

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. R.D.
GENERAL MANAGER
DATE: OCTOBER 17, 2024



PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) PRESENTATION OF RESOLUTION OF APPRECIATION TO DIRECTOR DAN ALLEN GADDIS

- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS

TO: BOARD OF DIRECTORS

FROM: RAY DIENZO, P.E. *R.D.*
GENERAL MANAGER

DATE: NOVEMBER 7, 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 OCTOBER 23, 2024 BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
- D-3) AUTHORIZE STAFF TO BID FRONTAGE ROAD TRUNK SEWER PROJECT
[RECOMMEND BY MOTION AND ROLL CALL VOTE, AUTHORIZE STAFF TO BID
PROJECT]

TO: BOARD OF DIRECTORS
REVIEWED: RAY DIENZO, P.E. *R.D.*
GENERAL MANAGER
FROM: JANA ETTEDDGUE *Jn*
FINANCE DIRECTOR
DATE: NOVEMBER 8, 2024

AGENDA ITEM
D-1(A)
NOVEMBER 13, 2024

WARRANTS

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$237,265.13
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	12761

Item D-1(A) Warrants NOVEMBER 13, 2024

Nipomo Community Services District

By Payment Number

Payment Dates 11/13/2024 - 11/13/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 12878				
Advantage Answering Plus, Inc.	Answering service	000034-326-591	11/13/2024	348.15
Payment 12878 Total:				348.15
Payment: 12879				
Alexander's Contract Services,	Meter reading	202410300012	11/13/2024	4,147.72
Payment 12879 Total:				4,147.72
Payment: 12880				
Allweather Landscape	LMD	53086	11/13/2024	325.00
Payment 12880 Total:				325.00
Payment: 12881				
American Industrial Supply	Camlock couplings, adapters,	0400431-IN	11/13/2024	73.66
American Industrial Supply	Black water hoses, repair kit,	0400308-IN	11/13/2024	1,000.27
Payment 12881 Total:				1,073.93
Payment: 12882				
Aqua-Metric Sales, Co.	2" Omni C2 meter	INV0104536	11/13/2024	2,078.79
Payment 12882 Total:				2,078.79
Payment: 12883				
ASAP Reprographics	Bid documents - SWP	230874	11/13/2024	753.26
Payment 12883 Total:				753.26
Payment: 12884				
AT&T	Telephone	000022481477	11/13/2024	34.84
AT&T	Telephone	000022481479	11/13/2024	120.66
AT&T	Telephone	000022481478	11/13/2024	30.71
Payment 12884 Total:				186.21
Payment: 12885				
AT&T Mobility	Telephone	387318508827X11022024	11/13/2024	1,289.10
Payment 12885 Total:				1,289.10
Payment: 12886				
Banda, Raymundo	CWEA membership	NOV2024	11/13/2024	239.00
Payment 12886 Total:				239.00
Payment: 12887				
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI468012	11/13/2024	1,247.76
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI468015	11/13/2024	282.83
Brenntag Pacific, Inc.	Ammonium sulfate	BPI468013	11/13/2024	773.57
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI469816	11/13/2024	753.20
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI466706	11/13/2024	834.81
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI468014	11/13/2024	449.19
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI468011	11/13/2024	3,513.32
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI468839	11/13/2024	736.88
Payment 12887 Total:				8,591.56
Payment: 12888				
California Special Districts	Membership renewal - 2025	2025-194	11/13/2024	9,548.00
Payment 12888 Total:				9,548.00
Payment: 12889				
Cannon Corporation	TO#23-004 2023 Water	90047	11/13/2024	4,412.25
Payment 12889 Total:				4,412.25
Payment: 12890				
Carahsoft	OpenFlows Water & OpenFlows	IN1802255	11/13/2024	11,257.00
Payment 12890 Total:				11,257.00

Item D-1(A) Warrants NOVEMBER 13, 2024

Payment Dates: 11/13/2024 - 11/13/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 12891				
Cla-Val Griswold Industries	Knollwood pressure relief valve	903812	11/13/2024	3,249.35
Cla-Val Griswold Industries	Via Concha pressure and pump	903806	11/13/2024	4,198.00
Cla-Val Griswold Industries	Well #4 surge anticipator and	903805	11/13/2024	7,822.95
Payment 12891 Total:				15,270.30
Payment: 12892				
Clever Ducks	Monthly billing - October 2024	36985	11/13/2024	5,096.68
Payment 12892 Total:				5,096.68
Payment: 12893				
Coastal Rolloff	Rolloff service	8702740U150	11/13/2024	640.74
Payment 12893 Total:				640.74
Payment: 12894				
Column, Enotice Inc.	Notice Inviting Bids-2024 Water	B0A9D0E7-0023	11/13/2024	407.33
Payment 12894 Total:				407.33
Payment: 12895				
DataProse, LLC	Postage bills/late notices	DP2404810-P	11/13/2024	3,017.01
DataProse, LLC	Mail bills/late notices	DP2404810	11/13/2024	752.76
Payment 12895 Total:				3,769.77
Payment: 12896				
Excel Personnel Services, Inc.	Employment agency	4477877	11/13/2024	558.00
Excel Personnel Services, Inc.	Employment agency	4473923	11/13/2024	558.00
Excel Personnel Services, Inc.	Employment agency	4481729	11/13/2024	558.00
Payment 12896 Total:				1,674.00
Payment: 12897				
Executive Janitorial	Janitorial services	90247	11/13/2024	780.00
Payment 12897 Total:				780.00
Payment: 12898				
Famcon Pipe and Supply Inc.	4" brass saddles	S100139625.001	11/13/2024	293.63
Famcon Pipe and Supply Inc.	Meter adapters, washers	S100139980.001	11/13/2024	510.04
Famcon Pipe and Supply Inc.	Pack joint couplings, elbow	S100139488.001	11/13/2024	632.19
Famcon Pipe and Supply Inc.	Ball valves, circle clamps	S100136884.001	11/13/2024	1,888.67
Famcon Pipe and Supply Inc.	3/4", 1", 1.5", and 2" Schedule	S100139490.001	11/13/2024	611.33
Payment 12898 Total:				3,935.86
Payment: 12899				
Farm Supply Company	DC latching solenoids	99482	11/13/2024	110.88
Payment 12899 Total:				110.88
Payment: 12900				
FedEx	Package handling	8-655-09025	11/13/2024	56.10
Payment 12900 Total:				56.10
Payment: 12901				
Frontier Communications	BL Telephone	OCT2024	11/13/2024	79.17
Payment 12901 Total:				79.17
Payment: 12902				
GLM Landscape Management	Landscape maintenance	CI-4376	11/13/2024	1,053.16
Payment 12902 Total:				1,053.16
Payment: 12903				
Great Western Alarm and	Alarm monitoring service	241002062101	11/13/2024	80.00
Great Western Alarm and	Alarm monitoring service	241002107101	11/13/2024	80.00
Payment 12903 Total:				160.00
Payment: 12904				
Haaker Equipment Company	Aluminum tubing, quick clamps	C5A25C	11/13/2024	1,199.16
Payment 12904 Total:				1,199.16
Payment: 12905				
Hach Company	Chlorine analyzer - panel only	14220713	11/13/2024	7,039.89
Payment 12905 Total:				7,039.89

Item D-1(A) Warrants NOVEMBER 13, 2024

Payment Dates: 11/13/2024 - 11/13/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 12906				
Heacock Trailers & Truck	Truck accessories for Veh #241	21974	11/13/2024	123.92
Payment 12906 Total:				123.92
Payment: 12907				
Home Depot Credit Services	Credits for returned items	OCT2024- CREDITS	11/13/2024	-355.73
Home Depot Credit Services	Tools and supplies	OCT2024	11/13/2024	631.03
Payment 12907 Total:				275.30
Payment: 12908				
Iconix Waterworks (US) Inc.	Corp stops, meter adapters, ball	U2416043659	11/13/2024	2,462.12
Iconix Waterworks (US) Inc.	Sewer manhole frame and cover	U2416044442	11/13/2024	1,230.07
Payment 12908 Total:				3,692.19
Payment: 12909				
Integrated Industrial Supply, Inc.	Chamfer tube bronze edgers	101797	11/13/2024	200.21
Integrated Industrial Supply, Inc.	Black nitrile disposable gloves	101947	11/13/2024	216.58
Integrated Industrial Supply, Inc.	Stainless steel unions	101891	11/13/2024	104.50
Integrated Industrial Supply, Inc.	Stainless steel nipples, tees, 90s,	101849	11/13/2024	111.71
Integrated Industrial Supply, Inc.	Brass fog nozzles	101946	11/13/2024	245.71
Payment 12909 Total:				878.71
Payment: 12910				
Iron Mountain	Shredding service	JXJG447	11/13/2024	32.25
Payment 12910 Total:				32.25
Payment: 12911				
Juarez, Jose	CWEA membership renewal	NOV2024	11/13/2024	239.00
Juarez, Jose	Wastewater exam application	NOV2024B	11/13/2024	163.00
Payment 12911 Total:				402.00
Payment: 12912				
Mettler-Toledo, LLC	Lab equipment maintenance	655343301	11/13/2024	837.32
Payment 12912 Total:				837.32
Payment: 12913				
Miner's Ace Hardware	Supplies	OCT2024	11/13/2024	1,237.49
Payment 12913 Total:				1,237.49
Payment: 12914				
Mission Uniform Service	Uniforms	522588199	11/13/2024	943.30
Payment 12914 Total:				943.30
Payment: 12915				
National Safety Council	Membership renewal	1076153-2025	11/13/2024	499.00
Payment 12915 Total:				499.00
Payment: 12916				
NewLane Finance Company	Telephone	348634	11/13/2024	313.98
Payment 12916 Total:				313.98
Payment: 12917				
Newton Geo-Hydrology	Litigation support through 10-	OCT2024	11/13/2024	5,180.00
Payment 12917 Total:				5,180.00
Payment: 12918				
NexTraq	GPS subscription	USCI_05090	11/13/2024	603.05
Payment 12918 Total:				603.05
Payment: 12919				
Nipomo Area Recreation	Clean Streets Program - October	OCT2024	11/13/2024	552.71
Payment 12919 Total:				552.71
Payment: 12920				
Nipomo Community Services	Water	OCT2024	11/13/2024	3,565.64
Payment 12920 Total:				3,565.64
Payment: 12921				
Office Depot	Office supplies	391024412001	11/13/2024	105.08
Office Depot	Office supplies	391447199001	11/13/2024	52.04

Item D-1(A) Warrants NOVEMBER 13, 2024

Payment Dates: 11/13/2024 - 11/13/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Office Depot	Office supplies	391458397001	11/13/2024	9.87
Office Depot	Office supplies	386621875001	11/13/2024	16.06
Office Depot	Office supplies	387161005001	11/13/2024	150.81
Office Depot	Office supplies	387160365001	11/13/2024	11.57
Office Depot	Office supplies	391867815001	11/13/2024	16.89
Office Depot	Office supplies	387161018001	11/13/2024	75.06
Office Depot	Office supplies	386730618001	11/13/2024	23.77
Payment 12921 Total:				461.15
Payment: 12922				
PG&E	Electricity	OCT2024	11/13/2024	70,995.91
Payment 12922 Total:				70,995.91
Payment: 12923				
PMC Engineering LLC	Service on electronic pressure	128555	11/13/2024	373.91
Payment 12923 Total:				373.91
Payment: 12924				
Richards, Watson & Gershon	Dana Reserve Specific Plan	249942	11/13/2024	1,399.00
Richards, Watson & Gershon	Water rights adjudication	249941	11/13/2024	250.40
Richards, Watson & Gershon	Legal services - Nipomo Action	249943	11/13/2024	22,648.95
Richards, Watson & Gershon	General legal services through 9-	249940	11/13/2024	9,015.08
Payment 12924 Total:				33,313.43
Payment: 12925				
Simplot Grower Solutions	CAN 17	780173718	11/13/2024	841.79
Payment 12925 Total:				841.79
Payment: 12926				
SLO County Environmental	Backflow program - May-June	IN0150718	11/13/2024	2,076.80
SLO County Environmental	Backflow program - July - August	IN0155744	11/13/2024	1,821.50
Payment 12926 Total:				3,898.30
Payment: 12927				
SLO County Public Works	Inspection services, Frontage Rd 4482		11/13/2024	157.41
Payment 12927 Total:				157.41
Payment: 12928				
Smith's Alarms & Electronics,	Service call for alarm monitoring	119400	11/13/2024	125.00
Payment 12928 Total:				125.00
Payment: 12929				
SoCalGas	Heat - shop/office	OCT2024	11/13/2024	25.45
SoCalGas	Heat - shop/office	OCT2024B	11/13/2024	16.39
Payment 12929 Total:				41.84
Payment: 12930				
South County Sanitary Services,	Solid Waste Tax Liens	NOV2024	11/13/2024	315.47
Payment 12930 Total:				315.47
Payment: 12931				
Statewide Traffic Safety & Signs	Barricades and safety signs	03024620	11/13/2024	565.07
Payment 12931 Total:				565.07
Payment: 12932				
Tuckfield & Associates	Rate consultant	0751	11/13/2024	4,200.00
Tuckfield & Associates	Statement of Revenue, Expense,	0748	11/13/2024	926.25
Payment 12932 Total:				5,126.25
Payment: 12933				
UBEO Business Services fka Ray	B&W/Color copies	4691793	11/13/2024	381.84
Payment 12933 Total:				381.84
Payment: 12934				
USA Bluebook	CHEMKEYS	INV00500345	11/13/2024	7,168.78
USA Bluebook	CHEMKEYS	INV00524815	11/13/2024	1,901.22
USA Bluebook	Filters, ammonia, nitrate, and	INV00523797	11/13/2024	1,044.69
USA Bluebook	Pressure transmitter	INV00524040	11/13/2024	1,914.35
USA Bluebook	Extra-long shackle padlocks	INV00519802	11/13/2024	348.26

Item D-1(A) Warrants NOVEMBER 13, 2024

Payment Dates: 11/13/2024 - 11/13/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
USA Bluebook	High security master locks	INVO0518378	11/13/2024	194.54
USA Bluebook	Sulfuric acid standard	INVO0520698	11/13/2024	169.56
USA Bluebook	CHEMKEYS	INV00524741	11/13/2024	1,536.78
Payment 12934 Total:				14,278.18
Payment: 12935				
Waste Connections	Waste collection - Old Town	8719755U120	11/13/2024	354.60
Waste Connections	Waste collection - Office	8718978U120	11/13/2024	66.87
Waste Connections	Waste collection - Southland	8720047U120	11/13/2024	313.45
Payment 12935 Total:				734.92
Payment: 12936				
Lewis, Mark & Maureen	971 OLYMPIC - Reimbursement	AUG2024	11/13/2024	994.79
Payment 12936 Total:				994.79

TO: BOARD OF DIRECTORS
REVIEWED: RAY DIENZO, P.E. *R.D.*
GENERAL MANAGER
FROM: JANA ETTEDDGUE *Jw*
FINANCE DIRECTOR
DATE: NOVEMBER 8, 2024

AGENDA ITEM
D-1(B)
NOVEMBER 13, 2024

WARRANTS – BLACKLAKE ASSESSMENT DISTRICT 2020-1

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$7,024.62
VOIDED CHECKS	NONE

Item D-1(B) Warrants NOVEMBER 13, 2024

Nipomo Community Services District

By Payment Number

Payment Dates 11/13/2024 - 11/13/2024

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 168 SWCA, Inc.	Blacklake Sewer System HCP	206230	11/13/2024	7,024.62
Payment 168 Total:				7,024.62

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. R.D.
GENERAL MANAGER
DATE: NOVEMBER 7, 2024



**APPROVE OCTOBER 23, 2024
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. October 23, 2024 draft Board Meeting Minutes

NOVEMBER 13, 2024

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

DRAFT REGULAR MEETING MINUTES

OCTOBER 23, 2024 AT 9:00 A.M.

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

BOARD of DIRECTORS

ED EBY, **PRESIDENT**
DAN ALLEN GADDIS, **VICE PRESIDENT**
GARY HANSEN, **DIRECTOR**
PHIL HENRY, **DIRECTOR**
MARIO IGLESIAS, **DIRECTOR**

PRINCIPAL STAFF

RAY DIENZO, **GENERAL MANAGER**
JANA ETTEDDGUE, **FINANCE DIR/ASST GM**
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.

NOTE:

- *All comments concerning any item are to be directed to the Board President.*
- *Consistent with the Americans with Disabilities Act and California Government Code §54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the below referenced public meeting by contacting the District General Manager at 805-929-1133.*
- *District-prepared staff reports and documents are generally posted on the District's website {NCS.D.CA.GOV} on the same date the agenda is posted.*
- *Any writing or document pertaining to an open session item on this agenda which is distributed to the Board of Directors after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. To ensure proper posting, please reference the Board item in the subject line of the comment letter.*
- *Written comments and correspondence about a Board item received by the District by the end of the business day prior to the Board meeting date will be posted on the District website in the Board Packet section for that Board meeting date. These may be printed and available for viewing on the day of the Board meeting, to the extent they are public records.*
- *Written comments received during the Board meeting will be available for public viewing after they are copied and provided to the Board and will be posted on the District website in the Board Packet section for that Board meeting date.*
- *Written comments received after conclusion of the Board meeting will be available for public viewing upon request.*
- *Items may be taken out of order. If necessary, the Board typically breaks for lunch at approximately 12 noon and conducts Closed Session at that time, reconvening to public session at approximately 1:00 p.m.*
- *Public comment is available for each Board agenda item.*
- *Please silence all cell phones during the meeting, as a courtesy to others.*

A. CALL TO ORDER AND FLAG SALUTE

President Eby called the Regular Meeting of October 23, 2024, to order at 9:00 a.m. and led the flag salute.

B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

SUBJECT TO BOARD APPROVAL

At roll call all Directors were present.

There were no public comments.

C. PRESENTATIONS AND REPORTS

C-1) QUARTERLY DISTRICT ENGINEER'S REPORT TO THE BOARD

Peter Sevcik, Director of Engineering and Operations, presented the item and answered questions from the Board.

There were no public comments.

C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.

Director Gaddis

- *October 15, attended Board Officers' meeting*

Director Eby

- *October 10, attended NMMA-TG meeting*
- *October 17, attended LAFCO meeting*
- *October 21, attended signing session for bond refinancing*

C-3) PRESENTATION OF RESOLUTION OF APPRECIATION TO DIRECTOR DAN ALLEN GADDIS [TO BE PRESENTED AFTER BOARD APPROVAL AND SIGNATURES]

This item was deferred to the November 13, 2024 Regular Board Meeting.

D. 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. Questions or clarification may be made by the Board members without removal from the Consent Agenda. 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.*

D-1) WARRANTS [RECOMMEND APPROVAL]

D-2) APPROVE OCTOBER 9, 2024 BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]

D-3) ADOPT RESOLUTION COMMENDING DIRECTOR DAN ALLEN GADDIS [RECOMMEND ADOPT RESOLUTION]

D-4) INVESTMENT POLICY – QUARTERLY REPORT [RECOMMEND ACCEPT AND FILE REPORT]

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

- D-5) ACCEPT OFFER OF WATER AND SEWER IMPROVEMENTS AND DEED RESTRICTIONS FOR TRACT 3163 [RECOMMEND ADOPT RESOLUTION ACCEPTING OFFER OF IMPROVEMENTS AND DEED RESTRICTIONS]
- D-6) ANNUAL REVIEW OF CASH RESERVES IN ACCORDANCE WITH RESERVE POLICY [RECOMMEND RECEIVE REPORT AND DIRECT STAFF]

Craig Steele, District Legal Counsel, answered questions from the Board.

Peter Sevcik, District Engineer, answered questions from the Board.

Jimmy Summer, Project Manager for People’s Self-Help Housing, commented on item D-5.

Upon the motion of Director Henry, and seconded, the Board approved the consent agenda items and adopted the resolutions.

*Director Gaddis abstained from item D-2 due to his absence at the last Board meeting.
Vote 4-1-0*

ITEMS	YES VOTES	ABSTAIN	ABSENT
D-1, D-3, D-4, D-5	Directors Henry, Hansen, Iglesias, Gaddis, and Eby	None	None
D-2	Directors Henry, Hansen, Iglesias, and Eby	Gaddis	None

RESOLUTION NO. 2024-1724
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT COMMENDING DAN ALLEN GADDIS FOR HIS DEDICATED SERVICE TO THE NIPOMO COMMUNITY SERVICES DISTRICT.

RESOLUTION NO. 2024-1725
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT ACCEPTING TRACT 3163 DEED RESTRICTIONS, WATER IMPROVEMENTS, AND SEWER IMPROVEMENTS

E. ADMINISTRATIVE ITEMS

- E-1) FIRST AMENDMENT TO EMPLOYMENT AGREEMENT BETWEEN THE DISTRICT AND THE GENERAL MANAGER [RECOMMEND APPROVAL OF THE FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT FOR THE GENERAL MANAGER]

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

SUBJECT TO BOARD APPROVAL

Upon the motion of Director Henry, and seconded, the Board approved the first amendment to the employment agreement for the General Manager.

Vote 5-0.

YES VOTES	ABSTAIN	ABSENT
Directors Henry, Hansen, Iglesias, Gaddis, and Eby	None	None

F. GENERAL MANAGER'S REPORT

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

G. COMMITTEE REPORTS

None.

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

None.

I. CLOSED SESSION ANNOUNCEMENTS

Craig Steele, General Counsel, announced that there would be closed session on items 2 and 3.

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

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

2) CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9(d)(1)

- a. NIPOMO ACTION COMMITTEE, ET AL. V. COUNTY OF SAN LUIS OBISPO, ET. AL. (SAN LUIS OBISPO COUNTY SUPERIOR COURT CASE NO. 24CV-0351)

3) ANNUAL PERFORMANCE REVIEW PROCESS OF DISTRICT GENERAL MANAGER PURSUANT TO GOVERNMENT CODE SECTION §54957(a)

J. ADJOURN TO CLOSED SESSION

Director Eby adjourned to closed session at 10:15 a.m.

K. OPEN SESSION

SUBJECT TO BOARD APPROVAL

TO: BOARD OF DIRECTORS
REVIEWED: RAY DIENZO, P.E. R.D.
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: NOVEMBER 6, 2024

AGENDA ITEM
D-3
NOVEMBER 13, 2024

AUTHORIZE STAFF TO BID FRONTAGE ROAD TRUNK SEWER PROJECT

ITEM

Authorize staff to bid Frontage Road Trunk Sewer Project [RECOMMEND BY MOTION AND ROLL CALL VOTE, AUTHORIZE STAFF TO BID PROJECT]

BACKGROUND

The Frontage Road Trunk Sewer Replacement Project ("Project") involves the replacement of approximately 4700 linear feet of sewer line and 17 manholes in Frontage Road, between Division Street and Juniper Street. The existing trunk sewer is in poor condition and is surcharging during high flow conditions. Replacing the existing sewer line with a new sewer line will help avoid the need for emergency repairs to the existing sewer line, as well as provide capacity for the Blacklake Sewer System Consolidation Project and other potential future connections located upstream of the Project alignment.

The plans and specifications for the Project are being finalized. Design of the Project has been delayed for the last year while the District has been working to obtain a Caltrans encroachment permit to construct the Project. Caltrans recently issued the encroachment permit so the bid documents can now be finalized. In accordance with the District's Purchasing Policy, staff needs Board approval to solicit bids for the Project. Staff expects to bid the Project after January 1, 2025.

The California Public Contract Code ("PCC") Section 20101 permits the District to pre-qualify contractors who wish to bid on the District's public works contracts, such as the Frontage Road Trunk Sewer Project. PCC Section 20101 requires the District to establish pre-qualification policies and the method by which decisions regarding Contractor's qualifications may be appealed. Pre-Qualification of Contractors helps ensure that the Project is constructed by reputable, experienced, and qualified contractors. The contractor pre-qualification process is currently underway and is expected to be completed by the end of the calendar year.

The District Board of Directors previously adopted a Notice of Exemption for the Project in compliance with the California Environmental Quality Act ("CEQA").

FISCAL IMPACT

The total Project budget is \$3,600,000 and is included in the FY 2024-2025 Town Sewer budget. The engineer's estimate is currently \$4,300,000 so it is likely that additional funding will be required to construct the Project.

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT.

Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 4. FINANCE.

Maintain conservative, long-term financial management to minimize rate impacts on customers while meeting program financial needs.

RECOMMENDATION

Staff recommends that your Board, by motion and roll call vote, authorize staff to solicit bids to construct the Frontage Road Trunk Sewer Project.

ATTACHMENTS

None