

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: JANUARY 5, 2008

AGENDA ITEM
F
JAN. 9, 2008

MANAGER'S REPORT

ITEM

Standing report to your Honorable Board --*Period covered by this report December 5, 2007 through January 2, 2008.*

DISTRICT BUSINESS

Administrative

Maria Vista Estates has set a total of ten water meters.

Staff expects that the Shop Office will be functional by January 15, 2008.

NCSD's new Superintendent Tina Grietens is scheduled to start work on Jan. 28, 2008.

The County Board of Supervisors will consider adopting their proposed Stormwater Pollution Prevention and Discharge Control Ordinance at its January 15, 2008 Meeting.

Safety Program

No injury reports during the period.

Project Activity

Staff will provide a verbal projects update to the Board at the Board Meeting. Attached is a fiscal summary of the Supplemental Water Fund for November. Also attached is an update from District Engineer Sevcik that will be presented to the Board as Agenda Item C-4.

Conservation Program Activities

Staff is re-writing the draft Water Conservation Plan to delete the emphasis on a three tiered rate structure and to add more educational efforts. Staff expects to present a revised draft in February.

Attached is a copy of the flyer announcing the February Water Conservation Workshops. Water Conservation Specialist Celeste Whitlow will preview these Workshops in Agenda Item C-5.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENTS

- Supplemental Water Fund Fiscal Activity Summary
- District Engineer Update
- February Water Conservation Workshop Flyer

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**NIPOMO COMMUNITY SERVICES DISTRICT
WATERLINE INTERTIE PROJECT
MONTHLY REPORT TO THE BOARD OF DIRECTORS
NOVEMBER 2007**

REVENUES FY 2007-2008 (1)	<u>MONTH OF</u> <u>NOVEMBER</u>	<u>FISCAL YEAR</u> <u>7/1/2007 TO</u> <u>6/30/2008</u>
Supplemental Water Capacity Fees Collected	115,587.50	948,855.75
Interest Income (monthly & quarterly posting)	5,551.46	43,758.22
Revenue Subtotal	121,138.96	992,613.97
EXPENDITURES FY 2007-2008 (2)		
<u>CONSULTANTS</u>		
1590-A1 Feasibility Study (Cannon)	0.00	0.00
1590-A2 EIR Preparation (Wood & Assoc)	0.00	0.00
1590-A3 Estimate/Preliminary Schedule (Cannon)	0.00	0.00
1590-A4 Proposed Routes/Facilities (Cannon)	0.00	0.00
1590-A5 Prop 50 Grant Applicatin	513.00	923.40
1590-A6 Project Support (Cannon)	0.00	0.00
<u>LEGAL</u>		
1590-B1 Shipsey & Seitz	510.00	1,249.50
1590-B2 McDonough, Holland & Allen	0.00	0.00
1590-B3 Richards, Watson & Gershon	0.00	0.00
<u>LAND ACQUISITION</u>		
1590-C1 Tarvin & Associates	0.00	0.00
<u>FINANCIAL</u>		
1590-D1 Reed Group	0.00	0.00
<u>ENGINEERING</u>		
1590-E1 Preliminary Engineering Design (Boyle)	0.00	0.00
1590-E2 Water Modeling by Carollo (City of Santa Maria)	0.00	0.00
1590-E3 Alternative Water Supplies (Boyle)	10,322.10	70,772.01
<u>OTHER</u>		
1590-F1 FGL Environmental	0.00	0.00
1590-F2 Copy/Print	0.00	0.00
<u>SALARY AND BENEFITS (3)</u>		
1590-Z1 Wages-Capitalized	3,173.09	11,634.60
1590-Z2 Payroll Taxes-Capitalized	45.99	168.63
1590-Z3 Retirement-Capitalized	912.54	3,347.63
1590-Z4 Medical-Capitalized	203.51	1,017.55
1590-Z5 Dental/Vision-Capitalized	27.13	130.22
1590-Z6 Workers Compensation-Capitalized	25.32	92.84
Expenditure Subtotal	15,732.68	89,336.38
Net Revenues less Expenditures	105,406.28	903,277.59
Beginning Fund Balance as of July 1, 2007		2,354,803.02
Ending Fund Balance as of November 30, 2007		3,258,080.61

(1) See attached "Supplemental Water Fees Collected" Schedule for more detail.

(2) See attached "Supplemental Water Cost Summary" for more detail.

(3) Salary and Benefits of Project Manager are allocated among NCSD projects and capitalized as part of the cost of the project.

T:\documents\projects\supplemental Water\Financial Reports\FY 6-30-08\monthly report to board.xls

**NIPOMO COMMUNITY SERVICES DISTRICT
SUPPLEMENTAL WATER COST SUMMARY**

<u>A/C #</u>	<u>DESCRIPTION</u>	<u>7/1/2004 TO 6/30/2005</u>	<u>7/1/2005 TO 6/30/2006</u>	<u>7/1/2006 TO 6/30/2007</u>	<u>7/1/2007 TO 6/30/2008</u>	<u>GRAND TOTAL</u>
1645	Reservation Fee-City of Santa Maria	37,500.00	0.00	0.00	0.00	37,500.00
1590-A1	Feasibility Study (Cannon)	25,887.29	0.00	0.00	0.00	25,887.29
1590-A2	EIR Preparation (Wood & Assoc)	29,037.48	87,100.23	16,053.83	0.00	132,191.54
1590-A3	Est/Preliminary Schedule (Cannon)	3,706.19	2,602.75	0.00	0.00	6,308.94
1590-A4	Proposed Routes/Facilities (Cannon)	5,050.07	520.00	0.00	0.00	5,570.07
1590-A5	Prop 50 Grant Application	2,757.00	6,210.00	0.00	923.40	9,890.40
1590-A6	Project Support (Cannon)	0.00	11,797.44	0.00	0.00	11,797.44
					0.00	
1590-B1	Shipse & Seitz	0.00	23,095.55	17,564.25	1,249.50	41,909.30
1590-B2	McDonough, Holland & Allen	0.00	34,177.28	15,871.65	0.00	50,048.93
1590-B3	Richard, Watson & Gershon	0.00	9,472.38	27,954.81	0.00	37,427.19
					0.00	
1590-C1	Tarvin Appraisal	0.00	0.00	16,170.00	0.00	16,170.00
1590-D1	Reed Group	0.00	2,809.85	0.00	0.00	2,809.85
1590-E1	Preliminary Engineering Design (Boyle)	0.00	6,470.33	223,286.67	0.00	229,757.00
1590-E2	Water Modeling by Carollo (City of SM)	0.00	0.00	24,942.00	0.00	24,942.00
1590-E3	Alternative Water Supplies (Boyle)	0.00	0.00	164,230.48	70,772.01	235,002.49
					0.00	
1590-F1	Lab Testing (FGL Environmental)	0.00	0.00	5,047.00	0.00	5,047.00
1590-F2	Copy/Print	0.00	0.00	740.24	0.00	740.24
					0.00	
1590-Z1	Wages-Capitalized	0.00	29,076.92	35,884.51	11,634.60	76,596.03
1590-Z2	Payroll Taxes-Capitalized	0.00	587.22	587.42	168.63	1,343.27
1590-Z3	Retirement-Capitalized	0.00	8,418.08	10,344.53	3,347.63	22,110.24
1590-Z4	Medical-Capitalized	0.00	2,861.36	3,367.02	1,017.55	7,245.93
1590-Z5	Dental/Vision-Capitalized	0.00	0.00	247.90	130.22	378.12
1590-Z6	Workers Compensation-Capitalized	0.00	260.35	341.83	92.84	695.02
		103,938.03	225,459.74	562,634.14	89,336.38	981,368.29

**NIPOMO COMMUNITY SERVICES DISTRICT
CERTIFICATES OF PARTICIPATION
DEBT SERVICE SCHEDULE**

	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL DEBT SERVICE</u>	<u>PRINCIPAL BALANCE</u>
FY June 30, 2004	0.00	136,384.79	136,384.79	4,000,000.00
FY June 30, 2005	75,000.00	169,950.00	244,950.00	3,925,000.00
FY June 30, 2006	80,000.00	167,625.00	247,625.00	3,845,000.00
FY June 30, 2007	80,000.00	165,225.00	245,225.00	3,765,000.00
FY June 30, 2008	85,000.00	163,132.50	248,132.50	3,680,000.00
FY June 30, 2009	85,000.00	162,240.00	247,240.00	3,595,000.00
FY June 30, 2010	85,000.00	160,157.50	245,157.50	3,510,000.00

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**NIPOMO COMMUNITY SERVICES DISTRICT
SUPPLEMENTAL WATER FEES COLLECTED**

PROJECT	DEVELOPER	SUMMARY	DATE PAID	WATER SUPPLY PORTION	PIPELINE PORTION	SUPPLEMENTAL TOTAL
2939	NEWDOLL	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	7/25/2007	6,699.92	828.08	7,528.00
2595	BAUR	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	7/24/2007	1,801.36	222.64	2,024.00
CO 06-0082	BEAUCHAMP	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	8/7/2007	900.68	111.32	1,012.00
CO 04-0606	PEOPLE SELF HELP	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	8/27/2007	1,935.75	239.25	2,175.00
2595	PUHEK	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	10/15/2007	5,024.94	621.06	5,646.00
092-130-044	ROOSEVELT APTS	DEPOSIT FOR TWO 4" DOMESTIC, ONE 2" IRRIGATION, ONE 4" IRRIGATION, ONE 4" FIRE SYSTEM, ONE 6" FIRE SYSTEM AND CREDIT FOR ONE 1" SERVICE	10/31/2007	725,246.10	89,637.15	814,883.25
090-135-006	SPENCER	DEPOSIT FOR ONE 1" DOMESTIC, ONE 1" IRRIGATION AND ONE 3" FIRE SYSTEM	11/27/2007	45,625.40	5,639.10	51,264.50
CO 06-0037	VILLAGE AT NIPOMO	DEPOSIT FOR ONE 1.5" DOMESTIC, ONE 4" DOMESTIC AND THREE 1" IRRIGATION AND CREDIT FOR 5 1" DOMESTIC	11/26/2007	53,644.75	6,630.25	60,275.00
2658	PACE	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	11/27/2007	3,602.72	445.28	4,048.00
FISCAL YEAR 2007-2008			SUBTOTAL	844,481.62	104,374.13	948,855.75

CARRY FORWARD TOTALS FOR FY 04-05,
FY 05-06 AND FY 06-07

1,146,297.23	141,327.02	1,287,624.25
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GRAND TOTAL **1,990,778.85** **245,701.15** **2,236,480.00**



NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
POST OFFICE BOX 326
NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932
Web site address www.nipomocsd.com

MEMORANDUM

TO: BRUCE BUEL, GENERAL MANAGER
FROM: PVS PETER V. SEVCIK, P.E., DISTRICT ENGINEER
DATE: JANUARY 3, 2008
RE: DISTRICT ENGINEER ACTIVITIES UPDATE

- Southland WWTF Upgrade
 - Fugro Phase 2 Discharge Investigation, Task 2 – Nipomo Creek Water Quality Sampling Program – Technical Memorandum completed
 - Tentative schedule is to complete all Phase 2 Tasks and present to Southland WWTF Committee on February 4, 2008, full Board on February 27, 2008
 - Worked with Boyle Engineering to develop scope of work for evaluating solar power at Southland WWTF
- Santa Maria Waterline Intertie Project – Reviewed engineering and EIR work to date
- Safety Program
 - Developing training schedule and funding requirements for training program
 - Developed security plan for District office
- Developed implementation plan for Sanitary Sewer Overflow Prevention Program
- Reviewed GIS system and researched software necessary to develop in-house capability to update system
- Reviewed CAD requirements and researched software necessary to develop in-house CAD capability
- Continued to manage and coordinate Replacement Study
- Reviewed and submitted monthly compliance reports for the water and sewer systems

FREE!

Workshops for the home gardener: Saving water in the landscape.

Did you know?

Approximately 60% of a residence's water bill is due to landscape irrigation?

Rising water prices, predicted drought and an at-risk aquifer are making many people ask "How can I save water?"

A series of four workshops will be offered, focusing on saving water in the landscape.

Feb. 2, 2008: Importance of Soil Building and Composting.

Learn to help your soil use water and nutrients efficiently. Will include a demonstration of tumbler composting and starting a worm ranch.

Feb. 9, 2008. Native and drought-tolerant plants.

Learn how beautiful your yard can look with water-efficient plants. Will include demonstration plants which will be raffled off to workshop participants at the end of the workshop!

Feb 16, 2008. Landscape Design with Drought-Tolerant Plants. Learn the tricks of incorporating water-efficient plants into your landscape.

Feb. 23, 2008: Water-Efficient Landscape Irrigation. Drip irrigation, timers and more! Leak detection!

WHERE?

**NCSD Office Facility
148 S. Wilson St.**

(one block south of Tefft in Olde Towne)



For Reservations call 929-1133 or email cwhitlow@ncsd.ca.gov

The "traditional" or "conventional" landscape is characterized by large areas of lawn (or "turf") accented by well-manicured trees and shrubs. This traditional landscape is typical of the cool, temperate regions of the northeastern U.S. and was brought to California as people moved here from the North. Unfortunately, this traditional type of landscape is not well-adapted to Nipomo's soils and well-defined wet and dry seasons. As a result, traditional landscapes in our area require large amounts of water and maintenance.

In response to drought and limited water supplies, a number of new landscaping ideas have evolved to reduce water and maintenance requirements while still providing beautiful landscapes.

The Nipomo Community Services District is offering a series of four workshops to help residents develop a more water-efficient landscape and irrigation practices. Join us!

RESERVATIONS

For reservations or further information:

Phone: (805) 929-1133
Email: cwhitlow@ncsd.ca.gov



**Nipomo Community
Services District**

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Nipomo, CA 93444-0326
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www.ncsd.ca.gov

FREE!

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home gardener:
Saving water in
the landscape.**

