

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER



DATE: AUGUST 4, 2023



## **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: AUGUST 4, 2023

**AGENDA ITEM**

**D**

**AUGUST 9, 2023**

## **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 JULY 26, 2023, REGULAR BOARD MEETING MINUTES  
[RECOMMEND APPROVE MINUTES]
- D-3) DECLARE 2013 AND 2010 FORD PICKUP TRUCKS SURPLUS AND AUTHORIZE  
SALE [RECOMMEND DECLARE 2013 AND 2010 FORD PICKUP TRUCKS  
SURPLUS AND AUTHORIZE STAFF TO DISPOSE OF BY SALE]

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER 

FROM: JANA ETTEDDGUE  
FINANCE DIRECTOR 

DATE: AUGUST 4, 2023

**AGENDA ITEM  
D-1(A)  
AUGUST 9, 2023**

**WARRANTS**

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$ 266,581.79
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	NONE

# Item D-1(A) Warrants AUGUST 9, 2023

Nipomo Community Services District

By Payment Number

Payment Dates 08/09/2023 - 08/09/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11401</b>				
Achievement House, Inc.	Nipomo Clean Streets Program -	75218	08/09/2023	6,120.00
Achievement House, Inc.	Nipomo Clean Streets Program -	75164	08/09/2023	6,120.00
<b>Payment 11401 Total:</b>				<b>12,240.00</b>
<b>Payment: 11402</b>				
Home Depot Credit Services	Storage boxes, cordless wet vac	063023	08/09/2023	436.71
Home Depot Credit Services	Grinding blade, tools	052123	08/09/2023	1,419.07
<b>Payment 11402 Total:</b>				<b>1,855.78</b>
<b>Payment: 11403</b>				
MNS Engineers, Inc.	Construction management -	83238	08/09/2023	3,690.00
<b>Payment 11403 Total:</b>				<b>3,690.00</b>
<b>Payment: 11404</b>				
Nipomo Area Recreation	Nipomo Clean Streets Program -	JUNE2023	08/09/2023	474.00
<b>Payment 11404 Total:</b>				<b>474.00</b>
<b>Payment: 11405</b>				
O'Reilly Automotive Inc.	Belt, battery, wiper blades for all	JUNE2023	08/09/2023	1,058.52
<b>Payment 11405 Total:</b>				<b>1,058.52</b>
<b>Payment: 11406</b>				
Wallace Group	FOG program	59897	08/09/2023	131.25
<b>Payment 11406 Total:</b>				<b>131.25</b>
<b>Payment: 11407</b>				
Abalone Coast Analytical, Inc.	Lab tests	6179	08/09/2023	10,942.00
<b>Payment 11407 Total:</b>				<b>10,942.00</b>
<b>Payment: 11408</b>				
Advantage Answering Plus, Inc.	Answering service	000029-764-601	08/09/2023	364.93
<b>Payment 11408 Total:</b>				<b>364.93</b>
<b>Payment: 11409</b>				
Alexander's Contract Services,	Meter reading	202307270012	08/09/2023	4,830.95
<b>Payment 11409 Total:</b>				<b>4,830.95</b>
<b>Payment: 11410</b>				
Allweather Landscape	LMD	48176	08/09/2023	325.00
<b>Payment 11410 Total:</b>				<b>325.00</b>
<b>Payment: 11411</b>				
Aqua-Metric Sales, Co.	Annual software support - RNI,	INV0096232	08/09/2023	24,338.69
<b>Payment 11411 Total:</b>				<b>24,338.69</b>
<b>Payment: 11412</b>				
AT&T	Telephone	000020272376	08/09/2023	31.28
AT&T	Telephone	00002027377	08/09/2023	26.92
AT&T	Telephone	000020272378	08/09/2023	105.48
<b>Payment 11412 Total:</b>				<b>163.68</b>
<b>Payment: 11413</b>				
AT&T Mobility	Cell service	JULY2023	08/09/2023	1,278.12
<b>Payment 11413 Total:</b>				<b>1,278.12</b>
<b>Payment: 11414</b>				
Bank of New York Mellon Trust	Bond Administration - COP 2013	252-2564317	08/09/2023	1,500.00
Bank of New York Mellon Trust	Bond Administration - COP2013	252-2564319	08/09/2023	1,590.00
<b>Payment 11414 Total:</b>				<b>3,090.00</b>

## Item D-1(A) Warrants AUGUST 9, 2023

Payment Dates: 08/09/2023 - 08/09/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11415</b>				
Beasley, Caroline	Notary class reimbursement	AUG2023	08/09/2023	85.00
<b>Payment 11415 Total:</b>				<b>85.00</b>
<b>Payment: 11416</b>				
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI359121	08/09/2023	671.86
Brenntag Pacific, Inc.	Ammonium sulfate	BPI357092	08/09/2023	1,118.19
Brenntag Pacific, Inc.	Ammonium sulfate	BPI357093	08/09/2023	1,894.77
Brenntag Pacific, Inc.	Ammonium sulfate	BPI357091	08/09/2023	683.16
<b>Payment 11416 Total:</b>				<b>4,367.98</b>
<b>Payment: 11417</b>				
Brown, Kenneth	CSM3 renewal, contact	JULY2023	08/09/2023	227.00
<b>Payment 11417 Total:</b>				<b>227.00</b>
<b>Payment: 11418</b>				
Cahua, Luisa	Notary training reimbursement	AUG2023	08/09/2023	85.00
<b>Payment 11418 Total:</b>				<b>85.00</b>
<b>Payment: 11419</b>				
CalPortland Construction	Gravel	95971533	08/09/2023	513.20
<b>Payment 11419 Total:</b>				<b>513.20</b>
<b>Payment: 11420</b>				
Clever Ducks	Computer expense	34767	08/09/2023	4,871.62
Clever Ducks	Computer expense - secure	34758	08/09/2023	7,533.57
<b>Payment 11420 Total:</b>				<b>12,405.19</b>
<b>Payment: 11421</b>				
DataProse, LLC	Postage bills/late notices	DP23072767B	08/09/2023	2,480.50
DataProse, LLC	Mail bills/late notices	DP2302767	08/09/2023	676.43
<b>Payment 11421 Total:</b>				<b>3,156.93</b>
<b>Payment: 11422</b>				
Doane & Hartwig Water	Vent valves	I2023-0966	08/09/2023	122.50
<b>Payment 11422 Total:</b>				<b>122.50</b>
<b>Payment: 11423</b>				
EMCOR Services Mesa Energy	HVAC maintenance agreement	960101943	08/09/2023	1,449.00
<b>Payment 11423 Total:</b>				<b>1,449.00</b>
<b>Payment: 11424</b>				
Famcon Pipe and Supply Inc.	Fiberlyte lids w/ probe hole	S100106600.001	08/09/2023	746.03
Famcon Pipe and Supply Inc.	Meter adapters, angle stops,	S100106700.001	08/09/2023	1,202.78
Famcon Pipe and Supply Inc.	G5 boxes	S100106558.001	08/09/2023	1,131.00
<b>Payment 11424 Total:</b>				<b>3,079.81</b>
<b>Payment: 11425</b>				
FedEx	POSTAGE	8-198-84102	08/09/2023	57.18
<b>Payment 11425 Total:</b>				<b>57.18</b>
<b>Payment: 11426</b>				
Fence Factory	Install iron fence and gates	539718	08/09/2023	13,200.00
<b>Payment 11426 Total:</b>				<b>13,200.00</b>
<b>Payment: 11427</b>				
FGL Environmental	Lab tests	381931A	08/09/2023	111.00
<b>Payment 11427 Total:</b>				<b>111.00</b>
<b>Payment: 11428</b>				
First American Data Tree, LLC	Database subscription 08/2023 - 20064070623		08/09/2023	1,800.00
<b>Payment 11428 Total:</b>				<b>1,800.00</b>
<b>Payment: 11429</b>				
Frontier Communications	BL Telephone	JULY2023	08/09/2023	62.14
<b>Payment 11429 Total:</b>				<b>62.14</b>
<b>Payment: 11430</b>				
GLM Landscape Management	Landscape maintenance	CI-2256	08/09/2023	935.00
<b>Payment 11430 Total:</b>				<b>935.00</b>

## Item D-1(A) Warrants AUGUST 9, 2023



Payment Dates: 08/09/2023 - 08/09/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11431</b>				
Great Western Alarm and	Alarm monitoring service	230702062101	08/09/2023	80.00
Great Western Alarm and	Alarm monitoring service	230702107101	08/09/2023	80.00
<b>Payment 11431 Total:</b>				<b>160.00</b>
<b>Payment: 11432</b>				
Integrated Industrial Supply, Inc.	Black nitrile disposable gloves	92851	08/09/2023	232.14
<b>Payment 11432 Total:</b>				<b>232.14</b>
<b>Payment: 11433</b>				
JB Dewar, Inc.	Chevron Rando HD32	255509	08/09/2023	258.27
JB Dewar, Inc.	Chevron Rando HD32	255240	08/09/2023	382.06
<b>Payment 11433 Total:</b>				<b>640.33</b>
<b>Payment: 11434</b>				
JEGO Systems	TO#22-002 Scada Support	2023-NCSO-004	08/09/2023	4,984.05
<b>Payment 11434 Total:</b>				<b>4,984.05</b>
<b>Payment: 11435</b>				
Maycotte, Jaime	D1 exam reimbursement	JULY2023	08/09/2023	231.40
<b>Payment 11435 Total:</b>				<b>231.40</b>
<b>Payment: 11436</b>				
Miner's Ace Hardware	Supplies	JULY2023	08/09/2023	154.88
<b>Payment 11436 Total:</b>				<b>154.88</b>
<b>Payment: 11437</b>				
Mission Uniform Service	Uniforms	519714574	08/09/2023	203.76
Mission Uniform Service	Uniforms	519671766	08/09/2023	210.36
<b>Payment 11437 Total:</b>				<b>414.12</b>
<b>Payment: 11438</b>				
Newton Geo-Hydrology	General consultation through 7-	JULY2023A	08/09/2023	969.14
Newton Geo-Hydrology	Litigation support through 7-31-	JULY2023B	08/09/2023	4,070.00
<b>Payment 11438 Total:</b>				<b>5,039.14</b>
<b>Payment: 11439</b>				
Nipomo Community Services	Water	JULY2023	08/09/2023	2,569.46
<b>Payment 11439 Total:</b>				<b>2,569.46</b>
<b>Payment: 11440</b>				
No Limit Tire, Inc	New tires - Vehicle #133	44163	08/09/2023	1,615.00
<b>Payment 11440 Total:</b>				<b>1,615.00</b>
<b>Payment: 11441</b>				
Nu-Tech Pest Management	Pest control	0174073	08/09/2023	75.00
Nu-Tech Pest Management	Pest control	0174069	08/09/2023	265.00
<b>Payment 11441 Total:</b>				<b>340.00</b>
<b>Payment: 11442</b>				
Office Depot	Office supplies	323223292001	08/09/2023	40.32
Office Depot	Office supplies	322276971001	08/09/2023	105.08
Office Depot	Office supplies	323221355001	08/09/2023	124.87
<b>Payment 11442 Total:</b>				<b>270.27</b>
<b>Payment: 11443</b>				
PG&E	Electricity	JULY2023	08/09/2023	80,273.88
<b>Payment 11443 Total:</b>				<b>80,273.88</b>
<b>Payment: 11444</b>				
PrintMasters & Bob's Rubber	Uniforms	4843	08/09/2023	525.37
<b>Payment 11444 Total:</b>				<b>525.37</b>
<b>Payment: 11445</b>				
Quinn Company	Service and repair- ONAN YARD	WON10020384	08/09/2023	907.50
Quinn Company	Hex bolts	PC030361805	08/09/2023	15.17
<b>Payment 11445 Total:</b>				<b>922.67</b>

**Item D-1(A) Warrants AUGUST 9, 2023**

**Payment Dates: 08/09/2023 - 08/09/2023**

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11446</b>				
Riley, Thomas	D1 exam reimbursement	JULY2023	08/09/2023	327.39
				<b>Payment 11446 Total: 327.39</b>
<b>Payment: 11447</b>				
Simplot Grower Solutions	CAN 17	780161775	08/09/2023	847.80
				<b>Payment 11447 Total: 847.80</b>
<b>Payment: 11448</b>				
SLO County Environmental	Backflow program	IN0144516	08/09/2023	1,953.70
				<b>Payment 11448 Total: 1,953.70</b>
<b>Payment: 11449</b>				
SoCalGas	Heat - shop/office	JULY2023B	08/09/2023	23.07
				<b>Payment 11449 Total: 23.07</b>
<b>Payment: 11450</b>				
South County Sanitary Services,	Solid Waste Tax Liens	JULY2023	08/09/2023	1,493.24
				<b>Payment 11450 Total: 1,493.24</b>
<b>Payment: 11451</b>				
State Water Resources Control	Change of Information Request	96848	08/09/2023	26.00
				<b>Payment 11451 Total: 26.00</b>
<b>Payment: 11452</b>				
Statewide Traffic Safety & Signs	4' concrete car stop, rebar	03022621	08/09/2023	34.68
				<b>Payment 11452 Total: 34.68</b>
<b>Payment: 11453</b>				
Swan Analytical USA, Inc	Nitrate analyzer sensors	CD10008418	08/09/2023	2,158.93
Swan Analytical USA, Inc	Service for nitrate analyzer	CD10008343	08/09/2023	1,876.88
				<b>Payment 11453 Total: 4,035.81</b>
<b>Payment: 11454</b>				
Terminix Commercial	Pest control	435686662	08/09/2023	69.00
				<b>Payment 11454 Total: 69.00</b>
<b>Payment: 11455</b>				
Underground Service Alert of	CA State Fee for Regulatory	23USB155282	08/09/2023	399.25
				<b>Payment 11455 Total: 399.25</b>
<b>Payment: 11456</b>				
USA Bluebook	Pre-weighed filters, COD vials,	INV00077844	08/09/2023	989.45
USA Bluebook	IntelliCAL pH electrode gel,	INV00077935	08/09/2023	11,213.63
USA Bluebook	CHEMKEYS	INV00065892	08/09/2023	6,397.48
				<b>Payment 11456 Total: 18,600.56</b>
<b>Payment: 11457</b>				
Waste Connections	Waste collection - Southland	8184166U120	08/09/2023	308.46
Waste Connections	Waste collection - Old Town	8183845U120	08/09/2023	349.00
Waste Connections	Waste collection - Office	8183017U120	08/09/2023	65.81
				<b>Payment 11457 Total: 723.27</b>
<b>Payment: 11458</b>				
Thomas, Tom & Elaine	UB Refund	11-2140-00	08/09/2023	35.40
				<b>Payment 11458 Total: 35.40</b>
<b>Payment: 11459</b>				
Perry Ford	2023 Escape	2023 Escape	08/09/2023	33,200.06
				<b>Payment 11459 Total: 33,200.06</b>

TO: BOARD OF DIRECTORS  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER   
FROM: JANA ETTEDDGUE  
FINANCE DIRECTOR   
DATE: AUGUST 4, 2023

**AGENDA ITEM  
D-1(B)  
AUGUST 9, 2023**

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

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$1,250.00
VOIDED CHECKS	NONE




# Item D-1(B) Warrants AUGUST 9, 2023

Nipomo Community Services District

By Payment Number

Payment Dates 08/09/2023 - 08/09/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 104</b>				
Special District Financing &	Interim Arbitrage Rebate	16032	08/09/2023	1,250.00
			<b>Payment 104 Total:</b>	<u>1,250.00</u>
			<b>Grand Total:</b>	<u><u>1,250.00</u></u>

TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER   
DATE: AUGUST 4, 2023



**APPROVE JULY 26, 2023  
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. July 26, 2023 draft Regular Board Meeting Minutes

AUGUST 9, 2023

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community since 1965*

## DRAFT REGULAR MINUTES

**JULY 26, 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, INTERIM GENERAL MANAGER  
LISA BOGNUDA, ASST 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 Malvarose called the Regular Meeting of July 26, 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 Directors

*Director Gaddis*

- *July 18, attended Board Officers' Meeting*

*Director Eby*

- *July 20, attended NMMA Technical Group meeting remotely*
- *July 20, LAFCO meeting was cancelled*

*Director Malvarose*

- *July 18, attended Board Officers' Meeting*

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

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

*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	ABSTAIN
Directors Eby, Woodson, Hansen, Gaddis, and Malvarose	None	None

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE JULY 12, 2023, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) AWARD CONSTRUCTION CONTRACT FOR SOUTHLAND WASTEWATER TREATMENT FACILITY INFLUENT LIFT STATION REHABILITATION PROJECT TO HPS MECHANICAL, INC. [RECOMMEND ADOPT RESOLUTION AWARDDING CONTRACT TO HPS MECHANICAL, INC. IN THE AMOUNT OF \$598,563, AUTHORIZING STAFF TO EXECUTE CONTRACT, AUTHORIZING CHANGE ORDER CONSTRUCTION CONTINGENCY IN THE AMOUNT OF \$60,000, AND APPROVING BUDGET ADJUSTMENT IN THE AMOUNT OF \$515,373]
- D-4) APPROVE TASK ORDER WITH CANNON FOR CONSTRUCTION MANAGEMENT SERVICES FOR SOUTHLAND WASTEWATER TREATMENT FACILITY INFLUENT LIFT STATION REHABILITATION PROJECT [RECOMMEND BY MOTION AND ROLL CALL APPROVE TASK ORDER WITH CANNON IN THE AMOUNT OF \$77,563 AND AUTHORIZE STAFF TO EXECUTE TASK ORDER]
- D-5) APPROVE TASK ORDER WITH MKN & ASSOCIATES FOR ENGINEERING SERVICES DURING CONSTRUCTION FOR SOUTHLAND WASTEWATER TREATMENT FACILITY INFLUENT LIFT STATION REHABILITATION PROJECT [RECOMMEND BY MOTION AND ROLL CALL APPROVE TASK ORDER WITH MKN IN THE AMOUNT OF \$29,247 AND AUTHORIZE STAFF TO EXECUTE TASK ORDER]
- D-6) AUTHORIZE PURCHASE OF VEHICLE AND AMEND FY 23-24 BUDGET [RECOMMEND ADOPT RESOLUTION AUTHORIZING STAFF TO PURCHASE VEHICLE FROM PERRY FORD AT A COST OF \$33,201 AND AMEND FY 23-34 BUDGET]

*Staff answered questions regarding items D-1, D-3, D-4, D-5 and D-6.*

*Pam Wilson, NCSD Resident, asked about the replacement vehicle.*

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

*Upon the motion of Director Eby and seconded, the Board approved the Consent Agenda.  
Vote 5-0.D-1,D-3-D-6.  
Vote 4-0-1. D-2*

	YES VOTES	ABSENT	ABSTAIN
D-1, D-3, D-4, D-5, D-6	Directors Eby, Hansen, Woodson, Gaddis, and Malvarose	None	None
D-2	Directors Eby, Hansen, Woodson, and Gaddis	None	Malvarose

**RESOLUTION NO. 2023-1677**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AWARDING THE BID FOR THE SOUTHLAND WASTEWATER TREATMENT FACILITY INFLUENT LIFT STATION REHABILITATION PROJECT TO HPS MECHANICAL, INC. IN THE AMOUNT OF \$598,563, AUTHORIZING CONSTRUCTION CONTINGENCY OF \$60,000, AND AMENDING FY 2023/2024 BUDGET**

**RESOLUTION NO. 2023-1678**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING PURCHASE OF 2023 Escape FROM Perry ford AT A COST OF \$33,201 AND AMENDING FY 2023/2024 BUDGET**

**E. ADMINISTRATIVE ITEMS**

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

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

*Jana Etteddque, Finance Director, 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 Quarterly Investment report.  
Vote 5-0.*

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

- E-2) AUTHORIZE GENERAL MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH EAGLE AERIAL SOLUTIONS FOR WATER CONSERVATION SOFTWARE [RECOMMEND AUTHORIZE GENERAL MANAGER TO ENTER INTO AN AGREEMENT WITH EAGLE AERIAL SOLUTIONS]

*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 contract and directed the General Manager to sign.  
Vote 5-0.*

YES VOTES	NO VOTES	ABSTAIN

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

Directors Eby, Hansen, Woodson, Gaddis, and Malvarose	None	None
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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.

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

There were no public comments.

ADJOURN MEETING


President Malvarose adjourned the meeting at 9:46 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	0 hour 46 minutes
Closed Session	0 hour 00 minutes
TOTAL HOURS	0 hour 46 minutes

Respectfully submitted,

Mario Iglesias, General Manager and Secretary to the Board

Date

TO: BOARD OF DIRECTOR  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER   
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF  
ENGINEERING & OPERATIONS  
DATE: AUGUST 4, 2023

**AGENDA ITEM  
D-3  
AUGUST 9, 2023**

**DECLARE 2013 AND 2010 FORD PICKUP TRUCKS  
SURPLUS AND AUTHORIZE SALE**

**ITEM**

Consider request to declare 2013 and 2010 Ford pickup trucks surplus and authorize disposal by sale [RECOMMEND DECLARE 2013 AND 2010 FORD PICKUP TRUCKS SURPLUS AND AUTHORIZE STAFF TO DISPOSE OF BY SALE].

**BACKGROUND**

Government agencies that wish to dispose of obsolete equipment and other items need to declare that these items are surplus by the governing board prior to disposal of these items. The District's 2013 Ford pickup truck, Vehicle 132, and 2010 Ford pickup truck, Vehicle 101, are no longer serviceable and staff requests that the Board declare the vehicles surplus and authorize disposal by sale.

**FISCAL IMPACT**

Development of the staff report required budgeted staff time. Proceeds from the sale will be credited to the Water Fund.

**RECOMMENDATION**

Staff recommends that the Board declare 2013 Ford pickup truck, Vehicle 132, and 2010 Ford pickup, Vehicle 101, as surplus and authorize staff to dispose of the vehicles by sale.

**ATTACHMENTS**

None



TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER



DATE: August 4, 2023

**AGENDA ITEM**

**E-1**

**AUGUST 9, 2023**

**CONTRACT APPOINTING RAYMOND DIENZO AS  
DISTRICT GENERAL MANAGER**

**ITEM**

Consider contract appointing Raymond Dienzo as District General Manager [RECOMMEND APPROVE CONTRACT]

**BACKGROUND**

On February 14, 2023, your Board was made aware that the General Manager for the Nipomo Community Services District ("District") would be applying to CalPERS for retirement with a start date of July 1, 2023. After 6 months of recruiting efforts, your Board determined an individual to be the best candidate to fill the soon-to-be vacant General Manager's position and directed staff to negotiate an employment contract with Mr. Raymond Dienzo. Staff has negotiated the terms of a proposed employment contract with Mr. Dienzo under terms that the General Counsel and Interim General Manager can recommend to your Board.

Once the Board was made aware of the impending retirement of the current General Manager, an Ad-hoc Committee ("Committee") was formed to oversee the recruitment efforts to find his replacement. The Committee met on several occasions to review candidate applications and determine the best candidates to put forward for evaluation by the District's Board of Directors. On July 26, the Board scheduled interviews and, upon completion of said interviews, determined that Mr. Dienzo was the preferred candidate to fill the District's General Manager Post.

Staff was directed to negotiate with Mr. Dienzo to see if the parties could come to agreeable terms of employment within the parameters the Board had established for the position. On August 3, 2023, General Counsel Steele and General Manager Iglesias met with Mr. Dienzo for the purpose of negotiating the employment contract to fill the General Manager's position. A proposed salary, benefits, and other terms of employment were discussed and are reflected in the attached Nipomo Community Services District General Manager Employment Contract ("Contract"). Under this proposed contract, Mr. Dienzo's starting compensation would be \$185,000 and he would receive benefits that are generally comparable to the terms of Mr. Iglesias' employment contract. Mr. Dienzo has agreed to the terms.

**RECOMMENDATION**

By motion and roll call vote, approve the attached contract appointing Raymond Dienzo as District General Manager effective September 22, 2023, and authorize the Board President to sign the Contract on behalf of the Nipomo Community Services District Board of Directors.

**ATTACHMENT**

- A. Proposed General Manager Contract (to be provided)

AUGUST 9, 2023

ITEM E-1

ATTACHMENT A

# Attachment A

**NIPOMO COMMUNITY SERVICES DISTRICT  
GENERAL MANAGER  
EMPLOYMENT CONTRACT**

**Full version of the**

**“NIPOMO COMMUNITY SERVICES DISTRICT  
GENERAL MANAGER  
EMPLOYMENT CONTRACT”**

**Available on District Website by close of business  
August 7, 2023**

**[www.ncsd.ca.gov](http://www.ncsd.ca.gov)**