

TO: BOARD OF DIRECTORS  
FROM: RAY DIENZO <sup>R.D</sup>  
GENERAL MANAGER  
DATE: JANUARY 4, 2024



## PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) OATH OF OFFICE AND SEATING NEW DIRECTOR PHIL HENRY AND RECOGNITION OF 2023 BOARD OFFICERS AND SEATING OF 2024 BOARD OFFICERS [NO ACTION REQUESTED]
- C-2) PRESENTATION OF RESOLUTION OF APPRECIATION FOR DAN WOODSON
- 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
- C-4) 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 <sup>RD</sup>  
GENERAL MANAGER  
DATE: JANUARY 4, 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 DECEMBER 13, 2023, REGULAR BOARD MEETING MINUTES  
[RECOMMEND APPROVE MINUTES]
- D-3) ADOPT RESOLUTION OF APPRECIATION FOR OUTGOING ASSISTANT  
GENERAL MANAGER LISA S. BOGNUDA  
[RECOMMEND ADOPT RESOLUTION]
- D-4) DECLARE MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE  
SALE/DISPOSAL [RECOMMEND DECLARE MISCELLANEOUS EQUIPMENT  
SURPLUS AND AUTHORIZE SALE/DISPOSAL]

TO: BOARD OF DIRECTORS

REVIEWED: RAYMOND DIENZO *R.D.*  
GENERAL MANAGER

FROM: JANA ETTEDDGUE *Ju*  
FINANCE DIRECTOR

DATE: JANUARY 5, 2023

**AGENDA ITEM**  
**D-1(A)**  
**JANUARY 10, 2023**

**WARRANTS**

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$ 535,433.57
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	11673,11689

# Item D-1(A) Warrants DECEMBER 27, 2023

Nipomo Community Services District

By Payment Number

Payment Dates 12/27/2023 - 12/27/2023

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11873</b>				
Akeso fka Industrial Medical	DMV physical & DOT screening - S21004		12/27/2023	170.00
Akeso fka Industrial Medical	DMV physical & DOT screening - S20391		12/27/2023	170.00
<b>Payment 11873 Total:</b>				<b>340.00</b>
<b>Payment: 11874</b>				
Alexander's Contract Services,	Meter reading	202312070012	12/27/2023	4,605.06
<b>Payment 11874 Total:</b>				<b>4,605.06</b>
<b>Payment: 11875</b>				
Aqua-Metric Sales, Co.	Base station maintenance	INV0098426	12/27/2023	3,866.06
Aqua-Metric Sales, Co.	(1) - 1-1/2" Omni meter	INV0098437	12/27/2023	1,217.99
<b>Payment 11875 Total:</b>				<b>5,084.05</b>
<b>Payment: 11876</b>				
Aquatics Informatics Inc.	Prorated annual subscription	107129	12/27/2023	13,884.67
<b>Payment 11876 Total:</b>				<b>13,884.67</b>
<b>Payment: 11877</b>				
AT&T	Telephone	000021010257	12/27/2023	65.91
AT&T	Telephone	000021010258	12/27/2023	57.67
AT&T	Telephone	000021010259	12/27/2023	226.88
<b>Payment 11877 Total:</b>				<b>350.46</b>
<b>Payment: 11878</b>				
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI395793	12/27/2023	367.82
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI395132	12/27/2023	861.21
<b>Payment 11878 Total:</b>				<b>1,229.03</b>
<b>Payment: 11879</b>				
California Electric Supply	1-1/2" and 2" foam pistons	7826-1119811	12/27/2023	32.57
<b>Payment 11879 Total:</b>				<b>32.57</b>
<b>Payment: 11880</b>				
CalPortland Construction	Truck rental for base delivery	96165662	12/27/2023	206.15
CalPortland Construction	Class 2 base	96165661	12/27/2023	535.90
<b>Payment 11880 Total:</b>				<b>742.05</b>
<b>Payment: 11881</b>				
Camacho, Miguel	Uniform - Boot reimbursement	DEC2023	12/27/2023	177.76
<b>Payment 11881 Total:</b>				<b>177.76</b>
<b>Payment: 11882</b>				
Clever Ducks	Computer expense	35157	12/27/2023	495.00
Clever Ducks	Computer expense	35579	12/27/2023	4,622.69
<b>Payment 11882 Total:</b>				<b>5,117.69</b>
<b>Payment: 11883</b>				
Coastal Rolloff	Rolloff service	48350606U150	12/27/2023	1,085.34
<b>Payment 11883 Total:</b>				<b>1,085.34</b>
<b>Payment: 11884</b>				
DataProse, LLC	Bill insert	3P80332	12/27/2023	789.45
<b>Payment 11884 Total:</b>				<b>789.45</b>
<b>Payment: 11885</b>				
Engel & Gray, Inc.	Biosolids collection	3BX00012	12/27/2023	10,026.20
<b>Payment 11885 Total:</b>				<b>10,026.20</b>
<b>Payment: 11886</b>				
Executive Janitorial	Janitorial services	88123	12/27/2023	780.00
<b>Payment 11886 Total:</b>				<b>780.00</b>

**Item D-1(A) Warrants DECEMBER 27, 2023**

**Payment Dates: 12/27/2023 - 12/27/2023**

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11887</b>				
Famcon Pipe and Supply Inc.	Reinforced PVC adapters	S100116360.001	12/27/2023	1,827.27
Famcon Pipe and Supply Inc.	Repair clamps	S100115590.001	12/27/2023	617.76
<b>Payment 11887 Total:</b>				<b>2,445.03</b>
<b>Payment: 11888</b>				
Frontier Communications	BL Telephone	DEC2023	12/27/2023	49.47
<b>Payment 11888 Total:</b>				<b>49.47</b>
<b>Payment: 11889</b>				
Hach Company	Portable spectro with battery	13843920	12/27/2023	876.77
<b>Payment 11889 Total:</b>				<b>876.77</b>
<b>Payment: 11890</b>				
Iconix Waterworks (US) Inc.	(10) - Fibrelyte meter box lids	U2316054449	12/27/2023	878.70
Iconix Waterworks (US) Inc.	Round open back shovel, valve	U2316054407	12/27/2023	276.19
<b>Payment 11890 Total:</b>				<b>1,154.89</b>
<b>Payment: 11891</b>				
Integrated Industrial Supply, Inc.	Yellow safety cabinets for	95627	12/27/2023	2,010.94
<b>Payment 11891 Total:</b>				<b>2,010.94</b>
<b>Payment: 11892</b>				
Mission Uniform Service	Uniforms	520672921	12/27/2023	292.55
Mission Uniform Service	Uniforms	520629536	12/27/2023	218.57
<b>Payment 11892 Total:</b>				<b>511.12</b>
<b>Payment: 11893</b>				
NexTraq	GPS subscription	AT1541475	12/27/2023	571.10
<b>Payment 11893 Total:</b>				<b>571.10</b>
<b>Payment: 11894</b>				
Nipomo Community Services	Water	NOV2023	12/27/2023	1,314.92
<b>Payment 11894 Total:</b>				<b>1,314.92</b>
<b>Payment: 11895</b>				
Nipomo Community Services	Petty cash	DEC2023	12/27/2023	70.82
<b>Payment 11895 Total:</b>				<b>70.82</b>
<b>Payment: 11896</b>				
Office Depot	Office supplies	340702179001	12/27/2023	102.66
Office Depot	Office supplies	345789776001	12/27/2023	37.68
<b>Payment 11896 Total:</b>				<b>140.34</b>
<b>Payment: 11897</b>				
Oilfield Environmental &	Lab tests - BLWWTF	A231203	12/27/2023	480.00
Oilfield Environmental &	Lab tests - SWWTF	A231204	12/27/2023	275.00
<b>Payment 11897 Total:</b>				<b>755.00</b>
<b>Payment: 11898</b>				
Polydyne, Inc.	Clarifloc	1794391	12/27/2023	3,296.91
Polydyne, Inc.	Clarifloc	1793883	12/27/2023	3,296.91
<b>Payment 11898 Total:</b>				<b>6,593.82</b>
<b>Payment: 11899</b>				
Quinn Company	Vehicle repair/maintenance -	WON10020385	12/27/2023	907.50
Quinn Company	Credit memo for invoice	BON10000486	12/27/2023	-907.50
Quinn Company	Maintenance on CAT YARD#5	WON10021188	12/27/2023	907.50
<b>Payment 11899 Total:</b>				<b>907.50</b>
<b>Payment: 11900</b>				
Riley, Thomas	Treatment 1 certification test	DEC2023	12/27/2023	306.37
<b>Payment 11900 Total:</b>				<b>306.37</b>
<b>Payment: 11901</b>				
Santa Maria Ford Lincoln	Oil change & inspection for	235425	12/27/2023	301.27
<b>Payment 11901 Total:</b>				<b>301.27</b>
<b>Payment: 11902</b>				
SLO County Environmental	Hazmat permits - Sundale well	IN0147665	12/27/2023	557.00

**Item D-1(A) Warrants DECEMBER 27, 2023**

**Payment Dates: 12/27/2023 - 12/27/2023**

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
SLO County Environmental	Hazmat permits - BLWWTF	IN0147441	12/27/2023	557.00
SLO County Environmental	Backflow program	IN0149678	12/27/2023	1,606.30
<b>Payment 11902 Total:</b>				<b>2,720.30</b>
<b>Payment: 11903</b>				
SoCalGas	Heat - shop/office	DEC2023A	12/27/2023	16.13
SoCalGas	Heat - shop/office	DEC2023B	12/27/2023	45.02
<b>Payment 11903 Total:</b>				<b>61.15</b>
<b>Payment: 11904</b>				
Special District Risk	Property/Liability Program	74848	12/27/2023	3,817.22
<b>Payment 11904 Total:</b>				<b>3,817.22</b>
<b>Payment: 11905</b>				
State Water Resources Control	Annual permit fees - 3SSO10297	WD-0230275	12/27/2023	3,746.00
State Water Resources Control	Annual permit fees - 3-	WD-0230646	12/27/2023	8,431.00
State Water Resources Control	Annual permit fees - 4DW0133	WD-0230849	12/27/2023	868.00
State Water Resources Control	Annual permit fees - 3SSO10298	WD-0230566	12/27/2023	3,746.00
State Water Resources Control	Annual permit fees - 3-	WD-0230381	12/27/2023	8,431.00
<b>Payment 11905 Total:</b>				<b>25,222.00</b>
<b>Payment: 11906</b>				
Tyler Technologies, Inc.	Annual maintenance contract	025-441924	12/27/2023	20,806.33
Tyler Technologies, Inc.	Computer expense- Meter	025-338176	12/27/2023	105.00
Tyler Technologies, Inc.	Computer expense - Billing	025-444772	12/27/2023	260.00
Tyler Technologies, Inc.	Credit memo for annual fee for	025-446895	12/27/2023	-2,250.00
Tyler Technologies, Inc.	Credit memo for annual fee for	025-446894	12/27/2023	-187.50
Tyler Technologies, Inc.	Credit memo for annual fee for	025-446896	12/27/2023	-2,604.66
Tyler Technologies, Inc.	Computer expense - Billing	025-446152	12/27/2023	390.00
Tyler Technologies, Inc.	Computer expense - server	025-336872	12/27/2023	1,500.00
Tyler Technologies, Inc.	Computer expense - short paid	025-331031 - B	12/27/2023	34.80
<b>Payment 11906 Total:</b>				<b>18,053.97</b>
<b>Payment: 11907</b>				
UBEO Business Services fka Ray	B&W/Color copies	4340117	12/27/2023	282.85
UBEO Business Services fka Ray	B&W/Color copies	4340116	12/27/2023	229.69
UBEO Business Services fka Ray	B&W/Color copies	4342394	12/27/2023	43.55
<b>Payment 11907 Total:</b>				<b>556.09</b>
<b>Payment: 11908</b>				
US Bank National Association	Training materials	NOV2023F	12/27/2023	701.66
US Bank National Association	Supplies	NOV2023J	12/27/2023	46.24
US Bank National Association	Storage unit	NOV2023D	12/27/2023	257.00
US Bank National Association	Membership dues	NOV2023I	12/27/2023	580.00
US Bank National Association	Travel & meals	NOV2023B	12/27/2023	427.17
US Bank National Association	Postage	NOV2023E	12/27/2023	134.30
US Bank National Association	Office supplies	NOV2023G	12/27/2023	972.36
US Bank National Association	Board meeting supplies	NOV2023A	12/27/2023	14.50
US Bank National Association	Software subscriptions &	NOV2023C	12/27/2023	5,568.91
US Bank National Association	Fuel	NOV2023H	12/27/2023	34.50
<b>Payment 11908 Total:</b>				<b>8,736.64</b>
<b>Payment: 11909</b>				
USA Bluebook	Nitrate and ammonia tests	INV00218907	12/27/2023	1,731.69
USA Bluebook	CHEMKEYS	INV00215151	12/27/2023	380.70
USA Bluebook	CHEMKEYS	INV00197303	12/27/2023	7,061.12
<b>Payment 11909 Total:</b>				<b>9,173.51</b>
<b>Payment: 11910</b>				
Waste Connections	Waste collection - office	8324631U120	12/27/2023	69.60
Waste Connections	Waste collection - Old Town	8325445U120	12/27/2023	349.00
Waste Connections	Waste collection - Southland	8325763U120	12/27/2023	308.46
<b>Payment 11910 Total:</b>				<b>727.06</b>

# Item D-1(A) Warrants JANUARY 10, 2024

Nipomo Community Services District

By Payment Number

Payment Dates 01/10/2024 - 01/10/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11912</b>				
Abalone Coast Analytical, Inc.	Lab tests	6330	01/10/2024	8,283.80
<b>Payment 11912 Total:</b>				<b>8,283.80</b>
<b>Payment: 11913</b>				
Achievement House, Inc.	Clean Streets Program -	75701	01/10/2024	4,675.00
<b>Payment 11913 Total:</b>				<b>4,675.00</b>
<b>Payment: 11914</b>				
Advantage Answering Plus, Inc.	Answering service	000031-269-401	01/10/2024	492.57
<b>Payment 11914 Total:</b>				<b>492.57</b>
<b>Payment: 11915</b>				
Allweather Landscape	LMD	49833	01/10/2024	325.00
<b>Payment 11915 Total:</b>				<b>325.00</b>
<b>Payment: 11916</b>				
AT&T	Telephone	000020712502	01/10/2024	111.94
AT&T	Telephone	000020712500	01/10/2024	32.54
AT&T	Telephone	000020712501	01/10/2024	28.42
<b>Payment 11916 Total:</b>				<b>172.90</b>
<b>Payment: 11917</b>				
AT&T Mobility	Telephone	287318508827x01022024	01/10/2024	1,180.71
<b>Payment 11917 Total:</b>				<b>1,180.71</b>
<b>Payment: 11918</b>				
California Water Efficiency	Membership dues - 2024	MD-2024-784	01/10/2024	3,139.25
<b>Payment 11918 Total:</b>				<b>3,139.25</b>
<b>Payment: 11919</b>				
Cannon Corporation	TO# 23-003 Headworks project	86996	01/10/2024	12,127.25
Cannon Corporation	TO#20-005 District Office	86936	01/10/2024	90.00
Cannon Corporation	TO# 23-004 Water Distribution	86861	01/10/2024	11,837.54
<b>Payment 11919 Total:</b>				<b>24,054.79</b>
<b>Payment: 11920</b>				
Canvas Solutions, Inc.	Annual subscription - work order	INV00152619	01/10/2024	5,167.00
<b>Payment 11920 Total:</b>				<b>5,167.00</b>
<b>Payment: 11921</b>				
DataProse, LLC	Postage bills/late notices	DP2305055-P	01/10/2024	2,166.39
DataProse, LLC	Mail bills/late notices	DP2305055	01/10/2024	571.04
<b>Payment 11921 Total:</b>				<b>2,737.43</b>
<b>Payment: 11922</b>				
E.H. Wachs	Valve maintenance skid	INV220860	01/10/2024	92,790.00
<b>Payment 11922 Total:</b>				<b>92,790.00</b>
<b>Payment: 11923</b>				
Electricraft, Inc.	Preventative maintenance -	18045	01/10/2024	4,000.00
Electricraft, Inc.	Preventative maintenance -	18047	01/10/2024	6,635.00
Electricraft, Inc.	Preventative maintenance -	18046	01/10/2024	6,550.00
Electricraft, Inc.	Preventative maintenance -	18048	01/10/2024	13,815.00
Electricraft, Inc.	Blosser Road Flow Meter Station 19723		01/10/2024	9,966.00
<b>Payment 11923 Total:</b>				<b>40,966.00</b>
<b>Payment: 11924</b>				
Famcon Pipe and Supply Inc.	Primer, PVC glue, meter box and	S100118069.001	01/10/2024	492.64
<b>Payment 11924 Total:</b>				<b>492.64</b>

**Item D-1(A) Warrants JANUARY 10, 2024**

**Payment Dates: 01/10/2024 - 01/10/2024**

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11925</b>				
Fisher Pump & Well Service, Inc.	Repairs on Sundale Well pump	4768	01/10/2024	47,106.30
<b>Payment 11925 Total:</b>				<b>47,106.30</b>
<b>Payment: 11926</b>				
GLM Landscape Management	Landscape maintenance	CI-2960	01/10/2024	935.00
<b>Payment 11926 Total:</b>				<b>935.00</b>
<b>Payment: 11927</b>				
Great Western Alarm and	Alarm monitoring service	231202107101	01/10/2024	80.00
Great Western Alarm and	Alarm monitoring service	231202062101	01/10/2024	80.00
Great Western Alarm and	Alarm monitoring service	231200640101	01/10/2024	45.00
<b>Payment 11927 Total:</b>				<b>205.00</b>
<b>Payment: 11928</b>				
Home Depot Credit Services	Supplies	DEC2023	01/10/2024	2,377.84
<b>Payment 11928 Total:</b>				<b>2,377.84</b>
<b>Payment: 11929</b>				
Integrated Industrial Supply, Inc.	Disposable gloves	95846	01/10/2024	232.14
<b>Payment 11929 Total:</b>				<b>232.14</b>
<b>Payment: 11930</b>				
Melody Stuve	Washer rebate	DEC2023	01/10/2024	75.00
<b>Payment 11930 Total:</b>				<b>75.00</b>
<b>Payment: 11931</b>				
Miner's Ace Hardware	Supplies	DEC2023	01/10/2024	617.15
<b>Payment 11931 Total:</b>				<b>617.15</b>
<b>Payment: 11932</b>				
Mission Uniform Service	Uniforms	520715722	01/10/2024	346.40
<b>Payment 11932 Total:</b>				<b>346.40</b>
<b>Payment: 11933</b>				
MNS Engineers, Inc.	Construction management -	84788	01/10/2024	30,245.00
<b>Payment 11933 Total:</b>				<b>30,245.00</b>
<b>Payment: 11934</b>				
Newton Geo-Hydrology	Litigation support through 12-	DEC2023A	01/10/2024	4,116.25
Newton Geo-Hydrology	General consultation through	DEC2023B	01/10/2024	1,665.00
Newton Geo-Hydrology	Litigation support through 11-	NOV2023	01/10/2024	6,660.00
<b>Payment 11934 Total:</b>				<b>12,441.25</b>
<b>Payment: 11935</b>				
Nipomo Area Recreation	Clean Streets Program -	DEC2023	01/10/2024	474.00
<b>Payment 11935 Total:</b>				<b>474.00</b>
<b>Payment: 11936</b>				
Nunley & Associates, Inc.	Frontage Road Trunk Sewer	1039604	01/10/2024	2,452.91
Nunley & Associates, Inc.	Dana Reserve PCIA	1039597	01/10/2024	4,558.58
Nunley & Associates, Inc.	Branch St Waterline	1039605	01/10/2024	118.45
Nunley & Associates, Inc.	Southland WWTF LS Rehab	1039616	01/10/2024	4,655.90
<b>Payment 11936 Total:</b>				<b>11,785.84</b>
<b>Payment: 11937</b>				
Nu-Tech Pest Management	Pest/Rodent Control	0176107	01/10/2024	265.00
Nu-Tech Pest Management	Pest/Rodent Control	0176111	01/10/2024	75.00
Nu-Tech Pest Management	Pest/Rodent Control	0177414	01/10/2024	75.00
Nu-Tech Pest Management	Pest/Rodent Control	0177410	01/10/2024	265.00
<b>Payment 11937 Total:</b>				<b>680.00</b>
<b>Payment: 11938</b>				
Office Depot	Office supplies	344439571001	01/10/2024	105.08
Office Depot	Office supplies	346843467001	01/10/2024	26.80
Office Depot	Office supplies	346843755001	01/10/2024	79.17
<b>Payment 11938 Total:</b>				<b>211.05</b>
<b>Payment: 11939</b>				
PG&E	Electricity	DEC2023	01/10/2024	57,568.93



**Item D-1(A) Warrants JANUARY 10, 2024**

**Payment Dates: 01/10/2024 - 01/10/2024**

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 11939</b>				<b>57,568.93</b>
Richards, Watson & Gershon	Water Rights Adjudication	245610	01/10/2024	156.50
Richards, Watson & Gershon	Dana Reserve PCIA	245611	01/10/2024	11,017.00
Richards, Watson & Gershon	Acquisition of Dana Foothill site	245612	01/10/2024	125.20
Richards, Watson & Gershon	General legal services through	245615	01/10/2024	3,979.92
<b>Payment 11940 Total:</b>				<b>15,278.62</b>
<b>Payment: 11941</b>				<b>6.00</b>
Secretary of State	Filing fee for SF-405	2024 SF-405	01/10/2024	6.00
<b>Payment 11941 Total:</b>				<b>6.00</b>
<b>Payment: 11942</b>				<b>724.04</b>
Simplot Grower Solutions	CAN 17	780165910	01/10/2024	724.04
<b>Payment 11942 Total:</b>				<b>724.04</b>
<b>Payment: 11943</b>				<b>3,597.62</b>
South County Sanitary Services,	Solid Waste Tax Liens	DEC2023	01/10/2024	3,597.62
<b>Payment 11943 Total:</b>				<b>3,597.62</b>
<b>Payment: 11944</b>				<b>30,590.87</b>
State Water Resources Control	Annual water system fees	LW-1045117	01/10/2024	30,590.87
<b>Payment 11944 Total:</b>				<b>30,590.87</b>
<b>Payment: 11945</b>				<b>2,094.24</b>
Wallace Group	FOG program	61011	01/10/2024	2,094.24
<b>Payment 11945 Total:</b>				<b>2,094.24</b>
<b>Payment: 11946</b>				<b>760.12</b>
Waste Connections	Waste collection - Old Town	8367191U120	01/10/2024	364.64
Waste Connections	Waste collection - Office	8366379U120	01/10/2024	72.77
Waste Connections	Waste collection - Southland	8367505U120	01/10/2024	322.71
<b>Payment 11946 Total:</b>				<b>760.12</b>
<b>Payment: 11947</b>				<b>164.31</b>
Zierman Plumbing, Inc	Plumbing service	21669	01/10/2024	164.31
<b>Payment 11947 Total:</b>				<b>164.31</b>
<b>Payment: 11948</b>				<b>955.85</b>
Wyatt, Aaron	UB REFUND	05-2650-01	01/10/2024	955.85
<b>Payment 11948 Total:</b>				<b>955.85</b>
<b>Payment: 11949</b>				<b>162.28</b>
Fernandes, Traci	UB REFUND	11-2570-01	01/10/2024	162.28
<b>Payment 11949 Total:</b>				<b>162.28</b>

TO: BOARD OF DIRECTORS

REVIEWED: RAYMOND DIENZO *R.D.*  
GENERAL MANAGER

FROM: JANA ETTEDDGUE *Ju*  
FINANCE DIRECTOR

DATE: JANUARY 5, 2024

**AGENDA ITEM**  
**D-1(B)**  
**JANUARY 10, 2024**

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

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$46,057.00
VOIDED CHECKS	NONE

# Item D-1(B) Warrants JANUARY 10, 2024

Nipomo Community Services District

By Payment Number

Payment Dates 01/10/2024 - 01/10/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
<b>Payment: 126</b>				
Cannon Corporation	Blacklake Sewer Consolidation	86853	01/10/2024	8,241.25
			<b>Payment 126 Total:</b>	<b>8,241.25</b>
<b>Payment: 127</b>				
Nunley & Associates, Inc.	CM for Blacklake Sewer	1039598	01/10/2024	32,548.50
Nunley & Associates, Inc.	TO#2003-009 BL Sewer System -	1039689	01/10/2024	1,284.00
			<b>Payment 127 Total:</b>	<b>33,832.50</b>
<b>Payment: 128</b>				
SWCA, Inc.	Blacklake Sewer Consolidation -	184367	01/10/2024	3,983.25
			<b>Payment 128 Total:</b>	<b>3,983.25</b>

TO: BOARD OF DIRECTORS  
FROM: RAY DIENZO <sup>R.D.</sup>  
GENERAL MANAGER  
DATE: JANUARY 4, 2024



**APPROVE DECEMBER 13, 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. December 13, 2023 draft Regular Board Meeting Minutes

**JANUARY 10, 2024**

**ITEM D-2**

**ATTACHMENT A**

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community since 1965*

## DRAFT REGULAR MINUTES

**DECEMBER 13, 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 December 13, 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.*

*Pam Wilson, NCSD Resident, thanked the Board for paying the garbage bill for NCSD residents.*

*Director Gaddis thanked Pam Wilson for attending the Board meetings.*

### 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*

- *November 20, attended Finance and Audit Committee Meeting. Reported on the investment options presented by CAMP, CalTrust, and CA Class. The Finance and Audit Committee decided not to bring the matter to the entire Board.*
- *December 5, attended Board Officers' Meeting*

#### *Director Eby*

- *November 20, attended the Finance and Audit Committee Meeting*
- *November 27, attended NMMA Technical Group Meeting*
- *December 6, attended WRAC meeting*

- 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.*

SUBJECT TO BOARD APPROVAL

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

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

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

**D. 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 STAFF TO BID BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT LIFT STATIONS [RECOMMEND AUTHORIZE STAFF TO BID BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT LIFT STATIONS AND BLACKLAKE WATER RECLAMATION FACILITY DECOMMISSIONING]
- 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]

*Staff answered questions on D-1, D-4, and D-5.*

*Ray Dienzo amended D-3 to remove Director Woodson's participation on the WRAC committee.*

*There were no public comments.*

*Upon the motion of Director Eby and seconded, the Board approved the Consent Agenda, with modifications to item D-3.*

*Vote 4-0.*

<b>YES VOTES</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
<i>Directors Eby, Hansen, Gaddis, and Malvarose</i>	<i>None</i>	<i>None</i>

**SUBJECT TO BOARD APPROVAL**

Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

RESOLUTION NO. 2023-1687  
A RESOLUTION OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
COMMENDING DAN WOODSON FOR HIS  
DEDICATED SERVICE TO NIPOMO COMMUNITY SERVICES DISTRICT

E. ADMINISTRATIVE ITEMS

E-1) APPOINTMENT OF DIRECTOR TO FILL VACANCY ON THE BOARD FOR THE  
REMAINDER OF DIRECTOR WOODSON'S TERM

*Ray Dienzo, General Manager, introduced the item.*

*Craig Steele, District Legal Counsel, presented the item and answered questions from the Board.*

*Phil Henry, NCSD Resident, provided his background in management, public service, and community engagement.*

*Upon the motion of Director Gaddis and seconded, the Board appointed Phil Henry to fill the vacancy on the District's Board of Directors.*

*Vote 4-0.*

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

E-2) ELECTION OF BOARD PRESIDENT AND VICE PRESIDENT FOR 2024  
[RECOMMEND DIRECTORS ELECT BOARD OFFICERS FOR 2024 CALENDAR  
YEAR]

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

*Director Gaddis nominated Director Eby to be the 2024 Board President.*

*There were no public comments.*

*By acclamation, Director Eby will serve as 2024 Board President.*

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

*Director Eby nominated Director Gaddis to be the 2024 Board Vice President.*

*There were no public comments.*

*By acclamation, Director Gaddis will serve as 2024 Board Vice President.*

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



Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

- E-3) AUTHORIZE SAN LUIS OBISPO COUNTY INTEGRATED WASTE MANAGEMENT AUTHORITY ("IWMA") TO SUBMIT A JPA APPLICATION AND ACT AS LEAD AGENCY ON BEHALF OF NIPOMO COMMUNITY SERVICES DISTRICT FOR THE CALRECYCLE LOCAL ASSISTANCE GRANT [RECOMMEND PARTICIPATION AND APPROVAL FOR GENERAL MANAGER TO SIGN LETTER OF AUTHORIZATION]

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

*Peter Cron, Executive Director of IWMA, answered questions from the Board.*

*There were no public comments.*

*Upon the motion of Director Eby and seconded, the Board unanimously approved the General Manager to sign the letter of authorization.*

*Vote 4-0.*

YES VOTES	ABSTAIN	ABSENT
<i>Directors Eby, Hansen, Gaddis, and Malvarose</i>	<i>None</i>	<i>None</i>

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 reported on the Finance and Audit Committee during agenda Item C.*

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

*Director Malvarose asked about the 60-day statutory deadline regarding the tax-sharing agreement with San Luis Obispo Local Agency Formation Commission.*

*Craig Steele answered Director Malvarose's question.*

*Director Eby requested the schedule for Dana Reserve be updated in General Manager's report for the next Board meeting.*

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)

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

*Phil Henry, NCSD Resident, requested Blacklake Street Lighting Assessment District be reviewed and a status update provided at a future Board meeting.*

ADJOURN MEETING

*President Malvarose adjourned the meeting at 9:38 a.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	0 hour 38 minutes
Closed Session	0 hour 0 minutes
TOTAL HOURS	0 hour 38 minutes

Respectfully submitted,

---

Ray Dienzo, General Manager and Secretary to the Board                      Date

TO: BOARD OF DIRECTORS  
FROM: RAY DIENZO *R.D.*  
GENERAL MANAGER  
DATE: JANUARY 4, 2024



**ADOPT RESOLUTION OF APPRECIATION FOR  
OUTGOING ASSISTANT GENERAL MANAGER LISA S. BOGNUDA**

**ITEM**

Adopt Resolution of Appreciation for outgoing Assistant General Manager Lisa S. Bognuda.  
[RECOMMEND ADOPT RESOLUTION OF APPRECIATION FOR OUTGOING ASSISTANT  
GENERAL MANAGER LISA S. BOGNUDA]

**BACKGROUND**

Lisa S. Bognuda served the District as Finance Director/Assistant General Manager from January 11, 1993, to December 30, 2023.

In Mrs. Bognuda's 31 years of service, she has trained seven (7) General Managers, presented to over 20 different Board Members, and worked to support countless District employees. In her tenure as Finance Director/Assistant General Manager, Mrs. Bognuda has protected the financial assets of the District and has established policies and procedures that ensure the growth and security of the District's funds.

Through her leadership, Mrs. Bognuda has made Nipomo Community Services District one of the most respected CSDs in the County.

Lisa will be greatly missed by the Board, Staff, and community. We wish her well in her future endeavors.

**FISCAL IMPACT**

None

**RECOMMENDATION**

Staff recommends that the Board adopt the Resolution of Appreciation

**ATTACHMENTS**

- A. Resolution 2024-XXXX For Outgoing Assistant General Manager Lisa S. Bognuda

JANUARY 10, 2024

ITEM D-3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION 2024-XXXX**

**RESOLUTION OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
COMMENDING LISA S. BOGNUDA FOR HER 31 YEARS OF  
DEDICATED SERVICE TO THE NIPOMO COMMUNITY SERVICES DISTRICT  
AND THE COMMUNITY OF NIPOMO**

**WHEREAS**, Lisa S. Bognuda continues to serve the Nipomo Community Services District ("District") as the District's Finance Director/Assistant General Manager, beginning her career with the District on January 11, 1993; and

**WHEREAS**, Mrs. Bognuda, on this day, December 31, 2023, 11 days short of 31 years of diligent and dedicated service to the District and in those near 31 years of service has made significant improvements in all aspects of the District's financial position; and

**WHEREAS**, the Nipomo Community Services District recognizes Mrs. Bognuda as the longest serving employee in the District's history; and

**WHEREAS**, Mrs. Bognuda has numerous accomplishments that are beyond the practical ability of this resolution to list, but include the following major and notable achievements during her tenure with the District:

Trained, aided and supported 7 different District General Managers by providing excellent guidance, consultation, and constant encouragement

Maintained and improved the financial health of the District and presented annual financial reports to over 20 different District Board Members,

Positioned the District to receive the Government Finance Officers Association Award for Financial Reporting Achievement for the past 9 fiscal years;

Positioned the District to receive the Special District Leadership Foundation Transparency Certificate of Excellence in beginning in 2013 and each year thereafter;

Provided innovative and creative ideas in support of customer service and cost efficiency such as the idea of combining the Blacklake Sewer Enterprise with the Town Sewer Enterprise, thereby reducing the cost of service to all sewer customers;

Lead the administrative transition team through several major customer service billing improvements such as upgrading customer service software, provided improved customer billing notifications, and lead the transition to monthly billing from bi-monthly billing, thereby providing District customers with more options to manage their utility costs;

Elevated the District's status as a leading government agency, through her dedication to accuracy and the pursuit of clarity of all things associated with the District's financial, thereby establishing order, predictability, stability, and trust between the District's Board of Directors, staff, and District customers;

Maintaining effective working relationships with county and regulatory agencies and local community service district finance leaders;

**WHEREAS**, Mrs. Bognuda embodies the best qualities of public administration with her intelligence, enthusiasm and professionalism; and

**WHEREAS**, Mrs. Bognuda has consistently served as an outstanding representative of the Nipomo Community Services District and has significantly improved the District's financial position and thereby improving the District's public image.

**NOW, THEREFORE, BE IT RESOLVED AND DETERMINED** that the Board of Directors of the Nipomo Community Services District expresses great appreciation and lasting gratitude to Lisa S. Bognuda and wishes her continued success with the District and in all her future endeavors.

The Board unanimously adopted the foregoing resolution on January 10, 2024.

\_\_\_\_\_  
Ed Eby, President

\_\_\_\_\_  
Richard Malvarose, Director

\_\_\_\_\_  
Dan A. Gaddis, Vice President

\_\_\_\_\_  
Phil Henry, Director

\_\_\_\_\_  
Gary Hansen, Director



TO: BOARD OF DIRECTOR  
REVIEWED: RAY DIENZO, P.E. R.D.  
GENERAL MANAGER  
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF  
ENGINEERING & OPERATIONS  
DATE: JANUARY 4, 2024

AGENDA ITEM  
D-4  
JANUARY 10, 2024

## DECLARE MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE SALE/DISPOSAL

### ITEM

Consider request to declare miscellaneous equipment surplus and authorize sale/disposal [RECOMMEND DECLARE MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE SALE/DISPOSAL].

### BACKGROUND

Government agencies that wish to dispose of obsolete vehicles and equipment need to have the governing board declare that the items are surplus prior to sale/disposal of the items. The miscellaneous equipment listed below is no longer serviceable and staff requests that the Board declare the equipment surplus and authorize sale/disposal of the items.

1. 1 @ 2013 Ford pickup truck, Vehicle 131
2. 2 @ 200 horsepower motor
3. 1 @ 150 horsepower motor
4. 1 @ 100 horsepower motor
5. 2 @ 40 horsepower motor
6. 3 @ vertical turbine pumps
7. 2 @ portable valve operators
8. 2 @ small air compressors
9. 2 @ small contractor pumps
10. 1 @ arc welder
11. 1 @ hot water pressure washer
12. 1 @ small generator

### FISCAL IMPACT

Development of the staff report required budgeted staff time.

### RECOMMENDATION

Staff recommends that the Board declare the miscellaneous equipment as surplus and authorize sale/disposal of the items.

### ATTACHMENTS

None