

Pursuant to the Oceano Community Services District Board of Director's Resolution 2021-12, members of the Board of Directors, staff and public may participate in this meeting via teleconference and/or electronically. The Oceano Community Services District Boardroom will NOT be open for accessing the meeting.



**Notice of Regular Meeting**  
**Oceano Community Services District - Board of Directors Agenda**  
**WEDNESDAY, JANUARY 12, 2022 – 6:00 P.M.**  
**Location: TELECONFERENCE – SEE BELOW**

**HOW TO OBSERVE THE MEETING**

This meeting will be conducted using Zoom software, which requires a name/email to be entered prior to accessing the meeting. This is not a District requirement for participation. Public participants are welcome to use an anonymous name/email if preferred.

**Telephone:** Listen to the meeting live by dialing (669) 900-9128 or (253) 215-8782. Enter **Meeting ID# 892-6279-7188** followed by the pound (#) key. Then enter the **Password: 508435** followed by the pound (#) key. If the line is busy, additional phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM>

**Computer:** With internet access use the **Password: 508435** to watch the live streaming at <https://us02web.zoom.us/j/89262797188?pwd=Q2lUeVc5THhnZk10TEtOUTITcXRiZz09> or by going to [zoom.us](https://zoom.us) and selecting "Join A Meeting" then entering the **Meeting ID# 892-6279-7188** followed by the **Password: 508435**

**Mobile:** Log in through the Zoom Mobile App on a smartphone or tablet and enter **Meeting ID#: 892-6279-7188** then enter the **Password: 508435**.

For information on Zoom's system requirements please visit: <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>

**HOW TO SUBMIT PUBLIC COMMENTS**

**Before the Meeting:** Please email your comments to [carey@oceanocsd.org](mailto:carey@oceanocsd.org) with "Public Comment" in the subject line. In your email please include the agenda item number and title and your comments. You may also provide public comment through the District website at: <https://oceanocsd.org/contact/>. All comments received before 12:00 p.m. the day of the meeting will be included as an agenda supplement on the District's website <https://oceanocsd.org/meeting-agendas-minutes/agenda-packets/> and provided to the Directors prior to the meeting. Comments received after the deadline, but prior to the meeting start time, will be attached to the minutes of the meeting.

**Live Comments:** During the meeting, the Board President or designee will announce the opportunity for public comment. Members of the public may utilize the "raise hand" feature in Zoom to be placed into the speaking queue. 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.

**To "Raise Hand:"**

- **Telephone:** Press "\* 9" to raise your hand to notify meeting host and be placed in the queue. The host will unmute and call on you when it's your time to speak.
- **Computer/Mobile Device:** Click the "raise hand" button to notify meeting host and be placed in the queue. The host will unmute and call on you when it's your time to speak. If the "raise hand" button is not displayed on the screen, please click the "participants" icon at the bottom of the screen and the "raise hand" button will appear.

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.

1. CALL TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. AGENDA REVIEW
5. 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.*

6. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

- i. Sheriff's South Station - Commander Jay Wells
- ii. FCFA Operations - Chief Steve Lieberman
- iii. Operations – Utility System Manager Tony Marraccino
- iv. OCSD General Manager – Will Clemens

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

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

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

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

7. 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. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Review and Approval of Minutes for the Regular Meeting of December 8, 2021
- B. Review of Cash Disbursements
- C. Introduction of a resolution placing a measure on the ballot for the June 7, 2022, election for voters within District boundaries to decide whether to approve an ordinance establishing a special tax for emergency medical and fire protection services pursuant to California Constitution Article XIII(C), and to set a public hearing for January 26, 2022, to consider adopting the resolution

8. BUSINESS ITEMS:

**Public comment** Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Consideration of 2022 District Priorities and Goals with Board Direction as deemed appropriate.

**9. HEARING ITEMS:**

**Public comment** Members of the public wishing to speak on hearing items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

**10. RECEIVED WRITTEN COMMUNICATIONS:**

**11. LATE RECEIVED WRITTEN COMMUNICATIONS:**

**12. FUTURE AGENDA ITEMS:** Deferred Infrastructure Program (as needed), Lopez Water Contract Amendments (2022), Wastewater CIP (Future year), Social Media Policy/ Live Stream Board Meetings (As directed), Bill insert/ mailing policy (As directed), Policy & Procedure Manual review (As directed), CSDA Transparency Certification (As directed), Solid Waste Education Center (As directed)

**13. FUTURE HEARING ITEMS:**

**14. CLOSED SESSION:**

**15. ADJOURNMENT:**

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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)

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**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.

## Carey Casciola

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**From:** Charles Varni [REDACTED]  
**Sent:** Thursday, January 6, 2022 7:21 AM  
**To:** Carey Casciola  
**Subject:** Linda Austin Conflict of Interest

Dear OCSD Directors and General Manager,

As an Oceano resident I am concerned with fire safety and having a fair and equitable financial system in place which supports it. This is why I advocated for the "square foot" option of financing as compared to the flat rate--which I consider regressive and unfair. I chose an option which was not in my self interests--the square foot option would cost me significantly more than the flat rate.

At the meeting I was shocked that OCSD Board President Linda Austin was allowed to vote on this topic. Ms Austin, as one of the largest and wealthiest property owners in Oceano, clearly has a conflict of interest in that she is directly impacted financially by which option is chosen. She voted for the option that would be least expensive for her (and other large property owners) and transferred the costs to lower income residents in a clearly regressive tax. This would result in her saving many thousands of dollars.

Linda Austin clearly benefits financially from the flat tax option and, per California's conflict of interest laws, should have recused herself from discussion and voting. This action is part of a familiar legacy in Oceano where elected OCSD Directors have used their position for personal gain.

The vote taken was illegal and should be voided. The OCSD needs to provide to the public a complete list of all properties owned, in whole or part, by Linda Austin. I have not been able to locate her required FPPC reporting of financial interests as an elected official, which I assume OCSD has on file.

Thank you for your attention to this matter which I will raise during public comment at the next scheduled meeting. Additionally, I request this be agendized as a formal topic so there can be public discussion and input.

Sincerely,

Charles Varni



**Oceano Community Services District**  
**Summary Minutes**  
**Regular Meeting Wednesday, December 8, 2021 – 6:00 P.M.**  
**Location: TELECONFERENCE**

1. **CALL TO ORDER:** at approximately 6:10 p.m. by President Austin
2. **ROLL CALL:**  
Board members present: President Austin, Vice President White, Director Villa, Director Replogle and Director Gibson.  
Staff present: General Manager Will Clemens, Business and Accounting Manager Carey Casciola, and Jeff Minnery, Legal Counsel.
3. **FLAG SALUTE:** led by President Austin
4. **AGENDA REVIEW:** Agenda accepted as presented with a motion by Vice President White and a second by Director Replogle followed by a 5-0 roll call.

5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**

Jeff Edwards	Provided comment and information regarding the 11/23/2021 City of Arroyo Grande's 2021 Water Supply Alternative Study Update and the District's State Water.
Charles Varni	Provided comment and information regarding the 12/8/2021 SLOCOG meeting and discussion regarding 17 <sup>th</sup> St. & Beach St. project.

6. **SPECIAL PRESENTATIONS & REPORTS:**

**A. STAFF REPORTS:**

- i. **Sheriff's South Station** – Commander Jay Wells - Absent
- ii. **FCFA** - Chief Steve Lieberman – FCFA responded to a two-vehicle accident on Paso Robles St. and 24<sup>th</sup> St. with 4 patients which qualifies it as a mass casualty. Two patients were transported with minor injuries. Neighbors expressed concerns of vehicle speed since 24<sup>th</sup> St. has been redone and they were referred to the Sheriffs Department. FCFA was able to create an engineer position to help sustain the Oceano station which is currently open 2 out of 3 shifts. A new hire from the academy is completing background check and should start in January.
- iii. **Operations** - Utility Systems Manager - Tony Marraccino - Absent
- iv. **OCSO General Manager** – Will Clemens – Two new water bottle refill stations were received and installed. One is at the County Park (Oceano Park) and County Campground. The second meeting in December is cancelled and we will reconvene for the January 12, 2022, meeting. Reported on the low state water deliveries – Flood Control District has approximately 2.5 years of state water stored.

**B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**

- i. Director Villa – reported on the 11/11/2021 & 11/18/2021 Oceano Advisory Council (OAC) meetings.
- ii. Director Gibson – reported on the 11/18/2021 Zone 3 meeting.
- iii. Vice President White – None
- iv. Director Replogle – None
- v. President Austin – reported on the 12/1/2021 South San Luis Obispo County Sanitation District (SSLOCSO) meeting.

**C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**

None

<p><b>7. CONSENT AGENDA:</b></p> <ul style="list-style-type: none"> <li>a. Review and Approval of Minutes for the Regular Meeting of November 10, 2021</li> <li>b. Review of Cash Disbursements</li> <li>c. Adopt a Resolution Re-Authorizing Remote Teleconference Meetings</li> <li>d. Approval of a Budget Adjustment, CEQA Exemption, and Contract for Consultant Services for the Stormwater Capture and Groundwater Recharge Project</li> </ul>	<p><b>ACTION:</b></p> <p>After an opportunity for public comment, Board and staff discussion, a motion was made by Vice President White to approve the consent agenda items 7B – 7D as presented with a second from Director Gibson and a 5-0 roll call vote.</p> <p>After an opportunity for public comment, Board and staff discussion, a motion was made by Vice President White to approve the consent agenda item 7A as presented with a second from Director Gibson and a 4-0 roll call vote, Director Replogle abstained.</p> <p>Public Comment: None</p>
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<p><b>8A. BUSINESS ITEM:</b></p> <p>Consideration of Options for a Special Tax to Fund Fire and Emergency Medical Service</p>	<p><b>ACTION:</b></p> <p>After an opportunity for public comment, Board and staff discussion, a motion was made by Vice President White to place a flat rate of \$180 per parcel for a special tax on the June 2022 ballot and to send the letter provided in the agenda to the County of SLO with a second from Director Gibson and a 4-1 roll call vote, Director Replogle dissenting.</p> <p>Public Comment: Charles Varni – In support of option #5, a flat rate per building square foot for the parcel tax.</p>
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<p><b>8B. BUSINESS ITEM:</b></p> <p>Election of District Officers and 2022 Committee Assignments</p>	<p><b>ACTION:</b></p> <p>After an opportunity for public comment, Board, and staff discussion:</p> <p>A motion to nominate Vice President White for Board President in 2022 was made by Director Gibson with a second from Director Villa and a 4-1 roll call vote, Director Replogle dissenting.</p> <p>A motion to nominate Director Villa for Board Vice President in 2022 was made by Vice President White with a second from Director Gibson and a 4-0 roll call vote.</p> <p>A motion to approve the attached 2022 Committee Assignments was made by Vice President White with a second from Director Gibson and a 4-1 roll call vote, Director Replogle dissented noting she had not been given any committee assignments.</p> <p>Public Comment: None</p>
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<b>9A. HEARING ITEM</b>	<b>ACTION:</b>
Adoption of an Ordinance Amending District Code 12 – Solid Waste and approval of a Letter of Designation for the Integrated Waste Management Authority	<p data-bbox="821 178 1432 310">After an opportunity for public comment, Board and staff discussion, a motion was made by Director Gibson to approve staff recommendations with a second from Vice President White and a 5-0 roll call vote.</p> <p data-bbox="821 352 1026 415">Public Comment: None</p>

- 10. **RECEIVED WRITTEN COMMUNICATIONS:** None
- 11. **LATE RECEIVED WRITTEN COMMUNICATIONS:** Addendum to Item 5 - Lucia Casalnuovo
- 12. **FUTURE AGENDA ITEMS:** Deferred Infrastructure Program (as needed), Lopez Water Contract Amendments (2022), Wastewater CIP (Future year), Social Media Policy/ Live Stream Board Meetings (as directed), Bill insert/ mailing policy (as directed), Policy & Procedure Manual review (As directed), CSDA Transparency Certification (as directed), Solid Waste Education Center (As directed)
- 13. **FUTURE HEARING ITEMS:** None
- 14. **CLOSED SESSION:** None
- 15. **ADJOURNMENT:** at approximately 8:05 PM

# 2022 COMMITTEE & SUBJECT MATTER ASSIGNMENTS

COMMITTEE ASSIGNMENTS TO OTHER AGENCY BOARDS AND COMMITTEES				Subject Matter Assignments / Expertise
SSLOCSD	White	Austin	1 <sup>st</sup> & 3 <sup>rd</sup> Wed/6:00/Jan.-June OCSD/July-Dec. Arroyo Grande City Council Chamber 215 E. Branch Arroyo Grande, CA 93420	Wastewater
Five Cities Fire Authority	White	Villa	3 <sup>rd</sup> Fri./10:00/Grover Beach City Council Chamber 154 S. 8th St. Grover Beach, CA 93433	Emergency Services
Water Resource Advisory Comm. (WRAC)	Gibson	Austin	1 <sup>st</sup> Wed/1:30/SLO County Library Room 995 Palm St. San Luis Obispo, CA 93401	Regional Water Programs
Regional Water Mgt. Group (RWMG – IRWMP)	Villa	Gibson	1 <sup>st</sup> Wed/9:00/SLO County Library Room 995 Palm St. San Luis Obispo, CA 93401	Regional Water Programs
Zone 3 (Lopez Water)	Gibson	Villa	3 <sup>rd</sup> Thurs Odd/6:30/Varies	Water Supply Contracts
State Water	Gibson	Villa	Varies	Water Supply Contracts
Oceano Advisory	Villa	White	3 <sup>rd</sup> Thursday/5:30/OCSD	County Land Use
<b>OCSD AD HOC - COMMITTEE ASSIGNMENTS</b>				
RFP Ad Hoc Committee	Gibson	Austin	Approved 5/10/2017	
Code Enforcement	Villa	White		
Social Media Technology Outreach	Repogle	Villa		
Old Firehouse Art Ad Hoc Committee	Austin	Gibson	Approved 6/26/2019	
<b>LIAISON AND SUBJECT MATTER ASSIGNMENTS</b>				
Supervisor Liaison		Austin	Varies	
Airport Land Use		White	3 <sup>rd</sup> Wed /1:30/County Government Center Board of Supervisors Chamber 1055 Monterey St Room D170 San Luis Obispo, CA 93401	
CA (Local) Special District's Association		Austin	Varies (Usually Noon Fri) every other month	
Zone 1/1A		Austin	3 <sup>rd</sup> Tues Odd/3:00/Sheriff South Patrol Station 1681 Front St. (Highway 1) Oceano, CA 93445	
LAFCO		White	3 <sup>rd</sup> Thur/9:00/ County Government Center Board of Supervisors Chamber 1055 Monterey St San Luis Obispo, CA 93401	
RWQCB		Gibson	Odd Months/Varies	
NCMA		Gibson & White	Subject Matter Assignment	
SLOCOG Sedimentation		White	Varies	
Budgets, Fees and Customer Rates and Charges		Villa & Gibson	Subject Matter Assignment	
IWMA (Integrated Waste Management Advisory)		Villa & Gibson		

COMMITTEE ASSIGNMENTS IN GREEN ARE ELIGIBLE FOR OCSD COMPENSATION PER GOV'T CODE 61047





# Oceano Community Services District

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

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

**Date:** January 12, 2022

**To:** Board of Directors

**From:** Carey Casciola, Business and Accounting Manager

**Subject:** **Agenda Item #7(B): Recommendation to Review Cash Disbursements**

## Recommendation

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

## Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	* 59306 - 59362	
<b>Disbursements:</b>		
Regular Payable Register - paid 12/22/2021	59306 - 59332	\$ 304,368.39
Regular Payable Register - paid 01/06/2022	59350 - 59362	\$ 300,656.95
Subtotal:		\$ 605,025.34
<b>Reoccurring Payments for Board Review (authorized by Resolution 2020-06):</b>		
Payroll Disbursements - PPE 12/04/2021	N/A	\$ 32,870.67
Payroll Disbursements - PPE 12/18/2021	N/A	\$ 33,148.93
Payroll Disbursements - PPE 01/01/2022	N/A	\$ 33,114.80
Board Member Stipend - October 2021	N/A	\$ 430.60
Board Member Stipend - November 2021	N/A	\$ 107.65
Mechanics Bank Visa Card Online Payment - paid 01/05/2022	N/A	\$ 233.05
Reoccurring Utility Disbursements - paid 12/22/2021	59333 - 59340	\$ 1,859.32
Reoccurring Health Disbursements - paid 12/22/2021	59341 - 59343	\$ 10,874.59
Reoccurring Utility Disbursements - paid 01/06/2022	59344 - 59349	\$ 11,043.10
Subtotal:		\$ 123,682.71
Grand Total:		\$ 728,708.05

Note: Voided check #59300--reissued check #59329\*, Void check #59355\* due to invoice error

Voided check #59261-\$383.56. Reissued check #59360\*-\$398.56 (included \$15.00 bank fee reimbursed by bank)

## 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: 059306 THRU 059332

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:	-----								
1-1001-000	12/22/2021	CHECK	059306	AQUA-METRIC	11,644.53CR	OUTSTND	A	0/00/0000	EQUIPMENT, METERS
1-1001-000	12/22/2021	CHECK	059307	ARAMARK	271.74CR	OUTSTND	A	0/00/0000	UNIFORMS
1-1001-000	12/22/2021	CHECK	059308	BRAND CREATIVE	218.18CR	OUTSTND	A	0/00/0000	VEHICLE SIGNS
1-1001-000	12/22/2021	CHECK	059309	BRENNTAG PACIFIC, INC.	880.61CR	OUTSTND	A	0/00/0000	CHEMICALS
1-1001-000	12/22/2021	CHECK	059310	BURDINE PRINTING & GRAPHICS	2,005.06CR	OUTSTND	A	0/00/0000	U/B MAIL & POSTAGE, INSERT
1-1001-000	12/22/2021	CHECK	059311	BRENT SARKISON DBA CALTEC COMP	149.00CR	OUTSTND	A	0/00/0000	TECH SUPPORT
1-1001-000	12/22/2021	CHECK	059312	CITY OF ARROYO GRANDE	3,496.58CR	OUTSTND	A	0/00/0000	WHEELING SVCS
1-1001-000	12/22/2021	CHECK	059313	CLINICAL LAB OF SAN BERNARDINO	540.00CR	OUTSTND	A	0/00/0000	WATER SAMPLES
1-1001-000	12/22/2021	CHECK	059314	DIVERSIFIED PROJECT SERVICES I	1,680.00CR	OUTSTND	A	0/00/0000	REIMBURSABLE ENGR SVCS
1-1001-000	12/22/2021	CHECK	059315	FAMCON PIPE & SUPPLY, INC.	128.70CR	OUTSTND	A	0/00/0000	INVENTORY
1-1001-000	12/22/2021	CHECK	059316	GMC ELECTRICAL, INC.	500.00CR	OUTSTND	A	0/00/0000	ANNUAL MAINTENANCE
1-1001-000	12/22/2021	CHECK	059317	GSI WATER SOLUTIONS, INC.	2,335.26CR	OUTSTND	A	0/00/0000	NCMA 2021 ANNUAL REPORT
1-1001-000	12/22/2021	CHECK	059318	INTEGRA CHEMICAL COMPANY	678.10CR	OUTSTND	A	0/00/0000	CHEMICALS
1-1001-000	12/22/2021	CHECK	059319	J.B. DEWAR, INC.	605.47CR	OUTSTND	A	0/00/0000	FUEL
1-1001-000	12/22/2021	CHECK	059320	MCCLATCHY COMPANY LLC	178.92CR	OUTSTND	A	0/00/0000	PUBLIC HEARING NOTICE
1-1001-000	12/22/2021	CHECK	059321	MINER'S ACE HARDWARE, INC.	2.45CR	OUTSTND	A	0/00/0000	SUPPLIES
1-1001-000	12/22/2021	CHECK	059322	NBS GOVERNMENT FINANCE GROUP	1,500.00CR	OUTSTND	A	0/00/0000	PARCEL TAX MODELING SVCS
1-1001-000	12/22/2021	CHECK	059323	NOBLE SAW, INC	54.13CR	OUTSTND	A	0/00/0000	EQUIPMENT MAINTENANCE
1-1001-000	12/22/2021	CHECK	059324	ONE COOL EARTH	2,495.00CR	OUTSTND	A	0/00/0000	EARTH GENIUS PGM FOR OCEANO ELEMENTARY
1-1001-000	12/22/2021	CHECK	059325	PETTY CASH	53.37CR	OUTSTND	A	0/00/0000	U/B ADDR RETN NOTICE POSTAGE DUE, CERT MAIL
1-1001-000	12/22/2021	CHECK	059326	PRO-TECH LANDSCAPE MANAGEMENT,	410.00CR	OUTSTND	A	0/00/0000	LANDSCAPING
1-1001-000	12/22/2021	CHECK	059327	QUILL CORPORATION	254.61CR	OUTSTND	A	0/00/0000	OFFICE SUPPLIES

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: 059306 THRU 059332

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
<b>CHECK:</b>									
1-1001-000	12/22/2021	CHECK	059328	SLO CO DEPT OF PUBLIC WORKS	267,747.16CR	OUTSTND	A	0/00/0000	<b>WATER SUPPLY</b>
1-1001-000	12/22/2021	CHECK	059329	SSLOCSD	500.00CR	OUTSTND	A	0/00/0000	<b>HYDRANT METER REFUND</b>
1-1001-000	12/22/2021	CHECK	059330	SWRCB ACCOUNTING OFFICE	3,326.00CR	OUTSTND	A	0/00/0000	<b>ANNUAL PERMIT FEE</b>
1-1001-000	12/22/2021	CHECK	059331	WATER SYSTEMS CONSULTING, INC.	1,260.52CR	OUTSTND	A	0/00/0000	<b>NCMA STAFF EXTN SVCS</b>
1-1001-000	12/22/2021	CHECK	059332	ZENITH INSURANCE COMPANY	1,453.00CR	OUTSTND	A	0/00/0000	<b>WORKERS COMP INSURANCE</b>
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	304,368.39CR			
				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:	304,368.39CR			
				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: 059350 THRU 059362

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
<b>CHECK:</b>									
1-1001-000	1/06/2022	CHECK	059350	ADAMSKI MOROSKI MADDEN CUMBERL	3,675.00CR	OUTSTND	A	0/00/0000	LEGAL SERVICES
1-1001-000	1/06/2022	CHECK	059351	ARAMARK	182.50CR	OUTSTND	A	0/00/0000	UNIFORMS
1-1001-000	1/06/2022	CHECK	059352	BRENT SARKISON DBA CALTEC COMP	30.00CR	OUTSTND	A	0/00/0000	MONTHLY STD BKUP
1-1001-000	1/06/2022	CHECK	059353	DIVERSIFIED PROJECT SERVICES I	675.00CR	OUTSTND	A	0/00/0000	REIMBURSABLE ENGR SVCS
1-1001-000	1/06/2022	CHECK	059354	FAMCON PIPE & SUPPLY, INC.	761.48CR	OUTSTND	A	0/00/0000	SYSTEM PARTS
1-1001-000	1/06/2022	CHECK	059355	FERGUSON ENTERPRISES, INC #135	1,015.81CR	OUTSTND	A	0/00/0000	VOIDED
1-1001-000	1/06/2022	CHECK	059356	FIVE CITIES FIRE AUTHORITY	284,537.00CR	OUTSTND	A	0/00/0000	JPA-QUARTERLY PMT
1-1001-000	1/06/2022	CHECK	059357	J.B. DEWAR, INC.	174.32CR	OUTSTND	A	0/00/0000	FUEL
1-1001-000	1/06/2022	CHECK	059358	MINER'S ACE HARDWARE, INC.	131.59CR	OUTSTND	A	0/00/0000	SYSTEM PARTS
1-1001-000	1/06/2022	CHECK	059359	PETTY CASH	7.38CR	OUTSTND	A	0/00/0000	BACKFLOW RETN RCPT/CERT MAIL
1-1001-000	1/06/2022	CHECK	059360	SCOTT BERRY	398.56CR	OUTSTND	A	0/00/0000	REFUND DEPOSIT
1-1001-000	1/06/2022	CHECK	059361	SLO CO DEPT OF PUBLIC WORKS	2,971.97CR	OUTSTND	A	0/00/0000	STATE WATER CCWA
1-1001-000	1/06/2022	CHECK	059362	SWRCB ACCOUNTING OFFICE	6,096.34CR	OUTSTND	A	0/00/0000	ANNUAL FEE
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	300,656.95CR			
				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:	300,656.95CR			
				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 January 12, 2022**

	(*)			
<u>Gross Wages</u>	11/20/2021	12/4/2021	12/18/2021	1/1/2022
Regular	\$27,918.22	\$28,170.86	\$28,211.40	\$28,211.40
Overtime Wages	\$399.80	\$529.60	\$578.82	\$621.25
Stand By	\$600.00	\$450.00	\$700.00	\$550.00
Gross Wages	<u>\$28,918.02</u>	<u>\$29,150.46</u>	<u>\$29,490.22</u>	<u>\$29,382.65</u>
Cell Phone Allowance	\$0.00	\$75.00	\$0.00	\$75.00
Total Wages	<u>\$28,918.02</u>	<u>\$29,225.46</u>	<u>\$29,490.22</u>	<u>\$29,457.65</u>
 <b><u>Disbursements</u></b>				
Net Wages	\$21,568.71	\$21,774.81	\$21,939.47	\$21,712.27
State and Federal Agencies	\$5,347.33	\$5,294.97	\$5,400.01	\$5,593.08
CalPERS - Normal	\$5,597.11	\$5,640.93	\$5,649.49	\$5,649.49
SEIU - Union Fees	\$159.96	\$159.96	\$159.96	\$159.96
Total Disbursements processed with Payroll	<u>\$32,673.11</u>	<u>\$32,870.67</u>	<u>\$33,148.93</u>	<u>\$33,114.80</u>
Health (Disbursed with reoccurring bills)	\$5,959.48	\$6,319.46	\$6,319.46	\$6,319.46
Total District Payroll Related Costs	<u>\$38,632.59</u>	<u>\$39,190.13</u>	<u>\$39,468.39</u>	<u>\$39,434.26</u>

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

**Board Member Stipend Summary Report**  
**Board of Directors - Agenda Date January 12, 2022**

	(*)		
<b>Gross Stipends</b>	9/30/2021	10/31/2021	11/30/2021
Board Member Stipends	<u>\$200.00</u>	<u>\$400.00</u>	<u>\$100.00</u>
Gross Stipends	<u><u>\$200.00</u></u>	<u><u>\$400.00</u></u>	<u><u>\$100.00</u></u>
<b>Disbursements</b>			
Net Stipends	\$184.70	\$369.40	\$92.35
State and Federal Agencies	\$30.60	\$61.20	\$15.30
Total Disbursements processed with Stipends	<u><u>\$215.30</u></u>	<u><u>\$430.60</u></u>	<u><u>\$107.65</u></u>

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



# Oceano Community Services District

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

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

RECEIVED

NOV 03 2021

## DIRECTOR'S MONTHLY REQUEST FOR COMPENSATION FOR MEETING ATTENDANCE

NAME: KAREN M WHITE DATE: 11/3/2021

FOR THE MONTH OF: October

8.1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular or special meeting of the Board and fifty dollars (\$50.00) for each committee meeting attended by him or her.

8.2 In no event shall Director compensation exceed one hundred dollars (\$100.00) per day.

8.3 Director compensation shall not exceed six hundred (\$600.00) in any one (1) calendar month.

MEETING DATES: 10/27/2021 and ~~11/3/2021~~

No. of Meetings 1 x \$100.00 = \$ 100<sup>00/100</sup>

### COMMITTEE MEETING(S) OR OTHER REIMBURSEMENT(S)

DATE: 10/15/2021 MEETING: Five Cities Fire AMOUNT: \$ 50<sup>00/100</sup>

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

TOTAL COMPENSATION: \$ 150<sup>00/100</sup>

SIGNATURE: 



# Oceano Community Services District

1655 Front Street | P.O. Box 599 | Oceano, CA 93475  
PHONE: (805) 481-6730 | FAX: (805) 481-6836

RECEIVED  
NOV 03 2021

Meeting Date: 10/15/2021

Director Name: KAREN M. WHITE

Public Meeting / Hearing: \_\_\_\_\_

Notes: A brief routine Five Cities Fire Authority meeting conducted. NO major action - FCFR meetings for November & December cancelled. October meeting included regular financial reviews & report from Fire Chief.

Attached: Agenda / Other Documents [ ] Yes [X] No

[Redacted Signature]

Signature

11/3/2021





Oceano Community Services District

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

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

RECEIVED

OCT 18 2021

DIRECTOR'S MONTHLY REQUEST FOR COMPENSATION FOR MEETING ATTENDANCE

NAME: KAREN M. WHITE

DATE: 10/11/2021

FOR THE MONTH OF: September

8.1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular or special meeting of the Board and fifty dollars (\$50.00) for each committee meeting attended by him or her.

8.2 In no event shall Director compensation exceed one hundred dollars (\$100.00) per day.

8.3 Director compensation shall not exceed six hundred (\$600.00) in any one (1) calendar month.

MEETING DATES: 9/8/2021 and 9/22/2021

No. of Meetings 2 x \$100.00 = \$ 200 00/100

COMMITTEE MEETING(S) OR OTHER REIMBURSEMENT(S)

DATE: 9/17/2021 MEETING: Five Cities Files AMOUNT: \$ 50 00/100

DATE: MEETING: AMOUNT: \$

DATE: MEETING: AMOUNT: \$

DATE: MEETING: AMOUNT: \$

TOTAL COMPENSATION: \$ 250 00/100

SIGNATURE: [Redacted]



# Oceano Community Services District

1655 Front Street | P.O. Box 599 | Oceano, CA 93475  
PHONE: (805) 481-6730 | FAX: (805) 481-6836

RECEIVED  
OCT 18 2021

Meeting Date: 9/17/2021

Director Name: KAREN M. WHITE

Public Meeting / Hearing: Five Cities Fire Authority

Notes: Approved action then reported  
at 9/22/2021 meeting - report in  
9/22/2021 OCSD Agenda + minutes

Attached: Agenda / Other Documents  Yes  No

[Redacted Signature]

Signature



# Oceano Community Services District

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

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

RECEIVED

NOV 08 2021

## DIRECTOR'S MONTHLY REQUEST FOR COMPENSATION FOR MEETING ATTENDANCE

NAME: Cynthia Replogle

DATE: 11-05-2021

FOR THE MONTH OF: October 2021

8.1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular or special meeting of the Board and fifty dollars (\$50.00) for each committee meeting attended by him or her.

8.2 In no event shall Director compensation exceed one hundred dollars (\$100.00) per day.

8.3 Director compensation shall not exceed six hundred (\$600.00) in any one (1) calendar month.

MEETING DATES: \_\_\_\_\_ and 10/27

No. of Meetings 1 x \$100.00 = \$ 100.

### COMMITTEE MEETING(S) OR OTHER REIMBURSEMENT(S)

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

TOTAL COMPENSATION: \$ 100.

SIGNATURE: 

**Oceano Community Services District**  
 Mechanics Bank Visa Card

**A/P Visa Card Disbursement**

Date	Transaction	Name	Amount	Description	GL Account #
11/18/2021	DEBIT	INTUIT *QuickBooks Onl CL.INTUIT	(\$50.00)	PERMITS, FEES LICENSES	01-5-4100-248
11/12/2021	DEBIT	LAUREL INN SALINAS	(\$106.50)	CLASS A LICENSE TEST	02-5-4400-285
11/08/2021	CREDIT	MICROSOFT*365 MSBILL.IN	\$11.69	PERMITS, FEES LICENSES	01-5-4100-248
11/08/2021	DEBIT	MSFT * E0400GCFQW 800-642-7	(\$12.50)	PERMITS, FEES LICENSES	01-5-4100-248
11/03/2021	DEBIT	ZOOM.US 888-799-9666 WWW.ZOOM.	(\$46.74)	OFFICE EXPENSE	01-5-4100-200
12/28/2021	DEBIT	LATE FEE-PAYMENT DUE ON 12/28	(\$29.00)	BANK FEE	01-5-4100-193

Total ACH - 01/05/2022 (\$233.05)

01/12/2022 Board Meeting - Mechanics Visa Card Online Payment - paid 01/05/2022	\$233.05
---	----------

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: 059333 THRU 059340

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:									
1-1001-000	12/22/2021	CHECK	059333	MAP COMMUNICATIONS, INC. DBA A	294.42CR	OUTSTND	A	0/00/0000	ANSWERING SVC
1-1001-000	12/22/2021	CHECK	059334	CHARTER COMMUNICATIONS	150.00CR	OUTSTND	A	0/00/0000	INTERNET - COMMUNICATIONS
1-1001-000	12/22/2021	CHECK	059335	COASTAL COPY, INC.	326.48CR	OUTSTND	A	0/00/0000	COPIES/MAINTENANCE
1-1001-000	12/22/2021	CHECK	059336	DIGITAL WEST NETWORKS, INC.	395.75CR	OUTSTND	A	0/00/0000	PHONES
1-1001-000	12/22/2021	CHECK	059337	ELECSYS INTERNATIONAL, LLC	223.50CR	OUTSTND	A	0/00/0000	EQUIPMENT MONITOR
1-1001-000	12/22/2021	CHECK	059338	SO CAL GAS	131.91CR	OUTSTND	A	0/00/0000	UTILITY
1-1001-000	12/22/2021	CHECK	059339	STANLEY CONVERGENT SECURITY SO	104.45CR	OUTSTND	A	0/00/0000	WELLS AND FIRE MONITOR
1-1001-000	12/22/2021	CHECK	059340	VERIZON WIRELESS	232.81CR	OUTSTND	A	0/00/0000	FIELD CELL SVC
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	1,859.32CR			
				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:	1,859.32CR			
				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: 059341 THRU 059343

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
<b>CHECK:</b>									
1-1001-000	12/22/2021	CHECK	059341	ANTHEM BLUE CROSS	9,430.54CR	OUTSTND	A	0/00/0000	<b>FSA ADM FEE</b>
1-1001-000	12/22/2021	CHECK	059342	PRINCIPAL LIFE INSURANCE COMPA	1,387.84CR	OUTSTND	A	0/00/0000	<b>EMPLOYEE INSURANCE</b>
1-1001-000	12/22/2021	CHECK	059343	TASC -CLIENT INVOICES	56.21CR	OUTSTND	A	0/00/0000	<b>EMPLOYEE INSURANCE</b>
<b>TOTALS FOR ACCOUNT 1-1001-0</b>				CHECK	<b>TOTAL:</b>	10,874.59CR			
				DEPOSIT	<b>TOTAL:</b>	0.00			
				INTEREST	<b>TOTAL:</b>	0.00			
				MISCELLANEOUS	<b>TOTAL:</b>	0.00			
				SERVICE CHARGE	<b>TOTAL:</b>	0.00			
				EFT	<b>TOTAL:</b>	0.00			
				BANK-DRAFT	<b>TOTAL:</b>	0.00			
<b>TOTALS FOR POOLED CASH FUND</b>				CHECK	<b>TOTAL:</b>	10,874.59CR			
				DEPOSIT	<b>TOTAL:</b>	0.00			
				INTEREST	<b>TOTAL:</b>	0.00			
				MISCELLANEOUS	<b>TOTAL:</b>	0.00			
				SERVICE CHARGE	<b>TOTAL:</b>	0.00			
				EFT	<b>TOTAL:</b>	0.00			
				BANK-DRAFT	<b>TOTAL:</b>	0.00			

1/06/2022 1:57 PM  
 COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 1  
 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: 059344 THRU 059349

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
<b>CHECK:</b>									
1-1001-000	1/06/2022	CHECK	059344	MAP COMMUNICATIONS, INC. DBA A	460.50CR	OUTSTND	A	0/00/0000	ANSWERING SVC
1-1001-000	1/06/2022	CHECK	059345	AGP VIDEO INC.	2,800.00CR	OUTSTND	A	0/00/0000	BOD MEETING TELECONF ARCHIVE SVC
1-1001-000	1/06/2022	CHECK	059346	DE LAGE LANDEN FINANCIAL SERVI	150.15CR	OUTSTND	A	0/00/0000	COPIER LEASE
1-1001-000	1/06/2022	CHECK	059347	HIRIARTE'S INDOOR CLEANING SER	825.00CR	OUTSTND	A	0/00/0000	CLEANING SERVICE
1-1001-000	1/06/2022	CHECK	059348	PACIFIC GAS & ELECTRIC	6,574.64CR	OUTSTND	A	0/00/0000	UTILITY
1-1001-000	1/06/2022	CHECK	059349	VERIZON WIRELESS	232.81CR	OUTSTND	A	0/00/0000	FIELD CELL SVC
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	11,043.10CR			
				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:	11,043.10CR			
				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: 059300 THRU 059300

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----	AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:									
1-1001-000	12/01/2021	CHECK	059300	JEROME JONES (SSLOCS	VOIDED	500.00CR	VOIDED	A	12/01/2021
MISCELLANEOUS:									
1-1001-000	12/01/2021	MISC.	059300	JEROME JONES (SSLOCS	VOIDED	500.00	VOIDED	A	12/01/2021
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	500.00CR			
				DEPOSIT	TOTAL:	0.00			
				INTEREST	TOTAL:	0.00			
				MISCELLANEOUS	TOTAL:	500.00			
				SERVICE CHARGE	TOTAL:	0.00			
				EFT	TOTAL:	0.00			
				BANK-DRAFT	TOTAL:	0.00			
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	500.00CR			
				DEPOSIT	TOTAL:	0.00			
				INTEREST	TOTAL:	0.00			
				MISCELLANEOUS	TOTAL:	500.00			
				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: 059355 THRU 059355

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	1/06/2022	CHECK	059355	FERGUSON ENTERPRISES, INVOIDED	1,015.81CR	VOIDED	A	1/06/2022
MISCELLANEOUS:								
1-1001-000	1/06/2022	MISC.	059355	FERGUSON ENTERPRISES, INVOIDED	1,015.81	VOIDED	A	1/06/2022
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	1,015.81CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	1,015.81		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	1,015.81CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	1,015.81		
				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: 059261 THRU 059261

ACCOUNT            --DATE--    --TYPE--    NUMBER    -----DESCRIPTION-----    ----AMOUNT---    STATUS    FOLIO    CLEAR DATE

CHECK: -----  
 1-1001-000    11/04/2021    CHECK        059261    SCOTT BERRY                    VOIDED        383.56CR    VOIDED    A    11/04/2021

MISCELLANEOUS: -----  
 1-1001-000    11/04/2021    MISC.        059261    SCOTT BERRY                    VOIDED        383.56        VOIDED    A    11/04/2021

TOTALS FOR ACCOUNT 1-1001-0

CHECK	TOTAL:	383.56CR
DEPOSIT	TOTAL:	0.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	383.56
SERVICE CHARGE	TOTAL:	0.00
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	0.00

TOTALS FOR POOLED CASH FUND

CHECK	TOTAL:	383.56CR
DEPOSIT	TOTAL:	0.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	383.56
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:** January 12, 2022

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject:** **Agenda Item # 7(D):** Introduction of a resolution placing a measure on the ballot for the June 7, 2022, election for voters within District boundaries to decide whether to approve an ordinance establishing a special tax for emergency medical and fire protection services pursuant to California Constitution Article XIII(C), and to set a public hearing for January 26, 2022, to consider adopting the resolution.

## Recommendation

It is recommended that the Board Set January 26, 2022, as the date for a public hearing to adopt a resolution to place a measure on the ballot for the June 7, 2022, consolidated election for voters within District boundaries to decide whether to approve a special tax for fire and emergency services pursuant to California Constitution Article XIII(A).

## Discussion

The Five Cities Fire Authority (FCFA) was formed July 9, 2010, based upon a Joint Exercise of Powers Agreement (JPA) entered by the cities of Arroyo Grande and Grover Beach, and the Oceano Community Services District (OCSD). The FCFA is a consolidation of three individual fire departments, operating out of the three existing member community fire stations.

A five-year Strategic Plan was adopted by the FCFA Board of Directors in 2017 and has provided a foundation for needed investment to replace obsolete capital equipment including fire engines and self-contained breathing apparatus, along with critically needed staffing. The plan, along with the JPA, budgets and other FCFA documents can be obtained at: <http://www.fivecitiesfireauthority.org/documents>.

Due to both the need to reevaluate the existing JPA provisions and the increased investment in the fire department, the member communities approved the initial Memorandum of Agreement (MOA) amending the FCFA JPA in May 2018. The intent of this amendment was to facilitate a negotiation of the existing cost sharing methodology and to consider changes to specific language in the existing agreement.

Based on staff recommendations, the member communities approved a second amendment to the JPA in June 2019 to change the JPA funding formula to provide greater equity in funding among member agencies. This change would first be implemented with a transitional change to the original funding formula along with a provision requiring Oceano to place a revenue measure on the ballot in March 2020 to provide additional long-term funding for fire and emergency medical services. The amendment identified both a future funding formula



## Oceano Community Services District

Board of Directors Meeting

(should Oceano be successful with their election) along with a defined “wind-down” process timeline should a member community leave the JPA or the JPA were to be dissolved. The amendment committed the member communities to a specific funding level through June 30, 2021.

The March 2020 Oceano election failed to pass by 10 votes. This indicated that over 66% of Oceano voters desired to remain as part of the FCFA and were willing to pay more to fund emergency fire and medical service in Oceano. In June 2020, a third amendment to the JPA was approved given the very slim margin of the Oceano revenue measure defeat. This allowed the communities to extend their existing contribution amounts for an additional two years to provide certainty and stability for the agencies when planning for fire service costs considering the economic challenges associated with COVID-19 at the time.

The third amendment identifies the following:

- The communities continue to contribute at the same funding levels identified in the second amendment to the JPA
- Oceano agreed to undertake the legally required procedures for either a citizen initiative or District initiated measure to place a special tax on the 2022 primary ballot
- Should the ballot measure pass, the new funding formula will be implemented July 1, 2022
- Should the ballot measure fail, a wind-down period (and related work program) will result in Oceano no longer being part of the JPA effective June 30, 2023
- Work program elements related to identification of assets, liabilities and distribution of assets and liabilities identified with specific dates

While all three communities have a goal of consistent station staffing of three personnel daily as identified in the Strategic Plan, the current funding formula and budget reflects the current staffing levels between the two cities which have three personnel and Oceano which has two personnel. The Oceano Station has one full-time Fire Captain, and the other firefighter position is staffed through the Reserve Program.

The Reserve Program was intended to be phased out by 2022 with all positions transitioned to full-time, however, due to the failure of Measure A-20, funding for the Oceano Station is inadequate to complete this transition. As Reserve Firefighters have left the Program or have been hired full-time, this has caused a staffing shortage at the Oceano Station. There currently is only one Reserve Firefighter remaining in the program. Staffing is only sufficient to cover one or two of the three regular shifts in Oceano depending on the reserve firefighter’s availability.

### **Other Agency Involvement**

FCFA member agencies include the Cities of Arroyo Grande and Grover Beach along with the OCSD. At the December 8, 2021, Board meeting, a letter was authorized to the County to estimate what level of service the County could provide in Oceano with the existing property tax revenue stream and what process would be



followed to potentially provide additional funding for fire service in Oceano. The County's response letter is attached.

## Financial Considerations

The Special Tax proposed in March 2020 was a flat annual amount of \$180 per parcel which was chosen over a benefit unit approach based on land use. At the December 8, 2021, meeting, a comparison of the flat parcel tax approach with a tax based on square footage was discussed and direction was given to staff to return with the same flat parcel tax measure as was placed on the March 2020 ballot. The attached resolution and ordinance provide the necessary language for a June 2022 ballot measure.

The attached OCSD Special Tax Needs Analysis reflects current estimates and is the basis for the proposed amount of the special tax. A "flat tax" was recently voted on and approved by Templeton voters. The amount of the tax for a single-family property in the OCSD is proposed to be the same as Templeton at \$15 per month, or \$180 per year. The taxes would be collected on property tax bills. Total taxes in the first year (2022/23) is estimated at \$410,760. Taxes on individual parcels would increase no more than 2% per year thereafter.

The tax would remain in effect until repealed by voters. Your Board has discretion modifying the amount of the tax until final action at the public hearing on January 26, 2022. Your Board cannot change the amount of the proposed tax after the public hearing. If approved by voters, the maximum tax will be established, and your Board's only discretion is to reduce the tax - the Board cannot increase the tax approved by voters. The special tax requires a 2/3rds voter approval. The ordinance requires that a citizen's oversight committee be established in order to review and evaluate annual expenditures made by the OCSD from the proceeds of the special tax.

The OCSD cost of FCFA operations will remain at the current level of \$1,138,148 through FY 2022/23 if the 2022 ballot measure is unsuccessful. Should the ballot measure pass, the new funding formula will become effective, and the new amount will be included in the FY 2022/23 budget.

## Results

Consideration of fire and emergency services promotes a safe and well governed community.

### Attachments:

- Resolution & Ordinance to place a tax measure on the June 7, 2022, ballot
- OCSD Special Tax Needs Analysis
- Response Letter from County

RESOLUTION NO. 2022-\_\_\_\_\_

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE OCEANO COMMUNITY SERVICES DISTRICT CALLING AN ELECTION FOR SUBMISSION TO THE VOTERS OF A PROPOSED ORDINANCE FOR LEVY OF A SPECIAL TAX ON REAL PROPERTY LOCATED WITHIN THE DISTRICT TO FUND LOCAL EMERGENCY MEDICAL AND FIRE PROTECTION SERVICES AND REQUESTING CONSOLIDATION OF SAID ELECTION WITH THE JUNE 7, 2022 GUBERNATORIAL PRIMARY ELECTION**

The following Resolution is hereby offered and read:

**WHEREAS**, the Oceano Community Services District (“OCSD”) is a member agency in the Five Cities Fire Authority (“FCFA”) along with the City of Grover Beach and the City of Arroyo Grande. The FCFA has identified the need for additional full-time emergency responders to ensure adequate local emergency medical and fire protection services for the member communities. This is due, in part, to the continued decline of the existing reserve program and increasing costs; and

**WHEREAS**, numerous studies have concluded that emergency response personnel staffing levels directly affect the level of community emergency medical and fire protection services and that additional, full-time emergency responders are necessary to provide for the overall safety of the community; and

**WHEREAS**, on June 27, 2018, the OCSD Board considered a report entitled “2018 Fire Service Analysis for the Oceano Community Services District” which included eight options that were evaluated for future emergency medical and fire protection services within Oceano. The report recommended that the most viable and cost-efficient choice for the community of Oceano was to continue to provide emergency medical and fire protection services through the Five Cities Fire Authority with funding supplemented by a special tax ballot measure; and

**WHEREAS**, the OCSD Board approved amendments to the Five Cities Fire Authority Joint Powers Agreement (“JPA”) in order to 1) fund certain priorities identified in the FCFA Strategic Plan; 2) make changes to the funding formula and funding contributions by member agencies to reflect current staffing levels; and 3) commit OCSD to the undertaking of a special tax ballot measure; and

**WHEREAS**, in order to provide the best emergency medical and fire protection services to Oceano, to have a fire department staffed and prepared to provide emergency medical and fire protection services 24-hours a day, 7-days a week, and to accomplish both victim rescue and property conservation, additional funding must be sought; and

**WHEREAS**, the Board of Directors desires to place a ballot measure before the voters at the June 7, 2022 election for approval of a proposed Ordinance to levy a special tax on real property within the District to provide 24-hours a day, 7-days a week local emergency medical services and fire protection within the OCSD and to assist with the attraction and retention of qualified professional medical responders and firefighters in Oceano; and

**WHEREAS**, according to the amendment to the JPA, if the proposed Ordinance fails to pass and Oceano is unable to fund its share of the funding formula of the FCFA JPA, Oceano will automatically and without further action cease to be a member of the Five Cities Fire Authority on June 30, 2023; and

**WHEREAS**, in its consideration of adoption of this Resolution, the Board of Directors has

indicated that if funding through a special tax is not approved, the Board would consider seeking approval from the Local Agency Formation Commission to divest its active authority to provide emergency medical services and fire protection and instead request those services be provided by San Luis Obispo County under its contract with Cal Fire; and

**WHEREAS**, pursuant to the provisions of Government Code section 61121(a) and Government Code section 50075 et seq., the Board is authorized to levy a special tax, subject to the approval of the voters; and

**WHEREAS**, in accordance with the requirements of Government Code section 50077, on January 26, 2022, the Board of Directors conducted a noticed public hearing on the issue of whether to place such a measure on the ballot. The notice included the date, time and place of the public hearing, a general explanation of the matter to be considered, and a statement of where additional information could be obtained; and

**WHEREAS**, the Board of Directors desires to have the County of San Luis Obispo render certain services in connection with the June 7, 2022 election; and

**WHEREAS**, pursuant to Elections Code sections 10555 and 10400 et seq. said election may be consolidated with any other election, pursuant to the procedures set forth in the Elections Code.

**NOW, THEREFORE, BE IT RESOLVED** by the Oceano Community Services District Board of Directors as follows:

1. The Board of Directors hereby finds and determines that the foregoing recitals are true and correct.
2. The Board of Directors hereby calls an election to be held on June 7, 2022, on the question of adopting a special tax to fund emergency medical and fire protection services.
3. It is hereby requested that the Board of Supervisors of San Luis Obispo County consolidate the election of the OCSD to be held on June 7, 2022, with any other San Luis Obispo County General Election held on the same date. This request is made pursuant to Elections Code sections 10002, 10555 and 10400, et seq. The Board of Directors requests the Board of Supervisors to permit the County Elections Official to render all services relating to the conduct of the election. Subject to the Board of Supervisors approval, these services shall be performed by the County Elections Division. The Board of Directors agrees to reimburse the County of San Luis Obispo in full for services performed relating to this election upon presentation of an invoice.

The purpose of the election shall be for the voters in the District to vote on the following question:

<p style="text-align: center;"><b>OCEANO COMMUNITY SERVICES DISTRICT LOCAL EMERGENCY MEDICAL SERVICES/FIRE PROTECTION RESPONSE MEASURE:</b></p> <p><b>To maintain rapid response times for 911 medical emergency/fire protection services, provide 24-hours a day, 7-days a week staffed medical emergency/fire vehicles, shall Oceano Community Services District Ordinance No. 2022-1 levying an annual special tax of \$180.00 per parcel, providing \$410,760 a year, subject to annual maximum increases capped at 2%, until repealed by voters, and requiring independent citizen oversight and annual reports, be adopted?</b></p>	<p><b>YES</b></p>	
	<p><b>NO</b></p>	

4. In accordance with Elections Code section 13119, the Ballot shall contain the following Fiscal Impact Statement:

FISCAL IMPACT STATEMENT FOR A SPECIAL TAX FOR THE PURPOSE OF FUNDING EMERGENCY MEDICAL AND FIRE PROTECTION SERVICES TO BE IMPOSED ON ALL PARCELS OF REAL PROPERTY IN THE OCEANO COMMUNITY SERVICES DISTRICT EACH FISCAL YEAR [Elections Code section 13119]

Rate of tax to be levied: \$180.00 per parcel located in the Oceano Community Services District. The special tax is subject to an annual maximum increase in an amount not to exceed two percent (2%) per year.

Amount of money to be raised annually: \$410,760.00 (estimated).

Duration of the tax: The authorization to levy the tax pursuant to this Ordinance shall continue until repealed by the voters.

The tax information estimates in this statement reflect the District's current determination of the number of taxable parcels, which is based on certain assumptions. The actual amount of money raised in each year the tax is levied may vary due to factors including, but not limited to, variations in the number of taxable parcels within the District and inflation.

5. The Board of Directors hereby approves the proposed Ordinance to be submitted to the voters, which shall be included in its entirety with the ballot measure, in the form attached to this Resolution as Exhibit A and incorporated herein by this reference. The proposed measure is a special tax as defined in Article XIIC of the California Constitution and shall not take effect unless and until approved by a vote of at least a two-thirds (2/3) majority of the voters voting on the question in the election.
6. The District Clerk is hereby directed to file a certified copy of this Resolution with the San Luis Obispo County Board of Supervisors.



**PASSED, APPROVED, and ADOPTED** by the Board of Directors of the Oceano Community Services District, State of California, this \_\_\_\_ day of \_\_\_\_\_, 2022, by the following vote:

AYES:

ABSTAIN:

NOES:

ABSENT:

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President of the Board of Directors

ATTEST:

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Board Secretary of the Oceano Community Services District

APPROVED AS TO FORM:

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District Counsel

EXHIBIT A  
ORDINANCE NO. 2022-1

**OCEANO COMMUNITY SERVICES DISTRICT  
AN ORDINANCE FOR LEVY OF A SPECIAL TAX ON REAL PROPERTY  
LOCATED WITHIN THE DISTRICT TO FUND LOCAL EMERGENCY MEDICAL  
AND FIRE PROTECTION SERVICES**

**WHEREAS**, the Oceano Community Services District (“OCSD”) is a member agency in the Five Cities Fire Authority (“FCFA”) along with the City of Grover Beach and the City of Arroyo Grande. The FCFA has identified the need for additional full-time emergency responders to ensure adequate local emergency medical and fire protection services for the member communities. This is due, in part, to the continued decline of the existing reserve program and increasing costs; and

**WHEREAS**, numerous studies have concluded that emergency response personnel staffing levels directly affect the level of community emergency medical and fire protection services and that additional full-time emergency responders are necessary to provide for the overall safety of the community; and

**WHEREAS**, on June 27, 2018, the OCSD Board considered a report entitled “2018 Fire Service Analysis for the Oceano Community Services District” which included eight options that were evaluated for future emergency medical and fire protection services within Oceano. The report recommended that the most viable and cost-efficient choice for the community of Oceano was to continue to provide emergency medical and fire protection services through the Five Cities Fire Authority with funding supplemented by a special tax ballot measure; and

**WHEREAS**, the OCSD Board approved amendments to the Five Cities Fire Authority Joint Powers Agreement (“JPA”) in order to 1) fund certain priorities identified in the FCFA Strategic Plan; 2) make changes to the funding formula and funding contributions by the member agencies to reflect current staffing levels; and 3) commit OCSD to the undertaking of a special tax ballot measure; and

**WHEREAS**, according to said amendments to the JPA, if the proposed Ordinance fails to pass and Oceano is unable to fund its share of the funding formula of the FCFA JPA, Oceano will automatically and without further action cease to be a member of the Five Cities Fire Authority on June 30, 2023; and

**WHEREAS**, in order to provide the best emergency medical and fire protection services to Oceano, to have a fire department staffed and prepared to provide emergency medical and fire protection services 24-hours a day, 7-days a week, and to accomplish both victim rescue and property conservation, additional funding must be sought. Therefore, the Board of Directors has placed a ballot measure before the voters at the June 7, 2022 election for approval of this Ordinance to levy a special tax on real property within the District to fund emergency medical and fire protection services.

**NOW, THEREFORE, THE PEOPLE OF THE OCEANO COMMUNITY SERVICES DISTRICT DO ORDAIN** as follows:

## **Section 1. Authority.**

This Ordinance is adopted pursuant to section 4 of Article XIII A, section 4 of Article XIII B, and section 2 of Article XIII C of the California Constitution; Article 3.5 (commencing with section 50075) of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code; Article 3.7 (commencing with section 53720) of Chapter 4 of Division 2 of Title 5 of the Government Code; Government Code section 53978; and Government Code section 61121(a).

## **Section 2. Fiscal Impact Statement [Elections Code section 13119].**

Rate of tax to be levied: \$180.00 per parcel located in the Oceano Community Services District. The special tax is subject to annual maximum increases in an amount not to exceed two percent (2%) per year.

Amount of money to be raised annually: \$410,760.00 (estimated).

Duration of the tax: The authorization to levy the tax pursuant to this Ordinance shall continue until repealed by the voters.

The tax information estimates in this statement reflect the District's current determination of the number of taxable parcels, which is based on certain assumptions. The actual amount of money raised in each year the tax is levied may vary due to factors including, but not limited to, variations in the number of taxable parcels within the District and inflation.

## **Section 3. Tax Imposed and Purpose of Tax.**

A special tax for the purpose of funding emergency medical and fire protection services shall be imposed on all parcels of real property in the Oceano Community Services District for each fiscal year, commencing with fiscal year 2022-2023. The maximum amount of the special tax for fiscal year 2022-2023 shall be \$180.00 per parcel.

Beginning with fiscal year 2023-2024, and for each fiscal year thereafter, the maximum amount the special tax shall increase is two percent (2%).

The records of the San Luis Obispo Assessor as of March 1st of each year shall be used to identify each parcel for the calculation of the special tax applicable to that parcel in the following fiscal year. For the purposes of this Ordinance, the term "parcel" shall mean a parcel of real property having a separate assessor's parcel number as shown on the last equalized assessment roll of San Luis Obispo County.

## **Section 4. Exemptions.**

A. To the extent required by California and Federal law, the following parcels shall be exempt from the tax imposed by this Ordinance:

1. Parcels owned by Federal or State governmental agencies;
2. Parcels owned by local governmental agencies; and

3. Parcels exempt from taxation by the District pursuant to the laws or constitutions of the United States and/or the State of California.

B. Any person or entity claiming an exemption from the tax imposed by this Ordinance shall file a verified statement of exemption on a form prescribed by the Oceano Community Services District General Manager prior to June 30th of the first fiscal year for which the exemption is sought.

### **Section 5. Ballot Question.**

Pursuant to the California Elections Code, the abbreviated statement of the proposition, as it appears on the ballot is as follows:

**To maintain rapid response times for 911 medical emergency/fire protection services, provide 24-hours a day, 7-days a week staffed medical emergency/fire vehicles, shall Oceano Community Services District Ordinance No. 2022-1 levying an annual special tax of \$180.00 per parcel, providing \$410,760 a year, subject to annual maximum increases capped at 2%, until repealed by voters, and requiring independent citizen oversight and annual reports, be adopted?**

**YES**

**NO**

### **Section 6. Use of Tax Proceeds.**

The proceeds of the special tax shall be deposited in a special account, created and maintained by the District and will be used solely for the purpose of providing 24-hours a day, 7-days a week staffed emergency medical and fire protection services within the District and for the costs of administering the special tax, including, but not limited to, the costs of collection. Proceeds of this special tax will not be used for any other purpose and will not be used to offset other District obligations.

(a) For purposes of this Ordinance, "emergency medical and fire protection services" include, but are not limited to, fire protection services, rescue services, emergency medical services, hazardous material emergency response services, ambulance services, and other services relating to the protection of lives and property that are critical to the public peace, health, and safety of the District's residents and members of the public.

(b) For the purposes of this Ordinance, the District's costs of "providing 24-hours a day, 7-days a week staffed emergency medical and fire protection services" include, but are not limited to, the following: salaries, benefits, training, and all other personnel related costs; the costs of acquiring or leasing, operating, and maintaining equipment and apparatus used for fire and emergency services; the costs of operating, maintaining, repairing, renovating, and equipping fire facilities.

**Section 7. Method of Collection.**

The special tax imposed by this ballot measure is due from each owner of record of a parcel within the District as reflected upon the rolls of the County Assessor at the same time the ad valorem tax is due and is to be collected in the same manner. The San Luis Obispo County Tax Collector shall collect the tax and any penalty or interest due hereunder; provided however, that the District Board of Directors may authorize other appropriate methods of collection of the special tax by appropriate resolution(s). The special tax shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency, as provided for ad valorem taxes.

**Section 8. Accountability Measures.**

- A. Account. Upon the levy and collection of the tax authorized by this Ordinance, an account shall be created into which the proceeds of the tax will be deposited. The proceeds of the tax authorized by this Ordinance shall be applied only to the specific purposes identified in this Ordinance.
- B. Annual Report. An annual report that complies with the requirements of Government Code section 50075.3 shall be filed with the District Board of Directors no later than January 1st of each fiscal year in which the tax is levied.

**Section 9. Citizen Oversight Committee.**

The Board of Directors shall establish a Citizen Oversight Committee (the "Committee"). The Committee shall review and evaluate annual expenditures made by the District from the proceeds of the special tax ("special tax proceeds"). The Committee may receive and review copies of the Report prepared pursuant to Section 8 of this Ordinance, and may inspect all facilities and contracts entered into for which special tax proceeds have been or will be expended. The Committee shall consist of a minimum of three (3) members appointed by the District Board of Directors or as otherwise deemed appropriate. To be a qualified candidate for the Committee, a person must be at least 18 years of age and reside within the District's geographic boundaries. The Committee may not include any employee or officer of the District, or any vendor, contractor, or consultant of the District.

**Section 10. Severability.**

If any section, subsection, subdivision, paragraph, sentence, or clause of this Ordinance or any part thereof is for any reason held to be unlawful, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The People of the Oceano Community Services District hereby declare that they would have passed each section, subsection, subdivision, paragraph, sentence, or clause thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, or clause be declared unlawful.

**Section 11. Recitals.**

That the recitals set forth hereinabove are true, correct, and valid.

**Section 12. Effective Date.**

This Ordinance shall not become effective unless approved at the June 7, 2022, election by a two-thirds (2/3) majority of the voting registered voters within the District. This Ordinance shall become effective ten (10) days after the vote is certified by San Luis Obispo County.

PASSED AND ADOPTED by the People of the Oceano Community Services District at an election held on June 7, 2022.

DRAFT

	A	B	D	E	F	G	H
1	<b>OCSD - SPECIAL TAX NEEDS ANALYSIS</b>						
2	<b>1/1/2022</b>						
3	<b>FCFA - Three Person Station Staffing Budget</b>						
4			2022-23	2023-24	2024-25	2025-26	
5	FCFA Expenditures Estimate		\$6,754,000	\$6,889,080	\$7,026,862	\$7,167,399	
6	Less:	Cost Recovery Fees	(\$26,000)	(\$26,000)	(\$26,000)	(\$26,000)	
7	Less:	HazMat	(\$12,000)	(\$12,000)	(\$12,000)	(\$12,000)	
8	Less:	Eng 2 Debt Service	(\$34,830)	(\$34,830)	(\$34,830)	(\$34,830)	
9							
10	<b>FCFA Budget</b>		<b>\$6,681,170</b>	<b>\$6,816,250</b>	<b>\$6,954,032</b>	<b>\$7,094,569</b>	
11							
12	<b>Arroyo Grande</b>	<b>Allocated Costs</b>	<b>\$2,989,625</b>	<b>\$3,050,070</b>	<b>\$3,111,723</b>	<b>\$3,174,609</b>	
13		<b>Direct Costs</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	
14		<b>Total Costs</b>	<b>\$2,994,625</b>	<b>\$3,055,070</b>	<b>\$3,116,723</b>	<b>\$3,179,609</b>	
15		Funding %	44.7%	44.7%	44.7%	44.7%	
16		Cost per Capita	\$162.12	\$165.40	\$168.74	\$172.15	
17		Increase over prior year	15.8%	2.0%	2.0%	2.0%	
18							
19	<b>Grover Beach</b>	<b>Allocated Costs</b>	<b>\$2,156,834</b>	<b>\$2,200,442</b>	<b>\$2,244,921</b>	<b>\$2,290,290</b>	
20		<b>Direct Costs</b>	<b>\$27,000</b>	<b>\$27,000</b>	<b>\$27,000</b>	<b>\$27,000</b>	
21		<b>Total Costs</b>	<b>\$2,183,834</b>	<b>\$2,227,442</b>	<b>\$2,271,921</b>	<b>\$2,317,290</b>	
22		Funding %	32.3%	32.3%	32.3%	32.3%	
23		Cost per Capita	\$169.82	\$173.25	\$176.75	\$180.32	
24		Increase over prior year	7.0%	2.0%	2.0%	2.0%	
25							
26	<b>Oceano</b>	<b>Allocated Costs</b>	<b>\$1,534,709</b>	<b>\$1,565,738</b>	<b>\$1,597,387</b>	<b>\$1,629,669</b>	
27		<b>Direct Costs</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	
28		<b>Total Costs</b>	<b>\$1,549,709</b>	<b>\$1,580,738</b>	<b>\$1,612,387</b>	<b>\$1,644,669</b>	
29		Funding %	23.0%	23.0%	23.0%	23.0%	
30		Cost per Capita	\$213.66	\$217.98	\$222.38	\$226.88	
31		Increase over prior year	34.8%	2.0%	2.0%	2.0%	
32							
33	<b>Totals</b>		<b>\$6,681,168</b>	<b>\$6,816,249</b>	<b>\$6,954,031</b>	<b>\$7,094,568</b>	
34		Cost per Capita	\$175.54	\$179.09	\$182.71	\$186.40	
35							
36			2.23	0.91	0.93	0.95	
37	<b>Arroyo Grande</b>	Population Estimate	18,441	18,441	18,441	18,441	
38		Population %	48.1%	48.1%	48.1%	48.1%	
39		Call #	1,867	1,867	1,867	1,867	
40		Call %	52.8%	52.8%	52.8%	52.8%	
41		Station Shift Staffing %	33.3%	33.3%	33.3%	33.3%	
42		Funding Formula %	44.7%	44.7%	44.7%	44.7%	
44							
45	<b>Grover Beach</b>	Population Estimate	12,701	12,701	12,701	12,701	
46		Population %	33.1%	33.1%	33.1%	33.1%	
47		Call #	1,074	1,074	1,074	1,074	
48		Call %	30.4%	30.4%	30.4%	30.4%	
49		Station Shift Staffing %	33.3%	33.3%	33.3%	33.3%	
50		Funding Formula %	32.3%	32.3%	32.3%	32.3%	
52							
53	<b>Oceano</b>	Population Estimate	7,183	7,183	7,183	7,183	
54		Population %	18.7%	18.7%	18.7%	18.7%	
55		Call #	595	595	595	595	
56		Call %	16.8%	16.8%	16.8%	16.8%	
57		Station Shift Staffing %	33.3%	33.3%	33.3%	33.3%	
58		Funding Formula %	23.0%	23.0%	23.0%	23.0%	
60							
61	<b>Funding Constraint Analysis</b>						
69			2022-23	2023-24	2024-25	2025-26	
70				2.0%	2.0%	2.0%	
73		"Flat Tax" Estimate	\$410,760	\$418,975	\$427,355	\$435,902	
74		Net Property Taxes (Less Lighting Fund)	\$1,140,000	\$1,162,800	\$1,186,056	\$1,209,777	
75		Total Property Taxes for Fire Fund	\$1,550,760	\$1,581,775	\$1,613,411	\$1,645,679	
76		FCFA 5 year Strategic Budget Costs	\$1,549,709	\$1,580,738	\$1,612,387	\$1,644,669	
77			\$1,051	\$1,037	\$1,024	\$1,010	
79							



**COUNTY OF SAN LUIS OBISPO**  
**ADMINISTRATIVE OFFICE**

*Wade Horton County Administrative Officer*

December 17, 2021

Will Clemens, General Manager  
Oceano Community Services District  
1655 Front Street, P.O. Box 599  
Oceano, ca 93475

Mr. Clemens:

I am responding to your letter dated December 8, 2021 regarding a request for consultation with the County on possible options and service level should Oceano Community Services District (OCSD) need to divest of its medical emergency and fire response services. As has been communicated in the past, while the County has no legal obligation to take over fire service, the Board has indicated that the protection of public safety is its highest priority. If the successor agency is determined to be the County, any plan for services would have the County determine the appropriate level of service, considering all available resources and financing options, in consultation with the affected community and County Fire.

Your letter is requesting clarification on the six questions if the June 2022 special tax does not pass and the OCSD pursues divestiture of medical and emergency and fire response services through the San Luis Obispo County Local Agency Formation Commission.

Regarding question 1:

1. What level of service could the County provide to Oceano with the existing tax revenue stream?

County Response: Your letter states that the current property taxes available for transfer to the County for services are approximately \$1,050,000 annually. The amount stated would fund 3 days per week 24 hours per day of fire response services.

Regarding questions 2-6:

2. Will the County allocate any additional funding needed to provide 24/7 service to Oceano?
3. Will the County expect OCSD to transfer ownership of the Oceano Fire Station?
4. Will the County expect OCSD to transfer ownership of the Sheriff Substation in Oceano?
5. Will the County expect OCSD to transfer any other real property?
6. Will the County expect OCSD to transfer its solid waste franchise authority?

County Response: If the District were to move forward with the process of a services transfer to the County as the Successor Agency, the County would first need to develop a Plan for Services, which would determine the following two important issues:

**County of San Luis Obispo Government Center**

1055 Monterey St., Ste. D430 | San Luis Obispo, CA 93408 | (P) 805-781-5011 | (F) 805-781-5023

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- a. Proposed Level of Service.
- b. All potential options for the transfer of assets, facilities, property taxes and other funding mechanisms from the District to the County to fund the proposed Level of Service, while minimizing any impact to the County General Fund.

It should be noted that if the successor agency is determined to be the County and additional General Fund is required to provide service, any supplemental General Fund would be weighed against other General Fund requirements in the budget process, potentially impacting other services in Oceano.

Sincerely,



Wade Horton  
County Administrator



# 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:** January 12, 2022

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject:** **Agenda Item # 8(A):** Consideration of 2022 District Priorities and Goals with Board Direction as deemed appropriate.

## Recommendation

It is recommended that your Board discuss and consider the District priorities and goals for 2022 and provide direction as deemed appropriate.

## Discussion

Attachment "A" provides an overview of the status of the District's accomplishments and existing priorities. In general, the existing priorities reflect a variety of needs associated with the basic community services provided by the District. Overall, progress continues on these priorities, and much was accomplished during 2021. However, there continues to be much that needs to be done in 2022.

The following is a list of "categories" that have been utilized by the District in previous priority setting discussions:

- Capital Projects
- Professional Services
- Operations
- Customer Accounts
- Contracts
- Water Rates and Conservation
- Risk Management
- Administration
- Accounting/Finance
- Budgets
- Other



Attachment "B" provides a bullet list of priorities associated with the categories listed above. As can be seen from the list, there is more workload identified than is reasonable to accomplish in any given year by a small District with limited resources. Therefore, the need to prioritize that workload and set reasonable goals for 2022 is paramount in assuring that critical tasks are not overlooked, and goals left unaccomplished.

Staff is recommending that the Board set three top priorities chosen from the bullet list in Attachment "B" for 2022 as follows:

- **Place Special Tax Measure on June 2022 Ballot for Voter Approval**
- **Creation of district maps for by-district Board Member elections**
- **Water System CIP Implementation**

By setting these top priorities, the most critical services and tasks will be sure to have focus and resources directed toward accomplishing those, however, that does not mean that other listed priorities on Attachment "B" will not get done. Many of those will be accomplished as well, but only as resources are available and timing allows.

### **Other Agency Involvement**

Numerous other agencies are involved with District efforts.

### **Other Financial Considerations**

Current budget and staff resources continue to be limited and should be considered while setting District priorities in 2022.

### **Results**

Establishing priorities and reviewing the results of previously set goals promotes a well governed community.

Attachments:

- Attachment "A"
- Attachment "B"

## Attachment "A"

### Accomplishments and Update on Existing District Priorities

#### Update to District Fireworks Ordinance

The District Code relating to Fireworks was updated to match the municipal codes more closely in Grover Beach and Arroyo Grande. The discharge period for fireworks was reduced from being allowed year-round to only 10 AM to 10 PM on July 4. This will assist law enforcement in their ability to determine legal discharges from illegal discharges.

#### Creation of District Maps for By-Division Board Member Elections

National Demographics Corporation was engaged to assist the District through the map creation process. The first two required public hearings were held in 2021 and the remaining public hearings will be held in 2022 resulting in the creation of the final map and first by-division election in November 2022.

#### Water System CIP Implementation

The Water Resource Reliability Program (WRRP) funded by a Proposition 84 grant includes development of water system CIP recommendations. The WRRP was completed in 2019 and implementation began in 2020 with the adoption of the CIP Update. Funding was included in the recently completed Proposition 218 rate increase process and Prop 1 grant funding of \$274,500 was approved for waterline replacement on Highway 1. Prop 1 grant funded Design has been completed for 11 priority 1 and 2 projects from the CIP. A Preliminary Engineering Report is currently being developed for funding CIP improvements through the United States Department of Agriculture. Additional Prop 1 implementation grant funding will be applied for in 2022.

The following is an update on previously reported projects.

<b><u>Project</u></b>	<b><u>Status</u></b>
Dual Trash/Recycling Bins and Water Bottle Refill Stations	Completed in 2021
Stormwater capture and Groundwater Recharge Project	Funding Agreement obtained in 2021 with Design and Permitting completion scheduled in 2022 and Construction in 2023
Highway One waterline replacement project (west of 21st Street)	Funding delays from the State/County have pushed construction phase to be completed in 2022

The following is an update on grant applications.

<u>Grant</u>	<u>Amount</u>	<u>Status</u>
Prop 1-Hwy 1 waterline	\$274,500	Awarded
IWMA-Recycle bins/water bottle refilling stations	\$10,000	Awarded
Prop 1-LID groundwater recharge	\$2,450,733	Awarded
CDBG Water Tank Rehabilitation	\$225,000	Recommended

Fire Service Options and Implementation

A special tax measure was placed on the March 3, 2020, ballot to provide funding of Oceano’s participation in the FCFA. Based on the outcome of that measure, nearly 2/3 of voters favored a property tax to fund and remain in the FCFA. Extensive work efforts were made with the partner agencies (Cities of Arroyo Grande and Grover Beach) to approve the third amendment to the JPA extending the current wind down period an additional two years with no increase in cost. Because no citizen initiative was proposed, the District will place a ballot measure on the June 7, 2022 ballot.

Miscellaneous

COVID-19 continues to significantly impact District operations. Office staff returned to full-time in person work in June 2021 with 100% being fully vaccinated. The office lobby will continue to be closed to the public into 2022 with continued service through the customer service window. Provisions for virtual Board meetings will continue into 2022. Federal funding was obtained through the State Water Board to assist customers with delinquent water bills during the pandemic. Assistance for customers with delinquent sewer bills will be pursued in 2022.

The District’s Unfunded Accrued Liability debt to the California Public Employees Retirement System was refinanced in 2021 which resulted in a \$334,100 savings.

The District Code for Solid Waste was completely revised to bring the District into compliance with AB 1383 which is the most significant solid waste legislation passed by the State in over 30 years. The Franchise Agreement with the District’s Solid Waste Hauler will be revised in 2022 to ensure continued compliance with AB 1383.

The lease with the Village Group for use of a portion of the Old Firehouse was extended for five years and a draft lease with The Place on PCH will be developed in 2022 for another portion of the building. A Victory Garden was also established at the site in cooperation with the UC Master Gardener program.

Other policies that were adopted in 2021 included a Debt Management Policy, Recycled Content Paper Product Procurement Policy, and a Flag/Proclamation Policy.

## **Attachment "B"**

### **Categorical Priorities**

The following is a list of “categories” that have been utilized by the District in prior goal setting discussions.

- Capital Projects
  - Water System CIP Implementation
  - Low Impact Development Projects
  - Options for utility yard upgrades
  - Options for fire residence upgrades
- Professional Services
  - Sewer System Capital Improvement Program
  - Solid Waste Rate Review by Statler
  - Audit by Moss, Levy Hartzheim LLP
  - District Engineering by DPSI
  - District Counsel by AMMCG
- Operations
  - Training
  - Water and sewer easements
  - Engineering standards
  - Solid waste programs
  - Lift Station
  - Waterline replacement projects
  - SCADA, GIS and smart meters
  - Documentation of non-standard situations
- Customer Accounts
  - Credit Card Payments, E-bills, Online Payments
  - Late Fees and penalties
  - Fees on service calls
  - Fees for non-compliance with District standards
  - Clarification & documentation of out of District customers
- Contracts
  - Lopez Water supply contract amendment
  - Central Coast Blue Operating Agreement
  - Sheriff's Building Lease
  - Other contract compliance review

- Risk Management
  - Obtain insurance quotes from multiple providers
  - Safety Program
- Administration
  - By-division election transition
  - Update to policies / rules and regulations
    - Retrofit on sale requirements for non-standard situations
  - Records retention efforts & old fire station
  - Succession Management
  - CSDA Transparency Certificate
- Accounting/Finance
  - Tracking Public Facilities Fees with Will-Serve Letters / New Development
  - Sewer rate review and Proposition 218 Process
  - Fees on new development including mixed use development
  - Fire Service Options and Implementation
  - Debt Policies
  - Cost Accounting Implementation
- Budgets
  - Multi-year budget projections
  - Multi-year capital improvement budgets
  - Incorporating budgets in Tyler accounting software
  - Develop strategies to meet standards for Excellence in Budget Reporting
  - Refinement of District reserve policies
- Other
  - The Place
  - RFP for recreation at the Community Center
  - RFP for murals on Old Fire Station
  - Landscape maintenance
  - Community garden
  - Legislative platform