

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: APRIL 19, 2013



PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) SHERIFF COMMANDER JAMES TAYLOR
Update Report re: South County Law Enforcement and Department News.
- C-2) CAL FIRE BATTALION CHIEF JAMES TULLY
Update Report re: South County Cal Fire Activity and Department News.
- C-3) UTILITIES SUPERINTENDENT
RE: Summary of recent activities.
- 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

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: APRIL 19, 2013



SUPERINTENDENT SUMMARY REPORT

ITEM

NCSD Utility Superintendent Tina Grietens will report on Monthly operations. [NO ACTION REQUESTED]

RECOMMENDATION

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

ATTACHMENTS

- A. March 2013 Utility Division Update

APRIL 24, 2013

ITEM C-3

ATTACHMENT A

NIPOMO COMMUNITY

BOARD MEMBERS

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



SERVICES DISTRICT

STAFF

MICHAEL S. LEBRUN, P.E. GENERAL MANAGER
LISA BOGNUDA, ASSISTANT GENERAL MANAGER
PETER SEVCIK, P.E., DIRECTOR OF ENG. & OPS.
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: APRIL 17, 2013

SUBJECT: UTILITY DIVISION UPDATE – MARCH 2013

Southland Wastewater Treatment Facility

<u>TOTAL EFFLUENT TREATED</u>	<u>AVERAGE DAILY FLOW TREATED</u>
19.779 Million Gallons	0.638 Million Gallons
60.72 Acre Feet	1.95 Acre Feet

- Effluent suspended solids in compliance with 94% removal efficiency (from 90% in Feb.)
- Effluent biochemical oxygen demand (BOD) requirements for monthly average (60mg/L) and daily maximum (100mg/L) requirements exceeded, with 78% removal efficiency, (increased removal efficiency from 68% in Feb)
- Collection System sampling: to locate source of high influent BOD and TSS
- Annual Flow Meter Calibration Performed
- Ripping and discing of percolation ponds, general weed abatement

Blacklake Wastewater Reclamation Facility

<u>TOTAL EFFLUENT TREATED</u>	<u>AVERAGE DAILY FLOW TREATED</u>
1.625 Million Gallons	0.102 Million Gallons
4.9 Acre Feet	0.16 Acre Feet

- Annual Flow Meter Calibration Performed
- Installed new life rings and cabinets on fences adjacent to treatment ponds

Water Distribution System and Wells

<u>TOTAL MONTHLY PRODUCTION</u>	<u>AVERAGE DAILY PRODUCTION</u>
54.51 Million Gallons	1.75 Million Gallons
167.34 Acre Feet	5.39 Acre Feet

- Began semi-annual flushing of dead end water lines

Maintenance Program

Maintenance Measure	Goal	March Totals	Annual Totals
Water meter replacement	35 per month; 420/yr or 10% of total	35 meters replaced	116/420=28%

- Weed abatement at District Facilities, including 'in-house' spraying
- Daily maintenance and operations of wells, lift stations and wastewater facilities
- Seven angle meter valves replaced

Compliance

- Monthly Distribution System Coliform Monitoring Summary for April to California Department of Public Health (CDPH)
- First Quarter Distribution System Residual Monitoring Report to California Department of Public Health
- Monthly Wastewater Monitoring Report for the Blacklake Wastewater Reclamation Facility to California Regional Water Quality Control Board (CRWQCB) for February 2013
- Monthly Wastewater Monitoring Report for the Southland Wastewater Treatment Facility to California Regional Water Quality Control Board (CRWQCB) for February 2013
- Completed Monthly 'No-Spill' Certification for California Integrated Water Quality System (CIWQS)
- Fats Oils and Grease (FOG) inspections performed
- Laboratory Analytical Balances Calibrated
- APCD Annual Inspection of Southland WWTF, District generators and documentation

Training

- Operations Staff Traffic Control Training 3/20
- Staff attended wastewater certification exam review (Exam date:4/6/13)
- Operations Weekly Tailgate Safety training and ongoing online safety

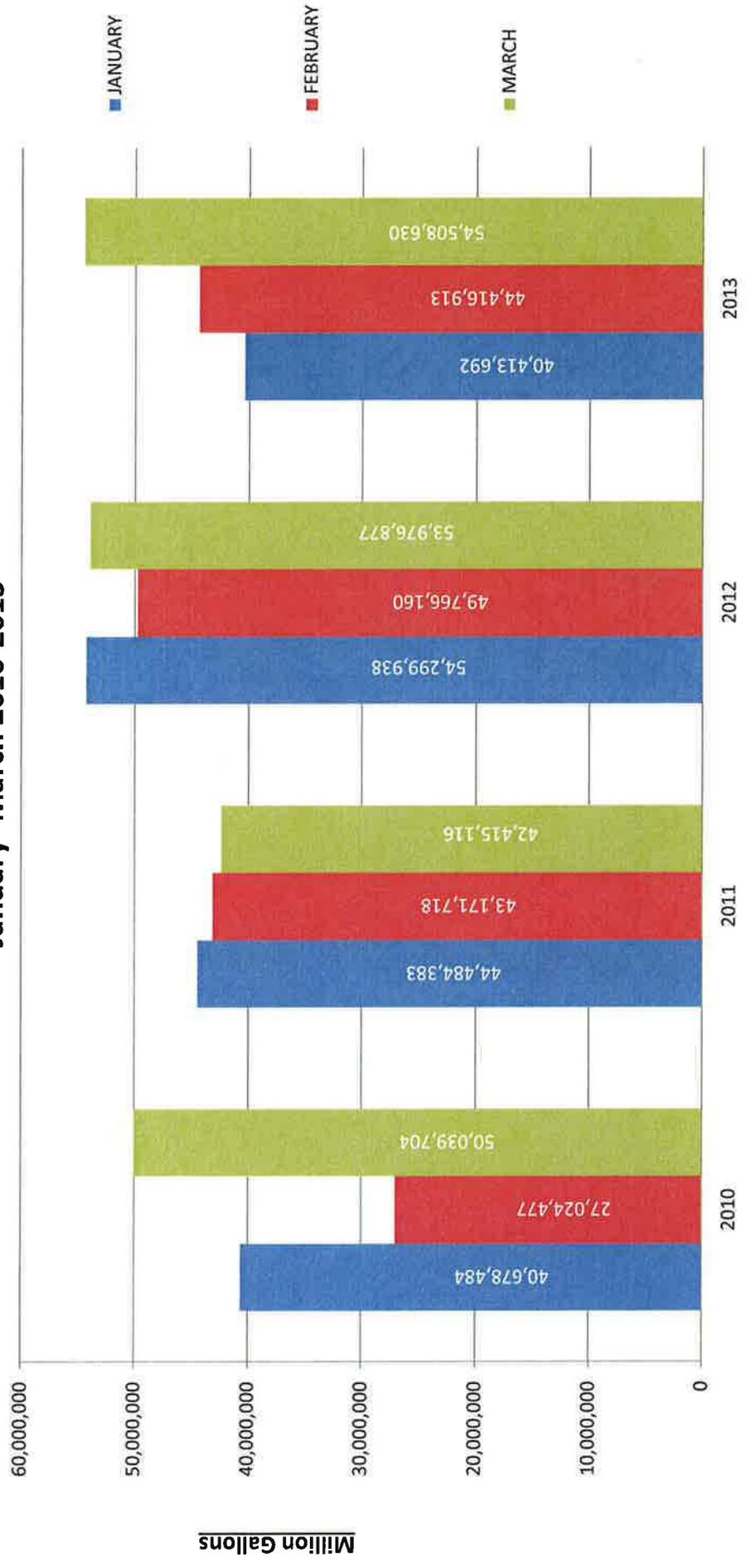
Personnel

- Recruitment for Wastewater Supervisor in progress
- Staff passed Grade 1 Collections System Maintenance Exam (Calleja)

Meetings

- Central Coast Wastewater Forum: 3/13
- Management Staff Coordination meetings: 3/14
- Operations & Engineering transition meeting w/GM & Director of Eng & Ops: 3/21
- Operations & Engineering transition meeting with General Manager: 3/29
- Weekly operations planning meetings with Water Supervisor & Superintendent
- Board Meeting presentation by Superintendent: 3/27

Nipomo Community Services District Water Production Comparison January- March 2010-2013



Total Gallons (MG):