

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

REGULAR MINUTES

FEBRUARY 22, 2023 AT 9:00 A.M.

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

BOARD of DIRECTORS

RICHARD MALVAROSE, **PRESIDENT**
DAN ALLEN GADDIS, **VICE PRESIDENT**
ED EBY, **DIRECTOR**
DAN WOODSON, **DIRECTOR**
GARY HANSEN, **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 Malvarose called the Regular Meeting of February 8, 2023, 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 Director

Director Woodson

- *Resigned from the CTAC Citizens Transportation Advisory Commission*

Director Hansen

- *February 21, attended Administration Committee meeting*

Director Gaddis

- *February 14, attended Board Officers' meeting*
- *February 15, attended Finance and Audit Committee meeting*

Director Eby

- *February 15, attended Finance and Audit Committee meeting*
- *February 21, observed Administration Committee meeting*
- *February 23, will attend the NMMA Technical Group meeting*

Director Malvarose

- *February 21, attended Administration Committee meeting*

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- 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 Eby and seconded, the Board approved receiving and filing presentations and reports.

Vote 5-0.

| YES VOTES | NO VOTES | ABSENT |
|--|----------|--------|
| Directors Eby, Woodson, Hansen, Gaddis and Malvarose | None | None |

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE FEBRUARY 8, 2023, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) CONSIDER OPENING A PUBLIC CHECKING ACCOUNT WITH FIVE STAR BANK [RECOMMENDED BOARD REVIEW PROPOSAL AND DIRECT STAFF]

There were no public comments.

Upon the motion of Director Eby and seconded, the Board approved Consent Agenda.
Vote 5-0.

| YES VOTES | NO VOTES | ABSENT |
|---|----------|--------|
| Directors Eby, Gaddis, Hansen, Woodson, and Malvarose | None | None |

E. ADMINISTRATIVE ITEMS

- E-1) APPROVE GENERAL MANAGER JOB DESCRIPTION, CONSIDER SALARY RANGE STATEMENT AND RECRUITMENT MATERIALS [RECOMMEND REVIEW AND APPROVE JOB DESCRIPTION, SET SALARY RANGE, AND DIRECT STAFF ON DESIRED RECRUITMENT PROCESS]

Item A: General Manager- Job Description and Salary Range

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

There were no public comments.

Upon the motion of Director Eby and seconded, the Board approved the job description as amended and salary range of \$160,000 to \$190,000, depending on qualifications.

Vote 5-0.

| YES VOTES | NO VOTES | ABSENT |
|---|----------|--------|
| Directors Eby, Gaddis, Hansen, Woodson, and Malvarose | None | None |

Item B: General Manager- Brochure Language

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

Pam Wilson, NCSD Resident, made a suggestion regarding the "Community" section.

Upon the motion of Director Eby and seconded, the Board approved the Brochure language as amended by the Directors.

Vote 5-0.

| YES VOTES | NO VOTES | ABSENT |
|---|----------|--------|
| Directors Eby, Woodson, Hansen, Gaddis, and Malvarose | None | None |

Item C: General Manager- Recruitment Work Plan

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

President Malvarose stated that he would appoint an Ad Hoc subcommittee for the General Manager hiring process.

Director Gaddis nominated himself and Director Eby to be on the Ad Hoc subcommittee.

President Malvarose appointed Director Eby and Gaddis to the Ad Hoc subcommittee.

There were no public comments.

Upon the motion of Director Gaddis and seconded, the Board approved the Recruitment Work Plan as amended.

Vote 5-0.

| YES VOTES | NO VOTES | ABSENT |
|---|----------|--------|
| Directors Gaddis, Eby, Hansen, Woodson, and Malvarose | None | None |

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

Director Gaddis announced that there was a Finance and Audit Committee meeting where an investment option to consider investing NCSD monies in U.S. Government Treasury Bills and opening a new checking account with Five Star Bank was discussed.

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Gaddis requested staff to ask our current auditors, Rogers, Anderson, Malody, and Scott, LLP:

Are any of the Community Services District Agencies they audit investing in U.S. Government Treasury Bills?

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For those not investing in U.S. Treasury Bills, why not?

If some other Community Services Districts are investing in U.S. Government Treasury Bills, please find out who they are?

Director Gaddis requested to talk about the water adjudication in closed session.

I. CLOSED SESSION ANNOUNCEMENTS

Craig Steele, District Legal Counsel, announced that there would be no closed session.

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

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

Pam Wilson, NCSD Resident, asked when the deadline for applications for the General Manger position.

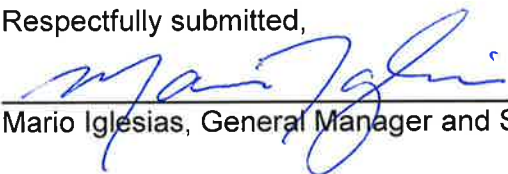
Mario Iglesias, General Manager, responded that it was on the schedule in item E-1 attachment C as March 20, 2023.

ADJOURN MEETING

President Malvarose adjourned the meeting at 10:35 a.m.

| MEETING SUMMARY | HOURS & MINUTES |
|-----------------|-------------------|
| Regular Meeting | 1 hour 35 minutes |
| Closed Session | 0 hour 00 minutes |
| TOTAL HOURS | 1 hour 35 minutes |

Respectfully submitted,



 Mario Iglesias, General Manager and Secretary to the Board



 Date