

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: August 3, 2007

**AGENDA ITEM
F
AUGUST 8, 2007**

MANAGER'S REPORT

ITEM

Standing report to your Honorable Board --*Period covered by this report July 19, 2007 through August 1, 2007*

DISTRICT BUSINESS

Administrative

As of the July 13th cut-off date for applications, NCSD received 7 Engineer submittals, 4 Inspector Submittals and 1 Superintendent Submittal. Engineer interviews were held on August 6, 2007 and the top ranked candidate has been notified. A job offer has been tendered to promote Rick Motley from Utility Operator to Inspector/Maintenance Supervisor. The Finance, Audit and Personnel Committee will discuss the salary range and job description for the Superintendent Position at its August 13, 2007 Committee Meeting.

Staff has been meeting with Boyle Engineering to finalize the draft revisions to the Standard Specifications for presentation to the Board.

Staff has been meeting with Fugro West, Boyle, and RWQCB staff to develop a proposal for the Phase II Southland WWTF Discharge Geo-Hydrology Study for presentation to the Board.

Staff has been working with Bob Reed of the Reed Group to develop additional rate structures for presentation to the Board.

Staff has been working with the Parks Committee and the Wallace Group on the Parks Funding Assessment for presentation to the Board.

Safety Program

No injury reports during the period.

Project Activity

Staff will provide a verbal projects update to the Board at the Board Meeting.

Conservation Program Activities

Staff has been working with the Conservation Committee on the Emergency Shortage Ordinance. The Ad Hoc Water Conservation Committee met on 6/11/07, 6/19/07 and 7/24/07. Another meeting is scheduled to meet again on Tuesday 7/31/07 to discuss the ordinance and the draft water conservation program.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENTS

- None

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COMMITTEE REPORTS

ITEM

Receive Minutes from the July 23, 2007 Southland WWTF Upgrade Project Committee Meeting.

BACKGROUND

Attached is the set of draft minutes from the July 23, 2007, Southland WWTF Upgrade Project Committee Meeting. The Members of the Committee 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 discuss the draft minutes as appropriate.

ATTACHMENT

1. July 23, 2007, Southland WWTF Upgrade Project Committee Meeting

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MINUTES OF THE 7/23/07 MEETING OF THE SOUTHLAND WWTF UPGRADE PROJECT COMMITTEE

1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE

Chairman Winn called the Special Meeting to order at 2:00pm in the NCSD Board Chambers. Both Chairman Winn and Director Harrison were in attendance along with General Manager Bruce Buel, Utility Supervisor Dan Migliazzo, Water Conservation Specialist Celeste Whitlow, Paul Sorenson from Fugro West, Mike Winn, Malcolm McEwen and Eileen Mick from Boyle Engineering and three members of the public. Chairman Winn described the purpose and format of the meeting. There was no public comment on this item.

2. RECEIVE FUGRO PRESENTATION RE DISCHARGE GEO-HYDROLOGY AND CONSIDER FUGRO RECOMMENDATIONS RE PHASE II RESEARCH DEVELOPMENT STATUS

Bruce Buel described the goals of Fugro's investigation and introduced Paul Sorensen of Fugro. Paul Sorensen then summarized what was known and what was yet to be determined in regards to characterizing the geo-hydrology of the discharge site. Significant committee discussion followed on the report and the conclusions. Paul Sorensen then reviewed the additional research and the cost of the research proposed for Phase II and Phase III. Paul Sorensen proposed to confer with Boyle and District Staff prior to submitting a formal proposal for Phase II. There was no public comment. Jim Harrison moved that the Committee recommend that the Board accept Fugro's Phase I report and that Fugro be requested to submit a formal proposal for Phase II research. Mike Winn seconded the motion, which passed unanimously.

3. RECEIVE BOYLE PRESENTATION RE PERMIT PROCESSES FOR DISPOSAL OPTIONS

Bruce Buel referenced Boyle's Memorandum distributed with the committee packet and introduced Mike Nunley from Boyle. Mike Nunley described the overall scope of work assigned to Boyle, explained how this Memorandum fit into Boyle's Scope of Work and then introduced Malcolm McEwen. Malcolm McEwen summarized the results of the memorandum including the likely new requirements when NCSD went to renew its Discharge Order. Committee discussion followed on the communities selected for comparison. There was no public comment. The Committee, by consensus, indicated that the information was useful and thanked Boyle for providing the information.

**MINUTES OF THE 7/23/07 MEETING OF THE
SOUTHLAND WWTF UPGRADE PROJECT COMMITTEE**

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4. SET MEETING DATE(S) FOR SUBSEQUENT MEETINGS

The Committee agreed that Chairman Winn would call a subsequent meeting when it was needed.

There was no public comment.

5. ADJOURNMENT

Chairman Winn thanked the public for participating and adjourned the meeting at 3:46 p.m.

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