

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MGL*
GENERAL MANAGER
DATE: MARCH 21, 2014

**AGENDA ITEM
C
MARCH 26, 2014**

PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) DIRECTOR OF ENGINEERING AND OPERATIONS
RE: Summary of Activities
- C-2) REPORT ON MARCH 12, 2014 REGULAR MEETING CLOSED SESSION
Announcement of actions, if any, taken in Closed Session
- C-2) 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-3) 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\2014\SECTION LETTERS\PRESENTATIONS AND REPORTS.DOCX

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN
GENERAL MANAGER

MSL

DATE: MARCH 21, 2014

AGENDA ITEM

C-1

MARCH 26, 2014

**DISTRICT DIRECTOR OF ENGINEERING AND OPERATIONS
SUMMARY OF ACTIVITIES**

ITEM

Report on recent engineering and operations activities [NO ACTION REQUESTED].

BACKGROUND

Director of Engineering and Operations, Peter Sevcik, will provide an update on District capital projects and operations.

RECOMMENDATION

Staff recommends that your Honorable Board receive the update and ask questions.

ATTACHMENTS

- A. Engineering and Operations Update

MARCH 26, 2014

ITEM C-1

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., DIRECTOR OF ENGINEERING & OPERATIONS *P.V.S.*
DATE: MARCH 21, 2014
RE: ENGINEERING AND OPERATIONS UPDATE FOR FEBRUARY 2014

PROJECTS IN CONSTRUCTION

- **Southland WWTF Phase 1 Improvement Project**
 - STATUS
 - Scheduled Contract Completion – July 5, 2014
 - Time Elapsed to Date – 82% (581 of 705 days)
 - Work Completed to Date – 88% (Based on approved pay requests)
 - New plant on-line as of March 5, 2014

Construction Contract Cost Summary	
Original Contract Amount – Cushman Construction Co.	\$10,224,900
Change Order for Alternate Y, Additional Disposal Ponds	\$867,900
Other Change Orders to Date	\$209,521
Revised Contract Amount	\$11,302,321
Completed to Date	\$9,897,145

- **Supplemental Water Project Phase 1 Bid Package 4 – Joshua Road Pump Station**
 - SCOPE OF WORK – 1930 lineal feet of 24-inch diameter waterline, 400 gpm pump station with back-up power, controls, and instrumentation systems, a pressure reducing station and chloramination systems at 4 existing District wells.
 - STATUS
 - Scheduled Contract Completion – May 22, 2015
 - Time Elapsed to Date – 14% (72 of 519 days)
 - Work Completed to Date – .7% (Based on approved pay requests)

SWP Bid Package 4 Construction Contract Cost Summary	
Contract Amount – Spiess Construction Co. Inc.	\$4,364,030
Change Orders	\$0
Revised Contract Amount	\$4,364,030
Completed to Date	\$29,796

- **Blacklake Well #4 Pump Replacement Project**

- SCOPE OF WORK - Replacement of existing well pump, motor, column pipe and discharge piping assembly, downhole well video survey, installation of a new pump control valve, pressure relief and surge anticipating valve, gate valves, check valve, flow meter, air release valve, sounding tube, chlorination tube, transducer tube, service saddles, blowoff piping, and electrical system upgrade.
- STATUS
 - Contractor working on punch list items

Construction Contract Cost Summary	
Contract Amount – Sansone Company, Inc.	\$202,086
Change Orders	\$9,896
Revised Contract Amount	\$211,982
Completed to Date	\$192,991

- **Standpipe Tank Rehabilitation and Inlet Modification Project**

- SCOPE OF WORK - Piping for new inlet and new inlet connection, modification of existing tank inlet/outlet piping, removal and replacement of existing drain/overflow valves, new cathodic protection system, and interior tank coating.
- STATUS
 - Submittal review in progress
 - Notice to proceed issued March 12, 2014
 - Scheduled completion July 27, 2014

Construction Contract Cost Summary	
Contract Amount – Crosno Construction, Inc.	\$263,350
Change Orders	\$0
Revised Contract Amount	\$263,350
Completed to Date	\$0

OPERATIONS

- **Wells and Water Distribution System – February 2014**

<u>YEAR</u>	<u>TOTAL FEBRUARY MONTHLY PRODUCTION</u>	<u>AVERAGE FEBRUARY DAILY PRODUCTION</u>
2014	126 Acre Feet	4.5 Acre Feet Per Day
2013	136 Acre Feet	4.9 Acre Feet Per Day
5 Year Average	122 Acre Feet	4.4 Acre Feet Per Day

- Daily maintenance and operation of 8 wells
- 16 distribution system routine coliform monitoring samples
- 36 distribution system disinfectant residual monitoring samples
- Eureka Well pulled for inspection and repair

- **Southland Wastewater Treatment Facility and Collection System – February 2014**

TOTAL EFFLUENT TREATED	AVERAGE DAILY FLOW TREATED
17.6 Million Gallons	.630 Million Gallons Per Day
54.1 Acre Feet	1.9 Acre Feet Per Day

- Daily maintenance and operation of .9 MGD treatment plant and 10 lift stations
- No sewer system overflows
- Effluent biochemical oxygen demand (BOD) requirement for monthly average of 60mg/L met and daily maximum of 100 mg/L requirement met
- Effluent total suspended solids (TSS) requirement for monthly average of 60mg/L met and daily maximum of 100 mg/L requirement met
- 14 Influent BOD, TSS samples
- 14 Effluent BOD, TSS samples
- 28 Effluent Settleable Solids samples
- 4 Effluent pH, dissolved oxygen samples

- **Blacklake Wastewater Reclamation Facility and Collection System – February 2014**

TOTAL EFFLUENT TREATED	AVERAGE DAILY FLOW TREATED
1.8 Million Gallons	.065 Million Gallons Per Day
5.6 Acre Feet	.20 Acre Feet Per Day

- Daily maintenance and operation of .2 MGD treatment plant and 3 lift stations
- Effluent biochemical oxygen demand (BOD) requirement for monthly average of 40 mg/L met and daily maximum 100 mg/L requirement met
- Effluent total suspended solids (TSS) requirement for monthly average of 30 mg/L met and daily maximum of 100 mg/L requirement met
- No sewer system overflows
- 4 Effluent BOD, TSS samples
- 19 Effluent total coliform samples
- 19 Effluent settleable solids samples
- 19 Effluent pH samples
- 19 Chlorine residual samples
- 19 Effluent dissolved oxygen samples

- **Compliance Reporting**

- February Monthly Distribution System Coliform Monitoring Summary to California Department of Public Health
- January Wastewater Monitoring Report for the Blacklake Wastewater Reclamation Facility to Central Coast Regional Water Quality Control Board
- January Monthly Wastewater Monitoring Report for the Southland Wastewater Treatment Facility to Central Coast Regional Water Quality Control Board
- January Monthly 'No-Spill' Certification for California Integrated Water Quality System (CIWQS) for both Southland and Blacklake Sewer Collection Systems

PROJECTS IN DESIGN AND PLANNING STAGES

- **Supplemental Water Project Phase 1 Bid Package 3 – Blosser Road Waterline**
 - SCOPE OF WORK – 5700 lineal feet of 24-inch diameter waterline, 300 lineal feet levee crossing jack and bore, flow meter and flow control station with instrumentation.
 - STATUS
 - Bid document revision in progress
- **Blacklake Wastewater Master Plan**
 - Technical evaluation of existing wastewater plant and sewer collection system in progress
 - Work to correct electrical safety issue identified at treatment plant is progress
 - Treatment plant operations and maintenance manual update in progress

OTHER PROJECTS AND PROGRAMS

- **Safety Program**
 - Weekly operations tailgate safety meeting for Operations staff
 - Quarterly safety meeting for all District staff
 - Annual confined space, electrical safety and lock out/tag out training for Operations staff
 - Hazard communication training for Operations
 - On-line safety training for all District employees
- **Development Review**
 - Water Intent-to-serve - 1
 - Water and Sewer Will Serve Issued - 1
 - Water Will Serve Issued - 1

ATTACHMENTS

- A. February 2014 Southland WWTF Improvements Phase 1 Project Monthly Construction Progress Report

Nipomo Community Services District



Southland WWTF Improvements Phase 1 Project Monthly Progress Report



Prepared By:
MNS Engineers, Inc.

February 2014

Schedule and Budget Summary

Schedule Summary

Notice to Proceed	July 30, 2012
Original Contract Days	645
Contract Days Added	60
Revised Contract Days	705
Elapsed Time (Days)	(581)
Remaining Time (Days)	124
Contract Completion Date	July 5, 2014
Time Elapsed to Date	82%
Work Completed to Date	88%
Approved Change Orders (Days)	60 days

Budget Summary

Original Contract Amount	\$10,224,900.47
Approved Change Orders (Cost)	\$1,077,420.44
Revised Contract Amount	\$11,302,320.91
Previous Payments	\$9,651,346.05
Current Month Pay Request	\$245,799.26
Total Work Completed	\$9,897,145.31
Work Remaining	\$1,405,175.60

Progress Summary

General Site Work – Piping and Electrical

Summary of Work:

Cushman completed installation of the 2-inch potable water to the Sodium Hypochlorite Storage Building and tied in the 6-inch water line. They also completed installation of all hose bib locations with hoses on the racks. All piping systems other than Alternative Y piping have been completed and tested. Cushman completed installation of valve cans which are not in the roadways, installation of bollards, and installed collars around the pipes between Infiltration Ponds 1 & 2 and at Pond 3. Bergelectric excavated and installed street lighting conduit and pull boxes, then after Cushman poured the pole bases, they installed street light poles throughout site except near existing Pond #1 which will be installed when draining of the pond and excavation operations are completed.

Pictures:



Cushman disinfecting the 2-inch potable water line.



Cushman tying in the 6-inch water line.



Cushman pouring concrete for hose bib pads.



KNK Coating applying primer coat to non potable water piping.



KNK Coatings painting non potable water piping.



Cushman boring holes for street light bases between Aeration Basin #1 and the Emergency Basin.



Cushman sandblasting rebar for street light bases.



Cushman installing rebar cage inside sonotube for the street light bases.



Bergelectric installing conduit to street light pole bases.



Street light base formed and ready for concrete.



Cushman placing concrete at street light bases.



Bergelectric installing street light conduit.



Bergelectric installing street light conduit.



Cushman pouring red slurry over conduit for street lights.



Cushman assembling street light poles.



Cushman installing light posts on for street lights.



Bergelectric installing street light pull boxes.



Cushman compacting 6-inch valve can.



Cushman pouring collars at valve cans.



Cushman cutting pipe into bollards.



KNK Coating abrading the bollards and applying prime coat.



Cushman boring holes for bollard installation.



Cushman setting bollards and pouring concrete for bases.



Cushman pouring concrete collar around pipe between Infiltration Ponds 1 & 2.

Process 10 Influent Pump Station

Summary of Work:

Cushman completed installation of the sensor in the flow metering manhole, installation of bollards and mounting of the valve operator at the truck wash down station. Bergelectric completed installation of influent sampler and instruments and all termination of control and power wire. KNK Coating completed priming and painting of above ground pipe.

Pictures:



KNK Coating applying finish coat to piping leaving Influent Pump Station.



Bergelectric terminating wires at control panel.



Bergelectric terminating level sensor at the Influent Pump Station.



Bergelectric installing level sensors at the Influent Pump Station.



Sunshield installed at Influent Pump Station control panel.



Installing influent pump sampler.



Installation of sensor in the flow metering manhole.



Cushman mounted the valve operator at the truck wash down station.

Process 20 & 30 Headworks Screening System & Grit Removal System

Summary of Work:

Cushman completed installation of aluminum handrails along with touch up coatings on piping. Headworks and grit systems have been verified and tested, though on going adjustment of grit pump remains.

Pictures:



Cushman completing handrail installation at the headworks.



Bergelectric terminating wires to grit motor.



KNK Coating applying prime coat to grit piping.



Westech on site trouble shooting at the panel for the headworks.

Process 40 Aeration Basin

Summary of Work:

No work occurred in Process 40 this month.

Process 45 Electrical/Blower Building

Summary of Work:

Quinn personnel were on site verifying installation and starting up of the new Emergency Generator. Bergelectric had their communication crew on site pulling fiber optic wire and terminating at SCADA panel along with installation and testing of fire alarm system, although the fire alarm system is not fully complete, since it needs to be connected into SCADA.

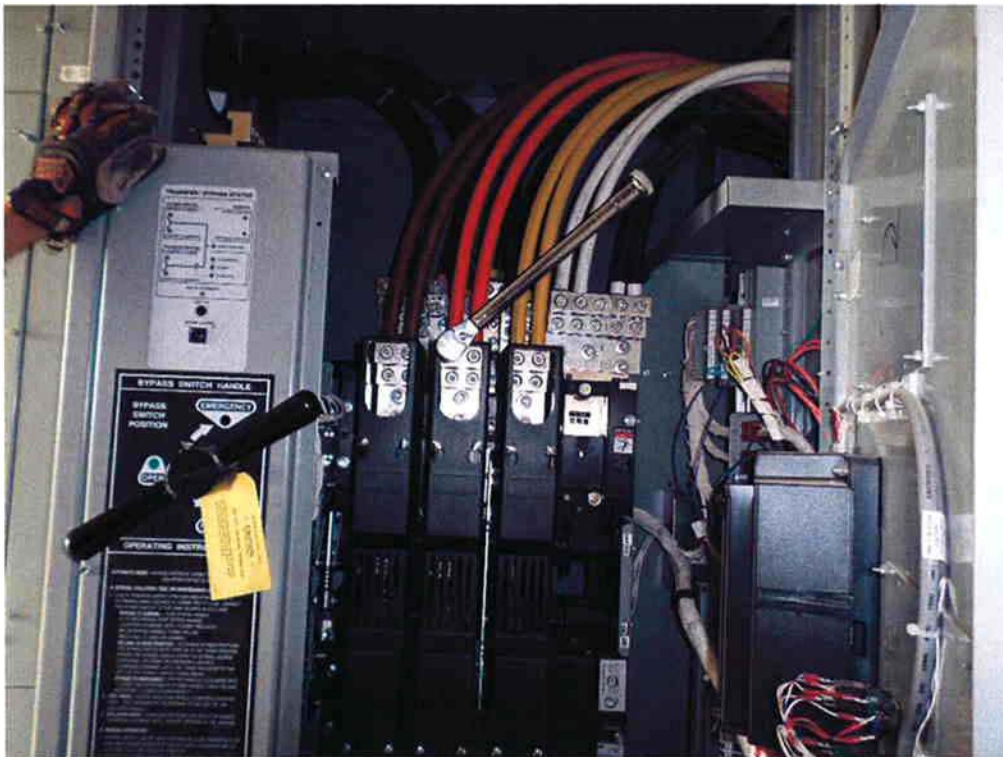
Pictures:



Cushman terminating the new fiber optic line.



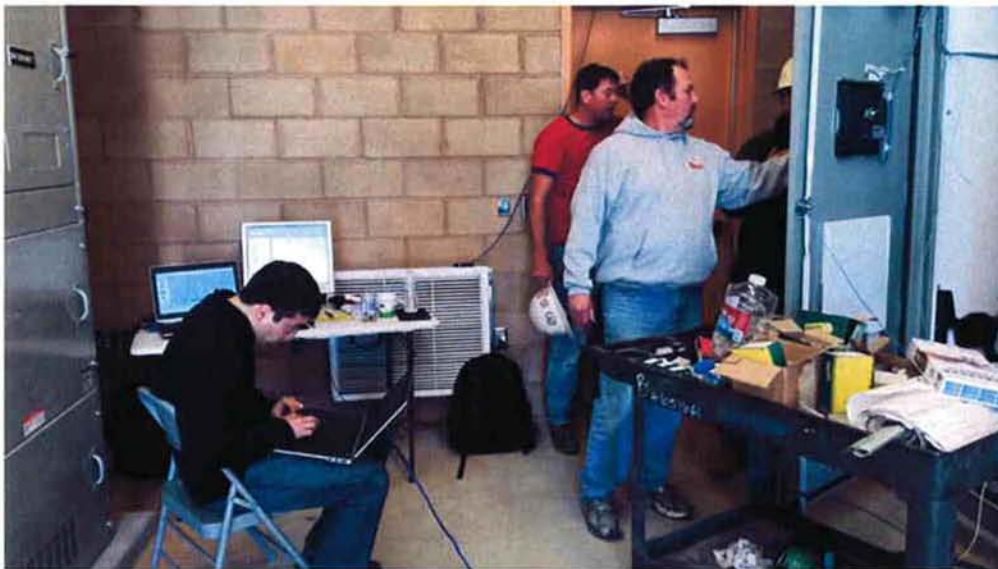
Cushman pouring slab for the aluminum stair landing at the emergency generator.



Bergelectric terminating power at the ATS from the new emergency generator.



Start-up of new emergency generator.



Tesco on site to verify operation of the ICP.



Cushman sealing doors.



Cushman installing corner guards at the roll-up door in the Electrical/Blower Building.



Cushman installing hose racks.



Non-potable water signs installed.

Process 50 – Secondary Clarifier No. 1 and 2.

Summary of Work:

Cushman sub-contractor KNK Coating returned to site to repair corrosion on the mechanism in Clarifier #2.

Pictures:



Draining and power washing inside Clarifier #2 in preparation for repair of corroded areas.



KNK Coating recoating where corrosion was removed on Clarifier #2 mechanism.

Process 60 – Sludge Thickening System

Summary of Work:

Cushman poured the concrete slab for the step to the control panel screen and installed the eye wash station. The gravity belt thickener was verified and tested by the manufacturer, and training provided to District staff.

Pictures:



Cushman installing pipe support at WAS piping.



Eye wash station installed at the Sludge Thickening Structure.



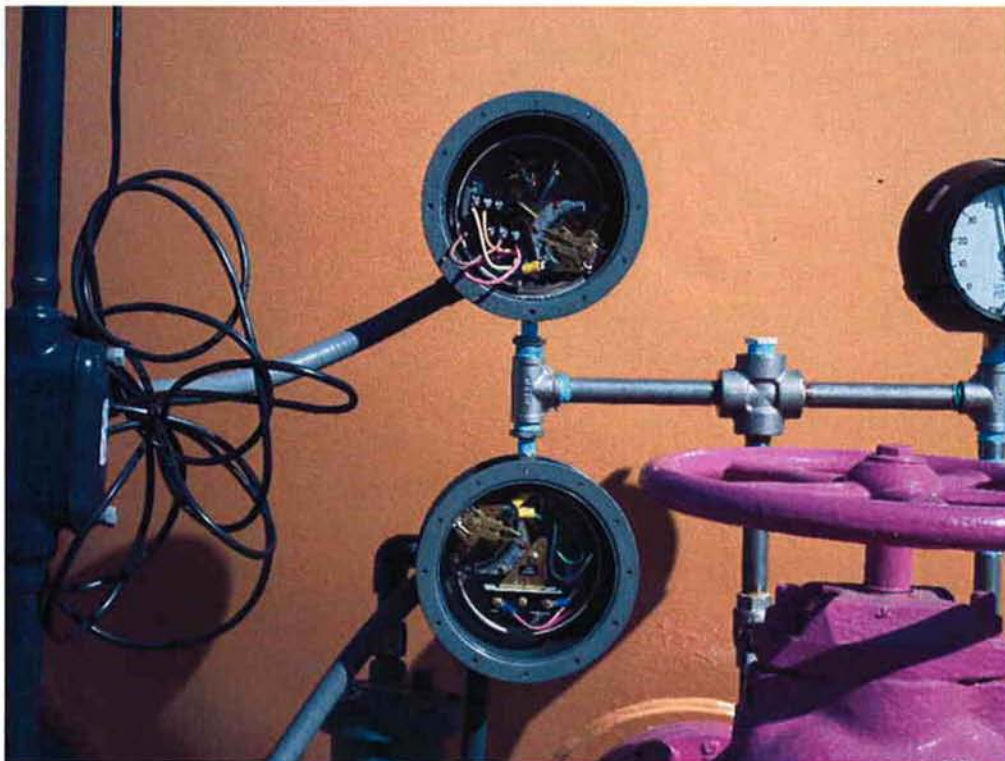
Training for sludge thickening equipment.

Process 70 – Process Water Pump Station and Sodium Hypochlorite Storage

Summary of Work:

Cushman completed plumbing in the Sodium Hypochlorite Storage Building and tested the pneumatic tank and the non-potable water system, which is now functional. They also poured concrete for the sampler pad and the hose bibs and installed pipe supports in the metering vaults. KNK finished priming and coating of exposed pipes and Bergelectric installed conduit for the processed water sampler and terminated the level indicator on the pneumatic tank.

Pictures:



Cushman adjusting set points on the pressure regulators at the pneumatic tank.



Bergelectric terminating the level indicator on the pneumatic tank.



Bergelectric installing conduit for the processed water sampler.



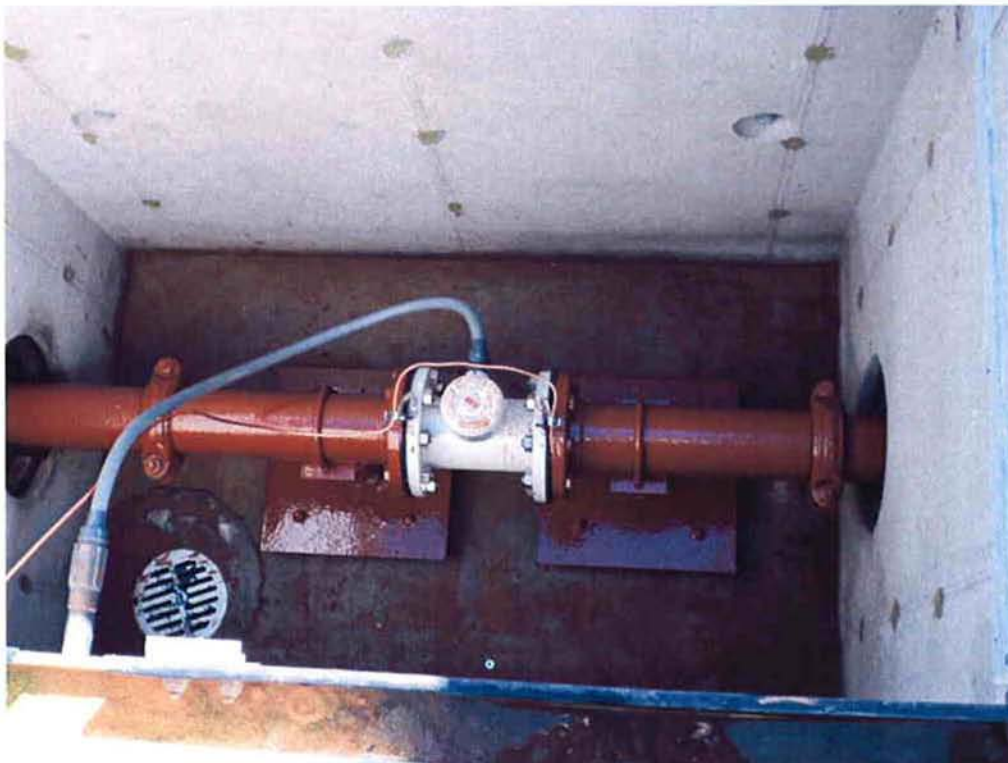
KNK Coating applying primer to PVC piping in Sodium Hypochlorite Storage Building.



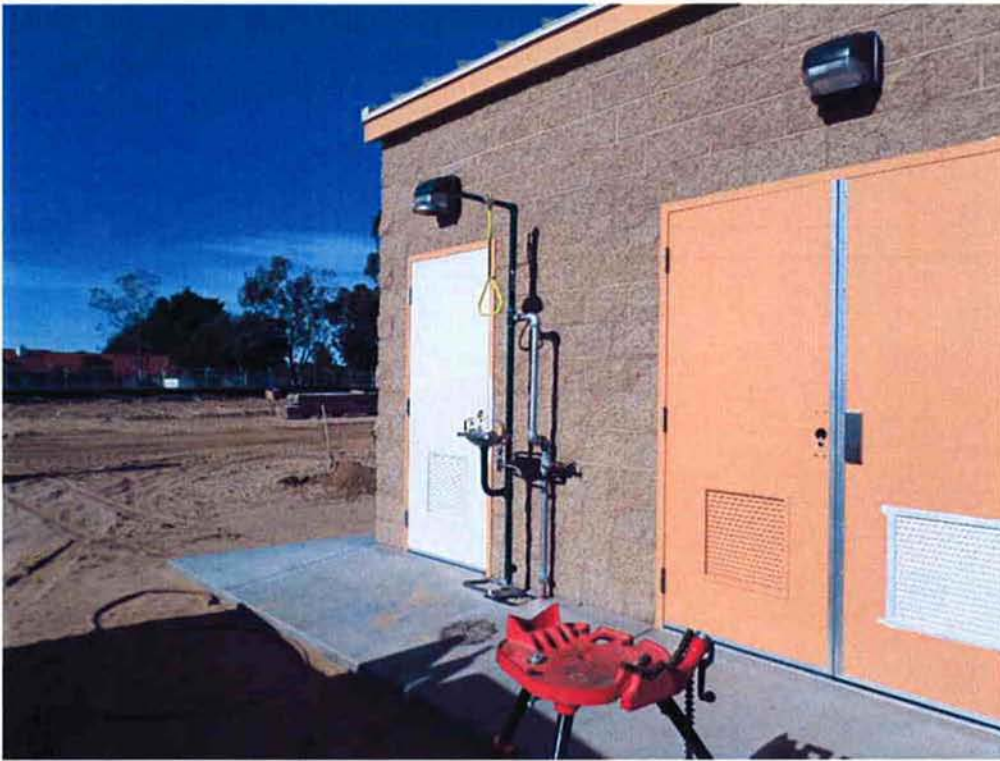
Cushman pouring concrete for the sampler pad and hose bib.



Cushman installing pipe supports in metering vault.



KNK Coating finishing final coat on the piping in the metering vault.



Eyewash station installed at the Sodium Hypochlorite Storage Building.



J & J Door installing door hardware at the Sodium Hypochlorite Storage Building.

Process 90 – Sludge Drying Beds

Summary of Work:

Cushman installed bollards at the drain pipes at the sludge drying beds.

Pictures:



Cushman installing bollards at the drain pipes.

Commissioning and Testing

Summary of Work:

Westech personnel were on site conducting start up and testing of the Headworks screens and grit collection systems and submitted data to AECOM for approval. Tesco personal were on site performing testing and programming of ICP and SCADA.

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: MARCH 21, 2014

**AGENDA ITEM
C-2
MARCH 26, 2014**

**MARCH 12, 2014 REGULAR MEETING
CLOSED SESSION REPORT**

ITEM

Announcement of actions, if any, taken during Closed Session at previous Board Meeting [NO ACTION REQUESTED]

BACKGROUND

The March 26, 2014 Regular Meeting Closed Session included:

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9"
 - a) SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
 - b) Existing litigation - 1 case: Mesa Community Alliance Vs. District, Case No. CV 130222
 - c) NCSD v Troesh et. al. SLOCSC# CV130175
 - d) Bening Company LLC v NCSD case# 14CV-0069

2. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVT. CODE §54956.9(d)(2)&(e)(1):
Significant Exposure to Litigation - 1 case.

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

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN
GENERAL MANAGER

DATE: MARCH 21, 2014

AGENDA ITEM

D

MARCH 26, 2014

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 removed. If discussion is desired, the item may be removed from the Consent Agenda by a Board member and will be considered separately at the conclusion of the Administrative Items. Individual items on the Consent Agenda are approved by the same vote that approves the Consent Agenda, unless an item is pulled for separate consideration. The recommendations for each item are noted in bracket. Members of the public may comment on the Consent Agenda items.

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

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE MARCH 12, 2014 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVAL]
- D-3) DECLARE 250 KW GENERATOR SURPLUS AND AUTHORIZE SALE
[RECOMMEND DECLARE SURPLUS AND AUTHORIZE STAFF TO DISPOSE OF
BY SALE]

TO: BOARD OF DIRECTORS
 FROM: MICHAEL S. LEBRUN
 GENERAL MANAGER
 DATE: MARCH 21, 2014

**AGENDA ITEM
 D-1
 MARCH 26, 2014**

HAND WRITTEN CHECKS

03-12-14 10237 SANSONE COMPANY
 03-12-14 10238 PGE
 03-26-114 10239 LAWRENCE VIERHEILIG

TOTAL COMPUTER CHECKS

\$95,005.94

PROGRESS PMT-BL WELL #4 \$26,826.49
 ELECTRICITY \$63,086.33
 WASHER REBATE \$75.00

VOIDS – 22852-22882

COMPUTER GENERATED CHECKS

22847	03/14/14	EMP01	EMPLOYMENT DEVELOP DEPT	1316.82	.00	1316.82	B40310	STATE INCOME TAX
22848	03/14/14	MID01	RABOBANK-PAYROLL TAX DEPO	4197.23	.00	4197.23	B40310	FEDERAL INCOME TAX
				86.80	.00	86.80	1B40310	FICA
				1099.96	.00	1099.96	2B40310	MEDICARE (FICA)
			Check Total.....:	5383.99	.00	5383.99		
22849	03/14/14	MID02	RABOBANK-DIRECT DEPOSIT	28036.32	.00	28036.32	B40310	NET PAY
22850	03/14/14	PER01	PERS RETIREMENT	8980.45	.00	8980.45	B40310	PERS PAYROLL REMITTANCE
22851	03/14/14	STA01	CALPERS 457 DEFERRED COMP	2580.00	.00	2580.00	B40310	457 DEFERRED COMP
022882	03/26/14	AME03	AMERI PRIDE	188.38	.00	188.38	1077467	UNIFORMS
				149.80	.00	149.80	1082054	UNIFORMS
			Check Total.....:	338.18	.00	338.18		
022883	03/26/14	ATT01	AT&T	185.80	.00	185.80	5198583	TELEPHONE
022884	03/26/14	BRE02	BRENTTAG PACIFIC INC.	342.60	.00	342.60	BPI395963	SODIUM HYPOCHLORITE
				469.19	.00	469.19	BPI395964	SODIUM HYPOCHLORITE
			Check Total.....:	811.79	.00	811.79		
022885	03/26/14	CAL21	CALLEJA, DEREK	77.00	.00	77.00	B40317	CALLEJA-COLL. SYSTEM MAIN
022886	03/26/14	CLE06	CNSSLO INC	2209.00	.00	2209.00	17906	COMPUTER SUPPORT-MARCH
022887	03/26/14	CWE01	CWEA	225.00	.00	225.00	B40319	R RODRIGUEZ MEMBERSHIP/GR
022888	03/26/14	HAC01	HACH COMPANY	85.19	.00	85.19	8691177	PH BUFFER SOLUTION KIT
022889	03/26/14	JAM02	JAMES MARTA & COMPANY	1350.00	.00	1350.00	7492	PROFESSIONAL SERVICE-AMM
022890	03/26/14	JUS01	JUSTIFACTS CREDENTIAL	139.16	.00	139.16	209049	BACKGROUND CHECK
022891	03/26/14	LEB02	LeBRUN, MICHAEL	65.00	.00	65.00	MAR 2014	CELL PHONE REIMBURSEMENT
022892	03/26/14	MOR02	MORE OFFICE SOLUTIONS	675.56	.00	675.56	605503	COPIER MAINTENANCE
				121.22	.00	121.22	609405	COPIER MAINTENANCE
			Check Total.....:	796.78	.00	796.78		
022893	03/26/14	NIP05	NIPOMO CHAMBER OF COMMERC	2057.00	.00	2057.00	MAR 2014	NIP CHAMBER OF COMMERCE G
022894	03/26/14	NIP08	NIPOMO CSD	278.21	.00	278.21	B40317	LANDSCAPE MAINT DISTRICT
022895	03/26/14	NUN01	NUNLEY, MICHAEL K. & ASSO	780.00	.00	780.00	158	GIS SERVICES
022896	03/26/14	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	0103853	RODENT CONTROL
				75.00	.00	75.00	0103854	RODENT CONTROL
			Check Total.....:	340.00	.00	340.00		
022897	03/26/14	OFF01	OFFICE DEPOT	246.79	.00	246.79	1908001	OFFICE SUPPLIES
022898	03/26/14	PGE01	P G & E	5000.00	.00	5000.00	7334145-5	ENGINEERING ADVANCE-JOSHU
				1000.00	.00	1000.00	7334146-3	ENGINEERING ADVANCE-JOSHU
			Check Total.....:	6000.00	.00	6000.00		
022899	03/26/14	POO01	POOR RICHARD'S PRESS	40.43	.00	40.43	258607A	MAIL-LATE BILLS
				150.24	.00	150.24	258607B	POSTAGE FOR LATE BILLS
				354.03	.00	354.03	258651A	MAIL-BILLS
				68.68	.00	68.68	258651B	POSTAGE-BILLS
			Check Total.....:	1860.38	.00	1860.38		

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PAGE TWO

022900	03/26/14	PRI02	PRICE, POSTEL & PARMA, LL	8803.50	.00	8803.50	115340	RIGHT OF WAY-SWP
022901	03/26/14	RIC01	RICHARDS, WATSON, GERSHON	200.00	.00	200.00	194971	GROUNDWATER LITIGATION
022902	03/26/14	SCI01	SCIENCE DISCOVERY	990.26	.00	990.26	701NCSD	WATER CONSERVATION-CLASS
022903	03/26/14	SHI01	SHIPSEY & SEITZ, INC	13508.50	.00	13508.50	FEB 2014	LEGAL SERVICES THRU 2/28/
022904	03/26/14	SLO02	DIV OF ENVIRON HEALTH	1026.00	.00	1026.00	091355	CROSS CONNECTION SERVICES
022905	03/26/14	SLO05	SAN LUIS OBISPO ASSESSOR	318.45	.00	318.45	41310	APN DATA
022906	03/26/14	SOU01	SOUTH COUNTY SANITARY	122.91	.00	122.91	B40319	WASTE COLLECTION-SOUTHLAN
022907	03/26/14	SPA01	SPANGO VOICE NETWORKS INC	89.00	.00	89.00	12227	TELEPHONE UPDATES
022908	03/26/14	TAF01	TAFT ELECTRIC	420.00	.00	420.00	31188-2	JUNIPER L/S
022909	03/26/14	TER01	TERMINIX	42.00	.00	42.00	333136403	PEST CONTROL-WILSON
022910	03/26/14	TUC01	TUCKFIELD & ASSOCIATES	4930.33	.00	4930.33	368	PROGRESS PAYMENT
022911	03/26/14	WSC01	WSC	412.13	.00	412.13	909	CUWCC SUPPORT SERVICES

TO: BOARD OF DIRECTORS
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GENERAL MANAGER
DATE: MARCH 21, 2014

**AGENDA ITEM
D-2
MARCH 26, 2014**

APPROVE MINUTES OF PREVIOUS BOARD MEETINGS

ITEM

Approve action minutes from previous Board meetings. [RECOMMENDED APPROVE MINUTES]

BACKGROUND

The draft minutes are a written record of the previous Board Meeting action.

RECOMMENDATION

Approve minutes as part of Consent Agenda.

ATTACHMENT

- A. March 12, 2014 draft Board Meeting Minutes

MARCH 26, 2014

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

REGULAR MINUTES

MARCH 12, 2014 AT 9:00 A.M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

CRAIG ARMSTRONG, PRESIDENT
JAMES HARRISON, VICE PRESIDENT
LARRY VIERHEILIG, DIRECTOR
DAN GADDIS, DIRECTOR
BOB BLAIR, DIRECTOR

PRINCIPAL STAFF

MICHAEL S. LEBRUN, GENERAL MANAGER
LISA BOGNUDA, FINANCE DIRECTOR
MICHAEL W. SEITZ, GENERAL COUNSEL
PETER SEVCIK, DIRECTOR OF ENG. & OPS.
NITA WINDSOR, BOARD CLERK

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 A. CALL TO ORDER AND FLAG SALUTE

President Armstrong called the Regular Meeting of March 12, 2014 to order at 9:00 a.m. and led the flag salute.

0:00:50 B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

At Roll Call, all Board Members were present.

Bill Morrow, NCSD Customer, expressed concerns on the timeline for the Woodgreen Lift Station repair. Michael LeBrun, General Manager, commented on Mr. Morrow's concerns.

Bill Kengel, NCSD Customer, expressed concerns regarding his pending subdivision. Michael LeBrun, General Manager, commented on Mr. Kengel's concerns. The Board directed Staff to place this item on the Agenda for the March 26, 2014 meeting.

0:12:01 C. PRESENTATIONS AND REPORTS

C-1) REPORT ON FEBRUARY 26, 2014 REGULAR MEETING CLOSED SESSION
Announcement of actions, if any, taken in Closed Session

Michael Seitz, District Legal Counsel, announced that the Board discussed Item One (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS NCSD). in closed session, but took no reportable action.

Mr. Seitz reported that the Board discussed Item Two (Conference with Legal Counsel pursuant to Govt. Code §54956.9(a): existing litigation – 1 case: Mesa Community Alliance Vs. District, Case No. CV 130222) in closed session, but took no reportable action.

Mr. Seitz reported that the Board discussed Item Three (Conference with Legal Counsel pursuant to Govt. Code §54956.9(d) (2) & (e) (1)), in closed session, but took no reportable action.

PRESENTATIONS AND REPORTS (CONTINUED)

ITEM C-1 (CONTINUED)

Mr. Seitz reported that the Board discussed Item Four (Conference with Legal Counsel – existing litigation (Paragraph (1) of subdivision (d) of Section 54956.9) NCSD vs. Troesh et. al. SLOCSC# CV130175) in closed session, but took no reportable action.

C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.

Receive Announcements and Reports from Directors

Director Blair

- ◇ *Attended meeting with Supervisor Caren Ray on February 26*

Director Vierheilig

- ◇ *Will be attending the Santa Barbara International Orchid Show in Santa Barbara on March 14, 15 and 16*
- ◇ *Will be attending the Central Coast Orchid Show on April 5 and 6, and announced a preview to be held on April 4 to benefit the Guadalupe Nipomo Dunes Center*

Director Harrison

- ◇ *Attended meeting with Supervisor Caren Ray on February 26*
- ◇ *Met with Lynn Compton, candidate for San Luis Obispo County 4th District Supervisor*
- ◇ *Attended Fire Safe Council Meeting*
- ◇ *Attended the Nipomo Chamber of Commerce Mixer on March 7*
- ◇ *Cleaned up Nipomo roadways on Thompson Road from Jocko's North to the Freeway with the Rotary Club on March 8*
- ◇ *Will attend the Olde Towne BBQ on March 13 at Miner's Hardware*

Director Gaddis

- ◇ *Attended the SCAC Town Hall Meeting on March 3*
- ◇ *Will be present at the SCAC Election on March 17*

Director Armstrong

- ◇ *Attended the WRAC Meeting on March 5*
- ◇ *Attended the San Luis Obispo County Board of Supervisors Meeting on March 11*

Director Harrison also mentioned the passing of the son of one of the SCAC members in an automobile accident.

C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

There was no public comment.

Subject to Board Approval

PRESENTATIONS AND REPORTS (CONTINUED)

ITEM C-3 (CONTINUED)

*Upon the motion of Director Harrison and seconded by Director Gaddis, the Board unanimously voted to receive and file the presentations and reports as submitted.
 Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Gaddis, Blair, Vierheilig and Armstrong	None	None

0:20:18 D. CONSENT AGENDA

- D-1) WARRANTS
- D-2) APPROVE FEBRUARY 26, 2014 REGULAR BOARD MEETING MINUTES

President Armstrong asked if any Directors desired to pull items from the Consent Agenda or had any questions. No items were pulled from the Consent Agenda. Directors Gaddis, Harrison, Vierheilig and Blair requested clarification on warrants.

There was no public comment.

*Upon the motion of Director Vierheilig and seconded by Director Blair, the Board unanimously approved the Consent Agenda.
 Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Blair, Gaddis, Harrison, and Armstrong	None	None

0:29:50 E. ADMINISTRATIVE ITEMS

- E-1) REVIEW DRAFT COMMENT LETTER REGARDING SLO COUNTY RESOURCE MANAGEMENT SYSTEM PROPOSED UPDATES

Michael LeBrun, General Manager, reviewed the report as presented in the Board packet. Mr. LeBrun answered questions from the Board.

There was no public comment.

*Upon the motion of Director Vierheilig and seconded by Director Harrison, the Board unanimously approved the Draft Comment Letter, and directed staff to mail to the County of San Luis Obispo Planning and Building Department.
 Vote 5-0*

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Harrison, Blair, Gaddis and Armstrong	None	None

Subject to Board Approval

0:37:16 F. GENERAL MANAGER'S REPORT

Michael LeBrun, General Manager, reviewed the report as presented in the Board Packet. Mr. LeBrun and Michael Seitz, District Legal Counsel, answered questions from the Board.

The following members of the public spoke:

Bill Kengel, NCSO Customer, commented on the costs of the supplemental water pipeline. He also commented on the depths of various aquifers in the area.

Bill Morrow, NCSO Customer, expressed concerns regarding a potential rate increase.

Rick Bacon, NCSO Customer, expressed concerns regarding a potential rate increase.

1:20:52 G. COMMITTEE REPORTS

Michael LeBrun, General Manager, reviewed the minutes of the March 6, 2014 Finance and Audit Committee Meeting. Mr. LeBrun answered questions from the Board.

1:28:22 H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

President Armstrong announced that he and Director Harrison will attend the NMMA TG meeting on March 20, 2014.

1:29:00 I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9

- a) SMVWCD VS. NCSO (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
- b) Existing litigation - 1 case: Mesa Community Alliance Vs. District, Case No. CV 130222
- c) NCSO v Troesh et. al. SLOCSC# CV130175
- d) BenIng Company LLC v NCSO case# 14CV-0069

2. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVT. CODE §54956.9(d)(2)&(e)(1):
Significant Exposure to Litigation - 1 case.

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment.

1:30:00 K. ADJOURN TO CLOSED SESSION

President Armstrong adjourned to closed session at 10:30 a.m. and announced that the Board

Subject to Board Approval

Nipomo Community Services District
REGULAR MEETING
MINUTES

would take a 10-minute break prior to the beginning of closed session.

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

The Board came back into Open Session at 11:15 a.m.

Michael Seitz, District Legal Counsel, announced that the Board discussed Items One (4 items re: pending litigation) listed under closed session announcements. He reported that Item 1b has been dismissed, but took no reportable action on Items 1a, 1c and 1d.

The Board discussed Item Two listed under closed session announcements, but took no reportable action.

ADJOURN

President Armstrong adjourned the meeting at 11:16 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 31 minutes
Closed Session	0 hour 45 minutes
TOTAL HOURS	2 hours 16 minutes

Subject to Board Approval

TO: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

FROM: PETER V. SEVCIK, P.E. *P.V.S.*
DIRECTOR OF ENGINEERING
AND OPERATIONS

DATE: March 20, 2014

**AGENDA ITEM
D-3
MARCH 26, 2014**

DECLARE 250 kW GENERATOR SURPLUS AND AUTHORIZE SALE

ITEM

Consider request to declare 1999 250 kW generator surplus and authorize disposal by sale [RECOMMEND DECLARE SURPLUS AND AUTHORIZE STAFF TO DISPOSE OF BY SALE].

BACKGROUND

Government agencies that wish to dispose of obsolete equipment and other items need to declare that these items are surplus by the governing board prior to deposition of these items. One emergency stand-by generator for the Southland WWTF was budgeted and replaced this fiscal year. The generator was replaced with a larger size generator sufficient for the new treatment plant and to meet current air pollution district requirements.

FISCAL IMPACT

Development of these materials required budgeted staff time. Proceeds from the sale will be credited to Town Sewer fund.

RECOMMENDATION

Staff recommends that your Board, by motion and roll call vote, declare the 1999 250 kW generator surplus and authorize staff to dispose of by sale.

ATTACHMENTS

None