

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: APRIL 20, 2012



PRESENTATIONS AND REPORTS

- C-1) REPORT ON APRIL 11, 2012 REGULAR MEETING CLOSED SESSION
Announcement of Actions, if any, taken in Closed Session
- C-2) SHERIFF COMMANDER JAMES TAYLOR
Update Report re: South County Law Enforcement and Department News
- C-3) CAL FIRE BATTALION CHIEF BILL FISHER
Update Report re: South County Cal Fire Activity and Department News.
- C-4) NCSD SUPERINTENDENT TINA GRIETENS
Update Report re: Utility Division Activities
- C-5) 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-6) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS
PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE
PRESENTATIONS AND REPORTS

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GENERAL MANAGER
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**APRIL 11, 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 April 11, 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)

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

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\2012\PRESENTATIONS\120425 CLOSED REPORT.DOCX

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: APRIL 20, 2012

**AGENDA ITEM
C-4**

APRIL 25, 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

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 MANAGER
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: TG TINA GRIETENS, UTILITY SUPERINTENDENT
DATE: APRIL 18, 2012
SUBJECT: UTILITY DIVISION UPDATE – MARCH 2012

- **Southland Wastewater Plant and Utility Yard**

TOTAL EFFLUENT TREATED	AVERAGE DAILY FLOW TREATED
20.1 MILLION GALLONS	0.649 MILLION GALLONS
61.7 ACRE FEET	1.99 ACRE FEET

- 30 day average effluent suspended solids requirement (60 mg/l) exceeded, with suspended solids result of 76 mg/l

- **Blacklake Wastewater Reclamation Facility**

TOTAL EFFLUENT TREATED	AVERAGE DAILY FLOW TREATED
1.886 MILLION GALLONS	0.061 MILLION GALLONS
5.79 ACRE FEET	0.18 ACRE FEET

- **Water Distribution System and Wells**

TOTAL PRODUCTION	AVERAGE DAILY PRODUCTION
52.7 MILLION GALLONS	1.74 MILLION GALLONS
161.9 ACRE FEET	5.34 ACRE FEET

- Quad tank coating inspection scheduled for April 25, 2012
- Standpipe water tank inspection March 21, 2011; report pending

- **Maintenance Program**
 - Staff continued to fill in for customer service positions and performed daily operations and maintenance at wells, lift stations and wastewater facilities
 - 5 Angle stop valves replaced; Cyclone (3), January (1), Dana (1)
 - 30 meters replaced =1% of 4,154 in system
 - 11 sample stations inspected, cleaned, and repaired, one replaced
 - air release valve assemblies and blow off devices inspected
 - Spring flushing of dead end water lines in progress
 - Serviced and painted 14 fire hydrants

- **Compliance**
 - Prepared Distribution Coliform Monitoring Summary to Department of Health Services for March 2012
 - Prepared Quarterly Distribution System Chlorine Residual Monitoring Summary to Department of Health Services for the First Quarter of 2012
 - Prepared Monthly Wastewater Monitoring Report for the Blacklake Wastewater Reclamation Facility to California Regional Water Quality Control Board for March 2012
 - Prepared Monthly Wastewater Monitoring Report for the Southland Wastewater Treatment Facility to California Regional Water Quality Control Board for March 2012
 - Edited ELAP manual, participated in performance testing
 - Completed 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**
 - SCADA upgrade: planning and design with District Engineer
 - InfraMap maintenance software installation complete; training pending
 - Budget preparation

- **Training**
 - Weekly Tailgate Safety training

- **Personnel**
 - Maintenance/Customer Service Worker, Francisco Maldonado started 4-9-12
 - Maintenance/Customer Service Worker, employee scheduled to start in May
 - Part time Office Assistant position; filled 3-26-12

- **Other**
 - Tour of Guadalupe Wastewater Treatment Facility 3/20

- **Attachment**
 - 2007-2011 Water Production Comparison

NIPOMO COMMUNITY SERVICES DISTRICT ANNUAL WATER PRODUCTION 2007-2011

