



Notice of Regular Meeting Oceano Community Services District - Board of Directors Agenda

WEDNESDAY, July 24, 2019 – 6:00 P.M.

Oceano Community Services District Board Room
1655 Front Street, Oceano, CA

All items on the agenda including information items, may be deliberated. Any member of the public with an interest in one of these items should review the background material and request information on the possible action that could be taken.

All persons desiring to speak during any Public Comment period are asked to fill out a "Board Appearance Form" to submit to the General Manager prior to the start of the meeting. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. Persons wishing to speak on more than one item shall limit his/her remarks to a total of SIX (6) minutes. This time may be allocated between items in one-minute increments up to three minutes. Time limits may not be yielded to or shared with other speakers.

1. CALL TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. AGENDA REVIEW
5. CLOSED SESSION:

- A. Pursuant to Government Code §54957.6(a): Conference with Labor Negotiators. Agency designated representative: General Manager, Paavo Ogren; Employee Organizations: a) Service Employees International Union 620 b) Unrepresented Management Positions
- B. Pursuant to Government Code 54956.9(a): Conference with legal counsel regarding Santa Maria Valley Water Conservation District v. City of Santa Maria, et al.,
- C. PUBLIC EMPLOYMENT. Pursuant to Government Code Section 54957(b)(1): Title: General Manager

6. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:30 PM)

This public comment period provides an opportunity for members of the public to address the Board on matters of interest within the jurisdiction of the District that are not listed on the agenda. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

7. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

- i. Operations - Field Supervisor Tony Marraccino
- ii. FCFA Operations - Chief Steve Lieberman
- iii. OCSD General Manager – Paavo Ogren
- iv. Sheriff's South Station - Commander Stuart MacDonald

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Villa
- ii. Director Gibson
- iii. Vice President White
- iv. President Austin
- v. Director Replogle

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #7 – Special Presentations and Reports. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agenda is posted at the Oceano Community Services District, 1655 Front Street, Oceano, CA. Agenda and reports can be accessed and downloaded from the Oceano Community Services District website at www.oceanocsd.org

ASSISTANCE FOR THE DISABLED If you are disabled in any way and need accommodation to participate in the Board meeting, please call the Clerk of the Board at (805) 481-6730 for assistance at least three (3) working days prior to the meeting so necessary arrangements can be made.

8. CONSENT AGENDA ITEMS:

Public comment Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. To facilitate public comment, we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Review and Approval of Minutes for July 10, 2019 Special Meeting
- B. Review and Approval of Minutes for July 10, 2019 Regular Meeting
- C. Review and Approval of Cash Disbursements
- D. Submittal of the District's Fiscal Year 2018-19 Quarter 4 Treasurer Report
- E. Review and approve Providing Free Disposal of Up to Five (5) Bulky Items for the Residents of Oceano and Halcyon during the September 2019 Clean-Up Week
- F. Approval of recommendations authorizing the General Manager to prepare an amended scope of work and schedule with Cannon Corp. for preparation of the Water Resource Reliability Program (WRRP) based on the changes in scope and schedule approved by the California Department of Water Resources and direct the Board President to execute the amendment

9. BUSINESS ITEMS:

Public comment Members of the public wishing to speak on public hearing items may do so when recognized by the Presiding Officer. To facilitate public comment, we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Update on emergency actions approved on July 10, 2019 authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping by a 4/5ths vote, determine that there is a need to continue with emergency actions.
- B. Consideration of recommendations to award the construction contract for the 2019 replacement generator project to Mark Schwind Electric Inc, direct the Board President to execute the construction contract in the amount of \$51,820, and approve a budget adjustment increasing the project budget \$5,178 from public facilities reserves
- C. Review of a draft comparison of fire departments in San Luis Obispo County unincorporated communities operated under the jurisdiction of independent special districts, discuss community options for fire and emergency medical services, and provide direction to staff as deemed appropriate.

10. HEARING ITEMS:

11. RECEIVED WRITTEN COMMUNICATIONS:

12. LATE RECEIVED WRITTEN COMMUNICATIONS:

13. FUTURE AGENDA ITEMS: District Polices, Roles and Responsibilities with Related Agencies, Construction Documents (Norswing/ Pershing & Highway One waterline replacement projects), Five Cities Fire Authority, District Rules and Regulations, Cienega Seabreeze Park, Inc. Continued, Deferred Infrastructure Program, Lopez Lake LRRP & Contract Amendments, Central Coast Blue, Wastewater CIP, The Place, EIR State Parks PWP, LID Presentation, Old Firehouse Art, IWMA Ordinance, 2020 Legislation regarding customer shut-offs

14. FUTURE HEARING ITEMS:

15. ADJOURNMENT:



Oceano Community Services District

Summary Minutes

Special Meeting Wednesday, July 10, 2019 – 5:45 P.M.

Oceano Community Services District Board Room

1655 Front Street, Oceano, CA

1. **CALL TO ORDER:** at 5:50 p.m. by President Austin
2. **ROLL CALL:** Board members present: President Austin, Vice President White, Director Villa, and Director Replogle. Also present, General Manager Paavo Ogren, Legal Counsel Jeff Minnery, Business and Accounting Manager Carey Casciola and Board Secretary Celia Ruiz. Board Member absent Director Gibson.
3. **FLAG SALUTE:** led by President Austin
4. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:00 PM):**
Public comment was received by Giselle Naylor.
5. **CLOSED SESSION:** None

6 BUSINESS ITEM:	ACTION:
Consideration of recommendations to approve, by a 4/5ths vote, a resolution pursuant to California Public Contract Code 22050 delegating the General Manager the authority to take any directly related and immediate emergency actions and to procure the necessary equipment, services and supplies needed to resume groundwater pumping without giving notice for bids to let contracts	After an opportunity for public comment and Board discussion, staff recommendations were approved with a motion from Vice President White, and a second from Director Replogle and a 4-0 roll call vote with one absent. No public comment.

7. **ADJOURNMENT:** at approximately 6:00pm



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, July 10, 2019 – 6:00 P.M.

Oceano Community Services District Board Room

1655 Front Street, Oceano, CA

1. **CALL TO ORDER:** at 6:00 p.m. by President Austin
2. **FLAG SALUTE:** led by President Austin
3. **ROLL CALL:** Board members present: President Austin, Vice President White, Director Villa, and Director Replogle. Also present, General Manager Paavo Ogren, Legal Counsel Jeff Minnery, Business and Accounting Manager Carey Casciola and Board Secretary Celia Ruiz. Board member absent Director Gibson.
4. **AGENDA REVIEW:** Agenda approved as amended with a motion from Vice President White, a second from Director Replogle and a 4-0 roll call vote.
5. **CLOSED SESSION:** None
6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:00 PM):**
Public comment was received by Giselle Naylor.
7. **SPECIAL PRESENTATIONS & REPORTS:**
 - a. **STAFF REPORTS:**
 - i. Operations - Field Supervisor Tony Marraccino –reported on 21 USA's, 10 work orders, 8 customer service calls, 1 after hour call out, no SSO's for the month of June, 1189 Pike Ln tie in for fire line, door hangers, Well 8 went down, Ready 311 App 24 work orders, hydrant hit on Pier, Drainage Project meeting, FOG, jetter parts are about 1 week away, meeting with PG&E regarding power outages.
 - ii. FCFA - Chief Steve Lieberman – None
 - iii. OCSD General Manager – Paavo Ogren – reported on generator bids due 7/11, Zone 3 Tech Meeting, and Fireworks on the 4th of July
 - iv. Sheriff's South Station – Commander Stuart MacDonald – None
 - b. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**
 - i. Director Villa – reported on IWMA
 - ii. Director Gibson – absent
 - iii. Vice President White – None
 - iv. President Austin – reported on Firehouse Art AD Hoc Committee
 - v. Director Replogle – None
 - c. **PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**
Public comment was received by Giselle Naylor.

8 CONSENT AGENDA:	ACTION:
a. Review and Approval of Minutes for June 26, 2019	After an opportunity for public comment and Board discussion, staff recommendations were approved as modified an addition to Item 8b in the amount of \$7,502.72 for a total of \$ 902,016.97 with the attached warrants with a motion from Vice President White, and a second from Director Villa and a 4-0 roll call vote. No public comment.
b. Review and Approval of Cash Disbursements	

10A HEARING ITEM:	ACTION:
Consideration of a recommendation to approve a resolution to collect delinquent customer accounts on the 2019-20 property tax bills	After an opportunity for public comment and Board discussion, staff recommendations were approved with a motion from Director Replogle, and a second from Vice President White and a 4-0 roll call vote. No public comment.

9B BUSINESS ITEM:	ACTION:
Review of Fiscal Year 2018-19 Budget Status as of June 30, 2019 and consideration of a recommendation to approve year-end encumbrances	After an opportunity for public comment and Board discussion, a motion was made to approve year-end encumbrances with a motion from Vice President White, and a second from Director Villa and a 4-0 roll call vote. Public comment was received by Giselle Naylor.

Board recessed from 6:44pm – 6:50 pm

9A BUSINESS ITEM:	ACTION:
Update on the Low Impact Development Component of the Water Resource Reliability Program and consideration of a recommendation to support a grant application for funding from Proposition 1 (2014)	After presentation from Seth Stevens, an opportunity for public comment and Board discussion, staff recommendations were approved with a motion from Vice President White, and a second from Director Villa and a 4-0 roll call vote. Public comment was received by Giselle Naylor.

9C BUSINESS ITEM:	ACTION:
Review of the Special Districts Fire Protection Study for County of San Luis Obispo dated November 2018 and discussion of other community options for fire and emergency services, and direction to staff as deemed appropriate.	After an opportunity for public comment and Board discussion, informal direction was given to write a letter to the Board of Supervisors of San Luis Obispo County in regards to what the County would request from the District if the District pursues divestiture of fire and emergency medical services. Public comment was received by Giselle Naylor.

11. **RECEIVED WRITTEN COMMUNICATIONS:** None
12. **LATE RECEIVED WRITTEN COMMUNICATIONS:**
13. **FUTURE AGENDA ITEMS:** See the Board Meeting Timeline/ Future Agenda Items
14. **FUTURE HEARING ITEMS:** None.
15. **ADJOURNMENT:** at approximately 8:30pm

COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 057833 THRU 057845

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	7/10/2019	CHECK	057833	COASTLINE EQUIPMENT	1,314.71CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057834	BAVCO BACKFLOW APPARATUS & VAL	117.10CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057835	ICONIX WATERWORKS (US) INC.	899.51CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057836	ARAMARK	100.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057837	ZENITH INSURANCE COMPANY	1,617.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057838	GSI WATER SOLUTIONS, INC.	1,690.23CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057839	RABOBANK VISA CARD	331.16CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057840	MIER BROS.	96.98CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057841	MINER'S ACE HARDWARE, INC.	200.18CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057842	SLO CO PUBLIC HEALTH DEPT.	401.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057843	PRO-TECH LANDSCAPE MANAGEMENT,	410.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057844	CARQUEST AUTO PARTS	172.39CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057845	THE TRIBUNE	152.46CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	7,502.72CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	7,502.72CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

PHONE(805) 481-6730 FAX (805) 481-6836

Date: July 24, 2019

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #8C: Recommendation to Approve Cash Disbursements

Recommendation

It is recommended that your board approve the attached cash disbursements:

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	57846 - 57866	
Disbursements Requiring Board Approval prior to Payment:		
Regular Payable Register - paid 07/10/2019	57855 - 57866	\$ 18,363.30
Voided check 57857	57857	\$ (213.91)
Subtotal:		\$ 18,149.39
Reocrring Payments for Board Review (authorized by Resolution 2018-11):		
Payroll Disbursements - PPE 07/06/2019	N/A	\$ 71,440.27
Reoccurring Utility Disbursements - paid 07/10/2019	57847 - 57854	\$ 3,214.16
Reoccurring Health Disbursements - paid 07/10/2019	57846	\$ 56.21
Subtotal:		\$ 74,710.64
Grand Total:		\$ 92,860.03

*Check 57834 from the 7/12/2019 BOD meeting for \$117.10 and check 57857 for \$213.91 were voided.

Other Agency Involvement

N/A

Other Financial Considerations

Amounts are within the authorized Fund level budgets.

Results

The Board's review of cash disbursements is an integral component of the District's system of internal controls and promotes a well governed community.

COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 057855 THRU 057866

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	7/18/2019	CHECK	057855	R&R ROLL-OFF LLC	567.56CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057856	PETTY CASH	1.83CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057857	STEWART, CASEY VOIDED	213.91CR	VOIDED	A	7/18/2019
1-1001-000	7/18/2019	CHECK	057858	BACKYARD IMPROVEMENT CENTER	285.79CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057859	CRWA	275.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057860	BURDINE PRINTING & GRAPHICS	61.53CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057861	ICONIX WATERWORKS (US) INC.	3,232.19CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057862	ARAMARK	200.02CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057863	CALPORTLAND CONSTRUCTION	104.52CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057864	GODBE CORPORATION dba GODBE RE	13,150.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057865	J.B. DEWAR, INC.	251.59CR	OUTSTND	A	0/00/0000
1-1001-000	7/18/2019	CHECK	057866	MINER'S ACE HARDWARE, INC.	19.36CR	OUTSTND	A	0/00/0000
MISCELLANEOUS: -----								
1-1001-000	7/18/2019	MISC.	057857	STEWART, CASEY VOIDED	213.91	VOIDED	A	7/18/2019
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	18,363.30CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	213.91		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	18,363.30CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	213.91		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

Payroll Summary Report
Board of Directors - Agenda Date July 24, 2019

	(*)	
Gross Wages	6/22/2019	7/6/2019
Regular	\$21,702.77	\$22,128.67
Overtime Wages	\$1,060.61	\$1,145.15
Stand By	\$700.00	\$700.00
	<u>\$23,463.38</u>	<u>\$23,973.82</u>
Disbursements		
Net Wages	\$17,100.64	\$17,541.91
State and Federal Agencies	\$3,758.56	\$3,898.07
CalPERS - Normal	\$4,094.95	\$4,330.91
CalPERS UAL (Annual Unfunded Liability Payment)**	\$0.00	\$45,498.00
SEIU - Union Fees	\$171.38	\$171.38
	<u>\$25,125.53</u>	<u>\$71,440.27</u>
Health (Disbursed with reoccurring bills)	\$5,331.18	\$5,331.18
	<u>\$30,456.71</u>	<u>\$76,771.45</u>

(*) Previously reported in prior Board Meeting packet - provided for comparison.

(**) CalPERS UAL payment budgeted in the Administration Fund for \$38,500 and \$7,079 in the Fire Fund.

COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 057847 THRU 057854

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	7/10/2019	CHECK	057847	ADVANTAGE ANSWERING PLUS, INC	245.80CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057848	AGP VIDEO INC.	1,645.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057849	CHARTER COMMUNICATIONS	130.00CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057850	DIGITAL WEST NETWORKS, INC.	615.08CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057851	VERIZON WIRELESS	184.14CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057852	SO CAL GAS	76.67CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057853	STANLEY CONVERGENT SECURITY SO	93.97CR	OUTSTND	A	0/00/0000
1-1001-000	7/10/2019	CHECK	057854	ELECSYS INTERNATIONAL CORP	223.50CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	3,214.16CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	3,214.16CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

COMPANY: 99 - POOLED CASH FUND
ACCOUNT: 1-1001-000 POOLED CASH OPERATING
TYPE: All
STATUS: All
FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 057846 THRU 057846

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	7/10/2019	CHECK	057846	TASC -CLIENT INVOICES	56.21CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	56.21CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	56.21CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: July 24, 2019

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #8(D): Submittal of the District's Fiscal Year 2018-19 Quarter 4 Treasurer Report**

Recommendation

It is recommended that your Board receive and file the District's 2018-19 Quarter 4 Treasurer Report.

Discussion

Government Code section 61053(f) requires the District Treasurer to report to the Board of Directors quarterly regarding the receipts, disbursements and the balances in each account controlled by the District. At the January 23rd meeting your Board approved Resolution 2019- 01 to adopt the District's 2019 Investment Policy which is required by Government Code section 53646(A)(2). Section 7 of the Investment Policy requires the Financial Officer/ Treasurer to provide a quarterly report that identifies the District's investments within 30 days after the end of each quarter. The attached worksheet has been prepared to review the District's fourth quarter report for fiscal year 2018/19.

The District holds accounts with the County of San Luis Obispo and Rabobank. Attachment "A" provides a summary of each account held by the District which have been reconciled against the District's general ledger.

Other Agency Involvement

The County of San Luis Obispo

Other Financial Considerations

The 2018-19 Quarter 4 budget review was presented at the July 10th Board meeting/ agenda packet.



Oceano Community Services District

Board of Directors Meeting

Results

Establishing compliance with both Government Code 61000-61250 regarding Community Service Districts and the District's Investment Policy will help ensure that the District's costs are managed properly and promotes prosperous and well governed communities.

- Attachment A – 2018-19 Quarter Treasurer Report

Oceano Community Services District
2018-19 Treasurer Report - Quarter 4

<u>Account</u>	<u>Month</u>	<u>Beginning Balance</u>	<u>Credits</u>	<u>Debits</u>	<u>Ending Balance</u>	<u>Quarter Ending Balance</u>
<u>County of San Luis Obispo Accounts:</u>						
Oceano CSD - Water Rev - 31215 (Revenue Bond)	Apr-19	\$104.80	\$0.54	\$0.00	\$105.34	
	May-19	\$105.34	\$0.00	\$0.00	\$105.34	
	Jun-19	\$105.34	\$0.00	\$0.00	<u>\$105.34</u>	\$105.34
Oceano CSD - 41005	Apr-19	\$2,152,972.73	\$284,494.21	(\$89,773.66)	\$2,347,693.28	
	May-19	\$2,347,693.28	\$7,249.90	\$0.00	\$2,354,943.18	
	Jun-19	\$2,354,943.18	\$8,722.22	(\$1,715.00)	<u>\$2,361,950.40</u>	\$2,361,950.40
Oceano CSD - 41045 (Sanitary District Bond - Paid Off)	Apr-19	\$4.61	\$0.02	\$0.00	\$4.63	
	May-19	\$4.63	\$0.00	\$0.00	\$4.63	
	Jun-19	\$4.63	\$0.00	\$0.00	<u>\$4.63</u>	\$4.63
<u>Rabobank Accounts:</u>					County Total	<u>\$2,362,060.37</u>
Public Checking - 1101	Apr-19	\$466,545.07	\$368,263.96	(\$439,532.61)	\$395,276.42	
	May-19	\$395,276.42	\$55,577.03	(\$153,014.72)	\$297,838.73	
	Jun-19	\$297,838.73	\$424,644.82	(\$133,595.51)	<u>\$588,888.04</u>	\$588,888.04
Public Investment Money Market - 5783	Apr-19	\$29,343.54	\$5.15	(\$25.00)	\$29,323.69	
	May-19	\$29,323.69	\$4.98	(\$25.00)	\$29,303.67	
	Jun-19	\$29,303.67	\$4.49	(\$25.00)	<u>\$29,283.16</u>	\$29,283.16
Public Fund CD - 7655 (Water Fund Deposit)	Apr-19	\$24,166.68	\$12.48	\$0.00	\$24,179.16	
	May-19	\$24,179.16	\$12.09	\$0.00	\$24,191.25	
	Jun-19	\$24,191.25	\$12.50	\$0.00	<u>\$24,203.75</u>	\$24,203.75
Public Investment Money Market - 0161 (Public Facilities Fees)	Apr-19	\$240,042.66	\$42.09	\$0.00	\$240,084.75	
	May-19	\$240,084.75	\$40.78	\$0.00	\$240,125.53	
	Jun-19	\$240,125.53	\$36.85	\$0.00	<u>\$240,162.38</u>	\$240,162.38
					Rabobank Total	<u>\$882,537.33</u>
					Total	<u><u>\$3,244,597.70</u></u>



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: July 24, 2019

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item 8(E): Review and approve Providing Free Disposal of Up to Five (5) Bulky Items for the Residents of Oceano and Halcyon during the September 2019 Clean-Up Week**

Recommendation

It is recommended that your Board review and approve providing free disposal of up to five (5) bulky items for the residents of Oceano and Halcyon during the September 2019 Clean-up week.

Discussion

South County Sanitary Services Inc. (SCSS) is the District's Franchisee for collection of solid waste and recycling within the community. The next "Clean-Up" week is September 23-27, 2019 for single family residential customers. Clean-up week provides residents and property owners with the ability to dispose of additional waste provided rules are followed. An additional charge of \$10 per item may apply to appliances, furniture and other large objects.

For the past three years, the District has provided free disposal of large items during the September clean-up week by covering the extra charges for customer's large items. The District costs are funded from franchise fees paid by SCSS to the District. Those franchise fees are generated from customers and property owners as part of the normal bills that they pay for solid waste and recycling services. The funding arrangements established in the franchise agreements provide a mechanism for your Board to direct specific solid waste and recycling efforts, and incentives, based on the needs of the community.

The past Clean-Up event's resulted in a significant amount of waste disposal that otherwise accumulates in homes. In September of 2018 the District covered \$7,255 of customer's large items. The amount was greater than the \$1,670 that was collected by SCSS during the April 2019 Clean Up Week when residents paid for all of their bulky items. Greater community participation during the fall clean-up has resulted since the District started covering customers costs in the fall supporting community clean-up also helps reduce the illegal dumping that occurs in the community.



Other Agency Involvement

South County Sanitary Services Inc. is the District's Franchisee for collection of solid waste and recycling with the community. The County of San Luis Obispo has land use and code enforcement authority in Oceano.

Other Financial Considerations

The cost of the Clean-Up week incentives, if incurred at approximately the same amount as 2018, can be funded within the existing garbage budget. If needed, a budget adjustment for Clean-Up week can be provided to your Board once the customer participation is known from SCSS.

Results

Initiating efforts to improve community clean-up promotes a safe, livable and well governed community.

Attachments:

- SCS Fall Clean-Up week flyer

Clean~Up Week

September 23-27 2019

Rules & Regulations

CLEAN-UP WEEK

A community service provided free to single family residential customers of South County Sanitary Service.

BULKY ITEMS - \$10 EA.

You must call one week before your collection day to schedule.

ON THE CURB

Place your Clean-Up Week garbage on the curb no later than 6:00am on your regular garbage collection day. Don't block your waste wheelers, we still run automated trucks.

CONTAINER NOTES

Clean-Up Week garbage may be placed in standard trash cans or tied into bundles. Standard trash containers will be emptied and left on the curb. Boxes and plastic bags will be taken away with your garbage. If you want your non-standard containers left behind, *please mark or place a note on them.*

CONTAINER SIZE

Containers or bundles of garbage must weigh 75 pounds or less and must measure four feet or less in overall length. No hazardous materials will be taken.

Garbage, greenwaste, & recycling combined for 12 cans, bags, or bundles **plus your waste wheelers**. Excess garbage will be left on the curb.

TWELVE standard trash cans (32 gallons each) OR the equivalent in bags, boxes, or bundles. Each not to exceed 75 pounds and four feet in length

BULKY ITEMS - \$10 EA.

The following special prices are valid only during Clean-Up Week *Items must be on the curb to qualify for these special prices.*

\$10 EACH - LIMIT TWO OF EACH. OVERLY LARGE ITEMS REQUIRING TWO MEN TO HANDLE WILL HAVE ADDITIONAL COST BY QUOTE ONLY

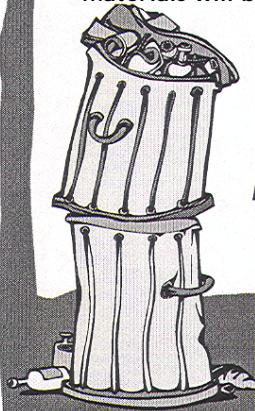
Televisions • Water Heaters • Couches • Washers • Dryers • Small Appliances • Chairs • Box Springs • Mattresses • Refrigerators • Overstuffed Chairs • Passenger Car Tires \$2.50 Rims \$2.50 (limit of 4) No auto parts.

TO ARRANGE FOR PICKUP OF BULKY ITEMS (NOT FREE)

you must first call 805-489-4246

Bulky items will not be picked up unless you call first.

**DON'T PUT OUT YOUR TRASH UNTIL
YOUR COLLECTION DAY**



GENERAL TIPS FROM THE OFFICE

- 1. PLEASE DON'T USE PLASTIC BAGS IN THE COMMINGLED RECYCLING OR GREENWASTE CANS. INADVERTENTLY SOMEONE WILL THROW GARBAGE IN WITH THE RECYCLING AND CONTAMINATE THE ENTIRE LOAD. JUST DUMP THE RECYCLING IN THE CAN AND THROW THE BAG AWAY.**
- 2. LARGE PIECES OF CARDBOARD NEED TO BE CUT UP OR BROKEN DOWN SO THEY FIT IN THE BLUE WASTE CART WITH THE LID CLOSED. AUTOMATED TRUCKS CAN'T PICK UP LOOSE CARDBOARD. IF YOU NEED A BIGGER BLUE BIN CALL THE OFFICE. THERE IS A FEE TO REMOVE EXTRA CARDBOARD.**
- 3. IF YOU FORGET TO PUT YOUR CAN OUT BY 6:00AM AND WE HAVE TO SEND A TRUCK BACK TO YOUR HOUSE THERE WILL BE A TRIP CHARGE FOR EACH COMMODITY.**
- 4. IT IS IMPORTANT TO NOT PACK THE CARTS SO TIGHT THAT WHEN TURNED UPSIDE DOWN, NOTHING WILL COME OUT.**

THE OFFICE NUMBER IS 805-489-4246.





Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: July 24, 2019

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item # 8(F): Approval of recommendations authorizing the General Manager to prepare an amended scope of work and schedule with Cannon Corp. for preparation of the Water Resource Reliability Program (WRRP) based on the changes in scope and schedule approved by the California Department of Water Resources and direct the Board President to execute the amendment**

Recommendation

It is recommended that your Board authorize the General Manager to prepare an amended scope of work and schedule with Cannon Corp. for preparation of the Water Resource Reliability Program (WRRP) based on the changes in scope and schedule approved by the California Department of Water Resources and direct the Board President to execute the amendment.

Discussion

On December 13, 2017 your Board approved a professional services agreement with Cannon Corp to prepare the District's Water Resource Reliability Program. The program is substantially funded by a Proposition 84 grant obtained from the State's Integrated Regional Water Management (IRWM) program in the amount of \$198,367. In addition, optional design services were included in the Cannon contract with funding provided by a Proposition 1 grant in the amount of \$177,750.

At the time the contract was originally approved with Cannon, the award of the additional optional design work funded by Prop. 1 was intended to occur only after satisfactory completion of the Prop. 84 WRRP work, and then only after an amendment of the Proposition 1 grant to specify which projects will move forward with design. Based on status of the work completed to-date and Cannon's efforts in helping the district include additional design work at no additional costs for the Proposition 84 grant, staff recommends that the optional work for Proposition 1 design should be approved at this time. In summary, the proposed recommendation will accomplish two efforts.

First, the scope and schedule for the original Proposition 84 efforts has been approved by the Department of Water Resources and includes design of four (4) projects that were not originally anticipated. Due to leak detection work performed by the California Rural Water Association and overall



Oceano Community Services District

Board of Directors Meeting

efficiencies in work by Cannon, costs savings associated with the original Prop. 84 efforts allow the inclusion of the four design projects at no additional cost. The changes in scope and schedule will be based on the approved DWR changes in the attached grant agreement.

Second, staff wishes to initiate additional approvals from DWR to proceed with Proposition 1 design efforts. The \$177,750 of optional work is included in the current Cannon contract and will be 100% funded from grant proceeds. Next steps include obtaining DWR approval for the design of specific projects and authorizing Cannon to proceed. Pursuing DWR approval at this time is intended to enhance the ability of Cannon to proceed with design work funded from Proposition 1 upon completion of, or potentially concurrent with, the Proposition 84 design efforts.

Other Agency Involvement

Grants have been awarded by the State and administered by the County. As a result, no additional approvals for the grant are needed.

Other Financial Considerations

The Proposition 84 grant for the WRRP totals \$198,367. The Proposition 1 grant for design services is \$177,750. Additional grants to the District have been recently recommended for award by the San Luis Obispo County Regional Water Management Group in the amount of \$274,500 for construction costs. Total grants for WRRP efforts are now anticipated to exceed \$650,000 plus direct technical assistance that has been provided by California Rural Water Association for leak detection and the Council for Watershed Health for Low Impact Development Efforts, and other efforts. Altogether the value of technical assistance paid directly by the state and grants funded for the district approximate one million dollars.

Results

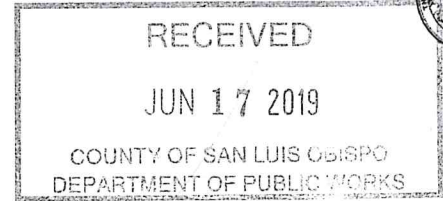
Authorizing the general manager to approve changes in the scope and schedule of work by Cannon Corp based on grant amendments approved by DWR and administered by the County promotes cost efficiencies and replacement of the community's aged infrastructure.

Attachment:

- Proposition 84 IRWM 2015 Implementation Grant, Amendment 2 for Grant Agreement No. 4600011487

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



June 12, 2019

Mr. John Diodati
Public Works Director
San Luis Obispo County Flood Control and
Water Conservation District
County Government Center, Room 206
San Luis Obispo, California 93408

Proposition 84 IRWM 2015 Implementation Grant, Amendment 2 for Grant Agreement NO. 4600011487

Dear Mr. Diodati;

Enclosed is an original executed copy of Amendment 2 for Grant Agreement No. 4600011487 for the Proposition 84 IRWM 2015 Implementation Grant.

If you have any questions, please contact Angela Cruz, Project Manager, at (916) 653-9723 or email at Angela.Cruz@water.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Lana Quidgeon Graber".

Lana Quidgeon Graber
Financial Assistance Branch
Division of Integrated Regional Water Management

**Grant Agreement 4600011487
Amendment 2**

Under the 2015 Proposition 84 Integrated Regional Water Management Implementation Grant

**State of California
Natural Resources Agency
Department of Water Resources**

**Agreement Between The State of California
Department of Water Resources
and San Luis Obispo County Flood Control and Water Conservation District**

This amendment to Agreement 4600011487 is made on 6-12-2019. The agreement is amended as follows:

Agreement:

Revised paragraph 2. TERM OF GRANT AGREEMENT. Changed the termination date from June 30, 2019 to December 31, 2019.

Revised Paragraph 26. Project Representatives (attached) with the current personnel administering the agreement.

EXHIBIT A, WORK PLAN

Project 1: Revised Exhibit A, Work Plan (attached) to include additional work activities.

Project 2: Revised Exhibit A, Work Plan (attached) to include additional work activities.

EXHIBIT B, BUDGET

Project 1: Revised Exhibit B, Budget (attached) to reflect actual project cost for Project 1. Changes to cost share only.

EXHIBIT C, SCHEDULE

Revised Exhibit C, Schedule (attached) to reflect actual schedule.

All other terms and conditions of the agreement will remain the same.

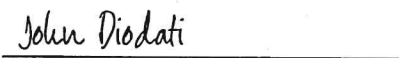
IN WITNESS WHEREOF, the parties hereto have executed this amendment on the date first written above.

STATE OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES



Carmel Brown, Chief
Financial Assistance Branch
Division of Integrated Regional Water Management

SAN LUIS OBISPO COUNTY FLOOD CONTROL AND
WATER CONSERVATION DISTRICT



John Diodati
Interim Public Works Director

Date 6-12-2019

Date 6/10/2019

Approved as to Legal Form and Sufficiency


Robin Brewer, Assistant Chief Counsel
Office of Chief Counsel

Date 6-12-19
Agenda Item 8F

**GRANT AGREEMENT BETWEEN THE STATE OF CALIFORNIA (DEPARTMENT OF WATER RESOURCES) AND
SAN LUIS OBISPO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT
AGREEMENT NUMBER 4600011487
2015 PROPOSITION 84 INTEGRATED REGIONAL WATER MANAGEMENT (IRWM) IMPLEMENTATION GRANT
CALIFORNIA PUBLIC RESOURCES CODE § 75026 ET SEQ.**

THIS GRANT AGREEMENT is entered into by and between the Department of Water Resources of the State of California, herein referred to as the "State" or "DWR" and the San Luis Obispo County Flood Control and Water Conservation District, a public agency in the State of California, duly organized, existing, and acting pursuant to the laws thereof, herein referred to as the "Grantee", which parties do hereby agree as follows:

1. PURPOSE. State shall provide funding from the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 to Grantee to assist in financing projects associated with the San Luis Obispo County IRWM Plan pursuant to Chapter 8 (commencing with §79560) of Division 26.5 of the California Water Code (CWC), hereinafter collectively referred to as "IRWM Program."
2. TERM OF GRANT AGREEMENT. The term of this Grant Agreement begins on the date this Grant Agreement is executed by State, and terminates on December 31, 2019 or when all of the Parties' obligations under this Grant Agreement are fully satisfied, whichever occurs earlier. Execution date is the date the State signs this Grant Agreement.
3. GRANT AMOUNT. The maximum amount payable by the State under this Grant Agreement shall not exceed \$3,702,762.
4. GRANTEE COST SHARE. Grantee agrees to fund the difference between the Total Project Cost and the Grant Amount (amount specified in Paragraph 3). Grantee Cost Share consists of Funding Match and Additional Cost Share, as documented in Exhibit B (Budget). Additional Cost Share will not be reviewed by the State for invoicing purposes; however, the Grantee is required to maintain all financial records associated with the project in accordance with Exhibit I (State Audit Document Requirements and Funding Match Guidelines for Grantees).
5. FUNDING MATCH. Grantee is required to provide a Funding Match (non-State funds) of not less than 25 percent of the Grand Total of all the total project costs unless a Disadvantaged Community project waiver is granted. Grantee agrees to provide a Funding Match for the amount as documented in Exhibit B (Budget), and may include expenses directly related to Exhibit A (Work Plan) after January 1, 2011.
6. GRANTEE'S RESPONSIBILITY. Grantee and its representatives shall:
 - a) Faithfully and expeditiously perform or cause to be performed all project work as described in Exhibit A (Work Plan) and in accordance with Exhibit B (Budget) and Exhibit C (Schedule).
 - b) Accept and agree to comply with all terms, provisions, conditions, and written commitments of this Grant Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by Grantee in the application, documents, amendments, and communications filed in support of its request for Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 financing.
 - c) Comply with all applicable California laws and regulations.
 - d) Implement the Projects in accordance with applicable provisions of the law.
 - e) Fulfill its obligations under the Grant Agreement, and be responsible for the performance of the projects.
7. LOCAL PROJECT SPONSOR'S RESPONSIBILITY. Grantee shall assign Local Project Sponsors to act on behalf of Grantee for the purposes of individual project management, oversight, compliance, and operations and maintenance. Local Project Sponsors shall be assigned in accordance with the participating agencies identified in the San Luis Obispo County Integrated Regional Water Management 2015 Implementation grant application. Exhibit F identifies Local Project Sponsors. Local Project Sponsors shall also act on behalf of Grantee in the fulfillment of Grantee responsibilities where specifically specified in this Grant Agreement.

26. PROJECT REPRESENTATIVES. The Project Representatives during the term of this Grant Agreement are as follows:

Department of Water Resources
Arthur Hinojosa
Chief, Division of IRWM
P.O. Box 942836
Sacramento CA 94236-0001
Phone: (916) 653-4736
e-mail: Arthur.Hinojosa@water.ca.gov

San Luis Obispo County Flood Control and
Water Conservation District
John Diodati
Interim Public Works Director
County Government Center, Room 206
San Luis Obispo, CA 93408
Phone: (805) 788-2832
e-mail: jdiodati@co.slo.ca.us

Direct all inquiries to the Project Manager:

Department of Water Resources
Angela Cruz
Division of Integrated Regional Water Management
P.O. Box 942836
Sacramento CA 94236-0001
Phone: (916) 653-9723
e-mail: Angela.Cruz@water.ca.gov

San Luis Obispo County Flood Control and
Water Conservation District
Brendan Clark
Water Resources Engineer
County Government Center, Room 206
San Luis Obispo, CA 93408
Phone: (805) 788-2316
e-mail: bclark@co.slo.ca.us

Either party may change its Project Representative or Project Manager upon written notice to the other party.

27. STANDARD PROVISIONS. The following Exhibits are attached and made a part of this Grant Agreement by this reference:

Exhibit A – Work Plan
Exhibit B – Budget
Exhibit C – Schedule
Exhibit D – Standard Conditions
Exhibit E – Authorizing Resolution
Exhibit F – Local Project Sponsors
Exhibit G – Report Formats and Requirements
Exhibit H – Requirements for Statewide Monitoring and Data Submittal
Exhibit I – State Audit Document Requirements and Funding Match Guidelines for Grantees
Exhibit J – Project Monitoring Plan Guidance

**EXHIBIT A
 WORK PLAN**

PROJECT 1: UPPER SALINAS RIVER BASIN CONJUNCTIVE USE PROJECT

IMPLEMENTING AGENCY: Templeton Community Services District

PROJECT DESCRIPTION: The Upper Salinas River Basin Conjunctive Use Project (USCUP) will capture 60% of unutilized wastewater flows to develop approximately 242 acre-feet per year (AFY) of new water supply by redirecting all of the wastewater generated in the east side area to the Meadowbrook Wastewater Treatment Plant (MWWTP). The project consists of the following components:

- Component A: Construct the East Side Force Main and Lift Station Project (ESFM Project)
- Component B: Upgrade the West Side Lift Station to accommodate future flows
- Component C: Install new bar screen and washer/compactor at the MWWTP headworks

BUDGET CATEGORY (B): LAND PURCHASE/EASEMENT

TASK 4: LAND EASEMENT

Component A: East Side Force Main and Lift Stations – This task consists of efforts required to obtain two new permanent easements are required for the new lift station sites. They are approximately 1500 square feet (sf) and 900 sf in area. The new force main pipeline will be located within existing easements and public right of way. The District will acquire expanded rights within the permanent pipeline easements on private land. Task includes staff time and necessary incidental expenses, public acquisition consultants, negotiation, appraisals, survey, outreach, document preparation, legal review and filing.

Component B: West Side Lift Station Upgrade - The District has sufficient easement rights for the upgrade of the West Side Lift Station. No additional land or easements are necessary.

Component C: MWWTP Headworks Upgrade - The District owns the Meadowbrook WWTP site and there is sufficient room for the Headworks upgrade. No additional land or easements are necessary.

Deliverables:

- Documentation supporting property value for the two lift station easement sites.
 - Appraisal Report APN: 040-143-012
 - Appraisal Summary Statement APN: 040-143-012
- All relevant documentation regarding acquisition of the lift station easements including final recorded deed, title report, etc.
 - Easement Deed APN: 040-143-012
 - Lessee Consent Agreement 040-143-020
 - Easement Agreement APN 040-145-005
 - Lessee Consent Agreement APN: 040-145-005
- Temporary and Permanent Easements
 - Memorandum of Right of Way Agreement APN: 040-143-012
 - Correction Easement Agreement APN: 040-143-020
 - Right of Way Agreement APN: 040-145-005

BUDGET CATEGORY (C): PLANNING/DESIGN/ENGINEERING AND ENVIRONMENTAL DOCUMENTATION**TASK 5: FEASIBILITY STUDIES**

This task includes the preparation of the 2012 HMM Wastewater System Evaluation feasibility study.

Deliverables:

- 2012 HMM Wastewater System Evaluation Study

TASK 6: PRELIMINARY ENGINEERING DESIGN

This task includes staff time and necessary expenses incidental to the preliminary engineering activities for this project including: geotechnical investigation, topographic survey, 2013 AECOM Predesign Technical Memo, 2013 AECOM East Side Wastewater Lift Stations Basin of Design Report, 2015 AECOM West Side Wastewater Collection System Evaluation, and the 2016 MKN West Side Lift Station Preliminary Design Report (PDR). The PDR will provide the overall project concept for use in development of final design, plans and specifications.

Deliverables:Components A and B

- 2013 Earth Systems Geotechnical Report for Sewer and Lift Station Project
- Topographic Survey
- 2013 AECOM Predesign Technical Memo.
- 2013 AECOM East Side Wastewater Lift Stations Basis of Design Report.
- 2015 AECOM West Side Wastewater Collection System Evaluation.
- 2016 MKN West Side Lift Station Preliminary Design Report.

Component C

- MWWTP Headworks Preliminary Design Report

TASK 7: DESIGN

Component A: East Side Force Main and Lift Stations – This includes efforts required to complete 100% construction documents, plans, and specifications for the East Side Force Main and lift stations. The East Side Force Main will direct flows to the west side.

Component B: West Side Lift Station Upgrade – This includes efforts required to prepare 100% construction documents, plans, and specifications for the upgrade of the West Side Lift Station to accommodate the East Side Flows.

Component C: MWWTP Headworks Upgrade – The MWWTP Headworks upgrade consists of the addition of washer/compactor and automatic controls. This includes staff and consultant efforts required to prepare construction documents, plans, and specifications for the installation of the new washer/compactor and automatic controls.

Deliverables:

- 100% Construction Documents, plans, specifications, and Engineer's Cost Estimate for Components A and B
- 100% Construction Documents, plans, specifications, and Engineer's Cost Estimate for Components C

TASK 8: CEQA DOCUMENTATION

Component A: East Side Force Main and Lift Stations – Component A requires the preparation of a Mitigated Negative Declaration (MND), an Addendum MND, a Subsequent MND and an Addendum No. 2 to the MND. This task also includes the preparation the NOD associated with each MND, a letter stating no legal challenges for each CEQA document, and proof of tribal notification.

Component B: West Side Lift Station Upgrade – This component will be added to the above CEQA document through Addendum No. 2 to the MND.

Component C: MWWTP Headworks Upgrade - A Notice of Exemption and a letter stating no legal challenges (or addressing legal challenges) will be prepared for Component C.

Deliverables:Component A and B

- 2012 TCSD Wastewater Flow Re-Routing Project Mitigated Negative Declaration
- 2013 TCSD Wastewater Flow Re-Routing Project Addendum MND
- 2015 TCSD Wastewater Flow Re-Routing Project Subsequent MND
- 2016 TCSD Wastewater Flow Re-Routing Project Addendum 2 MND
- No Legal Challenges Letter for each document
- Tribal Notification

Component C

- No Legal Challenges Letter
- 2016 Meadowbrook WWTP Headworks Improvements Notice of Exemption

TASK 9: PERMITTING

Obtain the following anticipated permits for this project:

- State Water Resources Control Board (SWRCB) Wastewater Change Petition - *Wastewater Change Petition WW0065 issued on November 7, 2012*
- Caltrans Encroachment Permit – for crossing Highway 101
- County Road Encroachment Permit
- CDFG Streambed Alteration Agreement
- SWRCB General Permit for Discharges of Storm Water exemption

Additional permits may be required and will be obtained as necessary.

Deliverables:

- Copy of all required permits

TASK 10: PROJECT MONITORING PLAN

Develop and submit a Project Monitoring Plan. Along with the Project Performance Measures Table provided by DWR project manager, the Project Monitoring Plan (as described in Exhibit J) will include baseline conditions, a brief discussion of monitoring systems to be used, methodology of monitoring, frequency of monitoring, and location of monitoring points.

Deliverables:

- Project Monitoring Plan

BUDGET CATEGORY (D): CONSTRUCTION/IMPLEMENTATION

TASK 11: CONSTRUCTION ADMINISTRATION

This task includes all activities necessary to secure a contractor, award the contract, and manage and monitor the contractor including: develop bid documents, prepare advertisement and contract documents for construction contract bidding, conduct pre-bid meeting, bid opening and evaluation, selection of the contractor, award of contract, and issuance of notice to proceed. The District Engineer will retain the primary responsibility for this task for all project components. Engineering support and environmental monitoring services are anticipated on the ESFM and Lift Stations project.

This task also includes managing contractor submittal review, answering requests for information, and issuing work directives. An engineering construction observer will be on site during the project as required based on the complexity of work. Construction observer duties include: documenting of pre-construction conditions, construction diary, preparing change orders, addressing questions of contractors on site, reviewing/updating project schedule, reviewing contractor log submittals and pay requests, forecasting cash flow, notifying contractor if work is not acceptable.

Project components A and B will be bid for construction. Project component C may be bid for construction or be completed by the District.

Deliverables:

Components A and B

- Proof of Advertisement for Mandatory Prequalification of Contractors for Public Bid for Components A and B.
- Award of contract for Components A and B
- Notice to proceed for Components A and B
- Notice of Completion for Components A and B
- As-Built Plans for Components A and B.

Component C

- Proof of Advertisement for Mandatory Prequalification of Contractors for Public Bid for Component C.
- Award of contract for Component C
- Notice to proceed for Component C
- Notice of Completion for Component C
- As-Built Plans for Component C.

TASK 12: CONSTRUCTION/IMPLEMENTATION

This task includes the activities associated with the implementation of this project. The activities are organized by the four project components.

Component A: East Side Force Main and Lift Stations – Construction consists of two new lift stations and approximately 15,600 LF of force main.

- **Volpi Ysabel Lift Station** Abandon the existing Volpi Ysabel metering station and construct a new lift station to convey wastewater flows to the south, including two prerotation basins, two new wemco pump and appurtenances, wet well, controls, and piping, generator, and site work at new Volpi Ysabel Sewer Lift Station.
- **Volpi Ysabel Force Main** Construction of approximately 6,100 linear feet of 6-inch diameter sewer force main, 500 linear feet of 10-inch gravity sewer, and appurtenances within existing TCSD Easements adjacent to Union Pacific Railroad (UPRR) Right-of-Way and within existing paved roads. Work will include installation of temporary security fencing and coordination with easement landowners.
- **Lift Station No. 3** Replace Lift Station 3 in order to convey larger flows at higher heads, and in a different direction to convey flows south. New lift station will be constructed adjacent to the existing lift station and will include Installation of two prerotation basins, two WEMCO pumps, piping, and appurtenances, electrical work and electrical control systems, and site work.
- **Lift Station No 3 Force Main** Construct approximately 9,300 linear feet of new 12-inch diameter sewage force main from new Lift Station No. 3 in a southwesterly alignment within the existing alignment to Main Street, and then within Main Street, Old County Road and Las Tablas within the paved road right-of-way to the existing West Side Lift Station.

Component B: West Side Lift Station Upgrade – Construction consists of:

- Installation of two prerotation basins, two WEMCO pumps, piping, and appurtenances
- Modification to concrete wetwell to accommodate new pumps, bases, prerotation basins and rails
- Electrical work including the addition of variable frequency drives and associated modifications to the electrical control systems

Component C: MWWTP Headworks Upgrade – Construction consists of:

- Installation of washer compactor and control panel

Deliverables:

Components A and B

- Photographic Documentation for Components A and B
- Engineer's Certification of Completion for Components A and B

Component C

- Photographic Documentation for Component C
- Engineer's Certification of Completion for Component C

PROJECT 2: OCSD'S STUDY PLAN FOR WATER RESOURCES RELIABILITY PROGRAM (WRRP)

IMPLEMENTING AGENCY: Oceano Community Services District

PROJECT DESCRIPTION: The OCSD WRRP study consists of three components: Recycled Water Injection Well study, the LID study, and the Leak Detection and Management Program. The work elements of each of these components are presented below.

BUDGET CATEGORY (C): PLANNING/DESIGN/ENGINEERING AND ENVIRONMENTAL DOCUMENTATION

As there is no construction associated with this project, CEQA and a Project Monitoring Plan are not required.

TASK 4: PROPERTY ASSESSMENT AND RIGHT-OF-WAY/EASEMENT CONSIDERATIONS

As part of this task, land purchase and easement issues will be identified and evaluated for proposed Low Impact Development (LID) work efforts. Tasks include identification of available public and private property, Easements and right-of-ways, required to construct the proposed program elements, will be identified. Required Encroachment Permits and Inter-Agency Agreements will be identified.

Deliverables:

- Project Progress Reports
- Draft Project Completion Report

TASK 5: FEASIBILITY STUDY - RECYCLED WATER INJECTION WELL STUDY

This task consists of efforts to identify the optimal recycled water injection well locations in Oceano to enhance the reliability of water supplies by recharging the groundwater basin, improving groundwater quality with the injection of highly treated recycled water, and preventing salt water intrusion. Efforts include:

- Review available background documents;
- Develop evaluation criteria;
- Coordinate with City of Pismo and South San Luis Obispo County Sanitation District to integrate proposed OCSD wells into the Pismo or SSLOCSD systems;
- Identify proposed injection well sites and prepare a cost-benefit comparison matrix to evaluate alternatives;
- Evaluate and rank proposed injection well sites and prepare a draft Study Technical Memorandum (TM) summarizing the findings
- Preparation of Final Study TM

Deliverables:

- Draft Feasibility Study Technical Memo
- Final Feasibility Study Technical Memo

TASK 6: FEASIBILITY STUDY – LOW IMPACT DEVELOPMENT PLAN

This task consists of efforts to update the existing 2004 Drainage and Flood Control Study to incorporate LID standards and to identify optimal programs and projects within Oceano to enhance stormwater recharge and to reduce non-point source pollution. Efforts to complete this study include:

- Review available background documents and update the 2004 study with a table to include any new LID techniques being implemented since the 2004 study.
- Identify potential LIDS, develop project criteria and assess potential LIDs and summarize findings in a Draft LID Feasibility TM for presentation to the OCSD Board and stakeholders;
- Coordinate with County to discuss LID opportunities and to identify agreement(s) that will be required for the OCSD to act as the lead agency in implementing LID improvements to enhance groundwater recharge;
- Prepare Final LID Feasibility Study TM and Presentation for the OCSD Board

Deliverables:

- Table Summarizing 2004 Report Updates
- Draft LID Feasibility Study Technical Memo
- Final LID Feasibility Study Technical Memo
- OCSD Board Presentation

TASK 7: FEASIBILITY STUDY – LEAK DETECTION AND MANAGEMENT PLAN

This task consists of the development of a Leak Detection and Management Plan and an addendum of the 2009 Master Water Study (MWS)(including a Capital Improvement Plan (CIP)), will enable OCSD to prioritize system projects to reliably minimize and capture water system losses thereby increasing in-system water:

- Review Available Background Documents and develop Maps to identify potential leak areas and areas of repaired/replaced pipes;
- System Loss Calculations - This task includes the review of existing spreadsheets and procedures used by OCSD in monitoring water production versus water sales, and other factors, to determine unaccounted water losses. Data will be reviewed to determine water production and consumption, in order to determine leakage estimates If data integrity can be deemed reliable. Recommendations will be provided on additional data needs/evaluations to develop accurate water loss calculations in the future;
- Coordinate to Identify System Projects - OCSD staff and its consultant will discuss water system projects, identified since 2009, for implementation to reduce in-system leaks. Based on a review of maintenance efforts, additional potential projects will be identified to be added to the 2009 MWS project list. Alternatives will be developed for consideration to provide support to residents/property owners for private property leak detection;
- Conduct field surveys to look to look for surface expressing of leaks, identify instantaneous water production measurement methods, develop a metering program, and prepare recommendations and costs for tracking water losses, including proposed new equipment; including a Leak Detection Survey and Report by the California Rural Water Association funded through the State Water Board's Technical Assistance Program;
- Prepare Leak Detection and Management Plan;
- Develop Draft 2009 Master Water Study and CIP Addendum based on technical findings, revisions will be made to the 2009 MWS and the corresponding CIP. The findings will be presented to the OCSD Board of Directors for review and direction.
- Develop Final 2009 Master Water Study and CIP Addendum present to the OCSD Board of Directors.

Deliverables:

- Technical Memorandum on historical Data, including Maps of Potential Leaks and Repaired Pipes

- Leak Detection Survey and Report by California Rural Water Association (State Water Board Tech. Assistance Program), including Tables and Maps Summarizing Field Investigation of Leaks
- Leak Detection and Management Plan
- Draft Addendum to update Master Water Study and CIP
- Final Addendum to update Master Water Study and CIP

TASK 8: COORDINATED PUBLIC OUTREACH PROGRAM

OCSO will implement a community based outreach program, to reach out to the community, including Town Hall Meetings, stakeholder meetings, Board Meetings, and creation of flyers/brochures to educate the stakeholders of the feasibility studies. The OCSO website will be updated to include presented materials. In addition, multilingual materials will be prepared by OCSO staff. OCSO will coordinate the outreach program to target all three studies. A coordinated stakeholder workshop, presenting the findings of the three proposed studies, will be conducted to solicit input on the evaluation criteria, proposed projects, and project ranking. Stakeholders include service area customers, City of Pismo, and SSLOCSO.

Deliverables:

- Website Updates
- Town Hall Meeting Presentations and Minutes
- Multilingual Outreach Materials
- Specific Stakeholder Meetings

TASK 9: DESIGN

This task includes the design of the top four (4) priority water line replacement projects as identified by in Task 07 - Leak Detection and Management Plan. Design documents are the 100% construction documents. The priority projects being funding in this grant are:

- #1-1 (Cabrillo Highway, Hwy 1 at 21st street)
- #1-2 (Cabrillo Highway and Front Street)
- #1-6 (Norswing and Truman Avenue)
- #1-9 (Cabrillo Highway Alley and 19th Street)

If budget remains after these pipe replacement designs, remaining funds will be used for additional identified priority replacement pipes, as detailed in the Leak Detection Report.

Deliverables:

- 100% Design Plans for Project #1-1
- 100% Design Plans for Project #1-2
- 100% Design Plans for Project #1-6
- 100% Design Plans for Project #1-9

BUDGET CATEGORY (D) CONSTRUCTION/IMPLEMENTATION

The WRRP is a planning study and design project and does not include any construction elements.

EXHIBIT B
BUDGET

AGREEMENT BUDGET SUMMARY

Project Name	Grant Amount	Cost Share: Non-State Fund Source (Funding Match)	Additional Cost Share	Total Cost	% Funding Match
Project 1: Upper Salinas River Basin Conjunctive Use Project	\$ 2,956,796	\$ 2,043,252	\$ 3,172,854	\$ 8,172,902	25.0%
Project 2: Water Resources Reliability Program*	\$ 198,397	\$ -	\$ 68,363	\$ 266,760	0.0%
Project 3: Well Head Treatment Project*	\$ 362,431	\$ 86,259	\$ 500,000	\$ 948,690	9.1%
Project 4: Overall Grant Administration	\$ 185,138	\$ 61,713	\$ -	\$ 246,851	25.0%
Grand Totals	\$ 3,702,762	\$ 2,191,224	\$ 3,741,217	\$ 9,635,203	26.0%

*Granted DAC Funding Match Waiver

PROJECT 1: UPPER SALINAS RIVER BASIN CONJUNCTIVE USE PROJECT

Budget Category	Grant Amount	Cost Share: Non-State Fund Source (Funding Match)	Additional Cost Share	Total Cost
(a) Direct Project Administration	-	\$371,506	-	\$371,506
(b) Land Purchase/Easements	-	\$318,407	-	\$318,407
(c) Planning/ Design/ Engineering/ Environmental Documentation	-	\$714,459	-	\$714,459
(d) Construction/ Implementation	\$2,956,796	\$638,880	\$3,172,854	\$6,768,530
TOTAL	\$2,956,796	\$2,043,252	\$3,172,854	\$8,172,902

(note, only changes are in the "Cost Share..." column. No amendment is requested for the total cost or the grant amount.)

EXHIBIT C
SCHEDULE

PROJECT 1: Upper Salinas River Basin Conjunctive Use Project	Start Date	Complete Date
Budget Category (a): Direct Project Administration	1/1/2016	11/30/2019
Task 1 - Project Management	1/14/2016	11/30/2019
Task 2 - Labor Compliance Program	1/14/2016	9/1/2019
Task 3 - Reporting	11/30/2016	11/30/2019
Budget Category (b): Land Purchase/Easement	7/1/2012	12/30/2016
Task 4 - Easement Acquisition	7/1/2012	12/30/2016
Budget Category (c): Planning / Design / Engineering / Environmental	11/1/2011	8/1/2019
Task 5 - Feasibility Studies	11/2/2011	4/1/2012
Task 6 - Preliminary Engineering Design	7/1/2012	7/1/2015
Task 7 - Design	12/4/2012	7/5/2017
Task 8 - CEQA Documentation	12/2/2011	7/5/2017
Task 9 - Permitting	1/4/2016	8/1/2019
Task 10 - Project Monitoring Plan	2/1/2018	8/31/2018
Budget Category (d): Construction / Implementation	4/1/2016	8/1/2019
Task 11 - Construction Administration	4/1/2016	8/1/2019
Task 12 - Construction / Implementation Activities	3/16/2018	8/1/2019

PROJECT 2: Oceano Community Services District Water Resources Reliability Program (WRRP)	Start Date	Complete Date
Budget Category (a): Direct Project Administration	1/13/2016	10/31/2019
Task 1 - Project Management	1/14/2016	10/31/2019
Task 2 - Labor Compliance Program	1/14/2016	10/31/2019
Task 3 - Reporting	1/14/2016	10/31/2019
Budget Category (c): Planning / Design / Engineering / Environmental	3/1/2016	10/31/2019
Task 4 - Property Assessment & ROW / Easement Considerations	4/1/2016	2/28/2019
Task 5 - Feasibility Study - Recycled Water Injection Well Study	3/1/2016	6/30/2018
Task 6 - Feasibility Study - Low Impact Development Plan	3/1/2016	2/28/2019
Task 7 - Feasibility Study - Leak Detection and Management Plan	3/1/2016	12/31/2018
Task 8 - Coordinated Public Outreach	3/1/2016	12/31/2018
Task 9 - Design	1/1/2019	10/31/2019

PROJECT 3: San Simeon Community Services District Well Head Treatment Project		Start Date	Complete Date
Budget Category (a): Direct Project Administration		1/1/2014	10/22/2018
	Task 1 - Project Management	3/1/2014	10/22/2018
	Task 2 - Labor Compliance Program	8/3/2015	11/30/2015
	Task 3 - Reporting	11/30/2016	10/22/2018
Budget Category (c): Planning / Design / Engineering / Environmental		1/1/2014	3/1/2016
	Task 4 - Feasibility Studies	1/1/2014	9/1/2014
	Task 5 - Preliminary Engineering	5/1/2014	3/1/2015
	Task 6 - CEQA Documentation	2/1/2015	4/1/2015
	Task 7 - Permitting (includes operating permit)	3/3/2015	3/1/2016
	Task 8 - Design	12/2/2014	8/1/2015
	Task 9 - Project Monitoring Plan	8/1/2014	8/1/2015
Budget Category (d): Construction / Implementation		8/3/2015	11/15/2015
	Task 10 - Contract Services	8/3/2015	9/2/2015
	Task 11 - Construction Administration	9/3/2015	11/15/2015
	Task 12 - Construction / Implementation Activities	9/2/2015	11/15/2015

PROJECT 4: Grant Agreement Administration		Start Date	Complete Date
Budget Category (a): Direct Project Administration		4/1/2015	12/31/2019
	Task 1 - Agreement Administration	4/1/2015	10/18/2016
	Task 2 - Invoicing	8/15/2016	10/31/2019
	Task 3 - Reporting	11/30/2016	12/31/2019



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: July 24, 2019

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item #9(A) - Update on emergency actions approved on July 10, 2019 authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping and by a 4/5ths vote, determine that there is a need to continue with emergency actions**

Recommendation

It is recommended that your Board receive an update on emergency actions approved on July 10, 2019 authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping and by a 4/5ths vote determine that there is a need to continue with emergency actions.

Discussion

On Saturday July 6, 2019, the motor for the District's primary production Well #8 failed, leaving Well #6 as the only operating groundwater pump. At this time, the District is solely reliant on water supply deliveries from the County of San Luis Obispo since the permit for Well #6 requires the supply be blended with Well #4 which previously failed and is currently being evaluated to determine if it can be placed back into service or if it will need to be abandoned.

At the special meeting on July 10, 2019 your Board adopted Resolution 2019-09, authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping. Staff has scheduled the motor for Well #8 to be removed and evaluated for physical and warranty purposes based on Board approval of emergency actions at the special meeting. The original Well #8 motor that failed in December 2018 is currently being repaired at the cost of \$1,200 and will be reinstalled at Well #8 while removing the newer motor that failed on July 6th. A verbal update on the replacement effort will also be provided at the Board meeting.



Other Agency Involvement

Staff informed the County of San Luis Obispo, Department of Public Works, of the well failure and our increased reliance on surface water deliveries until Well #8 is placed back into service.

Staff has contacted the State Division of Drinking Water to coordinate the use of Well #6 in the event the water supply deliveries from the County are interrupted. If the water supply deliveries from the County are interrupted, staff has worked with the County Office of Emergency Services on how to initiate a reverse 911 call to notify District customers. Attached is the County's form for customers to register for the reverse 911 calls.

Other Financial Considerations

Total costs are estimated at under \$15,000 and no budget adjustments are needed at this time.

Results

Receiving and update on groundwater pumping capabilities and whether to continue emergency actions promotes drinking water needs, a healthy and well governed community.

Attachments:

- Reverse 911 Flyer



Reverse 911

Public Alert and Notification

Reverse 911 provides emergency officials the ability to send a recorded emergency message to San Luis Obispo County residents and businesses. It can be utilized for emergencies where public health and safety is a concern such as evacuation orders, missing person notifications, and much more.

To increase the effectiveness of the system, residents are encouraged to register their wireless devices, digital or VoIP phones, as only conventional (hard/land line) phone lines are automatically entered into the system.

To learn more, or to register your wireless device visit:

www.slosheriff.org/reverse_911.php

For Questions Contact SLO County OES:

(805)781-5011



If you are unable to register your wireless device at the web address listed above, fill out the information below and return to :

Office of Emergency Services
County of San Luis Obispo
County Government Center
1055 Monterey St, Room D430
San Luis Obispo, CA 93408-1003

Name: _____

Address: _____

City: _____ Zip: _____

Primary Phone: _____ Secondary Phone: _____

Cell Phone: _____ Email: _____



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: July 24, 2019

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item # 9(B): Consideration of recommendations to award the construction contract for the 2019 replacement generator project to Mark Schwind Electric Inc, direct the Board President to execute the construction contract in the amount of \$51,820, and approve a budget adjustment increasing the project budget \$5,178 from public facilities reserves**

Recommendation

It is recommended that your Board:

1. Award the construction contract for the 2019 replacement project to Mark Schwind Electric Inc.
2. Direct the Board President to execute the construction contract in the amount of \$51,820
3. Approve a budget adjustment increasing the project budget \$5,178 from public facilities reserves

Discussion

The District's standby generator has not been functioning and its replacement has been included on several agendas over the past few years. On June 12, 2019 the District posted a notice inviting informal bids for the Emergency Generator Project (Project 2019-01) on the District website and construction trade journals websites as provided by Public Contracts Code 22034. Six sealed bids were delivered to the District before the bid deadline of July 11, 2019. The bids ranged from \$51,820 to \$110,841 and the "Bid Summary" is attached. Mark Schwind Electric Inc. submitted the lowest responsive bid of \$51,820 for Project 2019-01.

The District has the ability to award the contract or to reject all bids. Based on the low bid received from Mark Schwind Electric Inc. and the existing project budget of \$46,642, the District will need a budget adjustment of \$5,178.



Other Agency Involvement

The County of San Luis Obispo and the Air Pollution Control District are both involved in the permitting of the project.

Financial Considerations

The cost of the generator unit was previously paid by the District in the amount of \$38,358 and funded by the California Nuclear Preparedness Program Grant which was issued to the District with the assistance of the Five Cities Fire Authority and the County Sheriff. The public facilities reserves are \$261,466 as of June 30, 2019 and will decrease to \$209,646. These fees can be utilized for capital improvements and equipment related to the Fire Fund.

Additional costs for construction inspection will be required based on the conditions included in the County permit. The County determined that the generator is a component of an “essential public facility” and requires more extensive observation efforts during construction. The additional costs will be included in future board recommendations to fund these costs from public facilities reserves.

Results

Replacement of the standby generator will promote a safe community by helping to ensure power to both OCSD, the Fire Station and the Sheriff Substation.

Attachment:

- Bid Summary

Addendum:

- Construction Contract - <https://oceanocsd.org/wp-content/uploads/bsk-pdf-manager/2019/07/Contract-No.-2019-1-07122019-addendum.pdf>

**Oceano Community Service District
Project 2019-1
Emergency Generator Replacement Project
Bid Summary**

7/11/2019 @ 3:15 p.m.

Bidder	Bid
BC Construction & Electric	\$65,898.00
Brough Construction	\$83,900.00
Mark Schwind Electric	\$51,820.00
Newton Construction & Management	\$72,000.00
Stanta Maria Electric Inc.	\$85,545.00
Zoran Construction Group	\$110,871.00



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: July 24, 2019

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item # 9(C):** Review of a draft comparison of fire departments in San Luis Obispo County unincorporated communities operated under the jurisdiction of independent special districts, discuss community options for fire and emergency medical services, and provide direction to staff as deemed appropriate.

Recommendation

It is recommended that your Board:

1. Review the attached draft comparison of fire departments in the San Luis Obispo County unincorporated communities operated under the jurisdiction of independent special districts.
2. Discuss community options for fire and emergency medical services.
3. Provide Board direction to staff as deemed appropriate.

Discussion

The Five Cities Fire Authority (FCFA) has been providing fire and emergency services to the communities of Arroyo Grande, Grover Beach and Oceano since 2010 when the cities and the district approved a Joint Powers of Authority Agreement (JPA) establishing FCFA. In September 2017, FCFA adopted a strategic plan for future services, which has led to discussions to amend the FCFA JPA as needed to implement the strategic plan. The plan, along with the JPA, budgets and other FCFA documents can be obtained at:

<http://www.fivecitiesfireauthority.org/documents>

Costs associated with implementing the strategic plan have been identified. The agencies have been working collaboratively to determine funding requirements for each of the agencies and other amendments to the JPA that will be needed to ensure the continued viability of FCFA. On June 12, 2019, your Board approved the Second Amendment to the JPA which provides the new funding formulas. With the increased costs associated with implementing the strategic plan, a March 2020 ballot measure seeking voter support for funding will be needed. If additional funding is not approved by voters, then the District will need to consider options for future fire and emergency services since Oceano will no longer be able to fund its share of costs for FCFA and community services from FCFA will terminate.



Most recently, on July 10, 2019, your Board reviewed the “Special Districts Fire Protection Study for County of San Luis Obispo” dated November 2018 and initiated discussion on community options. This agenda item is intended to follow up on Board direction from the meeting and the attached draft comparison has been prepared for Board review. General findings are included in the draft comparison. Board discussion on specific findings relating to the March 2020 tax election will help in developing documentation for public outreach.

The Board may also wish to continue general discussions on future options for fire and emergency medical services if the March 2020 special tax election does not pass and the district’s participation in FCFA is terminated pursuant to the FCFA JPA.

Overall, two options can be considered by the Board if funding for FCFA is not approved by Oceano voters in March 2020.

1. The Board can seek “divestiture” of fire and emergency services.
2. The Board can seek for Oceano to re-establish an independent fire department.

Divestiture of Fire and Emergency Services

On April 24, 2019 David Church, Executive Director of the San Luis Obispo County Local Agency Formation Commission (LAFCo), provided your Board with a presentation on the steps associated with divesting the District’s fire and emergency services. That presentation can be reviewed at:

[LAFCo Divestiture of Power Presentation](#)

In summary, when special districts seek to divest itself of a power or service, formal processes are established under state law and the jurisdiction of LAFCo. Key steps include an application to LAFCo, and plan for how future services will be provided and by whom, and the exchange of property tax revenues with the County. The County is recognized as the only organization that can provide future services through their agreement with Cal Fire if the District were to divest its fire and emergency services.

In December 2018, the County of San Luis Obispo published a “*Special Districts Fire Protection Study*,” which assesses five (5) independent special districts that currently provide fire and emergency services for the communities of Cambria, San Miguel, Santa Margarita, Templeton and Oceano. On January 9, 2019, the report was initially reviewed by your Board. The County Study can be reviewed at:

[Special District Fire Protection Study - Highlighted](#)

The attached draft comparison was substantially based on information contained in the County Study. Additional information was developed by district staff and obtained from Five Cities Fire Authority and the Los Osos Community Services District. Since Los Osos CSD was not included in the County Study, information in the attached comparison on Los Osos is limited.



Oceano Community Services District

Board of Directors Meeting

On May 7, 2019 the County Board of Supervisors received an update on their special district study efforts while also considering 1) a policy on funding for independent special districts and 2) how to develop a “plan for services” if the County assumes fire and emergency services for any special district currently providing those services, including Oceano CSD. The County Board adopted the following recommendations:

Regarding Funding for Independent Special Districts

- *County will not subsidize an independent special district with General Fund monies*
- *Any Property Tax exchange shall not result in net fiscal loss to the County*

Regarding the Development of a “Plan for Services”

- *“Plan for Services” developed in consultation with the affected community and County Fire*
- *County to determine the appropriate level of service*
- *County to consider all available resources and financing options*

The County staff report for May 7, 2019 can be found at: [County of SLO Board of Supervisors - 05/07/2019 Ad Hoc Fire Committee Staff Report](#)

Also based on Board direction from the July 10, 2019 meeting, staff is working with the Board President on correspondence to the County regarding whether they would expect the transfer of district assets if divestiture of fire and emergency medical services is pursued.

Lastly, the Board also directed staff to research other special districts outside of the County of San Luis Obispo to determine whether other independent fire departments serve communities with similar funding, which are similar to Oceano and which may be examples of how Oceano might operate an independent fire department in the future if needed.

Options to Re-establish an Independent Oceano Fire Department

If the March 2020 funding vote for FCFA does not pass, the District would also have the option of re-establishing an independent fire department. Doing so would return to pre-2010 operations, with limited full time staffing and reliance on reserve and volunteer firefighters. Resuming services would occur on July 1, 2021 pursuant to the recently adopted Second Amendment to the JPA. The District would have approximately 15 months to either divest or prepare to resume services.

Other Agency Involvement

The unincorporated communities and special districts included in the County study include the Cambria Community Services District, the Oceano Community Services District, the San Miguel Community Services District, the Santa Margarita Fire Protection District, and the Templeton Community Services District.



Oceano Community Services District

Board of Directors Meeting

Financial Considerations

Staff is currently working on the estimated tax per parcel for the March 2020 ballot and will include it on an upcoming Board agenda.

Results

The attached comparison is intended to help develop findings relating to the March 2020 tax elections items and information for community outreach.

Attachments:

- Draft Comparison of Fire Departments in San Luis Obispo County (Unincorporated communities)

Oceano Community Services District – Board of Directors Meeting July 24, 2019
Comparison of Fire Departments (DRAFT)
San Luis Obispo County Unincorporated Area
Independent Special Districts

Introduction

This comparison of fire departments in the unincorporated areas of San Luis Obispo County has been prepared in response to direction provided by the Board of Directors (Board) of the Oceano Community Services District (Oceano CSD, or OCSD) at their regular meeting of July 10, 2019. At that meeting, the Board reviewed the “Special Districts Fire Protection Study for County of San Luis Obispo” (County Study) dated November 2018 and prepared for the County Board of Supervisors.

The OCSD Board’s review of the County Study is part of a greater effort to consider the various issues associated with implementing the 2017 Strategic Plan adopted by the Five Cities Fire Authority (FCFA). Oceano receives fire and emergency medical services from the FCFA and the FCFA Strategic Plan includes transitioning to more full-time professional fire and emergency medical personnel to reduce reliance on reserve firefighters, which FCFA has found increasingly difficult to recruit and retain. The need for the transition to full time fire and emergency medical personnel is a similar challenge that has been documented by many other fire departments in California.

The FCFA joint powers of authority (JPA) agreement approved by OCSD with the cities of Arroyo Grande and Grover Beach, that created the FCFA and was recently amended, recognizes that the Oceano CSD Board of Directors must seek voter approval of a special parcel tax in the March 2020 primary election if Oceano is to continue to be a member of the FCFA. If Oceano voters do not approve the new tax, the JPA stipulates that Oceano will no longer be a member of FCFA on July 1, 2021. Consequently, this comparison seeks to illustrate how other fire departments serving unincorporated communities are doing so, and whether any of those operations are feasible for Oceano CSD to implement if Oceano is no longer a member of FCFA.

The County Study

The purpose of the County Study was “to determine the operational and financial sustainability” of fire and emergency services provided by the following independent special districts:

- Cambria Community Services District (CCSD)
- Oceano Community Services District (OCSD)
- San Miguel Community Services District (SMCSD)
- Santa Margarita Fire Protection District (SMFPD)
- Templeton Community Services District (TCSD)

This fire department comparison is substantially based on data included in the County Study. In addition, information developed by OCSD and the Five Cities Fire Authority is included in the comparison, along with information obtained from the Los Osos Community Services District. Presumably, the Los Osos CSD was not included in the County Study because the Los Osos CSD is already obtaining services from the County & Cal Fire, and as a result the information on Los Osos, in this comparison, is limited.

The scope of this comparison includes the following:

- A. Staffing
- B. Funding from general property taxes and community approved taxes
- C. Calls versus Coverage Area (in square miles)
- D. Calls versus Population
- E. Population per Square Mile (i.e. population density)
- F. Call Ratio in comparison to the Average of the five (5) communities

Summary of Findings

The following findings result from the comparison:

1. Staffing:
 - a. The greatest level of staffing exists at Los Osos CSD and Cambria CSD.
 - b. Oceano CSD and Templeton CSD include some but limited full time staffing and are more reliant on reserves, volunteers and/or paid call firefighters, and assistance from other fire departments.
 - c. San Miguel CSD and Santa Margarita Fire Protection have zero full time staffing and are entirely reliant on part-time, reserves, volunteers and/or paid call firefighters, and assistance from other fire departments.
2. Funding:
 - a. Los Osos CSD and Cambria CSD have the greatest level of both general property taxes available to fund their fire and emergency operations.
 - b. Both Los Osos and Cambria have additional taxes that have been approved by community votes.
 - c. Oceano CSD and Templeton CSD have relatively similar amounts of general property taxes available to fund fire and emergency operations; although the two districts allocated significantly different percentages of the property taxes for fire and emergency medical services.
 - d. San Miguel CSD and Santa Margarita Fire Protection District receive relatively modest amounts of property tax revenues.
3. Calls vs. Coverage Area
 - a. Oceano has the highest volume of calls for its coverage area.
4. Calls vs. Population
 - a. Oceano has the second lowest volume of calls on a per-capita basis. Only Santa Margarita is lower.
5. Population per square mile
 - a. Oceano has the highest population density
6. Call Ratio in comparison to the Average of the five (5) communities
 - a. Oceano has the second lowest call ration in comparison to the five (5) community average

Altogether, the Oceano CSD Board of Directors and community voters may wish to consider the following while considering the special parcel tax:

- ⇒ If the March 2020 special parcel tax is not approved, Oceano CSD will not have enough funding to operate an independent fire department and provide fire and emergency medical services as Los Osos CSD and Cambria CSD are doing for their communities.

- ⇒ If the March 2020 special parcel tax is not approved, Oceano CSD will have enough funding to provide fire and emergency medical services like Templeton. Templeton CSD staffing levels are, however, already less than currently provided to Oceano by FCFA and Templeton CSD does not operate 24 hours a day, seven days a week, 365 days a year (24/7/365). As a result, Oceano CSD and the community should expect a reduction in service levels under an operational model like Templeton's. *It should also be noted that Templeton CSD is seeking a community vote for additional tax funding in August 2019.*
- ⇒ San Miguel and Santa Margarita service levels, populations, tax revenues and staffing are significantly less than Oceano and are not operationally comparable for the Oceano CSD Board of Directors to consider in the future.

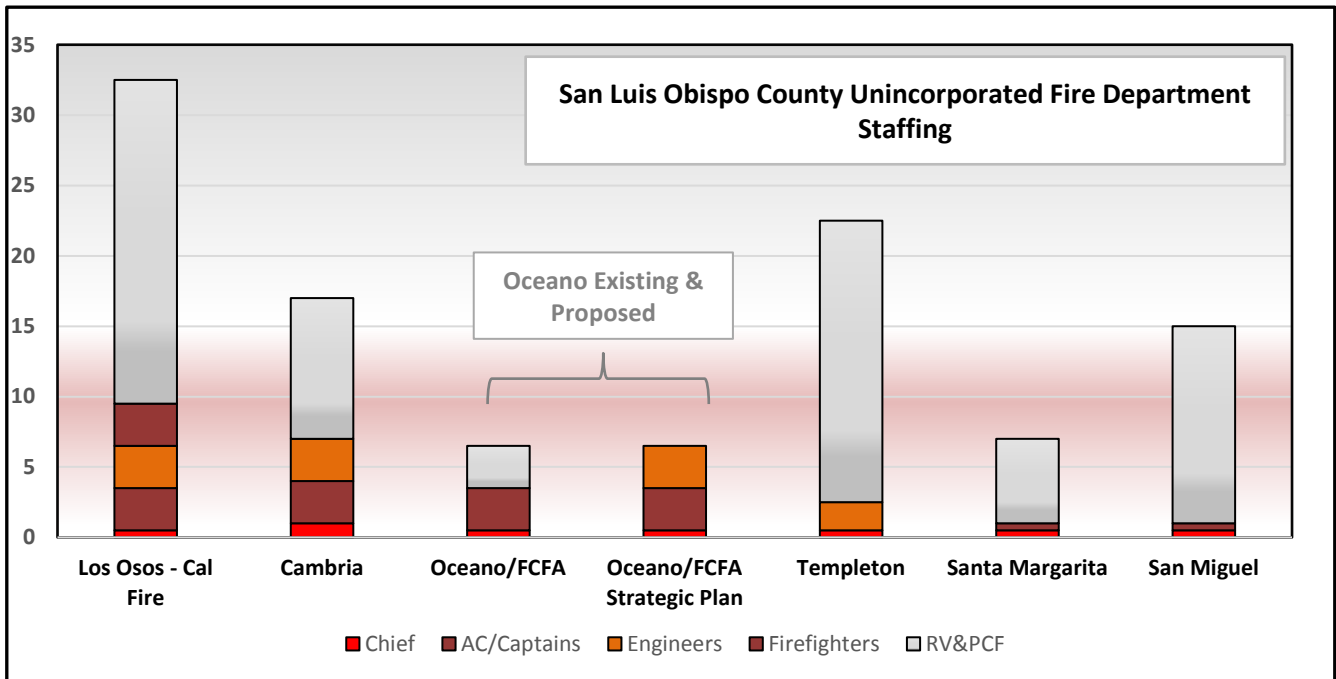
Conclusions

The County Study provides a substantial amount of useful and important information for the OCSD Board of Directors and community voters to consider on whether to support or oppose the March 2020 special parcel tax ballot item to provide additional funding for fire and emergency medical services.

- ⇒ Support and passage of the tax is needed for OCSD to continue to be a member of FCFA.
- ⇒ If the special parcel tax fails, then the OCSD Board of Directors will need to consider other options for fire and emergency medical services.
- ⇒ Other options for the OCSD Board of Directors to consider are not within the scope of this comparison.
- ⇒ If the special parcel tax in March 2020 fails, it is not feasible for the Oceano CSD to operate an independent fire department like any of the other independent San Luis Obispo County fire departments without a reduction in staffing and service levels compared to current services from FCFA:
 - Los Osos and Cambria options would be too expensive.
 - Templeton is not operated 24/7/365.
 - San Miguel and Santa Margarita are too small with insufficient funds to be feasible examples for Oceano.

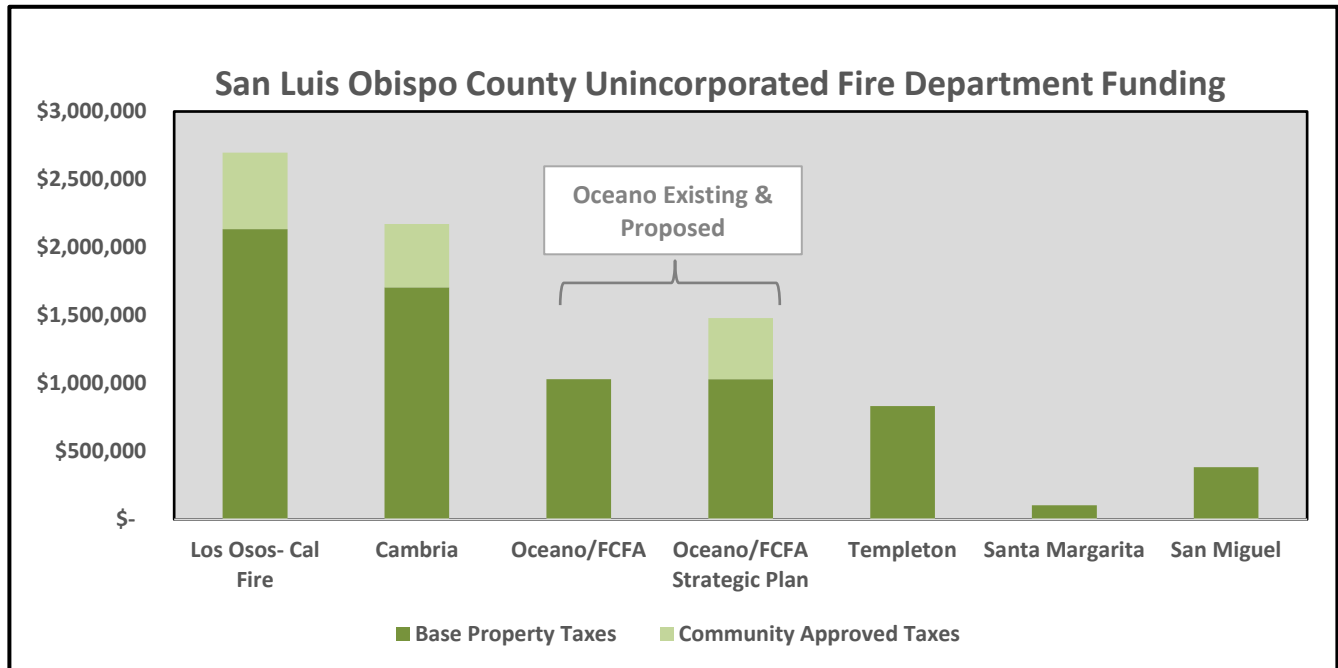
The following pages and charts illustrate comparisons between the fire departments.

Staffing



The staffing comparison illustrates full-time professional fire and emergency medical personnel and reserves, volunteers and paid call firefighters (RV&PCF). It also shows the current proposed staffing for the FCFA station in Oceano included in the Strategic Plan. The shaded red-zone in the background of the plot area generally shows the desired level of staffing for a fire department without relying on RV&PCF's. The FCFA also operates fire stations in Arroyo Grande and Grover Beach, which altogether serves the three communities and reduces the reliance on reserves, volunteers and paid call firefighters.

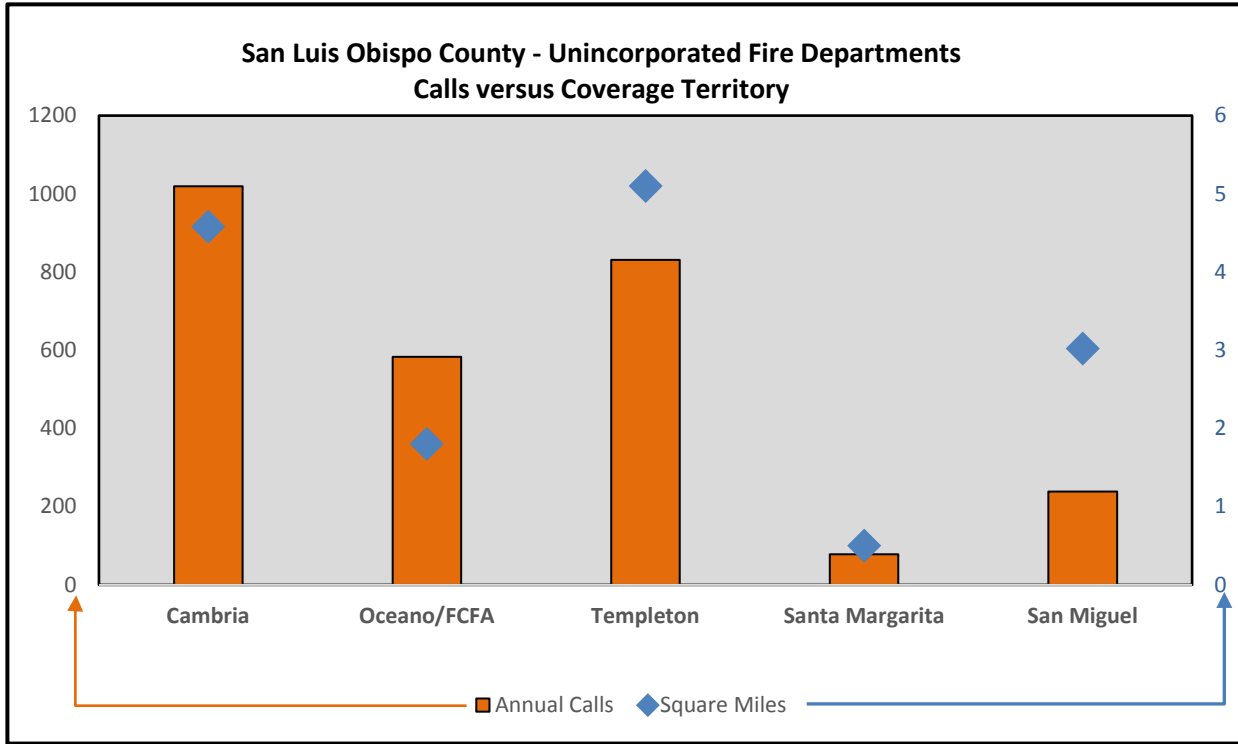
Funding from General Property Taxes and Community Approved Taxes



The tax comparison illustrates base (general) property taxes available for each of the fire departments and additional taxes that have been approved by each of the communities. The Oceano/FCFA Strategic Plan illustrates the amount that is anticipated to be considered in the March 2020 election. The specific amount of tax for the March 2020 election is currently being evaluated but should not differ significantly from the level illustrated. The OCSD Board of Directors will need to establish the specific amount no later than October 2019.

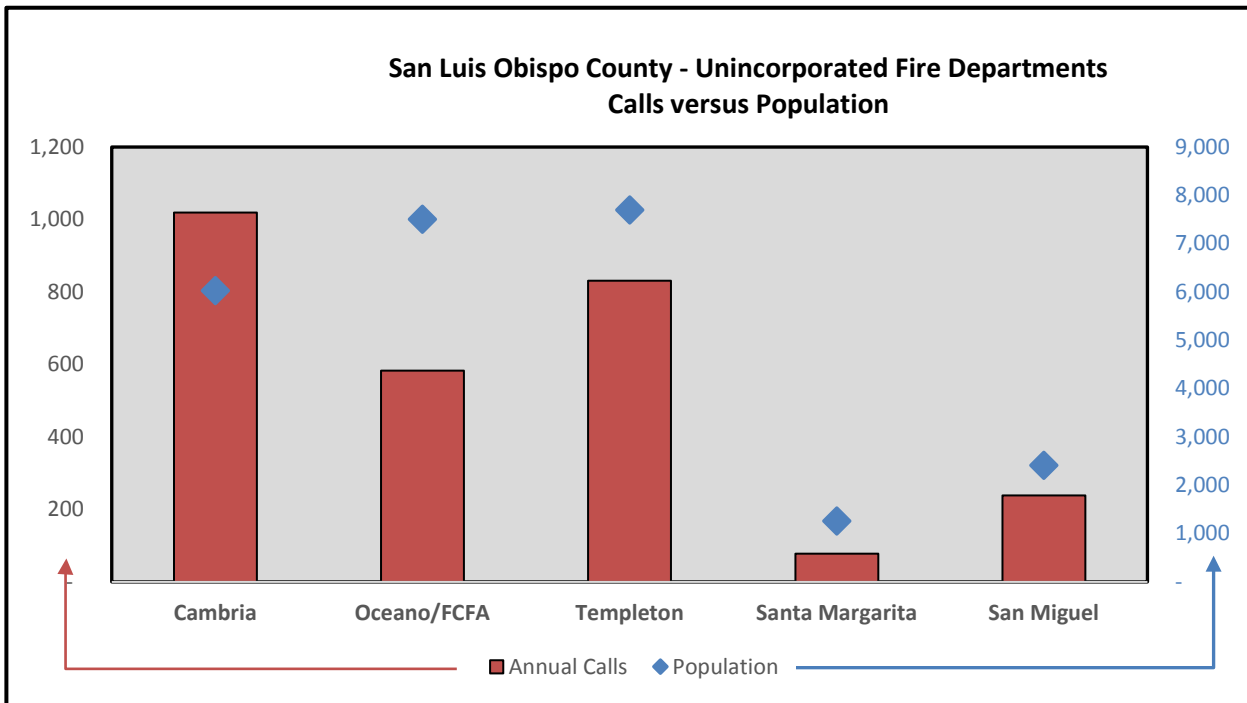
The amount of the proposed tax for Oceano will still result in less revenues (and costs) compared to Los Osos or Cambria. As previously mentioned, Templeton is also seeking approval of a vote for additional funding in August 2019.

Calls versus Coverage Area (in square miles)



The call versus coverage area comparison illustrates that Oceano's call volume for fire and emergency medical response is proportionally greater than its coverage area as compared to the other communities. This means that within the geographical boundaries of Oceano, there are comparatively more calls than other communities.

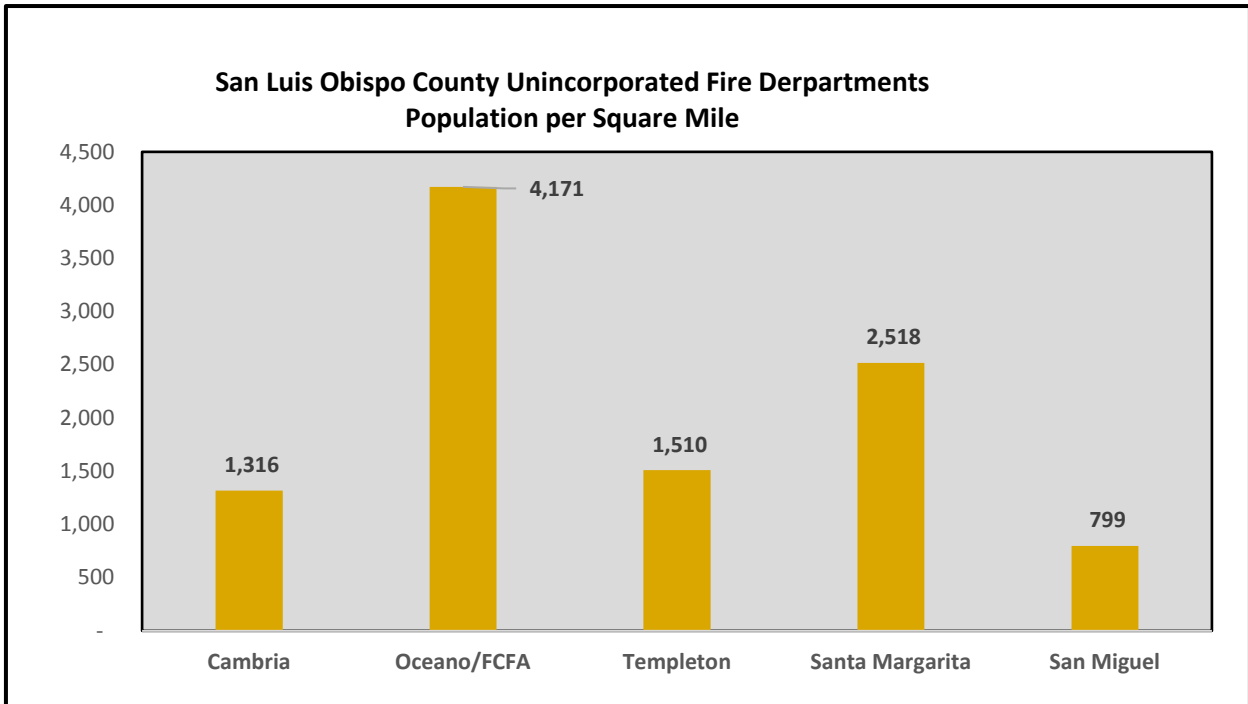
Calls versus Population



The call versus population comparison illustrates that Oceano's call volume for fire and emergency medical response is proportionally lower than its population as compared to the other communities. This means that on a per-capita basis, Oceano has comparatively less calls than other communities.

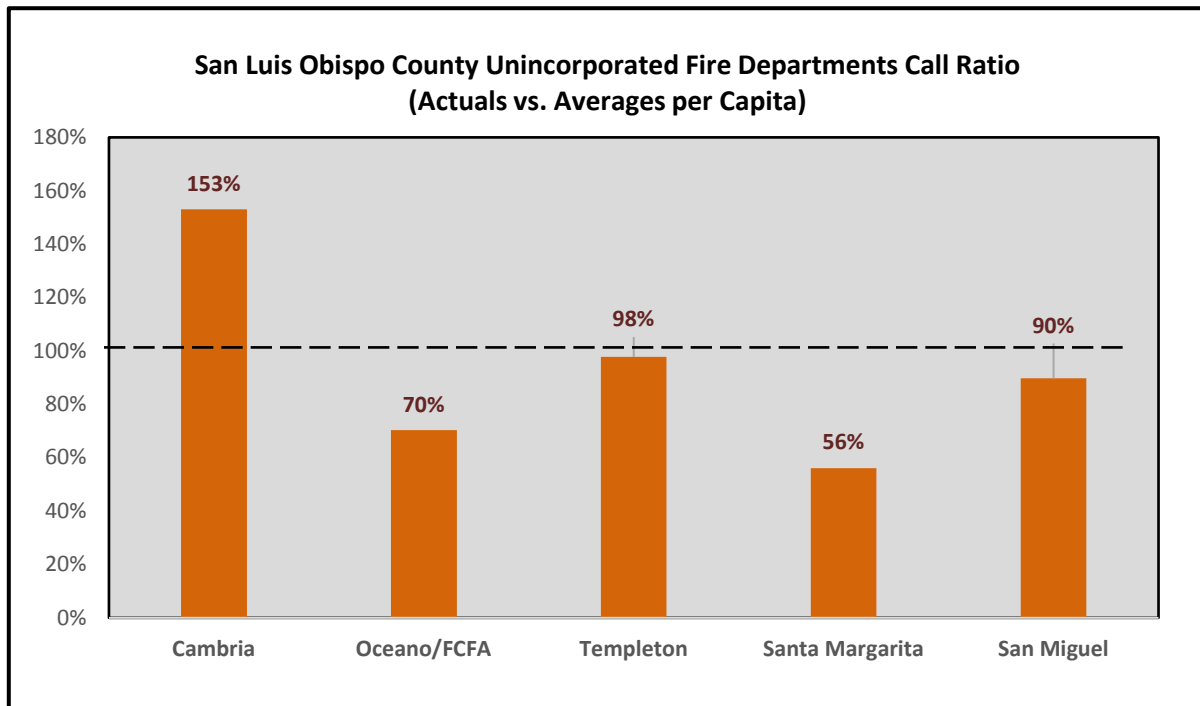
The reasons for the low call volume in comparison to population has not been studied. Factors that might be involved could include an older population and more remote location for Cambria as an example. Templeton and Oceano both have hospitals closer than Cambria and their may be a higher percentage of self-transport in some situations. Demographics and other reasons for the different communities may also factor into the calls for emergency medical services.

Population per Square Mile (i.e. population density)



The population density of Oceano is significantly greater than the other communities. The density helps to explain why Oceano can have a high call volume based on its geography while have a lower call volume based on its population.

Call Ratio in comparison to the Average of the Five (5) Communities



The call ratio in comparison to the average of the five (5) communities illustrates that Oceano's calls are only 70% of the average. This comparison helps to illustrate the changes that might be anticipated if Oceano starts approaching the average in the future. For example, if Oceano's call volume per capita increases over time to equal the average, the Oceano call volume will increase by over 40%. Oceano's call volume is 30% under average (100% - 70%). Dividing 30% into 70% results in an increase of 42.9%.