

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: SEPT. 19, 2008



NCSD SUPERINTENDENT REPORT

ITEM

NCSD Superintendent Tina Grietens re Utility Dept. update [NO ACTION REQUESTED].

BACKGROUND

Tina Grietens is scheduled to summarize the attached outline.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentations and ask questions as appropriate.

ATTACHMENTS

- Utility Operations Update

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NIPOMO COMMUNITY

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JAMES HARRISON, VICE PRESIDENT
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LISA BOGNUDA, ASSISTANT GENERAL MANAGER
JON SEITZ, GENERAL COUNSEL

148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932 Website address: NCSD.CA.GOV

TO: BRUCE BUEL, GENERAL MANAGER
FROM: TINA GRIETENS, UTILITY SUPERINTENDENT TG
DATE: SEPTEMBER 17, 2008
SUBJECT: UTILITY DIVISION UPDATE

- **Southland Wastewater Plant**
BOD analyses results indicate the plant has been in compliance since pond #3 was placed in service.
Reviewing Facility Master Plan in preparation of finalizing document
Scheduled confined space entry to perform maintenance on grinder pumps
- **Southland Utility Yard**
General utility yard clean up, reorganization and remodel of new lab area
Requested quotes for fencing on west side of Southland Yard and security gates on north side of yard
- **Maintenance**
Met with District Engineer and consultant to discuss Preventative Maintenance Program for District facilities and reviewed proposal for Maintenance Program development
Requested quotes for standby generator maintenance
Requested quotes for two new vehicles
- **Collection system**
Cleaned grease from four lift stations: Woodgreen, La Mirada, Palms and Juniper
Continuing work with District Engineer and Cannon to implement reliable backup alarm systems at lift stations and eliminate telemetry problems
- **Wells**
Repairs to Sundale well are ongoing.
Continuing research on expense of replacing existing natural gas engine to an electric motor, and associated PG&E costs at Sundale well.
- **Distribution System**
SLO County continues bridge work on Haystack Creek on Tefft and Thompson Streets. The 12" water line is being replaced on Tefft, and will be back in service soon.
Staff repaired a water leak on Camino Caballo September 11, 2008
Fire hydrants in low pressure areas are being painted
Working with engineering consultants to prepare specifications for the repair of the two 500,000 gallon reservoirs
Cleaning of three other tanks scheduled for November, discussed cleaning options for Standpipe
- **Personnel**
Training new personnel on wells, lift stations and customer service duties
Two operators preparing for wastewater certification exam
- **Compliance**
Monitored laboratory results, assisted District Engineer with compliance reports to regulatory agencies
- **Other**
Participated in discussion regarding acceptance of Cypress Ridge from Rural Water Company
Assisted with inspection of Tract 1747
Working with District Engineer on SCADA system upgrade

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: SEPT. 19, 2008



WATER CONSERVATION PROGRAM UPDATE

ITEM

NCSD Water Conservation Coordinator Celeste Whitlow re Water Conservation Program [NO ACTION REQUESTED].

BACKGROUND

Celeste Whitlow is scheduled to summarize the attached materials.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentations and ask questions as appropriate.

ATTACHMENTS

- Water Conservation Program Outline

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NIPOMO COMMUNITY SERVICES DISTRICT

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

MEMORANDUM

TO: BRUCE BUEL, GENERAL MANAGER
FROM: CELESTE WHITLOW, CONSERVATION AND PUBLIC OUTREACH
COORDINATOR (CW)
DATE: SEPTEMBER 24, 2008
RE: ITEM C-2 : WATER CONSERVATION ACTIVITIES UPDATE

- **Community Events and Educational Workshops**
 - San Luis Obispo County Creek Clean-Up Day 2008.
 - Meeting scheduled with Vista Verde homeowners, 10/07/2008, 6:00 to 7:30 pm, and invitation letters mailed.
- **Newsletters, Mailings, Advertising.**
 - District Newsletter preparation.
 - Conservation Newsletter preparation.
 - Preparation of flyers, ads, postcards for Creek Day, Water Conservation Program, Go-Green newspaper insert.
 - Coordination of bill stuffers.
- **WC Program Implementation**
 - High-efficiency clothes-washer program.
 - Water audit program. Attended class on Certified Water Management.
 - Turf-replacement program.
 - Formal launch.
- **Office Landscape.**
 - Wilson Street tree straightening.
- **California Urban Water Conservation Council.**
 - Working with CUWCC on high-efficiency clothes washer program.
 - Following BMP revision process.
 - New California "20 x 2020 Program" Website (http://www.swrcb.ca.gov/water_issues/hot_topics/20x2020/index.shtml), challenges in having a voice at the table.
- **Reviewing.**
 - Materials for Water Conservation Program elements.
- **Other.**
 - Collected information on reported creek violations and illegal dumping.

- Worked with County Planning on Title 19 and 22 amendments.
- Preparation of packets for customer-service utility crew for sightings of irrigation systems run amuck.
- Met with Mike DiMilo from Science Discovery to review materials, answer questions, and coordinate strategies for his elementary classroom presentations on water conservation. Prepared detailed information about the District so that it may be incorporated into his presentations.

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *EBB*
DATE: SEPT. 19, 2008



WIP UPDATE

ITEM

Update on Waterline Intertie Project Final Design by Mike Nunley of Boyle Engineering [NO ACTION REQUESTED].

BACKGROUND

Attached is a monthly report from Boyle.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentations and ask questions as appropriate.

ATTACHMENTS

- Monthly Report

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Boyle Engineering
1194 Pacific Street, Suite #204, San Luis Obispo, CA 93401
T 805.542.9840 F 805.542.9990 www.boyle.aecom.com

Memorandum

Date: September 10, 2008
To: Bruce Buel, General Manager – Nipomo Community Services District
From: Michael K. Nunley, PE
Subject: Waterline Intertie Project – Design Phase
Status Report

Distribution: Peter Sevcik, PE

The Project Team has completed the following work items this month:

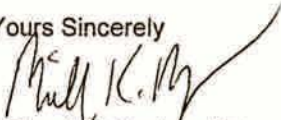
1. Participation in Supplemental Water Committee meeting on September 8 - Boyle presented alternative approaches to reduce high system pressures along the HWY 101 corridor without installing individual pressure regulating valves on water services. These options will be presented at the Board Meeting on September 24, 2008, along with a Budget Revision Request to authorize Boyle to perform additional design work if desired by the District Board.
2. Ground control and aerial photography of the project corridor – Our surveyors placed aerial targets and performed ground control along the proposed project corridor.
3. Site visits to wells and proposed tank & pump station sites – Boyle staff and District property acquisition consultant Lillian Jewell met with property owners to discuss locations for the proposed pipeline, pump station, and tank on the Mesa. The process of selecting locations and final alignments will take place over the next few months. To assist with this negotiation, Boyle and District staff are acquiring additional mapping within the vicinity of the preferred tank location.
4. Field meeting with California Department of Fish & Game (CDFG) to discuss approval for soil sampling in the Santa Maria riverbed – Our subconsultants (Padre & Fugro) met with CDFG on September 9 to discuss vehicle access and disturbance required for borings. We are anticipating approval by CDFG for this work later this week (by September 12, 2008).
5. Concept Design Report – Boyle staff has been working on the bidding strategy, chloramination, and pipeline sections of the Concept Design Report. We are acquiring record drawings and schematics from several utility companies for use in our design.

Project Schedule

In our contract, we had assumed we would have approved right of entry agreements (ROEs) within 30 calendar days of Notice to Proceed. Due to additional time required for right of entry (ROE) agreements, and unanticipated delays in receiving CDFG approval, we need to revise the schedule for submitting the Geotechnical Report for HDD (Technical Memorandum #1 – originally scheduled for October 10) to November 7. We are assuming we will have approved ROEs and CDFG permit this Friday (September 12).

As shown on the attached schedule, this delay results in a two-week impact on the overall project schedule.

Yours Sincerely



Michael K. Nunley, PE

Enclosures: MS Project Schedule
Budget Summary

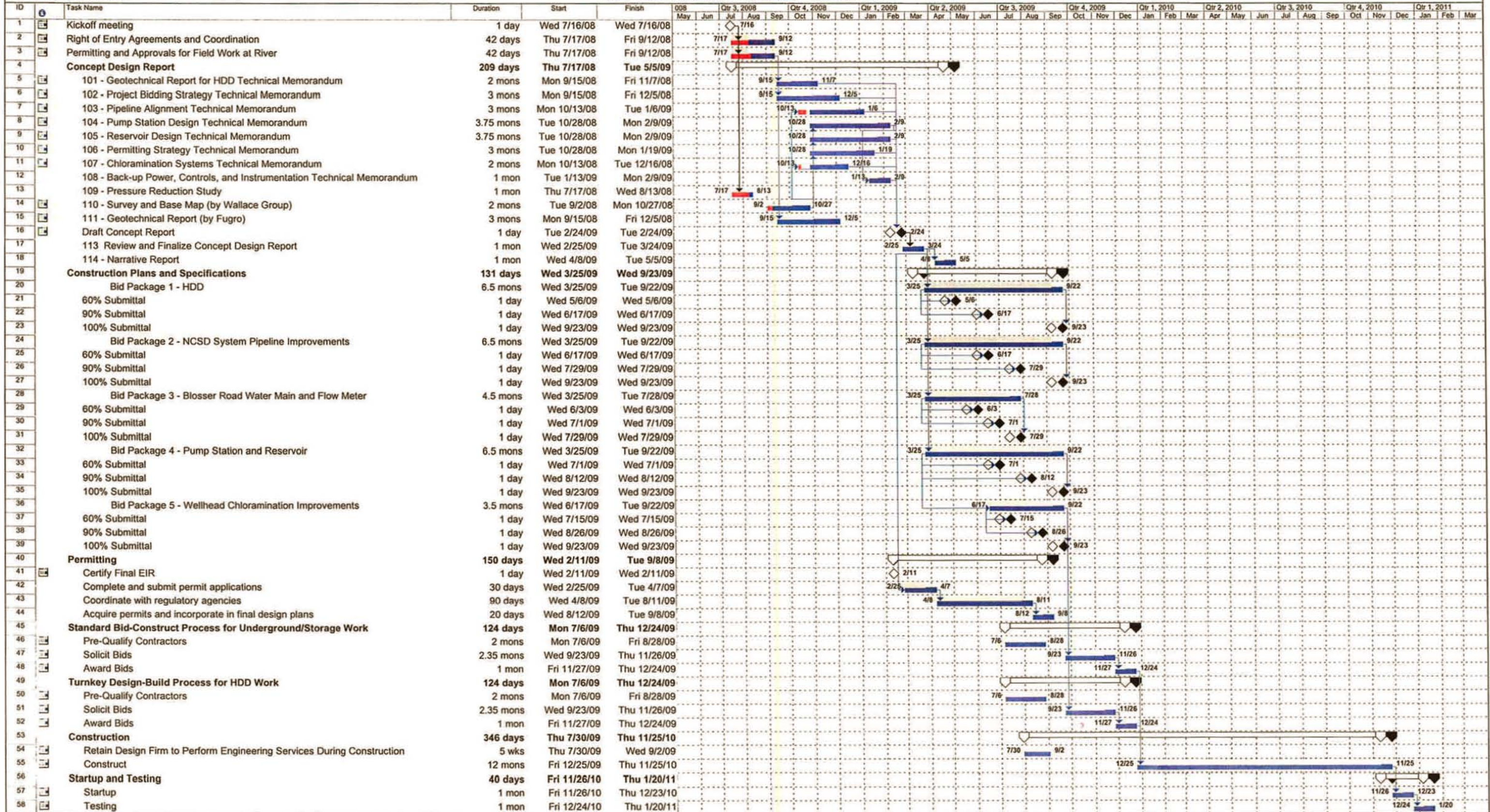
Project Budget Summary

Engineering Services for NCSD - SWP Design

Nipomo CSD

	Total Budget	Amount Previously Invoiced	Current Invoice Amount	% of Budget Earned to date
Task Group 1 - Concept Design Report	\$313,192.00	\$17,514.90	\$13,508.10	9.91%
Task Group 2 - Permitting	\$26,557.00	\$499.50	\$5,834.36	23.85%
Task Group 3 - Construction Documents	\$311,982.00	\$0.00	\$702.00	0.23%
Task Group 4 - Project Management	\$43,520.00	\$9,879.85	\$1,298.70	25.69%
Task Group 5 - Assistance During Bids	\$48,942.00	\$0.00	\$0.00	0.00%
Task Group 6 - Office Engineering During Construction (5 Bid Packages)	\$175,837.00	\$0.00	\$0.00	0.00%
Total	\$920,030.00	\$27,894.25	\$21,343.16	5.35%

NCSW WATERLINE INTERTIE PROJECT - DESIGN PHASE



Project: WIP Design Schedule
Date: Wed 9/10/08

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