

RE: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: NOV. 17, 2006

**AGENDA ITEM  
F  
NOV. 22, 2006**

## MANAGER'S REPORT

### ITEM

Standing report to your Honorable Board  
*Period covered by this report November 1, 2006 through November 15, 2006*

### DISTRICT BUSINESS

#### Administrative

Koff and Associates presented their Draft Salary Survey at your Honorable Board's November 15, 2006 Special Board Meeting.

The filing period for the Utility Field Foreman closed on October 27, 2006 with no applications filed. Staff is awaiting Board action on the Salary Survey before re-initiating recruitment.

Staff is recruiting for the District Engineer position. The filing period for the Engineer closes on January 5, 2007.

Staff has ordered the replacement fence for the Tefft Street Lift Station.

#### Safety Program

No injury reports during the period – See attached memo.

#### Project Activity

See attached Projects Update.

#### Field Activity

Utility Supervisor Dan Migliazzo will provide an oral update under Agenda Item C.

#### Conservation Program Activities

Conservation Specialist Madonna Dunbar will summarize the attached memo under Agenda Item C and provide a presentation regarding the parking lot demonstration area.

### RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

### ATTACHMENTS

- Memo Regarding Safety Program
- Projects Update
- Water Conservation Summary




NIPOMO COMMUNITY SERVICES DISTRICT

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**MEMORANDUM – Manager's Report**

TO: BRUCE BUEL, GENERAL MANAGER  
FROM: MADONNA DUNBAR, SAFETY OFFICER   
DATE: NOVEMBER 15, 2006  
RE: SAFETY PROGRAM ACTIVITIES – October / November 2006

**PROGRAM ACTIVITIES:**

- 1) Staff conducted the monthly employee Safety Training meeting on 11/14/06 with all staff in attendance. The topics covered this month were "Water and Sewer Treatment Plant Safety" and "Traffic Control Safety". These items were covered by video viewing materials from the SDRMA Safety Training Library. Having staff members view these videos gains the District incentive points, which contribute towards a discount on the SDRMA insurance premium.



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## MEMORANDUM

**TO:** HONORABLE BOARD  
**FROM:** BRUCE BUEL *BB*  
**DATE:** NOVEMBER 17, 2006  
**RE:** PROJECTS UPDATE – 10/19/06 to 11/15/06

Following is a narrative describing the status and progress on projects that office and field staff has worked on from 10/19/06 through 11/15/06. 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, a section on parks related activities, and a section on the Waterline Intertie Project fiscal activity.

### I. PROJECTS UPDATE

#### NCSD Water Intertie Project –

- This project is in environmental review with the Draft EIR circulated on May 24, 2006. As of the August 16, 2006 deadline for submission of comments, sixteen comments had been received.
- Boyle Engineering submitted its Draft Pre-Design Report to the District on November 1, 2006 and presented the Draft Report to the Design Committee on November 6, 2006 and to the Board on November 8, 2006. The Board is scheduled to consider the Report on December 6, 2006 and to determine if the Project Description in the Draft EIR should change and if a revised Draft EIR should be re-circulated before the Board considers certification of the Final EIR.
- The Water Project Design & Construction Standing Committee held a Special Meeting on Monday November 6, 2006 at the NCSD Office to pre-view Boyle's Technical Memorandum. The Committee has set its next meeting for 2 pm on Wednesday November 29, 2006.



- Staff and Director Winn held the second meeting with Rick Sweet and Bruce Nybo of the City of Santa Maria and with Boyle Engineering on October 2, 2006 to discuss the City's Water System Hydraulics. Subsequent to that meeting, General Manager Bruce Buel has had several phone conversations with Rick Sweet and Bruce Nybo of the City to discuss hydraulics and land use issues.
- Staff submitted the approved Fy05-06 Audit to the I-Bank Staff in Sacramento 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.
- Staff is revising the Strategic Plan Outline and the Critical Path Network to adjust for the additional research authorized by the Board on September 13, 2006 and will republish both documents in December following the Board's determination regarding recirculation of the Draft EIR.
- Staff is revising the Funding Options Memo to evaluate the financial impacts of the new project cost and to project the range of costs to the participants.

#### **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. Boyle is scheduled to present their Phase II Technical Memorandum to the Board at the Board's December 13, 2006.
- Staff has completed its effort to remove sludge from the bottom of pond 4.
- Staff is attempting to facilitate the digestion of sludge in ponds 1, 2 and 3 with surface aeration. The "Sludge Judging" at Southland substantial progress as a result of the surface aeration. In addition, the discharge results from Southland are far superior to the water quality results that NCSD observed during this time in 2005.

#### **Southland Shop Upgrades –**

- This Project is at the Environmental Review stage with Douglas Wood and Associates preparing the Initial Study (IS) and Draft Mitigated Negative Declaration (MND).

- The Board on July 26, 2006 Board selected the "Preferred Project" for environmental review of enlarging the shop and reorganizing the site.
- Staff circulated a Notice of Availability of the IS/MND on October 23, 2006 and has posted and published notice. The deadline for comments is December 3, 2006. Following closure of the comment period, Doug Wood will respond to comments and re-publish a revised IS/MND so that your Honorable Board can conduct your Environmental Determination Hearing at your January 24, 2007 Board Meeting.

#### **Hetrick Road Waterline Upgrade –**

- Staff advertised for bids in September and opened bids on October 17, 2006. Staff presented bids to your Honorable Board at the October 25, 2006 Board Meeting. Your Honorable Board awarded the Bid to Papich construction.
- Your Board on October 25, 2006 also authorized Boyle Engineering to provide Engineering Services During Construction. Boyle is now working with Ground Up Design to finalize the agreement with Papich and to confirm that all of Papich's submittal satisfies the contract requirements.
- Papich has submitted its encroachment permit application to SLO County and is awaiting issuance of the encroachment permit.
- Papich is expected to start work on the project in January 2007 and finish by the end of February 2007.

#### **Blacklake Pump Station Upgrade –**

- Boyle Engineering presented its Preliminary Design to your Honorable Board at your October 25, 2006 Board Meeting. Your honorable Board forwarded the Design to the Blacklake Community, formed a Board committee to interact with the Blacklake Community on options, and continued consideration of this matter to the December 13, 2006 Board Meeting.
- Your Honorable Board on November 8, 2006 retained Dee Jaspar to provide a peer review of the Boyle Design. The agreement with Dee Jaspar has been finalized and Dee Jaspar has initiated his peer review.
- It is staff's understanding that Blacklake has formed its own committee and that that committee met on November 10, 2006. Staff is awaiting the opportunity to talk to the Blacklake Committee and to get the two committees together.
- The old Booster station is now off-line and the District is supplying 100% of Blacklake's demand from the Town system through the inter-tie.
-



### **Frontage Road Relocation/Tefft Corridor Design Standards –**

- The County is the lead agency on this project, which is in its concept phase with no defined timeline for completion.
- Staff understands that the SLO County Planning Commission will review a final version of the revised Tefft Street Design Standards at its November Meeting.
- 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 met with Dale Ramey of County Public Works on August 17, 2006 to discuss the County's timing and design concepts. Mr. Ramey indicated that he expected that the extension of Mary to Hill would be completed by spring 2008.

### **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 met with Juan Anderson of Cannon and Associates on October 20, 2006 to discuss implementing these upgrades.

### **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.
- Bob Beeby of SAIC has called for the first meeting of the NMMA Technical Group.
- Bob Beeby has published two Draft Memorandum regarding Groundwater Storage in the NMMA.

#### **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 has placed this project on hold until the District Engineer reports.

#### **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 late this year or early in 2007.
- 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.
- Staff has reviewed a new Anti-Scaling Technology being marketed by Five Cities Water and believes that this system could be used to soften interior water use without the discharge of salts involved in regenerative water softeners.



### **Relocation of NCS D Mains in/through County Drainage Structures -**

- As currently planned, SLO County would work on the Mallagh Culvert and the Burton Culvert; the Sea & Burton Culvert and the Haystack Culvert; and the Thompson Avenue and the Tefft & Avocado Culvert in FY 06-07.
- The Board has approved funding for the Mallagh Culvert and the Burton Culvert in the District's FY06-07 Budget.
- Staff met with Dale Ramey of County Public Works to discuss the County's timing and design concepts for the six projects proposed this fiscal year. Staff has also retained Boyle Engineering to develop cost estimates for each reach.

### **SSO Overflows General Waste Discharge Requirements –**

- Staff researched the G-WDRs proposed by the SWRCB; discussed their potential impact on NCS D 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.
- The Board on September 13, 2006 designated the District's Water Conservation/Compliance Specialist as our Designated Party. Staff submitted the District's enrollment 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. Three firms – Boyle, Cannon, and Penfield Smith submitted proposals and staff interviewed all three firms on September 6, 2006. The Board on September 13, 2006 awarded this assignment to Cannon and Associates.
- Staff conducted the Kick Off meeting with Cannon on September 19, 2006 and has gathered information so that Cannon can proceed. Staff has also held several meetings with Cannon to discuss Master Plan Issues. Cannon is scheduled to submit Draft Versions of Task Group 1 Demand Projections, Task Group 5 Hazard and Security and Task Group 6 Regulations at the end of November.



## **FY06-07 Projects -**

- The adopted FY06-07 Budget includes funds for a valve exercising and hydrant flushing program and staff is preparing to perform an exercise on the East side in December.
- Staff has also completed the upgrades to the Gardenia Lift Station and is preparing to upgrade the Hazel Lift Station.
- Staff requested quotes from contractors for renovation of four of the percolation ponds at the Southland Wastewater Treatment Facility. Only one firm (Fred Asmussen) responded and staff issued a Work Order to Asmussen for this work.
- 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.

### **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 meting with Dale Ramey of County Public Works Department on 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, the Southland Pond 4 sludge removal, and SP Maintenance has initiated street sweeping.

### **III. ENVIRONMENTAL REVIEWS PROCESSED**

In addition to the Hetrick Project IS/MND reported earlier, staff has issued a Task Order with Douglas Wood and Associates for Environmental Review of the Southland Shop for \$4,800. Mr. Wood's quote was lower than Padre and Associates and the Morro Group.

### **IV. SMALL CONSTRUCTION PROJECT WORK ORDERS ISSUED**

Staff issued a Work Order on November 2, 2006 for up to \$12,000 to Valley Septic for jetting the gravity sewer lines in Blacklake and Town.

### **V. CHANGES TO WATER ALLOCATION**

The only "new" Intent to Serve Letter issued during this period is the intent to serve letter for the 38 lot subdivision at Blume and Grande. Attached is a Water Allocation Accounting Summary which shows the aggregate allocation committed this water year is at 13.7% whereas 16.7% of the water year has passed.

### **VI. PARKS ACTIVITIES**

The Parks Committee meeting originally scheduled for November 20, 2006 was cancelled. The next meeting is scheduled for December 11, 2006.

### **VII. WIP FISCAL ACTIVITY**

Attached is a WIP Fiscal Activity Report for October 2006.

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Nipomo Community Services District  
Water Allocation Accounting Summary

Water Year 2006-2007														
Project	Dwelling units per category					Water allotment (acre-feet)					Total	Tally	Notes:	
	SFR > 10	SFR 4.5 - 10	SFR < 4.5	SEC	MF	Low I	SFR/DUP/SEC	MF	Low I	Low I				
							32.5	5	10.2	3.3			51	
APN 092-083-009/010 - PHASED (year 3 of 4)					11		0.0	0.0	(2.0)	0.0	(2.0)		49.0	Low I (low income) pulls from SFR/DUP and MF, proportional to their allotment, Board approved 5/25/05
APN 092-130-043, GRANDE-PHASE (year 2 of 3)					11	4	0.0	0.0	(2.0)	(0.7)	(2.7)		46.3	BOD approved 10/26/05
APN 092-130-044 ROOSEVELT apts, Phased 2/4					11	4	0.0	0.0	(2.0)	(0.7)	(2.7)		43.6	BOD Approved 5/10/06
Tract 2441, Blume and Grande, Phased 1/2			21				(6.3)	0.0	0.0	0.0	(6.3)		37.3	BOD Approved 10/25/06
							0.0	0.0	0.0	0.0	0.0		37.3	
							0.0	0.0	0.0	0.0	0.0		37.3	
							0.0	0.0	0.0	0.0	0.0		37.3	
							0.0	0.0	0.0	0.0	0.0		37.3	
							0.0	0.0	0.0	0.0	0.0		37.3	
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>33</b>	<b>8</b>	<b>(6.3)</b>	<b>0.0</b>	<b>(5.9)</b>	<b>(1.4)</b>	<b>(13.7)</b>			
Abbreviations defined:														
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)														
Low I = Low income housing in accordance with County housing definition.														
Phasing Limit Check (Max 50% of annual allocation or 25.5 AF)														
Phased allocation = 7.4														

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

REVENUES FY 2006-2007 (1)	<u>MONTH OF</u> <u>OCTOBER</u>	<u>FISCAL YEAR</u> <u>7/1/2006 TO</u> <u>6/30/2007</u>
Supplemental Water Capacity Fees Collected	11,556.00	71,837.00
Interest Income (monthly & quarterly posting)	7,025.39	39,416.66
Revenue Subtotal	<u>18,581.39</u>	<u>111,253.66</u>
EXPENDITURES FY 2006-2007 (2)		
<u>CONSULTANTS</u>		
1590-A1 Feasibility Study (Cannon)	0.00	0.00
1590-A2 EIR Preparation (Wood & Assoc)	5,364.41	14,993.83
1590-A3 Estimate/Preliminary Schedule (Cannon)	0.00	0.00
1590-A4 Proposed Routes/Facilities (Cannon)	0.00	0.00
1590-A5 Prop 50 Grant Applicatin (Cannon)	0.00	0.00
1590-A6 Project Support (Cannon)	0.00	0.00
<u>LEGAL</u>		
1590-B1 Shipsey & Seitz	0.00	9,725.50
1590-B2 McDonough, Holland & Allen	0.00	5,023.72
1590-B3 Richards, Watson & Gershon	17,995.38	26,461.25
<u>LAND ACQUISITION</u>		
1590-C1 Tarvin & Associates	8,250.00	9,130.00
<u>FINANCIAL</u>		
1590-D1 Reed Group	0.00	0.00
<u>ENGINEERING</u>		
1590-E1 Preliminary Engineering Design (Boyle)	73,576.62	162,963.29
<u>LAB TESTING</u>		
1590-F1 FGL Environmental	5,047.00	5,047.00
<u>SALARY AND BENEFITS (3)</u>		
1590-Z1 Wages-Capitalized	1,923.06	17,423.06
1590-Z2 Payroll Taxes-Capitalized	27.88	276.07
1590-Z3 Retirement-Capitalized	553.72	5,029.25
1590-Z4 Medical-Capitalized	178.82	1,788.32
1590-Z5 Dental/Vision-Capitalized	22.67	45.34
1590-Z6 Workers Compensation-Capitalized	17.44	174.19
Expenditure Subtotal	<u>112,957.00</u>	<u>258,080.82</u>
Net Revenues less Expenditures	<u>(94,375.61)</u>	<u>(146,827.16)</u>
Beginning Fund Balance as of July 1, 2006		2,421,250.05
Ending Fund Balance as of October 31, 2006		<u>2,274,422.89</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 NCSD projects and capitalized as part of the cost of the project.

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**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>7/1/2006 TO 6/30/2007</u>	<u>GRAND TOTAL</u>
1645	Reservation Fee-City of Santa Maria	37,500.00	0.00	0.00	37,500.00
1590-A1	Feasibility Study (Cannon)	25,887.29	0.00	0.00	25,887.29
1590-A2	EIR Preparation (Wood & Assoc)	29,037.48	87,100.23	14,993.83	131,131.54
1590-A3	Est/Preliminary Schedule (Cannon)	3,706.19	2,602.75	0.00	6,308.94
1590-A4	Proposed Routes/Facilities (Cannon)	5,050.07	520.00	0.00	5,570.07
1590-A5	Prop 50 Grant Application (Cannon)	2,757.00	6,210.00	0.00	8,967.00
1590-A6	Project Support (Cannon)	0.00	11,797.44	0.00	11,797.44
1590-B1	Shipsey & Seitz	0.00	23,095.55	9,725.50	32,821.05
1590-B2	McDonough, Holland & Allen	0.00	34,177.28	5,023.72	39,201.00
1590-B3	Richard, Watson & Gershon	0.00	9,472.38	26,461.25	35,933.63
1590-C1	Tavrin Appraisal	0.00	0.00	9,130.00	9,130.00
1590-D1	Reed Group	0.00	2,809.85	0.00	2,809.85
1590-E1	Preliminary Engineering Design (Boyle)	0.00	6,470.33	162,963.29	169,433.62
1590-F1	Lab Testing (FGL Environmental)	0.00	0.00	5,047.00	5,047.00
1590-Z1	Wages-Capitalized	0.00	29,076.92	17,423.06	46,499.98
1590-Z2	Payroll Taxes-Capitalized	0.00	587.22	276.07	863.29
1590-Z3	Retirement-Capitalized	0.00	8,418.08	5,029.25	13,447.33
1590-Z4	Medical-Capitalized	0.00	2,861.36	1,788.32	4,649.68
1590-z5	Dental/Vision-Capitalized	0.00	0.00	45.34	45.34
1590-Z6	Workers Compensation-Capitalized	0.00	260.35	174.19	434.54
		<u>103,938.03</u>	<u>225,459.74</u>	<u>258,080.82</u>	<u>587,478.59</u>

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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)
<b>FISCAL YEAR 2004-2005</b>			<b>SUBTOTAL</b>	<b>316,832.00</b>	<b>39,040.00</b>	<b>355,872.00</b>

PROJECT	DEVELOPER	SUMMARY	DATE PAID	WATER SUPPLY PORTION	PIPELINE PORTION	SUPPLEMENTAL TOTAL
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
091-327-075	PRUIT	2 ONE INCH METERS	2/1/06	19,802.00	2,440.00	22,242.00
091-327-075	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
<b>FISCAL YEAR 2005-2006</b>			<b>SUBTOTAL</b>	<b>482,670.23</b>	<b>59,488.52</b>	<b>542,158.75</b>

PROJECT	DEVELOPER	SUMMARY	DATE PAID	WATER SUPPLY PORTION	PIPELINE PORTION	SUPPLEMENTAL TOTAL
090-091-017	SCOGGINS	2 RESIDENTIAL MINUS CREDIT FOR 1 EXISTING-325 N THOMPSON	7/18/06	10,288.00	1,268.00	11,556.00
2595	BAUR	6 RESIDENTIAL MINUS CREDIT FOR 2 EXISTING	10/11/06	41,152.00	5,072.00	46,224.00
091-327-075	PRUIT	FINAL FEES PAID-BALANCE DUE TO FEE INCREASE 7/1/06	10/11/06	2,226.00	275.00	2,501.00
090-381-002	STEELE	1 RESIDENTIAL	10/18/2006	10,288.00	1,268.00	11,556.00
<b>FISCAL YEAR 2006-2007</b>			<b>SUBTOTAL</b>	<b>63,954.00</b>	<b>7,883.00</b>	<b>71,837.00</b>

GRAND  
TOTAL 863,456.23 106,411.52 969,867.75

t:\finance\supplemental water\collection of fees.xls






NIPOMO COMMUNITY SERVICES DISTRICT

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**MEMORANDUM – Manager’s Report**

TO: BRUCE BUEL, GENERAL MANAGER  
FROM: MADONNA DUNBAR, CONSERVATION/COMPLIANCE SPECIALIST   
DATE: NOVEMBER 15, 2006  
RE: CONSERVATION PROGRAM ACTIVITIES – October / November 2006

**PROGRAM ACTIVITIES:**

- 1) Saturday, October 21: Nipomo Storm Drain Marking Day; 6 community volunteers marked 52 storm drains on Olde Towne with “ Do Not Dump, Drains to Creek” placards. Event was sponsored by SLO County Public Works Storm Drain Pollution Prevention program.
- 2) Staff has been working with APCD on the Stormwater Diversion / Rainwater Harvesting Demonstration area. Project entailed bio-swale construction and soil amendments with organic composts and mulches, drought tolerant vegetation planting and irrigation redesign. Major project components completed October 2006. Additional information attached.
- 3) Saturday, October 28: APCD Greenwaste and Composting Workshop # 2 was held in the District Boardroom; 32 attendees.
- 4) Thursday, Nov 16: Staff facilitated a Flood Preparedness Forum for the community. Representatives from SLO County of Public Works, The Land Conservancy and the American Red Cross made presentations and fielded questions from the public.
- 5) Staff prepared a comparable agency questionnaire regarding water conservation program activities, customer water use history, and mailed inquiry to 20 agencies.
- 6) Staff received billing analysis study from Reed Group and is working to interpret data results.
- 7) Continued expansion of education publications / NCSD website.
- 8) On-going cross training in general front office procedures.

**PROFESSIONAL DEVELOPMENT / TRAINING:**

10/26/06- Staff attended a New Irrigation Technology Seminar presented by Ewing Irrigation and Hunter Industries.

**KEY MEETINGS:**

10/24/06 – WaterFest 2007 initial planning meeting. Sub committee of Partners in Water Quality is organizing an educational event; May 5, 2007 – to present public with education and activities focusing on water quality protection and water conservation. Tentative location is at parking lot of Home Depot in SLO.

11/1/06 – Flood Preparedness Forum agenda planning meeting: Herb Kandel and Jeff Werst.

11/15/06 – Partners in Water Quality meeting: Stormwater Management Programs and NPDES permit coverage; 2006 Review of Public Education and Outreach Activities; 2007 Plans and Budget.



November 14, 2006

SOIL BIO-TECHNIQUES:  
AN ALTERNATIVE TO BIOMASS OPEN BURNING  
FOR SOUTH SAN LUIS OBISPO COUNTY RESIDENTS

One Year Educational Program - Progress Report

Submitted to:  
The San Luis Obispo County Air Pollution Control District  
and  
The Nipomo Community Service District

Prepared by:  
Timothy Bolander, Urban Soil Solutions  
and  
Madonna Dunbar, Nipomo Community Services District, Conservation Specialist

## PROGRAM IMPLEMENTATION

**Background:** The USS educational program was approved by the San Luis Obispo County Air Pollution Control Board in March 2006. Past compost workshops, associated with APCD, had taken place at the Nipomo County Park. While the park had all the necessary attributes for the hands-on parts of the workshops, the best place for the class would have been the Nipomo County Library located near the park. Inquiries and arrangements were started with Ernest Del Rio from County Park for the use of the Park.

Other areas, such as the NCSD office, were also considered. The Nipomo Community Service District (NCSD) office location was selected as the most appropriate for the needs of the program.

The NCSD office site was selected because of:

- The cooperation and encouragement of the NCSD board and staff. Madonna Dunbar, NCSD Conservation Specialist, was willing to incorporate the USS program within the conservation education / outreach activities of the NCSD.
- The site offers access to a large, fully equipped meeting room.
- The potential for developing a Stormwater Retention Demonstration Garden on NCSD office property.
- The cooperation of the County of San Luis Obispo in extending a temporary and conditional use permit to develop a compost demonstration area adjacent to the property of the NCSD office.

### Program Milestones to date:

1) Urban Soil Solutions (USS) has implemented two out the program's four workshops. Attendance is now at full capacity for the workshops. Workshop curriculum details follow later in this report.

2) An active composting area and a composting demonstration area were designed and developed on county land in the back of the NCSD office.

3) The Stormwater Retention Demonstration Garden has been installed at the back of the NCSD office. The area now serves to demonstrate the viability of composting and mulch in landscape water conservation.

### **Demonstration Garden Highlights:**

1) The NCSD Board of Directors approved the Stormwater Retention Demonstration Garden project and the APCD/NCSD budget in late September 2006.

2) Upon approval, work began on rehabilitating the site, which was characterized by heavy soil compaction, sloped, eroded contours and very little vegetation. The area was developed by:

- Digging two, parallel, 25' x 2' underground, water retention and percolation areas
- Importing and applying 10 tons of high quality compost
- Importing and applying 10 yards of coarse mulch
- Importing and applying 6 yards of finished mulch
- Installing a new drip irrigation line
- Planting a selection of drought-tolerant vegetation

The Stormwater Retention Demonstration Garden was completed by late October, 2006, in time to be used for demonstration purposes during the second workshop. The garden illustrates methods for low water use gardening, soil erosion prevention and the use of different organic matter for different garden situations.

The garden will be used again during the third workshop to demonstrate vertical composting and the effectiveness of the storm water retention and percolation areas.

A brochure illustrating the project is being developed by Madonna Dunbar, to serve as part of the NCSD education / outreach program.

### **Workshops preparation:**

Each participant to the program receives a binder of information. The binder follows a step by step process to manage green waste for South San Luis Obispo County:

- Topographical maps
- Main soil types
- Soil analysis of main soil types
- Green waste defined
- Compost and mulch production
- Compost and mulch soil application

Participants were given a basic soil test kit. With this kit, participants can gauge the qualities of the compost they produce and the effects this compost has when properly applied to the garden.

### **First workshop**

The first workshop took place on August 19, 2006 at the NCSD office. Sixteen participants joined the USS staff and Madonna Dunbar, NCSD Conservation Specialist for the first workshop. During the three hour session the following topics were introduced by the USS staff:

- Basic soil science with an emphasis on south San Luis Obispo County soils
- How to take a soil sample for soil shake test
- How to take a soil sample for the free laboratory soil test



- Basic composting and the carbon cycle

We then gathered under the sycamore tree to observe the newly formed "straw and hay" compost pile. Participants soil samples were gathered two weeks later at the compost demonstration garden and then at the NCSD office. Test results were made available at the second workshop.

### **Second workshop**

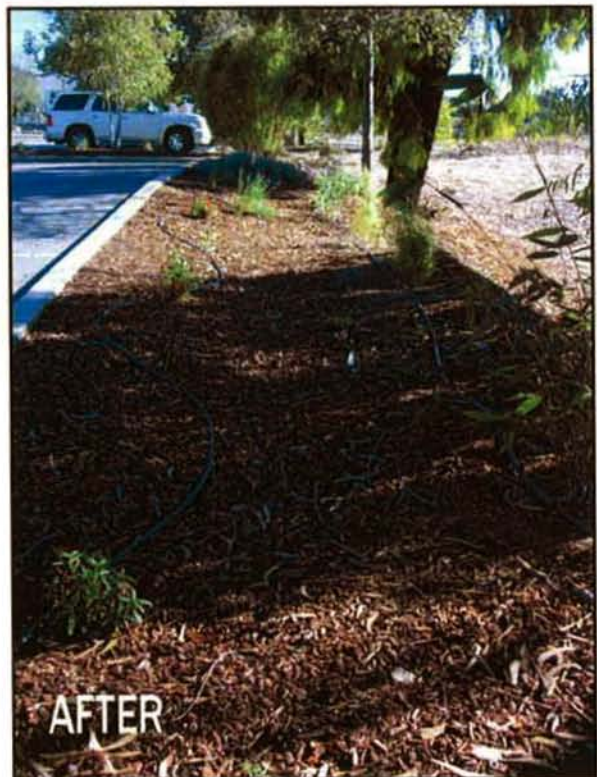
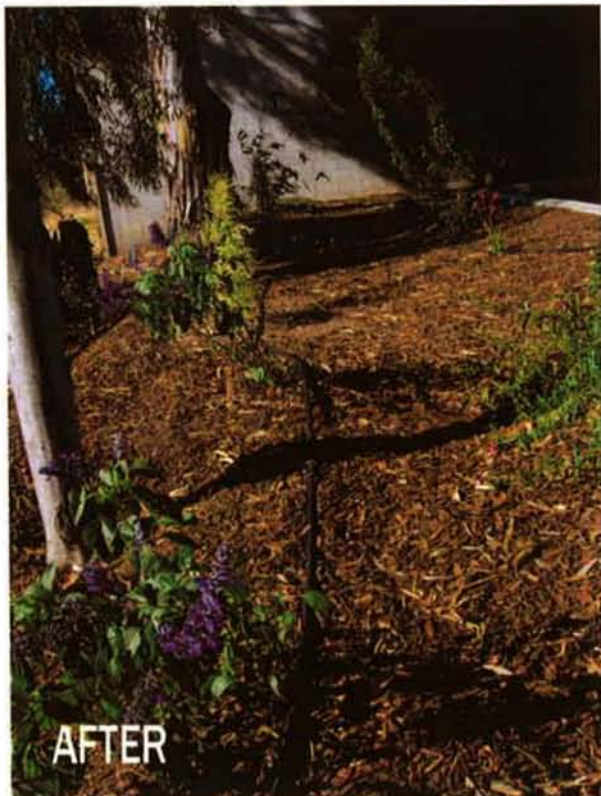
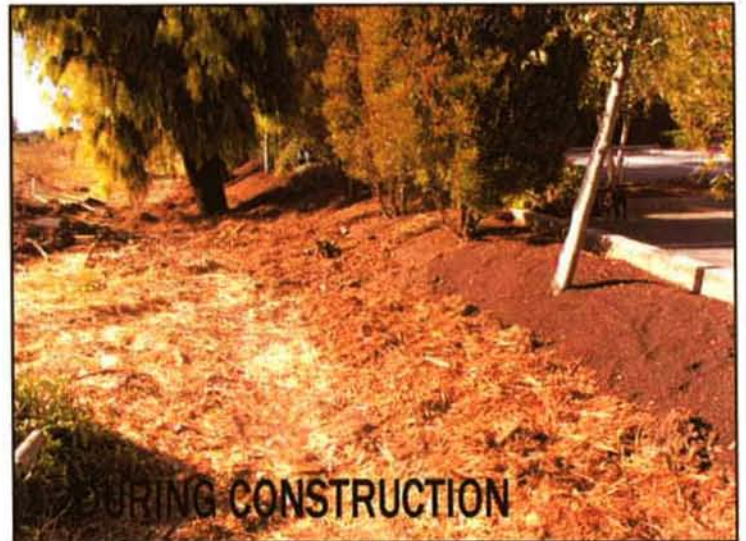
Thirty two participants joined the USS staff and Madonna Dunbar, NCSD Conservation Specialist for the second workshop of the compost education program.

During the three hour session the following topics were covered:

- Participants soil test results and how to read them
- Test results as related to basic soil indicators
- Review of compost and carbon cycles
- Practical considerations when composting
- Carbon to nitrogen ratios and the use of compost

Participants were invited to join the USS staff at the compost demonstration garden to observe two mature compost piles and how to build a new one. The first pile was the "straw and hay" pile. The second pile was built with half green eucalyptus shredded material and activated six weeks prior. A new pile was built combining some of the first two piles with the bulk of the green waste that had been produced while installing the compost demonstration garden. In the compost demonstration garden, participants observed how organic materials, with different carbon to nitrogen ratio, are properly applied to the soil.







TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BBB*  
DATE: Nov. 17, 2006

**AGENDA ITEM  
G-1  
NOV. 22, 2006**

COMMITTEE REPORTS

**ITEM**

Receive Minutes from November 6, 2006, Waterline Intertie Project Design & Construction Committee Meeting (adopt draft minutes).

**BACKGROUND**

Attached is a set of draft minutes from the 11/6/06 Project Design & Construction Committee Meeting. Chairman Trotter, Director Eby, 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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## MINUTES OF THE 11/06/06 MEETING OF THE WATERLINE INTERTIE PROJECT DESIGN & CONSTRUCTION COMMITTEE

### 1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE

Chairman Trotter called the Special Meeting to order at 2pm in the NCSD Board Chambers. Both Chairman Trotter and Director Eby were in attendance along with staff member Bruce Buel, Boyle representative Mike Nunley, and five members of the public. Chairman Trotter described the purpose and format of the meeting.

### 2. REVIEW OPTIONS TO RESOLVE WATER QUALITY INCOMPATIBILITIES

Bruce Buel summarized staff's proposed process for review of the Pre-Design Study Technical Memorandum and asked for committee input on the 11/8/06 presentation to the Board. Mike Nunley reviewed the Technical Memorandum and highlighted some key issues for discussion. Director Eby inquired about the "No-Tank" option. Mike Nunley described the conditions upon which this scenario might work and advised the Committee that it was too early to tell if the No-Tank option was feasible. Director Eby asked if the sizing of the main from Taylor to Atlantic on Blosser was predicated on annual deliveries of 3,000 acre feet or 6,300 acre feet. Mike Nunley indicated that Boyle's recommendation was based on deliveries of 3,000 acre feet per year. Director Eby pointed out that the option of hanging a water main from the U. S. 101 bridge limited the size of main that could be built. Director Eby asked for an explanation of the Ranking Criteria used in Table 5-1 of the Technical Memorandum. Discussion followed on several of the criteria used and the absence of cost from the Table. Director Eby inquired as to the sizing of the main from the tanks to Tefft. Mike Nunley discussed the pressure problems resulting from earlier connection points and the diameter needed to efficiently move 3,000 acre feet per year. Chairman Trotter commented on standards for system pressure. Director Eby questioned the City's objection to a Booster Station West of Blosser at Atlantic. Bruce Buel explained the options available near the intersection of Canal and Blosser and suggested that the revised location had some benefits in terms of reduced visual impacts. Director Eby observed that Figures 3-1 and 3-2 were reversed. Director Eby asked for an explanation of the delivery schedule assumptions built into Figure 3-3. Mike Nunley explained the need to provide facilities up front to deliver a large amount of supplemental water to the District in the second year of a drought. Director Eby expressed his belief that the cost estimates were shocking and asked for an explanation. Significant discussion followed on the reasons for the cost increase and the funding challenges. Chairman Trotter indicated that he



**MINUTES OF THE 11/6/06 MEETING OF THE  
WATERLINE INTERTIE PROJECT DESIGN & CONSTRUCTION COMMITTEE  
Page 2 of 2**

wanted to see substantial additional information of the costs of other alternatives before he voted on proceeding past the 30% design stage. Director Eby concurred that the District should take a serious look at other alternatives while Boyle was completing their research.

Homer Fox expressed his belief that a project cost of \$26 million was shocking.

The Committee agreed by consensus to recommend that the Board call a special meeting in early December to consider action on the report rather than trying to consider the report at the Board's November 22, 2006 Regular Meeting.

**3. SET NEXT COMMITTEE MEETING**

Bruce Buel requested that the Committee meet again after the Board receives the Pre-Design Study on November 8, 2006 but before the early December Workshop. The Committee agreed by consensus to meet at 10 am on Wednesday November 29, 2006. There was no public comment on this item.

**4. ADJOURNMENT**

Chairman Cliff Trotter thanked the public for participating and indicated that, in his opinion, there is seldom enough public participation in the Waterline Intertie Project Committee Meetings. Chairman Trotter adjourned the meeting at 3:13 p.m.

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