

EXHIBIT A
BYLAWS FOR THE CAPITAL IMPROVEMENT PROJECTS COMMITTEE
OF THE OCEANO COMMUNITY SERVICES DISTRICT (“OCIP”)

SECTION I. DUTIES OF THE COMMITTEE

1. The purpose of the Oceano Capital Improvement Program Committee (“OCIP” or “Committee”) is to advise the Board of Directors of the Oceano Community Services District (“District”) regarding the District’s capital improvement program and related issues.
2. Pursuant to state law and the District’s Bylaws, OCIP is an advisory committee to the District’s Board of Directors (“Board”), and therefore shall not commit the District to any policy, act or expenditure”;
3. OCIP shall conduct the following activities and develop recommendations to the Board for its consideration:
 - a. Review the proposed Annual Preliminary and Final Budgets.
 - b. Review the Quarterly Budget updates.
 - c. Review water and sewer CIP programs and projects.
 - d. Researching grants related to the District’s services and review the applications for grants, recommending contracting with grant writers, and any/all funding sources that may help to enhance the maintenance and construction of the District’s capital assets;
 - e. Meet at least quarterly to receive updates on the status of capital projects and capital improvement plans; and
 - f. Conduct an annual review of CIP projects underway, completed and anticipated in the coming year(s); and,
 - g. Review proposed Bid Packages and plans and drawings

SECTION II. POLICIES & PROCEDURES

1. In accordance with state law and the District's Bylaws, OCIP shall operate as a standing committee for purposes of the Brown Act and shall conduct all meetings of the committee as public meetings in accordance with all applicable requirements of the Brown Act.
2. OCIP shall coordinate with the District's General Manager, or the General Manager's designee, to prepare agendas and related materials for all committee meetings, which shall be posted on the District's website and physically posted at the District office.
3. OCSD staff shall maintain minutes for each of the committee's meetings and included with the meeting materials for the next regular meeting of the Board of Directors for its review; this shall be in addition to the verbal report which will be made by a Director-committee member at that meeting.

SECTION III. COMMITTEE MEMBERSHIP

1. Membership of the Committee shall consist of the following:
 - a. Two members of the Board, one of whom shall be designated by the Board to serve as chair of the Committee;
 - b. One individual from the South San Luis Obispo County Sanitation District
 - c. One individual from the Five Cities Fire Authority
 - d. Up to three individuals from the community or members with institutional knowledge of the community or District.
2. The Board shall appoint its members to OCIP at the same time each year, together with its appointment of President, Vice President and other committee memberships.
3. The Board may remove a member of the Committee at any time, with or without cause, by a majority vote of the Board.
4. Members of the Board may receive compensation for their service in accordance with applicable state law and District policy.