



Oceano Community Services District

Summary Minutes – Regular Board Meeting

Wednesday, December 11, 2024 – 6:00 P.M.

OCSD BOARD ROOM

1. **CALL TO ORDER:** Called at approximately 6:00 p.m. by President Varni.
2. **ROLL CALL:** Board members present: Director Gibson, Director Austin, Director Villa, Vice President Joyce-Suneson, and President Varni.
Staff present: Peter Brown, General Manager; Carey Casciola, Business & Accounting Manager; and Rob Schultz, Legal Counsel.
3. **FLAG SALUTE:** Led by President Varni.
4. **AGENDA REVIEW:** Accepted as presented.
5. **BOARD ITEMS:**
 - A. Outgoing Board member comments
President Varni provided a statement.
 - B. Administer Oaths of Office
 1. Linda Austin
 2. Shirley Gibson
 3. Kim RoseOaths administered by Carey Casciola, Business & Accounting Manager
 - C. Incoming Board Member Comments
Director Gibson provided a statement.
Director Austin provided a statement.
Kim Rose provided a statement.
 - D. Election of District Officers, President, and Vice President
Director Austin nominated Shirley Gibson for president with a second from Kim Rose with a 5-0 roll call vote.
Director Austin nominated Kim Rose for Vice President with a second from President Gibson and a 5-0 roll call vote.
6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:** None
7. **SPECIAL PRESENTATIONS & REPORTS**
 - A. **STAFF REPORTS:**
 - i. **Sheriff's South Station** – Commander Ian Doughty
Oceano Stats for November 2024
272 calls for service (355 in 2023)
0 assault and battery / 27 disturbance calls / 1 residential burglary / 1 grand theft
0 vandalism / 0 mail theft / 30 assist other agencies / 3 suspicious circumstances
45 enforcement stops / 15 arrests
John McDaniel will be the new Commander at the South Station
 - ii. **Five Cities Fire Authority** – FCFA Chief Hallet
5 new recruits started an 8-week fire academy at the beginning of December.
Captain Brian Leathers retired after 19 years of service.
Promotions: Captain Ian Bennett and Captain Matt Hendon.
New ventilation training prop was purchased via a donation from the Friends of Five Cities Fire Authority and is located at Station 2.

Working on the Community Risk Assessment and Strategic Planning – estimated to be completed by Spring 2025.
SB1205 Inspection – 66 areas were identified in Oceano, and 16 are complete.
As of 12/9 – 727 YTD calls for service with response times of 6 to 7.5 minutes.
7 new devices will be installed on traffic signals to further improve overall response times.

iii. Operations - Utility Systems Manager Tony Marraccino – absent.

Update provided by Peter Brown, General Manager

Lopez is 92% full.

Lopez Water Treatment Plant switched over their primary disinfection method and also completed the free chlorine maintenance (annual requirement).

The District is deciding on allocation and is estimating taking Lopez water for the first few months of 2025.

The State completed several upgrades to the Central Coast water branch which had to shut down for the past 60 days.

iv. General Manager – Peter Brown

11/14 met with the State Water Subcontractor Committee

11/26 Nicole Miller and I met with the County regarding DWR grant for waterline improvements

11/27 Legal Counsel and I met with WSC regarding NCMA Adaptive Plan and Agreement

Worked with legal counsel regarding lease agreements for the Sheriff Station and current District office.

Holiday Closure – The district office will be closed from 12/24/2024 through 01/01/2025. Due dates have been adjusted accordingly.

Solid Waste Prop 218 Hearing is scheduled for the January 8, 2025, board meeting.

Completed the first round of interviews for the open Account Administrator position and hope to extend an offer letter next week.

Water Rates expire in June of next year. The Board will be tasked with reviewing rate studies for water and sewer.

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. **Vice President Joyce-Suneson:** Parks & Recreation Advisory Committee, Finance & Budget Committee, CA Special District's Association – Reported on the 11/16/24 OPARC event.
- ii. **Director Austin:** South San Luis Obispo County Sanitation District, Zone 1/1A – Reported on the 12/04/24 SSLOCSD meeting and the 12/10/2024 Zone 1/1A meeting.
- iii. **Director Gibson:** Zone 3, Regional Water Quality Control Board – reported on the 12/10/2024 Zone 3 meeting.
- iv. **Director Villa:** Water Resource Advisory Committee, Local Agency Formation Commission – No reports
- v. **Director Rose** – No reports

C. PUBLIC COMMENT ON BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS: None

8. CONSENT AGENDA:	ACTION:
<ul style="list-style-type: none"> a) Action: Review and Approve the Minutes for the Special Meeting held on November 13, 2024 b) Action: Review and Approve the Minutes for the Regular Meeting held on November 13, 2024 c) Information: Review of Cash Disbursements d) Information: Review the proposal by South County Sanitary Service Inc. (SCSS) to adjust solid waste and recycling rates by 4.98% and to increase Franchise Fees from SCSS from 5% to 10% e) Action: Review and approve a resolution adopting a Workplace Violence Prevention Plan 	<p>After an opportunity for public comment and Board and staff discussion, a motion was made by Director Villa to approve the consent agenda as presented with a second from Director Austin with a 5-0 roll call vote.</p> <p>Public Comment: None</p>

The Board recessed from 6:40-6:50PM.

9A. BUSINESS ITEMS:	ACTION:
<p>Action: Review and approval of a Resolution approving the OCSD Office Space and Sheriff's Office Lease Agreements following OCSD's divestiture of fire services.</p>	<p>After an opportunity for public comment and Board and staff discussion, a motion was made by Director Austin to approve a resolution approving the OCSD Office Space and Sheriff's Office Lease Agreements following OCSD's divestiture of fire services, with a second from Director Villa with a 5-0 roll call vote.</p> <p>Public Comment: None</p>

9B. BUSINESS ITEMS:	ACTION:
<p>Action: Approval of a Resolution designating the General Manager as the authorized representative to execute agreements for the Ken Mar Gardens, Halcyon Water System, Halcyon Estates, and Grande Mobile Manor Consolidation Projects Improvements Project through the State Revolving Fund Financing Program.</p>	<p>After an opportunity for public comment and Board and staff discussion, a motion was made by Director Austin to approve a resolution designating the General Manager as the authorized representative to execute agreements for the Ken Mar Gardens, Halcyon Water System, Halcyon Estates, and Grande Mobile Manor Consolidation Projects Improvements Project through the State Revolving Fund Financing Program., with a second from Director Joyce-Suneson with a 5-0 roll call vote.</p> <p>Public Comment: Julie Tacker – Asked a question regarding District costs for this project.</p>

9C. BUSINESS ITEMS:	ACTION:
Action: Approve a budget adjustment of \$58,818 from Water Fund reserves for design services, construction management, and quality assurance services with Advantage Technical Services for the rehabilitation of the 1-million-gallon water storage tank and authorize the General Manager to execute an agreement with Advantage Technical Services.	After an opportunity for public comment and Board and staff discussion, a motion was made by President Gibson to approve a budget adjustment of \$58,818 from Water Fund reserves for design services, construction management, and quality assurance services with Advantage Technical Services for the rehabilitation of the 1-million-gallon water storage tank and authorize the General Manager to execute an agreement with Advantage Technical Services, with a second from Director Austin with a 5-0 roll call vote. Public Comment: None

9D. BUSINESS ITEMS:	ACTION:
Action: Request to Approve a Purchase Order for a WillScot office trailer for the utility yard in the amount of \$56,180, with a corresponding Budget Adjustment, including the use of \$33,708 from the Water Fund reserves, \$16,854 from the Wastewater Fund reserves, and \$5,618 from Solid Waste Fund reserves.	After an opportunity for public comment and Board and staff discussion, a motion was made by Director Villa to approve a Purchase Order for a WillScot office trailer for the utility yard in the amount of \$56,180, with a corresponding Budget Adjustment, including the use of \$33,708 from the Water Fund reserves, \$16,854 from the Wastewater Fund reserves, and \$5,618 from Solid Waste Fund reserves, with a second from Director Joyce-Suneson with a 5-0 roll call vote. Public Comment: None

9E. BUSINESS ITEMS:	ACTION:
Action: Discuss and approve the District's Board Meeting calendar for 2025.	After an opportunity for public comment and Board and staff discussion, a motion was made by Vice President Rose to approve the District's Board Meeting calendar for 2025, with a second from Director Austin with a 5-0 roll call vote. Public Comment: None

10. HEARING ITEMS:	ACTION:
A public hearing on an appeal by Laura Gaise regarding a water bill and provide staff direction as deemed appropriate.	After an opportunity for public comment and Board and staff discussion, a motion was made by Director Austin to approve a credit of \$198.98 for the late fee and door hanger, with a second from Vice President Rose with a 5-0 roll call vote. Public Comment: Julie Tacker – The landlord should be responsible for the leak and associated costs.

11. **RECEIVED WRITTEN COMMUNICATION:** None

12. **FUTURE AGENDA ITEMS:** None

13. **CLOSED SESSION:**

A. PUBLIC EMPLOYMENT pursuant to Gov. Code Sec. 54957(b)(1) – Title: District Legal Counsel

B. Pursuant to Government Code §54957: Performance Evaluation – General Manager

Public Comment: None

President Gibson adjourned the Board to closed session at 7:31pm.

No reportable action from closed session.

14. ADJOURNMENT: President Gibson adjourned the meeting at approximately 8:30PM.