



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

WEDNESDAY, May 22, 2019 – 6:00 P.M.

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

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

All persons desiring to speak during any Public Comment period are asked to fill out a "Board Appearance Form" to submit to the General Manager prior to the start of the meeting. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. Persons wishing to speak on more than one item shall limit his/her remarks to a total of SIX (6) minutes. This time may be allocated between items in one-minute increments up to three minutes. Time limits may not be yielded to or shared with other speakers.

1. CALL TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. AGENDA REVIEW
5. CLOSED SESSION:

A. Pursuant to Government Code §54957 (b)(1): Public Employment - General Manager

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. Vice President White
- iv. President Austin
- v. Director Repogle

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

This public comment period provides an opportunity for members of the public to address the Board on matters discussed during 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 April 24, 2019
- B. Review and Approval of Cash Disbursements
- C. Consideration of a recommendation to approve safe and sane fireworks booth permits
- D. Consideration of a recommendation to receive and file a report on charges and delinquencies and to set a public hearing for July 10, 2019 to authorize collection on 2019-20 property tax bills

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. Review and discussion of a resolution to adopt the March 2019 Local Hazard Mitigation Plan for the Oceano Community Services District
- B. Discussion of the May 17, 2019 Review of the Five Cities Fire Authority Strategic Plan by the Five Cities Fire Authority with Board direction as deemed appropriate

10. HEARING ITEMS:

11. RECEIVED WRITTEN COMMUNICATIONS:

12. LATE RECEIVED WRITTEN COMMUNICATIONS:

13. FUTURE AGENDA ITEMS: See the Board Meeting Timeline/ Future Agenda Items

14. FUTURE HEARING ITEMS:

15. ADJOURNMENT:



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, May 8, 2019 – 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 Austin
2. **FLAG SALUTE:** led by President Austin
3. **ROLL CALL:** Board members present: President Austin, Vice President White, Director Villa, Director Gibson and Director Replogle. Also present, General Manager Paavo Ogren, Legal Counsel Jeff Minnerly, Business and Accounting Manager Carey Casciola and Board Secretary Celia Ruiz.
4. **AGENDA REVIEW:** Agenda approved as modified in Item 8B
5. **CLOSED SESSION:** closed session was moved to after agenda item 14.
 - A. Pursuant to Government Code §54957: Public Employment – General Manager
6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:00 PM):**
Public comment received by Julie Tacker.
7. **SPECIAL PRESENTATIONS & REPORTS:**
 - a. **STAFF REPORTS:**
 - i. Operations - Field Supervisor Tony Marraccino –reported on 7 USA's, 8 work orders, 6 customer service calls, 1 after hours call out, Lopez currently at 59.3% full, no SSO's in the month of April, daily rounds, weekly samples, hydrant maintenance, 2 roll offs full at the levee, attended training by California Rural Water Association, emergency generator was delivered to the yard, meter swaps, door hangers.
 - ii. FCFA - Chief Steve Lieberman – None.
 - iii. OCSD General Manager – General Manager Ogren reported on bid documents for waterline on Norswing, emergency generator bid documents, City Managers and FCFA draft edits to JPA amendments, NCMA group strategic planning meeting
 - iv. Sheriff's South Station – Commander Stuart MacDonald – None.
 - b. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**
 - i. Director Villa – None
 - ii. Director Gibson – None
 - iii. Vice President White – None
 - iv. President Austin – reported on SSLOCSD
 - v. Director Replogle – reported on WRAC
 - c. **PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**
Public comment was received by Julie Tacker.

8 CONSENT AGENDA:	ACTION:
<p>a. Review and Approval of Minutes for April 24, 2019</p> <p>b. Review and Approval of Cash Disbursements</p>	<p>After an opportunity for public comment and Board discussion, staff recommendations were approved with a modification on Item B to correct the reported check numbers with a motion from Vice President White, and a second from Director Gibson and a 5-0 roll call vote.</p> <p>No public comment.</p>
9A BUSINESS ITEM:	ACTION:
<p>Introduction of a proposal by South County Sanitary Service Inc. to increase solid waste and recycling rates by 10.06%, to provide for notices to be sent pursuant to Article XIII D of the California Constitution, and to set a public hearing for June 26, 2019</p>	<p>A presentation was given by Carey Casciola, after an opportunity for public comment and Board discussion, staff recommendations were approved with a motion from Vice President White, and a second from Director Replogle and a 5-0 roll call vote.</p> <p>Public comment was received by Julie Tacker and Gary Hammel.</p>
9B BUSINESS ITEM:	ACTION:
<p>Discussion of Proposition 218 parcel tax and assessment options for fire and emergency services including those previously approved for Los Osos, Cayucos and Cambria with Board direction as deemed appropriate</p>	<p>A presentation was given by Paavo Ogren, after an opportunity for public comment and Board discussion, no action taken.</p> <p>Public comment was received by Julie Tacker and Dave Lefler.</p>

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, Cienega 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, The Place, Firehouse Art.

14. **FUTURE HEARING ITEMS:** June 26 Preliminary Budget hearing and SCSS rate increase.

5. CLOSED SESSION:

A. Pursuant to Government Code §54957: Public Employment – General Manager

Closed session was entered at approximately 8:24pm. Open session was resumed at approximate 9:00pm.

No reportable action

Public comment was received by Julie Tacker.

15. **ADJOURNMENT:** at approximately 9:00pm



Oceano Community Services District

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

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

Date: May 22, 2019

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #8B: Recommendation to Approve Cash Disbursements

Recommendation

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

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	57703 - 57732	
Disbursements Requiring Board Approval prior to Payment:		
Regular Payable Register - paid 05/22/2019	57712 - 57732	\$ 68,243.90
Subtotal:		\$ 68,243.90
Reoccurring Payments for Board Review (authorized by Resolution 2018-11):		
Payroll Disbursements - PPE 05/11/2019	N/A	\$ 26,772.85
Reoccurring Utility Disbursements - paid 05/08/2019	57703 - 57710	\$ 7,650.14
Reoccurring Health Disbursements - paid 05/08/2019	57711 - 57711	\$ 56.21
Subtotal:		\$ 34,479.20
Grand Total:		\$ 102,723.10

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.

5/16/2019 4:08 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: 057712 THRU 057732

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	5/16/2019	CHECK	057712	R&R ROLL-OFF LLC	580.69CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057713	PETTY CASH	4.27CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057714	GATOR CRUSHING & RECYCLING	23.12CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057715	DIVERSIFIED PROJECT SERVICES I	560.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057716	DIVERSIFIED PROJECT SERVICES I	140.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057717	ADAMSKI MOROSKI MADDEN CUMBERL	11,750.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057718	ARAMARK	100.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057719	R & T EMBROIDERY, INC.	180.27CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057720	GSI WATER SOLUTIONS, INC.	3,938.71CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057721	CATEGORY FIVE PROFESSIONAL CON	16,766.38CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057722	MISSION PAVING INC.	500.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057723	FAMCON PIPE & SUPPLY, INC.	132.99CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057724	CALPORTLAND CONSTRUCTION	1,125.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057725	CLINICAL LAB OF SAN BERNARDINO	660.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057726	RABOBANK VISA CARD	346.88CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057727	J.B. DEWAR, INC.	422.23CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057728	MINER'S ACE HARDWARE, INC.	184.23CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057729	SLO CO PUBLIC HEALTH DEPT.	945.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057730	UNITED RENTALS (NORTH AMERICA)	300.37CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057731	WALLACE GROUP A CALIFORNIA COR	1,478.90CR	OUTSTND	A	0/00/0000
1-1001-000	5/16/2019	CHECK	057732	CUMMINS INC.	28,104.86CR	OUTSTND	A	0/00/0000

5/16/2019 4:08 PM
 COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 2
 CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 057712 THRU 057732

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL: 68,243.90CR			
				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: 68,243.90CR			
				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 22, 2019

	(*)	
<u>Gross Wages</u>	4/27/2019	5/11/2019
Regular	\$22,915.04	\$21,673.57
Overtime Wages	\$1,131.88	\$2,135.69
Stand By	\$700.00	\$700.00
Gross Wages	<u>\$24,746.92</u>	<u>\$24,509.26</u>
 <u>Disbursements</u>		
Net Wages	\$18,733.54	\$18,331.97
State and Federal Agencies	\$4,105.89	\$4,092.17
CalPERS - Normal	\$4,389.74	\$4,191.60
SEIU - Union Fees	\$157.11	\$157.11
Total Disbursements processed with Payroll	<u>\$27,386.28</u>	<u>\$26,772.85</u>
 Health (Disbursed with reoccurring bills)	 \$4,741.55	 \$4,741.55
Total District Payroll Related Costs	<u>\$32,127.83</u>	<u>\$31,514.40</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: 057703 THRU 057710

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	5/08/2019	CHECK	057703	ADVANTAGE ANSWERING PLUS, INC	227.27CR	OUTSTND	A	0/00/0000
1-1001-000	5/08/2019	CHECK	057704	CHARTER COMMUNICATIONS	131.95CR	OUTSTND	A	0/00/0000
1-1001-000	5/08/2019	CHECK	057705	DIGITAL WEST NETWORKS, INC.	618.68CR	OUTSTND	A	0/00/0000
1-1001-000	5/08/2019	CHECK	057706	VERIZON WIRELESS	184.14CR	OUTSTND	A	0/00/0000
1-1001-000	5/08/2019	CHECK	057707	PACIFIC GAS & ELECTRIC	6,082.30CR	OUTSTND	A	0/00/0000
1-1001-000	5/08/2019	CHECK	057708	SO CAL GAS	88.33CR	OUTSTND	A	0/00/0000
1-1001-000	5/08/2019	CHECK	057709	STANLEY CONVERGENT SECURITY SO	93.97CR	OUTSTND	A	0/00/0000
1-1001-000	5/08/2019	CHECK	057710	ELECSYS INTERNATIONAL CORP	223.50CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	7,650.14CR		
				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:	7,650.14CR		
				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		

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: 057711 THRU 057711

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	5/08/2019	CHECK	057711	TASC -CLIENT INVOICES	56.21CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	56.21CR		
				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:	56.21CR		
				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 22, 2019
To: Board of Directors
From: Celia Ruiz, Account Administrator III
Via: Carey Casciola, Business and Accounting Manager
Subject: **Agenda Item #8(C): Consideration of a recommendation to approve safe and sane fireworks booth permits**

Recommendation

It is recommended that your Board approve applicants for the sale of safe and sane fireworks.

Discussion

In the month of May the District received applications for safe and sane fireworks permits in accordance with Ordinance 1991-2 and Ordinance 1992-2, which regulate the fees and conditions for the granting of permits for the sale of safe and sane fireworks within the boundaries of the District. Thereafter, through the adoption of Resolution 1997-12, the Board of Directors limited the number of applicants from seven to five. In recent years, it was recommended by the Fire Chief and the Five Cities Fire Authority (FCFA), for the increased safety of the residents, to limit the number of participants to four.

The District received four applications. Resolution 1997-12 provides that "The District will reserve an application for succeeding years for those vendors that comply with all District Rules and Regulations for the sale of Safe and Sane Fireworks." In 2018, the following organizations obtained approval from the District:

- The Anchor of Faith Apostolic Church
- The Church of God of Prophecy
- The Five Cities Aerie No. 4153 F.O.E.
- Open Door Pre-School

There are no additional applicants this year. The attached map illustrates where each applicant intends to locate their booth. In the application form, which are attached, applicants must indicate the following:

- A. How their profits in 2018 were used to benefit the Community
- B. How they would use any revenues realized in 2019 in the betterment of Oceano

The proposed time frame for sale of safe and sane fireworks is from June 28 thru July 5 until noon.



Oceano Community Services District

Board of Directors Meeting

The attached applications include information on how each will use revenues for community benefits:

Anchor of Faith Apostolic Church	Residents seeking help, homeless, single parent families, send children to summer camps
Church of God of Prophecy	Food provided to the community, insurance and gasoline for van
Five Cities Aerie No. 4153 F.O.E.	Give to local charities in Oceano
Open Door Pre-School	Building repairs, new play structure, helps on lowering tuition for children

Other Agency Involvement

FCFA will be inspecting and making sure applicants comply with rules and regulations.

Other Financial Considerations

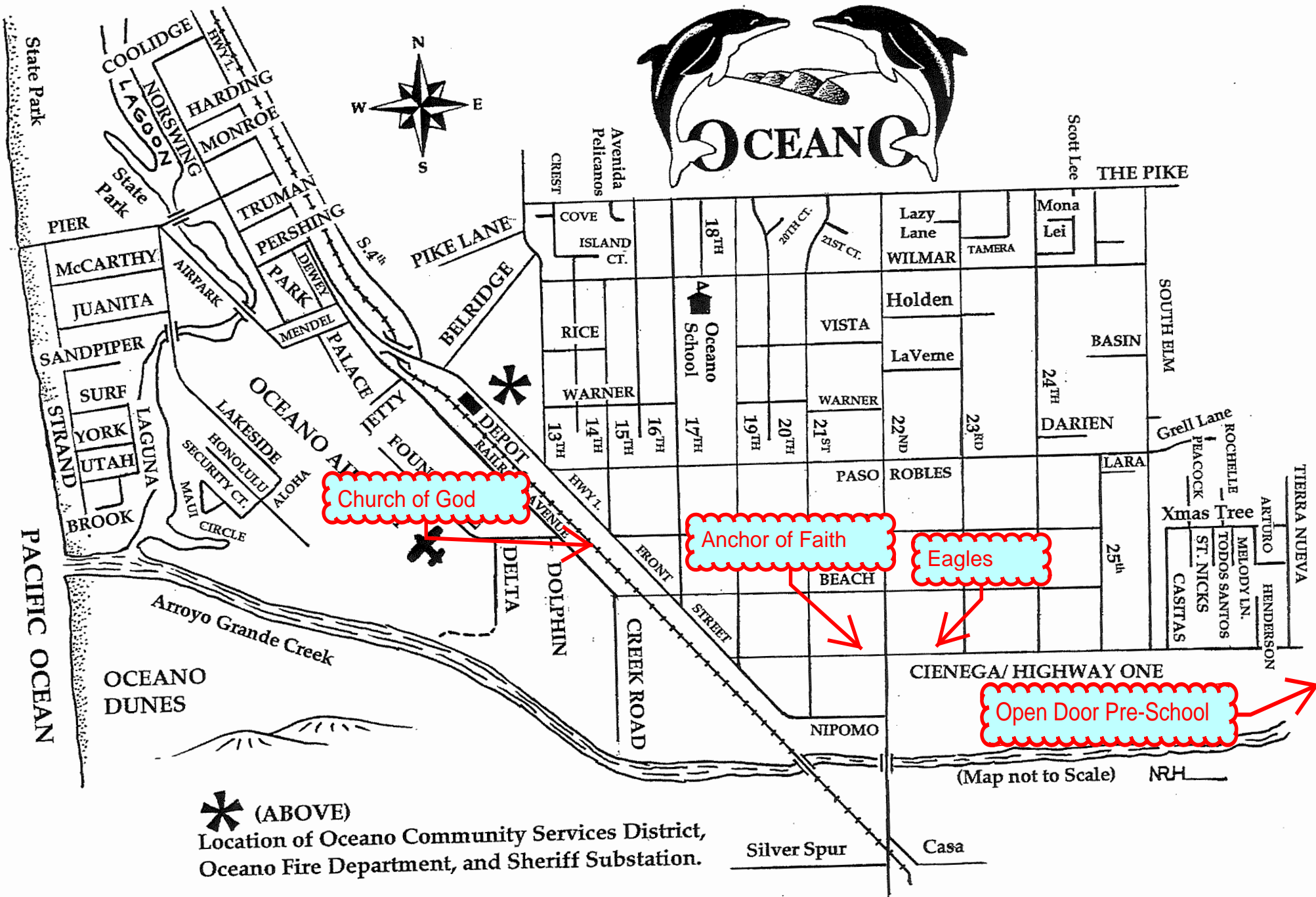
Each approved applicant will have a \$385.00 administrative fee and \$500.00 refundable clean up deposit.

Results

Issuing safe and sane firework permits promotes celebration of the nation's independence and freedom.

Attachments:

- Map illustrating where each applicant intends to locate their booth
- Anchor of Faith Apostolic Church Application
- Church of God of Prophecy Application
- Five Cities Aerie No. 4153 F.O.E. Application
- Open Door Pre-School Application



RECEIVED
MAY 15 2019
BY: CP

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 15, 2019. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Rudy Renteria
Representing/Organization: Ancho of Faith Apostolic Church
Mailing Address of Organization/Applicant: 1312 22nd ST
Oceano CA.
93445

Telephone: Daytime 805-748-8606 After 5:00 p.m. 805-748-8606

Proposed Booth Location: Chucho's Mexican Take out 1911 Cienaga St.

Property Owner's Name: Max Pimental

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2018 profits were used:

To give Xmas presents to needy children, + have friendship day
activities at church with free food + gifts prizes to visitors
also give emergency help to people that come + ask for money for bills, food, gas, ect

Please explain how you plan to use the 2019 profits for the benefit of Oceano/Halcyon:

Continue being a helping organization to those in need single parents
families, continue as in 2018, We greatly appreciate OCSD for allowing
us to participate in the Oceano Fireworks Stand, To send children who cannot
afford summer camp to attend camps!

Signature of Applicant: [Signature] Date: 5/14/19

PROPERTY OWNER'S LETTER OF PERMISSION
TO SELL FIREWORKS

Fire Chief Lieberman
Oceano Community Services District
PO Box 599
1655 Front Street
Oceano, CA 93475

SUBJECT: FIREWORKS BOOTH LOCATION/PROPERTY OWNER'S CONSENT

Dear Fire Chief Lieberman:

Permission is hereby granted to Rudy Renteria on behalf of the
Applicant's Name

Ancha of Faith Apostolic church and TNT
Organization Selling Fireworks Fireworks Company's Name

for the exclusive right to use the property located/named below for their 2019 fireworks booth:

1911 cienega st. Oceano ca. Chacho's Mexican Take out
Street Address or Location Description

Oceano calif 93445
City, State, Zip Code

Assessor's Parcel Number

This address is within the boundaries of the Oceano Community Services District. It is understood that this sale will be conducted in accordance with all District, County, and State regulations.

By:

Max Pimentel
Signature of Property Owner

MAX Pimentel
Please PRINT Property Owner's Name

PO Box 475 Oceano 93475
PROPERTY OWNER'S MAILING ADDRESS AND TELEPHONE NUMBER

business
(805) 489-5136
(805) 748-2860
Cell

Dated this 8 day of MAY, 2019

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 15, 2019. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Greg Noe
Representing/Organization: Church of God of Prophecy
Mailing Address of Organization/Applicant: P.O. Box 306
Oceano, CA
93445-0306

Telephone: Daytime (805) 710-3036 After 5:00 p.m. (805) 710-3036

Proposed Booth Location: 1860 Highway 1, Oceano, CA 93445

Property Owner's Name: John Taylor

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2018 profits were used:


Funding food ministry. Hot meals 2 times per week. Groceries 4 times per week.
Van expense in food ministry - gasoline, insurance, repairs.

Please explain how you plan to use the 2019 profits for the benefit of Oceano/Halcyon:

Same as last year.

Greg Noe
Signature of Applicant

4-25-19
Date

RECEIVED
APR 22 2019
BY: 

PROPERTY OWNER'S LETTER OF PERMISSION
TO SELL FIREWORKS

Fire Chief Lieberman
Oceano Community Services District
PO Box 599
1655 Front Street
Oceano, CA 93475

SUBJECT: FIREWORKS BOOTH LOCATION/PROPERTY OWNER'S CONSENT

Dear Fire Chief Lieberman:

Permission is hereby granted to Greg Noe on behalf of the
Applicant's Name

Church of God of Prophecy and TNT Fireworks
Organization Selling Fireworks Fireworks Company's Name

for the exclusive right to use the property located/named below for their 2019 fireworks booth:

1860 Highway 1
Street Address or Location Description

Oceano, CA 93445
City, State, Zip Code

Assessor's Parcel Number

This address is within the boundaries of the Oceano Community Services District. It is understood that this sale will be conducted in accordance with all District, County, and State regulations.

By:


Signature of Property Owner

John Taylor
Please PRINT Property Owner's Name

P.O. Box 929, Oceano, CA 93475
PROPERTY OWNER'S MAILING ADDRESS AND TELEPHONE NUMBER

Dated this 25 day of April, 2019

RECEIVED
MAY 15 2019
BY: CR

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 15, 2019. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Norma Bernert

Representing/Organization: Five Cities Fraternal Order of Eagles

Mailing Address of Organization/Applicant: PO Box 1009
Oceano CA 93475

Telephone: Daytime 805-503-5219 After 5:00 p.m. 805-503-5219

Proposed Booth Location: Central Market, Oceano

Property Owner's Name: Tony Sam

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2018 profits were used:
Donations to Boys & Girls Club of Oceano, Donations to Senior Center Oceano
Acru Building Improvements

Please explain how you plan to use the 2019 profits for the benefit of Oceano/Halcyon:
Donations to Boys & Girls Club of Oceano, Donations to Veterans in need,
Donation to Senior Center

Norma Bernert
Signature of Applicant

4-20-19
Date

PROPERTY OWNER'S LETTER OF PERMISSION
TO SELL FIREWORKS

Fire Chief Lieberman
Oceano Community Services District
PO Box 599
1655 Front Street
Oceano, CA 93475

SUBJECT: FIREWORKS BOOTH LOCATION/PROPERTY OWNER'S CONSENT

Dear Fire Chief Lieberman:

Permission is hereby granted to Norma Bernert on behalf of the
Applicant's Name

FireCities Eagles #4153 and T-NT Fireworks
Organization Selling Fireworks Fireworks Company's Name

for the exclusive right to use the property located/named below for their 2019 fireworks booth:

Central Market, 2061 Cienega
Street Address or Location Description

Oceano, CA 93445
City, State, Zip Code

067-114-022
Assessor's Parcel Number

This address is within the boundaries of the Oceano Community Services District. It is understood that this sale will be conducted in accordance with all District, County, and State regulations.

By: TONY SAM
Signature of Property Owner

TONY SAM
Please PRINT Property Owner's Name

2061 CIENEGA ST OCEANO, CA. 93445
PROPERTY OWNER'S MAILING ADDRESS AND TELEPHONE NUMBER

Dated this 13 day of MAY, 2019

RECEIVED
May 8th 2019
BY: [Signature]

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 15, 2019. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Esther + David Myers
Representing/Organization: Open Door Pre-school
Mailing Address of Organization/Applicant: PO Box 693
Pre-school # 805-489-6327 Oceano, Ca.
805-471- 93475
Telephone: Daytime 2027 After 5:00 p.m. 805-471-2027
Proposed Booth Location: 2876 Cienaga Street Oceano
Property Owner's Name: Alan Hayashi

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2018 profits were used:
buy chairs play structure

Please explain how you plan to use the 2019 profits for the benefit of Oceano/Halcyon:
Finish play yard and building upgrades

Need to show school supplies lower for local children with funds made
helps keep tuition
Alan Myers
Signature of Applicant Date 5-8-2019

PROPERTY OWNER'S LETTER OF PERMISSION
TO SELL FIREWORKS

Fire Chief Lieberman
Oceano Community Services District
PO Box 599
1655 Front Street
Oceano, CA 93475

SUBJECT: FIREWORKS BOOTH LOCATION/PROPERTY OWNER'S CONSENT

Dear Fire Chief Lieberman:

Permission is hereby granted to Esther / David Myers on behalf of the
Applicant's Name

Open Door Preschool and TNT
Organization Selling Fireworks Fireworks Company's Name

for the exclusive right to use the property located/named below for their 2019 fireworks booth:

Highway 1 & Maywood 2876 Cienega St
Street Address or Location Description

Oceano, CA 93445
City, State, Zip Code

Assessor's Parcel Number

This address is within the boundaries of the Oceano Community Services District. It is understood that this sale will be conducted in accordance with all District, County, and State regulations.

By:

[Signature]
Signature of Property Owner

Armin Hayashi
Please PRINT Property Owner's Name

2460 Greenway Ag, CA 93420
PROPERTY OWNER'S MAILING ADDRESS AND TELEPHONE NUMBER

Dated this 1 day of May, 2019



Oceano Community Services District

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

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

Date: May 22, 2019

To: Board of Directors

From: Celia Ruiz, Account Administrator

Via: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #8D:** Consideration of a recommendation to receive and file a report on charges and delinquencies and to set a public hearing for July 10, 2019 to authorize collection on 2019-20 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 10, 2019 to authorize collection on 2019-20 property tax bills.

Discussion

By approving the staff recommendations, the District will follow the 2019/2020 tax roll timeline provided by the County Auditor. This is the eight 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 2019/2020 tax roll timeline and a sample of the letter the District will sent to ratepayers.

Notices of the public hearing will be published in the Tribune on June 26, 2019 and July 5, 2019 per Government Code Section 61115(b) and 6066. Property owners will be noticed that the last date to pay is July 12, 2019. Any payments made on or before July 12 will be deleted from the list prior to submitting to the County Auditor. This year only delinquent garbage customers will be sent to the County, see the list attached.

Other Agency Involvement

County of San Luis Obispo Auditor/Controller's Office will be collecting the delinquent bills with property taxes.



Oceano Community Services District

Board of Directors Meeting

Other Financial Considerations

The County also 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 and promotes well governed communities.

Attachments:

- Tax roll 2019-20 tax roll timeline
- Report on charges and delinquencies – Garbage
- Sample of letter sent to ratepayers - Garbage
- Public hearing notice

2019/20 TAX ROLL PROCEDURES

05/16/19	COMPLETE DRAFT AGENDA MATERIAL FOR 5/22 REGULAR MEETING
05/17/19	COMPLETE FINAL AGENDA MATERIAL FOR 5/22 REGULAR MEETING
06/03/19	PREPARE and MAIL LETTERS
06/04/19	MAIL NOTICE OF PUBLIC HEARING TO PROPERTY OWNERS & PROVIDE TO TRIBUNE WITH DIRECTION FOR PUBLICATION ON 6/26 AND 7/5
06/26/19	FILE REPORT OF CHARGES AND DELINQUENCIES TO BE COLLECTED ON TAX ROLL PURSUANT TO GOV'T CODE SECTION 61115(b)
06/26/19	FIRST NEWSPAPER NOTICE FOR PUBLIC HEARING ON 7/10 REGULAR MEETING PER GOVERNMENT CODE SECTION 61115(b) AND 6066
07/01/19	COMPLETE DRAFT AGENDA MATERIAL FOR 7/10 REGULAR MEETING
07/05/19	SECOND NEWSPAPER NOTICE FOR PUBLIC HEARING ON 7/10 REGULAR MEETING PER GOVERNMENT CODE SECTION 61115(b) AND 6066
07/03/19	COMPLETE FINAL AGENDA MATERIAL FOR 7/10 REGULAR MEETING (RESOLUTION)
07/10/19	BOARD OF DIRECTORS MEETING: NOTICE OF PUBLIC HEARING
07/12/19	PAYMENT DUE
07/22/19	RESOLUTION CONFIRMING THE CHARGES AGAINST PROPERTY OWNERS WITH REPORT AND SUBMIT TO COUNTY AUDITOR
08/02/19	FINAL FUND PROOF SUBMISSION TO SLO COUNTY FOR ROLL YEAR 2019/20: WATER/SEWER, AND TRASH
08/15/19	FINAL DEADLINE FOR ALL DIRECT CHARGE FUNDS TO BE SIGNED APPROVED AND RETURNED TO THE AUDITOR-CONTROLLER'S OFFICE

DUFFY, BRIAN	2153 OCEAN ST		62092031	+175.61
BOGDAN, WILLIAM	1539 FOUNTAIN AVE		61046045	+414.32
FOUTS, LISA	324 YORK AVE		61071021	+350.82
MONGE, RUFINO & YOLANDA	1551 PASO ROBLES ST		62081012	+344.24
JACKIE RODRIGUES C/O DONN	388 PIER AVE		61012018	+497.62
BENHAM, ERIK	1517 PASO ROBLES ST		62081018	+142.96
UC, JAVIER	2279 BEACH ST		62096026	+201.20

June 3, 2019

Parcel #:
000-000-000

Owner Name
Address
City, State Zip Code

Regarding Service Address:
0000 Street
OCEANO, CA 93445

Dear Mr. and/ or Mrs.:

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 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 the South County Sanitary by 5:00 p.m. on June 30, 2019, 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 10, 2019, starting at 6:00 p.m. at the Board's meeting room 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



**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 10, 2019, starting at 6:00 pm, in the District's Board Room, 1655 Front St., Oceano, California. The purpose of the hearing is to consider adoption of a resolution to place delinquent water, sewer, garbage, and other charges on 2019-20 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 22, 2019

To: Board of Directors

From: Nicole Miller, LHMP Coordinator

Via: Paavo Ogren, General Manager

Subject: **Agenda Item #9(A):** Review and discussion of a resolution to adopt the March 2019 Local Hazard Mitigation Plan for the Oceano Community Services District.

Recommendation

It is recommended that the Oceano Community Services District review and discuss the attached Resolution adopting the March 2019 Local Hazard Mitigation Plan for the Oceano Community Services District.

Discussion

The FEMA approved, Oceano Community Service's Local Hazard Mitigation Plan (LHMP) was developed to meet the requirements of the federal Disaster Mitigation Act of 2000. This Act requires all local, county, and tribal governments to develop a hazard mitigation plan to enable those participating jurisdictions to be eligible to receive federal mitigation funds following natural disasters and to apply for mitigation grants before disasters strike. The Hazard Mitigation Grant Program, Pre-Disaster Mitigation Program, and Flood Mitigation Assistance Program are all examples of programs where eligibility is based on compliance with the Disaster Mitigation Act and the development of an LHMP.

To fulfill this requirement in a cost-effective manner, the District sought and received a grant to complete a LHMP. One hundred percent of the development costs for the LHMP were provided by Hazard Mitigation Grant Program funds. The plan was prepared by a local firm that specializes in this area of expertise, Category Five Professional Consultants, Inc and was selected by the Board at the May 23, 2018 meeting.

The plan contains a thorough assessment of the District's vulnerability to natural hazards and develops strategies to reduce the risks associated with those hazards to reduce the number of lives lost and minimize property damage and recovery effort spending. Throughout the planning process, concerns and decisions were reviewed and input was provided by a 26-member Planning Group comprised of Oceano citizens, District personnel, area non-profits, and SLO County representatives.

The plan approval process is lengthy and requires review by several agencies and the general public. A County wide public information and review session was held on November 17, 2018, as part of the District's public forum day at the Oceano Community Center. After the plan was reviewed with the public, several sound



ideas were received and subsequently incorporated into the final plan which was then reviewed and approved by the District.

The plan was then forward to the State Hazard Mitigation Office at California Office of Emergency Services in December of 2018. A few minor refinements were made and approval from State Hazard Mitigation Office was received in February of this year.

The plan was immediately forward to FEMA and final approval, contingent upon the OCSD Board of Directors approval, was received in April 2019. The LHMP, as of March 2019, can be found on the website at:

<https://oceanocsd.org/resources/plans-studies/>

Other Agency Involvement

N/A

Financial Considerations

The cost of the Local Hazard Mitigation Plan is \$47,903.94, which is funded by the Local Hazard Mitigation Grant Program. There are significant potential positive fiscal impacts as a Hazard Mitigation Plan is a prerequisite to receiving pre-disaster mitigation grants and post-disaster reimbursement funds.

Results

Local Hazard Mitigation preparation and FEMA compliance promotes a safe, informed and well governed community.

Attachments:

- Draft Resolution adopting the March 2019 Local Hazard Mitigation Plan for the Oceano Community Services District

OCEANO COMMUNITY SERVICES DISTRICT

RESOLUTION NO: 2019 - __

**RESOLUTION ADOPTING A MULTI-JURISDICTIONAL LOCAL
HAZARD MITIGATION PLAN**

WHEREAS, mounting costs of disaster recovery in the nation over the past decade has promoted interest in providing effective ways to minimize our country's hazard vulnerability; and

WHEREAS, the Disaster Mitigation Act (DMA) of 2000, also commonly known as "The 2000 Stafford Act Amendments," constitutes an effort by the Federal government to reduce the rising cost of disasters; and

WHEREAS, the Disaster Mitigation Act of 2000 (the Act) requires local governments to develop and submit mitigation plans in order to qualify for the Hazard Mitigation Grant Program (HMGP) project funds; and

WHEREAS, the purpose of the Disaster Mitigation Act of 2000 was to establish a national program for pre-disaster mitigation, streamline administration of disaster relief at both the federal and state levels, and control federal costs of disaster assistance; and

WHEREAS, the District has concluded a planning process which allowed participation by the local community has developed a Local Hazard Mitigation Plan that meets the needs established by the Act.

NOW, THEREFORE, BE IT RESOLVED that the Oceano Community Services District Board hereby adopts the Local Hazard Mitigation Plan attached hereto as Exhibit A.

PASSED AND ADOPTED by the Board of Directors of the Oceano Community Services District on May 22, 2019 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 District

APPROVED AS TO FORM:



Oceano Community Services District

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

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

Date: May 22, 2019

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item # 9(B):** Discussion of the May 17, 2019 Review of the Five Cities Fire Authority Strategic Plan by the Five Cities Fire Authority with Board direction as deemed appropriate.

Recommendation

It is recommended that your Board review and discuss the May 17, 2019 Review of the Five Cities Fire Authority Strategic Plan by the Five Cities Fire Authority with Board direction as deemed appropriate.

Discussion

The Five Cities Fire Authority (FCFA) has been providing fire and emergency services to the communities of Arroyo Grande, Grover Beach and Oceano since 2010 when the cities and the district approved a Joint Powers of Authority Agreement (JPA) establishing FCFA. In September 2017, FCFA adopted a strategic plan for future services, which has led to discussions to amend the FCFA JPA as needed to implement the strategic plan. The plan, along with the JPA, budgets and other FCFA documents can be obtained at:

<http://www.fivecitiesfireauthority.org/documents>

Costs associated with implementing the strategic plan have been identified and are under review. The agencies have been working collaboratively to determine funding requirements for each of the agencies and other amendments to the JPA that will be needed to ensure the continued viability of FCFA. Attachment "A" is a chronology of Board meetings relating to FCFA since the strategic plan was adopted.

Attachment "B" is a timeline of upcoming Board meetings that are intended to review various items relating to FCFA and future actions that your Board will need to consider for Oceano to continue to receive fire and emergency services from FCFA. The primary issue that your Board will need to consider, and which would ultimately be decided by voters, is whether a special tax should be approved to fund the cost of future services from FCFA for Oceano. Based on prior Board direction, a ballot item will need to be considered for the March 2020 election. Attachment "B" identifies upcoming agenda items that will be prepared for your Board to consider including options for a special tax election and other related issues.



Oceano Community Services District

Board of Directors Meeting

Attachment "C" is the staff report provided to the FCFA Board for their meeting on May 17, 2019. The agenda item was created to provide a presentation summarizing implementation progress of the adopted Strategic Plan and for the FCFA Board to provide direction to staff regarding potential changes or reprioritization. Since the FCFA meeting is held after the agenda preparation deadline for the District, a verbal update will be provided on the FCFA discussions and any FCFA Board direction provided to staff.

The FCFA strategic plan has been posted to the District website and can be located at:

<https://oceanocsd.org/customer-services/district-services/fire-emergency/>

Other Agency Involvement

The Five Cities Fire Authority; the Cities of Arroyo Grande and Grover Beach; the County of San Luis Obispo, Cal Fire.

Financial Considerations

None at this time. The cost of future services for Five Cities Fire and alternatives associated with the County/Cal Fire will be included in future agenda items.

Results

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

Attachments:

- "A" - Chronology
- "B" – Future Agenda Items / Timeline
- "C" – May 17, 2019 Five Cities Fire Authority Staff Report



Oceano Community Services District

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

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

CHRONOLOGY

The following table identifies the dates and agenda items that your Board has considered since the FCFA Board adopted the Strategic Plan. The table will be updated as additional District meetings occur to provide a chronology for public information.

September 22, 2017 – Five Cities Fire Authority	Five Cities Fire Authority Adopts the Five-Year Strategic Plan
November 18, 2017 – Five Cities Fire Authority	Five Cities Fire Authority Direction on phased transition of Reserve Firefighters to full time employees.
December 6, 2017	Discussion of the Five Cities Fire Authority Five-Year Strategic Plan and the November 17, 2017 agenda item on the Reserve Firefighter Program with Board direction as deemed appropriate.
January 10, 2018	Consideration of a report entitled “A Twenty Eighteen (2018) Outlook on the Fire Cities Fire Authority” and a recommendation to create an ad-hoc committee for inter-agency collaboration and related efforts.
February 13, 2018	Discussion of Five Cities Fire Authority including recent meetings with representatives of other agencies, upcoming Authority meetings, and Board direction as deemed appropriate. (No staff report)
March 28, 2018	Review, discuss and provide direction as deemed appropriate by your Board regarding the agenda item considered by the Five Cities Fire Authority at their meeting on March 16, 2018 proposing two preliminary budgets to develop the FY 2018-19 Budget.



Oceano Community Services District

Board of Directors Meeting

<p>April 25, 2018</p>	<p>Consideration of a Recommendation to approve a resolution Directing Approval of the Five Cities Fire Authority Budget for Fiscal year 2018/19, and discussion of related issues.</p>
<p>May 23, 2018</p>	<p>Consideration of a Recommendation to Approve a Memorandum of Agreement Amending the Five Cities Fire Authority Joint Powers of Authority Agreement with the Cities of Arroyo Grande and Grover Beach.</p>
<p>September 26, 2018</p>	<p>Update on the Five Cities Fire Authority Joint Powers of Authority Agreement and the County/Cal Fire Strategic Plan efforts and provide Board Direction as Deemed Appropriate.</p>
<p>March 27, 2019</p>	<p>Status update on amending the Five Cities Fire Authority Joint Powers Agreement and Board direction as deemed appropriate</p>
<p>April 10, 2019</p>	<p>Discussion on timeline for amending the Five Cities Fire Authority Joint Powers Agreement and steps associated with calling for a special tax election in March 2020 with direction to staff as deemed appropriate.</p>
<p>April 24, 2019</p>	<ul style="list-style-type: none"> • Presentation by LAFCO on requirements if the District pursued divestiture of fire and emergency services and review of County Agenda Item #35 (April 23, 2019) regarding fire services for unincorporated communities with Board direction as deemed appropriate • Presentation by District legal counsel on activities associated with ballot items.
<p>May 8, 2019</p>	<p>Discussion of Proposition 218 parcel tax and assessment options for fire and emergency services including those previously approved for Los Osos, Cayucos and Cambria with Board direction as deemed appropriate.</p>



OCEANO COMMUNITY SERVICES DISTRICT BOARD MEETING TIMELINE

Board Meeting	Task
June 12, 2019	<ul style="list-style-type: none"> • Review of the County report on fire and emergency services provided by special districts • FCFA JPA Amendments • Preliminary Budget Review
June 26, 2019	<ul style="list-style-type: none"> • South County Sanitary Rate Increase Prop 218 Hearing (No FCFA Agenda Items – Hearing to adopt 2019/20 Preliminary Budget)
July 10, 2019	<ul style="list-style-type: none"> • Target date for direction on new FCFA funding formula • Multi-year updated cost estimates for the OCSD share of FCFA costs • Tax analysis • Tax roll hearing for charges and delinquencies
July 24, 2019	<ul style="list-style-type: none"> • Identification of other community options for fire and emergency services. • Review Survey re: FCFA
August 14, 2019	<ul style="list-style-type: none"> • FAQ's – Initial Public Information • Central Coast Blue
August 28, 2019	(No FCFA Agenda Items – Hearing to adopt 2019/20 Final Budget)
September 11, 2019	
September 25, 2019	<ul style="list-style-type: none"> • Last regular Board meeting to approve JPA Amendments
October 9, 2019	<ul style="list-style-type: none"> • Formal actions that must be adopted by your Board to place an item on the March 2020 ballot
October 23, 2019	
November 13, 2019*	
December 11, 2019*	

* One Board Meeting in November and December due to holidays.



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** May 17, 2019
FROM: Stephen Lieberman, Fire Chief/Executive Officer
SUBJECT: Review of Adopted Strategic Plan

RECOMMENDATION

It is recommended that the Board of Directors (Board) receive a presentation summarizing implementation progress of the adopted Strategic Plan and provide direction to staff regarding potential changes or reprioritization.

BACKGROUND

The strategic planning process began in the spring of 2016, and evolved into an in-depth analysis of the “current state” of the Five Cities Fire Authority (FCFA), and the creation of a framework identifying critical needs for the next five-year period. The Board unanimously approved the FCFA Strategic Plan in September 2017.

On February 16 2018, the Board selected components of the adopted plan for implementation prioritization. The initial items selected included:

- **Staffing**
 - The Reserve Firefighter position had become unsustainable and the Board directed staff to prioritize the transition to a full-time Firefighter position.
 - The creation of a third Battalion Chief position was included based on the current and anticipated increase in administrative workload, consistent supervision and oversight of personnel and to address recruitment and retention challenges (shift based Battalion Chiefs are the industry standard).

- **Equipment**
 - Initial estimates for capital equipment and vehicle replacement were identified in the plan and the Board directed staff to begin a partial replacement set-aside.

ANALYSIS OF ISSUES

As the member communities work through a comprehensive review of the JPA provisions, members of the Board, along with the City/District Managers have suggested a review of the five-year and future cost projections of the Strategic Plan, along with current identified priorities. Staff has prepared an accompanying presentation highlighting the current status of identified goals/tasks. Listed below is a summary of the components of the plan:

Strategic Initiative I – Organizational Effectiveness

- IT Master Plan
- Training Plan / Training Facility
- Staff Communications
- Health/Fitness/Wellness Plan

Strategic Initiative II – Financial Sustainability

- Determine Capital Needs
- Determine Staffing Needs
- Create Stakeholder Outreach
- Arrive at “End Game” (3-5 year plan)

Other Issues Identified

- Dispatch
- Emergency Medical Services

Staff has identified several key elements of the plan for Board consideration and direction:

- Staffing – During the course of negotiations related to JPA revisions, cost allocations, and future cost projections of the FCFA, the City/District Managers identified that the initial prioritization did not include an Engineer position for the Oceano fire station.
- Capital Equipment and Apparatus Replacement – Also identified and discussed during recent meetings was how future replacement funding would be identified. Conversations focused on the merits of replacement “set aside” funding; meaning that annual general fund contributions would be “deposited” into the budget until such time that an expenditure would be required as opposed to the continued consideration of lease purchase financing.
- Future Strategic/Political Engagement – During the course of the development of the Strategic Plan, benchmarks were identified for future consideration of either a revenue measure or the formation of a fire district. Discussion related to the

development of this portion of the plan focused on “fiscal independence.” As included in the report, detailed analysis (financial and geopolitical) would be required.

- Dispatch / Emergency Medical Services (EMS) – While not specifically included in adopted work plans, challenges and opportunities related to dispatch and EMS were included in the report.
 - Dispatch – National surveys place cell phone ownership in the United States between 90-95%. At the same time, use of a landline phone (wired) is below 50%. (Pew Research, Centers for Disease Control). When someone uses a cell phone to report an emergency via 9-1-1, current cellular tower routing limitations often result in that 9-1-1 call being transferred repeatedly until the appropriate dispatch center is reached. This causes a potential delay in response times. While this national issue remains unresolved, the FCFA’s migration to County Fire/CAL FIRE in November 2018 has resulted in a “smoother” dispatch to an incident with immediate dispatch of automatic aid resources.
 - EMS – The future consideration of implementing “Advanced Life Support (ALS)” or Paramedic services was identified in the plan. ALS offers a far more expanded scope of services that FCFA personnel could implement for emergency patient treatment (FCFA currently “Basic Life Support” (BLS). In June 2019, FCFA will launch “Expanded Scope” BLS protocols. This will enable all FCFA personnel to provide enhanced patient care utilizing protocols including:
 - Naloxone (Narcan) – Counters opioid overdose
 - Epinephrine – Treatment for severe allergic reactions (Anaphylaxis)
 - Glucometers – monitoring blood sugar levels

As the member communities continue to work through potential JPA revisions and the Oceano Community Services District prepares for a ballot initiative in March 2020, FCFA staff will continue to support the negotiations. Staff will quantify any resulting change in financial projections based upon adjustment to the existing strategic plan prioritization.

FISCAL IMPACT

Any potential fiscal impacts related to a change in Strategic Plan reprioritization will be presented to the Board at a later date.

ALTERNATIVES

The following alternatives are provided for the Board's consideration:

1. Receive Strategic Plan update and provide direction to staff.
 2. Receive and file staff report.
 3. Provide other direction to staff.
-

ATTACHMENTS

Current Strategic Plan Prioritization
Strategic Plan Review Presentation
Estimated Strategic Plan Implementation

PREPARED BY

S. Lieberman, Fire Chief/Executive Officer

Five Cities Fire Authority
Strategic Plan Prioritization - February 16 2018 Board Meeting

<u>Position Title</u>	<u>Comments</u>	<u>Qty</u>	<u>July 2018</u>	<u>July 2019</u>	<u>July 2020</u>	<u>July 2021</u>
Firefighter	Initial Hire of FTE's (First 3)	3	\$309,000	\$318,300	\$327,800	\$337,600
Acting Battalion Chief	Succession Planning / Temporary fix for Duty Chief	1	\$133,500	\$137,500	-	-
Firefighter	Second Phase of FTE's (Second 3 - Total 6)	3	-	\$318,000	\$327,500	\$337,300
Battalion Chief	Transistion to Shift Position (Industry Norm)	1	-	-	\$225,000	\$231,800
Firefighter	Third Phase of FTE's (Total 9)	3	-	-	-	\$337,600
Reserve Firefighter	Elimination of Program		(\$31,900)	(\$198,900)	(\$198,900)	(\$368,000)
Subtotal Staffing			\$410,600	\$574,900	\$681,400	\$876,300
Truck 5	50% Replacement Funding (Replacement 2025)			\$118,000	\$118,000	\$118,000
Grand Total			\$410,600	\$692,900	\$799,400	\$994,300

Allocations by Community (FY 17/18 Budget)*:

Arroyo Grande (47%)	\$192,982	\$325,663	\$375,718	\$467,321
Grover Beach (34%)	\$139,604	\$235,586	\$271,796	\$338,062
OCS D (19%)	\$78,014	\$131,651	\$151,886	\$188,917
	<u>\$410,600</u>	<u>\$692,900</u>	<u>\$799,400</u>	<u>\$994,300</u>

* Calendar Year 2018 Response Data will likely impact FY 2018/2019 Budget Allocation

Revised 2/22/2018



Five Year Strategic Plan

Agenda Item 9B





Agenda Item 9B

- Adopted in 2017
- Based on 2015 SWOT
- Evolved into more than a Strategic Plan
- Identified:
 - Framework
 - Work Plans
 - Timelines
 - Cost Estimates



		Helpful	Harmful		
STRENGTHS	Internal	<ul style="list-style-type: none"> •Professional and Well Trained •Citizen Owned / Citizen Operated •Doing More with Less 	<ul style="list-style-type: none"> •Staffing Levels •Aging Fleet & Equipment •Long Term Operational Funding 	WEAKNESSES	
OPPORTUNITIES	External	<ul style="list-style-type: none"> •Community Outreach •“Newness” of Organization / Smart Growth 	<ul style="list-style-type: none"> •Aging Population •Public Perception of Government •Branding / Identity • Competing Priorities 	THREATS	



Existing Conditions

- **Current State**

- Based on what we know today, how should we plan for the future?
- Aging Fleet - no replacement funding
- Capital Equipment – no replacement funding
- Staffing shortfalls
- Increasing Call Volume *
- Aging Population *
- Current & Future Development *





Strategic Plan – Status Update

Agenda Item 9B



Strategic Initiative I – Organizational Effectiveness



Strategic Initiative I – Organizational Effectiveness

Goal 1 – Develop Technology Master Plan

- Improve IT connectivity at fire stations
- Maintain IT connection redundancy (Charter/ATT)
- Independent Server
- Install Wi-Fi at all station
- Improve Communications
 - Enhance Radio Network
 - Improve Telephone System
 - CAD Replacement
- Explore IT Upgrades
 - Obtain GIS Support
 - Cloud Based Reporting System (ImageTrend)
 - Other Software Solutions (CrewSense)

Status

Completed

Completed

Unresolved

FY 19/20

Funding

FY 19/20

Deleted

Unresolved

Completed

Completed

Attachment C

Strategic Initiative I – Organizational Effectiveness

Goal 2 – Develop Training Plan

- Update/Organize Standard Operating Guidelines
- Provide increased outside training (identified by rank)
- Succession Planning / Task books / Acting Positions
- Implement “Red Card” system
- Research / Develop Training Grounds

Status

In Progress

Funding

In Progress

Unresolved

Funding



Strategic Initiative I – Organizational Effectiveness

Goal 3 – Develop Staff Information / Communications Program

- Establish secure YouTube channel for updates
- Attach video links to Target Solutions training software

Status

Unresolved
Unresolved

Goal 4 – Develop Health/Fitness Plan

- Budget and implement NFPA 1582 physicals
- Review/Implement IAFF fitness program
- Updating staffing plan to ensure time for fitness

Status

Completed
Unresolved
Completed



Other Initiatives

Dispatch

- Cellular 911 Routing Challenges
 - Remains National/Industry Challenge
 - FCFA migration to County Fire / CAL FIRE dispatch reduces call transfers

Status

Unresolved

Emergency Medical Services – Advanced Life Support

- Provide Advanced Life Support / Paramedic level of care
 - FCFA will implement “Enhanced Scope” EMT 6/19
 - Naloxone administration
 - Epinephrine administration
 - Glucometer / Blood Sugar monitoring

Status

Unresolved



Strategic Initiative II – Financial Sustainability – Needs/Costs



Strategic Initiative II – Financial Sustainability

Goal 1 – Determine Capital Needs

- Identify Equipment Needs
- Establish depreciation schedule/replacement cost report
- Include fleet and equipment replacement - \$3K or higher

- Identify staffing needs with prioritization*
- Determine staffing costs

- Identify infrastructure needs
- Prioritize facility needs (IT, Stations, Training Grounds)

- Submit consolidated costs (Fiscal Independence)

Status

Completed
Draft Completed
Completed

Completed*
Completed

Unresolved
Unresolved

Unresolved

Strategic Initiative II – Financial Sustainability – Strategy/Politics



Strategic Initiative II – Financial Sustainability

Goal 2 – Create Stakeholder Outreach

Status

- Develop framework of education/awareness program Unresolved
- Develop content of “community message” about FCFA Unresolved
 - Marketing/Communications professional
 - Establish expectations based on focus groups
 - Finalize message and the method for education
- Disseminate message to public/county officials Unresolved
 - Identify community, business, property owner groups
 - Educate public regarding safety issues
- Identify political advocates Unresolved
 - Develop plan to leverage support of influential advocates

Strategic Initiative II – Financial Sustainability

Goal 3 – Arrive at “End Game” (3-5 year plan)

- Identify financing options for properly equipped FCFA
 - Increased community contribution
 - Revenue measure
 - Independent fire district
- Determine implementation plan/timing with key milestones

Status

Unresolved

Unresolved



Financial Projections & Prioritization



Strategic Initiative II – Example

Five Cities Fire Authority

Preliminary Projection - Strategic Plan Implementation

<u>2023 Budget Projection based on draft FY 19-20 Budget</u>		\$6,753,637	
Remove Vehicle Replacement Funding	(\$118,000)		\$6,635,637

Strategic Plan

Capital Equipment

Replace Phone System (19/20?)	\$35,000		
Enhance Radio Network (20/21?)	\$25,000		
Transition to ALS/Paramedic (Estimate)	\$300,000	\$360,000	

Personnel

Engineers (3) - Station 3	\$426,000		
Firefighter (3) - Station 1	\$390,000		
Firefighter Paramedic Stipend (3 Firefighters)	\$15,000		
Fire Marshall (Fire Prevention) *	\$246,000		
Fire Prevention Specialist (Inspections) *	\$200,000		
Administrative Manager (from Assistant)	Diff	\$32,200	
Office Assistant (PT to FTE)	Diff	\$82,000	\$1,391,200
			\$1,751,200

* Partially Offset by Cost Recovery/Fees

SUBTOTAL STRATEGIC PLAN IMPLEMENTATION **\$8,504,837**

Strategic Initiative II – Example

Five Cities Fire Authority

Preliminary Projection - Strategic Plan Implementation

Expanded Services

Paramedic Equipment Purchase	\$250,000	Monitors, Vaults, etc.
Paramedic Annual Expenditure	TBD	Medical Director, Drug Inventory, etc.
Paramedic Differential (\$6K/YR/Employee)	\$72,000	
Paramedic Training / Outside Recruitment	TBD	

Capital Equipment / Apparatus (Items over \$100K each)

<u>Description</u>	<u>Replacement Year</u>	<u>Estimate</u>
Brush 1	2015	\$500,000
Fire Engine 4	2019	\$600,000
USAR/Rescue	2021	\$400,000
Fire Engine 1	2022	\$600,000
Truck 5	2025	\$1,400,000
Fire Engine 2	2031	\$600,000
Fire Engine 3	2032	\$600,000
Breathing Apparatus	2032	\$500,000

Strategic Plan Prioritization

Five Cities Fire Authority Strategic Plan Prioritization - February 16 2018 Board Meeting

<u>Position Title</u>	<u>Comments</u>	<u>Qty</u>	<u>July 2018</u>	<u>July 2019</u>	<u>July 2020</u>	<u>July 2021</u>
Firefighter	Initial Hire of FTE's (First 3)	3	\$309,000	\$318,300	\$327,800	\$337,600
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Grand Total			\$410,600	\$692,900	\$799,400	\$994,300

What comes next...

- **Potential FCFA Board “Re-Prioritization”**
- **Continue to execute work plan components when feasible**
- **Follow other direction from FCFA Board**



Questions?



Five Cities Fire Authority

Preliminary Projection - Strategic Plan Implementation

2023 Budget Projection based on draft FY 19-20 Budget

Remove Vehicle Replacement Funding	(\$118,000)	\$6,753,637	\$6,635,637
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Strategic Plan

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SUBTOTAL STRATEGIC PLAN IMPLEMENTATION	\$8,504,837
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5/13/2019

Five Cities Fire Authority

Preliminary Projection - Strategic Plan Implementation

Expanded Services

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Fire Engine 3	2032	\$600,000
Breathing Apparatus	2032	\$500,000



OCEANO COMMUNITY SERVICES DISTRICT

Agenda Item 14- FUTURE AGENDA ITEMS (BOARD MEETING TIMELINE)

Board Meeting	Task
June 12, 2019	<ul style="list-style-type: none"> • Review of the County report on fire and emergency services provided by special districts • FCFA JPA Amendments • Preliminary Budget Review
June 26, 2019	<ul style="list-style-type: none"> • South County Sanitary Rate Increase Prop 218 Hearing (No FCFA Agenda Items – Hearing to adopt 2019/20 Preliminary Budget)
July 10, 2019	<ul style="list-style-type: none"> • Target date for direction on new FCFA funding formula • Multi-year updated cost estimates for the OCSD share of FCFA costs • Tax analysis • Tax roll hearing for charges and delinquencies
July 24, 2019	<ul style="list-style-type: none"> • Identification of other community options for fire and emergency services. • Review Survey re: FCFA
August 14, 2019	<ul style="list-style-type: none"> • FAQ's – Initial Public Information • Central Coast Blue
August 28, 2019	(No FCFA Agenda Items – Hearing to adopt 2019/20 Final Budget)
September 11, 2019	
September 25, 2019	<ul style="list-style-type: none"> • Last regular Board meeting to approve JPA Amendments
October 9, 2019	<ul style="list-style-type: none"> • Formal actions that must be adopted by your Board to place an item on the March 2020 ballot
October 23, 2019	
November 13, 2019*	
December 11, 2019*	

* One Board Meeting in November and December due to holidays.

Future Agenda Items: District Polices, Roles and Responsibilities with Related Agencies, Construction Documents (Norswing/ Pershing & Highway One waterline replacement projects), Five Cities Fire Authority, District Rules and Regulations, Cienega Seabreeze Park, Inc. Continued, Deferred Infrastructure Program, Lopez Lake LRRP & Contract Amendments, Central Coast Blue, Wastewater CIP, The Place, State Park Impacts, LID Presentation, Firehouse Art