



Oceano Community Services District

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

(805) 481-6730

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AGENDA BOARD OF DIRECTORS MEETING

1655 Front Street
6:30 P.M.

February 11, 2009

Oceano
Wednesday

BOARD MEMBERS

Barbara J. Mann, President
Vern Dahl, Director
Mary K. Lucey, Director

Jim Hill, Vice President
Pamela Dean, Director

SECRETARY TO THE BOARD

Kevin D. Walsh
Interim General Manager

DEPUTY SECRETARY TO THE BOARD

Gina A. Davis
Administrative Assistant

FIRE CHIEF

Chief Mike Hubert

UTILITY OPERATIONS SUPERVISOR

Philip T. Davis

ALL ITEMS APPEARING ON THE AGENDA ARE SUBJECT TO BOARD ACTION

1. Roll Call
2. Flag Salute
3. Public Comment *
Any member of the public may address the Board on any item of interest within the jurisdiction of the Board. The Board will listen to all communications; however, in compliance with the Brown Act, the Board cannot act on items not on the agenda.
4. Board Member Items/Discussion *
5. Review and Approval of Minutes
 - a. January 20, 2009
 - b. January 28, 2009
6. Reports *
 - a. Fire Operations
7. Fire Items
 - a. None

RULES FOR PRESENTING TESTIMONY

All persons who wish to present testimony to the Board of Directors in a public hearing must observe the following rules:

1. When beginning to speak, first identify yourself and place of residence. This is required for the public record. Board of Directors' meetings are tape recorded.
2. All remarks must be addressed to the Chair. Conversation or debate between the speaker at the podium and a member of the audience is not permitted.
3. Please keep your remarks as brief as possible. Focus your testimony on the most important facts you wish to be considered. Avoid duplicating testimony provided by others.
4. It is important that all participants conduct themselves with courtesy, dignity and respect.
5. Whenever possible, written testimony should be presented as well as oral. Written testimony can be submitted in advance of the actual hearing date.

8. Utility Items

- a. Cleaning and Inspection of District Sewer and Water Lines
Continual Disclosure of the Emergency declared by the Board of Directors
Concerning the Cleaning and Inspection of the District Sewer and Water
Mains

9. Administrative Items

- a. Old Business *
- (1) Distribution of Codification Sections *
Update regarding progress to review the various sections of the Code
 - (2) General Manager Recruitment *
Update regarding Recruitment of a new General Manager
 - (3) Halcyon Mobile Home Parks *
Update regarding LAFCO process and insurance requirements
 - (4) Bookout vs. OCSD etal *
Update regarding reimbursement of expenses incurred
 - (5) Water and Sewer Master Plans and Rate Studies *
Update regarding current status of these projects

10. Reports of District Representatives *

This item gives the President and Board Members the opportunity to present reports to other members regarding committees, commissions, boards, or special projects on which they may be participating.

a. **PRESIDENT BARBARA MANN**

- (1) SSLOCSD: 02 04 2009
- (2) Fire Committee: 02 09 2009
- (3) Other

b. **VICE PRESIDENT JIM HILL**

- (1) SSLOCSD: 02 04 2009
- (2) Other

c. **DIRECTOR VERN DAHL**

- (1) Other

d. **DIRECTOR PAMELA DEAN**

- (1) Other

e. **DIRECTOR MARY LUCEY**

- (1) Other

11. General Manager Items/Discussion*
 - a. Other
12. Board Member Discussion*
13. Consideration of Warrants
14. Public Comment *
15. Written Communications
(Correspondence for the Board Received After Preparation of this Agenda is Presented by the General Manager)

Adjournment

* Oral Presentation/Discussion

ALL ITEMS APPEARING ON THE AGENDA ARE SUBJECT TO BOARD ACTION

Consistent with the American with Disabilities Act and California Government Code §54954.2 requests for disability related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires the modification or accommodation in order to participate at the referenced public meeting by contacting the District General Manager or Administrative Assistant at 805-481-6730.

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**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

January 28, 2009

OCEANO

The meeting was called to order by President Mann at 6:30 PM

1. Roll Call

Present: President Mann, Vice President Hill, Director Dahl, Director Dean, Director Lucey

Absent: None

Staff Present: Kevin D. Walsh, Secretary to the Board/ General Manager, Gina A. Davis, Deputy Secretary to the Board/ Administrative Assistant, Philip T. Davis, Utility Operations Supervisor, John Bova, Fire Captain, Ryan Fothergill, District Legal Counsel

Staff Absent: None

2. Flag Salute

President Mann led the flag salute.

3. Public Comment

None

4. Board Member Items/Discussion

President Mann thanked past President Hill for guiding the District through the past year which was quite a challenging and difficult period for the District. On behalf of the Board, President Mann presented him with a plaque honoring his fine work in 2008.

With the approval of the Board, President Mann stated the item 9c would be presented immediately following Agenda Item 5.a.

5. Review and Approval of Minutes

a. January 14, 2009

After a request for public comment (none being given), on motion by Director Dean, and second by Director Lucey, the Minutes of January 14, 2009, were approved unanimously by voice vote.

9. c. General Manager Recruitment

President Mann presented the item for discussion. GM Walsh stated that all applications and a copy of the evaluation tool used for the last recruitment were distributed the Board. President Mann stated that her recommendation would be that the Personnel Committee review the draft of the external <professional> panel questions to verify the current questions are need to be revised.

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

January 28, 2009

OCEANO

VP Hill stated that a rating system should be used so that it will make it easier for the Board to help determine the attributes of each applicant. In response to Director Dahl's question regarding how many applicants the professionals would be recommending to the Board, Director Dean stated her opinion that it would not be a good idea to put a restriction on how many applicants the professional panel feels the Board should interview, and they should be able to recommend as many as qualified. Director Dahl recommended that the professional panel narrow the applicants to a select few and then have the Personnel Committee look at those applicants.

President Mann stated that she still recommended the Personnel Committee look at the interview questions to see if they should be revised. Director Dean stated that the Board goals that were just established should be reflected in the questions that are asked of the applicants. Director Lucey stated that she felt the Personnel Committee should be handling the process.

After a lengthy discussion, it was decided to table item.

President Mann announced a recess at 7:35pm.

President Mann reconvened the meeting at 7:45pm.

6. Reports
 - a. Administrative Assistant
AA Davis reported on the operations for December, 2008.
 - b. Utility Operations Supervisor
UOS Davis reported on the operations for December, 2008
7. Fire Items
None
8. Utility Items
 - a. Cleaning and Inspection of District Sewer and Water Lines
President Mann presented the item. Director Lucey asked staff to find out where this Title money is coming from, and if it prevents the District from receiving other Community Developmental Block Grant funds. GM Walsh stated he would contact Tony Navarro of the County of San Luis Obispo.

Therefore, after a request for public comment, (none being given), upon motion by VP Hill, second by Director Dean, and on the following roll call, to wit:

**AYES: VP Hill, Director Dean, Director Dahl,
Director Lucey, President Mann**

NOES: None

OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES

WEDNESDAY

January 28, 2009

OCEANO

ABSENT: None

The Board approved the continuance of the Declaration of Emergency.

9. Administrative Items

a. Distribution of Codification Sections

GM Walsh presented the item. Director Dean stated that the most important sections should be Water and Sewer sections. DLC Fothergill agreed that should be the starting point for the Board. Director Lucey stated she felt that the *Gentlemen's Agreement* should be distributed to each director to verify that the Codification is in compliance with that Agreement.

The Board discussed the procedure for reviewing the various sections of the Code. It was determined that the Codification would be reviewed by the Committees with the appropriate jurisdiction for each are covered by the Codification.

Thereafter, after a request for public comment, (none being given), upon motion by VP Hill, second by Director Dean, and on the following roll call, to wit:

AYES: VP Hill, Director Dean, Director Dahl, Director Lucey,
 President Mann

NOES: None

ABSENT: None

The Board approved the following committee assignments.

<u>Committee</u>	<u>Code Section</u>
Community Enhancement	Title One: GENERAL PROVISIONS Title Five: SOLID WASTE (Garbage)
Personnel	Title Two: ADMINISTRATION & PERSONNEL
N/A	Title Three: (Blank)
Water (HILL/DEAN)	Title Four: WATER SERVICE
Sewer (MANN/LUCEY)	Title Six: SEWER SERVICE
Fire	Title Seven: HEALTH AND SAFETY

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

January 28, 2009

OCEANO

10. Reports of District Representatives

a. **PRESIDENT BARBARA MANN**

President Mann reported that the Fire Committee meeting on January 27, 2009, included a presentation from Dave Mathe, Administrative Office, Arroyo Grande Fire Department, regarding the new rules for 2009 grants. He spoke of the grant money that is available and what the District could apply for. President Mann stated that the Board is required by the State to complete two FEMA classes: ICS-100 and ICS-700. Director Dean stated that these classes are available to take online.

The Zones 1/1A meeting was held on January 20, 2009. The vacancy on the Advisory Board had been filled by Tom Zender of The Wallace Group. She stated that four of the five swing gates were approved to be replaced on the Creek.

President Mann reported the Board of Directors' Goal Setting meeting was held on January 22, 2009. She stated that the meeting was a great success and the Board was able to establish all goals needed for the 2009-2010 fiscal year. She reported that the Minutes of this meeting should be distributed in the February 11, 2009, agenda packet.

The CSDA SLO chapter meeting held on January 16, 2009. Courtney Howard, P.E. County of San Luis Obispo, gave an update on the County's Water Master Plan. President Mann told the Chapter that the Board of Directors unanimously agreed to support the reappointment of David Brooks as a LAFCO representative.

b. **VICE PRESIDENT JIM HILL**

VP Hill reported on the SSLOCSD meeting held January 21, 2009. He reported that the Plant was running well and meeting all the discharge requirements. He stated that they are replacing the large centrifuge, and the District is getting a large grant arranged to cover most of the cost of that replacement.

VP Hill stated that the Sanitation District is working on building up the north side of the levee west of the 22nd Street Bridge.

c. **DIRECTOR VERN DAHL**

Director Dahl reported on the OAC meeting held January 26, 2009. His report included the Sheriff's Department stating that there has been an increase in vehicle parts theft from operating vehicles in Oceano.

Director Dahl stated that there is a horse allowance going through the County of San Luis Obispo right now. The current regulations state that for any person to own a horse they must have at least one acre of open land. The new proposal is to change that regulation to one total acre; it could be open land or have a structure located within that acre.

Director Dahl stated the Cold Canyon Landfill located on Highway 227 has submitted the necessary paperwork to expand its facilities.

Director Dahl stated the ALUC meeting scheduled for January 21, 2009 was cancelled.

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

January 28, 2009

OCEANO

d. **DIRECTOR PAMELA DEAN**

Director Dean reported on the Zone 3 meeting held January 15, 2009. She reported that Lake Lopez is at 61% as rainfall has been lacking in our area. The water samples collected came back good. The Plant is going to be installing a Carbon Dioxide Feed System to help deal with the high levels of Ph and water hardness.

Director Dean stated the Lopez Treatment Plant needs to expand the sludge beds as the equipment is producing more sludge than expected.

Director Dean reported that the Habitat Conservation Plan need to be revised to attract Steelhead Trout as the Department of Fish and Game did not approve the current plan.

e. **DIRECTOR MARY LUCEY**

Director Lucey said she had no committee reports. She stated, however, that the Residents of Oceano have the right to know how much money the District is spending in legal fees and staff time in the Bookout case; she stated that in legal fees the District has spent approximately \$17,000.00 to \$20,000.00.

She urged the Oceano Residents to come to the Board meetings and have their opinions heard.

11. **General Manager Items/ Discussion**

The General Manager reported that it is required that all staff and Directors be trained in the NIMS and ICS (National Incident Management system and Incident Command System). The class is available on-line. Further information will be sent out on a future date to be determined.

The General Manager reported that it is time to schedule Harassment Prevention training for all staff and directors. He will be arranging a time and will notify the Board and staff.

The General Manager reported on the progress that the two mobile home parks on Halcyon are making toward annexation. Obtaining the insurance the District requires is still an issue. Director Lucey asked about the status of the Agreements. DLC Fothergill stated that the mobile home park owners are currently working to resolve the insurance requirement issues.

It was moved by VP Hill, second by Director Dean, and unanimously approved (by voice vote) to continue the meeting beyond 10 p.m.

12. **Board Member Items/ Discussion**

VP Hill encouraged the Board and all residents within the Zones 1/1A assessment district, to contact their State representatives to oppose the Governor's proposed elimination of the California Conservation Corps, whose participation in the maintenance of the Arroyo Grande Creek is vital.

OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES

WEDNESDAY

January 28, 2009

OCEANO

13. Consideration of Warrants

Thereafter, after a request for public comment (none being given), upon the motion by VP Hill, second by Director Dean, the Board approved the warrants by unanimous voice vote.

14. Public Comment

None

15. Written Communication

None

The meeting was adjourned by President Mann at 9:59 pm.

Kevin Walsh, Secretary to the Board



Oceano Fire Department



REPORT for January 2009

During the month of January, the department responded to a total of 64 calls. 35 were in Oceano, 10 were in Grover Beach, 10 were in Arroyo Grande, 7 were with Cal Fire and 2 on the beach. Of the 35 calls in Oceano, 25 were EMS related, 2 fire and 8 miscellaneous calls. This put the total as of this report at 64. At this time last year we were at 68.

The three departments completed training on CPR re-certification, ground ladders and Multi company fire ground operations scenarios.

One notable call was a vegetation fire on the beach. The fire was reported at approximately midnight on Saturday the 10th. Oceano P-6165 was first at scene to find a grass fire approximately 1/2 acre in size and quickly grew to 2 acres with a strong dry offshore wind. The fire was contained and extinguished in about 3 hours. Oceano Fire was assisted by Arroyo Grande Fire and Cal Fire. The fire was most likely caused by illegal fireworks.

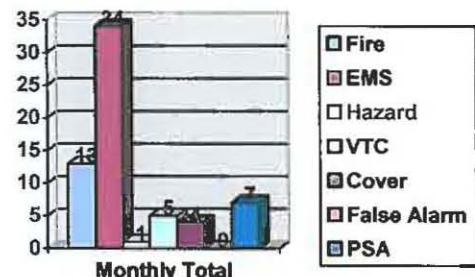
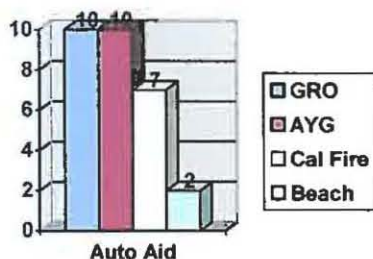
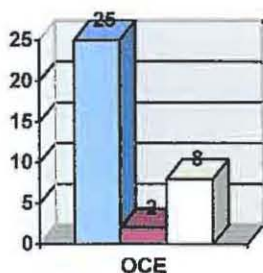
The alley project is continuing with a little more than half of the "No Parking" signs installed so far.

Our first out type 1 Fire Engine, E-6192 was out of service for over a week with a broken cab mount/ cab lock. This is a bracket that the cab sits on and holds the cab in place. This bracket failed from normal use on this 13 year old fire engine. Captain Angello replaced the necessary parts and the engine is back in service.

The Oceano Firefighters Association held it's annual awards banquet on Saturday January 31st at Giuseppe's Restaurant in Pismo Beach. The four awards were as follows;

- Chiefs Dedication Award – Paul Kalata
- Firefighter of The Year - Shaun Wathen
- Rookie of the year - Scott Corsiglia
- Manuel Vargas Award _ Michael Schmidt

The Manuel Vargas Award goes to the person who has dedicated extra effort towards the Firefighters Association functions throughout the year.





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February 11, 2009

TO: Board of Directors, OCSD

FROM: Kevin D. Walsh, General Manager

SUBJECT: CLEANING AND INSPECTION OF DISTRICT SEWER AND WATER LINES

Public Contracts Code Section 22050(c)(1) requires that if the governing body orders any action after the emergency has been declared, the governing body shall review the emergency action at its next regularly-scheduled meeting and at every regularly-scheduled meeting thereafter until the action is terminated, to determine, by four-fifths vote, that there is need to continue the action.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll call vote, determine, by four-fifths vote, that there is a need to continue the action.

Agenda Item 02 11 2009 8.a.

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