



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, September 13, 2023 – 6:00 P.M.

Location: OCSD BOARD ROOM

1. **CALL TO ORDER:** Called at approximately 6:00 p.m. by President Villa
2. **ROLL CALL:** Board members present: President Villa, Vice President Gibson, Director Austin, Director Joyce-Suneson and Director Varni.
Staff present: Will Clemens, General Manager, Carey Casciola, Business & Accounting Manager and Daniel Cheung, Legal Counsel.
3. **FLAG SALUTE:** Led by President Villa
4. **AGENDA REVIEW:** Agenda accepted as presented with a motion by Director Austin with a second from Vice President Gibson and a 5-0 roll call.
5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**

April Dury	Requested reports out of closed session items.
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6. SPECIAL PRESENTATIONS & REPORTS

A. Presentation by South San Luis Obispo County Sanitation District Staff: Jeremy Ghent, District Administrator presented.
No public comment.

B. STAFF REPORTS:

i. **Sheriff's South Station** – Commander Keith Scott (Absent) Report provided by Sergeant John Penaflor, August 2023 Stats:
451 Calls for service (4 Assault/Battery; 57 Disturbance; 5 Thefts; 2 Mail thefts)
83 Traffic Enforcement Stops conducted
22 Arrests (Domestic Violence, drugs and warrants)
CAT (Community Action Team) is working with RV occupants to find housing.

ii. **Five Cities Fire Authority** – Steve Lieberman, Fire Chief – Absent

iii. **Operations** - Utility Systems Manager - Tony Marraccino
Lopez is 97.1% full (47,958 AF); We are continuing to take Lopez water only and not pumping.
0 SSOs for the month of August.
Continuing with weekly and monthly samples.
9 work orders; 28 USAs; 9 service calls; 2 after-hours call outs.
A meter vault on Hwy 1 needed to be relocated and have a grade adjustment done due to the overlay project.
2 manholes require maintenance (vegetation clearance and base added).
Preventative maintenance on Well #8 completed.
Hydrant maintenance is complete.
Sewer jetting on Hwy 1 is completed – this is due to the overlay project and lack of access once it begins.
Continuing with valve turning and meter replacements.
4 District back flow assembly devices were tested. 1 failed and will be rebuilt.
Meter reading this month.
FOG program is completed for the year.
New truck was taken to Scelzi in Fresno to have the truck bed installed – estimated to take 2-3 months.

iv. OCSD General Manager – Will Clemens

Attended the California Special District Association (CSDA) Annual Conference in Monterey and was invited to present on the California Uniform Public Construction Costs Accounting Act. Continues to be the representative for all Special Districts throughout the State of California on that commission that oversees the act. It relates to bidding of public works projects. Many Special Districts were unaware of the act and benefits.

State Water Subcontractors Advisory Committee meeting last Friday – the County Board of Supervisors took action to appoint the General Manager and Director Varni as the alternate on that committee. Appointed as Chairman of the committee.

The County Board of Supervisors provided direction to County staff to create a plan for service for emergency and fire in Oceano by contracting back with the Five Cities Fire Authority for the same level of service currently provided.

v. OCSD Legal Counsel – Chase Martin (Absent); Report provided by Daniel Cheung

Provided a report on legal counsel fees breakdown for the past 3 months:

25% billed conferences with conferences with Directors.

20% billed conferences with conferences with staff.

15% development of strategies and review of statutes and cases.

40% attendance at regular and special board meetings.

Public inquiries are not billed as Legal Counsel serves the Board.

PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

April Dury	Provided comment regarding legal counsel costs and the General Managers report. Requested a report on WRAC.
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C. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. **President Villa** – Reported on the 9/12/2023 County Board of Supervisors meeting regarding emergency and fire services in Oceano.
- ii. **Vice President Gibson** – None
- iii. **Director Austin** – the 9/6/2023 South San Luis Obispo County Sanitation District meeting.
- iv. **Director Joyce-Suneson** – Reported on attending the CSDA Annual Conference.
- v. **Director Varni** – Reported on attending the CSDA Annual Conference.

D. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

April Dury	Expressed concern regarding the condition of the Oceano fire station.
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7. CONSENT AGENDA:	ACTION:
a) Review the of Minutes for the Special Meeting held on August 23, 2023	Director Varni requested that 7E be pulled for separate consideration.
b) Review the of Minutes for the Regular Meeting held on August 23, 2023	After an opportunity for public comment, Board and staff discussion, Director Varni made a motion to approve consent agenda items 7A-7D, with a second from President Villa a 5-0 roll call vote.
c) Review of cash disbursements	
d) Consideration of a recommendation to approve a proposal and professional services agreement with GSI Water Solutions Inc. to prepare the 2023 Annual Report for the Northern Cities Management Area in the amount of \$41,297 plus contingencies of \$3,717 for a total contract amount of \$45,014.	Public Comment: April Dury –Question regarding professional services.
e) Recommendation to Cancel the Regular Meetings of November 25, 2023, and December 27, 2023	

7E. CONSENT AGENDA:	ACTION:
Recommendation to Cancel the Regular Meetings of November 25, 2023, and December 27, 2023	After an opportunity for public comment, Board and staff discussion, Director Austin made a motion to approve staff recommendations with a second from Vice President Gibson a 4-1 roll call vote. Director Varni dissented. Public Comment: None

8A. BUSINESS ITEMS:	ACTION:
Discussion and consideration of the Parks and Recreation Committee of the Oceano Community Services District ("OPARC") duties, governing policies and procedures, and committee membership, and proposed resolution and bylaws concerning the same.	After an opportunity for public comment, Board and staff discussion, the item was continued and will be brought to OPARC and back to the Board of Directors. Public Comment: April Dury – Provided feedback on committee membership.

The Board called for a recess at 7:24pm - President Villa exited.
Meeting reconvened at 7:26pm.

9. HEARING ITEMS: None

10. RECEIVED WRITTEN COMMUNICATIONS: Correspondence from Julie Tacker

11. LATE RECEIVED WRITTEN COMMUNICATIONS: None

12. FUTURE AGENDA ITEMS:

Director Varni made a motion to call a special meeting for September 21, 2023, at 3:00PM with a second from Director Joyce-Suneson and a 4-0 roll call vote, President Villa absent.
No public comment.

Director Varni made a motion to place an item to clarify and possible action to bylaw 2.4(c) with a second from Director Joyce-Suneson.

Vice President Gibson made a motion to schedule a presentation of the Brown Act in light of the letter to the City of Pismo Beach regarding closed session with a second from Director Austin.

Director Joyce-Suneson made a motion to schedule the review of the closed session deliberations from 2022 for the Special Meeting on September 21, 2023, with a second from Director Varni.

Director Varni made a motion to place a performance review of legal counsel with an option for contract modifications on closed session for the Special Meeting on September 21, 2023, with a second from Director Joyce-Suneson.

Director Varni made a motion to place more decision-making processes under Business Items for the next scheduled regular board meeting with a second from Director Joyce-Suneson.

Director Varni made a motion to place the continuation of the parks and recreation resolution for the next scheduled regular board meeting with a second from Director Joyce-Suneson.

Director Varni made a motion to place potential litigation on a future closed session item with a second from Director Joyce-Suneson.

13. **FUTURE HEARING ITEMS:** None
14. **CLOSED SESSION ITEMS:** None
15. **ADJOURNMENT:** Director Austin made a motion to adjourn the meeting at 8:05pm with a second from Director Joyce-Suneson and a 4-0 roll call vote, President Villa absent.