



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

WEDNESDAY, December 12, 2018 – 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 & ROLL CALL:

2. FLAG SALUTE:

3. BOARD ITEMS:

A. Administer Oaths Of Office

1. Allene Villa
2. Cynthia Replogle
3. Karen White

B. Election of District Officers - President/Vice President

C. Recognition of previous Board Members; Angello, Brunet, and Coalwell and appreciation of their service to the Community

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 FOR ITEMS NOT ON THE AGENDA: (NOT BEGINNING BEFORE 6:00 PM)

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

7. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

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

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

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

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

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

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

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

8. CONSENT AGENDA ITEMS:

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

- A. Review and Approval of Minutes for November 28, 2018
- B. Review and Approval of Minutes for December 3, 2018
- C. Review and Approval of Cash Disbursements
- D. Submittal for Approval of a Resolution to Close the District for normal operations on December 24, 2018 and December 31, 2018
- E. Consideration of budget adjustment increasing State Water costs and fund balance available in the amount of \$193,455

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. Consideration of an appeal of the Intent-to-Serve letter issued for 1929 Wilmar Avenue dated November 28, 2018
- B. Presentation and Discussion on the Brown Act and other Board training requirements
- C. Appointment of 2019 Committee Assignments, Appointments to the Five Cities Fire Authority and the Alternate to the South San Luis Obispo County Sanitation District
- D. Update on emergency actions approved on December 3, 2018 authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping and determine whether the emergency should be terminated, or by a 4/5ths vote, determine that there is a need to continue with emergency actions
- E. Consideration of recommendations to approve a comment letter on the County of San Luis Obispo's Resource Summary Report, a letter of support for the County's Proposition 68 grant application for the Arroyo Grande Creek Lagoon and Meadow Creek Lagoon Habitat Restoration and Improvement Project, and direction on a letter of support for the Cloud Seeding Program considered by the Zone 3 Advisory Committee

10. HEARING ITEMS:

11. RECEIVED WRITTEN COMMUNICATIONS:

12. LATE RECEIVED WRITTEN COMMUNICATIONS:

13. FUTURE AGENDA ITEMS: District Policies Continued, Roles and Responsibilities with Related Agencies; Construction Documents (Norswing/Pershing & Highway One waterline replacement projects), Five Cities Fire Authority, District Rules and Regulations, Seabreeze Mobile Home Park Continued, 2019 Goals and Priorities, 13th St/ HWY One Drainage Project, Deferred Infrastructure Program, Lopez Lake LRRP & Contract Amendments, Central Coast Blue, Landscape maintenance, Wastewater CIP, Recreation RFP, Brown Act training, Committee Appointments, Oath of Office, State Park impact to OCSD

14. FUTURE HEARING ITEMS:

15. ADJOURNMENT:



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, November 28, 2018 – 6:00 P.M.

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

1. **CALL TO ORDER:** at 6:00 p.m. by President White
2. **FLAG SALUTE:** led by President White
3. **ROLL CALL:** All Board members present: President White, Vice President Austin, Director Villa, Director Gibson and Director Replogle. Also present, General Manager Paavo Ogren, Business and Accounting Manager Carey Casciola, Legal Counsel Jeff Minnery and Board Secretary Celia Ruiz.
4. **AGENDA REVIEW:** Agenda approved as presented.
5. **CLOSED SESSION:** was entered at approximately 6:10pm. Open session was resumed at approximate 6:29pm
No public comment
 - a. **Pursuant to Government Code §54957:** Public Employment – 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 Lucia Casalnuovo and Art Vega.
7. **SPECIAL PRESENTATIONS & REPORTS:**
 - b. **STAFF REPORTS:**
 - i. Operations - Field Supervisor Tony Marraccino – Field Supervisor Marraccino reported 8 USAs, 9 Customer Service calls, 12 Work Orders, 2 after hour call outs, Lopez at 39.9% full, door hangers, meter reads, abnormal re reads, Air Park bridge complete, lift station was clogged it was cleaned and working back to normal, sewer jetting, 23rd and Paso Robles drainage project.
 - ii. FCFA - Chief Steve Lieberman – None
 - iii. OCSD General Manager – General Manager Ogren reported on the KSBY interview about the leak on Norswing Dr., NCMA Tech meeting, landscape maintenance, FCFA managers meeting, and informed of Special Meeting for FCFA on 12/2.
 - iv. Sheriff's South Station – Commander Stuart MacDonald – None
 - c. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**
 - i. Director Villa– Outreach event in Oceano.
 - ii. Director Gibson– reported on Zone 3 Advisory, and attended campo gas grand opening at Waste Connections
 - iii. President White – Outreach event in Oceano, and FCFA
 - iv. Vice President Austin – None
 - v. Director Replogle – None
 - c. **PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**
No public Comment.

8 CONSENT AGENDA:	ACTION:
a. Review and Approval of Minutes for November 14, 2018 b. Review and Approval of Cash Disbursements	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a motion from Vice President Austin, and a second from Director Villa and a 5-0 vote. No public comment.

9A BUSINESS ITEM:	ACTION:
Consideration of correspondence on increases in State Water costs for 2019 with options for reducing other water fund costs and Board direction as deemed appropriate	After an opportunity for public comment and brief Board discussion, informal direction was given to have the President write a letter to the County in support of getting back the deposit related to State Water. No public comment.

9B BUSINESS ITEM:	ACTION:
Consideration of an amendment to the General Manager's employment contract authorizing up to 20 hours per week of unpaid leave with a proportional reduction in benefit accruals	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a motion from Director Gibson, and a second from President White and a 5-0 vote. No public comment.

9C BUSINESS ITEM:	ACTION:
Consideration of a recommendation to approve a resolution authorizing the President to modify the date that the District must relocate its facilities in the attached Utility Relocation Agreement for the Oceano Drainage Improvement Project	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a motion from Director Repogle, and a second from Vice President Austin and a 5-0 roll call vote. No public comment.

9D BUSINESS ITEM:	ACTION:
Consideration of 2019 District Priorities and Goals with Board Direction as deemed appropriate	After an opportunity for public comment and brief Board discussion, no action taken. No public comment.

Recess from 8:00 to 8:05 pm

10. HEARING ITEMS: None

11. RECEIVED WRITTEN COMMUNICATIONS: None

12. LATE RECEIVED WRITTEN COMMUNICATIONS: None

13. FUTURE AGENDA ITEMS: District Policies Continued, Roles and Responsibilities with Related Agencies; Construction Documents (Norswing/Pershing & Highway One waterline replacement projects), Five Cities Fire Authority, District Rules and Regulations, Seabreeze Mobile Home Park Continued, 2019 Goals and Priorities, 13th St/ HWY One Drainage Project, Deferred Infrastructure Program, Lopez Lake LRRP & Contract Amendments, Central Coast Blue, Landscape maintenance, Wastewater CIP, Recreation RFP, Brown Act training, Committee Appointments, Oath of Office, State Park impact to OCSD.

14. FUTURE HEARING ITEMS: None

15. ADJOURNMENT: at approximately 8:46 pm



Oceano Community Services District

Summary Minutes

Special Meeting Monday, December 3, 2018 – 1:30 P.M.

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

1. **CALL TO ORDER:** at 1:30 p.m. by President White
2. **FLAG SALUTE:** led by President White
3. **ROLL CALL:** All Board members present: President White, Vice President Austin, Director Villa, Director Gibson and Director Replogle. Also present, General Manager Paavo Ogren, District Legal Counsel Jeff Minnery, and Business and Accounting Manager Carey Casciola.
4. **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:**
No public comment. No public present.
5. **CLOSED SESSION:** None

6 HEARING ITEMS:	ACTION:
Consideration of recommendations to approve the purchase of a replacement motor for Well #8, and by a 4/5ths vote, approve a resolution pursuant to California Public Contract Code 22050 delegating the General Manager the authority to take any directly related and immediate emergency actions and to procure the necessary equipment, services and supplies needed to resume groundwater pumping without giving notice for bids to let contracts	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a motion from Vice President Austin, a second by Director Villa and a 5-0 roll call vote. No public comment.

7. **ADJOURNMENT:** at approximately 1:41 pm



Oceano Community Services District

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

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

Date: December 12, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #8(C): 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
	57382 - 57420	
Disbursements Requiring Board Approval prior to Payment:		
Regular Payable Register – paid 12/12/2018	57396 - 57420	\$71,146.52
Subtotal:		\$71,146.52
Reoccurring Payments for Board Review (authorized by Resolution 2016-07):		
Payroll Disbursements – PPE 11/24/2018	N/A	\$30,310.46
Reoccurring Utility Disbursements – paid 11/24/2018	57388 - 57393	10,826.68
Reoccurring Health/Benefits – paid 11/30/2018	57394 - 57395	\$6,927.14
Subtotal:		\$48,064.28
Grand Total:		\$119,210.80

*Checks 57382 – 57387 VOIDED due to a printing error.

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.

12/07/2018 1:42 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: 057396 THRU 057420

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	12/07/2018	CHECK	057396	BRISCO'S	14.42CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057397	CANNON	8,679.02CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057398	BRENNTAG PACIFIC, INC.	672.67CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057399	WHITE, KAREN M.	650.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057400	MARK SCHWIND ELECTRIC INC.	220.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057401	BURDINE PRINTING & GRAPHICS	2,919.29CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057402	CORIX WATER PRODUCTS (US) INC.	41,462.55CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057403	VOID CHECK	0.00	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057404	U.S. POSTAL SERVICE	500.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057405	ARAMARK	211.66CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057406	CENTRAL COAST TECHNOLOGY CONSU	476.06CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057407	SARGENT'S PLUMBING & HEATING,	345.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057408	ZENITH INSURANCE COMPANY	1,585.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057409	MISSION PAVING INC.	850.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057410	FAMCON PIPE & SUPPLY, INC.	794.88CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057411	CSDA	6,790.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057412	J.B. DEWAR, INC.	473.79CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057413	MIER BROS.	344.81CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057414	MINER'S ACE HARDWARE, INC.	174.38CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057415	NOBLE SAW, INC	24.78CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057416	SHORELINE LANDSCAPE & MAINT. I	410.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057417	SOUTH COUNTY SANITARY SERV	619.75CR	OUTSTND	A	0/00/0000

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: 057396 THRU 057420

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	12/07/2018	CHECK	057418	CARQUEST AUTO PARTS	29.54CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057419	SWRCB ACCOUNTING OFFICE	2,836.00CR	OUTSTND	A	0/00/0000
1-1001-000	12/07/2018	CHECK	057420	THE TRIBUNE	62.92CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	71,146.52CR		
				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:	71,146.52CR		
				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 December 12, 2018

	(*)	
	11/10/2018	11/24/2018
<u>Gross Wages</u>		
Regular	\$23,730.54	\$22,807.53
Overtime Wages	\$4,365.81	\$3,774.81
Stand By	\$700.00	\$700.00
	<u>\$28,796.35</u>	<u>\$27,282.34</u>
<u>Disbursements</u>		
Net Wages	\$22,027.12	\$20,001.27
State and Federal Agencies	\$5,153.13	\$5,649.00
CalPERS - Normal	\$4,600.11	\$4,506.18
SEIU - Union Fees	\$154.01	\$154.01
Total Disbursements processed with Payroll	<u>\$31,934.37</u>	<u>\$30,310.46</u>
Health (Disbursed with reoccurring bills)	\$4,019.24	\$4,014.57
	<u>\$35,953.61</u>	<u>\$34,325.03</u>

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

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: 057388 THRU 057393

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	11/28/2018	CHECK	057388	RABOBANK EQUIPMENT LEASE	755.60CR	OUTSTND	A	0/00/0000
1-1001-000	11/28/2018	CHECK	057389	DE LAGE LANDEN FINANCIAL SERVI	150.15CR	OUTSTND	A	0/00/0000
1-1001-000	11/28/2018	CHECK	057390	CHARTER COMMUNICATIONS	130.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/28/2018	CHECK	057391	PACIFIC GAS & ELECTRIC	9,277.80CR	OUTSTND	A	0/00/0000
1-1001-000	11/28/2018	CHECK	057392	STANLEY CONVERGENT SECURITY SO	93.97CR	OUTSTND	A	0/00/0000
1-1001-000	11/28/2018	CHECK	057393	COASTAL COPY, INC.	419.16CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	10,826.68CR		
				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:	10,826.68CR		
				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		

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	11/30/2018	CHECK	057394	BLUE SHIELD OF CALIFORNIA	5,879.30CR	OUTSTND	A	0/00/0000
1-1001-000	11/30/2018	CHECK	057395	PRINCIPAL LIFE INSURANCE COMPA	1,047.84CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	6,927.14CR		
				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:	6,927.14CR		
				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: December 12, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item 8(D):** Submittal for Approval of a Resolution to Close the District for normal operations on December 24, 2018 and December 31, 2018.

Recommendation

It is recommended that your Board adopt the attached resolution which will close the District for normal operations on December 24, 2018 and December 31, 2018.

Discussion

The two days recommended for closure are established by the Memorandum of Understanding with the District's union as half days (or 4 hours of holiday pay) for District staff. Christmas Eve and New Years Eve are both on Mondays this year. District staff has requested that the District close for normal operations on these days. Since minimal activity with the public is expected on these days, and District operating staff will remain on standby duty in the event of emergencies, minimal impact is expected. District staff will need to take vacation, other paid time off (but not sick leave), or time off without pay on the identified days of closure if approved by your Board.

Other Agency Involvement

The District's union has previously provided correspondence in support of the District closures and similar correspondence is anticipated prior to the Board meeting.

Other Financial Considerations

Total labor costs are about \$1,500 per half day for the District. As a result, the proposed action will save approximately \$3,000 in the current fiscal year, and effectively represents a one-day furlough in the current fiscal year.

Results

Closure for normal operations will provide costs savings to District customers on days when minimal operating activity with the public is expected and promotes well governed communities.

Attachment: Resolution

**OCEANO COMMUNITY SERVICES DISTRICT
RESOLUTION NO: 2018 - __**

**A RESOLUTION CLOSING DISTRICT OFFICES DECEMBER 24, 2018 AND
DECEMBER 31, 2018**

WHEREAS, the Oceano Community Services District (hereinafter referred to as “District”) operates a community water system, a community wastewater system, and provides other services for the community; and

WHEREAS, the District only recognizes December 24, 2018 and December 31, 2018 as half day (4 hours) holidays; and,

WHEREAS, December 24, 2018 and December 31, 2018 are both on Mondays and are the days before Christmas and New Year’s Day, which are recognized as full day (8 hour) holidays; and

WHEREAS, District employees have requested that the District close for normal operations, including closure of the office, on December 24, 2018 and December 31, 2018; and,

WHEREAS, no significant need exists for the District to be open for normal operating purposes on December 24, 2018 and December 31, 2018 because they are the day before holidays which traditionally have little operating or customer activities; and

WHEREAS, closing the District for normal operations, including closure of the office, December 24, 2018 and December 31, 2018 will provide cost savings to the District by reducing labor costs, utility costs, and other costs that would be normally incurred because closing the District will result in the need for District employees to take vacation time, paid time off other than sick leave, and/or leave without pay; and

WHEREAS, the District will still have operators on “on-call” on December 24, 2018 and December 31, 2018 available to respond to emergencies; and

WHEREAS, the District has correspondence from the Service Employees International Union (SEIU) Local 620 in support of the District closure; and

WHEREAS, it is in the public interest to close the District for normal operating purposes, including the closure of the office, on December 24, 2018 and December 31, 2018.

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

1. That the District will be closed for normal operating purposes, including closure of the office, on December 24, 2018 and December 31, 2018.
2. District employees may take vacation time, paid time off other than sick leave and/or leave without pay on December 24, 2018 and December 31, 2018.
3. Standby operator(s) will be available for emergencies.

PASSED AND ADOPTED by the Board of Directors of the Oceano Community Services District on December 12, 2018 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

President, Board of Directors
of the Oceano Community Services District

ATTEST:

Board Secretary of the
Oceano Community Services

APPROVED AS TO FORM:

Jeffrey A. Minnery, District Counsel



Oceano Community Services District

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

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

Date: December 12, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

VIA: Paavo Ogren, General Manager

Subject: **Agenda Item # 8(E):** Consideration of budget adjustment increasing State Water costs and fund balance available in the amount of \$193,455.

Recommendation

It is recommended that your Board approve a budget adjustment increasing State Water costs and fund balance available in the amount of \$193,455

Discussion

On November 28, 2018, your Board received a report from staff indicating that State Water costs could exceed the budget due to costs incurred by the California Department of Water Resources (DWR) which were significantly higher than estimated in 2017 and 2018. The District pays State Water costs based on estimates provide by the DWR, the County of San Luis Obispo, and the Central Coast Water Authority.

Other Agency Involvement

The Department of Water Resources owns and operates the State Water Project. The County of San Luis Obispo, under the auspices of the San Luis Obispo County Flood Control and Water Conservation District is the State Water Contractor that the District has procured delivery and treatment of State Water. The Central Coast Water Authority owns and operates the Polonio Pass water treatment facilities.



Financial Considerations

Attached is the invoice due on January 1, 2019. Based on the invoice, the increase in costs billed by the Department of Water Resources is \$222,723 greater than the prior year. On November 28th, the Board was informed that the increase might be between \$310,560 and \$375,000. Although the increase was less than anticipated at the Board's prior meeting, it is still significantly higher than budgeted. The \$193,455 credit shown on the invoice is based on the refund of a deposit held by the County. The budget adjustment is needed to recognize the refund of the deposit and the increase in State Water costs. The remaining unbudgeted costs will be included in next year's 2019/20 District budget since the DWR costs are based on calendar years and a portion of the costs are applicable to the period from July 1, 2019 and December 31, 2019.

Results

Addressing unanticipated water fund costs promotes a well governed and fiscally responsible District. Minimizing budgetary impacts in 2019/20 promotes fiscal stability.

Attachments:

- State Water Invoice

SAN LUIS OBISPO COUNTY
PUBLIC WORKS DEPARTMENT
 County Government Center
 Room 207
 San Luis Obispo CA 93408

Invoice

DATE	INVOICE #
12/6/2018	2711

BILL TO

OCEANO COMMUNITY SERVICES
 DISTRICT
 P.O. BOX 599
 OCEANO CA 93445

P.O. NO.	TERMS	PROJECT
	Due 01/01/19	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	2019 Department of Water Resources (DWR) Charges as per Article 14, Paragraph a, Section 1 through 3, and San Luis Obispo Flood Control & Water Conservation District (SLOCFC & WCD) Charges as per Article 14, Paragraph a, Section 4 of the Water Supply Agreement.		
	60% of annual charges due 01/01/19	526,348.80	526,348.80
	DWR Credit or Balance Due from prior year.	-54,808.00	-54,808.00
	2019 SLOCFC & WCD Charges as per Article 11 of the Drought Buffer Water Agreement.	52,484.00	52,484.00
	SLOFC & WCD Credit or Balance Due from prior year. (orig.CCWA rate cover reserve)	-193,455.74	-193,455.74
	sweiss@co.slo.ca.us		

2300501000-1250120 Please contact Sherri Weiss at (805)781-5296 if you have any questions.	Total	\$330,569.06
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Oceano Community Services District

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

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

Date: December 12, 2018
To: Board of Directors
From: Paavo Ogren, General Manager
Subject: **Agenda Item # 9(A): Consideration of an appeal of the Intent-to-Serve letter issued for 1929 Wilmar Avenue dated November 28, 2018**

Recommendation

It is recommended that your Board:

1. Review and consider the attached information
2. Hear and consider the appeal of the applicant

Discussion

On November 28, 2018, an "Intent-to-Serve" letter was issued for 1929 Wilmar Avenue in response to an application from the property owners dated October 31, 2018. A Final Will Serve letter has not been issued and the applicant has appealed the conditions included in the Intent-to-Serve letter. The following attachments are included for Board consideration:

- Attachment "A" – Application, Intent-to-Serve letter and email appeal
- Attachment "B" - County permit information and project drawings
- Attachment "C" - Prior Board action relating to the project – See Agenda Addendum

During public comment for "items not on the agenda," one of the property owners posed the following two questions:

1. Why can't the water and sewer lines stay the way that they are now?
2. Why can't the property owners continue using 19th Street to access his property?



Responses

Question #1: Why can't the water and sewer lines stay the way that they are now?

Response to Question #1: The Intent-to-Serve letter allows the use of the existing water and sewer lines.

Question #2: Why can't the property owners continue using 19th Street to access his property?

Response to Question #2: The Board of Directors has previously authorized the General Manager to work with the property owners on an easement that would allow property access from 19th Street. The application submitted to the District on October 31, 2018 and the plans provided illustrating the project did not request an easement.

The District's utility yard is located at 1935 Wilmar Avenue, as illustrated on the attached vicinity map. Included in Attachment "C" is a Board agenda item that was considered on September 14, 2016 to initiate the evaluation of utility yard facilities and possible easement that would benefit an adjacent property owner. Excerpts from that Board letter follow:

"Together, evaluating the existing District facilities and the request of the adjacent property owner is an opportunity to coordinate District needs with the property owner's request. If the General Manager is authorized to work with the neighboring property owner, no commitments will be provided to the property owner until after proposals are received for facilities planning, options are identified by the selected architect/engineer, and presentations are provided to the Board of Directors."

"Obtaining proposals at this time to initiate facilities planning for the utility yard will allow the work to be prepared concurrent with other upcoming work on infrastructure needs. Separately, the District has been awarded grants to fund engineering efforts on deferred water system infrastructure, and the District has allocated funds in the current budget to evaluate wastewater system needs. As a result, by initiating utilities yard facilities evaluations at this time, the District will be in a better position to understand overall needs for developing long-term infrastructure plans."

The District's consultant and the property owners had extensive dialogue with the County staff on the separate projects due to the unique alignment of 19th Street, the utility yard, and the property owner's formal access from Wilmar Avenue. Your Board had additional agenda items on August 9, 2017, December 13, 2017 and July 11, 2018. At the July 11, 2018 Board meeting, the project cost estimate for the Utility Yard Upgrade of



\$2.9 million was presented, including approximately \$800,000 in "off-site" improvements required by the County for curb, gutter sidewalk and roadway improvements and modifications. The District is currently considering a site plan evaluation for property owned by the District on Front Street as an alternative to the upgrades at the utility yard. Email correspondence with the property owner dated July 12, 2018 in response to their request for an easement is also attached. It was the final correspondence prior to the application submitted on October 31, 2018.

Applicant's Right to Appeal

The applicant's right to appeal is based on Article 3(3) of Ordinance 2006-1, which states in part the following:

"When any person...is of the opinion that any provision of the Ordinance is unjust or inequitable as applied to his or her premise or request, he or she may make written application to the Board, stating the special circumstances, citing the provision complained of, and request modification or relief from that provision as applied to him or her."

In addition, although Resolution 2018-04 was adopted on April 25, 2018 authorizing the General Manager to issue Intent-to-Serve letters, it also provided the Board of Directors with the final stated authority:

"The OCSD Board of Directors shall maintain final authority to issue Intent-to-Serve letters, final will-serve letters and other conditions on street lighting services for those land use proposals where the conditions for OCDS municipal services cannot be readily derived from OCSD ordinances, resolutions, rules, regulations and standards and when the owner of the land and/or landowner's agent desires to appeal determinations of the General Manager."

As referenced in the attached Intent-to-Serve letter issued for the applicant, the easements in question are required by Ordinance 2006-1 Article (2)(1)(C)(i).

Other Agency Involvement

The County of San Luis Obispo issues building permits and establishes road related requirements such as curbs, gutters and sidewalks.

Other Financial Considerations

The cost of addressing this appeal is estimated at \$500 - \$1,000.

Results

Initiating facilities planning for the utility yard, in coordination with the neighboring property owner, will help improve the District's overall infrastructure work and promote a well governed community.



Oceano Community Services District

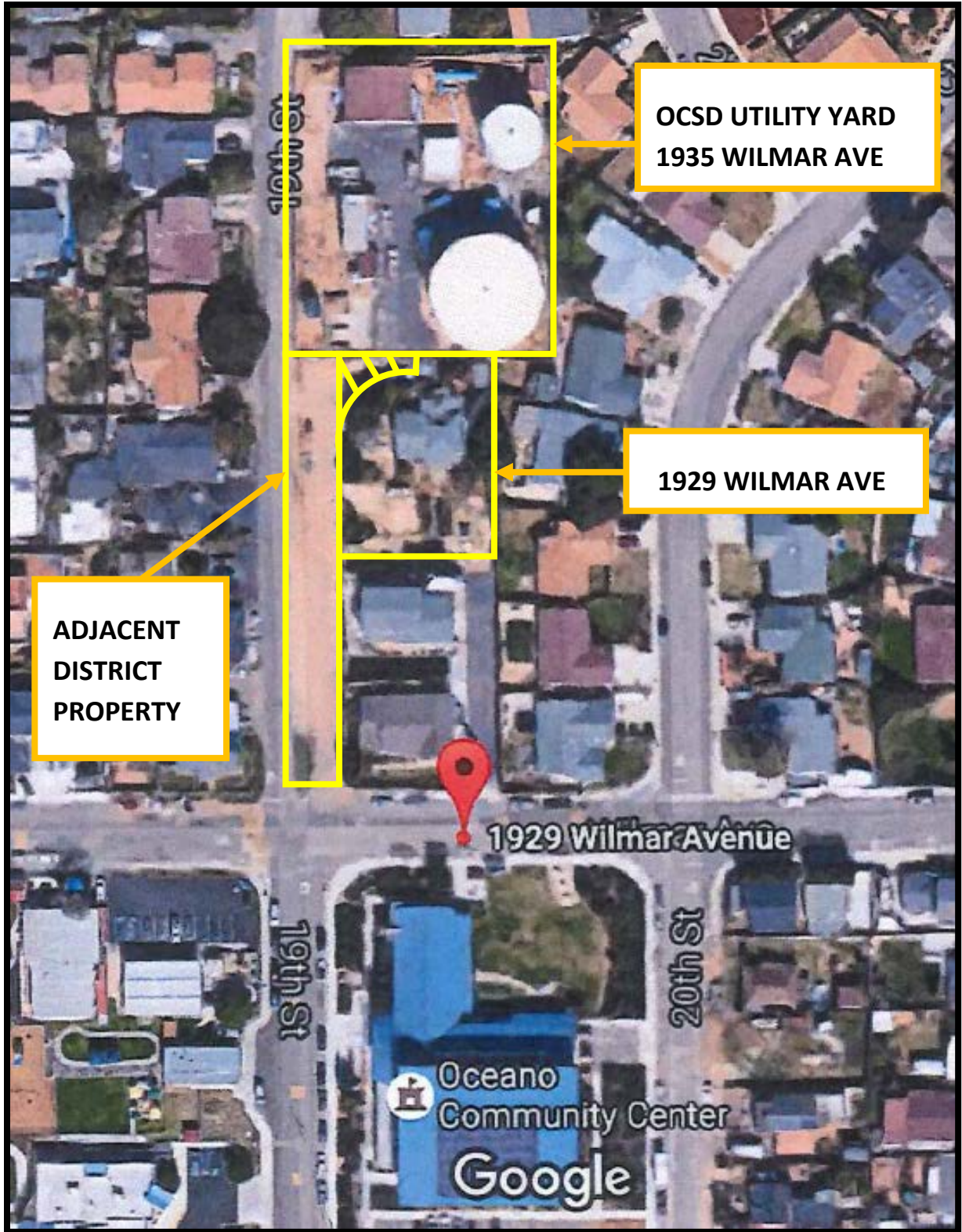
Board of Directors Meeting

Attachments:

- Vicinity Map
- Email Correspondence dated July 12, 2018

- Attachment "A" – Application, Intent-to-Serve letter and email appeal
- Attachment "B" – County permits information and project drawings
- Attachment "C" – Prior Board action relating to the project – See Agenda Addendum

VICINITY MAP



From: [Paavo](#)
To: "Art Vega"
Cc: "Glenn D. Marshall"; ""Nicole Miller" (nicole@oceanocsd.org)"; "Jeffrey Minnery"
Subject: RE: Easements - 19th Street, Oceano - Vega
Date: Thursday, July 12, 2018 4:16:00 PM

Art,

Yes, a number of issues will need to be addressed. The Oceano CSD Board of Directors has not authorized me to grant or approve the easement. With the recent completion of the RRM feasibility study for our site, I indicated to the Board that I would be re-initiating discussions with you on your request for an easement. Please understand that, based on the feasibility study, the District will not be pursuing a project for our site at this time, and consideration of your request will need to reflect our site as-is.

I've cc'd Nicole Miller, who is out this week. She will prepare a reimbursement agreement to cover the District's costs of considering your request. Items that we will need to address include, but are not limited to, the following:

1. I need to understand the County's conditions on your project for curb, gutter & sidewalk, and their design, and if any off-site improvements are being required.
2. An estimated value of the easement needs to be developed - we are simply not able to approve an easement without considering value since that could be considered a gift of public funds.
3. As we previously discussed, we can consider off-site improvements that benefit the District in lieu of cash for the easement.
4. A surveyor will need to be employed to physically describe the easement.
5. Legal counsel will need to be employed to help develop the easement agreement.

Paavo Ogren, General Manager
Oceano Community Services District
1655 Front Street, Oceano CA, 93445
PO Box 599, Oceano CA, 93475
(805) 481-6730 (office); (805) 481-6836 (fax)

-----Original Message-----

From: Art Vega [<mailto:artvega51@gmail.com>]
Sent: Thursday, July 12, 2018 3:08 PM
To: paavo@oceanocsd.org
Subject: Easements

Hello Paavo is there anything else you need from us to officially grant us the easement in writing? Please let us know. Thank you again for working with us. We are submitting plans next week for our addition.

Sent from my iPhone



Oceano Community Services District

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

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

INTENT-TO-SERVE APPLICATION

DATE: 10-31-18

1. This is an application for: **Water and Sewer**
2. SLO County Planning Department/Tract or Development No.: _____
3. Attach a copy of SLO County Application.
Note: District Intent-To-Serve letters expire twelve (12) months from date of issue, unless the project's County application is deemed complete.
4. Project Location: 1929 Wilmar Ave. Oceano Ca. 93445
5. Assessor's Parcel Number (APN) of Lot(s) to be served: 06226108A
6. Owner Name: Arthur + Angie Vega
7. Mailing Address: 1935 Wilmar Ave
8. Email: ARTVEGA @ _____
9. Phone: 661-334-0279 Fax: _____
10. Agent's Information (Architect or Engineer):
Name: Cody McLaughlin
Address: _____
Email: CMArchitect @ Live.com
Phone: 805-704-1713 Fax: _____
11. Type of Project: (Check Box)
 - Single-family dwelling units
 - Multi-family dwelling units
 - Commercial
 - Mixed Use (Commercial & Residential)
 - Private Contractor to perform work
 - We request OCSD to perform work

next to water yard (address)

12. Site Plan:

All projects, please submit two (2) full sets of plans in 11x17 format. (If available, please also submit in digital format). Show parcel layout, water & sewer laterals, and general off-site improvements, as applicable. *Please note that plans will not be returned.*

13. Agreement:

The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, Indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities of any kind whatsoever arising out of or related to this Agreement.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to Indemnify District against any responsibility or liability or contravention of Civil Code §2782.

Comply with all District Rules and Regulations.

Application Processing Fee.....	\$30.00 per structure and/or separate residential unit, whichever is greater.
Initial deposit for fees and costs (see note ¹):.....	\$750.00 per project

Date: 10-31-18

Signed Art Vega
(Must be signed by owner or owner's agent)

Print Name ART VEGA

¹ The initial deposit will be applied to meter costs established by District Ordinance 2006-2, and/or District reimbursable costs established pursuant to Resolution 2015-9. In the event the application is withdrawn or not approved, any remaining balance will be refunded to the applicant. The initial deposit may also need to be increased, along with execution of a Reimbursement Agreement, as provided for in Resolution 2015-9, depending on the complexity of issues involving the applicant's project.



Oceano Community Services District

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

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

November 28, 2018

Arthur and Angie Vega
1935 Wilmar Ave
Oceano, CA. 93445

**SUBJECT: Intent to Serve Letter – Water and Wastewater Collection
APN 062-261-084; OCSD PROJECT #6548 OWNER/PROJECT: VEGA/REMODEL**

Dear Mr. & Mrs. Vega:

The purpose of this letter is in response to your request for a will serve letter dated October 31, 2018 and to provide you with a confirmation that it is the intent of the Oceano Community Services District (OCSD) to serve you water and provide you wastewater collections services for the project described in this letter.

Please understand that prior to obtaining any building permit from the County of San Luis Obispo for the project, you must obtain a final will-serve letter from the District. In order to obtain a final will-serve letter, the conditions of this "intent to serve" letter must be fully satisfied, or otherwise waived or modified by the Board of Directors unless the General Manager is authorized to modify or waive. In addition, other agencies related to the OCSD, specifically the Five Cities Fire Authority (FCFA) and the South San Luis Obispo County Sanitation District (SSLOCSD) may also have conditions that you must satisfy and provide proof of doing so to the OCSD.

In the event that facts and circumstances associated with your application include errors or omissions, or for other reasons needed to ensure compliance with the OCSD ordinances, resolutions and/or rules and regulations, the OCSD reserves the right to modify the conditions prior to approval of the final will serve letter. In the event of non-compliance with the OCSD requirements, the OCSD reserves the right to take any and all actions necessary to ensure compliance and to also request that the County of San Luis Obispo take any and all actions to help ensure compliance, including but not limited to stop notices on construction activities.

Oceano Community Services District intends to serve the residential remodel development proposed for 1929 Wilmar subject to the following conditions:

1. Approval by OCSD of the following items:
 - a. Upgrade the water service to a 1" connection¹ and relocate water and sewer connections to Wilmar. As an alternative to relocating the water and sewer connections, you may have easement(s) prepared² and approved by the District for the connections through District property adjacent to your property.
 - b. Relocate your existing fence on District property to align with property lines. Alternatively, you may prepare a lot line adjustment to reflect the location of the existing fence and a possible property line adjustment along the northwesterly curve of your property.
 - c. Discontinue ingress/egress through District property and other use of District property.

¹ Pursuant to letter from Five Cities Fire Authority dated October 4, 2018

² Pursuant to District Ordinance 2006-1, Article (2)(1)(C)(i)



Oceano Community Services District

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


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

2. Payment of \$ 8,706.44 is due to OCSD. See attached fee calculation.
3. Approval by OCSD of the following items on the project's plans and specifications submitted to the County of San Luis Obispo:
 - a. Onsite water and sewer services and cleanouts.
 - b. Offsite improvements if applicable. If off-site improvements are required, you must provide engineered plans and submit them to the District for review and approval, which may also include requirements from the FCFA and street lighting. You will also be required to execute a reimbursement agreement to cover costs of the OCSD on a time and materials basis.
4. If any of the OCSD facilities are required to be modified because of required conditions of the District or any other agency having jurisdiction over the proposed development, you are responsible for providing plans and specifications to the District for review and approval and for paying the costs of those modifications whether the work is done under your control or by the OCSD. You will also be required to execute a reimbursement agreement to cover costs of the OCSD on a time and materials basis.
5. If District facilities (such as water and/or sewer lines) extend into or across the subject property, you will be required to prepare and submit appropriate easement documents and/or encroachment permits for acceptance by the District's Board of Directors and recording with the County Clerk-Recorder.
6. You must provide letters from FCFA and SSLOCSD that indicates that they have reviewed your project and identifies any conditions that they require of the project. If no conditions are required by FCFA and/or SSLOCSD, the letter(s) must clearly state that no conditions are required.
7. All project improvements approved by OCSD will require final inspections by OCSD prior to the issuance of a final will serve letter.

This intent to serve letter will expire November 28, 2019 and is nontransferable. If you have any questions, please contact the office at (805) 481-6730.

Respectfully submitted,

OCEANO COMMUNITY SERVICES DISTRICT


Celia Ruiz, Will Serve Coordinator

Carey Casciola

From: Arthur Vega <artvega51@gmail.com>
Sent: Friday, November 30, 2018 9:13 AM
To: carey@oceanocsd.org
Subject: Contact Form Submission, Subject: Other | Entry ID 58

Name

Arthur Vega

Email

artvega51@gmail.com

Phone

(661) 334-0279

Subject

Other

Message

Dear OCSD Board,
We would like to be put on the boards agenda for the Dec 12th, 2018 Board of Directors Meeting regarding a will serve letter for the property at 1929 Wilmar (APN 062-261-084). We are in the process of adding 1200sf to our existing home (OCSD Project# 6548/Addition) and need a will serve letter from the district to submit to the county. We are current customers of OCSD and currently have water and sewer service at the property and would like to tie into the existing lines. We would like to discuss the conditions of the letter we received from the district. Thank you for your time.

Best Regards
Art and Angie Vega

Citizen Self Service

(http://www.slocounty.ca.gov/Departments/Planning-Building.aspx)

Permit Number:
PMTR2018-02032

Permit Details | Tab Elements | Main Menu

Type:	Residential - Additions/Alterations	IVR Number:	105004
Status:	In Review	Application Date:	10/03/2018
District:	District 4	Issued Date:	
		Expiration Date:	09/30/2019
		Valuation:	\$457,836.99
		Finalized Date:	

Description: ADDITION TO EXISTING SFD, NEW CONDITIONED LIVING SPACE (1542 SF) INCLUDING A SECOND STORY WITH NEW 3 CAR GARAGE (1227 SF) AND DECK (1092 SF)

[Locations](#) [Inspections](#) [Fees](#) [Sub-Records](#) [Attachments](#) [Contacts](#) [Submittals](#)
[Holds](#) [Meetings](#) [More Info](#)

Locations | Parcels | Next Tab | Permit Details | Main Menu

Locations

Main	Address
<input checked="" type="checkbox"/>	1929 WILMAR AVE OCEANO, CA 93445

Results per page 1 - 1 of 1 << < 1 > >>

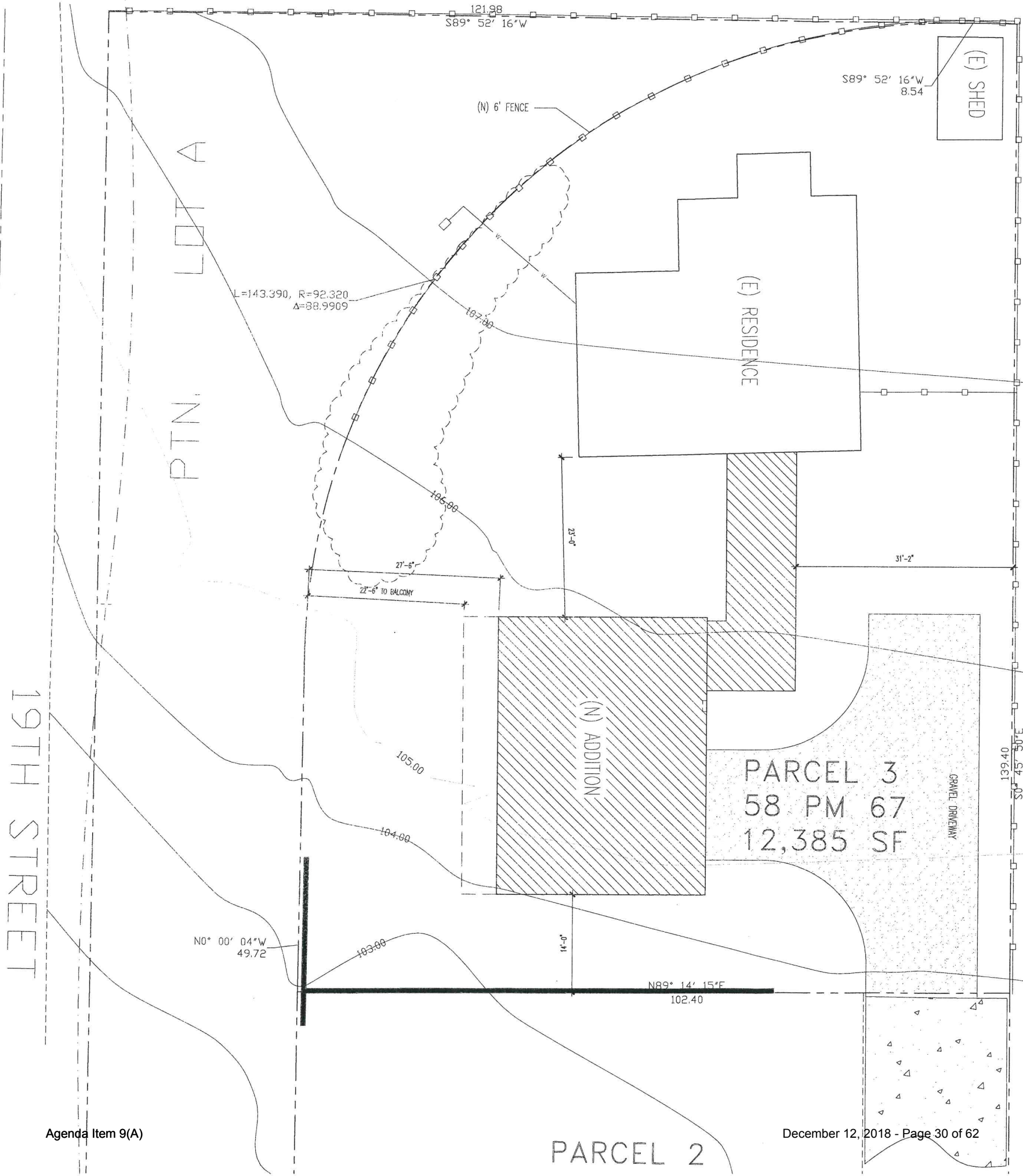
Sort Parcels

Main	Parcel	Section	Township	Range
<input checked="" type="checkbox"/>	062-261-084			

Results per page 1 - 1 of 1 << < 1 > >>

Need help? Email (mailto:planning@co.slo.ca.us?subject=EnerGov CSS Support) or call (805) 781-5600.

©2018, County of San Luis Obispo Department of Planning & Building.



Property Owner/Applicant

Owner: Arthur Vega
 1929 Wilmar Avenue, Oceano, California 93445
 (661) 334.0279

Architect: Cody McLaughlin
 967 South 16th Street, Grover Beach, California 93433
 (805) 704.1713

Engineer: Studio Prime Design + Engineering
 4420 Broad Street, Suite B
 San Luis Obispo, California 93401
 (805) 776.3130

Soils Engineer: GeoSolutions Inc.
 1021 Tama Ln, Santa Maria, CA 93455
 (805) 614.6333

Certified third party verifier: Timothy Carstairs
 Carstairs Energy Calculations
 1019 Los Osos Valley Rd, Los Osos, CA 93402
 (805) 904.9048

Project Description

1,542 sf, two story addition to a single family residence.

APN: 061-261-084
 Zoning: Residential Single Family
 Gross Lot Area: 12,385 sf

This project shall comply with the 2016 editions of the California Residential Code (CRC) and/or California Building Code (CBC), California Mechanical Code (CMC), California Plumbing Code (CPC), California Electrical Code (CEC), and the California Green Building Standards Code, California Energy Code (CEC), all amendments to the CA codes adopted by the County of SLO, and all other codes, regulations, and approvals established by the City of Pismo Beach.

Occupancy Group: R-3/U
 Construction Type: VB
 Sprinklered: Yes, Separate submittal
 Roof Rating: Class A

Coverage

Building footprint, Decks & Stairs >30": 3,109 SF
 Hardscape: 0 SF
 Softscape (E): 9,276 SF

Floor Areas

Conditioned space: 1,542 SF
 Garages: 1,227 SF
 Decks: 1,092 SF

Parking

Covered Spaces: 4

Utilities:

Water	County of San Luis Obispo	(Existing)
Sewer	County of San Luis Obispo	(Existing)
Gas	Southern California Gas	(Existing)
Electricity	Pacific Gas & Electric	(Existing)
Cable	Charter Communications	(Existing)
Telephone	Pacific Bell	(Existing)

No landscaping proposed. Any future landscaping must meet Cal Green tier 1 requirements.

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Electrical Plan	A.4
Electrical Plan	A4.1
California Green Building Code	A.5
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Typical Details	S1.2
Foundation Plan	S2.1
Floor Framing Plan	S2.2
Roof Framing Plan	S2.3
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Structural Details	S3.2
Structural Details	S3.3
Energy Compliance	T24.1
Energy Compliance	T24.2



General Notes

- (THESE NOTES APPLY TO ALL PORTIONS, PHASES & SUBCONTRACTS OF THIS PROJECT.)
- USE OF PLANS: THESE PLANS ARE THE PROPERTY OF CODY McLAUGHLIN ARCHITECT, AND MAY NOT BE USED WITHOUT CODY McLAUGHLIN'S EXPRESS, WRITTEN CONSENT.
 - DIMENSIONS: DO NOT SCALE DRAWINGS. ALL DIMENSIONS ARE ROUGH AND TO FACE OF STUD (F.O.S.). ALL DIMENSIONS SHALL BE FIELD VERIFIED BEFORE COMMENCING WORK. IF ANY VARIATION, DISCREPANCY OR OMISSION IS FOUND, THE CONTRACTOR OR SUB-CONTRACTOR SHALL NOTIFY THE DESIGNER IN WRITING AND OBTAIN WRITTEN RESOLUTION FROM CODY McLAUGHLIN PRIOR TO PROCEEDING WITH ANY RELATED WORK.
 - SITE CONDITIONS: ALL CONTRACTORS AND SUB-CONTRACTORS SHALL VERIFY DIMENSIONS AND CONDITIONS AT THE SITE PRIOR TO COMMENCEMENT OF THEIR WORK. FAILURE TO DO SO SHALL NOT RELEASE THEM FROM THE RESPONSIBILITY OF ESTIMATING THE WORK. IF ANY VARIATION, DISCREPANCY OR OMISSION (BETWEEN THE INTENT OF THESE CONTRACT DOCUMENTS & THE EXISTING CONDITIONS) ARE FOUND, THE CONTRACTOR OR SUB-CONTRACTOR SHALL NOTIFY THE DESIGNER IN WRITING AND OBTAIN WRITTEN RESOLUTION FROM CODY McLAUGHLIN PRIOR TO PROCEEDING WITH ANY RELATED WORK.
 - TEMPORARY FACILITIES: CONTRACTOR SHALL PAY FOR, PROVIDE AND MAINTAIN TEMPORARY FACILITIES FOR PROJECT PROTECTION AND CONSTRUCTION, AND AS REQUIRED BY LOCAL REGULATION AND THESE DOCUMENTS. SUCH FACILITIES INCLUDE, BUT ARE NOT LIMITED TO: TOILETS, LIGHTS, HEATERS, POWER, GAS, FANS, WATER, PHONES, FENCES, SIGNS, SHEDS, ETC. REMOVE FROM SITE UPON COMPLETION OF WORK. OBTAIN BUILDING OFFICIAL OR FIRE MARSHALL APPROVAL PRIOR TO USE OF ANY TEMPORARY HEATING DEVICE.
 - PROTECTION AND SAFETY: CONTRACTOR SHALL PROVIDE AND BE RESPONSIBLE FOR ALL ITEMS (SIGNS, LIGHTS, FENCES, BRACING, ANCHORAGE, FIRE-EXTINGUISHERS, ETC.) NECESSARY FOR THE PROTECTION OF THE PUBLIC, WORKERS, MATERIALS, CONSTRUCTION AND PROPERTY PER LOCAL, STATE AND FEDERAL REQUIREMENTS (INCLUDING EARTHQUAKES, FIRES, SPILLS, ACCIDENTS, EROSION, MUD, DUST, ETC.). STAGING OF MATERIALS AND EQUIPMENT SHALL NOT OVERLOAD ANY EXISTING, NEW AND/OR TEMPORARY STRUCTURES ON THE BUILDING SITE.
 - CHANGES: CHANGES TO APPROVED PLANS AND SPECIFICATIONS SHALL BE MADE ONLY IN WRITING AND SHALL BE APPROVED BY THE DESIGNER AND THE CITY. CONTRACTOR SHALL ASSUME RESPONSIBILITY AND COSTS FOR ALL CHANGES LATER IN THE PROJECT CAUSED BY THE ORIGINAL CHANGE.
 - SUBSTITUTIONS: SUBSTITUTIONS REQUIRE OWNER AND DESIGNER'S APPROVAL. FAILURE TO GAIN APPROVAL IS SUFFICIENT GROUND FOR ORDERING REMOVAL OF PRODUCT AT CONTRACTOR'S EXPENSE.
 - ALL APPLIANCES, PLUMBING FIXTURES, CABINETS/BUILT-INS, ACCESSORIES AND FINISHES LISTED ON THE DRAWINGS SHALL BE SPECIFIED BY THE OWNER OR OWNER'S REPRESENTATIVE, U.S.O.
 - Prior to start of construction, the contractor shall schedule a preconstruction conference with all parties involved at the project site to review the special inspection requirements, procedures, and individual special inspectors that will be assigned to the project, as well as requirements for structural observation. Contractor shall contact the SLO County Building Division to confirm an acceptable meeting date and time.
 - An automatic fire sprinkler system is required for all new dwellings. Sprinkler systems shall be designed and installed in accordance with CRC Sec. R313.3 or NEPA 13D. Provide plans, details, and calculations for proposed sprinkler system under a separate permit application. Deferred submittals are not allowed. The permit for the fire sprinkler system shall be issued concurrent with the building permit for the project. [§ R313.1.1, R313.2.1 CRC]
 - A licensed surveyor or engineer shall verify building orientation prior to foundation inspection. Submit documentation and obtain approval prior to submitting request for inspection.
 - A licensed surveyor or engineer shall verify pad elevations, finish floor elevation, and setbacks prior to foundation inspection, and roof elevations, prior to roof sheeting inspection. Submit documentation and obtain approval prior to submitting request for inspection.
 - Energy compliance forms CE-6R and CE-4R will be completed and submitted to the Building Inspector at time of Final Inspection.
 - R306.3 All plumbing fixtures shall be connected to a sanitary sewer or to an approved private sewage disposal system.
 - R306.4 All plumbing fixtures shall be connected to an approved water supply. Kitchen sinks, lavatories, bathtubs, showers, bidets, laundry tubs and washing machine outlets shall be provided with hot and cold water.
 - R307.2 Bathtub and shower floors and walls above bathtubs with installed shower heads and in shower compartments shall be finished with a nonabsorbent surface. Such wall surfaces shall extend to a height of not less than 6 feet (1829 mm) above the floor.
 - Applications for which no permit is issued within 180 days following the date of application shall expire by limitation. (R105.3.2 CRC)
 - Water heater must be strapped to wall. (507.3 CPC)
 - R309.6 Automatic garage door openers. Automatic garage door openers, if provided, shall be listed in accordance with UL 325.
 - Glazing in the following locations shall be safety glazing conforming to the human impact loads of section R308.3. Exceptions R308.4 Glazing in enclosures for or walls facing hot tubs, whirlpools, saunas, steam rooms, bathtubs and showers where the bottom exposed edge of the glazing is less than 60 inches (1524 mm) measured vertically above any standing or walking surface.
 - Vehicle access door shall comply with section R612.4.
 - R319.1 Buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property.
 - Protection of wood and wood based products from decay shall be provided in the locations specified per section R317.1. by the use of naturally durable wood or wood that is preservative-treated in accordance with AWPA U1 for the species, product, preservative and end use. Preservatives shall be listed in section 4 of AWPA U1.
 - Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. Work shall be considered suspended or abandoned if substantial approval of one of the required progress inspections is not accomplished every 180 days. Before such work can be recommenced, a new permit shall be first obtained, and the fee therefor shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after one year, the permittee shall pay a new full permit fee. (R105.5 CRC)
 - Water piping materials within a building shall be in accordance with Sec. 604.1 of the California Plumbing Code. Pex, CPVC and other plastic water piping systems shall be installed in accordance with the requirements of Sec. 604 of the CPC, Installation Standards of Appendix 1 of the CPC and manufacturers recommended installation standards. CPVC water piping requires a Certification of Compliance as specified in Sec. 604.1.1 of the CPC prior to permit issuance.

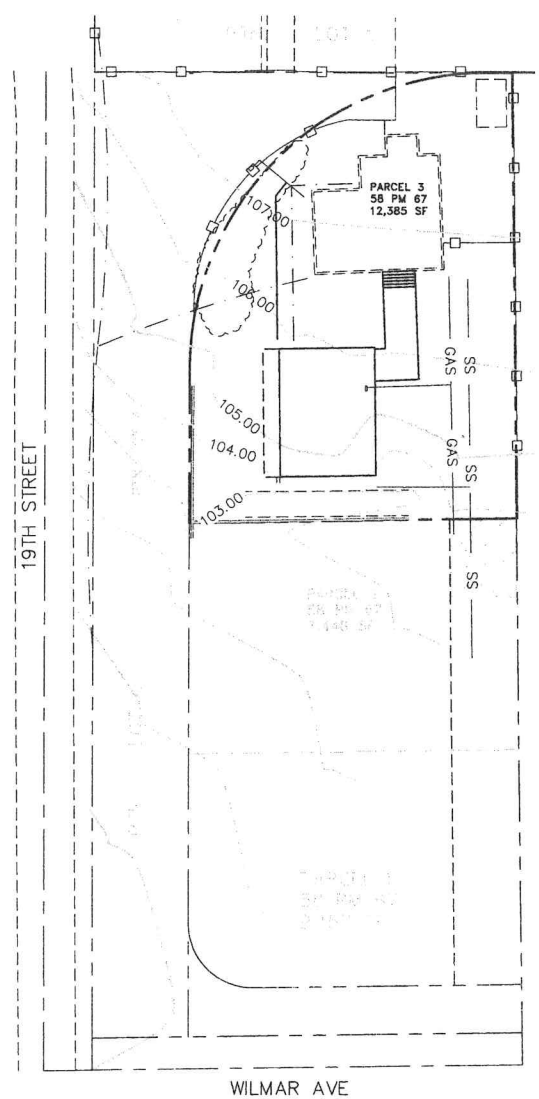
Proposed Site Plan

Architect
Cody McLaughlin
967 South 16th Street
Grover Beach, CA 93433
(805) 704-1713

1929 Wilmar Avenue
Oceano, California

GRADING NOTES:

1. ALL GRADING AND RELATED CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS AND ADOPTED ORDINANCES OF THE COUNTY OF SAN LUIS OBISPO INCLUDING THE 2013 CALIFORNIA RESIDENTIAL CODE, 2013 CALIFORNIA BUILDING CODE AND THE LATEST VERSION OF THE COUNTY OF SAN LUIS OBISPO PUBLIC IMPROVEMENT STANDARDS.
2. ALL GRADING SHALL BE INSPECTED BY A REGISTERED SOILS ENGINEER SO THAT THE REQUIRED CERTIFICATION OF GRADING CAN BE SUBMITTED TO THE COUNTY.
3. ALL CONTACT SURFACES BETWEEN ORIGINAL GROUND AND RECOMPACTED FILL MATERIAL SHALL BE EITHER HORIZONTAL OR VERTICAL. ALL ORGANIC NON-COMPLYING FILL OR UNSTABLE SOIL MATERIAL SHALL BE REMOVED AND THE REMAINING SURFACE SCARIFIED TO A DEPTH OF AT LEAST 12 INCHES UNLESS DEEPER EXCAVATION IS REQUIRED BY THE ENGINEER. AREAS OF FILL SHALL BE BENCHED (PER THE RECOMMENDATIONS OF THE PROJECT SOILS REPORT) AND RECOMPACTED PRIOR TO REPLACING FILL AND OBSERVED BY A SOIL OR CIVIL ENGINEER.
4. FILL MATERIAL SHALL BE SPREAD IN LIFTS OF APPROXIMATELY 6 INCHES MOISTENED OR DRIED TO NEAR OPTIMUM MOISTURE CONTENT AND RECOMPACTED TO A MINIMUM OF 95 PERCENT RELATIVE COMPACTION WITHIN 30 INCHES OF TRAVELED WAY AND 90 PERCENT RELATIVE COMPACTION ELSEWHERE. THE MATERIALS FOR ENGINEERED FILL SHALL BE APPROVED BY THE SOILS ENGINEER. ANY IMPORTED MATERIALS MUST BE APPROVED BEFORE BEING BROUGHT TO SITE. THE MATERIALS USED SHALL BE FREE OF ORGANIC MATTER AND OTHER DELETERIOUS MATERIALS.
5. FIELD DENSITY TESTS SHALL BE MADE UNDER THE DIRECTION OF THE SOILS ENGINEER ON EACH COMPACTED LAYER. AT LEAST ONE (1) TEST SHALL BE MADE FOR EACH FIVE HUNDRED (500) CUBIC YARDS OR A FRACTION THEREOF PLACED WITH A MINIMUM OF TWO (2) TESTS PER LAYER IN ISOLATED AREAS OR AS DIRECTED BY THE COUNTY'S CONSTRUCTION INSPECTOR.
6. ALL FILL TO BE COMPACTED AS INDICATED IN THE RECOMMENDATION OF THE SOILS REPORT AND SO CERTIFIED BY TESTS AND REPORTS FROM THE PROJECT SOILS ENGINEER IN CHARGE OF THE GRADING CERTIFICATION.
7. ALL ABANDONED UNDERGROUND TANKS, PIPES, CONCRETE, AND OTHER SUCH UNSUITABLE MATERIAL SHALL BE BROUGHT INTO CONFORMANCE WITH LOCAL ABANDONING STANDARDS OR REMOVED FROM THE PROJECT AND TRANSPORTED TO A SUITABLE DISPOSAL SITE. SEPARATE PERMITS SHALL BE OBTAINED PRIOR TO WORK.
8. ALL PERMANENT SLOPES AND DISTURBED AREAS SHALL BE PLANTED FOR EROSION CONTROL WITH APPROVED PERENNIAL VEGETATION WHICH SHALL BE DENSE AND GROWING PRIOR TO FINAL ACCEPTANCE.
9. DURING GRADING AND UNTIL LANDSCAPED IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE DUST CONTROL, BY MAINTAINING APPROPRIATE MOISTURE CONTENT, TO THE SATISFACTION OF THE ENGINEER OF WORK.
10. PROJECT GRADING SHALL TAKE PLACE DURING THE DRY SEASON OF THE YEAR WHICH IS DEFINED AS BETWEEN APRIL 15TH AND OCTOBER 15TH PER SECTION 22.05.036 OF THE COUNTY LAND USE ORDINANCE. IF WORK IS TO BE DONE OR LEFT IN AN UNFINISHED STATE AT ANY TIME SEDIMENTATION AND EROSION CONTROL MEASURES ARE TO BE IMPLEMENTED.
11. WORK SHALL BE DONE IN ACCORDANCE WITH THE SOILS ENGINEERING REPORT BY BEACON GEOTECHNICAL DATED FEBRUARY 9, 2015.
12. EXCESS MATERIAL IS TO BE DISPOSED OF OFFSITE IN AN ACCEPTABLE LOCATION. (FOR WORK WITHIN PUBLIC RIGHT-OF-WAYS)
13. CONTRACTOR SHALL VERIFY THAT EITHER RIGHTS OR ENTRY OR CONSTRUCTION EASEMENTS APPROVED BY THE COUNTY AND SIGNED BY INDIVIDUAL PROPERTY OWNERS EXIST PRIOR TO GRADING OR DEMOLISHING OR REMOVING AND REPLACING ON PRIVATE PROPERTY.
14. CONTRACTOR TO PROVIDE NOTICES AS REQUIRED BY THE COUNTY PRIOR TO GRADING OR ANY CONSTRUCTION ACTIVITY. INDICATE PROPERTY OWNER TO BE RESPONSIBLE TO REMOVE ANY PLANTINGS OR IMPROVEMENTS THEY DESIRE TO KEEP THAT ARE IN THE RIGHT OF WAY ADJACENT TO THEIR PROPERTY.
15. A SOIL OR CIVIL ENGINEER TO DETERMINE THAT THE GRADING WAS PERFORMED IN SUBSTANTIAL CONFORMANCE WITH THE APPROVED PLANS AND IS SUITABLE TO SUPPORT THE INTENDED STRUCTURE.
16. FINAL REPORTS SHALL BE REQUIRED IN ACCORDANCE WITH UBC APPENDIX CHAPER 3318.1 & TABLE 1704.7

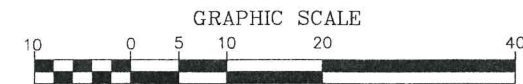


OVERALL 1"=30'

PRELIMINARY EARTHWORK QUANTITIES:

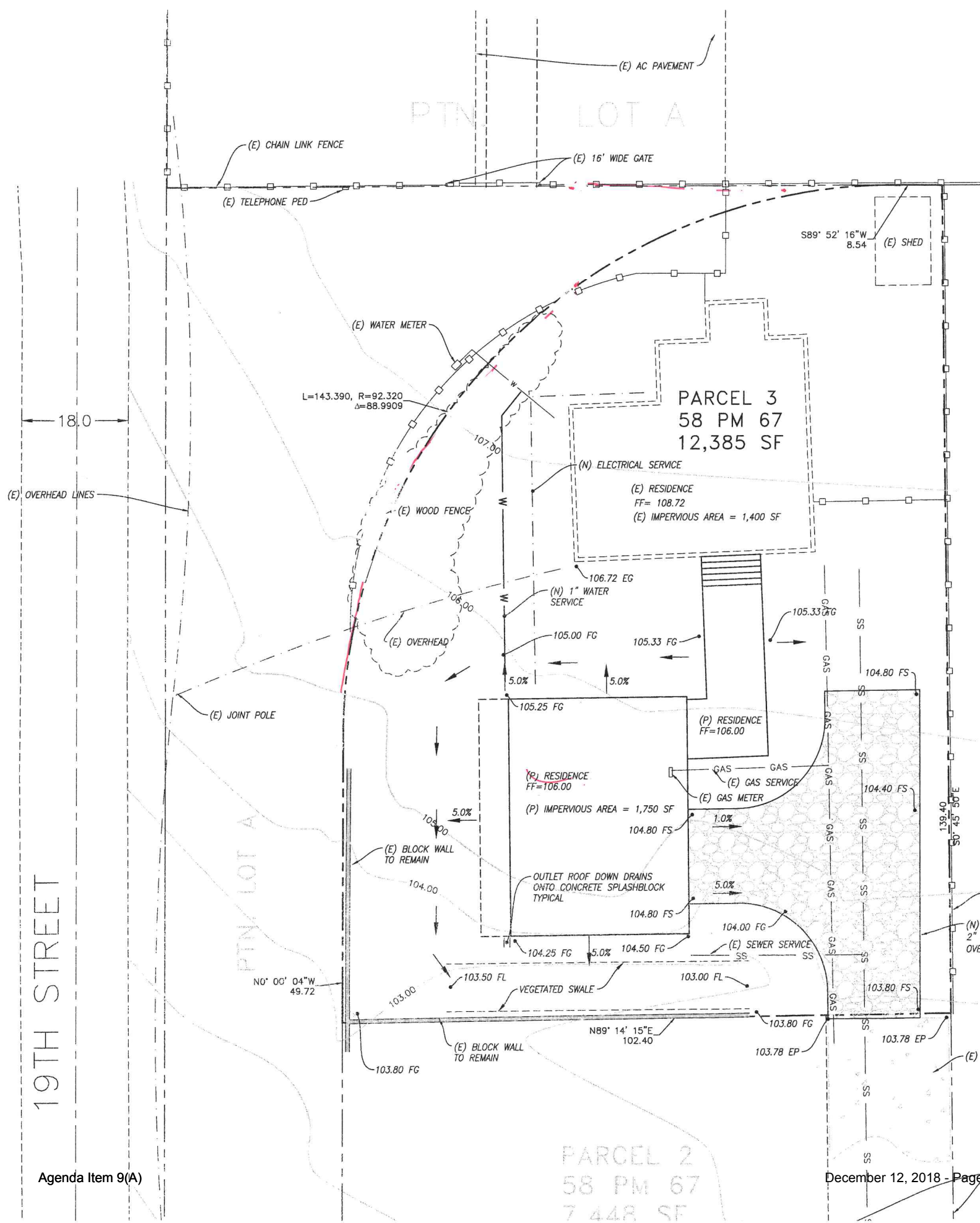
CUT: 50 CY CUT
 FILL: 50 CY FILL
 NET: BALANCED
 TOTAL GRADING 100 CY
 AREA OF DISTURBANCE = 2,000 SQUARE FEET
 MAXIMUM CUT: 1.0 FT
 MAXIMUM FILL: 1.0 FT

EARTHWORK QUANTITIES ARE FOR BONDING AND PERMITTING PURPOSES ONLY. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING QUANTITIES FOR CONSTRUCTION PURPOSES.



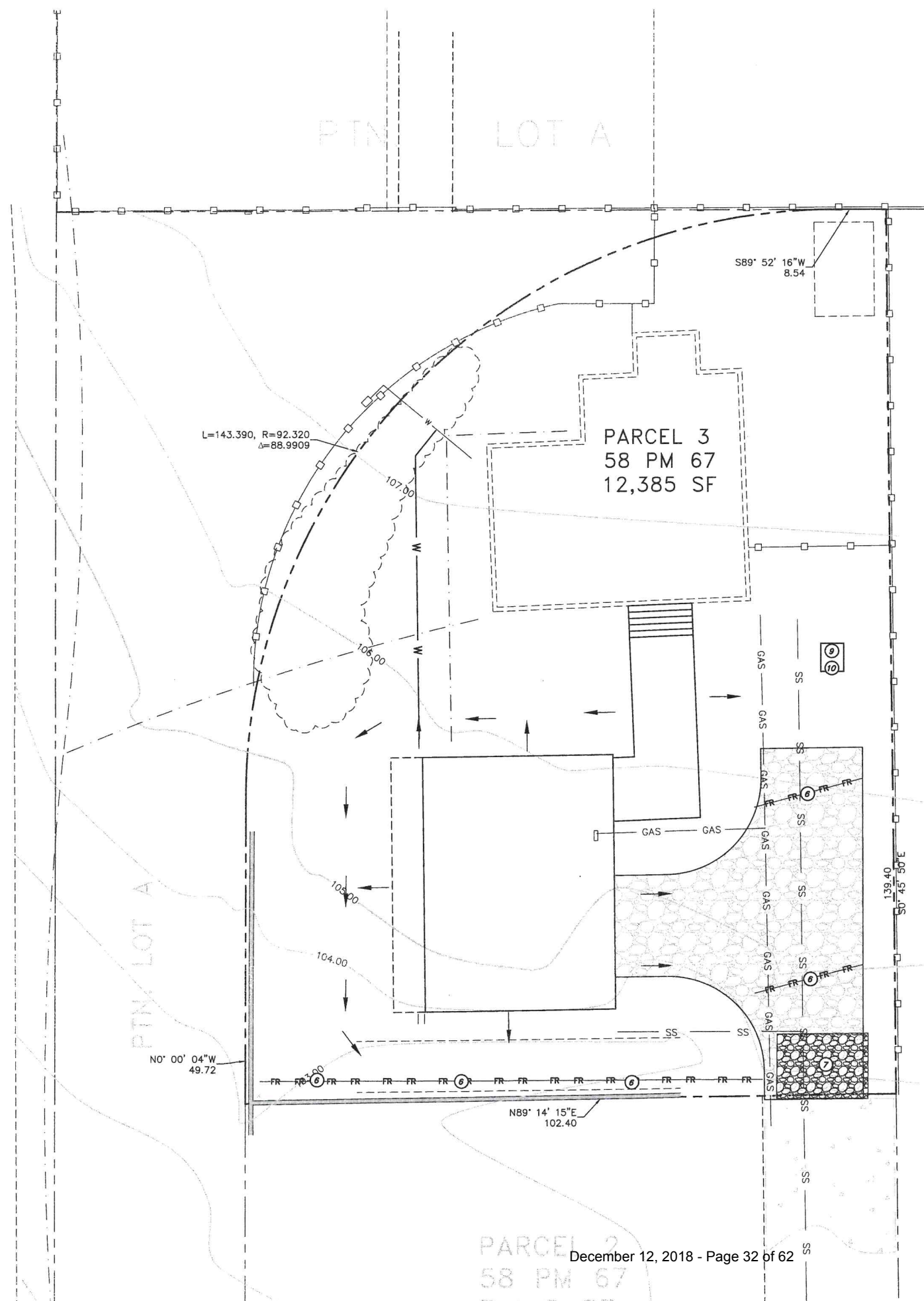
CIVIL DESIGN SOLUTIONS
 234 Atlantic City Ave
 GROVER BEACH, CA 93438
 805 621 3050
 ROB@CIVILDDESIGN-SOLUTIONS.COM

1929 WILMAR GRADING AND DRAINAGE PLAN
 COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA
 DESIGN/DRAWN: CITY PLAN
 CHECK: [Signature]



Agenda Item 9(A)

19TH STREET



LEGEND

#	BMP	NAME	SYMBOL
1	EC-2	PRESERVATION OF (E) VEGETATION	[Stippled pattern]
2	EC-4	HYDROSEEDING/LANDSCAPING	[Dotted pattern]
3	EC-9	EARTH DIKES & DRAINAGE SWALES	[Dashed line]
4	EC-10	INLET PROTECTION	[Square symbol]
5	SE-1	SILT FENCE	[Line with 'SF' markers]
6	SE-5	STRAW WATTLE/FIBER ROLL	[Line with 'FR' markers]
7	TC-1	STABILIZED CONSTRUCTION ENTRANCE	[Stippled area]
8	WM-3	STOCKPILE MANAGEMENT	SEE PLAN
9	WM-5	SOLID WASTE MANAGEMENT	SEE PLAN
10	WM-8	CONCRETE WASTE MANAGEMENT	SEE PLAN

* REFER TO CALIFORNIA STORMWATER BMP HANDBOOK FOR INSTALLATION, MONITORING, AND MAINTENANCE REQUIREMENTS AND FOR ADDITIONAL DETAILS. SEE SHEET E3 FOR CONSTRUCTION DETAILS.

EROSION CONTROL NOTES

1. THE GRADING CONTRACTOR SHALL BE RESPONSIBLE FOR CLEANUP OF SILT AND MUD ON ADJACENT STREETS DUE TO CONSTRUCTION ACTIVITY.
2. THE CONTRACTOR SHALL CHECK AND MAINTAIN LINED AND UNLINED DITCHES AFTER EACH RAINFALL.
3. EQUIPMENT AND WORKERS FOR EMERGENCY WORK SHALL BE MADE AVAILABLE AT ALL TIMES DURING THE RAINY SEASON. ALL NECESSARY MATERIALS SHALL BE STOCKPILED ON SITE AT CONVENIENT LOCATIONS TO FACILITATE RAPID CONSTRUCTION OF TEMPORARY DEVICES WHEN RAIN IS IMMINENT.
4. DEVICES SHOWN ON PLANS SHALL NOT BE MOVED OR MODIFIED WITHOUT THE APPROVAL OF THE RESIDENT ENGINEER.
5. THE CONTRACTOR SHALL RESTORE ALL EROSION CONTROL DEVICES TO WORKING ORDER TO THE SATISFACTION OF THE INSPECTOR AFTER EACH RUNOFF-PRODUCING RAINFALL.
6. THE CONTRACTOR SHALL INSTALL ADDITIONAL EROSION CONTROL MEASURES AS MAY BE REQUIRED BY THE CITY ENGINEER DUE TO UNCOMPLETED GRADING OPERATIONS OR UNFORESEEN CIRCUMSTANCES WHICH MAY ARISE.
7. THE CONTRACTOR SHALL BE RESPONSIBLE AND SHALL TAKE NECESSARY PRECAUTIONS TO PREVENT PUBLIC TRESPASS ONTO AREAS WHERE IMPOUNDED WATERS CREATE A HAZARDOUS CONDITION.
8. ALL EROSION CONTROL MEASURES PROVIDED PER THE APPROVED GRADING PLAN SHALL BE INCORPORATED HEREON.
9. GRADED AREAS AROUND THE PROJECT PERIMETER MUST DRAIN AWAY FROM THE FACE OF THE SLOPE AT THE CONCLUSION OF EACH WORKING DAY.
10. ALL REMOVABLE PROTECTIVE DEVICES SHOWN SHALL BE IN PLACE AT THE END OF EACH WORKING DAY WHEN THE FIVE-DAY RAIN PROBABILITY FORECAST EXCEEDS 40%.
11. THE ENGINEER OF RECORD TO PROVIDE WRITTEN VERIFICATION THAT THE EROSION/SEDIMENT CONTROL DEVICES ARE PROPERLY INSTALLED AND ARE BEING MONITORED BEFORE AND AFTER EACH STORM. A PRE CONSTRUCTION MEETING IS REQUIRED WITH THE INSPECTOR. CALL BOB RUDD AT 461-6200.
12. EROSION CONTROL MEASURES SHALL BE IMPLEMENTED AND MAINTAINED TO THE SATISFACTION OF THE BUILDING INSPECTOR AND PUBLIC WORKS DIRECTOR DURING ALL DEMOLITIONS, CONSTRUCTION AND GROUND DISTURBING ACTIVITIES.
13. THE ADJOINING STREET SHALL BE CLEANED BY SWEEPING TO REMOVE DIRT, DUST MUD AND CONSTRUCTION DEBRIS AT THE END OF EACH DAY.
14. TEMPORARY EROSION CONTROL MEASURES SHALL BE REMOVED WHEN PERMANENT IMPROVEMENTS, PLANTINGS, AND FACILITIES ARE IN PLACE. TEMPORARY MEASURES SHALL BE REMOVED PRIOR TO FINAL INSPECTION APPROVALS.

DUST CONTROL NOTES (WM-1)

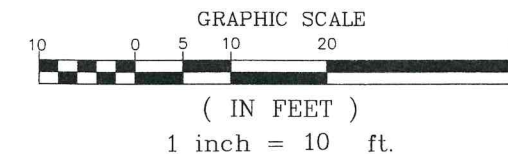
CONSISTENT WITH GRADING STANDARDS AND THE CITY ADOPTED UNIFORM BUILDING CODE, ALL GRADED SURFACES SHALL BE WETTED, PROTECTED OR CONTAINED IN SUCH A MANNER AS TO PREVENT DUST OR SPILL UPON ANY ADJOINING PROPERTY OR STREET. THE FOLLOWING MEASURES SHALL CONSTITUTE THE PROJECTS DUST MANAGEMENT PROGRAM AND SHALL REMAIN IN EFFECT DURING PROJECT CONSTRUCTION:

- A. REGULAR WETTING OF GRADED AREAS (AT LEAST ONCE DAILY WITH COMPLETE COVERAGE OF ALL ACTIVE AREAS)
- B. INCREASING FREQUENCY OF WATERING WHENEVER WINDS EXCEED 15 MPH.
- C. CESSATION OF GRADING ACTIVITIES DURING PERIODS OF WINDS OVER 25 MPH
- D. DIRECT APPLICATION OF WATER ON MATERIAL BEING EXCAVATED AND/OR TRANSPORTED ONSITE OR OFFSITE.
- E. WATERING AND COVERING MATERIAL STOCKPILES.
- F. WASH DOWN OR MECHANICAL SWEEPING OF THE PARKING LOT AND STREETS IN THE VICINITY OF THE CONSTRUCTION SITE UPON COMPLETION OF THE WORK

RESPONSIBLE PARTY

THE INDIVIDUAL RESPONSIBLE TO IMPLEMENT & MONITOR THIS EROSION CONTROL PLAN:

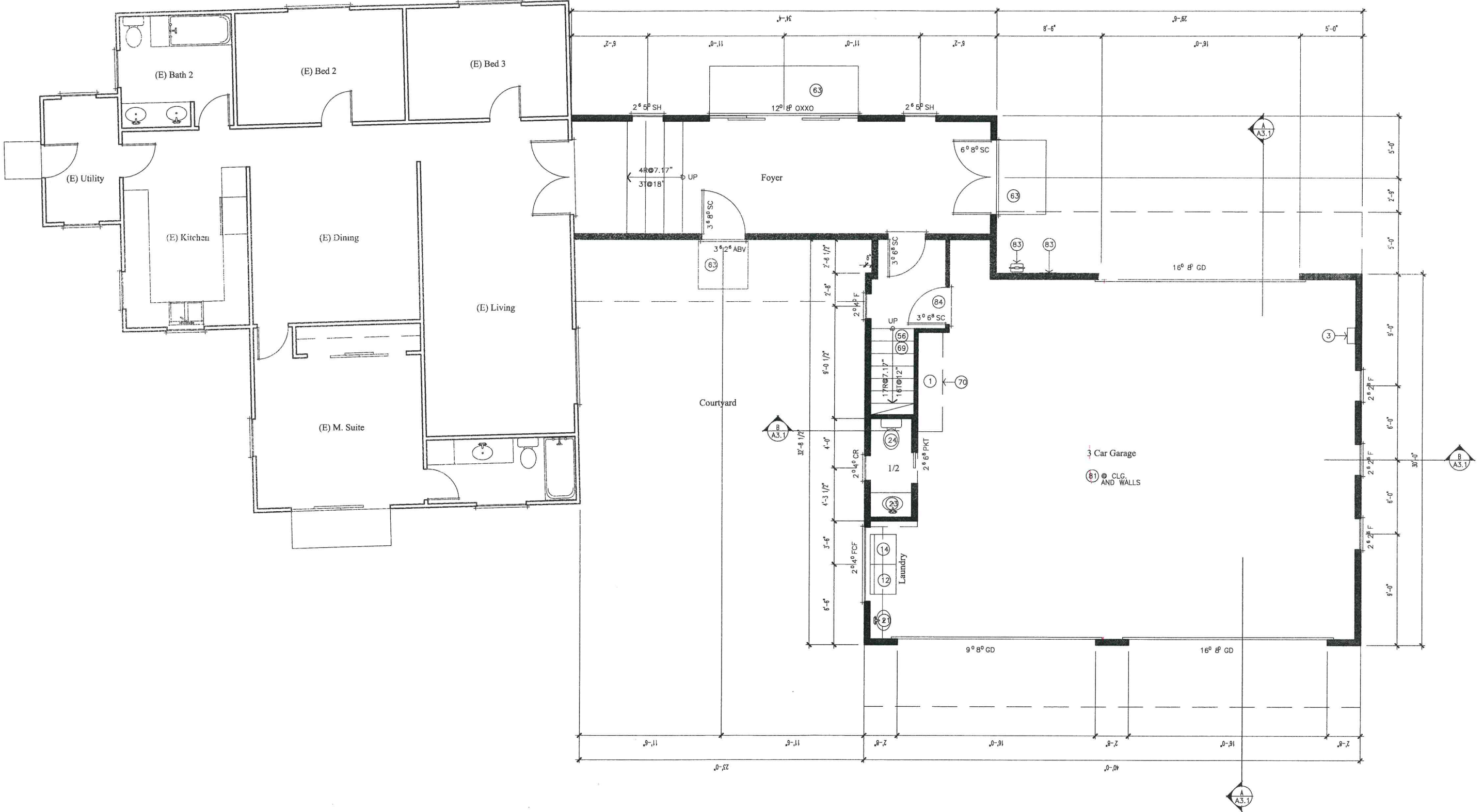
ATTN: MR. ROBERT MONTOYA 805 621 3050



CIVIL DESIGN SOLUTIONS
 254 Atlantic City Ave
 GROVER BEACH, CA 93433
 805 621 3050
 ROBCIVILDDESIGN-SOLUTIONS.CO.

1929 WILMAR EROSION CONTROL PLAN
 COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA

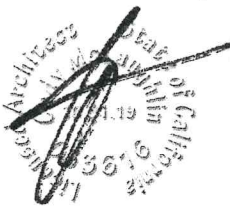
DESIGN/DRAWN: CITY PLAN
 CHECK:



Existing Walls
 New Walls

Cody McLaughlin, Architect
 967 S. 16th Street, Grover Beach, California 93433
 (805) 704-1713 cmarc@live.com

Floor Plan - Lower



1929 Wilmar Avenue
 Oceano, California



ELEVATION KEYNOTES

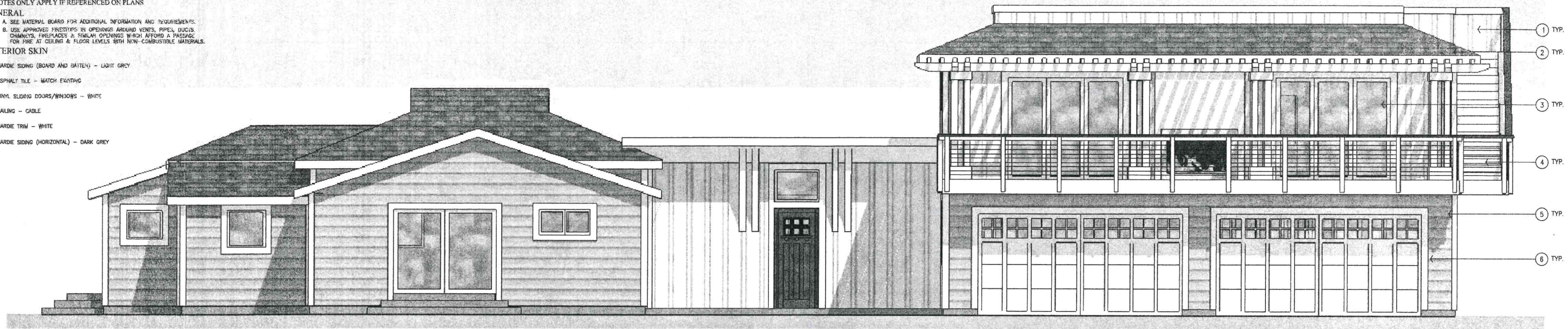
* KEYNOTES ONLY APPLY IF REFERENCED ON PLANS

GENERAL

- A. SEE MATERIAL BOARD FOR ADDITIONAL INFORMATION AND REQUIREMENTS.
- B. USE APPROVED FINISHES IN OPENINGS AROUND VENTS, PIPES, DUCTS, CHIMNEYS, FIREPLACES & SIMILAR OPENINGS WHICH AFFORD A PASSAGE FOR FIRE AT CEILING & FLOOR LEVELS WITH NON-COMBUSTIBLE MATERIALS.

EXTERIOR SKIN

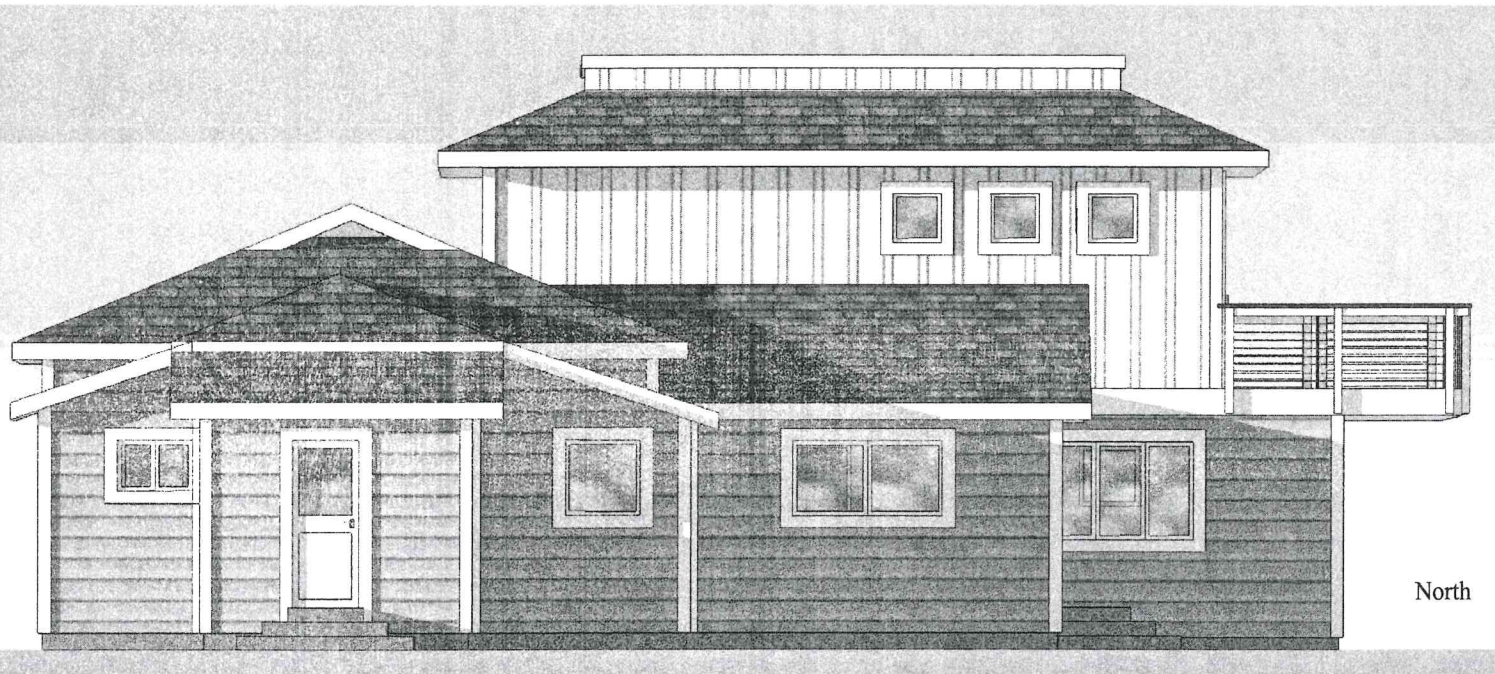
- ① HARDIE SIDING (BOARD AND BATTEN) - LIGHT GREY
- ② ASPHALT TILE - MATCH EXISTING
- ③ VINYL SLIDING DOORS/WINDOWS - WHITE
- ④ RAILING - CABLE
- ⑤ HARDIE TRIM - WHITE
- ⑥ HARDIE SIDING (HORIZONTAL) - DARK GREY



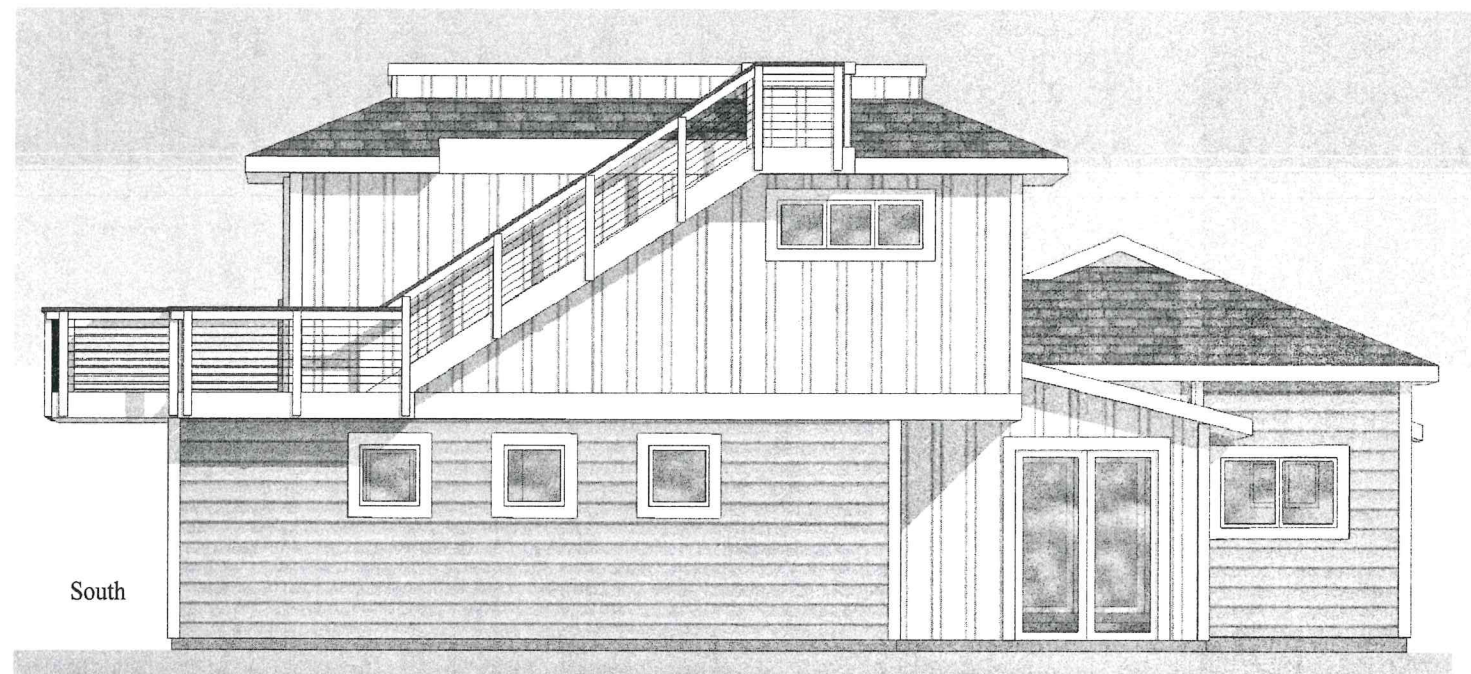
West

Cody McLaughlin, Architect
967 S. 16th Street, Grover Beach, California 93433
(805) 704.1713 cmlaughlin@live.com

Elevations



North



South



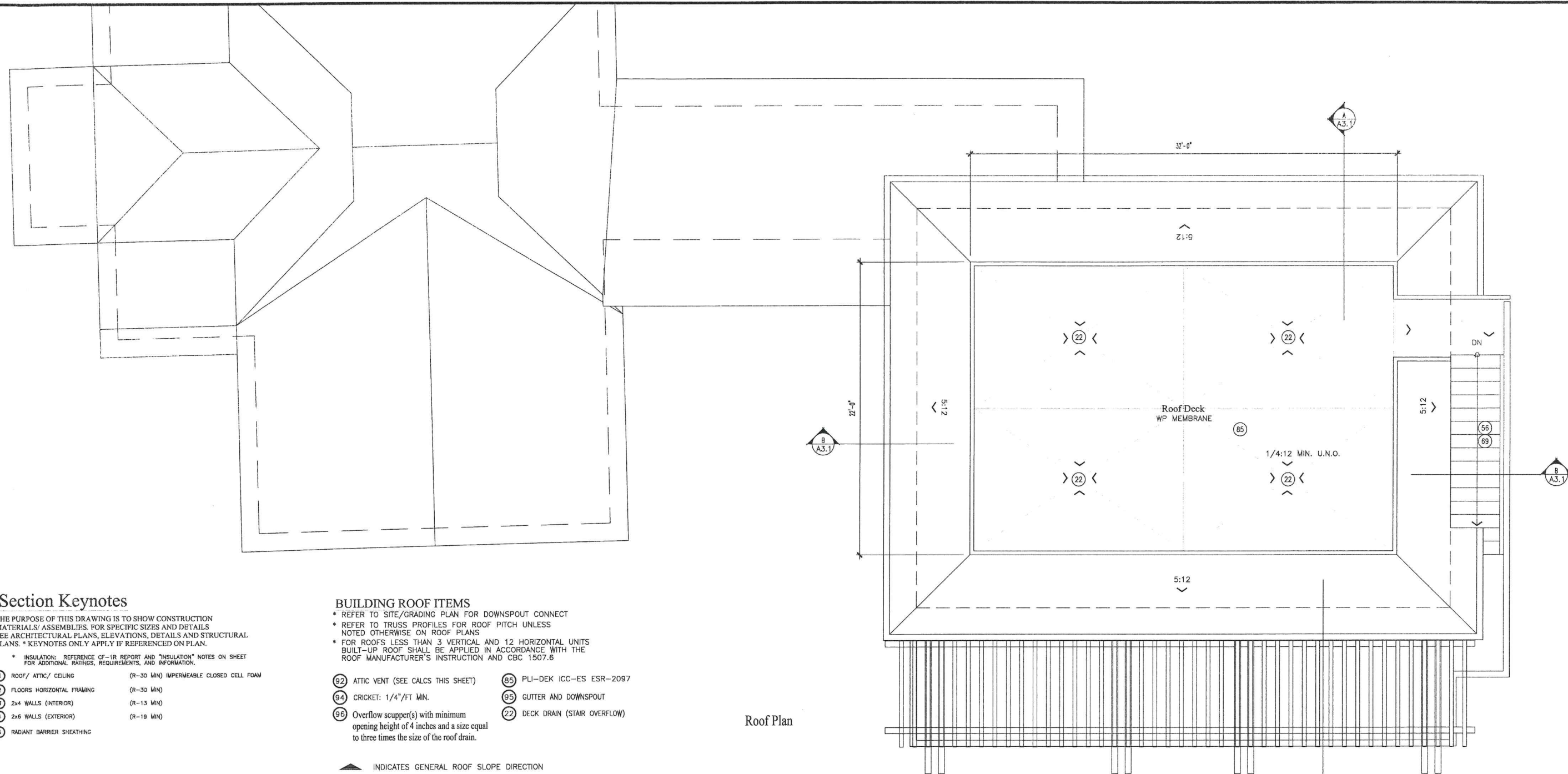
Agenda Item 9(A)

December 12, 2018 - Page 35 of 62

Attachment "B"

MAX. HEIGHT CALC.	
AVERAGE NATURAL GRADE	104.75.00'
<u>.25.00'</u> MAX. HEIGHT	25.00'
MAXIMUM ALLOWABLE HEIGHT =	129.75'
FINISH FLOOR ELEVATION	106.00'
PLATE HEIGHT	9.08'
SECOND FLOOR ELEVATION	1.08'
PLATE HEIGHT	9.08'
ROOF FRAMING	1.08'
ROOF DECK RAILING	3.50'
PROPOSED HEIGHT =	129.74'

1929 Wilmar Avenue
Oceano, California



Roof Plan

Section Keynotes

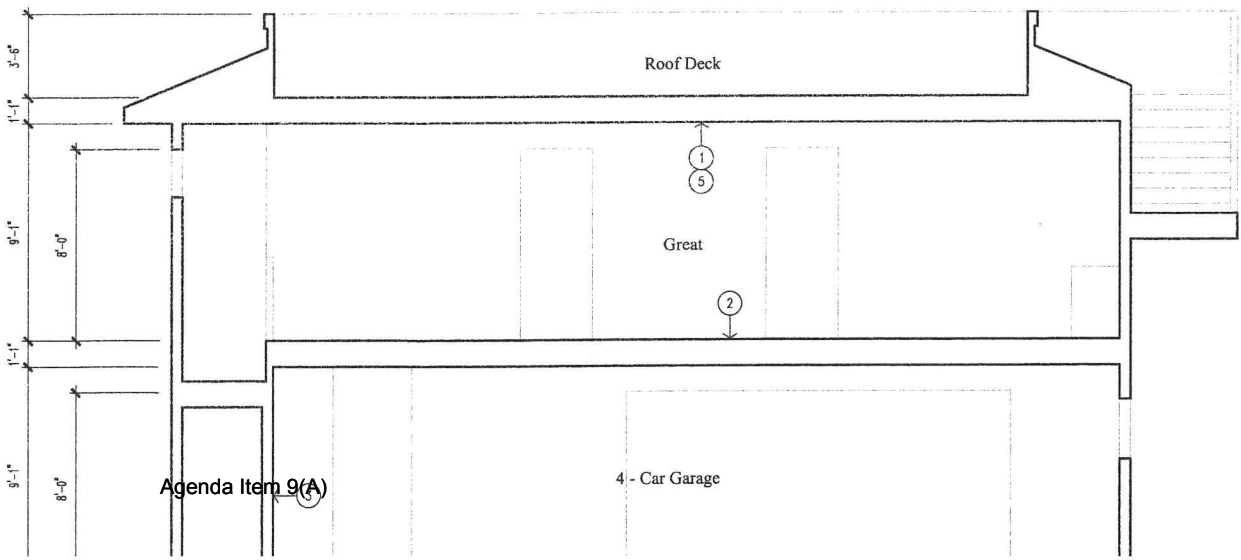
THE PURPOSE OF THIS DRAWING IS TO SHOW CONSTRUCTION MATERIALS/ ASSEMBLIES, FOR SPECIFIC SIZES AND DETAILS SEE ARCHITECTURAL PLANS, ELEVATIONS, DETAILS AND STRUCTURAL PLANS. * KEYNOTES ONLY APPLY IF REFERENCED ON PLAN.

- * INSULATION: REFERENCE CF-1R REPORT AND "INSULATION" NOTES ON SHEET FOR ADDITIONAL RATINGS, REQUIREMENTS, AND INFORMATION.
- ① ROOF/ ATTIC/ CEILING (R-30 MIN) IMPERMEABLE CLOSED CELL FOAM
- ② FLOORS HORIZONTAL FRAMING (R-30 MIN)
- ③ 2x4 WALLS (INTERIOR) (R-13 MIN)
- ④ 2x6 WALLS (EXTERIOR) (R-19 MIN)
- ⑤ RADIANT BARRIER SHEATHING

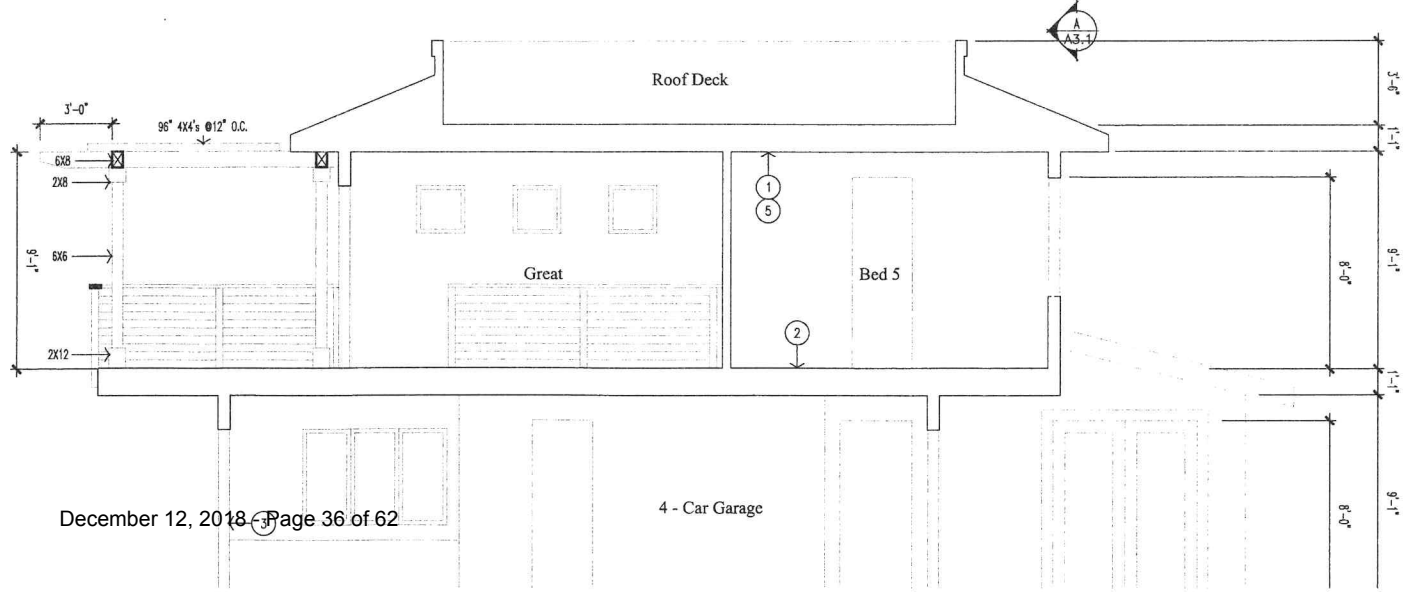
BUILDING ROOF ITEMS

- * REFER TO SITE/GRADING PLAN FOR DOWNSPOUT CONNECT
- * REFER TO TRUSS PROFILES FOR ROOF PITCH UNLESS NOTED OTHERWISE ON ROOF PLANS
- * FOR ROOFS LESS THAN 3 VERTICAL AND 12 HORIZONTAL UNITS BUILT-UP ROOF SHALL BE APPLIED IN ACCORDANCE WITH THE ROOF MANUFACTURER'S INSTRUCTION AND CBC 1507.6
- ⑨2 ATTIC VENT (SEE CALCS THIS SHEET)
- ⑨4 CRICKET: 1/4"/FT MIN.
- ⑨6 Overflow scupper(s) with minimum opening height of 4 inches and a size equal to three times the size of the roof drain.
- ⑨5 PLI-DEK ICC-ES ESR-2097
- ⑨5 GUTTER AND DOWNSPOUT
- ②2 DECK DRAIN (STAIR OVERFLOW)

▲ INDICATES GENERAL ROOF SLOPE DIRECTION



Agenda Item 9(A)





Oceano Community Services District

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

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

Date: December 12, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item 9B: Presentation and Discussion on the Brown Act and other Board training requirements**

Recommendation

It is recommended that your Board review and consider a presentation on the Brown Act provided by legal counsel and other Board training requirements.

Discussion

District legal counsel will provide a presentation on the Brown Act. As part of the District's diligence in conducting its work in an open and transparent manner, consistent with laws and regulations that promote well governed communities, the District is also committed to remaining in compliance with the Brown Act.

In addition to the Brown Act, AB 1661 was passed that requires local officials to receive training in harassment prevention every two years. AB 1234 requires public officials to take an ethics training course within six months of being elected. Every February after an election, the local San Luis Obispo County California Special District Association (CSDA) chapter offers both courses. The date and location of these courses will be announced at a later time and Board members will be contacted to organize attendance of the training. The ethics course can also be taken online through the CSDA website and some Board members have already completed their ethics course through the online option.

Other Agency Involvement

n/a

Other Financial Considerations

The online option and the local CSDA chapter courses are approximately \$50 - \$55 per attendee. The adopted budget for Board Member Training is \$2,000 for fiscal year 2019.

Results

Promoting the Brown Act and public information to residents and property owners helps to ensure a well governed community.



Oceano Community Services District

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

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

Date: December 12, 2018

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item # 9(C): Appointment of 2019 Committee Assignments, Appointments to the Five Cities Fire Authority and the Alternate to the South San Luis Obispo County Sanitation District**

Recommendation

It is recommended that your Board:

1. Appoint board members to Committee Assignments
2. Appoint board members to the Five Cities Fire Authority
3. Appoint the alternate member to the South San Luis Obispo County Sanitation District

Discussion

Attached is the roster of the current year Committee Assignments. Discussion of 2019 assignments should also include consideration of establishing an ad hoc committee for social media and a standing committee for code enforcement covering solid waste programs and compliance with District standards.

There are four types of committee assignments:

1. Committee assignments to other agency Boards and Committees
2. Liaison assignments with other Boards and Committees
3. OCSD Standing Committees - Code Compliance (proposed November 28, 2018)
4. OCSD Ad Hoc Committees - Social Media (proposed November 28, 2018)



Committee Assignments to other agency Boards and Committees

These assignments provide appointees with formal authority to act on behalf of the community. The roles are either as a final decision-maker or they represent an advisory role.

Assignment	Final Decision Making Role	Advisory Role
<i>South San Luis Obispo County Sanitation District Board of Directors</i>	X	
<i>Five Cities Fire Authority Board of Directors</i>	X	
<i>Water Resource Advisory Committee (WRAC)</i> For the San Luis Obispo County Flood Control and Water Conservation District – Countywide Water Resources		X
<i>Regional Water Management Group (RWMG)</i> For the San Luis Obispo County Integrated Regional Water Management Plan (IRWMP)		X
<i>Zone 3 Advisory Committee</i> For the San Luis Obispo County Flood Control and Water Conservation District (Lopez Water Supply Project)*		X
<i>State Water Advisory Committee</i> For the San Luis Obispo County Flood Control and Water Conservation District		X
<i>Oceano Advisory Committee</i> For the County of San Luis Obispo		X

* Note: The Zone 3 Advisory Committee has formal decision-making role to modify delivery of water under the Low Reservoir Response Plan during drought emergencies.

Social Media - Ad Hoc Committee

Creation of an Ad Hoc Committee and appointment of two (2) Directors to the committee to explore social media options was discussed by the Board on November 28, 2018 with the possibility of creating a social media policy. Attached are examples of social media policies from other water districts. Additional policy information is available from the California Special Districts Association. During Board discussion, staff would like to discuss the following:

- The process of evaluating alternative policies
- The social media "vision"
- Time commitments that would impact staffing and other priorities



- Whether an interactive blog site is desired and Brown Act implications
- Potential for efficient distribution of public information

Sanitation District Alternate Appointment

Several current efforts of the Sanitation District may warrant discussions by your Board while considering the appointment of the alternate member. The District was recently issued a Coastal Development Permit for the Redundancy Project, is discharging brine from other agencies under their permit from the Regional Water Board, and is working with the City of Pismo Beach and other Sanitation District agencies in developing Central Coast Blue. Additionally, the County has indicated that their work on the Arroyo Grande Creek Waterway Management Plan will require restoration efforts on a portion of the Oceano Lagoon in the vicinity of the Sanitation District. Altogether and in anticipation of significant upcoming policy decisions for the Sanitation District, your Board's consideration of policy direction while appointing an alternate member may help ensure that the District is proactive on these upcoming decisions.

Other Agency Involvement

n/a

Other Financial Considerations

n/a

Results

Appointment of committee members and representatives to other agencies helps to promote well governed communities.

Attachments: Current Committee Assignments
 Social Media Policy samples

2018 COMMITTEE & SUBJECT MATTER ASSIGNMENTS

COMMITTEE ASSIGNMENTS TO OTHER AGENCY BOARDS AND COMMITTEES				Subject Matter Assignments / Expertise
SSLOCSD	Austin	White	1 st & 3 rd Wed/6:00/Jan.-June OCSD/July-Dec. Arroyo Grande City Council Chamber 215 E. Branch Arroyo Grande, CA 93420	Reclaimed Water
Five Cities Fire Authority	White	Gibson	3 rd Fri./2:00/Grover Beach City Council Chamber 154 S. 8th St. Grover Beach, CA 93433	Emergency Services
Water Resource Advisory Comm. (WRAC)	Replogle	Gibson	1 st Wed/1:30/SLO County Library Room 995 Palm St. San Luis Obispo, CA 93401	Regional Water Programs
Regional Water Mgt. Group (RWMG – IRWMP)	Replogle	Gibson	1 st Wed/9:00/SLO County Library Room 995 Palm St. San Luis Obispo, CA 93401	Regional Water Programs
Zone 3 (Lopez Water)	Gibson	Replogle	3 rd Thurs Odd/6:30/Varies	Water Supply Contracts
State Water	Gibson	Replogle	Varies	Water Supply Contracts
Oceano Advisory	Replogle	n/a	4 th Mon/4:00/OCSD	County Land Use
RFP Ad Hoc Committee	Angello	Gibson	Approve 5/10/2017	
LIAISON AND SUBJECT MATTER ASSIGNMENTS				
Supervisor Liaison	Austin		Varies	
Airport Land Use	Angello & Gibson		3 rd 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	White		Varies (Usually Noon Fri) every other month	
Zone 1/1A	White		3 rd Tues Odd/3:00/Sheriff South Patrol Station 1681 Front St. (Highway 1) Oceano, CA 93445	
LAFCO	White		3 rd Thur/9:00/ County Government Center Board of Supervisors Chamber 1055 Monterey St San Luis Obispo, CA 93401	
RWQCB	Angello		Odd Months/Varies	
NCMA	White & Replogle		Subject Matter Assignment	
RGSP (Regional Groundwater Sustainability Project)	White & Replogle		Subject Matter Assignment; Meetings with other agencies varies	
SLOCOG Sedimentation	White		Varies	
Budgets, Fees and Customer Rates and Charges	Angello		Subject Matter Assignment	
Real Property Lease and Franchises	Angello		Subject Matter Assignment	
Capital Improvement Program	Angello		Subject Matter Assignment	
Rules, Regulations, Policies and Procedures, including SEIU MOU	n/a		Subject Matter Assignment	
District Plans and Projects	Replogle & Angello		Subject Matter Assignment	
IWMA (Integrated Waste Management Advisory)	Replogle			

Nipomo Community Services District (NCSD)

Social Media User Responsibilities and Guidelines

Why the NCSD Social Media Page? This page provides an opportunity to share with the community information about District actions, operations, programs and events.

We encourage you to take part in the conversation: So, share what you know, ask about what you don't. Tell us what you want to know more about.

As a public entity, NCSD must serve its constituents in a civil and unbiased manner. Therefore all content submitted for posting by users will be screened prior to being posted. Content that does not violate the following rules will be posted.

1. No statements that are abusive or libelous, and no personal attacks.
2. No uncivil or vulgar language.
3. If you do not follow the rules your comments may be removed.
4. Please stay on the topics presented and forgive people their spelling errors

These rules and practices are designed to raise the discussion, not limit it. [Click here for our complete Terms of Use.](#)

Got questions? Call our customer service staff at 805-929-1133 or Email to info@ncsd.ca.gov

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[These are the complete 'Terms of Use' if you click above]

RULES REGARDING POSTING OF COMMENTS

General:

All District social media sites are subject to the California Public Records Act (Cal. Gov. Code § 6250 et seq.). Any content maintained in a social media format that is related to District business, including posted communications, and communications submitted for posting, may be public records subject to public disclosure.

All articles, comments and other content posted or submitted for posting as well as personal identifying information for users and visitors to the site, may be subject to public disclosure. Public disclosure requests must be directed to the District office, attention to the General Manager.

The District reserves the right to restrict or remove any content that is deemed in violation of this Policy or any applicable law.

The District will review all content submitted for posting prior to it being posted (the site is proactively moderated for content. Proposed content will be reviewed each business day and posted if it meets the criteria for acceptable content.

Acceptable Content:

Comments that directly pertain to Nipomo Community Services District or related to subjects already posted on the site. Promotion of non-profit community events related to the District or its services.

Unacceptable Content:

Comments or postings containing any of the following shall not be permitted on Nipomo Community Services District social media sites and are subject to unilateral removal and/or restriction without prior notice:

- Profane language or content;
- Content that promotes, fosters or perpetuates discrimination of protected classes;
- Sexual harassment content or pornographic content and language
- Solicitation of commerce, including but not limited to, promotion or advertising of any kind, including a business, organization, event or product for sale. Nipomo Community Services District does not endorse any advertising found on the host site (ie. Facebook, Twitter, etc..)
- Solicitations of commerce or advertisements including promotion or endorsement;
- Comments in support of, or in opposition to any political issues, campaigns or ballot measures;
- Conduct in violation of any federal, state or local law or encouragement of illegal activity;
- Information that may tend to compromise the safety or security of the public or public systems;
- Content intended to defame any person, group or organization;
- Content that violates a legal ownership interest of any other party, such as trademark or copyright infringement;
- Rude, defamatory or personal attacks, as well as false, vicious or malicious statements;
- Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, or national origin;
- Violent or threatening content;
- Disclosure of confidential, sensitive or proprietary information;
- Comments which include personally identifiable information, such as an address, phone number, social security number or other sensitive information.

- Advocating for alteration of hours, wages, and terms and conditions of employment (applies to District employees only).
- Unacceptable content and repeat individual violators shall be removed. Contact District General Manager with any questions or concerns.
- The District website shall remain the primary and predominant source for Internet information.

Status and Context of Comments

Comments by external parties or advertising on Nipomo Community Services District social media page are not official public testimony concerning any project or program. An opinion expressed on the Nipomo Community Services District social media page is posted for general discussion only and is not a substitute for a formal statement in a public hearing process.

NCSD does not necessarily agree with content posted by its media site fans. No comments on any District social media page constitute a binding representation, agreement or an endorsement on the part of NCSD.

NCSD reserves the right to deny access to its social media sites for any individual, who violates the District's Rules and Policies at any time and without prior notice.

Information posted on NCSD social media sites or in any other way provided to NCSD may become public records available to others.

All comments posted to any NCSD social media site are bound by the site host's Statement of Rights and Responsibilities, in the case of Facebook, the site is located at <http://www.facebook.com/terms.php>.

NIPOMO COMMUNITY SERVICES DISTRICT
SOCIAL MEDIA POLICY
EXHIBIT "A"

PURPOSE. Nipomo Community Services District has a business need to augment traditional communication methods with the use of social media channels to further the District's missions and goals.

The District endorses the secure use of social media technology to enhance communication, collaboration and information exchange; streamline processes; and foster productivity improvements. However, their application must not compromise data confidentiality and integrity. The same standards of conduct, principles and guidelines that apply to District employees in the performance of their assigned duties apply to employee social media technology use. This document establishes District social media use policies, protocols and procedures intended to mitigate associated risks from use of this technology where possible.

APPLICABILITY. This policy applies to all District employees and approved volunteers, consultants, service providers and contractors performing business on behalf of the District

POLICY. Use of social media technology shall conform to the policies, protocols and procedures contained, or referenced, herein. All NCSD social media sites shall be managed consistent with the Ralph M. Brown Act (Cal. Gov. Code § 54950 et seq.). Members of the Board of Directors shall not respond to any published postings, or use the District social media sites or any form of communication to respond to, blog or engage in serial meetings, or otherwise discuss, deliberate, or express opinions on any issue within the subject matter jurisdiction of the District.

1.0 Definitions

1.1 SOCIAL MEDIA. The U.S. Government defines social media as the various activities that integrate technology, social interaction, and content creation. Through social media, individuals or groups can create, organize, edit or comment on, combine, and share content. Social media uses many technologies and forms, including social-networking, blogs, wikis, photo-sharing, video-sharing, podcast, social bookmarking, mash-ups, widgets, virtual worlds, microblogs, Really Simple Syndication (RSS) and more. Not all forms of social media may be appropriate.

1.2 OFFICIAL EMAIL ACCOUNT. Email account provided by District that is used for official District business.

1.3 APPROVED SOCIAL NETWORKING SITE. Approved social networking site refers to social networks that General Manager has assessed and approved for use.

1.4 POST. An administrator submitted message/blog in the form of, but may not be limited to, text, videos, photographs, graphics, links (hyperlinks), documents, computer applications, etc.

1.5 COMMENT. A user submitted response to an administrator post.

2.0 Responsibility

2.1 BOARD APPROVAL AND RESPONSIBILITY. Resolution 2014-1358 Social Media Use Policy was approved by the District Board on October 8, 2014. The General Manager, or his designee, is responsible for facilitating the District's Social Media Policy in compliance with established Board rules and protocols. This includes responsibility to audit use of social media and enforce policy compliance.

NIPOMO COMMUNITY SERVICES DISTRICT
SOCIAL MEDIA POLICY
EXHIBIT "A"

2.2 AUTHORIZED USERS. Access to social media networks from within the District's information technology infrastructure is limited to individuals performing official District business and are designated to do so. To ensure the appropriateness of content Designated Social Media User(s) are appointed by the General Manager with authority to use social media on behalf of the District.

2.2.1. Social media network usage shall be limited only to those with a clear business purpose to use the forum.

2.2.2. Appropriate usage levels shall be determined and granted, including identifying what sites the individual is approved to use, as well as defining capability to: publish, edit, comment or view only.

2.2.3. Authorized users shall review the District's social media policies and procedures and are required to acknowledge, in writing, their understanding and acceptance of their scope of responsibility.

2.3 USER BEHAVIOR. The same standards, principles and guidelines that apply to District employees in the performance of their assigned duties apply to employee social media technology use. Users must take care not to violate the Brown Act which requires that decisions of a Governing Board must take place in an open meeting. Likewise users should be aware that the contents of a social media page or a specific post are subject to the Public Records act.

2.3.1. Authorized social media spokespersons shall refrain from participating in social networking discussions related to District business matters in off-District time.

2.3.2. Violations of this policy shall be reviewed on a case-by-case basis and may result in appropriate disciplinary actions.

2.2.3. Employees using social media and the internet for personal use should remember that their comments may be linked with the District. If employees publish content on any social media site outside of the District and it has something to do with the work you do or subjects associated with the District, use a disclaimer such as this: "The postings on this site are my own and don't necessarily represent the District's positions or opinions."

3.0 Procedures

3.1 DISTRICT SOCIAL MEDIA TECHNOLOGY USE MUST CONFORM TO THE LAW, POLICIES AND REGULATIONS. Use of social media technology shall conform to the policies, protocols and procedures contained, or referenced, herein: all applicable federal, state, county, and District laws, regulations and policies. This includes adherence to but may not be limited to established laws and policies regarding copyright, records retention, Freedom of Information Act (FOIA), California Public Records Act, First Amendment, Americans with Disabilities Act (ADA), Health Insurance Portability and Accountability Act (HIPAA), Hatch Act of 1939, privacy laws, and employment related laws.

3.2 APPROVED SOCIAL MEDIA NETWORKS. Designated social media users shall only utilize District approved social media networks for hosting official District social media sites approved by the General Manager.

NIPOMO COMMUNITY SERVICES DISTRICT
SOCIAL MEDIA POLICY
EXHIBIT "A"

4.0 Authenticity Establishment

4.1. MAKING DISTRICT SITES IDENTIFIABLE. District social media sites shall be created and maintained with identifiable characteristics of an official District site that distinguishes them from non-professional or personal uses.

- 4.1.1. District social media network accounts shall be created using an official District email account.
- 4.1.2. Contact information should display an official District email address, include something about being the "official account", and provide a link to the District website.
- 4.1.3. The "Nipomo Community Services District" logo must be displayed.
- 4.1.4. Link (hyperlink) District Social Media User Responsibility Guideline must be displayed conspicuously on the District web site.

5.0 Site Content

5.1. RULES AND GUIDELINES FOR SITE CONTENT. Designated Social Media Users shall review site activity regularly for exploitation, misuse or activities that have the potential to place the District at risk.

5.2. COMPLY WITH PERSONNEL REGULATIONS. Social media content shall fully comply with all of the District's Personnel Management Regulations.

5.3. CONSIDERED PUBLIC RECORDS. Contents posted on District social media sites may be considered public records subject to disclosure under California's Public Record Act. PRA requests for the production of posts on a District social media site shall be referred to the District General Manager and Counsel for review and response.

5.4 CONTENT SUBJECT TO REMOVAL. The following forms of content posted by external and authorized users may be subject to removal if they contain:

- 5.4.1. Profane language or content;
- 5.4.2. Content that promotes, fosters or perpetuates discrimination of protected classes;
- 5.4.3. Sexual harassment content or pornographic content and language
- 5.4.3. Solicitation of commerce, including but not limited to, promotion or advertising of any kind, including a business, organization, event or product for sale. Nipomo Community Services District does not endorse any advertising found on Facebook.
- 5.4.4. Solicitations of commerce or advertisements including promotion or endorsement;
- 5.4.5. Comments in support of, or in opposition to any political issues, campaigns or ballot measures;
- 5.4.6. Conduct in violation of any federal, state or local law or encouragement of illegal activity;
- 5.4.7. Information that may tend to compromise the safety or security of the public or public systems;
- 5.4.8. Content intended to defame any person, group or organization;
- 5.4.9. Content that violates a legal ownership interest of any other party, such as trademark or copyright infringement;
- 5.4.10. Rude, defamatory or personal attacks, as well as false, vicious or malicious statements;

NIPOMO COMMUNITY SERVICES DISTRICT
SOCIAL MEDIA POLICY
EXHIBIT "A"

- 5.4.11. Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, or national origin;
- 5.4.12. Violent or threatening content;
- 5.4.13. Disclosure of confidential, sensitive or proprietary information;
- 5.4.14. Comments which include personally identifiable information, such as an address, phone number, social security number or other sensitive information.
- 5.4.15. Advocating for alteration of hours, wages, and terms and conditions of employment (applies to District employees only).
- 5.4.16. Unacceptable content and repeat individual violators shall be removed. Contact District General Manager and Counsel on any legal issues. See § 6.0 concerning content management and deletion.
- 5.4.17. The General Manager shall have preventative measure in place against potential destructive technical incidents.
- 5.4.18. The District website shall remain the primary and predominant source for Internet information.

6.0 Records Management

- 6.1. ACCESSIBILITY. All content is to be fully accessible to any person requesting documents from the social media site.
- 6.2. SAVING CONTENT BEFORE REMOVING. Content deemed inappropriate per § 5.0 or technically destructive per § 7.0 shall be promptly documented (screenshot/printout), saved pursuant to policies and procedures regarding record retention, and then be removed immediately. Contact District Manager then Counsel on any legal issues.
- 6.3. REMOVING THOSE WHO POST INAPPROPRIATELY. Individuals (e.g., friends, fans or followers) who continue to post inappropriate content shall be removed.
- 6.4 MAINTAINING SITE AND USER RECORDS. The District shall maintain a record of social media sites created for District use, including, but may not be limited to:
 - 6.4.1. A file containing the name of the social media network, account id, password, registered email address, date established, account and agreed to the sites terms of use agreement and/or policy.
 - 6.4.2. A record of the sites usage agreement at the time the site was created and any updated versions.
 - 6.4.3. A list of authorized site content authors and editors.

7.0. Network Security

- 7.1. SECURITY CONTROLS. The District shall have security controls in place to protect District information and technology assets against potential destructive technical incidents.
 - 7.1.1. Perceived or known compromises to the District's internal network shall be promptly reported to the General Manager. Computers, laptops and mobile devices used to administer social media sites shall have up to date software to protect against destructive technical incidents, including but may not be limited to, cyber, virus and spyware/adware attacks.

POLICY NO. 2.7
Social Media Policy

DISTRICT CODE
Chapter xx
Sections x.xx.xx – x.xx.xx

PURPOSE:

The purpose of this Policy is to establish the goals of the District for social media use, provide criteria for choosing social media outlets, identify employees who will represent the District through these outlets, and the type of information that will be conveyed via social media.

The District’s presence on social media is an extension of the District’s communications and outreach efforts and is jointly overseen by the General Manager/CEO or their designee, the Communications & Outreach Manager, and the Information Technology Manager. Social media includes any internet-based networking site, including, but not limited to, blogs, Facebook, Twitter, YouTube, LinkedIn, Instagram, and NextDoor.

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

1. To disseminate time-sensitive information as quickly as possible, such as in the event of an emergency;
2. To increase the District’s ability to broadcast its message to the widest possible audience.

Social media is, by nature, interactive. It is inherently less controllable than traditional media and should be undertaken with full awareness that not all comments and conversations will show the District in a positive light. In addition, by creating a presence on social media, the District is potentially creating a community of users who can talk to each other about the District. However, it is an important opportunity to engage the community in a dynamic conversation, quickly convey information, and to address any comments about District programs and services through conversations that are taking place on social media. It affords two-way communication opportunities that are difficult to create through more traditional communication mediums.

POLICY:

1. All District social media sites shall be (1) approved for content by the General Manager/CEO or their designee; and (2) approved for safe and responsible use by the Information Technology Manager.
2. The Communications & Outreach and Information Technology departments will work together to use social media proficiently, effectively, and safely to communicate District messages and have meaningful dialogue with the public on relevant topics.
3. Any users of CVWD’s social media channels must comply with applicable federal, state, and local laws, and the District’s Computer Use Policy. 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.
4. The District reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.

5. Each District social media site shall include an introductory statement which clearly states the purpose of the site. All social media sites shall include an entry that clearly indicates that content posted or submitted for posting are subject to public disclosure.
6. All District social media sites shall clearly indicate that they are maintained by the District and shall have the District contact information prominently displayed.
7. The General Manager/CEO shall name a designee to monitor content on social media to ensure adherence to this policy, appropriate messaging, consistent branding, and consistency with the Districts goals.
8. Social media pages will be monitored regularly. Comments that are offensive, contain profanity, are from vendors, or spam, will be removed immediately.
9. Any employee who discovers negative comments about the District on the District's, or other, social media sites should notify the General Manager/CEO or their designee immediately in order to correct misinformation.

POSTING GUIDELINES:

One of the main goals of social media is to create a *voice* for the District. As such, it is important that content be posted in a similar context or tone across District social media outlets. The General Manager/CEO or their designee will work with authorized users to identify the tone and review posts to ensure they align with the *voice* the District is working to convey.

Authorized users are to follow these guidelines when interacting on District social media sites:

- Double check the facts before posting to a site;
- Maintain professionalism, honesty, and respect;
- The tone of social media content is often informal, however staff is encouraged to adhere to the District's more formal writing style whenever possible;
- Some questions cannot and should not be answered on social media. It may be more appropriate to ask the poster (person) to contact the District directly.

TRANSPARENCY

CVWD is committed to using social media to enhance transparency and open communications with customers and the general public. In doing such, the General Manager/CEO or their designee will not remove any comments from the public that are negative or disparaging to the District unless the post:

- Contains profane, obscene, or pornographic content and/or language;
- Promotes, fosters, or perpetuates discrimination;
- Makes threats to any person or organization, is defamatory, or is a personal attack;
- Is irrelevant to the topic being discussed.

SOCIAL MEDIA SITES (as of 2/2018)

Facebook.com/CVWDwater

Twitter.com/CVWDwater

YouTube.com/CVWDwater

NextDoor.com (Cucamonga Valley Water District)

LinkedIn.com (Cucamonga Valley Water District)

POLICY REVISION DATES:

03/27/2018 (Resolution No. 2018-3-2)

07/27/2010

Agenda Item 9(C)



Oceano Community Services District

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

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

Date: December 3, 2018

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item #9(D) - Update on emergency actions approved on December 3, 2018 authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping and determine whether the emergency should be terminated, or 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 December 3, 2018 authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping and determine whether the emergency should be terminated, or by a 4/5ths vote, determine that there is a need to continue with emergency actions.

Discussion

On Thursday November 29, 2018, the motor for the District's primary production well (No. 8) failed. Groundwater pumping operations were transitioned to Wells #4 and #6. On Saturday December 2, 2018 Well #4 failed, with the apparent cause relating to the well shaft and/or bowls. Since Well #6 cannot operate without blending with Well #4, the District is solely reliant on water supply deliveries from the County of San Luis Obispo.

On December 3, 2018, the District held a special meeting when Resolution 2018-15 authorizing the General Manager to procure the necessary equipment, services and supplies needed to resume groundwater pumping. As the Board agenda was being completed, the motor for Well #8 was being replaced. An update on the motor replacement effort will be provided at the Board meeting so that the Board can take the necessary action whether to terminate or continue emergency actions.



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 repaired.

Staff will contact the County Office of Emergency Services in the event of any failure of water supply deliveries from the County.

Other Financial Considerations

The Board's authorization to purchase the replacement motor for well #8 is needed because it exceeds the General Manager's purchasing authority. Total costs are estimated at under \$15,000 and no budget adjustments are needed at this time.

Results

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

Attachments:

- Resolution 2018-15
- Public Contract Code 22050

**OCEANO COMMUNITY SERVICES DISTRICT
RESOLUTION NO: 2018 - 15**

**A RESOLUTION PURSUANT TO CALIFORNIA PUBLIC CONTRACT CODE 22050
DELEGATING TO THE GENERAL MANAGER THE AUTHORITY TO TAKE ANY
DIRECTLY RELATED AND IMMEDIATE EMERGENCY ACTIONS AND TO PROCURE
THE NECESSARY EQUIPMENT, SERVICES, AND SUPPLIES NEEDED TO RESUME
GROUNDWATER PUMPING WITHOUT GIVING NOTICE FOR BIDS TO LET
CONTRACTS**

WHEREAS, on November 29, 2018, the District's Well #8, which is the District's primary groundwater pumping well, failed; and,

WHEREAS, in response to the unexpected failure of the Well #8, District staff immediately embarked on efforts to identify actions that would be needed to resume the ability to pump with Well #8; and,

WHEREAS, on November 29, 2018, the District's Utility Operator and electrician visited Well #8 to assess the cause of the well failure and identified what appeared to be a failed motor; and,

WHEREAS, the District transitioned groundwater pumping to Wells #4 and #6, which are operated in unison for water quality reasons but on December 1, 2018, Well #4 failed; and

WHEREAS, the failure of the District's Well #8 and Well #4 represents a sudden unexpected occurrence demanding immediate action to resume the ability to pump groundwater and to prevent or mitigate loss or damage to life, health, property or essential public services; and

WHEREAS, the District's inability to pump groundwater requires direct and immediate emergency actions to prevent and mitigate loss of essential public services including potable water service necessary for health and well being, and water that is needed for fire and emergency services to protect life and property; and

WHEREAS, the District's estimated cost of the emergency project is less than \$15,000 and the District may utilize provisions of the Uniform Public Construction Cost Accounting Act, which are incorporated in California Public Contract Code 22000 et seq. to procure the necessary equipment, services, and supplies for replacement of the wells; and

WHEREAS, California Public Contract Code 22050 (a) authorizes a public agency to take any directly related and immediate action required to replace a public facility in the case of an emergency and to procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts provided that the governing board of the public agency finds that, based on substantial evidence, that the emergency will not permit a delay resulting from a competitive solicitation

of bids and that the action is necessary to respond to the emergency in the event that costs to resume groundwater pumping exceeds current estimates; and

WHEREAS, California Public Contract Code 22050 (b) authorizes the governing body of a public agency to delegate to the District's General Manager the authority to order any action to replace the public facility as authorized by Public Contract Code 22050 (a); and

WHEREAS, the time required to obtain to competitive bids will unduly delay the District's ability to resume groundwater pumping in the event that the replacement of the motor for Well #8 is insufficient to resume groundwater pumping; and

WHEREAS, serving the public interest demand immediate action to prevent and mitigate loss of essential public services including potable water service necessary for health and well being, and water that is needed for fire and emergency services to protect life and property as a result of the sudden unexpected failure of the District's Well #8 and #4 and the District's inability to pump groundwater.

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

1. The foregoing recitals are true and correct.
2. That the failure of Well #8 and #4 was a sudden and unexpected failure.
3. The District's emergency actions to re-establish the ability to pump groundwater is necessary to prevent or mitigate loss or damage to life, health, property or essential public services, including but not limited to the following:
 - a. Potable water service and water service for fire flows to the District's customers.
4. Pursuant to Public Contract Code 22050 (a), substantial evidence supports the conclusions that the need for emergency actions cannot be delayed, that the District has and must continue to act as expeditiously as possible to resume the ability to pump groundwater and delays resulting from a competitive solicitation of bids will unduly impact the need to prevent or mitigate loss or damage to life, health, property or essential public services.
5. Pursuant to Public Contract Code 22050 (b), the District General Manager is authorized to take any directly related and immediate action required to re-establish the District's ability to pump groundwater and to procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.
6. Pursuant to Public Contract Code 22050 (b), this resolution must be approved by at least of 4/5ths vote.

7. Pursuant to Public Contract Code 22050 c), the General Manager shall report to the Board of Directors at each subsequent regular meeting so that the Board can review the emergency action to determine, by a 4/5ths vote, that there is a need to continue the emergency action.

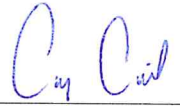
PASSED AND ADOPTED by the Board of Directors of the Oceano Community Services District on December 3, 2018 by the following vote:

AYES: Vice President Austin, Director Villa, Director Gibson
NOES: Director Replogle, President White
ABSTAIN: None
ABSENT: None



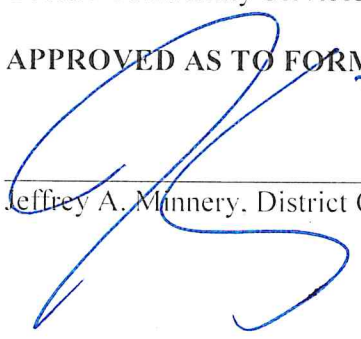
President, Board of Directors
of the Oceano Community Services District

ATTEST:



Board Secretary of the
Oceano Community Services

APPROVED AS TO FORM:



Jeffrey A. Minnery, District Counsel


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PUBLIC CONTRACT CODE - PCC

DIVISION 2. GENERAL PROVISIONS [1100 - 22355] (*Division 2 enacted by Stats. 1981, Ch. 306.*)

PART 3. CONTRACTING BY LOCAL AGENCIES [20100 - 22178] (*Part 3 added by Stats. 1982, Ch. 465, Sec. 11.*)

CHAPTER 2.5. Emergency Contracting Procedures [22050- 22050.] (*Chapter 2.5 added by Stats. 1994, Ch. 803, Sec. 88.*)

22050. (a) (1) In the case of an emergency, a public agency, pursuant to a four-fifths vote of its governing body, may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.

(2) Before a governing body takes any action pursuant to paragraph (1), it shall make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency.

(b) (1) The governing body, by a four-fifths vote, may delegate, by resolution or ordinance, to the appropriate county administrative officer, city manager, chief engineer, or other nonelected agency officer, the authority to order any action pursuant to paragraph (1) of subdivision (a).

(2) If the public agency has no county administrative officer, city manager, chief engineer, or other nonelected agency officer, the governing body, by a four-fifths vote, may delegate to an elected officer the authority to order any action specified in paragraph (1) of subdivision (a).

(3) If a person with authority delegated pursuant to paragraph (1) or (2) orders any action specified in paragraph (1) of subdivision (a), that person shall report to the governing body, at its next meeting required pursuant to this section, the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency.

(c) (1) If the governing body orders any action specified in subdivision (a), the governing body shall review the emergency action at its next regularly scheduled meeting and, except as specified below, at every regularly scheduled meeting thereafter until the action is terminated, to determine, by a four-fifths vote, that there is a need to continue the action. If the governing body meets weekly, it may review the emergency action in accordance with this paragraph every 14 days.

(2) If a person with authority delegated pursuant to subdivision (b) orders any action specified in paragraph (1) of subdivision (a), the governing body shall initially review the emergency action not later than seven days after the action, or at its next regularly scheduled meeting if that meeting will occur not later than 14 days after the action, and at least at every regularly scheduled meeting thereafter until the action is terminated, to determine, by a four-fifths vote, that there is a need to continue the action, unless a person with authority delegated pursuant to subdivision (b) has terminated that action prior to the governing body reviewing the emergency action and making a determination pursuant to this subdivision. If the governing body meets weekly, it may, after the initial review, review the emergency action in accordance with this paragraph every 14 days.

(3) When the governing body reviews the emergency action pursuant to paragraph (1) or (2), it shall terminate the action at the earliest possible date that conditions warrant so that the remainder of the emergency action may be completed by giving notice for bids to let contracts.

(d) As used in this section, "public agency" has the same meaning as defined in Section 22002.

(e) A three-member governing body may take actions pursuant to subdivision (a), (b), or (c) by a two-thirds vote.

(f) This section applies only to emergency action taken pursuant to Sections 20134, 20168, 20205.1, 20213, 20223, 20233, 20253, 20273, 20283, 20293, 20303, 20313, 20331, 20567, 20586, 20604, 20635, 20645, 20682, 20682.5, 20736, 20751.1, 20806, 20812, 20914, 20918, 20926, 20931, 20941, 20961, 20991, 21020.2, 21024, 21031, 21043, 21061, 21072, 21081, 21091, 21101, 21111, 21121, 21131, 21141, 21151, 21161, 21171, 21181, 21191,

21196, 21203, 21212, 21221, 21231, 21241, 21251, 21261, 21271, 21290, 21311, 21321, 21331, 21341, 21351, 21361, 21371, 21381, 21391, 21401, 21411, 21421, 21431, 21441, 21451, 21461, 21472, 21482, 21491, 21501, 21511, 21521, 21531, 21541, 21552, 21567, 21572, 21581, 21591, 21601, 21618, 21624, 21631, 21641, and 22035.

(Amended by Stats. 2017, Ch. 387, Sec. 16. (SB 205) Effective January 1, 2018.)



Oceano Community Services District

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

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

Date: December 12, 2018

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item # 9(E):** Consideration of recommendations to approve a comment letter on the County of San Luis Obispo's Resource Summary Report, a letter of support for the County's Proposition 68 grant application for the Arroyo Grande Creek Lagoon and Meadow Creek Lagoon Habitat Restoration and Improvement Project, and direction on a letter of support for the Cloud Seeding Program considered by the Zone 3 Advisory Committee

Recommendation

It is recommended that your Board:

1. Approve the attached letters for signature by the District President and distribution
2. Discuss and provide direction on a letter of support for the Cloud Seeding Program considered by the Zone 3 Advisory Committee

Discussion

The attached letters have been prepared in support of District representatives on the Water Resource Advisory Committee and the Zone 1/1A Advisory Committee. The Zone 3 (Lopez) Advisory Committee has also supported a cloud seeding program to enhance precipitation.

Other Agency Involvement

The three advisory committees serve water resource efforts led by the County of San Luis Obispo.

Financial Considerations

n/a

Results

Considering support letters for efforts led by other agencies supports a well governed community.

Attachments: Letters



Oceano Community Services District

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

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

December 12, 2018

Charlton H. Bonham, Director
California Department of Fish and Wildlife, Headquarters
1416 9th Street, 12th Floor

Sacramento, CA 95814

Subject: Support for the County of San Luis Obispo Flood Control and Water Conservation District's Proposition 68 grant proposal for the Arroyo Grande Creek Lagoon and Meadow Creek Lagoon Habitat Restoration and Improvement Project

Dear Mr. Bonham,

Local agencies within San Luis Obispo County have been working for several decades to address long term drainage and watershed issues in the Arroyo Grande Watershed. This work was strengthened with the signing of the Arroyo Grande Creek and Watershed Memorandum of Understanding (MOU) in 2006 and current efforts developing a Stormwater Resource Plan.

As part of our commitment to this effort, ***the Oceano Community Services District (representing a disadvantaged and underserved community) strongly supports the Proposition 68 grant application submitted by the San Luis Obispo County Flood Control and Water Conservation District*** (County Flood Control District) to obtain funding from the California Department of Fish and Wildlife (CDFW) for the Arroyo Grande Creek Lagoon and Meadow Creek Lagoon Habitat Restoration and Improvement Project.

The project will provide the following benefits:

- Improved fish passage
- Habitat restoration and enhancement
- Improved flood control capacity in the Arroyo Grande Creek and Meadow Creek lagoons
- Related benefits for the environment and the disadvantaged community of Oceano

In addition, ***the project specifically supports the National Marine Fisheries Service's (NMFS) Southern Steelhead Recovery Plan for Arroyo Grande Creek***. Increasing habitat for growth and survival of steelhead smolt is vital and planning efforts will include, but not be limited to, the following:

- Coordination with a science panel to develop plan alternatives to increase floodplain habitat through:
 - levee setbacks
 - removal, relocation, and/or modification of existing flap gates,
 - a combination of actions



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In order to address flooding scenarios, the project will also need to address impacts from removing and relocating the existing levees and flap gates. Design alternatives will be developed to reduce flood risks to the community where, historically, significant flooding has occurred.

Proposition 68 grant funding for the Project is urgently needed to advance this project to implementation and achieve Recovery Plan goals and improve flood protection for the disadvantaged community of Oceano.

With progress on the habitat and enhancement project, the Oceano Community Services District is also hopeful that future coordination will include efforts with the South San Luis Obispo County Sanitation District and the City of Pismo Beach on "***Central Coast Blue***" - a regional wastewater reclamation project that will inject reclaimed wastewater into the groundwater basin, promote water supply sustainability and reduce ocean discharges. It is our hope that planning efforts and the alternatives analysis will give important consideration to evaluating constructed saltwater wetlands and whether they could promote further reductions in ocean discharges.

Please consider funding for the San Luis Obispo County Flood Control District's grant application a top priority since it will address specific restoration goals identified in the NMFS Steelhead Recovery Plan, provide critical habitat restoration, address known drainage and flood control issues impacting residents within the disadvantaged community in Oceano and promote additional adaptive management efforts.

Sincerely,

President
Oceano Community Services District



Oceano Community Services District

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

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

December 12, 2018

Trevor Keith, Director of Planning and Building
Colt Esenwein, Director of Public Works
County of San Luis Obispo

Subject: Comments on the 2016-2018 Water Section of the Resource Summary Report (RSR)

Mr. Keith and Mr. Esenwein,

The following are comments that have been prepared on behalf of the Oceano Community Services District.

1. Support for comments prepared by Jim Garing P.E., District Four Representative for the Water Resource Advisory Committee, and previously submitted at the WRAC meeting on December 5, 2018.
2. Page #17 - Lopez Lake / Reservoir - the RSR states that "supply contracts with the District are based on a percentage of the safe yield of the Reservoir." This is incorrect. The Water Supply Contracts provide specific quantified delivery commitments, which is 303 acre feet per year for Oceano CSD. Although the contracts also recognize that the reductions in deliveries may occur as a result of drought or other conditions, the contracts are not written based on a percentage of safe yield.
3. Page #60 - South County Area - The RSR states that "SGMA does not apply to the portion of the Santa Maria Basin that is at issue in the litigation ("adjudicated area") (Water Code Section 10720.8)." This statement is a legal determination that may be incorrect. Water Code Section 10720.8(a) begins with "Except as provided in subdivision (e),..." Water Code Section 10720.8(e) states "If an adjudication action has determined the rights to extract groundwater for only a portion of a basin, subdivisions (a), (b), (c), and (d) apply only within the area for which the adjudication action has determined those rights."

Although we understand that some have expressed an interpretation that 10720.8(e) only applies to the fringe areas, it is important to recognize that the statute does not expressly state that it applies only to the areas where the boundary of an adjudicated basin differs from the boundary determined by the Department of Water Resources in Bulletin 118. As a result, it is possible that 10720.8(e) applies in other situations as well - potentially within the boundary of an adjudicated basin if that adjudication did not determine rights to extract groundwater for some areas. A careful review of the stipulations and judgment of the Santa Maria Groundwater Basin may indicate that this situation exists and may be subject to future judicial interpretations.



Oceano Community Services District

Board of Directors Meeting

4. Page 62/63 - bullet points on "Going forward, the NCMA water purveyors plan to implement several initiatives to improve long-term management and sustainability of their water supplies..." An additional bullet should be added that states, "Amend Lopez Water Supply contracts to obtain storage rights in Lopez reservoir and enhance multi-year water resource planning." This is a conjunctive use strategy that could also be reflected in the section of the RSR on Lopez Lake / Reservoir starting on page #17. Oceano CSD has drafted contract amendments and has distributed them to other related agencies.
5. Please provide reference on Page 63 for Oceano CSD "Forecast Demand in 15 Years (AFY) - 1,348" and "Forecast Demand in 20 Years (AFY) - 1,348."
6. Consider providing a discussion on the "Public Trust" responsibilities of the County in issuing new well permits, and related implications if any, as a result of the State's Third Appellate District Court of Appeal determinations on Environmental Law Foundation et al. v. State Water Resources Control Board and County of Siskiyou.

Sincerely,

President,
Oceano Community Services District