

# **NIPOMO COMMUNITY SERVICES DISTRICT**

**THURSDAY MARCH 15, 2012**

**9:00 A.M.**

## **SPECIAL MEETING NOTICE & AGENDA FINANCE AND AUDIT COMMITTEE**

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### **COMMITTEE MEMBERS**

LARRY VIERHEILIG, CHAIRMAN  
DAN GADDIS, MEMBER

### **PRINCIPAL STAFF**

MICHAEL S. LEBRUN, GENERAL MANAGER  
LISA BOGNUDA, ASST GM/FINANCE DIRECTOR  
JON SEITZ, GENERAL COUNSEL

**MEETING LOCATION - District Board Room  
148 S. Wilson Street, Nipomo, California**

- 1. CALL TO ORDER, FLAG SALUTE AND ROLL CALL**
- 2. REVIEW EMPLOYEE COST OF LIVING ADJUSTMENT (COLA)**

ACTION RECOMMENDED: Receive Report and make a recommendation to the Board of Directors.

- 3. REVIEW ITEMS FOR INCLUSION IN THE DRAFT 2012-2013 FISCAL YEAR BUDGET:**

ACTION RECOMMENDED: Receive Report and make a recommendations for inclusion in the draft 2012-2013 Fiscal Year Budget.

- 4. ADJOURN**

Next Finance and Audit Committee Meeting will held on Friday, April 13, 2012 at 9:00 a.m.

TO: MICHAEL S. LEBRUN *MSL*  
 GENERAL MANAGER

FROM: LISA BOGNUDA *LSB*  
 FINANCE DIRECTOR

DATE: MARCH 9, 2012



**REVIEW EMPLOYEE COST OF LIVING ADJUSTMENT (COLA)**

**ITEM**

Review employee Cost of Living Adjustment (COLA)

**BACKGROUND**

The NCSD Personnel Policies & Procedures Manual, Section 3030(4) states the following:  
 Cost of Living Adjustments – Annually, the Board may consider a Cost of Living Adjustment (COLA). If the COLA is approved, the step plan will be adjusted accordingly, thus keeping the plan current. Therefore, an employee may receive both a Cost of Living Adjustment and an increase in compensation pursuant to Section 3030(2) in any given year until the employee reaches Step 5. Upon reaching Step 5, the only salary adjustments an employee will receive will be Board-approved Cost of Living Adjustments.

On December 13, 2006, the Board of Directors approved Resolution 2006-1000 which included:

Approve the use of the Consumer Price Index-Urban Wage Earners and Clerical Workers (Average of annual increase for the Los Angeles-Riverside-Orange County and San Francisco-Oakland-San Jose) for all future Cost of Living Adjustments (COLA).

Staff computed the average of annual increase for the Consumer Price Index of Los Angeles-Riverside-Orange County and San Francisco-Oakland-San Jose to be 3.02%. (see Page 2d)

Since the adoption of Resolution 2006-1000, the Board approved COLA adjustments have been as follows:

Fiscal year	COLA Computation	Board Approved
7/1/12	3.02%	To be determined
7/1/11	1.65%	0.00%
7/1/10	0.00%	0.00%
7/1/09	3.61%	3.61%
7/1/08	3.22%	3.22%
7/1/07	3.53%	3.53%

At the February 26, 2012, Finance and Audit Committee Meeting, Staff was directed to contact the following Community Services District and obtain the following information:

	COLA 7/1/11	Expected COLA 7/1/12	How is COLA computed
Heritage Ranch CSD	2% (actual COLA was 2.5%)	3%	Bargaining Unit Agreement states COLA shall range from 1% to 3% per year based on CPI-California for all Urban Wage Earners and Clerical Workers based on change from February to February (1)
Templeton CSD	3%	0%	MOU negotiated from 2009-2011
Cambria CSD	4%	Not sure yet	Union Agreement from 2007-2012 agreed to 4% COLA per year. Negotiations on-going.

(1) California Index uses the weighted average of the CPI for Los Angeles-Anaheim-Riverside and San Francisco-Oakland-San Jose.

**STRATEGIC PLAN**

Strategic Plan Item 4.1 – Retain long-term employees and attract new employees by providing industry competitive salary/benefits.

**RECOMMENDATION**

It is recommended that the Committee review the COLA and forward its recommendation to the Board of Directors.

**ATTACHMENT**

Section 3030(4) from NCSD Personnel Policies and Procedures (Page 2a)

Resolution 2006-1000 (Page 2b)

Excerpt from Bureau of Labor Statistics on how to compute the CPI (Page 2c)

Consumer Price Index information and computation (Page 2d)

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4. Cost of Living Adjustments – Annually, the Board may consider a Cost of Living Adjustment (COLA). If the COLA is approved, the step plan will be adjusted accordingly, thus keeping the plan current. Therefore, an employee may receive both a Cost of Living Adjustment and an increase in compensation pursuant to Section 3030(2) in any given year until the employee reaches Step 5. Upon reaching Step 5, the only salary adjustments an employee will receive will be Board-approved Cost of Living Adjustments.
5. Promotion - Employees promoted to a position with a higher salary range shall be placed on the step of the range allocated to the new classification which would grant such employee an increase in pay, provided, however, the increase may exceed five percent at the discretion of the General Manager, and that such increase shall not exceed the top step of the range allocated to the new classification. Such action shall require the General Manager to establish a new anniversary date in accordance with the following criteria:
  - A. For employees who are promoted to a permanent position and placed at the first step of the salary range, the anniversary date shall be the date following the completion of 12 months of service at such step.
  - B. For employees who are promoted to a permanent position and placed at a step other than the first step, the anniversary date shall be the day following the completion of 12 months of service at such step.
6. Incentive Pay - For Utility Operators who successfully achieve Water or Wastewater Grade certificates over and above those required for the position while employed with the District will be entitled to receive a one time incentive pay of \$500.00 for each certificate obtained.

NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2006-1000

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
ADOPTING THE MONTHLY SALARY SCHEDULE, PROPOSED SALARY  
RANGE PLACEMENT, AND GPI INDEX

WHEREAS, the Nipomo Community Services District (herein "District") Board of Directors (herein "Board") is a local governmental agency formed and authorized to provide services within its jurisdiction, pursuant to Section 61000 et seq. of the California Government Code; and

WHEREAS, the Nipomo Community Services District contracted with a Koff & Associates, Inc. to perform a professional Salary and Benefits Survey; and

WHEREAS, the Board of Directors accepted and filed the final report titled "Total Compensation Study for the Nipomo Community Services District" on December 13, 2006; and

WHEREAS, Koff & Associates, Inc. recommended a new Monthly Salary Schedule and proposed Salary Range Placement in the report; and

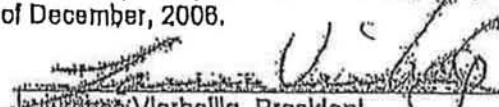
NOW, THEREFORE, the Board of Directors of the Nipomo Community Services District does hereby resolve, declare, determine and order as follows:

1. Adopt the Monthly Salary Schedule (Exhibit "A")
2. Adopt the Proposed Salary Range Placement (Exhibit "B")
3. Approve the use of the Consumer Price Index-Urban Wage Earners and Clerical Workers (Average of annual increase for the Los Angeles-Riverside-Orange County and San Francisco-Oakland-San Jose) for all future Cost of Living Adjustments (COLA).
4. Authorize Staff to advertise for the positions of District Engineer, Utility Foreman and Water Conservation Specialist at the newly approved monthly salary schedule

On the motion of Director Trotter, seconded by Director Harrison, and on the following roll call vote, to wit:

AYES: Director Trotter, Harrison, Eby, Winn and Vierhellig  
NOES: None  
ABSENT: None

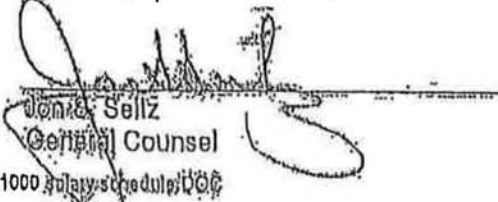
The foregoing resolution is hereby passed, approved and adopted by the Board of Directors of the Nipomo Community Services District this 13th day of December, 2006.

  
William Vierhellig, President  
Nipomo Community Services District

ATTEST:

  
Donna K. Johnson  
Secretary to the Board

APPROVED AS TO FORM:

  
Donnie Seltz  
General Counsel

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## The CPI and escalation: Some points to consider

The CPI is calculated for two population groups: All Urban Consumers (CPI-U) and Urban Wage Earners and Clerical Workers (CPI-W). The CPI-U represents about 87 percent of the total U.S. population and is based on the expenditures of all families living in urban areas. The CPI-W is a subset of the CPI-U and is based on the expenditures of families living in urban areas who meet additional requirements related to employment: more than one-half of the family's income has to be earned from clerical or hourly-wage occupations. The CPI-W represents about 32 percent of the total U.S. population.

There can be small differences in movement of the two indexes over short periods of time because differences in the spending habits of the two population groups result in slightly different weighting. The long-term movements in the indexes are similar. CPI-U and CPI-W indexes are calculated using measurement of price changes for goods and services with the same specifications and from the same retail outlets. The CPI-W is used for escalation primarily in blue-collar cost-of-living adjustments (COLA's). Because the CPI-U population coverage is more comprehensive, it is used in most other escalation agreements.

The 26 metropolitan areas for which BLS publishes separate index series are by-products of the U.S. City Average Index. Metropolitan area indexes have a relatively small sample size and, therefore, are subject to substantially larger sampling errors. Metropolitan area and other sub-components of the national indexes (regions, size-classes) often exhibit greater volatility than the national index. BLS strongly recommends that users adopt the U.S. City Average CPI for use in escalator clauses.

The U.S. City Average CPI's are published on a seasonally adjusted basis as well as on an unadjusted basis. The purpose of seasonal adjustment is to remove the estimated effect of price changes that normally occur at the same time and in about the same magnitude every year (e.g., price movements due to the change in weather patterns, model change-overs, holidays, end-of-season sales, etc.). The primary use of seasonally adjusted data is for current economic analysis. In addition, the factors that are used to seasonally adjust the data are updated annually. Also, seasonally adjusted data that have been published earlier are subject to revision for up to 5 years after their original release. For these reasons, the use of seasonally adjusted data in escalation agreements is inappropriate.

### \* EXAMPLE OF COMPUTATION \*

Escalation agreements using the CPI usually involve changing the base payment by the percent change in the level of the CPI between the reference period and a subsequent time period. This is calculated by first determining the index point change between the two periods and then the percent change. The following example illustrates the computation of percent change:


CPI for current period	136.0
Less CPI for previous period	129.9
Equals Index point change	6.1
Divided by previous period CPI	129.9
Equals	0.047
Result multiplied by 100	0.047 x 100
Equals percent change	4.7

The Bureau of Labor Statistics neither encourages nor discourages the use of price adjustment measures in contractual agreements. Also, while BLS can provide technical and statistical assistance to parties developing escalation agreements, we can neither develop specific wording for contracts nor mediate legal or interpretive disputes which might arise between the parties to the agreement.

<http://www.bls.gov/cpi/cpi1998d.htm>


**Consumer Price Index - Urban Wage Earners and Clerical Workers**

Series Id: CWURA421SA0  
 Not Seasonally Adjusted  
 Area: Los Angeles-Riverside-Orange County, CA  
 Item: All items  
 Base Period: 1982-84=100

Download:  .xls

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2001	167.3	168.3	169.1	169.6	170.5	171.9	171.3	171.1	171.5	171.0	170.7	169.7	170.2	169.5	170.9
2002	171.5	172.8	173.8	174.8	175.4	174.7	175.0	175.6	176.3	176.5	177.0	176.7	175.0	173.8	176.2
2003	177.8	179.6	181.6	180.9	179.9	179.6	179.6	180.5	181.9	181.2	180.5	180.2	180.3	179.9	180.7
2004	181.7	183.4	184.9	185.2	186.8	187.4	186.8	186.5	187.8	189.8	190.3	188.5	186.6	184.9	188.3
2005	188.5	190.3	192.1	194.2	194.6	193.7	194.6	196.4	199.0	200.0	198.4	196.5	194.9	192.2	197.5
2006	198.3	199.9	200.8	202.9	205.0	204.2	204.5	205.0	205.3	203.5	203.3	202.9	203.0	201.9	204.1
2007	204.498	206.632	208.929	210.195	211.145	209.614	209.444	209.240	209.849	211.259	212.844	212.282	209.661	208.502	210.820
2008	213.825	214.231	216.493	217.914	219.702	222.435	223.245	221.230	220.285	218.726	214.083	211.007	217.765	217.433	218.096
2009	212.454	213.234	213.013	213.405	214.446	216.145	216.128	216.628	217.302	217.474	216.618	216.233	215.257	213.783	216.730
2010	217.290	217.090	218.157	218.475	218.787	218.222	218.367	218.752	218.427	219.339	218.694	219.619	218.435	218.004	218.866
2011	221.540	222.814	225.770	227.051	226.842	225.461	224.277	224.665	226.096	226.116	225.786	224.444	225.072	224.913	225.231

Series Id: CWURA422SA0  
 Not Seasonally Adjusted  
 Area: San Francisco-Oakland-San Jose, CA  
 Item: All items  
 Base Period: 1982-84=100

Download:  .xls

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2001		183.5		184.9		186.9		186.7		187.5		186.5	185.7	184.5	186.9
2002		186.8		188.8		189.1		189.3		190.0		189.6	188.8	188.0	189.6
2003		193.7		193.6		192.2		192.3		191.9		191.1	192.4	192.9	191.9
2004		194.1		194.7		195.4		195.0		196.4		195.9	195.0	194.4	195.7
2005		197.3		199.3		197.5		199.5		202.6		199.3	199.1	197.9	200.3
2006		202.5		204.9		205.2		206.7		206.2		205.6	204.9	203.7	206.1
2007		208.803		211.189		211.422		211.620		213.133		214.204	211.370	209.986	212.754
2008		214.913		217.913		221.454		221.385		221.192		213.685	218.441	217.487	219.396
2009		216.797		218.587		220.996		221.279		221.708		220.121	219.645	218.182	221.109
2010		222.049		223.821		224.185		224.195		224.352		224.152	223.624	223.012	224.236
2011		226.638		231.600		230.605		231.445		232.371		231.109	230.337	229.074	231.600

<http://data.bls.gov/cgi-bin/surveymost>

2/2/2012

**NIPOMO COMMUNITY SERVICES DISTRICT  
 CONSUMER PRICE INDEX ADJUSTMENT  
 PROPOSED FOR JULY 1, 2012**

	<u>SF</u>	<u>LA</u>	<u>AVERAGE</u>
CPI for current period	230.337	225.072	
Less CPI for previous period	<u>(223.624)</u>	<u>(218.435)</u>	
Equals index point change	6.713	6.637	
Divide by previous period CPI	223.624	218.435	
Equals	0.0300	0.0304	
Result multiplied by 100	0.03 x 100	0.0304 x 100	
	<u>3.000</u>	<u>3.040</u>	<u>3.020</u>

TO: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

FROM: LISA BOGNUDA *LSB*  
FINANCE DIRECTOR

DATE: MARCH 9, 2012



REVIEW THE FOLLOWING FOR INCLUSION IN THE  
2012-2013 FISCAL YEAR BUDGET

**ITEM**

Review the following for inclusion in the 2012-2013 fiscal year budget.

**BACKGROUND**

The following items are for the Committee's review:

- PROPOSED FIXED ASSET PURCHASES (Page 3A)
- PROPOSED FLEET SCHEDULE (Page 3B)
- PROPOSED FUNDED REPLACEMENT PROJECTS (Page 3C)
- PROPOSED CAPITAL IMPROVEMENT PROJECTS (Pages 3D)
- PROPOSED FIVE YEAR CAPITAL IMPROVEMENT PLAN (Pages 3E-3F)
- PROPOSED DISTRICT PERSONNEL (Page 3G)
- PROPOSED 2012-2013 ORGANIZATIONAL CHART (Page 3H)

**RECOMMENDATION**

It is recommended that the Committee provide direction to Staff. Staff will incorporate the Committee's comments and recommendations into the draft 2012-2013 budget.

**ATTACHMENT**

Budget information Pages 3A-3G  
Proposed 2012-213 Organizational Charge (Page 3H)



NIPOMO COMMUNITY SERVICES DISTRICT  
FIXED ASSET PURCHASES  
2012-2013

<b>BUDGET ITEMS FOR 2012-2013</b>	#110 ADMIN	#125 WATER	#130 TOWN SEWER	#150 BL SEWER	TOTAL
Utility Billing/Fund Accounting Software (Estimate)	25,000	75,000	21,250	3,750	125,000
Lab Equipment and Set Up for Process Control (carryover from FY 2010-2011)	0	9,900	3,300	1,800	15,000
Preventive Maintenance Program & Training (carryover from FY 2011-2012)	0	33,000	11,000	6,000	50,000
Utility Truck (Heavy Duty with Utility Body and Crane)	0	49,500	16,500	9,000	75,000
Utility Truck	0	16,500	5,500	3,000	25,000
Utility Truck	0	16,500	5,500	3,000	25,000
	<u>25,000</u>	<u>200,400</u>	<u>63,050</u>	<u>26,550</u>	<u>315,000</u>

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NIPOMO COMMUNITY SERVICES DISTRICT  
FLEET SCHEDULE  
2012-2013

	<b>OPERATIONS VEHICLES</b>	<b>YEAR</b>	<b>DATE PURCHASED</b>	<b>FISCAL YR PURCHASED</b>	<b>MILEAGE</b>
1	TOYOTA TACOMA	2002	8/14/02	2003	78,500
2	CHEVY 1 TON 3500 UTILITY (USED AS ON-CALL VEHICLE)	2004	12/8/03	2004	107,900
3	FORD F150 PICK UP	2004	7/8/04	2004	106,900
4	FORD F150 PICK UP	2004	7/8/04	2004	85,900
5	FORD F250 DIESEL 4x4	2007	8/25/06	2007	51,800
6	FORD F150	2008	1/28/08	2008	25,600
7	FORD F150 4x4	2009	12/29/08	2009	32,000
8	FORD F150 2x4	2009	1/6/09	2009	25,000

	<b>ADMIN VEHICLES</b>	<b>YEAR</b>	<b>DATE PURCHASED</b>	<b>FISCAL YR PURCHASED</b>	<b>MILEAGE</b>
9	FORD ESCAPE	2007	12/1/06	2007	17,000
10	FORD RANGER	2010	11/7/09	2010	6,700

	<b>OTHER OPERATIONS EQUIPMENT</b>	<b>DATE PURCHASE D</b>	<b>MILEAGE/ HOURS</b>
11	FORD DUMP TRUCK	6/25/06	9,800
12	JOHN DEERE LOADER/BACKHOE	1/2/08	194 hours
13	JOHN DEERE BACKHOE	9/3/09	174 hours
14	FORD F250 DIESEL 4x4 (TOWS VALVE EXERCISING MACHINE)	1/15/10	2,800
15	VAC CON	2/10/10	7,000

Surplus in FY 2012-2013

NIPOMO COMMUNITY SERVICES DISTRICT  
FUNDED REPLACEMENT PROJECTS  
2012-2013

<b>BUDGET ITEMS FOR 2012-2013</b>	#805 FUNDED REPLACEMENT WATER	#810 FUNDED REPLACEMENT TOWN SEWER	#830 FUNDED REPLACEMENT BLACKLAKE SEWER	TOTAL
Fire Hydrant Replacements (1)	72,600	0	0	72,600
Valve Replacements (1)	184,000	0	0	184,000
Air Vac Replacements (1)	16,500	0	0	16,500
Well Refurbishment-BL Well #4 (1) (carryover from FY 2011-2012)	200,000	0	0	200,000
Southland WWTF Upgrade Construction-Contribution per Financing Plan	0	2,600,000	0	2,600,000
Manhole Rehabilitation (1)	0	90,000	0	90,000
Lift Station Rehabilitation (1)	0	100,000	0	100,000
Bio-Solids Removal (carryover from FY 2011-2012)	0	200,000	100,000	300,000
Blacklake Sewer Master Plan	0	0	60,000	60,000
SUBTOTAL	473,100	2,990,000	160,000	3,623,100
SCADA Upgrades (carryover from FY 2011-2012)	0	0	40,000	40,000
SUBTOTAL	0	0	40,000	40,000
TOTAL	473,100	2,990,000	200,000	3,663,100

(1) Water and Town Sewer Master Plan Projects

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NIPOMO COMMUNITY SERVICES DISTRICT  
 CAPITAL IMPROVEMENTS  
 SHARED PROJECT COST SUMMARY  
 2012-2013

<u>BUDGET ITEMS FOR 2012-2013</u>	<u>#700 WATER CAPACITY CHARGES</u>	<u>#710 TOWN SEWER CAPACITY CHARGES</u>	<u>#500 SUPPLEMENTAL WATER CHARGES</u>	<u>TOTAL</u>
Southland WWTF (1)	0	9,400,000	0	0
Bio-Solids Removal (1) (carryover from FY 2011-2012)	0	200,000	0	0
SCADA Upgrades (1) (carryover \$300,000 from FY 2011-2012)	140,000	120,000	0	260,000
Standpipe Mixing (1) (carryover \$150,000 from FY 2011-2012)	200,000	0	0	0
Willow road Water Line (Phase 2) (1) (carryover from FY 2011-2012)	100,000	0	0	100,000
New Water Tank Site (1) (carryover from FY 2011-2012)	400,000	0	0	0
Subtotal	840,000	9,720,000	0	360,000

Per Draft Assessment Engineer's Report

Supplemental Water Project

Construction	0	0	18,300,000	18,300,000
Engineering, Design and Incidental Costs	0	0	6,400,000	6,400,000
District Planning and Formation Costs	0	0	1,600,000	1,600,000
Financing Costs and Reserves	0	0	3,500,000	3,500,000
Total All Costs	0	0	29,800,000	29,800,000
Less: Expenditures previously incurred by NCSD			(3,600,000)	(3,600,000)
Subtotal for Supplemental Water Project	0	0	26,200,000	26,200,000
TOTAL	840,000	9,720,000	26,200,000	26,560,000

(1) Water and Town Sewer Master Plan Projects

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**NIPOMO COMMUNITY SERVICES DISTRICT  
FIVE YEAR CAPITAL IMPROVEMENT PLAN  
WATER DIVISION**

<b>SUPPLEMENTAL WATER - FUND #500</b>		<b>FY 12-13</b>
Supplemental Water Project (1)		26,200,000
<b>TOTAL</b>		<b>26,200,000</b>

<b>FOR PLANNING PURPOSES ONLY</b>				
<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>Total</b>
0	0	0	0	26,200,000
0	0	0	0	26,200,000

**WATER CAPACITY - FUND #700**

<b>Backbone Improvements</b>	
Water Storage Tank	400,000

<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>Total</b>
1,200,000	400,000	0	0	2,000,000

<b>Willow Road Extension Improvements</b>	
Phase 2	100,000

0	0	0	0	100,000
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<b>Operational Improvements</b>	
SCADA Upgrades - Water Fund Share	140,000
Standpipe Mixing	200,000

20,000	20,000	20,000	20,000	220,000
0	0	0	0	200,000

<b>Eliminate Existing Bottlenecks</b>	
Camino Caballo - Blue Gum to existing 16 inch	0
Grande-Cyclone to Orchard	0
S. Frontage - Hill to Grande	0
S. Frontage - Story to Banyon	0

265,000	0	0	0	265,000
0	120,000	0	0	120,000
0	260,000	0	0	260,000
0	0	65,000	0	65,000

<b>Looping Dead-End Mains (1)</b>	
Colt Lane	0
Grove	0
N. Blume	0
N. Crosby	0
Eve	0
Brytec Court	0
Branch	0
<b>TOTAL</b>	<b>840,000</b>

270,000	0	0	0	270,000
100,000	0	0	0	100,000
0	51,800	0	0	51,800
0	14,000	0	0	14,000
0	66,500	0	0	66,500
0	0	3,000	0	3,000
0	0	111,000	0	111,000
<b>1,855,000</b>	<b>932,300</b>	<b>199,000</b>	<b>20,000</b>	<b>3,846,300</b>

<b>FUNDED REPLACEMENT PROJECTS - FUND #805</b>	
Fire Hydrants	72,600
Valves	184,000
Air Vacs	16,500
Well Refurbishment	200,000
<b>TOTAL</b>	<b>473,100</b>

<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>Total</b>
72,600	72,600	72,600	72,600	363,000
184,000	184,000	184,000	184,000	920,000
16,500	16,500	16,500	16,500	82,500
100,000	100,000	100,000	100,000	600,000
<b>373,100</b>	<b>373,100</b>	<b>373,100</b>	<b>373,100</b>	<b>1,965,500</b>

(1) Funding for construction is anticipated in FY 2012-2013. Construction is anticipated to begin FY 2012-2013 and to be completed FY 2013-2014.

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**NIPOMO COMMUNITY SERVICES DISTRICT  
FIVE YEAR CAPITAL IMPROVEMENT PLAN  
TOWN AND BLACKLAKE SEWER DIVISIONS**

**TOWN SEWER CAPACITY - FUND #710**

Town Sewer Division	FY 12-13
Southland WWTF (1)	9,400,000
Bio-Solids Removal	200,000

**FOR PLANNING PURPOSES ONLY**

FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
0	0	0	0	9,400,000
0	0	0	0	200,000

**Collection System - Town Sewer Division**

Prohibition Zone Sewer Extensions	0
Division Street, Beverly to Frontage	0

0	0	50,000	0	50,000
0	0	390,000	0	390,000

**Operational Improvements - Town Sewer Division**

SCADA Upgrades - Wastewater Fund Share	120,000
<b>TOTAL</b>	<b>9,720,000</b>

20,000	20,000	20,000	20,000	200,000
20,000	20,000	460,000	20,000	10,240,000

**FUNDED REPLACEMENT PROJECTS - TOWN SEWER DIVISION - FUND #810**

Southland WWTF	2,600,000
Manhole Rehabilitation	90,000
Lift Station Rehabilitation	100,000
Bio-Solids Removal	200,000
<b>TOTAL</b>	<b>2,990,000</b>

FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
0	0	0	0	2,600,000
90,000	90,000	90,000	90,000	450,000
100,000	100,000	100,000	100,000	500,000
0	0	0	0	200,000
190,000	190,000	190,000	190,000	3,750,000

**FUNDED REPLACEMENT PROJECTS - BL SEWER - FUND #830**

Blacklake WWTF Sludge Removal	100,000
Blacklake Sewer Master Plan (2)	60,000
SCADA Upgrades - Wastewater Fund Share	40,000
<b>TOTAL</b>	<b>200,000</b>

FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
0	0	0	0	100,000
0	0	0	0	60,000
5,000	5,000	5,000	5,000	60,000
5,000	5,000	5,000	5,000	220,000

(1) Funding for construction is anticipated in FY 2012-2013. Construction is anticipated to begin FY 2012-2013 and be completed FY 2013-2014.

(2) Blacklake Sewer Master Plan will provide information for planning/budgeting future capital improvement projects.

**DRAFT**

NIPOMO COMMUNITY SERVICES DISTRICT  
DISTRICT PERSONNEL  
2012-2013

OFFICE	CURRENT	PROPOSED
General Manager	1	1
Assist General Manager/Finance Director	1	1
District Engineer	1	1
Billing Clerk	1	1
Secretary/Clerk	1	1
Water Conservation/Public Outreach Specialist (1)	1	0
Engineer's Assistant/Water Conservation Coordinator (2)	0	1
Information Officer (2)	<u>0</u>	<u>0.5</u>
	<u>6</u>	<u>6.5</u>

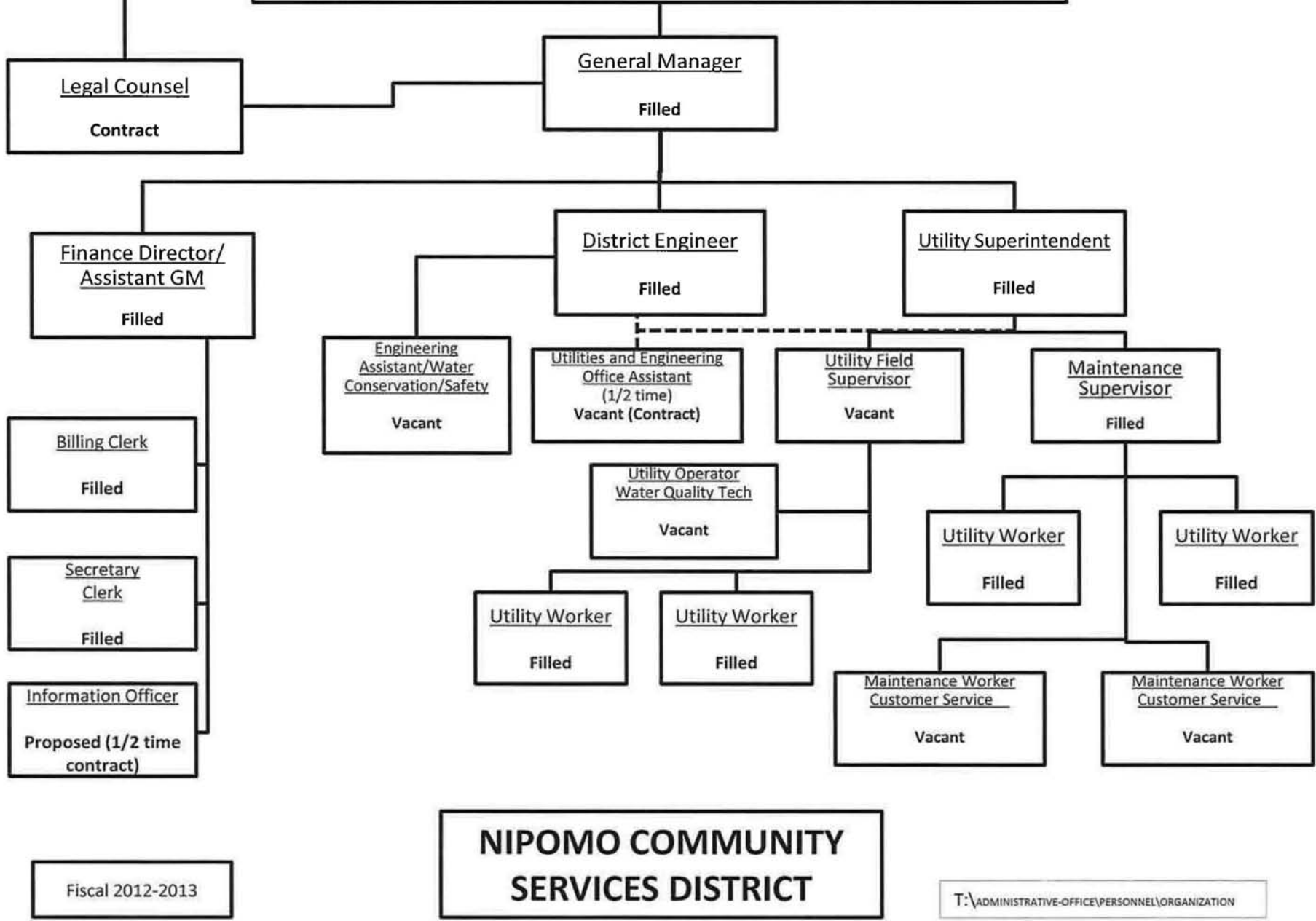
OPERATIONS	CURRENT	PROPOSED
Utility Superintendent	1	1
Utility Field Supervisor (2)	1	1
Preventive Maintenance Supervisor	1	1
Utility Operator/Water Quality Technician (2)	1	1
Utility Worker	4	4
Maintenance/Customer Service Worker	2	2
Utility Office Assistant	<u>0.5</u>	<u>0.5</u>
	<u>10.5</u>	<u>10.5</u>

TOTAL	<u>16.5</u>	<u>17.0</u>
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(1) Position replaced with full-time Engineer's Assistant/Water Conservation Coordinator and part-time Information Officer

(2) Position budgeted but unfilled

# Board of Directors



## NIPOMO COMMUNITY SERVICES DISTRICT

Fiscal 2012-2013

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