



# NIPOMO COMMUNITY SERVICES DISTRICT (NCSD)

INVITES YOUR  
INTEREST IN  
THE POSITION OF

## GENERAL MANAGER



## THE COMMUNITY

Nipomo is located in southern San Luis Obispo County on California's Central Coast, approximately halfway between Los Angeles and San Francisco. The nearest city to the north is Arroyo Grande and the nearest city to the south is Santa Maria (Santa Barbara County). Nipomo is located at the foot of the hills of the Temettate Ridge. Appropriately, the name Nipomo is derived from the Chumash Indian word "Nepomah", meaning "the foot of the hills".

The small community provides many of the basic necessities including: medical centers and professionals, grocery shopping, restaurants, public library, county park, senior center, lodging, (including historical bed and breakfast inn), local drug stores and pharmacies, and a variety of clubs and activities.

Nipomo is known for its open space and friendly lifestyle. Climate is mediterranean. Many homes are on an acre or more and provide space to keep a horse, plant a garden or an orchard of fruit trees, and comfort to walk, run, or ride a bike or horse. The community is very proud of its heritage that began with the Rancho Era of Alta California before California itself became a state.

## THE DISTRICT

The Nipomo Community Services District (District) is a multi-service special district formed on January 28, 1965. The District has an operating budget of \$7.2 million and a full-time staff of 15, increasing to 17 with the addition of 2 new utility workers for the Preventive Maintenance Program. The District has a 2009-2010 Capital Improvements budget of approximately \$11.4 million. The District operates a water system serving the entire customer base and two sewer systems which serve a subset of the water customer base (many homes are on individual sewage disposal (septic) systems). The District serves residents and property owners within its approximately seven square mile service area with water, sewer, solid waste, and limited drainage, street lighting, and street landscape maintenance. The District has a five-member elected Board of Directors that governs the District. Each director serves a four-year term.

The Nipomo Community Services District's mission is to provide its customers with reliable, quality, and cost-effective services now and in the future.



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The District's vision is to:

- Have sufficient water supplies to meet current needs and actively plan for funding future needs.
- Have investments in the infrastructure to maintain reliable and efficient services, while practicing environmental stewardship to protect resources.
- Have substantially upgraded and continued efforts to upgrade water and wastewater systems to accommodate new water supplies and meet growth and regulatory requirements.
- Sustain a qualified, long-term and productive workforce to assure an effective organization.
- Continue conservative, well managed finances reaching incremental targeted reserve goals.
- Provide customer service, public outreach and information methods resulting in a high level of public support.
- Utilize proven technologies to enhance the performance of the Mission.
- Improve relationships with local agencies, regulators and providers.
- Construct and operate at least one neighborhood park.

## CHALLENGES AND OPPORTUNITIES

NCSD is currently developing a number of capital works projects. The two most significant projects are the Waterline Intertie Project and the Southland Wastewater Treatment Facility Upgrade Project.

The Waterline Intertie Project (WIP) – The goal of this project is to replace

2,500 acre feet of ground-water currently being pumped by four water purveyors from the underlying Nipomo mesa groundwater Basin with supplemental water purchased from the City of Santa Maria. The District would buy water from the City and build about 5-miles of transmission pipeline, with appurtenant facilities, to transport that water to the Nipomo area. The WIP would



cost approximately \$24 million to construct with funding provided by one or more assessment districts. User fees would be used to pay for the ongoing operating maintenance costs. NCS D has certified a Final EIR and has published the 60% design plans. Negotiations are underway with property owners to buy land and easements. Permit applications have been submitted and the County Board of Supervisors has agreed to lead the assessment district formation across the four purveyor areas. The assessment vote is scheduled for July 2010.

The Southland Wastewater Treatment Facility Upgrade Project (Upgrade Project) – The goal of this project is to upgrade the quality of treated wastewater to replace about one mile of collection works that is currently at capacity.

The upgrade Project is expected to cost \$12 million. NCS D currently owns all necessary land for this project and has increased user fees required to issue new debt. A Draft EIR is under preparation as well as preliminary Design. New discharge requirements have yet to be approved by the State Regulatory Authority.

A related yet separate wastewater project is to increase the wastewater disposal capacity associated with the Southland treatment plant. The District has completed a survey of potential disposal sites and is performing additional investigation of two probable locations. Disposal options are being considered in the environmental review process.

Most recently an assessment vote, to support creation and operation of what would have been the District's first park, failed. The District may continue to pursue the park in the future. Decisions regarding activation of latent park powers, revised funding approach, and community support remain outstanding at this time.

## THE IDEAL CANDIDATE

The General Manager receives policy direction from the Board of Directors and works closely with them on a variety of issues.

The ideal candidate will be responsible for preparing and administering the annual budget for the District. He/she will plan and administer the work of the District in accordance with adopted goals and objectives of the Board of Directors. In addition, the General Manager will assure the Board is kept informed of all program, financial, legal, social and economic issues that currently, or in the future, may affect the District and its plans and activities.

The Board is seeking an enthusiastic leader who is a creative and experienced individual for their new General Manager. He/she will possess experience with multi-agency partnerships working with County Boards/Councils and consultants/contractors. The incoming Manager should be knowledgeable about and skilled in addressing California water resource issues, to include new legislation and its impact on the District.

The Board is seeking an enthusiastic leader who is a creative and experienced individual for their new General Manager.

The ideal candidate will have demonstrated an ability to listen to and understand a variety of viewpoints, facilitate discussions and address complex issues pragmatically with respect for all parties and views. The new General Manager will have excellent interpersonal and communication skills combined with strong negotiating skills to address issues facing the District.

The ideal candidate will have a minimum of five years of progressively increasing experience in public administration, administering public utilities and/or managing public works projects. Direct

experience in water and/or wastewater operations is highly desirable. He/she will have a Bachelor's Degree in one of the following fields: engineering, public administration or business administration.

## COMPENSATION

The salary range for the General Manager is open depending on qualifications (DOQ). The District offers an excellent benefits package including:

**Retirement** – PERS 3% @60 with the District paying the employees 8% contribution.

**Social Security** – The District does not participate in Social Security but does provide 1.45 % matching Medicare contribution.

**Health Insurance** – The District pays 100% of premium for employee and dependents

**Dental/Vision** – The District pays 100% of premiums for employee and dependents.

**Deferred Compensation** – Plan available with no District contribution.

**Vehicle** – A vehicle is available for the General Manager's use while working.

**Sick Leave** – Eight hours per month with accrual to a maximum of 180 days.

**Vacation** – Negotiable.

**Holidays** – 12 paid holidays per year.

**Contract** – The District will provide the new General Manager with a contract.

## TO APPLY

If you are interested in this outstanding opportunity, please visit our website at [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com) to apply online.

**Bob Murray**  
**Bob Murray & Associates**

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**Filing Deadline:**  
**February 26, 2010**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray and Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the Nipomo Community Services District. Candidates will be advised of the status of the recruitment following selection of the General Manager.

If you have any questions, please do not hesitate to call Mr. Regan Williams at:

(916) 784-9080

