

TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: JANUARY 23, 2009



MONTHLY SUPERINTENDENT UPDATE

**ITEM**

NCS District Superintendent Tina Grietens re Utility Division Activities in December [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**

- District Utilities Division Activities Outline

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# NIPOMO COMMUNITY

## BOARD MEMBERS

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# SERVICES DISTRICT

## STAFF

BRUCE BUEL, GENERAL MANAGER  
LISA BOGNUDA, ASSISTANT GENERAL MANAGER  
JON SEITZ, GENERAL COUNSEL

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

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TO: BRUCE BUEL, GENERAL MANAGER

FROM: TINA GRIETENS, UTILITY SUPERINTENDENT TG

DATE: JANUARY 21, 2009

SUBJECT: UTILITY DIVISION UPDATE

- **Southland Wastewater Plant**  
Reviewed and provided comments to District Engineer and AECOM on Master Plan revision  
**Collection system**  
Review of lift station panel design with District Engineer and Cannon  
Continuing work with District Engineer and Cannon to eliminate telemetry problems
- **Wells**  
Working with Cannon to eliminate communication problems with Eureka Well  
Working with Cannon on Sundale Electrification design  
Blacklake Wells #3, #4 are off intermittently to control production/consumption inequity
- **Distribution System**  
Worked with District Engineer to develop RFP for water valve and hydrant testing  
Reviewed inspection reports for Quad Tanks #3 and #4 and Blacklake Tank  
Working with District Engineer to develop bid documents for repairs to Quad Tanks #1 and #2  
Reviewed plans and provided input for standpipe mixing project  
Performed emergency repairs to water service lines
- **Maintenance**  
Weed abatement has begun  
Calibrated flow meters at both WWTPs  
Air-vac and water sample stations are being rebuilt/replaced, hydrants painted  
Working with consultant and crew to prepare preventative maintenance plan
- **Personnel**  
Training new personnel on wells, lift stations and customer service duties  
Three operators prepare for the Distribution exam, and six prepare for the Collections exam  
Recruiting of Inspector /Maintenance Supervisor and Office Assistant
- **Compliance**  
Updated sampling schedules for water and wastewater systems  
Sent biosolids samples out for annual analyses  
Monitored laboratory results, preparing compliance reports for WWTPs
- **Other**  
Working with District Engineer on Willow Road Extension Project  
Working with District Engineer on SCADA system upgrade  
Preparing for pressure testing of 12 inch waterline on Orchard.Road

TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BB*  
DATE: JANUARY 23, 2009



MONTHLY WATER CONSERVATION COORDINATOR UPDATE

**ITEM**

NCSD District Water Conservation Coordinator Celeste Whitlow re Water Conservation Activities in December [NO ACTION REQUESTED].

**BACKGROUND**

Celeste Whitlow is scheduled to summarize the attached outline.

**RECOMMENDATION**

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

**ATTACHMENTS**

- District Water Conservation Activities Outline

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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.ncsd.com](http://www.ncsd.com)

## MEMORANDUM

TO: BRUCE BUEL, GENERAL MANAGER  
FROM: CELESTE WHITLOW, WATER CONSERVATION COORDINATOR *cw*  
DATE: JANUARY 22, 2009  
RE: ITEM – C3: WATER CONSERVATION ACTIVITIES UPDATE

- **Community Events and Educational Workshops**
  - Spring Water Conservation Gardening Workshops
    - Saturday, January 31, 2009, 9 AM: *"You, Composting and Your Soil: How to Make it Work for You."* Presented by Hunter Francis, Cal Poly instructor and Sustainable Agriculture Resources Consortium (SARC) co-founder.
    - Saturday, February 7, 2009, 9 AM: *"Drought-Tolerant Plants for the Nipomo Mesa."* Presented by Celeste Whitlow, NCS D Conservation Coordinator.
    - Saturday, February 21, 2009, 9 AM: *"Landscaping With Drought-Tolerant Plants."* Presented by Celeste Whitlow.
    - Saturday, March 14, 2009, 9 AM: *"Water-Efficient Irrigation Basics for the Home Gardener."* Presented by Joe Turner from Farm Supply (San Luis Obispo store).
    - To be scheduled: *"Managing Disease and Insect Pests in Your Garden."* Presented by David Headrick, Dr. Headrick teaches Insect Pest Management, Advanced Pest Management, and Beekeeping. He has special interest in general entomology and the biological control of insect and weed pests in a variety of agroecosystems. Publications include *A Dictionary of Entomology*, and planned release of *Environmental Entomology*.
  - Chipping Event 2009 (see Item C-4)
- **Collaboration with SLO County Dept. of Planning and Building on Drafting Amendments to Ordinances (Title 8, Title 19, Title 22) and implementation of the plumbing retrofit program for the Nipomo Mesa Water Conservation Area.**
- **Newsletters, Mailings, Advertising**
  - Conservation News (Issue 1, 2009).
  - Monthly welcome packets.
  - Monthly billing inserts.
  - Postcards for Spring Workshop series.
  - Design, printing and submission of ad materials for events and Water Conservation Program.

- Weekly water conservation Adobe Press ads.
- NEW: Design, produce and mail questionnaires to High-Efficiency Washer Rebate Program recipients. The goal is to obtain feedback from participants so that we may better design similar programs in the future.
- Vista Verde HOA update on smart irrigation controller installation.
- Updated website.
  
- **WC Program Implementation**
  - High-efficiency clothes washer rebate program: 200 rebates contracted with CUWCC. As of December 31, 2008, 54 rebates were issued. Proposed new Water Conservation BMP for HEWs set a goal of 1.1% per year of current SFR, or 1.5% of market penetration during the first ten years of signing on the MOU. With an estimated 3500 SFR customers, 1.1% would be 38 rebates.
  - Newsletters, mailings, advertising.
  - Return of RFP for water auditors.
  - Research on weather-based irrigation controllers.
  - Scheduling of installation of weather-based smart controller for Vista Verde HOA.
  
- **District Landscape**
  - Reviewing landscape for housekeeping jobs to be done before summer.
  
- **Workshops, Updates on Programs**
  - SLO County Partners in Water Conservation

TO: BOARD OF DIRECTORS  
FROM: BRUCE BUEL *BBB*  
DATE: JANUARY 23, 2009



PREVIEW 2009 ANNUAL CHIPPING EVENT

**ITEM**

Preview Annual Chipping Event [NO ACTION REQUESTED].

**BACKGROUND**

Celeste Whitlow is scheduled to summarize the event.

**RECOMMENDATION**

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

**ATTACHMENT - NONE**

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**AIR POLLUTION  
CONTROL DISTRICT**  
COUNTY OF SAN LUIS OBISPO

# Fire-Safe Green-Waste **CHIPPING EVENT 2009!**

**WHAT:** The Fire Safe Council, with the assistance of the Nipomo Community Services District, CAL FIRE, and the Air Pollution Control District, is conducting the annual **FREE** Spring chipping event to be held throughout the Nipomo area. As fire season opens, chipping is a great way to clear your yard of potential fire hazards. Disposing green waste without burning also preserves our air quality. Plus, you can use the leftover chips in your landscaping, which can help you save \$\$ in irrigation costs!

**WHERE:** The event will cover all of Nipomo including the Nipomo/Arroyo Grande Mesa. The area will be divided into three zones and chipped throughout the multi-week schedule.  
(See map on reverse)

**WHEN:**

ZONE 1	ZONE 2	ZONE 3
April 13 – April 17	April 27 – May 1	May 11 – May 15
April 20 – April 24	May 4 – May 8	

Have your pile ready by the start date for your zone.

**HOW:** Sign up to reserve your spot. Fill out the attached form and drop it off or mail it to the Nipomo Community Services District office at the location listed at the bottom of the form.

**SIGN-UP DEADLINE:**      **Zone 1: April 6**                      **Zone 2: April 20**                      **Zone 3: May 4**

**VERY IMPORTANT - HOW TO PREPARE FOR THE CHIPPING EVENT:**

- Material to be chipped must be clean yard waste only (tree limbs, brush, etc.) – no metal, nails, barbwire, garbage, rocks, etc.
- Not allowed: grass, vines, bark, piles of leaves, juniper bushes and other light non-chippable material; processed lumber and other non-vegetation material
- Branches can not be thicker than **4 inches** in diameter
- Piles can **not be greater than 1 ton (approximately 15 ft. wide x 15 ft. long x 5 ft. high)**
- **All material must be piled curbside on the start day for the event in your zone. The pile must be placed where the chipping crews can operate safely. This is especially important for busy streets.**

## FIRE SAFE / GREEN WASTE CHIPPING EVENT

Name: \_\_\_\_\_

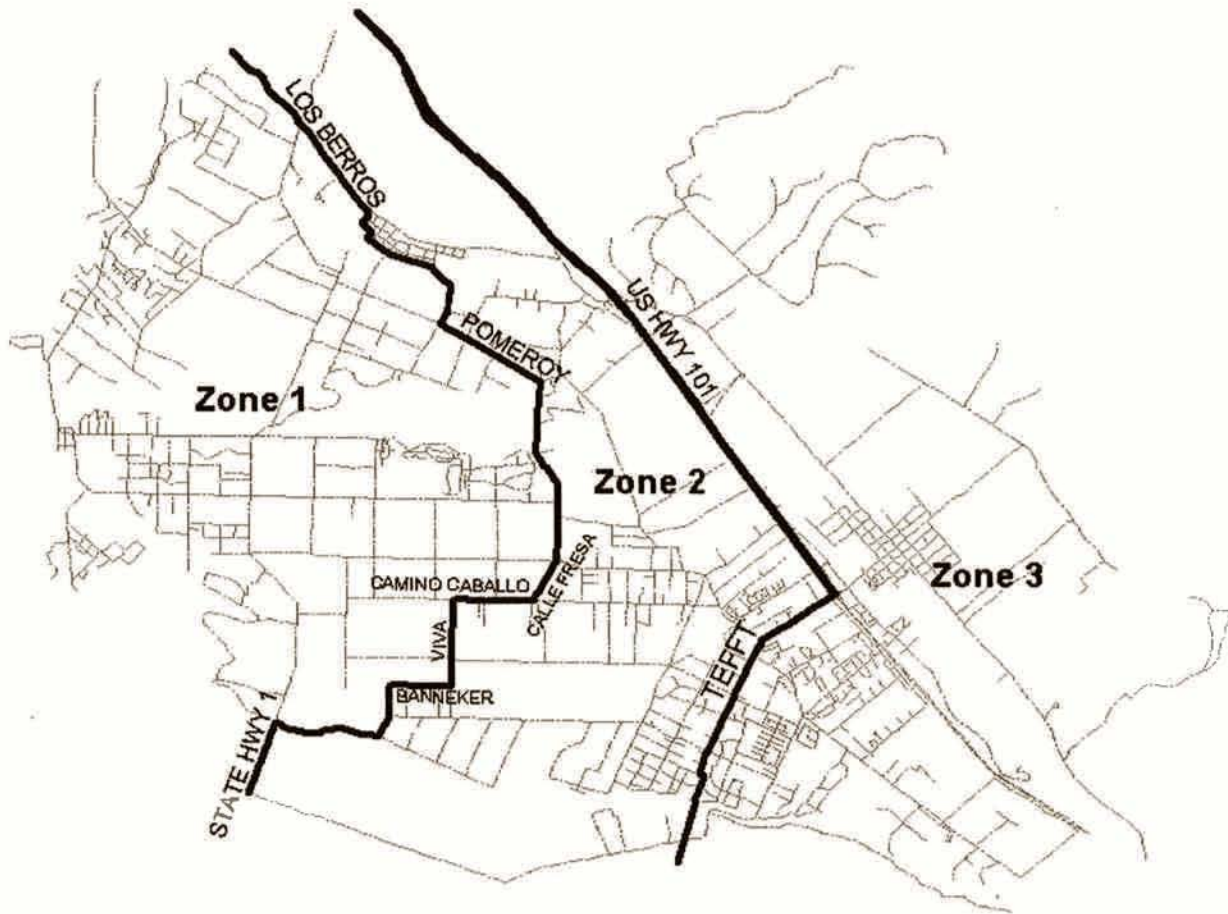
Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Nearest Cross Street: \_\_\_\_\_

Estimate of the size of your green waste pile (length x width x height): \_\_\_\_\_ ft x \_\_\_\_\_ ft x \_\_\_\_\_ ft  
Estimate the number of hours to create green waste pile \_\_\_\_\_ Hours

To reserve your spot, take or mail this form to: **Nipomo Community Services District (148 S. Wilson St Nipomo, CA 93444)**

**Questions? Call the Nipomo CSD at 929-1133      Forms must be received before the deadlines listed above.**



**All Los Berros Road and Pomeroy Road addresses are in Zone 2.  
All Tefft Street addresses are in Zone 3.**

**Chipping dates for each zone are:**

- Zone 1:     April 13 - April 17  
                  April 20 - April 24**
- Zone 2:     April 27 - May 1  
                  May 4 - May 8**
- Zone 3:     May 11 - May 15**

**Deadline for submission of sign-up forms are:**

- Zone 1:     April 6**
- Zone 2:     April 20**
- Zone 3:     May 4**

All material must be piled curbside on the start day for the event in your zone.  
The pile must be placed where the chipping crews can operate **safely, well away from the road.**  
This is especially important for busy streets.