

TO: BOARD OF DIRECTORS  
FROM: RAY DIENZO, P.E. R.D.  
GENERAL MANAGER  
DATE: DECEMBER 7, 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: RAY DIENZO R.D.  
GENERAL MANAGER  
DATE: DECEMBER 7, 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 NOVEMBER 8, 2023, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) ADOPT RESOLUTION COMMENDING FORMER DIRECTOR DAN WOODSON [RECOMMEND ADOPT RESOLUTION]
- D-4) AUTHORIZE BID BLACKLAKE LIFT STATIONS – BLACKLAKE AND WOODGREEN LIFT STATIONS [RECOMMEND AUTHORIZE STAFF TO BID BLACKLAKE LIFT STATIONS]
- D-5) CONSIDER CHANGES TO OPERATIONS MANAGER, WASTEWATER SUPERVISOR AND WASTEWATER OPERATOR SERIES JOB DESCRIPTIONS [RECOMMEND APPROVE CHANGES TO OPERATIONS MANAGER, WASTEWATER SUPERVISOR, AND WASTEWATER OPERATOR SERIES JOB DESCRIPTIONS]
- D-6) ACCEPT FIRST QUARTER FISCAL YEAR 2023-2024 QUARTERLY FINANCIAL REPORT [RECOMMEND RECEIVE AND FILE REPORT]
- D-7) APPROVE 2024 BOARD MEETING SCHEDULE [RECOMMEND APPROVE]
- D-8) APPROVE NEWTON GEO-HYDROLOGY 2024 CONSULTING SERVICES CONTRACT SCOPE AND \$90,000 BUDGET [RECOMMEND APPROVE SCOPE AND BUDGET FOR NEWTON GEO-HYDROLOGY TO PROVIDE 2024 CONSULTING SERVICES TO NIPOMO COMMUNITY SERVICES DISTRICT]

TO: BOARD OF DIRECTORS

REVIEWED: RAYMOND DIENZO *R-D*  
GENERAL MANAGER

FROM: JANA ETTEDDGUE *JW*  
FINANCE DIRECTOR

DATE: DECEMBER 8, 2023

**AGENDA ITEM**  
**D-1(A)**  
**DECEMBER 13, 2023**

**WARRANTS**

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$ 1,065,746.48
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	#11729-11780

# Item D-1(A) Warrants NOVEMBER 22, 2023

Nipomo Community Services District

By Payment Number

Payment Dates 11/22/2023 -  
11/22/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11781</b>				
Abalone Coast Analytical, Inc.	Lab tests	OCT2023	11/22/2023	9,219.20
				<b>Payment 11781 Total: 9,219.20</b>
<b>Payment: 11782</b>				
Charter Communications	Dedicated fiber line - Shop	170593201110123	11/22/2023	734.20
				<b>Payment 11782 Total: 734.20</b>
<b>Payment: 11783</b>				
Charter Communications	Dedicated fiber line - Shop	170591901110123	11/22/2023	734.20
				<b>Payment 11783 Total: 734.20</b>
<b>Payment: 11784</b>				
DataProse, LLC	Mail bills/late notices	DP2304140-A	11/22/2023	676.94
DataProse, LLC	Postage bills/late notices	DP2304140-B	11/22/2023	2,601.09
				<b>Payment 11784 Total: 3,278.03</b>
<b>Payment: 11785</b>				
Engel & Gray, Inc.	Biosolids collection	3AX00385	11/22/2023	10,734.12
				<b>Payment 11785 Total: 10,734.12</b>
<b>Payment: 11786</b>				
Executive Janitorial	Janitorial services	87901	11/22/2023	780.00
				<b>Payment 11786 Total: 780.00</b>
<b>Payment: 11787</b>				
Famcon Pipe and Supply Inc.	4" brass ball valve	S100113458.001	11/22/2023	239.25
				<b>Payment 11787 Total: 239.25</b>
<b>Payment: 11788</b>				
Farm Supply Company	Bell reducers, fire hoses and	94278	11/22/2023	194.37
Farm Supply Company	Battery set	94109	11/22/2023	221.83
				<b>Payment 11788 Total: 416.20</b>
<b>Payment: 11789</b>				
Iconix Waterworks (US) Inc.	Gaskets, blind flanges	U2316049872	11/22/2023	603.49
Iconix Waterworks (US) Inc.	Meter boxes, adapters,	U2316043442	11/22/2023	203.28
				<b>Payment 11789 Total: 806.77</b>
<b>Payment: 11790</b>				
Integrated Industrial Supply,	Fog nozzle, adapter	94987	11/22/2023	115.37
				<b>Payment 11790 Total: 115.37</b>
<b>Payment: 11791</b>				
Iron Mountain	Shredding service	HYNH405	11/22/2023	38.18
				<b>Payment 11791 Total: 38.18</b>
<b>Payment: 11792</b>				
Mission Uniform Service	Uniforms	520427004	11/22/2023	268.77
Mission Uniform Service	Uniforms	520383586	11/22/2023	249.02
				<b>Payment 11792 Total: 517.79</b>
<b>Payment: 11793</b>				
NewLane Finance Company	Telephone	114526-04/11/2023	11/22/2023	313.98
				<b>Payment 11793 Total: 313.98</b>
<b>Payment: 11794</b>				
NexTraq	GPS subscription	AT1537150	11/22/2023	571.10
				<b>Payment 11794 Total: 571.10</b>
<b>Payment: 11795</b>				
Nipomo Community Services Water		OCT2023	11/22/2023	2,677.61
				<b>Payment 11795 Total: 2,677.61</b>

## Item D-1(A) Warrants NOVEMBER 22, 2023

Payment Dates: 11/22/2023 - 11/22/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11796</b>				
Office Depot	Office supplies	340630264001	11/22/2023	43.14
Office Depot	Office supplies	338442285001	11/22/2023	7.39
Office Depot	Office supplies	338313766001	11/22/2023	10.86
Office Depot	Office supplies	338876755001	11/22/2023	27.01
Office Depot	Office supplies	337853897001	11/22/2023	13.49
<b>Payment 11796 Total:</b>				<b>101.89</b>
<b>Payment: 11797</b>				
O'Reilly Automotive Inc.	Batteries, BlueDEF	OCT2023	11/22/2023	234.14
<b>Payment 11797 Total:</b>				<b>234.14</b>
<b>Payment: 11798</b>				
Paxxo (USA) Inc.	Waste handling bags	F23-284	11/22/2023	315.69
Paxxo (USA) Inc.	Waste handling bags	F23-292	11/22/2023	842.02
<b>Payment 11798 Total:</b>				<b>1,157.71</b>
<b>Payment: 11799</b>				
PG&E	Electricity	OCT2023	11/22/2023	60,114.22
<b>Payment 11799 Total:</b>				<b>60,114.22</b>
<b>Payment: 11800</b>				
ReadyRefresh by Nestle	Distilled water	SEPT2023	11/22/2023	65.97
ReadyRefresh by Nestle	Distilled water	OCT2023	11/22/2023	45.97
<b>Payment 11800 Total:</b>				<b>111.94</b>
<b>Payment: 11801</b>				
Simplot Grower Solutions	CAN 17	780165312	11/22/2023	773.54
<b>Payment 11801 Total:</b>				<b>773.54</b>
<b>Payment: 11802</b>				
SoCalGas	Heat - shop/office	NOV2023	11/22/2023	21.78
<b>Payment 11802 Total:</b>				<b>21.78</b>
<b>Payment: 11803</b>				
Terminix Commercial	Pest/Rodent Control	439955610	11/22/2023	74.00
<b>Payment 11803 Total:</b>				<b>74.00</b>
<b>Payment: 11804</b>				
UBEO Business Services fka	B&W/Color copies	4308567	11/22/2023	348.23
UBEO Business Services fka	B&W/Color copies	4309825	11/22/2023	153.69
<b>Payment 11804 Total:</b>				<b>501.92</b>
<b>Payment: 11805</b>				
UPS Store #6031	Package handling	OCT2023	11/22/2023	66.13
<b>Payment 11805 Total:</b>				<b>66.13</b>
<b>Payment: 11806</b>				
USA Bluebook	CHEMKEYS, fire hydrant gauge	INV00189170	11/22/2023	969.80
USA Bluebook	CHEMKEYS	INV00085161	11/22/2023	316.14
<b>Payment 11806 Total:</b>				<b>1,285.94</b>
<b>Payment: 11728</b>				
Papich Construction	Fire Hydrant	11/22/2023	11/22/2023	1,931.00
<b>Payment 11728 Total:</b>				<b>1,931.00</b>

# Item D-1(A) Warrants DECEMBER 13, 2023

Nipomo Community Services District

By Payment Number

Payment Dates 12/13/2023 - 12/13/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11807</b>				
Abalone Coast Analytical, Inc.	Lab tests	6285	12/13/2023	9,176.20
<b>Payment 11807 Total:</b>				<b>9,176.20</b>
<b>Payment: 11808</b>				
Achievement House, Inc.	Clean Streets Program - October 75638		12/13/2023	5,100.00
<b>Payment 11808 Total:</b>				<b>5,100.00</b>
<b>Payment: 11809</b>				
Advantage Answering Plus, Inc.	Answering service	000031-028-921	12/13/2023	274.96
<b>Payment 11809 Total:</b>				<b>274.96</b>
<b>Payment: 11810</b>				
Akeso fka Industrial Medical	DMV physical	S19947	12/13/2023	130.00
Akeso fka Industrial Medical	DMV/DOT physical	S19943	12/13/2023	200.00
<b>Payment 11810 Total:</b>				<b>330.00</b>
<b>Payment: 11811</b>				
Alexander's Contract Services,	Meter reading	20231030012	12/13/2023	4,691.51
<b>Payment 11811 Total:</b>				<b>4,691.51</b>
<b>Payment: 11812</b>				
Allweather Landscape	LMD	49520	12/13/2023	325.00
<b>Payment 11812 Total:</b>				<b>325.00</b>
<b>Payment: 11813</b>				
American Water Works	Membership renewal - District	SO128715	12/13/2023	501.00
<b>Payment 11813 Total:</b>				<b>501.00</b>
<b>Payment: 11814</b>				
AT&T	Telephone	000020859517	12/13/2023	30.46
AT&T	Telephone	000020859518	12/13/2023	120.11
AT&T	Telephone	000020859516	12/13/2023	34.56
<b>Payment 11814 Total:</b>				<b>185.13</b>
<b>Payment: 11815</b>				
AT&T Mobility	Telephone	287318508827X12022023	12/13/2023	1,203.73
<b>Payment 11815 Total:</b>				<b>1,203.73</b>
<b>Payment: 11816</b>				
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI389900	12/13/2023	2,808.60
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI391334	12/13/2023	593.20
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI388429	12/13/2023	690.63
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI389902	12/13/2023	730.73
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI389903	12/13/2023	1,039.26
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI389904	12/13/2023	454.68
Brenntag Pacific, Inc.	Ammonium sulfate	BPI389901	12/13/2023	1,086.02
<b>Payment 11816 Total:</b>				<b>7,403.12</b>
<b>Payment: 11817</b>				
Brown, Kenneth	Reimbursement for T2	NOV2023	12/13/2023	281.56
<b>Payment 11817 Total:</b>				<b>281.56</b>
<b>Payment: 11818</b>				
California Special Districts	Membership renewal - 2024	2024-194	12/13/2023	9,050.00
<b>Payment 11818 Total:</b>				<b>9,050.00</b>
<b>Payment: 11819</b>				
California Water Environment	CWEA membership application	MAYCOTTE 12 2023	12/13/2023	221.00
<b>Payment 11819 Total:</b>				<b>221.00</b>
<b>Payment: 11820</b>				
California Water Environment	CWEA membership application	RILEY 12 2023	12/13/2023	221.00

Item D-1(A) Warrants DECEMBER 13, 2023

Payment Dates: 12/13/2023 - 12/13/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11820</b>				<b>Payment 11820 Total: 221.00</b>
California Water Environment	CWEA membership application	JUAREZ 12 2023	12/13/2023	221.00
<b>Payment: 11821</b>				<b>Payment 11821 Total: 221.00</b>
California Water Environment	CWEA membership application	BANDA 12 2023	12/13/2023	221.00
<b>Payment: 11822</b>				<b>Payment 11822 Total: 221.00</b>
Calleja, Derek	Wastewater Grade 4/5 Review	NOV2023B	12/13/2023	550.00
Calleja, Derek	Uniform - Boot reimbursement	NOV2023E	12/13/2023	185.00
Calleja, Derek	Water Quality Analyst Grade 1	NOV2023D	12/13/2023	75.00
Calleja, Derek	Wastewater Grade 3	NOV2023C	12/13/2023	170.00
Calleja, Derek	Wastewater Grade 3 test	NOV2023A	12/13/2023	230.00
<b>Payment: 11823</b>				<b>Payment 11823 Total: 1,210.00</b>
Cannon Corporation	Southland WWTF Influent Rehab	86520	12/13/2023	15,771.50
<b>Payment: 11824</b>				<b>Payment 11824 Total: 15,771.50</b>
Charter Communications	Dedicated fiber line - Shop	170591901120123	12/13/2023	734.20
<b>Payment: 11825</b>				<b>Payment 11825 Total: 734.20</b>
Charter Communications	Dedicated fiber line - Shop	170593201120123	12/13/2023	734.20
<b>Payment: 11826</b>				<b>Payment 11826 Total: 734.20</b>
Clever Ducks	Computer expense	35517	12/13/2023	4,604.92
Clever Ducks	Computer expense	35467	12/13/2023	1,050.00
Clever Ducks	Computer expense	35470	12/13/2023	990.00
Clever Ducks	Computer expense	35469	12/13/2023	2,100.00
Clever Ducks	Computer expense	35468	12/13/2023	8,250.00
<b>Payment: 11827</b>				<b>Payment 11827 Total: 16,994.92</b>
Core & Main, LP	(12) - angle ball valves	S789173	12/13/2023	2,053.53
<b>Payment: 11828</b>				<b>Payment 11828 Total: 2,053.53</b>
DataProse, LLC	Mail bills/late notices	DP2304596	12/13/2023	673.98
DataProse, LLC	Postage bills/late notices	DP2304596-B	12/13/2023	2,591.43
<b>Payment: 11829</b>				<b>Payment 11829 Total: 3,265.41</b>
Dienzo, Ray	Mileage reimbursement	NOV2023B	12/13/2023	34.06
Dienzo, Ray	Cell phone reimbursement	NOV2023	12/13/2023	100.00
<b>Payment: 11830</b>				<b>Payment 11830 Total: 134.06</b>
Electricraft, Inc.	Service call - Southland pumps	19517	12/13/2023	3,617.51
<b>Payment: 11831</b>				<b>Payment 11831 Total: 3,617.51</b>
Famcon Pipe and Supply Inc.	B16 meter boxes, Fiberlyte	S100115402.001	12/13/2023	593.78
Famcon Pipe and Supply Inc.	Ball valves with handle	S100116357.001	12/13/2023	668.81
Famcon Pipe and Supply Inc.	Armorcast/Fiberlyte meter box	S100111511.001	12/13/2023	2,757.90
Famcon Pipe and Supply Inc.	Romac couplings, 20ft 8" pipe,	S100116701.001	12/13/2023	6,053.03
Famcon Pipe and Supply Inc.	Hydrant bolts, gaskets,	S100115692.001	12/13/2023	1,862.89
Famcon Pipe and Supply Inc.	B16 meter boxes	S100115281.001	12/13/2023	697.13
Famcon Pipe and Supply Inc.	8" couplings, gate valves, DI pipe	S100116229.001	12/13/2023	8,948.94
<b>Payment: 11832</b>				<b>Payment 11832 Total: 21,582.48</b>
Farm Supply Company	Camlock fittings	94582	12/13/2023	89.40
<b>Payment: 11833</b>				<b>Payment 11833 Total: 89.40</b>

**Item D-1(A) Warrants DECEMBER 13, 2023**

**Payment Dates: 12/13/2023 - 12/13/2023**

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11834</b>				
Fence Factory	Service and repair for damaged	541084	12/13/2023	8,894.00
				<b>Payment 11834 Total: 8,894.00</b>
<b>Payment: 11835</b>				
FGL Environmental	Lab tests	383335A	12/13/2023	658.00
FGL Environmental	Lab tests	383322A	12/13/2023	161.00
FGL Environmental	Lab tests	383323A	12/13/2023	852.00
FGL Environmental	Lab tests	383340A	12/13/2023	852.00
FGL Environmental	Lab tests	382858A	12/13/2023	852.00
				<b>Payment 11835 Total: 3,375.00</b>
<b>Payment: 11836</b>				
GardenSoft	Waterwise Gardening website	5891	12/13/2023	230.99
				<b>Payment 11836 Total: 230.99</b>
<b>Payment: 11837</b>				
Gibbs International Truck	Service on water truck - oil	57637	12/13/2023	1,912.38
				<b>Payment 11837 Total: 1,912.38</b>
<b>Payment: 11838</b>				
GLM Landscape Management	Landscape maintenance	CI-2820	12/13/2023	1,311.93
				<b>Payment 11838 Total: 1,311.93</b>
<b>Payment: 11839</b>				
Great Western Alarm and	Alarm monitoring service	231000640101	12/13/2023	45.00
Great Western Alarm and	Alarm monitoring service	230800640101	12/13/2023	45.00
Great Western Alarm and	Alarm monitoring service	230700640101	12/13/2023	45.00
Great Western Alarm and	Alarm monitoring service	231102107101	12/13/2023	80.00
Great Western Alarm and	Alarm monitoring service	230900640101	12/13/2023	45.00
Great Western Alarm and	Alarm monitoring service	231102062101	12/13/2023	80.00
Great Western Alarm and	Alarm monitoring service	230600640101	12/13/2023	45.00
Great Western Alarm and	Alarm monitoring service	231100640101	12/13/2023	45.00
				<b>Payment 11839 Total: 430.00</b>
<b>Payment: 11840</b>				
Home Depot Credit Services	Tools	NOV2023	12/13/2023	1,454.24
				<b>Payment 11840 Total: 1,454.24</b>
<b>Payment: 11841</b>				
HPS Mechanical, Inc.	Southland WWTF Influent LS	SWWTF - 3	12/13/2023	190,993.15
				<b>Payment 11841 Total: 190,993.15</b>
<b>Payment: 11842</b>				
Iconix Waterworks (US) Inc.	Hydrant extension sets	U2316050851	12/13/2023	160.56
Iconix Waterworks (US) Inc.	Ball valves with handles	U2316052585	12/13/2023	2,084.41
Iconix Waterworks (US) Inc.	Repair clamps	U2316050631	12/13/2023	198.11
Iconix Waterworks (US) Inc.	Credit for duplicate payment on	U2216060243	12/13/2023	-174.00
				<b>Payment 11842 Total: 2,269.08</b>
<b>Payment: 11843</b>				
Iglesias, Mario	Travel & mileage	NOV2023	12/13/2023	43.25
				<b>Payment 11843 Total: 43.25</b>
<b>Payment: 11844</b>				
Miner's Ace Hardware	Supplies	NOV2023	12/13/2023	553.57
				<b>Payment 11844 Total: 553.57</b>
<b>Payment: 11845</b>				
Mission Uniform Service	Uniforms	520480996	12/13/2023	230.84
Mission Uniform Service	Uniforms	520585459	12/13/2023	217.25
Mission Uniform Service	Uniforms	520524635	12/13/2023	211.97
				<b>Payment 11845 Total: 660.06</b>
<b>Payment: 11846</b>				
National Safety Council	Membership renewal	1076153-2024	12/13/2023	499.00
				<b>Payment 11846 Total: 499.00</b>



## Item D-1(A) Warrants DECEMBER 13, 2023

Payment Dates: 12/13/2023 - 12/13/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11847</b>				
NewLane Finance Company	Telephone	114526-04/12/2023	12/13/2023	729.50
<b>Payment 11847 Total:</b>				<b>729.50</b>
<b>Payment: 11848</b>				
Nipomo Area Recreation	Clean Streets Program -	NOV2023	12/13/2023	474.00
Nipomo Area Recreation	Clean Streets Program - October	OCTOBER2023	12/13/2023	474.00
<b>Payment 11848 Total:</b>				<b>948.00</b>
<b>Payment: 11849</b>				
No Limit Tire, Inc	(4) new tires - Ford F-250 #211	45877	12/13/2023	1,100.00
<b>Payment 11849 Total:</b>				<b>1,100.00</b>
<b>Payment: 11850</b>				
Nunley & Associates, Inc.	Dana Reserve PCIA	1039436	12/13/2023	1,714.95
Nunley & Associates, Inc.	Branch St Waterline	1039488	12/13/2023	1,776.75
Nunley & Associates, Inc.	GIS Services & Tech Support	1039403	12/13/2023	244.63
Nunley & Associates, Inc.	Southland WWTF LS Rehab	1039498	12/13/2023	4,435.26
Nunley & Associates, Inc.	Frontage Road Trunk Sewer	1039487	12/13/2023	4,593.80
<b>Payment 11850 Total:</b>				<b>12,765.39</b>
<b>Payment: 11851</b>				
Nu-Tech Pest Management	Pest/Rodent Control	0176776	12/13/2023	75.00
Nu-Tech Pest Management	Pest/Rodent Control	0176772	12/13/2023	265.00
<b>Payment 11851 Total:</b>				<b>340.00</b>
<b>Payment: 11852</b>				
Office Depot	Office supplies	338524087001	12/13/2023	25.72
Office Depot	Office supplies	338241969001	12/13/2023	361.96
Office Depot	Office supplies	338524055001	12/13/2023	40.21
Office Depot	Office supplies	338524101001	12/13/2023	27.32
Office Depot	Office supplies	338524037001	12/13/2023	40.21
Office Depot	Office supplies	341921939001	12/13/2023	151.68
Office Depot	Office supplies	341348216001	12/13/2023	105.08
<b>Payment 11852 Total:</b>				<b>752.18</b>
<b>Payment: 11853</b>				
Oilfield Environmental &	Lab tests	A231115	12/13/2023	784.00
Oilfield Environmental &	Lab tests	A231116	12/13/2023	525.00
<b>Payment 11853 Total:</b>				<b>1,309.00</b>
<b>Payment: 11854</b>				
O'Reilly Automotive Inc.	Battery	NOV2023	12/13/2023	132.68
<b>Payment 11854 Total:</b>				<b>132.68</b>
<b>Payment: 11855</b>				
Perry's Electric Motors &	Motor repair - 21.5HP WEMCO	27170	12/13/2023	5,014.32
<b>Payment 11855 Total:</b>				<b>5,014.32</b>
<b>Payment: 11856</b>				
PG&E	Electricity	NOV2023	12/13/2023	54,458.12
<b>Payment 11856 Total:</b>				<b>54,458.12</b>
<b>Payment: 11857</b>				
Quinn Company	Service on loader - CAT914K	WO030057016	12/13/2023	797.21
<b>Payment 11857 Total:</b>				<b>797.21</b>
<b>Payment: 11858</b>				
R. Baker, Inc.	Frontage Rd Trunk Sewer	632	12/13/2023	4,800.00
R. Baker, Inc.	Water line repair - 169 W	612	12/13/2023	5,950.22
R. Baker, Inc.	Install generator at main office	618	12/13/2023	3,000.00
R. Baker, Inc.	Line repair - Mallagh and Sea	614	12/13/2023	3,094.95
<b>Payment 11858 Total:</b>				<b>16,845.17</b>
<b>Payment: 11859</b>				
Raminha Construction, Inc	Branch Street Waterline	BRANCH ST - 6	12/13/2023	202,663.20
<b>Payment 11859 Total:</b>				<b>202,663.20</b>

**Item D-1(A) Warrants DECEMBER 13, 2023**

**Payment Dates: 12/13/2023 - 12/13/2023**

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11860</b>				
ReadyRefresh by Nestle	Distilled water	NOV2023	12/13/2023	65.97
<b>Payment 11860 Total:</b>				<b>65.97</b>
<b>Payment: 11861</b>				
Richards, Watson & Gershon	Acquisition of Dana Foothill Site	245100	12/13/2023	1,126.80
Richards, Watson & Gershon	Dana Reserve Specific Plan	245099	12/13/2023	10,192.50
Richards, Watson & Gershon	Water Rights Adjudication	245098	12/13/2023	1,189.40
Richards, Watson & Gershon	Legal services through 10-31-23	245097	12/13/2023	7,182.21
<b>Payment 11861 Total:</b>				<b>19,690.91</b>
<b>Payment: 11862</b>				
Rodriguez, Rigo	Uniform - Boot reimbursement	NOV2023	12/13/2023	179.43
<b>Payment 11862 Total:</b>				<b>179.43</b>
<b>Payment: 11863</b>				
Rogers, Anderson, Malody &	Progress billing for FY22-23 audit	73834	12/13/2023	2,500.00
<b>Payment 11863 Total:</b>				<b>2,500.00</b>
<b>Payment: 11864</b>				
Sabre Backflow, LLC	Backflow test kit	3775	12/13/2023	978.71
Sabre Backflow, LLC	Backflow test kit calibration	3788	12/13/2023	150.16
<b>Payment 11864 Total:</b>				<b>1,128.87</b>
<b>Payment: 11865</b>				
Santa Maria Ford Lincoln	Brake service and oil change -	234347	12/13/2023	536.09
Santa Maria Ford Lincoln	Oil change - Vehicle 222	234784	12/13/2023	93.01
<b>Payment 11865 Total:</b>				<b>629.10</b>
<b>Payment: 11866</b>				
Simplot Grower Solutions	CAN 17	780165619	12/13/2023	866.37
<b>Payment 11866 Total:</b>				<b>866.37</b>
<b>Payment: 11867</b>				
SoCalGas	Heat - shop/office	NOV2023B	12/13/2023	35.31
<b>Payment 11867 Total:</b>				<b>35.31</b>
<b>Payment: 11868</b>				
South County Sanitary Services,	Trash discount - December	101	12/13/2023	323,700.00
<b>Payment 11868 Total:</b>				<b>323,700.00</b>
<b>Payment: 11869</b>				
Sterling Communications	Radio repair for two trucks -	0011334-IN	12/13/2023	518.29
<b>Payment 11869 Total:</b>				<b>518.29</b>
<b>Payment: 11870</b>				
Voelker, Tyler	Uniform - Boot reimbursement	NOV2023	12/13/2023	179.96
<b>Payment 11870 Total:</b>				<b>179.96</b>
<b>Payment: 11871</b>				
Wallace Group	Code update - FOG program	60765	12/13/2023	2,067.47
Wallace Group	FOG program	60766	12/13/2023	43.75
<b>Payment 11871 Total:</b>				<b>2,111.22</b>
<b>Payment: 11872</b>				
White, Christian	CWEA membership	NOV2023A	12/13/2023	221.00
White, Christian	WW grade 3 exam	NOV2023B	12/13/2023	295.00
<b>Payment 11872 Total:</b>				<b>516.00</b>

TO: BOARD OF DIRECTORS  
REVIEWED: RAYMOND DIENZO *R.D.*  
GENERAL MANAGER  
FROM: JANA ETTEDDGUE *J*  
FINANCE DIRECTOR  
DATE: DECEMBER 8, 2023

**AGENDA ITEM**  
**D-1(B)**  
**DECEMBER 13, 2023**

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

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$478,933.28
VOIDED CHECKS	NONE

# Item D-1(B) Warrants DECEMBER 13, 2023

Nipomo Community Services District

By Payment Number

Payment Dates 12/13/2023 - 12/13/2023

Vendor Name	Description (Payable)	Payable Number	Payment	Amount
<b>Payment: 122</b>				
Cannon Corporation	Blacklake Sewer Consolidation	86105	12/13/2023	9,086.50
Cannon Corporation	Blacklake Sewer Consolidation	86498	12/13/2023	10,094.60
<b>Payment 122 Total:</b>				<b>19,181.10</b>
<b>Payment: 123</b>				
Nunley & Associates, Inc.	Blacklake Sewer System	1039499	12/13/2023	7,957.23
Nunley & Associates, Inc.	CM - Blacklake Sewer	1039437	12/13/2023	45,539.07
<b>Payment 123 Total:</b>				<b>53,496.30</b>
<b>Payment: 124</b>				
PG&E	Temporary power - Blacklake	0008249288-5	12/13/2023	3,500.00
<b>Payment 124 Total:</b>				<b>3,500.00</b>
<b>Payment: 125</b>				
R. Baker, Inc.	Blacklake Sewer System - Force	BL A/D-7	12/13/2023	402,755.88
<b>Payment 125 Total:</b>				<b>402,755.88</b>

TO: BOARD OF DIRECTORS  
FROM: RAY DIENZO R.D.  
GENERAL MANAGER  
DATE: DECEMBER 7, 2023



**APPROVE NOVEMBER 8, 2023  
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. November 8, 2023 draft Regular Board Meeting Minutes

DECEMBER 13, 2023

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community since 1965*

## DRAFT REGULAR MINUTES

**NOVEMBER 8, 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**  
GARY HANSEN, **DIRECTOR**

### **PRINCIPAL STAFF**

RAY DIENZO, **GENERAL MANAGER**  
LISA BOGNUDA, **ASST GENERAL MANAGER**  
JANA ETTEDDUE, **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 November 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.*

*Phil Henry, NCSD resident, expressed his interest in filling the vacancy on the Board of Directors.*

### C. PRESENTATIONS AND REPORTS

#### C-1) PRESENTATION ON IMPLEMENTATION OF SENATE BILL 1383 FOR SOLID WASTE COLLECTION AND POTENTIAL GRANT OPPORTUNITY

*Peter Cron, IWMA Executive Director, presented the item and answered questions from 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

*Director Gaddis*

- *October 31, attended Board Officers' Meeting*

*Director Eby*

- *November 1, attended WRAC Meeting*

*Director Malvarose*

- *October 31, attended Board Officers' Meeting*

#### C-3) 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.*

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

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

Table with 3 columns: YES VOTES, NO VOTES, ABSENT. Row 1: Directors Hansen, Gaddis, Malvarose, and Eby, None, None.

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
D-2) APPROVE OCTOBER 25, 2023, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
D-3) AUTHORIZE DESIGNATED OFFICIALS OF THE DISTRICT TO TAKE SPECIFIED ACTIONS WITH REGARD TO DISTRICT INVESTMENTS [RECOMMEND ADOPT RESOLUTION]
D-4) CONSIDER PARTICIPATION IN THE CENTRAL COAST REGIONAL BIOSOLIDS COOPERATIVE [RECOMMEND PARTICIPATION AND APPROVAL FOR GENERAL MANAGER TO SIGN MEMORANDUM OF UNDERSTANDING]

Staff answered questions on D-1.

There were no public comments.

Upon the motion of Director Hansen and seconded, the Board approved the Consent Agenda, with modifications to item D-2. Director Eby abstained due to his absence at the last Regular Board meeting of October 25, 2023.

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

Vote 3-0-1-. D-2

Table with 4 columns: YES VOTES, ABSENT, ABSTAIN. Rows for D-1, D-3, D-4 and D-2.

RESOLUTION NO. 2023-1686
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
AUTHORIZING DESIGNATING OFFICIALS OF THE DISTRICT TO
TAKE SPECIFIED ACTIONS WITH REGARD TO DISTRICT INVESTMENTS

E. ADMINISTRATIVE ITEMS

- E-1) ANNUAL COMPREHENSIVE FINANCIAL REPORT (AUDIT REPORT) FOR FISCAL YEAR 2022-2023 [RECOMMEND RECEIVE AND FILE 2022-2023 AUDIT REPORT]

Scott Manno, CPA, of Rogers, Anderson, Malody and Scott LLP, introduced the item.

Laura Arvizu, CPA of Rogers, Anderson, Malody and Scott LLP presented the audit report.

Director Gaddis commended staff for an outstanding report and all their hard work.

SUBJECT TO BOARD APPROVAL



Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

Upon the motion of Director Eby and seconded, the Board unanimously approved to receive and file the Annual Comprehensive Financial Report for Fiscal Year 2022-2023.  
Vote 4-0.

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

E-2) REVIEW AND FILE NOTICE OF VACANCY ON THE NIPOMO COMMUNITY SERVICES DISTRICT'S GOVERNING BOARD OF DIRECTORS [RECOMMEND RECEIVE, DISCUSS, AND PROVIDE DIRECTION TO STAFF REGARDING FILLING THE VACANCY]

Ray Dienzo, General Manager, introduced the item.

Craig Steele, District Legal Counsel, 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 direct the General Manager to provide Notice of Vacancy to the County of San Luis Obispo Elections Official.  
Vote 4-0.

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

Upon the motion of Director Gaddis and seconded, the Board unanimously approved to move forward with the appointment process to fill the vacancy on the Board. Interested persons to submit Letters of Intent by December 1.  
Vote 4-0.

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

Upon the motion of Director Gaddis and seconded, the Board unanimously approved for the General Manager to post the Notice of Vacancy at three prominent locations in Nipomo: post office, library and the District's lobby.  
Vote 4-0.

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

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

Director Gaddis announced that there is a scheduled meeting for the Finance and Audit Committee on November 20, 2023 at 10:00am.

SUBJECT TO BOARD APPROVAL

