

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. *R.D.*
GENERAL MANAGER
DATE: JULY 2, 2025



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: JULY 2, 2025



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 JUNE 11, 2025 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
- D-3) CONSIDER REQUEST FOR WATER, SEWER AND SOLID WASTE SERVICE
(INTENT-TO-SERVE LETTER) FOR TRACT 3148, A MIXED-USE DEVELOPMENT
LOCATED AT 691 WEST TEFFT STREET [RECOMMEND CONSIDER INTENT-TO-
SERVE LETTER AND APPROVE WITH CONDITIONS]
- D-4) CONSIDER REQUEST FOR WATER, SEWER AND SOLID WASTE SERVICE
(INTENT-TO-SERVE LETTER) FOR A 2 PARCEL RESIDENTIAL SUBDIVISION
LOCATED AT 766 STORY STREET, APN 092-156-011 [RECOMMEND CONSIDER
INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS]
- D-5) AUTHORIZE TASK ORDER FOR ON-CALL ENGINEERING SERVICES WITH
MICHAEL K. NUNLEY AND ASSOCIATES [RECOMMEND AUTHORIZE TASK
ORDER]

TO: BOARD OF DIRECTORS

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

FROM: JANA ETTEDDGUE *JE*
FINANCE DIRECTOR

DATE: July 3, 2025

AGENDA ITEM
D-1(A)
JULY 9, 2025

WARRANTS

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$1,184,311.22
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	NONE

M-Monthly
O-Occasional
A-Annual

Item D-1(A) Warrants JUNE 25, 2025

Nipomo Community Services District

By Payment Number

Payment Dates 06/25/2025 - 06/25/2025

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 13577				
All Systems Electrical, Inc.	Control Pannel for NSWP Project25-1167		06/25/2025	21,082.75 O
			Payment 13577 Total:	21,082.75
Payment: 13578				
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI523152	06/25/2025	750.52 M
Brenntag Pacific, Inc.	Sodium hypochlorite,	BPI517986	06/25/2025	1,638.43 M
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI523153	06/25/2025	750.29 M
			Payment 13578 Total:	3,139.24
Payment: 13579				
Calleja, Derek	CWEA & CSM3 renewal, training JUNE2025		06/25/2025	474.00 O
			Payment 13579 Total:	474.00
Payment: 13580				
Clever Ducks	Computer expense - monthly	INV-0609	06/25/2025	5,951.61 M
Clever Ducks	Office supplies - scanners	INV-0633	06/25/2025	1,307.41 O
			Payment 13580 Total:	7,259.02
Payment: 13581				
Column, Enotice Inc.	Notice inviting bids - Frontage	B0A9D0E7-0031	06/25/2025	603.40 O
			Payment 13581 Total:	603.40
Payment: 13582				
Dienzo, Ray	Cell phone reimbursement	JUNE2025	06/25/2025	100.00 M
			Payment 13582 Total:	100.00
Payment: 13583				
Dwight's Automotive	Smog inspection - veh#151	0006563	06/25/2025	60.00 O
Dwight's Automotive	Smog inspection - veh #172	0006567	06/25/2025	60.00 O
			Payment 13583 Total:	120.00
Payment: 13584				
Engel & Gray, Inc.	Biosolids collection	55X00011	06/25/2025	10,951.25 M
			Payment 13584 Total:	10,951.25
Payment: 13585				
Excel Personnel Services, Inc.	Employment agency	4594880	06/25/2025	446.40 M
Excel Personnel Services, Inc.	Employment agency	4598319	06/25/2025	558.00 M
			Payment 13585 Total:	1,004.40
Payment: 13586				
Famcon Pipe and Supply Inc.	Meter parts	S100155437.001	06/25/2025	50.03 O
Famcon Pipe and Supply Inc.	(5) - Fiberlyte meter box lids	S1001156454.001	06/25/2025	818.44 O
			Payment 13586 Total:	868.47
Payment: 13587				
FedEx	Package handling	8-884-79816	06/25/2025	53.33 O
			Payment 13587 Total:	53.33
Payment: 13588				
FGL Environmental	Lab tests	581827A	06/25/2025	73.00 M
FGL Environmental	Lab tests	581926A	06/25/2025	73.00 M
FGL Environmental	Lab tests	581952A	06/25/2025	73.00 M
FGL Environmental	Lab tests	581986A	06/25/2025	73.00 M
			Payment 13588 Total:	292.00
Payment: 13589				
Gold Coast Environmental	Flowmeter calibration - Wells,	14658	06/25/2025	3,791.75 O
Gold Coast Environmental	(5) - flow meter calibration	14669	06/25/2025	2,575.00 O
Gold Coast Environmental	(4) MagMeter calibration	14651	06/25/2025	3,342.50 O
			Payment 13589 Total:	9,709.25

Item D-1(A) Warrants JUNE 25, 2025

Payment Dates: 06/25/2025 - 06/25/2025

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 13590				
Integrated Industrial Supply, Inc.	Disposable gloves	106238	06/25/2025	232.14 O
Payment 13590 Total:				232.14
Payment: 13591				
JB Dewar, Inc.	Delo grease	402689	06/25/2025	37.52 O
Payment 13591 Total:				37.52
Payment: 13592				
Mission Uniform Service	Uniforms	524039668	06/25/2025	238.84 M
Mission Uniform Service	Uniforms	523997422	06/25/2025	238.84 M
Payment 13592 Total:				477.68
Payment: 13593				
Nipomo Community Services	Petty cash	JUNE2025	06/25/2025	38.72 O
Payment 13593 Total:				38.72
Payment: 13594				
OEC	Lab tests - water	A250605	06/25/2025	3,150.00 M
Payment 13594 Total:				3,150.00
Payment: 13595				
Office Depot	Office supplies	427139245001	06/25/2025	151.68 M
Office Depot	Office supplies	427139065001	06/25/2025	55.49 M
Payment 13595 Total:				207.17
Payment: 13596				
Perry's Electric Motors &	Service for 100HP pump for JRPS 28172		06/25/2025	220.00 O
Payment 13596 Total:				220.00
Payment: 13597				
PG&E	Electricity	MAY2025	06/25/2025	61,371.05 M
Payment 13597 Total:				61,371.05
Payment: 13598				
Quinn Company	Service for CAT279D, Serial	WO030061847	06/25/2025	2,989.98 O
Quinn Company	Caterpillar equipment grease	PC030388182	06/25/2025	47.20 O
Payment 13598 Total:				3,037.18
Payment: 13599				
ReadyRefresh by Nestle	Distilled water	5040683780	06/25/2025	45.97 M
Payment 13599 Total:				45.97
Payment: 13600				
Rizo, Oliver	220 SUMMIT STATION -	JUNE2025	06/25/2025	1,478.30 O
Payment 13600 Total:				1,478.30
Payment: 13601				
SoCalGas	Heat - shop/office	JUNE2025	06/25/2025	20.02 M
Payment 13601 Total:				20.02
Payment: 13602				
Statewide Traffic Safety & Signs	Green and blue survey marking	03025554	06/25/2025	148.02 O
Payment 13602 Total:				148.02
Payment: 13603				
UBEO Business Services fka Ray	B&W/Color copies	4926005	06/25/2025	196.53 M
Payment 13603 Total:				196.53
Payment: 13604				
US Bank National Association	Office supplies	MAY2025F	06/25/2025	388.26 M
US Bank National Association	Recording fees	MAY2025I	06/25/2025	164.99 M
US Bank National Association	Employment ads	MAY2025H	06/25/2025	25.00 M
US Bank National Association	Travel & meals	MAY2025B	06/25/2025	155.67 M
US Bank National Association	Operating supplies	MAY2025E	06/25/2025	336.50 M
US Bank National Association	Board meeting supplies	MAY2025A	06/25/2025	35.75 M
US Bank National Association	Website domain renewals	MAY2025G	06/25/2025	15.17 M
US Bank National Association	Storage unit	MAY2025D	06/25/2025	269.00 M
US Bank National Association	Software subscriptions	MAY2025C	06/25/2025	72.02 M

Item D-1(A) Warrants JUNE 25, 2025

Payment Dates: 06/25/2025 - 06/25/2025

Vendor Name	Description (Payable)	Payable Number	Payment Date (None)	Amount
Payment: 13605			Payment 13604 Total:	1,462.36
USA Bluebook	CHEMKEYS	INV00705488	06/25/2025	1,040.88M
USA Bluebook	CHEMKEYS	INV00723607	06/25/2025	5,916.83M
USA Bluebook	CHEMKEYS	INV00715278	06/25/2025	2,911.87M
			Payment 13605 Total:	9,869.58

M-Monthly
O-Occasional
A-Annual

Item D-1(A) Warrants JULY 9, 2025

Nipomo Community Services District

By Payment Number

Payment Dates 07/09/2025 - 07/09/2025

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 13606				
Akeso fka Industrial Medical	DOT physical recertification and	EM017317	07/09/2025	245.00 O
Payment 13606 Total:				245.00
Payment: 13607				
Alexander's Contract Services,	Meter reading	202506270012	07/09/2025	4,537.03 M
Payment 13607 Total:				4,537.03
Payment: 13608				
AT&T	Telephone	000023663058	07/09/2025	61.63 M
Payment 13608 Total:				61.63
Payment: 13609				
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI525886	07/09/2025	3,115.29 M
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI526297	07/09/2025	521.93 M
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI525887	07/09/2025	1,060.18 M
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI525888	07/09/2025	1,337.45 M
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI525885	07/09/2025	1,210.47 M
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI526296	07/09/2025	766.59 M
Payment 13609 Total:				8,011.91 M
Payment: 13610				
Cannon Corporation	TO#24-03 2024 Water	92297	07/09/2025	35,762.00 O
Cannon Corporation	TO#25-01 Maria Vista LS	92350	07/09/2025	810.00 O
Cannon Corporation	TO#20-005,24-02 NCSD District	92373	07/09/2025	190.00 O
Payment 13610 Total:				36,762.00
Payment: 13611				
Electricraft, Inc.	Service for Blosser Rd Flow	21608	07/09/2025	3,285.00 O
Electricraft, Inc.	Service for Knollwood Well flow	21607	07/09/2025	2,656.00 O
Payment 13611 Total:				5,941.00
Payment: 13612				
EMCOR Services Mesa Energy	AC unit repair at Joshua Road	960108539	07/09/2025	4,923.23 O
Payment 13612 Total:				4,923.23
Payment: 13613				
Etteddgue, Jana	Notary exam reimbursement	JUNE2025	07/09/2025	40.00 O
Payment 13613 Total:				40.00
Payment: 13614				
Excel Personnel Services, Inc.	Employment agency	4601844	07/09/2025	558.00 M
Payment 13614 Total:				558.00
Payment: 13615				
Executive Janitorial	Janitorial services	91668	07/09/2025	780.00 M
Payment 13615 Total:				780.00
Payment: 13616				
Famcon Pipe and Supply Inc.	B16 meter boxes	S100158204.001	07/09/2025	353.93 O
Payment 13616 Total:				353.93
Payment: 13617				
Farm Supply Company	Cable ties, camlock fittings,	103333	07/09/2025	306.88 O
Payment 13617 Total:				306.88
Payment: 13618				
FGL Environmental	Lab tests	581957A	07/09/2025	890.00 M
FGL Environmental	Lab tests	582113A	07/09/2025	73.00 M
FGL Environmental	Lab tests	582081A	07/09/2025	73.00 M
FGL Environmental	Lab tests	581872A	07/09/2025	73.00 M
FGL Environmental	Lab tests	582168A	07/09/2025	73.00 M

Item D-1(A) Warrants JULY 9, 2025

Payment Dates: 07/09/2025 - 07/09/2025

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
FGL Environmental	Lab tests	582045A	07/09/2025	73.00 M
FGL Environmental	Lab tests	582134A	07/09/2025	73.00 M
FGL Environmental	Lab tests	581901A	07/09/2025	73.00 M
FGL Environmental	Lab tests	582052A	07/09/2025	73.00 M
FGL Environmental	Lab tests	581961A	07/09/2025	73.00 M
FGL Environmental	Lab tests	582144A	07/09/2025	73.00 M
Payment 13618 Total:				1,620.00 M
Payment: 13619				
Frontier Communications	BL Telephone	JUN2025	07/09/2025	79.11 M
Payment 13619 Total:				79.11
Payment: 13620				
GLM Landscape Management	Landscape maintenance	CI-5664	07/09/2025	992.00 M
Payment 13620 Total:				992.00
Payment: 13621				
Home Depot Credit Services	Ratchet and screwdriver sets	JUN2025	07/09/2025	52.13 M
Payment 13621 Total:				52.13
Payment: 13622				
Mark Switzer Excavating	Pond ripping at SWWTF	14289	07/09/2025	11,125.00 O
Payment 13622 Total:				11,125.00
Payment: 13623				
Mission Uniform Service	Uniforms	524082992	07/09/2025	242.80 M
Mission Uniform Service	Uniforms	524125730	07/09/2025	248.08 M
Payment 13623 Total:				490.88
Payment: 13624				
Nunley & Associates, Inc.	Southland WWTF Improvements	1246	07/09/2025	1,186.75 O
Nunley & Associates, Inc.	SWP Interconnect	1251	07/09/2025	4,652.64 O
Nunley & Associates, Inc.	PCIA - Blume and Hill St	1227	07/09/2025	832.75 O
Nunley & Associates, Inc.	Frontage Rd Trunk Sewer	1283	07/09/2025	1,320.00 O
Nunley & Associates, Inc.	PCIA - 759 DRUMM	1226	07/09/2025	1,859.50 O
Nunley & Associates, Inc.	Branch St Waterline Project	1249	07/09/2025	1,201.25 O
Nunley & Associates, Inc.	PCIA - Honey Grove Lane	1225	07/09/2025	2,620.75 O
Payment 13624 Total:				13,673.64
Payment: 13625				
Office Depot	Office supplies	4283496106001	07/09/2025	105.08 M
Office Depot	Office supplies	425614665001	07/09/2025	256.47 M
Payment 13625 Total:				361.55
Payment: 13626				
Perry's Electric Motors &	9.7HP Wemco pump repair	28200	07/09/2025	850.34 O
Payment 13626 Total:				850.34
Payment: 13627				
Quinn Company	Switch repair for John Deere	WO030061905	07/09/2025	1,207.61 O
Payment 13627 Total:				1,207.61
Payment: 13628				
R. Baker, Inc.	2024 Water Distribution System	2024 Water Dist - 4	07/09/2025	358,372.02 O
Payment 13628 Total:				358,372.02
Payment: 13629				
Richards, Watson & Gershon	Nipomo Action Committee, et al	253684	07/09/2025	157.50 M
Richards, Watson & Gershon	Water rights adjudication	253683	07/09/2025	1,365.30 M
Richards, Watson & Gershon	General legal services through 5-	253682	07/09/2025	6,273.80 M
Payment 13629 Total:				7,796.60
Payment: 13630				
Rogers, Anderson, Malody &	Progress billing for FY24-25 audit	78021	07/09/2025	7,500.00 A
Payment 13630 Total:				7,500.00
Payment: 13631				
Sancon Technologies, Inc	Manhole rehab	28799	07/09/2025	57,750.00 O
Payment 13631 Total:				57,750.00

Item D-1(A) Warrants JULY 9, 2025

Payment Dates: 07/09/2025 - 07/09/2025

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 13632				
Simplot Grower Solutions	CAN 17	780177587	07/09/2025	616.74 M
Simplot Grower Solutions	CAN 17	780177424	07/09/2025	689.87 M
Payment 13632 Total:				1,306.61
Payment: 13633				
SoCalGas	Heat - shop/office	JUNE2025B	07/09/2025	40.30 M
Payment 13633 Total:				40.30
Payment: 13634				
Troesh Coleman Pacific	Road base and concrete mix	36882	07/09/2025	150.15 O
Payment 13634 Total:				150.15
Payment: 13635				
Ultrex	B&W/Color copies	4398562-CAL	07/09/2025	153.44 M
Ultrex	Hole punch unit add-on to	4403857	07/09/2025	586.66 O
Payment 13635 Total:				740.10
Payment: 13636				
USA Bluebook	CHEMKEYS	INV00746877	07/09/2025	754.53 M
USA Bluebook	Zero oxygen standard, ammonia	INV00744581	07/09/2025	1,097.47 O
Payment 13636 Total:				1,852.00
Payment: 13637				
W.M. Lyles Co	SWP Interconnect	54.9341.07	07/09/2025	28,956.00 O
Payment 13637 Total:				28,956.00
Payment: 13638				
Wallace Group	FOG program	65226	07/09/2025	295.00 M
Payment 13638 Total:				295.00
Payment: 13639				
Advantage Answering Plus, Inc.	Answering service	000036-930-321	07/09/2025	418.28 M
Payment 13639 Total:				418.28
Payment: 13640				
Allweather Landscape	LMD	61059	07/09/2025	325.00 M
Payment 13640 Total:				325.00
Payment: 13641				
Aquatics Informatics Inc.	WIMS software subscription	113829	07/09/2025	3,148.53 A
Payment 13641 Total:				3,148.53
Payment: 13642				
Environmental Systems	Enterprise Agreement Fee	900016880	07/09/2025	11,600.00 A
Environmental Systems	ArcGIS Mobile Annual	900016343	07/09/2025	1,600.00 A
Payment 13642 Total:				13,200.00
Payment: 13643				
Great Western Alarm and	Alarm monitoring service	250602107101	07/09/2025	80.00 M
Great Western Alarm and	Alarm monitoring service	250602062101	07/09/2025	80.00 M
Payment 13643 Total:				160.00
Payment: 13644				
Smith's Alarms & Electronics,	Alarm monitoring service -	088740	07/09/2025	240.00 M
Payment 13644 Total:				240.00
Payment: 13645				
Special District Risk	Property/Liability Package	78055	07/09/2025	408,116.30 O
Special District Risk	Workers' Compensation	78524	07/09/2025	63,322.11 O
Payment 13645 Total:				471,438.41

TO: BOARD OF DIRECTORS

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

FROM: JANA ETTEDDGUE *JE*
FINANCE DIRECTOR

DATE: July 3, 2025

AGENDA ITEM
D-1(B)
JULY 9, 2025

WARRANTS – BLACKLAKE ASSESSMENT DISTRICT 2020-1

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$263,582.65
VOIDED CHECKS	NONE

Item D-1(B) Warrants JULY 9, 2025

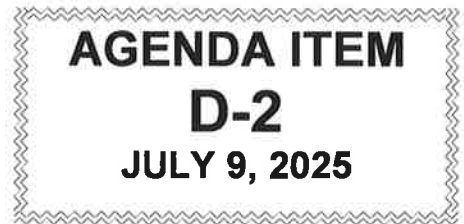
Nipomo Community Services District

By Payment Number

Payment Dates 07/09/2025 -
07/09/2025

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 204				
Cannon Corporation	BL Sewer Consolidation Project	92273	07/09/2025	14,688.50
			Payment 204 Total:	14,688.50
Payment: 205				
Nunley & Associates, Inc.	CM - Blacklake Sewer	1271	07/09/2025	60,794.15
			Payment 205 Total:	60,794.15
Payment: 206				
Spiess Construction Co.	Blacklake Sewer Consolidation	BLA/D - 9	07/09/2025	188,100.00
			Payment 206 Total:	188,100.00

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. *RD*
GENERAL MANAGER
DATE: JULY 2, 2025



**APPROVE JUNE 11, 2025
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. June 11, 2025 draft Board Meeting Minutes

JULY 9, 2025

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

DRAFT REGULAR MEETING MINUTES

JUNE 11, 2025 AT 9:00 A.M.

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

BOARD of DIRECTORS

ED EBY, PRESIDENT
PHIL HENRY, VICE PRESIDENT
GARY HANSEN, DIRECTOR
JOHN JOYCE, DIRECTOR
TOM GLOVER, 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.

A. CALL TO ORDER AND FLAG SALUTE

President Eby called the Regular Meeting of June 11, 2025, 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 in attendance.

Pat McQuillen, Nipomo resident, commented on grants available for installation of an EV charger.

C. PRESENTATIONS AND REPORTS

- C-1) SPRING 2025 GROUND WATER INDEX ("GWI") REVIEW, NEWTON GEO-HYDROLOGY CONSULTING SERVICES [RECOMMEND RECEIVE AND FILE REPORT].

Dr. Brad Newton, Principal with Newton Geo-Hydrology Consulting Services, 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.

Receive Announcements and Reports from Directors

Director Glover

- *May 29, attended NMMA-TG meeting*

Director Henry

- *June 3, attended Board Officer's meeting*

Director Joyce

- *May 29, toured the Joshua Road Pump Station*

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

- June 4, attended open house for Caballero Energy Storage Project

Director Eby

- May 29, attended NMMA-TG meeting
- June 4, attended WRAC meeting

There were no public comments.

- 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 MAY 28, 2025 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]

Ray Dienzo, General Manager, pointed out a correction to the date for D-2, initially listed as approving the minutes for June 11, 2025.

Director Joyce corrected item H on the minutes for May 28, 2025.

There were no public comments.

Upon the motion of Director Glover, and seconded, the Board approved the Consent Agenda, with minor corrections to the minutes of May 28, 2025.

Vote 5-0

YES VOTES	ABSTAIN	ABSENT
Directors Glover, Hansen, Joyce, Henry, and Eby	None	None

E. ADMINISTRATIVE ITEMS

E-1) PUBLIC HEARING TO CONSIDER ANNUAL WORKFORCE VACANCY REPORT IN COMPLIANCE WITH ASSEMBLY BILL 2561 [RECOMMEND RECEIVE AND FILE]

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

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

Director Eby opened the hearing.

There were no verbal or written public comments.

Director Eby closed the hearing.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

- E-2) PUBLIC HEARING TO APPROVE GENERAL MANAGER'S REPORT AND AUTHORIZE RECORDATION OF TAX LIENS FOR PROPERTIES IN ARREARS IN PAYMENT OF SOLID WASTE FEES [RECOMMEND CONDUCT HEARING, AMEND GENERAL MANAGER'S REPORT IF NECESSARY, AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING GENERAL MANAGER'S REPORT AND AUTHORIZING RECORDATION OF LIENS]

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

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

Director Eby opened the hearing.

Pam Wilson, Nipomo resident, commented on the item.

No written comments were received.

Director Eby closed the hearing.

Upon the motion of Director Joyce, and seconded, the Board adopted the resolution.

Vote 5-0

YES VOTES	NO	ABSENT
Directors Joyce, Glover, Hansen, Henry, and Eby	None	None

**RESOLUTION 2025-1738
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT CONFIRMING
REPORT OF DISTRICT GENERAL MANAGER AND ORDERING
THE COLLECTION OF UNPAID SOLID WASTE COLLECTION
CHARGES ON THE TAX ROLL**

- E-3) PUBLIC HEARING TO APPROVE ENGINEER'S REPORT AND AUTHORIZE COLLECTION OF FY 2025-2026 STREET LANDSCAPE MAINTENANCE DISTRICT NO. 1 ASSESSMENTS [RECOMMEND CONDUCT HEARING, AMEND ENGINEER'S REPORT IF NECESSARY AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING ENGINEER'S REPORT AND AUTHORIZING COLLECTION OF ASSESSMENTS]

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

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

Director Eby opened the hearing.

Pat McQuillen, Nipomo resident, commented on the item.

No written comments were received.

Director Eby closed the hearing.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

*Upon the motion of Director Hansen, and seconded, the Board adopted the resolution.
Vote 5-0.*

YES VOTES	NO	ABSENT
Directors Hansen, Henry, Glover, Joyce, and Eby	None	None

RESOLUTION 2025-1739
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT ORDERING THE
LEVY AND COLLECTION OF ASSESSMENTS FOR THE STREET
LANDSCAPE MAINTENANCE DISTRICT NO. 1 FOR FISCAL
YEAR 2025-2026

- E-5) (A) PUBLIC HEARING TO ADOPT 2025-2026 FISCAL YEAR BUDGET AND APPROPRIATION LIMIT [RECOMMEND CONDUCT PUBLIC HEARING, CONSIDER TESTIMONY, ORDER EDITS, IF ANY, AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING 2025-2026 FISCAL YEAR BUDGET AND APPROPRIATION LIMITATION]

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

Director Eby opened the hearing.

Pat McQuillen, Nipomo resident, commented on the item.

No written comments were received.

Director Eby closed the hearing.

Upon the motion of Director Henry, and seconded, the Board adopted the Resolutions, approving the 2025-2026 Fiscal Year Budget and Appropriation Limitation.

Vote 5-0

YES VOTES	NO	ABSENT
Directors Henry, Glover, Joyce, Hansen, and Eby	None	None

RESOLUTION 2025-1740
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT ADOPTING THE
2025-2026 FISCAL YEAR BUDGET

RESOLUTION 2025-1741
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT DETERMINING THE
APPROPRIATION LIMITATION FOR THE 2025-2026 FISCAL
YEAR

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

- E-5) (B) PUBLIC HEARING TO ADOPT 2025-2026 FISCAL YEAR BUDGET FOR NIPOMO SUPPLEMENTAL WATER PROJECT (NSWP) [RECOMMEND CONDUCT PUBLIC HEARING, CONSIDER TESTIMONY, ORDER EDITS, IF ANY, AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING NSWP 2025-2026 FISCAL YEAR BUDGET]

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

Director Eby opened the hearing.

Pat McQuillen, Nipomo resident, commented on the item.

No written comments were received.

Director Eby closed the hearing.

Upon the motion of Director Hansen, and seconded, Board adopted the Resolution approving the NSWP 2025-2026 Fiscal Year Budget.

Vote 5-0

YES VOTES	NO	ABSENT
Directors Hansen, Henry, Glover, Joyce, and Eby	None	None

RESOLUTION 2025-1742

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT ADOPTING THE
NSWP (NIPOMO SUPPLEMENTAL WATER PROJECT) 2025-
2026 FISCAL YEAR BUDGET**

- E-6) AUTHORIZE AGREEMENT FOR CROSS-CONNECTION INSPECTION SERVICES WITH SAN LUIS OBISPO COUNTY [RECOMMEND BY MOTION AND ROLL CALL VOTE AUTHORIZE THE GENERAL MANAGER TO EXECUTE AGREEMENT]

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

Upon the motion of Director Joyce, and seconded, Board authorized the General Manager to execute the agreement.

Vote 5-0

YES VOTES	NO	ABSENT
Directors Joyce, Glover, Hansen, Henry, and Eby	None	None

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

- E-4) PUBLIC HEARING TO APPROVE ENGINEER'S REPORT AND AUTHORIZE COLLECTION OF BLACKLAKE STREET LIGHTING MAINTENANCE ASSESSMENT DISTRICT NO. 2022-1 ASSESSMENTS [RECOMMEND CONDUCT HEARING, AMEND ENGINEER'S REPORT IF NECESSARY AND BY MOTION AND ROLL CALL VOTE ADOPT RESOLUTION APPROVING ENGINEER'S REPORT AND AUTHORIZING COLLECTION OF ASSESSMENTS]

Craig Steele, District Legal Counsel, introduced the item and requested Directors Hansen and Henry recuse themselves from the discussion and ensuing vote due to living in the Blacklake Lighting Maintenance Assessment District area.

Director Hansen recused himself and stepped out.

Director Henry recused himself and stepped out.

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

Director Eby opened the hearing.

Pat McQuillen, Nipomo resident, commented on the item.

No written comments were received.

Director Eby closed the hearing.

Upon the motion of Director Joyce, and seconded, the Board adopted the resolution.

Vote 3-2-0

YES VOTES	ABSTAIN	ABSENT
Directors Joyce, Glover, and Eby	Hansen, Henry	None

**RESOLUTION 2025-1743
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT ORDERING
THE LEVY AND COLLECTION OF ASSESSMENTS FOR
THE BLACKLAKE STREET LIGHTING MAINTENANCE
DISTRICT NO. 2022-1 FOR FISCAL YEAR 2025-2026**

F. GENERAL MANAGER'S REPORT

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

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

There were no public comments

G. COMMITTEE REPORTS

Director Eby attended the Regional Water Management Group (RWMG) meeting and reported that the group voted to remove the Prop. 1 funding for Central Coast Blue and that alternate projects will be considered.

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Eby requested that staff look into whether providing EV chargers to the public is within the District's allowed powers, and if so, ideas on how this additional service can be provided.

I. CLOSED SESSION ANNOUNCEMENTS

Craig Steele, General Counsel, announced that there would be closed session on item 1a.

**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)
- b. NIPOMO ACTION COMMITTEE, ET AL. V. SAN LUIS OBISPO LOCAL AGENCY FORMATION COMMISSION, ET. AL. (SAN LUIS OBISPO COUNTY SUPERIOR COURT CASE NO. 24CV-0768)

ADJOURN MEETING

President Eby adjourned the meeting at 11:30.m.

MEETING SUMMARY	HOURS & MINUTES	
Regular Meeting	2 hours	0 minutes
Closed Session	0 hours	30 minutes
TOTAL HOURS	2 hours	30 minutes

Respectfully submitted,

Ray Dienzo, General Manager and Secretary to the Board

Date

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
AND OPERATIONS
DATE: JULY 1, 2025

**AGENDA ITEM
D-3
JULY 9, 2025**

**CONSIDER REQUEST FOR WATER, SEWER AND
SOLID WASTE SERVICE (INTENT-TO-SERVE LETTER)
FOR TRACT 3148, A MIXED-USE DEVELOPMENT
LOCATED AT 691 WEST TEFFT STREET**

ITEM

Consider request for water, sewer, and solid waste service (Intent-to-Serve Letter) for Tract 3148, a mixed used development located at 691 West Tefft Street, APN 092-577-008 [RECOMMEND CONSIDER INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS].

BACKGROUND

The District received an application for water, sewer and solid waste service for a project located at 691 West Tefft Street, APN 092-577-008. The applicant, Ahmad Mashayekan, is requesting water, sewer and solid waste service for a mixed-use development.

The District previously issued an Intent-to-Serve letter for a mixed-use subdivision in October 2020. However, the Intent-to-Serve letter expired in October 2024.

The project will consist of a subdivision of one (1) existing parcel into six (6) mixed use lots, including twenty (20) condominiums, five (5) commercial buildings, and one common area lot. The District currently provides water, sewer and solid waste service for the existing parcel.

All parcels, existing and planned, will be required to obtain water, sewer and solid waste service in compliance with current District standards. Any existing well(s) on the property will not be utilized to provide domestic water service to any part of the project.

The District's 2020 Urban Water Management Plan Update includes estimated water demands for infill development within the District. Based on the preliminary information provided, total water demand for the project is estimated at 13.12 acre-feet per year ("AFY"). After applying a credit of 1.65 AFY for existing services (1 domestic service @ 1.5-inch and 1 irrigation service @ 1-inch), the project's water demand is estimated at 11.48 AFY. Sufficient supplemental water for the project is available.

Sufficient wastewater treatment capacity for the project is available in the District's Southland WWTF.

FISCAL IMPACT

Water and sewer capacity fees will be based on the domestic and irrigation meter sizes requested for the final County approved project as well as CAL FIRE's fire service requirements. Based on the information provided, the following services are proposed:

- Domestic: 23 @ 1-inch, 1 @ 1.5-inch
- Irrigation: 6 @ 1-inch
- Fire: 1 @ 8-inch
- Sewer: 24 services

The estimated fee deposit for the project is \$719,771 based on the current FY 2025-2026 District fee schedule, including a credit for one existing 1.5-inch domestic water service, one 1-inch irrigation service and one 8-inch fire service. Fees for Connection shall be calculated and owing as of the date the District accepts the public water and sewer improvements for the project and sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.

RECOMMENDATION

Staff recommends that the Board approve the Applicant's request for an Intent-to-Serve letter for the project with the following conditions:

PROJECT-SPECIFIC CONDITIONS

- Twenty (20) 1-inch water meters shall be provided for indoor water use for Lot 2 consisting of 20 condominiums. Water capacity charges are applicable.
- Three (3) 1-inch water meters and backflow assemblies shall be provided for indoor water use for Lots 3, 4, and 5 consisting of one existing commercial building on each lot. Water capacity charges are applicable.
- One (1) 1.5-inch water meter and backflow assembly shall be provided for indoor water use for Lot 6 consisting of 2 future commercial buildings. Water capacity charges are applicable.
- Six (6) separate 1-inch irrigation meters and backflow assemblies shall be provided for irrigation use for Lots 1, 2, 3, 4, 5 and 6. Water capacity charges are applicable.
- A separate 8-inch fire service or larger, as required and approved by CAL FIRE of SLO County, shall be provided for fire sprinkler service. Fire capacity charges are applicable.
- Recorded Covenants, Conditions, and Restrictions (CC&R's), acceptable to the District, that include provisions for maintenance of Lot 1 common parcel infrastructure including fire system lines, water lines, sanitary sewer lines, and irrigation meter as well as payment of all costs related to common parcel infrastructure.
- Recorded Covenants, Conditions, and Restrictions (CC&R's), acceptable to the District, that include provisions for maintenance of Lot 2 common parcel infrastructure including fire system lines, water lines, sanitary sewer lines, and irrigation meter as well as payment of all costs related to common parcel infrastructure.

STANDARD CONDITIONS

- Project shall obtain water, sewer and solid waste service for all parcels.
- CAL FIRE of SLO County must approve the development plans prior to District approval. Fire capacity charges are applicable if dedicated fire service laterals are required.

- Record a restriction, subject to District approval, on the property prohibiting the use of well(s) to provide water service to any parcel within the Project.
- Properly abandon any existing groundwater wells and provide documentation to District.
- Record a restriction, subject to District approval, on all parcels prohibiting use of self-regenerating water softeners.
- Comply with District water conservation program.
- Pay all appropriate District fees associated with this development.
- Applicant shall provide the District with a copy of County application approval and County project conditions of approval.
- Enter into a Plan Check and Inspection Agreement and provide a deposit.
- Submit improvement plans in accordance with the District Standards and Specifications for review and approval. Applicant shall provide plans consistent with current District Standards and based on the proposed lot configuration.
- Any easements required for water and sewer improvements that will be dedicated to the District shall be offered to the District prior to final improvement plan approval.
- Any easements required for private water and sewer laterals shall be recorded prior to final improvement plan approval and shall be subject to District approval.
- All water and sewer improvements to be dedicated to the District shall be bonded for or otherwise secured in the District's name prior to issuance of Will Serve letter.
- A Will-Serve letter for the Project will be issued after improvement plans are approved and signed by the District.
- Applicant shall make a non-refundable deposit ("Deposit") at the time the District issues a Will Serve Letter in an amount equal to the then calculated Fees for Connection.
- Fees for Connection shall be calculated and owing as of the date the District sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.
- Construct the improvements required and submit the following:
 - Reproducible "As Builts" - A mylar copy and digital format disk (PDF) which includes engineer, developer, tract number and water and sewer improvements
 - Offer of Dedication
 - Engineer's Certification
 - Summary of all water and sewer improvement costs
- Solid waste collection services are mandatory. Applicant shall provide proof that the Project is provided with solid waste removal services in accordance with District regulations.
- The District will set water meter(s) upon proof of a building permit from the County of San Luis Obispo, the District's acceptance of improvements to be dedicated to the District, if applicable, and the final payment of all charges and fees owed to the District.
- This letter is void if land use is other than mixed-use as defined by the District.
- Intent-to-Serve letters shall automatically terminate three (3) years from date of issuance. However, Applicant shall be entitled to a one-year extension upon the following conditions:
 - Applicant makes written application for the extension prior to the expiration of the Intent-to-Serve Letter.
 - Applicant provides proof of reasonable due diligence in processing the Project.
 - Applicant agrees to revisions of the conditions contained in the Intent-to-Serve letter consistent with then existing District policies.
- This Intent-to-Serve letter shall be subject to the current and future rules, agreements, regulations, fees, resolutions and ordinances of the District.

- This Intent-to-Serve letter may be revoked, or amended, as a result of conditions imposed upon the District by a court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors.
- District service is conditioned on the applicant complying with all terms, conditions, rules, and regulations of other agencies that have jurisdiction over the project.
- This Intent-to-Serve letter shall not be interpreted as the District's Board of Directors endorsement of the project.
- The District reserves the right to revoke this Intent-to-Serve letter at any time.
- The Applicant shall provide a signed copy of the Intent-to-Serve letter within thirty (30) days of issuance.

ATTACHMENTS

- A. Application
- B. Site Plan

JULY 9, 2025

ITEM D-3

ATTACHMENT A



NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932
Website: ncsd.ca.gov

Office use only:
Date and Time
Complete
Application and
fees received:

RECEIVED RECEIVED

INTENT-TO-SERVE APPLICATION

APR 07 2025

APR 07 2025

NIPOMO COMMUNITY
SERVICES DISTRICT

1. This is an application for: ☒ Sewer and Water Service ☐ Water Service Only
2. SLO County Planning Department/Tract or Development No.: Tract 3148
3. Project location: 691 W. Tefft Street, Nipomo
4. Assessor's Parcel Number (APN) of parcel(s) to be served: 092-577-008
5. Owner Name: Ahmad Mashayekan
6. Mailing Address: 9850 Genesee Ave, #160; La Jolla, CA 92037
7. Email: dmashay@gmail.com
8. Phone: (760) 835-0720 FAX: _____
9. Agent's Information (Architect or Engineer):
Name: MBS Land Surveys, Kerry Margason
Address: 3559 S. Higuera Street, San Luis Obispo, CA 93401
Email: kmargason@mbslandsurveys.com
Phone: (805) 594-1960 FAX: (805) 594-1966
10. Type of Project: (check box) (see Page 3 for definitions)

<input type="checkbox"/> Single-family dwelling units	<input type="checkbox"/> Multi-family dwelling units
<input type="checkbox"/> Commercial	<input checked="" type="checkbox"/> Mixed Use (Commercial and Residential)
11. Does this project require a sub-division? ☒ Yes ☐ No
If yes, number of new lots created 6
12. Site Plan:
For all projects, submit three (3) standard size (24" x 36") and one reduced copy (8½" x 11") of site plans.

Show parcel layout, water and sewer laterals, and general off-site improvements, as applicable. **Note that the District only provides one domestic meter per parcel.**
13. Board Approval:
Board approval is required for the following type of projects:
 - more than four dwelling units
 - property requiring sub-divisions
 - higher than currently permitted housing density
 - commercial developments

14. **RESIDENTIAL SERVICE**

Single Family Residential (SFR)

Number of Parcel's created		Proposed number of SFR	
----------------------------	--	------------------------	--

Multi-Family Residential (MFR)

Number of Parcel's created		Proposed number of MFR	
Number of Domestic Meter(s)		Estimated Meter Size(s)	
Number of Landscape Meter(s)		Estimated Meter Size(s)	
Number of Fire System(s)		Estimated Meter Size(s)	

15. **COMMERCIAL AND/OR MIXED USE SERVICE DEMAND ESTIMATES:**

Commercial and Mixed Use

Number of Parcel's created	6	Proposed number of residential dwellings	20
Number of Domestic Meter(s)	21	Estimated Meter Size(s)	
Number of Landscape Meter(s)	2	Estimated Meter Size(s)	
Number of Fire System(s)	22	Estimated Meter Size(s)	

Lot 2 is
20
condo
units.

16. Provide an estimate of yearly water (AFY) and sewer (gallons) demand for the project prepared by a licensed Engineer/Architect.

See attached sheets prepared by Cebulla Assoc. (3,642 gpd - 4.08 afy). See

Agreement: also improvement plans, utility sheets previously submitted for review.

The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities resulting from the negligence or willful misconduct of the District.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782

Application Processing Fee.....See Attached Fee Schedule on Page 3

The District will only accept cashier's check or bank wire for the payment of Water Capacity, Sewer Capacity and other related development fees.

Date 4/1/25

Signed



(Must be signed by owner or owner's agent)

Print Name Ahmad "David" Mashayekan

DEFINITIONS

(Please note – these definitions do NOT reconcile with standard SLO County Planning Department definitions)

Single-family dwelling unit – means a building designed for or used to house not more than one family.

Accessory (Secondary) dwelling units – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

Multi-family dwelling unit – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

Two-family dwelling units (duplex) – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

Commercial – all non-residential and mixed-use projects.

APPLICATION FEES AND CHARGES
EFFECTIVE July 1, 2024

PROJECT SIZE/TYPE	TOTAL AMOUNT DUE AT TIME OF APPLICATION**
Residential <4 units	\$1,463.79
Residential 4-20 units	\$2,010.64
Residential > 20 units	\$2,367.30
Commercial <1 acre	\$2,010.64
Commercial 1-3 acres	\$2,367.30
Commercial > 3 acres	\$3,270.77
Mixed Use with less than 4 Dwelling Units	\$2,367.30
Mixed Use with four or more Dwelling Units	\$3,270.77
*Outside Consulting and Legal fees will be billed to the Applicant at direct rate.	

**Commencing on July 1, 2024 and each year thereafter the Application Fees shall be adjusted by a Consumer Price Index –Section 2.04.010(B).

JULY 9, 2025

ITEM D-3

ATTACHMENT B



TO: BOARD OF DIRECTORS

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

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

DATE: JULY 1, 2025

AGENDA ITEM
D-4
JULY 9, 2025

**CONSIDER REQUEST FOR WATER, SEWER AND
SOLID WASTE SERVICE (INTENT-TO-SERVE LETTER) FOR
A 2 PARCEL RESIDENTIAL SUBDIVISION LOCATED
AT 766 STORY STREET, APN 092-156-011**

ITEM

Consider request for water, sewer, and solid waste service (Intent-to-Serve Letter) for a 2-parcel residential subdivision located at 766 Story Street, APN 092-156-011 [RECOMMEND CONSIDER INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS].

BACKGROUND

The District received an application for water, sewer and solid waste service for a project located at 766 Story Street, APN 092-156-011. The applicant, Anna Aslanidis, is requesting water, sewer and solid waste service for a 2-parcel residential subdivision.

The project will consist of a subdivision of one (1) existing parcel into two (2) residential parcels. The District currently provides water and solid waste service for the parcel.

All parcels, existing and planned, will be required to obtain water, sewer and solid waste service in compliance with current District standards. Any existing well(s) on the property will not be utilized to provide domestic water service to any part of the project.

The District's 2020 Urban Water Management Plan Update includes estimated water demands for infill development within the District. Based on the preliminary information provided, total water demand for the project is estimated at 0.82 acre-feet per year ("AFY"). After applying a credit of 0.41 AFY for one existing water service (1 @ 1-inch), the project's water demand is estimated at 0.41 AFY. Sufficient supplemental water for the project is available.

Sufficient wastewater treatment capacity for the project is available in the District's Southland WWTF.

FISCAL IMPACT

Water and sewer capacity fees will be based on the domestic meter sizes requested for the final County approved project as well as CAL FIRE's fire service requirements. Based on the information provided, the following services are proposed:

- Domestic: 2 @ 1-inch
- Sewer: 2 services

The estimated fee deposit for the project is \$39,902 based on the current FY 2025-2026 District fee schedule, including a credit for one existing 1-inch water service. Fees for Connection shall be calculated and owing as of the date the District accepts the public water and sewer improvements for the project and sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.

RECOMMENDATION

Staff recommends that the Board approve the Applicant's request for an Intent-to-Serve letter for the project with the following conditions:

PROJECT-SPECIFIC CONDITIONS

- Each new parcel shall be served by a single 1-inch meter and backflow assembly for indoor use and fire sprinkler service, if fire sprinklers are required by CAL FIRE of SLO County.
- Applicant shall install new private lift station and force main for each residential sewer service. Sewer capacity charges are applicable.
- Monthly sewer service charges for each parcel shall begin upon connection to the District's sewer system.
- Applicant shall obtain necessary easements for installation of force main prior to final improvement plan approval and easements shall be subject to District approval.
- Existing septic tank shall be abandoned in accordance with County requirements.

STANDARD CONDITIONS

- Project shall obtain water, sewer and solid waste service for all parcels.
- CAL FIRE of SLO County must approve the development plans prior to District approval. Fire capacity charges are applicable if dedicated fire service laterals are required.
- Record a restriction, subject to District approval, on the property prohibiting the use of well(s) to provide water service to any parcel within the Project.
- Properly abandon any existing groundwater wells and provide documentation to District.
- Record a restriction, subject to District approval, on all parcels prohibiting use of self-regenerating water softeners.
- Comply with District water conservation program.
- Pay all appropriate District fees associated with this development.
- Applicant shall provide the District with a copy of County application approval and County project conditions of approval.
- Enter into a Plan Check and Inspection Agreement and provide a deposit.
- Submit improvement plans in accordance with the District Standards and Specifications for review and approval. Applicant shall provide plans consistent with current District Standards and based on the proposed lot configuration.
- Any easements required for water and sewer improvements that will be dedicated to the District shall be offered to the District prior to final improvement plan approval.
- Any easements required for private water and sewer laterals shall be recorded prior to final improvement plan approval and shall be subject to District approval.

- All water and sewer improvements to be dedicated to the District shall be bonded for or otherwise secured in the District's name prior to issuance of Will Serve letter.
- A Will-Serve letter for the Project will be issued after improvement plans are approved and signed by the District.
- Applicant shall make a non-refundable deposit ("Deposit") at the time the District issues a Will Serve Letter in an amount equal to the then calculated Fees for Connection.
- Fees for Connection shall be calculated and owing as of the date the District sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.
- Construct the improvements required and submit the following:
 - Reproducible "As Builts" - A mylar copy and digital format disk (PDF) which includes engineer, developer, tract number and water and sewer improvements
 - Offer of Dedication
 - Engineer's Certification
 - Summary of all water and sewer improvement costs
- Solid waste collection services are mandatory. Applicant shall provide proof that the Project is provided with solid waste removal services in accordance with District regulations.
- The District will set water meter(s) upon proof of a building permit from the County of San Luis Obispo, the District's acceptance of improvements to be dedicated to the District, if applicable, and the final payment of all charges and fees owed to the District.
- This letter is void if land use is other than residential use as defined by the District.
- Intent-to-Serve letters shall automatically terminate three (3) years from date of issuance. However, Applicant shall be entitled to a one-year extension upon the following conditions:
 - Applicant makes written application for the extension prior to the expiration of the Intent-to-Serve Letter.
 - Applicant provides proof of reasonable due diligence in processing the Project.
 - Applicant agrees to revisions of the conditions contained in the Intent-to-Serve letter consistent with then existing District policies.
- This Intent-to-Serve letter shall be subject to the current and future rules, agreements, regulations, fees, resolutions and ordinances of the District.
- This Intent-to-Serve letter may be revoked, or amended, as a result of conditions imposed upon the District by a court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors.
- District service is conditioned on the applicant complying with all terms, conditions, rules, and regulations of other agencies that have jurisdiction over the project.
- This Intent-to-Serve letter shall not be interpreted as the District's Board of Directors endorsement of the project.
- The District reserves the right to revoke this Intent-to-Serve letter at any time.
- The Applicant shall provide a signed copy of the Intent-to-Serve letter within thirty (30) days of issuance.

ATTACHMENTS

- A. Application
- B. Site Plan

JULY 9, 2025

ITEM D-4

ATTACHMENT A



NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932
Website: ncsd.ca.gov

Office use only
Date and Time
Complete
Application and
Fees received

JUN 24 2024

NIPOMO COMMUNITY
SERVICES DISTRICT

INTENT-TO-SERVE APPLICATION

- 1 This is an application for: ☒ Sewer and Water Service ☒ Water Service Only
- 2 SLO County Planning Department/Tract or Development No: TRACT 982 LOT #7
- 3 Project location: 766 STORY ST
- 4 Assessor's Parcel Number (APN) of parcel(s) to be served: 692-156-011
- 5 Owner Name: Anna Aslanidis
- 6 Mailing Address: 467 TERRACE ST
- 7 Email: ghostwnter24-72att.net
- 8 Phone: (805) 518-4995 FAX: _____
- 9 Agent's Information (Architect or Engineer):
Name: SLO county pre-reviewed plans
Address: Dave Stetson
Email: _____
Phone: _____ FAX: _____
10. Type of Project: (check box) (see Page 3 for definitions)
- | | |
|--|---|
| <input checked="" type="checkbox"/> Single-family dwelling units | <input type="checkbox"/> Multi-family dwelling units |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Mixed Use (Commercial and Residential) |
11. Does this project require a sub-division? ☒ Yes ☐ No SB9
If yes, number of new lots created 1
- 12 Site Plan:
For all projects, submit three (3) standard size (24" x 36") and one reduced copy (8½" x 11") of site plans.
Show parcel layout, water and sewer laterals, and general off-site improvements, as applicable. Note that the District only provides one domestic meter per parcel.
- 13 Board Approval:
Board approval is required for the following type of projects:
- more than four dwelling units
 - property requiring sub-divisions
 - higher than currently permitted housing density
 - commercial developments

NIPOMO COMMUNITY SERVICES DISTRICT
Intent to Serve Application

Page 2 of 3

14 RESIDENTIAL SERVICE

Single Family Residential (SFR)

Number of Parcel's created		Proposed number of SFR	1
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Multi-Family Residential (MFR)

Number of Parcel's created		Proposed number of MFR	
Number of Domestic Meter(s)		Estimated Meter Size(s)	
Number of Landscape Meter(s)		Estimated Meter Size(s)	
Number of Fire System(s)		Estimated Meter Size(s)	

15 COMMERCIAL AND/OR MIXED USE SERVICE DEMAND ESTIMATES:

Commercial and Mixed Use

Number of Parcel's created		Proposed number of residential dwellings	
Number of Domestic Meter(s)		Estimated Meter Size(s)	
Number of Landscape Meter(s)		Estimated Meter Size(s)	
Number of Fire System(s)		Estimated Meter Size(s)	

- 16 Provide an estimate of yearly water (AFY) and sewer (gallons) demand for the project prepared by a licensed Engineer/Architect.

Agreement:

The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities resulting from the negligence or willful misconduct of the District.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782

Application Processing Fee.....See Attached Fee Schedule on Page 3

The District will only accept cashier's check or bank wire for the payment of Water Capacity, Sewer Capacity and other related development fees.

Date 6-14-24 Signed

Anna Aslanidis
(Must be signed by owner or owner's agent)

Print Name Anna Aslanidis

DEFINITIONS

(Please note – these definitions do NOT reconcile with standard SLO County Planning Department definitions)

Single-family dwelling unit – means a building designed for or used to house not more than one family.

Accessory (Secondary) dwelling units – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

Multi-family dwelling unit – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

Two-family dwelling units (duplex) – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

Commercial – all non-residential and mixed-use projects.

**APPLICATION FEES AND CHARGES
EFFECTIVE July 1, 2023**

PROJECT SIZE/TYPE	TOTAL AMOUNT DUE AT TIME OF APPLICATION**
Residential <4 units	\$1,437.40
Residential 4-20 units	\$1,974.39
Residential > 20 units	\$2,324.61
Commercial <1 acre	\$1,974.39
Commercial 1-3 acres	\$2,324.61
Commercial > 3 acres	\$3,211.79
Mixed Use with less than 4 Dwelling Units	\$2,324.61
Mixed Use with four or more Dwelling Units	\$3,211.79
*Outside Consulting and Legal fees will be billed to the Applicant at direct rate.	

**Commencing on July 1, 2008 and each year thereafter the Application Fees shall be adjusted by a Consumer Price Index formula.

JULY 9, 2025

ITEM D-4

ATTACHMENT B

TO: BOARD OF DIRECTORS
REVIEWED: RAY DIEZO, P.E. *R.D.*
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: JUNE 26, 2025

AGENDA ITEM
D- 5
JULY 9, 2025

**AUTHORIZE TASK ORDER FOR
ON-CALL ENGINEERING SERVICES WITH MICHAEL K. NUNLEY AND
ASSOCIATES**

ITEM

Authorize Task Order for On-Call engineering services in the amount of \$52,530 with Michael K. Nunley and Associates ("MKN") [RECOMMEND AUTHORIZE TASK ORDER].

BACKGROUND

Engineering functions are critical to the operation of the District. Currently, the District needs to bring on additional engineering capacity to move important work forward due to an approved leave of absence.

MKN will provide an Assistant Engineer II to work approximately 8 hours per week in a role backing up the District's Director of Engineering and Operations in reviewing applications for new services, reviewing development plans and specifications, and providing other engineering support.

FISCAL IMPACT

Budgeted funding will be used for the Task Order.

RECOMMENDATION

Staff recommends that the Board authorize staff to execute a Task Order in the amount of \$52,530 with MKN for on-call engineering services.

ATTACHMENTS

- A. MKN Proposal dated April 8, 2025

JULY 9, 2025

ITEM D-5

ATTACHMENT A



354 Pacific Street
San Luis Obispo, CA 93401
805-329-4773 [PHONE](tel:805-329-4773)
805-904-6532 [FAX](tel:805-904-6532)

April 8, 2025

Mr. Peter Sevcik, PE
Director of Engineering & Operations
Nipomo Community Services District
Submitted electronically

Re: Proposal for On-Call Engineering Support

Dear Peter,

As requested, Michael K. Nunley & Associates, Inc., (MKN) has prepared this proposal to provide on-call engineering services for the District. Services may include, but are not limited to, review of applications for new services, review of contractor submittals, review of draft plans and specifications provided by others, assistance with project management, alternatives assessments, etc., as directed by District staff.

We understand that the District may need additional engineering assistance while existing staff plans to be on temporary leave. The exact scope of work and associated level of effort needed is unknown. To provide an initial budget, we have utilized the following assumptions:

- Estimated timeframe for services will be mid-June through the end of October, approximately 20 weeks
- MKN will provide an Assistant Engineer II at the District's office one day per week
 - 8 hours over one day, in office
 - 1 hour of travel per day
 - Mileage reimbursement of \$0.70 per mile at 25 miles each way
- Principal Engineer and Project Director will provide oversight and support (30 hours)
- An allowance for as-needed engineering services of \$15,000

MKN will perform this work on a time and materials basis in accordance with the attached fee schedule with a not-to-exceed budget of \$52,530. Additional details are provided in the attached table.



We hope this proposal meets your expectations. We're happy to discuss and adjust the scope to best meet the District's needs. Please let me know if you have any questions. We look forward to continuing to assist the District in support of the community of Nipomo.

Sincerely,

A handwritten signature in black ink, reading 'Eileen Shields'.

Eileen Shields, PE
Operations Manager

Enclosures:

1. Estimated Engineering Fee
2. MKN Rate Schedule

Nipomo CSD

On-Call Engineering Support



	Hourly Rates			289	257	160	Total Hours (MKN)		Labor (MKN)		ODCs (MKN)		Non-Labor Costs		Total Fee
	Project Director														
	Principal Engineer														
	Assistant Engineer II														
Task Group 1: A,B,C															
Task 1.1 In-Office Support (AE2 1 day/wk for 20 wks)				10	20	180	210	\$ 36,830	\$ 700	\$ 700	\$ 700	\$ 37,530			
Task 1.2 Allowance for as-needed support								\$ 15,000			\$ -	\$ 15,000			
Subtotal				10	20	180	210	\$ 51,830	\$ 700	\$ 700	\$ 700	\$ 52,530			
TOTAL BUDGET				10	20	180	210	\$ 51,830	\$ 700	\$ 700	\$ 700	\$ 52,530			



2025 FEE SCHEDULE

CATEGORY	POSITION	HOURLY RATE
Communications and Administrative	Administrative Assistant	\$113
	Strategic Communications Coordinator	\$121
	Strategic Communications Specialist	\$147
Designers and Technicians	CAD Technician I	\$137
	CAD Design Technician II	\$158
	Senior Designer	\$176
Planning	Assistant Planner I	\$140
	Assistant Planner II	\$160
	GIS Specialist	\$173
	Planner I	\$189
	Planner II	\$205
	Senior Planner	\$215
Engineers	Engineering Technician	\$103
	Assistant Engineer I	\$140
	Assistant Engineer II	\$160
	Project Engineer I	\$189
	Project Engineer II	\$205
	Senior Engineer I	\$221
	Senior Engineer II	\$231
	Senior Engineer III	\$247
	Principal Engineer	\$257
Project Management	Project Manager	\$231
	Senior Project Manager	\$267
	Project Director	\$289
	Senior Project Director	\$308
Construction Management Services	Scheduler	\$179
	*** Construction Inspector	\$200
	Assistant Resident Engineer	\$200
	Resident Engineer	\$212
	Construction Manager	\$231
	Principal Construction Manager	\$272

The foregoing Billing Rate Schedule is effective through December 31, 2025 and will be adjusted each year after at a rate of 2 to 5%.

DIRECT PROJECT EXPENSES

Outside Reproduction	Cost + 10%
Subcontracted or Subconsultant Services	Cost + 10%
Travel & Subsistence (other than mileage)	Cost
Auto Mileage	Current IRS Rate

*** 40 hrs per week assumed; part-time rates can be provided upon request

Rates also subject to prevailing wage mandatory increases during a calendar year