

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER



DATE: DECEMBER 3, 2021



## **PRESENTATIONS AND REPORTS**

The following presentations and reports are scheduled:

- C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.  
Receive Announcements and Reports from Directors
  
- C-2) 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: MARIO IGLESIAS  
GENERAL MANAGER



DATE: DECEMBER 3, 2021

**AGENDA ITEM**

**D**

**DECEMBER 8, 2021**

## **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 NOVEMBER 10, 2021, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) FIRST QUARTER FINANCIAL REPORT [RECEIVE AND FILE]
- D-4) CONSIDER REQUEST FOR WATER, SEWER AND SOLID WASTE SERVICE (INTENT-TO-SERVE LETTER) FOR APN 092-576-012, A COMMERCIAL DEVELOPMENT LOCATED AT 149 S. FRONTAGE ROAD
- D-5) APPROVE NEWTON GEO-HYDROLOGY 2022 CONSULTING SERVICES CONTRACT SCOPE AND \$90,000 BUDGET [RECOMMEND APPROVE SCOPE AND BUDGET FOR NEWTON GEO-HYDROLOGY TO PROVIDE 2022 CONSULTING SERVICES TO NIPOMO COMMUNITY SERVICES DISTRICT]
- D-6) APPROVE 2022 BOARD MEETING SCHEDULE [RECOMMEND REVIEW AND APPROVE 2022 BOARD MEETING SCHEDULE]

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER

FROM: LISA BOGNUDA *LSB*  
FINANCE DIRECTOR

DATE: DECEMBER 3, 2021

**AGENDA ITEM**  
**D-1(A)**  
**DECEMBER 8, 2021**

**WARRANTS**

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$510,180.68
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	\$0.00



Nipomo Community Services District

Item D-1(A) Warrants NOVEMBER 24, 2021

By Payment Number

Payment Dates 11/24/2021 - 11/24/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount	
<b>Payment: 7782</b>						
Allweather Landscape Mainte	LMD	42370	11/24/2021		325.00	
					<b>Payment 7782 Total:</b>	<b>325.00</b>
<b>Payment: 7783</b>						
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI191697	11/24/2021		479.33	
Brenntag Pacific, Inc.	Sodium Hypochlorite/Ammon	BPI194727	11/24/2021		661.48	
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI194274	11/24/2021		167.30	
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI194273	11/24/2021		407.44	
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI194275	11/24/2021		438.92	
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI194272	11/24/2021		1,255.02	
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI192979	11/24/2021		449.81	
					<b>Payment 7783 Total:</b>	<b>3,859.30</b>
<b>Payment: 7784</b>						
Charter Communications	Internet - Shop and/or Office	0224495112021	11/24/2021		734.20	
Charter Communications	Internet - Shop and/or Office	0225708112221	11/24/2021		734.20	
					<b>Payment 7784 Total:</b>	<b>1,468.40</b>
<b>Payment: 7785</b>						
Engel & Gray, Inc.	Biosolids collection	1AX00133	11/24/2021		7,092.91	
					<b>Payment 7785 Total:</b>	<b>7,092.91</b>
<b>Payment: 7786</b>						
Executive Janitorial	Janitorial services	82347	11/24/2021		600.00	
					<b>Payment 7786 Total:</b>	<b>600.00</b>
<b>Payment: 7787</b>						
FGL Environmental	Lab tests	183247A	11/24/2021		112.00	
FGL Environmental	Lab tests	183246A	11/24/2021		114.00	
					<b>Payment 7787 Total:</b>	<b>226.00</b>
<b>Payment: 7788</b>						
Great Western Alarm and Co	Alarm monitoring service	211104376201	11/24/2021		138.63	
					<b>Payment 7788 Total:</b>	<b>138.63</b>
<b>Payment: 7789</b>						
Mission Uniform Service	Uniforms	515861347	11/24/2021		178.40	
					<b>Payment 7789 Total:</b>	<b>178.40</b>
<b>Payment: 7790</b>						
NexTraq	GPS subscription	AT427270	11/24/2021		419.25	
					<b>Payment 7790 Total:</b>	<b>419.25</b>
<b>Payment: 7791</b>						
Nipomo Community Services	Water	OCT 2021	11/24/2021		795.37	
					<b>Payment 7791 Total:</b>	<b>795.37</b>
<b>Payment: 7792</b>						
PG&E	Electricity	NOV 2021	11/24/2021		41,466.77	
					<b>Payment 7792 Total:</b>	<b>41,466.77</b>
<b>Payment: 7793</b>						
Polydyne, Inc.	Clarifloc	1587530	11/24/2021		1,298.74	
Polydyne, Inc.	Clarifloc	1591118	11/24/2021		1,298.74	
					<b>Payment 7793 Total:</b>	<b>2,597.48</b>
<b>Payment: 7794</b>						
Quinn Company	Caterpillar Service	WO030050285	11/24/2021		611.83	
					<b>Payment 7794 Total:</b>	<b>611.83</b>

Item D-1(A) Warrants NOVEMBER 24, 2021

Payment Dates: 11/24/2021 - 11/24/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
<b>Payment: 7795</b>					
Simplot Grower Solutions	CAN 17	780147279	11/24/2021		686.40
<b>Payment 7795 Total:</b>					<b>686.40</b>
<b>Payment: 7796</b>					
SoCalGas	Heat - shop/office	OCT2021A	11/24/2021		16.49
<b>Payment 7796 Total:</b>					<b>16.49</b>
<b>Payment: 7797</b>					
Special District Risk Managem	Property/Liability package mo	71236	11/24/2021		117.35
<b>Payment 7797 Total:</b>					<b>117.35</b>
<b>Payment: 7798</b>					
Terminix Commercial	Pest Control	414278997	11/24/2021		65.00
<b>Payment 7798 Total:</b>					<b>65.00</b>
<b>Payment: 7799</b>					
USA Bluebook	Hach IntelliCal Ruggged Ph pr	773020	11/24/2021		1,499.16
USA Bluebook	CHEMKEY	788692	11/24/2021		4,769.68
USA Bluebook	Sensor cap assy LOD	777621	11/24/2021		913.34
<b>Payment 7799 Total:</b>					<b>7,182.18</b>



Nipomo Community Services District

Item D-1(A) Warrants DECEMBER 8, 2021

By Payment Number

Payment Dates 12/08/2021 - 12/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
<b>Payment: 7800</b>					
Abalone Coast Analytical, Inc.	Lab tests	5399	12/08/2021		7,306.70
					<b>Payment 7800 Total:</b>
					<u>7,306.70</u>
<b>Payment: 7801</b>					
Alexander's Contract Services,	Meter reading	202111290872	12/08/2021		2,482.46
Alexander's Contract Services,	Meter reading	202111290873	12/08/2021		186.93
					<b>Payment 7801 Total:</b>
					<u>2,669.39</u>
<b>Payment: 7802</b>					
Allweather Landscape Mainte	LMD	42521	12/08/2021		56.25
Allweather Landscape Mainte	LMD	42629	12/08/2021		325.00
					<b>Payment 7802 Total:</b>
					<u>381.25</u>
<b>Payment: 7803</b>					
American Industrial Supply	Operating supplies	0364043-IN	12/08/2021		253.38
					<b>Payment 7803 Total:</b>
					<u>253.38</u>
<b>Payment: 7804</b>					
Aqua-Metric Sales, Co.	Radio transmitters	INV0085599	12/08/2021		9,225.28
Aqua-Metric Sales, Co.	Radio transmitters	INV0085407	12/08/2021		9,225.28
Aqua-Metric Sales, Co.	Meters	INV0085248	12/08/2021		5,184.29
					<b>Payment 7804 Total:</b>
					<u>23,634.85</u>
<b>Payment: 7805</b>					
Aqua-Metric Sales, Co.	Annual RNI Support	DIR000677	12/08/2021		16,190.00
					<b>Payment 7805 Total:</b>
					<u>16,190.00</u>
<b>Payment: 7806</b>					
Aqua-Metric Sales, Co.	Analytics integration and sup	DIR000678	12/08/2021		7,125.00
					<b>Payment 7806 Total:</b>
					<u>7,125.00</u>
<b>Payment: 7807</b>					
AT&T	Telephone	17366164	12/08/2021		299.55
AT&T	Telephone	17366163	12/08/2021		219.16
AT&T	Telephone	17366162	12/08/2021		30.65
					<b>Payment 7807 Total:</b>
					<u>549.36</u>
<b>Payment: 7808</b>					
Baumgarten, Michael	Uniform - Boot reimbursemen	Boots 2021	12/08/2021		165.00
					<b>Payment 7808 Total:</b>
					<u>165.00</u>
<b>Payment: 7809</b>					
BDP Industries, Inc	Gearmotor Motor	13707	12/08/2021		1,099.85
					<b>Payment 7809 Total:</b>
					<u>1,099.85</u>
<b>Payment: 7810</b>					
Bognuda, Lisa	Mileage-SLO County Recorder	NOV 2021	12/08/2021		27.44
					<b>Payment 7810 Total:</b>
					<u>27.44</u>
<b>Payment: 7811</b>					
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI196844	12/08/2021		507.07
					<b>Payment 7811 Total:</b>
					<u>507.07</u>
<b>Payment: 7812</b>					
Brough Construction Inc.	Nipomo Palms Lift Station Rep	NPLS-1	12/08/2021		75,425.96
					<b>Payment 7812 Total:</b>
					<u>75,425.96</u>
<b>Payment: 7813</b>					
Brown, Kenneth	Uniform - Boot reimbursemen	Boots 2021	12/08/2021		165.00
					<b>Payment 7813 Total:</b>
					<u>165.00</u>

## Item D-1(A) Warrants DECEMBER 8, 2021

Payment Dates: 12/08/2021 - 12/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount	
<b>Payment: 7814</b>						
Bunyon Bros. Tree Service	Tree trlmmng	25414	12/08/2021		2,875.00	
					<b>Payment 7814 Total:</b>	<b>2,875.00</b>
<b>Payment: 7815</b>						
California Special Districts Ass	Annual membership	2022-194	12/08/2021		8,195.00	
					<b>Payment 7815 Total:</b>	<b>8,195.00</b>
<b>Payment: 7816</b>						
Cannon Corporation	Verizon equipment evaluation	78448	12/08/2021		1,710.00	
Cannon Corporation	District Office Generator	78395	12/08/2021		2,676.25	
Cannon Corporation	Palms Lift Station Support	78386	12/08/2021		3,251.00	
					<b>Payment 7816 Total:</b>	<b>7,637.25</b>
<b>Payment: 7817</b>						
Central Coast Fence	Wire Fencing	11033	12/08/2021		6,780.00	
Central Coast Fence	Razor wire fencing	11034	12/08/2021		2,975.00	
					<b>Payment 7817 Total:</b>	<b>9,755.00</b>
<b>Payment: 7818</b>						
Clever Ducks	Computer expense	31543	12/08/2021		3,344.33	
					<b>Payment 7818 Total:</b>	<b>3,344.33</b>
<b>Payment: 7819</b>						
DataProse, LLC	Postage for bills	DP2104141D	12/08/2021		1,202.08	
DataProse, LLC	Postage for bills	DP2104141B	12/08/2021		157.41	
DataProse, LLC	Mail bills	DP2104141C	12/08/2021		340.46	
DataProse, LLC	Mail bills	DP2104141A	12/08/2021		52.06	
					<b>Payment 7819 Total:</b>	<b>1,752.01</b>
<b>Payment: 7820</b>						
EMCOR Services Mesa Energy	HVAC Preventative Maintenanc	962004209	12/08/2021		1,365.00	
					<b>Payment 7820 Total:</b>	<b>1,365.00</b>
<b>Payment: 7821</b>						
Excel Personnel Services, Inc.	Employment agency	3846131	12/08/2021		496.00	
Excel Personnel Services, Inc.	Employment agency	3850887	12/08/2021		396.80	
Excel Personnel Services, Inc.	Employment agency	3855322	12/08/2021		496.00	
Excel Personnel Services, Inc.	Employment agency	3841558	12/08/2021		1,277.20	
					<b>Payment 7821 Total:</b>	<b>2,666.00</b>
<b>Payment: 7822</b>						
Famcon Pipe and Supply, Inc.	Operating supplies	S100066720.001	12/08/2021		38.06	
Famcon Pipe and Supply, Inc.	Operating supplies	S100063129.001	12/08/2021		204.45	
					<b>Payment 7822 Total:</b>	<b>242.51</b>
<b>Payment: 7823</b>						
FGL Environmental	Lab tests	183245A	12/08/2021		773.00	
FGL Environmental	Lab tests	183648A	12/08/2021		773.00	
					<b>Payment 7823 Total:</b>	<b>1,546.00</b>
<b>Payment: 7824</b>						
Frank's Lock & Key	Service call	51626	12/08/2021		105.00	
					<b>Payment 7824 Total:</b>	<b>105.00</b>
<b>Payment: 7825</b>						
Frontier Communications	Telephone	NOV 2021	12/08/2021		58.97	
					<b>Payment 7825 Total:</b>	<b>58.97</b>
<b>Payment: 7826</b>						
GardenSoft	Computer expense	5729	12/08/2021		230.99	
					<b>Payment 7826 Total:</b>	<b>230.99</b>
<b>Payment: 7827</b>						
German, Scott	Uniform - Boot reimbursemen	Boots 2021	12/08/2021		165.00	
					<b>Payment 7827 Total:</b>	<b>165.00</b>
<b>Payment: 7828</b>						
GLM Landscape Management	Landscape maintenance	NOV 2021	12/08/2021		910.00	

## Item D-1(A) Warrants DECEMBER 8, 2021

Payment Dates: 12/08/2021 - 12/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
				<b>Payment 7828 Total:</b>	<b>910.00</b>
<b>Payment: 7829</b>					
Great Western Alarm and Co	Alarm monitoring service	211100640101	12/08/2021		37.00
Great Western Alarm and Co	Alarm monitoring service	211102107101	12/08/2021		70.00
Great Western Alarm and Co	Alarm monitoring service	211102062101	12/08/2021		70.00
				<b>Payment 7829 Total:</b>	<b>177.00</b>
<b>Payment: 7830</b>					
Iconix Waterworks (US) Inc.	Meter adapter	U211605149	12/08/2021		3,250.54
Iconix Waterworks (US) Inc.	Meter adapters	U2116059615	12/08/2021		2,245.96
Iconix Waterworks (US) Inc.	Operating supplies	U2116054042	12/08/2021		489.64
Iconix Waterworks (US) Inc.	Meter lids	U2116059614	12/08/2021		5,876.77
				<b>Payment 7830 Total:</b>	<b>11,862.91</b>
<b>Payment: 7831</b>					
Iglesias, Mario	Cell phone reimbursement	DEC 2021	12/08/2021		65.00
Iglesias, Mario	Cell phone reimbursement	NOV 2021	12/08/2021		65.00
				<b>Payment 7831 Total:</b>	<b>130.00</b>
<b>Payment: 7832</b>					
Integrated Industrial Supply, I	Gloves	80818	12/08/2021		599.43
				<b>Payment 7832 Total:</b>	<b>599.43</b>
<b>Payment: 7833</b>					
Left Coast T-Shirt Company	Uniforms	32863	12/08/2021		1,365.16
				<b>Payment 7833 Total:</b>	<b>1,365.16</b>
<b>Payment: 7834</b>					
Mainline Utility Company	Sewer line video inspections	5514	12/08/2021		1,000.00
Mainline Utility Company	Sewer line video inspections	5524	12/08/2021		5,685.11
				<b>Payment 7834 Total:</b>	<b>6,685.11</b>
<b>Payment: 7835</b>					
Miner's Ace Hardware	Supplies	NOV 2021	12/08/2021		224.47
				<b>Payment 7835 Total:</b>	<b>224.47</b>
<b>Payment: 7836</b>					
Mission Uniform Service	Uniforms	515955553	12/08/2021		243.60
Mission Uniform Service	Uniforms	515908777	12/08/2021		178.40
Mission Uniform Service	Uniforms	516001282	12/08/2021		178.40
				<b>Payment 7836 Total:</b>	<b>600.40</b>
<b>Payment: 7837</b>					
MNS Engineers, Inc.	Construction Management-Pa	79075	12/08/2021		8,459.00
MNS Engineers, Inc.	Construction Management-Jo	79074	12/08/2021		11,220.00
				<b>Payment 7837 Total:</b>	<b>19,679.00</b>
<b>Payment: 7838</b>					
Modern Welding And Design	Repair crack	1271	12/08/2021		825.00
				<b>Payment 7838 Total:</b>	<b>825.00</b>
<b>Payment: 7839</b>					
Municipal Maintenance Equip	Vaccon repair	016495-IN	12/08/2021		1,664.09
				<b>Payment 7839 Total:</b>	<b>1,664.09</b>
<b>Payment: 7840</b>					
Newton Geo-Hydrology Cons	Litigation Support November	NOV 2021	12/08/2021		5,365.00
				<b>Payment 7840 Total:</b>	<b>5,365.00</b>
<b>Payment: 7841</b>					
Nunley & Associates, Inc.	Brach Street Waterline Impro	9810	12/08/2021		405.82
Nunley & Associates, Inc.	Water Loss Audit 2020	9775	12/08/2021		1,427.58
Nunley & Associates, Inc.	Southland Screw Press ESDC S	9809	12/08/2021		490.28
Nunley & Associates, Inc.	Dana Reserve Development	9764	12/08/2021		2,716.37
Nunley & Associates, Inc.	Joshua Road Pump Station ES	9831	12/08/2021		1,880.14
Nunley & Associates, Inc.	136 E Branch Street	9825	12/08/2021		449.60
Nunley & Associates, Inc.	Southland Screw Press ESDC	9811	12/08/2021		2,440.07
Nunley & Associates, Inc.	Lucky Lane	9824	12/08/2021		384.45

**Item D-1(A) Warrants DECEMBER 8, 2021**

**Payment Dates: 12/08/2021 - 12/08/2021**

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Nunley & Associates, Inc.	AWIA Emergency Response PI	9774	12/08/2021		7,837.02
Nunley & Associates, Inc.	UWMP Update 2020	9773	12/08/2021		1,856.06
<b>Payment 7841 Total:</b>					<b>19,887.39</b>
<b>Payment: 7842</b>					
Nu-Tech Pest Management	Rodent control	0161847	12/08/2021		75.00
Nu-Tech Pest Management	Pest control	0161844	12/08/2021		265.00
<b>Payment 7842 Total:</b>					<b>340.00</b>
<b>Payment: 7843</b>					
Office Depot	Office supplies	208345052001	12/08/2021		52.54
Office Depot	Office supplies	209893785001	12/08/2021		25.92
Office Depot	Office supplies	208953127001	12/08/2021		179.95
Office Depot	Office supplies	207436635001	12/08/2021		10.63
Office Depot	Office supplies	207436142001	12/08/2021		46.11
Office Depot	Office supplies	207980275001	12/08/2021		-13.38
Office Depot	Office supplies	207436634001	12/08/2021		16.61
Office Depot	Office supplies	205745403001	12/08/2021		25.08
Office Depot	Office supplies	208345052002	12/08/2021		52.54
<b>Payment 7843 Total:</b>					<b>396.00</b>
<b>Payment: 7844</b>					
Pacific Overhead Door Service	Repair gate	6788	12/08/2021		150.91
<b>Payment 7844 Total:</b>					<b>150.91</b>
<b>Payment: 7845</b>					
Polydyne, Inc.	Clarifloc	1594259	12/08/2021		1,298.75
<b>Payment 7845 Total:</b>					<b>1,298.75</b>
<b>Payment: 7846</b>					
Quinn Company	Catepillar Service	WO030050702	12/08/2021		3,015.51
<b>Payment 7846 Total:</b>					<b>3,015.51</b>
<b>Payment: 7847</b>					
Ray Morgan Company	B&W/Color copies	3516038	12/08/2021		294.22
Ray Morgan Company	B&W/Color copies	3516037	12/08/2021		409.52
<b>Payment 7847 Total:</b>					<b>703.74</b>
<b>Payment: 7848</b>					
ReadyRefresh by Nestle	Distilled water	01K0900023136	12/08/2021		63.45
<b>Payment 7848 Total:</b>					<b>63.45</b>
<b>Payment: 7849</b>					
Richards, Watson & Gershon	Dana Reserve Project	234394	12/08/2021		325.50
<b>Payment 7849 Total:</b>					<b>325.50</b>
<b>Payment: 7850</b>					
Richards, Watson & Gershon	Eureka Well Site Acquisition	234395	12/08/2021		2,183.00
<b>Payment 7850 Total:</b>					<b>2,183.00</b>
<b>Payment: 7851</b>					
Richards, Watson & Gershon	Quad Tank Site Acquisition	234396	12/08/2021		59.00
<b>Payment 7851 Total:</b>					<b>59.00</b>
<b>Payment: 7852</b>					
Richards, Watson & Gershon	Water Rights Adjudication	234393	12/08/2021		1,180.00
<b>Payment 7852 Total:</b>					<b>1,180.00</b>
<b>Payment: 7853</b>					
Richards, Watson & Gershon	General Legal Services	234651	12/08/2021		3,171.34
<b>Payment 7853 Total:</b>					<b>3,171.34</b>
<b>Payment: 7854</b>					
Richards, Watson & Gershon	Eureka Well Site Acquisition	234078	12/08/2021		295.00
<b>Payment 7854 Total:</b>					<b>295.00</b>
<b>Payment: 7855</b>					
Richards, Watson & Gershon	Quad Tank Site Acquisition	234079	12/08/2021		147.50
<b>Payment 7855 Total:</b>					<b>147.50</b>

## Item D-1(A) Warrants DECEMBER 8, 2021

Payment Dates: 12/08/2021 - 12/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount	
<b>Payment: 7856</b>						
Richards, Watson & Gershon	General Legal Services Oct 20	234392	12/08/2021		12,663.76	
					<b>Payment 7856 Total:</b>	<b>12,663.76</b>
<b>Payment: 7857</b>						
Richards, Watson & Gershon	Water Rights Adjudication	234077	12/08/2021		737.50	
					<b>Payment 7857 Total:</b>	<b>737.50</b>
<b>Payment: 7858</b>						
Rogers, Anderson, Malody & S	Final Invoice for Fiscl Year 20-	67358	12/08/2021		1,600.00	
					<b>Payment 7858 Total:</b>	<b>1,600.00</b>
<b>Payment: 7859</b>						
Santa Maria Times	Public notice	54881	12/08/2021		325.32	
					<b>Payment 7859 Total:</b>	<b>325.32</b>
<b>Payment: 7860</b>						
Simplot Grower Solutions	CAN 17	780147671	12/08/2021		691.90	
					<b>Payment 7860 Total:</b>	<b>691.90</b>
<b>Payment: 7861</b>						
SLO County Air Pollution Cont	Permit for Beverly backup gen	21822	12/08/2021		656.25	
					<b>Payment 7861 Total:</b>	<b>656.25</b>
<b>Payment: 7862</b>						
SLO County Environmental He	Hazmat permit-Sundale Well	AR0011148	12/08/2021		512.00	
SLO County Environmental He	Cross connection services	INV0132879	12/08/2021		2,505.10	
SLO County Environmental He	Hazmat Permit- BLWWTP	AR0007888	12/08/2021		512.00	
					<b>Payment 7862 Total:</b>	<b>3,529.10</b>
<b>Payment: 7863</b>						
SoCalGas	Heat - shop/office	OCT2021B	12/08/2021		31.05	
					<b>Payment 7863 Total:</b>	<b>31.05</b>
<b>Payment: 7864</b>						
Spieß Construction Co.	Drying bed cover relocation	221291	12/08/2021		45,345.94	
					<b>Payment 7864 Total:</b>	<b>45,345.94</b>
<b>Payment: 7865</b>						
Staples	Office supplies	9837218693	12/08/2021		43.16	
					<b>Payment 7865 Total:</b>	<b>43.16</b>
<b>Payment: 7866</b>						
Statewide Traffic Safety & Sign	Operating supplies	03019675	12/08/2021		32.14	
Statewide Traffic Safety & Sign	Operating supplies	03019673	12/08/2021		123.00	
					<b>Payment 7866 Total:</b>	<b>155.14</b>
<b>Payment: 7867</b>						
Tesco Controls, Inc.	Annual SCADA maintenance	0075249-IN	12/08/2021		27,000.00	
					<b>Payment 7867 Total:</b>	<b>27,000.00</b>
<b>Payment: 7868</b>						
The McClatchy Company, LLC	Legal Ad - UWMP 2020	147967	12/08/2021		153.36	
					<b>Payment 7868 Total:</b>	<b>153.36</b>
<b>Payment: 7869</b>						
Tuckfield & Associates	Pass-through adjustment	0573	12/08/2021		525.00	
Tuckfield & Associates	Water Financial Plan	0574	12/08/2021		3,412.50	
Tuckfield & Associates	Water Financial Plan	0566	12/08/2021		15,575.00	
					<b>Payment 7869 Total:</b>	<b>19,512.50</b>
<b>Payment: 7870</b>						
Tyler Technologies, Inc.	Software maintenance	025-353850	12/08/2021		15,607.32	
					<b>Payment 7870 Total:</b>	<b>15,607.32</b>
<b>Payment: 7871</b>						
Unified Field Services Corpora	Joshua Road Pump Station Im	JRPS-3	12/08/2021		50,192.46	
					<b>Payment 7871 Total:</b>	<b>50,192.46</b>
<b>Payment: 7872</b>						
US Bank National Association	Software subscription	NOV2021C	12/08/2021		28.00	

**Item D-1(A) Warrants DECEMBER 8, 2021**

**Payment Dates: 12/08/2021 - 12/08/2021**

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
US Bank National Association	Travel and Meals	NOV2021B	12/08/2021		170.80
US Bank National Association	Employment ads	NOV2021I	12/08/2021		25.00
US Bank National Association	GFOA Certificate	NOV2021G	12/08/2021		460.00
US Bank National Association	Board Meeting Supplies	NOV2021A	12/08/2021		28.50
US Bank National Association	Zoom	NOV2021E	12/08/2021		14.99
US Bank National Association	Storage unit	NOV2021D	12/08/2021		218.50
US Bank National Association	Hotel for Backflow Certificatio	NOV2021F	12/08/2021		895.14
US Bank National Association	Repair and maintenance offic	NOV2021H	12/08/2021		17.39
<b>Payment 7872 Total:</b>					<b>1,858.32</b>
<b>Payment: 7873</b>					
USA Bluebook	Hach probe	790940	12/08/2021		596.20
USA Bluebook	COD recycle service	792374	12/08/2021		576.34
USA Bluebook	Credit memo	794628	12/08/2021		-913.34
USA Bluebook	Operating supplies	801144	12/08/2021		74.54
USA Bluebook	Operating supplies	802526	12/08/2021		90.88
USA Bluebook	Operating supplies	802769	12/08/2021		165.87
<b>Payment 7873 Total:</b>					<b>590.49</b>
<b>Payment: 7874</b>					
Verizon Wireless	Cell service	9893493261	12/08/2021		1,138.23
<b>Payment 7874 Total:</b>					<b>1,138.23</b>
<b>Payment: 7875</b>					
Voelker, Tyler	Uniform - Boot reimbursemen	BOOTS 2021	12/08/2021		165.00
<b>Payment 7875 Total:</b>					<b>165.00</b>
<b>Payment: 7876</b>					
Wallace Group	FOG Program	54622	12/08/2021		1,060.00
<b>Payment 7876 Total:</b>					<b>1,060.00</b>
<b>Payment: 7877</b>					
Waste Connections	Waste Collection-Old Town	7487752	12/08/2021		257.76
Waste Connections	Waste Collection-Office	7486860	12/08/2021		48.60
Waste Connections	Waste Collection-Southland	7488105	12/08/2021		227.79
<b>Payment 7877 Total:</b>					<b>534.15</b>

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER

FROM: LISA BOGNUDA *(LSB)*  
FINANCE DIRECTOR

DATE: DECEMBER 3, 2021

**AGENDA ITEM**  
**D-1(B)**  
**DECEMBER 8, 2021**

**WARRANTS – BLACKLAKE ASSESSMENT DISTRICT 2020 -1**

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$32,068.51
VOIDED CHECKS	\$0.00



Nipomo Community Services District

# Item D-1(B) Warrants DECEMBER 8, 2021

By Payment Number

Payment Dates 12/08/2021 - 12/08/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount	
<b>Payment: 38</b>						
Cannon Corporation	Blacklake Sewer Consolidatio	78225	12/08/2021		25,987.94	
					<b>Payment 38 Total:</b>	<u>25,987.94</u>
<b>Payment: 39</b>						
Nunley & Associates, Inc.	Southland WWTF Capacity Ev	9808	12/08/2021		5,830.57	
					<b>Payment 39 Total:</b>	<u>5,830.57</u>
<b>Payment: 40</b>						
Special District Financing & A	Assessment prepayment/bon	15390	12/08/2021		250.00	
					<b>Payment 40 Total:</b>	<u>250.00</u>

TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER  
DATE: DECEMBER 3, 2021



**AGENDA ITEM**  
**D-2**  
**DECEMBER 8, 2021**

**APPROVE NOVEMBER 10, 2021  
REGULAR BOARD MEETING MINUTES**

**ITEM**

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

**BACKGROUND**

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

**RECOMMENDATION**

Approve Minutes

**ATTACHMENT**

- A. November 10, 2021 draft Regular Board Meeting Minutes

DECEMBER 8, 2021

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community since 1965*

## DRAFT REGULAR MINUTES

NOVEMBER 10, 2021 AT 9:00 A.M.

JON S. SEITZ BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

### BOARD of DIRECTORS

ED EBY, PRESIDENT  
DAN ALLEN GADDIS, VICE PRESIDENT  
DAN WOODSON, DIRECTOR  
RICHARD MALVAROSE, DIRECTOR  
CRAIG ARMSTRONG, DIRECTOR

### PRINCIPAL STAFF

MARIO IGLESIAS, GENERAL MANAGER  
LISA BOGNUDA, FINANCE DIRECTOR  
PETER SEVCIK, DIRECTOR OF ENG. & OPS.  
CRAIG STEELE, GENERAL COUNSEL

Mission Statement:

Provide our customers with reliable, quality, and cost-effective services now and in the future.

#### A. CALL TO ORDER AND FLAG SALUTE

*President Eby called the Regular Meeting of November 10, 2021, to order at 9:00 a.m. and led the flag salute.*

#### B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

*At Roll Call, all Directors were present.*

*There were no public comments.*

#### C. PRESENTATIONS AND REPORTS

##### C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.

Receive Announcements and Reports from Directors

##### *Director Gaddis*

- *November 1, attended Board Officers' meeting.*
- *November 2, attended Special Board meeting.*

##### *Director Eby*

- *October 29, attended NMMA Technical Group meeting remotely.*
- *November 1, attended Board Officers' meeting.*
- *November 2, attended Special Board meeting.*
- *November 4, attended Blacklake Oversight Committee meeting.*
- *November 9, attended Arroyo Grande City Council meeting remotely.*

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

- C-2) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

*There were no public comments.*

*Upon the motion of Director Armstrong and seconded, the Board unanimously approved receiving and filing presentations and reports.*

*Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
<i>Directors Armstrong, Malvarose, Woodson, Gaddis, and Eby</i>	<i>None</i>	<i>None</i>

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE OCTOBER 27, 2021, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) AUTHORIZE CONTRACT AMENDMENT FOR CEQA COMPLIANCE SERVICES FOR BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT WITH SWCA ENVIRONMENTAL CONSULTANTS [RECOMMEND AUTHORIZE STAFF TO EXECUTE A CONTRACT AMENDMENT IN THE AMOUNT OF \$21,594 WITH SWCA ENVIRONMENTAL CONSULTANTS FOR CEQA COMPLIANCE SERVICES FOR THE BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT]

*District staff answered questions from the Board regarding items D-1 and D-3.*

*There were no public comments.*

*Upon the motion of Director Armstrong and seconded, the Board approved the Consent Agenda.*

*Vote 4-1-0 on D-1.*

*Vote 4-1-0 on D-2.*

*Vote 5-0-0 on D-3.*

	YES VOTES	ABSTAIN	ABSENT
<i>D-1</i>	<i>Directors Armstrong, Gaddis, Woodson, and Eby</i>	<i>Malvarose</i>	<i>None</i>
<i>D-2</i>	<i>Directors Malvarose, Gaddis, Eby, and Woodson</i>	<i>Armstrong</i>	<i>None</i>
<i>D-3</i>	<i>Directors Armstrong, Gaddis, Malvarose, Woodson, and Eby</i>	<i>None</i>	<i>None</i>

E. ADMINISTRATIVE ITEMS

- E-1) CONSIDER 2020 URBAN WATER MANAGEMENT PLAN UPDATE AND WATER SHORTAGE CONTINGENCY PLAN [RECOMMEND CONDUCT PUBLIC HEARING, CONSIDER PUBLIC COMMENT, AND SET DECEMBER 8, 2021 TO ADOPT UWMP AND WSCP]

*Mario Iglesias, General Manager, introduced the item.*

*Robert Lepore, MKN Associates, presented the item and answered questions from the Board of Directors.*

*Director Eby opened the Public Hearing.*

*There were no public comments.*

*Director Eby closed the Public Hearing.*

*The Board directed staff to set December 8, 2021 to adopt the UWMP and WSCP.*

- E-2) MANDATORY ORGANIC WASTE RECYCLING ORDINANCE [RECOMMEND INTRODUCE, WAIVE FURTHER READING AND READ BY TITLE ONLY ORDINANCE NO. 133]

*Mario Iglesias, General Manager, introduced the item.*

*Craig Steele, General Counsel, presented the item and answered questions from the Board of Directors.*

*Pam Wilson, NCSD resident, volunteered to help with the recycling efforts.*

*Upon the motion of Director Armstrong and seconded, the Board unanimously approved to waive further reading and read by title only Ordinance No. 133, an ordinance of the Nipomo Community Services District adding chapter 7.07 (mandatory organic waste disposal reduction) to title 7 (solid waste) of the Nipomo Community Services District Code, and making a determination of exemption under CEQA.*

*Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Malvarose, Woodson, and Eby	Gaddis	None

ORDINANCE NO. 133  
AN ORDINANCE OF THE NIPOMO COMMUNITY SERVICES DISTRICT ADDING CHAPTER 7.07 (MANDATORY ORGANIC WASTE DISPOSAL REDUCTION) TO TITLE 7 (SOLID WASTE) OF THE NIPOMO COMMUNITY SERVICES DISTRICT CODE, AND MAKING A DETERMINATION OF EXEMPTION UNDER CEQA

*President Eby called for a 5 minute break.*

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

- E-3) CONSIDER SECOND AMENDMENT TO THE SAN LUIS OBISPO COUNTY INTEGRATED WASTE MANAGEMENT AUTHORITY JOINT POWERS AGREEMENT AND THE FIRST AMENDMENT TO THE MEMORANDUM OF AGREEMENT BETWEEN THE INTEGRATED WASTE MANAGEMENT AUTHORITY (“IWMA”) AND THE NIPOMO COMMUNITY SERVICES DISTRICT. [RECOMMEND REVIEW AMENDMENTS TO THE JPA AND MOA, DISCUSS, AND IF YOUR BOARD FINDS THE AMENDMENTS TO BE BENEFICIAL TO THE DISTRICT, ADOPT ONE OR BOTH AMENDMENTS BY RESOLUTION]

*Mario Iglesias, General Manager, introduced the item and answered questions from the Board of Directors.*

*There were no public comments.*

*The Board asked for clarification from other members of the IWMA before approving the resolutions. The Board directed staff to schedule item for a future meeting.*

- E-4) CONSIDER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2021 BYLAWS REVISIONS AND UPDATES [RECOMMEND REVIEW CSDA BYLAWS AND IF APPROPRIATE, DIRECT STAFF TO CAST A VOTE FOR THE NIPOMO COMMUNITY SERVICES DISTRICT IN FAVOR OF OR AGAINST SAID REVISIONS AND UPDATE]

*Mario Iglesias, General Manager, introduced the item and answered questions from the Board of Directors.*

*There were no public comments.*

*Upon the motion of Director Armstrong and seconded, the Board approved staff to cast the vote in favor of the revisions and updates to the CSDA Bylaws for 2021.*

*Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
<i>Directors Armstrong, Gaddis, Malvarose, Woodson, And Eby</i>	<i>None</i>	<i>None</i>

*President Eby announced that they would be going into closed session.*

**I. CLOSED SESSION ANNOUNCEMENTS**

- 1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
  - a. SMVWCD V. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750, AND ALL CONSOLIDATED CASES

*Craig Steele, District Legal Counsel, announced the Board discussed Item 1 in Closed Session and took no reportable action.*

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
REGULAR MEETING  
MINUTES

F. GENERAL MANAGER'S REPORT

*Mario Iglesias, General Manager, presented the item and answered questions from the Board.*

*There were no public comments.*

G. COMMITTEE REPORTS

*None.*

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

*None.*

ADJOURN MEETING

*President Eby adjourned the meeting at 12:20 p.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	2 hour 20 minutes
Closed Session	1 hour 04 minutes
TOTAL HOURS	3 hour 24 minutes

Respectfully submitted,

\_\_\_\_\_  
Mario Iglesias, General Manager and Secretary to the Board

\_\_\_\_\_  
Date

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER

FROM: LISA BOGNUDA  
FINANCE DIRECTOR

DATE: DECEMBER 3, 2021



**ACCEPT FIRST QUARTER FISCAL YEAR 2021-2022  
QUARTERLY FINANCIAL REPORT**

**ITEM**

Accept First Quarter Financial Report [RECOMMEND RECEIVE AND FILE REPORT]

**BACKGROUND**

As of September 30, 2021, the 2020-2021 Fiscal year is 25% complete. The consolidated operating revenues are 28.01% of budget, operating expenditures are at 24.42% of budget and general and administrative expenditures are at 23.59% of budget.

Attached are the following which provide an overview of the first six months of the fiscal year:

Page 1	Consolidated Statement of Net Position
Page 2-3	Consolidated Statement of Revenues and Expenses
Page 4	Summary of Revenues, Expenses and Cash Balances by Fund
Page 5	Summary of Approved Budget Adjustments
Page 6-7	Graphs for Consolidated Revenues and Expenses
Page 8-10	Graphs for major funds (Water, Town Sewer, and Blacklake Sewer)

**STRATEGIC PLAN**

Goal 4. FINANCE. Maintain conservative, long-term financial management to minimize rate impacts on customers while meeting program financial needs.

**RECOMMENDATION**

It is recommended that your Honorable Board receive report and direct Staff to file the quarterly financial report for the first quarter of fiscal year 2021-2022.

**ATTACHMENT**

- A. Pages 1-10 – NCSD Quarterly Financial Report

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DECEMBER 8, 2021

ITEM D-3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT  
STATEMENT OF NET POSITION - (Unaudited)  
SEPTEMBER 30, 2021**

**ASSETS**

Current assets:

Cash and cash equivalents	\$ 17,084,753
Accounts receivable	725,879
Unbilled utilities receivable	1,291,000
Accrued interest receivable	10,367
Due from partner purveyors	239,735
Contracts receivable, current portion	134,679
Total current assets	<u>19,486,413</u>

Noncurrent assets:

Restricted cash-NSWP funded replacement	1,283,806
Restricted cash - Held in Trust	726,612
Cash with fiscal agent	817
Deposits and other assets	554,835
Contracts receivable, less current portion	6,869,602

Capital assets:

Capital assets, net of depreciation	<u>68,339,328</u>
Total noncurrent assets	<u>77,775,000</u>

    Total assets 97,261,413 (A)

Deferred Outflows of Resources

OPEB related	940,770
Pension related	537,936
Total deferred outflows of resources	<u>1,478,706</u> (B)

**LIABILITIES**

Current liabilities:

Accounts payable	889,487
Deposits	250,179
Accrued Liabilities	470,719
Current portion of long-term debt	560,000
Total current liabilities	<u>2,170,385</u>

Noncurrent liabilities:

Net OPEB liability	1,523,138
Net pension liability	1,894,758
Long-term debt, less current portion	18,225,000
Total noncurrent liabilities	<u>21,642,896</u>

    Total liabilities 23,813,281 (C)

Deferred Inflows of Resources

OPEB related	0
Pension related	29,744
Total deferred inflows of resources	<u>29,744</u> (D)

**NET POSITION**

Net investment in capital assets	48,943,913
Restricted for system expansion, replacement and debt service	13,127,214
Unrestricted	<u>12,825,967</u>

    Total net position \$ 74,897,094

**NIPOMO COMMUNITY SERVICES DISTRICT  
STATEMENT OF REVENUES AND EXPENSES - (Unaudited)  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021**

	YEAR-TO- DATE	BUDGET	% OF BUDGET
<u>OPERATING REVENUES</u>			
Water fixed charges	\$ 395,569	1,589,490	24.89%
Water usage charges	1,634,333	4,961,001	32.94%
Sewer charges	732,313	3,062,900	23.91%
Miscellaneous fees and charges	43,646	134,200	32.52%
Street light and landscape maintenance charges	0	41,570	0.00%
Franchise fees	31,887	183,000	17.42%
NSWP - collections from purveyors for water purchased	205,604	741,322	27.73%
NSWP - collections from purveyors for related expenses	19,774	74,154	26.67%
NSWP - collections for funded replacement	51,717	206,865	25.00%
Operating transfers in - Funded Administration	166,283	587,060	28.32%
Operating transfers in - Funded Replacement	304,750	1,219,000	25.00%
Total Operating Revenues	<u>3,585,876</u>	<u>12,800,562</u>	<u>28.01%</u>
<u>OPERATING EXPENSES - OPERATIONS AND MAINTENANCE</u>			
Wages and benefits	397,189	1,979,399	20.07%
Purchased water -NCS D share	411,453	1,483,535	27.73%
Purchased water-purveyors	205,604	741,322	27.73%
Operating costs, admin and funded replacement-NCS D share	79,903	297,834	26.83%
Electricity	173,311	663,150	26.13%
Water	1,665	11,000	15.14%
Chemicals	22,502	86,000	26.17%
Lab tests	30,099	114,000	26.40%
Operating supplies	70,248	251,500	27.93%
Outside services	50,508	312,310	16.17%
Permits and operating fees	2,500	57,620	4.34%
Repairs and maintenance	31,873	250,000	12.75%
Engineering	8,332	110,000	7.57%
Fuel	9,690	52,000	18.63%
Meters	135,953	270,000	50.35%
Safety program	600	5,000	12.00%
Uniforms	2,640	20,000	13.20%
Landscape maintance district	975	5,000	19.50%
Solid waste program	773	10,000	0.00%
Conservation program	3,220	20,000	16.10%
Operating transfer out - Funded Replacement	304,750	1,219,000	25.00%
Subtotal - Operating Expenses (Operations and Maintenance)	<u>1,943,788</u>	<u>7,958,670</u>	<u>24.42%</u>

continued on next page

**NIPOMO COMMUNITY SERVICES DISTRICT  
STATEMENT OF REVENUES AND EXPENSES - (Unaudited)  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021**

	YEAR-TO- DATE	BUDGET	% OF BUDGET
<u>OPERATING EXPENSES - GENERAL AND ADMINISTRATIVE</u>			
Wages and benefits	221,854	1,143,155	19.41%
Outside services	6,629	37,280	17.78%
Bank charges and fees	1,648	7,200	22.89%
Computer expense	71,537	185,756	38.51%
Dues and subscriptions	32,109	53,180	60.38%
Education and training	1,566	17,000	9.21%
Elections	0	0	0.00%
Liability insurance	53,524	233,000	22.97%
Landscape and janitorial	5,371	18,000	29.84%
Legal counsel-general	14,040	98,000	14.33%
Legal counsel-water	7,522	75,000	10.03%
Professional services	39,436	135,200	29.17%
Miscellaneous	520	13,750	3.78%
Newsletters and mailers	0	6,700	0.00%
Office supplies	2,871	19,000	15.11%
Postage	5,385	21,200	25.40%
Public notices	0	4,300	0.00%
Repairs and maintenance	3,445	28,850	11.94%
Property taxes	0	1,590	0.00%
Telephone	1,666	8,500	19.60%
Travel and mileage	3,264	12,500	26.11%
Utilities	4,646	20,700	22.44%
Operating transfer out - Funded Administration	166,283	587,060	28.32%
Subtotal - Operating Expenses (General and Administrative)	643,316	2,726,921	23.59%
 Total Operating Expenses	 2,587,104	 10,685,591	 24.21%
 Total Operating Surplus (Deficit)	 998,772	 2,114,971	 47.22%
<u>NON-OPERATING INCOME (EXPENSES)</u>			
Interest income	11,121	672,250	1.65%
Property tax revenue	24,534	802,780	3.06%
Cell site revenue	5,667	43,900	12.91%
Other revenue - purveyors	203,130	203,130	100.00%
Capacity Charges collected	269,518	0	0.00%
COVID-19 expense	(477)	0	0.00%
Interest expense	(197,489)	(774,738)	25.49%
Total non-operating revenues (expenses)	316,004	947,322	
 Total Operating and Non-operating Surplus (Deficit)	 \$ 1,314,776	 3,062,293	

NIPOMO COMMUNITY SERVICES DISTRICT  
SUMMARY OF REVENUES AND EXPENSES BY FUND  
THREE MONTHS ENDED SEPTEMBER 30, 2021

FUND	FUND #	YTD REVENUES	YTD EXPENSES	SUBTOTAL	FUNDED REPLACEMENT	TRANSFERS B/W FUNDS	YTD SUPRPLUS/ (DEFICIT)
Administration	110	172,147	(140,147)	32,000	0	0	32,000
Water	125	2,075,231	(1,481,501)	593,730	(160,250)	0	433,480
Water Rate Stabilization	128	258	0	258	0	0	258
Town Sewer	130	606,168	(416,569)	189,599	(98,750)	0	90,849
Town Sewer Rate Stabilization	135	194	0	194	0	0	194
Blacklake Sewer	150	126,580	(92,414)	34,166	(45,750)	0	(11,584)
Blacklake Sewer Rate Stabilization	155	32	0	32	0	0	32
Blacklake Street Lighting	200	3	(13,712)	(13,709)	0	0	(13,709)
Street Landscape Maintenance	250	6	(2,046)	(2,040)	0	0	(2,040)
Solid Waste	300	32,118	(7,236)	24,882	0	0	24,882
Drainage Maintenance	400	724	0	724	0	0	724
Supplemental Water Capacity Fees	500	402,258	(94,177)	308,081	0	0	308,081
Property Taxes	600	24,161	(23,939)	222	0	0	222
Water Capacity Fees	700	39,045	0	39,045	0	0	39,045
Town Sewer Capacity Fees	710	33,973	0	33,973	0	0	33,973
Funded Replacement-Water	805	2,067	0	2,067	160,250	0	162,317
Funded Replacement-Town Sewer	810	2,198	0	2,198	98,750	0	100,948
Funded Replacement-BL Sewer	830	82	0	82	45,750	0	45,832
NSWP Operations & Maintenance	910	676,403	(659,601)	16,802	0	0	16,802
NSWP Funded Replacement	915	52,470	0	52,470	0	0	52,470
TOTAL		4,246,118	(2,931,342)	1,314,776	0	0	1,314,776

CASH BALANCE OF EACH FUND

FUND	FUND #	CASH BALANCE 9/30/2021
Administration	110	(231,006)
Water	125	3,172,640
Water Rate Stabilization	128	433,450
Town Sewer	130	395,453
Town Sewer Rate Stabilization	135	325,936
Blacklake Sewer	150	359,093
Blacklake Sewer Rate Stabilization	155	54,181
Blacklake Street Lighting	200	(124)
Street Landscape Maintenance	250	9,249
Solid Waste	300	413,556
Drainage Maintenance	400	58,854
Supplemental Water	500	1,952,801
Property Taxes	600	453,000
Water Capacity Fees	700	2,007,389
Town Sewer Capacity Fees	710	449,475
Funded Replacement-Water	805	3,529,611
Funded Replacement-Town Sewer	810	3,582,017
Funded Replacement-BL Sewer	830	161,721
NSWP	910	(42,543)
TOTAL		17,084,753

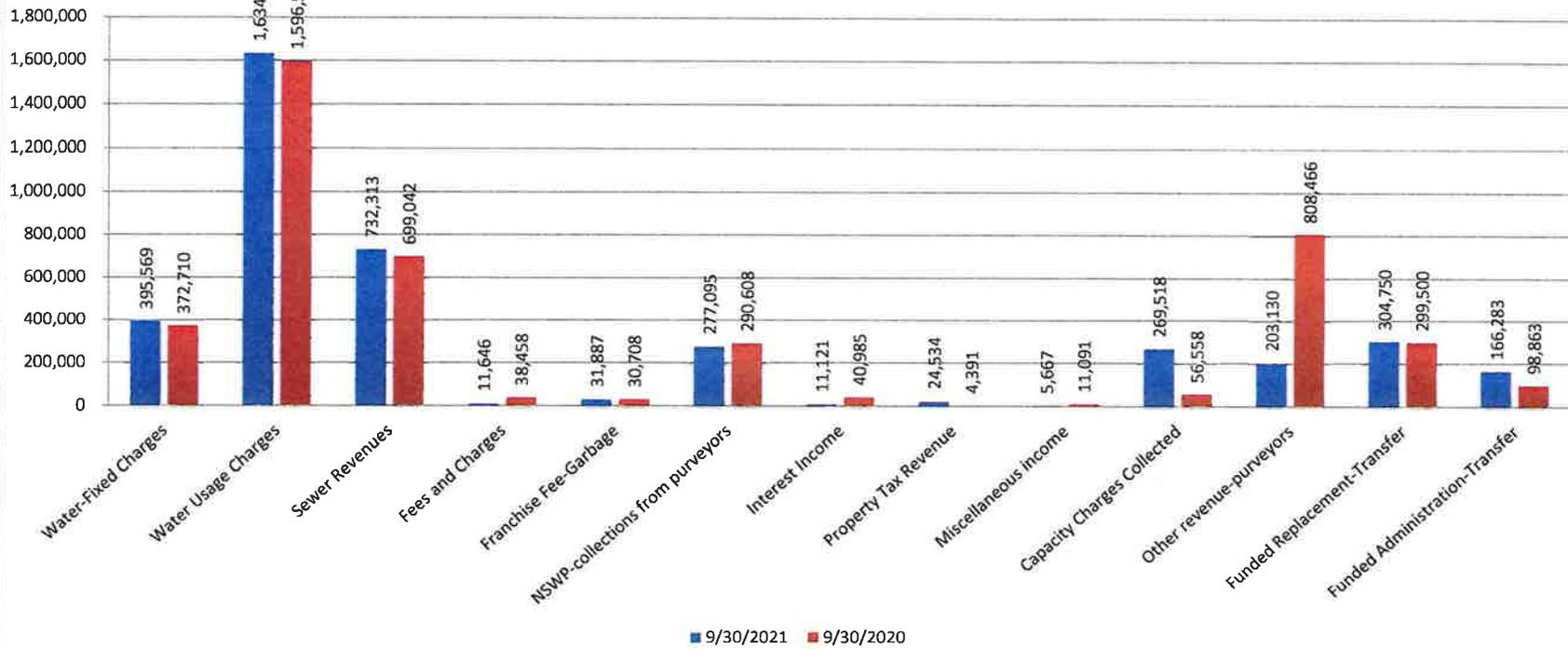
NOTE:  
BALANCE SHEETS AND STATEMENTS OF REVENUES AND EXPENSES FOR EACH FUND ARE AVAILABLE FOR REVIEW UPON REQUEST

**NIPOMO COMMUNITY SERVICES DISTRICT**  
**SUMMARY OF APPROVED BUDGET AMENDMENTS**  
**FISCAL YEAR JUNE 30, 2021**

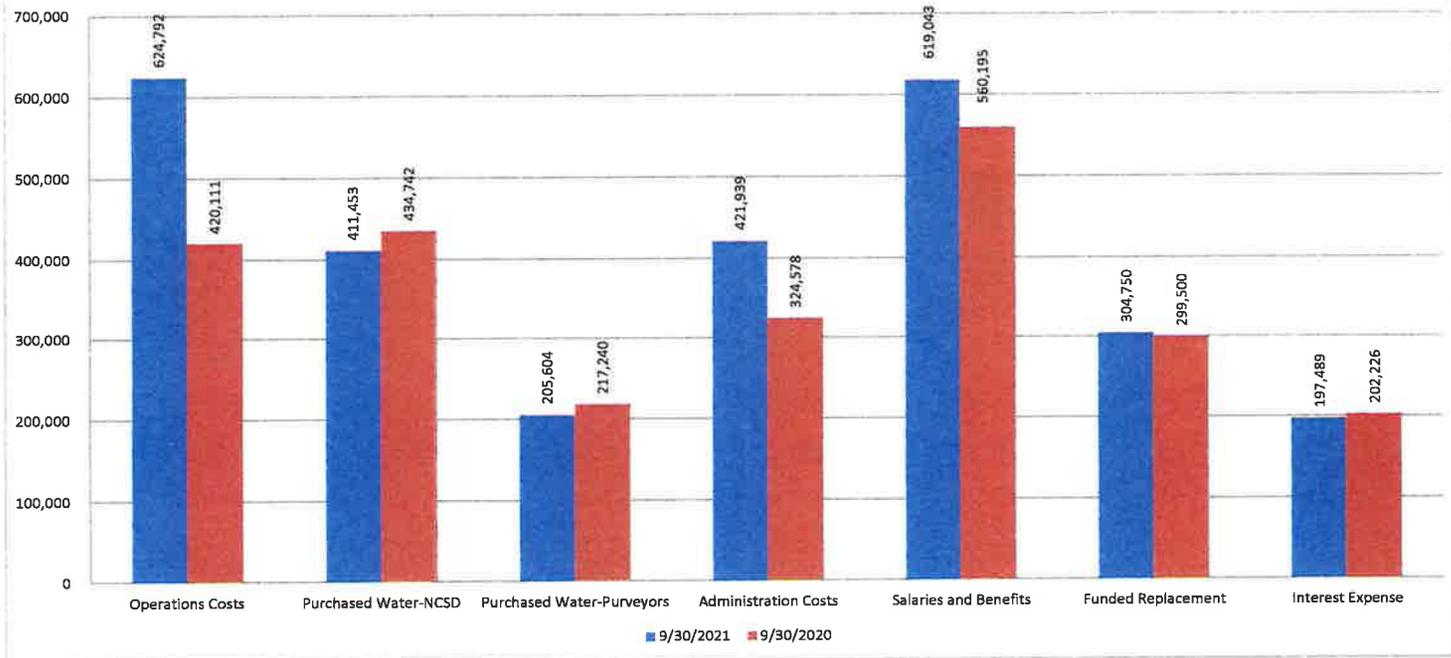
**FIRST QUARTER ENDING SEPTEMBER 30, 2021**

DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET	RESOLUTION NUMBER
8/11/2021	Foothill Tank Project CEQA	700	\$0	\$28,154	\$28,154	2021-1604

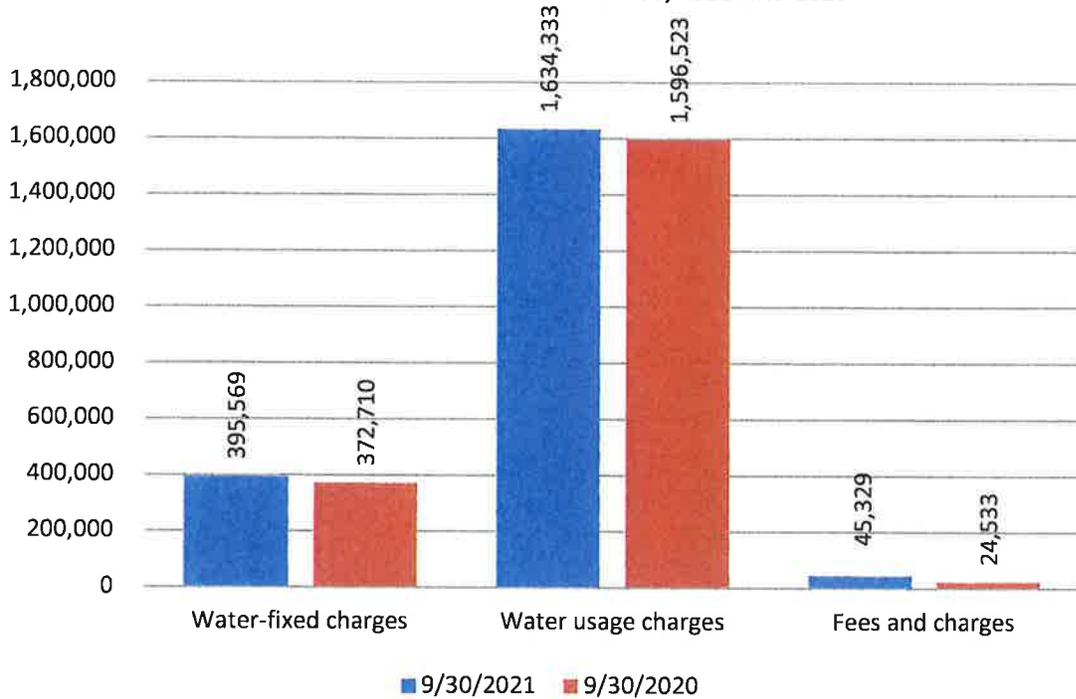
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUES  
FOR THREE MONTHS ENDED SEPTEMBER 30, 2021 AND 2020**



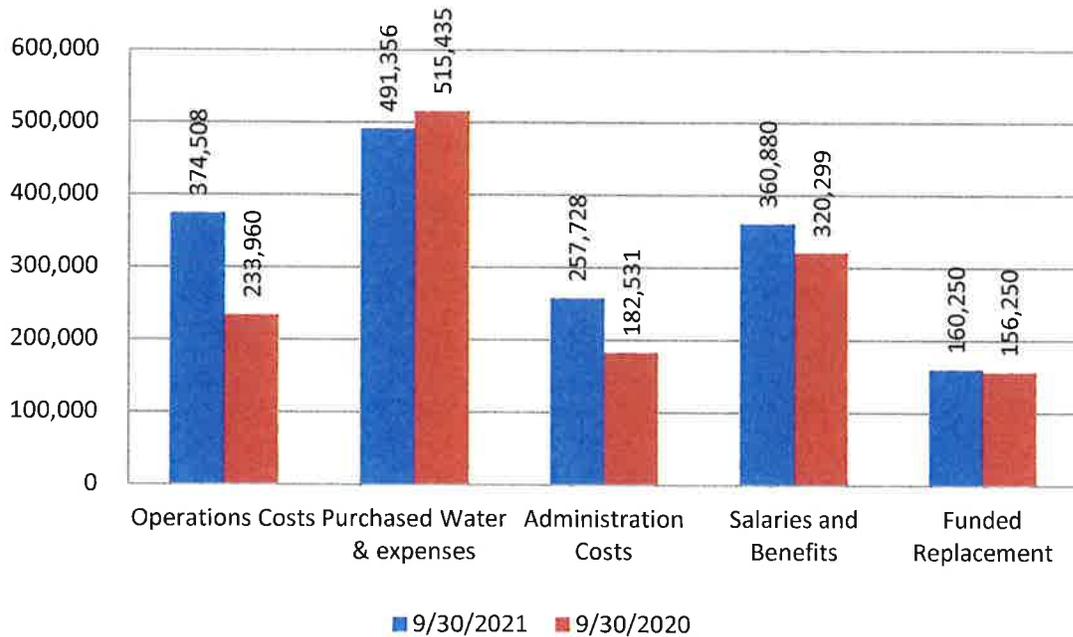
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021 AND 2020**

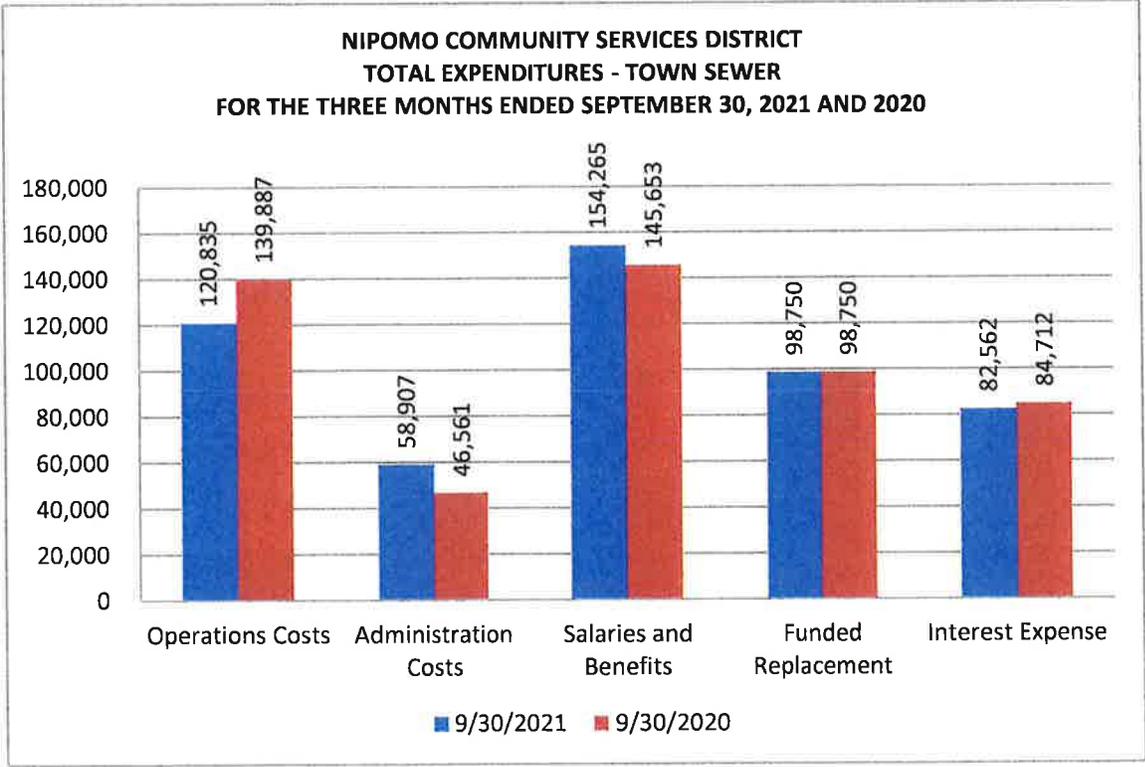
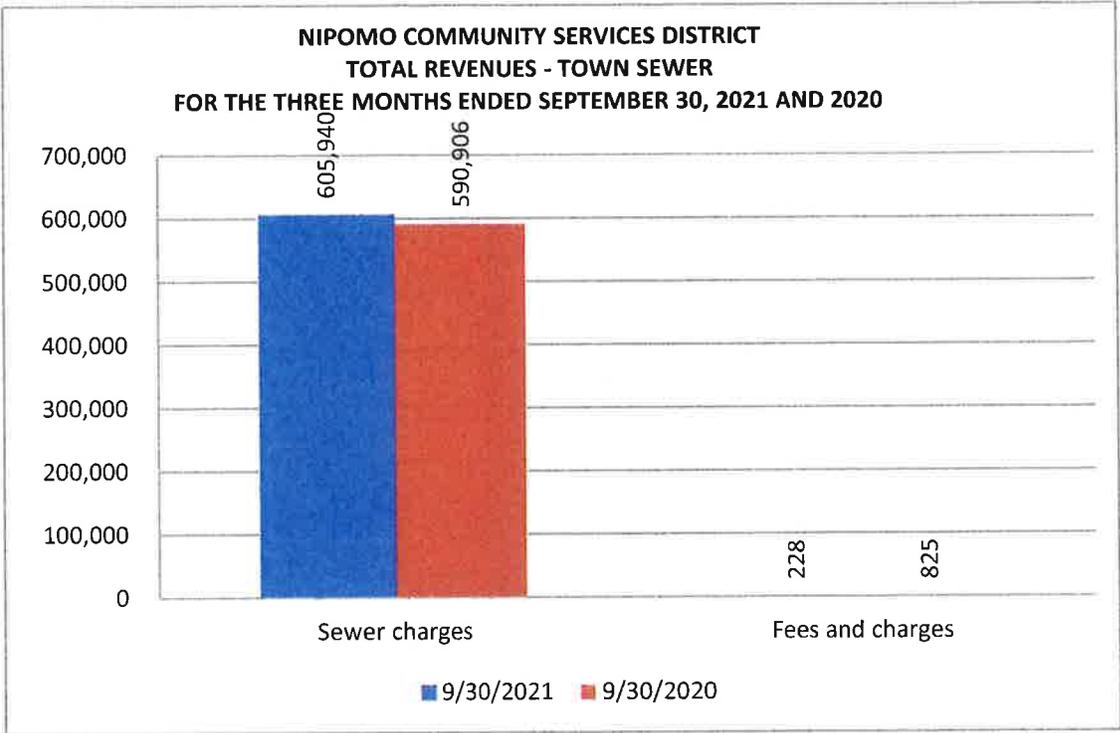


**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUE - WATER FUNDS  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021 AND 2020**

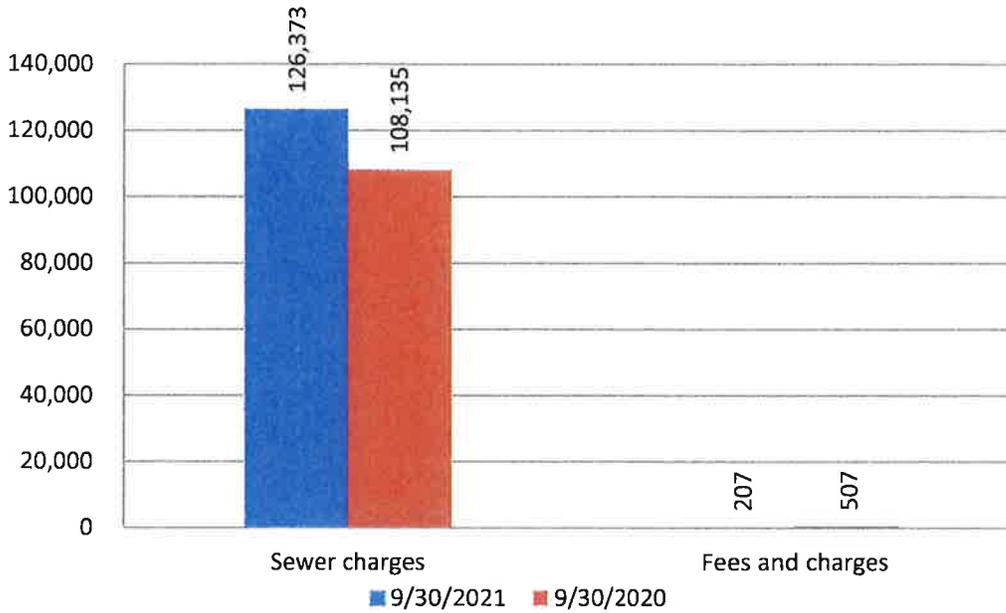


**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES - WATER FUNDS  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021 AND 2020**

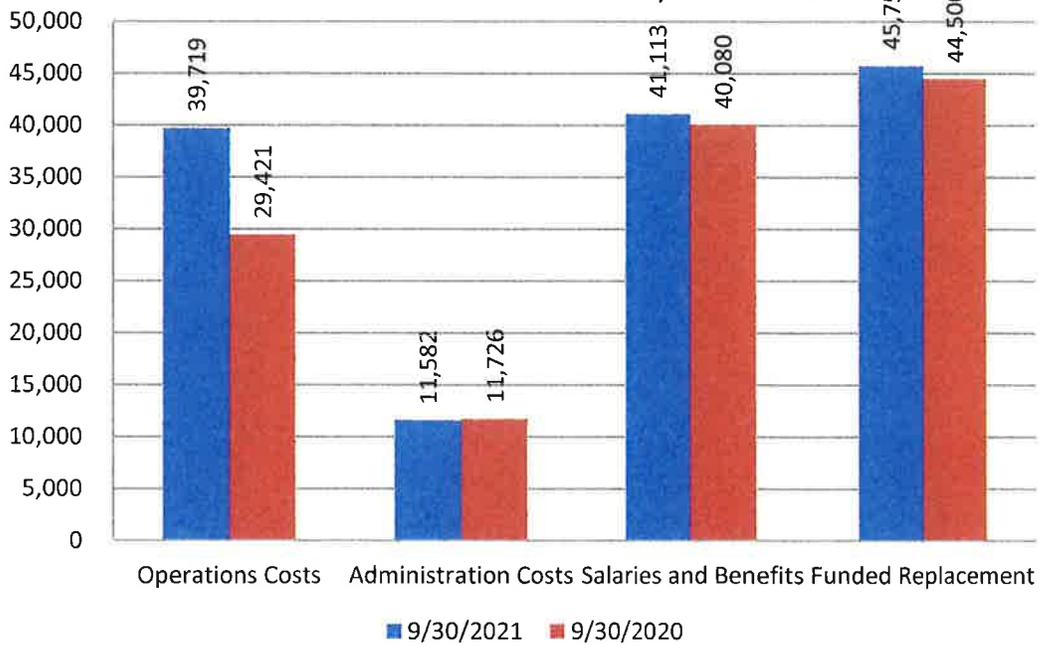




**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUES - BLACKLAKE SEWER  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021 AND 2020**



**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES - BLACKLAKE SEWER  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021 AND 2020**



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TO: BOARD OF DIRECTORS  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER   
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF ENGINEERING  
AND OPERATIONS  
DATE: DECEMBER 1, 2021

**AGENDA ITEM  
D-4  
DECEMBER 8, 2021**

**CONSIDER REQUEST FOR WATER, SEWER AND  
SOLID WASTE SERVICE (INTENT-TO-SERVE LETTER) FOR  
APN 092-576-012, A COMMERCIAL DEVELOPMENT  
LOCATED AT 149 S. FRONTAGE ROAD**

**ITEM**

Consider request for water, sewer, and solid waste service (Intent-to-Serve Letter) for APN 092-576-012, a commercial development located at 149 S. Frontage Road in Nipomo [RECOMMEND CONSIDER INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS].

**BACKGROUND**

The District received an application for water, sewer and solid waste service for a commercial development located at 149 S. Frontage Road (APN 092-576-012) on October 20, 2021. The applicant, CVP – Nipomo DB, LLC, is requesting water, sewer and solid waste service for a commercial development. The project will consist of a new coffee shop named Dutch Bros Coffee. The existing 21,344 square foot parcel is zoned Commercial Retail and the District currently provides water, sewer and solid waste service for the parcel.

In accordance with the District's Supplemental Water Accounting Policy, Resolution 2015-1372, water demand for the project will be tracked against the 500 AFY supplemental water project capacity reservation for new development. Based on the preliminary information provided, total water demand for the project is estimated at 1.06 acre-feet per year (AFY). After applying a credit of 0.53 AFY for the existing service (1 @ 1-inch), the project's supplemental water demand is estimated at 0.53 AFY. Sufficient supplemental water for the project is available.

Sufficient wastewater treatment capacity for the project is available in the District's Southland WWTF.

**FISCAL IMPACT**

Water and sewer capacity fees will be based on the domestic and irrigation meter sizes requested for the final County approved project as well as CAL FIRE's fire service requirements. Based on the preliminary information provided, the following services are proposed:

- Domestic: 1 @ 1-inch
- Irrigation: 1 @ 1-inch
- Fire: 1 @ 4-inch
- Sewer: 1 service

The estimated fee deposit for the project is \$37,971 based on the current FY 21-22 District fee schedule including a credit for one existing 1-inch service. Fees for Connection shall be calculated and owing as of the date the District accepts the public water and sewer improvements for the project and sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.

### **RECOMMENDATION**

Staff recommends that the Board approve the Applicant's request for an Intent-to-Serve letter for the project with the following conditions:

### **PROJECT-SPECIFIC CONDITIONS**

- Applicant shall upsize existing 3/4-inch meter to a single 1-inch meter and appropriate backflow assembly for indoor water use. Water capacity charges are not applicable.
- A separate 1-inch irrigation meter and appropriate backflow assembly shall be provided for outdoor irrigation use. Water capacity charges are applicable.
- A separate 4-inch fire sprinkler service including appropriate backflow device, as required and approved by CAL FIRE of SLO County, shall be provided for fire sprinkler service. Fire capacity charges are applicable.

### **STANDARD CONDITIONS**

- Project shall obtain water, sewer and solid waste service for all parcels.
- CAL FIRE of SLO County must approve the development plans prior to District approval. Fire capacity charges are applicable if dedicated fire service laterals are required.
- Record a restriction, subject to District approval, on the property prohibiting the use of well(s) to provide water service to any parcel within the Project.
- Properly abandon any existing groundwater wells and provide documentation to District.
- Record a restriction, subject to District approval, on all parcels prohibiting use of self-regenerating water softeners.
- Comply with District water conservation program.
- Pay all appropriate District fees associated with this development.
- Applicant shall provide the District with a copy of County application approval and County project conditions of approval.
- Enter into a Plan Check and Inspection Agreement and provide a deposit.
- Submit improvement plans in accordance with the District Standards and Specifications for review and approval. Applicant shall provide plans consistent with current District Standards and based on the proposed lot configuration.
- Any easements required for water and sewer improvements that will be dedicated to the District shall be offered to the District prior to final improvement plan approval.
- Any easements required for private water and sewer laterals shall be recorded prior to final improvement plan approval and shall be subject to District approval.
- All water and sewer improvements to be dedicated to the District shall be bonded for or otherwise secured in the District's name prior to issuance of Will Serve letter.

- A Will-Serve letter for the Project will be issued after improvement plans are approved and signed by the District.
- Applicant shall make a non-refundable deposit ("Deposit") at the time the District issues a Will Serve Letter in an amount equal to the then calculated Fees for Connection.
- Fees for Connection shall be calculated and owing as of the date the District sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.
- Construct the improvements required and submit the following:
  - Reproducible "As Built" - A mylar copy and digital format disk (PDF) which includes engineer, developer, tract number and water and sewer improvements
  - Offer of Dedication
  - Engineer's Certification
  - Summary of all water and sewer improvement costs
- Solid waste collection services are mandatory. Applicant shall provide proof that the Project is provided with solid waste removal services in accordance with District regulations.
- The District will set water meter(s) upon proof of a building permit from the County of San Luis Obispo, the District's acceptance of improvements to be dedicated to the District, if applicable, and the final payment of all charges and fees owed to the District.
- This letter is void if land use is other than commercial as defined by the District.
- Intent-to-Serve letters shall automatically terminate three (3) years from date of issuance. However, Applicant shall be entitled to a one-year extension upon the following conditions:
  - Applicant makes written application for the extension prior to the expiration of the Intent-to-Serve Letter.
  - Applicant provides proof of reasonable due diligence in processing the Project.
  - Applicant agrees to revisions of the conditions contained in the Intent-to-Serve letter consistent with then existing District policies.
- This Intent-to-Serve letter shall be subject to the current and future rules, agreements, regulations, fees, resolutions and ordinances of the District.
- This Intent-to-Serve letter may be revoked, or amended, as a result of conditions imposed upon the District by a court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors.
- District service is conditioned on the applicant complying with all terms, conditions, rules, and regulations of other agencies that have jurisdiction over the project.
- This Intent-to-Serve letter shall not be interpreted as the District's Board of Directors endorsement of the project.
- The District reserves the right to revoke this Intent-to-Serve letter at any time.
- The Applicant shall provide a signed copy of the Intent-to-Serve letter within thirty (30) days of issuance.

**ATTACHMENTS**

- A. Application
- B. Site Plan

DECEMBER 8, 2021

ITEM D-4

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  
Website: ncsd.ca.gov

Office use only:  
Date and Time  
Complete  
Application and  
fees received:

## INTENT-TO-SERVE APPLICATION

1. This is an application for:  Sewer and Water Service  Water Service Only
2. SLO County Planning Department/Tract or Development No.: PMTC2021-00227
3. Project location: 149 S Frontage Road, Nipomo, CA
4. Assessor's Parcel Number (APN) of parcel(s) to be served: APN 092-576-012
5. Owner Name: CVP - Nipomo DB, LLC
6. Mailing Address: 3519 NE 15th Ave STE 251, Portland, OR 97212
7. Email: braden.bernards@cvpre.com
8. Phone: 503-228-2100 FAX: \_\_\_\_\_
9. Agent's Information (Architect or Engineer):  
Name: Garing Taylor & Associates ATN: Perry McBeth  
Address: 141 South Elm Street, Arroyo Grande, CA 93420  
Email: pmcbeth@garingtaylor.com  
Phone: (805) 489-1321 FAX: \_\_\_\_\_

10. Type of Project: (check box) (see Page 3 for definitions)

<input type="checkbox"/> Single-family dwelling units	<input type="checkbox"/> Multi-family dwelling units
<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Mixed Use (Commercial and Residential)

11. Does this project require a sub-division?  Yes  No

If yes, number of new lots created \_\_\_\_\_

12. Site Plan:

**For all projects**, submit three (3) standard size (24" x 36") and one reduced copy (8½" x 11") of site plans.

Show parcel layout, water and sewer laterals, and general off-site improvements, as applicable. **Note that the District only provides one domestic meter per parcel.**

13. Board Approval:

Board approval is required for the following type of projects:

- more than four dwelling units
- property requiring sub-divisions
- higher than currently permitted housing density
- commercial developments

**14. RESIDENTIAL SERVICE**

Single Family Residential (SFR)

Number of Parcel's created		Proposed number of SFR	
----------------------------	--	------------------------	--

Multi-Family Residential (MFR)

Number of Parcel's created		Proposed number of MFR	
Number of Domestic Meter(s)		Estimated Meter Size(s)	
Number of Landscape Meter(s)		Estimated Meter Size(s)	
Number of Fire System(s)		Estimated Meter Size(s)	

**15. COMMERCIAL AND/OR MIXED USE SERVICE DEMAND ESTIMATES:**

Commercial and Mixed Use

Number of Parcel's created	N/A	Proposed number of residential dwellings	0
Number of Domestic Meter(s)	1	Estimated Meter Size(s)	1"
Number of Landscape Meter(s)	1	Estimated Meter Size(s)	1"
Number of Fire System(s)	1	Estimated Meter Size(s)	4"

16. Provide an estimate of yearly water (AFY) and sewer (gallons) demand for the project prepared by a licensed Engineer/Architect.

**Agreement:**

The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities resulting from the negligence or willful misconduct of the District.

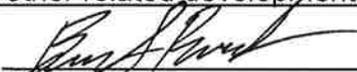
Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782

**Application Processing Fee.....See Attached Fee Schedule on Page 3**

The District will only accept cashier's check or bank wire for the payment of Water Capacity, Sewer Capacity and other related development fees.

Date 10/6/21

Signed

  
 (Must be signed by owner or owner's agent)

Print Name Braden Bernards

**DEFINITIONS**

(Please note – these definitions do NOT reconcile with standard SLO County Planning Department definitions)

**Single-family dwelling unit** – means a building designed for or used to house not more than one family.

**Accessory (Secondary) dwelling units** – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

**Multi-family dwelling unit** – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

**Two-family dwelling units (duplex)** – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

**Commercial** – all non-residential and mixed-use projects.

**APPLICATION FEES AND CHARGES**  
**EFFECTIVE July 1, 2021**

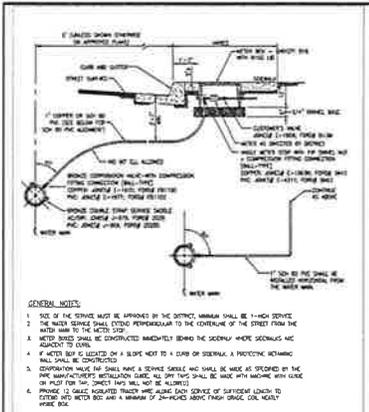
PROJECT SIZE/TYPE	TOTAL AMOUNT DUE AT TIME OF APPLICATION**
Residential <4 units	\$1,298.85
Residential 4-20 units	\$1,784.09
Residential > 20 units	\$2,100.55
Commercial <1 acre	\$1,784.09
Commercial 1-3 acres	\$2,100.55
Commercial > 3 acres	\$2,902.22
Mixed Use with less than 4 Dwelling Units	\$2,100.55
Mixed Use with four or more Dwelling Units	\$2,902.22
*Outside Consulting and Legal fees will be billed to the Applicant at direct rate.	

\*\*Commencing on July 1, 2008 and each year thereafter the Application Fees shall be adjusted by a Consumer Price Index formula.

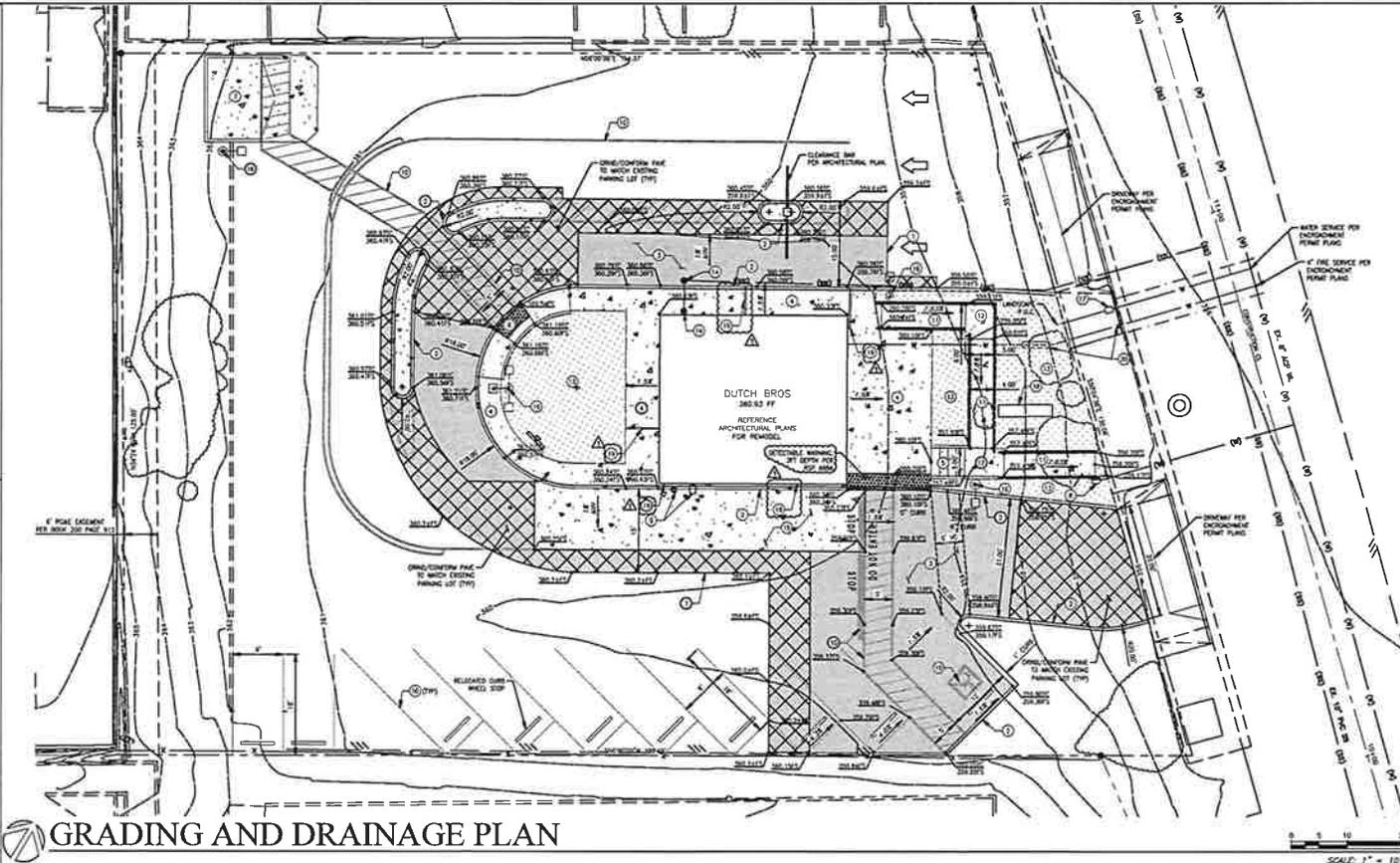
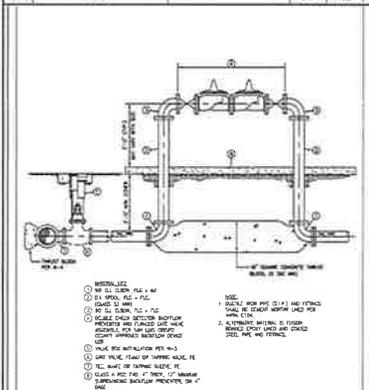
DECEMBER 8, 2021

ITEM D-4

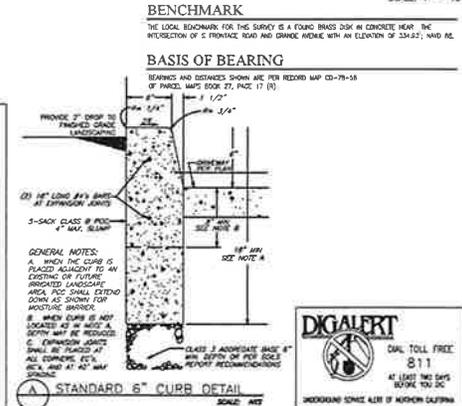
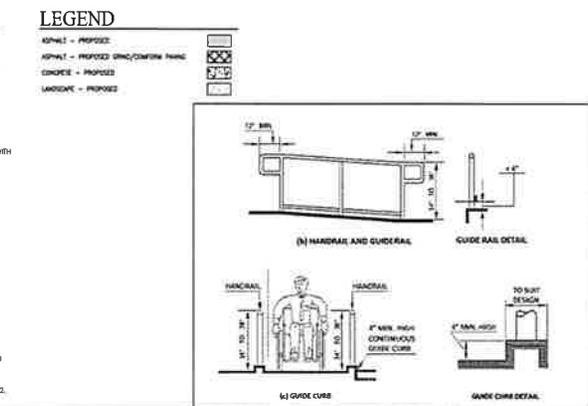
ATTACHMENT B



NIPOMO COMMUNITY SERVICES DISTRICT	
DATE: 06/21/2021	1" STANDARD WATER SERVICES
BY: [Signature]	SCALE: 1" = 10'



- REFERENCE NOTES**
1. SAWCUT LINE PER DEMO PLAN
  2. CONSTRUCT 6" CONCRETE CURB ONLY PER DETAIL A/ZHET C2
  3. CONSTRUCT 2" ASPHALT CONCRETE PAVEMENT SECTION PER R VALUE DETERMINED DURING CONSTRUCTION
  4. CONSTRUCT 4" CONCRETE PLATFORM ON 6" CLASS II AS. 5000X60 PER COUNTY OF SAN DIEGO. 5000X60 MODIFIED TO TYPE "C" CURB SHEET C-2
  5. CONSTRUCT CONCRETE STAIRS PER ARCHITECTURAL PLAN
  6. CONSTRUCT ADA CURB RAMP (CASE C) PER CALTRANS STD. DETAIL ADA
  7. CONSTRUCT TRASH ENCLOSURE PER ARCHITECTURAL PLAN. 6" PCC OVER 6" CLASS II AS WITH #3 REBAR @ 18" O.C.
  8. PROTECT IN PLACE EXISTING 3/4" WATER METER
  9. PROTECT IN PLACE EXISTING UTILITIES
  10. ADA PARKING ACCESSIBLE PATH AND STRIPING PER ARCHITECTURAL PLAN
  11. ADA RAMP RAMPING & EDGE CURB PER DETAIL THIS SHEET
  12. ADA PATH LANDING. 1.5% SLOPE MAXIMUM DIMENSIONS PER SECTION 00107
  13. LANDSCAPING PER LANDSCAPE PLANS
  14. REUSE EXISTING STENER LATERAL CONNECTION TO BUILDING. EXISTING LATERAL SHOWN AS REFERENCE. ONLY CONTRACTOR TO VERIFY LOCATION
  15. CONCRETE DRIVE THRU LANE. 6" PCC OVER 4" CLASS II AS WITH #3 REBAR @ 18" O.C.
  16. SITE LIGHTING PER SPEC
  17. INSTALL NEW 1" WATER SERVICE PER NCS STANDARD W-8
  18. CONSTRUCT MONUMENT SIGN BY CONCRETE
  19. EXISTING DOWNDRAIN THROUGH SOONKAX PER SLD COUNTY STD. 0-46/C3 (OR APPROVED ALTERNATIVE) OR DISCHARGE INTO DRAIN. REFERENCE ARCHITECTURAL PLANS FOR DOWNDRAIN DETAILS
  20. INSTALL 4" FIRE SERVICE LATERAL & DOUBLE CHECK DETECTOR PER NCS STANDARD W-12



**PRELIMINARY - WILL SERVE**

DATE: \_\_\_\_\_

PROJECT: GRADING AND DRAINAGE PLAN

CLIENT: DUTCH BROS COFFEE  
149 S FRONTAGE ROAD  
NIPOMO, CA 93444

**SHIRT TELL**

PROJECT: GRADING AND DRAINAGE PLAN

CLIENT: DUTCH BROS COFFEE  
149 S FRONTAGE ROAD  
NIPOMO, CA 93444

**CLIENT:** BRODEN BERNARDS  
3519 NE 15th AVE, SUITE 251  
PORTLAND OR 97212

**REVISIONS:**  
PLAN CHECK 1 11/21/21

DESIGN BY: DD  
CHECKED BY: PM  
DATE: JUNE 2021  
JOB NO: 21-897003  
FILE NAME: [unclear]  
SCALE: 1" = 10'  
PLOT DATE: 11/23/2021  
SHEET: C2

**DIGALERT**  
DUAL TOLL FREE: 811  
AT LEAST TWO DAYS BEFORE YOU DIG  
CHECKING SERVICE ALERT BY NORTHERN CALIFORNIA

**SEALING, TAYLOR & ASSOCIATES, INC.**  
141 SOUTH ELM STREET - ARROYO GRANDE, CA 93426 - (805) 485-1321

**REGISTERED PROFESSIONAL ENGINEER - CIVIL ENGINEER**

**PRELIMINARY - WILL SERVE**

DATE: \_\_\_\_\_

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER 

DATE: DECEMBER 3, 2021

**AGENDA ITEM**

**D-5**

**DECEMBER 8, 2021**

**APPROVE NEWTON GEO-HYDROLOGY  
2022 CONSULTING SERVICES CONTRACT SCOPE  
AND \$90,000 BUDGET**

**ITEM**

Consider scope and budget for calendar year 2022 for Newton Geo-Hydrology Consulting Services [RECOMMEND APPROVE SCOPE AND BUDGET FOR NEWTON GEO-HYDROLOGY TO PROVIDE 2022 CONSULTING SERVICES TO NIPOMO COMMUNITY SERVICES DISTRICT]

**BACKGROUND**

Dr. Brad Newton has provided litigation support services and general hydrologic consulting services to the District throughout the groundwater adjudication process. Dr. Newton represents the District on the Nipomo Mesa Management Area Technical Group.

The contracts for Dr. Newton's services are reviewed by your Board each calendar year. The attached scopes of work from Newton Geo-Hydrology present the proposed scope of services and budget for 2022.

The proposal covers two tasks, General Consultation (not to exceed limit of \$10,000) and Santa Maria Groundwater Adjudication support (not to exceed limit of \$80,000).

**FISCAL IMPACT**

The approved FY 21-22 Budget includes funding for six months of Dr. Newton's services. The remaining six months of services will be included in the FY 22-23 Budget.

**STRATEGIC PLAN**

Goal 1. WATER SUPPLIES. Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

1.6 Continue to monitor and participate in water supply issues and programs with other local and regional organizations

**RECOMMENDATION**

Staff recommends the Board of Directors by motion and roll-call vote, approve the 2022 Support Services Contract with Newton Geo-Hydrology Consulting Services, LLC for a not-to-exceed amount of \$90,000.00 and direct staff to issue Task Order 2022-1 in the amount of \$10,000 and Task Order 2022-2 in the amount of \$80,000.

**ATTACHMENTS**

A. Newton Geo-Hydrology Consulting Services, LLC 2021 Task Orders and Exhibits

DECEMBER 8, 2021

ITEM D-5

ATTACHMENT A

**ATTACHMENT #1 To EXHIBIT "A"**

**to  
AGREEMENT FOR PROFESSIONAL SERVICES**

**Between  
NIPOMO COMMUNITY SERVICES DISTRICT  
and  
NEWTON GEO-HYDROGEOLOGY CONSULTING SERVICES, LLC**

**January 1, 2022**

**REQUEST FOR SERVICES – TASK ORDER # 2022-1**

**AUTHORIZATION FOR SERVICES:**

At the request of the Nipomo Community Services District, Engineer Consultant is to provide services as described herein. The terms and conditions of the Agreement for Professional Engineering Services, dated June 11, 2013 are incorporated herein by this reference. The scope of services requested along with the schedule and fees for said services are set forth below as follows:

**SCOPE OF SERVICES REQUESTED** (Additional information may be attached as an Exhibit.):

General consultation as further described in the NCS D-EXH A TO 2022-1 Proposal for Services attached as Exhibit A.

**TIME FOR PERFORMANCE** (Additional information may be attached as an Exhibit.):

Continuing

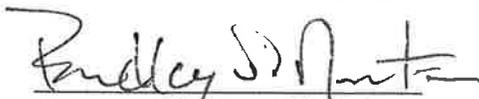
**ENGINEERING FEES:**

The Engineering fees for these services is not to exceed \$10,000.

**NIPOMO COMMUNITY SERVICES**

**ENGINEER-CONSULTANT**

\_\_\_\_\_  
Approved By: Mario E. Iglesias  
Title: General Manager  
Date:

  
Approved By: Brad Newton  
Title: Manager  
Date: 11/3/2021



## Newton Geo-Hydrology Consulting Services, LLC

### Exhibit A for Task Order # 2022-2

Task Order # 2022-2 is to allow for Newton Geo-Hydrology Consulting Services (Consultant) to provide the following litigation support services related to the Groundwater Adjudication presented in Part A through Part D as follows:

- A. Preparation for, travel, and attendance/participation at Nipomo Mesa Management Area (NMMA) Technical Group (TG) regular monthly meetings. The estimated cost for each of NMMA TG fourteen (14) regular meetings under Task Order # 2022-2 is three thousand (\$3,000) dollars, which accounts for fourteen (14) hours of Dr. Newton's efforts plus budget for travel, plus materials and other direct costs. The estimated budget for Task Order # 2022-2 Part A is forty-two thousand dollars (\$42,000).
- B. Preparation for, travel, and attendance/participation at Management Areas (MAs) Subcommittee ad hoc meetings, including meetings with the NCMA and SMVMA representatives. The estimated cost for each of MAs Subcommittee four (4) regular meetings under Task Order # 2022-2 is one thousand five hundred (\$1,500) dollars, which accounts for six (6) hours of Dr. Newton's efforts plus budget for travel. The estimated budget for Task Order # 2022-2 Part B is six thousand dollars (\$6,000).
- C. Preparation of the Annual Report to the Court pursuant to the Final Judgment of the Santa Maria Groundwater Litigation. The estimated budget for Task Order # 2022-2 Part C, which accounts for one hundred seventy (170) hours of Dr. Newton's efforts plus budget for travel, plus materials and other direct costs, is thirty-two thousand dollars (\$32,000).
- D. Preparation of reports and technical memorandums related to NMMA TG functions with the prior approval of either the District General Manager or District Legal Counsel, and other opinions requested by District Legal Counsel. It is understood that reports will, in whole or in part, be based on confidential information obtained in confidence from landowners related to private wells. (see specifically Section 26 of the Agreement related to confidential information). The estimated budget for Task Order # 2022-2 Part D is unknowable in advance of a specific scope and schedule for said reports, technical memorandums, or other opinions.

### **Budget**

The total budget for Task Order # 2022-2 Part A, Part B, and Part C through December 31, 2022, is eighty thousand (\$80,000) dollars to be billed on a time and material basis in accordance with the Agreement.

**ATTACHMENT #1 To EXHIBIT "A"**

**to  
AGREEMENT FOR PROFESSIONAL SERVICES**

**Between  
NIPOMO COMMUNITY SERVICES DISTRICT  
and  
NEWTON GEO-HYDROGEOLOGY CONSULTING SERVICES, LLC**

**January 1, 2022**

**"REQUEST FOR SERVICES – TASK ORDER # 2022-2**

**AUTHORIZATION FOR SERVICES:**

At the request of the Nipomo Community Services District, Engineer Consultant is to provide services as described herein. The terms and conditions of the Agreement for Professional Engineering Services, dated June 11, 2013 are incorporated herein by this reference. The scope of services requested along with the schedule and fees for said services are set forth below as follows:

**SCOPE OF SERVICES REQUESTED (Additional information may be attached as an Exhibit.):**

General consultation related to Santa Maria Groundwater Adjudication as further described in the NCSD-EXH A TO 2022-2 Proposal for Services attached as Exhibit A.

**TIME FOR PERFORMANCE (Additional information may be attached as an Exhibit.):**

Continuing

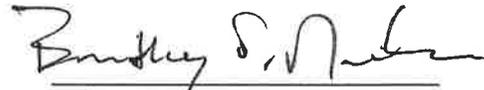
**ENGINEERING FEES:**

The Engineering fees for these services is not to exceed \$80,000.

**NIPOMO COMMUNITY SERVICES**

\_\_\_\_\_  
Approved By: Mario E. Iglesias  
Title: General Manager  
Date:

**ENGINEER-CONSULTANT**

  
\_\_\_\_\_  
Approved By: Brad Newton  
Title: Manager  
Date: 11/3/2021



## Newton Geo-Hydrology Consulting Services, LLC

### **Exhibit A for Task Order # 2022-1**

Task Order #2022-1, General Consultation, is to allow for Newton Geo-Hydrology Consulting Services (Consultant) to provide the following services, on an as-requested basis, that are not included within the scope of other Task Orders. Such services include Part A and Part B as follows:

- A. Preparation of Spring and Fall Ground Water Index (GWI) technical memoranda and presentation thereof to the District Board of Directors. It is understood that reports will, in whole or in part, be based on confidential information obtained in confidence from landowners related to private wells, (see specifically Section 26 of the Agreement related to confidential information). The estimated cost for the GWI technical memorandum and presentation at NCS D Board of Directors meeting under Task Order #2022-1 Part A is eight thousand (\$8,000) dollars, which accounts for forty (40) hours of Dr. Newton's efforts plus budget for travel, plus materials and other direct costs.
- B. Preparation of other technical memorandums at the request of either the General Manager or the District Board of Directors. The estimated budget for other technical memorandums under Task Order #2022-1 Part B is two thousand dollars (\$2,000).

### **Budget**

The total budget for Task Order #2022-1 Parts A and B, through December 31, 2022, is ten thousand (\$10,000) dollars to be billed on a time and material basis in accordance with the Agreement.

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TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER   
DATE: December 3, 2021



## APPROVE 2022 BOARD MEETING SCHEDULE

### ITEM

Review and approve 2022 schedule of Regular Board Meetings. [RECOMMEND REVIEW AND APPROVE 2022 BOARD MEETING SCHEDULE]

### BACKGROUND

Section 2.1 of the Board By-Laws states:

*Subject to holiday and scheduling conflicts, regular meetings of the Board of Directors shall commence at 9:00 a.m. on the second and fourth Wednesday of each calendar month in the Board Room at the District Office located at 148 South Wilson, Nipomo, CA. The Board of Directors reserves the right to cancel and/or designate other dates, places, and times for Director Meetings due to scheduling conflicts and holidays.*

Proposed Regular Board Meeting Schedule for 2022

<u>1<sup>st</sup> Meeting of Month</u>	<u>2<sup>nd</sup> Meeting of Month</u>
January 12	January 26
February 9	February 23
March 9	March 23
April 13	April 27
May 11	May 25
June 8	June 22
July 13	July 27
August 10	August 24
September 14	September 28
October 12	October 26
November 9	November 23
December 14	Recess – Holiday Season

Special Meetings will be called subject to Section 2.2 of the Board By-Laws as follows:

*Special meetings may be called by the President or three (3) Directors with a minimum of twenty-four (24) hours public notice.*

All meetings will be noticed pursuant to the Brown Act.

### RECOMMENDATION

Staff recommends that your Board by motion and roll call vote approve the 2022 Board Meeting Schedule as presented above.