

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. R.D.
GENERAL MANAGER
DATE: FEBRUARY 8, 2024



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 Consent 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 JANUARY 24, 2024 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) ACCEPT SECOND QUARTER FISCAL YEAR 2023-2024 QUARTERLY FINANCIAL REPORT [RECOMMEND RECEIVE AND FILE]
- D-4) ACCEPT BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT FORCE MAIN [RECOMMEND, BY MOTION AND ROLL CALL VOTE, ACCEPT PROJECT AND DIRECT STAFF TO FILE NOTICE OF COMPLETION]
- D-5) AUTHORIZE PURCHASE OF HACH NITRATE ANALYZER IN THE AMOUNT OF \$26,400 FOR THE SUNDALE WELL [RECOMMEND ADOPT RESOLUTION]

TO: BOARD OF DIRECTORS

REVIEWED: RAY DIENZO, P.E. *R.D.*
GENERAL MANAGER

FROM: JANA ETTEDDGUE *J*
FINANCE DIRECTOR

DATE: FEBRUARY 9, 2024

**AGENDA ITEM
D-1(A)
FEBRUARY 14, 2024**

WARRANTS

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$ 295,857.56
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	11943

Item D-1(A) Warrants FEBRUARY 14, 2024

Nipomo Community Services District

By Payment Number

Payment Dates 02/14/2024 - 02/14/2024

Vendor Name	Description (Payable)	Payable Number	Payment	Amount
Payment: 12003				
Advantage Answering Plus,	Answering service	000031-587-751	02/14/2024	377.65
Payment 12003 Total:				377.65
Payment: 12004				
Alexander's Contract	Meter reading	202401310012	02/14/2024	4,463.03
Payment 12004 Total:				4,463.03
Payment: 12005				
Allweather Landscape	LMD	50113	02/14/2024	325.00
Payment 12005 Total:				325.00
Payment: 12006				
Aqua-Metric Sales, Co.	Charger for CommandLink	INV0098920	02/14/2024	186.09
Payment 12006 Total:				186.09
Payment: 12007				
AT&T	Telephone	000021153572	02/14/2024	0.96
AT&T	Telephone	000021153574	02/14/2024	3.62
AT&T	Telephone	00021153573	02/14/2024	0.94
Payment 12007 Total:				5.52
Payment: 12008				
AT&T Mobility	Telephone	287318508827X02022024	02/14/2024	1,169.78
Payment 12008 Total:				1,169.78
Payment: 12009				
Banda, Raymundo	Uniform - Boot reimbursement	JAN2024	02/14/2024	185.00
Payment 12009 Total:				185.00
Payment: 12010				
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI404420	02/14/2024	1,437.15
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI403847	02/14/2024	487.16
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI404418	02/14/2024	723.25
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI404421	02/14/2024	936.17
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI404419	02/14/2024	936.17
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI403846	02/14/2024	1,194.17
Payment 12010 Total:				5,714.07
Payment: 12011				
Brewer, Reed	Uniform - Boot reimbursement	JAN2024	02/14/2024	185.00
Payment 12011 Total:				185.00
Payment: 12012				
California Rural Water	Annual membership renewal	2024	02/14/2024	1,582.00
Payment 12012 Total:				1,582.00
Payment: 12013				
Camacho, Miguel	Uniform - Boot reimbursement	JAN2024	02/14/2024	185.00
Payment 12013 Total:				185.00
Payment: 12014				
Cannon Corporation	TO# 23-004 2023 Water	87126	02/14/2024	18,458.65
Payment 12014 Total:				18,458.65
Payment: 12015				
Clever Ducks	Computer expense- Monthly	35743	02/14/2024	4,912.28
Clever Ducks	Spatial Wave server and	35644	02/14/2024	4,808.93
Payment 12015 Total:				9,721.21
Payment: 12016				
Colleen Medford OR Janice	545 SANDRA Reimbursement	FEB2024	02/14/2024	838.76
Payment 12016 Total:				838.76

Item D-1(A) Warrants FEBRUARY 14, 2024

Payment Dates: 02/14/2024 - 02/14/2024

Vendor Name	Description (Payable)	Payable Number	Payment	Amount
Payment: 12017				
CSI Services, Inc	Tank inspection and repairs	15019	02/14/2024	21,700.00
Payment 12017 Total:				21,700.00
Payment: 12018				
Dale Johnson	1076 LA SERENATA	FEB2024	02/14/2024	832.20
Payment 12018 Total:				832.20
Payment: 12019				
DataProse, LLC	Mailing and postage for bills and DP2400066		02/14/2024	3,800.32
Payment 12019 Total:				3,800.32
Payment: 12020				
Detection Instruments	AcruLog and Odalog inspection	5968-56988	02/14/2024	248.76
Payment 12020 Total:				248.76
Payment: 12021				
Electricraft, Inc.	Permits for Quad Tanks	19862	02/14/2024	460.41
Payment 12021 Total:				460.41
Payment: 12022				
Engel & Gray, Inc.	Biosolids collection	41X00011	02/14/2024	9,245.67
Payment 12022 Total:				9,245.67
Payment: 12023				
Etteddgue, Jana	CSMFO conference	FEB2024	02/14/2024	1,463.13
Payment 12023 Total:				1,463.13
Payment: 12024				
Famcon Pipe and Supply	Credit memo for 8" Romac	S100116701.002	02/14/2024	-4,009.61
Famcon Pipe and Supply	Concrete mix	S100119666.001	02/14/2024	360.36
Famcon Pipe and Supply	2" meter gaskets, zinc-plated	S100118953.001	02/14/2024	36.98
Famcon Pipe and Supply	Meter boxes	S100119125.001	02/14/2024	670.31
Famcon Pipe and Supply	Meter washers, adapters	S100119725.001	02/14/2024	292.54
Famcon Pipe and Supply	Meter box lids	S100118218.001	02/14/2024	121.80
Famcon Pipe and Supply	6" ring gaskets	S100118215.001	02/14/2024	108.75
Famcon Pipe and Supply	Angle stops, ball valves, saddles	S100118778.001	02/14/2024	3,312.95
Famcon Pipe and Supply	2" PVC reinforced male adapters	S100118477.002	02/14/2024	193.03
Famcon Pipe and Supply	Meter valves	S100118922.001	02/14/2024	177.26
Famcon Pipe and Supply	1" and 2" PVC reinforced male	S100118477.001	02/14/2024	372.47
Famcon Pipe and Supply	Credit memo for 36ft of 8" DI	S100116229.002	02/14/2024	-1,505.79
Famcon Pipe and Supply	Backflow device repair kit, meter	S100118891.001	02/14/2024	468.71
Payment 12024 Total:				599.76
Payment: 12025				
FedEx	Package handling	8-383-06198	02/14/2024	48.40
Payment 12025 Total:				48.40
Payment: 12026				
FGL Environmental	Lab tests	480054A	02/14/2024	173.00
FGL Environmental	Lab tests	480052A	02/14/2024	1,061.00
FGL Environmental	Lab tests	480053A	02/14/2024	890.00
Payment 12026 Total:				2,124.00
Payment: 12027				
Frontier Communications	BL Telephone	JAN2024	02/14/2024	63.08
Payment 12027 Total:				63.08
Payment: 12028				
GLM Landscape	Landscape maintenance	CI-3100	02/14/2024	1,782.34
Payment 12028 Total:				1,782.34
Payment: 12029				
Home Depot Credit Services	Tools and supplies	JAN2024	02/14/2024	869.26
Payment 12029 Total:				869.26
Payment: 12030				
HPS Mechanical, Inc.	Southland WWTF Influent Lift	SWWTF - 5	02/14/2024	79,359.61
Payment 12030 Total:				79,359.61

Item D-1(A) Warrants FEBRUARY 14, 2024

Payment Dates: 02/14/2024 - 02/14/2024

Vendor Name	Description (Payable)	Payable Number	Payment	Amount
Payment: 12031				
Iconix Waterworks (US) Inc.	Penetrating oil, lubricants	U2416003273	02/14/2024	80.10
Iconix Waterworks (US) Inc.	Fibrelyte meter box lids	U2416001897	02/14/2024	4,784.42
Iconix Waterworks (US) Inc.	Angle and straight ball valves,	U2416001368	02/14/2024	1,349.44
Iconix Waterworks (US) Inc.	2" Watts backflow device repair	U2416003276	02/14/2024	122.69
Iconix Waterworks (US) Inc.	Meter adapters	U241600237	02/14/2024	287.10
Iconix Waterworks (US) Inc.	1" Watts backflow device repair	U2416001158	02/14/2024	271.88
Iconix Waterworks (US) Inc.	Credit memo for incorrect angle	U2415000210	02/14/2024	-180.78
Iconix Waterworks (US) Inc.	Angle ball valves	U2416002151	02/14/2024	369.67
Payment 12031 Total:				7,084.52
Payment: 12032				
Iglesias, Mario	Travel reimbursement for WRAC	JAN2024	02/14/2024	35.75
Payment 12032 Total:				35.75
Payment: 12033				
Integrated Industrial	Ball valves, pvc bushings and	96582	02/14/2024	232.59
Integrated Industrial	Binder chain, disposable gloves	96413	02/14/2024	489.61
Integrated Industrial	Disposable gloves	96478	02/14/2024	232.14
Payment 12033 Total:				954.34
Payment: 12034				
Left Coast T-Shirt Company	Caps, rain jackets	45842	02/14/2024	2,782.30
Payment 12034 Total:				2,782.30
Payment: 12035				
Maldonado, Francisco	Uniform - Boot reimbursement	JAN2024	02/14/2024	185.00
Payment 12035 Total:				185.00
Payment: 12036				
Maycotte, Jaime	Uniform - Boot reimbursement	JAN2024B	02/14/2024	152.24
Payment 12036 Total:				152.24
Payment: 12037				
Miner's Ace Hardware	Supplies	JAN2024	02/14/2024	605.07
Payment 12037 Total:				605.07
Payment: 12038				
Mission Uniform Service	Uniforms	520929384	02/14/2024	231.27
Mission Uniform Service	Uniforms	520885546	02/14/2024	232.59
Mission Uniform Service	Uniforms	520972476	02/14/2024	251.46
Mission Uniform Service	Uniforms	520841335	02/14/2024	235.23
Payment 12038 Total:				950.55
Payment: 12039				
MNS Engineers, Inc.	CM for Branch St Waterline	85168	02/14/2024	17,102.83
Payment 12039 Total:				17,102.83
Payment: 12040				
Myrna Vargas Garcia OR	295 PONDEROSA	FEB2024	02/14/2024	3,390.28
Payment 12040 Total:				3,390.28
Payment: 12041				
Newton Geo-Hydrology	General consultation through 1-	JAN2024A	02/14/2024	231.25
Newton Geo-Hydrology	Litigation support through 1-31-	JAN2024B	02/14/2024	8,047.50
Payment 12041 Total:				8,278.75
Payment: 12042				
Nipomo Community	Water	JAN2024	02/14/2024	978.80
Payment 12042 Total:				978.80
Payment: 12043				
No Limit Tire, Inc	New tires - Vehicle # 151	46208	02/14/2024	1,100.00
Payment 12043 Total:				1,100.00
Payment: 12044				
Nu-Tech Pest Management	Pest/Rodent Control	0178093	02/14/2024	75.00
Nu-Tech Pest Management	Pest/Rodent Control	0178089	02/14/2024	265.00
Payment 12044 Total:				340.00

Item D-1(A) Warrants FEBRUARY 14, 2024

Payment Dates: 02/14/2024 - 02/14/2024

Vendor Name	Description (Payable)	Payable Number	Payment	Amount
Payment: 12045				
OEC	Lab tests through 11-30-23 -	A240118	02/14/2024	266.00
OEC	Lab tests through 12/31/23 -	A240120	02/14/2024	625.00
OEC	Lab tests through 11-30-23 -	A240119	02/14/2024	300.00
OEC	Lab tests through 12-31-23 -	A240121	02/14/2024	684.00
Payment 12045 Total:				1,875.00
Payment: 12046				
Office Depot	Office supplies	346905225001	02/14/2024	57.91
Office Depot	Office supplies	347990013001	02/14/2024	105.08
Office Depot	Office supplies	351737932001	02/14/2024	69.31
Payment 12046 Total:				232.30
Payment: 12047				
Perry's Electric Motors &	Service for Wemco-Hidrostal	27335	02/14/2024	821.17
Perry's Electric Motors &	Service for 4.7HP Sulzer	27334	02/14/2024	2,566.36
Payment 12047 Total:				3,387.53
Payment: 12048				
PG&E	Electricity	JAN2024	02/14/2024	58,059.65
Payment 12048 Total:				58,059.65
Payment: 12049				
Riley, Thomas	Uniform - Boot reimbursement	JAN2024	02/14/2024	185.00
Payment 12049 Total:				185.00
Payment: 12050				
Rodriguez, Rigo	Uniform - Boot reimbursement	JAN2024	02/14/2024	185.00
Payment 12050 Total:				185.00
Payment: 12051				
Simplot Grower Solutions	CAN 17	780166054	02/14/2024	940.62
Payment 12051 Total:				940.62
Payment: 12052				
SLO County Environmental	Backflow program	IN0149940	02/14/2024	2,455.40
Payment 12052 Total:				2,455.40
Payment: 12053				
SoCalGas	Heat - shop/office	JAN2024B	02/14/2024	142.69
SoCalGas	Heat - shop/office	JAN2024A	02/14/2024	19.81
Payment 12053 Total:				162.50
Payment: 12054				
South County Sanitary	Solid waste tax liens	JAN2024	02/14/2024	1,398.81
Payment 12054 Total:				1,398.81
Payment: 12055				
UBEO Business Services fka	B&W/Color copies	4403467	02/14/2024	396.80
Payment 12055 Total:				396.80
Payment: 12056				
UPS Store #6031	Package handling	8 - 2024	02/14/2024	18.95
Payment 12056 Total:				18.95
Payment: 12057				
USA Bluebook	HydrantLok adapter kit	INV00252564	02/14/2024	21.02
USA Bluebook	HydrantLok, male adapters	INV00250234	02/14/2024	579.32
USA Bluebook	CHEMKEYS	INV00248956	02/14/2024	6,656.98
USA Bluebook	Maintenance kits for chlorine	INV00262170	02/14/2024	7,975.94
Payment 12057 Total:				15,233.26
Payment: 12058				
Villanueva, Elizabeth	Uniform - Boot reimbursement	JAN2024	02/14/2024	176.91
Payment 12058 Total:				176.91
Payment: 12059				
Waste Connections	Waste collection - Southland	8395849U120	02/14/2024	317.71
Waste Connections	Waste collection - Old Town	8395537U120	02/14/2024	359.40

Item D-1(A) Warrants FEBRUARY 14, 2024

Payment Dates: 02/14/2024 - 02/14/2024

Vendor Name	Description (Payable)	Payable Number	Payment	(None)	Amount
Waste Connections	Waste collection - Office	8394728U120	02/14/2024		67.77
Payment 12059 Total:					744.88
Payment: 12060					
White, Christian	Uniform - Boot reimbursement	JAN2024	02/14/2024		185.00
White, Christian	Grade 2 certification renewal	FEB2024B	02/14/2024		110.00
White, Christian	Certification exam	FEB2024	02/14/2024		175.82
Payment 12060 Total:					470.82

TO: BOARD OF DIRECTORS
REVIEWED: RAY DIENZO, P.E. *R.D.*
GENERAL MANAGER
FROM: JANA ETTEDDGUE *JW*
FINANCE DIRECTOR
DATE: FEBRUARY 9, 2024

**AGENDA ITEM
D-1(B)
FEBRUARY 14, 2024**

WARRANTS – BLACKLAKE ASSESSMENT DISTRICT 2020-1

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$2,422.08
VOIDED CHECKS	NONE

Item D-1(B) Warrants FEBRUARY 14, 2024

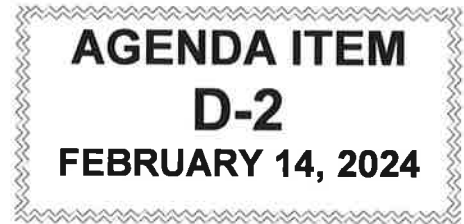
Nipomo Community Services District

By Payment Number

Payment Dates 02/14/2024 - 02/14/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 133 R. Baker, Inc.	Blacklake Sewer Consolidation - BLA/D - 9		02/14/2024	2,422.08
			Payment 133 Total:	2,422.08

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E.
GENERAL MANAGER
DATE: FEBRUARY 8, 2024



**APPROVE JANUARY 24, 2024
REGULAR BOARD MEETING MINUTES**

ITEM

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

BACKGROUND

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

RECOMMENDATION

Approve Minutes

ATTACHMENT

- A. January 24, 2024 draft Regular Board Meeting Minutes

FEBRUARY 14, 2024

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

DRAFT REGULAR MINUTES

JANUARY 24, 2024 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
RICHARD MALVAROSE, DIRECTOR
GARY HANSEN, DIRECTOR
PHIL HENRY, DIRECTOR

PRINCIPAL STAFF

RAY DIENZO, GENERAL MANAGER
JANA ETTEDDGUE, 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 January 24, 2024, 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, Directors Henry, Hansen, Gaddis, and Eby were present. Director Malvarose was absent.

There were no public comments.

C. PRESENTATIONS AND REPORTS

C-1) PRESENTATION OF RESOLUTION OF APPRECIATION FOR LISA S. BOGNUDA

Director Eby presented a resolution to Lisa S Bognuda, former Assistant General Manager and Finance Director for the District.

Director Gaddis presented a plaque to Lisa S. Bognuda for her years of service to the District.

Mario Iglesias, former NCSO General Manager, extended his appreciation and commended Lisa S. Bognuda for her years of service and guidance.

Lisa S. Bognuda presented the following:

"Well, I wanted to say that I've been dreading this day for a long time, because it's my official goodbye. When I started with the District 31 years ago, my son was 3, and my daughter was nine months old. I raised my family, but I also helped raise the District, I feel. When I got here, the District was experiencing growing pains of its own. The IRS had garnished the District bank account, we were in rented space across the street, and the District staff was pretty much in disarray. I can't take credit for all the successes the District has experienced over the years. I do take pride in knowing I played an important part. The District has always been my second family, and I'm proud that I've been able to guide my second family to success. It's been an honor and a privilege to work with outstanding Board members, General Managers, staff, consultants, and

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

members of the public. I just want to say, I appreciate the kind words memorialized in the resolution. I did read it and I know Mario and Michael helped write it and I'd like to thank them for those kind words. I will be forever grateful and proud to say that I worked for and ended my career at NCSD. Thank you."

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

- *January 16, attended Board Officers' meeting*

Director Eby

- *January 11, attended NMMA Technical Group meeting*
- *January 16, attended Board Officers' meeting*
- *January 18, attended LAFCO Commission meeting*

C-3) 2023 FALL GROUNDWATER INDEX REVIEW [RECOMMEND RECEIVE AND FILE REPORT]

Dr. Brad Newton, Newton Geo-Hydrology Consulting Services, presented the item and answered questions from the Board.

C-4) QUARTERLY DISTRICT ENGINEER'S REPORT TO THE BOARD [RECOMMEND RECEIVE AND FILE]

Peter Sevcik, Director of Engineering and Operations, presented the item and answered questions from the Board.

C-5) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

Mario Iglesias, NCSD resident, praised the Board and staff for a job well done.

*Upon the motion of Director Hansen and seconded, the Board unanimously approved receiving and filing presentations and reports.
Vote 4-0.*

YES VOTES	NO VOTES	ABSENT
<i>Directors Hansen, Henry, Gaddis, and Eby</i>	<i>None</i>	<i>Director Malvarose</i>

D. CONSENT AGENDA

D-1) WARRANTS [RECOMMEND APPROVAL]

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

- D-2) APPROVE JANUARY 10, 2024 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) CONSIDER ADOPTING A RESOLUTION TO ESTABLISH PRE-QUALIFICATION POLICY AND APPEALS PROCEDURE FOR FRONTAGE ROAD TRUNK SEWER PROJECT [RECOMMEND ADOPT RESOLUTION]
- D-4) AUTHORIZE CONTRACT AMENDMENT FOR CONSTRUCTION MANAGEMENT SERVICES FOR SOUTHLAND WASTEWATER TREATMENT FACILITY INFLUENT LIFT STATION REHABILITATION PROJECT [RECOMMEND AUTHORIZE CONTRACT AMENDMENT]

There were no public comments.

Upon the motion of Director Gaddis and seconded, the Board approved the Consent Agenda. Director Hansen abstained due to his absence at the last Regular Board meeting of January 10, 2024.

Vote 4-0. D-1, D-3, D-4

Vote 3-1-0. D-2

	YES VOTES	ABSTAIN	ABSENT
D-1, D-3, D-4	Directors Gaddis, Henry, Hansen, and Eby	None	Director Malvarose
D-2	Directors Gaddis, Henry, and Eby	Hansen	Director Malvarose

RESOLUTION 2024-1691
A RESOLUTION OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ESTABLISHING A PRE-QUALIFICATION POLICY AND APPEALS PROCEDURE
FOR THE FRONTAGE ROAD TRUNK SEWER PROJECT

E. ADMINISTRATIVE ITEMS

- E-1) INVESTMENT POLICY - QUARTERLY REPORT [RECOMMEND ACCEPT AND FILE]

Jana Ettedgue, Finance Director, introduced the item and answered questions from the Board of Directors.

There were no public comments.

Upon the motion of Director Gaddis and seconded, the Board approved accepting and filing the report.

Vote 4-0.

YES VOTES	NO VOTES	ABSENT
Directors Gaddis, Henry, Hansen, and Eby	None	Director Malvarose

- E-2) ADOPT RESOLUTION REVISING DISTRICT INVESTMENT POLICY [RECOMMEND ADOPT RESOLUTION]

Ray Dienzo, General Manager, introduced the item and answered questions from the Board of Directors.

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

Craig Steele, Legal Counsel, answered questions from the Board.

There were no public comments.

Upon the motion of Director Gaddis and seconded, the Board adopted the resolution, with minor modifications.

Vote 4-0.

YES VOTES	ABSTAIN	ABSENT
Directors Gaddis, Henry, Hansen, and Eby	None	Director Malvarose

RESOLUTION 2024-1692
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING
THE DISTRICT'S INVESTMENT POLICY

E-3) ANNUAL REVIEW OF DEBT MANAGEMENT POLICY AND CONTINUING DISCLOSURE UNDERTAKING POLICY [RECOMMEND REVIEW AND REAFFIRM]

Ray Dienzo, General Manager, presented the item and answered questions from the Board.

There were no public comments.

The Board unanimously reviewed and reaffirmed the District's Debt Management Policy with no modifications.

E-4) ADOPT RESOLUTION APPROVING UPDATED NIPOMO COMMUNITY SERVICES DISTRICT PURCHASE POLICY AND PROCEDURES [RECOMMEND ADOPT RESOLUTION APPROVING UPDATED PURCHASE POLICY AND PROCEDURES]

Ray Dienzo, General Manager, presented the item and answered questions from the Board.

Craig Steele, Legal Counsel, answered questions from the Board.

There were no public comments.

*Upon the motion of Director Hansen, and seconded, the Board unanimously adopted the resolution
Vote 4-0.*

YES VOTES	ABSTAIN	ABSENT
Directors Henry, Hansen, Gaddis, and Eby	None	Director Malvarose

RESOLUTION 2024-1693
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES ADOPTING AN
UPDATED PURCHASE POLICY AND PROCEDURES

F. GENERAL MANAGER'S REPORT

Ray Dienzo, General Manager, presented the item and answered questions from the Board.

There were no public comments.

G. COMMITTEE REPORTS

None

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Gaddis requested an updated contact list for the District.

Director Eby would like the current Board by-laws included as an attachment to Board Packet Item Annual Review of Board By-laws and Policies scheduled for the February 14, 2024 Board meeting. Director Eby requested all Board members review by-laws and suggest amendments.

I. CLOSED SESSION ANNOUNCEMENTS

Craig Steele, District Legal Counsel, announced there would be closed session regarding item 2.

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

- a. SMVWCD V. NCS (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750, AND ALL CONSOLIDATED CASES

2. ANNUAL PERFORMANCE REVIEW PROCESS OF DISTRICT LEGAL COUNSEL
UNDER GOVERNMENT CODE SECTION §54957

There were no public comments.

There were no reportable actions.

ADJOURN MEETING

President Eby adjourned the meeting at 10:51 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 39 minutes
Closed Session	0 hour 12 minutes
TOTAL HOURS	1 hour 51 minutes

Respectfully submitted,

Ray Dienzo, General Manager and Secretary to the Board _____ Date

TO: BOARD OF DIRECTORS

REVIEWED: RAY DIENZO, P.E.
GENERAL MANAGER

R.D.

FROM: JANA ETTEDDGUE
FINANCE DIRECTOR

JE

DATE: FEBRUARY 8, 2024

AGENDA ITEM

D-3

FEBRUARY 14, 2024

**ACCEPT SECOND QUARTER FISCAL YEAR 2023-2024
QUARTERLY FINANCIAL REPORT**

ITEM

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

BACKGROUND

As of December 31, 2023, the 2023-2024 Fiscal year is 50% complete. The consolidated operating revenues are 53.11% of budget, operating expenditures are at 51.20% of budget and general and administrative expenditures are at 51.89% 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 second quarter of fiscal year 2023-2024.

ATTACHMENT

A. Pages 1-10 – NCSD Quarterly Financial Report

FEBRUARY 14, 2024

ITEM D-3

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT
STATEMENT OF NET POSITION - (Unaudited)
DECEMBER 31, 2023

ASSETS

Current assets:

Cash and cash equivalents	\$ 20,247,854
Accounts receivable	859,269
Unbilled utilities receivable	297,948
Accrued interest receivable	140,918
Due from partner purveyors	279,392
Contracts receivable, current portion	157,957
Total current assets	<u>21,983,338</u>

Noncurrent assets:

Restricted cash-NSWP funded replacement	1,816,707
Restricted cash - Held in Trust	3,139,054
Cash with fiscal agent	308,959
Deposits and other assets	456,188
Contracts receivable, less current portion	6,706,493

Capital assets:

Capital assets, net of depreciation	71,764,325
Total noncurrent assets	<u>84,191,726</u>

 Total assets 106,175,064 (A)

Deferred Outflows of Resources

OPEB related	899,630
Pension related	1,158,904
Total deferred outflows of resources	<u>2,058,534 (B)</u>

LIABILITIES

Current liabilities:

Accounts payable	1,312,469
Deposits	208,072
Accrued Liabilities	1,055,433
Current portion of long-term debt	582,895
Total current liabilities	<u>3,158,869</u>

Noncurrent liabilities:

Net OPEB liability	1,062,441
Net pension liability	2,287,351
Long-term debt, less current portion	19,349,237
Total noncurrent liabilities	<u>22,699,029</u>

 Total liabilities 25,857,898 (C)

Deferred Inflows of Resources

OPEB related	491,606
Pension related	59,251
Total deferred inflows of resources	<u>550,857 (D)</u>

NET POSITION

Net investment in capital assets	49,117,407
Restricted for system expansion, replacement and debt service	18,146,460
Unrestricted	14,560,976

 Total net position \$ 81,824,843

NIPOMO COMMUNITY SERVICES DISTRICT
STATEMENT OF REVENUES AND EXPENSES - (Unaudited)
FOR THE SIX MONTHS ENDED DECEMBER 31, 2023

	YEAR-TO- DATE	BUDGET	% OF BUDGET
<u>OPERATING REVENUES</u>			
Water fixed charges	\$ 933,291	1,981,000	47.11%
Water usage charges	3,158,231	5,521,000	57.20%
Sewer charges	1,770,701	3,487,450	50.77%
Miscellaneous fees and charges	188,224	247,500	76.05%
Street light and landscape maintenance charges	28,671	64,273	44.61%
Franchise fees	85,250	230,000	37.07%
NSWP - collections from purveyors for water purchased	497,498	891,194	55.82%
NSWP - collections from purveyors for related expenses	52,750	92,318	57.14%
NSWP - collections for funded replacement	103,433	206,865	50.00%
Operating transfers in - Funded Administration	319,646	658,150	48.57%
Operating transfers in - Funded Replacement	505,500	1,011,000	50.00%
Total Operating Revenues	<u>7,643,196</u>	<u>14,390,750</u>	<u>53.11%</u>
<u>OPERATING EXPENSES - OPERATIONS AND MAINTENANCE</u>			
Wages and benefits	1,021,218	2,242,900	45.53%
Purchased water -NCSD share	995,590	1,783,457	55.82%
Purchased water-purveyors	497,498	891,194	55.82%
Operating costs, admin and funded replacement-NCSD share	160,372	334,185	47.99%
Electricity	396,243	718,900	55.12%
Water	11,710	6,150	190.40%
Chemicals	56,589	123,500	45.82%
Lab tests	70,259	137,000	51.28%
Operating supplies	148,653	282,000	52.71%
Outside services	126,109	323,000	39.04%
Permits and operating fees	27,662	72,050	38.39%
Repairs and maintenance	137,522	299,500	45.92%
Engineering	333	81,000	0.41%
Fuel	32,892	75,000	43.86%
Meters	220,397	230,000	95.82%
Safety program	1,968	4,200	46.85%
Uniforms	10,271	21,200	48.45%
Landscape maintenance district	2,727	5,000	54.54%
Solid waste program	43,713	98,000	44.61%
Conservation program	20,193	25,000	80.77%
Operating transfer out - Funded Replacement	505,500	1,011,000	50.00%
Subtotal - Operating Expenses (Operations and Maintenance)	<u>4,487,417</u>	<u>8,764,236</u>	<u>51.20%</u>

continued on next page

NIPOMO COMMUNITY SERVICES DISTRICT
STATEMENT OF REVENUES AND EXPENSES - (Unaudited)
FOR THE SIX MONTHS ENDED DECEMBER 31, 2023

	<u>YEAR-TO- DATE</u>	<u>BUDGET</u>	<u>% OF BUDGET</u>
<u>OPERATING EXPENSES - GENERAL AND ADMINISTRATIVE</u>			
Wages and benefits	674,960	1,187,630	56.83%
Bank charges and fees	146	6,300	2.32%
Computer expense	169,282	265,500	63.76%
Dues and subscriptions	48,624	53,500	90.89%
Education and training	19,074	21,000	90.83%
Elections	0	0	0.00%
Liability insurance	165,086	319,215	51.72%
Landscape and janitorial	10,667	23,650	45.10%
Legal counsel-general	44,754	101,500	44.09%
Legal counsel-water	3,689	75,000	4.92%
Professional services	62,403	150,500	41.46%
Miscellaneous	1,817	40,250	4.51%
Newsletters and mailers	789	5,700	13.85%
Office supplies	8,409	18,800	44.73%
Outside services	8,768	33,200	26.41%
Postage	16,863	45,700	36.90%
Public notices	676	4,600	14.70%
Repairs and maintenance	20,743	33,650	61.64%
Property taxes	1,970	2,300	85.65%
Telephone	6,780	14,700	46.12%
Travel and mileage	12,072	15,000	80.48%
Utilities	13,077	27,450	47.64%
Operating transfer out - Funded Administration	319,646	658,150	48.57%
Subtotal - Operating Expenses (General and Administrative)	1,610,295	3,103,295	51.89%
Total Operating Expenses	6,097,713	11,867,531	51.38%
Total Operating Surplus (Deficit)	1,545,484	2,523,219	61.25%
<u>NON-OPERATING INCOME (EXPENSES)</u>			
Interest income	766,645	321,593	238.39%
Property tax revenue	531,980	828,145	64.24%
Cell site revenue	12,376	49,000	25.26%
Other revenue	4,752	147,530	3.22%
Capacity Charges collected	11,565	0	0.00%
Solidwaste Rate Holiday	(323,700)	(325,000)	99.60%
Interest expense	(411,525)	(544,325)	75.60%
Total non-operating revenues (expenses)	592,093	476,943	
Total Operating and Non-operating Surplus (Deficit)	\$ 2,137,576	3,000,162	

NIPOMO COMMUNITY SERVICES DISTRICT
SUMMARY OF REVENUES AND EXPENSES BY FUND
SIX MONTHS ENDED DECEMBER 31, 2023

FUND	FUND #	YTD REVENUES	YTD EXPENSES	SUBTOTAL	FUNDED REPLACEMENT	TRANSFERS B/W FUNDS	YTD SUPRPLUS/ (DEFICIT)
Administration	110	348,267	(348,267)	0	0	0	0
Water	125	4,311,023	(3,573,130)	737,893	(336,498)	0	401,395
Water Rate Stabilization	128	12,246	0	12,246	0	0	12,246
Town Sewer	130	1,357,663	(1,063,082)	294,581	(75,000)	0	219,581
Town Sewer Rate Stabilization	135	9,208	0	9,208	0	0	9,208
Blacklake Sewer	150	502,723	(228,421)	274,302	(94,002)	0	180,300
Blacklake Sewer Rate Stabilization	155	1,531	0	1,531	0	0	1,531
Blacklake Street Lighting	200	22,905	(15,708)	7,197	0	0	7,197
Funded Replacement-BL Street Lighting	205	204	0	204	0	0	204
Street Landscape Maintenance	250	6,721	(5,598)	1,123	0	0	1,123
Solid Waste	300	99,068	(378,538)	(279,470)	0	0	(279,470)
Drainage Maintenance	400	15,504	0	15,504	0	0	15,504
Supplemental Water Capacity Fees	500	294,929	(185,107)	109,822	0	527,900	637,722
Property Taxes	600	535,372	(39,837)	495,535	0	(527,900)	(32,365)
Water Capacity Fees	700	57,103	0	57,103	0	0	57,103
Town Sewer Capacity Fees	710	26,801	0	26,801	0	0	26,801
Funded Replacement-Water	805	113,608	0	113,608	336,498	0	450,106
Funded Replacement-Town Sewer	810	68,511	0	68,511	75,000	0	143,511
Funded Replacement-BL Sewer	830	14,542	0	14,542	94,002	0	108,544
NSWP Operations & Maintenance	910	1,651,409	(1,608,112)	43,297	0	0	43,297
NSWP Funded Replacement	915	134,038	0	134,038	0	0	134,038
TOTAL		9,583,376	(7,445,800)	2,137,576	0	0	2,137,576

CASH BALANCE OF EACH FUND

FUND	FUND #	12/31/2023
Administration	110	(148,835)
Water	125	4,194,706
Water Rate Stabilization	128	449,418
Town Sewer	130	361,413
Town Sewer Rate Stabilization	135	337,943
Blacklake Sewer	150	962,254
Blacklake Sewer Rate Stabilization	155	56,177
Blacklake Street Lighting	200	11,094
Funded Replacement-BL Street Lighting	205	10,262
Street Landscape Maintenance	250	12,899
Solid Waste	300	276,557
Drainage Maintenance	400	41,964
Supplemental Water	500	4,358,737
Property Taxes	600	196,130
Water Capacity Fees	700	2,036,934
Town Sewer Capacity Fees	710	569,066
Funded Replacement-Water	805	3,762,002
Funded Replacement-Town Sewer	810	2,173,744
Funded Replacement-BL Sewer	830	596,574
NSWP	910	(11,186)
TOTAL		20,247,854

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, 2024

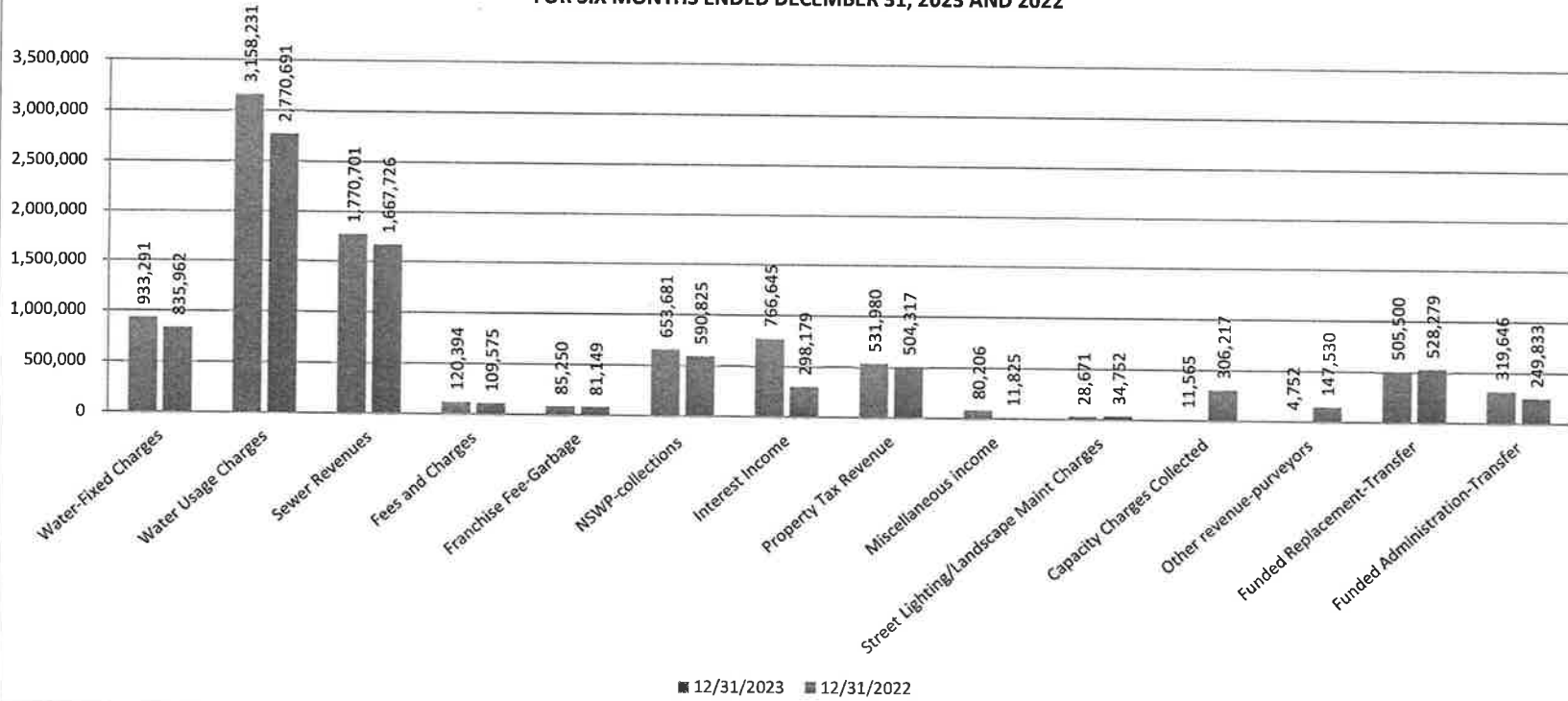
FIRST QUARTER ENDING SEPTEMBER 30, 2023

DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET	RESOLUTION NUMBER
7/26/2023	Influent Lift Station - Southland	810	\$0	\$515,373	\$515,373	2023-1677
7/26/2023	Ford Escape	110	\$30,000	\$3,201	\$33,201	2023-1678

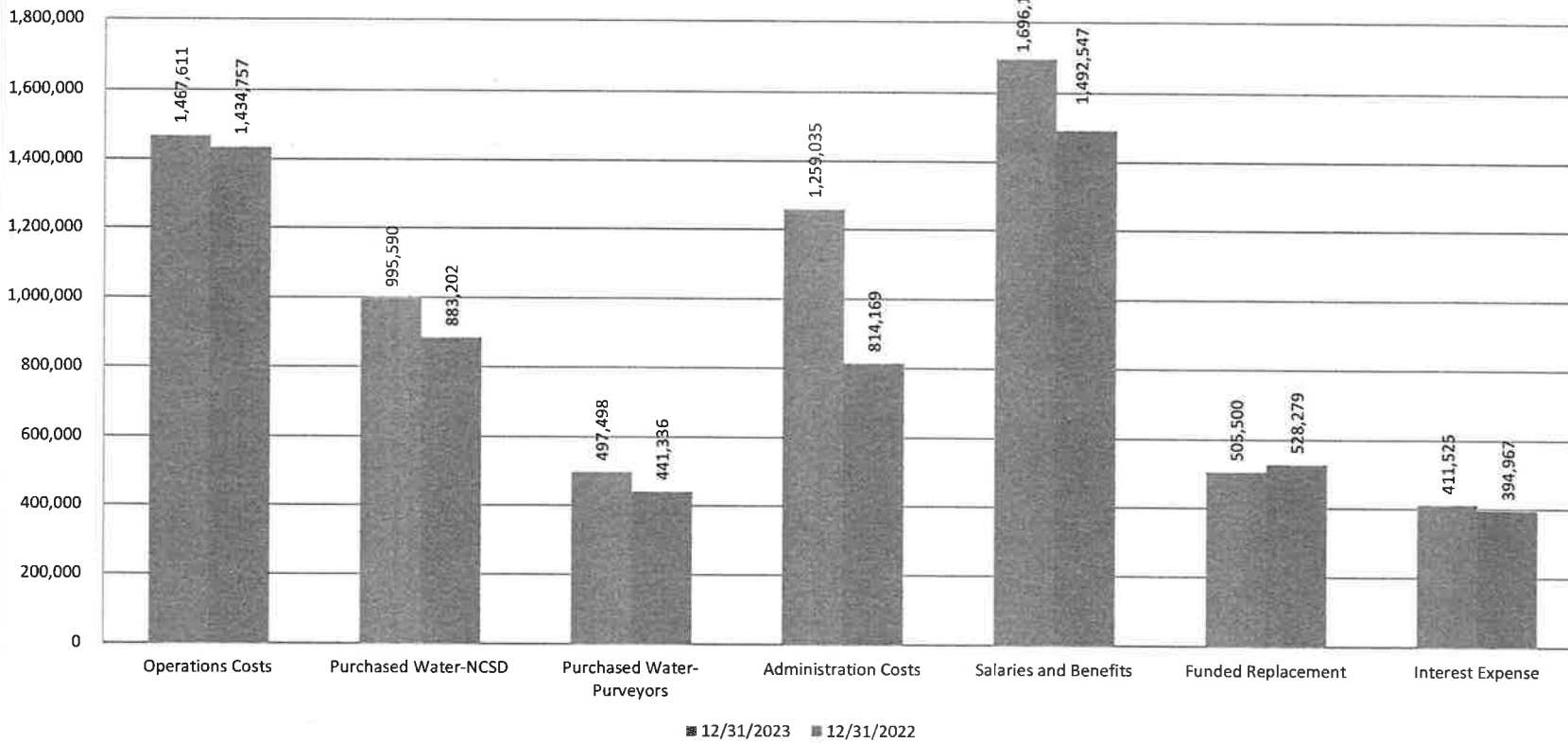
SECOND QUARTER ENDING DECEMBER 31, 2023

DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET	RESOLUTION NUMBER
NONE	NONE	NONE	NONE	NONE	NONE	NONE

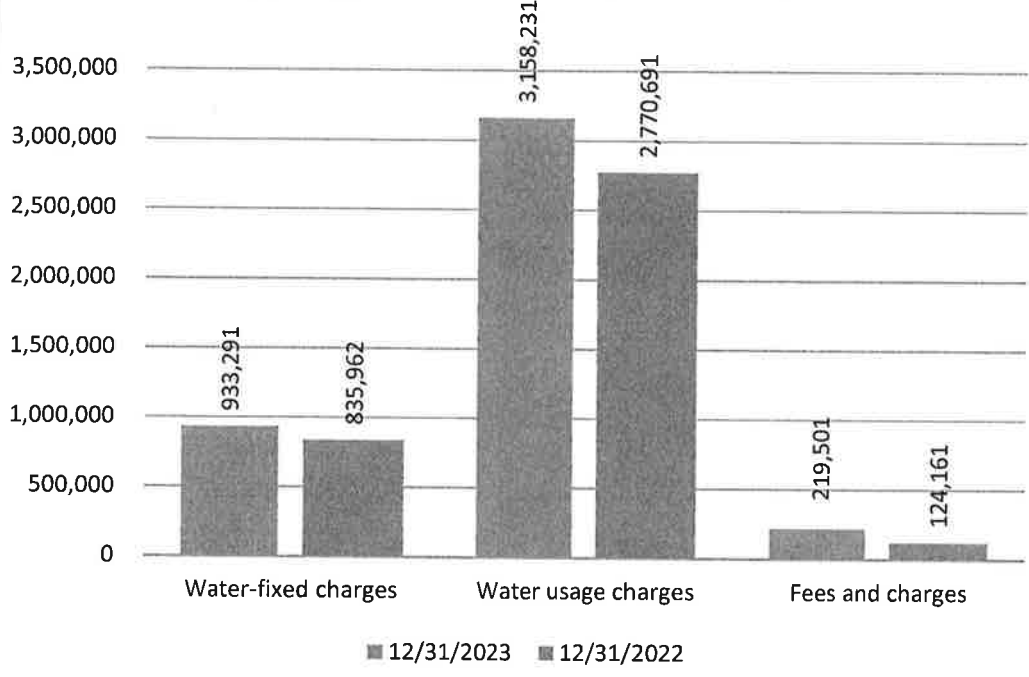
**NIPOMO COMMUNITY SERVICES DISTRICT
TOTAL REVENUES
FOR SIX MONTHS ENDED DECEMBER 31, 2023 AND 2022**



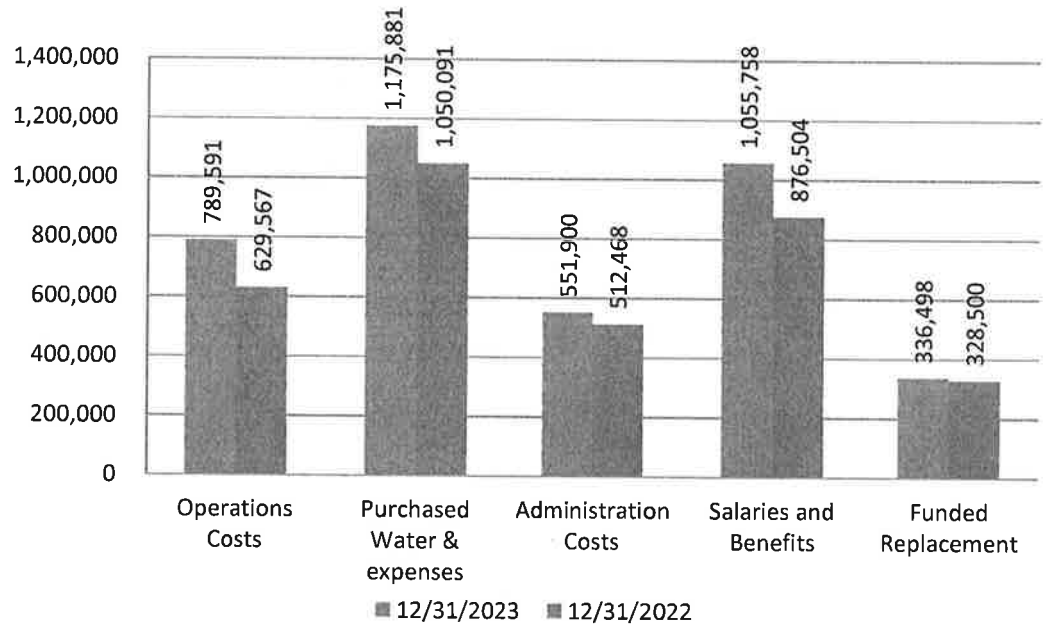
**NIPOMO COMMUNITY SERVICES DISTRICT
TOTAL EXPENDITURES
FOR THE SIX MONTHS ENDED DECEMBER 31, 2023 AND 2022**

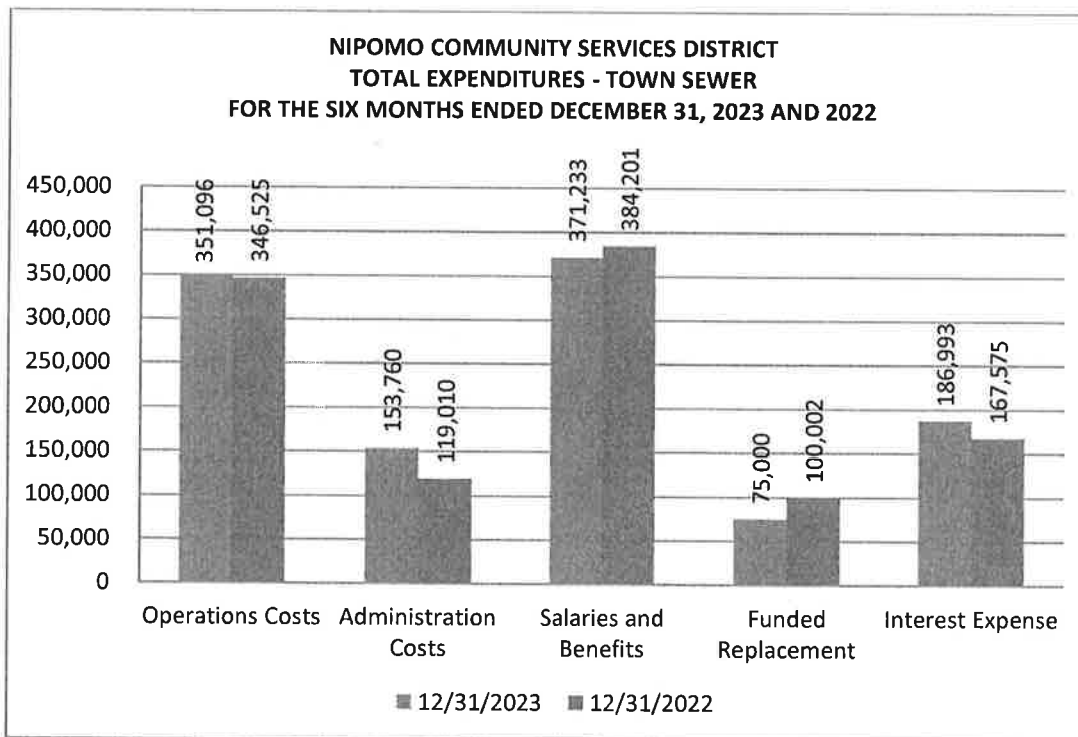
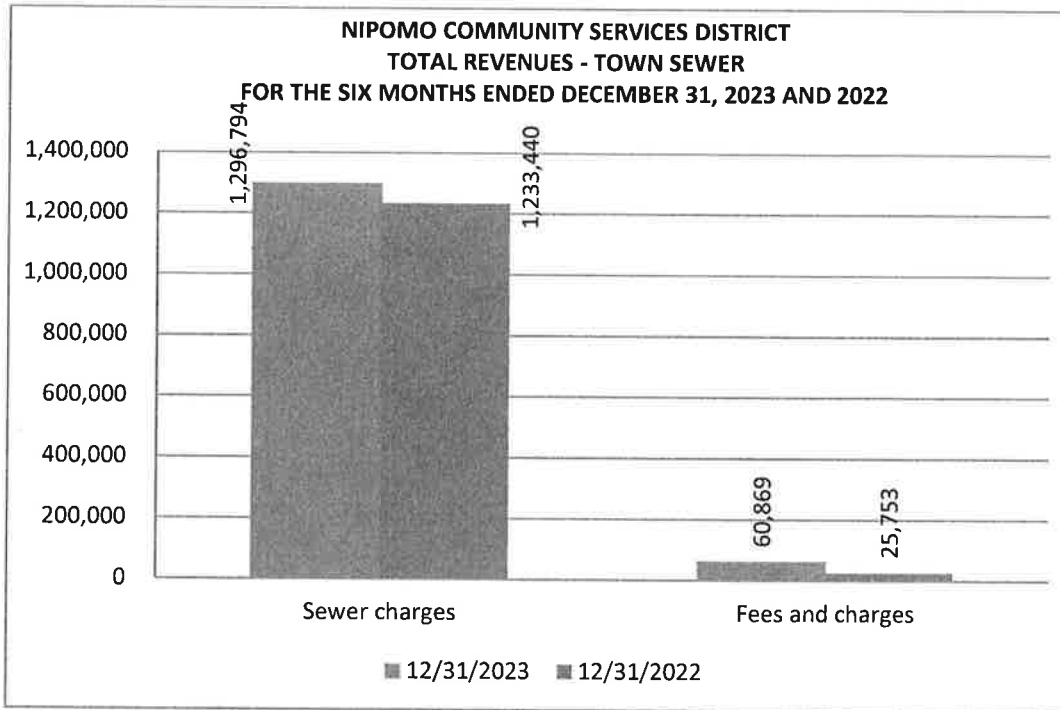


**NIPOMO COMMUNITY SERVICES DISTRICT
TOTAL REVENUE - WATER FUNDS
FOR THE SIX MONTHS ENDED DECEMBER 31, 2023 AND 2022**

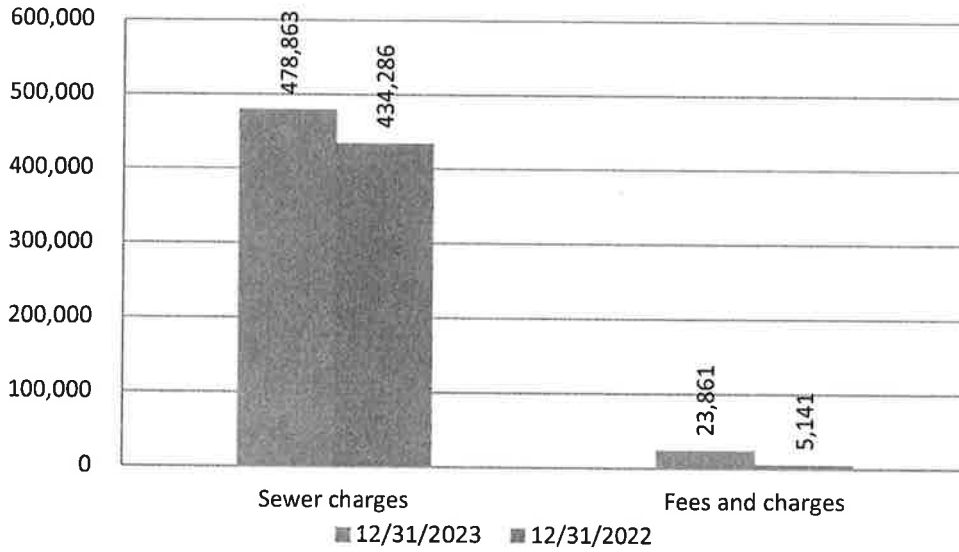


**NIPOMO COMMUNITY SERVICES DISTRICT
TOTAL EXPENDITURES - WATER FUNDS
FOR THE SIX MONTHS ENDED DECEMBER 31, 2023 AND 2022**

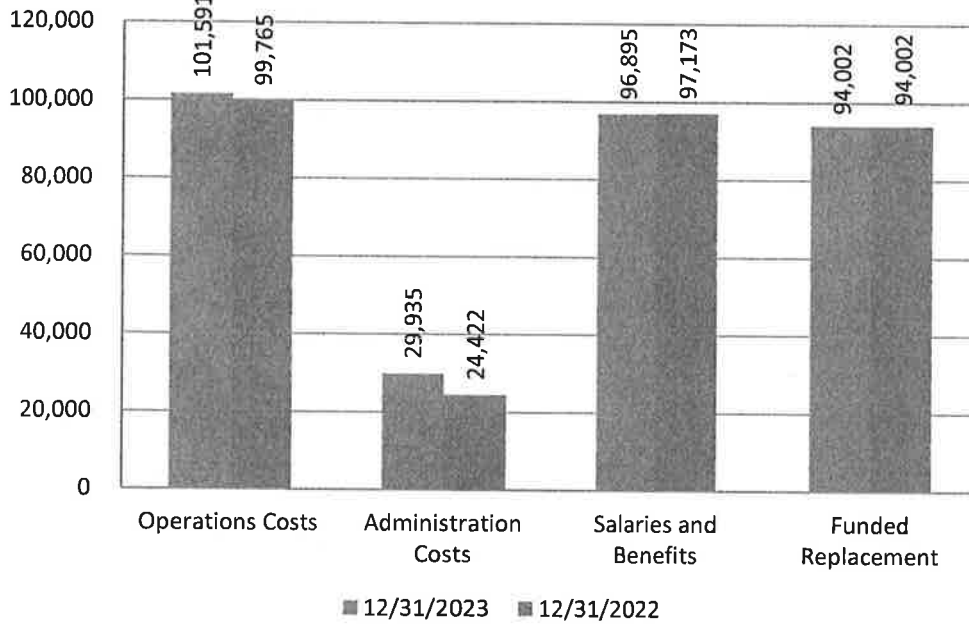




**NIPOMO COMMUNITY SERVICES DISTRICT
TOTAL REVENUES - BLACKLAKE SEWER
FOR THE SIX MONTHS ENDED DECEMBER 31, 2023 AND 2022**



**NIPOMO COMMUNITY SERVICES DISTRICT
TOTAL EXPENDITURES - BLACKLAKE SEWER
FOR THE SIX MONTHS ENDED DECEMBER 31, 2023 AND 2022**



TO: BOARD OF DIRECTORS
REVIEWED: RAY DIENZO, P.E. R.D.
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: FEBRUARY 7, 2024

**AGENDA ITEM
D-4
FEBRUARY 14, 2024**

ACCEPT BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT FORCE MAIN

ITEM

Accept work performed by R. Baker, Inc. for the Blacklake Sewer System Consolidation Project Force Main and authorize staff to file Notice of Completion [RECOMMEND, BY MOTION AND ROLL CALL VOTE, ACCEPT PROJECT AND DIRECT STAFF TO FILE NOTICE OF COMPLETION].

BACKGROUND

On January 11, 2023, the Board awarded a construction contract for the Blacklake Sewer System Consolidation Project Force Main to R. Baker, Inc. The work involved, but was not limited to, the construction of approximately 19,400 linear feet of force main and 1,600 linear feet of gravity sewer line, as well as associated appurtenances. The work has been completed.

FISCAL IMPACT

Construction Contract Cost Summary	
Original Contract Amount	\$4,705,802
Final Contract Amount	\$4,878,560

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 5. OPERATIONS. Maintain a proactive program to ensure readiness of systems and cost-effectiveness of operations.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, accept the project and authorize the General Manager to file a Notice of Completion for the project.

ATTACHMENTS

None

TO: BOARD OF DIRECTORS
REVIEWED: RAY DIENZO, P.E. R.D.
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF ENGINEERING
AND OPERATIONS
DATE: FEBRUARY 7, 2024

AGENDA ITEM
D-5
FEBRUARY 14, 2024

**AUTHORIZE PURCHASE OF HACH NITRATE ANALYZER IN THE
AMOUNT OF \$26,400 FOR THE SUNDALE WELL**

ITEM

Authorize purchase of nitrate analyzer from Hach Company in the amount of \$26,400 for Sundale Well [RECOMMEND ADOPT RESOLUTION AUTHORIZING STAFF TO ISSUE PURCHASE ORDER IN THE AMOUNT OF \$26,400 TO HACH COMPANY FOR PURCHASE OF NITRATE ANALYZER AND AMENDING FY 23/24 BUDGET].

BACKGROUND

In 2022, a nitrate sample from the Sundale Well exceeded the maximum contaminant level ("MCL") of 10 milligrams per liter ("mg/l"). The actual sample result was 10.6 mg/l. The well had been off for three days prior to the sample date due to low system demand. Since that time, the District has been unable to use the well.

In 2023, the District purchased and installed a nitrate analyzer. The plan was to install the online nitrate analyzer that would allow the District to run the well based on system demands but that would automatically shut it down before the nitrate level exceeded the MCL. The District tested the analyzer but was unable to obtain consistent, reliable readings with the instrument. Ultimately, the District returned the analyzer to the manufacturer.

The District currently utilizes Hach analyzers to continuously monitor disinfectant levels in the water system at nine separate locations. The analyzers were installed in 2015 and have provided consistent and reliable readings for the last 8+ years. Staff investigated available Hach nitrate analyzers and identified a Hach nitrate analyzer that was capable of providing the detection levels required for nitrate in the Sundale Well. Staff obtained a proposal from Hach in the amount of \$26,400 for the purchase and instrument startup of a nitrate analyzer. District staff will install the unit.

The Hach Nitrate Analyzer is being purchased through a non-competitive process. This purchase meets the District's Purchasing Policies and Procedures for the following reasons:

- Reasonable purchase price
- Product is being field tested to determine suitability for future use

Furthermore, the District has experience with Hach instruments and has found them to be reliable and cost-effective over the long term.

FISCAL IMPACT

The original nitrate analyzer for the Sundale Well was budgeted in the FY 22/23 fiscal year. The need to replace the nitrate analyzer was not anticipated in the FY 23/24 budget. Funding in the amount of \$26,400 is needed for the purchase of the Hach nitrate analyzer. A budget adjustment in the amount of \$26,400 from Water Fund #805, Funded Replacement reserves, is required for the purchase.

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 5. OPERATIONS. Maintain a proactive program to ensure readiness of systems and cost-effectiveness of operations.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, adopt a resolution authorizing staff to issue a purchase order in the amount of \$26,400 to Hach Company for the purchase and startup of a nitrate analyzer and amending the FY 23/24 budget.

ATTACHMENTS

A – Resolution 2024-16XX Hach Nitrate Analyzer Purchase

FEBRUARY 14, 2024

ITEM D-5

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2024-16XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING FY 2023-24 BUDGET
AND AUTHORIZING PURCHASE OF NITRATE ANALYZER FROM
HACH COMPANY AT A COST OF \$26,400**

WHEREAS, the District's Sundale Well exceeded the nitrate maximum contaminant level in 2022; and

WHEREAS, an online nitrate analyzer would allow the District to run the Sundale Well based on system demands but would automatically shut down the well before the nitrate level exceeded the maximum contaminant level; and

WHEREAS, the District unsuccessfully tried a nitrate analyzer from another manufacturer; and

WHEREAS, staff investigated and identified a Hach nitrate analyzer that was capable of providing the detection levels required for nitrate in the Sundale Well; and

WHEREAS, the need to replace nitrate analyzer was not anticipated in the FY 2023-24 budget and funding in the amount of \$26,400 is needed to purchase and startup the replacement Hach nitrate analyzer; and

WHEREAS, the District has good experience with Hach instruments currently being utilized for other water quality parameters; and

WHEREAS, the Hach nitrate analyzer is being purchased through a non-competitive process and the purchase meets the District's Purchasing Policies and Procedures for the following reasons:

- Reasonable purchase price
- Product is being field tested to determine suitability for future use.

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE
NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

1. The above recitals and referenced findings are true and correct and incorporated herein by this reference.
2. Staff is authorized to issue a purchase order to Hach Company in the amount of \$26,400 for the purchase and startup of a nitrate analyzer for the Sundale Well.
3. The Board authorizes transfer of \$26,400 from reserves to Fund #805 to provide funding for the purchase in the FY 2023-2024 Budget.

On the motion of Director _____ seconded by Director _____, and on the following roll call vote, to wit:

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2024-16XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING FY 2023-24 BUDGET
AND AUTHORIZING PURCHASE OF NITRATE ANALYZER FROM
HACH COMPANY AT A COST OF \$26,400**

**AYES:
NOES:
ABSENT:
CONFLICTS:**

The foregoing resolution is hereby adopted this 14th day of February 2024.

ED EBY
President, Board of Directors

ATTEST:

APPROVED AS TO FORM AND
LEGAL EFFECT:

RAY DIENZO
General Manager and
Secretary to the Board

CRAIG A. STEELE
District Legal Counsel