

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: JUNE 20, 2008

**AGENDA ITEM
F
JUNE 25, 2008**

MANAGER'S REPORT

ITEM

Standing report to your Honorable Board --*Period covered by this report June 5, 2008 through June 18, 2008.*

DISTRICT BUSINESS

Administrative

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

Staff has met with CAL FIRE, the Fire Safe Council and CCC to set up the 2008 Nipomo Greenwaste Chipping Days. Zone 1 chipping will take place May 27 through June 6. Zone 2 chipping will take place from June 9 through June 20. Zone 3 Chipping will take place from June 23 through July 3.

Recruitment is underway to fill the open Customer Service position created by Reed Brewer's promotion to Utility Operator.

The Board of Supervisors, on June 16, 2008, tentatively included funding for the County's share of equipping the two additional sentinel wells with monitoring & reporting equipment.

Attached is a spreadsheet comparing the water system materials repair and maintenance expenditures of the Blacklake System with the Town System. It should be noted that the totals recorded here relate to supplies only and not to labor or contractor costs.

Attached is a listing of upcoming meetings and events per the request of Director Vierheilig.

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 as of May 31, 2008.

Conservation Program Activities

Staff has initiated implementation of the Water Conservation Program.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENTS

- Comparison of Materials Expenditures for Repair and Maintenance
- Listing of Upcoming Meetings and Events
- Supplemental Water Fiscal Summary

NIPOMO COMMUNITY SERVICES DISTRICT
 REPAIRS AND MAINTENANCE EXPENDITURES
 COMPARED TO TOTAL FIXED ASSETS AS A PERCENTAGE
 JUNE 30, 2002 TO JUNE 30, 2007

FUND #120 - TOWN WATER

	R&M (A/C #5280)	FIXED ASSETS	%
6/30/2002	20,778	8,973,047	0.23%
6/30/2003	35,707	8,831,112	0.40%
6/30/2004	57,909	9,346,213	0.62%
6/30/2005	65,677	9,670,260	0.68%
6/30/2006	89,976	9,737,550	0.92%
6/30/2007	164,244	10,041,603	1.64%
	434,292		

Original system built in late 1960's

FUND #140 - BLACKLAKE WATER

	R&M (A/C #5280)	FIXED ASSETS	%
6/30/2002	5,943	2,087,869	0.28%
6/30/2003	7,769	2,089,297	0.37%
6/30/2004	2,658	2,093,644	0.13%
6/30/2005	8,217	2,095,473	0.39%
6/30/2006	13,815	2,182,956	0.63%
6/30/2007	11,086	2,169,955	0.51%
	49,488		

Original system built in early 1980's

LISTING OF UPCOMING MEETINGS AND EVENTS

6/24/08 @ 7:30am @ Monarch Dunes – Quarterly Breakfast Meeting
6/25/08 @ 9am @ NCSD – Board Meeting
7/9/08 @ 9am @ NCSD – Board Meeting
7/11/08 @ 6pm @ ABCSD – Annual CSDA Chapter Meeting
7/24/07 @ 8:45am @ BoS Chambers – AHO EIR
9/23/08 @ ?? @ BoS Chambers – SLO County Retrofit Program

* * * *

Board of Supervisors – Most Tuesdays
WRAC – 1st Wed
SLO County Planning Commission – 2nd Thursday
LAFCO – 3rd Thursday
SCAC – 4th Monday
Chamber – Last Wed Lunch + Quarterly Tues Breakfast
SLO County Planning Commission – 4th Thursday

**NIPOMO COMMUNITY SERVICES DISTRICT
WATERLINE INTERTIE PROJECT
MONTHLY REPORT TO THE BOARD OF DIRECTORS
MAY 31, 2008**

REVENUES FY 2007-2008 (1)	<u>MONTH OF</u> <u>MAY</u>	<u>FISCAL YEAR</u> <u>7/1/2007 TO</u> <u>6/30/2008</u>
Supplemental Water Capacity Fees Collected	48,248.00	1,445,925.25
Interest Income (monthly & quarterly posting)	4,754.78	97,429.20
Revenue Subtotal	53,002.78	1,543,354.45
EXPENDITURES FY 2007-2008 (2)		
<u>CONSULTANTS</u>		
1590-A1 Feasibility Study (Cannon)	0.00	0.00
1590-A2 EIR Preparation (Wood & Assoc)	4,818.10	12,326.35
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	0.00	1,328.40
1590-A6 Project Support (Cannon)	0.00	0.00
1590-A7 Groundwater Grant Assistance (SAIC)	0.00	15,000.00
<u>LEGAL</u>		
1590-B1 Shipsey & Seitz	0.00	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 and Reeder, Gilman & Assoc	0.00	10,000.00
<u>FINANCIAL</u>		
1590-D1 Reed Group	0.00	0.00
1590-D2 Lobbying (Marlowe & Company)	4,500.00	29,801.11
<u>ENGINEERING</u>		
1590-E1 Preliminary Engineering Design (Boyle)	18,966.84	94,058.79
1590-E2 Water Modeling by Carollo (City of Santa Maria)	0.00	0.00
1590-E3 Alternative Water Supplies (Boyle)	0.00	70,772.01
1590-E4 Project Information (Boyle)	0.00	6,000.00
<u>OTHER</u>		
1590-F1 FGL Environmental	0.00	0.00
1590-F2 Copy/Print	0.00	1,022.01
<u>SALARY AND BENEFITS (3)</u>		
1590-Z1 Wages-Capitalized	3,317.32	25,985.57
1590-Z2 Payroll Taxes-Capitalized	48.09	423.90
1590-Z3 Retirement-Capitalized	954.03	7,474.82
1590-Z4 Medical-Capitalized	223.97	2,340.91
1590-Z5 Dental/Vision-Capitalized	28.75	299.48
1590-Z6 Workers Compensation-Capitalized	26.52	207.53
Expenditure Subtotal	32,883.62	278,290.38
Net Revenues less Expenditures	20,119.16	1,265,064.07
Beginning Fund Balance as of July 1, 2007		2,354,803.02
Ending Fund Balance as of May 31, 2008		3,619,867.09

(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	12,326.35	144,517.89
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	1,328.40	10,295.40
1590-A6	Project Support (Cannon)	0.00	11,797.44	0.00	0.00	11,797.44
1590-A7	Groundwater Grant Assistance (SAIC)	0.00	0.00	0.00	15,000.00	15,000.00
1590-B1	Shipsey & 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/Reeder, Gilman & Assoc	0.00	0.00	16,170.00	10,000.00	26,170.00
1590-D1	Reed Group	0.00	2,809.85	0.00	0.00	2,809.85
1590-D2	Lobbying (Marlowe & Company)	0.00	0.00	0.00	29,801.11	29,801.11
1590-E1	Preliminary Engineering Design (Boyle)	0.00	6,470.33	223,286.67	94,058.79	323,815.79
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
1590-E4	Project Information (Boyle)	0.00	0.00	0.00	6,000.00	6,000.00
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	1,022.01	1,762.25
1590-Z1	Wages-Capitalized	0.00	29,076.92	35,884.51	25,985.57	90,947.00
1590-Z2	Payroll Taxes-Capitalized	0.00	587.22	587.42	423.90	1,598.54
1590-Z3	Retirement-Capitalized	0.00	8,418.08	10,344.53	7,474.82	26,237.43
1590-Z4	Medical-Capitalized	0.00	2,861.36	3,367.02	2,340.91	8,569.29
1590-Z5	Dental/Vision-Capitalized	0.00	0.00	247.90	299.48	547.38
1590-Z6	Workers Compensation-Capitalized	0.00	260.35	341.83	207.53	809.71
		<u>103,938.03</u>	<u>225,459.74</u>	<u>562,634.14</u>	<u>278,290.38</u>	<u>1,170,322.29</u>

**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>
				4,000,000.00
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
092-130-043	CIDER VILLAGE	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	12/18/2007	62,320.90	7,702.60	70,023.50
2499	NESTER	FINAL FEES-BALANCE DUE TO FEE INCREASE 7/1/07	3/18/2008	15,074.82	1,863.18	16,938.00
CO 04-0342	NEWDOLL	FINAL FEES FOR FOUR RESIDENTIAL	3/26/2008	42,940.72	5,307.28	48,248.00
090-371-003	ABATTI	ONE 1" DOMESTIC	4/7/2008	10,735.18	1,326.82	12,062.00
2732	NIPOMO OAKS	DEPOSIT FOR 24 1" DOMESTIC AND ONE 1" IRRIGATION	4/14/2008	268,379.50	33,170.50	301,550.00
092-130-007	JEHOVAH	ONE 1" DOMESTIC	5/1/2008	10,735.18	1,326.82	12,062.00
092-241-022	WALKER	ONE 1" DOMESTIC	5/9/2008	10,735.18	1,326.82	12,062.00
CO 05-0113	DAVID	THREE 1" DOMESTIC AND CREDIT FOR ONE 1" DOMESTIC 5/15/08	5/15/2008	21,470.36	2,653.64	24,124.00
FISCAL YEAR 2007-2008			SUBTOTAL	1,286,873.46	159,051.79	1,445,925.25

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 **2,433,170.69** **300,378.81** **2,733,549.50**

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: JUNE 20, 2008



COMMITTEE REPORTS

ITEM

Review Committee Matters.

BACKGROUND

The Supplemental Water Project Design and Construction Committee met on June 16, 2008. Attached are draft minutes. Chairman Eby and/or Member Trotter may wish to add comments at the Board Meeting.

The Supplemental Water Project Design and Construction Committee is scheduled to meet again at 1pm on Monday August 11, 2008.

RECOMMENDATION

It is recommended that your Honorable Board discuss the meetings as appropriate.

ATTACHMENT

- DRAFT 6/16/08 SWP COMMITTEE MEETING MINUTES

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NIPOMO COMMUNITY SERVICES DISTRICT

MONDAY, JUNE 16, 2008

1:00 P. M.

SPECIAL MEETING MINUTES SUPPLEMENTAL WATER PROJECT DESIGN & CONSTRUCTION COMMITTEE

COMMITTEE MEMBERS

ED EBY, CHAIR
CLIFFORD TROTTER, MEMBER

PRINCIPAL STAFF

BRUCE BUEL, GENERAL MANAGER
LISA BOGNUDA, ASSIST. GENERAL MANAGER
DONNA JOHNSON, BOARD SECRETARY
JON SEITZ, GENERAL COUNSEL
PETER SEVCIK, DISTRICT ENGINEER

MEETING LOCATION

District Board Room
148 S. Wilson Street
Nipomo, California

1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE

Chairperson Eby called the meeting to order at 1:00 p.m. and led the flag salute. Committee members Trotter and Eby were both present. Also present were General Manager Bruce Buel, District Engineer Peter Sevcik, District Superintendent Tina Grietens, District Water Conservation Coordinator Celeste Whitlow, DWA representative Doug Wood and four members of the public.

2. REVIEW STATUS OF WATERLINE INTERTIE PROJECT

General Manager Bruce Buel summarized progress in advancing the project and funds expended. Committee discussion followed on the negotiations with the City of Santa Maria and the status of other agencies in developing or selling desalination capacity. There was no public comment.

3. REVIEW DRAFT WIP PROJECT INITIAL STUDY AND DETERMINATION

General Manager Bruce Buel provided an overview of the environmental review process and introduced Doug Wood. Committee discussion followed regarding the process, the project description and the draft Initial Study. Both Member Trotter and Member Eby requested edits to the Initial Study and Doug Wood agreed to circulate a revised draft prior to Board presentation. There was no public comment. Member Trotter moved to recommend that the Board approve the proposed process and determine that an EIR must be prepared. The motion passed unanimously.

NIPOMO COMMUNITY SERVICES DISTRICT
MONDAY, JUNE 16, 2008
SPECIAL MEETING MINUTES
SUPPLEMENTAL WATER PROJECT
DESIGN & CONSTRUCTION COMMITTEE
- 2 -

4. DISCUSS PROCESS FOR SELECTION OF DESIGN TEAM

General Manager Bruce Buel summarized staff's recommendation that the Committee recommend that Boyle be selected as the firm for negotiation of an agreement instead of waiting for interviews. Member Trotter and Member Eby shared their observations on the proposals. There was no public comment. Member Trotter moved staff's recommendation. Member Eby seconded the motion, which passed unanimously. Director Trotter asked the General Manager to personally contact each of the proposers, explain the recommendation, and thank them for their submittal.

5. SET NEXT COMMITTEE MEETING

The Committee agreed to have another meeting on Monday, August 11, 2008 at 1:00 p.m. to discuss negotiations with the City of Santa Maria, the development of the DEIR and the execution of the design scope of work. There was no public comment.

6. ADJOURN

The meeting was adjourned at 2:15 p.m.

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