

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: DEC. 5, 2008

**AGENDA ITEM
F
DECEMBER 10, 2008**

MANAGER'S REPORT

ITEM

Standing report to your Honorable Board --*Period covered by this report November 20, 2008 through December 3, 2008.*

DISTRICT BUSINESS

Administrative

Maria Vista Estates has set a total of ten water meters.

The County Board of Supervisors adopted the proposed amendments the County Code regarding On-Site Waste Disposal Systems at their 11/25/08 Board Meeting.

Staff has retained R. Baker Company to replace portions of the concrete sidewalk and parking lot asphalt in the Wilson Street entrance to the District Office. This North side of the sidewalk at the driveway entrance and the first thirty feet of the asphalt have dropped below the level of the South side of the sidewall at the entrance to create a safety concern. Staff expects Baker to perform this work in December after the December 10, 2008 Board Meeting. The driveway will be closed for at least a week to allow the concrete to cure.

Attached is a listing of upcoming meetings and events per the request of Director Vierheilig.

Safety Program

No injuries or accidents occurred in this period.

Project Activity

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

Conservation Program Activities

Staff has initiated implementation of the Water Conservation Program. 43 NCSD customers have used the high efficiency clothes washer rebate program.

RECOMMENDATION

Staff seeks direction and input from your Honorable Board.

ATTACHMENTS

- Listing of Upcoming Meetings and Events

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LISTING OF UPCOMING MEETINGS AND EVENTS

12/10/08 @ 9am @ NCSD – NCSD Board Meeting
12/12/08 @ 6:30pm @ Embassy Suites – Garbage Man’s Ball
12/15/08 @ 1pm @ NCSD - SWP Committee Meeting

1/14/09 @ 9am @ NCSD – NCSD Board Meeting
1/28/09 @ 9am @ NCSD – NCSD Board Meeting

2/9& 10/09 – Staff Training re NIMS/SEMS
2/27/09 @ 9am @ Southland – Strategic Plan Retreat

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Board of Supervisors – Most Tuesdays
WRAC – 1st Wed
SLO County Planning Commission – 2nd Thursday
LAFCO – 3rd Thursday
SCAC – 4th Monday
Chamber – Last Wed Lunch + Quarterly Tues Breakfast
SLO County Planning Commission – 4th Thursday

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COMMITTEE REPORTS

ITEM

Review Committee Matters.

BACKGROUND

The Supplemental Water Project Design and Construction Committee met at 1pm on Monday November 24, 2008. Attached are draft minutes.

The Southland WWTF Upgrade Project Committee Finance met at 2:30pm on Monday December 1, 2008. Attached are draft minutes.

RECOMMENDATION

It is recommended that your Honorable Board discuss the meetings as appropriate.

ATTACHMENT

- SWP COMMITTEE MEETING MINUTES
- SOUTHLAND WWTF UPGRADE PROJECT COMMITTEE MEETING MINUTES

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NIPOMO COMMUNITY SERVICES DISTRICT

MONDAY, NOVEMBER 24, 2008

1:00 P. M.

SPECIAL MEETING MINUTES SUPPLEMENTAL WATER PROJECT DESIGN & CONSTRUCTION COMMITTEE

COMMITTEE MEMBERS

ED EBY, CHAIR
CLIFFORD TROTTER, MEMBER

PRINCIPAL STAFF

BRUCE BUEL, GENERAL MANAGER
LISA BOGNUDA, ASSIST. GENERAL MANAGER
DONNA JOHNSON, BOARD SECRETARY
JON SEITZ, GENERAL COUNSEL
PETER SEVCIK, DISTRICT ENGINEER

MEETING LOCATION

**District Board Room
148 S. Wilson Street
Nipomo, California**

1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE

Chairperson Eby called the meeting to order at 1:00 p.m. and led the flag salute. Committee members Trotter and Eby were both present. Also present were General Manager Bruce Buel, District Engineer Peter Sevcik, District Superintendent Tina Grietens, AECOM/Boyle representatives Mike Nunley and Jon Hanlon and one member of the public.

2. REVIEW STATUS OF WATERLINE INTERTIE PROJECT

General Manager Bruce Buel summarized progress in advancing the Waterline Intertie Project and Mike Nunley reviewed his monthly update. Committee discussion followed on the project schedule and the potential of time delays regarding litigation, permits, and property negotiations and funding. There was no public comment.

3. REVIEW DRAFT BIDDING STRATEGY TECHNICAL MEMORANDUM

Mike Nunley summarized the Technical Memorandum and answered Committee Questions regarding the four proposed bid components and the timing for bidding. Ed Eby requested that the revised Technical Memorandum explain the logic for separating out the bid packages and add a discussion regarding timing. The Committee agreed, by consensus, that the draft should be forwarded to MNS Engineers for comment and that the revised version should be published along with the 30% Design Report for Committee and Board consideration.

There was no public comment.

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SPECIAL MEETING MINUTES
SUPPLEMENTAL WATER PROJECT
DESIGN & CONSTRUCTION COMMITTEE

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4. DISCUSS OPTIONS TO PAY FOR WIP DEBT SERVICE

General Manager Bruce Buel summarized the staff note and staff's recommendations regarding the use of assessment funding. The Committee reviewed both the assessment funding option and the user fee funding option and discussed the respective costs and processes. Ed Eby indicated that he had questions regarding the assessment methodology but that he understood that those discussions would follow in the next phase if the assessment funding option were chosen. Ed Eby requested that any negotiations with the other purveyors include reimbursement to NCSD for costs fronted in the development of the Waterline Intertie Project and any costs that uniquely benefit a particular purveyor. Cliff Trotter requested that staff supply the Board with a summary of the options for use of reserves to reduce the amount of capital needed to be borrowed. Ed Eby moved and Cliff Trotter seconded a motion to recommend that the Board opt for the assessment funding method. The motion passed unanimously.

There was no public comment.

5. SET NEXT COMMITTEE MEETING

The Committee agreed to have another meeting on Monday, December 15, 2008 at 1:00 p.m. to discuss the Chloramination Technical Memorandum and information on desalination. There was no public comment.

6. ADJOURN

The meeting was adjourned at 2:35 p.m.

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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 12/01/08 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 2:30pm in the NCSB Board Chambers. Both Chairman Winn and Director Harrison were in attendance along with General Manager Bruce Buel; Utility Superintendent Tina Grietens; District Engineer Peter Sevcik; Eileen Shields and Mike Nunley from AECOM Engineering; Doug Wood from DWA and three members of the public.

2. DISCUSS POTENTIAL DISPOSAL OPTIONS

General Manager Buel summarized the process to date and introduced Mike Nunley from AECOM. Mike Nunley presented a power point slide show summarizing the recommendations in the draft report. Mike Winn requested that AECOM revisit the scoring of disposal options that did not offset current NMMA production or result in replenishment of productive portions of the NMMA groundwater basin. Jim Harrison asked AECOM to comment on the suitability of recovered groundwater for various irrigation applications. Bill Nelson asked about the cost of tertiary treatment. Mike Winn requested that AECOM correct several problems with Figure 1 and indicated his support for percolation pond disposal. Jim Harrison indicated that he generally agreed with staff's recommendations.

Mike Winn moved to recommend to the Board that the preferred project for environmental review include a combination of agricultural irrigation with recovered groundwater with either percolation pond disposal at Pasquini, irrigation of turf with recovered groundwater or disposal at Kaminaka. Jim Harrison seconded the motion, which passed unanimously.

3. DISCUSS DRAFT SOUTHLAND WWTF MASTER PLAN

General Manager Buel summarized the process to date and introduced Mike Nunley from AECOM. Mike Nunley presented a power point slide show summarizing the recommendations in the draft report. Extensive Committee discussion followed regarding the report and changes to the design. Mike Winn expressed his support for inclusion of solar power as a project component and expressed his hope that the final design could evaluate both on-site and off-site power production options. There was no public comment.

Jim Harrison moved to recommend that the Board accept the upgrade components recommended by AECOM in the draft report along with the development of solar energy as the preferred project for environmental review. Mike Winn seconded the motion, which passed unanimously.

Jim Harrison moved to recommend to the Board that the Board authorize the circulation of an RFP for Final Design of the recommended upgrades except for the portion of the Collection system in Frontage Road, which should come back as an amendment to the AECOM WIP Design Agreement. Mike Winn seconded that motion, which passed unanimously.

4. DISCUSS DRAFT INITIAL STUDY, ADDITIONAL STUDIES AND ENVIRONMENTAL DETERMINATION

General Manager Buel reviewed staff's efforts to propose project objectives, requested Committee Feedback on those objectives and introduce Doug Wood of Doug Wood and Associates. Doug Wood provided an overview of the draft Initial Study and the process for reaching a Board determination on either adopting a mitigated negative declaration or preparing an Environmental Impact Report. Committee discussion followed regarding the objectives, the additional studies necessary for evaluation of the disposal options, and the environmental determination process. Mike Winn requested that staff rework objective 5 regarding management of the subsurface mound to speak to creek discharge and objective 7 regarding the production of sustainable energy to offset increased project power demands. Jim Harrison requested that the reference to surcharge in Objective 2 be clarified by adding the word "hydraulic". The Committee agreed, by consensus that the text of the initial study needed to address sustainable energy and that several of the proposed level of significance indicators needed to be re-evaluated. The Committee further agreed that the Initial Study should be presented to the full Board once the Board selects a preferred project and the Initial Study is revised to address that preferred project. There was no public comment.

5. ADJOURNMENT

Chairman Winn adjourned the meeting at 5:00 p.m.