

TO: BOARD OF DIRECTORS
FROM: EDWARD KREINS *EW*
DATE: AUGUST 18, 2006



MANAGER'S REPORT

ITEM

Standing report to your Honorable Board
Period covered by this report August 7, 2006 through August 18, 2006

DISTRICT BUSINESS

Administrative

Nothing to report. All Administrative items will be on the agenda, as necessary.

Safety Program

No injury reports during the period.

Project Activity

Please see the attached report by District Projects Administrator, Bruce Buel.

Field Activity

No Report

Conservation Program Activities

Please see attached report.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENTS

- Memorandum from District Projects Administrator
- Memoranda from Madonna Dunbar regarding Safety Programs, Nipomo Creek Clean Up Day, and Conservation update

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.



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MEMORANDUM – Conservation Program Report

TO: ED KREINS, INTERIM GENERAL MANAGER *Ek*
FROM: MADONNA DUNBAR, CONSERVATION/COMPLIANCE SPECIALIST
DATE: AUGUST 15, 2006
RE: UPDATE ON CREEK DAY CLEAN UP; SEPTEMBER 30, 2006

The time is rapidly approaching for the annual Nipomo Creek Cleanup Day. In an effort to increase public awareness of the creeks and highlight the efforts of community volunteers in keeping the creeks clean, all the major watersheds in San Luis Obispo will have volunteers working on cleanups on the same day. The countywide creek cleaning efforts are scheduled for Saturday, September 30, 2006 from 9 am – 12 pm.

Nipomo Creek and Old Towne Cleanup Day will focus on removing trash from Nipomo Creek, but there will be no vegetation removal. We will also conduct trash cleanup on the areas and streets bordering the creek through Old Towne. On the same day, in conjunction with the SLO County of Public Works, we may also be conducting a "Stick It to Storm Drain Pollution" event, attaching information disks that say "Do Not Dump - Drains to the Creek" on all the storm drains in Old Towne.

In the past, the Nipomo event was coordinated by the staff of the Land Conservancy and Central Coast Salmon Enhancement, with NCSD providing funding for the trash removal. Unfortunately, due to extraneous circumstances, these groups have decided to step back from leading the event in Nipomo. NCSD has stepped up to coordinate the cleanup.

There are no plans for the large scale community junk removal day, last conducted in 2003.



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MEMORANDUM – Conservation Program Report

TO: ED KREINS, INTERIM GENERAL MANAGER *Eu*
FROM: MADONNA DUNBAR, CONSERVATION/COMPLIANCE SPECIALIST
DATE: AUGUST 15, 2006
RE: UPDATE ON CONSERVATION PROGRAM DATA REQUEST

Mr. Kreins,

On 7/26/06, the Board of Directors directed staff to obtain additional data on water providers' usage in the Nipomo area, for the purposes of providing more information on the regional use comparison. Please find attached an inquiry letter which was mailed to the listed constituents on 8/8/06. At this time I have received one response from Canyon Crest Mutual Water Benefit Company. Therefore I will not be presenting additional data at the 8/23/06 board meeting.



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August 7, 2006

Dear Nipomo Area Water Provider:

Good Day! As part of Nipomo Community Services District's new Water Conservation Program, I am trying to collect data on regional water use. The Nipomo area has unique climate, soil and resident water use patterns. For the program, I am trying to find out how our customer use compares with others in the same area.

Therefore, I am hoping that you might be able to share some data, which will be used for the water conservation program. If you can provide me with the following information, it would be most appreciated.

Data for the year 2004 based on production, not consumption:

- 1) **If applicable, the average *residential* (SFR/MFR) per connection: daily use (or) annual use** (in gallons or acre feet)
- 2) **The average (all customer types) per connection: daily use (or) annual use** (in gallons or acre feet)
- 3) **Total production: acre feet annual**

I thank you in advance for your participation. Please feel free to contact me at the District Office if you have any questions.

Sincerely, Madonna Dunbar

Nipomo Community Services District
Conservation Specialist

Office Address List

8/8/2006

Title	First Name	Last Name	Company Name	Address Line 1	Address Line 2	City	State	ZIP Code
	STEVE	DEVEMARK	CLEARWATER	PO BOX 1170		NIPOMO	CA	93444
	GRAHAM	WRIGHT	SPEEDLING IN	1040 N THOM		NIPOMO	CA	93444
	DAVE	HICKEY	LAETITIA VINY	453 LAETITIA		AG	CA	93420
	NAHUM	SHPAK	SKYLINE FLO	2525 BONITA		NIPOMO	CA	93444
	RANDY	AVILA	T & A PROPER	1111 RANDY L		AG	CA	93420
	KRISTIN	KOPP	CONOCO PHIL	2555 WILLOW		AG	CA	93420
	FRANK	HARRIS	CANYON CRE	PLANCHA WA		ARROYO GRA	CA	93420
			VISTA DE LAS	508 MESA VIE		AG	CA	93420
	GAIL	JOHNSON	WOODLANDS	POB 667		AG	CA	93420
	DAN	HILKER	CAYUMA LAN	112 CAYUMA		NIPOMO	CA	93444
	SUSAN	DIGGINS	COUNTRY CL	272 COUNTRY		AG	CA	93420
	BUTCH	KWID	RANCHO NIP	3563 EMPLEO		ARROYO GRA	CA	93420
	KARL	WITTSTROM	CALLENDER G	CALLENDER L		NIPOMO	CA	93444
	WARREN	MORGAN	GOLDEN STA	1140 LOS OLIV		LOS OSOS	CA	94302
	KERRY	NICHOLS	RURAL WATE	POB 745		GROVER BEA	CA	93483
	BUTCH	KWID	LAGUNA NEG	POB 7134		NIPOMO	CA	93444



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MEMORANDUM

TO: EDWARD KREINS, GENERAL MANAGER *gk*
FROM: BRUCE BUEL, PROJECTS ADMINISTRATOR *BBB*
DATE: AUGUST 16, 2006
RE: PROJECTS UPDATE – 8/3/06 to 8/16/06

Following is a narrative describing the status and progress on projects that office and field staff has worked on from 8/3/06 through 8/16/06. 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 parks related activities.

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 August 9, 2006 received an update on the project from Boyle Engineering and approved submission of an energy rebate Pre-Application to PG&E.
- The Board and Water Project Design & Construction Standing Committee on August 16, 2006 toured the OVSD HDD crossing of the Ventura River in Ojai.
- The Water Project Design & Construction Standing Committee has set a Special Meeting for 2pm on Wednesday August 30, 2006 at the NCSD Office to discuss water quality issues and to receive an update on the Pre-Design Study progress.

- Staff has received comments on the Draft EIR and has made copies of all comments for each Director.
- 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 has set a follow up meeting on August 31, 2006.
- 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.
- Staff has been removing sludge from the bottom of pond 4 and attempting to facilitate the digestion of sludge in ponds 1, 2 and 3 with surface aeration. Attached is a copy of the "Sludge Judging" for both Southland and Blacklake that shows substantial progress at both facilities as a result of the surface aeration.

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. Four firms submitted quotes (copies provided to the Board) and staff is evaluating the four submittals. 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. As of the August 15, 2006 deadline for comment submittal, staff received no comments on the IS/MND.
- 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. The Board on August 9, 2006 selected Ground Up Design and Construction Management to perform the construction management. Staff is preparing an agreement with Ground Up to do this work.
- Staff has requested that Boyle Engineering submit a proposal to provide Engineering Services During Construction.
- Staff has worked with District Legal Counsel and Linda Beck of MHA to develop the front end bid documents for this project and as a model for subsequent projects. Staff expects to advertise for bids in September and request that the Board award the bid in October.

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.
- Staff has set a meeting with Dale Ramey of County Public Works on August 17, 2006 to discuss the County's timing and design concepts.

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. Bob Beeby has submitted his request for data and staff is assembling the requested data.
- Staff expects that this program will extend for multiple years and will involve interaction with the other basin stakeholders.
- 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.
- Staff with substantial assistance from District Legal Counsel prepared a response to the Pacific Water Quality Association.

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.
- The Board has approved 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.
- Staff has set a meeting with Dale Ramey of County Public Works to discuss the County's timing and design concepts for the two project proposed this fiscal year.

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 has requested quotes from contractors 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. Staff has set a meeting with Dale Ramey of County Public Works Department for August 17, 2006 to discuss interaction between the County and NCSD as the project proceeds.

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 has initiated street sweeping.

III. ENVIRONMENTAL REVIEWS PROCESSED

Aside from the Hetrick Project, staff has not issued any additional Task Orders for Environmental Review of District Projects. Staff does expect to issue a Task Order for the Southland Shop by August 22, 2006.

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.

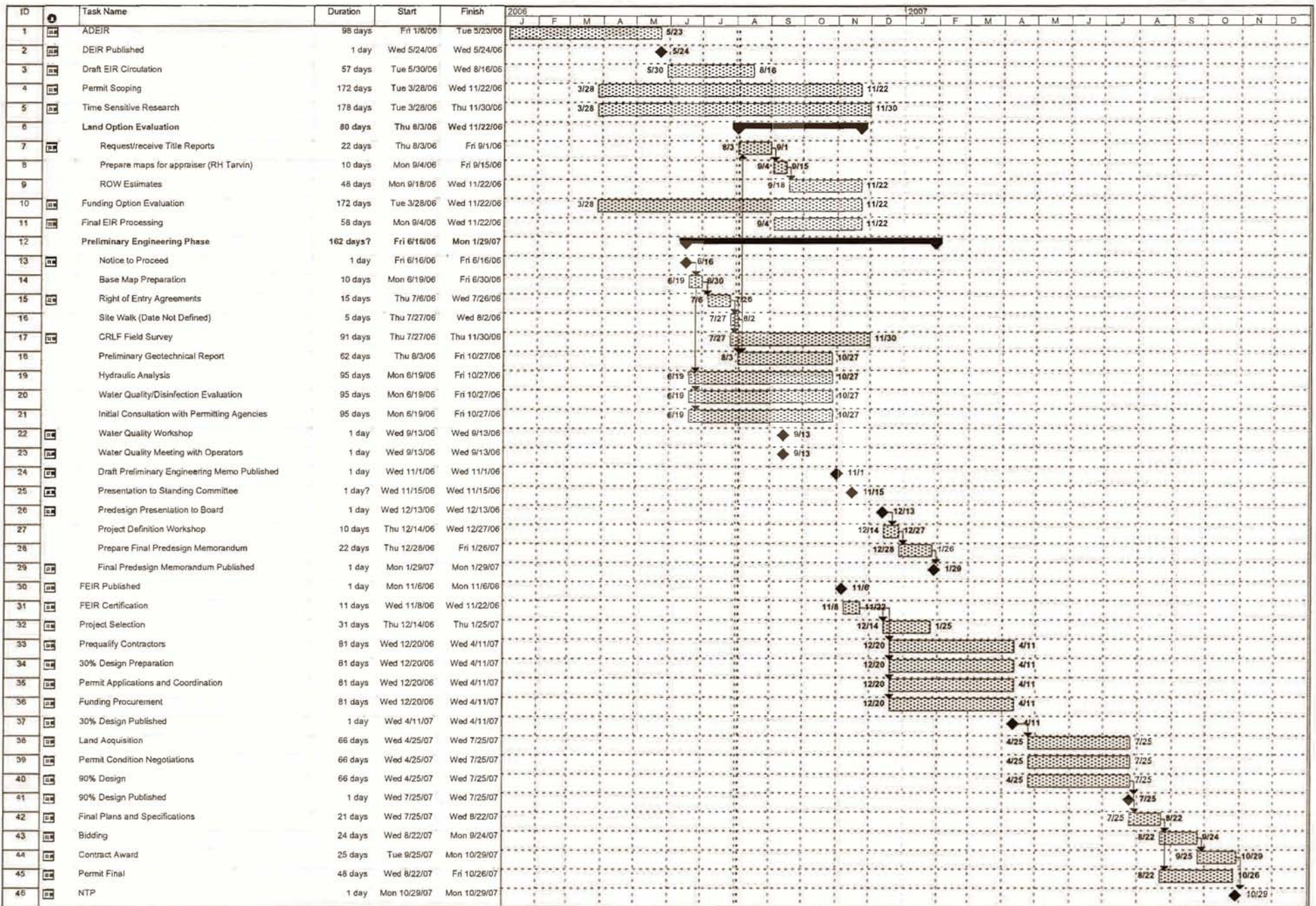
V. CHANGES TO WATER ALLOCATION

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 86.3% of the water year has passed. In addition, your Honorable Board has conditionally approved an annexation Agreement with Kenneth Craig for Tract 2650.

VI. PARKS ACTIVITIES

Staff provided support to the Parks Committee for its August 7, 2006 Meeting and is following up with research to present to the Committee at its September 11, 2006 Meeting. Staff also attended the 8/14/06 SCAC Workshop on the Nipomo Community Park.

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Project: NCSD Waterline Inertie Project
 CPN with Preliminary Engineering Phase
 Date: Thu 6/3/06

Task		Milestone		Rolled Up Critical Task		Split		Group By Summary	
Critical Task		Summary		Rolled Up Milestone		External Tasks		Deadline	
Progress		Rolled Up Task		Rolled Up Progress		Project Summary			

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

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	<4/26	Project Objectives Funding Options
4/26		Funding Options; Retain Appraiser
5/10	<5/24	Review Design Proposals Select Design Team & DEIR Status Report
5/24		Review Rough Appraisal Results Design Team Agreement & QA/QC Team Selection
8/9		Review of FEIR Comments
	>8/13	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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August 8, 2006

Mr. Dan Migliazzo
Utility Supervisor
Nipomo CSD
P.O. Box 326
Nipomo, CA 93444

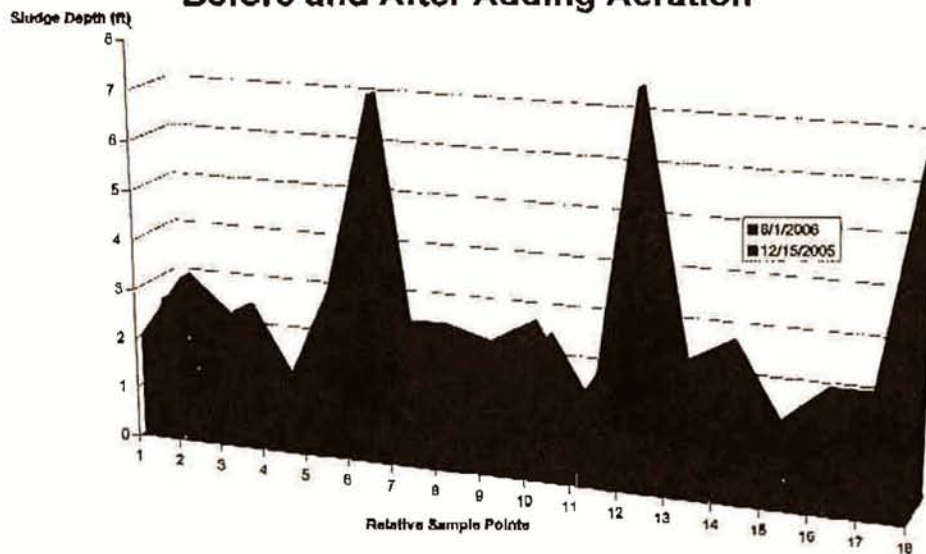
RE: Results of Sludge Judging of Black Lake and Southland Wastewater Treatment Ponds

Dear Dan,

Based on the sampling Probiotic Solutions and Nipomo CSD personnel performed on August 1, 2006 it appears that adding additional aeration to treatment Pond # 1 at Black Lake has reduced the sludge blanket level by 1.01 feet compared to sludge blanket depths measured on December, 2005.

Using known sludge removal costs of \$341/dry ton and / or a removal cost of \$0.12/gallon, adding additional aerators to Pond # 1 saved the City of Nipomo about \$9,000. This cost is subject to change as diesel fuel, and other costs rise. Please see Charts 1, 2, and 3.

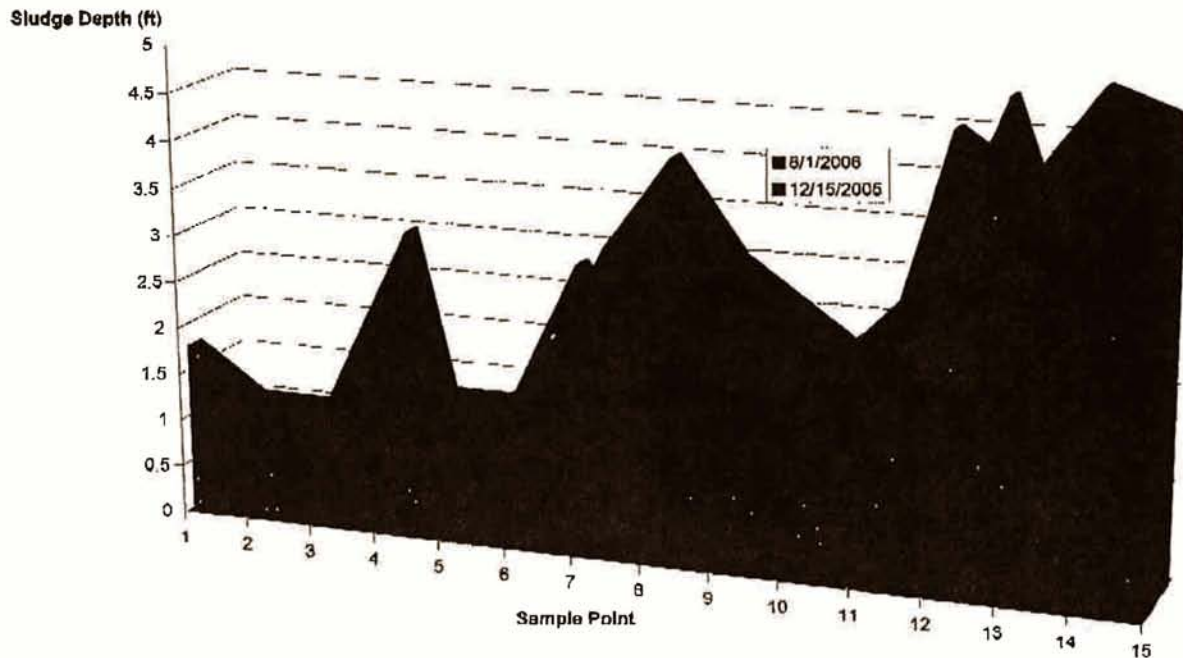
Average Sludge in Black Lake Pond # 1 Before and After Adding Aeration



The change in Pond # 1 represents a 34% reduction in sludge volume, plus a reduction in odors. Pond # 3 at Black Lake experienced a 12% reduction over the same period of time. Please see Charts 4, 5, and 6.

Southland sludge blanket profiles revealed a 13.3% reduction in Primary Pond # 2 over sampling performed in December, 2005

Sludge Blanket Profile of Pond # 2 at the Southland Treatment Plant, Nipomo, CA



Our recommendation is to move the aerators in Pond # 1 at Black Lake and add additional aeration to Black Lake Pond # 3. For faster sludge oxidation at Black Lake and Southland we also recommend using a Probiotic to speed up sludge oxidation. Probiotics are proven to accelerate solids removal from wastewater ponds throughout California and the World.

Thank you for choosing Probiotic Solutions.

Steve Harris

Steve Harris
Director of Wastewater Operations
Probiotic Solutions

Average Sludge in Black Lake Pond # 1 Before and After Adding Aeration

1/2006 16:12 FAX 18059295090

NIPOMO YARD

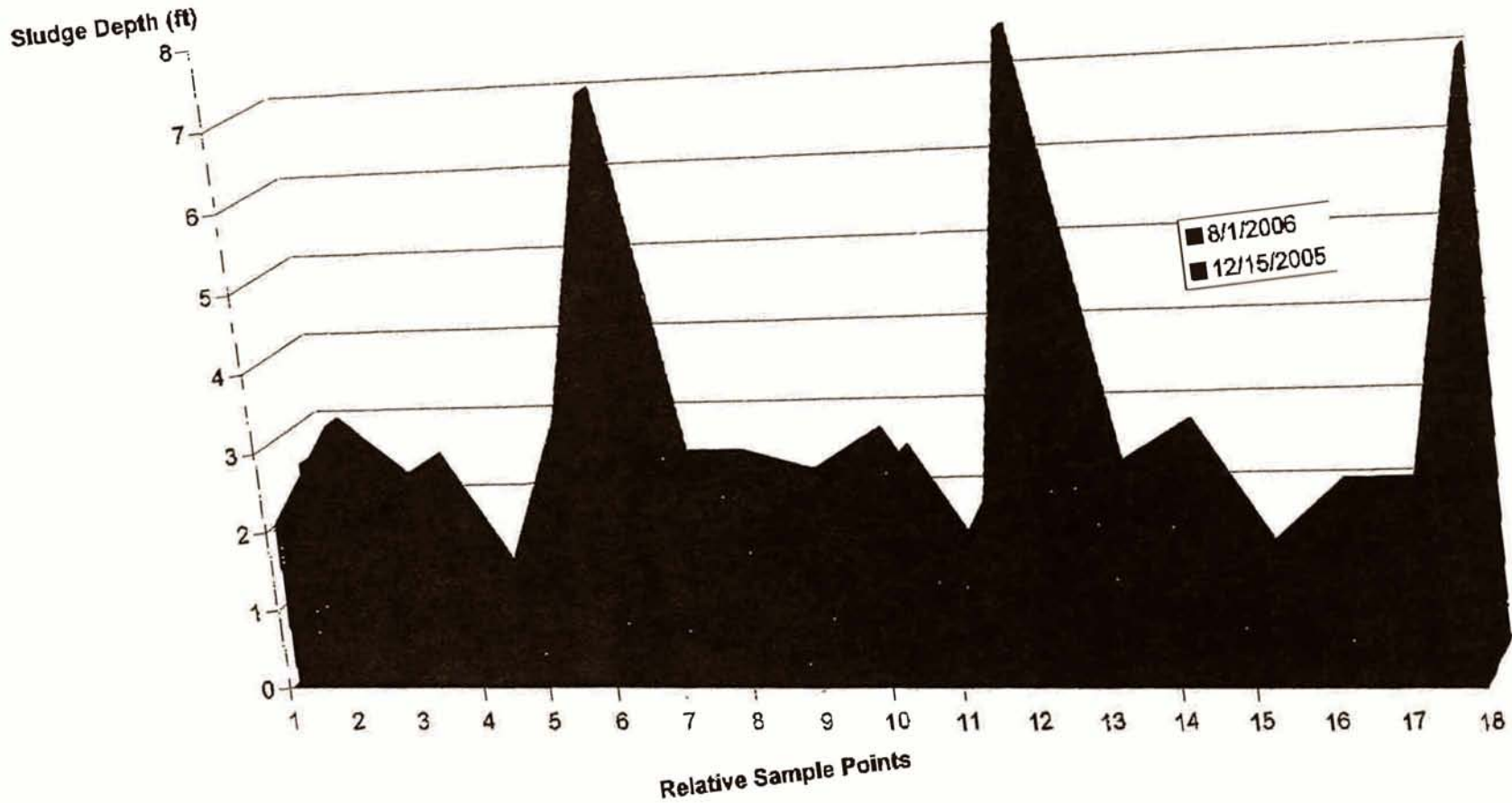


Chart # 1

Black Lake Pond # 1 Sludge Depth Profiles Before and After Adding Aeration

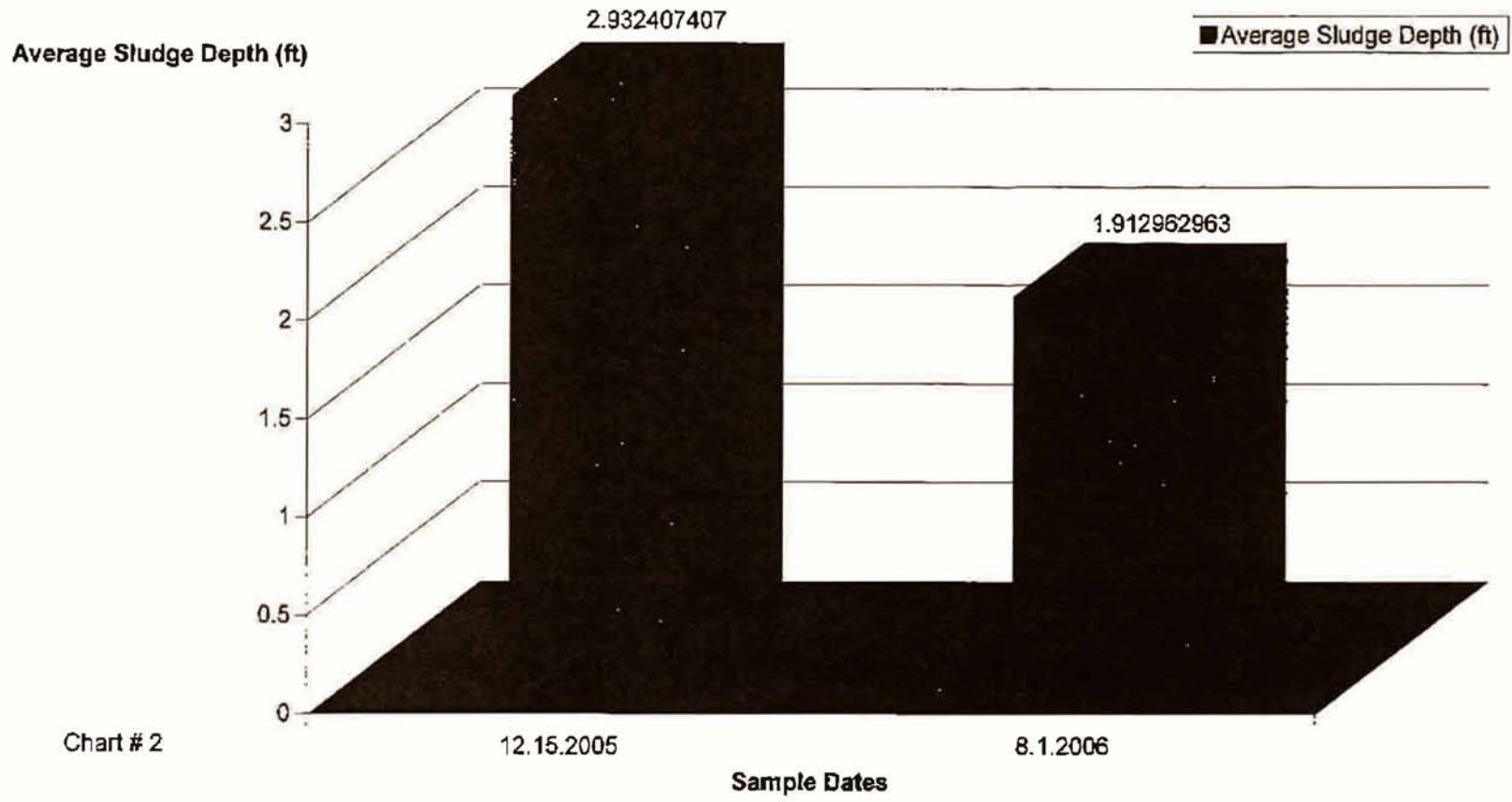


Chart # 2

Sludge Depth Profile of Black Lake Pond # 1 Before and After Adding Aeration

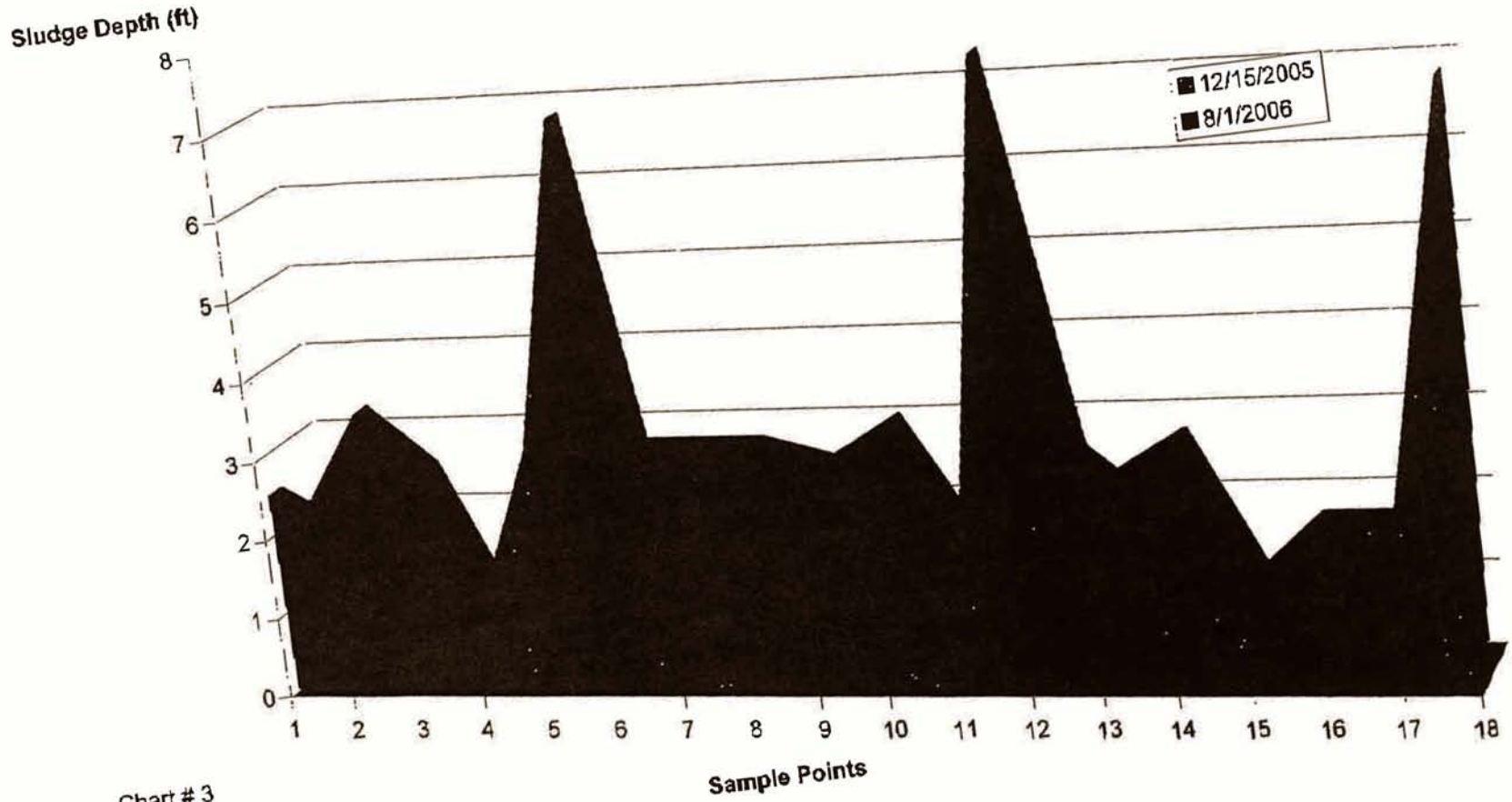


Chart # 3

1/2006 18:12 FAX 18059295090

NIPOMO YARD

Black Lake Pond # 3 Sludge Depth Profile

11/2006 16:12 FAX 18059295090

NIPOMO YARD

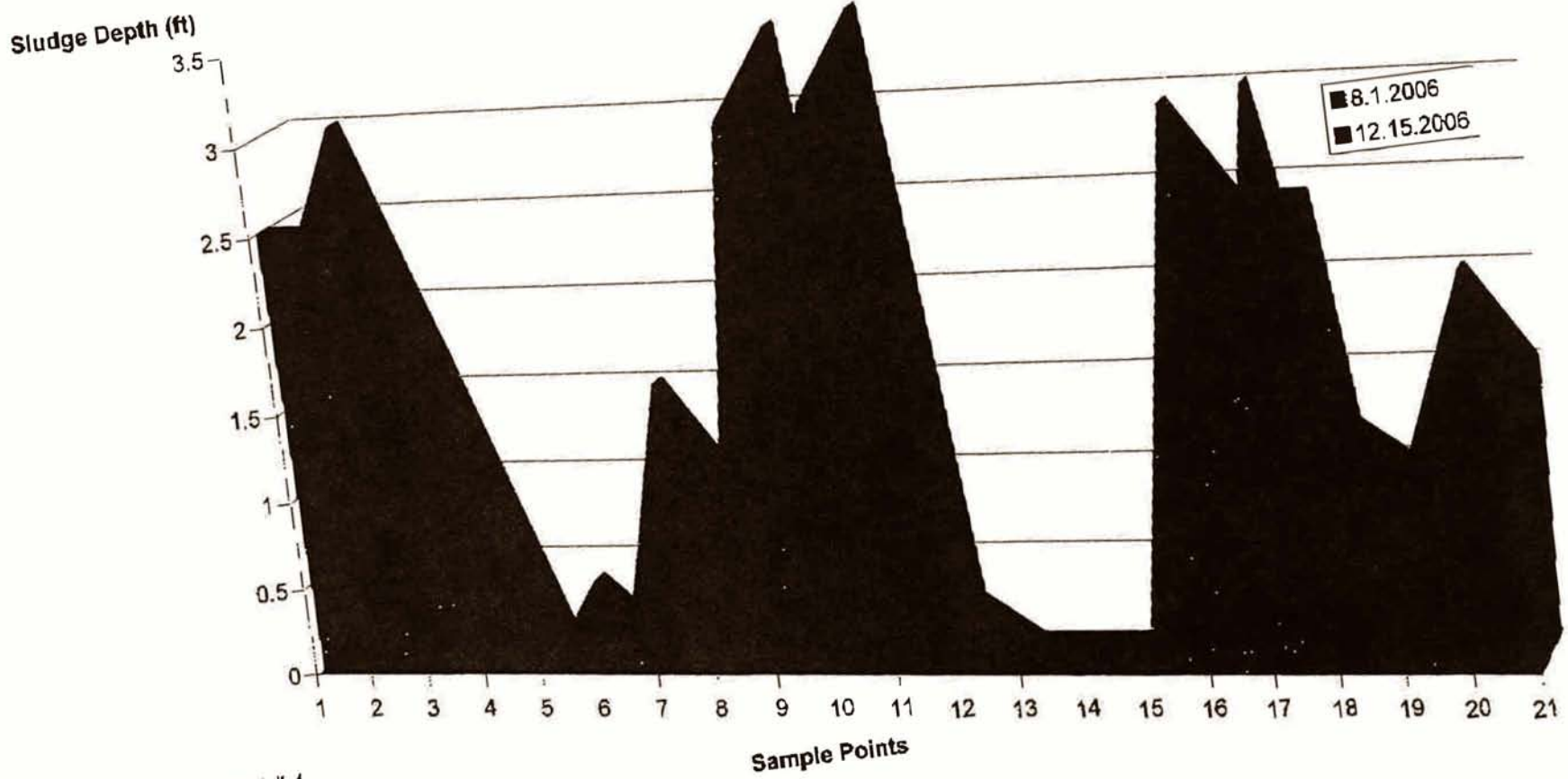
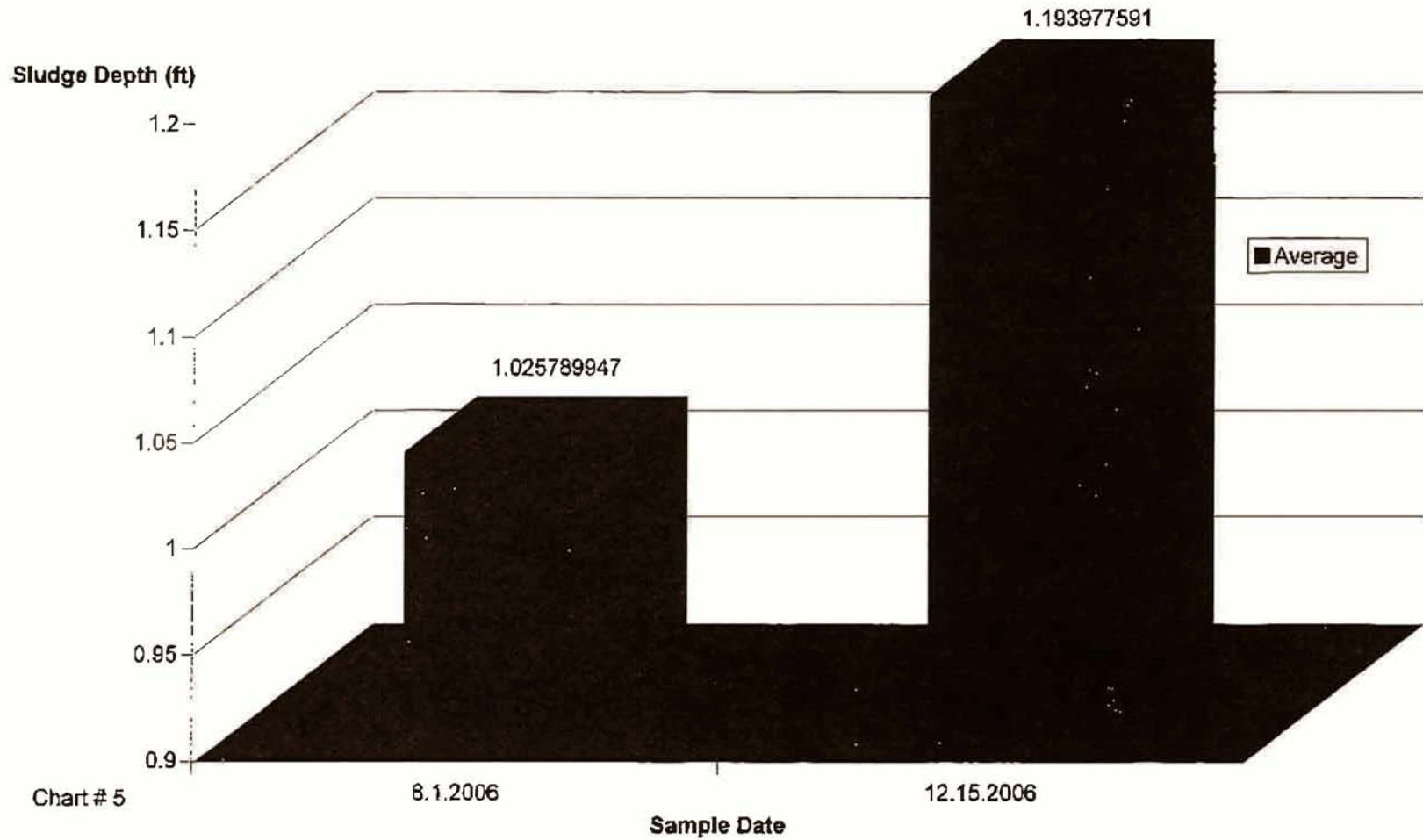


Chart # 4

Sludge Depth Profile of Black Lake Pond # 3



Sludge Depth Profile of Black Lake Pond # 3

11/2008 18:13 FAX 18059295090

NIPOMO YARD

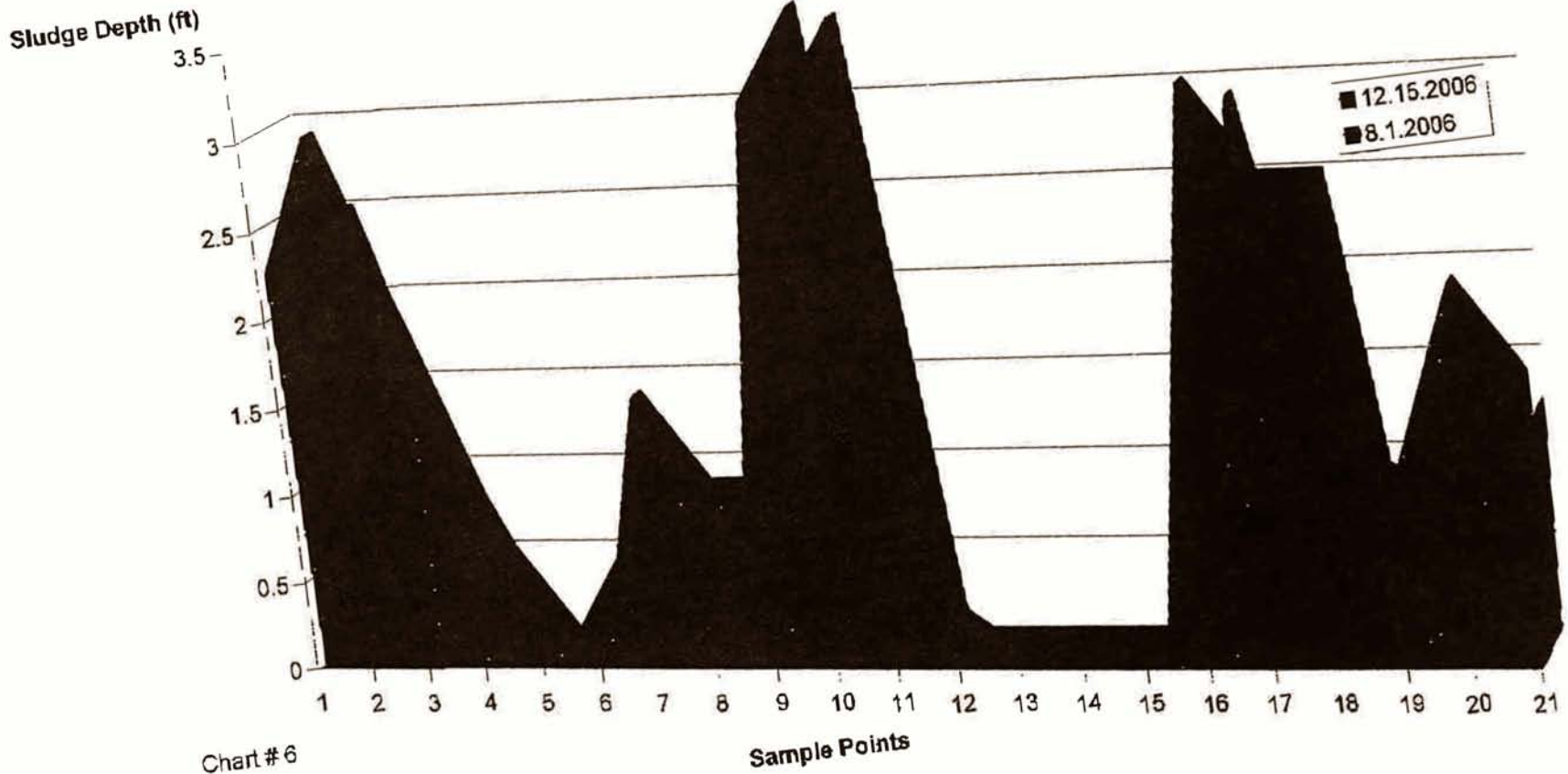


Chart # 6

Sludge Blanket Profile of Pond # 1 at Southland Treatment System, Nipomo, CA

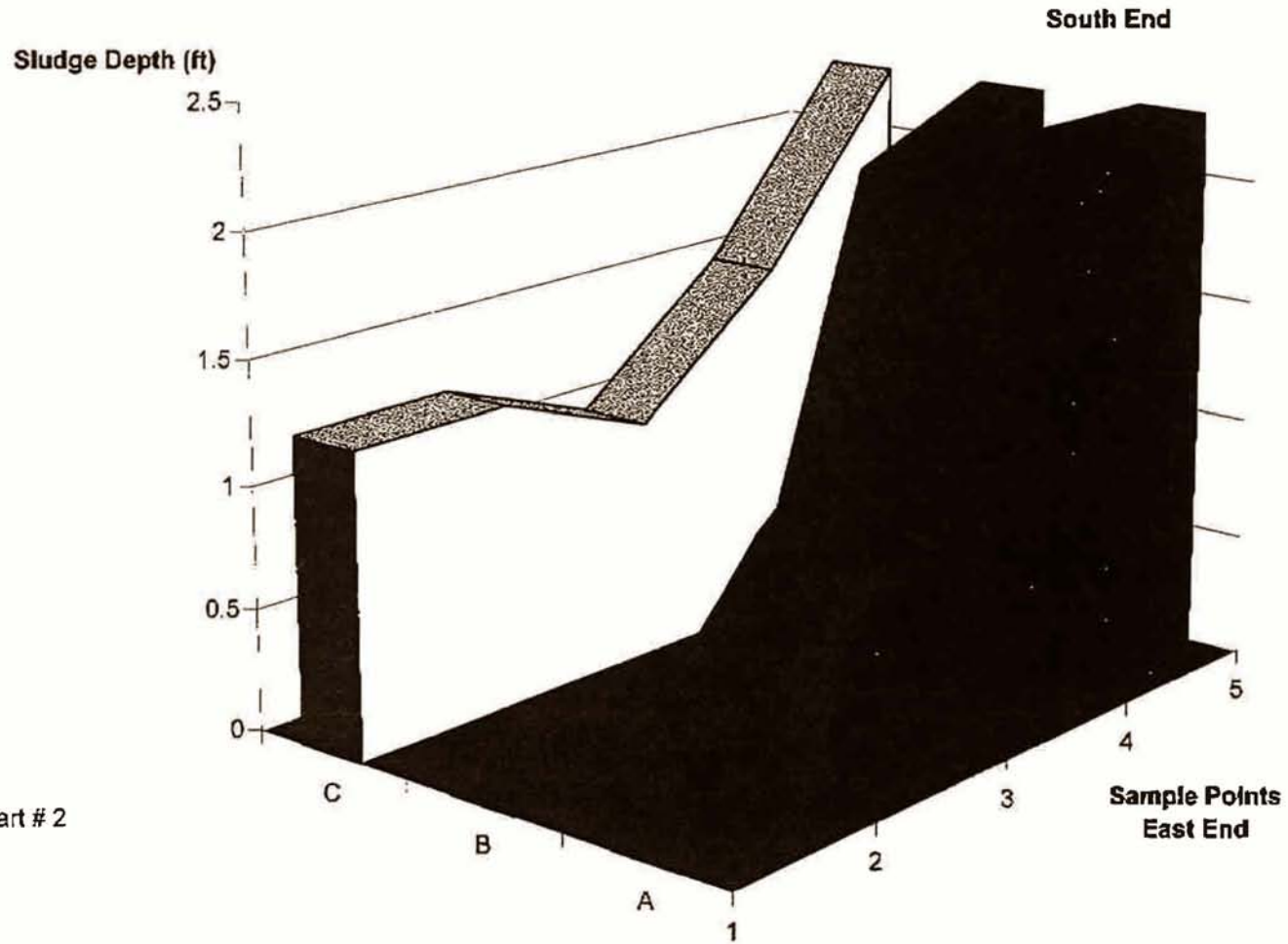


Chart # 2

Sludge Blanket Profile of Pond # 2 at the Southland Treatment Plant, Nipomo, CA

1/2006 18:13 FAX 18059295090

NIPOMO YARD

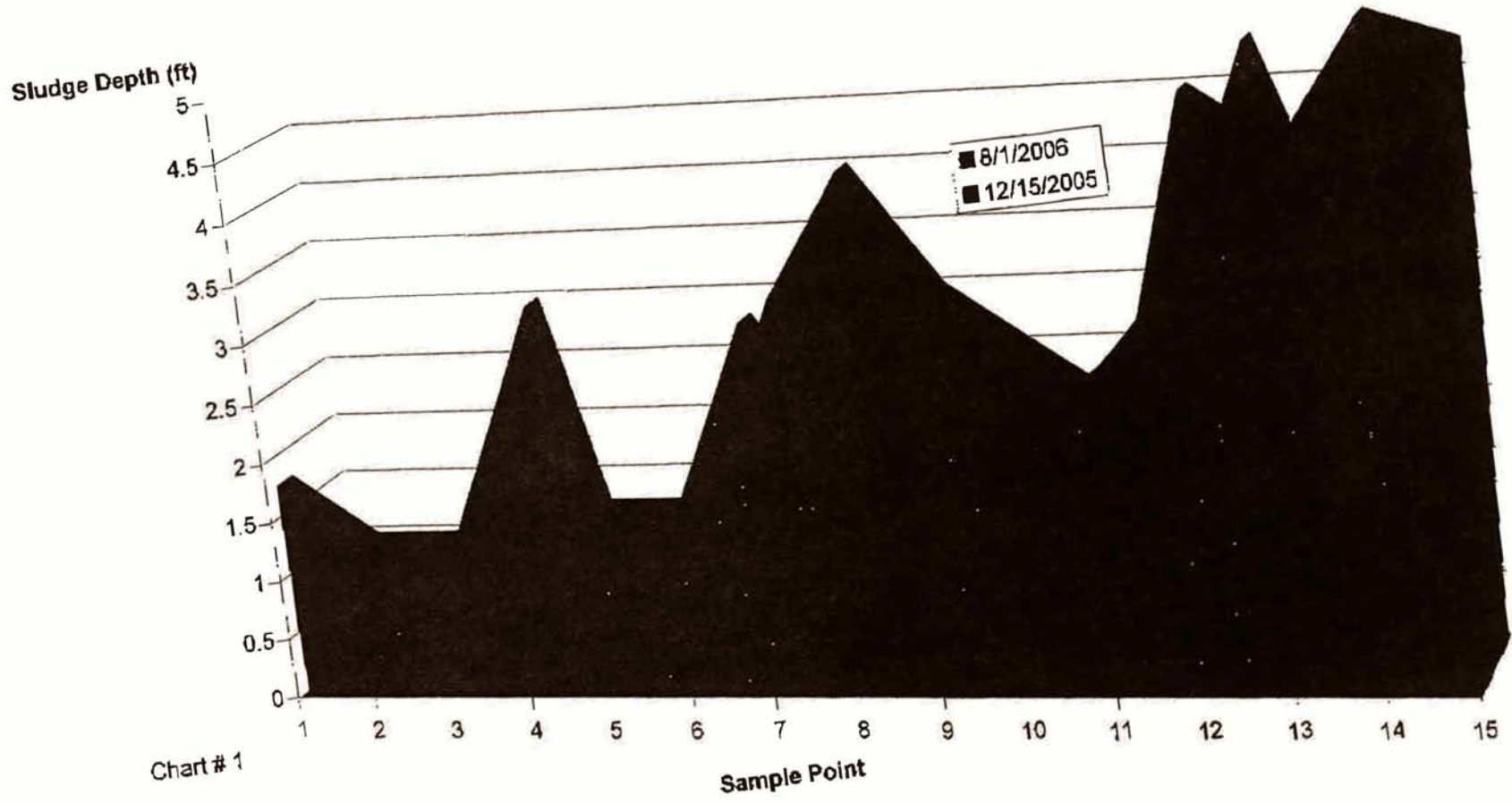


Chart # 1

	1	2	3	4	5	12/15/2005 Pond # 2 Primary southland		
A	0.5	3	3	2.5	4			
B	0	0	4	2	5			
C	1.5	1.5	3	4.5	4.75			
	0.666667	1.5	3.333333	3	4.583333	2.616667	2.616667	

	1	2	3	4	5	8/1/2006 Pond # 2 Southland Primary		
A	1.75	1.5	3	2	5			
B			2	2.5				
C	1.25	1.5	2	3.25	2.5			

			Southland Pond # 1						
	8/1/2006	12/15/2005	Pond # 2		1	2	3	4	5
1	1.75	0.5		A	0.25	1	1.5	2.25	2.25
2	1.25	0		B				2	2.25
3	1.25	1.5		C	1.25	1.25	1	1.5	2.25
4	1.5	3							
5	1.5	0							
6	1.5	1.5							
7	3	3							
8	2	4							
9	2	3							
10	2	2.5							
11	2.5	2							
12	3.25	4.5							
13	5	4							
14	3	5							
15	2.5	4.75							
Average	2.266667	2.616667							

0.35
13.3% reduction

325x150x.35x7.48x8.34x.035x1/2000x341=18.6 dry tons for about \$6,357 dollars in sludge removal expense

	8.1.2006	12.15.2006		12.15.2006	8.1.2006
1	2.5	2.25	1	2.25	2.5
2	2.5	3	2	3	2.5
3	1.25	2	3	2	1.25
4	0.5	1	4	1	0.5
5	0	0	5	0	0
6	0.5	0	6	0	0.5
7	0.1666	1.5	7	1.5	0.1666
8	0	1	8	1	0
9	3	1	9	1	3
10	3.5	3	10	3	3.5
11	0.25	3.5	11	3.5	0.25
12	0	0.25	12	0.25	0
13	0	0	13	0	0
14	0	0	14	0	0
15	0	0	15	0	0
16	3	0	16	0	3
17	2.5	3	17	3	2.5
18	2.5	1.25	18	1.25	2.5
19	0	1	19	1	0
20	0.5	2	20	2	0.5
21	1.25	1.5	21	1.5	1.25
Average	1.138886	1.297619			
Sludge Reduced	0.158733				
	12% reduction				
Average	8.1.2006	12.15.2006			
	1.02579	1.193978			

	8/1/2006	12/15/2005		12/15/2005	8/1/2006
1	2	2.5	1	2.5	2
2	3.25	2	2	2	3.25
3	2.5	2.5	3	2.5	2.5
4	0.5	1	4	1	0.5
5	1.25	3	5	3	1.25
6	2.75	7	6	7	2.75
7	2.75	1	7	1	2.75
8	2.75	1	8	1	2.75
9	2.5	1	9	1	2.5
10	3	2.5	10	2.5	3
11	1.5	1	11	1	1.5
12	3	7.5	12	7.5	3
13	2.25	2.25	13	2.25	2.25
14	2.75	2.75	14	2.75	2.75
15	1	1.25	15	1.25	1
16	1.25	2	16	2	1.25
17	0	2	17	2	0
18	0	7	18	7	0
Average Sl	1.944444	2.7361111			

12.15.2005 8.1.2006
 Average Sl 2.932407 1.912963
 0.347648

1.019 feet removed in 1 year
 34% sludge removal

L	W	Sludge Depth	7.48 gallons/ft3	8.34 lbs/gal	Average % solids	1 dry ton/2000 lbs
265.5	70	1.019 ft	7.48 gallons/ft3	8.34 lbs/gal	.035 % solids	1 dry ton/2000 lbs
		\$341/dry ton	7 to 12 cents/gallon			

Saved between \$9,000 to \$16,000 in dredging costs by moving the aerators

Nipomo Community Services District
Water Allocation Accounting Summary

Water Year 2005-2006														Notes:
Project	NUMBER OF UNITS					ACRE-FEET OF ALLOTTED WATER						Total	Tally	
	SFR > 10	SFR 4.5 - 10	SFR < 4.5/DUP	SEC	MF	Low I	SFR/DUP	SEC	MF	Low I				
APN 092-083-009/010 - PHASED (year 2 of 4)					11		32.5	5	10.2	3.3			51	Low 1 pulls from SRF/DUP and MF, Proportionally. Approved 4/9/05
092-130-019, Hill Street - Phased (year 2 of 2)			21				0.0	0.0	(2.0)	0.0		(2.0)	49.0	Phased, 4- years, Board approved 5/25/05
APN 092-572-046, 852 PRIMROSE	3						(6.3)	0.0	0.0	0.0		(6.3)	42.7	Phased, 2- years, Board approved on 5/11/05
APN 091-311-010, Haanpaa	3						(1.7)	0.0	0.0	0.0		(1.7)	41.1	Issued by GM on 10/24/05
APN 092-130-043, GRANDE, PEARSON, Phased 1/3				3			(1.7)	(0.9)	0.0	0.0		(2.6)	38.5	BOD approved 10/26/05
APN 090-135-006, W. TEFFT, SPENSER					11	4	0.0	0.0	(2.0)	(0.7)		(2.7)	35.8	BOD approved 10/26/05
APN 092-138-013, 759 JUNIPER					3		0.0	0.0	(0.5)	0.0		(0.5)	35.3	BOD approved 11/28/05
APN 090-143-005/007, Sparks/Dana	1			1			(0.6)	(0.3)	0.0	0.0		(0.9)	34.4	GM approved 2/15/06
APN 092-130-071, FEDERER		1					(1.2)	0.0	0.0	0.0		(1.2)	33.2	Re-issued ITS by BOD, 2/22/06
APN 091-283-057, RITCHIE	2						(1.6)	0.0	0.0	0.0		(1.6)	31.7	Re-issued ITS by BOD, 3/08/06
APN 092-141-028, KRICHEVSKY	2						(1.1)	0.0	0.0	0.0		(1.1)	30.6	Issued by GM on 03/27/06
APN 092-241-022, WALKER	3						(1.7)	0.0	0.0	0.0		(1.7)	28.9	Issued by GM on 04/26/06
APN 092-130-044 ROOSEVELT apts, Phased 1/4	1						(0.6)	0.0	0.0	0.0		(0.6)	28.4	Issued by GM on 04/27/06
Tract 2855, Mid State Properties			3				0.0	0.0	(2.0)	(0.7)		(2.7)	25.7	BOD Approved 5/10/06
APN 092-261-007, Ori Johnson					11	4	(0.9)	0.0	0.0	0.0		(0.9)	24.8	Issued by GM on 05/23/06
APN 092-531-005, Chris Candini					3		0.0	0.0	(0.5)	0.0		(0.5)	24.3	Issued by GM on 6/20/06
Totals	15	1	28	4	39	4	(17.7)	(1.2)	(7.0)	(1.4)		(27.3)	23.7	Issued by GM on 6/22/06
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:		8/15/06		Percent Water-Year over:		83.3%				
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)														

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TO: BOARD OF DIRECTORS
FROM: ED KREINS *Ek*
DATE: August 15, 2006

**AGENDA ITEM
G-1
AUGUST 23, 2006**

COMMITTEE REPORTS

ITEM

Receive Minutes from August 7, 2006 Parks Committee Meeting (adopt draft minutes).

BACKGROUND

Attached is a set of draft minutes from the 8/7/06 Parks Committee Meeting. Chairman Trotter, Director Wirsing, or staff can respond to questions and receive comments from the Board regarding the meeting or the draft minutes.

RECOMMENDATION

It is recommended that your Honorable Board edit the draft minutes as appropriate and, adopt a final set of minutes.

ATTACHMENTS

1. Draft Minutes

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NIPOMO COMMUNITY SERVICES DISTRICT

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

MINUTES OF THE 8/7/06 MEETING OF THE PARKS COMMITTEE

1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE

Chairman Trotter called the Special Meeting to order at 2pm in the NCSO Board Chambers. Both Chairman Trotter and Director Wirsing were in attendance along with Project Administrator Bruce Buel, and seven members of the public. Chairman Trotter described the purpose and format of the meeting. There was no public comment on this item.

2. REVIEW CSD LAW LATENT POWERS AND ACTIVATION PROCESS

Chairman Trotter read an excerpt from the CSD Law describing the latent parks powers potentially available to Community Services Districts. Bruce Buel described the process for activation of latent CSD powers. There was no public comment on this item.

3. REVIEW RESEARCH REGARDING NIPOMO PARKS NEEDS

Chairman Trotter and Bruce Buel summarized the results from the 2004 Nipomo Community Park Recreational Survey. Discussion followed on the mix of respondents. Director Wirsing observed that some of the surveys had been mailed to Oceano residents and requested that staff research and report back on the number of surveys mailed to Nipomo residents. There was no public comment on this item.

4. DISCUSS FUNDING SOURCES FOR PARK DEVELOPMENT AND OPERATIONS

Chairman Trotter introduced the item and expressed his belief that it was generally easier to fund the construction of parks facilities than it is to fund the operation and maintenance of those facilities. Bruce Buel then described the following sources of park development funding – County Quimby Fees, County Public Facility Fees (PFF), State Grants, Developer Exactions, Sweat Equity, and Donations. Committee discussion followed on the various sources. George Billinger expressed his opinion that the voters in Blacklake were unlikely to support a special tax for parks facilities given the facilities already available to the Blacklake Community. Larry Souza of Greg Nestor Construction extended an offer from Greg Nestor to meet with the Committee to discuss the Kaminaka Project. Bruce Buel then described the following sources of park operations and maintenance funding – Assessments, Special Taxes, Property Taxes, User Fees, Donations, and Contributions. Bonnie Eisner encouraged the Committee to review the potential of using select drainage basins during fair weather as recreation resources. The Committee, by consensus, directed staff to research to fund balances in the County's Quimby Fund and PFF Fund and to report back to the Committee.

5. DISCUSS POTENTIAL SITES AND OPPORTUNITIES FOR DEVELOPMENT

Bruce Buel reviewed the proposal to develop a pocket park on one of the two one acre parcels on either side of Tefft Street in Olde Town; the possibility of creating active recreation facilities on a portion of the Kaminaka property; and the possibility of using the open space remainder of large parcels like Knollwood. Both Chairman Trotter and Director Wirsing expressed their support for starting out with a small project and waiting on more complex projects. Committee discussion followed on the ownership of the two one acre parcels and the Committee directed staff to research this issue and report back. The Committee, by consensus, also directed staff to inventory open space dedications and drainage facilities for subsequent consideration.

6. SET MEETING DATE(S)/TIME(S) FOR SUBSEQUENT MEETING(S)

Chairman Trotter requested feedback from the audience as to how frequently the Committee should meet. Bonnie Eisner suggested that the Committee meet on a monthly basis. Chairman Trotter proposed that the Committee meet once per month at 2pm on the Monday before the first NCSD Board Meeting with the next meeting to take place on September 11, 2006. Chairman Trotter stated that he hoped that those Nipomo residents interested in parks will continue to come forward and become involved in the Parks Committee activities.

7. ADJOURNMENT

Chairman Trotter thanked the public for participating and adjourned the meeting at 2:46 p.m.

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