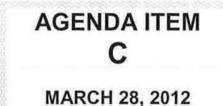
TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN MAN GENERAL MANAGER



DATE: MARCH 23, 2012

PRESENTATIONS AND REPORTS

- C-1) REPORT ON MARCH 14, 2012 REGULAR MEETING CLOSED SESSION Announcement of Actions, if any, Taken in Closed Session
- C-2) NCSD SUPERINTENDENT TINA GRIETENS intro new staff? Update Report re: Utility Division Activities
- C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS. Receive Announcements and Reports from Directors
- C-4) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\2012\PRESENTATIONS AND REPORTS\03-28-12 PRESENTATIONS AND REPORTS.DOCX

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN MAL GENERAL MANAGER



DATE: MARCH 23, 2012

MARCH 14, 2012 REGULAR MEETING CLOSED SESSION REPORT

ITEM

Announcement of Actions, if any, Taken during Closed Session at previous Regular Meeting [NO ACTION REQUESTED].

BACKGROUND

The March 14, 2012 Regular Meeting Closed Session included:

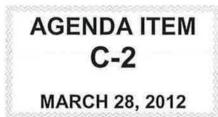
- I. CLOSED SESSION ANNOUNCEMENTS
 - 1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
 - 2. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9; NCSD VS. COUNTY SLO, ET AL. (CASE #CV090010)
 - CONFERENCE WITH LEGAL COUNSEL INITIATION OF LITIGATION PURSUANT to GC 54956.9(c) No. of cases: two. Related to the District's acquisition of two easements in real property through eminent domain: one owned by Durley /McLanahan AP# 090-341-019, 090-331-005, 06 & 08 and one owned by Troesh Properties & Investments, LCC AP# 090-341-003

Staff will report on closed session action taken, if any.

T: BOARD MATTERS BOARD MEETINGS BOARD LETTER 2012 PRESENTATIONS 120328 CLOSED REPORT DOCX

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN M97 GENERAL MANAGER



DATE: MARCH 23, 2012

SUPERINTENDENT SUMMARY REPORT

ITEM

NCSD Utility Superintendent Tina Grietens Report re Utility Division Monthly Activities [NO ACTION REQUESTED].

BACKGROUND

District Utility Superintendent Tina Grietens will present her report.

RECOMMENDATION

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

ATTACHMENTS

Utility Division Summary Report

T:BOARD MATTERS/BOARD MEETINGS/BOARD LETTER/2012/PRESENTATIONS/SUPER BL DOCX

NIPOMO COMMUNITY

BOARD MEMBERS JAMES HARRISON, PRESIDENT LARRY VIERHEILIG, VICE PRESIDENT ED EBY, DIRECTOR MIKE WINN, DIRECTOR DAN GADDIS, DIRECTOR



SERVICES DISTRICT

STAFF

MICHAEL S. LEBRUN, P.E. GENERAL MANAGER LISA BOGNUDA, ASSISTANT GENERAL MANAGEI PETER SEVCIK, P.E., DISTRICT ENGINEER TINA GRIETENS, UTILITY SUPERINTENDENT JON SEITZ, GENERAL COUNSEL

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TO: MICHAEL S. LEBRUN, P.E., GENERAL MANAGER

FROM: I TINA GRIETENS, UTILITY SUPERINTENDENT

DATE: MARCH 22, 2012

SUBJECT: UTILITY DIVISION UPDATE - FEBRUARY 2012

Southland Wastewater Plant and Utility Yard

- o 18.88 Million Gallons treated; Average daily flow: 0.651 Million Gallons Feb
- o Suspended solids and BOD (biochemical oxygen demand) in compliance
- o Annual flow meter calibration
- Environmental Laboratory Accreditation Program inspection scheduled 4/2/12

Blacklake Wastewater Reclamation Facility

- o 1.893 Million Gallons treated; Average daily flow: 0.064 Million Gallons Feb.
- o Annual flow meter calibration
- o Conducted tour for Cal Poly Environmental Engineering Graduate Students

Water Distribution System and Wells

- o February well production: 49.8 Million Gallons, 152.78 Acre Feet
- o Via Concha Well; working with Layne Christensen on warranty-vibration
- o Independent vibration analysis performed on Via Concha Well March 21, 2012
- o Standpipe water tank inspection March 21, 2011; report pending

Maintenance Program

- o Annual review of Preventive Maintenance Program
- o Misc repairs and maintenance on vehicles
- 2 Angle stops replaced, water sample stations air release valves and blow off devices inspected this month
- Spring flushing of dead end water lines in progress

<u>Compliance</u>

- Prepared Distribution Coliform Monitoring Summary to Department of Health Services for February 2012
- Prepared Monthly Wastewater Monitoring Report for the Blacklake Wastewater Reclamation Facility to California Regional Water Quality Control Board for February 2012
- Prepared Monthly Wastewater Monitoring Report for the Southland Wastewater Treatment Facility to California Regional Water Quality Control Board for February 2012
- Preparation for ELAP inspection, scheduled for April 2, 2012
- o Preparation of Annual Water Report to California Department of Health Services
- Preparation of Annual Consumer Confidence Report to District Customers and California Department of Health Services

Projects

- o SCADA upgrade: planning and design with District Engineer
- o InfraMap maintenance software installation scheduled; training pending
- o Budget preparation

<u>Training</u>

- o Staff participated in Automatic External Defibrillator training on March 1st
- Staff received distribution system operator review training
- o Weekly Tailgate Safety training

Personnel

- o Maintenance/Customer Service Worker, one position filled
- o Interviews held for Part time Office Assistant position; filled 3-26-12

Incidents

Ipaac malfunction caused water tanks over flow of 130,000 gallons March 14th Regulatory agencies have no concerns regarding overflow