

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: DECEMBER 9, 2011



COMMITTEE REPORTS

ITEM

Receive Committee meeting minutes.

BACKGROUND

The following meetings were held for which meeting minutes are being provided:

November 28, 2011 Southland WWTF Upgrade Committee
December 2, 2011 Water Conservation Committee

RECOMMENDATION

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

ATTACHMENTS

November 28, 2011 Southland WWTF Upgrade Committee
December 2, 2011 Water Conservation Committee

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NIPOMO COMMUNITY SERVICES DISTRICT

MONDAY, November 28, 2011

SPECIAL MEETING MINUTES SOUTHLAND WWTF UPGRADE PROJECT COMMITTEE

COMMITTEE MEMBERS

**MICHAEL WINN, CHAIR
JAMES HARRISON, MEMBER**

PRINCIPAL STAFF

**MICHAEL S. LEBRUN, GENERAL MANAGER
LISA BOGNUDA, ASSIST. GENERAL MANAGER
PETER SEVCIK, DISTRICT ENGINEER
JON SEITZ, GENERAL COUNSEL**

MEETING LOCATION

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

1. CALL TO ORDER, FLAG SALUTE & ROLL CALL

Chairperson Winn called the meeting to order at 2:00 p.m. and led the flag salute. Committee Members Harrison and Winn were both present. Also present were General Manager Michael LeBrun, District Engineer Peter Sevcik, AECOM representatives Mike Nunley and Eileen Shields and Jim Burrows, landscape architect with sub consultant Firma. Director Vierheilig was in the audience as a member of the public.

2. REVIEW STATUS OF SOUTHLAND WWTF UPGRADE PROJECT

District Engineer Peter Sevcik reviewed the staff report with the committee. Mr. Sevcik and General Manager Michael LeBrun answered questions from the Committee. Director Harrison questioned how the original project scope and budget compares with the current project scope. Director Winn asked that the staff provide a summary of changes proposed by the draft Waste Discharge Requirements. The Committee members recognized staff communication and coordination efforts with the Regional Board.

3. REVIEW DRAFT LANDSCAPE PLAN FOR THE SOUTHLAND WWTF PHASE 1 UPGRADE PROJECT

District Engineer Peter Sevcik reviewed the staff report with the committee. Mr. Burrows reviewed the landscape plan. The Committee directed staff to further diversify the plant palate and to include a highway 101 screening plan as part of the project base bid package.

4. ADJOURN

The meeting was adjourned at 3:20 p.m.

NIPOMO COMMUNITY SERVICES DISTRICT

FRIDAY, December 2, 2011

WATER CONSERVATION COMMITTEE MINUTES

1. CALL TO ORDER, FLAG SALUTE & ROLL CALL

Chairman Winn called the meeting to order at 1:00 p.m. Chairman Winn and Director Vierheilg were present. District General Manager was present in addition to two members of the public.

2. REVIEW STATUS OF DISTRICT WATER CONSERVATION PROGRAM DISCUSS PROGRAM DIRECTION IN 2012

Staff outlined the written report and water conservation program accomplishments for 2011. The Committee members gave staff feedback and direction. Mr. Dennis Bryan provided public comment.

3. REVIEW GARDEN SOFT TEST WEBSITE

Staff outlined the written report. The Committee members gave detailed feedback and suggestions for improvements to the website. Mr. Dennis Bryan provided public comment.

The meeting was adjourned at 3 p.m.