

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *ML*
INTERIM GENERAL MANAGER
DATE: JANUARY 21, 2011

**AGENDA ITEM
F
JANUARY 26, 2011**

GENERAL MANAGER'S REPORT

ITEM

Standing report to your Honorable Board -- *Period covered by this report is January 7, 2011 through January 21, 2011.*

DISTRICT BUSINESS

Administrative

- District received two longevity distribution checks (\$2,489 and \$332) from SDRMA. (see Attached).
- District Offices inspected by Cal Fire – no corrections issued.

Operation

- Sundale Well by storm related power surges during the last week of 2010. The motor would not restart and was tagged out of service. Initial investigation reveals the Well motor is shorted and must be re-wound. All other electrical equipment, including the Variable Frequency Drives, are un-damaged. Staff is processing a claim with PG&E in hopes of recovering all or some of the ~\$15K it will cost to remove-rewind-and replace the motor.

Meetings

Significant meetings scheduled:

- January 21, CSDA Annual Meeting
- January 25, Santa Maria River TMDL update
- January 27, WIP Conference Call (Assessment, Outreach)
- January 28, WIP Property Meeting (Counsel, Engineer, Design, Surveyor, Property Acquisition)
- February 2, Olde Towne Nipomo Association (Miller Park update)

Safety Program

- No incidents, accidents, or injuries to report.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENT

- January 14, 2011 SDRMA Letter (2 each)
- Director Training Flyer

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January 14, 2011

Nipomo Community Services District
Mr. Michael Lebrun
Interim General Manager
Post Office Box 326
Nipomo, California 93444-0326

Dear Mr. Lebrun,

On January 5, 2011, the SDRMA Board of Directors approved a longevity distribution for the second year in a row. The Longevity Distribution Policy was originally approved by the Board in 2010 to recognize and reward members for their loyalty and commitment to SDRMA programs. The policy is consistent with the goals and objectives of the Board's strategic business plan and helps ensure pool stability by rewarding members for remaining in our Property/Liability and Workers' Compensation programs.

There is no action required by your agency. Every member that has completed the 3 full program year initial commitment period for either the Property/Liability or Workers' Compensation program is eligible to receive the longevity distribution for that particular program. The longevity distribution may only be declared by the Board of Directors each year only after all Board policy reserve requirements have been met. The amount available for the longevity distribution is the amount of investment earnings on undesignated funds for each program as of June 30. The distribution is weighted based on the member's length of time in that program and the amount of the member's annual contributions compared to the total contributions of all pool members.

This year, the Board approved a longevity distribution in the amount of \$301,993 for Property/Liability members and \$328,426 for Workers' Compensation members. For the Property/Liability program, the average length of membership is over 12 years and for the Workers' Compensation program, the average length of membership is over 9 years.

Congratulations! Since you have participated in our Property/Liability program for 16 years as of June 30, 2010, we are pleased to present your agency with a longevity distribution check in the amount of \$2,489.00! We hope that you will share this valuable news with your governing body!

Thank you for your participation and helping make SDRMA a premier risk management program! If you have any questions, please contact the SDRMA Finance Department at 800.537.7790 or 916.231.4141.

Sincerely,
Special District Risk Management Authority

A handwritten signature in black ink, appearing to read "David Aranda".

David Aranda, President
Board of Directors

Date	Invoice Number	Comment	Amount	Discount Amount	Net Amount
1/14/2011	6302010	SDRMA Longevity Distribution	2,489.00	0.00	2,489.00
GL#:	4150-000-00	Longevity Distribution		2,489.00	

Check: 024643 1/14/2011 Nipomo Community Services Dist Check Total: 2,489.00

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Special District Risk Management Authority
 1112 "I" Street, Suite 300
 Sacramento, CA 95814
 (916) 231-4141

California Bank & Trust
 1331 Broadway 11-204/1210
 Sacramento, CA 95818
 PROPERTY/LIABILITY GENERAL ACCOUNT

024643

Date	Amount
1/14/2011	*****2,489.00*

Pay: *TWO THOUSAND FOUR HUNDRED EIGHTY-NINE AND XX / 100

To The Order Of **Nipomo Community Services District**
 Post Office Box 326
 Nipomo, CA 93444-0326

Two Signatures Required

Gregory St Hall

C. Paul Frydendal



SECURITY FEATURES INCLUDED. DETAILS ON BACK.

⑈0 24643⑈ ⑆ 1 2 100 204 2⑆ 103006007 1⑈

Special District Risk
Management Authority

Maximizing Protection,
Minimizing Risk.

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141
F 916.231.4111
Toll-free 800.537.7790
www.sdrma.org



January 14, 2011

Nipomo Community Services District
Mr. Michael Lebrun
Interim General Manager
Post Office Box 326
Nipomo, California 93444-0326

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There is no action required by your agency. Every member that has completed the 3 full program year initial commitment period for either the Property/Liability or Workers' Compensation program is eligible to receive the longevity distribution for that particular program. The longevity distribution may only be declared by the Board of Directors each year only after all Board policy reserve requirements have been met. The amount available for the longevity distribution is the amount of investment earnings on undesignated funds for each program as of June 30. The distribution is weighted based on the member's length of time in that program and the amount of the member's annual contributions compared to the total contributions of all pool members.

This year, the Board approved a longevity distribution in the amount of \$301,989 for Property/Liability members and \$328,431 for Workers' Compensation members. For the Property/Liability program, the average length of membership is over 12 years and for the Workers' Compensation program, the average length of membership is over 9 years.

Congratulations! Since you have participated in our Workers' Compensation program for 6 years as of June 30, 2010, we are pleased to present your agency with a longevity distribution check in the amount of \$332.00! We hope that you will share this valuable news with your governing body!

Sincerely,
Special District Risk Management Authority

A handwritten signature in black ink, appearing to read "David Aranda".

David Aranda, President
Board of Directors

Date	Invoice Number	Comment	Amount	Discount Amount	Net Amount
1/14/2011	6302010	SDRMA Longevity Distribution	332.00	0.00	332.00
GL#:	4150	Longevity Distrib		332.00	

Check: 001881 1/14/2011 Nipomo Community Services Dist Check Total: 332.00

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Special District Risk Management Authority
1112 "I" Street, Suite 300
Sacramento, CA 95814
(916) 231-4141

California Bank & Trust
1331 Broadway 11-204/1210
Sacramento, CA 95818
WORKERS COMPENSATION ACCOUNT

001881

Date	Amount
1/14/2011	*****332.00*

Pay: *THREE HUNDRED THIRTY-TWO AND XX / 100

To The Order Of Nipomo Community Services District
Post Office Box 326
Nipomo, CA 93444-0326

Two Signatures Required

Gregory St Hall

C. Paul Frydendal



SECURITY FEATURES INCLUDED. DETAILS ON BACK.

⑈001881⑈ ⑆121002042⑆ 1030075261⑈



How To Be An Effective Board Member

An essential workshop for both experienced and newly elected/appointed special district officials.

- SACRAMENTO – JANUARY 6, 2011 – CSAG Conference Center
- RIVERSIDE – JANUARY 27, 2011 – Western Municipal Water District
- MONTEREY – FEBRUARY 3, 2011 – Pebble Beach Community Services District



Meets AB 1234 Ethics Training Compliance Requirement

SDDMA CIP Point

Leading a special district as an experienced or newly elected/appointed official is both exciting and challenging. You have accepted the responsibility of representing your constituents and customers in the most effective and professional manner possible. This will demand that you acquire or maintain the necessary skills to govern a special district. The How To Be An Effective Board Member training has been designed specifically for special district board members and board chairs/presidents in order to provide the tools, background and overall knowledge necessary to help navigate the first year of governing a special district and be an effective leader.

Workshop participants will learn:

- The major legislative issues that affect special districts (Prop. 13, FRAE, LAFCO, state and local fiscal relationships, etc.).
- The basics of special districts, including their history, structure, organizational differences, funding mechanisms and the role they play in communities.
- A board member's role and responsibilities including: making and approving appropriate district policy, community leadership, strategic thinking and developing a board's vision.
- The laws that govern special districts and their board members.

"Best instructor I have had in board training"

– R. Hanson, Director, Selma Irrigation District

Agenda

- 8:30 – 9:00 a.m. Registration
- 9:00 a.m. – 12:00 p.m. Workshop
- 12:00 – 1:00 p.m. Lunch provided
- 1:00 – 4:00 p.m. Workshop

Cost

CSDA member	\$225
Non-member	\$375

Mail – CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814 or **Fax** – 916.442.7889 • **Questions?** Call – 877.924.2732 (CSDA)

How To Be An Effective Board Member

- SACRAMENTO – JANUARY 6, 2011 – CSAG Conference Center
 RIVERSIDE – JANUARY 27, 2011 – Western MWD
 MONTEREY – FEBRUARY 3, 2011 – Pebble Beach Community Services District

Name/Title:		
District:		
Address:		
City:	State:	ZIP:
Phone:	Fax:	
E-mail:		
Payment		
<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express		
Acct. name:	Acct. Number:	
Expiration date:	Authorized Signature:	
Cancellations must be made IN WRITING and received via fax or mail no later than three days prior to the seminar. All cancellations made within the specified time will be refunded less a \$25 processing fee.		



California Special Districts Association