



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

**WEDNESDAY, August 14, 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 54956.9(a):** Conference with legal counsel regarding Santa Maria Valley Water Conservation District v. City of Santa Maria, et al.,

6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

*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. **Update on Central Coast Blue by project team member(s)**

- B. **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

- C. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**

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

- D. **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](http://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 24, 2019
- B. Review and Approval of Cash Disbursements

## 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 and by a 4/5ths vote, determine that there is a need to continue with emergency actions.
- B. Consideration of adopting a Social Media Policy.
- C. Discussion of the Public Safety Power Shutoff measures established by Pacific Gas & Electric and consideration of a recommendation to initiate efforts to purchase a backup generator for the District's groundwater wells.
- D. Review of a draft "frequently asked questions" relating to a special tax for fire and emergency medical services with Board direction 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, Cienaga 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

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

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

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**Date:** August 14, 2019  
**To:** Board of Directors  
**From:** Paavo Ogren, General Manager  
**Subject:** **Agenda Item # 7:** Presentation on Central Coast Blue

### Recommendation

It is recommended that your Board receive a presentation on Central Coast Blue.

### Discussion

Attached is a draft presentation on Central Coast Blue. The actual presentation may be updated when presented to you Board based on questions and comments received at the regular meeting of the South San Luis Obispo County Sanitation District on August 7, 2019. Additional presentations will be made to the cities of Arroyo Grande, Grover Beach and Pismo in the near future.

As a presentation item, no action is recommended at this time. The Board is encouraged to ask questions specific to the presentation but to avoid discussions regarding potential participation in Central Coast Blue by the District since it is not within the scope of the agenda item. An agenda item on the Board's next regular meeting of August 28, 2019 can be scheduled to discuss District policy issues associated with potential participation in Central Coast Blue.

### Other Agency Involvement

The cities of Arroyo Grande, Grover Beach, Pismo Beach, the South San Luis Obispo County Sanitation District and numerous resource and regulatory agencies.

### Financial Considerations

None associated with the presentation nor is the District currently funding efforts associated with Central Coast Blue.



## Results

Receiving a presentation on Central Coast Blue promotes collaboration with neighboring agencies and a well governed community.

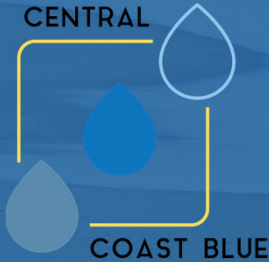
### Attachments:

- Presentation on Central Coast Blue

# CENTRAL COAST BLUE UPDATE PRESENTATION - OCSD

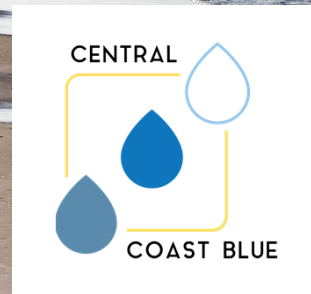
One Community. One Water. One Future.

August 14, 2019



# Presentation Overview

- Why Central Coast Blue?
- Project Status Update
- Cost/Benefit Sharing Framework
- Next Steps
- Updated Project Schedule





# WHY CENTRAL COAST BLUE?



# Recent historic drought highlights vulnerabilities in Five Cities Region's water supply portfolio



State Water || Lake Lopez || Groundwater

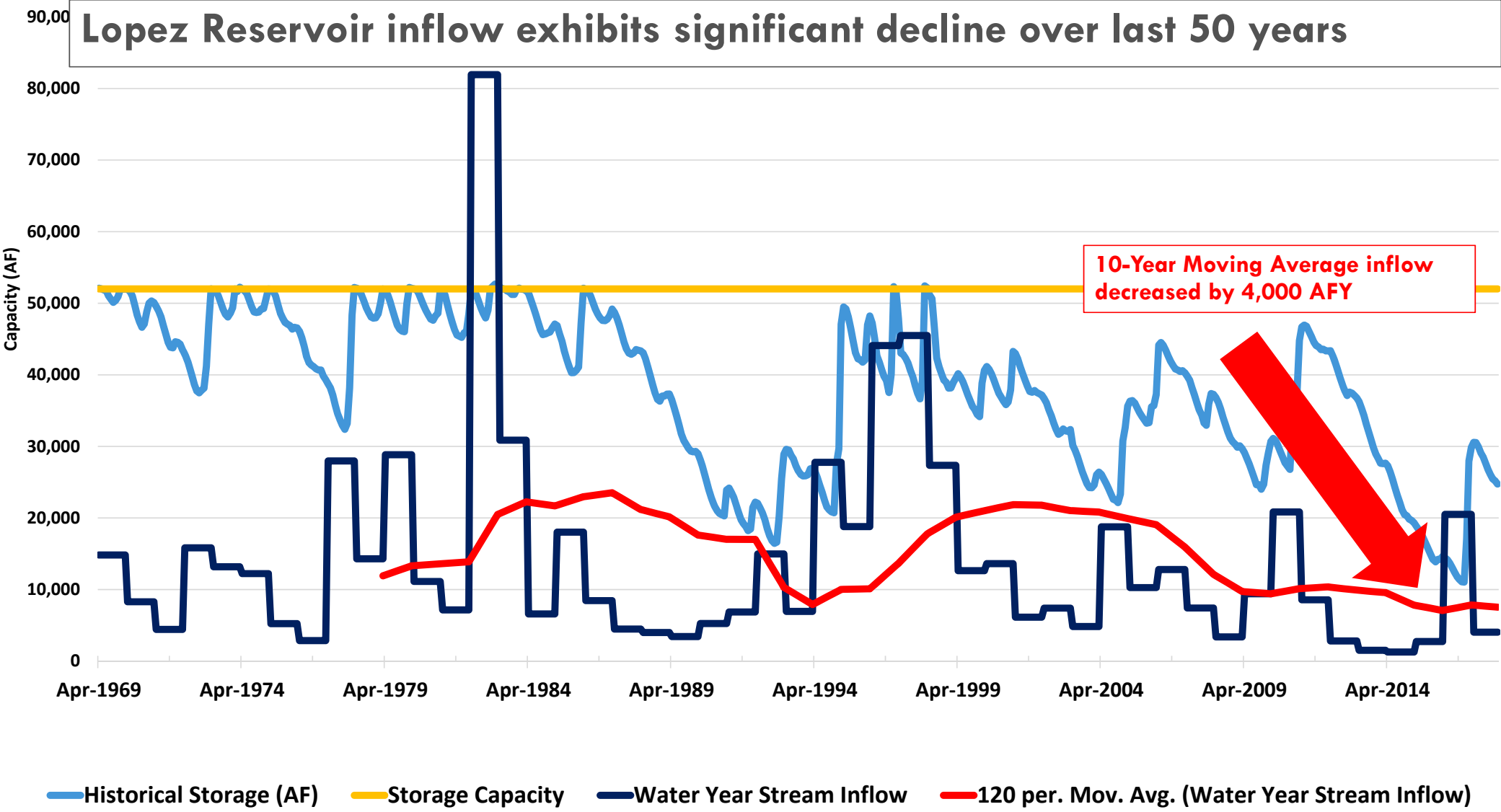




# State Water Project water availability is highly variable and can be reduced significantly in prolonged droughts

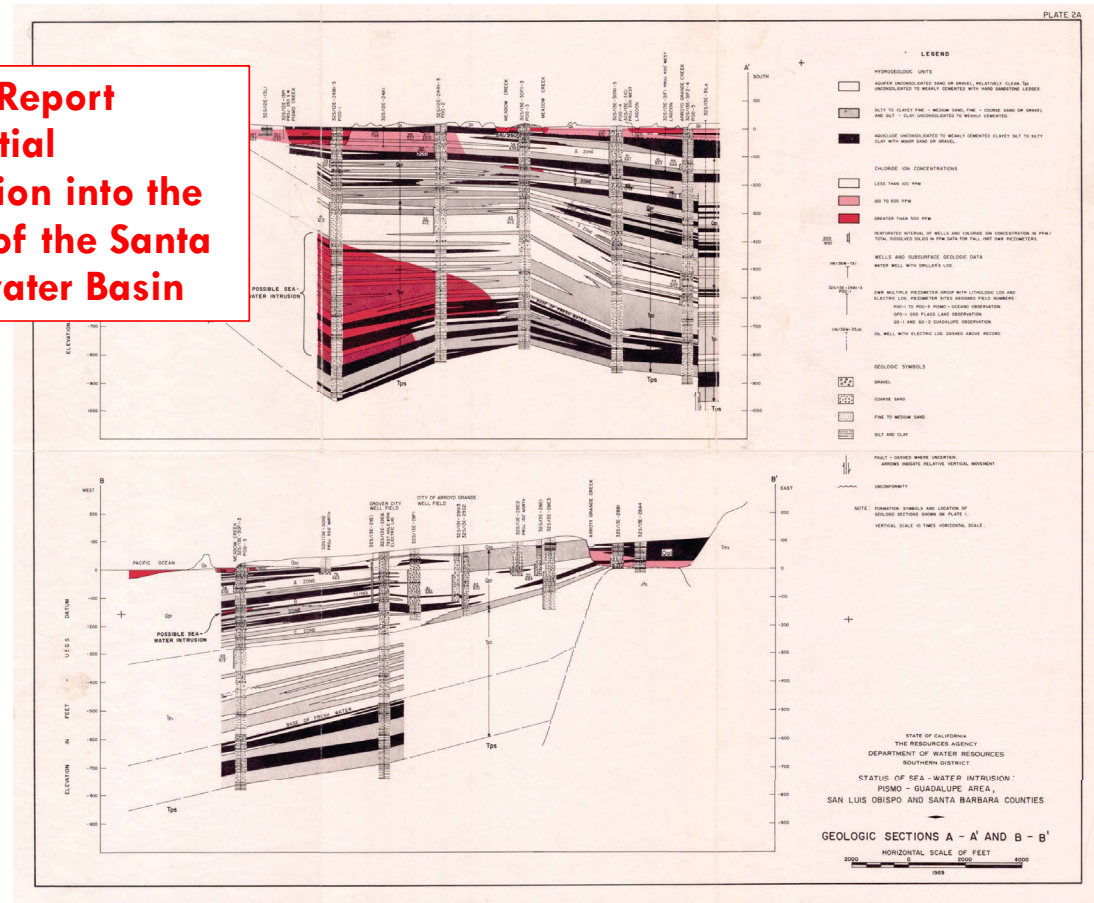


# Lopez Reservoir inflow exhibits significant decline over last 50 years



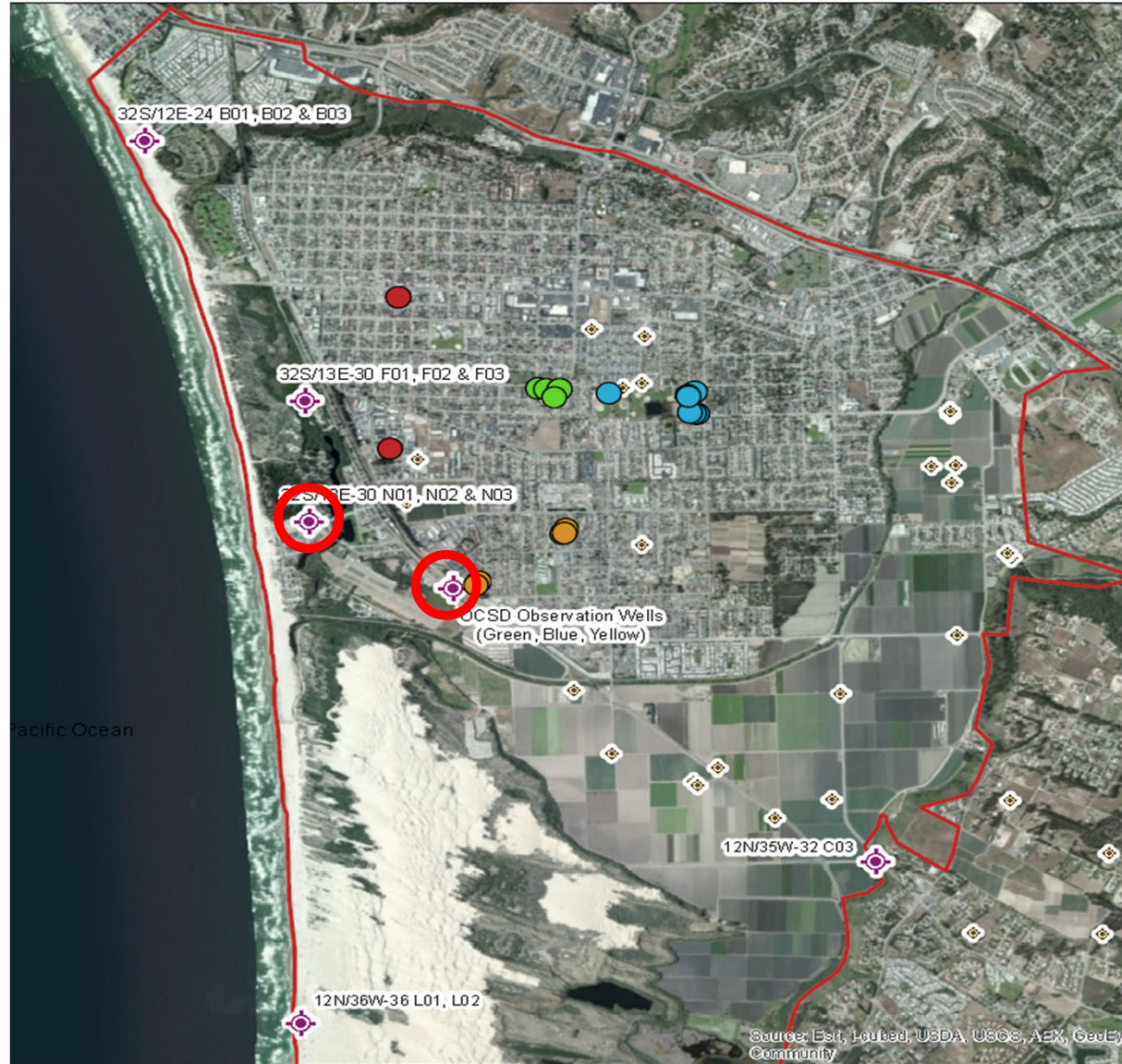
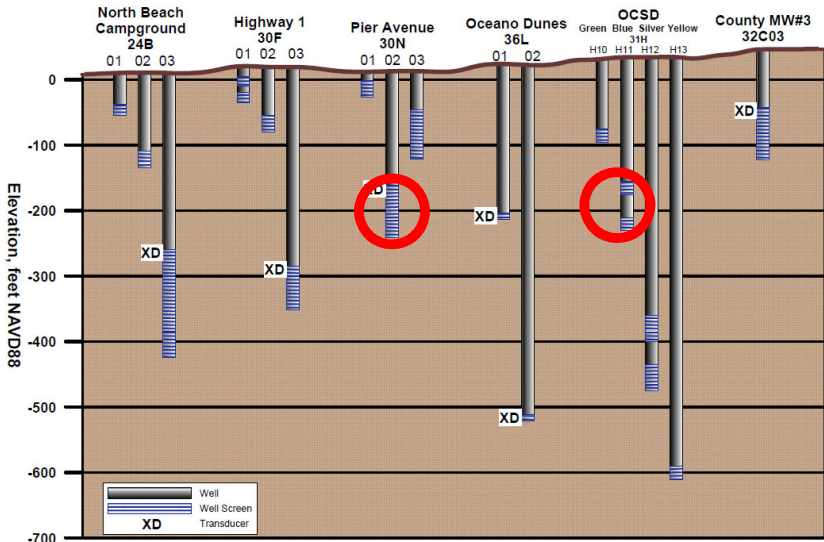
Historically  
 local  
 groundwater  
 supplies have  
 been  
 threatened by  
 seawater  
 intrusion

The 1970 DWR Report  
 identified potential  
 seawater intrusion into the  
 NCMA portion of the Santa  
 Maria Groundwater Basin

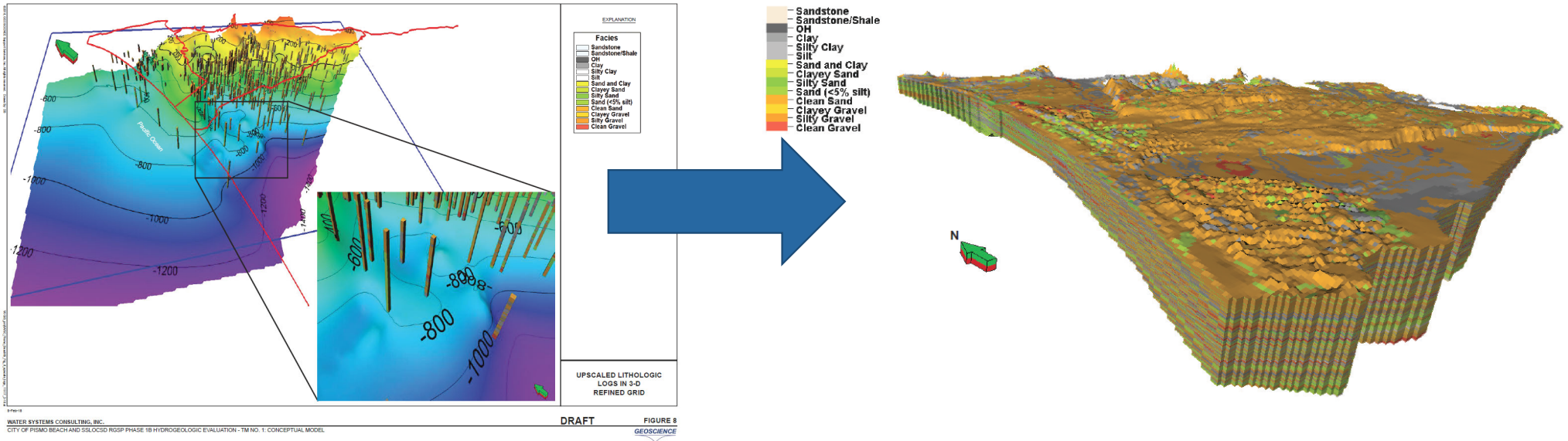




More recently seawater intrusion was detected in the Oceano Blue and 30-N02 monitoring wells in 2009.

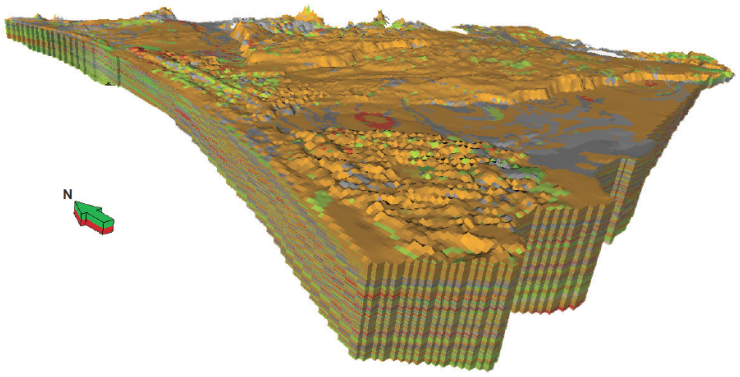
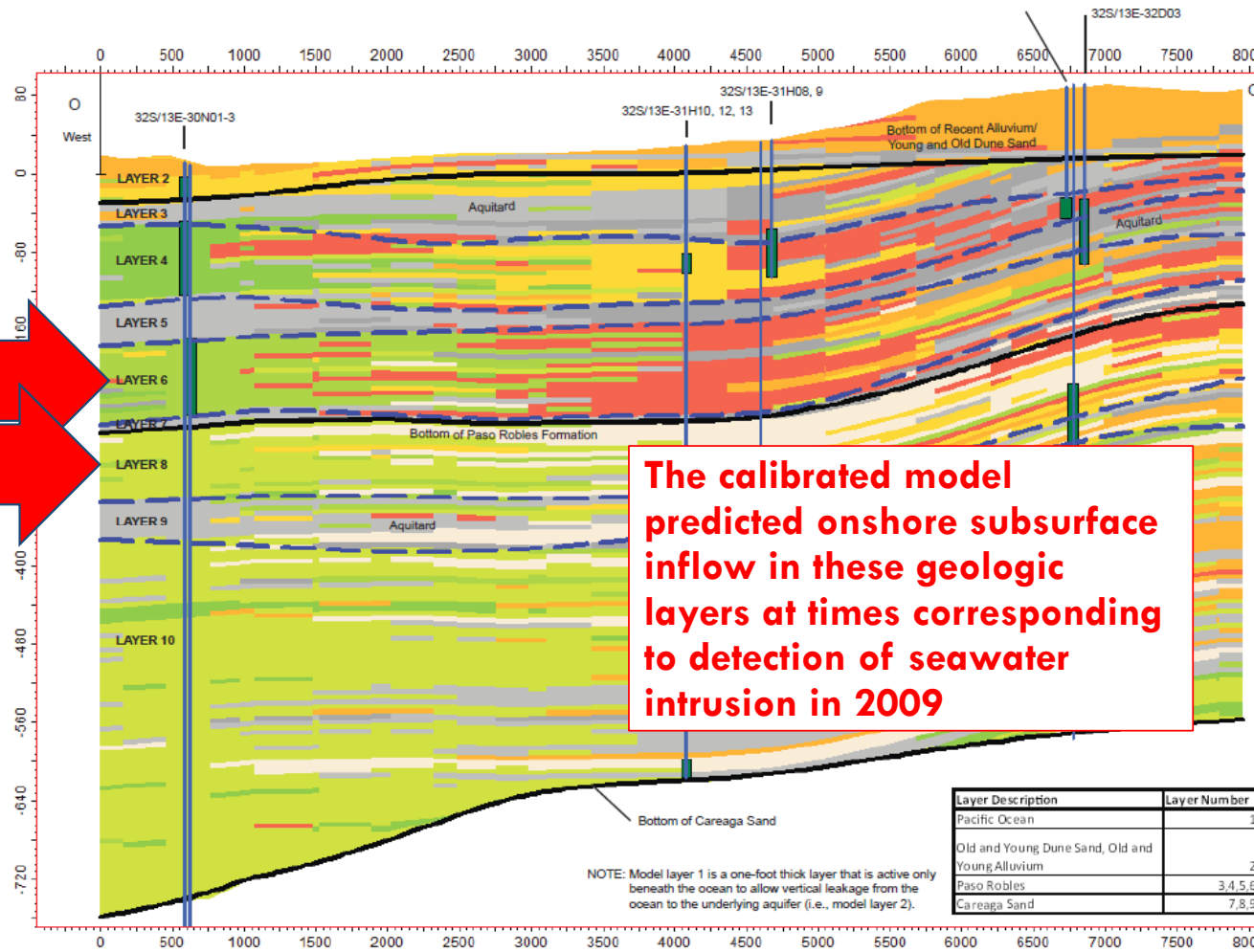
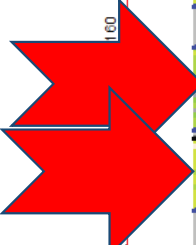


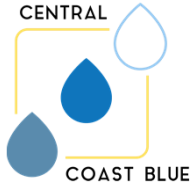
# To better understand the threat of seawater intrusion, the NCMA Agencies developed a groundwater model





The groundwater model identified pathways for seawater intrusion in the lower Paso Robles and upper Careaga formations





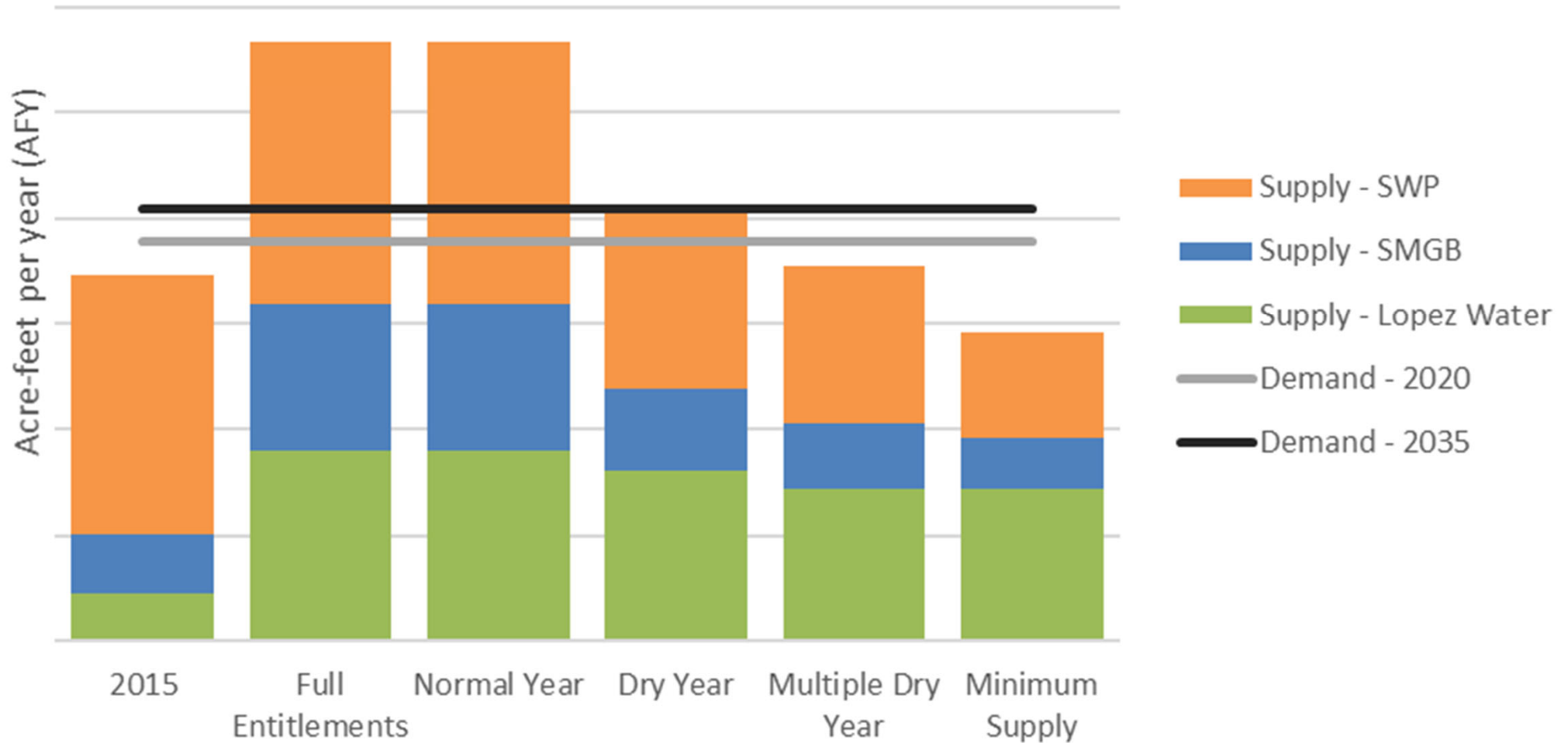
## Groundwater Model Findings

During periods of extended drought, NCMA agencies ability to pump groundwater is limited due to the threat of seawater intrusion, therefore a Water Supply/Demand Evaluation Tool was developed to analyze need for improved water supply reliability

Supply/Demand Analysis Tool incorporated the following:

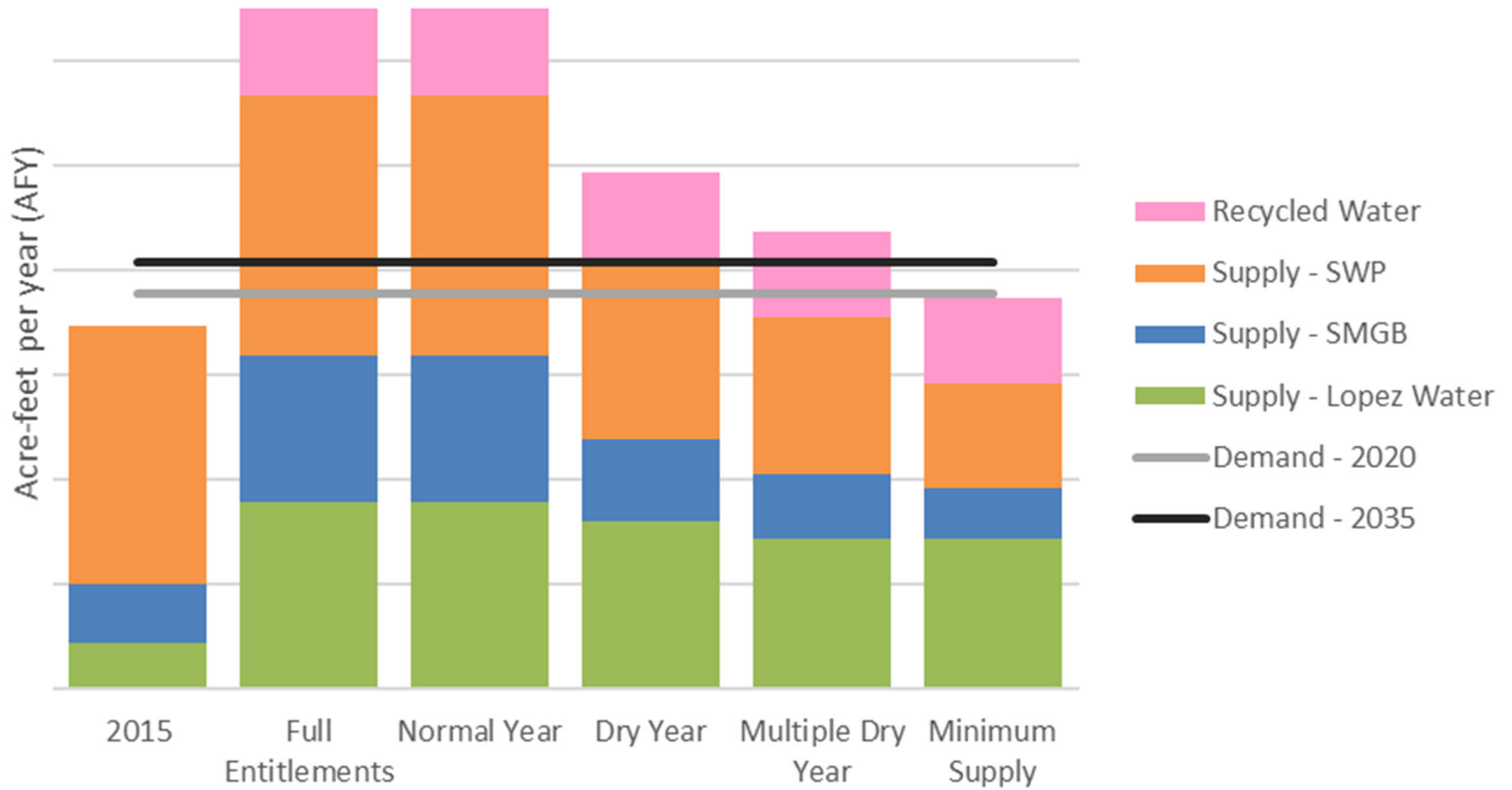
- Drought impacts on State Water, Lopez and Groundwater Supplies
- Potential demand reductions (conservation) associated with future drought conditions
- Potential increased demand from future growth

## Supply/Demand Evaluation identified potential for water supply deficit during periods of extended drought

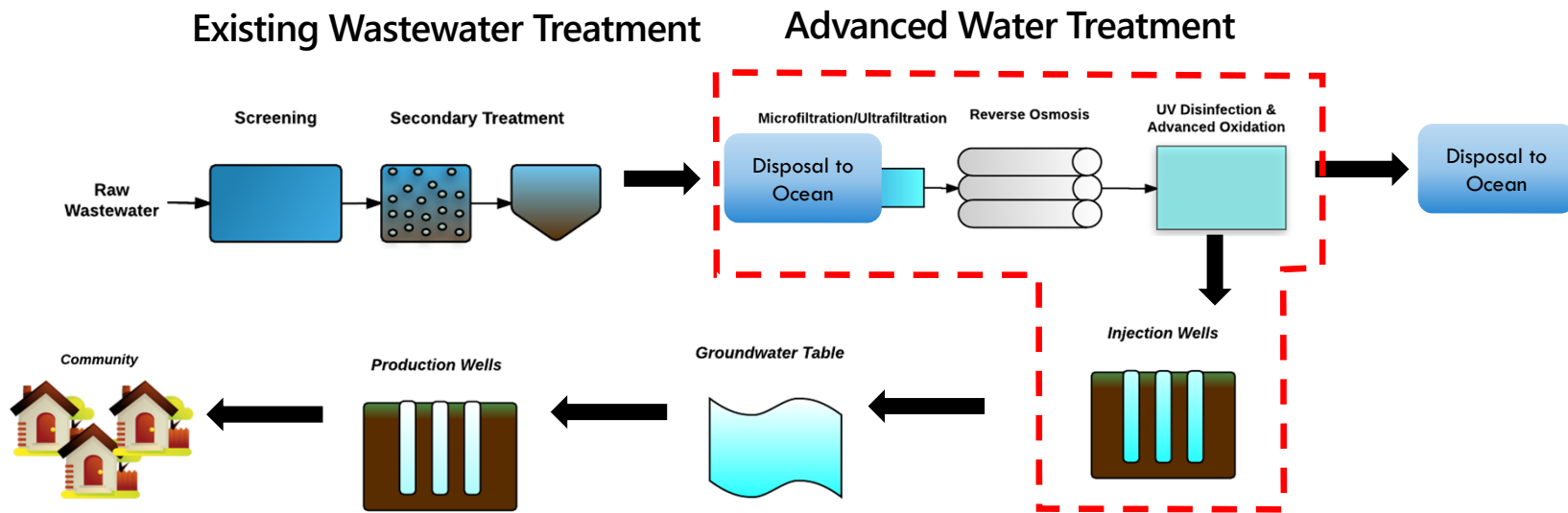
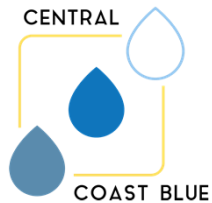




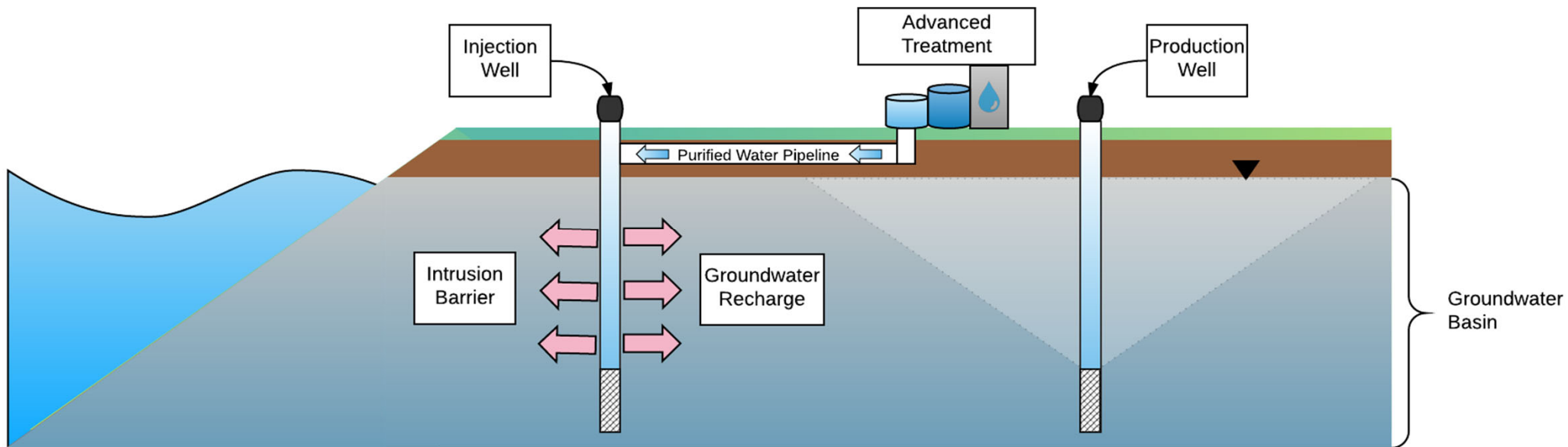
# Recycled Water can help fill the gap



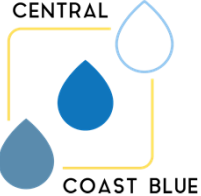
# Central Coast Blue was identified as a solution to address the seawater intrusion threat and will capture a water source that is currently wasted to the ocean to protect the groundwater basin and improve water supply reliability



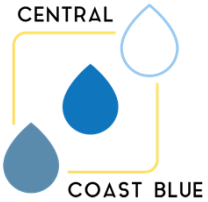
# Central Coast Blue will utilize injected water to develop a barrier to protect against seawater intrusion



# Central Coast Blue will leverage existing infrastructure connecting the Pismo Beach and SSLOCSD's WWTPs to collect water from both facilities



# Central Coast Blue is a regional project envisioned to be completed in 2 phases

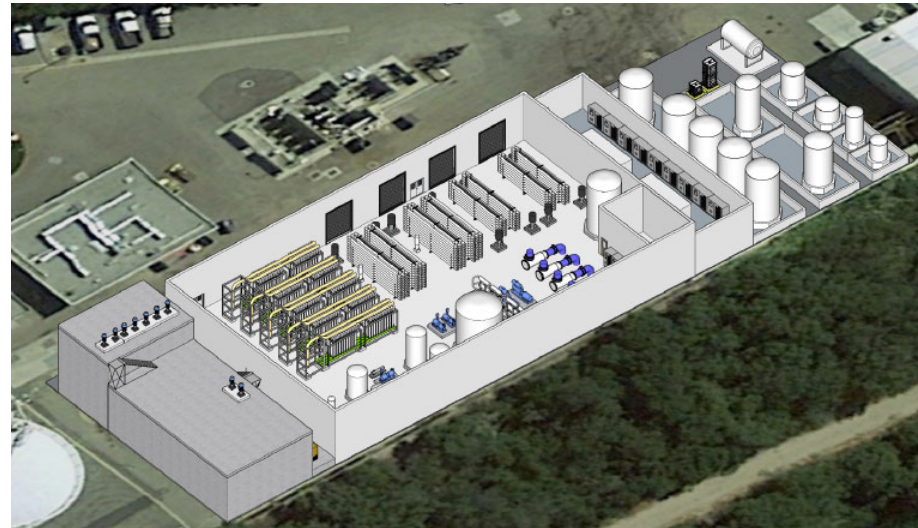


Phase 1 - Capture and treatment of water from Pismo Beach's WWTP

- Anticipated treatment capacity of 1.3 MGD

Phase 2 - Capture and treatment of water from SSLOCSD's WWTP

- Anticipated total treatment capacity of ~5 MGD



# Central Coast Blue Injection Scenarios

- Phase 1 – Injection of approximately 1,100 AFY in 5 Wells to reduce the threat of seawater intrusion.
- Phase 2 – Construction of 2 new wells and injection of approximately 3,000 – 4,000 AFY to further protect the groundwater basin or delivery of recycled water for agriculture.





## The Supply/Demand analysis indicates that Phase 1 implementation will provide water supply reliability during extended droughts.



Implementation of Phase 2 may not be needed to address near-term water supply shortages. Phase 2 implementation will likely depend upon a number of factors:

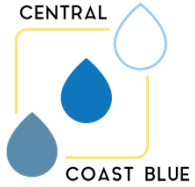
- Climate change impacts on local and statewide hydrology
- Resilience of other water supply sources (i.e. Lopez and State Water)
- Agricultural interest in supplemental water
- Ability to transfer/sell surplus water to other water purveyors when available
- Effectiveness of Phase 1 at preventing seawater intrusion
- Future water demand for the participating and/or neighboring agencies



# CENTRAL COAST BLUE PROJECT UPDATE







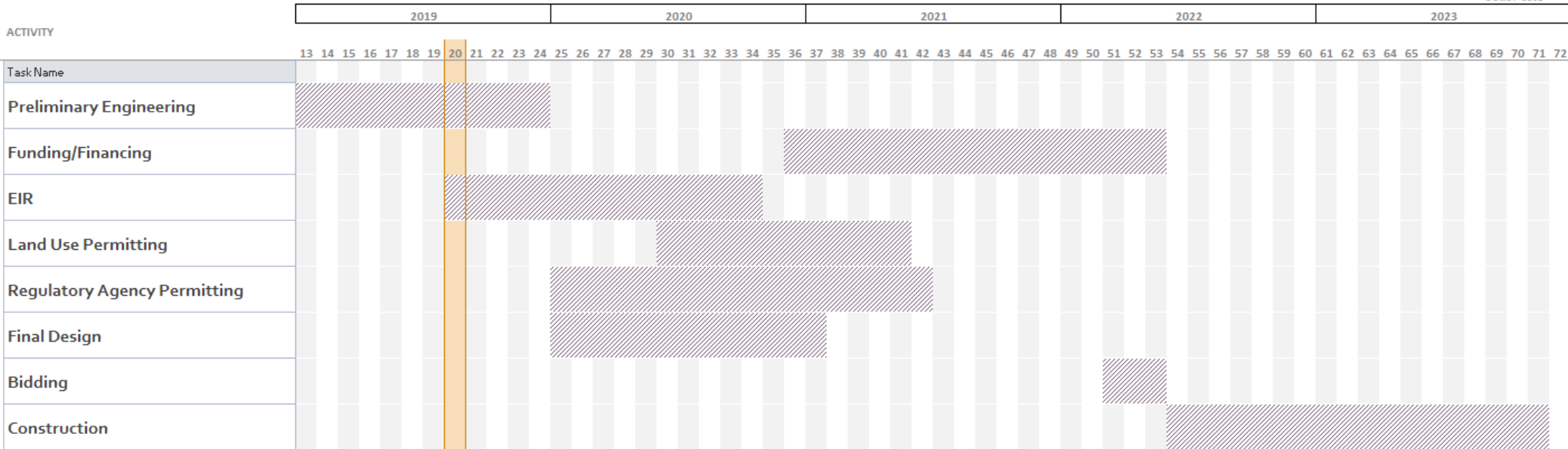
# Central Coast Blue is transitioning from Preliminary Engineering to the Environmental/Permitting phase



## Central Coast Blue

Phase 1

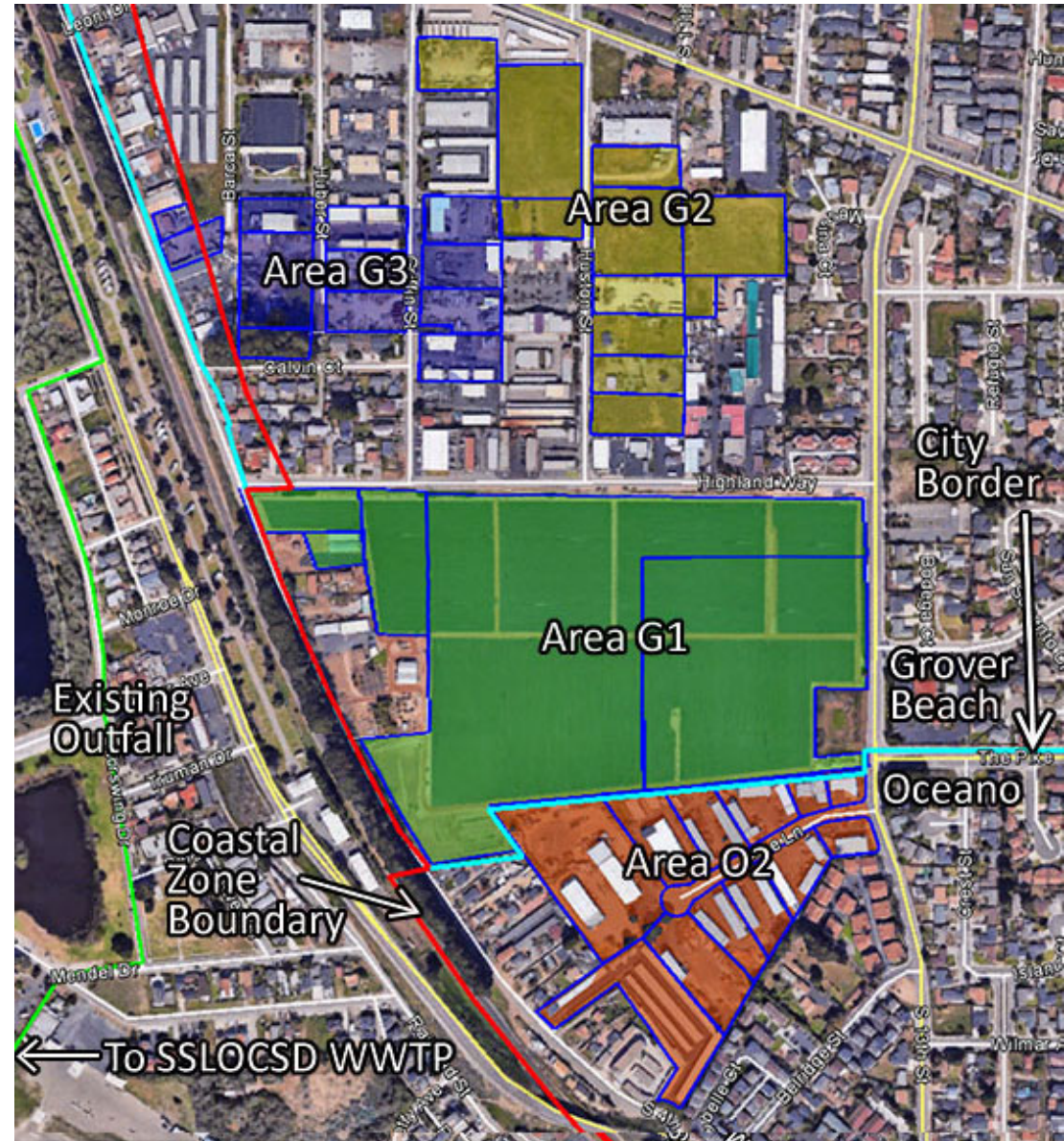
ACTIVITY



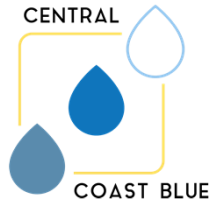


## Advanced Treatment Facility Siting

- Project team is evaluating both onsite (SSLOCSD) and offsite alternatives for the Advanced Water Treatment Facility
- Both alternatives will be evaluated as co-equal alternatives in the EIR
- Pismo Beach has entered into a purchase agreement for a potential offsite alternative site location in Grover Beach

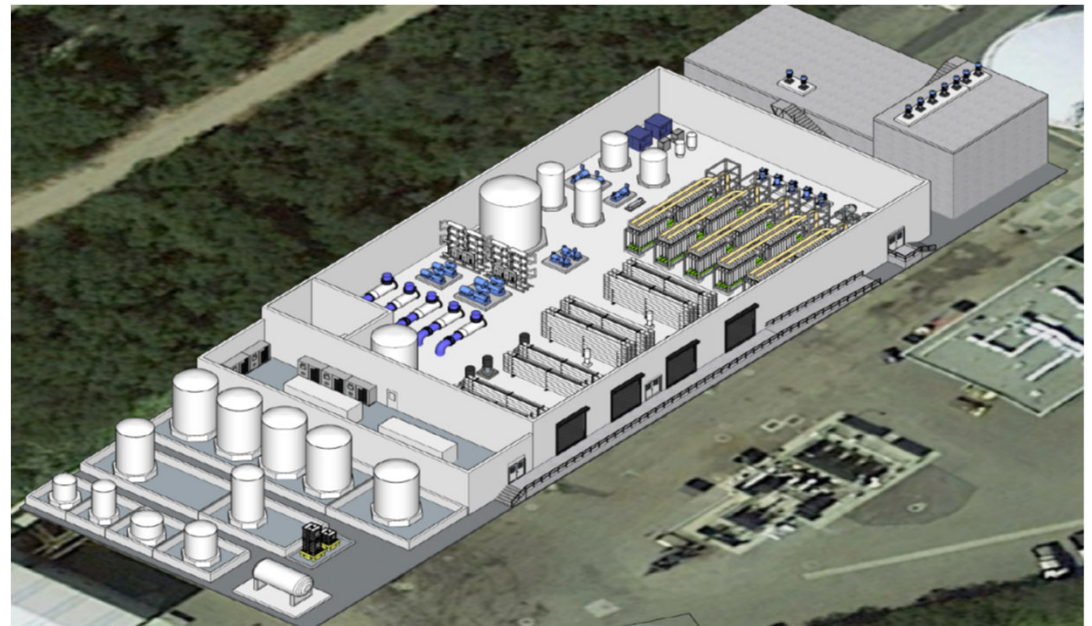


# Updated Project Cost Estimates developed to inform funding/financing evaluations



Updated cost estimates represent the best available estimates for the onsite (SSLOCSD) Advanced Water Purification Facility alternative.

- These costs will likely change as the project evolves and therefore a range of costs are presented
- Estimated accuracy range of -20% to +30% based on best available information of actual costs from similar projects



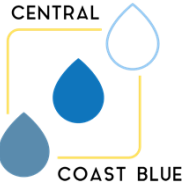




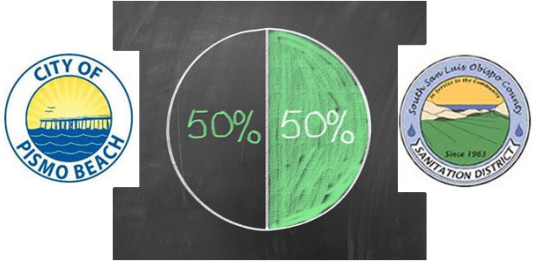


# COST/BENEFIT SHARING FRAMEWORK

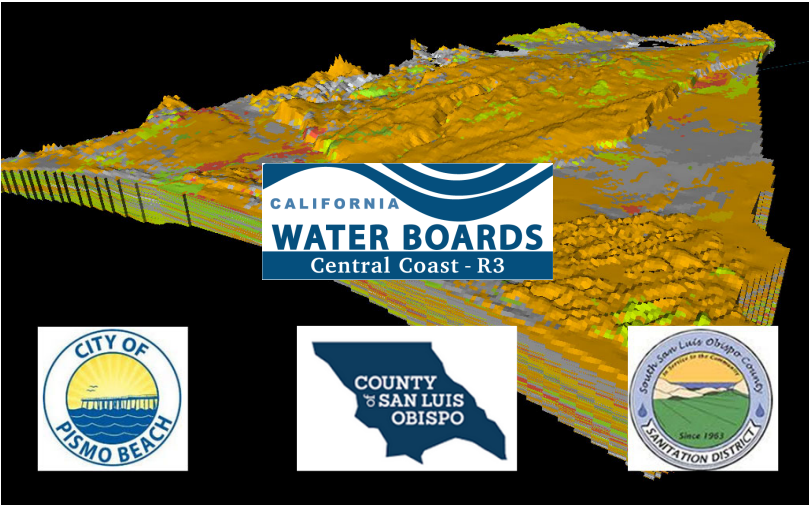




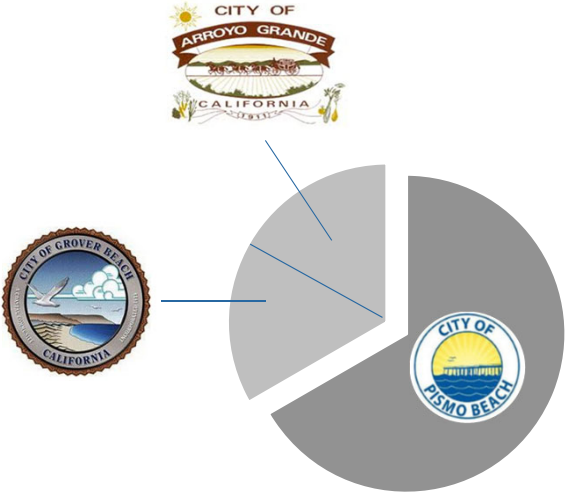
# Interagency collaboration has been key to project success to date



EIR

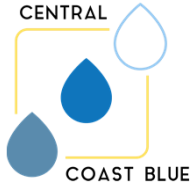


Groundwater Model



Phase I Phase II

Preliminary Engineering



# Funding Sources under Evaluation



**Water:**  
Water Rates

Costs split between water and  
wastewater agencies



**Wastewater:**  
Wastewater Rates

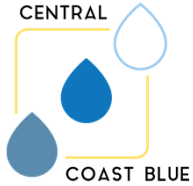


**Grant/ Low Interest Financing**

Prop 1 GWGP  
Title XVI  
CWSRF

Outside funding pursued to reduce costs  
to water and wastewater customers.





## Proposed Cost Sharing Framework



Proposed framework would tie project costs to current/future benefits:

### Water Benefits

- Seawater intrusion protection
- Increased groundwater recharge
- Improved water quality
- Water resource reliability

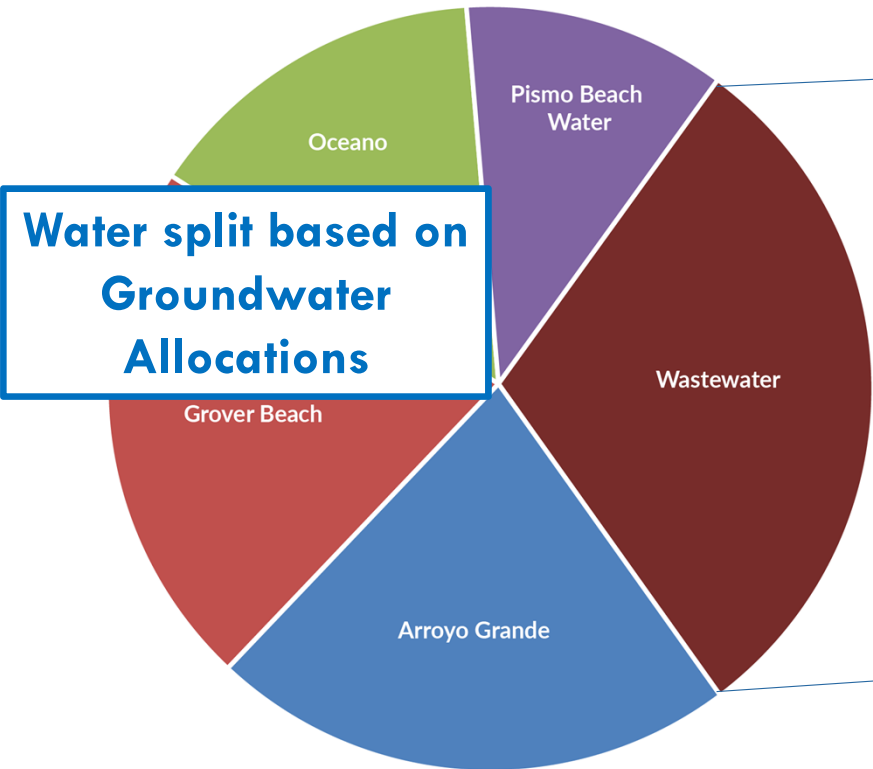


### Wastewater Benefits

- Preparation for potential future legislative/regulatory requirements to reduce ocean and/or bay discharges

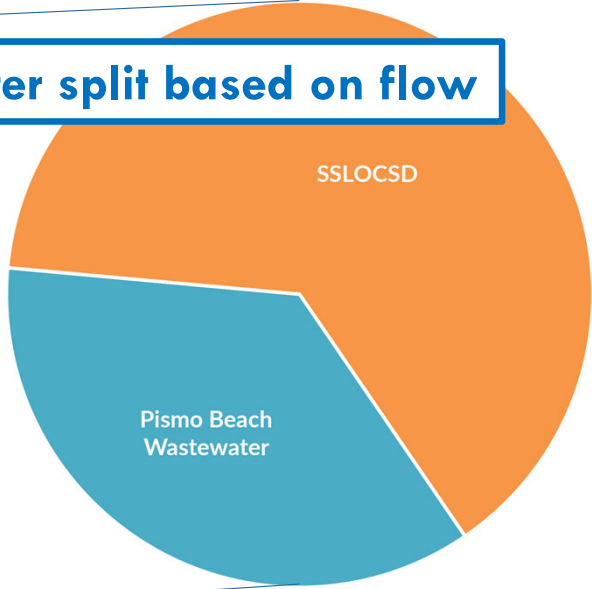


# Proposed Cost Sharing Framework

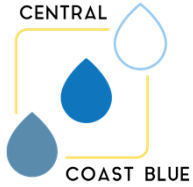


**Water split based on Groundwater Allocations**

**Wastewater split based on flow**



**Water/Wastewater split based on benefit to Wastewater agencies**



# Estimated rate increase to NCMA Household for Phase 1 Onsite alternative

Phase 1 Onsite Alternative Cost to NCMA Households <sup>1</sup>	Total Monthly Household Rate Increase (2020) <sup>2</sup>
	\$16-25 <sup>3</sup>

**Assumptions:**

<sup>1</sup> Cost estimates include the following assumptions:

- 5% financing of Capital Costs over 30 years.
- No grant funding.

<sup>2</sup>Based on SLOCOG population estimates. Assumes 2.51 persons per household (American Community Survey, US Census Bureau)

<sup>3</sup>Total estimated monthly rate increase including Water and Wastewater rate increases



# Grant Funding Update

## Prop 1 Groundwater Grant Program

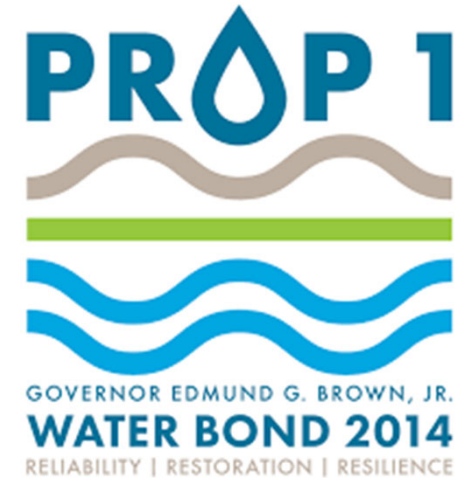
Round 1 - Awarded \$2M in planning grant funding

Round 3

- Central Coast Blue to apply for implementation funding in Round 3
- Eligible for up to 50% of implementation costs
- Key schedule driver as Funding Agencies want to see significant progress between planning and implementation grants

## Title XVI

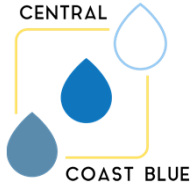
- Preliminary award of ~\$800k in planning grant funds
- Funds 25% of Final Design, Program Management, Value Engineering
- Central Coast Blue eligible to apply for implementation funding in subsequent rounds





# NEXT STEPS/ONGOING INITIATIVES



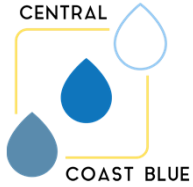


## Upcoming Critical Stakeholder Agency Decision Points

- Cost Sharing Framework & Agreements
  - Individual agency participation percentages in Capital and Operations & Maintenance costs
- Governance structure
- Water/Wastewater Rate Increases - Prop 218 Hearings
- Mechanisms to reconcile costs paid to-date to level of participation in the project

# UPDATED PROJECT SCHEDULE



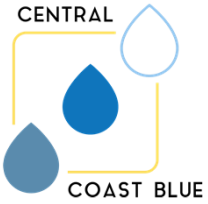


# Schedule Drivers

**Funding Opportunities** – Require development of cost sharing agreements, funding plan and completion of EIR

- Water Supply Reliability
- Round 3 Prop 1 GWGP Funding
  - Potential to provide 50% of implementation cost
  - Anticipate application period in 2020
- Title XVI Funding
  - Potential to provide 25% of implementation costs
- Clean Water State Revolving Funding (CWSRF) Financing
- Escalating construction pricing





Groundwater Modeling,  
Preliminary Design, Technology  
Piloting,  
**\*\*Community Connection\*\***

Final Design and  
Permitting

Operations Begins  
Closer to Water Independence

2018

2019

2020/2021

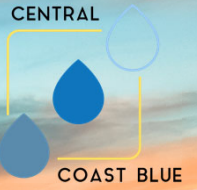
2022

2024

**2016 – current**  
Extensive and  
thorough  
planning and  
collaboration

Preliminary Design &  
Environmental Review  
**Advanced Treatment Design  
Site Selection; Test Injection  
Well**

Construction  
Kick Off



One Community.  
One Water.  
One Future.



# Oceano Community Services District

## Summary Minutes

Regular Meeting Wednesday, July 24, 2019 – 6:00 P.M.

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

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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 Gibson, 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.
4. **AGENDA REVIEW:** Agenda approved as presented
5. **CLOSED SESSION:** No public comment. Was entered at approximately 6:06pm. Open session was resumed at approximate 6:44pm
  - 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  
**No reportable action**
  - 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.,  
**No reportable action**
  - c. **PUBLIC EMPLOYMENT. Pursuant to Government Code Section 54957(b)(1):** Title: General Manager  
**No reportable action**
6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:00 PM):**  
Public comment was received by Rebekah Venturini, and Mary Lucey.
7. **SPECIAL PRESENTATIONS & REPORTS:**
  - d. **STAFF REPORTS:**
    - i. Operations - Field Supervisor Tony Marraccino –reported on 13 USA's, 8 work orders, 5 customer service calls, 1 after hour call out, the County drainage project, Well 4 update, Well 8 update, weekly and monthly samples, meter reads, re-reads, Tamera and 23<sup>rd</sup> line break, Norswing leak repair at meter, changed 4" meter, attended leak detection class, FOG by District staff, Pier Ave hydrant.
    - ii. FCFA - Chief Steve Lieberman – None
    - iii. OCSD General Manager – Paavo Ogren – reported on LID project with Cannon and Lucia Mar, State Water Control meeting, Draft FAQ's for special tax, emergency generator update.
    - iv. Sheriff's South Station – Commander Stuart MacDonald – None
  - e. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**
    - i. Director Villa – None
    - ii. Director Gibson – reported on Zone 3 and State Water Subcontractors Advisory Committee
    - iii. Vice President White – reported on FCFA, and Zone 11A
    - iv. President Austin – reported on SSLOCSD, AD Hoc Committee for Fire House Art
    - v. Director Replogle – reported on OAC
  - c. **PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**  
Public comment was received by Rebekah Venturini, and Mary Lucey.

<b>8 CONSENT AGENDA:</b>	<b>ACTION:</b>
<p>a. Review and Approval of Minutes for July 10, 2019 Special Meeting</p> <p>b. Review and Approval of Minutes for July 10, 2019 Regular Meeting</p> <p>c. Review and Approval of Cash Disbursements</p> <p>d. Submittal of the District's Fiscal Year 2018-19 Quarter 4 Treasurer Report</p> <p>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</p> <p>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</p>	<p>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 Gibson and a 5-0 roll call vote.</p> <p>No public comment.</p>

<b>9A BUSINESS ITEM:</b>	<b>ACTION:</b>
<p>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.</p>	<p>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 5-0 roll call vote.</p> <p>No public comment.</p>

<b>9B BUSINESS ITEM:</b>	<b>ACTION:</b>
<p>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</p>	<p>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 Gibson and a 5-0 roll call vote.</p> <p>No public comment.</p>

<b>9C BUSINESS ITEM:</b>	<b>ACTION:</b>
<p>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.</p>	<p>After an opportunity for public comment and Board discussion, no action taken.</p> <p>Public comment was received by Rebekah Venturini, and Mary Lucey.</p>

**10. HEARING ITEMS:** None

**11. RECEIVED WRITTEN COMMUNICATIONS:** None

**12. LATE RECEIVED WRITTEN COMMUNICATIONS:** None

**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, Cienaga 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:** None

**15. ADJOURNMENT:** at approximately 8:24pm



# Oceano Community Services District

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

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

Date: August 14, 2019

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #8B: 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
	57867 - 57906	
<b>Disbursements Requiring Board Approval prior to Payment:</b>		
Regular Payable Register - paid 08/14/2019	57874 - 57906	\$ 54,281.33
Subtotal:		\$ 54,281.33
<b>Reoccurring Payments for Board Review (authorized by Resolution 2018-11):</b>		
Payroll Disbursements - PPE 07/20/2019	N/A	\$ 29,991.57
Payroll Disbursements - PPE 08/03/2019	N/A	\$ 28,774.53
Reoccurring Utility Disbursements - paid 07/24/2019	57870 - 57873	\$ 1,435.64
Reoccurring Health Disbursements - paid 07/24/2019	57867 57869	\$ 9,532.72
Subtotal:		\$ 69,734.46
Grand Total:		\$ 124,015.79

## 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: 057874 THRU 057906

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	8/08/2019	CHECK	057874	TYLER TECHNOLOGIES	2,814.20CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057875	R&R ROLL-OFF LLC	584.99CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057876	PETTY CASH	120.85CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057877	BRISCO'S	17.77CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057878	CANNON	2,993.40CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057879	WHITE, KAREN M.	250.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057880	PERRY'S ELECTRIC MOTORS & CONT	5,600.65CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057881	USA BLUEBOOK	102.46CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057882	ADAMSKI MOROSKI MADDEN CUMBERL	5,825.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057883	BURDINE PRINTING & GRAPHICS	2,577.41CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057884	ARAMARK	324.35CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057885	SWRCB/ DRINKING WATER OP CERT	50.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057886	SWRCB/ DRINKING WATER OP CERT	60.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057887	SWRCB/ DRINKING WATER OP CERT	60.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057888	CENTRAL COAST TECHNOLOGY CONSU	316.06CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057889	TARGETSOLUTIONS LEARNING, LLC	1,216.59CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057890	ZENITH INSURANCE COMPANY	1,617.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057891	GSI WATER SOLUTIONS, INC.	3,597.67CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057892	REPLOGLE, CYNTHIA	250.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057893	FAMCON PIPE & SUPPLY, INC.	11,792.14CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057894	TROESH COLEMAN PACIFIC	321.75CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057895	VILLA, ALLENE	900.00CR	OUTSTND	A	0/00/0000

8/08/2019 3:53 PM  
 COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 2  
 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: 057874 THRU 057906

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	8/08/2019	CHECK	057896	CALPORTLAND CONSTRUCTION	500.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057897	CITY OF ARROYO GRANDE	4,438.02CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057898	AWWA	433.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057899	CLINICAL LAB OF SAN BERNARDINO	340.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057900	J.B. DEWAR, INC.	572.88CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057901	MIER BROS.	193.96CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057902	MINER'S ACE HARDWARE, INC.	45.18CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057903	PRO-TECH LANDSCAPE MANAGEMENT,	410.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057904	SOUTH COUNTY SANITARY SERV	956.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057905	MOSS, LEVY & HARTZHEIM	4,000.00CR	OUTSTND	A	0/00/0000
1-1001-000	8/08/2019	CHECK	057906	FILIPPONI-THOMPSON DRILLING, I	1,000.00CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	54,281.33CR		
				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:	54,281.33CR		
				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		

**Payroll Summary Report**  
**Board of Directors - Agenda Date August 14, 2019**

	(*)		
<u>Gross Wages</u>	7/6/2019	7/20/2019	8/3/2019
Regular	\$22,128.67	\$22,968.28	\$24,133.39
Overtime Wages	\$1,145.15	\$1,103.74	\$951.81
Stand By	\$700.00	\$700.00	\$700.00
	<u>\$23,973.82</u>	<u>\$24,772.02</u>	<u>\$25,785.20</u>
<u>Disbursements</u>			
Net Wages	\$17,541.91	\$20,140.65	\$19,450.65
State and Federal Agencies	\$3,898.07	\$4,892.37	\$4,545.05
CalPERS - Normal	\$4,330.91	\$4,778.66	\$4,598.94
CalPERS UAL (Annual Unfunded Liability Payment)**	\$45,498.00	\$0.00	\$0.00
SEIU - Union Fees	\$171.38	\$179.89	\$179.89
Total Disbursements processed with Payroll	<u>\$71,440.27</u>	<u>\$29,991.57</u>	<u>\$28,774.53</u>
Health (Disbursed with reoccurring bills)	\$5,331.18	\$4,964.24	\$4,964.24
	<u>\$76,771.45</u>	<u>\$34,955.81</u>	<u>\$33,738.77</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: 057870 THRU 057873

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	7/24/2019	CHECK	057870	RABOBANK EQUIPMENT LEASE	755.60CR	OUTSTND	A	0/00/0000
1-1001-000	7/24/2019	CHECK	057871	DE LAGE LANDEN FINANCIAL SERVI	150.15CR	OUTSTND	A	0/00/0000
1-1001-000	7/24/2019	CHECK	057872	SO CAL GAS	19.32CR	OUTSTND	A	0/00/0000
1-1001-000	7/24/2019	CHECK	057873	COASTAL COPY, INC.	510.57CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	1,435.64CR		
				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:	1,435.64CR		
				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: 057867 THRU 057869

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	7/24/2019	CHECK	057867	BLUE SHIELD OF CALIFORNIA	7,096.24CR	OUTSTND	A	0/00/0000
1-1001-000	7/24/2019	CHECK	057868	FRANCHISE TAX BOARD	1,179.24CR	OUTSTND	A	0/00/0000
1-1001-000	7/24/2019	CHECK	057869	PRINCIPAL LIFE INSURANCE COMPA	1,257.24CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	9,532.72CR		
				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:	9,532.72CR		
				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

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

---

**Date:** August 14, 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

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. Currently, the emergency efforts are underway and Board approval to continue emergency efforts by a 4/5ths vote is needed.

The need for the emergency actions is based on the following history of events:

- November 29, 2018: Well #8 motor failed. Groundwater pumping transitioned to Wells #4 and #6, which are operated concurrently (blended) for water quality purposes.
- December 2, 2018: Well #4 failed, with the apparent cause relating to the well shaft and/or bowls. With the failure of Well #4, the District lost its ability to pump groundwater under existing permits issued by the State Division of Drinking Water since Well #4 and Well #6 are supposed to be operated concurrently.
- December 3, 2018: Resolution 2018-15 was adopted authorizing the General Manager to take emergency actions so that groundwater pumping can be resumed.



- December 12, 2018: The emergency actions were terminated since a replacement motor for Well #8 had been acquired and installed.
- July 6, 2019: The new motor for Well #8 failed, which resulted in another emergency situation because Well #4 continued to be out of service.
- July 10, 2019: Resolution 2019-09 was adopted authorizing the General Manager to take emergency actions so that groundwater pumping can be resumed.

The following is an update on the emergency efforts.

### Well #8

At this time, the motor for Well #8 has been rewound and reinstalled. Placing it back in permanent service is not possible, however, due to power supply concerns. The District has requested that PG&E place a recorder on the power that supplies Well #8 since two pumps have failed at Well #8 recently and ruling out source problems is important for reliability. As a result, the District continues to be dependent on water supply deliveries from the County of San Luis Obispo.

### Well #4

Emergency actions for Well #4 continues. The shaft and bowls were pulled and cannot be reinstalled. An inspection of the well casing was completed and determined that rehabilitation is probable by scrubbing scaling from the casing and reinstalling a new shaft and bowls. After the casing is scrubbed, a final inspection will occur to ensure that the integrity of the casing is suitable for continuing use. If the final inspection concludes that the integrity of the casing is compromised, then Well #4 may need to be abandoned, or installation of a smaller casing inside the existing casing, which could reduce pumping capabilities.

### **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.



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### Other Financial Considerations

Below is an itemized estimate of costs. Total costs are estimated at under \$40,000 and no budget adjustments are needed at this time. The total Water Fund budget is \$2,923,674 and staff will seek to develop budget savings to cover the emergency actions if possible. Budget impacts will be monitored through the quarterly budget reports to your Board, and if needed, an adjustment will be recommended in either the 3<sup>rd</sup> or 4<sup>th</sup> quarter updates.

Well #4 Rehabilitation - scrub casing, install new bowls & shaft	\$24,058.77
Well #4 Motor Inspection/ Rebuild	\$1,926.00
Well #8 Original Motor Rewind	\$5,602.00
Well #8 Current Motor Removed & Original Motor Reinstallation	\$1,200.00
Well #8 New Motor Rewind	TBD
<b>Total</b>	<b><u>\$32,786.77</u></b>

### Results

Receiving and update on groundwater pumping capabilities and whether to continue emergency actions promotes drinking water needs, and 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](http://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:** August 14, 2019

**To:** Board of Directors

**From:** Paavo Ogren, General Manager

**Subject:** **Agenda Item # 9(B):** Consideration of adopting a Social Media Policy

### Recommendation

It is recommended that your Board consider adopting a Social Media Policy.

### Discussion

After discussions and meetings with the Board ad-hoc committee, staff has prepared the attached Social Media Policy for Board consideration. Two social media outlets are proposed; Facebook and Nextdoor.

There are two main purposes for the District to have a presence on social media:

1. To convey time-sensitive information as quickly as possible, such as in the event of an emergency, scheduled interruptions of service for repairs, or other issues relating to district services.
2. To convey District information regarding District meetings and district and/or community events.

The attached policy does not include establishing an interactive blog site or discussion outlet. Staff is concerned about insufficient resources to manage a blog site and ensuring compliance with legal requirements relating to local agencies. Nevertheless, contact information will be posted on social media outlets so that comments and questions can be submitted to District staff.

### Other Agency Involvement

N/A



## **Financial Considerations**

Costs of implementing the attached social media policy are anticipated to be negligible and within existing resource capabilities. Within the context of overall public outreach efforts, implementing the attached social media will promote cost effectiveness.

## **Results**

Enhancing public outreach through social media outlets supports a well governed community.

Attachment: Social Media Policy



# OCEANO COMMUNITY SERVICES DISTRICT SOCIAL MEDIA POLICY

## **PURPOSE**

The overall purpose of this policy is to establish the goals of the Oceano Community Services District (District) for social media use, identify District staff who will manage the District's social media outreach efforts, those who will post through these outlets, to set forth a policy outlining the approval steps for all information conveyed through the use of selected social media outlets.

The District's presence on social media is an extension of the District's public outreach efforts and is overseen by the General Manager. Social media includes any internet-based networking site. Currently, the District is seeking use of the website and app, "Nextdoor" and "Facebook." No other outlets may be added without approval from the Oceano Community Services District Board of Director's (Board).

There are two main purposes for the District to have a presence on social media:

1. To convey time-sensitive information as quickly as possible, such as in the event of an emergency, scheduled interruptions of service for repairs, or other issues relating to district services.
2. To convey District information regarding District meetings and district and/or community events.

The purpose of the District's social media policy does not include establishing an interactive blog site or discussion outlet. Questions for the District must continue to be provided directly through the District website at [www.oceanocsd.org](http://www.oceanocsd.org), and by calling the office at (805) 481-6730, or by scheduling an appointment with District staff. A link to the District website with contact information shall be included on the District's social media sites. The District's General Manager shall have sole authority on whether to post any questions and related information on social media outlets that have been submitted to the District's website when doing so promotes public outreach and education relating to District services. The District is unable to provide interactive blog and discussion outlets because current District resources are limited and adhering to laws applicable to governmental agencies could be problematic and such uncertainty precludes the District from doing so.

## **POLICY**

All District social media sites shall be approved for content by the General Manager or designee.

1. The General Manager or designee will collaborate to use social media proficiently, effectively, and safely to communicate District messages.
2. Designated users of the District's social media outlets must comply with the applicable federal, state, and local laws, the District's computer use policy and other applicable policies. This includes adherence to established laws and policies regarding copyright, records retention, California Public Records Act, e-

discovery laws, First Amendment, privacy laws, and information security policies established by the District, and therefore must be able to be managed, stored, and retrieved to comply with these laws.

3. Each District social media site shall include an introductory statement which clearly states the purpose of the site. All social media sites shall include a description and/or entry that clearly indicates that content posted or submitted for posting are subject to public disclosure.
4. All District social media sites shall clearly indicate that they are maintained by the District and shall have District contact information clearly displayed.
5. The General Manager shall appoint a designee to monitor content on social media to ensure adherence to this policy, appropriate messaging, consistent branding, and consistency with District goals.
6. Any District employee or Board member who discovers negative comments about the District on the District's, or other, social media sites should notify the General Manager or designee immediately in order to correct misinformation.

### **POSTING GUIDELINES**

Individuals designated by the General Manager to post information to approved social media outlets must adhere to the following posting guidelines:

- Ensure information posted is factual and approved by the General Manager or designee.
- The tone and content being posted should be professional, honest and respectful.
- Each post must conclude with a reference statement directing persons with questions or inquiries to the District website or to contact the District office.

### **TRANSPARENCY**

The District is committed to using social media to enhance transparency with customers, local communities and the general public. In doing so, the General Manager, or designee shall post information and/or links on the following items in a timely manner:

- Agendas for District regular and special meetings.
- The time, date and location of District sponsored events.
- Information on requests for proposals and contracts for construction or professional services.
- Emergencies declared by the Board of Directors.
- Service interruptions.
- Office closures.
- Press releases.
- Staff and Board vacancies that are open and being filled.
- Information to promote public outreach and education relating to District services.
- Other information as directed by the Board.

The District website [www.oceanocsd.org](http://www.oceanocsd.org) shall remain the primary and predominant source for internet information. For any other questions or concerns, please contact the District directly at (805) 481-6730.

Users must be aware that, under certain circumstances, questions and comments submitted to the District may be posted on the District's social media pages and may be subject to California's public records laws and subject to disclosure by the District if requested. This may include information about you that you make available through your social media privacy settings.

Any comments submitted to the District that are posted on any of the Districts social media outlets shall remain the opinion of the submitter only, and the publication of the comment does not imply endorsement of, or agreement by, the District, nor do such comments necessarily reflect the opinions or policies of the District.

#### **AUTHORIZED USERS**

To ensure the appropriateness of content posted to District social media sites, the General Manager may appoint a designee or designees with the authority to use social media on behalf of the District. Access to social media networks from within the District is limited to the General Manager or designee(s) to perform official District business.

#### **SOCIAL MEDIA SITES (as of 08/2019):**

- Facebook.com/OCEANOCSD (account is set up, but not yet published)
- Nextdoor.com (set up is pending)



# Oceano Community Services District

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

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

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**Date:** August 14, 2019

**To:** Board of Directors

**From:** Paavo Ogren, General Manager

**Subject:** **Agenda Item # 9(C):** Discussion of the Public Safety Power Shutoff measures established by Pacific Gas & Electric and consideration of a recommendation to initiate efforts to purchase a backup generator for the District's groundwater wells

## Recommendation

It is recommended that your Board:

1. Discuss the Public Safety Power Shutoff measures established by Pacific Gas & Electric
2. Direct staff to initiate efforts to purchase a backup generator for the District's groundwater wells

## Discussion

Pacific Gas and Electric has established Public Safety Power Shutoff (PSPS) measures as part of their Community Wildfire Safety Program which can result in extended interrupted service for more than 5 million customers who receive service from PG&E. Planned power shutoffs should be anticipated for distribution and/or transmission lines that pass through high fire-threat areas. The following link to the PG&E website provides additional information and other links.

[https://www.pge.com/en\\_US/safety/emergency-preparedness/natural-disaster/wildfires/public-safety-power-shutoff-faq.page?WT.pgeac=GlobalHeader-NonPSPS](https://www.pge.com/en_US/safety/emergency-preparedness/natural-disaster/wildfires/public-safety-power-shutoff-faq.page?WT.pgeac=GlobalHeader-NonPSPS)

Attached is a draft "Multi-Day Power Outage Contingency Plan" that is being prepared by the Five Cities Fire Authority in coordination with member agencies. Staff is scheduled to attend a meeting on August 26, 2019 to participate in discussions and provide feedback so that the contingency plan can be finalized. No action on the draft contingency plan is needed by your Board as it is only provided for informational purposes at this time.

PG&E's website information indicates that power shutoffs may extend longer than 48 hours and discussions have indicated that a 5-7 day shutoff should be addressed in contingency plans. Staff



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has discussed PSPS measures with County Public Works, who are developing plans so that Lopez water deliveries can continue, provided if no other issues are encountered while power is shutoff.

Specifically, on the District's backup power capabilities, existing reliance on rented generators for the Fire Station, the Sheriff's substation and groundwater wells during a widespread PSPS now faces an increased risk factor since the overall demand for generators should increase significantly. Currently, the District is installing a backup generator for the Fire Station and Sheriff Substation and the primary risk factor during an extended PSPS event will be the availability of fuel. Staff has discussed with County representatives whether it might be possible to join fuel purchase arrangements with the County. Regarding groundwater wells, increasing risk factors warrant Board consideration of acquiring a generator dedicated to helping ensure water supply reliability.

On October 11, 2017, staff provided the Board with estimated costs for a permanent generator for Well #8 of \$100,000 - \$125,000, and \$130,000 for a portable generator that could also be used for backup power for Wells #4 and #6. Updating cost estimates with the assistance of an electrical engineer can be developed for Board consideration along with financing options for the generator unit so that the costs can be amortized over several years.

## **Other Agency Involvement**

The FCFA and the County are leading regional efforts to coordinate responses during PSPS events.

## **Financial Considerations**

The District's final budget for the current fiscal year will be considered on the Agenda of August 14, 2019 and staff will provide an updated discussion of Water Fund reserves and the ability to fund a water system generator in the near future.

## **Results**

Addressing impacts of PG&E's PSPS measures promotes a health and well governed community.

Attachments:

- Draft FCFA Multi-Day Power Outage Contingency Plan



# Public Safety Power Shutoff (PSPS)



## FIVE CITIES FIRE AUTHORITY MULTI-DAY POWER OUTAGE CONTINGENCY PLAN

***DRAFT***

**August 2019**

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## 1. Purpose

This planning document outlines planning objectives and procedures to provide guidance for the Five Cities Fire Authority (FCFA), its member communities (Arroyo Grande, Grover Beach, Oceano), and coordination with regional partners and the San Luis Obispo County Operational Area in the event of a planned power outage (de-energization of electrical systems), also known as a Public Safety Power Shutoff (PSPS). This is a supporting document or annex to existing Emergency Operations Plans (EOP's).

## 2. Background

California has experienced unprecedented wildfire activity in recent years. The California Public Utilities Commission (CPUC) adopted de-energization guidelines on June 4, 2018, authorizing Pacific Gas and Electric (PG&E) to enhance community safety by allowing PG&E to proactively de-energize portions of their electrical systems in cases of significant fire threat. The threat of a PSPS will continue until such time that the PG&E transmission and distribution grid can be "hardened."

San Luis Obispo County receives electrical power from PG&E via two transmission networks originating in the Central Valley. These networks converge at a switching facility in Morro Bay, and power is distributed throughout the County from the Morro Bay facility. Any impact to these two transmission lines could result in a major electrical service interruption to the county.

The greatest probability of a PSPS will be based on weather conditions impacting the electrical system in areas defined by the CPUC as Tier 2 (Elevated) or Tier 3 (Extreme) risk areas. The factors considered in a decision to potentially initiate a PSPS include high temperatures, high/gusting winds, and low relative humidity. With the exception of a very isolated Tier 2 location at the southeastern border of the Arroyo Grande city limits, any decision to initiate a PSPS could be based on a geographic area well outside of the FCFA service area.

The PG&E Community Wildfire Safety Program includes several strategies besides the PSPS option including:

- Vegetation/Fuel management adjacent to PG&E infrastructure
- Upgrading infrastructure including replacement of wooden power poles with steel structures
- Enhanced maintenance and inspection of infrastructure
- 24x7x365 monitoring of fire threat during active fire season
- Installation of 1000+ weather stations and 600 high definition cameras for real time monitoring
- Outreach/Education to customers, first responders and local government
- Priority restoration procedures after a wildfire



### 3. Objectives

- 3.1 Provide protection of life, public health, safety and welfare to the communities and first responders
- 3.2 Maintain uninterrupted delivery of emergency and public health services during a power outage
  - Fire / Emergency Medical Services
  - Law Enforcement
  - Public Works (water, sewer)
- 3.3 Ensure an adequate fuel distribution plan is developed to provide for uninterrupted operation of generators
- 3.4 Ensure the needs of medically dependent individuals and those with Access and Functional needs in collaboration with regional partners
- 3.5 Maintain close coordination and communication with:
  - a. County Operational Area (County OES)
  - b. PG&E (Agency Representative)
  - c. Arroyo Grande Community Hospital
  - d. South San Luis Obispo County Sanitation District
  - e. Lucia Mar Unified School District
- 3.6 Coordinate shelter and other resource needs with Operational Area (County OES)
- 3.7 Provide timely and accurate public messaging through all available platforms
- 3.8 Provide information to hospitality, food services and other impacted commercial business operations
- 3.9 Ensure public agencies maintain adequate food and water inventory to sustain employee operations

## 4. Threat Assessment

PG&E will monitor and assess various conditions that may ultimately drive the need to consider a PSPS. The CPUC has provided guidance to the utility providers to consider a PSPS only if the utility “reasonably believes that there is an imminent and significant risk that strong winds may topple power lines or cause major vegetation-related damage to power lines, leading to increased risk of fire.” PG&E will consider the following factors before determining the needs for a PSPS:

- “Extreme” fire danger threat level, as classified by the National Fire Danger Rating System
- “Red Flag Warning” declaration by the National Weather Service
- Low humidity levels, generally 20% or less
- Forecasted sustained winds above 25 mph with gusts in excess of 45 mph
- Site-specific conditions (temperature, terrain)
- Critically dry vegetation that could serve as fuel for a wildfire
- Real-time intelligence from PG&E operations center and field observers

### 4.1 Potential Effects

General:

- Loss of commercial and governments communications systems including wireless voice/data, land mobile radio, cable television and internet
- Loss or degradation of public/private water and wastewater systems including monitoring, pumping and treatment
- Loss of traffic control and monitoring systems
- Increased impacts on public safety and hospital
- Economic and operational impacts – electronic point of sale, banking, gas station pumps, security systems and refrigeration

### 4.2 Financial

- During an emergency, local government is often eligible for reimbursement from state and federal agencies. The impacts of a multiple day power outage due to a PSPS could be significant in cost, yet there is no process or funding source to seek reimbursement
- Business Community / Economic Development – There exists the potential for significant business loss dependent on market segment

#### 4.3 **Access and Functional Needs (AFN) Population**

- Loss of power could significantly impact resident's dependent on durable medical equipment, wheelchair charging, and other specialized devices
- Potential disruptions to public services or facilities (dialysis centers), school closures

#### 4.4 **Safety**

- Loss or degradation of public safety voice and data communications systems
- Loss or degradation of alert and notification systems, including internet and wireless voice/data
- Increased Public Safety Answering Point (PSAP/911) call volumes
- Potential EMS and medical facility surge due to loss of power to medical equipment
- Potential evacuation/relocation of AFN population
- Loss or degradation of fire suppression water supply systems
- Unsafe use of generators as alternate power supply
- Potential impact to food safety due to loss of refrigeration
- Loss of traffic signals and monitoring systems

#### 4.5 **Electrical Restoration Process**

PG&E will re-energize only when they have determined the system can be safely restored. The PG&E process includes:

- Weather All Clear – the extreme weather event has passed
- Patrol and Inspect – PG&E crews will visually inspect infrastructure in the impacted area
- Isolate and Repair – PG&E crews will address needed repairs
- Restoration – Customers will be notified once power has been restored

### **5. Notification**

#### 5.1 **Public Notifications**

- PG&E will make every attempt to contact customers via telephone, email, and text message prior to a shutoff at the following intervals:
  - 48 hours
  - 24 hours
  - Just prior to shutoff
  - During the shutoff
  - Once power has been restored
- PG&E will attempt to contact “Medical Baseline” customers following the same process, but if the customer cannot be reached, PG&E will attempt to knock on

the customer's door, with the emphasis on customers who rely on electricity to for critical life-sustaining health equipment

## 5.2 Local Government and Public Safety Notifications

- PG&E will make every attempt to contact local government agency points of contact via telephone, email, and text message prior to a shutoff at the following intervals:
  - 48 hours
  - 24 hours
  - Just prior to shutoff
  - During the shutoff
  - Once power has been restored
- Cities, counties, first responders will have access to a secure information portal accessed through: [pge.com/pspsportal](http://pge.com/pspsportal)
- The information provided by PG&E will include:
  - Estimated start time of a potential PSPS
  - Weather information
  - Estimated time to full restoration
  - Number of Medical Baseline customers in the potential area of impact
  - Maps

## 6. Decision/Trigger Points for Activation of Emergency Operations Center

When a widespread electrical outage is anticipated to last for over 6 (six) hours, the City Manager/Director of Emergency Services will facilitate a meeting or conference call with the Outage Policy Group. The Outage Policy Group will carry the responsibility to recommend to the Director of Emergency Services, implementation of all or part of the Contingency Plan.

### 6.1 Outage Policy Group

- City Manager / Director of Emergency Services
- Department Heads
- PG&E Agency Representative (AREP)
- County Office of Emergency Services (AREP)

### 6.2 Decision/Trigger Points

- Power Shutoff – 48 hour PG&E Notification
  - Outage Policy Group Conference Call
  - Elected Official notification by City Manager
- Power Shutoff – 24 hour PG&E Notification
  - Outage Policy Group Conference Call
  - Elected Official notification by City Manager

- Power Shutoff – Imminent PG&E Notification
  - Outage Policy Group Conference Call
  - Elected Official Notification by City Manager
  - Emergency Operations Center (EOC) Staff Notification
  
- Power Shutoff – Activated
  - Outage Policy Group Conference Call
  - Elected Official Notification by City Manager
  - EOC Staff Notification
  - Activate EOC to appropriate level
  - Recall Safety and Disaster Service Worker employees to duty as required

## 7. Emergency Operations Center Activation

### 7.1 EOC Activation

- Department Heads report to EOC as required
- Section Coordinators report to EOC as required
- Elected Officials report to EOC as required

### 7.2 EOC Coordination and Response

- Monitor and assess situation
- Continued coordination with PG&E
- Coordinate public information
- Determine logistical needs to support EOC and field personnel / operations
- Coordinate resource requests with Operational Area
- Determine need for Local Emergency Proclamation

## 8. Roles and Responsibilities

Fire / EMS
<ul style="list-style-type: none"> <li>• Staff EOC positions as requested.</li> <li>• Provide updates on increases in service calls, areas of concern or other power related issues.</li> <li>• Assess Target Hazard / Care Facilities</li> <li>• Assess potential impacts to fire detection/reporting and response capabilities.</li> <li>• Assess potential impacts to fire suppression water supply system.</li> <li>• Respond to increased calls for medical aid, elevator rescue.</li> <li>• Assist in wellness checks in coordination with Public Health Department.</li> </ul>

- Support evacuation operations as needed, in coordination with Public Health Department.

**Law Enforcement**

- Staff EOC positions as requested.
- Provide updates on increases in service calls, areas of concern or other power related issues, including security alarms.
- Provide updates to County OES on increases in service, areas of concern or other power related issues.
- Support evacuation operations as needed.
- Support additional security in impacted areas.

**Public Information Officer (if EOC is activated)**

- Coordinate public information with County PIO.
- Post updates to website and social media.
- Coordinate situational updates to elected officials.
- Coordinate release of updates with Fire and Police social media.

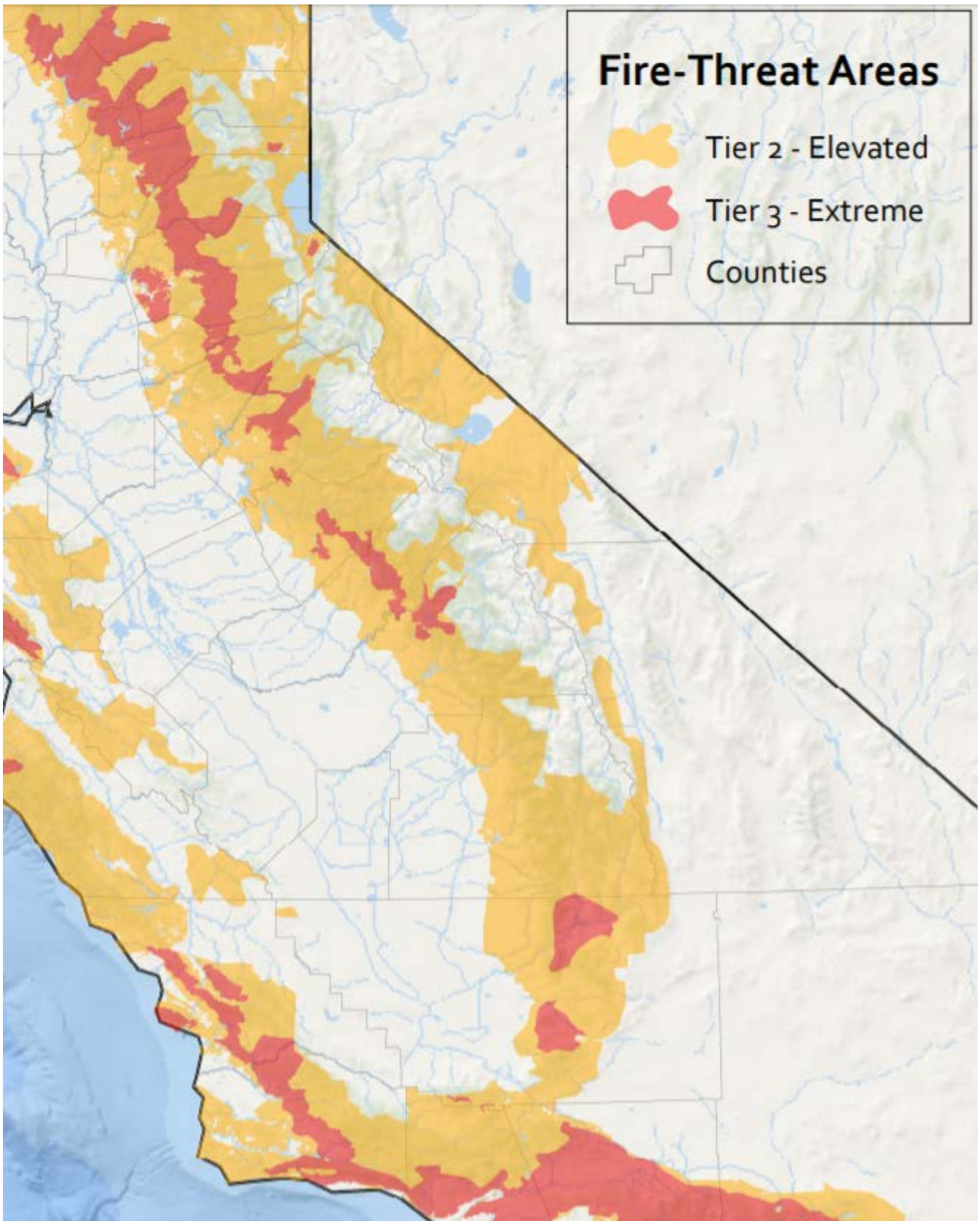
**Public Works**

- Staff EOC positions as requested.
- Provide updates on areas of concern and power related issues.
- Assess water and wastewater systems and facilities, provide updates are requested.
- Assess potential impacts to fire suppression water supply system.
- Provide power for generators as necessary
- Coordinate information release to public regarding water restrictions and advisories with PIO and Operational Area.
- Be prepared to support traffic management.
- Be prepared to support staging area for outside equipment such as fuel tenders and additional generators.

## Attachments

Attachment 1	CPUC Fire Threat Map
Attachment 2	Sample Public Information Talking Points, Press Release and Social Media Messaging
Attachment 3	Critical Facilities
Attachment 4	Generator Inventory and Deployment
Attachment 5	Fuel Consumption & Projected Ordering Needs

Attachment 1





## Attachment 2

### Sample Talking Points – Potential Shutoff

- On (insert date and time), the (insert name of jurisdiction) began to prepare for the potential shutdown of PG&E power to areas of San Luis Obispo County due to the high fire danger.
- PG&E estimates that XX customers in San Luis Obispo County are located in regions likely be to subject to a power shutdown. The areas affected by the shutdowns include [cities / unincorporated areas] of San Luis Obispo County.
- (insert name of jurisdiction) has developed a Public Safety Power Shutoff Response Plan and put it into motion;
- We've notified and coordinated with our operational area partners;
- We are coordinating messaging and outreach with partner agencies so we are prepared to communicate with our community members in the event of a power shut down.

### Sample Talking Points – Planned Shutoff

- Implementation of the PSPS Contingency Plan
- Activation/Partial activation of the (insert name of jurisdiction) Emergency Operations Center (EOC);
- Notification/coordination with our operational area response partners;
- We continue to coordinate with the County Public Health Department related to hospitals, skilled nursing facilities, and our vulnerable populations;
- We are coordinating messaging and outreach with partner agencies so we are prepared to communicate with our community members in the event of a power shut down.

### Sample Talking Points – PG&E Resources

- PG&E is asking customers to update their contact information at: [pge.com/mywildfirealerts](https://pge.com/mywildfirealerts) so they can keep them informed.
- Residents can learn if they are in a potentially impacted area by going to <https://m.pge.com/#high-fire-threat-map> and entering their address.
- PG&E has set up a call center to provide more information:
  - English 1-877-660-6789
  - Chinese 1-800-893-9555
  - Spanish 1-800-660-6789
  - Vietnamese 1-800-298-8438.

## Sample Press Release

### FOR IMMEDIATE RELEASE

Date:

Contact: Public Information Officer at ###-###-####, email address

### **(Insert name of jurisdiction) Responds to PG&E's Potential Power Shut-Off with Advanced Preparation**

(Insert name of jurisdiction) –PG&E has notified (insert name of jurisdiction) that they may activate their Public Safety Power Shut-Off protocols due to extreme weather, and could potentially initiate a power shut down in the [city / unincorporated area of XX] of San Luis Obispo County within the next 24 hours. (insert name of jurisdiction) is ready to respond to the effects of the power outage; however, the decision to turn off the power and the speed at which it is restored is managed solely by PG&E.

The (insert name of jurisdiction) has developed a Public Safety Power Shutoff Contingency Plan, which has been put into motion. You can check if your home is in an area where power may be shut off on the PG&E website: <https://m.pge.com/#high-fire-threat-map>.

(Insert name of jurisdiction) officials remind residents and visitors that it is important to have a plan. FEMA recommends taking steps to prepare for a power outage, including:

Review your evacuation and communication plan –

- Identify several evacuation routes for your location in case roads are blocked, and tell someone out of the area which routes you plan to use.
- If you will evacuate by car, keep your car fueled and ready to go.
- Make a list of what you'll want to take with you if you leave your home quickly. Consider the Five P's of Evacuation:
  - 1) People/Pets; 2) Prescriptions; 3) Papers; 4) Personal Needs; 5) Priceless Items
- Talk to your medical provider about a power outage plan for medical devices powered by electricity and refrigerated medicines. Plan for batteries and other alternatives to meet your needs when the power goes out.
- Review the supplies that are available in case of a power outage. Have flashlights with extra batteries for every household member. Have enough nonperishable food and water.
- Use a thermometer in the refrigerator and freezer so that you can know the temperature when the power is restored. Throw out food if the temperature is 40 degrees or higher.
- Keep mobile phones and other electric equipment charged and gas tanks full.
- Know how to manually open electric garage doors and gates.

For more information, including what to do during a power outage, visit [www.ready.gov](http://www.ready.gov).

Make sure you can receive updated information from PG&E by updating your contact information at [www.pge.com/mywildfirealerts](http://www.pge.com/mywildfirealerts).

If you have questions regarding the outage, please contact the county's Phone Assistance Center at 805-543-2444. Do not call 9-1-1 except in life threatening emergencies.

Additional details will be provided as the situation changes.

###

## Sample Social Media Messaging

Important Notice for (Insert name of jurisdiction) Residents:

[\*\*\*Información en Español abajo\*\*\*]

PG&E has notified (insert name of jurisdiction) that as many as XX San Luis Obispo County residents in the [city / unincorporated area of XX] could lose power and be without power for at least 24 hours due to high fire danger.

Do not call 9-1-1 except in life threatening emergencies.

PG&E has set-up a call center to provide more information:

- English 1-877-660-6789
- Chinese 1-800-893-9555
- Spanish 1-800-660-6789
- Vietnamese 1-800-298-8438

Español:

La compañía de electricidad y gas (PG&E) le ha informado al (insert name of jurisdiction) que alrededor de XX residentes se les pudiera suspender el servicio de electricidad debido a una alerta por altas probabilidades de incendio.

Residentes de las áreas en [city / unincorporated area of XX] podrían ver dichos servicios suspendidos por al menos unas 24 horas.

PG&E creó una línea de atención al cliente en español para ofrecer más información sobre esta situación: 1-800-660-6789

## Attachment 3

### **Critical Facilities – in process**

## Attachment 4

### **Generator Inventory and Deployment – Need Assistance**

KV

Diesel/Gas

Tank Size/Consumption Rate/Estimated Run Time

Mobile/Fixed

Location

Backup units?

## Attachment 5

### **Fuel Consumption & Projected Ordering Needs – Need Assistance**

Generator Run Time

Generator Fuel Tank Capacity

Diesel/Gas

Vehicles

Estimated Vehicle Gas/Diesel Consumption for 7 days



# Oceano Community Services District

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**Date:** August 14, 2019

**To:** Board of Directors

**From:** Paavo Ogren, General Manager

**Subject:** **Agenda Item # 9(D):** Review of a draft “frequently asked questions” relating to a special tax for fire and emergency medical services with Board direction as deemed appropriate

## Recommendation

It is recommended that your Board review and discuss the attached draft “frequently asked questions” and 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.

Over the past several months, your Board has held several study sessions on topics relating to fire and emergency medical services and staff has been compiling a list of questions to include in upcoming community outreach efforts. Those questions are attached for Board review, discussion and direction to staff. Based on the discussions and direction, staff will draft responses to questions while seeking assistance from Five Cities Fire Authority, the County and Cal Fire.



## **Other Agency Involvement**

The cities of Arroyo Grande and Grover Beach are members of Five Cities Fire Authority. The County/Cal Fire provide fire and emergency services in unincorporated areas of the County where special districts are not providing those services.

## **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 questions are intended to help public outreach efforts relating to the March 2020 tax election and to promote a well-informed community.

## **Attachments:**

- Draft "Frequently Asked Questions"



### **History and Background Questions**

- What is the history of Oceano Fire and Emergency services?
- Why did OCSD join FCFA?
- How much has Oceano already invested in Fire and Emergency services?
- Why is a special tax being proposed for Oceano?
- Why aren't Arroyo Grande and Grover Beach proposing special taxes too?
- How does the community maintain local control?

### **Service Level and Emergency Response Questions**

- What are the state mandates that FCFA needs to fund in Strategic Plan?
- Why is the FCFA Strategic Plan transitioning from reserve firefighters to full time professional fire fighters / emergency medical response?
- How many emergency medical calls does FCFA respond to versus fire related emergency calls?
- Does FCFA respond to emergencies outside the boundaries of the three communities?
- Will the special tax fund emergency response to the beach?
- Does FCFA respond to emergencies outside the County?
- How is Cal Fire staff assigned to substations?
- What is the response time for Cal Fire vs FCFA?

### **Financial Questions**

- What would it cost for the District to relocate administrative staff if Cal Fire needed the fire station?
- Will the federal government reimburse any FCFA costs for mutual aid?
- What if the County gave OCSD sales tax?
- What if the Fire Department charged for permit fees/ inspection fees?
- Are there other ways for the community to get a tax on the ballot?
- How will passage or failure of the special tax effect the cost fire insurance?

### **What are the Options for Oceano?**

What are the other options?

Will the District pursue “divestiture” of Fire and Emergency services if the parcel tax does not pass?

Why doesn't OCSD directly contract with Cal Fire?

### **What Issues Exist if OCSD “divests” from Fire and Emergency Medical Services?**

What does “divest” mean?

What's the difference between divestiture versus dissolution?

What is the process for divestiture and when would it happen?

What are the costs to divest?

Must the County provide services if the District divests?

If the District divests does the County get everything? i.e. Personnel and Property taxes?

How much property taxes will be transferred to the County if the District divests and the County agrees to take over Fire and Emergency services?

What District assets would be transferred to the County? Would the firetrucks stay in Oceano?

Would the District still own the Sheriff Station?

What if the ballot measure in 2020 fails and the County agrees to take of Fire and Emergency medical services, but the community rejects the divestiture?

If one day the District wants to reinstate the power, how much does that cost?

### **What is the County Saying about Fire and Emergency Services for Oceano?**

What will the County say before the election?

When should we start talking to the County?

Can the County increase property taxes if they take over the service?

What are the unintended consequences and reduction of service if the County takes over service?

### **Other Questions**

Will Templeton become a full-time fire department if the special tax passes?

Is Templeton doing a survey?

What other unincorporated communities in the county have approved special taxes?