Reaugh

EPCWD Secretary/Treasurer

March 9, 2022

2022/2023 Proposed EPC WD Operating Budget

Budget No. 2022-2023	Budget item description	2018/2019 Actual Expenses	2019/2020 Actual Expenses	2020/2021 Actual Expenses	2021/2022 Actual Expenses thru 3/31	2021/2022 Projected Year End Expenses	Approved 2021/2022 Budget	Preliminary 2022/2023 Budget
	Organizing Expenses	\$14,367						
1	Administrative Support	\$8,350	\$7,953	\$6,921	\$7,917	\$10,500	\$12,000	\$12,000
	Engineering Studies & Investigations							
3	Engineering/Consultants	\$47,822						
3a	GSI Consulting Support for GSP		\$23,290				\$5,000	
3b	GSI Consulting Basin Recharge Study		\$18,618	\$3,551				
3c	GSI Consulting GW Monitoring Network		\$1,494				\$5,000	
3d	GSI Consulting On-call Support		\$6,124	\$13,592	\$3,541	\$6,000	\$15,000	\$15,000
4	Economic Study with S/SJ WD							
4a	Economic Study with S/SJ WD		\$4,750	\$5,000				
4b	Economic Study Outreach			\$6,806	\$7,500	\$7,500	\$5,000	\$15,000
5	Projects: 2022/2023							
5a	GSI GW Monitoring Network Support			\$13,196			\$15,000	\$15,000
5b	GW Levels Monitoring Services			\$2,600	\$9,528	\$10,000	\$15,000	\$15,000
5c	Investigate State Water			\$10,000	\$14,654	\$25,000	\$15,000	\$15,000
5d	Other Projects, Studies & Investigations						\$40,000	
Projects not included in original 2021-2022 Budget								
5e	Ground-based 3D Geophysical Modeling				\$10,970	\$10,970		
5f	Purchase of CIMIS Station				\$9,479	\$9,479		
5g	Realtime Water Level Monitoring Equip					\$5,000		
6	Future Projects, Studies & Investigations							\$30,000
7	Legal Services	\$48,370	\$20,357	\$7,585	\$4,641	\$7,000	\$15,000	\$12,000
8	Insurance, D&O, Liability	\$5,288	\$2,975	\$3,267	\$3,234	\$3,234	\$3,500	\$3,500
9	Auditing/Financial Reporting	\$0		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
10	Office Supplies	\$815	\$827	\$262	\$324	\$750	\$1,000	\$1,000
11	Postage/Printing	\$459	\$377	\$258	\$353	\$600	\$750	\$750
12	Telephone, Computer, Internet Service	\$462	\$1,190	\$1,355	\$2,353	\$4,000	\$2,500	\$4,000
13	Contingency/Reserve						\$20,000	\$15,000
TOTALS		\$125,932	\$87,955	\$79,394	\$79,494	\$105,033	\$174,750	\$158,250

Proposed 2022/2023 Budget Jul/Jun

\$158,250

2022/2023 Proposed EPC WD Operating Budget

Funding Analysis

Cash Analysis

Cash - Bank Balance as of 3/31/22	\$122,023	
less Estimated YE Spending	\$25,539	
Year End Funds Available		\$96,484
Proposed 2022-2023 Budget	\$158,250	
less Year-end Cash	(\$96,484)	
New Annual Funding needed from District Assessments		\$61,766

Proposed 2022/2023 Assessment:	@\$4.5/ac	@\$4.0/ac
Irrigated Lands assessment @ ..., last year \$5.50/ac	\$71,100	\$63,200
Non-irrigated Lands at \$0.08/acres	\$1,654	\$1,654
Residential/Commercial	\$1,560	\$1,560
TOTAL Assessment 2022/2023	\$74,314	\$66,414

Summary of 2021/2022 Assessments

Assessment Income

- Note: 1) These numbers are unaudited and are presented as a summary of EPC WD Operations from July 1, 2021 to March 31, 2022. EPC WD has engaged an independent CPA to perform a financial audit as prescribed by law.
- 2) The District's fiscal year is the calendar year. However, for budgeting purposes, the Jul/Jun period is used, this coincides with the District's annual funding cycle.

updated: 4/10/22