

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Board of Directors, staff and public may participate in this meeting via teleconference and/or electronically. The Oceano Community Services District Boardroom will NOT be open for accessing the meeting.



Notice of Regular Meeting
Oceano Community Services District - Board of Directors Agenda
WEDNESDAY, MAY 12, 2021 – 6:00 P.M.
Location: TELECONFERENCE – SEE BELOW

HOW TO OBSERVE THE MEETING

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

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

Computer: With internet access use the **Password: 508435** to watch the live streaming at <https://us02web.zoom.us/j/89262797188?pwd=Q2lUeVc5THhnZk10TEtOUTItcXRiZz09> or by going to zoom.us and selecting "Join A Meeting" then entering the **Meeting ID# 892-6279-7188** followed by the **Password: 508435**

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

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

HOW TO SUBMIT PUBLIC COMMENTS

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

Live Comments: During the meeting, the Board President or designee will announce the opportunity for public comment. Members of the public may utilize the "raise hand" feature in Zoom to be placed into the speaking queue. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. Persons wishing to speak on more than one item shall limit his/her remarks to a total of SIX (6) minutes. This time may be allocated between items in one-minute increments up to three minutes. Time limits may not be yielded to or shared with other speakers.

To "Raise Hand:"

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

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

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

5. REPORT OUT OF CLOSED SESSION FROM APRIL 28, 2021:

- A. Pursuant to Government Code §54956.9(e)(3): Conference with District Counsel regarding receipt of a claim pursuant to the Government Claims Act. Number of cases: one (1)

A motion was made by Director Gibson, with a second from Vice President White and a 5-0 roll call vote to reject the claim.

- B. Pursuant to Government Code 54956.9(d)(4): Conference with legal counsel to determine whether to initiate litigation. Number of cases one (1)

No Reportable Action

6. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

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

7. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

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

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

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

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

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

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

- A. Review and Approval of Minutes for the Regular Meeting of April 28, 2021
- B. Review of Cash Disbursements
- C. Consideration of a recommendation to receive and file a report on charges and delinquencies and to set a public hearing for July 14, 2021 to authorize collection on 2021-22 property tax bills
- D. 2020 NCMA Report prepared by GSI Water Solutions Inc.

9. BUSINESS ITEMS:

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

- A. Update and discuss Potential Lease with The Place on PCH and provide direction as deemed appropriate
- B. Discuss the Victory Garden Program and provide direction as deemed appropriate

10. HEARING ITEMS:

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

11. RECEIVED WRITTEN COMMUNICATIONS:

12. LATE RECEIVED WRITTEN COMMUNICATIONS:

- 13. FUTURE AGENDA ITEMS:** Deferred Infrastructure Program (as needed), Lopez Water Contract Amendments (Late 2021), Wastewater CIP (Future year), The Place (As directed), Old Firehouse Art (June 2021), California Voting Rights Act (Mid to late 2021), District Flag Policy/ Pride Month (As directed), Social Media Policy/ Live Stream Board Meetings (As directed), Bill insert/ mailing policy (As directed), Letter to IWMA regarding Special District Representative/Alternate with a letter to SLO County regarding pulling out of the IWMA (May/ June 2021), OCSD Policy & Procedure Manual review (As directed), CSDA Transparency Certification (As directed)

14. FUTURE HEARING ITEMS:

15. CLOSED SESSION:

16. ADJOURNMENT:

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.



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, April 28, 2021 – 6:00 P.M.

Location: TELECONFERENCE

1. **CALL TO ORDER:** at approximately 6:00 p.m. by President Austin
2. **ROLL CALL:** Board members present: President Austin, Vice President White, Director Villa, Director Gibson and Director Replogle. Staff present: General Manager Will Clemens, Business and Accounting Manager Carey Casciola and Jeff Minnery, Legal Counsel.
3. **FLAG SALUTE:** led by President Austin.
4. **AGENDA REVIEW:**
A motion was made by Vice President White to approve the agenda as presented and a 5-0 vote.
5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**

Lucia Casalnuovo	The Oceano Beach Community Association completed a second mural at La Tapatia on HWY 1. The OBCA held a community clean up on Pier Ave.
Julie Tacker	Commented on the Central Coast Blue project and the previous 12/23/2020 Agenda Item 6A.
Sheila Eckhart	Commented on Oceano Advisory Council meeting from April 15, 2021 – read letter regarding proposed Pier Ave. shut down.

6. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

- i. **Sheriff's South Station** – Commander Jay Wells – March 2021 report: 548 Calls for service generating 139 reports of which 30 were referred to the DA and 30 were cleared by arrest. The Community Action Team (CAT) has a new Deputy assigned. The CAT Deputy does outreach to the homeless community and is a liaison to the agencies that provide resources. They are currently diligently working on illegal parking and overnight camping on 17th Street and also Pier Ave. Due to COVID-19 restrictions they can educate and cite, but have to wait for clearance to tow etc. Will bring more information on the Safe Parking program in the County. The Sheriff's Department is looking to up staff, add bike patrols and possibly partner again with CalFire for July 4th this year.
- ii. **FCFA** - Chief Steve Lieberman – Absent
- iii. **Operations** - Utility Systems Manager - Tony Marraccino - Lopez is at 38.1% full which is 18,818 AF. Continuing with daily & weekly rounds; weekly and monthly samples; 17 work orders; 16 USAs; 11 customer service calls; 2 after hours call out; 0 SSO's; 4 Ready 311 tickets. Completed a water line replacement on Russ Ct. Replaced a water valve on Jetty. There was a power outage at the Lift Station. Attended a 2-day virtual AWWA conference for lead and water quality. Assisted with a community clean up at Maui Circle and Security Court where OCSD provided a 40-yard roll-off which was filled. Continuing with meter replacement and hydrant maintenance.
- iv. **OCSD General Manager** – Will Clemens – Staff submitted supplemental documents for the Prop 1 grant. Met with County Clerk's office and Tommy Gong to discuss redistricting efforts and concerns. Encouraging all agencies to communicate and work together on redistricting. Met with the Countywide Water Action Team to review regional water infrastructure resiliency plan which will soon be released by the County. NCMA technical group met, and the 2020 Annual Report will be available soon. Zone 3 Technical Advisory Group met to discuss drought actions. Met with IWMA and their consultant to discuss implementation of SB 1383 (organic waste) – the consultant will be assisting the District in amending our franchise agreement and SB 1383 will require the District to amend our Ordinance. Working with County Parks to install a couple water refill stations (grant funded from IWMA). Partnering

with County Parks to install at the County Park and County Campground. OCSD will provide stations and County Parks will provide installation saving money on installation costs.

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Villa – Reported on the 3/18/2021 Special Oceano Advisory Council (OAC) meeting.
- ii. Director Gibson – Reported on the 4/7/2021 Water Resources Advisory Committee (WRAC) meeting. Reported on the 4/8/2021 joint meeting between the Central Coast Water Authority, SLO County Flood Control District, and the State Subcontractors Advisory Committee.
- iii. Vice President White – Reported on the 04/16/2021 Five Cities Fire Authority (FCFA) meeting.
- iv. Director Replogle – Reported on the 4/14/2021 Integrated Waste Management Authority (IWMA) meeting.
- v. President Austin – Reported on the 4/7/2021 South San Luis Obispo County Sanitation District (SSLOCSD) meeting.

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

None

7. CONSENT AGENDA:	ACTION:
<ul style="list-style-type: none"> a) Review and Approval of Minutes for the Regular Meeting of March 24, 2021. b) Review of Cash Disbursements. c) Submittal of the District’s Fiscal Year 2020-21 Quarter 3 Treasurer Report. 	<p>After an opportunity for public comment, Board and staff discussion, a motion was made by Vice President White to approve the agenda items as presented with a second from Director Gibson and a 5-0 roll call vote.</p> <p>Public Comment: None</p>

8A. BUSINESS ITEM:	ACTION:
<p>Approval of a Resolution Authorizing a Financing Agreement and Irrevocable Payment Instructions providing for the Refinancing of the District’s Outstanding CalPERS Unfunded Accrued Liability.</p>	<p>After a presentation by Dmitry Semenov of Cal Muni Advisors, an opportunity for public comment, Board and staff discussion, staff recommendations were approved with a motion from Vice President White, with a second from Director Replogle and a 5-0 roll call vote.</p> <p>Public Comment: None</p>

8B. BUSINESS ITEM:	ACTION:
<p>Review of the District’s Budget Status as of March 31, 2021.</p>	<p>After an opportunity for public comment, Board and staff discussion, the item was received and filed.</p> <p>Public Comment: None</p>

9. HEARING ITEMS: None

10. RECEIVED WRITTEN COMMUNICATIONS: None

11. LATE RECEIVED WRITTEN COMMUNICATIONS: None

12. FUTURE AGENDA ITEMS: Deferred Infrastructure Program (as needed), Lopez Water Contract Amendments (Late 2021), Wastewater CIP (Future year), The Place (As directed), Old Firehouse Art (June 2021), California Voting Rights Act (Mid to late 2021), District Flag Policy/ Pride Month (As directed), Social Media Policy/ Live Stream Board Meetings (As directed), Bill insert/ mailing policy (As directed), Letter to IWMA regarding Special District Representative/Alternate (April 2021); OCSD Policies & Procedures review (As directed).

The Board directed staff to add a letter to SLO County regarding the impacts of pulling out of the IWMA on Special Districts to either a May or June 2021 agenda with the letter to IWMA regarding Special District Representatives/ Alternate.

Director Replogle requested to agendize the CSDA Transparency Certification via an ad hoc committee.

13. FUTURE HEARING ITEMS: None

14. CLOSED SESSION:

The Board entered closed session at approximately 7:35pm – 7:53pm

A. Pursuant to Government Code §54956.9(e)(3): Conference with District Counsel regarding receipt of a claim pursuant to the Government Claims Act. Number of cases: one (1)	A motion was made by Director Gibson, with a second from Vice President White and a 5-0 roll call to reject the claim in agenda item 14(A).
B. Pursuant to Government Code 54956.9(d)(4): Conference with legal counsel to determine whether to initiate litigation. Number of cases one (1)	No reportable action in agenda item 14(B).
PUBLIC COMMENT	Julie Tacker – Thanked staff for providing requested documents prior to meeting and supported transparency certificate.

15. ADJOURNMENT: at approximately 7:53 pm



Oceano Community Services District

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

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

Date: May 12, 2021

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #8(B): Recommendation to Review Cash Disbursements

Recommendation

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

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	58941 - 58956	
Disbursements:		
Regular Payable Reigster - paid 4/28/2021	58941 - 58949	\$ 30,642.67
Utility Billing Account Refunds - paid 4/28/2021	58950 - 58951	\$ 180.20
Subtotal:		\$ 30,822.87
Reoccurring Payments for Board Review (authorized by Resolution 2020-06):		
Payroll Disbursements - PPE 04/24/2021	N/A	\$ 31,963.78
Reoccurring Utility Disbursements - paid 4/28/2021	58952 - 58954	\$ 4,504.74
Reoccurring Health Disbursements - paid 4/28/2021	58955 - 58956	\$ 10,576.12
Subtotal:		\$ 47,044.64
Grand Total:		\$ 77,867.51

Other Agency Involvement

N/A

Other Financial Considerations

Amounts are within the authorized Fund level budgets.

Results

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

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

CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 058941 THRU 058949

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:	-----								
1-1001-000	4/28/2021	CHECK	058941	ARAMARK	117.66CR	OUTSTND	A	0/00/0000	UNIFORMS
1-1001-000	4/28/2021	CHECK	058942	BRENT SARKISON DBA CALTEC COMP	30.00CR	OUTSTND	A	0/00/0000	MONTHLY STD BKUP
1-1001-000	4/28/2021	CHECK	058943	CARQUEST AUTO PARTS	222.94CR	OUTSTND	A	0/00/0000	VEHICLE MAINTENANCE
1-1001-000	4/28/2021	CHECK	058944	CLINICAL LAB OF SAN BERNARDINO	400.00CR	OUTSTND	A	0/00/0000	MARCH SAMPLES
1-1001-000	4/28/2021	CHECK	058945	J.B. DEWAR, INC.	328.24CR	OUTSTND	A	0/00/0000	FUEL
1-1001-000	4/28/2021	CHECK	058946	MINER'S ACE HARDWARE, INC.	15.21CR	OUTSTND	A	0/00/0000	MAINTENANCE SUPPLY
1-1001-000	4/28/2021	CHECK	058947	NOBLE SAW, INC	33.89CR	OUTSTND	A	0/00/0000	PARTS
1-1001-000	4/28/2021	CHECK	058948	R & T EMBROIDERY, INC.	186.73CR	OUTSTND	A	0/00/0000	HATS
1-1001-000	4/28/2021	CHECK	058949	TOLMAN & WIKER INSURANCE SERVI	29,308.00CR	OUTSTND	A	0/00/0000	INSURANCE
TOTALS FOR ACCOUNT 1-1001-0				CHECK TOTAL:	30,642.67CR				
				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:	30,642.67CR				
				DEPOSIT TOTAL:	0.00				
				INTEREST TOTAL:	0.00				
				MISCELLANEOUS TOTAL:	0.00				
				SERVICE CHARGE TOTAL:	0.00				
				EFT TOTAL:	0.00				
				BANK-DRAFT TOTAL:	0.00				

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

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 058950 THRU 058951

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE	
CHECK:									
1-1001-000	4/28/2021	CHECK	058950	HOLDEN, SCOTT	86.80CR	OUTSTND	A	0/00/0000	UB ACCOUNT REFUND
1-1001-000	4/28/2021	CHECK	058951	SULLIVAN, SAMANTHA	93.40CR	OUTSTND	A	0/00/0000	UB ACCOUNT REFUND
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	180.20CR			
				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:	180.20CR			
				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 May 12, 2021

	(*)	
Gross Wages	4/10/2021	4/24/2021
Regular	\$27,207.08	\$27,207.09
Overtime Wages	\$607.65	\$246.88
Stand By	\$700.00	\$450.00
	<u>\$28,514.73</u>	<u>\$27,903.97</u>
Cell Phone Allowance	\$0.00	\$0.00
Total Wages	<u>\$28,514.73</u>	<u>\$27,903.97</u>
<u>Disbursements</u>		
Net Wages	\$21,399.80	\$21,319.17
State and Federal Agencies	\$5,033.50	\$5,009.40
CalPERS - Normal	\$5,478.41	\$5,478.41
SEIU - Union Fees	\$156.80	\$156.80
Total Disbursements processed with Payroll	<u>\$32,068.51</u>	<u>\$31,963.78</u>
Health (Disbursed with reoccurring bills)	\$6,204.70	\$0.00
Total District Payroll Related Costs	<u>\$38,273.21</u>	<u>\$31,963.78</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: 058952 THRU 058954

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE	
CHECK:									
1-1001-000	4/28/2021	CHECK	058952	COASTAL COPY, INC.	308.53CR	OUTSTND	A	0/00/0000	COPIES/MAINTENANCE
1-1001-000	4/28/2021	CHECK	058953	ELECSYS INTERNATIONAL CORP	223.50CR	OUTSTND	A	0/00/0000	EQUIPMENT MONITOR
1-1001-000	4/28/2021	CHECK	058954	PACIFIC GAS & ELECTRIC	3,972.71CR	OUTSTND	A	0/00/0000	UTILITY
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	4,504.74CR			
				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:	4,504.74CR			
				DEPOSIT	TOTAL:	0.00			
				INTEREST	TOTAL:	0.00			
				MISCELLANEOUS	TOTAL:	0.00			
				SERVICE CHARGE	TOTAL:	0.00			
				EFT	TOTAL:	0.00			
				BANK-DRAFT	TOTAL:	0.00			

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

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 058955 THRU 058956

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:									
1-1001-000	4/28/2021	CHECK	058955	BLUE SHIELD OF CALIFORNIA	9,208.80CR	OUTSTND	A	0/00/0000	EMPLOYEE INSURANCE
1-1001-000	4/28/2021	CHECK	058956	PRINCIPAL LIFE INSURANCE COMPA	1,367.32CR	OUTSTND	A	0/00/0000	EMPLOYEE INSURANCE
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	10,576.12CR			
				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:	10,576.12CR			
				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: May 12, 2021

To: Board of Directors

From: Celia Ruiz, Account Administrator

Via: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #8(C):** Consideration of a recommendation to receive and file a report on charges and delinquencies and to set a public hearing for July 14, 2021 to authorize collection on 2021-22 property tax bills

Recommendation

It is recommended that your Board receive and file a report on charges and delinquencies and to set a public hearing for July 14, 2021 to authorize collection on 2021-22 property tax bills.

Discussion

By approving the staff recommendations, the District will follow the 2021/2022 tax roll timeline provided by the County Auditor/Controller/Treasurer/Tax Collector (ACTTC). This is the tenth year the District will participate in placing delinquent accounts and other charges on property tax bills. Each year a number of ratepayers fail to pay for services the District provides. State law enables the District to collect delinquent charges on property tax bills. Along with the attached report of delinquent charges, staff has attached the 2021/2022 tax roll timeline and a sample of the letter the District will send to the customers.

Notices of the public hearing will be published in the Tribune per Government Code Section 61115(b) and 6066. Property owners will be noticed that the last date to pay their delinquent water bill is July 10, 2021. Any payments made on or before July 10 will be deleted from the list prior to submitting to the County Auditor. Property owners will be noticed that the last date to pay their delinquent garbage bill is June 30, 2021. Any payments made on or before June 30 will be deleted from the list prior to submitting to the County ACTTC.

Other Agency Involvement

County of San Luis Obispo ACTTC Office will be collecting the delinquent bills with property taxes.



Other Financial Considerations

The County adds a charge for collection to the property tax bill. As a result, the District is not charged County costs.

Results

Coordination with the County on delinquent accounts is cost effective, ensures that customers do not pay for services provided to other customers, and promotes a well-governed community.

Attachments:

- Tax roll 2021-22 tax roll timeline
- Sample of letter sent to customers – Water
- Sample of letter sent to customers – Garbage
- Delinquent OCSD and Sanitary Service List
- Public hearing notice

2020/21 TAX ROLL PROCEDURES

05/05/21	COMPLETE FINAL AGENDA MATERIAL FOR 5/12 REGULAR MEETING
05/17/21	PREPARE and MAIL LETTERS
05/20/21	MAIL NOTICE OF PUBLIC HEARING TO PROPERTY OWNERS & PROVIDE TO TRIBUNE WITH DIRECTION FOR PUBLICATION
4th week of June	FIRST NEWSPAPER NOTICE FOR PUBLIC HEARING ON 7/14 REGULAR MEETING PER GOVERNMENT CODE SECTION 61115(b) AND 6066
06/30/21	GARBAGE PAYMENT DUE
07/02/21	COMPLETE DRAFT AGENDA MATERIAL FOR 7/14 REGULAR MEETING
1st week of July	SECOND NEWSPAPER NOTICE FOR PUBLIC HEARING ON 7/14 REGULAR MEETING PER GOVERNMENT CODE SECTION 61115(b) AND 6066
07/08/21	COMPLETE FINAL AGENDA MATERIAL FOR 7/14 REGULAR MEETING (RESOLUTION)
07/14/21	BOARD OF DIRECTORS MEETING: NOTICE OF PUBLIC HEARING
07/16/21	WATER PAYMENT DUE
07/20/21	RESOLUTION CONFIRMING THE CHARGES AGAINST PROPERTY OWNERS WITH REPORT AND SUBMIT TO COUNTY AUDITOR
08/02/21	FINAL FUND PROOF SUBMISSION TO SLO COUNTY FOR ROLL YEAR 2020/21: WATER/SEWER, AND TRASH
08/14/21	FINAL DEADLINE FOR ALL DIRECT CHARGE FUNDS TO BE SIGNED APPROVED AND RETURNED TO THE AUDITOR-CONTROLLER'S OFFICE

May 20, 2021

Parcel #:
000-000-000

Owner Name
Address
City, State Zip Code

Regarding Service Address:
0000 Street
OCEANO, CA 93445

Dear Customer:

County records show that you are, and at all times referenced herein have been, the recorded owner of the property listed above. Your account for this service address is past due for water and sewer provided by OCEANO COMMUNITY SERVICES DISTRICT (OCSD).

Please be advised that if the charges specified in this letter are not paid in full and received (post marks do not count) by the OCSD by 5:00 p.m. on July 16, 2021, then the amount of the charges, penalties, and delinquencies may be filed with the County Auditor to be placed on the parcel's property tax bill for collection.

Your current amount due is \$ 0.00.

Therefore, please accept this letter as a demand for immediate payment.

The OCSD Board of Directors will hold a public hearing at their regular meeting of July 14, 2021, starting at 6:00 p.m. Due to COVID-19 pandemic, The public hearing will be conducted via Zoom videoconference. You may participate either by phone, computer or tablet. Instructions on how to access the videoconference will be provided on the agenda posted on the District website oceanocsd.org and office located at 1655 Front Street, Oceano, CA The hearing will provide you with the opportunity to testify and present to the Board of Directors any objections or protests to the charges and/or their collection on the parcel's property tax bill.

If you have any questions, or need additional information, please feel free to call me at (805) 481-6730. Please see the reverse side of this letter for a copy of the notice published in the newspaper pursuant to Government Code Sections 61115(b) and 6066.

Sincerely,

Oceano Community Services District
Celia Ruiz, Account Administrator III

May 20, 2021

Parcel #:
000-000-000

Owner Name
Address
City, State Zip Code

Regarding Service Address:
0000 Street
OCEANO, CA 93445

Dear Customer:

County records show that you are, and at all times referenced herein have been, the recorded owner of the property listed above. Your account for this service address is past due for garbage service provided by SOUTH COUNTY SANITARY.

Please be advised that if the charges specified in this letter are not paid in full and received (post marks do not count) by South County Sanitary by 5:00 p.m. on June 30, 2021, then the amount of the charges, penalties, and delinquencies may be filed with the County Auditor to be placed on the parcel's property tax bill for collection.

Your current amount due is \$ 0.00.

Therefore, please accept this letter as a demand for immediate payment.

The OCSD Board of Directors will hold a public hearing at their regular meeting of July 14, 2021, starting at 6:00 p.m. Due to COVID-19 pandemic, The public hearing will be conducted via Zoom videoconference. You may participate either by phone, computer or tablet. Instructions on how to access the videoconference will be provided on the agenda posted on the District website oceanocsd.org and office located at 1655 Front Street, Oceano, CA The hearing will provide you with the opportunity to testify and present to the Board of Directors any objections or protests to the charges and/or their collection on the parcel's property tax bill.

If you have any questions, or need additional information, please feel free to call me at (805) 481-6730. Please see the reverse side of this letter for a copy of the notice published in the newspaper pursuant to Government Code Sections 61115(b) and 6066.

Sincerely,

Oceano Community Services District
Celia Ruiz, Account Administrator III

OCSD CUSTOMERS

Account Number	Customer Name	Parcel No.	Total
01-01393-04	DELLACROCE, LYNN TRE ETA	062-022-039	\$ 1,255.46
02-03479-00	ZICKHUR, WILLIAM	062-074-004	\$ 741.15
02-04015-00	STERLING, DUKE	062-092-019	\$ 1,033.39
02-04035-06	JOHANDES, JAMES	062-088-025	\$ 359.91
02-41941-00	YUANGBHANICH, THADA	062-089-020	\$ 1,125.40
03-04856-02	HOWARD, RANDY	062-282-035	\$ 1,252.75
03-05171-03	KRUM, CAROLYN & ROBERT	062-016-011	\$ 724.24
03-05349-01	MARTINEZ, NICOLAS	062-262-014	\$ 632.27
03-47375-00	BENHAM, ERIK	062-081-018	\$ 582.57
04-05726-01	LEMUS, SANDRA & ARTURO	062-291-027	\$ 718.91
04-06132-05	BRAY, TOM	061-044-031	\$ 742.96
04-06160-00	DIAS, ROBERT	061-041-010	\$ 367.69
04-06786-00	COUGHLIN, DAVID	061-012-026	\$ 881.50
			\$ 10,418.20

SANITARY CUSTOMERS

Account Number	Customer Name	Parcel No.	Total
3103112-001	MORALES, OCTAVIO	062-064-010	\$ 507.04
10036394	TAMALES DON TONO	062-042-048	\$ 366.57
3018258	ALVES, EVA	062-282-050	\$ 324.97
3017074	UBIAS, JORGE & CAROLINA	062-066-006	\$ 246.45
3001602	UC, JAVIER	062-096-026	\$ 209.58
10085252	RUEDA, DENISE	062-282-011	\$ 200.51
3008818	VALDEZ-LOPEZ, FRANCISCO & RACHEL	062-096-029	\$ 136.45
10124601	MCCOMBS, ARTHUR & CORNELIA	062-080-001	\$ 135.41
			\$ 2,126.98



**NOTICE OF PUBLIC HEARING
BEFORE THE OCEANO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Oceano Community Services District will conduct a Public Hearing on Wednesday, July 14, 2021, starting at 6:00 pm, Due to COVID-19 pandemic, the public hearing will be conducted via Zoom videoconference. You may participate either by phone, computer, or tablet. Instructions on how to access the videoconference will be provided on the agenda posted on the District website oceanocsd.org and the office located at 1655 Front Street, Oceano, CA. The purpose of the hearing is to consider adoption of a resolution to place delinquent water, sewer, garbage, and other charges on 2021-22 property tax bills for collection. Interested persons may protest or object to the report identifying each property and the amount of the delinquent bill(s). The report can be reviewed at the District office or at www.oceanocsd.org.

If you have any questions or would like more information regarding the items described in this notice, please contact the District Office at (805) 481-6730.



Oceano Community Services District

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

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

Date: May 12, 2021

To: Board of Directors

From: Will Clemens, General Manager

Subject: **Agenda Item #8(D):** 2020 NCMA Report prepared by GSI Water Solutions Inc.

Recommendation

It is recommended that your Board receive and file the 2020 NCMA Report prepared by GSI Water Solutions Inc.

Discussion

The preparation of an annual report for the Northern Cities Management Area (NCMA) is required by the 2005 Settlement Stipulation and 2008 Judgement for the Santa Maria Valley Groundwater Basin. The 2020 Annual Report can be found on the District website at this [link](#).

In summary, each of the NCMA agencies are pumping groundwater to varying degrees but overall NCMA pumping has been significantly reduced. However, due to the lack of rainfall, the health of the basin is declining slightly with decreasing groundwater levels and storage within the basin as compared to 2019. The condition of the basin is still in a tenuous position with little ability to withstand future droughts. The District has been relying mostly on surface supplies from Lopez lake recently with the ability to have surplus water from Lopez delivered to Oceano. This has allowed minimum groundwater pumping from the basin and deliveries of State Water. The District shifted to taking State Water deliveries for its needs on April 1 in order to retain as much Lopez water in the reservoir as possible.

District legal counsel and staff have been participating in the “meet and confer” efforts that are part of the groundwater litigation and providing the Board of Directors with updates during closed session, as provided by the Brown Act and to maintain the legal confidentiality requirements of those discussions.



Other Agency Involvement

The Cities of Arroyo Grande, Grover Beach, and Pismo Beach are the other agencies in the Northern Cities Management Area responsible for the preparation of the annual report.

Other Financial Considerations

There are no financial impacts as a result of this item.

Results

Groundwater monitoring, analysis, and reporting are important efforts that provide information necessary for the long-term appropriate management of groundwater. It will lead to improved reliability of drinking water supplies, which promotes health and safety and livable communities. Cooperating with other local agencies promotes well-governed communities.



Oceano Community Services District

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

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

Date: May 12, 2021

To: Board of Directors

From: Will Clemens, General Manager

Subject: **Agenda Item #9(A):** Update and discuss Potential Lease with The Place on PCH and provide direction as deemed appropriate

Recommendation

It is recommended that your Board discuss the drafting of a Lease Agreement with The Place on PCH and provide direction as deemed appropriate.

Discussion

At the special meeting on May 30, 2018, The Place on PCH (The Place) presented a proposal for leasing the Old Fire Station from the District. At the July 25, 2018 Board meeting further discussion regarding the leasing of the Old Fire Station to The Place occurred and direction was given to have The Place research occupancy requirements with the County. The Place performed the research and determined that their original proposal would be too costly to be feasible. The Place has scaled down their vision for use of the Old Fire Station to include use of only a small section of the first-floor space as an art gallery/bookstore. The Place has received non-profit 501(c)(3) status. The attached conceptual site plan shows the required ADA parking that would need to be constructed by The Place in order to use the space for the intended purpose.

Staff is seeking Board Direction on its desire to pursue a potential lease with The Place, and if desired, possible provisions to include in the lease agreement. Any lease agreement would require The Place to bring the premises up to code for the desired use. Possible provisions in the lease could include rent offsets to cover the cost of bringing the premises up to code and rent offsets to provide park and recreation services to residents of Oceano in the form of free art classes.

Other Agency Involvement

The San Luis Obispo County Planning and Building Department.



Oceano Community Services District

Board of Directors Meeting

Financial Considerations

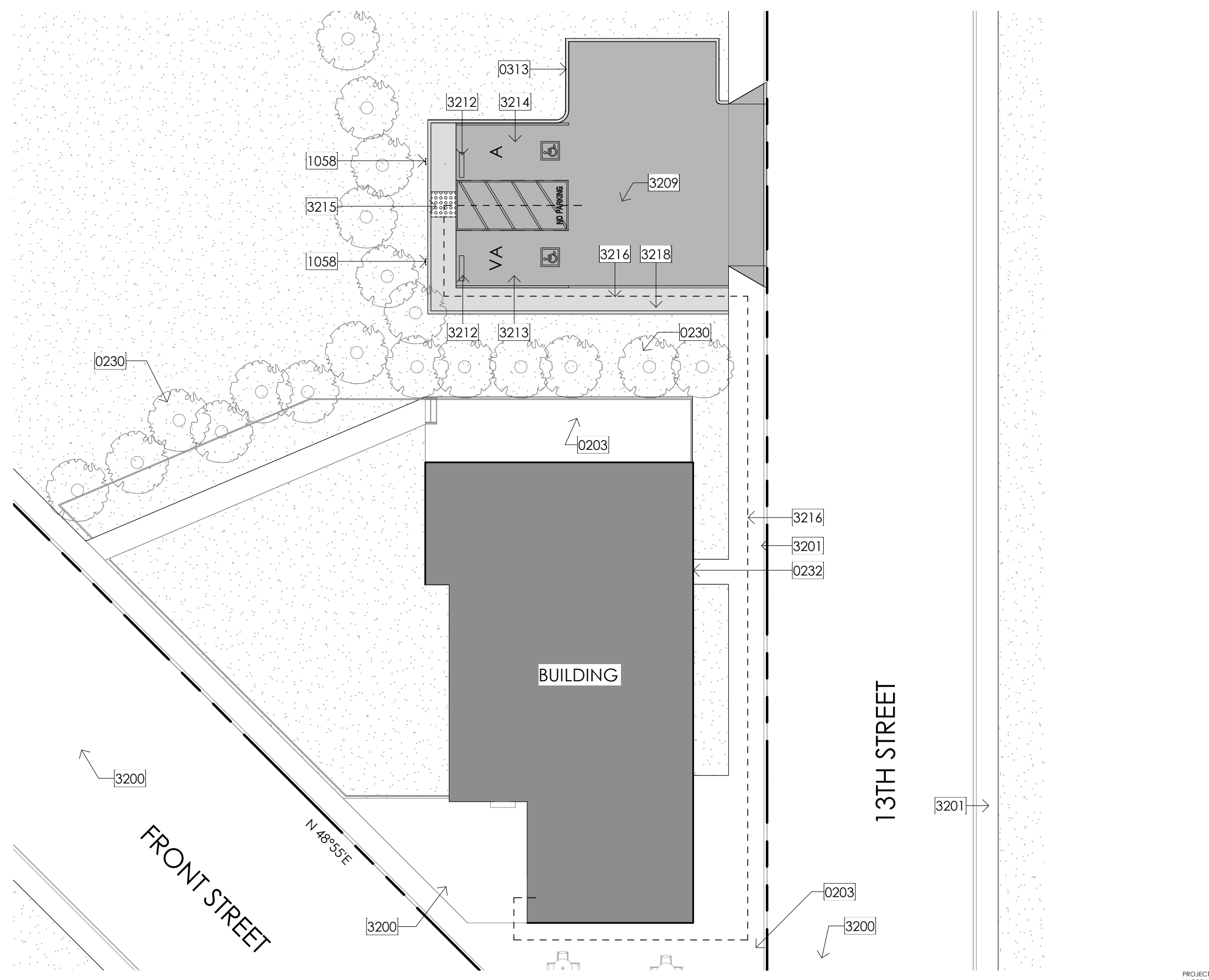
The District currently leases facilities to the County Sheriff's department, Five Cities Fire Authority, Oceano Train Depot, the Oceano Community Center, and others. These rents are revenues in the District's Facilities Fund.

Results

Coordinating with The Place and the County on District facilities promotes a well governed community.

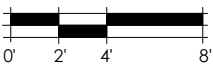
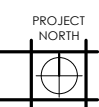
Attachment:

Conceptual Site Plan



REFERNCE NOTES

- 0203 EXISTING FLATWORK, TO REMAIN.
- 0230 EXISTING TREES TO REMAIN.
- 0232 EXISTING ACCESSIBLE ENTRY TO PRIVATE PORTION OF BUILDING.
- 0313 NEW 6" CONCRECT CURB.
- 1058 ACCESSIBLE PARKING SIGNAGE. SEE ACCESSIBLTY STANDARD DETAILS SHEET
- 3200 EXISTING ASPHALT PAVING TO REMAIN.
- 3201 EXISTING SIDEWALK TO REMAIN.
- 3209 NEW ASPHALT PAVING (SHOWN SHADED).
- 3212 NEW WHEEL STOP.
- 3213 NEW ACCESSIBLE PARKING SPACE, W/ POLE MOUNTED SIGNAGE. REFER TO ACCESSIBILITY REQUIREMENTS.
- 3214 NEW ACCESSIBLE VAN PARKING SPACE, W/ POLE MOUNTED SIGNAGE. REFER TO ACCESSIBILITY REQUIREMENTS.
- 3215 NEW DETECTABLE WARNING TRUNCATED DOMES. SEE STANDARD ACCESSIBILITY DETAILS
- 3216 NEW ACCESSIBLE PATH OF TRAVEL. MIN 48" WIDE WITH 1/2" MAX. CHANGE IN ELEVATION. SLOPES EXCEEDING 5% SHALL HAVE PEDESTRIAN RAMPS.
- 3218 NEW SIDEWALK (SHOWN SHADED). 48" WIDE WITH 1/2" MAX. CHANGE IN ELEVATION. SLOPES EXCEEDING 5% SHALL HAVE PEDESTRIAN RAMPS.



OCEANO ART GALLERY
 1687 FRONT ST OCEANO, CA 93445
CONCEPTUAL SITE PLAN

Date	04/13/2021
Project #	A21076
Scale	1/4" = 1'-0"
Sheet	A2.1



Oceano Community Services District

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

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

Date: May 12, 2021

To: Board of Directors

From: Will Clemens, General Manager

Subject: **Agenda Item #9(B):** Discuss the Victory Garden Program and provide direction as deemed appropriate

Recommendation

It is recommended that your Board discuss the Victory Garden Program and provide direction as deemed appropriate.

Discussion

The University of California Cooperative Extension [Master Gardener Program](#) is an educational volunteer program. Its purpose is to teach the community about home horticulture and to share research-based information produced by the University researchers and academics. The Master Gardener role is primarily that of an educator. Certified Master Gardeners have completed a comprehensive home horticulture training program under the supervision of the Cooperative Extension horticulture advisor. In turn, each volunteer their time to educate the gardening public through such activities as answering gardening questions on their telephone helpline, a weekly newspaper column, a demonstration garden, informational booths at Farmers Markets and workshops throughout the county.

The District has been approached by the Master Gardeners and have requested to use a portion of the Old Firehouse outdoor area for the attached Victory Garden Program. This would be an opportunity for the District to provide Parks and Recreation Services at no cost to the District.

Other Agency Involvement

The San Luis Obispo County UC Cooperative Extension Department.



Oceano Community Services District

Board of Directors Meeting

Financial Considerations

NA

Results

Coordinating with The Master Gardeners promotes a healthy and well governed community.

Attachment:

Victory Garden Program

Victory Garden Program, UCANR SLO

Background

The Victory Garden Program is based on the Grow L.A. Victory Garden Initiative. The manual is available as a downloadable PDF at <http://celosangeles.ucdavis.edu/files/97094.pdf>. The Grow LA Victory Garden Program was started in 2010 to address poverty, hunger, and food insecurity in Los Angeles County when it was found that 40% of the children were overweight or obese. The goal of the program is to improve accessibility to fresh produce, improve health, and cut grocery bills by giving beginning gardeners extra support and attention in starting their edible gardens in their local community.

What is the SLO Victory Garden Program?

The SLO Victory Garden Program is a series of local community workshops designed to show beginning gardeners how to start their own vegetable gardens quickly and easily in a container, in the backyard or at a community garden. The four-session workshops are held in spring and fall for a designated local community within SLO County and are led by UC Master Gardeners. The workshops are geared toward the specific microclimate and soil conditions of the designated local community. Upon completing all four classes, participants become UC-certified Victory Gardeners. Participants continue to work together informally in their neighborhood Victory Garden circle to ask questions, get support and continue learning.

Where are the classes held?

The Victory Garden Program is a neighborhood program with classes held at a public location such as a local community garden, school, or library.

What are the volunteer opportunities?

MG speakers are needed on the topics listed in the workshop outline below. The Victory Garden presentations rely on hands-on learning with 50% of the presentation time dedicated to demonstrations or participant activities. The speaking segments are 15-30 minutes followed by (or including) 15-30 minutes of a hands-on activity or demonstration. The topics are based on the content of the *Vegetable Gardening Handbook for Beginners* and the *Master Gardener Handbook* but may be personalized and adapted to the speaker's personal gardening experience.

Volunteers are also needed to help with set-up, registration, and to assist with the hands-on activities and to help clean-up at the end of the event.

Week 1

1. **Site Selection, Plant Selection, Choosing Seasonal Crops**
2. **Raised Beds**
3. **Soil and Nutrients, Fertilizers** (including soil test)

Week 2

4. **Seed Starting, Transplanting** (start 6-packs)
5. **Harvesting and Seed Saving**
6. **Fruit Tree Selection and Care**

Week 3

7. **California Natives and Oak Trees**
8. **Pollinator Gardens**
9. **Water Wise Use**

Week 4

10. **Container Gardening/Vegetable Gardening in Small Spaces**
11. **Pest Management**
12. **Food and Environmental Risks in the Garden**

Graduation