



NIPOMO COMMUNITY SERVICES DISTRICT

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MEMORANDUM

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TO: LISA BOGNUDA, ACTING GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER *PVS*
DATE: NOVEMBER 13, 2009
RE: DISTRICT ENGINEER ACTIVITIES UPDATE

- **Santa Maria Waterline Intertie Project**
 - Worked with City of Santa Maria staff to finalize Water Supply Agreement that was approved by the Board on October 28, 2009 and that will be considered by City of Santa Maria City Council on December 1, 2009
 - Met with AECOM to discuss controls and instrumentation design
 - Reviewing 90% submittal for Nipomo Area Pipeline Improvements (Bid Package #2)
 - Reviewed proposed easement documents
 - Assisted General Manager with Committee meeting
- **Southland WWTF Upgrade**
 - Reviewing TM #1 – Operations During Construction
 - Overseeing Fugro's investigation of Pasquini property
 - Assisting with environmental review process
 - Biosolids removal and disposal project completed
- **Willow Road Waterline Extension Phase 1 Project**
 - County bidding of project delayed to January, 2010
- **Willow Road Waterline Extension Phase 2 Project**
 - Waiting for County review of 35% design
- **Water and Sewer Master Plan Implementation**
 - Misty Glen Connection Project pre-construction activities in progress
 - Documenting existing SCADA system to prepare for upgrade design
- **Safety Program**
 - Conducted safety training for District operations employees on 10/15
 - Attended Emergency Operations Center training on 10/20 and 10/21
 - Coordinated electrical safety inspection of all District facilities on 11/10
 - Continued to monitor on-line training program for all District employees

District Engineer Activities Update

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- **Sewer System Management Plan**
 - Developing implementation plan for recently approved Overflow Emergency Response Plan and Fats, Oils and Grease (FOG) Control Elements

- **Sundale Well**
 - New PG&E electrical service installed
 - Demolition of fire damaged building, engine, and controls completed
 - Removal of well pump completed and pump inspection completed
 - Video inspection of well casing completed

- **Development Oversight**
 - Tract 2663, 220 Buckhorn, Bud Kelly - construction completed
 - Tract 2689, 691 W Tefft, Terry Flatley - in construction
 - CO 06-0225, 781 W Tefft, Bill Kengel - in construction
 - Tract 2441, Grande and Blume, Gray Trust - in plan review
 - Tract 2855, Juniper and Daffodil, Mid State Properties - in plan review
 - Tract 2650, Via Concha and Willow, Vintage Homes - in plan review
 - Continued service request, plan check and project acceptance processing

- **Other**
 - Overseeing development of Triggered Source Monitoring Plan
 - Submitted monthly compliance reports for the water and wastewater systems

NIPOMO COMMUNITY

BOARD MEMBERS

JAMES HARRISON, PRESIDENT
LARRY VIERHEILIG, VICE PRESIDENT
ED EBY, DIRECTOR
MIKE WINN, DIRECTOR
BILL NELSON, DIRECTOR



SERVICES DISTRICT

STAFF

LISA BOGNUDA, INTERIM GENERAL MANAGER
JON SEITZ, GENERAL COUNSEL

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TO: LISA BOGNUDA, ACTING GENERAL MANAGER
FROM: TINA GRIETENS, UTILITY SUPERINTENDENT
DATE: NOVEMBER 10, 2009
SUBJECT: UTILITY DIVISION UPDATE FOR OCTOBER 2009

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- **Southland Wastewater Plant and Utility Yard**
Emergency Operations Center training given on Oct 20, 21st by Wildan Homeland Solutions
Setup of EOC Facility continuing, radios ordered, antenna installation pending
Biosolids removal and disposal project completed
Assisted Aecom with WWTP expansion project
Preventive maintenance performed on electrical control panel and generator transfer switch at WWTP
- **Collection system**
Three crew members attended vacuum truck maintenance class
Demonstration of sewer video equipment by Municipal Maintenance Equipment Co.
Demonstration of control panels and Scada system by ITT Flytt, Inc.
Inspecting manholes for future repair
- **Distribution System**
Demonstration of valve exercising machine by Wachs Company
Annual cathodic protection maintenance at District water tanks
Relay replaced on transfer switch at Blacklake Booster generator
- **Maintenance**
Air-vacs replaced, hydrant painting, numbering, blue reflectors placed for hydrant location
Preventive maintenance plan implementation continues, updating forms as needed
Valve exercising, angle meter stops replaced
Body work repair on Toyota complete
Purchase of Vacuum truck awarded
- **Compliance**
Monitored laboratory results, prepared compliance reports for WWTPs
- **Other**
Applications period closed; interviews given for Utility Worker position
Hearing tests administered to maintenance staff
Attended Infrastructure Management training seminar with District Engineer