

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: SEPTEMBER 6, 2012

**AGENDA ITEM
C
SEPTEMBER 12, 2012**

PRESENTATIONS AND REPORTS

- C-1) REPORT ON AUGUST 8, 2012 REGULAR MEETING CLOSED SESSION
Announcement of Actions, if any, taken in Closed Session
- C-2) NCSD DISTRICT ENGINEER PETER SEVCIK
Update Report re: Recent Activities
- C-3) NCSD UTILITIES SUPERINTENDENT TINA GRIETENS
Update Report re: Recent Activities (written report only)
- C-4) 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-5) 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\PRESENTATIONS AND REPORTS.DOCX

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: SEPTEMBER 6, 2012

**AGENDA ITEM
C-1
SEPTEMBER 12, 2012**

**AUGUST 8, 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 August 8, 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)
 3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9, WHITLOW/NCSD (CASE # E20112E1116-00-APS FILED WITH THE DEPARTMENT OF FAIR HOUSING AND EMPLOYMENT)

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

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

DATE: SEPTEMBER 6, 2012

AGENDA ITEM
C-2
SEPTEMBER 12, 2012

NCSD DISTRICT ENGINEER ACTIVITIES UPDATE

ITEM

District Engineer Update on Recent Activities [NO ACTION REQUESTED].

BACKGROUND

District Engineer Peter Sevcik will review the attached activities summary.

RECOMMENDATION

Staff recommends that your Honorable Board receive the written update.

ATTACHMENT

- District Engineer Activities Summary

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\2012\PRESENTATIONS\DISTRICT ENGINEER UPDATE BL.DOCX

SEPTEMBER 12, 2012

ITEM C-2

ATTACHMENT A



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: MICHAEL S. LEBRUN, P.E., GENERAL MANAGER
 FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER *PVS*
 DATE: SEPTEMBER 6, 2012
 RE: DISTRICT ENGINEER ACTIVITIES UPDATE

PROJECTS IN CONSTRUCTION

- **Southland WWTF Phase 1 Improvement Project**
 - SCOPE OF WORK - Phase 1 improvements to the treatment plant include a new influent metering station, influent pump station, influent screening system, grit removal system, Biolac® extended-aeration system and two final clarifiers as well as gravity belt thickener and lined drying beds for biosolids handling
 - STATUS
 - Scheduled Completion May 2014
 - Submittal Review In Progress
 - Plant operation change to series operation Ponds 2, 3 and 4
 - Pond 1 out of service for construction
 - Construction office trailers in place
 - Perimeter fence installation in progress
 - Initial clearing completed

Item	Description	Contract Amount
1	Design – AECOM	\$1,525,120
2	Construction Management – MNS	\$1,276,560
3	Construction Management Contingency	\$65,000
	Subtotal	\$2,866,680
4	Construction Contract – Cushman	\$10,224,900
5	Construction Contingency	\$500,000
	Subtotal	\$10,724,900
6	EIR and Permitting	\$115,370
	Estimated Total Project Cost	\$13,706,950
Construction Contract Cost Summary		
6	Contract	\$10,224,900.00
7	Change Orders	\$0.00
8	Revised Contract	\$10,224,900.00
9	Completed to Date	\$324,080.00

- **SCADA Upgrade Project**

- SCOPE OF WORK – New SCADA system servers, SCADA software, SCADA software configuration, reconfiguration of all existing remote site control panels, and re-programming of all existing Programmable Logic Controllers (PLC) at all existing remote site control panels
- BUDGETED PROJECT COST \$350,648
- STATUS
 - Factory acceptance test completed August 23, 2012
 - Scheduled completion November 2012

Item	Description	Contract Amount
1	Implementation Services	\$318,648
2	Change Order	\$24,794
3	Revised Contract Amount	\$343,442
4	Remaining Contingency	\$7206
Estimated Total Project Cost		\$350,648

- **Willow Road Waterline Extension Phase 2 Project**

- SCOPE OF WORK – 3,115 lineal feet of 12-inch diameter waterline and associated ancillary facilities concurrent with County Willow Road Project
- BUDGETED PROJECT COST \$540,000
- STATUS – Waterline construction 98% complete. Final valve adjustment in progress.

Item	Description	Contract Amount
1	Design and Construction Management	\$151,890
2	Construction Deposit to County	\$257,892
3	Construction Contingency	\$25,800
Estimated Total Project Cost		\$435,582

CONSTRUCTION PROJECTS COMPLETED - CLOSE OUT PENDING

- **Willow Road Waterline Extension Phase 1 Project**

- SCOPE OF WORK – 1,260 lineal feet of 14-inch diameter and 6,280 lineal feet of 12-inch diameter waterline and associated ancillary facilities
- Concurrent with County Willow Road Phase 1 Roadway Project
- BUDGETED PROJECT COST \$1,300,000
- ESTIMATED TOTAL PROJECT COST \$928,905
- STATUS – Final accounting from San Luis Obispo County under review

PROJECTS IN DESIGN AND PLANNING STAGES

- **Supplemental Water Project**
 - SCOPE OF WORK – 2,600 lineal feet 24-inch diameter HDD bore, 16,000 lineal feet of 12-inch diameter waterline, 210 lineal feet freeway crossing jack and bore, 4,000 lineal feet of 18-inch diameter waterline, 2,480 lineal feet of 24-inch waterline, 300 lineal feet levee crossing jack and bore, 2,000 gallon per minute pump station, 500,000 gallon tank, and 4 wellhead chloramination systems
 - STATUS
 - Phasing technical feasibility study completed
 - AECOM task order for completion of Phase 1 design pending Board approval
 - Public Lot Map expires October 10, 2012 – Reapplication necessary
- **Water and Sewer Master Plan Implementation**
 - Blacklake Well #4 Pump Replacement Project
 - Final design in progress
 - Standpipe Tank Inlet Modification and Interior Rehabilitation
 - Final design in progress

OTHER PROJECTS AND PROGRAMS

- **Safety Program**
 - Conducted quarterly safety meeting for all District employees on August 9
 - Continued to coordinate on-line safety training for all District Employees
- **Development Oversight**
 - Maria Vista Estates – Sequoia Financial and Rialto Capital
 - Lift station air compressor replacement in progress
 - Tract 2650 – Greg Nester Construction
 - Water system installation in progress

MEETINGS

- 8/1 – Golden State Water Company
- 8/2 – AECOM, Supplemental Water Project Phasing and Schedule
- 8/3 – Southland WWTF Phase 1 Improvement Project Construction Progress Meeting
- 8/9 – Southland WWTF Phase 1 Improvement Project Construction Progress Meeting
- 8/9 – Cabinet
- 8/27 – City of Santa Maria
- 8/29 – General Manager Coordination Meeting
- 8/30 – Southland WWTF Phase 1 Improvement Project Construction Progress Meeting
- 8/30 – NMMA Technical Group
- 8/31 – AECOM Supplemental Water Project Phasing and Schedule

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: SEPTEMBER 6, 2012

**AGENDA ITEM
C-3
SEPTEMBER 12, 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 provides the attached report for the month of July 2012.

RECOMMENDATION

Staff recommends that your Honorable Board receive the report.

ATTACHMENTS

- Utility Division Summary Report, July 2012

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

Serving the Community since 1965

148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932 Website address: NCSD.CA.GOV

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

FROM: TINA GRIETENS, UTILITY SUPERINTENDENT TG

DATE: AUGUST 22, 2012

SUBJECT: UTILITY DIVISION UPDATE – JULY 2012

- **Southland Wastewater Plant and Utility Yard**

TOTAL EFFLUENT TREATED	AVERAGE DAILY FLOW TREATED
20.31 MILLION GALLONS	0.655 MILLION GALLONS
62.35 ACRE FEET	2.01 ACRE FEET

- July monthly average effluent suspended solids requirement (60 mg/l) exceeded, with suspended solids result of 82.0 mg/l.

- **Blacklake Wastewater Reclamation Facility**

TOTAL EFFLUENT TREATED	AVERAGE DAILY FLOW TREATED
1.48 MILLION GALLONS	0.048 MILLION GALLONS
4.55 ACRE FEET	0.147 ACRE FEET

- Quarterly averages of Effluent TDS, Cl, Na exceeded discharge limits

- **Water Distribution System and Wells**

TOTAL PRODUCTION	AVERAGE DAILY PRODUCTION
93.07 MILLION GALLONS	3.00 MILLION GALLONS
285.75 ACRE FEET	9.21 ACRE FEET

- **Maintenance Program**

Maintenance Measure	Goal	July Totals	Annual Totals
Water meter replacement	35 per month; 420/yr	27 meters replaced	184/396=46%
Service and inspect fire hydrants	55 per month; 660 /yr	17 hydrants serviced and painted	201/660=30%

- Surplus generators sold through Iron Planet, picked up by purchasers, funds dispersed to District: \$15,330.00
- District Operations Facilities and equipment prepared for Southland Wastewater Treatment Facility Expansion "Groundbreaking Ceremony and Operations Open House", held on July 27, 2012

- **Compliance**

- Prepared Monthly Distribution Coliform Monitoring Summary to California Department of Public Health (CDPH) for July 2012
- Prepared Raw Water Monitoring Summary for District Wells for second quarter of 2012 to California Department of Public Health (CDPH)
- Prepared Distribution System Summary of Total Trihalomethane and Haloacetic Acid analyses for 2012 to California Department of Public Health (CDPH)
- Prepared Monthly and Quarterly Wastewater Monitoring Reports for the Blacklake Wastewater Reclamation Facility to California Regional Water Quality Control Board (CRWQCB) for July 2012
- Prepared Monthly and Semi-Annual Wastewater Monitoring Reports for the Southland Wastewater Treatment Facility to California Regional Water Quality Control Board (CRWQCB) for July 2012

- **Training**

- Monthly safety training held July 23th
- Weekly Tailgate Safety training and ongoing online safety
- Staff attended Fire Hydrant maintenance class July 17th
- Seminar attended by Superintendent regarding upcoming Unregulated Contaminant Monitoring

- **Attachment**

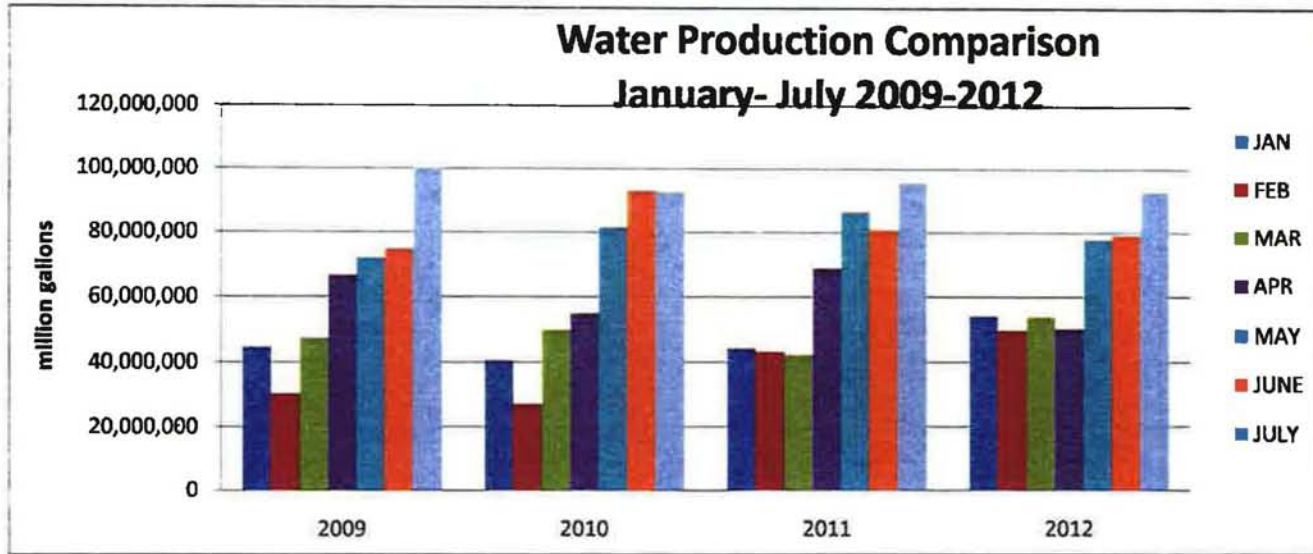
- Water Production Comparison and Precipitation Jan-July 2009-2012

SEPTEMBER 12, 2012

ITEM C-3

ATTACHMENT A

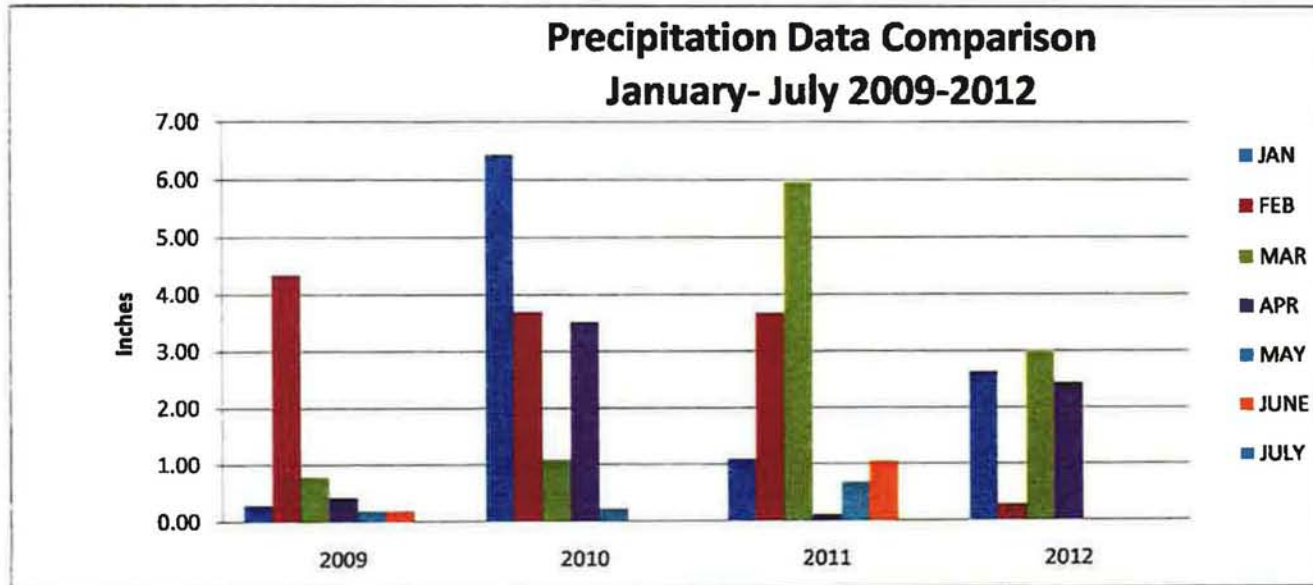
Water Production Precipitation January - July 2009-2012



Total Gallons (MG): **437 million** **441 million** **463 million** **459 million**

Water Production in Million Gallons

	2009	2010	2011	2012
JAN	45 MG	41 MG	45 MG	52 MG
FEB	30 MG	27 MG	43 MG	50 MG
MAR	48 MG	50 MG	42 MG	53 MG
APR	67 MG	55 MG	67 MG	50 MG
MAY	72 MG	82 MG	87 MG	78 MG
JUNE	75 MG	93 MG	81 MG	79 MG
JULY	100 MG	93 MG	96 MG	93 MG



Total Inches: **6.27** **14.98** **12.58** **8.33**

Precipitation in Inches

	2009	2010	2011	2012
JAN	0.30	6.44	1.10	2.64
FEB	4.36	3.70	3.68	0.28
MAR	0.79	1.10	5.97	2.98
APR	0.43	3.52	0.11	2.44
MAY	0.20	0.23	0.69	0.00
JUNE	0.20	0.00	1.05	0.00
JULY	0.00	0.00	0.00	No Data

Jan 09' - Jun 11': averaged from Nipomo Volunteers:
Mehlschau & CAL FIRE

July 11' & Jan 12'-June'12 : data collected frm Nipomo CDF