

TO: BOARD OF DIRECTORS

FROM: DON SPAGNOLO  
GENERAL MANAGER



DATE: OCTOBER 7, 2010

**AGENDA ITEM  
F  
OCTOBER 13, 2010**

**GENERAL MANAGER'S REPORT**

**ITEM**

Standing report to your Honorable Board -- *Period covered by this report is September 17, 2010 through October 7, 2010.*

**DISTRICT BUSINESS**

**Administrative**

- Attended the public presentation of the 2009 NMMA annual report at Nipomo High School.
- The assessment engineer for the Water Intertie Project has prepared a draft Engineer's Report.
- Met with WIP property consultant to final documents to acquire right of way for the project
- The first sub-committee meeting of the NMMA-NCMA was held to discuss goals and objectives.
- The WIP outreach consultants are gearing up to conduct the next phase of their work plan.
- Status of Miller Park was discussed at the Park Committee meeting with a recommendation to move the project forward.
- Met with District Legal Council and the District Engineer to review WIP specifications.
- Investigated service to Bar-K Mobile Home Park on S. Oak Glen at requested of the County to address possible upgrades to the park.

**Operations**

- Sludge was removed from the process or treatment ponds at the Southland WWTF and put in the drying beds.
- Work to recoat the interior of Tank 2 is complete except for disinfecting the tank.
- The siding is being installed on the vehicle maintenance building.
- Construction of the waterline in Willow Road is still pending completion of the grading.
- Maria Vista Estates has set a total of ten water meters.

**Meetings**

Significant meetings attended or scheduled:

- October 14 – NMMA Technical Group
- October 21 – IRWM Grant preparation meeting with SLO County

**Safety Program**

- No incidents or accidents to report.

**RECOMMENDATION**

Staff seeks direction and input from your Honorable Board.

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## AGENDA ITEM

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### COMMITTEE REPORTS

#### ITEM

Review Committee Matters.

#### BACKGROUND

September 27, 2010 Park Committee  
October 4, 2010 Personnel Committee

#### RECOMMENDATION

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

#### ATTACHMENTS

- Parks Committee Minutes
- Personnel Committee Minutes

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# NIPOMO COMMUNITY SERVICES DISTRICT

SEPTEMBER 27, 2010

## MINUTES

### PARKS COMMITTEE

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**1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE**

Chairman Harrison called the meeting to order at 10:00 AM. Chairman Harrison and Director Nelson were in attendance along with staff member Don Spagnolo. There were three members of the public present.

**2. DISCUSS STATUS OF MILLER PARK**

Staff presented the report on the status of Miller Park. The Committee asked questions of Staff and provide comments on the park status. Chairman Harrison reported the site plan for the park and cost estimate has been provided to the County. The District would be constructing the basic design and the service groups would be providing other amenities. Director Nelson commented that the design needs to incorporate all of the remediation equipment being used for the pipeline leak. Chairman Harrison commented that the environmental remediation may take a long time and there is a need to move forward and proceed with the project. Director Nelson would also like to move forward with the project. Chairman Harrison suggested getting the title to the property from the County as soon as possible. The District would have a three year window once the property is acquired to make the park operational.

**Public Comment:**

Kathy Kubiak asked about the location of the monitoring wells to be installed as part of the environmental remediation. She added that the appropriate person needs to be contact to remove the two drums left on the site from the drilling.

Ruth Bracket asked who at the County approved the project. She suggested that there not be a lot line adjustment for the railroad easement that is adjacent to the site as suggested by the County.

Chairman Harrison requested staff to contact the drilling company to remove the two drums.

Upon motion of Chairman Harrison and seconded by Director Nelson, the Committee unanimously agreed to recommend this item be placed on the Board of Directors agenda for November 10, 2010 to consider moving forward with the acquisition of the park property.

**3. SET NEXT MEETING DATE**

The next meeting is set for November 1, 2010 at 10 AM.

**4. ADJOURN**

The meeting was adjourned at 11:05 AM.

# NIPOMO COMMUNITY SERVICES DISTRICT

OCTOBER 4, 2010

## MINUTES

### PERSONNEL COMMITTEE

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**1. CALL TO ORDER, ROLL CALL AND FLAG SALUTE**

Chairman Vierheilig called the meeting to order at 10:03 a.m. Chairman Vierheilig and Director Harrison were in attendance along with staff members Don Spagnolo and Lisa Bognuda. There were no members of the public present.

**2. REVIEW REPORT ON REGULAR EMPLOYEE AND/OR RETIREE BENEFITS**

Staff presented the Report on Regular Employee and/or Retiree Benefits. The Committee asked questions of Staff and agreed the focus of the review should be on medical benefits and retirement contributions for future employees hired by the District after the date of a CalPERS amendment.

Upon motion of Director Harrison and seconded by Director Vierheilig, the Committee unanimously agreed to recommend to the Board of Directors that Staff be given direction to prepare a Request for Proposal to update the Salary and Benefits Study a year in advance of the recommended date in the Strategic Plan 2010 update.

**3. SET NEXT MEETING DATE**

No meeting date was set.

**4. ADJOURN**

The meeting was adjourned at 10:51 a.m.