

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. *RWD*
GENERAL MANAGER
DATE: SEPTEMBER 18, 2026



PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) INTRODUCE NEW STAFF MEMBERS
- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. *Rd*
GENERAL MANAGER
DATE: SEPTEMBER 18, 2026



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 AUGUST 26, 2026 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
- D-3) AUTHORIZE TASK ORDER AND BUDGET AMENDMENT FOR ADDITIONAL
CONSTRUCTION MANAGEMENT SERVICES WITH MKN AND ASSOCIATES FOR
BLACKLAKE SEWER SYSTEM CONSOLIDATION PROJECT LIFT STATIONS AND
BLACKLAKE WASTEWATER RECLAMATION FACILITY DECOMMISSIONING
[RECOMMEND AUTHORIZE TASK ORDER IN THE AMOUNT OF \$117,854 AND
APPROVE RESOLUTION FOR BUDGET AMENDMENT]
- D-4) AUTHORIZE CONTRACT AMENDMENT AND BUDGET AMENDMENT FOR
ENVIRONMENTAL COMPLIANCE SERVICES FOR BLACKLAKE SEWER SYSTEM
CONSOLIDATION PROJECT WITH SWCA ENVIRONMENTAL CONSULTANTS
[RECOMMEND AUTHORIZE CONTRACT AMENDMENT AND APPROVE
RESOLUTION FOR BUDGET AMENDMENT].
- D-5) AUTHORIZE TASK ORDER AND BUDGET ADJUSTMENT FOR ADDITIONAL
CONSTRUCTION MANAGEMENT SERVICES WITH MNS ENGINEERS, INC. FOR
FRONTAGE ROAD TRUNK SEWER PHASE 1 REPLACEMENT PROJECT
[RECOMMEND BY MOTION AND ROLL CALL APPROVE TASK ORDER WITH MNS
ENGINEERS, INC. IN THE AMOUNT OF \$64,071 AND AUTHORIZE STAFF TO
EXECUTE TASK ORDER AND RESOLUTION FOR THE BUDGET ADJUSTMENT].
- D-6) DECLARE 2015 FORD F-250 PICKUP TRUCK SURPLUS AND AUTHORIZE SALE
[RECOMMEND DECLARE 2015 FORD F-250 PICKUP TRUCK SURPLUS AND
AUTHORIZE STAFF TO DISPOSE OF BY SALE]
- D-7) AUTHORIZE TASK ORDER AND BUDGET ADJUSTMENT FOR NIPOMO
COMMUNITY SERVICES DISTRICT'S REPLACEMENT COMPUTER SYSTEM
SERVERS PROJECT [RECOMMEND ADOPT RESOLUTION AUTHORIZING STAFF
TO EXECUTE TASK ORDER IN THE AMOUNT OF \$122,806.51 WITH CLEVER
DUCKS, AUTHORIZE CHANGE ORDER CONTINGENCY IN THE AMOUNT OF
\$25,000, AND APPROVE A BUDGET ADJUSTMENT OF \$48,000].

TO: BOARD OF DIRECTORS

REVIEWED: RAY DIENZO, P.E. *RD*
GENERAL MANAGER

FROM: LISA BOGNUDA
INTERIM ASSISTANT GM

DATE: SEPTEMBER 18, 2026

AGENDA ITEM
D-1(A)
SEPTEMBER 23, 2026

WARRANTS

COMPUTER CHECKS GENERATED – SEE ATTACHED	\$984,869.20
HAND WRITTEN CHECKS	NONE
VOIDED CHECKS	NONE

Item D-1(A) Warrants SEPTEMBER 23, 2026

Nipomo Community Services District

By Payment Number

Payment Dates 09/23/2026 - 09/23/2026

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 14899				
Achievement House, Inc.	Clean Streets Program - July 2...	81523	09/23/2026	5,040.00
Achievement House, Inc.	Clean Streets Program - 4th of ..	81524	09/23/2026	607.50
Payment 14899 Total:				5,647.50
Payment: 14900				
Advantage Answering Plus, Inc.	Answering service	000041-303-991	09/23/2026	460.00
Payment 14900 Total:				460.00
Payment: 14901				
Akeso fka Industrial Medical G...	Pre-Employment Screening	EM091975	09/23/2026	295.00
Payment 14901 Total:				295.00
Payment: 14902				
American Industrial Supply	250' coated cable, turned eye...	0422551-IN	09/23/2026	399.27
Payment 14902 Total:				399.27
Payment: 14903				
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI630761	09/23/2026	1,227.51
Brenntag Pacific, Inc.	Sodium hypochlorite	BPI631106	09/23/2026	854.67
Brenntag Pacific, Inc.	Ammonium Sulfate	BPI630762	09/23/2026	1,475.70
Brenntag Pacific, Inc.	Ammonium Sulfate	BPI630760	09/23/2026	1,040.85
Brenntag Pacific, Inc.	Sodium Hypochlorite	BPI630763	09/23/2026	2,718.86
Payment 14903 Total:				7,317.59
Payment: 14904				
California Electric Supply	Fluke Meter Hanging Kit	7826-1215361	09/23/2026	62.54
Payment 14904 Total:				62.54
Payment: 14905				
CalPortland Construction	Class 2 Base & Sand	97332951	09/23/2026	1,117.39
Payment 14905 Total:				1,117.39
Payment: 14906				
Cannon Corporation	TO 25-06 Foothill Water Tank ...	96815	09/23/2026	7,203.00
Payment 14906 Total:				7,203.00
Payment: 14907				
Center For Hearing Health, Inc.	Annual audiometric testing	22280	09/23/2026	780.00
Payment 14907 Total:				780.00
Payment: 14908				
Charter Communications	Dedicated fiber line - Shop an...	170591901090126	09/23/2026	550.00
Payment 14908 Total:				550.00
Payment: 14909				
Charter Communications	Dedicated fiber line - Shop an...	170593201090126	09/23/2026	550.00
Payment 14909 Total:				550.00
Payment: 14910				
Clever Ducks	Monthly computer support bill..	INV-2294	09/23/2026	6,944.17
Payment 14910 Total:				6,944.17
Payment: 14911				
Core & Main, LP	Tube fittings, ammonia vials, r...	INV0034953	09/23/2026	590.36
Core & Main, LP	Flanged valves, 6" hex bolt & ...	Z620200	09/23/2026	2,181.47
Core & Main, LP	Pack joints, adapters	Z573798	09/23/2026	1,362.08
Core & Main, LP	Chlorine analyzer reagent sets	INV0035048	09/23/2026	6,853.89
Payment 14911 Total:				10,987.80
Payment: 14912				
DataProse, LLC	Mail bills/late notices	DP2603990	09/23/2026	826.57
DataProse, LLC	Postage bills/late notices	DP2603990-2	09/23/2026	3,397.60

Item D-1(A) Warrants SEPTEMBER 23, 2026

Payment Dates: 09/23/2026 - 09/23/2026

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 14912				
Payment 14912 Total:				4,224.17
Electricraft, Inc.	Control panel conduit work for..	22781	09/23/2026	626.08
Electricraft, Inc.	SCADA work for Maria Vista lif...	22784	09/23/2026	868.34
Payment 14913 Total:				1,494.42
Payment: 14914				
Engel & Gray, Inc.	Biosolids collection	68X00009	09/23/2026	11,207.15
Payment 14914 Total:				11,207.15
Payment: 14915				
Excel Personnel Services, Inc.	Employment agency	4779548	09/23/2026	558.00
Excel Personnel Services, Inc.	Employment agency	4777198	09/23/2026	558.00
Payment 14915 Total:				1,116.00
Payment: 14916				
Farm Supply Company	Weed abatement, camlocks, c...	109088	09/23/2026	402.31
Payment 14916 Total:				402.31
Payment: 14917				
FGL Environmental	Lab tests	682849A	09/23/2026	80.00
FGL Environmental	Lab tests	681907A	09/23/2026	858.00
FGL Environmental	Lab tests	682830A	09/23/2026	80.00
FGL Environmental	Lab tests	682885A	09/23/2026	80.00
FGL Environmental	Lab tests	682870A	09/23/2026	80.00
FGL Environmental	Lab tests	681616A	09/23/2026	858.00
FGL Environmental	Lab tests	681580A	09/23/2026	858.00
FGL Environmental	Lab tests	682918A	09/23/2026	80.00
FGL Environmental	Lab tests	682848A	09/23/2026	44.00
Payment 14917 Total:				3,018.00
Payment: 14918				
First American Data Tree, LLC	Database Subscription August...	20064070826	09/23/2026	1,800.00
Payment 14918 Total:				1,800.00
Payment: 14919				
Left Coast T-Shirt Company	Uniform caps	49046	09/23/2026	1,091.31
Payment 14919 Total:				1,091.31
Payment: 14920				
Miner's Ace Hardware	Supplies	AUG2026	09/23/2026	903.59
Payment 14920 Total:				903.59
Payment: 14921				
Mission Uniform Service	Uniforms	526692836	09/23/2026	282.97
Mission Uniform Service	Uniforms	526651227	09/23/2026	282.97
Payment 14921 Total:				565.94
Payment: 14922				
MNS Engineers, Inc.	CM - Frontage Road Trunk Se...	26090468R	09/23/2026	35,596.00
Payment 14922 Total:				35,596.00
Payment: 14923				
Multi W Systems	Maria Vista lift station rehab	32630983	09/23/2026	7,608.75
Payment 14923 Total:				7,608.75
Payment: 14924				
NewLane Finance Company	Telephone	1047071	09/23/2026	349.73
Payment 14924 Total:				349.73
Payment: 14925				
Newton Geo-Hydrology Consu...	Litigation Support Through 8-...	AUGUST 2026	09/23/2026	2,775.00
Payment 14925 Total:				2,775.00
Payment: 14926				
Nipomo Community Services D..	Water	AUG2026	09/23/2026	4,212.61
Payment 14926 Total:				4,212.61

Item D-1(A) Warrants SEPTEMBER 23, 2026

Payment Dates: 09/23/2026 - 09/23/2026

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 14927				
Nunley & Associates, Inc.	2025 Urban WMP	3898-2026	09/23/2026	4,795.75
Nunley & Associates, Inc.	Bid Services & ESDC Frontage ...	3897	09/23/2026	3,217.50
Nunley & Associates, Inc.	Southland WWTF Pmt. & Ph2 ...	3840	09/23/2026	13,012.81
Nunley & Associates, Inc.	CM Blacklake LS Sewer Consol...	3843	09/23/2026	32,026.60
Nunley & Associates, Inc.	2026 Annual Water Supply & ...	3825	09/23/2026	1,712.25
Nunley & Associates, Inc.	PCIA Tract 3148 691 W Tefft St	3899-2026	09/23/2026	1,282.50
Payment 14927 Total:				56,047.41
Payment: 14928				
Nu-Tech Pest Management	Pest/Rodent Control	0199019	09/23/2026	265.00
Nu-Tech Pest Management	Pest/Rodent Control	0199021	09/23/2026	75.00
Payment 14928 Total:				340.00
Payment: 14929				
OEC	Lab Tests - Southland	A260902	09/23/2026	4,853.66
OEC	Lab Tests - Water	A260903	09/23/2026	3,300.00
OEC	Lab Tests - Blacklake	A260901	09/23/2026	3,165.88
Payment 14929 Total:				11,319.54
Payment: 14930				
PG&E	Electricity	AUGUST 2026	09/23/2026	97,010.00
Payment 14930 Total:				97,010.00
Payment: 14931				
Pollard Water	5 Gal Shore Pump & Fire Hose...	0317118	09/23/2026	2,424.47
Pollard Water	Credit Memo - Dechlorination...	CMC316566	09/23/2026	-396.61
Pollard Water	Dechlorination Tablets	0316566	09/23/2026	4,540.69
Payment 14931 Total:				6,568.55
Payment: 14932				
R. Baker, Inc.	Juniper sewer cleanout work	1156	09/23/2026	6,359.48
Payment 14932 Total:				6,359.48
Payment: 14933				
Richards, Watson & Gershon	General legal services through...	259933	09/23/2026	7,162.80
Richards, Watson & Gershon	General legal services through...	260301	09/23/2026	3,662.68
Richards, Watson & Gershon	Water rights adjudication - Jul...	259934	09/23/2026	932.40
Richards, Watson & Gershon	Water rights adjudication - Au...	260302	09/23/2026	1,665.00
Payment 14933 Total:				13,422.88
Payment: 14934				
Simplot Grower Solutions	CAN 17	780182887	09/23/2026	767.64
Payment 14934 Total:				767.64
Payment: 14935				
Smith's Alarms & Electronics, ...	Alarm Monitoring Service - Oc...	0100568	09/23/2026	240.00
Payment 14935 Total:				240.00
Payment: 14936				
Special District Risk Managem...	FY 25-26 Worker's Compensat...	80978	09/23/2026	2,960.38
Payment 14936 Total:				2,960.38
Payment: 14937				
Statewide Traffic Safety & Sig...	Safety Cone Signs	03026789	09/23/2026	113.02
Payment 14937 Total:				113.02
Payment: 14938				
UBEO Business Services fka Ra...	B&W/Color copies	INWV5376812	09/23/2026	470.82
Payment 14938 Total:				470.82
Payment: 14939				
UPS Store #6031	Package Handling	182	09/23/2026	17.15
Payment 14939 Total:				17.15
Payment: 14940				
US Bank National Association	Storage Unit	AUGUST 2026 - D	09/23/2026	315.00
US Bank National Association	Travel & Meals	AUGUST 2026 - B	09/23/2026	800.73
US Bank National Association	Office Supplies	AUGUST 2026 - F	09/23/2026	1,024.61

Item D-1(A) Warrants SEPTEMBER 23, 2026

Payment Dates: 09/23/2026 - 09/23/2026

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
US Bank National Association	Operating Supplies	AUGUST 2026 - E	09/23/2026	683.42
US Bank National Association	Software Subscriptions	AUGUST 2026 - C	09/23/2026	1,720.00
US Bank National Association	Board Meeting Supplies	AUGUST 2026- A	09/23/2026	25.30
Payment 14940 Total:				4,569.06
Payment: 14941				
W.M. Lyles Co	Frontage Road Trunk Sewer P...	FR2526-189 - 8	09/23/2026	252,847.62
Payment 14941 Total:				252,847.62
Payment: 14942				
Wallace Group	FOG Program	68506	09/23/2026	5,519.28
Payment 14942 Total:				5,519.28
Payment: 14943				
Waste Connections	Waste Collection - Office	9503385U120	09/23/2026	73.19
Waste Connections	Waste Collection - Old Town	9504091U120	09/23/2026	338.20
Waste Connections	Waste Collection - Southland	9504354U120	09/23/2026	343.12
Payment 14943 Total:				754.51
Payment: 14944				
Westamerica Bank	Installment Payment for Vactor	OCTOBER 2026	09/23/2026	71,964.56
Payment 14944 Total:				71,964.56
Payment: 14945				
Zierman Plumbing, Inc	Plumbing Repair - Leak at Sou...	26952	09/23/2026	740.00
Payment 14945 Total:				740.00
Payment: 14946				
Cannon Corporation	Blacklake Sewer Consolidation	96937	09/23/2026	2,602.59
Payment 14946 Total:				2,602.59
Payment: 14947				
Spiess Construction Co.	Blacklake Sewer Consolidation	FR2526-189-9	09/23/2026	331,555.47
Payment 14947 Total:				331,555.47
Grand Total:				984,869.20

TO: BOARD OF DIRECTORS

REVIEWED: RAY DIENZO, P.E. *RD*
GENERAL MANAGER

FROM: LISA BOGNUDA
INTERIM ASSISTANT GM

DATE: SEPTEMBER 18, 2026

AGENDA ITEM
D-1(B)
SEPTEMBER 23, 2026

WARRANTS – DANA RESERVE CAPACITY FUND

COMPUTER CHECKS GENERATED	\$20,308.25
VOIDED CHECKS	NONE

Item D-1(B) Warrants SEPTEMBER 23, 2026

Nipomo Community Services District

By Payment Number

Payment Dates 09/23/2026 - 09/23/2026

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 202				
Nunley & Associates, Inc.	Oakglen Ave Waterline Impro...	3900-2026	09/23/2026	20,308.25
Payment 202 Total:				20,308.25
Grand Total:				20,308.25

TO: BOARD OF DIRECTORS
FROM: RAY DIENZO, P.E. *RD*
GENERAL MANAGER
DATE: SEPTEMBER 18, 2026



**APPROVE AUGUST 26, 2026
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. August 26, 2026 draft Board Meeting Minutes

SEPTEMBER 23, 2026

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

DRAFT REGULAR MEETING MINUTES

AUGUST 26, 2026 AT 9:00 A.M.

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

BOARD of DIRECTORS

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

PRINCIPAL STAFF

RAY DIENZO, GENERAL MANAGER
JANA ETTEDDGUE, FINANCE DIR/ASST GM
ELIZABETH GAMEZ, DISTRICT ENGINEER
FRANCISCO MALDONADO, OPERATIONS MGR.
CRAIG STEELE, GENERAL COUNSEL

A. CALL TO ORDER AND FLAG SALUTE

President Henry called the Regular Meeting of August 26, 2026, to order at 9:00 a.m. and led the flag salute.

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

At Roll Call, all Directors were present.

There were no public comments.

C. PRESENTATIONS AND REPORTS

C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS

Director Eby

- *August 4, attended Facilities and Water Resources Committee meeting*
- *August 5, attended WRAC meeting*
- *August 7, attended NCSD Special Meeting*
- *August 20, LAFCO cancelled*
- *August 24, attended SCAC meeting*

Director Hansen

- *August 7, attended NCSD Special Meeting*

Director Joyce

- *August 24, attended SCAC meeting*

Director Glover

- *August 4, attended Facilities and Water Resources Committee meeting*
- *August 7, attended NCSD Special Meeting*
- *August 18, attended Board Officers meeting*

Director Henry

- *August 18, attended Board Officers meeting*

There were no public comments.

SUBJECT TO BOARD APPROVAL

- 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) (A) APPROVE JULY 22, 2026 REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
(B) APPROVE AUGUST 7, 2026 SPECIAL BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
- D-3) BIENNIAL REVIEW AND UPDATE OF LOCAL CONFLICT OF INTEREST CODE
[RECOMMEND CONDUCT REVIEW AND ADOPT RESOLUTION]
- D-4) DECLARE MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE SALE/DISPOSAL [RECOMMEND DECLARE MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE SALE/DISPOSAL]
- D-5) CONSIDER REQUEST FOR WATER, SEWER, AND SOLID WASTE SERVICE (INTENT-TO-SERVE LETTER) FOR TRACT 3223, A 55-UNIT RESIDENTIAL SUBDIVISION LOCATED AT 655 JUNIPER STREET [RECOMMEND CONSIDER INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS]

Upon the motion of Director Eby, and seconded by Director Hansen, the Board adopted the Consent Agenda, with minor corrections to the minutes of August 7, 2026.

Vote 5-0-0

Item	YES VOTES	ABSTAIN	ABSENT
D-1, D-2(A), D-3 to D-5	Directors Eby, Hansen, Joyce, Glover, and Henry,	None	None

RESOLUTION 2026-1775
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT ADOPTING AN
UPDATED CONFLICT OF INTEREST CODE

Vote 4-1-0

D-2(B)	Directors Eby, Hansen, Joyce, and Glover,	Henry	None
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SUBJECT TO BOARD APPROVAL

E. ADMINISTRATIVE ITEMS

- E-1) CONSIDER THE UPDATED NIPOMO COMMUNITY SERVICES DISTRICT 2026 STRATEGIC PLAN [RECOMMEND REVIEW AND PROVIDE DIRECTION TO STAFF]

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

Martin Rauch, Principal at Rauch Communications, presented the item and answered questions from the Board.

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

There were no public comments.

The Board directed staff to make suggested corrections and bring the final draft to the Board for approval.

- E-2) CONSIDER CHANGE TO SOLID WASTE FRANCHISE FEE [RECOMMEND REVIEW AND PROVIDE DIRECTION TO STAFF]

Ray Dienzo, General Manager, answered questions from the Board.

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

Jeff Clarin, District Manager for South County Sanitary Services, commented on the item.

The Board approved reducing the solid waste franchise fee to 4% and directed staff to prepare the resolution adopting the amended fee for adoption at the next Board meeting.

- E-3) SECOND AMENDMENT TO EMPLOYMENT AGREEMENT BETWEEN THE NIPOMO COMMUNITY SERVICES DISTRICT AND THE GENERAL MANAGER [RECOMMEND APPROVE THE SECOND AMENDMENT TO THE EMPLOYMENT AGREEMENT FOR THE GENERAL MANAGER]

Ray Dienzo, General Manager, recused himself from the discussion and left the room.

Craig Steele, Legal Counsel, presented the item, made the oral report required by Government Code Section 54953, and answered questions from the Board.

Upon the motion of Director Eby, and seconded by Director Glover, the Board approved the Second Amendment to the Employment Agreement with the General Manager.

Vote 5-0-0

YES VOTES	ABSTAIN	ABSENT
<i>Directors Eby, Glover, Joyce, Hansen, and Henry,</i>	<i>None</i>	<i>None</i>

SUBJECT TO BOARD APPROVAL

F. GENERAL MANAGER'S REPORT

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

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

There were no public comments

G. COMMITTEE REPORTS

Director Eby reported that the Facilities and Water Resources Committee met to review and provide comments on the Urban Water Management Plan Update.

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Joyce requested the Ray Dienzo modify the chart in the General Manager's Report.

I. CLOSED SESSION ANNOUNCEMENTS

Craig Steele, Legal 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)

J. ADJOURN TO CLOSED SESSION

The Board adjourned to closed session at 10:26 a.m.

K. OPEN SESSION

Craig Steele, Legal Counsel, announced there were no reportable actions in closed session.

ADJOURN MEETING

President Henry adjourned the meeting at 11:09 a.m.

MEETING SUMMARY	HOURS & MINUTES			
Regular Meeting	1	hours	26	minutes
Closed Session	0	hours	43	minutes
TOTAL HOURS	2	hours	9	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. 
GENERAL MANAGER

FROM: ELIZABETH GAMEZ, EIT
DISTRICT ENGINEER

DATE: SEPTEMBER 16, 2026



**AUTHORIZE TASK ORDER AND BUDGET AMENDMENT FOR
ADDITIONAL CONSTRUCTION MANAGEMENT SERVICES WITH
MKN & ASSOCIATES FOR BLACKLAKE SEWER SYSTEM
CONSOLIDATION PROJECT LIFT STATIONS AND BLACKLAKE
WASTEWATER RECLAMATION FACILITY DECOMMISSIONING**

ITEM

Authorize Task Order with MKN & Associates, Inc. ("MKN") for additional construction management services for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Water Reclamation Facility Decommissioning in the amount of \$117,854 [RECOMMEND AUTHORIZE TASK ORDER IN THE AMOUNT OF \$117,854 WITH MKN AND APPROVE RESOLUTION FOR BUDGET AMENDMENT].

BACKGROUND

The Nipomo Community Services District ("District") worked with the Blacklake community to create an assessment district to fund the proposed Blacklake Sewer System Consolidation Project ("Project"). The assessment district was approved in March 2020. The Project involves the construction of a sanitary sewer lift station and force main to convey raw wastewater from the Blacklake Sewer Service Area to the Town Sewer Service Area for treatment at the District's Southland Wastewater Treatment Facility, and decommissioning of the existing Blacklake Water Reclamation Facility ("WRF").

The lift station portion of the Project work involves, but is not limited to, the construction of the Blacklake Lift Station, approximately 700 feet of gravity sewer, approximately 400 feet of force main, various site improvements, associated appurtenances, and decommissioning of the Blacklake WRF. The Project also includes construction of a replacement lift station for the existing Woodgreen Lift Station, which has reached the end of its life. Construction is currently underway.

MKN was previously selected by the Board to provide construction management services for the Project. Services included full-time inspection, materials testing, and coordination of the environmental monitoring required for the Project. The original contract anticipated a construction duration of 14 months. The contractor is behind schedule in completing the Project and it is now anticipated that the Project will not be completed until November 2026, for a total duration of 27 months. MKN is approaching the contract amount for the Project and has requested a budget amendment.

MKN submitted the attached proposal to perform the remaining work for a not to exceed amount of \$117,854. The proposal includes full-time inspection, materials testing, and coordination of the environmental monitoring required for the project.

FISCAL IMPACT

The Fiscal Year 2026-2027 Budget includes funding in the amount of \$4,000,000 for the Project.

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

- A.2 Develop a pathway to complete needed upgrades and replacements for the Blacklake wastewater treatment plant.
- B.1 NCSD shall maintain long-range infrastructure management, upgrade and replacement planning.

RECOMMENDATION

Staff recommend that the Board authorize staff to execute a Task Order in the amount of \$117,854 with MKN for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Water Reclamation Facility Decommissioning.

ATTACHMENTS

- A. MKN Proposal dated 9/18/2026
- B. Resolution 2026-xxxx

SEPTEMBER 23, 2026

ITEM D-3

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)

September 18, 2026

Elizabeth Villanueva
Nipomo Community Services District
(Submitted Electronically)

Re: Contract Amendment Request for Construction Management and Inspection Services - Blacklake Sewer Consolidation Lift Stations

Dear Elizabeth,

Michael K. Nunley & Associates, Inc. (MKN), an Ardurra company, is currently providing Construction Management and Inspection (CMI) services for the Blacklake Sewer Consolidation Lift Stations under Task Order 2024-05 dated July 10, 2024. On December 10, 2025, the District Board approved Task Order 2025-15, dated December 11, 2025, in the not-to-exceed amount of \$497,684 to continue CMI services through June 30, 2026. Together, the two task orders provide a current authorized budget of \$1,364,618.

The project schedule has been extended due to contractor delays, and project completion is now anticipated on November 30, 2026. These delays require continued construction management and inspection support to help ensure successful project completion.

MKN had \$32,828.14 remaining in the authorized budget as of July 1, 2026. Based on the attached cost-to-complete spreadsheet, MKN estimates that \$150,682.00 will be required to continue providing CMI services through the revised completion date, including necessary project closeout support. MKN therefore respectfully requests a contract amendment in the amount of \$117,853.86.

The following table summarizes the current authorized budget, anticipated expenditure at completion, and requested amendment amount:

Task Group	Current Authorized Budget	Anticipated Expenditure at Completion	Requested Amendment
Construction Management & Inspection	\$1,364,618.00	\$1,482,471.86	\$117,853.86

Current authorized budget: Task Order 2024-05 (\$866,934.00) plus Task Order 2025-15 (\$497,684.00). Requested amendment: \$150,682.00 projected cost to complete less \$32,828.14 remaining budget.

Thank you for considering this request and for the opportunity to continue supporting the Nipomo Community Services District on this important project. If you have any questions or require further details, please contact me at mnunley@mknassociates.us.

Sincerely,

Michael K. Nunley, PE
Project Manager

Enclosure:

1. Exhibit (Cost-to-Complete Spreadsheet)

Exhibit 1 - Cost-to-Complete Spreadsheet

Nipomo CSD | Blacklake Sewer Consolidation Lift Stations | Completion through November 30, 2026

PHASE / Role	Staff	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total Hours	Hourly Rate	Total Cost
Construction Management													
Project Manager	Peter Brennan	0	0	0	1	1	1	0	0	0	3	\$264	\$792
Resident Engineer	Kim Lindbery	0	0	0	110	80	80	80	0	0	350	\$215	\$75,250
Construction Inspector	Alex Barrera	0	0	0	160	160	0	0	0	0	320	\$200	\$64,000
Electrical Inspector	Staff	0	0	0	12	24	0	0	0	0	36	\$200	\$7,200
	Subtotal	0	0	0	283	265	81	80	0	0	709		\$147,242
Project Closeout													
Project Manager	Peter Brennan	0	0	0	0	0	0	0	0	0	0	\$264	\$0
Resident Engineer	Kim Lindbery	0	0	0	0	0	0	0	16	0	16	\$215	\$3,440
Construction Inspector	Alex Barrera	0	0	0	0	0	0	0	0	0	0	\$200	\$0
	Subtotal	0	0	0	0	0	0	0	16	0	16		\$3,440
TOTAL HOURS		0	0	0	283	265	81	80	16	0	725		\$150,682
Direct Expenses													\$0
Subconsultant													
Materials Testing - Earth Systems													\$0
Grand Total													\$150,682

Source: CM & Inspection worksheet, revised cost-to-complete estimate dated September 18, 2026

Projected Cost to Complete	Remaining Budget (7/1/2026)	Requested Amendment
\$150,682.00	\$32,828.14	\$117,853.86

SEPTEMBER 23, 2026

ITEM D-3

ATTACHMENT B

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING THE CONSTRUCTION
CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR
BLACKLAKE SEWER CONSOLIDATION PROJECT LIFT STATIONS AND BLACKLAKE
WASTEWATER RECLAMATION FACILITY DECOMMISSIONING
WITH MKN FOR ADDED SERVICES IN THE AMOUNT OF \$117,854**

WHEREAS, the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning (Project) involves the construction of a sanitary sewer lift station and force main to convey raw wastewater from the Blacklake Sewer Service Area to the Town Sewer Service Area for treatment at the District's Southland Wastewater Treatment Facility and decommissioning of the existing Blacklake Water Reclamation Facility (WRF), increasing the efficiency and reducing the cost of treating wastewater for residents within the Nipomo Community Services District receiving such services; and

WHEREAS, MKN provides construction management services to the Nipomo Community Services District ("District") for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning; and

WHEREAS, MKN provided the District with a proposal for construction management services for \$866,934 for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning and the District entered into an agreement, Task Order #2024-05, on July 10, 2024; and

WHEREAS, MKN provided the District with a proposal for additional construction management services for \$497,684 for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning and the District entered into an agreement, Task Order #2025-15, on December 11, 2025; and

WHEREAS, the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning was delayed by materials supplies, as well as PG&E and the construction contractor required additional oversight due to their staffing experience and execution of the work caused MKN additional time and effort to oversee the work; and

WHEREAS, MKN has calculated the time necessary to oversee the project through completion and provided a proposal dated September 18, 2026 and includes a cost of \$117,854 to reach this objective, and District staff has determined that the cost MKN has calculated is necessary and sufficient for MKN to complete construction oversight;

WHEREAS, based on the staff report, staff presentation and public comment, the Board makes the following findings:

1. The proposal provided by MKN is calculated based on experience with the construction contractor,
2. The construction contractor for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning is subject to delays.

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING THE CONSTRUCTION CONTRACT FOR
CONSTRUCTION MANAGEMENT SERVICES FOR
BLACKLAKE SEWER CONSOLIDATION PROJECT LIFT STATIONS AND BLACKLAKE WASTEWATER
RECLAMATION FACILITY DECOMMISSIONING
WITH MKN FOR ADDED SERVICES IN THE AMOUNT OF \$117,854**

3. MKN, as the construction manager for the District estimates an additional \$117,854 is needed to complete their oversight of the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning.

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE
NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

1. The General Manager is authorized to issue a Task Order for construction management to MKN not to exceed \$117,854.
2. The above recitals and findings are incorporated herein by this reference.

Upon motion by Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

CONFLICTS:

the foregoing resolution is hereby passed and adopted this 23rd day of September 2026.

PHIL HENRY
President of the Board

ATTEST:

APPROVED:

RAY DIENZO
General Manager and Secretary to the Board

CRAIG STEELE
District Legal Counsel

TO: BOARD OF DIRECTORS

REVIEWED: RAY DIEZO, P.E. *RND*
GENERAL MANAGER

FROM: ELIZABETH GAMEZ, EIT
DISTRICT ENGINEER

DATE: SEPTEMBER 16, 2026

AGENDA ITEM
D-4
SEPTEMBER 23, 2026

**AUTHORIZE CONTRACT AMENDMENT AND BUDGET AMENDMENT
FOR ENVIRONMENTAL COMPLIANCE SERVICES FOR BLACKLAKE
SEWER SYSTEM CONSOLIDATION PROJECT WITH
SWCA ENVIRONMENTAL CONSULTANTS**

ITEM

Authorize Contract Amendment and budget amendment for environmental compliance services for Blacklake Sewer System Consolidation Project in the amount of \$14,559 with SWCA Environmental Consultants ("SWCA") [RECOMMEND AUTHORIZE CONTRACT AMENDMENT AND APPROVE RESOLUTION FOR BUDGET AMENDMENT].

BACKGROUND

The Nipomo Community Services District ("District") worked with the Blacklake community to create an assessment district to fund the proposed Blacklake Sewer System Consolidation Project ("Project"). The Project involves the construction of a sanitary sewer lift station and force main to convey raw wastewater from the Blacklake Sewer Service Area to the Town Sewer Service Area for treatment at the District's Southland Wastewater Treatment Facility and decommissioning of the existing Blacklake Water Reclamation Facility.

During the California Environmental Quality Act ("CEQA") evaluation of the Project, SWCA, the District's environmental consultant, discovered that there was potential habitat for California red-legged frog ("CRLF") in the wastewater discharge pond located offsite and adjacent to the District's Blacklake Water Reclamation Facility, on property owned by the Blacklake Golf Course. CRLF is federally listed under the Endangered Species Act as a threatened species throughout its range in California. As a result, SWCA recommended that the District obtain an Incidental Take Permit ("ITP") for CRLF under Section 10 of the Federal Endangered Species Act ("FESA") for the Project. The US Fish and Wildlife Service issued the Section 10 ITP in April 2024.

At the May 8, 2024 Board meeting, the Board authorized staff to execute a contract with SWCA to provide the environmental compliance services required to complete the Project. The Project is currently under construction.

The contractor is behind schedule in completing the Project, resulting in the need for an amendment to the District's contract with SWCA for additional environmental compliance services, including additional preconstruction surveys and biological construction monitoring for potential upcoming rain events.

FISCAL IMPACT

The Fiscal Year 2026-2027 Budget includes funding in the amount of \$4,000,000 for the Project.

A summary of environmental compliance costs is as follows:

Original SWCA environmental compliance services contract	\$184,908
Contract Amendment #1 (Time extension, no cost change order)	\$0
Proposed Contract Amendment #2	\$14,559
Revised Contract Amount	\$199,467

STRATEGIC PLAN

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

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

A.2 Develop a pathway to complete needed upgrades and replacements for the Blacklake wastewater treatment plant.

B.1 NCSD shall maintain long-range infrastructure management, upgrade and replacement planning.

Goal 4. FINANCE.

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

B.1 Evaluate, plan for and maintain finances that are adequate for all needs, stable, and reliable over the long-term.

B.5 Maintain adequate rates to fund future capital replacements

RECOMMENDATION

Staff recommends that the Board authorize staff to execute a contract amendment in the amount of \$14,559 with SWCA Environmental Consultants for environmental compliance services for the Blacklake Sewer System Consolidation Project and approve the budget amendment.

ATTACHMENTS

- A. SWCA Project Scope and Budget dated August 27, 2026
- B. Resolution 2026-17xx

SEPTEMBER 23, 2026

ITEM D-4

ATTACHMENT A



Sound Science. Creative Solutions.®

4111 Broad Street, Suite 210
San Luis Obispo, California 93401
Tel 805.543.7095 Fax 805.543.2367
www.swca.com

August 27, 2026

Elizabeth Gamez, District Engineer
Nipomo Community Services District
P.O. Box 326
Nipomo, California 93444-0326

submitted via email: EGamez@ncsd.ca.gov

Re: Change Order No. 2 - Proposal to Provide Environmental Services to Implement the Blacklake Habitat Conservation Plan / SWCA Project No. 89481

Dear Elizabeth Gamez:

As discussed, SWCA Environmental Consultants (SWCA) is pleased to submit this change order to continue to provide environmental support services for the Blacklake Sewer System Consolidation Project in Nipomo, California. This Change Order is issued to extend the scope of work to include additional days of monitoring for future rain events. The cost to complete these tasks, as described in the attached scope of work, is a time-and-materials budget not-to-exceed without client approval a total of **\$14,558.12**. This increases our previous not-to-exceed amount from **\$184,907.25** to **\$199,465.37**. All other terms and conditions of the original contract remain unchanged and in full effect.

Thank you for providing us with the opportunity to work with you. We are prepared to start work upon notice to proceed. Please contact me at (805) 399-9886 or Brian Dugas at (805) 399-9886 if you have any questions regarding this proposal.

Sincerely,

A handwritten signature in blue ink that reads "Rebecca Doubledee". The signature is written in a cursive, flowing style.

Rebecca Doubledee
Senior Biologist

SCOPE OF WORK

Nipomo Community Services District (NCSD) is decommissioning and demolishing the existing Blacklake Wastewater Reclamation Facility (WRF) and building a new 160-gallon-per-minute (gpm) lift station and associated facilities in the same location, which is located in the community of Nipomo, San Luis Obispo County, California. SWCA has assisted NCSD with obtaining the environmental permits necessary for construction of the Project. This includes an Initial Study/Mitigated Negative Declaration (IS/MND) as required by the California Environmental Quality Act (CEQA) and preparation of a Habitat Conservation Plan (HCP) for California red-legged frogs (CRLF) (*Rana draytonii*) for issuance of a Federal Endangered Species Act (FESA) Incidental Take Permit (ITP) pursuant to Section 10(a)(1)(B) of FESA. These environmental documents contain avoidance and mitigation measures that are required to be implemented by NCSD as conditions of their permits. SWCA has been providing NCSD with environmental support services to implement the conditions of these permits. Due to construction delays, the project is going into another rainy season where additional monitoring efforts may be required per the conditions of the FESA ITP and IS/MND. This winter is forecasted to be a Super El Niño. Several major forecast systems are now pointing toward a stronger, more amplified winter pattern, which SWCA is interpreting as a significantly higher number of potential rain days.

This scope of work provides an estimate of potential additional environmental services necessary to comply with the terms of these permits as they pertain to the area of the Blacklake WRF north of Willow Road.

PHASE 1. PROJECT MANAGEMENT AND COORDINATION

SWCA will coordinate with NCSD and the contractor to accomplish all required monitoring and reporting tasks as specified in the Blacklake environmental documents and permits. This task includes time monitoring the rain forecast and modifying schedules as needed to reflect forecast changes and contractor schedules. This task also includes time to review the proposed schedule and documents provided by the contractor and ongoing communication and coordination with the USFWS as needed if listed species are observed in the project area. Project invoicing, meetings with NCSD and their contractors, scheduling, and other project coordination tasks may be billed under Phase 1.

Cost to complete Phase 1: \$2,193.90

PHASE 2. PRECONSTRUCTION SURVEYS AND BIOLOGICAL CONSTRUCTION MONITORING FOR RAIN EVENTS

Per condition 30 of the Federal ITP, SWCA will provide a Designated Biologist or Designated Monitor to conduct a pre-activity survey before construction begins each day it rains or when a 70% or greater chance of rainfall is predicted. If precipitation begins, then SWCA will provide a Designated Biologist or Designated Monitor to monitor construction activities until either Covered Activities cease (rain exceeds 1/2 inch during a 24-hour period) or precipitation ends. SWCA assumes up to 10 additional pre-activity surveys and 5 additional days of full-time monitoring may be necessary to comply with this permit condition for the 2026/2027 rainy season.

Cost to complete Phase 2: \$12,364.22

COST ESTIMATE AND ASSUMPTIONS

Based on thoughtful consideration of the project requirements and a thorough estimate of the required labor and direct costs, SWCA proposes a time-and-materials (T&M), not-to-exceed (NTE) total of **\$14,558.12** to complete the scope of work, as presented in Table 1. This would result in a change in the overall NTE amount for the project from the previous amount of **\$184,907.25** to a new NTE total of **\$199,465.37**.

To accommodate project changes and scheduling, it is assumed that SWCA will be able to use the overall project funding and will not be held to phase and task limits so long as the overall budget is not exceeded. This cost estimate is valid for ninety (90) days from the date of the proposal.

Table 1. Scope of Work Cost Estimate

PHASE	LABOR \$	EXPENSES \$	T&M NTE TOTAL \$
Phase 1. Project Management and Coordination	\$2,193.90	\$0	\$2,193.90
Phase 2. Preconstruction Surveys and Biological Construction Monitoring for Rain Events	\$11,738.91	\$625.31	\$12,364.22
PROJECT TOTAL	\$13,932.81	\$625.31	\$14,558.12

ASSUMPTIONS

For budgeting purposes, we are making the following assumptions because some of these items are beyond SWCA's control, and these factors could significantly affect project schedule and cost:

- Estimated Period of Performance is September 2026 – March 31, 2027.
- SWCA staff will bill at their standard rate of service.
- Mileage will be billed at the current IRS rate at time of service.
- NCSD and/or their contractors will provide the labor and materials for installation of all temporary fencing and signs for compliance with the measures in the Federal ITP.
- This scope assumes up to 10 additional pre-activity surveys and 5 additional days of full-time monitoring may be necessary to comply with measure 30 (Precipitation) in the Federal ITP.
- Full-time construction monitoring assumes a 10-hour workday.
- This scope assumes construction will be completed by December 30, 2026, and the only tasks necessary to be completed in 2027 are the Annual Report for 2026 and a Final Completion Report.
- All reports will be provided in electronic format; hard copies will not be necessary.
- One round of consolidated comments will be addressed for the reports.
- This scope of work is based on the measures listed in IS/MND, Federal ITP, and final HCP for the Blacklake Sewer System Consolidation Project. Implementation of Avoidance and Minimization Measures above and beyond the approved final project documents are not known and, thus, are not included in this scope of work.
- This scope only applies to measures in the IS/MND that apply to the decommissioning and demolition of the Blacklake WRF and construction of the lift station and does not apply to the measures for construction of the pipeline.

SEPTEMBER 23, 2026

ITEM D-4

ATTACHMENT B

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING THE CONSTRUCTION
CONTRACT FOR ENVIRONMENTAL COMPLIANCE SERVICES FOR
BLACKLAKE SEWER CONSOLIDATION PROJECT LIFT STATIONS AND BLACKLAKE
WASTEWATER RECLAMATION FACILITY DECOMMISSIONING
WITH SWCA ENVIRONMENTAL CONSULTANTS FOR ADDED SERVICES
IN THE AMOUNT OF \$14,559**

WHEREAS, the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning (Project) involves the construction of a sanitary sewer lift station and force main to convey raw wastewater from the Blacklake Sewer Service Area to the Town Sewer Service Area for treatment at the District's Southland Wastewater Treatment Facility and decommissioning of the existing Blacklake Water Reclamation Facility (WRP), increasing the efficiency and reducing the cost of treating wastewater for residents within the Nipomo Community Services District receiving such services; and

WHEREAS, SWCA Environmental Consultants provides environmental compliance services to the Nipomo Community Services District ("District") for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning; and

WHEREAS, SWCA Environmental Consultants provided the District with a proposal for environmental compliance services for \$184,908 for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning and the District entered into a Professional Services Agreement on May 10, 2024; and

WHEREAS, the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning was delayed by materials supplies as well as PG&E and the construction contractor required additional oversight due to their staffing experience and execution of the work caused SWCA Environmental Consultants additional time and effort to oversee the work; and

WHEREAS, SWCA Environmental Consultants has calculated the time necessary to oversee the project through completion and provided a proposal dated August 27, 2026 and includes a cost of \$14,559 to reach this objective, and District staff has determined that the cost SWCA Environmental Consultants has calculated is necessary and sufficient for SWCA Environmental Consultants to complete construction oversight;

WHEREAS, based on the staff report, staff presentation and public comment, the Board makes the following findings:

1. The proposal provided by SWCA Environmental Consultants is calculated based on experience with the construction contractor,
2. The construction contractor for the Blacklake Sewer System Consolidation Project Lift Stations and Blacklake Wastewater Reclamation Facility Decommissioning is subject to delays.
3. SWCA Environmental Consultants, as the environmental consultant for the District estimates an additional \$14,559 is needed to complete their oversight of the Blacklake

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING THE CONSTRUCTION
CONTRACT FOR ENVIRONMENTAL COMPLIANCE SERVICES FOR
BLACKLAKE SEWER CONSOLIDATION PROJECT LIFT STATIONS AND BLACKLAKE
WASTEWATER RECLAMATION FACILITY DECOMMISSIONING
WITH SWCA ENVIRONMENTAL CONSULTANTS FOR ADDED SERVICES
IN THE AMOUNT OF \$14,559**

Sewer System Consolidation Project Lift Stations and Blacklake Wastewater
Reclamation Facility Decommissioning.

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE
NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

1. The General Manager is authorized to issue a Task Order for construction management to SWCA Environmental Consultants not to exceed \$14,559.
2. The above recitals and findings are incorporated herein by this reference.

Upon motion by Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

CONFLICTS:

the foregoing resolution is hereby passed and adopted this 23rd day of September 2026.

PHIL HENRY
President of the Board

ATTEST:

APPROVED:

RAY DIENZO
General Manager and Secretary to the Board

CRAIG STEELE
District Legal Counsel

TO: BOARD OF DIRECTORS

REVIEWED: RAY DIENZO, P.E. *RD*
GENERAL MANAGER

FROM: ELIZABETH GAMEZ, EIT
DISTRICT ENGINEER

DATE: SEPTEMBER 16, 2026



**AUTHORIZE TASK ORDER AND BUDGET ADJUSTMENT FOR
ADDITIONAL CONSTRUCTION MANAGEMENT SERVICES WITH MNS
ENGINEERS, INC. FOR FRONTAGE ROAD TRUNK SEWER PHASE 1
REPLACEMENT PROJECT**

ITEM

Authorize Task Order and budget adjustment for additional construction management services with MNS Engineers, Inc. ("MNS") for the Frontage Road Trunk Sewer Phase 1 Replacement Project [RECOMMEND BY MOTION AND ROLL CALL APPROVE TASK ORDER WITH MNS ENGINEERS, INC. IN THE AMOUNT OF \$64,071 AND AUTHORIZE STAFF TO EXECUTE TASK ORDER AND RESOLUTION FOR THE BUDGET ADJUSTMENT].

BACKGROUND

The Frontage Road Trunk Sewer Phase 1 Replacement Project ("Project") involves the replacement of approximately 2,900 linear feet of sewer line and 10 manholes in Frontage Road, between Division Street and Tefft Street. Construction is currently underway.

MNS was previously selected by the Board to provide construction management services for the Project. The services include submittal and Request for Information ("RFI") review coordination with the design engineer, coordination with Caltrans and SLO County to ensure compliance with encroachment permit requirements, full-time inspection, and materials testing. The original contract anticipated a construction duration of 6 months. The contractor is behind schedule in completing the Project and it is now anticipated that the Project will be completed in September 2026, for a total duration of 8 months. MNS is approaching the contract amount for the Project and has requested a budget amendment.

MNS submitted the attached proposal to perform the remaining work for a not-to-exceed amount of \$64,071. The proposal includes continued contract administration, full-time inspection, RFI and submittal coordination, change order and quantity review, materials testing, final inspection, punch list activities, and project closeout.

FISCAL IMPACT

A transfer from Fund 810 reserves in the amount of \$64,071 is required to provide adequate funding for the project.

STRATEGIC PLAN

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

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

Goal 4. FINANCE.

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

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, approve a Task Order for additional construction management services with MNS Engineers, Inc. in the amount of \$64,071 for the Frontage Road Trunk Sewer Phase 1 Replacement Project and authorize the General Manager to execute the Task Order and approve the resolution for the budget adjustment.

ATTACHMENTS

- A. MNS Proposal Dated September 15, 2026
- B. Resolution 2026-xxxx Budget adjustment

SEPTEMBER 23, 2026

ITEM D-5

ATTACHMENT A



September 15, 2026

**Ms. Elizabeth Gamez
Interim District Engineer
Nipomo Community Services District
148 South Wilson Street
Nipomo, CA 93444**

**SUBJECT: Frontage Road Trunk Sewer Replacement Project – Phase 1
Construction Management and Inspection Services – Task Order 25-01 Amendment No. 1**

Dear Ms. Gamez:

As you are aware, the construction duration and inspection effort required for the Frontage Road Trunk Sewer Replacement Project – Phase 1 have exceeded the assumptions included in MNS Engineers, Inc.'s original proposal. Throughout construction, MNS has actively managed staffing and our level of effort in an attempt to absorb these additional costs within the existing Task Order budget. While we have been able to accommodate the majority of the increased effort within the original authorization, based on services performed to date and the remaining work necessary to complete construction and project closeout, the existing budget will fall short of the amount required to complete our services. MNS is therefore requesting an amendment to Task Order 25-01.

MNS's original proposal and staffing plan assumed an approximately six-month construction period, with construction anticipated to begin in October 2025 and conclude in April 2026. The proposal further assumed approximately one month of night work and that night work would not occur concurrently with day work. Actual field construction did not begin until mid-January 2026, and the Contractor is currently anticipating completion on approximately September 22, 2026, resulting in an approximately eight-month field construction period.

The level of inspection effort has also exceeded the original assumptions. From approximately June 25 through July 23, 2026, the Contractor implemented an accelerated schedule utilizing concurrent day and night shifts in an effort to recover schedule delays, requiring MNS to provide inspection coverage for both shifts. In addition, during periods when construction has been limited to night work, the Contractor has regularly worked approximately 10-hour shifts. Night work, originally anticipated to last approximately one month, has continued for nearly three months. Collectively, the extended construction duration, concurrent day and night operations, longer shifts, and prolonged night work have resulted in inspection requirements substantially beyond those included in MNS's original staffing plan.

Despite these additional requirements, MNS has continued to adjust staffing and manage the remaining Task Order budget to minimize the financial impact to the District. As a result, MNS has been able to absorb the majority of the additional effort. Despite an approximately 38% increase in construction duration, as well as the additional inspection effort associated with concurrent day/night operations and prolonged night work, the requested amendment represents an increase of approximately 14% over the original Task Order authorization.



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mnsengineers.com

Remaining services include continued contract administration and construction inspection; schedule and progress monitoring; RFI, submittal, change order, and quantity review; materials testing coordination; progress payment review; construction meetings and documentation; final inspection and punch list activities; and project closeout.

Based on services performed to date and the anticipated level of effort required through the Contractor's current September 22, 2026 completion date and subsequent project closeout, MNS estimates that an additional **\$64,071** will be required.

MNS therefore requests that the Task Order 25-01 time-and-materials not-to-exceed amount be increased from **\$449,810 to \$513,881**, an increase of **\$64,071**, as detailed in the attached revised cost estimate.

Thank you for your consideration. Please contact me with any questions regarding this request.

Sincerely,

MNS Engineers, Inc.

A handwritten signature in black ink that reads "Megan Panofsky".

Megan Panofsky, PE, CCM
Senior Construction Manager

Encl. Revised Cost Estimate

**Construction Management and Inspection Services
Frontage Road Trunk Sewer Replacement Project
Nipomo Community Services District**



Project Schedule																			
PHASE		2025						2026											
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct		
Submittals/Procurement																			
Construction																			
Project Closeout																			

PHASE																			TOTAL HOURS	HOURLY RATE		
		2025						2026												2025	2026	TOTAL COST
Role	Staff	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct					
TASK 2 Construction																						
Project Manager	Megan Panofsky														8	24		32	265.00	276.00	\$ 8,832	
Senior Construction Inspector	Eddie Williams																	0	200.00	208.00	\$ -	
Senior Inspector Night	Eddie Williams														60	190		250	208.00	217.00	\$ 54,250	
Office Administrator	Fina Auau														8	8		16	140.00	146.00	\$ 2,336	
SUB-TOTAL		0	0	0	0	0	0	0	0	0	0	0	0	0	76	222	0	298			\$ 65,418	
TASK 3 Project Closeout																						
Project Manager	Megan Panofsky															12	12	24	265.00	276.00	\$ 6,624	
#REF!	June Kim																	0	265.00	276.00	\$ -	
Senior Inspector	Chris Cooper																	0	200.00	208.00	\$ -	
Office Administrator	Fina Auau															12	16	28	140.00	146.00	\$ 4,088	
SUB-TOTAL		0	0	0	0	0	0	0	0	0	0	0	0	0	0	24	28	52			\$ 10,712	
TOTALS		0	0	0	0	0	0	0	0	0	0	0	0	0	76	248	28	350			\$ 76,130	

Direct Expenses		TOTAL COST
Field/Direct Costs		\$ 2,000
DIRECT EXPENSES SUB-TOTAL		\$ 2,000

SUBCONSULTANT		TOTAL COST
Materials Testing	Earth Systems	\$ 25,000
SUBCONSULTANTS SUB-TOTAL		\$ 25,000

CONSTRUCTION MANAGEMENT AND INSPECTION TOTAL TO FINISH		\$ 103,130.00
REMAINING CONTRACT BALANCE (8/23/26)		\$ 39,058.75
AMENDMENT TOTAL		\$ 64,071

SEPTEMBER 23, 2026

ITEM D-5

ATTACHMENT B

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING THE CONSTRUCTION
CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR FRONTAGE ROAD
TRUNK SEWER PHASE 1 REPLACEMENT PROJECT WITH MNS
FOR ADDED SERVICES AND APPROVE FISCAL YEAR 2026-2027
BUDGET AMENDMENT IN THE AMOUNT OF \$64,071**

WHEREAS, the Frontage Road Trunk Sewer Phase 1 Replacement Project (Project) is necessary to accommodate increased flows to the District's Southland Wastewater Treatment Facility; and

WHEREAS, MNS provides construction management services to the Nipomo Community Services District ("District") on numerous construction projects including the Frontage Road Trunk Sewer Phase 1 Replacement Project; and

WHEREAS, MNS provided the District with a proposal for construction management services for \$449,810 for the Frontage Road Trunk Sewer Phase 1 Replacement Project and the District entered into an agreement, Task Order #25-01, on September 11, 2025; and

WHEREAS, the Frontage Road Trunk Sewer Phase 1 Replacement Project was delayed by unforeseen field conditions and the construction contractor required additional oversight due to their staffing experience and execution of the work caused MNS additional time and effort to oversee the work; and

WHEREAS, MNS has calculated the time necessary to oversee the project through completion and provided a proposal dated September 15, 2026 and includes a cost of \$64,071 to reach this objective, and District staff has determined that the cost MNS has calculated is necessary and sufficient for MNS to complete construction oversight;

WHEREAS, based on the staff report, staff presentation and public comment, the Board makes the following findings:

1. The proposal provided by MNS is calculated based on experience with the construction contractor,
2. The construction contractor for the Frontage Road Trunk Sewer Phase 1 Replacement Project is subject to delays.
3. MNS, as the construction manager for the District estimates an additional \$64,071 is needed to complete their oversight of the Frontage Road Trunk Sewer Phase 1 Replacement Project.
4. Additional funding from Fund #810, Funded Replacement-Town Sewer, must be transferred to the Frontage Road Trunk Sewer Phase 1 Replacement Project.

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AMENDING THE CONSTRUCTION CONTRACT FOR
CONSTRUCTION MANAGEMENT SERVICES FOR FRONTAGE ROAD TRUNK SEWER PHASE 1
REPLACEMENT PROJECT WITH MNS
FOR ADDED SERVICES AND APPROVE FISCAL YEAR 2026-2027
BUDGET AMENDMENT IN THE AMOUNT OF \$64,071**

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE NIPOMO
COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

1. The General Manager is authorized to issue a Task Order for construction management to MNS not to exceed \$64,071.
2. The Board authorizes transfer of \$64,071 from Fund #810, Funded Replacement-Town Sewer, to provide additional funding for the project in the FY 2026-2027 Budget.
3. The above recitals and findings are incorporated herein by this reference.

Upon motion by Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

CONFLICTS:

the foregoing resolution is hereby passed and adopted this 23rd day of September 2026.

PHIL HENRY
President of the Board

ATTEST:

APPROVED:

RAY DIENZO
General Manager and Secretary to the Board

CRAIG STEELE
District Legal Counsel

TO: BOARD OF DIRECTOR

REVIEWED: RAY DIENZO 
GENERAL MANAGER

FROM: FRANCISCO MALDONADO
OPERATIONS MANAGER

DATE: SEPTEMBER 10, 2026

AGENDA ITEM
D-6
SEPTEMBER 23, 2026

**DECLARE 2015 FORD F-250 PICKUP TRUCK
SURPLUS AND AUTHORIZE SALE**

ITEM

Consider request to declare 2015 Ford F-250 pickup truck surplus and authorize disposal by sale [RECOMMEND DECLARE 2015 FORD F-250 PICKUP TRUCK SURPLUS AND AUTHORIZE STAFF TO DISPOSE OF BY SALE].

BACKGROUND

Government agencies that wish to dispose of obsolete equipment and other items need to declare that these items are surplus by the governing board prior to disposal of these items. The District's 2015 Ford F-250 pickup truck, Vehicle 151, is no longer serviceable and staff requests that the Board declare the vehicle surplus and authorize disposal by sale.

FISCAL IMPACT

Development of the staff report required budgeted staff time. Proceeds from the sale will be credited to the Water Fund.

RECOMMENDATION

Staff recommends that the Board declare 2015 Ford F-250 pickup truck, Vehicle 151, as surplus and authorize staff to dispose of the vehicle by sale.

ATTACHMENTS

None

TO: BOARD OF DIRECTORS

FROM: RAY DIENZO, P.E. *RD*
GENERAL MANAGER

DATE: SEPTEMBER 17, 2026

AGENDA ITEM
D-7
SEPTEMBER 23, 2026

**AUTHORIZE TASK ORDER AND BUDGET ADJUSTMENT FOR
NIPOMO COMMUNITY SERVICES DISTRICT'S
REPLACEMENT COMPUTER SYSTEM SERVERS PROJECT**

ITEM

Authorize Task Order for Clever Ducks for replacement of the Nipomo Community Services District's computer system servers in the amount of \$122,806.51 [RECOMMEND ADOPT RESOLUTION AUTHORIZING STAFF TO EXECUTE TASK ORDER IN THE AMOUNT OF \$122,806.51 WITH CLEVER DUCKS, AUTHORIZE CHANGE ORDER CONTINGENCY IN THE AMOUNT OF \$25,000 AND APPROVE A BUDGET ADJUSTMENT OF \$48,000].

BACKGROUND

In 2012, the Nipomo Community Services District ("District") selected Clever Ducks to provide the services necessary to replace the server supporting the administration office's computer system. Clever Ducks has continued to provide IT consulting and support services to the District. Based on best management practices and recommendations from computer network consultants, servers are typically replaced every five years. The District's servers were last upgraded in 2020 and have now reached the end of their operational life. Replacing the servers would improve operational efficiency and cybersecurity at both the administration office and the operations yard. Given the condition of the existing servers and Clever Ducks' ongoing support of the District's computer systems, procurement of these unique services and equipment without competitive bidding is appropriate under the District's Purchasing Policy.

FISCAL IMPACT

The approved FY 26-27 budget includes funding in the amount of \$100,000 for the computer system server replacement project. The proposal from Clever Ducks for replacement of the server is \$122,806.51, which includes \$11,000 for installation and configuration. Delivery date is estimated at about 5 months from date of order. Because the cost of computer server random access memory has increased 400% in the past year and has shown no signs of decreasing, staff recommends that the Board also authorize a contingency amount of \$25,000. A budget adjustment is necessary and will increase the budget in Fund 110 from \$100,000 to \$148,000.

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

RECOMMENDATION

Staff recommends that the Board adopt a resolution authorizing staff to execute a Task Order with Clever Ducks for the District's replacement computer systems server project in the amount

of \$122,806.51, authorize a change order contingency in the amount of \$25,000, and authorize a budget adjustment to increase the budget in Fund 110 to \$148,000.

ATTACHMENTS

- A. Clever Duck's Proposal – Quote #4829539
- B. Resolution 2026-XXXX Computer System's Server Replacement

SEPTEMBER 23, 2026

ITEM D-7

ATTACHMENT A



Project Quote

Prepared by:

Eric Hasler

1313 Broad St.

San Luis Obispo, CA 93401

805-547-2341

Prepared for:

Jana Etteddgue

Nipomo Community Services

District

148 South Wilson

Nipomo, 93444

Quote information:

Reference #Quote #4829539 -

Business Office and Yard Office

2026 Server Refresh

Prepared on: 9/17/2026

Expires: 10/8/2026

Quote #4829539 - Business Office and Yard Office 2026 Server Refresh

One-time costs

Item	Quantity	Unit Price	Subtotal	Total
Business Office Server - 128Gb RAM, 38Tb Storage	1	\$46,000.00	\$4,025.00	\$50,025.00
Yard Office Server - 256Gb RAM, 38Tb Storage	1	\$55,000.00	\$4,812.50	\$59,812.50
Eaton 5PX1500 Rackmount G2 2U UPS - Yard	1	\$1,193.84	\$104.46	\$1,298.30
Eaton Gigabit Ethernet Card - Yard	1	\$430.49	\$37.67	\$468.16
Eaton 5PX1500RT2U/2200RT2U Replacement Batteries - Business Office Network Closet	1	\$186.25	\$16.30	\$202.55
Project Labor	1	\$11,000.00	\$0.00	\$11,000.00

Sub Total: \$113,810.58

Tax: \$8,995.93

Total: \$122,806.51

Clever Ducks

Nipomo
Community
Services
District

Signature:

A handwritten signature in black ink, appearing to read "Eric Hasler", with a long horizontal flourish extending to the right.

Name: Eric Hasler

Signature:

Name:



Scope of Work

DESCRIPTION:

The goal of this project is to upgrade to a new VMhost and VMs.

MILESTONES:

Phase 1: Initiate and Planning

- Audit Server licensing
- Audit current virtual machines
- Determine licensing and hardware needs

Phase 2: Prepare Server Host and initial VMs

- Configure new Hyper-V host
- Create volumes for OS and virtual disks
- Create initial VMs and apply licensing
- Configure server roles, install required software

Phase 3: Execution

- Mount new server in rack
- Configure networking, static IPs
- Migrate services to new VMs (DNS, DFS, DHCP, Active Directory, Printers)
- Transfer data to new VMs
- Test and confirm functionality

Phase 4: Documentation

- Update documentation to reflect new servers, roles, and assets
- Update site photos

SEPTEMBER 23, 2026

ITEM D-7

ATTACHMENT B

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING A
TASK ORDER WITH CLEVER DUCKS IN THE AMOUNT OF \$122,806.51
FOR THE DISTRICT'S COMPUTER SYSTEM SERVERS
REPLACEMENT PROJECT AND APPROVE A BUDGET AMENDMENT**

WHEREAS, Clever Ducks, a computer network service provider, was previously selected by the District to provide computer network support services for the Nipomo Community Services District's ("District") computer needs and has completed and implemented the District's 2012 and 2020 computer system's network upgrade; and

WHEREAS, the District selected Clever Ducks to provide computer networking services for the District, installing, upgrading, and maintaining the integrity of the District's administration's computer networking system; and

WHEREAS, the computer server hardware at the administration and operations yard is approximately six years old and must be replaced to maintain a safe, secure computer system capable of supporting current software upgrades; and

WHEREAS, to maintain the integrity, efficiency, and cybersecurity of the administration and operations computer systems; minimize the potential for multiple system integrators to work simultaneously on the District's computer system; and reduce coordination risks and expenses to the District, staff recommends that Clever Ducks complete the computer system servers replacement project; and

WHEREAS, District Purchasing Policy Resolution 2024-1693 provides for the procurement of professional services through non-competitive negotiations in limited situations; and

WHEREAS, Clever Ducks is qualified pursuant to Section 4.6 of the District's Purchasing Policy, the cost of the services is reasonable, and Clever Ducks is uniquely knowledgeable and qualified because similar/related services and equipment have been previously provided to the District and are currently in use; and

WHEREAS, procuring new server equipment and related services from the existing IT consultant is in the District's best interest because it will reduce the risk of disruption to District operations, and Clever Ducks' familiarity with the District's computer systems uniquely positions it to meet the District's immediate needs; and

WHEREAS, the Fiscal Year 2026-27 budget for server upgrades is insufficient to fund the cost of the upgrades, a budget adjustment is necessary to fund the cost.

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:

- 1) The above recitals are true and correct to the best of the Board's knowledge and constitute findings for the exclusive use of the Clever Ducks to provide professional services and equipment for the District's computer system servers replacement project.

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2026-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AUTHORIZING A TASK ORDER
WITH CLEVER DUCKS FOR THE DISTRICT'S REPLACEMENT
COMPUTER SYSTEM SERVERS PROJECT AND APPROVE A BUDGET AMENDMENT**

- 2) The Board of Directors does hereby direct District staff to execute a Task Order with Clever Ducks for the replacement computer system servers project in the amount of \$122,806.51 and authorizes the General Manager to approve change orders for a not-to-exceed total aggregate amount of \$25,000.
- 3) The Fiscal Year 2026-2027 Budget is hereby amended to increase the Fund 110 budget for servers and cybersecurity upgrades from \$100,000 to \$148,000.

On the motion of _____, seconded by _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

CONFLICTS:

The foregoing resolution is hereby adopted this 23rd day of September 2026.

PHIL HENRY

President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

RAY DIENZO

General Manager
And Secretary to the Board

CRAIG A. STEELE

District Legal Counsel