

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



## 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

TO: BOARD OF DIRECTORS  
FROM: RAY DIENZO, P.E. R.D.  
GENERAL MANAGER  
DATE: DECEMBER 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 NOVEMBER 13, 2024 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) ACCEPT FIRST QUARTER FISCAL YEAR 2024-2025 QUARTERLY FINANCIAL REPORT [RECOMMEND RECEIVE AND FILE REPORT]
- D-4) APPROVE NEWTON GEO-HYDROLOGY 2025 CONSULTING SERVICES TASK ORDER SCOPE AND \$90,000 BUDGET [RECOMMEND APPROVE SCOPE AND BUDGET FOR NEWTON GEO-HYDROLOGY TO PROVIDE 2025 CONSULTING SERVICES TO NIPOMO COMMUNITY SERVICES DISTRICT]
- D-5) AWARD CONSTRUCTION CONTRACT FOR 2024 WATER DISTRIBUTION SYSTEM IMPROVEMENTS TO R. BAKER, INC. [RECOMMEND ADOPT RESOLUTION AWARDED CONTRACT TO R. BAKER, INC. IN THE AMOUNT OF \$2,019,261, AUTHORIZING STAFF TO EXECUTE CONTRACT, AUTHORIZING CHANGE ORDER CONSTRUCTION CONTINGENCY IN THE AMOUNT OF \$200,000, AND APPROVING FY 24-25 BUDGET AMENDMENT IN THE AMOUNT OF \$425,725]
- D-6) APPROVE TASK ORDER WITH CANNON FOR CONSTRUCTION MANAGEMENT SERVICES FOR 2024 WATER DISTRIBUTION SYSTEM IMPROVEMENTS [RECOMMEND BY MOTION AND ROLL CALL APPROVE TASK ORDER WITH CANNON IN THE AMOUNT OF \$295,464 AND AUTHORIZE STAFF TO EXECUTE TASK ORDER]
- D-7) APPROVE 2025 BOARD MEETING SCHEDULE [RECOMMEND REVIEW AND APPROVE 2025 BOARD MEETING SCHEDULE]

TO: BOARD OF DIRECTORS

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

FROM: JANA ETTEDDGUE *Jew*  
FINANCE DIRECTOR

DATE: DECEMBER 5, 2024

**AGENDA ITEM**  
**D-1**  
**DECEMBER 11, 2024**

**WARRANTS WILL BE DISTRIBUTED TUESDAY, DECEMBER 10, 2024**

TO: BOARD OF DIRECTORS  
FROM: RAY DIENZO, P.E. *RD*  
GENERAL MANAGER  
DATE: DECEMBER 4, 2024



**APPROVE NOVEMBER 13, 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. November 13, 2024 draft Board Meeting Minutes

DECEMBER 11, 2024

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community since 1965*

## DRAFT REGULAR MEETING MINUTES

**NOVEMBER 13, 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 ETTEDDQUE, 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.

#### A. CALL TO ORDER AND FLAG SALUTE

*President Eby called the Regular Meeting of November 13, 2024, 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 Directors Henry, Hansen, Gaddis, and Eby were present. Director Iglesias was absent.*

*Carmen Morales-Board, Nipomo resident commented on the Board Meeting minutes of October 23, 2024.*

*Director Eby answered questions from the public.*

#### C. PRESENTATIONS AND REPORTS

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

*Director Eby presented the Resolution of Appreciation to Director Dan Allen Gaddis.*

*Director Eby also presented a plaque in recognition of Director Gaddis' service to the District and community.*

*Director Gaddis reflected on his time on the Board.*

*Director Henry thanked Director Gaddis for his dedication and contributions to the Nipomo community.*

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

**SUBJECT TO BOARD APPROVAL**

Director Eby

- November 11, attended WRAC 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 23, 2024 BOARD MEETING MINUTES  
 [RECOMMEND APPROVE MINUTES]

*Director Henry requested item D-3 be pulled for further discussion.*

*Upon the motion of Director Hansen, and seconded, the Board approved consent agenda items D-1 and D-2.*

Vote 4-0-1

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

D-3) AUTHORIZE STAFF TO BID FRONTAGE ROAD TRUNK SEWER PROJECT  
 [RECOMMEND BY MOTION AND ROLL CALL VOTE, AUTHORIZE STAFF TO BID PROJECT]

*Director Henry commented on the budget for item D-3.*

*John Joyce, Nipomo resident, commented on the item.*

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

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

*Upon the motion of Director Henry, and seconded, the Board approved consent agenda item D-3.*

Vote 4-0-1

	YES VOTES	ABSTAIN	ABSENT
D-3	Directors Henry, Hansen, Gaddis, and Eby	None	Iglesias

**SUBJECT TO BOARD APPROVAL**

E. ADMINISTRATIVE ITEMS

- E-1) APPROVE FINAL DRAFT OF THE SOUTH COUNTY SANITARY SERVICES RATE STUDY REPORT AND DIRECT STAFF TO INITIATE A PROPOSITION 218 PROCESS, INCLUDING SETTING A PUBLIC HEARING DATE FOR JANUARY 22, 2025 [RECOMMEND APPROVE REPORT, DIRECT STAFF TO INITIATE PROPOSITION 218 PROCESS AND SET JANUARY 22, 2025 FOR PUBLIC HEARING]

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

*Garth Schultz, President of R3 Consulting Group, Inc., presented the item and answered questions from the Board and public.*

*Jeff Clarin, District Manager for Waste Connections, answered questions from the Board and public.*

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

*John Joyce, Nipomo resident, commented on the item.*

*Upon the motion of Director Henry, and seconded, the Board approved the Report, directed staff to initiate the Prop 218 process and set January 22, 2025 for the Public Hearing*

*Vote 4-0-1*

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

*Director Eby called for a 5-minute recess.*

*Director Gaddis excused himself from the remainder of the meeting.*

*Director Eby resumed the meeting at 10:25 a.m.*

- E-2 ANNUAL COMPREHENSIVE FINANCIAL REPORT (AUDIT REPORT) FOR FISCAL YEAR 2023-2024 [RECOMMEND RECEIVE AND FILE 2023-2024 AUDIT REPORT]

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

*Jana Eteddgue, Finance Director, introduced the item and Laura Arvizu, CPA with Rogers, Anderson, Malody, and Scott, who will present the item.*

*Laura Arvizu, CPA with Rogers, Anderson, Malody, and Scott, presented the item and answered questions from the Board.*



Nipomo Community Services District  
REGULAR MEETING  
MINUTES

Upon the motion of Director Hansen, and seconded, the Board approved receiving and filing the FY2023-2024 Audit Report.

Vote 3-0-2.

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

- E-3) LETTER TO PURVEYORS REGARDING DELIVERY OF SUPPLEMENTAL WATER STARTING IN JULY OF 2025 [RECOMMEND, BY MOTION AND ROLL CALL VOTE, DIRECT STAFF TO SEND LETTER TO PURVEYORS]

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

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

Gerald Stover, Nipomo resident, commented on the item.

John Joyce, Nipomo resident, commented on the item.

Janine Arie, Nipomo resident, commented on the item.

Upon the motion of Director Henry, and seconded, the Board directed staff to send the Letter to Purveyors, with minor edits per the discretion of the General Manager and Board Counsel.

Vote 2-1-2.

YES VOTES	NO VOTES	ABSENT
Directors Henry, and Eby	Hansen	Iglesias, Gaddis

F. GENERAL MANAGER'S REPORT

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

Gerald Stover, Nipomo resident, commented on the item.

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 no closed session.

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

**SUBJECT TO BOARD APPROVAL**

