

TO: BOARD OF DIRECTORS

FROM: DON SPAGNOLO
GENERAL MANAGER



DATE: NOVEMBER 3, 2010

AGENDA ITEM

C-4

NOVEMBER 10, 2010

SOUTHLAND WWTP UPGRADE PROJECT UPDATE

ITEM

Mike Nunley of AECOM Engineering re Southland wastewater treatment plant upgrade project status [NO ACTION REQUESTED].

BACKGROUND

Attached is the latest Monthly Report from AECOM along with a draft project Budget.

It should be noted that the Board has already funded the proposed project and the District already owns the land for construction.

RECOMMENDATION

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

ATTACHMENT

- Monthly Report

Memorandum

To	Don Spagnolo, PE, General Manager - NCSD	Page	1
CC	Peter Sevcik, Jon Hanlon, Eileen Shields		
Subject	Southland WWTF Phase 1 Improvements – Design Phase Status Report		
From	Michael K. Nunley, PE		
Date	November 4, 2010		

The Project Team has completed the following items this month:

1. AECOM completed the Draft Concept Design Report and provided copies to District staff and the District's peer review team for review and comment.
2. AECOM will attend a meeting with District staff and the District's peer review team to discuss the Concept Design on November 8th.

Schedule

The Project Schedule is attached. A baseline was set at the August 4, 2010 based on the District's request. The schedule has been updated to reflect changes per Scope Amendment #3, discussions with RWQCB regarding permitting, and changes in the EIR schedule.

Budget Status

The Invoice Summary is not attached with this status report, due to an invoicing delay because of accounting software updates. The Invoice Summary will be provided to the District within 2 weeks. Scope Amendment #3, approved by the District Board, was added to the project budget. The next project cost opinion update will occur with acceptance of the final Concept Design Report, after the District has reviewed and commented on the draft Concept Design Report.

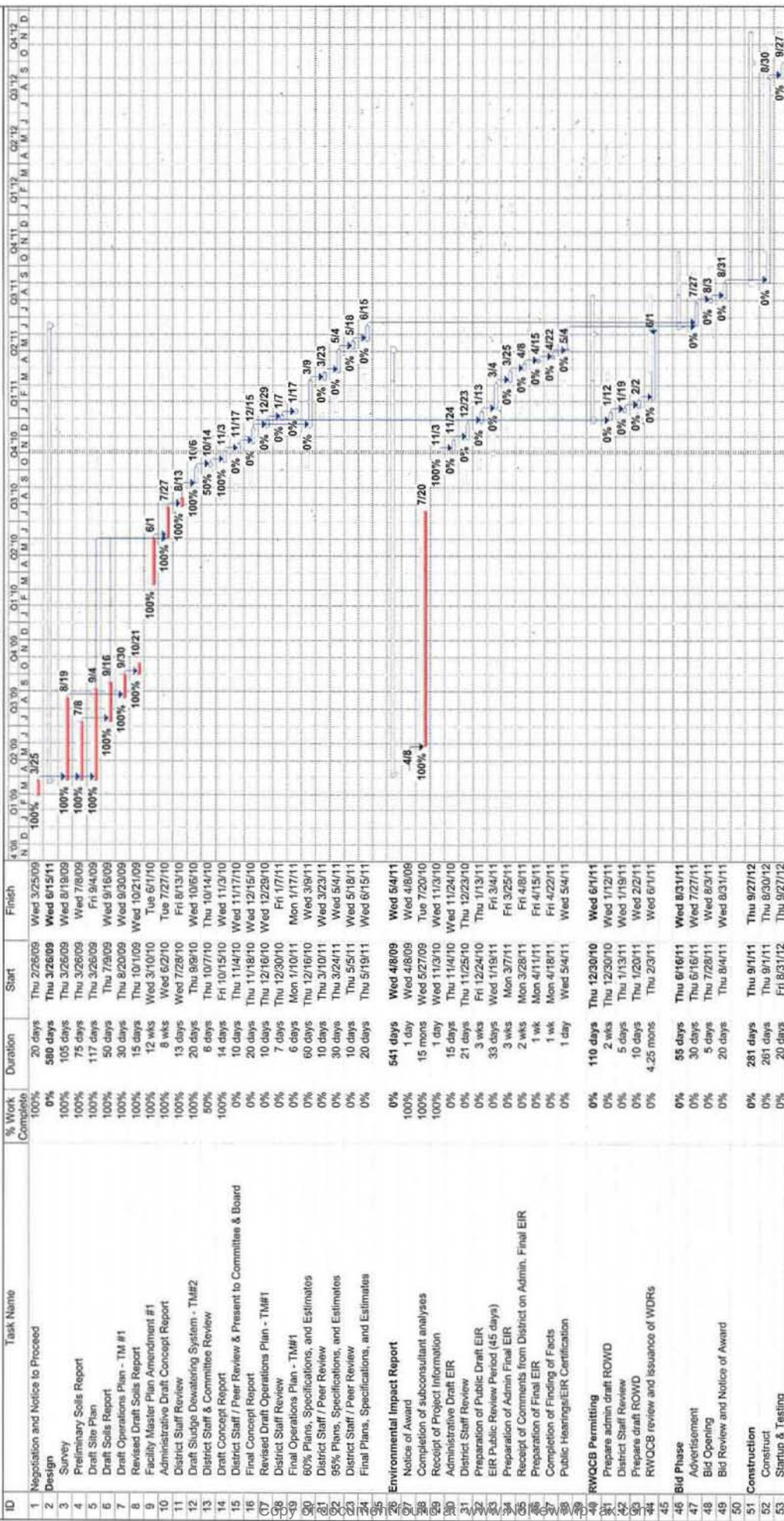
Yours Sincerely,



Michael K. Nunley, PE

Enclosures: Project Schedule
Invoice Summary (pending)
Project Budget Summary

Southland WWTF Phase 1 Improvements Design Schedule



Project: Southland Design 6 03 09
Date: Thu 11/4/10

Task: Progress
Baseline

Milestone: Baseline Milestone
Summary

Roll Up Critical Task
Roll Up Milestone
Roll Up Baseline

Roll Up Baseline Milestone
Split
Baseline Split

External Tasks
Group By Summary
Deadline

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Item	Description	Budgeted Amount		Updated Amount	
		Jan 2009 Master Plan		2010 MP Amendment	
			(1)(2)(3)		(9)(10)
1	Frontage Road sewer upgrade (street to influent pump station)	\$366,000	(4)(5)	--	(11)
2	Influent pump station upgrade	\$670,900		\$571,600	
3	Influent screening system	\$327,400		\$371,600	
4	Grit removal system	\$402,700		\$284,100	(12)
5	Phase I Extended Aeration + Secondary Clarifiers	\$3,877,500		\$3,671,300	
6	Phase I Sludge digesters	\$67,700		\$166,300	(13)
7	Phase I Sludge drying beds	\$1,160,700		\$992,300	
8	Controls and Blower Building			\$232,600	(14)
9	Non-Potable Plant Water System			\$191,200	(14)
10	Site Piping			\$642,000	(15)
	Construction Subtotal	\$6,872,900		\$7,123,000	
11	Contingency	\$2,061,870	(6)	\$1,780,750	(16)
12	Design-Phase Engineering	\$923,093		\$966,615	
13	Construction Management	\$1,138,777	(7)	\$1,095,255	(7)
14	Environmental Mitigation	--	(8)	--	(8)
15	Environmental Monitoring	--	(8)	--	(8)
16	Permitting Fees	--	(8)	--	(8)
	WWTF PROJECT TOTAL (Rounded to 1000)	\$10,997,000		\$10,966,000	

Notes:

- (1) ENR CCI: November 2008 = 8602
- (2) Costs are from the January 2009 Southland WWTF Master Plan.
- (3) Costs are escalated by 4 % per year to anticipated midpoint of construction (assumed January 2011).
- (4) The Frontage Rd Sewer Upgrade project includes the sewer main from Division St. to the influent pump station. The portion between the street and the influent pump station is currently included in the Southland WWTF Upgrades project scope of work, but may be moved to the Waterline Intertie Project for expedited construction.
- (5) The cost for this portion of Frontage Rd was estimated by prorating the cost opinion for the Frontage Road Sewer Upgrade (based on linear footage) to arrive at the 2008 Construction Cost Opinion. A 4% per year escalation was used to arrive at the 2011 midpoint of construction cost opinion.
- (6) Contingency is estimated at 30% of construction subtotal.
- (7) To be updated by CM Team; assumed to be 30% of Jan 2009 MP construction subtotal minus the engineering fee.
- (8) Costs to be developed with EIR process
- (9) ENR CCI: April 2010 = 8677
- (10) Costs are from the August 2010 Southland WWTF Master Plan Amendment #1.
- (11) The Frontage Road Sewer Upgrade Project has been developed separately.
- (12) One of two grit removal systems is required for Phases 1 and 2. A second grit removal system is budgeted for Phase 3.
- (13) The design recommendations changed from sludge holding lagoons to digesters in the MP Amendment to provide a reduction in the amount of dry sludge hauled. Earthen berms were added to provide operational flexibility.
- (14) Line item has been added since the January 2009 Master Plan.
- (15) Site piping was moved to its own line item for accuracy in developing the cost opinion.
- (16) Contingency is estimated at 25% of construction subtotal.

TO: BOARD OF DIRECTORS

FROM: DON SPAGNOLO
GENERAL MANAGER 

DATE: NOVEMBER 3, 2010

**AGENDA ITEM
C-5**

NOVEMBER 10, 2010

MONTHLY ENGINEER UPDATE

ITEM

NCSD District Engineer Peter Sevcik re Recent District Engineer Activities [NO ACTION REQUESTED].

BACKGROUND

Peter Sevcik is scheduled to summarize the attached outline.

RECOMMENDATION

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

ATTACHMENT

- District Engineer Activities Outline



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.ca.gov

MEMORANDUM

TO: DON SPAGNOLO, P.E., GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER
DATE: NOVEMBER 4, 2010
RE: DISTRICT ENGINEER ACTIVITIES UPDATE

- **Santa Maria Waterline Intertie Project**
 - SLO County Planning Commission Meeting regarding public lot formation for pump station site
 - Met with SLO County Public Works to discuss IRWM Implementation Grant application
 - Met with SLO County Public Works to discuss assessment district formation
 - Working with District Legal Counsel to develop "front-end" bid documents
 - Assisting land acquisition consultant
 - Assisting assessment engineer
 - Prepared Committee Agenda and Packet
- **Southland WWTF Upgrade**
 - Reviewing Draft Concept Design Report
 - Assisting EIR consultant with development of additional disposal options and alternatives for administrative draft EIR
 - Prepared Committee Agenda and Packet
- **Willow Road Waterline Extension Phase 1 Project**
 - Met with Cannon to review construction in progress
- **Willow Road Waterline Extension Phase 2 Project**
 - Bid Opening 11/8
- **Frontage Road Trunk Sewer Replacement Project**
 - Finalized Draft Expanded Initial Study and Mitigated Negative Declaration based on Board review
 - Distributed Notice of Intent to Adopt Mitigated Negative Declaration to State Clearinghouse, County Clerk's Office and interested parties
 - Reviewing draft Final Plans for project
- **Water and Sewer Master Plan Implementation**
 - Coordinating Quad Tank 1 and 2 Rehabilitation Project
 - Reviewing draft final plans for SCADA Upgrade Project
 - Coordinating preliminary design of additional water tanks at Dana Foothill Road

District Engineer Activities Monthly Summary

November 10, 2010

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- **Safety Program**
 - Conducted monthly safety training for all operations employees on 10/12
 - Coordinated noise survey for operations worksites on 11/9
 - Continue to coordinate on-line safety training for all District Employees

- **Regulatory Compliance**
 - Submitted monthly compliance reports for the water and wastewater systems
 - Attended California Department of Public Health Regulatory Compliance Seminar on 11/3

- **Other**
 - Managing development of Urban Water Management Plan Update
 - Completed construction of new equipment storage building
 - Working with County to make adjustments to District facilities for Nipomo Safe Routes to School Project
 - Working with County to make adjustments to District facilities for Repaving Project

TO: BOARD OF DIRECTORS
FROM: DON SPAGNOLO
GENERAL MANAGER
DATE: NOVEMBER 5, 2010



CONSENT AGENDA


The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately.

**Questions or clarification may be made by the Board members
without removal from the Consent Agenda.**

D-1) WARRANTS [RECOMMEND APPROVAL]

D-2) BOARD MEETING MINUTES OF OCTOBER 27, 2010 [RECOMMEND APPROVAL]

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\2010\CONSENT AGENDA\11-10-10 CONSENT.DOC

TO: BOARD OF DIRECTORS
 FROM: DON SPAGNOLO
 GENERAL MANAGER 
 DATE: NOVEMBER 5, 2010

**AGENDA ITEM
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 NOVEMBER 10, 2010**

**TOTAL COMPUTER
 CHECKS
 \$184,233.42**

HAND WRITTEN CHECKS

10-26-10	20175	LARRY VIERHEILIG	FINANCE AND AUDIT COMMITTEE	\$100.00
10-26-10	20176	ED EB	FINANCE AND AUDIT COMMITTEE	\$100.00
10-27-10	20177	RANDY ARNOLD ENTERPRISE	FIRE HYDRANT DEPOSIT REFUND	\$409.92
11-01-10	20178	ED EB	WIP COMMITTEE	\$100.00
11-01-10	20179	JAMES HARRISON	WIP COMMITTEE	\$100.00
11-08-10	20180	MICHAEL WINN	WATER CONSERVATION COMMITTEE	\$100.00
11-08-10	20181	LARRY VIERHEILIG	WATER CONSERVATION COMMITTEE	\$100.00
11-08-10	20183	JAMES HARRISON	SOUTHLAND WWTP UPGRADE COMMITTEE	\$100.00
11-10-10	20184	MERRIE WALLRAVIN	ELECTION NIGHT LOCK UP	\$50.00

VOID #20182, #18537

COMPUTER GENERATED CHECKS

18659	10/29/10	CAL19	CALIFORNIA STATE DISBURSEM	B01025	10/25/10	WITHHOLDING ORDER	10-10	371.29	371.29
18660	10/29/10	EMP01	EMPLOYMENT DEVELOP DEPT	B01025	10/25/10	STATE INCOME TAX	10-10	1290.11	1290.11
18661	10/29/10	FRA01	FRANCHISE TAX BOARD	B01025	10/25/10	WITHHOLDING ORDER	10-10	125.00	125.00
18662	10/29/10	MID01	RABOBANK-PAYROLL TAX DEPOS	B01025	10/25/10	FEDERAL INCOME TAX	10-10	3545.36	
18662	10/29/10	MID01	RABOBANK-PAYROLL TAX DEPOS	1B01025	10/25/10	FICA	10-10	56.50	
18662	10/29/10	MID01	RABOBANK-PAYROLL TAX DEPOS	2B01025	10/25/10	MEDICARE (FICA)	10-10	1022.86	4624.72
18663	10/29/10	MID02	RABOBANK-DIRECT DEPOSIT	B01025	10/25/10	NET PAY	10-10	27510.37	27510.37
18664	10/29/10	PER01	PERS RETIREMENT	B01025	10/25/10	PERS PAYROLL REMITTANCE	10-10	8723.13	8723.13
18665	10/29/10	STA01	ING-PERS 457 DEFERRED COMP	B01025	10/25/10	457 DEFERRED COMP	10-10	1875.00	1875.00

018667	11/10/10	ABA01	ABALONE COAST BACTERIOLOG	70.00	.00	70.00	10-3514	LAB TEST-BL WWT[
				105.00	.00	105.00	10-3519	LAB TEST-SOUTHLAND WWTP	
				105.00	.00	105.00	10-3706	LAB TEST-SOUTHLAND WWTP	
				147.00	.00	147.00	10-3707	LAB TEST-SOUTHLAND WWTP	
				120.00	.00	120.00	10-3746	LAB TEST-WATER SAMPLE	
				20.00	.00	20.00	10-3800	LAB TEST-BL WWTP	
				175.00	.00	175.00	10-3839	LAB TEST-WATER SAMPLES	
				20.00	.00	20.00	10-3840	LAB TEST-BL WWTP	
				20.00	.00	20.00	10-3874	LAB TEST-BL WWTP	
				124.00	.00	124.00	10-3875	LAB TEST-BL WWTP	
				176.00	.00	176.00	10-3876	LAB TEST-SOUTHLAND WWTP	
				105.00	.00	105.00	10-3877	LAB TEST-SOUTHLAND WWTP	
				147.00	.00	147.00	10-3878	LAB TEST-SOUTHLAND WWTP	
				129.60	.00	129.60	10-3879	LAB TEST-WATER SAMPLES	
				20.00	.00	20.00	10-3902	LAB TEST-BL WWTP	
				20.00	.00	20.00	10-3929	LAB TEST-BL WWTP	
				20.00	.00	20.00	10-3957	LAB TEST- BLWWTP	
				175.00	.00	175.00	10-3958	LAB TEST-WATER SAMPLES	
				20.00	.00	20.00	10-3981	LAB TEST-BL WWTP	
				20.00	.00	20.00	10-4003	LAB TEST-BL WWTP	
				175.00	.00	175.00	10-4004	LAB TEST-SOUTHLAND WWTP	
				124.00	.00	124.00	10-4006	LAB TEST-BL WWTP	
				176.00	.00	176.00	10-4007	LAB TEST-SOUTHLAND WWTP	
				20.00	.00	20.00	10-4031	LAB TEST-BL WWTP	
				20.00	.00	20.00	10-4043	LAB TEST-BL WWTP	
				20.00	.00	20.00	10-4087	LAB TEST-BL WWTP	
				20.00	.00	20.00	10-4127	LAB TEST-BL WWTP	
			Check Total.....:	2293.60	.00	2293.60			

018668	11/10/10	ADV01	ADVANTAGE ANSWERING PLUS	142.19	.00	142.19	142.19	ANSWERING SERVICE	
018669	11/10/10	AME03	AMERI PRIDE	109.94	.00	109.94	207242	UNIFORMS	
				114.49	.00	114.49	218309	UNIFORMS	
				126.07	.00	126.07	150021324	UNIFORMS	
			Check Total.....:	350.50	.00	350.50			

018670	11/10/10	ATT01	AT&T/MCI	146.48	.00	146.48	1715788	TELEPHONE	
				28.51	.00	28.51	1716040	TELEPHONE	
				122.45	.00	122.45	1716110	TELEPHONE	
			Check Total.....:	297.44	.00	297.44			

018671	11/10/10	BEN02	BENTLEY SYSTEMS, INC.	1749.30	.00	1749.30	47347218	WATER/SEWER GEMS SUBSCRIP	
018672	11/10/10	BRE02	BRENNTAG PACIFIC INC.	809.50	.00	809.50	BPI043502	SODIUM HYPOCHLORITE	
				518.18	.00	518.18	BPI043503	SODIUM HYPOCHLORITE	
			Check Total.....:	1327.68	.00	1327.68			

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018673	11/10/10	COA01	COASTLINE EQUIPMENT	943.93	.00	943.93	3967	TRACTOR REPAIR
018674	11/10/10	COR01	CORBIN WILLITS SYSTEMS	750.83	.00	750.83	10151	MONTHLY SUPPORT
018675	11/10/10	COR02	CORRPRO COMPANIES, INC.	10304.63	.00	10304.63	J1183084	CATHODIC PROTECTION
018676	11/10/10	CRO02	CROSBY COMPANY	8000.00	.00	8000.00	B01104	AUDIT SERVICES 6/30/10
018677	11/10/10	CRO03	CROSNO CONSTRUCTION INC	5670.00	.00	5670.00	6	TANK REHABILITATION
018678	11/10/10	CSD02	CALIFORNIA SPECIALTY DIST	530.02	.00	530.02	162651	OPERATING SUPPLIES
018679	11/10/10	DEP01	DEPARTMENT-HEALTH SERVICE	4054.12	.00	4054.12	1130562	WATER SYSTEM FEES
018680	11/10/10	DEP04	DEPT OF MOTOR VEHICLES	23.00	.00	23.00	D2752239	SPECIAL EQUIP LICENSE
018681	11/10/10	DES01	DESIGN PROS	280.56	.00	280.56	558	HIGH EFFICIENCY WASHER BI
				297.14	.00	297.14	567	DOOR HANGERS
				221.52	.00	221.52	568	FIXING WATER LEAKS BROCHU
				304.37	.00	304.37	569	READING YOUR METER BROCHU
			Check Total.....:	1103.59	.00	1103.59		
018682	11/10/10	DIS02	DISCRETE WIRELESS	308.50	.00	308.50	AT0689186	MONTHLY GPS SERVICE
018683	11/10/10	DWI01	DWIGHT'S AUTOMOTIVE	20.00	.00	20.00	9392-18	TIRE REPAIR
018684	11/10/10	EBY01	EBY, ED	100.00	.00	100.00	111010	BOARD MEETING 11-10-10
018685	11/10/10	FAR02	FAR WEST EXPRESS	23.00	.00	23.00	OCT 2010	DELIVERY
018686	11/10/10	FER01	FERGUSON ENTERPRISES INC	101.48	.00	101.48	6436137-4	OPERATING SUPPLIES
018687	11/10/10	FGL01	FGL ENVIRONMENTAL	100.00	.00	100.00	080299A	LAB TEST-SOUTHLAND WWTP
018688	11/10/10	FIS02	FISHER SCIENTIFIC	54.58	.00	54.58	6185230	LAB SUPPLIES
				72.46	.00	72.46	6915108	LAB SUPPLIES
				277.92	.00	277.92	7070749	LAB SUPPLIES
			Check Total.....:	404.96	.00	404.96		
018689	11/10/10	GIL01	GLM, INC.	320.00	.00	320.00	OCT 2010	LANDSCAPE MAINTENANCE
018690	11/10/10	GRO01	GROENIGER & CO	378.30	.00	378.30	11015944	SUPPLIES
018691	11/10/10	GWA01	GWA INC	85.00	.00	85.00	NOV 2010A	ALARM-509 SOUTHLAND
				85.00	.00	85.00	NOV 2010B	ALARM-LAB/SHOP
				53.00	.00	53.00	NOV 2010C	ALARM-WILSON
			Check Total.....:	223.00	.00	223.00		
018692	11/10/10	HAR02	HARRISON, JAMES	100.00	.00	100.00	111010	BOARD MEETING 11-10-10
018693	11/10/10	HAR04	HARPER & ASSOCIATES ENG I	1587.50	.00	1587.50	4182	CONSTRUCTION MANAGEMENT
018694	11/10/10	HEA01	HEACOCK TRAILERS & TRUCK	334.65	.00	334.65	33275	WISE MOUNT
018695	11/10/10	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	50371	LANDSCAPE MAINTENANCE
				75.21	.00	75.21	50525	REPAIRS
			Check Total.....:	289.21	.00	289.21		
018696	11/10/10	MAC01	MACH SECURITY SOLUTIONS	1287.23	.00	1287.23	5376	CYBERKEYS
018697	11/10/10	MIN02	MINER'S ACE HARDWARE	253.54	.00	253.54	OCT 2010	SUPPLIES
018698	11/10/10	MOR02	MORE OFFICE SOLUTIONS	89.84	.00	89.84	585397	COPIER MAINTENANCE
018699	11/10/10	MUL01	MULLAHEY FORD	42.46	.00	42.46	OCT 2010	REPAIRS
018700	11/10/10	MUN01	MUNICIPAL CODE CORPORATIO	541.25	.00	541.25	00201182	HOSTING SERVICE-CODE BOOK
018701	11/10/10	MUN03	MUNICIPAL MAINTENANCE EQU	480.00	.00	480.00	63635	REPAIR
018702	11/10/10	NEL01	NELSON, WILLIAM J	100.00	.00	100.00	111010	BOARD MEETING 11-10-10
018703	11/10/10	NEX01	NEXTEL COMMUNICATIONS	527.48	.00	527.48	87314-107	CELLULAR SERVICE
018704	11/10/10	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	81149	PEST CONTROL
				49.00	.00	49.00	81150	PEST CONTROL
			Check Total.....:	314.00	.00	314.00		
018705	11/10/10	OFF01	OFFICE DEPOT	87.61	.00	87.61	1825001	OFFICE SUPPLIES
				287.61	.00	287.61	33959001	OFFICE SUPPLIES
			Check Total.....:	375.22	.00	375.22		

Copy of document found at www.NoNewWipTax.com

TO: BOARD OF DIRECTORS
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 GENERAL MANAGER

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018706	11/10/10	ONE01	1-800-CONFERENCE	196.87	.00	196.87	718137	TELECONFERENCE
018707	11/10/10	PGE01	P G & E	59961.24	.00	59961.24	B01026	ELECTRICITY
018708	11/10/10	POL01	POLLARD WATER.COM	763.25	.00	763.25	1285154	OPERATING SUPPLIES
018709	11/10/10	PRE01	PRECISION JANITORIAL	650.00	.00	650.00	205	JANITORIAL-OCTOBER
018710	11/10/10	PUR01	PURE SAFE	153.49	.00	153.49	02-GH	FILTER REPLACEMENTS
018711	11/10/10	QUI03	QUINN RENTAL SERVICES	279.42	.00	279.42	1228919	CONCRETE
018712	11/10/10	RAB02	RABOBANK PETTY CASH	6.08	.00	6.08	111010A	POSTAGE
				31.90	.00	31.90	111010B	BOARD SUPPLIES
				40.00	.00	40.00	111010C	CHAMBER LUNCHEONS
			Check Total.....:	77.98	.00	77.98		
018713	11/10/10	RIC01	RICHARDS, WATSON, GERSHON	951.81	.00	951.81	174042	GROUND WATER LITIGATION
018714	11/10/10	SAN01	SANTA MARIA TIRE INC	59.59	.00	59.59	OCT 2010	REPAIR
018715	11/10/10	SAN04	SANTA MARIA TIMES	275.00	.00	275.00	714913	EMPLOYMENT AD
018716	11/10/10	SHI01	SHIPSEY & SEITZ, INC	13885.10	.00	13885.10	SEPT 2010	LEGAL SERVICES THRU 9/30/
018717	11/10/10	SLO05	SAN LUIS OBISPO ASSESSOR	1017.96	.00	1017.96	091232016	PROPERTY TAXES-SUNDALE WE
				7.00	.00	7.00	092231016	PROPERTY TAX-WELL SITE
			Check Total.....:	1024.96	.00	1024.96		
018718	11/10/10	SOF01	SOFTWARE SOLUTIONS TEAM	219.00	.00	219.00	10-6052	SOFTWARE CLASS
018719	11/10/10	SOU01	SOUTH COUNTY SANITARY	34.92	.00	34.92	3110005	TRASH SERVICE
				169.12	.00	169.12	3112410	OLD TOWN TRASH SERVICE
			Check Total.....:	204.04	.00	204.04		
018720	11/10/10	STA05	STATE WATER RESOURCES CB	95.00	.00	95.00	B01026	GRADE I RENEWAL-GERMAN
018721	11/10/10	TAF01	TAFT ELECTRIC	760.00	.00	760.00	30617V	LIFT STATION REPAIRS
018722	11/10/10	TER01	TERMINIX	244.44	.00	244.44	B01102	PEST CONTROL-OFFICE
018723	11/10/10	THE01	THE GAS COMPANY	17.68	.00	17.68	102110	WILSON-NATURAL GAS
				15.86	.00	15.86	102110A	SOUTHLAND-NATURAL GAS
			Check Total.....:	33.54	.00	33.54		
018724	11/10/10	TIT01	TITAN INDUSTRIAL & SAFETY	101.38	.00	101.38	1043170	OPERATING SUPPLIES
				35.06	.00	35.06	1043259	OPERATING SUPPLIES
				134.77	.00	134.77	1043333	SUPPLIES
			Check Total.....:	271.21	.00	271.21		
018725	11/10/10	TRA01	TRANSFORMATION TECHNOLOGI	31.25	.00	31.25	208201	WEBSITE SUPPORT
018726	11/10/10	USB01	US BANK TRUST	-77.93	.00	-77.93	102210C	RETURN
				268.41	.00	268.41	102210A	BOARD SUPPLIES
				450.00	.00	450.00	102210B	UCLA EXTENSION CLASS
				288.00	.00	288.00	102210D	COMPUTER LICENSES
				50.84	.00	50.84	102210E	MEETING
				45.00	.00	45.00	102210F	OCTOBERFEST
			Check Total.....:	1024.32	.00	1024.32		
018727	11/10/10	VER01	VERIZON	37.21	.00	37.21	B01102	TELEPHONE
018728	11/10/10	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	111010	BOARD MEETING 11-10-10
018729	11/10/10	WAL01	WALLACE GROUP	1995.00	.00	1995.00	30738	SEWER BUSINES USER SURVEY
				1237.63	.00	1237.63	70737	FOG OUTREACH/INSPECTION
			Check Total.....:	3232.63	.00	3232.63		
018730	11/10/10	WIN01	WINN, MICHAEL	100.00	.00	100.00	111010	BOARD MEETING 11-10-10
018731	11/10/10	WOO01	DOUGLAS WOOD & ASSOCIATES	3535.00	.00	3535.00	WWTP#12	SOUTHLAND WWTF UPGRADE
				5705.00	.00	5705.00	103110#13	SOUTHLAND WWTP UPGRADE
			Check Total.....:	9240.00	.00	9240.00		

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 45 Years of Service 1965 - 2010

D2

DRAFT MINUTES

OCTOBER 27, 2010 AT 9:00 A.M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

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

PRINCIPAL STAFF

DON SPAGNOLO, GENERAL MANAGER
LISA BOGNUDA, ASSIST. GENERAL MANAGER
MERRIE WALLRAVIN, SECRETARY/CLERK
JON SEITZ, GENERAL COUNSEL
PETER SEVCIK, DISTRICT ENGINEER

Mission Statement: The Nipomo Community Services District's mission is to provide its customers with reliable, quality, and cost-effective services now and in the future.

00:00:00

A. CALL TO ORDER AND FLAG SALUTE

Vice President Vierheilig called the Regular Meeting of October 27, 2010, to order at 9:00 a.m. and led the flag salute.

00:00:30

B. ROLL CALL

At Roll Call, Directors Vierheilig, Winn, Eby, and Nelson were present. President Harrison was absent.

00:01:15

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) MIKE NUNLEY OF AECOM

Update re: Waterline Intertie Project

Mike Nunley, AECOM Project Manager, reviewed the report as presented in the Board packet. Don Spagnolo, General Manager, and Mr. Nunley answered questions from the Board. The Board thanked Mr. Nunley for the report.

C-2) NCSO SUPERINTENDENT TINA GRIETENS

Update recent Operations activities

Tina Grietens, NCSO Utility Superintendent, reviewed the report as presented in the Board packet. Ms. Grietens answered questions from the Board. The Board thanked Ms. Grietens for the report.

C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST

Receive Announcements from Directors Items of District & Community Interest

Director Winn

- ◇ On Tuesday, October 19, 2010, The Board of Supervisors did approve the Leo subdivision on South Tejas. They didn't require them to pay an in-lieu fee for Supplemental Water due to the way the ordinance was written. So there is no fee in place, therefore they aren't going to pay anything. However, it may be that Leo is in the service area of Golden State Water and therefore they would be part of the assessment district proposal that would come up in spring. Would like staff to find out if they are in or out of the service boundaries of Golden State Water.
- ◇ On October 21, 2010, LAFCO had a study session. The project is located on Price Canyon Road near Pismo Beach. LAFCO Board members were not given hard copies to study of the Draft EIR in advance. The Project requires 812 acre feet of water a year in Price Canyon, of which 500 acre feet of water is supposed to come from CCWA. However, CCWA has not made any commitment.

**Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES**

- ◇ On October 25, 2010, the CCWA concluded the comment period for a proposal to move water from CCWA to Oceano and Pismo Beach because of the seawater intrusion. Oceano will not take this, but Pismo Beach will.
- ◇ On October 25, 2010, SCAC met and formed a committee to update the bylaws and the concerned citizens for clean air, appointed one person to deal with the PM10 particular matter.
- ◇ November 1, 2010 – There will be a meeting in Paso Robles on the County's Green Build Standards from 6 to 8 p.m.
- ◇ November 8, 2010 – Water Conservation Committee Meeting at 10:00 a.m. here at NCSD.
- ◇ November 8, 2010 – SWWTF Committee Meeting at 2:00 p.m. here at NCSD.
- ◇ November 19, 2010 – CSDA chapter will meet in San Luis Obispo at the Wallace Group office at 11:30 a.m.

Director Eby

- ◇ There was a convention in Palm Springs, where CALAFCO voted to give an award to the combination of NCSD, SLO LAFCO, and the County for the efforts they did in the MOA. If LAFCO doesn't submit a press release to the newspaper, NCSD needs to.
- ◇ At the last LAFCO meeting, there was a study session on the EIR that the City of Pismo Beach has written. The plan wanted 60% of the water to come from the State Water Pipeline and 25% from reclaimed water. They had no plans, no designs, and no ideas for funding. There clearly was no water for the annexation. So without the water, there is no project.
- ◇ About a month ago, someone gave incorrect information about the upcoming assessment for Supplemental Water to the seniors at the senior center. So, last week I gave them the correct information about the need for Supplemental Water, the assessment process and explained to them that the increase would be based on the size of the property and not just one flat rate for everyone. The seniors seemed to feel more comfortable about this.

Director Vierheilig

- ◇ On Tuesday, October 26, 2010, there was a Finance and Audit Committee Meeting here at NCSD and the Draft 2009-2010 Fiscal Year Audit report looked great.

C-4) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

Greg Nester, local Contractor, had concerns with NCSD's will serve procedures and questioned why you have to pay Architects and Engineers to calculate the water usage for the proposed project.

00:31:07

D. CONSENT AGENDA

D-1) WARRANTS

D-2) BOARD MEETING MINUTES OF OCTOBER 27, 2010

D-3) CANCELLATION OF NOVEMBER 24, 2010 BOARD MEETING

D-4) INVESTMENT POLICY – THIRD QUARTER REPORT

D-5) WITHHOLD PUBLICATION OF PROPOSITION 218 NOTICE

Director Vierheilig pulled Item D-3 for separate consideration.

Upon the motion of Director Winn and seconded by Director Vierheilig, the Board members present unanimously approved Items D-1, D-2, D-4, and D-5. There was no public comment.

Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Vierheilig, Eby, and Nelson	None	Director Harrison

Item D-3

Don Spagnolo, General Manager, reviewed the report presented in the Board packet. Peter Sevcik, District Engineer, and General Manager answered questions from the Board.

Upon the motion of Director Winn and seconded by Director Eby, the Board members present unanimously approved to cancel The Regular Board Meeting of November 24, 2010, and schedule a Special Meeting on December 1, 2010 in the morning. There was no public comment.

Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Eby, Vierheilig, and Nelson	None	Director Harrison

The Board took a break from 9:50 a.m. to 10:00 a.m.

E. ADMINISTRATIVE ITEMS

00:51:15

E-1) CONSIDER CONTRACT AMENDMENT FOR DOUG WOOD AND ASSOCIATES FOR THE SOUTHLAND WWTF PROJECT

Peter Sevcik, District Engineer, reviewed the report presented in the Board packet. Douglas Wood, of Douglas Wood & Associates, and Mr. Sevcik answered questions from the Board. There was no public comment.

Upon the motion of Director Winn and seconded by Director Nelson, the Board members present unanimously approved to authorize the General Manager to execute an amendment in the amount of \$7840 to the existing Douglas Wood & Associates, Inc. contract for preparation of the Southland WWTF Upgrade Project EIR.

Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Nelson, Eby, and Vierheilig	None	Director Harrison

Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES

01:22:23

E-2) CONSIDER CONTRACT AMENDMENT FOR WATER SYSTEM CONSULTANTS FOR THE URBAN WATER MANAGEMENT PLAN

Peter Sevcik, District Engineer, reviewed the report as presented in the Board packet. Mr. Sevcik answered questions from the Board. There was no public comment.

Upon the motion of Director Winn and seconded by Director Nelson, the Board members present unanimously approved to authorize the General Manager to execute an amendment in the amount of \$7900 to the existing Water System Consultants Contract for preparation of 2010 Urban Management Plan Update.
Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Nelson, Eby, and Vierheilig	None	Director Harrison

01:26:10

E-3) CONSIDER DRAFT URBAN WATER MANAGEMENT PLAN UPDATE

The General Manager reviewed the report presented in the Board packet. Jon Seitz, District Legal Counsel, Peter Sevcik, District Engineer, and Jeffery Szytel, of Water Systems Consulting, answered questions from the Board. The Board made corrections to the Public Review Draft. There was no public comment.

Upon the motion of Director Winn and seconded by Director Nelson, the Board members present unanimously approved the Public Review Draft as amended, include any missing information and directed staff to circulate the Draft 2010 Urban Water Management Plan Update as required.
Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Nelson, Eby, and Vierheilig	None	Director Harrison

02:23:09

E-4) CONSIDER DRAFT URBAN WATER MANAGEMENT PLAN UPDATE

Celeste Withlow, Conservationist, reviewed the report as presented in the Board Packet. General Manager and Mrs. Whitlow answered questions from the Board. There was no public comment.

Upon the motion of Director Winn and seconded by Director Vierheilig the Board members present voted unanimously to table this item until Mr. D'milo from Science Discovery comes to the Board and hears the Boards concerns.
Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Vierheilig, Eby, and Nelson	None	Director Harrison

Nipomo Community Services District
REGULAR MEETING
DRAFT MINUTES

2:41:40

E-5) CONSIDER LOCAL AGENCY FORMATION COMMISSION REQUEST FOR NOMINATIONS

Don Spagnolo, General Manager, reviewed the report as presented in the Board packet and answered questions from the Board. There was no public comment.

Upon the motion of Director Winn and seconded by Director Nelson, the Board members present unanimously approved to have staff send a letter to LAFCO saying that the Board anticipates supporting Mr. Eby when he comes up for re-election, but the Board has no nomination for Mr. Brooks' seat.

Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Nelson, Eby, and Vierheilig	None	Director Harrison

The Board considered Closed Session next.

02:44:38

I. CLOSED SESSION ANNOUNCEMENTS

Jon Seitz, District Legal Counsel, announced the following to be considered in Closed Session.

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMVWCD VS. NCSO (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
2. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 MARIA VISTA VS. NCSO (CASE NO. CV 040877), MARIA VISTA VS. NCSO (CASE NO. CV 061079), AND MARIA VISTA VS. LINDA VISTA FARMS, NCSO ET AL. (CASE NO. CV 040150);
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9; NCSO VS. COUNTY SLO, ET AL. (CASE #CV090010)
4. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE SECTION 54957(B)): GENERAL MANAGER

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment.

02:46:20

K. ADJOURN TO CLOSED SESSION

Vice President Vierheilig adjourned to Closed Session at 12:05 p.m.

02:46:30

L. OPEN SESSION
ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 1:25 p.m.

Jon Seitz, District Legal Counsel, announced that the Board discussed item one listed above for closed session, but took no reportable action. There was no public comment.

02:46:38

F. GENERAL MANAGER'S REPORT

Don Spagnolo, General Manager, reviewed the Manager's Report presented in the Board packet. Mr. Spagnolo answered questions from the Board. There was no public comment.

03:02:17

G. COMMITTEE REPORT

There were no Committee reports.

03:02:19

H. DIRECTORS REQUESTS TO STAFF AND SUPPLEMENT REPORTS

Director Winn

- ◇ Suggested the Board, to revisit the membership with CWCC to make sure it's what the Board wants it to be.
- ◇ We need to talk with the Woodlands about installing a meter at the intertie with NCSD. This should be put in at their costs because they are the only ones that would use it. With the idea that on a five minute notice we have to crack open the valve and we would not know how much water they would be taking.

Director Vierheilig

- ◇ We need to understand that the assessment won't happen until next July or thereafter. I would be interested to know what the impact would be without the rate increase in our water for another year.
- ◇ The Urban Water Management Plan is sighting 3% water conservation and some information coming out of the District is sighting 16% water conservation. This is a big difference, so at the next Water Conservation Committee Meeting, I would like to see a table for water production and deliveries for 2005 thru 2009. I would like it broken down into Residential, Commercial, Institution, Landscape, Agriculture, and Construction/other. With a grand total and the total water produced during those same years per connection. Also include the same data eliminating the Community Park and The High School.

03:09:06

ADJOURN

Vice President Vierheilig adjourned the meeting at 1:50 p.m.