

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER

DATE: JANUARY 13, 2021

AGENDA ITEM

C

JANUARY 27, 2021

PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) 2021 FIRST QUARTER DISTRICT ENGINEER'S REPORT TO THE BOARD
- C-2) 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-3) 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 E. IGLESIAS
GENERAL MANAGER



DATE: JANUARY 22, 2021

AGENDA ITEM

C-1

JANUARY 27, 2021

**QUARTERLY ENGINEER'S REPORT
DIRECTOR OF ENGINEERING AND OPERATIONS REPORT
ON DISTRICT PROJECTS SYSTEM-WIDE**

ITEM

Engineering and Operations update for October through December 2020

BACKGROUND

Director of Engineering and Operations, Peter Sevcik will overview his update (Attachment A) and discuss District projects for the October through December 2020 period.

RECOMMENDATION

Staff recommends that your Honorable Board receive the update.

ATTACHMENTS

- A. Engineering and Operations Update for October to December 2020

JANUARY 27, 2021

ITEM C-1

ATTACHMENT A

Engineering and Operations Update – October 2020 to December 2020



Peter V. Sevcik, P.E.
Director of Engineering and Operations
Nipomo Community Services District
January 27, 2021



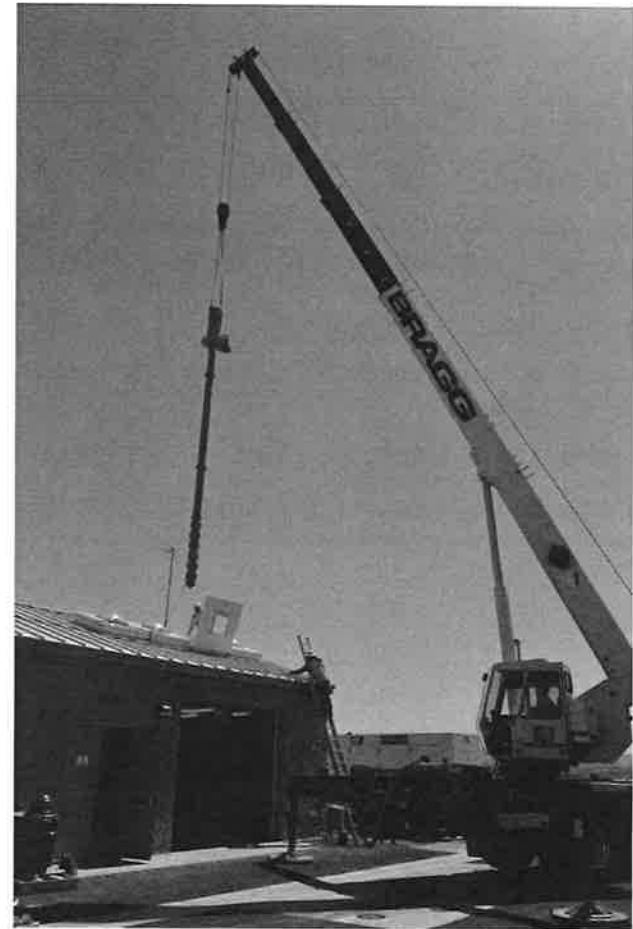
COVID-19 Response Current Status

- Following CDC, state and local guidance
- Monitoring health of staff
- Operations office access restricted to District staff
- Staff working normal schedule
- Performing normal operations and maintenance tasks
- Monitoring inventory and availability of critical services, materials and supplies
- Continuing work on construction projects but schedules are being impacted due to delivery delays of equipment

Projects in Construction

Supplemental Water Project Joshua Road Pump Station Pump #1-4 Improvements

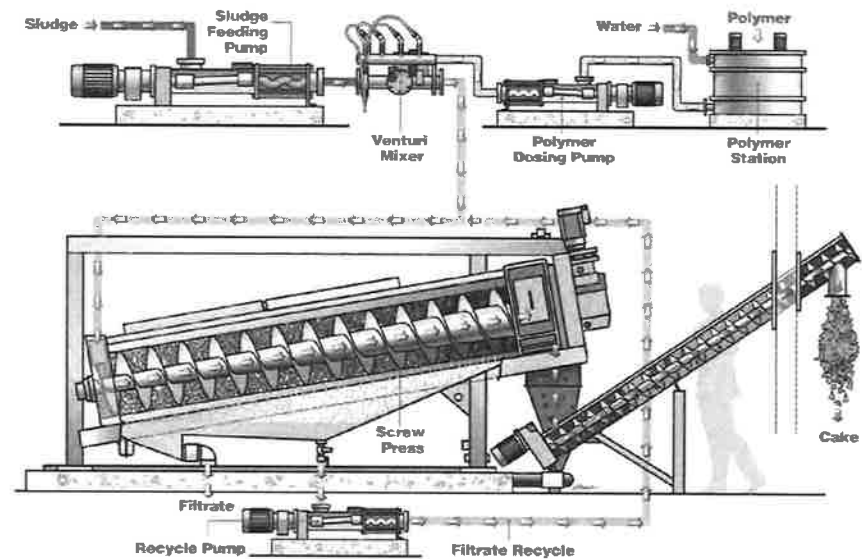
- Board bid award –
7/22/2020
- Contract cost - \$385,149
- Notice to proceed issued –
8/19/2020
- Original projected completion date
– 5/3/2021
- Revised projected completion date –
9/2021



Projects in Construction

Southland WWTF Screw Press

- Bid date – 9/2020
- Contract Cost – \$969,200
- Notice to Proceed Issued – 12/21/2020
- Projected Completion Date – 11/15/2021
- Submittal review completed and equipment ordered

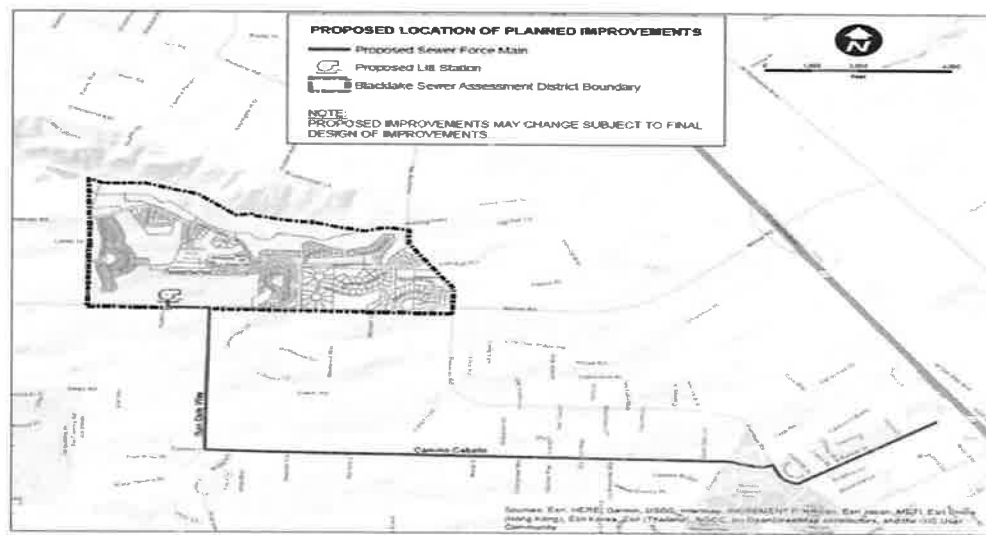


Nipomo Palms Lift Station Replacement

-

Projects in Design

Blacklake Sewer System Consolidation Project



- Construction of lift station and forcemain to pump wastewater to Southland Wastewater Treatment Facility
- Decommission existing Blacklake Water Reclamation Facility



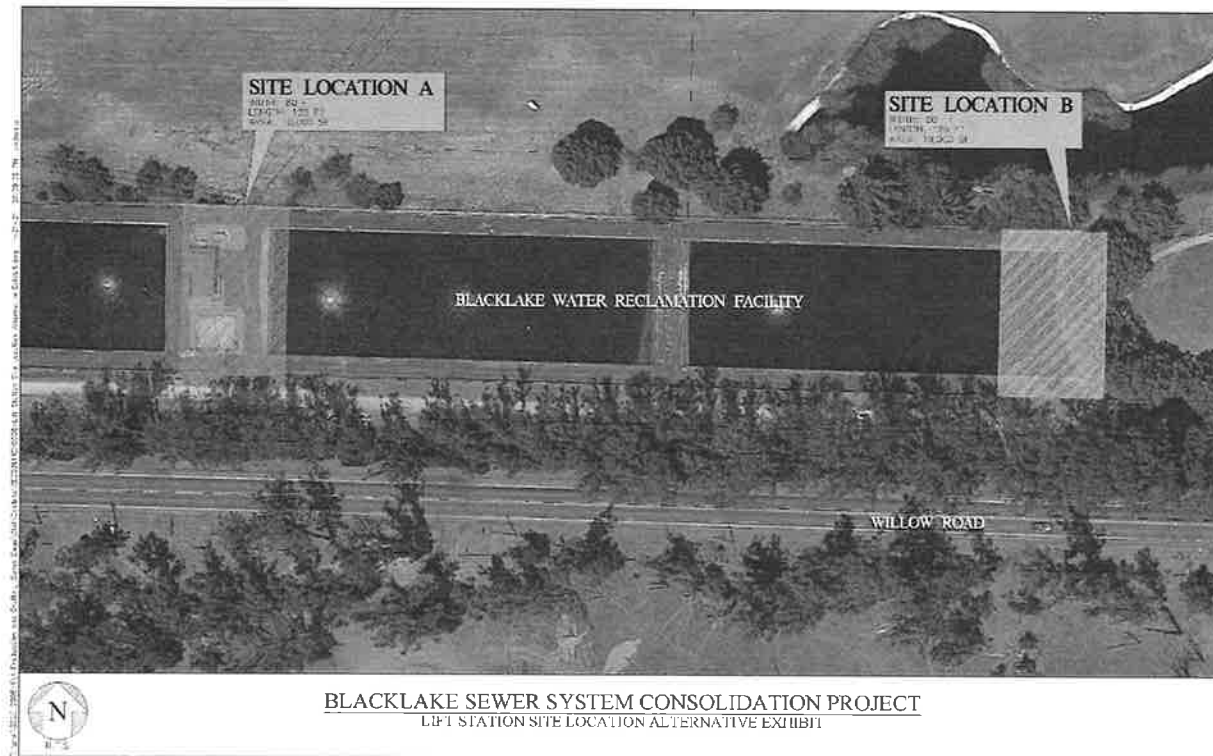
Projects in Design

Blacklake Sewer System Consolidation Project

- Permitting assistance contract approved – 7/2020
 - Southland WWTF and Blacklake WRF permitting in progress
- Design contract for lift station and force main approved – 8/2020
 - 30% design in progress
- CEQA contract approved – 12/2020
 - Initial study in progress

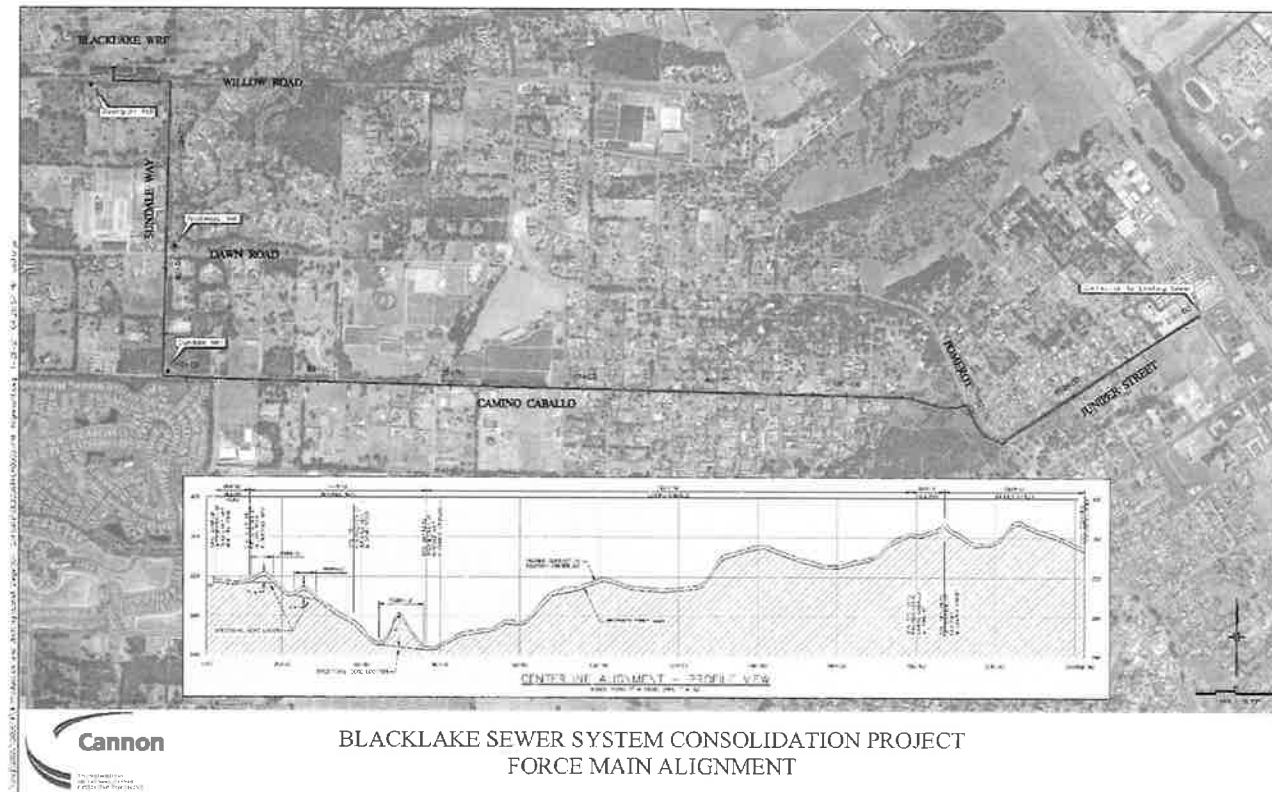
Projects in Design

Blacklake Sewer System Consolidation Project



Projects in Design

Blacklake Sewer System Consolidation Project





Projects in Design

Blacklake Sewer System Consolidation Project

Current Schedule

- Design completion – 12/2021
- Permitting completion – 12/2021
- Board authorization to bid – 1/2022
- Board construction contract award – 5/2022
- Construction completion date – 3/2024

Projects in Design

Blacklake Sewer System Consolidation

BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT
STATUS REPORT DATE 12/31/2020

Item	Description	Project Budget Costs	Contract Costs Authorized to Date	% Budget Contract Costs Authorized to Date	Actual Costs to Date	% Budget Actual Costs to Date
1	Blacklake Lift Station	\$ 605,550	\$ -	0.0%	\$ -	0.0%
2	Force Main	\$ 5,162,350	\$ -	0.0%	\$ -	0.0%
3	WRF Demolition	\$ 915,400	\$ -	0.0%	\$ -	0.0%
4	Construction Total	\$ 6,683,300	\$ -	0.0%	\$ -	0.0%
5	Permitting (CEQA)	\$ 116,240	\$ 32,351	27.8%	\$ -	0.0%
6	Engineering Design	\$ 871,800	\$ 647,090	74.2%	\$ 117,773.68	13.5%
7	Construction Management and Inspection	\$ 871,800	\$ -	0.0%	\$ -	0.0%
8	Contingency	\$ 1,743,600	\$ -	0.0%	\$ -	0.0%
9	Total Project Cost	\$ 10,286,740	\$ 679,441	6.6%	\$ 117,773.68	1.1%

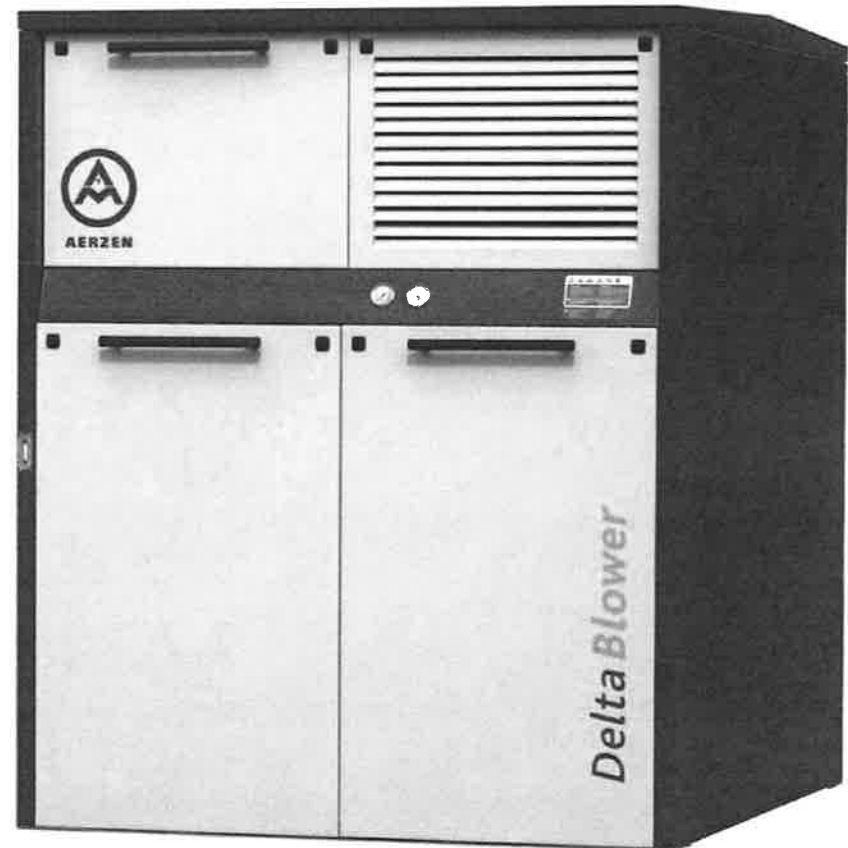
Notes:

- 1
- 2
- 3
- 4
- 5 SWCA \$32,351
- 6 Cannon \$594,612; MKN \$44,828; Downstream Services \$7650
- 7
- 8
- 9 Estimated Project Cost Included in Assessment Engineer's Report \$10,286,740

Projects in Design

Southland WWTF Blower #3

- Board authorization to purchase equipment – 1/13/2021
- Equipment ordered
- Waiting for confirmation of delivery schedule
- Board authorization for equipment installation – March 2021

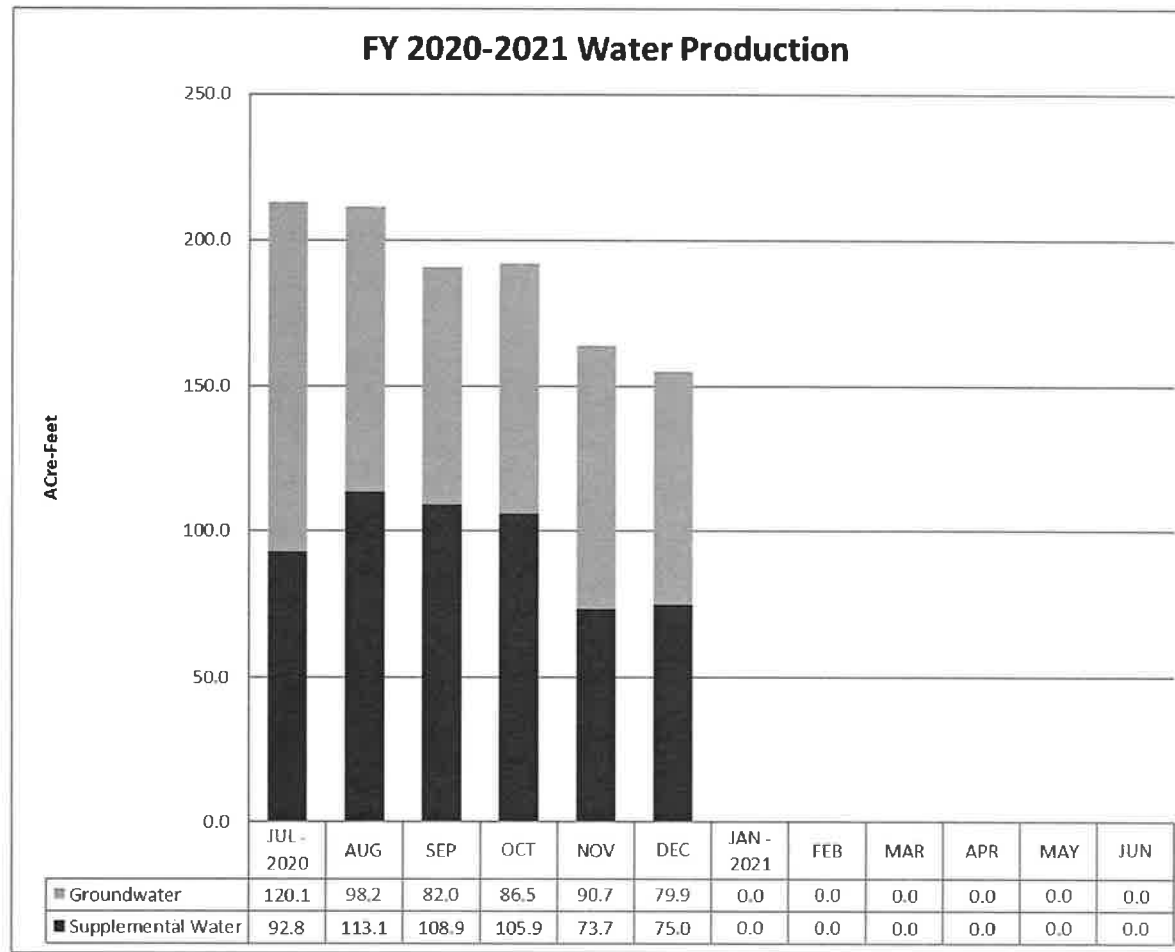




Other Projects in Design

- Supplemental Water Project Interconnects
 - Woodlands easement negotiations on-going
- Woodgreen Lift Station
 - 90% design in progress
- Branch Street Watermain Replacement
 - 90% design in progress
- District Office Generator
 - 30% design in progress
- Eureka Well #2 Pump and Controls
 - 60% design in progress

Operations – Water System



Supplemental Water	569.5 AF
Groundwater	557.4 AF
FY 20-21 Total Production To Date	1126.9 AF

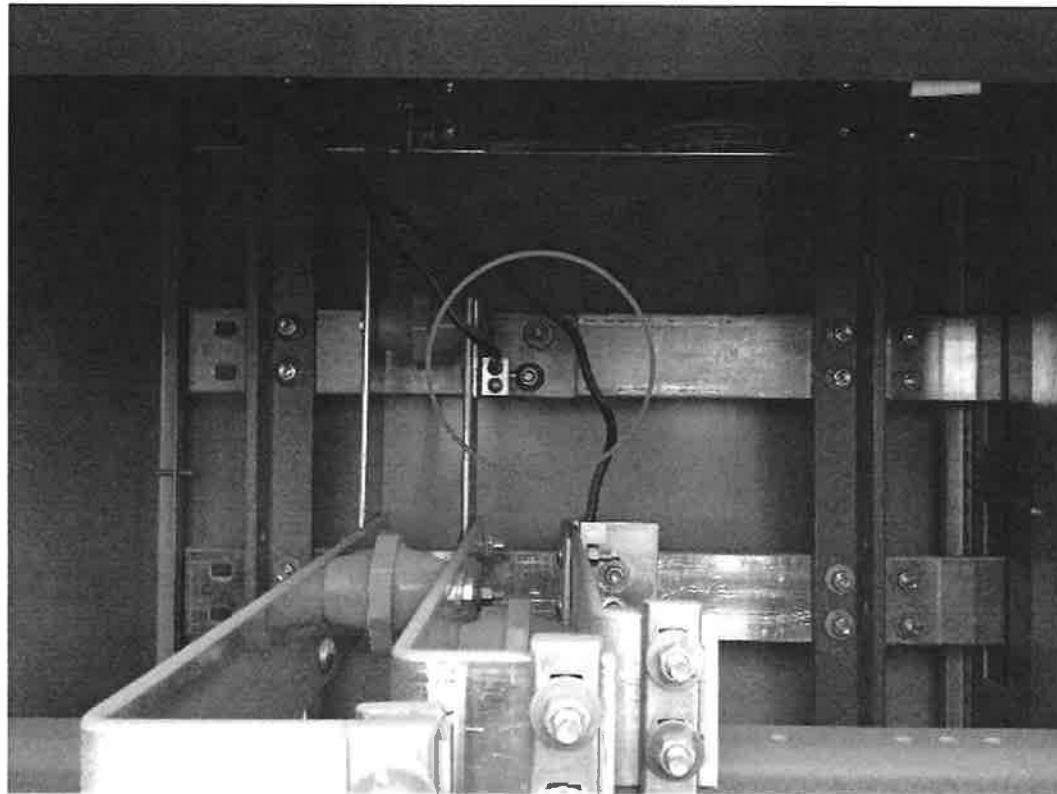


Operations – Water System

- **State Water Resources Control Board Division of Drinking Water**
 - Submitted routine monthly coliform, quarterly raw water coliform, quarterly nitrate, quarterly disinfection byproducts
 - Triannual nitrite, triannual general mineral and general physical, triannual inorganic chemical, triannual volatile organic chemical
- **Other Water Operations**
 - Water system data management software implementation
 - Hired new Water Operator 1
 - Annual electrical system preventive maintenance

Operations – Water System

- **Example Electrical Issue**



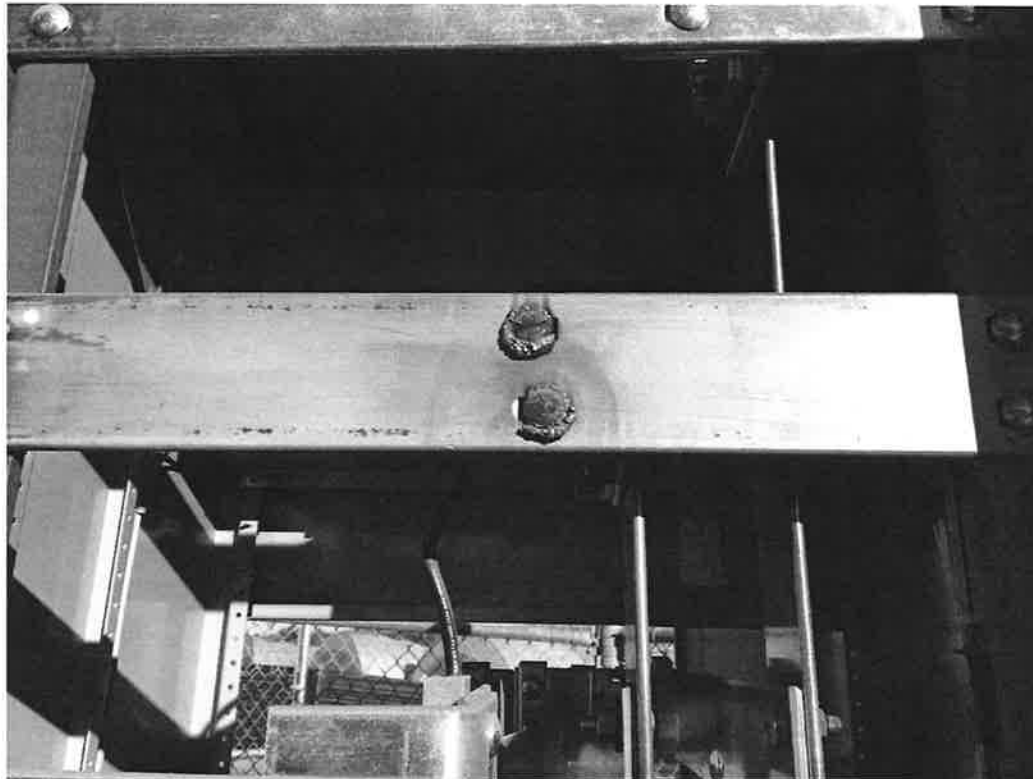
Operations – Water System

- **Example Electrical Issue**

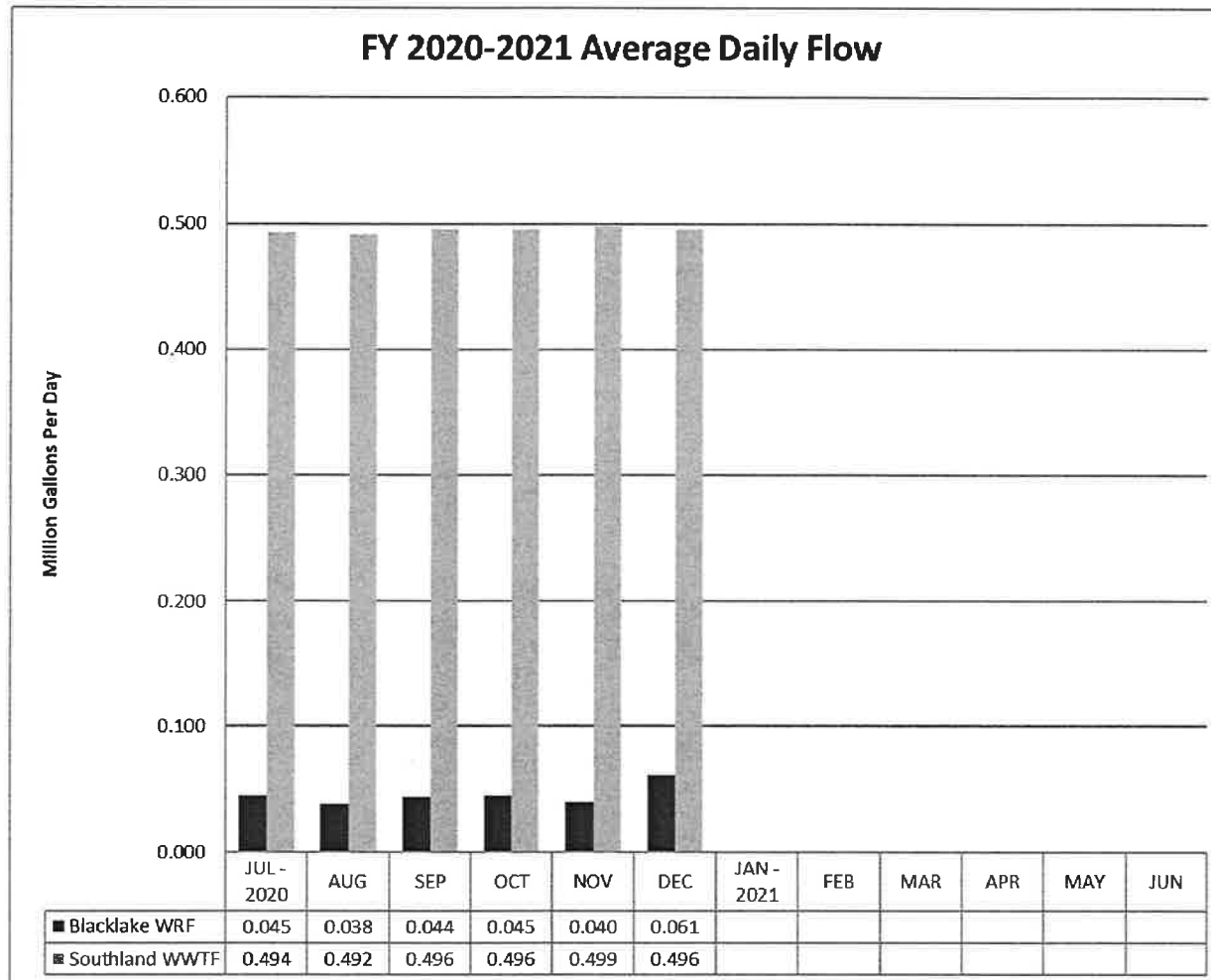


Operations – Water System

- **Example Electrical Issue**



Operations – Wastewater



Blacklake WRF	8.3 MG
Southland WWTF	91.2 MG
FY 20-21 Total Wastewater Flow Treated To Date	99.5 MG or 305 AF



Operations – Wastewater System

- **State Water Resources Control Board**
 - Routine monthly and quarterly reports submitted
- **Other Wastewater Operations**
 - Evaluating options to repair corrosion damage in Southland WWTF influent pump station as well as develop mitigation measures to limit future corrosion issues



Engineering and Operations

Questions

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER



DATE: JANUARY 21, 2021

AGENDA ITEM

D

JANUARY 27, 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 JANUARY 13, 2021, REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
- D-3) INVESTMENT POLICY – SECOND QUARTER REPORT [RECOMMEND RECEIVE
AND FILE]
- D-4) ANNUAL REVIEW OF DISTRICT DEBT MANAGEMENT AND CASH RESERVE
POLICIES [RECOMMEND REVIEW AND REAFFIRM DEBT MANAGEMENT AND
CASH RESERVE POLICIES]
- D-5) RESOLUTION EXPRESSING APPRECIATION AND GRATITUDE POSTHUMOUSLY
TO DOUG JONES FOR HIS SERVICE TO THE NIPOMO COMMUNITY SERVICES
DISTRICT [RECOMMEND ADOPT RESOLUTION]

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER

[Signature]

FROM: LISA BOGNUDA *[Signature]*
FINANCE DIRECTOR

DATE: JANUARY 22, 2021

AGENDA ITEM
D-1(A)
JANUARY 27, 2021

WARRANTS

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$734,167.50
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	#6723



Nipomo Community Services District

Item D-1 Warrants JANUARY 27, 2021

By Payment Number

Payment Dates 01/27/2021 - 01/27/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 6830					
Advantage Answering Plus, In	Answering service	19-650-861	01/27/2021		210.63
				Payment 6830 Total:	210.63
Payment: 6831					
AECOM USA Inc.	Construction Management- Pi	2000448893	01/27/2021		322.28
				Payment 6831 Total:	322.28
Payment: 6832					
Bentley Systems, Inc.	WaterGEMS/SewerGEMS sub	48165454	01/27/2021		2,215.75
				Payment 6832 Total:	2,215.75
Payment: 6833					
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI110425	01/27/2021		247.94
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI106354	01/27/2021		664.24
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI110426	01/27/2021		378.91
				Payment 6833 Total:	1,291.09
Payment: 6834					
Brown Bear Corporation	Brown Bear Aerator	5289	01/27/2021		35,434.00
Brown Bear Corporation	Supplies	5292	01/27/2021		143.23
				Payment 6834 Total:	35,577.23
Payment: 6835					
Burdine Printing	Mail bills	43051A	01/27/2021		213.12
Burdine Printing	Postage for bills	43051B	01/27/2021		1,364.82
				Payment 6835 Total:	1,577.94
Payment: 6836					
California Water Environment	CWEA membership 2021	2021	01/27/2021		192.00
				Payment 6836 Total:	192.00
Payment: 6837					
Charter Communications	Internet - Shop and/or Office	0225708012021	01/27/2021		734.20
Charter Communications	Internet - Shop and/or Office	0224495012021	01/27/2021		734.20
				Payment 6837 Total:	1,468.40
Payment: 6838					
City of Santa Maria	Water purchased 10-01-20 to	84304	01/27/2021		526,682.76
				Payment 6838 Total:	526,682.76
Payment: 6839					
Cushman Contracting Corpora	Southload WWTF Screw Press	SP-1	01/27/2021		5,177.50
				Payment 6839 Total:	5,177.50
Payment: 6840					
Engel & Gray, Inc.	Biosolids collection	OCX00010	01/27/2021		6,640.09
				Payment 6840 Total:	6,640.09
Payment: 6841					
Excel Personnel Services, Inc.	Employment agency	3658540	01/27/2021		465.00
Excel Personnel Services, Inc.	Employment agency	3654346	01/27/2021		279.00
				Payment 6841 Total:	744.00
Payment: 6842					
Executive Janitorial	Janitorial services	79863	01/27/2021		780.00
				Payment 6842 Total:	780.00
Payment: 6843					
Famcon Pipe and Supply, Inc.	Gasket, mueller, valve	S100044428.001	01/27/2021		765.77
Famcon Pipe and Supply, Inc.	Supplies	S100045034.001	01/27/2021		199.01
				Payment 6843 Total:	964.78

Item D-1 Warrants JANUARY 27, 2021

Payment Dates: 01/27/2021 - 01/27/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 6844					
Frontier Communications	BL phone	JAN 2021	01/27/2021		59.55
				Payment 6844 Total:	59.55
Payment: 6845					
Gibbs International Truck Cen	Water Truck	13945	01/27/2021		94,565.19
				Payment 6845 Total:	94,565.19
Payment: 6846					
Iglesias, Mario	Cell phone reimbursement	JAN 2021	01/27/2021		65.00
				Payment 6846 Total:	65.00
Payment: 6847					
Integrated Industrial Supply, I	Gloves	74314	01/27/2021		450.45
				Payment 6847 Total:	450.45
Payment: 6848					
Mission Uniform Service	Uniforms	513991380	01/27/2021		162.66
				Payment 6848 Total:	162.66
Payment: 6849					
Municipal Maintenance Equip	Quick-clamp	0155994-IN	01/27/2021		240.30
Municipal Maintenance Equip	Pendant control with vac brea	0156140-IN	01/27/2021		768.16
				Payment 6849 Total:	1,008.46
Payment: 6850					
NexTraq	GPS subscription	AT01543958	01/27/2021		55.90
NexTraq	GPS subscription	HWI071300	01/27/2021		55.90
NexTraq	GPS subscription	HWI071301	01/27/2021		307.45
				Payment 6850 Total:	419.25
Payment: 6851					
Nipomo Community Services	Water	Dec 2020	01/27/2021		853.95
				Payment 6851 Total:	853.95
Payment: 6852					
Nu-Tech Pest Management	Pest control	0155836	01/27/2021		265.00
Nu-Tech Pest Management	Rodent control	0155839	01/27/2021		75.00
				Payment 6852 Total:	340.00
Payment: 6853					
Office Depot	Office supplies	147391893001	01/27/2021		188.51
Office Depot	Office supplies	147392435001	01/27/2021		7.39
				Payment 6853 Total:	195.90
Payment: 6854					
PG&E	Electricity	JAN 2021	01/27/2021		38,683.96
				Payment 6854 Total:	38,683.96
Payment: 6855					
Praxair Distribution, Inc.	Cylinder rental	61161755	01/27/2021		45.66
				Payment 6855 Total:	45.66
Payment: 6856					
Ray Morgan Company	B&W/Color copies	3189060	01/27/2021		134.61
				Payment 6856 Total:	134.61
Payment: 6857					
Richards, Watson & Gershon	Legal services thru 12-31-20	230147	01/27/2021		2,730.00
				Payment 6857 Total:	2,730.00
Payment: 6858					
Richards, Watson & Gershon	Water rights adjudication	230148	01/27/2021		827.50
				Payment 6858 Total:	827.50
Payment: 6859					
Rodriguez, Rigo	Uniform- Boot reimbursemen	DEC2020	01/27/2021		165.00
				Payment 6859 Total:	165.00

Item D-1 Warrants JANUARY 27, 2021

Payment Dates: 01/27/2021 - 01/27/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 6860					
Santa Maria Times	Legal notice	18427	01/27/2021		388.25
				Payment 6860 Total:	388.25
Payment: 6861					
Simplot Grower Solutions	CAN 17	780140356	01/27/2021		511.58
				Payment 6861 Total:	511.58
Payment: 6862					
SoCalGas	Heat - shop/office	Jan 2021A	01/27/2021		17.65
SoCalGas	Heat - shop/office	JAN 2021B	01/27/2021		86.54
				Payment 6862 Total:	104.19
Payment: 6863					
Special District Risk Managem	Property/Liability package mo	69542	01/27/2021		2,328.22
				Payment 6863 Total:	2,328.22
Payment: 6864					
United Rentals	Water truck rental	165510172-028	01/27/2021		2,567.25
				Payment 6864 Total:	2,567.25
Payment: 6865					
UPS Store #6031	Shipping	14684	01/27/2021		100.26
				Payment 6865 Total:	100.26
Payment: 6866					
USA Bluebook	Tray for hach, cotton swab ap	463622	01/27/2021		868.66
				Payment 6866 Total:	868.66
Payment: 6867					
Wallace Group	FOG Program	52428	01/27/2021		2,747.50
				Payment 6867 Total:	2,747.50

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER

FROM: LISA BOGNUDA 
FINANCE DIRECTOR

DATE: JANUARY 22, 2021

AGENDA ITEM
D-1(B)
JANUARY 27, 2021

WARRANTS – BLACKLAKE ASSESSMENT DISTRICT 2020 -1

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$34,283.00
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Nipomo Community Services District

Item D-1 Warrants JANUARY 27, 2021

By Payment Number

Payment Dates 01/27/2021 - 01/27/2021

Vendor Name	Description (Payable)	Payable Number	Payment Date	(None)	Amount
Payment: 11					
Cannon Corporation	Blacklake Sewer Consolidatio	75024	01/27/2021		29,822.50
Cannon Corporation	Woodgreen Lift Station	74023	01/27/2021		4,460.50
Payment 11 Total:					34,283.00

TO: BOARD OF DIRECTORS
FROM: MARIO IGLESIAS
GENERAL MANAGER
DATE: January 21, 2021

AGENDA ITEM
D-2
JANUARY 27, 2021

**APPROVE JANUARY 13, 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. January 13, 2021 draft Regular Board Meeting Minutes

JANUARY 27, 2021

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

DRAFT REGULAR MINUTES

JANUARY 13, 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**
BOB BLAIR, **DIRECTOR**
DAN WOODSON, **DIRECTOR**
RICHARD MALVAROSE, **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.

Pursuant to Governor Newsom's Executive Order N-25-20, members of the Nipomo Community Services District Board or staff may participate in this meeting in person, or via teleconference. To protect the health and safety of the public, Board members, and staff, social distancing will be practiced at the District's physical location, 148 S. Wilson Street. Members of the public may choose to participate in person at this location or monitor the audio portion of the meeting and any public hearings telephonically by calling (800) 567-5900 (code 242-2614#). Pursuant to Governor Newsom's Executive Order N-29-20, members of the public may also comment – on items on this agenda or items not on the agenda but within the jurisdiction of the Board – via email sent to info@ncsd.ca.gov prior to the 9:00 am meeting start time. All emails received by that time will be distributed to the Board. Public participation in the meeting and public hearings will be taken only as described above. If any individual with a disability requires assistance to observe or participate in the meeting, please contact the District office by telephone at least 24 hours in advance.

A. CALL TO ORDER AND FLAG SALUTE

President Eby called the Regular Meeting of January 13, 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.

Pam Wilson, NCSd resident, expressed her gratitude for the District paying for the December and January garbage bill.

C. PRESENTATIONS AND REPORTS

C-1) RECOGNITION OF 2020 BOARD OFFICERS AND SEATING 2021 BOARD OFFICERS

President Eby presented Director Gaddis with a ceremonial gavel, he and the Board thanked him for his service as Board President for 2020.

There were no public comments.

C-2) 2020 FALL GROUNDWATER INDEX REVIEW [RECOMMEND RECEIVE AND FILE]

Brad Newton of Newton Geo-Hydrology Consulting Services presented the 2020 Fall Ground Water Index and answered questions from the Board.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

Phil Henry, NCSD resident, asked Dr. Newton about the polar vortex and the impacts on the West hemisphere. Dr. Newton answered Mr. Henry's question.

- C-3) 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 Eby

- January 4, attended Board Officers' meeting
- January 5, attended BLMA meeting remotely

- C-4) 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 Gaddis and seconded, the Board unanimously approved receiving and filing presentations and reports.
Vote 5-0.*

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

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE DECEMBER 9, 2020, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) AUTHORIZE PURCHASE ORDER FOR SOUTHLAND WASTEWATER TREATMENT FACILITY BLOWER #3 TO AERZEN USA CORPORATION IN THE AMOUNT OF \$55,810 [RECOMMEND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION AUTHORIZING STAFF TO EXECUTE AND ISSUE A PURCHASE ORDER IN THE AMOUNT OF \$55,810 TO AERZEN USA CORPORATION]
- D-4) AUTHORIZE TASK ORDER FOR SOUTHLAND WASTEWATER TREATMENT FACILITY BLOWER #3 VARIABLE FREQUENCY DRIVE AND SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM INTEGRATION WITH TESCO CONTROLS, INC. IN THE AMOUNT OF \$47,660 [RECOMMEND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION AUTHORIZING STAFF TO EXECUTE TASK ORDER IN THE AMOUNT OF \$47,660 WITH TESCO CONTROLS, INC.]

Mario Iglesias, General Manager, answered questions from the Board regarding the warrants.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

There were no public comments.

Upon the motion of Director Gaddis and seconded, the Board unanimously approved the Consent Agenda. Director Malvarose abstained from voting on item D-1, the warrants, due to District payments to his employer.

ITEM D-1

YES VOTES	NO VOTES	ABSTAIN
Directors Gaddis, Woodson, Eby, and Blair	None	Malvarose

ITEM D-2 through D-4

YES VOTES	NO VOTES	ABSTAIN
Directors Gaddis, Woodson, Eby, Blair, and Malvarose	None	None

RESOLUTION NO. 2021-1581

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
AUTHORIZING A PURCHASE ORDER FOR
SOUTHLAND WASTEWATER TREATMENT FACILITY BLOWER #3
TO AERZEN USA CORPORATION**

RESOLUTION NO. 2021-1582

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
AUTHORIZING A TASK ORDER FOR SOUTHLAND WASTEWATER
TREATMENT FACILITY BLOWER #3 PROJECT VARIABLE FREQUENCY DRIVE AND
SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM
INTEGRATION WITH TESCO CONTROLS, INC.**

E. ADMINISTRATIVE ITEMS

- E-1) **AWARD CONTRACT TO TUCKFIELD & ASSOCIATES FOR THE TOWN SEWER ENTERPRISE RATE STUDY [RECOMMEND REVIEW, TAKE PUBLIC COMMENT, AND DISCUSS PROPOSAL FOR A WASTEWATER RATE STUDY OF THE TOWN SEWER ENTERPRISE AND, IF AGREEABLE, AWARD CONTRACT TO TUCKFIELD & ASSOCIATES]**

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

There were no public comments.

*Upon the motion of Director Gaddis and seconded, the Board unanimously approved to award the contract to Tuckfield & Associates.
Vote 5-0.*

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

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

- E-2) ADOPT RESOLUTION TO AMEND NIPOMO COMMUNITY SERVICES DISTRICT'S WATER METER REPLACEMENT POLICY [RECOMMEND REVIEW, TAKE PUBLIC COMMENT, AND DISCUSS PROPOSED AMENDMENTS TO THE DISTRICT'S POLICY, AND ADOPT RESOLUTION]

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

There were no public comments.

Upon the motion of Director Gaddis and seconded, the Board unanimously approved the Resolution.

Vote 5-0.

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

RESOLUTION 2021-1583

**A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
ADOPTING THE WATER METER REPLACEMENT POLICY**

- E-3) CONSIDER AMENDING APPENDIX "A" TO CHAPTER 3.04 OF THE NIPOMO COMMUNITY SERVICES DISTRICT CODE TO ADJUST WATER METER FEES [RECOMMEND ADOPT RESOLUTION TO ADJUST THE FEES COLLECTED BY THE DISTRICT FOR INSTALLING WATER METERS ON NEW SERVICES]

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

Director Gaddis requested the table for the resolution be adjusted to "At Cost²" in the column Meter Fee to instead of the \$200 for a 1 inch or less meter size.

There were no public comments.

Upon the motion of Director Gaddis and seconded, the Board unanimously approved the Resolution, as amended.

Vote 5-0.

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

RESOLUTION NO. 2021- 1584

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
AMENDING APPENDIX "A" TO CHAPTER 3.04 OF THE
NIPOMO COMMUNITY SERVICE DISTRICT CODE TO
ADJUST WATER METER FEES**

- E-4) AUTHORIZE BUDGET ADJUSTMENT OF \$70,000 TO THE WATER OPERATIONS FUND #125 TO PURCHASING WATER METERS IN SUPPORT OF THE

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

DISTRICT'S METER REPLACEMENT POLICY[RECOMMEND AUTHORIZE BUDGET ADJUSTMENT OF \$70,000 TO WATER OPERATIONS FUND #125]

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

There were no public comments.

Upon the motion of Director Woodson and seconded, the Board unanimously approved the Resolution.

Vote 5-0.

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

RESOLUTION NO. 2021-1585

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE NIPOMO COMMUNITY SERVICES DISTRICT
AUTHORIZING PURCHASE OF WATER METERS
AND AMENDING FY 2020/21 BUDGET**

E-5) RATIFY 2021 BOARD COMMITTEE ASSIGNMENTS [RECOMMEND APPROVE COMMITTEE ASSIGNMENTS]

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

There were no public comments.

President Eby discussed Committee Assignments with Directors and they were all aggregable to their respective assignments. Upon the motion of Director Gaddis and seconded, the Board unanimously approved the committee assignments.

Vote 5-0.

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

E-6) AUTHORIZE CONTRACT AMENDMENT FOR DESIGN ENGINEERING SERVICES FOR THE EUREKA WELL REPLACEMENT PROJECT IN THE AMOUNT OF \$29,674 WITH CANNON CORPORATION. [RECOMMEND AUTHORIZE DESIGN CONTRACT AMENDMENT WITH CANNON CORPORATION IN THE AMOUNT OF \$29,674].

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

There were no public comments.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

Upon the motion of Director Woodson and seconded, the Board unanimously approved the contract amendment.

Vote 5-0.

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

F. GENERAL MANAGER'S REPORT

Mario Iglesias, General Manager, presented an email from Phil Guldeman, CFO Services, for public comment, asking questions about the Supplemental Water NCSD has arranged to receive and its appropriation. The Board received the information, but gave no direction to staff.

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

G. COMMITTEE REPORTS

None

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Blair requested that staff provide ideas to honor Doug Jones, a past NCSD General Manager, by the next meeting.

Phil Henry, NCSD resident, requested customers be notified of the new AMI system and new meter benefits that are being installed throughout the District. The Board thanked Mr. Henry for his suggestion.

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**

District Legal Counsel, Craig Steele, stated there was no need for Closed Session.

ADJOURN MEETING

President Eby adjourned the meeting at 10:39 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 39 minutes
Closed Session	0 hour 00 minutes
TOTAL HOURS	1 hour 39 minutes

Respectfully submitted,

Mario Iglesias, General Manager and Secretary to the Board

Date

SUBJECT TO BOARD APPROVAL