


TO: BOARD OF DIRECTORS
FROM: EDWARD KREINS 
DATE: AUGUST 4, 2006

**AGENDA ITEM
F
AUGUST 9, 2006**

MANAGER'S REPORT

ITEM

Standing report to your Honorable Board
Period covered by this report July 22 through August 4, 2006

DISTRICT BUSINESS

Administrative

All Administrative items will appear on the agenda except as noted elsewhere.

Safety Program

Report by Madonna Dunbar on current and future safety activities.

No injury reports during the period.

Project Activity

Please see the attached report by District Projects Assistant Bruce Buel.

Field Activity

Dan Migliazzo report sent to the Board via E-mail.

Conservation Program activities

Please see the attached report by Conservation Specialist Madonna Dunbar.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENT

- Memorandum from District Projects Administrator.
- Memorandum and brochures from Conservation Specialist.



NIPOMO COMMUNITY SERVICES DISTRICT

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MEMORANDUM

TO: EDWARD KREINS, GENERAL MANAGER *ek*
FROM: BRUCE BUEL, PROJECTS ASSISTANT *BB*
DATE: AUGUST 2, 2006
RE: PROJECTS UPDATE – 7/20/06 to 8/2/06

Following is a narrative describing the status and progress on projects that office and field staff has worked on from 7/20/06 through 8/2/06. Additionally, this Update includes a section on Projects Completed, a section on Environmental Review Task Orders issued; a section on Small Construction Work Orders issued, a section on new water allocations approved, and a section on the June fiscal transactions for the Waterline Intertie Project.

I. PROJECTS UPDATE

NCSD Water Intertie Project –

- This project is in environmental review with the Draft EIR circulated on May 24, 2006. The State Office of Planning and Research initially set July 10, 2006 as the deadline for comments; however, the Board on June 28, 2006 extended the deadline through August 16, 2006. Attached is a Critical Path for the project.
- The Board on July 26, 2006 scheduled August 16, 2006 as the date for the tour of the Ventura River HDD under-crossing. The Board is scheduled to receive an update on the project from Boyle Engineering and to consider a Supplemental Water Agreement with the Woodlands at its August 9, 2006 Board Meeting. Attached is Boyle written update on the project for June and July.
- The Water Project Design Standing Committee conducted its first meeting on July 19, 2006 and will conduct a tour of the Ventura River HDD Crossing on August 16, 2006.

- Staff has circulated a Request for Statement of Qualifications for Construction Management services to eleven local firms to determine the interest and availability of these firms to provide Construction Management Services. Five firms responded and each responding firm has been pre-qualified to submit a proposal for the Project Construction Management. Staff is still preparing the RFP for these services.
- Staff and Director Winn met with Bruce Nybo of the City of Santa Maria and with Boyle Engineering on July 28, 2006 to discuss the City's Water System Hydraulics.
- Staff submitted the un-audited Fy05-06 Financials to the I-Bank Staff in Sacramento on July 17, 2006 regarding the draft Loan Pre-Application developed by staff. Staff has now submitted all the required documentation to the I-Bank so that the I-Bank can determine NCSD's eligibility to submit a full Loan Application in November.
- Staff has accomplished all critical path tasks necessary to accomplish the Timeline set forth in Section VI of the attached REVISED Strategic Plan Outline (See also the Critical Path Network attached).

Southland WWTF Upgrade Project –

- Phase I of this project is complete (responding to the RWQCB's Notice of Violation). Phase II is in process (considering logical upgrades to the WWTF and to the adjacent collection system).
- The Board on July 26, 2006 the Board authorized the President to execute the agreement for the Phase II work.
- Boyle is proceeding with their Phase II Scope of Work and expects to complete all tasks by the end of November.

Southland Shop Upgrades –

- This Project is at the Environmental Review stage.
- The Board on July 26, 2006 Board selected the "Preferred Project" for environmental review of enlarging the shop and reorganizing the site.
- Staff mailed out Request for Quotes to the five pre-qualified Environmental Review Firms on July 27, 2008 with a submittal deadline of August 15, 2006. Staff expects to select a firm to perform this work and execute an agreement with that firm by August 22, 2006.

Hetrick Road Waterline Upgrade –

- Boyle Engineers has completed the preliminary design and presented the preliminary design to the Board at its April 26, 2006, Board Meeting. Staff expects that the Board will make an environmental determination on the Project at its September 13, 2006 Board Meeting.
- Padre Associates submitted a Draft Initial Study and the draft Mitigated Negative Declaration on July 11, 2006 and a Notice of Intent to Adopt a Mitigated Negative Declaration was posted and published. Copies of the IS/MND were circulated to Responsible Agencies, Trustee Agencies, Interested Parties and the Nipomo Library.
- Staff has also circulated a Request for Statement of Qualifications for Construction Management Services (CM) to eleven local firms. Five firms responded to the RSOQ and each SOQ was responsive. Staff then circulated a Request for Quotes specific to the Hetrick Project so that the Board can select one firm to perform the construction management at the Board's August 9, 2006 Board Meeting. Four firms submitted quotes with the low Quote at \$8,250.

Blacklake Pump Station Upgrade –

- This project is in the concept design phase with the consultant expected to produce a draft concept design report for upgrades to the pumps and the distribution system by the end of August. Staff expects to present the plans to the Board in September and bid the project so that it is completed during the winter when water demand is at its lowest.
- The Board on May 10, 2006 approved an amendment to the design services agreement with Boyle Engineers to authorize additional engineering analysis. Staff has executed a task order with Boyle for the approved additional engineering.
- Staff is independently preparing to upgrade the intertie between the Town System and the Blacklake System so that the District can take the Blacklake Pump Station off-line when it comes time for the upgrade.

Frontage Road Relocation –

- The County is the lead agency on this project, which is in its concept phase with no defined timeline for completion.
- Staff has reviewed the Options Report prepared by the County.
- King Ventures and Shapiro have proposed to realign Frontage from Hill Street to Grande Street as part of their respective development proposals. EDA on behalf of the two parties submitted a draft set of plans and profiles to County Public Works last

fall. The County and Caltrans have reviewed these initial plans and responded with redlines, but additional discussions are necessary to determine the exact alignment and to deal with reconfiguration of the Southbound off-ramp and drainage.

- Staff has also met with a representative of EDA regarding the proposed extension of Mary South from West Tefft Street to Hill Street and the reconfiguration of Hill Street from the new intersection of Mary down to the realigned segment of Frontage.

Telemetry and Control (SCADA)–

- The Telemetry and Control System is functioning with all water storage reservoirs, ten wells, 12 lift stations, both WWTFs, the Blacklake Blower Building, and the Blacklake Connection connected. The Board on May 10, 2006 accepted the system and authorized staff to close out the development agreement with the contractor.
- Staff still needs to integrate additional facilities and start using the data capabilities of the software to gather data.
- Staff has contacted Mark Hutchinson of the County Public Works Department to discuss the status of the CIMIS station at the Woodlands and to share information on groundwater monitoring on the Nipomo Mesa.

Geographic Information System (Geo-Viewer)

- The GIS System is functioning with data attributes available for most layers in most of the District's Service Area.
- Staff is still adding data and attempting to rectify features to the actual geography.

Basin Groundwater Monitoring-

- Staff has fully executed the agreement with the consultant (SAIC) and conducted a kick off meeting with Bob Beeby on August 1, 2006.
- Staff expects that this program will extend for multiple years and will involve interaction with the other basin stakeholders.
- Staff continues to gather data for integration into the data base to be designed by the consultant. Staff has secured the monitoring program being implemented by the Woodlands and has met with Woodland's Engineer to discuss their ongoing groundwater monitoring and production.

Preventative Maintenance and Staffing Review -

- This project has just started with staff assembling all systems and facilities.

- Staff has reviewed various computer software systems capable of tracking and reporting on maintenance management and has focused on two competing systems that appear to be promising.
- The Master Plan Update RFP approved by the Board on July 26, 2006 Board includes work elements regarding Preventative Maintenance Management.

Woodgreen Lift Station Access Upgrade –

- This project is in the concept phase with significant input from the homeowners group. Staff is preparing a “show and tell” with likely contractors to secure quotes for upgrading this access. Staff has also mailed out a Request for Statement of Qualifications to likely contractors in anticipation of a future Request for Quotes to do this work. Thirteen contractors returned SOQs and all 13 were responsive.

Water Tank Security –

- The FY06-07 Budget includes funds to install video camera systems at the Tank Farm and the Standpipe Tank to address security issues.

Blacklake Salts –

- This project involves limiting the discharge from regenerative water softener units within the Blacklake development. Staff expects to develop education material to share with the property owners by this fall.
- Staff understands that the Blacklake Homeowner’s Association has promulgated amendments to its Master CCRs prohibiting the installation of new regenerative water softeners and encouraging conversion of existing units to the canister format.

Relocation of NCSD Mains in/through County Drainage Structures -

- SLO County recently agreed to upgrade six Nipomo Drainage Structures over the next three fiscal years. Staff has discussed the opportunity to coordinate with County Public Works as they plan each upgrade.
- As currently planned, SLO County would work on the Mallagh Culvert and the Burton Culvert in FY 06-07; the Sea & Burton Culvert and the Haystack Culvert in FY 07-08; and the Thompson Avenue and the Tefft & Avocado Culvert in FY 08-09.
- Staff is proposing that the Board provide funding for the Mallagh Culvert and the Burton Culvert in the District's FY06-07 Budget.
- Staff has advised Supervisor Achadjian of NCSD’s willingness to cooperate with the County in implementing these upgrades.

SSO Overflows General Waste Discharge Requirements –

- Staff researched the G-WDRs proposed by the SWRCB; discussed their potential impact on NCSD internally and with SWRCB staff; and presented staff conclusions at the Board's April 26, 2006 Board Meeting.
- The SWRCB at its May 2, 2006 Meeting did amend and then adopt the G-WDR. Staff presented the revised G-WDR at the June 14, 2005 District Board Meeting.
- Staff is scheduled to compile the Application for Board consideration at the Board's September 13, 2006 Board Meeting in order to submit the application prior to the State's October 2, 2006 deadline.

AB885 –

- Staff is tracking the status of the SWRCB's Septic System Management Program Guidelines and will report once the revised guidelines are available for public comment.

Water and Sewer Master Plan Update-

- The Board approved a Request for Proposal for engineering firms to update our Water and Sewer Master Plan at its July 26, 2006 Board Meeting. Staff then circulated the RFP on July 27, 2006 with a submittal deadline of August 22, 2006. The Board is scheduled to select one firm to perform this work at its September 13, 2006 Board Meeting.

FY06-07 Projects Preparation -

- The adopted FY06-07 Budget includes funds for a valve exercising program and staff has initiated research on this program as well as the upgrades to the Gardenia Lift Station and the Hazel Lift Station proposed in the old Sewer Master Plan. Staff is also preparing the bid specifications for renovation of four of the percolation ponds at the Southland Wastewater Treatment Facility.
- Staff is monitoring the efforts of OCSD/Grover Beach/Arroyo Grande to evaluate the feasibility of a Desalination Plant at their Waste Water Treatment Facility. The Tri-Agency Group has retained the Wallace Group to prepare a Feasibility Study evaluating the cost effectiveness of desalting water at their WWTF for development of a future water supply. Staff expects to hold talks with Conoco-Phillips this summer to determine Conoco-Phillips willingness to participate in a feasibility study of using excess heat at their refinery as the primary energy source for desalination of brackish supply water. Staff has also been tracking developments in both the technology and funding for desalination.

Willow Road Extension Referral From County –

SLO County Public Works has requested NCSD feedback regarding the rough draft plans for the extension/realignment of Willow Road from Pomeroy to Thompson and the interconnection of Willow Road at the proposed US 101 overpass to North Frontage Road. Staff has retained Boyle Engineering to assist in this response.

Pomeroy Road Widening Referral From County –

SLO County Public Works has requested NCSD feedback regarding their project to widen Pomeroy Road from Live Oak Ridge Road to Aden Way in the Summer of 2007. Staff has retained Boyle Engineering to assist in this response and to develop specifications for resetting NCSD's water system valve canisters following County completion of their Widening Project.

II. PROJECTS COMPLETED

Staff has completed the Standard Specifications, the Fairways Street Light Painting, and SP Maintenance should initiate street sweeping in early August.

III. ENVIRONMENTAL REVIEWS PROCESSED

Aside from the Hetrick Project, staff has not issued any additional Task Orders for Environmental Review of District Projects.

IV. SMALL CONSTRUCTION PROJECT WORK ORDERS ISSUED

General Manager Kreins issued a Work Order on July 13, 2006 to Victor Backhoe for \$20,000 for the specified work.

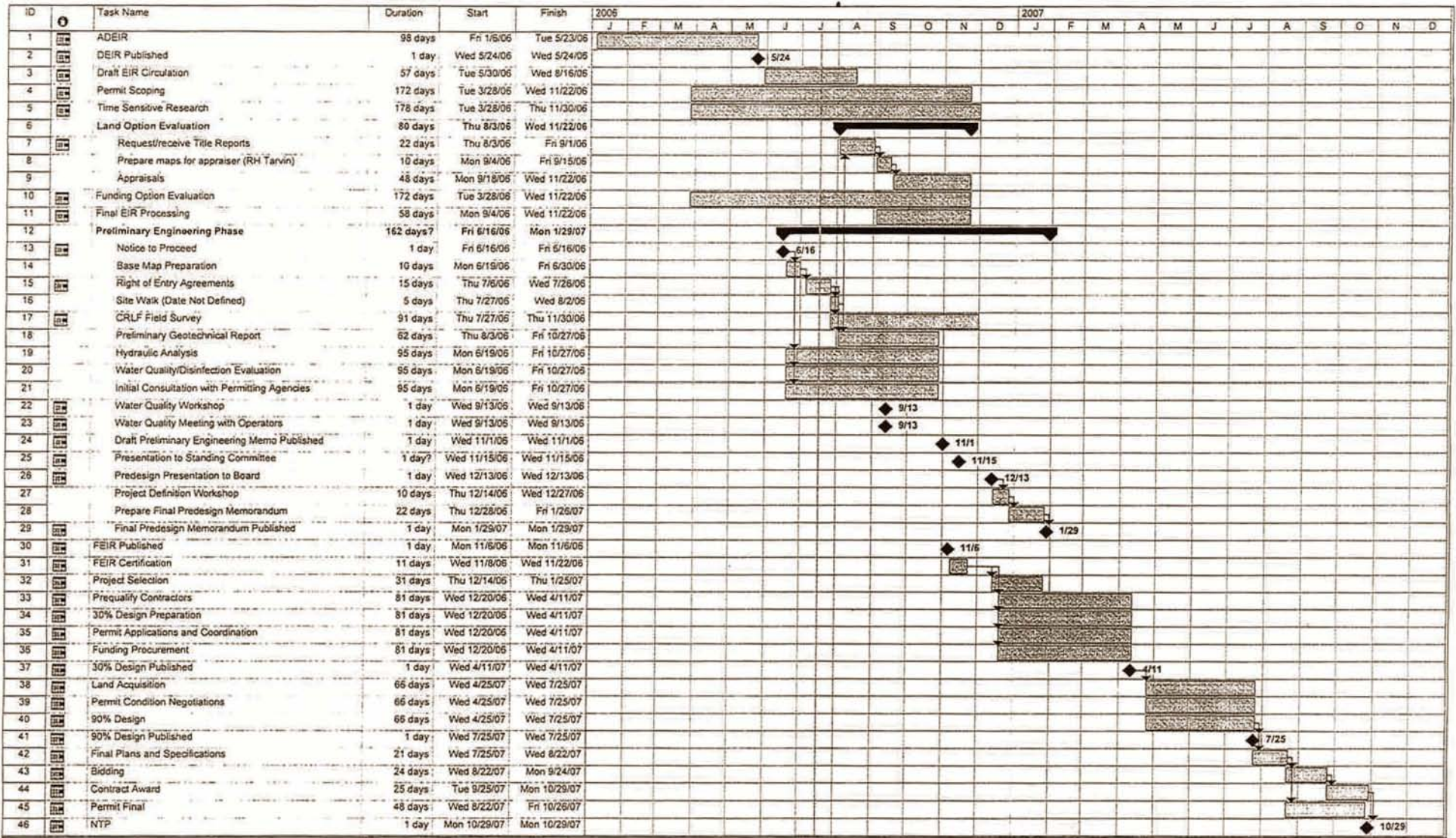
V. CHANGES TO WATER ALLOCATION

No new Intent to Serve Letters have been issued since the past projects update. Attached is a Water Allocation Accounting Summary which shows the aggregate allocation committed this water year is at 53.6% whereas 66.7% of the water year has passed. In addition, your Honorable Board has conditionally approved an annexation Agreement with Kenneth Craig for Tract 2650.

VI. JUNE 2006 FISCAL REPORT ON WATERLINE INTERTIE PROJECT

Attached is the June 2006 WIP Fiscal Report revised with the assistance of Director Eby to be more reader friendly.

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Project: NCS Waterline Interlie Project
 CPN with Preliminary Engineering Phase
 Date: Mon 7/17/06

Task		Progress		Summary		External Tasks		Deadline	
Split		Milestone		Project Summary		External Milestone			

MEMORANDUM

TO: Bruce Buel August 2, 2006

FROM: Mike Nunley, PE

SUBJECT: Nipomo CSD / Santa Maria Waterline Intertie Project
Progress Report – Preliminary Engineering Phase

1. Water Quality – Boyle developed a testing protocol to evaluate potential impacts of the intertie project on distribution system nitrification, corrosion, and trihalomethane formation potential. The District is working with a laboratory to schedule the tests.

Boyle has acquired available record drawings and water quality data from District wells within the Mesa and Blacklake systems.

2. Alignment Study – Boyle identified property owners for Right-of-Entry agreements and provided this list to the District, as well as an updated base map with available property information. The District has received signed ROE agreements from some property owners. It is anticipated that the Board will authorize a request to the Court for inspection warrants for those owners who have not responded by August 9, 2006. Boyle and Jacobs Associate (Horizontal Directional Drilling subconsultant) have scheduled a site walk on August 3 to evaluate the EIR alignment options.

Boyle has been collecting available utility information from the other service providers on the Mesa and along the northern boundary of the City. We will use this data to assist with alignment selection.

Our geotechnical engineering subconsultant, Fugro, has begun their preliminary geotechnical evaluation and has contacted Caltrans to obtain available boring information along the Highway 101 corridor.

3. Hydraulic Analysis – Boyle, District, and City of Santa Maria staff met on Friday, July 28, to discuss the intertie project. We have requested a previous hydraulic analysis conducted by the City in order to evaluate the potential impacts of the intertie project on City system pressures. We are scheduling a subsequent meeting to discuss operation of the City's distribution system.

We have developed a "skeleton" hydraulic model of the Nipomo distribution system and are planning to calibrate this model through hydrant tests next week. We received the City's hydraulic model and have begun performing model runs in order to identify constraints in the Santa Maria system at various flow rates and demand conditions.

In order to define our modeling approach and objectives, we have also begun to evaluate water delivery options (as well as storage and pumping requirements) for the District. The Memorandum of Understanding (MOU) between the City and District specifies a maximum allowable delivery of 4.2 cubic feet per second (cfs). The City has expressed a willingness to revisit these requirements, and consider varying the District's flow rates to match demand

patterns, after our hydraulic analysis is performed. This will allow the District to select the most cost-effective storage and pumping options based on lifecycle cost.

Boyle is working with PG&E to complete the Savings By Design program application. This program awards money to agencies that develop energy-saving measures for pumping and pipeline facilities during the design process.

4. Permitting / Time-Sensitive Studies – Boyle’s subconsultant, Padre Associates, performed their first California Red-Legged Frog (CRLF) survey at night on July 28, 2006. They found CRLF and bullfrogs in a stockpond along the western alignment, but only bullfrogs along the Nipomo Creek alignment. No bullfrogs or CRLF were found along the levy at the northern City limits. A minimum of four (4) additional surveys must be performed.

Boyle also assisted District staff in responding to questions from Air Pollution Control District (APCD) regarding the project Environmental Impact Report (EIR). In response to their requests, Boyle prepared estimates of earthwork quantities to be moved or imported during project construction.

5. Milestones – Submittal and meeting dates are summarized below:

Field Review of HDD Project	August 16, 2006
Water Quality Presentation to NCSD Board	September 13, 2006
Draft Preliminary Engineering Memorandum	November 1, 2006
Completion of CRLF surveys	November 30, 2006
Predesign Presentation to NCSD Board	December 13, 2006
Final Preliminary Engineering Memorandum	January 29, 2007

Copy to: Josh Reynolds, PE

TABLE OF CONTENTS

Rough Draft NCSD WATERLINE INTERTIE PROJECT Strategic Plan Outline

3/8/06

Revised 5/30/06

7/3/06 Revisions in Bold Italics

- I. CEQA Timeline
- II. Design Timeline
- III. Permit Timeline
- IV. Land & ROW Timeline
- V. Funding Timeline
- VI. Critical Path
- VII. 2006 Board/Committee Meetings

I. Rough draft NCSW-WIP CEQA TIMELINE

1. PROJECT OBJECTIVES DEFINITION

- A. Initial Board Review 3/8/06
- B. Web & Office Posting 3/8/06 to 4/12/06
- C. Board Determination 4/12/06

2. DRAFT EIR

- A. Prepare Printcheck Draft 4/14/06 to 5/4/06 (21 days)
- B. Prepare Circulation Draft 5/4/06 to 5/11/06 (7 days)
- C. Printing 5/11/06 to 5/18/06 (7 days)
- D. NOC/Circulation 5/22/06 to **8/16/06**
- E. Board Status Report 5/24/06
- F. Presentation to WRAC 6/7/06

3. FINAL EIR

- A. Committee Review #1 **TBD**
- B. Prep Ad Draft Responses **8/16/06 to 9/16/06 (30 days)**
- C. Committee Review #2 **TBD**
- D. Prepare Printcheck Draft **10/1/06 to 10/16/06 (14 days)**
- E. Edit and Print Final **10/17/06 to 11/1/06**
- E. Presentation to Board **11/8/06**

4. CERTIFICATION

- A. Prepare Findings **11/1/06 to 11/23/06**
- B. Certification Hearing #1 **11/8/06**
- C. Certification Hearing #2 **11/22/06**
- D. Notice of Determination **11/23/06**

5. PROJECT SELECTION

- A. Committee Review TBD
- B. Board Review TBD

II. Rough Draft NCSD-WIP Design Timeline

1. DESIGN TEAM SELECTION

A.	Prepare Draft Design Services RFP	3/17/06	
B.	Board Review RFP and Concept	3/22/06	(See Footnote No. 1)
C.	Circulate Design Services RFP (mail/post)	3/24/06	(See Footnote No. 2)
D.	Receive Design Services Proposals	4/21/06	
E.	Committee Review of Proposals	4/28/06	
F.	Screen to Short List	5/5/06	
G.	Short List Interviews	5/17/06	
H.	Board Selection/Authorize Negotiation	5/24/06	

2. DESIGN SERVICES AGREEMENT

A.	Negotiate Design Agreement	TBD	
B.	Board Review	TBD	
C.	Execute Agreement	TBD	

3. QUALITY CONTROL (QA/QC) TEAM SELECTION

A.	Circulate QA/QC RFP	TBD	
B.	Receive QA/QC Proposals	TBD	
C.	Board Review	TBD	
D.	Execute Agreement	TBD	

4. DESIGN

A.	Issue NTP#1	TBD	
B.	Research & 30% Design	120 Days from NTP#1	
C.	30% Review & Issue NTP#2	TBD (See Footnote #3)	
D.	90% Design Submittal	120 Days from NTP#2	
E.	90% Review & Issue NTP#3	TBD	
F.	100% Design Submittal	21 Days from NTP#3	
G.	Printing	7 Days	

5. CONSTRUCTION MGMT (CM) TEAM SELECTION – If Necessary

A.	Circulate CM RFP	TBD	
B.	Receive CM Proposals	TBD	
C.	Board Review	TBD	
D.	Execute Agreement	TBD	

II. Rough Draft NCSD-WIP Design Timeline (Continued)

6. ENGINEERING SERVICES DURING CONSTRUCTION (ESDC)

- | | | |
|----|-----------------------|-----|
| A. | Negotiate ESDC BUDGET | TBD |
| B. | Board Review | TBD |
| C. | Execute Agreement | TBD |

7. BIDDING

- | | | |
|----|--------------------------------------|-----|
| A. | Advertise | TBD |
| B. | Open Bids and Resolve Protest | TBD |
| C. | Award Bids | TBD |
| D. | Execute Contracts/Secure Bonds, Etc. | TBD |
| E. | Issue NTP | TBD |

NOTE #1: Assumes no Value Engineering Exercise and CM is not done by Design Team

NOTE#2: ***Boyle Engineering selected by Board.***

NOTE #3: Assumes 30% Submittal instead of the 75% proposed by Cannon (June 2005)

III. Rough Draft NCSW-WIP Permit Timeline

1. INITIAL CONTACTS & CONFIRMATIONS

A.	Letter to Each Agency	3/30/06	(See Footnote #1)
B.	Calls/Meetings with Each Agency	4/5 to 4/26	
C.	Determine Time Sensitive Research	4/26/06	
D.	Secure Proposals to Perform Research	TBD	(See Footnote #2)
E.	Board Consideration of Proposals	TBD	
F.	Execute Agreements	TBD	
G.	Perform Research & Secure Results	TBD	
H.	Summary of Results	TBD	

2. DEIR COMMENT REVIEW

A.	Review DEIR Comment Submitted	7/10/06	
B.	Calls/Meetings with Each Agency	7/11/06 to 7/25/06	
C.	Summary of Results	7/31/06	

3. PERMIT PROCESSING

A.	Prepare and Submit Application	TBD	(See Footnote #3)
B.	Interact with Agency	TBD	
C.	Negotiate Potential Conditions	TBD	
D.	Committee Review of Policy Issues	TBD	
E.	Board Review of Policy Issues	TBD	
F.	Secure Permits	TBD	

4. PERMIT IMPLEMENTATION

A.	Secure Proposals for New Research	TBD	
B.	Board Consideration of Proposals	TBD	
C.	Execute Agreements	TBD	
D.	Perform Research & Secure Results	TBD	
E.	Integrate Conditions/Research into Design	TBD	
F.	Integrate Conditions into Construction	TBD	

NOTE #1 – Permit Agencies: US ACE (Section 404 & NPDES); Ca DFG (1601); CCRWQCB (401 & NPDES); USFWS (7g/10); Caltrans (Encroachment); City Santa Maria (Encroachment Permit); County Santa Barbara (Encroachment Permit); County of SLO (Encroachment Permit);

NOTE #2 – Mitigation D7 Research must start by 8/15/06 to conclude by 10/31/06

NOTE #3 – As soon as possible after FEIR Certification

IV. Rough Draft NCSD-WIP Land & ROW Timeline

1. INTIAL CONTACTS

- A. Letter to Each Owner 3/17/06
- B. Calls to Each Owner 3/24/06 to 3/31/06
- C. Summary of Results 4/7/06

2. ROUGH APPRAISAL

- A. RFQ/RFP to Potential Appraisers 3/17/06 (See Footnote #1)
- B. Receive Proposals 4/7/06
- C. Board Selection re Rough Appraisal 4/26/06
- D. Execute RA Agreement 4/28/06
- E. Secure Rough Appraisal 5/31/06
- F. Board Review (Closed Session) 6/14/06

3. DETAILED APPRAISAL

- A. Board Authorization for Detailed 11/15/06
- B. Execute D A Agreement 11/17/06
- C. Secure Detailed Appraisal Jan 2007
- D. Board Review (Closed Session) Jan 2007

4. NEGOTIATIONS

- A. Tender Offers Jan 2007
- B. Negotiate w Prop Owners Jan 2007 to TBD
- C. Board Review Feb 2007
- D. Open Escrows Feb 2007 to TBD
- E. Board Review TBD

5. FUNDING

- A. Secure Funding Feb 2007
- B. Board Adopt Notice of Acceptance Feb 2007
- C. Close Escrow TBD
- D. Secure Title and File Documents TBD

NOTE #1 – *Board selected Tarvin and Associates to prepare Budget Appraisals*

V. Rough Draft NCSD-WIP Funding Timeline

1. EVALUATION OF OPTIONS

A.	Project Connection Charge Revenues	2/28/06 to 3/31/06	(Note #1)
B.	Describe Potential Grants/Appropriations	2/28/06 to 3/31/06	(Note #2)
C.	Describe Low Interest Loans	2/28/06 to 3/31/06	(Note #3)
D.	Describe Municipal Bond/COP Options	2/28/06 to 3/31/06	(Note #4)
E.	Describe Purveyor Buy In Options	2/28/06 to 3/31/06	
F.	Describe LLP Turn Key Concept	2/28/06 to 3/31/06	
E.	Summary of Results	4/5/06	

2. INITIAL REVIEW OF OPTIONS

A.	Committee Review	>4/5/06
B.	Board Review	4/26/06

3. FUNDING DEVELOPMENT

A.	Connection Charge Monitoring	Ongoing
B.	Grant Monitoring & Applications	Ongoing
C.	Process Loan/Bond/COP Paperwork	TBD
D.	Secure Funds	TBD

NOTE #1 - Also track County In-Lieu Fees for O&M Coverage

NOTE #2 – Prop 50 w County; Prop 50 NCSD

NOTE #3 – Ca Infrastructure Bank

NOTE #4 – Assessment Bond; Revenue Bond; COP NCSD

VI. Rough Draft NCSD-WIP Critical Path

ELEMENT	TIMEFRAME
Administrative DEIR	1/6/06 to 5/23/06
DEIR PUBLISHED	5/24/06
Draft EIR Circulation	5/30/06 to 8/16/06
Permit Scoping	3/28/06 to 11/22/06
Time Sensitive Research	3/28/06 to 11/22/06
Land Option Evaluation	3/28/06 to 11/22/06
Funding Option Evaluation	3/28/06 to 11/22/06
PREDESIGN STUDIES	5/24/06 to 11/22/06
Final EIR Processing	7/13/06 to 11/22/06
PREDESIGN PUBLISHED	10/2/06
FEIR PUBLISHED	11/1/06
FEIR Certification	11/8/06 to 11/22/06
Project Selection	11/22/06 to 12/27/06
PRE-QUALIFY CONTRACTORS	11/22/06 to Mar 07
30% Design Preparation	11/22/06 to Mar 07
Permits and Conditions	11/22/06 to Mar 07
Funding Procurement	11/22/06 to Mar 07
30% DESIGN PUBLISHED	Mar 2007
Land Acquisition	Mar 07 to July 07
90% Design Preparation	Mar 07 to July 07
90% DESIGN PUBLISHED	July 2007

Bidding	<i>August 07</i>
Contract Award	<i>August 07</i>
Permit Final	<i>August 07 to Sept. 07</i>
NTP	<i>Sept. 07</i>

VII. Rough Draft 2006 NCSD-WIP Board/Committee Meetings

Board Meeting Date	Committee Meeting Date	TOPIC
3/8	3/3	Policy Issues & Timelines Policy Issues & Timeline
3/22		Design Services RFP
4/12		Project Objectives
4/26	<4/26	Funding Options Funding Options; Retain Appraiser
5/10		
5/24	<5/24	Review Design Proposals Select Design Team & DEIR Status Report Review Rough Appraisal Results Design Team Agreement & QA/QC Team Selection
8/9		
	>8/13	Review of FEIR Comments
	>9/16	Review of Responses to FEIR Comments
9/27		
11/8		FEIR Certification #1
11/22		FEIR Certification #2
12/13		Project Selection #1
12/27		Project Selection #2; Authorize detailed proposals

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Nipomo Commu Services District
Water Allocation Accounting Summary

Water Year 2005-2006														Notes:
NUMBER OF UNITS					ACRE-FEET OF ALLOTTED WATER							Tally		
SFR > 10	SFR 4.5 - 10	SFR < 4.5/DUP SEC	MF	Low I	SFR/DUP	SEC	MF	Low I	Total					
Project					32.5	5	10.2	3.3		51	Low 1 pulls from SRF/DUP and MF, Proportionally, Approved 4/9/05			
APN 092-083-009/010 - PHASED (year 2 of 4)				11	0.0	0.0	(2.0)	0.0*	(2.0)	49.0	Phased, 4- years, Board approved 5/25/05			
092-130-019, Hill Street - Phased (year 2 of 2)			21		(6.3)	0.0	0.0	0.0	(6.3)	42.7	Phased, 2- years, Board approved on 5/11/05			
APN 092-572-046, 852 PRIMROSE	3				(1.7)	0.0	0.0	0.0	(1.7)	41.1	Issued by GM on 10/24/05			
APN 091-311-010, Haanpaa	3		3		(1.7)	(0.9)	0.0	0.0	(2.6)	38.5	BOD approved 10/26/05			
APN 092-130-043, GRANDE, PEARSON, Phased 1/3				11	4	0.0	0.0	(2.0)	(0.7)	(2.7)	35.8	BOD approved 10/26/05		
APN 090-135-006, W. TEFFT, SPENSER				3		0.0	0.0	(0.5)	0.0	(0.5)	35.3	BOD approved 11/28/05		
APN 092-138-013, 759 JUNIPER	1		1			(0.6)	(0.3)	0.0	0.0	(0.9)	34.4	GM approved 2/15/06		
APN 090-143-005/007, Sparks/Dana			4			(1.2)	0.0	0.0	0.0	(1.2)	33.2	Re-issued ITS by BOD, 2/22/06		
APN 092-130-071, FEDERER	2	1				(1.6)	0.0	0.0	0.0	(1.6)	31.7	Re-issued ITS by BOD, 3/08/06		
APN 091-283-057, RITCHIE	2					(1.1)	0.0	0.0	0.0	(1.1)	30.6	Issued by GM on 03/27/06		
APN 092-141-028, KRICHEVSKY	3					(1.7)	0.0	0.0	0.0	(1.7)	28.9	Issued by GM on 04/26/06		
APN 092-241-022, WALKER	1					(0.6)	0.0	0.0	0.0	(0.6)	28.4	Issued by GM on 04/27/06		
APN 092-130-044 ROOSEVELT apts, Phased 1/4				11	4	0.0	0.0	(2.0)	(0.7)	(2.7)	29.7	BOD Approved 5/10/06		
Tract 2855, Mid State Properties			3			(0.9)	0.0	0.0	0.0	(0.9)	24.8	Issued by GM on 05/23/06		
APN 092-261-007, Orle Johnson				3		0.0	0.0	(0.5)	0.0	(0.5)	24.3	Issued by GM on 6/20/06		
APN 092-531-005, Chris Candini	1					(0.6)	0.0	0.0	0.0	(0.6)	23.7	Issued by GM on 6/22/06		
Totals	15	1	28	4	39	4	(17.7)	(1.2)	(7.0)	(1.4)	(27.3)			
Percent of annual allotment:					54.5%	24.0%	68.4%	43.6%	53.6%					
Phasing Limit Check (Max 50% of annual allocation or 25.5 AF)														
Phased allocation =					8.3	Updated:		7/19/06						
Percent Water-Year over:					66.7%									
Abbreviations: SFR = single family residence SEC = secondary dwelling (a.k.a, Granny Unit) DUP = Duplex MF = multi-family development (e.g. multiple dwelling units sharing a common roof)														

**NIPOMO COMMUNITY SERVICES DISTRICT
WATERLINE INTERTIE PROJECT
MONTHLY REPORT TO THE BOARD OF DIRECTORS
JUNE 2006**

<u>REVENUES FY 2005-2006 (1)</u>	<u>MONTH OF JUNE 2006</u>	<u>FISCAL YEAR 7/1/2005 TO 6/30/2006</u>
Supplemental Water Capacity Fees Collected	0.00	542,158.75
Interest Income (monthly & quarterly posting)	26,922.74	105,557.43
Revenue Subtotal	<u>26,922.74</u>	<u>647,716.18</u>
 <u>EXPENDITURES FY 2005-2006 (2)</u> 		
<u>CONSULTANTS</u>		
1590-A1 Feasibility Study (Cannon)	0.00	0.00
1590-A2 EIR Preparation (Wood & Assoc)	13,523.84	87,100.23
1590-A3 Estimate/Preliminary Schedule (Cannon)	0.00	2,602.75
1590-A4 Proposed Routes/Facilities (Cannon)	0.00	520.00
1590-A5 Prop 50 Grant Applicatin (Cannon)	0.00	6,210.00
1590-A6 Project Support (Cannon)	0.00	11,797.44
<u>LEGAL</u>		
1590-B1 Shipsey & Seitz	6,079.25	23,095.55
1590-B2 McDonough, Holland & Allen	16,299.75	34,177.28
1590-B3 Richards, Watson & Gershon	9,472.38	9,472.38
<u>LAND ACQUISITION</u>		
1590-C1 Tarvin & Associates	0.00	0.00
<u>FINANCIAL</u>		
1590-D1 Reed Group	1,764.00	2,809.85
<u>ENGINEERING</u>		
1590-E1 Preliminary Engineering Design (Boyle)	6,470.33	6470.33
<u>SALARY AND BENEFITS (3)</u>		
1590-Z1 Wages-Capitalized (4 months)	29,076.92	29076.92
1590-Z2 Payroll Taxes-Capitalized (4 months)	587.22	587.22
1590-Z3 Retirement-Capitalized (4 months)	8,418.08	8418.08
1590-Z4 Medical-Capitalized (4 months)	2,861.36	2861.36
1590-Z6 Workers Compensation-Capitalized (4 months)	260.35	260.35
Expenditure Subtotal	<u>94,813.48</u>	<u>225,459.74</u>
Net Revenues less Expenditures	<u>(67,890.74)</u>	422,256.44
Beginning Fund Balance as of July 1, 2005		1,998,993.61
Ending Fund Balance as of June 30, 2006		<u><u>2,421,250.05</u></u>

(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 NCS D projects and capitalized as part of the cost of the project.

**NIPOMO COMMUNITY SERVICES DISTRICT
SUPPLEMENTAL WATER FEES COLLECTED**

PROJECT	DEVELOPER	SUMMARY	DATE PAID	WATER SUPPLY PORTION	PIPELINE PORTION	SUPPLEMENTAL TOTAL
2513	COOL	7 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING	6/23/05	59,406.00	7,320.00	66,726.00
2513	COOL	1 FOUR INCH FIRE SYSTEM	6/23/05	37,125.23	4,588.52	41,713.75
2514	NEWDOLL	7 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING PLUS 1 IRRIGATION	6/23/05	69,307.00	8,540.00	77,847.00
2619	ALLSHOUSE	22 RESIDENTIAL MINUS 4 EXISTING PLUS 1 IRRIGATION	6/30/05	188,119.00	23,180.00	211,299.00
2619	ALLSHOUSE	1 TWO INCH FIRE SYSTEM	6/30/05	11,870.37	1,467.13	13,337.50
2513	COOL	REFUND 1 FOUR INCH FIRE SYSTEM	8/29/05	(37,125.23)	(4,588.52)	(41,713.75)
2619	ALLSHOUSE	REFUND 1 TWO INCH FIRE SYSTEM	8/29/05	(11,870.37)	(1,467.13)	(13,337.50)
FISCAL YEAR 2004-2005			SUBTOTAL	316,832.00	39,040.00	355,872.00

090-095-011 to 090-095-014	DANMARK	4 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING	8/4/05	29,703.00	3,660.00	33,363.00
2561	VISTA COLINA	8 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING PLUS 1 IRRIGATION	11/7/05	79,208.00	9,760.00	88,968.00
090-381-006	DENNERLEIN	1 RESIDENTIAL SERVICE 182 EAST CHESTNUT	1/25/06	9,901.00	1,220.00	11,121.00
CO 04-0581	PRUIT	2 ONE INCH METERS	2/1/06	19,802.00	2,440.00	22,242.00
CO 04-0581	PRUIT	1 FOUR INCH FIRE SYSTEM	2/1/06	37,125.23	4,588.52	41,713.75
091-322-046	HARDESTY	1 ONE INCH METER	3/20/06	9,901.00	1,220.00	11,121.00
090-251-021	BLUME	1 ONE INCH METER	4/19/06	9,901.00	1,220.00	11,121.00
2565	PUHEK	5 RESIDENTIAL PLUS 1 IRRIGATION	5/9/06	59,406.00	7,320.00	66,726.00
CO 04-0606	MVIII	5 RESIDENTIAL	5/18/06	49,505.00	6,100.00	55,605.00
2499	NESTER	18 RESIDENTIAL	6/9/06	178,218.00	21,960.00	200,178.00
FISCAL YEAR 2005-2006			SUBTOTAL	482,670.23	59,488.52	542,158.75

GRAND
TOTAL 799,502.23 98,528.52 898,030.75

**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>GRAND TOTAL</u>
1645	Reservation Fee-City of Santa Maria	37,500.00	0.00	37,500.00
1590-A1	Feasibility Study (Cannon)	25,887.29	0.00	25,887.29
1590-A2	EIR Preparation (Wood & Assoc)	29,037.48	87,100.23	116,137.71
1590-A3	Est/Preliminary Schedule (Cannon)	3,706.19	2,602.75	6,308.94
1590-A4	Proposed Routes/Facilities (Cannon)	5,050.07	520.00	5,570.07
1590-A5	Prop 50 Grant Application (Cannon)	2,757.00	6,210.00	8,967.00
1590-A6	Project Support (Cannon)	0.00	11,797.44	11,797.44
1590-B1	Shipsey & Seitz	0.00	23,095.55	23,095.55
1590-B2	McDonough, Holland & Allen	0.00	34,177.28	34,177.28
1590-B3	Richard, Watson & Gershon	0.00	9,472.38	9,472.38
1590-C1	Tavrin Appraisal	0.00	0.00	0.00
1590-D1	Reed Group	0.00	2,809.85	2,809.85
1590-E1	Preliminary Engineering Design (Boyle)	0.00	6,470.33	6,470.33
1590-Z1	Wages-Capitalized	0.00	29,076.92	29,076.92
1590-Z2	Payroll Taxes-Capitalized	0.00	587.22	587.22
1590-Z3	Retirement-Capitalized	0.00	8,418.08	8,418.08
1590-Z4	Medical-Capitalized	0.00	2,861.36	2,861.36
1590-Z6	Workers Compensation-Capitalized	0.00	260.35	260.35
		<u>103,938.03</u>	<u>225,459.74</u>	<u>329,397.77</u>

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NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
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NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932
www.nipomocsd.com

MEMORANDUM – Manager's Report

TO: ED KREINS, INTERIM GENERAL MANAGER *ek*
FROM: MADONNA DUNBAR, CONSERVATION/COMPLIANCE SPECIALIST
DATE: AUGUST 2, 2006
RE: CONSERVATION PROGRAM ACTIVITIES – July 2006

PROGRAM ACTIVITIES:

- 1) The NCSD Water Conservation Program outline was presented to the Board of Directors on July 26, 2006. The Board provided staff with suggestions and comments on revision of the outline, for re-submittal at BOD meeting on August 23, 2006. Staff is in the process of reworking the document.
- 2) Water Conservation Workshop #2 (Low Water Use Garden Design and Plant Selection) was held on Sat. July 22, 2006. The presenter was Mr. Gus Van Der Stad, owner of Nipomo Old Town Nursery. The class was attended by 28 people, and was well received.
- 3) Water Conservation Workshop #3, focused on improving water quality by offering homeowners alternatives to pesticide use, is scheduled for Sat. Aug. 26, 2006. The materials are from the statewide "Our Water, Our World" education program. This workshop is being funded through the SLO Partners in Water Quality, and the County Public Works Department.
- 4) The Conservation Education / Outreach Program will be hosting 4 workshops sponsored by the Air Pollution Control District. The series theme is "Composting and Green Waste Workshops: An Alternative to Burning". The first class is Sat. Aug, 19 2006. Registration of participants is being handled by the APCD. NCSD is providing meeting space.
- 5) Staff prepared additional new outreach literature in water conservation, water quality. (attached) Continued expansion of education section of NCSD website.
- 6) Staff arranged for a free, landscape water audit for the Nipomo Regional Park. This will be conducted by the Cachuma Resource Conservation District Mobile Irrigation Lab. The audit will provide valuable information on addressing the landscaping high water use at the park.

- 7) Staff had secured a slot as the "Business of the Month" at Mid-State Bank. An information table will be on display Aug. 1-31, 2006 on the topic of home and landscape water conservation.
- 8) Staff received permission to install a "Techno-Trash Can" at the Nipomo Public Library to facilitate collection of used electronics (batteries, cell phones, computer media, small electronic devices) banned from landfill disposal. However, due to new policy at the library – this was removed shortly after installation. Staff is searching for a new location. The bulletin board at the library also served as a satellite location for NCSD conservation outreach materials for the public. Unfortunately, the library has decided to remove the bulletin board from the lobby. Staff still has access to several' flyer holders' in the lobby for information distribution, but the scope of outreach at this location is now limited.
- 9) On-going cross training in general front office procedures.

PROFESSIONAL DEVELOPMENT / TRAINING:

No formal training this month.

KEY MEETINGS:

7/5/06; 7/19/06; 7/26/06 – Met with Tom Bolander, Urban Soil Solutions (on behalf of the Air Pollution Control District) to discuss the program of workshops. We also discussed a partnership proposal / agreement for the NCSD Office to serving as a host site for demonstration project on rainwater diversion, soil erosion prevention and flood control for homeowners.

7/11/06 - Creek to Coast Connections Partnership Meeting: this group is planning the countywide Creek and Community Cleanups. The group is exploring the necessary permitting procedures, event sponsorship and regional collaborations. Nipomo event is confirmed for Sat. Sept. 30, 2006, 9 am – 12 pm.

7/11/06 – SSO committee; tracking State Water Board Sanitary Sewer Overflow regulation legislation, implementation procedures. Reviewed initial application materials.

7/14/06 - Attended the Partners in Water Quality meeting. Meeting updated members on the SLO County Storm Water Pollution Outreach. Group began initial planning of a May 2007 Water Festival for South County.

C:\MADONNA DESKTOP DOCUMENTS\MANAGER REPORTS\WORK ACTIVITY REPORT CONSERVATION MEMO JULY 6 TO AUG 2 2006.DOC

WHAT IS LEAK DETECTION?

Water leak detection is one of the easiest ways to reduce water waste.

Did you know the average home can leak 25 to 30 gallons of water a day? Slow drips of water can add up quickly. Even small leaks can add up to thousands of gallons of water waste annually. If the drip is on the hot water side, you are also paying for wasted energy. By not repairing leaks, you not only waste water and energy, but you may also be subjecting your home and personal belongings to severe water damage. Identifying and repairing water leaks is a great way to reduce the amount of water that is wasted in your home. And remember, repairing water leaks will always save you money.



USING YOUR WATER METER TO CHECK FOR WATER LEAKS

1. Locate the water meter. It should be near the street under a metal, plastic, or concrete lid. Remove the lid, brush away any soil or dirt, and be very careful of spiders! Water meters have numbers or spinning dials, which record usage. When water is not being used, none of the numbers or dials on the meter should move. Most meters also have a small "leak detector" arrow, which spins to record the low volume of water use that is common with leaks.

2. Turn off every water-using item inside and outside the home or building. Remember to shut off your swamp cooler and irrigation or sprinkling systems, and don't use your icemaker for a while before the test.

3. Watch the water meter for a minute or more. If the leak detector dial is moving, you might have a leak. In some cases, the leak detector dial might move back and forth very slightly - this is usually caused by water pressure fluctuations and is not a sign of a leak. If the leak detector dial moves forward continually, even at a slow rate, you have a leak. You may also want to check the main meter reading (numbers) at a set time, and then come back an hour later to check the reading - ensuring that no water has been turned on during the hour. If the meter reading has increased, there is a leak.

4. To determine whether the leak is inside or outside of your home, find the main shut-off valve for your home or building. It can be indoors or outdoors, but should be near the location where the water line enters the building. If you don't know where the shut-off valve is, follow a straight line from the water meter to your building, and look for it (if you have a very large building, it is possible you have more than one main shut-off valve - they should all be turned off).

5. Turn off, or close, the main house shut-off valve and check the water meter. If when the main house shut-off valve is closed - the meter has stopped, the leak is inside your home or building. If you need help with repairs, or in locating the interior leak, call a plumber.

If the meter continues to run with the building shut-off valve closed, your leak is in the lateral line (between the meter and the building) or it is in the irrigation system. If a leak between the meter and the building is suspected, carefully walk the path again from your meter to where the line enters your house or building to locate the leak. Look for obvious signs of an outdoor water leak, such as some sinking, wet shoes, or lush grass in an area where the rest of your turf looks dead. Call a plumber to fix underground outdoor leaks.

CHECKING THE IRRIGATION OR SPRINKLER SYSTEM FOR LEAKS

6. If you do not find the leak is inside your building, you need to check the irrigation or sprinkler system. To check for irrigation leaks, you need to isolate the irrigation system from the main water line. Turn the building's main valve back on, and turn the irrigation valve off. If the irrigation valve is turned off and the meter has stopped, the leak is in the irrigation system. Spotting leaks in irrigation or sprinkling systems is similar to troubleshooting internal plumbing - you have to look for signs of a leak. When you have a system installed, it's a good idea to retain a copy of the system's layout. This will provide you with a map so you can "walk the system" to identify leaks. Any wet spots or pooling of water should be investigated.



In general, irrigation systems should be checked weekly to ensure they are operating properly and your plants are getting the water they need. Also, inspect drip emitters and sprinkler-heads to ensure they are intact. Broken heads or emitters can release a lot of water, driving up your bill.

HOW TO CHECK FOR A LEAKY TOILET

Have you ever been sitting in your home, alone, when all of a sudden you hear your toilet flush and you were nowhere near it? No it's not gremlins - you've got a toilet leak. Toilet leaks can range from small to large, constant to random. Many are silent. Even a small, silent leak can waste \$50 per year, or more, in water and sewer costs. Large leaks waste much more. The good news is, if you can change a light bulb you can probably fix your toilet.

1. If your toilet is functioning properly, no water should move from the tank to the bowl, unless it is manually flushed. Remove the tank lid (don't worry, the water is clean until it enters the toilet bowl). Add just a few drops of food coloring to the tank water or purchase a test kit with dye tablets at your hardware or plumbing supply store and follow the directions. Do not use any other kind of dye - it can permanently stain your toilet bowl. Replace the tank lid.
2. After 15 minutes or so, look in the toilet bowl. If you see colored water, you have a leak. If the water is clear, water is not leaking from the tank to the bowl. Remember, if you do have a leak the toilet can flush on its own, so make sure it hasn't or wasn't manually flushed while you were waiting.

The most common reason a toilet loses water from the tank to the bowl is a malfunctioning flapper. The flapper is a rubber control valve that opens when you flush your toilet. (The fill valve can also cause some leakage problems when the valve doesn't completely close after refilling the tank - but most toilet leaks are caused by a malfunctioning flapper.) If you remove the tank lid and can easily identify the cause of the leak, correct the problem and try your leak test again. Bending the float back or adjusting the rubber flapper should be considered temporary "fixes" - they won't solve the problem.

FLAPPER REPLACEMENT

When replacing your toilet flapper, always use an identical factory replacement. There are many types and sizes of flappers available, and some are quick closing, while others are not. Using the wrong flapper could cause you to lose more water. If in doubt, check with your local plumbing supplier. Always bring along your old flapper, and the toilet model and manufacturer's name if you know them. You and the sales clerk will be glad you did!

A WORD ABOUT TOILET BOWL CLEANERS

A damaged toilet flapper is the number one cause of all toilet leaks. The problem often occurs when in-tank chlorine toilet cleaners are used. While these products are keeping your toilet bowl clean, the chemicals can damage or destroy a rubber flapper in as little as 30 days, ultimately causing a leak. There are some good solutions to this problem. Manufacturers are now making new composite rubber flappers with "extended warranties" that protect against leakage for up to five years. These flappers are resistant to the chemicals in traditional toilet cleaners. However, the composite rubber flappers are more expensive than the usual replacements. A good solution is to use in-bowl toilet cleaners - after all, that's where it's needed. In-bowl cleaners provide the same cleaning power, but there is no contact with the flapper.

LEAKING FAUCETS

A leaking faucet is frequently caused by a rubber washer or o-ring that has worn out. You can extend the life of your washers by not over-tightening the valve. Over-tightening causes the washer to compress and crack. Once it's cracked, you've got a leak. Over tightening can also cause the seat, the place where the washer sits, to become deformed. If that happens, you're looking at a more serious repair job. The washer on a sink is typically located under the handle. A washer is relatively easy to replace, if you have the right tools. You will need to shut off the water under the sink, and remove the faucet handle to replace the washer or o-ring. Home repair manuals, plumbing suppliers, or the Internet (keywords "repairing leaky faucets") can provide instructions on how to repair a leaky faucet. If you don't feel comfortable doing the repair yourself, a plumber may be your best option. Remember, even if you have to pay a plumber to fix the leak, you should end up saving money in the long run.

LEAKING PIPES

Identifying a leaking pipe can get a little tricky because they are mostly concealed in walls or are under the foundation of your home or office. When looking for pipe leaks, you have to look for the symptoms of a leak - such as discolored drywall, ceiling tiles, or carpet. The good news is a pipe leak is relatively rare and is usually at a joint, which makes repairing it a little easier. When in doubt, call a professional plumber to check things out.

CAN'T FIND A LEAK AND STILL HAVE A HIGH WATER BILL?



Most of us already subconsciously monitor our water usage. After all, you know something is wrong when you get a higher than usual bill, right? The key is to determine if it is a seasonal change or a leak. We also need to be aware that some leaks can "sneak up" on us, starting slowly, with no signs, and before you know it you have the biggest trees in the neighborhood and your water bill is \$700 a month!

It's always a good practice to not only look at what you pay for water, but to monitor how much water you use. You should compare your current water use to past use. If no past use information is available (new home, new to you, rental, etc.) you could compare how much water you use to your neighbors, keeping in mind that your neighbors may have different water needs.

If you still feel you are using too much water after checking for and then repairing any obvious leaks, you should look for a leak between your water meter and your home or office. These are generally the most difficult leaks to detect because they are rare and provide few visual clues.

A FINAL NOTE

Remember, leaks don't go away on their own, they only get worse with time. They cause property damage and can become expensive to repair. Take care of leaks as soon as they are identified, it saves water, money, and limits the complications of water damage. If you're going to be gone for an extended period of time, you might consider shutting off your main water line (irrigation and sprinkling systems should be left on). This should reduce the likelihood that a leak will cause damage while you're away.



This Information provided as a public service as part of the Nipomo Community Services District Conservation and Resource Education Program. Any actions by a water customer as a result of this information is the sole responsibility of the customer.



FREE!



Composting & Green Waste Workshops: An Alternative to Burning

Who: In collaboration with the San Luis Obispo County Air Pollution Control District (APCD), Urban Soil Solutions (USS) will host four Composting and Green Waste Workshops for residents in South San Luis Obispo County (Pismo Beach, Avila Beach, Grover Beach, Arroyo Grande, Oceano, & Nipomo).

Why: To protect public health and improve air quality, the APCD promotes alternatives to burning. Burning green waste produces smoke and air pollutants, including cancer causing substances.

What: The workshops will teach you how to produce compost and/or mulches, which provides:

- Efficient use of local resources
- Healthier, safer gardens
- More efficient use of rain and irrigation waters
- Reduced soil erosion
- More balanced local environment

When:

August 19, 2006: Green Waste or Green Resource? Learn how to categorize your green resource into compost, mulch or green waste service disposal and save money through these burn alternatives

October 28, 2006: Urban Soils, Rainwater & Soil Erosion Apply compost and mulches to harvest rainwater and reduce soil erosion

January 13, 2007: Compost, Mulch & Plant Health Choose the right soil for vegetables, annuals and perennials

March 3, 2007: Compost, Mulch & Irrigation Efficiency Use compost and mulches to increase irrigation efficiency (emphasis on laws)

Where: Nipomo Community District
148 S. Wilson Street, Nipomo



AIR POLLUTION CONTROL DISTRICT
COUNTY OF SAN LUIS OBISPO

How: To sign up, call Urban Soil Solutions staff (805) 528-0763, visit www.slosoils.org and register online, or fill out this form and send to: PO Box 239, Grover Beach, CA 93483

Name: _____ Address: _____

Phone: _____ E-mail: _____

We encourage participants to attend the series of four workshops. Each participant will receive a soil kit to take home and have a free lab test for their soil. Space is limited, please sign up early. Hope to see you there!

info@slocleanair.org

NIPOMO COMMUNITY SERVICES DISTRICT



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Press Release / For Immediate Release – 7/26/06

**From: Madonna Dunbar, Conservation/Compliance Specialist
Nipomo Community Services District
Email: mdunbar@nipomocsd.com
Phone: 805-929-1133 ext. 209**

**Subject: “Our Water, Our World” – Free Healthy Gardening Workshop offered on Sat.
August 26, 2006**

Many people are unaware of the fact that more pesticides are used each year, per equivalent unit, on American lawns than on our farmlands. The use of pesticides and herbicides can have detrimental health effects on children, pets, wildlife and the fresh water supplies we rely on in our community.

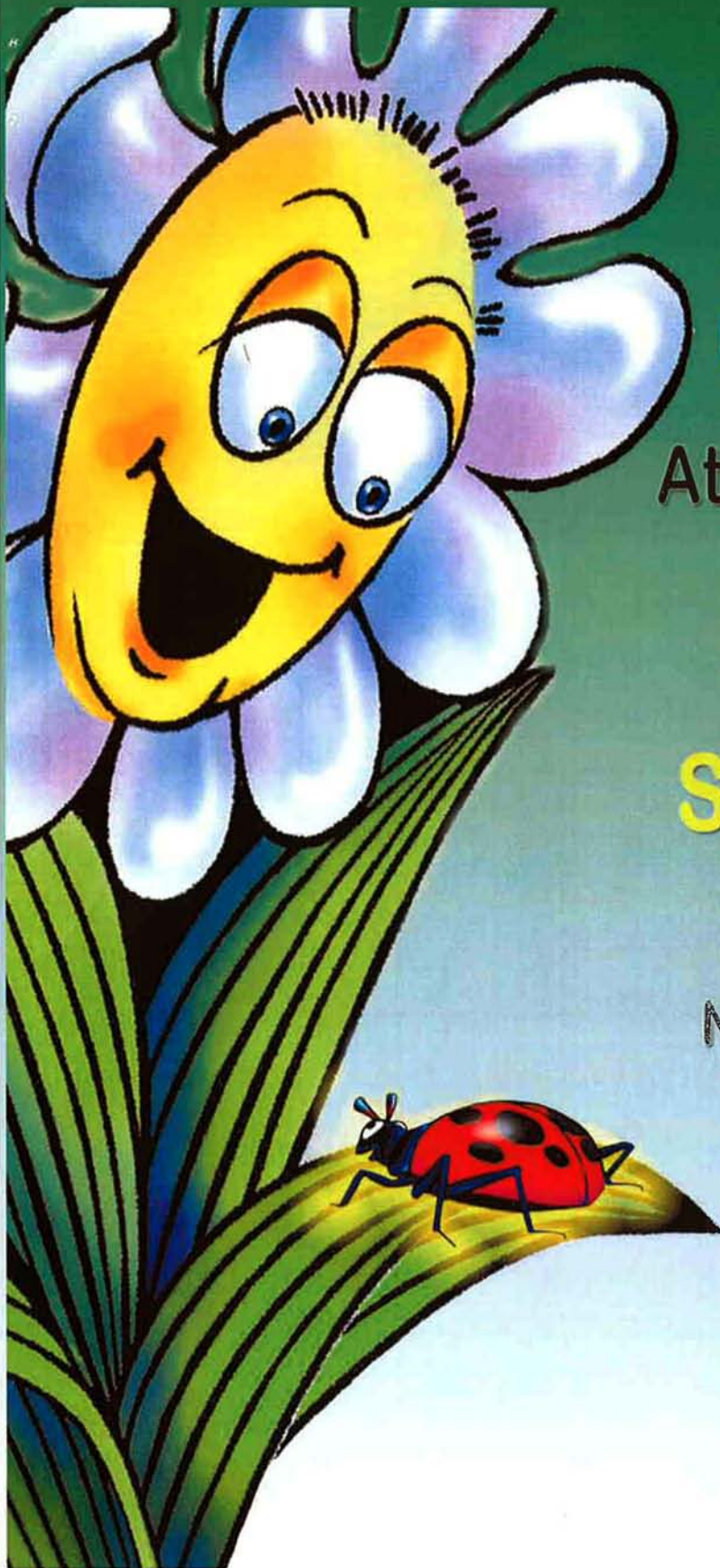
By attending a free educational workshop in Nipomo on Sat. August 26, 2006, South County residents can learn how to minimize their use of these potentially harmful garden chemicals in their home landscaping and preserve SLO County's water quality at the same time.

Ms. Debi Tidd, Education Director at The Gardens at Heather Farm in Walnut Creek will present materials from “Our Water, Our World” a nationally recognized education program focused on providing homeowners with alternatives to pesticide use. Topics to be covered in this workshop include: Integrated Pest Management (IPM) techniques, how to identify both pests and beneficial insects, low toxicity ways of dealing with pests, water-wise gardening, composting how to select native plants and how to create wildlife habitats.

Attendees will leave this highly informative class with knowledge of pest management, a resource binder, a bug ID guide and free native plants.

Pre registration is requested. To sign up for the class contact: Jill Falcone, Environmental Programs Division, County of San Luis Obispo, Department of Public Works at 805-788-2767 or Madonna Dunbar, Conservation and Compliance Specialist, Nipomo Community Services District at 805-929 -1133.

The workshop will be held at the Nipomo Community Services District Office 148 South Wilson Street, Nipomo. CA (1/2 mile east of the Tefft St. exit). This workshop is sponsored by Nipomo Community Services District, SLO County Partners for Water Quality and San Luis Obispo County Department of Public Works.



GOT BUGS? GET ANSWERS!

Attend a free workshop
on Integrated
Pest Management

Sat. Aug 26, 2006
9 am - 12 pm

Nipomo Community Services
District Office
148 S. Wilson St.
Nipomo, CA

Info: 929-1133
mdunbar@nipomocsd.com



Sponsored by: Nipomo CSD
County of San Luis Obispo Public Works
Our Water, Our World
Partners in Water Quality





NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
POST OFFICE BOX 326
NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932
www.nipomocsd.com

MEMORANDUM – Manager's Report

TO: ED KREINS, INTERIM GENERAL MANAGER *EK*
FROM: MADONNA DUNBAR, SAFETY SPECIALIST
DATE: AUGUST 2, 2006
RE: SAFETY PROGRAM ACTIVITIES – July 2006

PROGRAM ACTIVITIES:

- 1) Ms. Madonna Dunbar assumed the duties of NCSD Safety Manager on July 1, 2006.
- 2) Staff conducted the monthly employee Safety Training meeting on 7/27/06. All permanent, full time staff and the temporary student workers attended. The topics covered this month were "Drug and Alcohol Abuse Awareness" and "Avoiding Chemical Injuries".
- 3) Staff is updating Material Safety Data Sheet (MSDC) binders for the shop.
- 4) Staff is reviewing:
 - a) NCSD Illness and Prevention Program (May 2004) manual
 - b) SDRMA Liability Loss Control Program Review and Hazard Identification Survey
 - c) SDRMA Occupational Safety & Health Program Review and Hazard Identification Survey
- 5) Upon review of the above, staff will conduct research on Worker Safety Incentive Program models.