

TO: BOARD OF DIRECTORS
FROM: MARIO IGLESIAS
GENERAL MANAGER
DATE: April 7, 2017

MIC

**AGENDA ITEM
D-5
APRIL 12, 2017**

**ADOPT RESOLUTION TO AMEND THE METHODOLOGY OF
COMPUTING THE COST OF LIVING ADJUSTMENT (COLA)**

ITEM

Consider adopting a resolution to supplement language in Resolution 2017-1437 addressing the methodology used for Cost of Living Adjustment (COLA) computations and amends Resolution 2006-1000, a prior methodology of computing COLA [RECOMMEND ADOPT RESOLUTION].

BACKGROUND

At the March 22 Board Meeting, your Board discussed the COLA computation and passed Resolution 2017-1437 amending the methodology to better reflect the cost of living increases experienced in the Central Coast Region. The March 22, 2017, Agenda Item E-3, provided past methodologies for your review and consideration in support of your Boards discussion.

Your Board repealed Section 3 of Resolution 2006-1000 with the passage of Resolution 2017-1437, but the Resolution failed to identify the new methodology. The attached resolution corrects this deficiency:

Section 2. All future Cost of Living Adjustments shall use the Consumer Price Index for the "California Consumer Price Index All Items for Urban Wage Earners and Clerical Workers".

RECOMMENDATION

Staff recommends your Board Adopt a Resolution to establish the methodology for computing employee cost of living adjustments to supplement Resolution 2017-1437, so as to provide a more complete policy for your Board's future COLA discussions.

ATTACHMENTS

- A. Resolution 2017-1437
- B. Resolution 2017- XXXX

April 12, 2017

ITEM D-5

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2017-1437**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO
COMMUNITY SERVICES DISTRICT AMENDING METHODOLOGY OF
COMPUTING EMPLOYEE COST OF LIVING ADJUSTMENTS (COLA)**

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

WHEREAS, the Board annually reviews the employee Cost of Living Adjustment (COLA) based on the policy and procedures adopted in Resolution 2006-1000 which approved the use of the Consumer Price Index-Urban Wage Earners and Clerical Workers using the average of annual increases for the Los Angeles-Riverside-Orange County and San Francisco-Oakland-San Jose; and

WHEREAS, the Board wishes to change the employee COLA computation to the Consumer Price Index for the California Consumer Price Index All Items for Urban Wage Earners and Clerical Workers, and

WHEREAS, the Board believes the California Consumer Price Index is more reflective of the economy of the Central Coast.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Nipomo Community Services District:

Section 1. The above recitals are true and correct.

Section 2. Section 3 of Resolution 2006-1000 is hereby repealed.

Section 3. This resolution shall take effect immediately.

Upon a motion by Director Armstrong, seconded by Director Eby, on the following roll call vote, to wit:

AYES: Directors Eby, Armstrong, Blair and Gaddis

NOES: None

ABSTAIN: None

ABSENT: Director Woodson

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2017-1437**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY
SERVICES DISTRICT AMENDING METHODOLOGY OF COMPUTING EMPLOYEE
COST OF LIVING ADJUSTMENTS (COLA)**

the foregoing resolution is hereby passed and adopted on this 22nd day of March,
2017.

DAN A. GADDIS
President of the Board

ATTEST:

APPROVED AS TO FORM AND
LEGAL EFFECT:

MARIO IGLESIAS
General Manager and Secretary to the Board

WHITNEY G. McDONALD
District Legal Counsel

April 12, 2017

ITEM D-5

ATTACHMENT B

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2017-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO
COMMUNITY SERVICES DISTRICT ESTABLISHING THE
METHODOLOGY FOR COMPUTING EMPLOYEE COST OF LIVING
ADJUSTMENTS (COLA)**

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

WHEREAS, the Board annually reviews the employee Cost of Living Adjustment (COLA) based on the policy and procedures adopted in Resolution 2006-1000 and amended by Resolution 2017-1437, which repealed Section 3 of Resolution 2006-1000 that had approved the use of the Consumer Price Index-Urban Wage Earners and Clerical Workers using the average of annual increases for the Los Angeles-Riverside-Orange County and San Francisco-Oakland-San Jose; and

WHEREAS, the Board believes the California Consumer Price Index is more reflective of the economy of the Central Coast; and

WHEREAS, the Board wishes to establish that the employee COLA computation shall use the Consumer Price Index for the California Consumer Price Index All Items for Urban Wage Earners and Clerical Workers, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Nipomo Community Services District:

Section 1. The above recitals are true and correct.

Section 2. All future Cost of Living Adjustments shall use the Consumer Price Index for the California Consumer Price Index All Items for Urban Wage Earners and Clerical Workers.

Section 3. This resolution shall take effect immediately.

Upon a motion by Director _____, seconded by Director _____, on the following roll call vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2017-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY
SERVICES DISTRICT ESTABLISHING THE METHODOLOGY OF COMPUTING
EMPLOYEE COST OF LIVING ADJUSTMENTS (COLA)**

the foregoing resolution is hereby passed and adopted on this 12th day of April, 2017.

DAN A. GADDIS
President of the Board

ATTEST:

APPROVED AS TO FORM AND
LEGAL EFFECT:

MARIO IGLESIAS
General Manager and Secretary to the Board

WHITNEY G. McDONALD
District Legal Counsel

TO: MARIO IGLESIAS
GENERAL MANAGER

FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF ENGINEERING
& OPERATIONS

DATE: APRIL 6, 2017

AGENDA ITEM
D-6
APRIL 12, 2017

**APPROVE BUDGET AMENDMENT FOR DESIGN SERVICES WITH
CANNON FOR SOUTHLAND METAL STORAGE BUILDING**

ITEM

Approve budget amendment for design services with Cannon for Southland Metal Storage Building Project in the amount of \$5,280 [RECOMMEND BY MOTION AND ROLL CALL VOTE APPROVE BUDGET AMENDMENT WITH CANNON IN THE AMOUNT OF \$5,280].

BACKGROUND

The Southland Metal Storage Building Project involves the construction of a new metal building to meet the storage needs at the Southland Wastewater Treatment Plant. The District issued a Task Order in the amount of \$22,390 with Cannon to provide design services for the project. As Cannon developed the initial design plans and District staff reviewed the initial plans, Cannon and District staff determined that an up-to-date geotechnical report would be required to complete the design effort.

Attachment A is the Cannon proposal that outlines the additional services to be provided at a cost of \$5,280, for a total design cost of \$27,670.

FISCAL IMPACT

The total amount of the Additional Services Agreement No. 1 is \$ 5,280. Execution of the proposed amendment would increase the not-to-exceed expenditure limit from \$ 22,390 to \$27,670. Funding is available for the project in the FY 2016-2017 Town Sewer budget.

STRATEGIC PLAN

Goal 2 – FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT – Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, approve a budget amendment in the amount of \$5,280 for design services with Cannon for the Southland Metal Storage Building Project.

ATTACHMENTS

- A. Cannon Additional Services Agreement No. 1, dated March 9, 2017

April 12, 2017

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ATTACHMENT A



ADDITIONAL SERVICES AGREEMENT No. 1

Project Client: Nipomo Community Services District **Date:** March 9, 2017
Project Name: Southland Metal Building **Project Number:** 160934
Phase No./Name: Geotechnical

Description of Additional Services and/or Materials:
To provide geotechnical engineering investigation and report by Earth Systems Pacific for the project location. Scope includes: review of the previous geotechnical engineering report prepared by Fugro West in 2010; evaluate the subsurface conditions at the project site; and obtain and analyze soil samples.

Proposed Contract Modification
Current Contract Design Fee: \$22,390.00
Proposed Additional Service Fee: \$ 5,280.00
Total Proposed Contract Fee: \$ 27,670.00

Reimbursable expenses are included in this additional service agreement.

Authorization:

In witness whereof, the parties hereto have caused this agreement consisting of the Request for Additional Services, and the original signed Task Order 16-001, and any other necessary and applicable documents to be executed and effective as of the date and year first above written. Payment is due within 15 days of completion of work.

Any additions and/or corrections to this agreement will be addressed in a separate agreement.

Nipomo Community Services District Cannon
Client

Client Representative Larry Kraemer, PE
Director, Public Infrastructure

Date _____ Date _____