

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. *R.D.*
GENERAL MANAGER
DATE: JULY 17, 2025

AGENDA ITEM

C

JULY 23, 2025

PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) PRESENTATION BY CALIFORNIA SPECIAL DISTRICTS ASSOCIATION REPRESENTATIVE
- C-2) QUARTERLY DISTRICT ENGINEER'S REPORT TO THE BOARD
[RECOMMEND RECEIVE AND FILE]
- C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS

TO: BOARD OF DIRECTORS

REVIEWED: RAY DIENZO R.D.
GENERAL MANAGER

AGENDA ITEM

C-1

JULY 23, 2025

DATE: JULY 17, 2025

PRESENTATION BY CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

ITEM

Presentation by California Special Districts Association [RECEIVE PRESENTATION AND FILE]

BACKGROUND

The California Special Districts Association ("CSDA") is a 501c(6), not-for-profit association that was formed in 1969 to promote good governance and improved core local services through professional development, advocacy, and other services for all types of independent special districts.

Since 1969, CSDA has been offering its members cost-efficient programs and representation at the State Capitol and boasts a membership of over 1,300 organizations throughout California. We are the only statewide association representing all types of independent special districts, including irrigation, water, park and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare, and community services districts...just to name a few.

CSDA provides education and training, insurance programs, legal advice, industry-wide litigation and public relations support, legislative advocacy, capital improvement and equipment funding, collateral design services, and, most importantly, current information that is crucial to a special district's management and operational effectiveness

The District has proudly been a member of CSDA since 1983. This presentation is designed to showcase the valuable benefits and resources offered by CSDA, empowering the District to fully leverage these opportunities for continued growth and success.

RECOMMENDATION

It is recommended that your Honorable Board receive and file the presentation.

ATTACHMENTS

A. CSDA Presentation

JULY 23, 2025

ITEM C-1

ATTACHMENT A



California Special
Districts Association

Districts Stronger Together

Maximize Your Membership Series:

Resources for CSDA Members

July 23, 2025

Who We Are

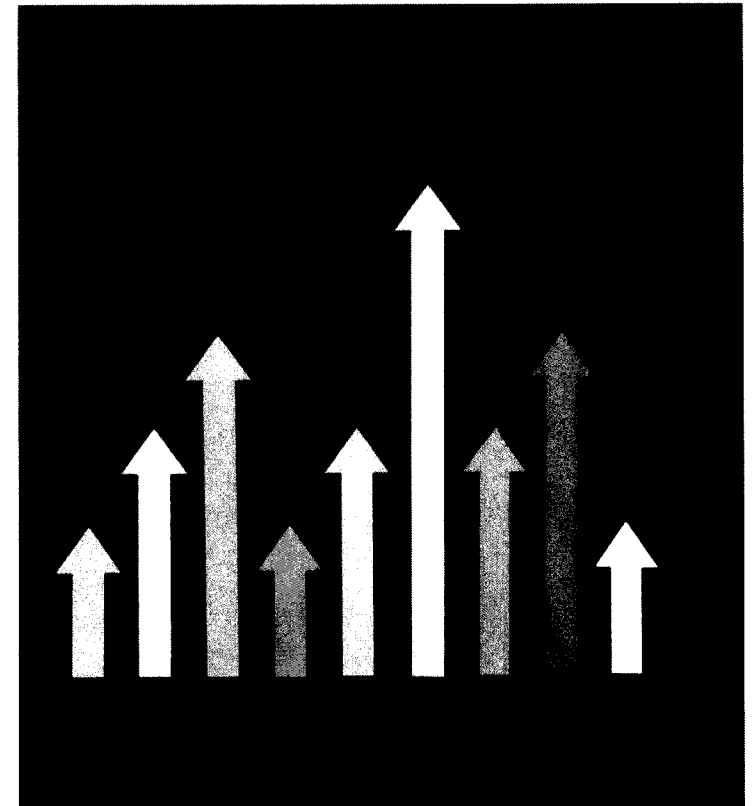
"CSDA is the voice for all special districts, providing members with the resources necessary to best serve their communities."

- Established in 1969
- Nearly 1400 member organizations
- 18-member Board of Directors



Core Benefits


- Legislative advocacy
- Cost-saving programs
- Connection & information
- Education for your Board and Staff



Value-Added Benefits

Various cost-saving programs:

- Free Amazon Business Prime (\$349 value)
- Investments through CA CLASS
- Risk Management (SDRMA)
- Financing, websites, discounted rental cars, cybersecurity, merchant services, commercial credit cards, and more!




Save on finance-related Benefits

California CLASS


A New Joint Powers Authority Investment Pool for California Public Agencies

Overseen and governed by a Board of Trustees, made up of public agency finance professionals

SPONSORED BY



- Improved Cash Flow
- Cash Rebates
- Expense Management
- Virtual Card



allpaid

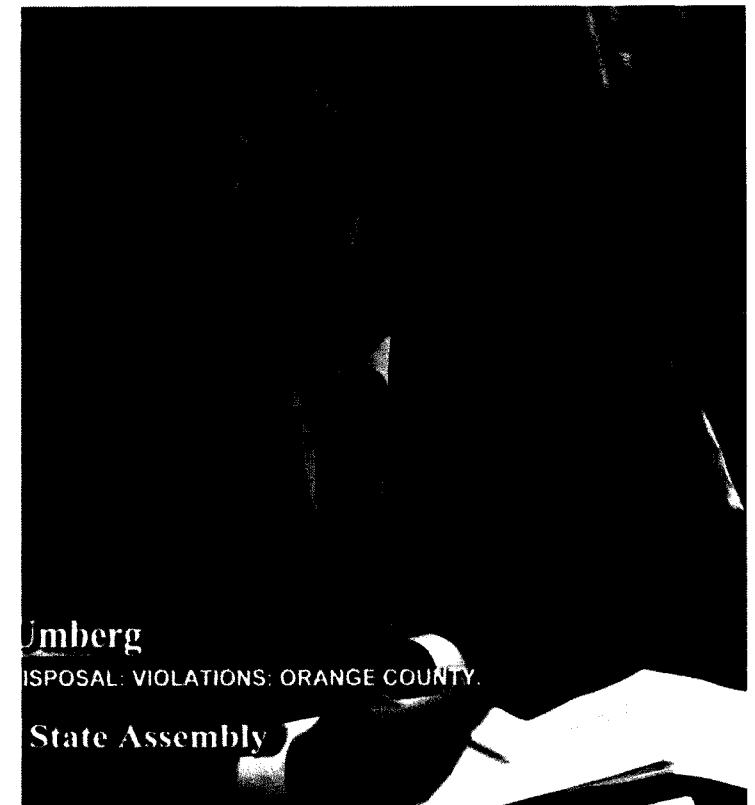
- Choose from 2 member rate options based on average transaction: 1.85% or 2.25%
- Guaranteed payment – no charge backs
- Payments online, by phone, & on-site

INVESTMENTS
CSDA COMMERCIAL CARD
MEMBER SUPPORT

Legislative Advocacy

CSDA's legislative advocate and in-house legislative staff review and monitor every bill introduced into legislation for its potential impact on California's special districts.

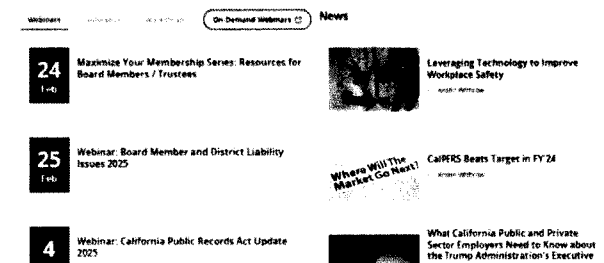
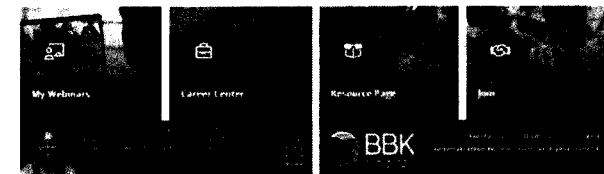
- [Hot-Line Advocacy News](#)
- [Bill Alerts](#)
- Guidance on how your district can [Take Action](#)



www.cstda.net

Your go-to source for special district news, educational resources, and community


- Available on mobile: CSDA – The Hub
- Agency-wide membership extends to district board and staff



Weekly eNewsletter

Delivered to your inbox every Tuesday

- Legislative updates
- Upcoming events
- Member shoutouts
- Federal grants update from NSDA




California Special
Districts Association

CSDA eNews

View Web Version

February 4, 2025



Help CSDA Preserve Your Property Tax Revenue

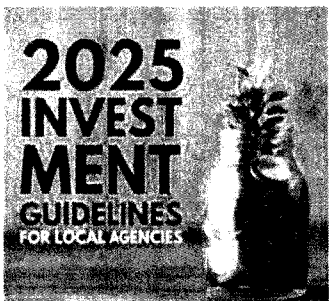
Governor Gavin Newsom issued Executive Order N-10-25, which, among other things, provides for a limited suspension on the imposition of penalties, costs, or interest for the failure to pay property taxes or file a personal property tax statement by the original deadlines.

[READ MORE](#)

Local Agency Investment Guidelines

THE CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION has released the Local Agency Investment Guidelines update for 2025, providing recommendations for interpreting and applying CA statute to common public fund investments topics for local agencies.

[READ MORE](#)

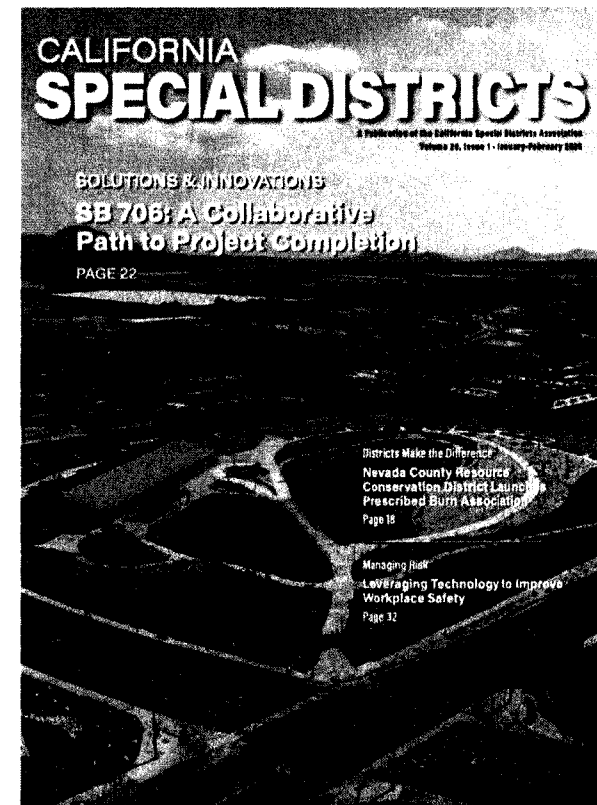


2025 INVEST MENT GUIDELINES FOR LOCAL AGENCIES

Bi-monthly Magazine

Six issues per year, delivered every other month

- Court decisions and opinions
- Individual district news items
- Profiles of district innovations and solutions
- Interviews with government officials
- Major policy and legislative issue articles









Resource Pages

Currently available for *Required Trainings, Best Practices, and Governance*, with *Finance and HR* coming soon!

- Required trainings
- Best practices
- Helpful guides and publications

Board Member Resources

	Required Training - required every two years <ul style="list-style-type: none">• Ethics AB 1234*• Sexual Harassment Prevention Training* On-Demand Webinars *More Info	Printable Docs and Support Page <p>Information available for print.</p> Member Support Page
	Best Practices - during 1st year <ul style="list-style-type: none">• Repeat As Needed• Finance, Brown Act, CA Public Records Act, and Liability All Events Board Member Bundle	Brown Act Compliance Manual  <p>Purchase in the CSDA Bookstore.</p> Buy Today
	Special District Leadership Academy (SDLA) Conference <ul style="list-style-type: none">• Complete first track within first year in office.• Stay current with returning track. Learn More	Quick Reference  <p>Download a free copy of CSDA's Parliamentary Procedure Quick Reference.</p> Download Today
	Special District Leadership Foundation (SDLP) <ul style="list-style-type: none">• Earn your Certificate in Special District Governance Learn More	
	CSDA Annual Conference & Exhibitor Showcase <ul style="list-style-type: none">• Attend annually• Stay current Learn More	

Knowledge Base

- Sample Document Library
- Publications & References Materials
- FAQ's
- Member Helpline
- Articles

The screenshot shows the California Special Districts Association (CSDA) Knowledge Base website. The header includes the CSDA logo, navigation links (Advocate, Learn, Member Resources, About CSDA, About Special Districts), and a search icon. The main content area is titled "Knowledge Base" and features four columns of resources: Member Helpline, Articles, Sample Document Library, and Publications & Reference Materials. Each column has a brief description and a "View Library" link. Below the columns is a "Search Entries" section with a search bar and a "Search" button. At the bottom is a "Frequently Asked Questions" section with a disclaimer and a "Board Meetings" link.

California Special Districts Association
Advocate Learn Member Resources About CSDA About Special Districts

Knowledge Base

Member Helpline

Occasionally, a situation may arise that calls for more in-depth advice on specific legal or policy issues. In that case, we invite you to contact our Member Helpline.

Member Helpline Request

Articles

This library of articles covers important topics affecting districts, new regulations, and solutions, major policy and legislative issues, and more!

Articles

Sample Document Library

CSDA's Sample Documents Library has examples from other special districts of important documents for your reference!

View Library

Publications & Reference Materials

Find valuable guides and documents in this free reference library.

View Library

Search Entries

Still haven't found what you're looking for? Search Knowledge Base using the search field or consult our FAQs below.

Frequently Asked Questions

CSDA's Knowledge Base offers many answers to questions about local governance and policies regarding special districts. Our Frequently Asked Questions section offers answers to many of the inquiries we hear from special districts.

Disclaimer: This section is not intended to be legal advice. Members should always seek legal counsel. The information contained here is for general reference purposes only.

Questions are broken up into categories to better assist in finding the answers you need.

Board Meetings

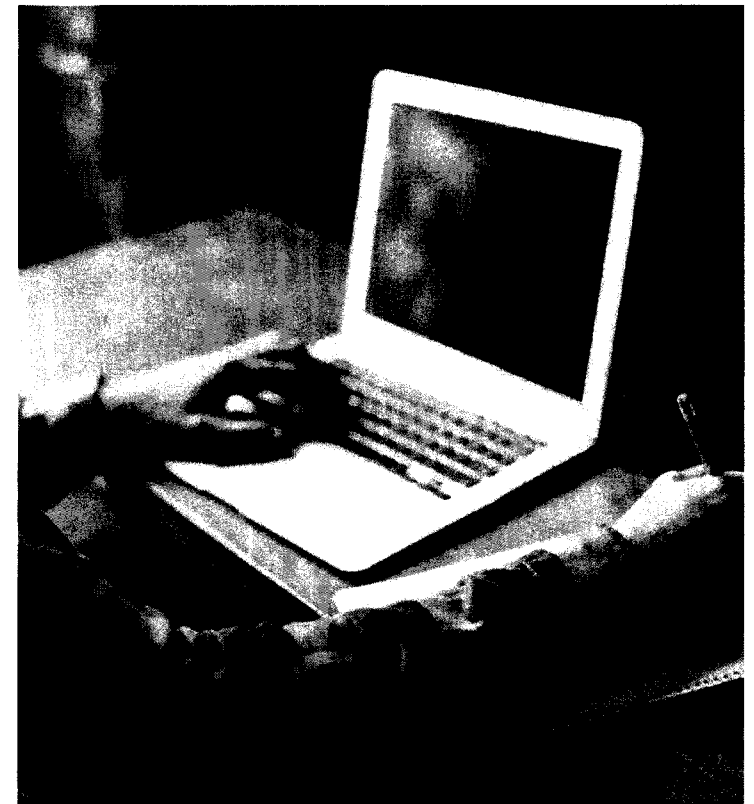
Webinars & Workshops

Webinars (30+ yearly, 80+ on-demand)

- Offered at no charge to CSDA members
- 1–2-hour trainings available live and on-demand

Workshops (20+ yearly)

- Held over two half days (virtual) or one full day (in-person)



In-Person Conferences

- Special District Leadership Academy (3x, varies)
- SDRMA Spring Education Day (March)
- Special Districts Legislative Days (May)
- General Manager Leadership Summit (June)
- Annual Conference & Exhibitor Showcase (August)
- Board Secretary /Clerk Conference (October)



Member Savings on Conferences and Trainings

- Nipomo CSD saved \$4,320 on 2025 conferences compared to non-member pricing
- District employees have also registered for 10 free webinars in 2025 (\$125/each for non-members)



Online Communities

16,000+ members

- Open Forum
- RFP Clearinghouse
- Board Secretary / Clerk
- Water Community
- Mutual Aid

You Ask We Answer

Questions Appear in CSDA Online Communities

Written Public Comment at Board Meetings

Q: *Karen Dean, Director, Cambria Community Services District*

In this post-COVID pandemic time, our board and staff are currently discussing whether to continue reading the written public comments aloud, as we did during COVID, since verbal public comments can now be made both in person and Zoom. We would like to know whether other CSDs have ever, or are currently, reading written public comment aloud at their board meetings.

A: *Arliss Dunn, Clerk of the Board, StopWaste*

We read aloud any public comments during COVID as well. We now employ the following policy for written public comments and include it on our agenda:

The public may also comment by sending an e-mail to publiccomment@stopwaste.org. Written public comment will be accepted until 3:00 p.m. on the day prior to the scheduled meeting. Copies of all written comments submitted by the deadline above will be provided to each board member and will be added to the official record. Comments will not be read into the record.

A: *Yessenia Parra, Administrative Services Office, Santa Cruz County Regional Transportation Commission*

We receive written public comments, they are noted on a list we call "correspondence log" then we link the actual comments to the log. This is an item noted on each agenda and the correspondence log is uploaded to the meeting web page. It is available to all. We do not read comments out loud. <https://www.sccrtc.org/wp-content/uploads/2024/08/2024-09-05-RTC-agenda-packet.pdf>

A: *Adam Cox, General Manager, Indian Valley Community Services District*

Although there's no legal requirement to read submitted public comments, we used to make an effort to do so, particularly during the height of COVID. I know of some agencies that still use Zoom for their meetings and only allow staff or parties directly involved with agenda items to comment. In our case, we've transitioned to using CivAssist agenda and minute software, which allows the public to comment directly on specific agenda items. Staff receive



Engage with

Local Chapters

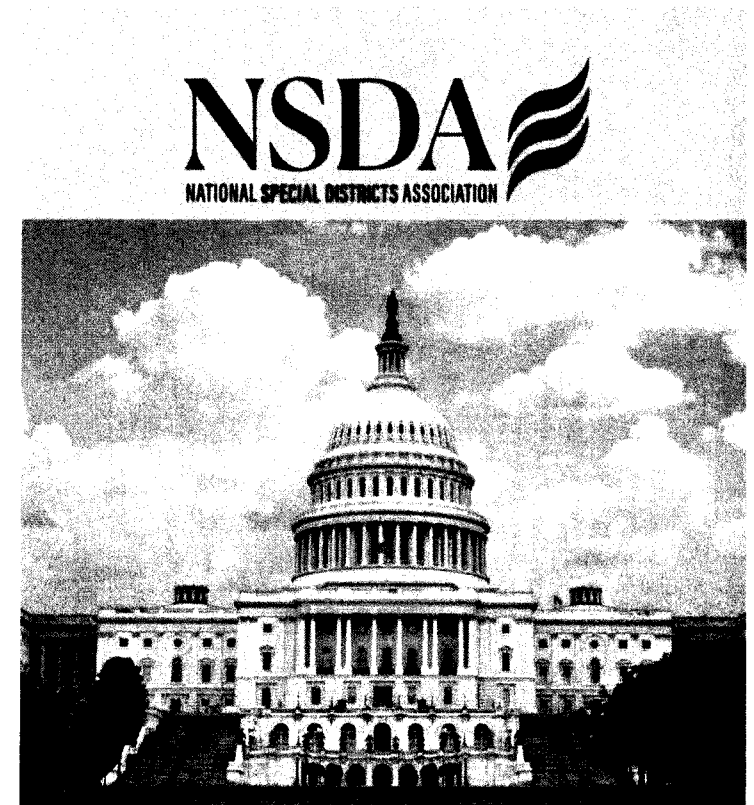
- 27 Affiliated Chapters located throughout the state
- Collaborate among districts in your own community



National Special Districts Association

*CSDA is a founding member of NSDA, and **NSDA membership is included with your agency's CSDA membership***

- Advocacy at the Federal level
- Critical grant and financial resources
- Shared resources and best practices
- Collaboration to address shared challenges across state lines



Contact Us

Membership@cdda.net

(916) 442.7887

(877) 924.2732



TO: BOARD OF DIRECTORS

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

FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS

DATE: JULY 17, 2025

AGENDA ITEM
C-2
JULY 23, 2025

QUARTERLY DISTRICT ENGINEER'S REPORT TO THE BOARD

ITEM

Engineering and Operations update for April through June 2025. [RECOMMEND RECEIVE AND FILE]

BACKGROUND

Director of Engineering and Operations, Peter Sevcik, will overview his update [Attachment A] and discuss District projects for the April through June 2025 period.

RECOMMENDATION

Staff recommends that your Honorable Board receive the update.

ATTACHMENTS

- A. Engineering and Operations Update for April through June 2025

JULY 23, 2025

ITEM C-2

ATTACHMENT A

Engineering and Operations Update

– April 2025 to June 2025



Peter V. Sevcik, PE
Director of Engineering and Operations
Nipomo Community Services District
July 23, 2025

Completed Project

- 2024 Water Distribution System Improvements



- Scope included 4600 linear feet of 12 inch diameter waterline in Pomeroy Road, 425 linear feet of 8 inch diameter waterline in Sea Pines Place, 770 linear feet of 4 inch diameter waterline in Red Oak Way, and 325 linear feet of 8 inch diameter waterline in Mallagh Street

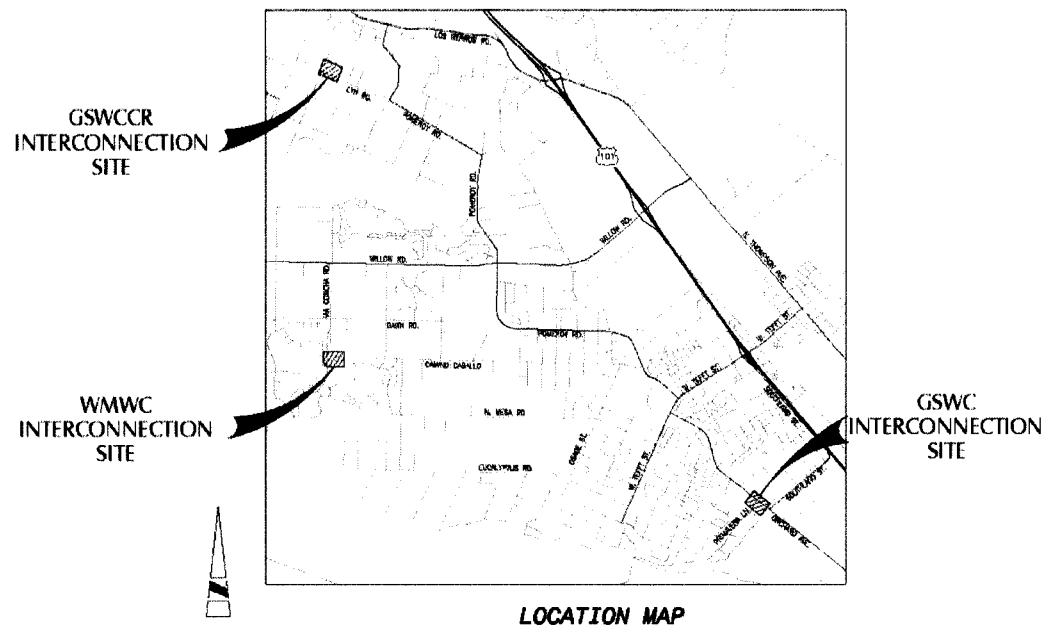


Completed Project

- 2024 Water Distribution System Improvements
 - Contractor – R. Baker, Inc.
 - Notice to Proceed issued – January 2025
 - Scheduled completion – July 2025
 - Actual completion – June 2025
 - Contract cost – \$2,019,261
 - Final cost – \$2,144,520

Project in Close Out Stage

- Supplemental Water Project Interconnection Improvements



- Scope involves construction of three interconnect stations with flow meters, flow control valves, control panels, radio towers and related instrumentation

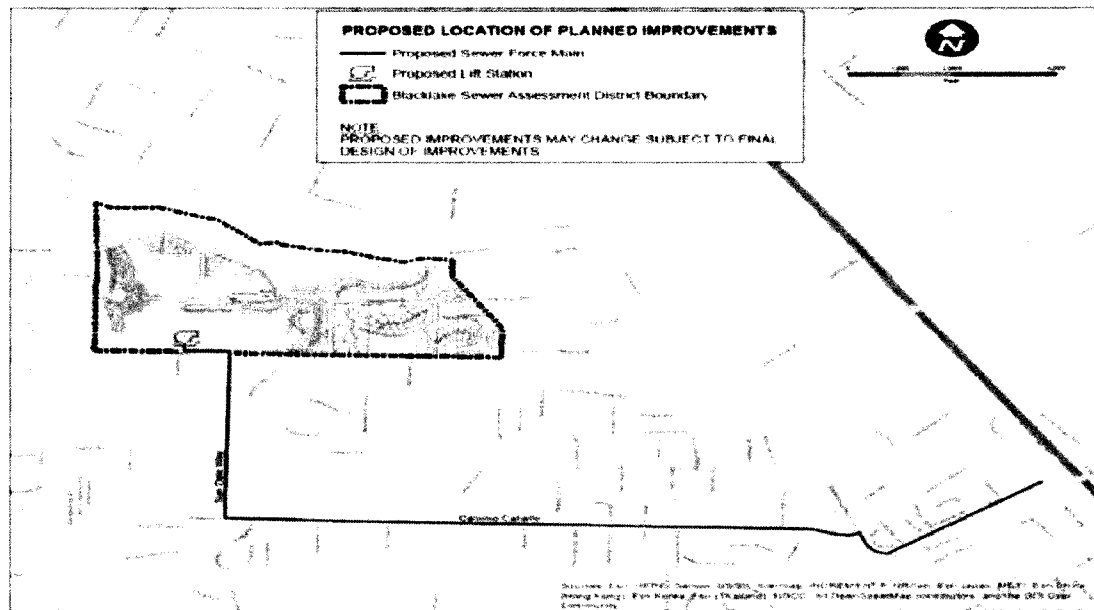


Project in Close Out Stage

- Supplemental Water Project Interconnection Improvements
 - Contractor – W.M. Lyles Co.
 - Notice to Proceed issued October 2024
 - Scheduled completion July 2025, pending PG&E electrical service
 - Contract cost - \$1,195,200
 - Cost to Date - \$1,213,797
 - A work completed except for punch list items

Projects in Construction

- Blacklake Sewer System Consolidation Project Lift Station Improvements and Blacklake WRF Decommissioning



- Scope includes construction of new Blacklake Lift Station, Replacement Woodgreen Lift Station and decommissioning of Blacklake Water Reclamation Facility

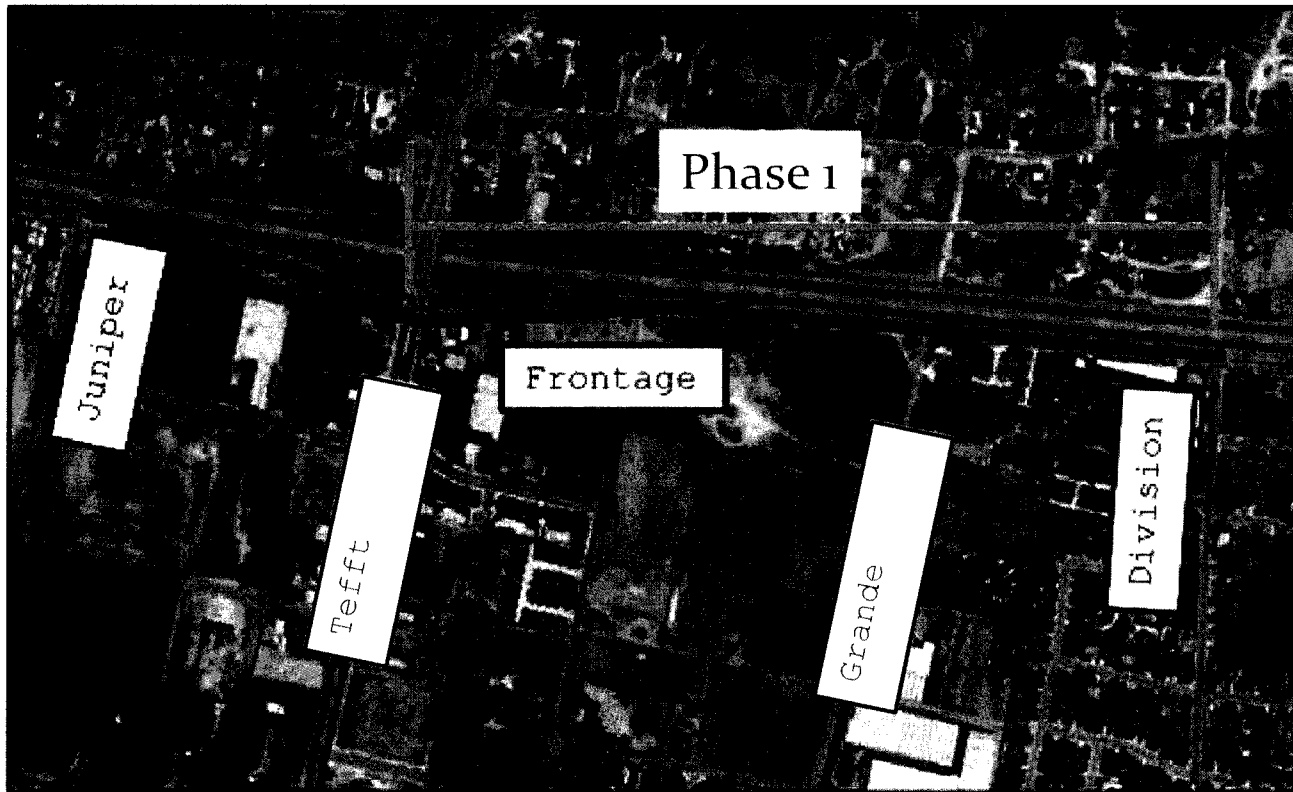


Projects in Construction

- Blacklake Sewer System Consolidation Project Lift Station Improvements and Blacklake WRF Decommissioning
 - Contractor – Spiess Construction Co, Inc.
 - Notice to Proceed issued August 2024
 - Scheduled completion November 2025
 - Contract cost - \$6,641,475
 - Cost to Date - \$1,446,276
 - Work included removal of block wall and hauling of stockpiled soil from the Sundale Well site to the project site to backfill Pond 3, construction of on-site force main, construction of on-site PG&E electric service, and installation of pump station wet well
 - Work began at the Woodgreen Lift Station site with clearing, grubbing, installation of perimeter construction fencing, and potholing of existing underground utilities

Projects in Bid Phase

- Frontage Road Trunk Sewer Replacement Phase 1





Projects in Bid Phase

- Frontage Road Trunk Sewer Replacement Phase 1
 - Scope includes 1900 linear feet of 15 inch diameter gravity sewer, 1200 linear feet of 18 inch diameter gravity sewer, and 10 manholes
 - Opened bids – July 2025
 - Apparent low bid – \$3,777,777
 - Engineer's estimate was \$3.7 million at bid time
 - Currently reviewing bids



Other Active Projects

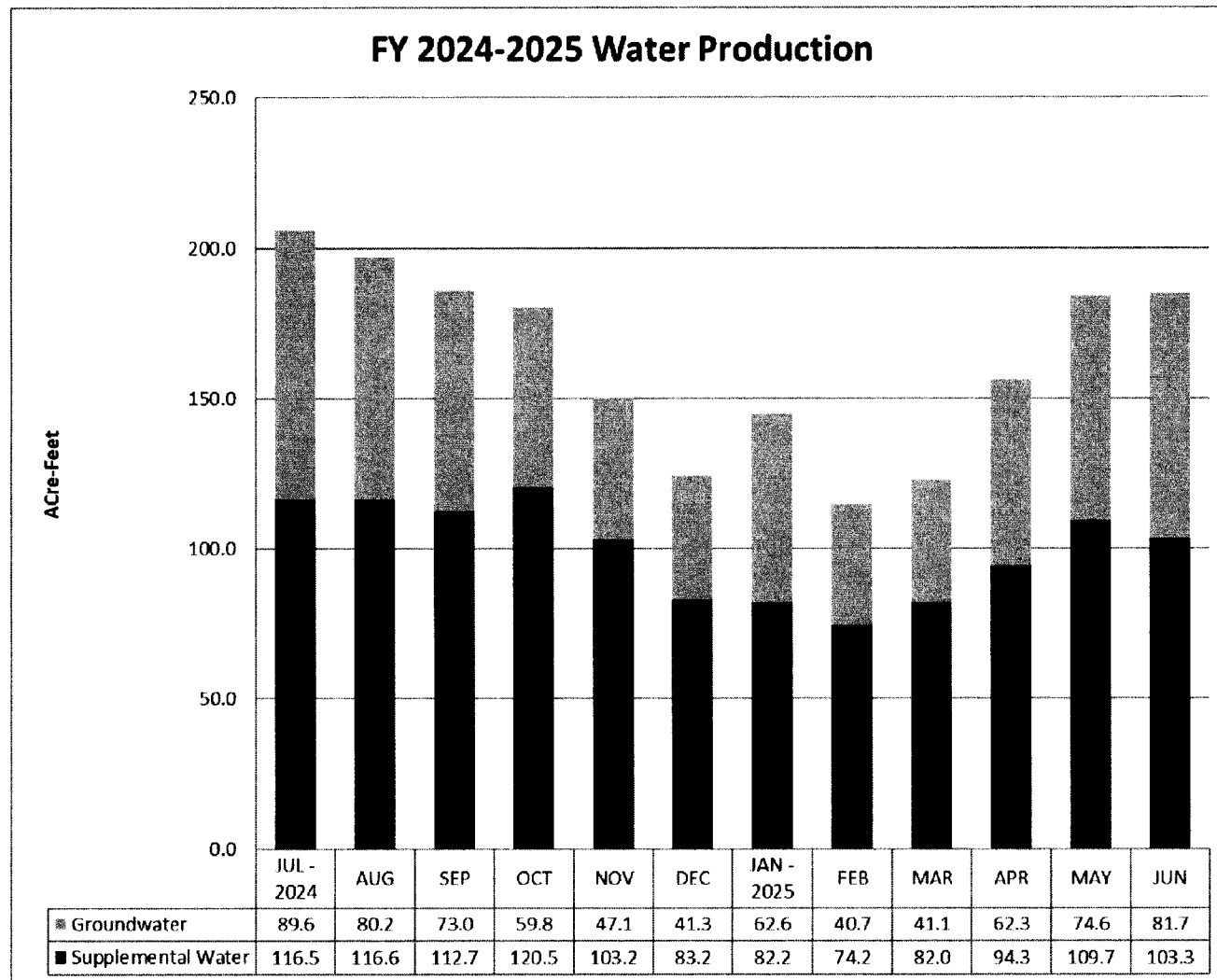
- Southland WWTF Permit Compliance and Phase 2 Concept Design
 - Work involves development of permit compliance plan to ensure that the District can meet the new permit limits that go into effect in November 2026
 - Work also includes development of Phase 2 Concept Design Report to implement necessary equipment and process upgrades required to meet increased demand and new permit limits
 - Board approved \$474,461 contract with MKN in February 2025
 - Development of permit compliance plan is underway



Other Active Projects

- District Office Generator
 - Coordinating service disconnect/reconnect with PG&E
 - Installation of new service panel and automatic transfer switch pending PG&E panel approval and service disconnect/reconnect date

Operations – Water System



Supplemental Water

1198 AF

Groundwater

754 AF

FY 24-25 Total
Production To
Date

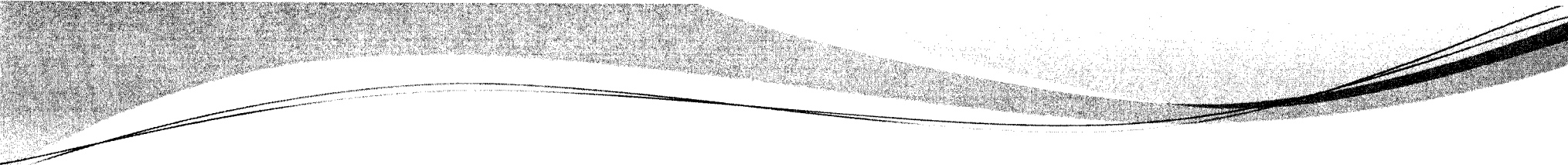
1952 AF



Operations – Water System

- **Regulatory**

- Completed quarterly Stage II Disinfection By-Product sampling and reporting
- Completed quarterly raw water sampling and reporting
- Submitted routine monthly SWRCB DDW reports
- Completed 2024 Consumer Confidence Report



Operations – Water System

- **Water Operations Activities**

- Initiated operation of Sundale Well on limited basis while monitoring for changes in nitrate level
- Pulled Joshua Road Pump Station Pump #2 due to excessive vibration, rebuilt pump, reinstalled pump, and put back to service
- Sampled all 2024 Water Distribution System Project waterlines prior to waterlines being placed into service
- Connected Westgate pressure reducing station to Blacklake pressure zone
- Continued to assist with meter replacement program
- Completed 195 USA locates

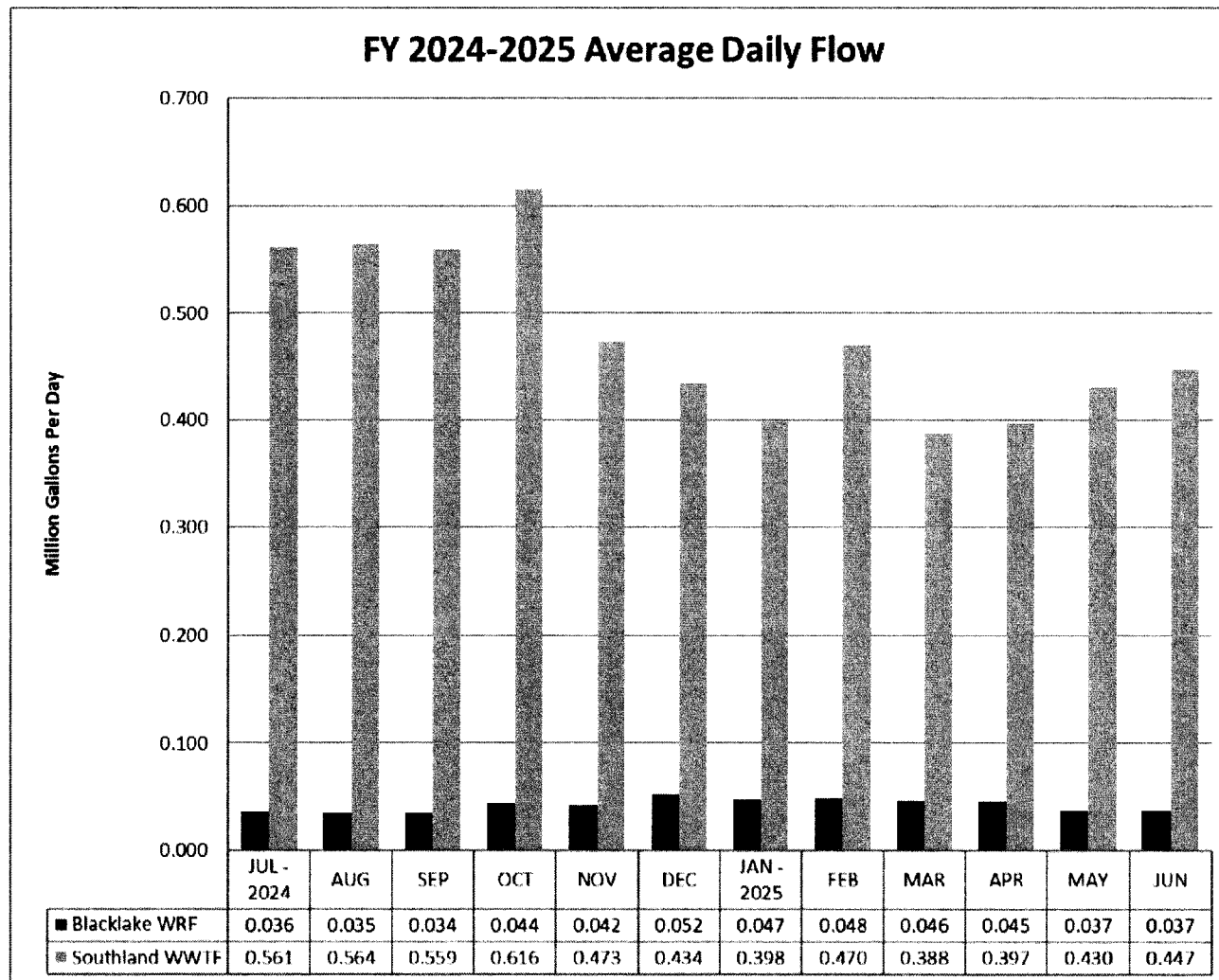


Operations – Water System

- **Water Operations Activities**

- Repaired 1 fire hydrant
- Repaired 1 main leak
- Repaired 0 service leak
- Repaired 6 services
- Replaced 0 water service

Operations – Wastewater



Blacklake WRF	15.2 MG
Southland WWTF	172.1 MG
FY 24-25 Total Wastewater Flow Treated To Date	187.3 MG or 575 AF



Operations – Wastewater System

- **Regulatory**

- Southland WWTF Permit

- RWQCB issued new permit that went into effect on 1/1/2025
 - New permit provides interim effluent limits until 11/14/2026
 - New effluent limits after 11/14/2026
 - Will be difficult to comply with new salts limits
 - Working with MKN to develop compliance strategy



Operations – Wastewater System

• Wastewater Operations Activities

- Continued 2 pond operation at BL WRF to allow for Blacklake Sewer System Consolidation Project to proceed
- Pulled RAS pump #2, repaired, and reinstalled at Southland WWTF
- Ripped all 10 percolation ponds at Southland WWTF
- Recoated 8 manholes
- Changed out 12 drying bed plug valve gear boxes
- Jetted and cleaned Maria Vista LS tributary collection system as well as trouble spot list



Engineering and Operations

Questions