



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

AMENDED AGENDA BOARD OF DIRECTORS MEETING

1655 Front Street
6:30 P.M.

September 09, 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. August 26, 2009
6. Reports *
 - a. Commander Brian Hascall, Sheriff's South Station
 - b. August, 2009 Report for the Fire Department

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. Boards 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.

7. Fire Items
 - a. Weed Abatement Charges
Review of Staff Decision to Grant Davis Appeal

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.

 - b. Draft Water Master Plan
Review, Discussion, and Possible Action on Draft Report

 - c. Draft Sewer Technical Memo
Review, Discussion, and Possible Action on Draft Memo

 - d. Status Update on Water and Sewer Rate Study

 - e. Review and Possible Action on Prop 218 Procedures
Review, Discussion, and Possible Action on Draft Memo

 - f. Review of Current Tracts and Developments Projects and Staff Recommendations
 - (1) NICHOLSON: OCSD Proj # 6419
2441 Ocean St: Addition to SFR (Will Serve and Fire Safety)

 - (2) BRIENO: OCSD Proj # 6415
2321 Cienaga: Addition to SFR (Fee Letter)

 - (3) HIRSCH: OCSD Proj # 6703
17th and Ocean Streets: Commercial units (Fee Letter)

 - (4) DACEY: OCSD Proj # 6260.01 and 6260.02
Grell Lane: Two new SFRs (Fee letters; clarification of Fire Dept requirements)

 - (5) COKER ELLSWORTH: OCSD Proj # 6702
So. Halcyon Rd.: 7 Residential Units + mini storage (Will Serve)

9. Administrative Items
 - a. Appointment of Liaison with Auditor
Appoint Board Member as Liaison with Auditor for FYs 2007-08 and 2008-09 Audits

 - b. Interim Funding for the Period September 10, through September 24, 2009, while Budget for 2009-10 is in Progress
Consideration of Resolution 2009-11, A Resolution Adopting an Interim Budget for the Period September 10, through September 24, of the Fiscal Year 2009-2010

- c. Lay-off Procedure*
Review and Discussion of Existing Lay-off Procedure – President Mann
- d. Submit Ballot to CSDA Re: "Seat A" Election
Action to Direct Board President to Vote Ballot for Region 4 Director
- d. Old Business – No Status Change/No Report *
 - (1) Drainage Issues
 - (2) Review of Codification Sections
 - (3) 2008-09 District Goals

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 09 02 2009
- (2) WRAC 09 02 2009
- (3) Fire Committee 09 08 2009
- (4) Finance Committee 08 31 2009
- (5) Other

b. VICE PRESIDENT JIM HILL

- (1) SSLOCSD 09 02 2009
- (2) Finance Committee 08 31 2009
- (3) Other

c. DIRECTOR VERN DAHL

- (1) OAC 08 27 2009
- (2) Other

d. DIRECTOR PAMELA DEAN

- (1) Fire Committee 09 08 2009
- (2) Other

e. DIRECTOR MARY LUCEY

- (1) Other

11. ADJOURN TO CLOSED SESSION

- a. PUBLIC EMPLOYMENT *
CLOSED SESSION – A closed session pursuant to Government Code Section 54957(B)(1) to consider the appointment or employment of a public employee. The position under consideration is the General Manager.
- b. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION *
CLOSED SESSION – A closed session pursuant to Government Code Section 54956.9(b) to meet with agency's legal counsel concerning pending litigation . (Santa Maria Groundwater Litigation, Santa Clara County, Lead Case # CV 770214)
- c. PUBLIC EMPLOYMENT *
CLOSED SESSION – A closed session pursuant to Government Code Section 54957(B)(1) to evaluate the performance of an employee. The position under consideration is the Interim General Manager.

RETURN TO OPEN SESSION

12. Interim General Manager Items/Discussion *

- a. Sewer Rehabilitation Project
- b. FYE 063010 Budget
- c. Other

13. Board Member Discussion *

14. Consideration of Warrants

15. Public Comment *

16. 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.

**P.O. Box 599/Oceano, CA 93475
1655 Front Street/Oceano, CA 93445
(805) 481-6730 / FAX (805) 481-6836
www.oceanocsd.org ocsd@oceanocsd.org**



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 4, 2009

TO: Kevin D. Walsh, General Manager
FROM: Gina A. Davis, Administrative Assistant
SUBJECT: September 9, 2009 AGENDA PACKET

The following agenda item is not included in the packet:

Item 14. September 9, 2009 Warrants

We apologize for the inconvenience, and will deliver the Warrants no later than Tuesday, September 8, by Noon. Thank you for your understanding.

OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
August 26, 2009

Wednesday

Oceano

The Meeting was called to order by President Mann at 6:29 p.m.

1. Roll Call

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

Absent: None

Staff Present: Kevin D. Walsh, Board Secretary/Interim General Manager
Gina A. Davis, Deputy Board Secretary/Administrative Assistant;
John Bova, Fire Captain; Ryan Fothergill, District Legal Counsel

Staff Absent: Philip T. Davis, Utility Operations Supervisor

2. Flag Salute

President Mann led the flag salute.

3. Public Comment

None

4. Board Member Items/Discussion

Director Lucey stated she needed clarification as to where the budget and audit will be discussed at this meeting.

VP Hill stated the District had a long-term employee, Cindy Winter, resign and stated he wished her and her family the best.

VP Hill stated he shares Director Lucey's concern with the "Old Business" section of the agenda seems to be growing. He stated that he was on the CSDA website and there was a checklist for detecting fraud within a CSD. VP Hill stated that Oceano Community Services District has seven of the nine red flags on that list. He stated that no one in the District is being accused and he is expecting Staff to initiate new written policies of change the auditor's suggestions.

5. Review and Approval of Minutes

a. July 22, 2009

Director Dean stated on Item 6.a. Staff was not directed to draft an Ordinance there was an Ad-Hoc Committee made up of President Mann and Director Dean to discuss this item.

After a request for public comment, none being given, upon motion by Director Dean and second by Director Dahl, the Board approved the minutes for July 22, 2009, 4-0, Vice President Hill absent and the correction above.

b. August 12, 2009

c. August 19, 2009 (Special)

Director Lucey stated she would like to know where on the agenda does it have the items that Staff was supposed to be following up with when the Board gives them direction.

OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES

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DLC Fothergill stated that passing the Minutes for a particular meeting just means that they accurately reflect what transpired for that Board meeting.

After a request for public comment, none being given, upon motion by VP Hill and second by Director Dean, the Board approved the minutes for August 12, 2009, 5-0.

After a request for public comment, none being given, upon motion by Director Dean and second by VP Hill, the Board approved the minutes for August 19, 2009, 5-0.

6. Reports

a. July, 2009 Report for Administration

AA Davis reported on the administrative operations for July, 2009. AA Davis stated as a point in clarification that Ms. Winter has not resigned; she has only submitted a Letter of Intent to resign for physical reasons.

VP Hill stated in regards to the weed abatement charges being transferred to the County; he finds it disturbing that one of the management staff's name was removed from the list. AA Davis asked for clarification as to which manager he was referring. VP Hill stated it was Philip T. Davis, District Utility Operations Supervisor. IGM Walsh stated UOS Davis was removed due to an error in determining whose property the weeds were located on.

b. July, 2009 Report for the Utilities Department

UOS Davis was absent.

7. Fire Items

a. RFP for Engine Exhaust Removal System

IGM Walsh presented the item and stated the recommendation to the Board is to approve the bid documents for the Engine Exhaust Removal System. Captain Bova stated that he was working with Mr. Groshart of The Wallace Group and no more information is needed from the Fire Department. He stated Mr. Groshart's recommendation is to move forward with the bid documents.

Director Lucey stated she needs to know where this money will be coming from in order to approve this item. IGM Walsh stated that looking at 2008-09 Budget, page 55 Account 380 is where the money was approved to come from.

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, President Mann

NOES: None

ABSENT: None

ABSTAIN: Director Lucey

OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
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7. Fire Items

- a. RFP for Engine Exhaust Removal System (Continued)
The Board directed Staff to begin accepting bid documents for the Engine Exhaust Removal System, 4-0, Director Lucey abstaining.

8. Utility Items

- a. Cleaning and Inspection of District Sewer and Water Lines
President Mann presented the item.

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

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

NOES: None

ABSENT: None

ABSTAIN: Director Lucey

The Board approved the Continuance of the Declaration of Emergency, 4-0, Director Lucey abstaining.

9. Administrative Items

- a. Interim Funding for the Period August 27 through September 09, 2009, while Budget for 2009-10 is in Progress
VP Hill made a presentation on his idea of how the District could possibly save money on the Administrative budget. **See attached.**

President Mann asked if the Public had any comment, there was none. President Mann asked Director Dahl and Director Dean if they had a comment, they had none. Director Lucey stated that the other three directors having no opinion were not worthy of serving the Oceano Community.

President Mann announced a recess at 7:22 pm.

President Mann reconvened the meeting at 7:27 pm.

President Mann asked VP Hill if his plan was to terminate AA Davis and OM Winter. VP Hill stated OM Winter has handed in a Letter of Intent to retire and AA Davis would be able to take a demotion to the third Account Clerk position. He stated he is proposing changing the Resolution 2009-10 to authorize no funds for the salary the AA or OM.

Director Dean stated she felt this matter should further be discussed at the Finance Committee meeting on August 31, 2009 or after the Board has had time to process the information and possibly speak with IGM Walsh. She stated that making this effective immediately is unfair to current employees as they receive no notice.

OCEANO COMMUNITY SERVICES DISTRICT
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VP Hill stated that current employees may take vacation time and be paid at their current rate if they so desired.

Director Lucey stated she is uncomfortable with this decision being made away from the public eye; a financial decision such as this she felt should be done in public.

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

AYES: VP Hill, Director Lucey

NOES: Director Dahl, Director Dean, President Mann

ABSENT: None

ABSTAIN: None

The Board did not approve the amended Resolution 2009-10 as presented by VP Hill.

Director Dean stated the Board has waited a long time for a budget and time has come for staff to complete it. She stated that possibly the Board should consider a Interim Rate increase pending the completion of the on-going Rate Study that is pending District Audits.

Director Lucey stated she feels it is appalling that Director Dean has chosen to personalize this plan by stating the Board should ask AA Davis how this change would impact her. Director Dean asked IGM Walsh to present an estimate to the Board as to when the Audits and Budget will completed. IGM Walsh stated he was prepared to give a presentation to the Finance Committee.

Lin Hill, Oceano resident, stated she appreciated the presentation by VP Hill and thanked Director Lucey for her comments.

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

AYES: Director Dean, Director Dahl, President Mann

NOES: VP Hill, Director Lucey

ABSENT: None

ABSTAIN: None

The Board approved the Interim Funding for the Period August 27 through September 09, 2009, while Budget for 2009-10 is in Progress, 3-2.

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
August 26, 2009**

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b. Old Business – No Status Change/No Report

(1) Drainage Issues
None

(2) Fire Consolidation
None

(3) Review of Codification Sections
None

(4) 2008-09 District Goals
None

(5) Water and Sewer Master Plans
None

(6) Water and Sewer Rate Studies
None

(7) Grant Writer – Randall Funding & Development
None

10. Reports of District Representatives

a. PRESIDENT BARBARA MANN

President Mann reported on the LAFCO meeting held on August 20, 2009 and stated they held a public protest hearing. There was not enough to written protest so the protest failed. AA Davis stated the District has received both insurance certificates from the mobile home parks.

b. VICE PRESIDENT JIM HILL

VP Hill reported on the SSLOCSD meeting held on August 19, 2009 and stated they authorized proceeding with a part of the co-generation plant project.

c. DIRECTOR VERN DAHL

Director Dahl reported on the OAC Committee held on August 17, 2009 and stated they spoke more on the beach impact areas and subcommittees are still working on that. He stated they discussed replacing a bridge on Airpark Drive or the under structure of the bridge, this item will be discussed further at the next meeting.

Director Dahl reported on the ALUC meeting held on August 19, 2009 and stated the City of Grover Beach attended because there was a proposal to rezone an area in Grover Beach from Industrial to Residential. He stated there was a discussion on the Perfemo Creek area off of Los Osos Valley Road to try to build apartments but no decisions were made at that time.

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d. DIRECTOR PAMELA DEAN

Director Dean reported on the Fire Committee meeting on August 25, 2009 and stated Chief Hubert updated the Committee on the status of improving the Fire Hazard Abatement Program and possible changes that maybe implemented for the 2010 fire season.

VP Hill asked how much the Fire Department was asked to reduce their budget. IGM Walsh stated the amount was \$150,000 and stated the reasons behind the figure.

e. DIRECTOR MARY LUCEY

None

President announced a recess at 9:03 pm.

The meeting reconvened at 9:10 pm.

11. **Adjourned to Closed Session at 9:10 pm.**

a. PUBLIC EMPLOYMENT

CLOSED SESSION – A closed session pursuant to Government Code Section 54957(B)(1) to consider the appointment or employment of a public employee. The position under consideration is the General Manager.

DLC Fothergill stated the Board gave direction to staff on how to proceed.

b. PUBLIC EMPLOYMENT

CLOSED SESSION – A closed session pursuant to Government Code Section 54957(B)(1) to consider the appointment or employment of a public employee. The position under consideration is the General Manager.

c. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION

CLOSED SESSION – A closed session pursuant to Government Code Section 54956.9(b) to meet with agency's legal counsel concerning pending litigation . (Santa Maria Groundwater Litigation, Santa Clara County, Lead Case # CV 770214)

DLC Fothergill stated no action was taken.

Director Dean made a motion to continue the meeting past 10:00 pm at 9:59pm.

Return to Open Session at 10:10 pm.

12. Interim General Manager Items/Discussion

a. Water and Sewer Master Plans

IGM Walsh stated he received tech memo on the Sewer Master Plan and stated he has been trying to schedule a meeting with the Water/Sewer Committee to discuss item further. He stated he will distribute the draft to the entire Board for their review.

c. Water and Sewer Rate Studies

None

OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
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Oceano

- c. Grant Writer – Randall Funding & Development
IGM Walsh stated he spoke with Randall Funding & Development and noted it is not always a requirement to have the latest Audit complete.
 - d. Sewer Rehabilitation Project
IGM Walsh stated the District is waiting for the State of California to sign the Agreement.
 - e. Other
None
13. Board Member Discussion
None
14. Consideration of Warrants
After a request for public comment, none being given, upon motion by VP Hill and second by Director Dean, the Board approved the warrants as presented, 4-1.
15. Public Comment
Lin Hill, Oceano resident, stated she would like to thank the two financially responsible directors for their service to the Community of Oceano.
16. Written Communications
None

President Mann adjourned the meeting at 10:18 pm.

Kevin D. Walsh, Board Secretary



Oceano Fire Department



REPORT for August 2009

During the month of August, the department responded to a total of 68 calls. 43 were in Oceano, 5 were in Grover Beach, 8 were in Arroyo Grande, 9 were with Cal Fire and 3 on the beach. Of the 43 calls in Oceano, 31 were EMS related, 7 fire and 5 miscellaneous call. This put the total as of this report at 543. This time last year the call total was 508.

Training-

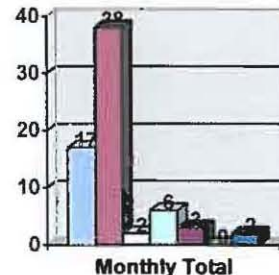
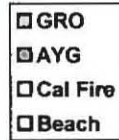
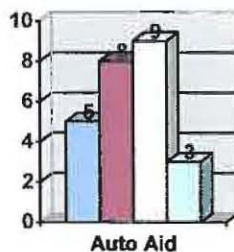
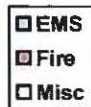
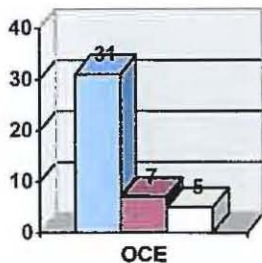
Joint Training with Arroyo Grande and Grover Beach FD

The departments worked on Self Contained Breathing Apparatus (SCBA) profiling, buddy breathing, Rapid Intervention Crew (RIC) responsibilities, Confined Space Operations and awareness level training and commercial fire ground operations.

Equipment-

In the month of August we performed the annual service and testing of all of our SCBA packs and masks with help from Arroyo Grande Fire Department Captain Randy Steffan. We are currently working on updating our radios with the new frequency layout, all of our handheld radios are completed and we are continuing with the mobile radios in the vehicles. The siren on P-61 failed and we have ordered and received the new one. We have started to order the items requested from the in-lieu tax money.

Our Type III Fire Engine, B-61, has been dispatched as part of an out of county strike team to the Station Fire in the Angeles National Forest with Fire Captain Brian Leathers as engine captain and Engineer Mark Searby from Grover Beach as engineer along with two reserves. The crew has been doing primarily progressive hose lays to support and reinforce hand lines. As of Sept. 3rd the fire was at 38% containment.



OCEANO FIRE DEPARTMENT
MONTHLY TALLY WORKSHEET

Month of August- 2009	
Type of Situation	Count
Fire	17
Rescue / EMS	38
Hazardous Condition	2
Traffic Collision	6
Cover Assignment	3
False Alarm / Good Intent	0
PSA	2
<i>Monthly Total</i>	68
AOA GBFD	5
AOA AGFD	8
AOA County / CDF	9
AOA Beach / Dunes	3
OCEANO CALLS	43
<i>GRAND TOTAL</i>	68
OCEANO FIRES	7
OCEANO OTHERS	5
OCEANO EMS	31
OCEANO TOTAL	43
Back to Back/Multiple Calls	0
<i>Year to Date Total</i>	543

Oceano Community Services District

Tentative Construction Schedule

For

Diesel Exhaust Extraction System, Oceano Fire Station

September 2009

1st Notice to Bidders (Publish & send to Contractors).....	September 8, 2009
2 nd Notice to Bidders (min. 5 days between publications)	September 14, 2009
Pre-Bid Conference (Tuesday 2:00 PM at the District Board Room)	September 15, 2009
Receive Bids (Tuesday, 2:00 PM)	September 22, 2009
Board Award of Bid (District Board Meeting)	September 23, 2009
Notice of Award to Contractor*	September 25, 2009
Notice to Proceed Issued ** (10 days from award)	October 5, 2009
Pre-construction Conference (Tuesday 2:00 PM)	October 6, 2009
Start Work (10 Days From Notice to Proceed)	October 15, 2009
Completion Date - (60 Calendar Days)	December 14, 2009

*Send Certified Mail

**Copy given to Contractor at Preconstruction Meeting and original sent by Certified Mail



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors

FROM: Kevin D. Walsh, Interim General Manager

SUBJECT: APPEAL OF WEED ABATEMENT CHARGES

This year's Fire Hazard Reduction (Weed Abatement) Program sent notices to all property owners within the District. After the deadline for property owners who were notified to clear weeds from their properties passed, the District, through a contract, abated the weeds from twenty-six (26) properties. Property owners who had their weeds abated by the District were invoiced.

Upon receiving the invoice, the property owner chose to appeal the charges. The situation was referred back to the Fire Department for review, and it was determined that there was indeed an error. The area that was abated is not owned by the property owner; it is a County right-of-way.

It was requested by two Board members that this particular individual case be reviewed by the entire Board. Attached is the original written appeal.

Note: The weed abatement procedures are now under review by the Fire Committee. It is anticipated that for 2010 there could be a more unified and consistent weed abatement procedure with regard to Arroyo Grande, Grover Beach and OCSD, since the three agencies are scheduled to consolidate their fire departments on July 1, 2010.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: Confirm or deny staff's determination that the original invoice of weed abatement charges to the Davis property was incorrect. Give direction to staff for this case or ones like it and future weed abatement appeals.

Agenda Item 09 09 2009 7.a.

T:\Agendas\BdMtgAgendas\2009\09092009\Appeal Weed Abatement Charges

July 6, 2009

Kevin D. Walsh, IGM
Oceano Community Services District
P. O. Box 599
Oceano, CA 93475-0599

Subject: WEED ABATEMENT CHARGES for APN 062.050.023 \$108.00

Dear Mr. Walsh:

I am the owner of the property at 1911 and 1935 Vista, Oceano, aka APN 062.050.023. I have received a bill for \$108.00 for the abatement.

After taking measurements to confirm that the fence on the west side of the property, facing 19th Street, is constructed on the property line, I met with the Fire Captain on Tuesday, June 30th. After discussing the issue, the Captain stated that if the fence is the property, then the weeds were leaning against it. Even if the weeds were actually 'leaning' on the fence, that strip between the fence and the pavement is the County right-of-way.

I have attached a copy of the before and after photos of the area abated. Please note the location of the fire hydrant, which was not installed on private property. I have also included the Weed Abatement billing summaries for 2006, 2007, and 2008. As you can see, my parcel has not been billed in the past (and not since it was purchased, which was pre-OCSD), and I feel this billing is in error.

Also, I have enclosed the work order for the parcel located at 17th and Wilmar. This parcel has been abated; however, the property owner is being charged for the portion that is in the County right-of-way. I am simply using this as another example of how private property and the right-of-way can easily be confused.

I would appreciate your reviewing this bill and advising me of your decision.

Respectfully submitted,



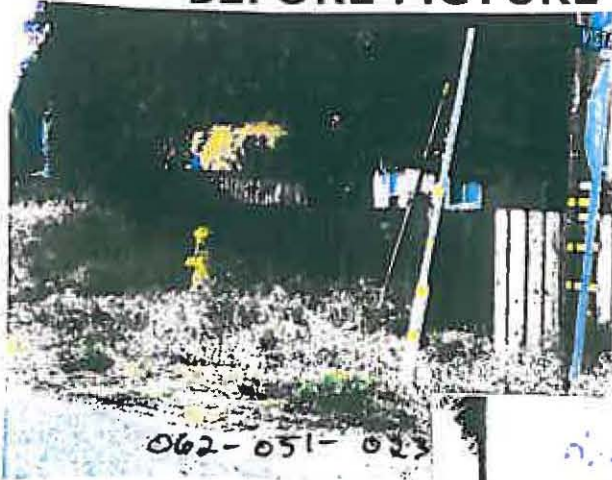
Philip T. Davis
2345 Holden Ave.
Oceano, CA 93445

062051023
 DAVIS, PHILIP T
 2345 HOLDEN AVENUE
 OCEANO, CA 93445
 1911 VISTA (WEST SIDE) (LOT 14)

OCEANO COMMUNITY SERVICES DISTRICT 2009 FIRE HAZARD REDUCTION WORK ORDER

DATE ASSIGNED:	DATE COMPLETED:
AMOUNT CHARGED: \$54	TYPE OF WORK:
COMMENTS:	MOWER/TRACTOR:
	HAULING/REMOVAL:
	HAND LABOR: \$54
	OTHER:

BEFORE PICTURE



AFTER PICTURE



2008

APN	Name	Address	AMT
61044014	Brown, Lester	652 Air Park	\$216.00
61081027	Treaster, Vicki	NW corner Honolulu @	\$356.00
61046044	Root, Lynn A	1587 Fountain Ave	\$162.00
61081026	R&R Investments	NE Corner Lakeside@/	\$406.00
61112015	Davis, Deborah	1157 Norswing	\$343.00
61112016	Julie Doty Trust Gra	Lot N of 1177 Norswin	\$302.00
61113019	Waller, Robert	Field on Pac. Blvd,@Tr	\$406.00
62012005	Roesbery Fmly Trust	NW Corner Wilmar @:	\$352.00
62012018	Ellis, John & Vicki-Ly	1373 16th St	\$216.00
62023043	Simpson, Willard	Basin SE Corner @23rc	\$212.00
62031024	Simpson, Willard	Basin at 25th & Wilma	\$303.00
62042024	Macintyre, Jeff	1641 15th St	\$452.00
62083020	Daulton, John & Rot	Lot E of 1650 Ocean	\$402.00
62098017	Arnold, Howard	NE Corner of Ocean &	\$436.00
62118005	Southern Pacific Tra	W of RR tracks,Beach (\$410.00
62118012	Weryrick, Colin	SW corner Front @ Be	\$1,098.00
62121007	Holland, R G	2241 Cienaga	\$406.00
62282007	Castaneda, Carlos S	1350 16th	\$302.00
62282050	Alves, Roger	1343 Crest	\$262.00
62303065	Hood, Edward & Lin	2660 Grell Lane	\$216.00
62305014	Grffiths, Margaret R	1955 Casitas	\$755.00
62305064	Greene Jack A	1898 Todos Santos	\$162.00

	\$8,175	\$8,175
Total Billed (23 par	Amt Owed	Amt Paid

WEED ABATEMENT BILLING LIST 2006

FINAL

APN	Name	Address	AMT	PD	Date
061-011-021	State of CA	Pier Ave	\$ 180.00		
061-012-014	Vardapetian	318 Pier Ave	\$ 180.00		
061-046-028	Takken Developments	Palace Ave	\$ 640.00		
061-081-016	Finwall	537 Honolulu Ave	\$ 360.00		
061-081-026	R&R Investments	Aloha Place	\$ 360.00	PD	7/27
061-081-027	Treaster	Honolulu Ave	\$ 200.00		
061-082-011	Dellacroce	Security Court	\$ 180.00	PD	7/25
061-082-021	Johnson	578 Honolulu Ave	\$ 390.00		
061-112-007	Atwater	Pacific Blvd	\$ 180.00		
061-112-011	Schacherer	616 Coolidge Drive	\$ 100.00	PD	7/13
061-112-015	Davis	1157 Norswing Drive	\$ 180.00	PD	7/11
061-112-016	Granzella	Norswing Drive	\$ 180.00		
061-112-039	Harries	Norswing Drive	\$ 165.00	PD	8/17
061-112-040	Schaefer	Norswing Drive	\$ 165.00	PD	8/7
061-171-006	Pismo Coast Village	1295 Sand Dollar	\$ 530.00	PD	7/18
062-012-004	White	1621 Wilmar	\$ 75.00	PD	7/18
062-012-005	Roesbery	Wilmar Ave	\$ 340.00	PD	7/12
062-023-016	Ramirez	2324 The Pike	\$ 50.00	PD	7/19
062-023-018	Vogele	1303 23rd Street	\$ 175.00		
062-031-024	Simpson	Wilmar Ave	\$ 150.00		
062-041-014	Beck, Carl	1423 15th Street	\$ 150.00	PD	7/12
062-041-015	Beck, Carl	16th Street	\$ 50.00	PD	7/12
062-041-043	Espinoza, J	14th Street	\$ 270.00		
062-064-020	SLO Public Works	Drainage	\$ 200.00	PD	7/27
062-069-009	Blecha	1645 22nd Street	\$ 100.00		
062-072-028	Kreinberg	1411 23rd Street	\$ 75.00	PD	7/17
062-082-016	Lopez	Ocean Street	\$ 180.00		
062-083-018	Schenkler	Front Street	\$ 330.00	PD	7/13
062-087-017	Lounsbury	1981 Paso Robles	\$ 75.00		
062-096-008	Tajon	2236 Ocean	\$ 205.00	PD	7/17
062-098-017	Arnold		\$ 520.00	PD	7/12
062-118-004	Pismo Coast Village		\$ 200.00		
062-143-007	JC&DD Properties	2110 Nipomo Street	\$ 270.00	PD	7/12
062-143-014	Cravens	2128 Nipomo Street	\$ 270.00	PD	7/17
062-261-065	SLO Public Works	Drainage	\$ 200.00	PD	7/27
062-304-027	Ostrov	1825 Via Arturo	\$ 100.00	PD	7/19
062-305-014	Griffiths	1955 Casitas	\$ 780.00		
990-000-093	Union Pacific	Front Street	\$ 420.00		
990-000-094	Union Pacific		\$ 1,120.00		

\$10,295	\$5,780	\$4,515
Total Billed	Amt Owed	Amt Paid

062012005

17TH & WILMAR AVENUE (LOT)

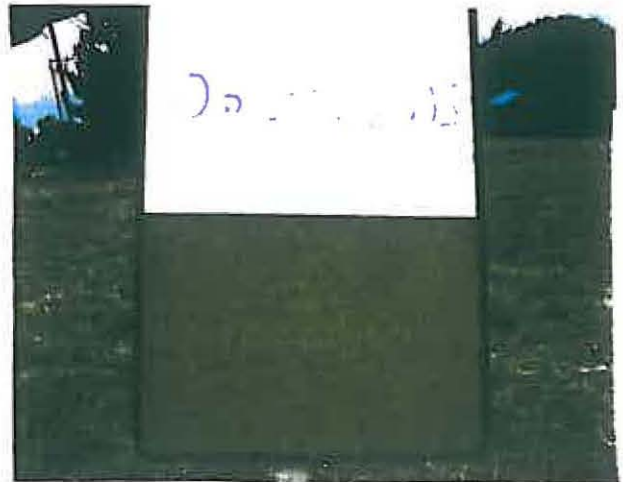
OCEANO COMMUNITY SERVICES DISTRICT 2009 FIRE HAZARD REDUCTION WORK ORDER

DATE ASSIGNED:	DATE COMPLETED: 6-15-09
AMOUNT CHARGED: 97-	TYPE OF WORK: <i>weeding</i>
COMMENTS: <i>Example of a similar situation, just F+1-</i>	MOWER/TRACTOR: 70
	HAULING/REMOVAL: 20
	HAND LABOR: <i>10</i>
	OTHER:

BEFORE PICTURE



AFTER PICTURE





Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: Board of Directors, OCSD

FROM: Kevin D. Walsh, Interim 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 09 09 2009 8.a.

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Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors
FROM: Kevin D. Walsh, Interim General Manager
SUBJECT: **DRAFT WATER MASTER PLAN**

Wallace Group has provided the District with a draft Water Master Plan Update. At your Board meeting they will provide you with an overview of the findings of the report. At this time the report does not include a table of contents and executive summary; those will be added as part of the final revisions.

The Water Master Plan represents the engineer's analysis of the system: Current status and future needs. The report does recommend a capital improvement program (CIP) to meet existing and future needs. It will be up to the Board to determine the best way to finance the needed improvements, or whether or not to undertake them at all. An effort will be made to obtain grants and low-interest loans for the identified work.

Iris Priestaf of Todd Engineers was asked to review Chapter 4. Her comments, with which I agree, are attached along with the draft report.

This report will provide a basis for the capital financing component for the Water Rate Study being done Tuckfield & Associates.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: Review and comment on the draft report. Give direction to Wallace Group regarding preparation of a final report.

Agenda Item 09 09 2009 8.b.

T:\Agendas\BdMtgAgendas\2009\09092009\Draft Water Master Plan



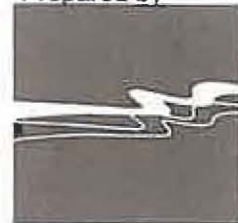
Oceano Community Services District



July 2009
Water Master Plan Update

DRAFT

Prepared by



WALLACE GROUP



OCEANO COMMUNITY SERVICES DISTRICT

1655 Front Street

PO Box 599

Copy of document available at www.NoNewWipTax.com

Oceano, CA 93475-0599

CHAPTER 1
INTRODUCTION

This report is an update to the Oceano Community Services District (District) 2004 Water Master Plan (WMP) prepared by Garing, Taylor, and Associates (GTA). As this is an update to the 2004 WMP, the 2004 report is included on CD-ROM as Appendix A.

ACKNOWLEDGEMENTS

Wallace Group thanks and gratefully acknowledges the following District staff for their efforts, involvement, input, and assistance in preparing this water master plan update:

Kevin Walsh, General Manager
Phil Davis, Utilities Manager
Gina Davis, Administrator

The following Wallace Group key team members were involved in the preparation of this WMP update:

Doug Groshart, P.E., District Engineer
Steven G. Tanaka, P.E., Director of Water Resources
Michael Borger, Associate Engineer

CHAPTER 2

STUDY AREA CHARACTERISTICS

This chapter describes the study area characteristics and the basis of evaluation relevant to this water master plan update, including the District's boundary, existing and future population estimates, and a summary of the anticipated growth within the District service area.

BACKGROUND

The District is located immediately to the south of Grover Beach and Arroyo Grande with the Pacific Ocean to the West in the County of San Luis Obispo. Formed in November 1980, the District took over several responsibilities of the County and now provides water, street lighting, sewage collection, garbage collection, fire protection and basic life support services, and parks and recreation services. The County is responsible for roads, drainage, land use planning, and general services. The service area (illustrated in Figure 2.1) has not changed since 1980 and borders directly with the Arroyo Grande CSD and the City of Grover Beach to the north. The District encompasses approximately 1150 acres with elevations ranging from sea level to approximately 100ft.

Figure 2.1 District Service Area and Adjacent Areas



LAND USE

The current District land uses are accurately summarized in the G&T 2004 WMP.

EXISTING POPULATION

The population of the District service area for water and wastewater services has a large impact on the use of and demand for those services. Determining the service population is not always a simple process and estimates are key components to forecasting system and community needs. Population can be estimated with several different approaches. Consideration must also be given to those provided water and sewer service living outside the official District boundary.

Figure 2.2 shows the Census Designated Place (CDP) in orange and the District's service area shown by the dashed red line. While they are not an exact match, most of the additional area included by the CDP is undeveloped. Also, there are other areas the District provides water and/or sewer service which are outside the District Boundary and the CDP. While the service population and the CDP are not the same, the 2000 census still provides a reasonable estimate of the typical household size and a population of 7260 within the service area can still be used as a base point for population estimates.

Figure 2.2 Oceano Service Area Compared to Census Designated Place



Currently the district provides water service to Crest Canyon (54 units), the Christie Family property (4 units), other parts of Arroyo Grande (137 units) for a total 577 people. Sewer service is also provided to customers outside the District. The district provides sewer collection for Paul Place and Russ Court (39 units) which contains approximately 115 people. The current population can be estimated several ways, detailed as follows:

1. 2005-2006 County General Plan: Appendix A of the 2005-2006 County General Plan (General Plan) estimated the population of Oceano at 7,446 in 2005 and projected it to be 7,826 in 2010. From this, it is reasonable to interpolate a population of 7,750 in 2009 within the District. By adding the population outside the District boundary we can estimate the total water service population to be 8,327.
2. 2004 Draft Water Master Plan: The 2004 Draft Water Master Plan uses the 2000 Census population of 7,260 as a basis of calculation. With the county projected growth rate of 1.69%, the draft plan estimates the 2005 population to be 7,877. A reasonable approach would be to extrapolate this projection to estimate the 2009 population to be 8,442. While this is the population used in the previous WMP it does not account for the service provided to Crest Canyon and Christie Family outside the District. After adding the 172 people receiving service outside the service area the resulting population estimate would be 8,614.
3. Water Billing Information: The previous two estimates are based on projected estimates rather than current information. The most up-to-date information the District has concerning its customers is billing information. Billing information can be used to estimate population by multiplying the household size of 2.96 by the 2,944 residential units with water service to obtain a total population served of 8,714 people. The internal District population can be back calculated by subtracting out the 577 customers outside the District to arrive at a population of 8,137.

Of the three population estimating methods described above and summarized in Table 2.1, the water service based approach uses information that is both current and produces the most conservative estimate so will be used as the basis of analysis throughout the remainder of the report.

Table 2.1 Current District Population

Estimation Method	District	Water Customers
General Plan	7,750	8,327
2004 WMP	7,865	8,614
Water Billing	8,137	8,714

While the preceding approach works well to estimate current population, the District's population in 20 years and at build-out will also impact water system planning.

FUTURE POPULATION

Though the G&T 2004 WMP estimates future population, the update population information warrants an updated approach and estimates. It is worth noting that population projections can be developed in a number of different ways, and thus discrepancies between County and District population estimates will exist.

The 2002 Oceano specific plan estimates the build-out population under the existing County General Plan to be 9,601 (considerably less than the 12,184 referenced in the 2004 WMP).

Although the Oceano specific plan recognizes that the build-out population is often never reached because it represents a maximum, the population provided water service can be larger than the build-out population because land use within the District can be rezoned, the service area of the District can expand, and the District can provide service to people outside its service area. Current water service agreements already add 577 users not included in the Oceano Specific Plan. The combination of rezoning and expanded service area (Ellsworth Annexation) will add another 3,131 users (2004 WMP). Further, agreements beginning January 2010 with the Grand Mobile Manor (34 units using approximately 4.0 AFY) and Halcyon Estates (25 units using approximately 5.0 AFY) will raise the effective population (assuming 1.6 people per unit) by 94 users. Since the District creation it has been providing water to users outside the District. Beyond the current agreements and ones beginning in 2010 there are no others planned.

The General Plan contains population projections to 2030. From this data we can back calculate an average population growth rate of 0.67% that can be applied to the District's current population. By this method the current population of 8,714 (plus the additional 94 customers outside the service boundary) will increase to 10,134 in 2030.

Since population projections by year are difficult, a build-out population estimate provides additional perspective of potential future demands. Further, these populations correlate to the construction of new units within the District service area. Even if the year's population is no longer representative of the District projected population, the number of new units since 2009 can be used to project water demand. The build-out population for the District may be affected heavily by the rezoning of agricultural land for residential housing. Build-out population of the existing service area was calculated to be as much as 12,184.¹ If the zoning changes, the District expands service area, and/or outside District agreements are carried out the effective build-out population served could be as much as 15,986.¹ Several key populations and their corresponding unit equivalent are summarized in Table 2.2 and all other populations required for this report will be calculated from this data. This master plan update is based on a build-out population of 12,855.

Table 2.2 Calculated Populations

Year	Population	Additional Units
2000	7,260	-
2009	8,714	-
2010	8,863	50
2015	9,141	144
2030	10,033	446
Build-out same zoning	12,855	1,399
Build-out rezoning	15,986	2,457

CHAPTER 3
WATER DEMAND

The 2004 WMP utilizes historical and projected per capita demand to project current and future demand types. The availability of up to date population and water demand warrants an updated analysis.

HISTORICAL DEMAND

Table 3.1 updates the District's water demand and per capita use from 2003 to 2008. While total production is rising over time as would be expected with population growth the per capita demand continues to fall. This can be seen more clearly when compared to Table 4 of the G&T WMP.

Table 3.1 Water Demand

Year	Population	Demand	Demand
-	-	gpcd	AFY
2003	8,117	100	910
2004	8,215	103	953
2005	8,324	100	933
2006	8,422	94	885
2007	8,519	97	925
2008	8,617	97	934
Average	8,369	98	923

HYDRAULIC DEMAND PARAMETERS

Water system demands are important characteristics of water systems, as these parameters are used to size pumping, storage, and distribution facilities. Each community's water system exhibits unique characteristics that must be calculated and identified in order to better evaluate existing and future water distribution system requirements. Hydraulic demand parameters are defined as follows:

Average Day Demand (ADD): The ADD is the average water demand calculated over the year. This demand is generally determined by production records. The ADD is used also to determine the average per capita demand, which in turn is used to project future water system demands based on anticipated population growth. Based on an average of the production records from 2007 to 2008, the ADD is 802,000 gpd (0.8 MGD) for the District.

Maximum Day Demand (MDD): The MDD is the maximum daily production of water needed to meet the peak day demand of the year. This is generally occurs during the summer as a result of increased irrigation, seasonal occupancy, and construction water demand. The MDD occurred on July 6, 2008. The MDD was 1,331,000 gpd (1.3 MGD), which results in a peaking factor of 1.7 (1.7 times ADD).

Peak Hour Demand (PHD): The PHD of the system is critical in sizing water mains and pumping facilities. During peak hour demand, customers will generally experience low service pressures in areas with undersized mains and/or lack of looped distribution pipelines. The PHD can be determined by calculating the specific demand within the day while monitoring tank levels and pumping records. In many municipal systems the calculation of this parameter is difficult to ascertain. This is the case with the District. Therefore, based on engineering judgment, a PHD factor of 3.5 (3.5 times ADD), was assigned to the entire distribution system for a total of 2.8 MGD (1,950 gpm).

Table 3.2 summarizes the hydraulic demand parameters and their respective peaking factors that will be used as the basis for evaluation of the District's distribution system.

Table 3.2 Hydraulic Demand Parameters

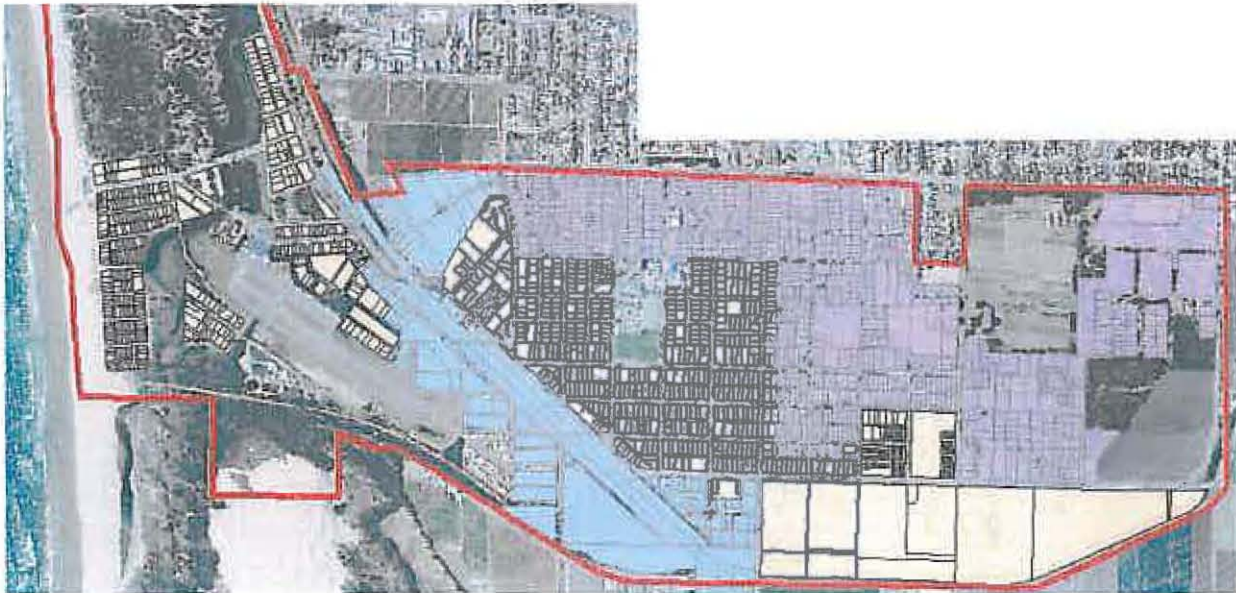
Demand Condition	Peaking Factor	Existing Demand (mgd)
Average Day Demand (ADD)	-	0.8
Maximum Day Demand (MDD)	1.7	1.3
Peak Hour Demand (PHD)	3.5	2.8

Fire Flow Demand (FF): FF requirements of the system change throughout the District's service area, depending on the nature of the buildings in the vicinity. For the purpose of this analysis, the land use designations will be used to determine FF requirements. The flow rate and duration requirements by Land Use Zone are summarized in Table 3.3 as determined by the California Fire Code and depicted in Figure 3.1.

Table 3.3 Fire Flow Requirements by Land Use

Land Use	Fire Flow, gpm	Duration, hrs	Fig 3.1 Shading
RSF	1,000	2	Pink
RMF	2,500	2	Tan
Commercial Retail	2,500	3	Tan
Commercial Service	3,500	3	Blue
Industrial	3,500	4	Blue

Figure 3.1 Fire Flow Requirements



UNACCOUNTED FOR WATER USE

Not all water that enters the distribution system is metered out to customers. Unaccounted for water (UAW) is the difference between the metered water production and the metered water deliveries. Table 3.4 updates produced, metered, and UAW data for the District since 2003.

Table 3.4 Unaccounted for Water (UAW)

Year	Produced	Metered	UAW	
	AFY	AFY	AFY	%
2003	910	840	69.9	7.7%
2004	953	867	86.1	9.0%
2005	933	843	89.8	9.6%
2006	885	821	63.3	7.2%
2007	925	850	74.5	8.1%
2008	934	815	119.1	12.8%

The AWWA Manual 32 states that municipal water system ranges for UAW are typically between 10 and 15 percent. The District compares well to these typical values averaging about 9% UAW over the last 6 years. By definition it is difficult to determine where UAW is going but it is typically comprised of several factors including leaking pipes, unmetered services, inaccurate meters, illegal connections, and normal operation and maintenance activities (such as line flushing).

Leaking Pipes

Capital improvement programs based on good records on the age and condition of the water system, along with scheduled replacements, are some of the best means of preventing leaking

pipes. Alternatively, real time remote data collectors for all meters can be used to find leaks, but would require significant investment in new meters, infrastructure, and software.

Unmetered Services

This is the most easily prevented cause of UAW and includes, but is not limited to, parks or landscaped medians, miscellaneous construction use, water used for fire events, operation and maintenance needs such as water main flushing. Wherever possible these uses should be metered (except fire flows), or at least estimated and documented. If there are known unmetered facilities or practices, a method should be developed for metering and charging for this use.

Inaccurate Meters

Faulty or un-calibrated meters can be limited by running a replacement and recalibration program based on good records about meter age and calibration history. Water meters will typically need to be replaced at least every 15 years. Older and undersized meters are likely to underestimate consumption resulting in higher UAW and lost revenue. The repair and replacement program should be based on the advice from the meter manufacturer, experience from operating the calibration program, and the American Water Works Association (AWWA) Manual M6.

Illegal Connections

Illegal connections are uncommon and difficult to spot but operator awareness of unusual pavement cuts or sudden changes in water use on an existing account with a large demand can send up a red flag.

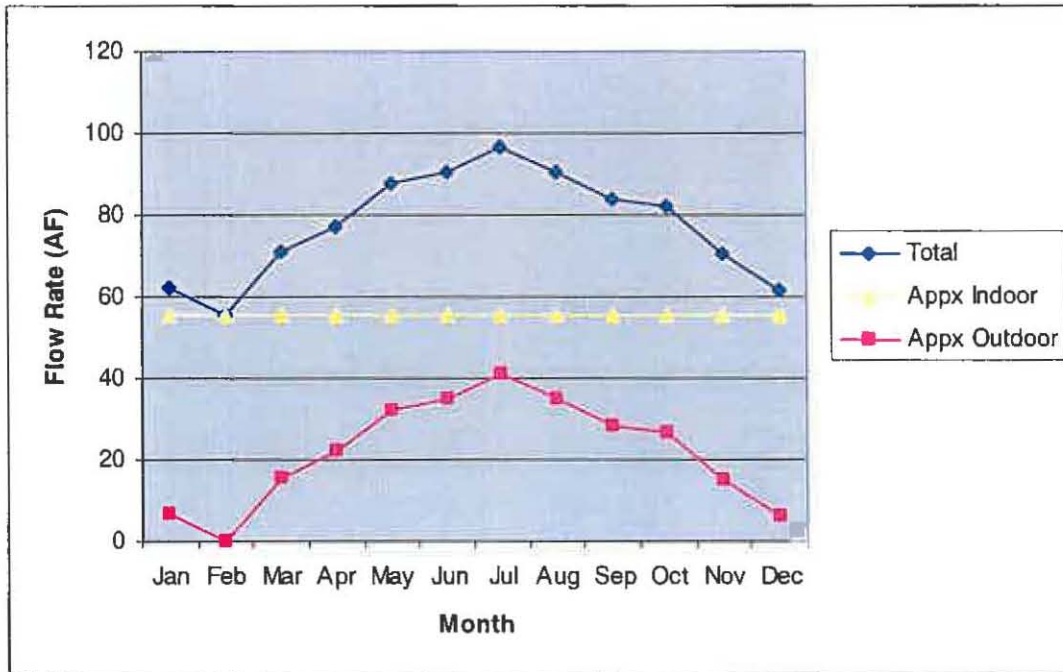
Operations

Some of the UAW is required to conduct normal operations and maintenance of a functioning water system. Such uses should be documented when possible.

OUTDOOR WATER USE AND SEASONAL DEMAND

Understanding the relationship between indoor and outdoor water use can be helpful in improving the operation of the District's water system. If it is assumed that the population in Oceano does not change significantly throughout the year and that the majority of water demand in the winter months is for indoor use we can calculate approximate outdoor and indoor water use over the duration of the year. Data from 2007 and 2008 were averaged to create Figure 3.2.

Figure 3.2 Seasonal Cycle of Water Demand



FUTURE WATER DEMAND

Future water demand is determined by changes in population, customer habits, land use, District service area, and climate. The coastal Mediterranean climate is unlikely to change anytime in the near future. The relatively low per capita water demand of the customers is unlikely to change without a significant demographic shift. Therefore, changes in the districts service area, population of customers, and land use will primarily drive the change in demand. All of these changes result in an effectively larger customer base.

As discussed in Chapter 2 the population will increase to approximately 8,863 in 2010 because of these changes. Assuming no new water service agreements outside the District the population and Demand will increase as summarized in Table 3.5.

Table 3.5 Projected Populations and Water Production

Year	Population	Demand AFY	Development, Post 2009 Units
2010	8,863	978	50
2015	9,141	1,009	144
2030	10,033	1,107	446
Build-out same zoning	12,855	1,419	1,399
Build-out rezoning	15,986	1,764	2,457

CHAPTER 4

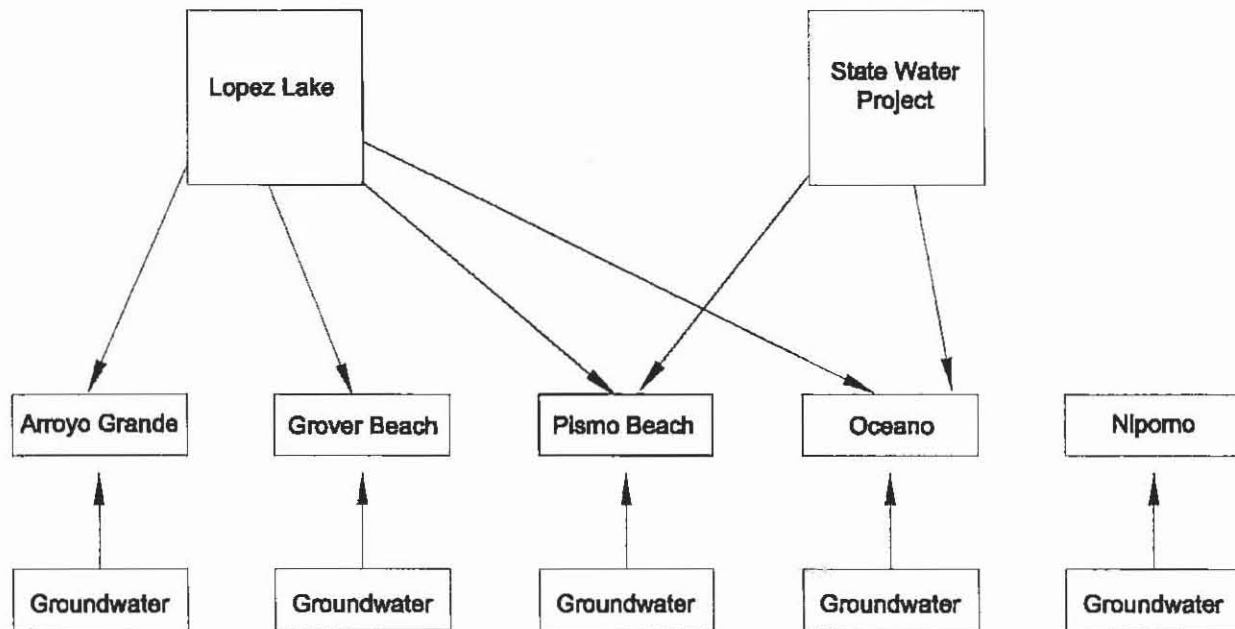
WATER SUPPLY CHARACTERISTICS

This chapter presents an overview of the District's water sources, allocations, review of reliability of water supplies relative to projected future needs, and recommendations for meeting future water supply needs for the District. This chapter updates the 2004 WMP.

WHOLESALE WATER SUPPLIERS

As part of the review of the District's water supply, a brief review of regional water supplies is warranted. The water supply system in the Five Cities area is varied and unique. It utilizes surface, ground and imported water from outside the area. Communities in this area have their own mix of supplies from which they draw (see source/user diagram below). All of the communities produce some portion of their water from their own wells. Some also purchase water from one or more large wholesalers operating in the region. The following is a brief description of the large wholesale water purveyors.

Water Suppliers in the Five Cities Area



Surface Water – Lopez Lake

Lopez Lake is a reservoir managed by the County of San Luis Obispo Flood Control District (Zone 3). The reservoir receives runoff from the Arroyo Grande Creek Watershed. The capacity of the reservoir is 51,990 AF at full capacity. This capacity was reduced to 43,150 AF due to the need to strengthen the dam, however full capacity was restored in June 2002 as part of the seismic retrofit of the dam. In a year of average precipitation, the "normal" inflow into the

reservoir is 10,730 AF. Evaporation is estimated at 2,000 AFY leaving 8,730 AFY available for various uses. Of that amount, a maximum of 4,200 AFY of untreated surface water is required to be released to the Arroyo Grande Creek for downstream users and environmental enhancement. However, based on discussions with the County staff, in recent years, the minimum release from the Dam has been 4.0 million gallons per day, which amounts to 4,480 AFY. The County is in the process of developing a Habitat Conservation Plan that may allow for reduced minimum releases in the future. However, the outcome of such flow reductions is uncertain at this time. The remaining 4,530 AF is available for distribution to water retailers.

A safe yield study conducted in 1984 concluded that the Lopez Lake entitlements, which are summarized in Table 4.1 below, are within the safe yield of the reservoir. Even during the most recent prolonged drought, 1986 to 1992, all communities within Zone 3 received full Lopez Reservoir Entitlement.^{xx}

Table 4.1. Lopez Lake Allocations

Water Contractor	Annual Entitlement (AFY)
Arroyo Grande	2,290
Oceano CSD	303
Grover Beach	800
Pismo Beach	896
Avila Valley MWC	12
Avila Beach CSD	68
Port San Luis	100
Other CSA 12 Customers	61
Total	4,530

The County is also in the process of evaluating the viability of raising the spillway at Lopez Dam. This study is in the preliminary stages, and the County currently is in the process of confirming which water purveyors may be interested in participating and sharing the cost of such a study. As of the date of this Report, no further update on future viability of raising the dam is available.

Groundwater Extractions

The Santa Maria Groundwater Basin is approximately 250 square miles and extends from the southwest corner of San Luis Obispo County into the northwestern corner of Santa Barbara County. About one third of the basin (50,000 acres) is located in San Luis Obispo County.

The subareas primarily influencing the study area include the Pismo, Oceano and Nipomo Mesa Hydrologic subareas (HSAs) within these HSAs the Tri-Cities Mesa - Arroyo Grande Plain and the Nipomo Mesa watershed areas are of particular relevance. Specific yield of the groundwater basin ranges from 5 to 21 percent with an average of 12%. The Nipomo Mesa has the largest

variation in specific yield values.

In January 1983, four of the local water agencies (Arroyo Grande, Grover Beach, Pismo Beach, Oceano) entered into an agreement outlining pumping rights to the Tri-Cities Mesa Arroyo Grande Groundwater Basin. This agreement is known as the Groundwater Management Agreement (formerly the "Gentlemen's" Agreement). According to the Groundwater Management Agreement, the safe yield of the groundwater basin is 9,500 AFY. A breakdown of the groundwater allocations from the Groundwater Management Agreement is shown in Table 4.2.

Table 4.2. Arroyo Grande Groundwater Basin Allocations

	Acre-Feet
Applied Irrigation	5,300
Subsurface flow to ocean	200
Urban Use:	
City of Arroyo Grande	1,202
City of Grover Beach	1,198
City of Pismo Beach	700
Oceano CSD	900
Total Safe Yield	9,500

Arroyo Grande Creek recharges the Tri-Cities Mesa - Arroyo Grande Plain with releases from the Lopez Lake Reservoir. Recharge for the Nipomo Mesa occurs through deep percolation of precipitation and sub-surface inflows.

Groundwater storage above mean sea level has remained constant in the Tri-Cities Mesa - Arroyo Grande Plain over the period between 1975 and 1995, while levels in the Nipomo Mesa have dropped approximately 12% between 1985 and 1995. The declines were not Mesa wide, but were related directly to pumping depressions in those areas.

The California Department of Water Resources (DWR) Water Plan Update 2005 indicates that water budget projections for the Central Coast region show a deficit in overall water storage. Because the majority of potable water on the Central Coast is provided by groundwater, overpumping of the groundwater basins is creating seawater intrusion problems region-wide. Table 4-1 in the DWR Report shows the quantity of water entering the region (by groundwater pumping, surface water extractions, or imported water supply) is less than the water leaving the region, on the order of 1,500 thousand acre feet (TAF) for 2001. It is stated in the 2005 Report that local water agencies must plan for, and maintain, strict water management and conservation strategies in order to continue providing water to their customers. In addition to conservation, the report recommends that local agencies consider supplemental water

supply sources including recycling, groundwater recovery, water marketing and desalination to help meet future water demands.

Local hydrogeologists familiar with the groundwater basins in the study area, indicate that there has been no indication of seawater intrusion from samples taken in the study area. It should be noted that high TDS has been discovered in upper aquifers, but that groundwater seems to be of good quality below 50 feet. As stated earlier, strict management of the groundwater basins will help prevent seawater intrusion problems. Since the South San Luis Obispo County Agencies already operate under an existing Groundwater Management Agreement that ensures pumping allocations are within the safe yield of the groundwater basin, problems with seawater intrusion should not be an issue in the future. Substituting recycled water for agricultural and municipal demands can help ensure that seawater intrusion will be minimized or avoided in future years.

The quality of the water from wells through-out the area is generally considered acceptable for domestic and agricultural uses. The quality of the Nipomo Mesa HSA is generally of a better quality than that found in the other areas and HSAs. There are some exceptions in the Pismo and Oceano Hydrological Subarea, where Total Dissolved Solids (TDS), sulfate, and chloride have been found exceeded drinking water limits in some sampled wells. It is believed that these wells are impaired by irrigation return waters. Water taken from these wells requires additional treatment, and has therefore a greater cost for delivery. Costs associated with the production of groundwater includes: pump and control maintenance and replacement, electrical loading, personnel time and treatment operations.

Imported Water - State Water Project

The California State Water Project (SWP) is operated by the California State Department of Water Resources. Treated water from the SWP is delivered to the region through the Coastal Branch of the aqueduct at the Lopez turn-out. The Central Coast Water Authority (CCWA) treats and distributes the water directly to retailers who have contracts for service. The San Luis Obispo County Engineering Department manages these contracts. Since 1997, the State Water Project Coastal Branch Phase II has delivered water to Central Coast water purveyors in San Luis Obispo and Santa Barbara counties. The central coast system was sized to convey 42,986 AFY, based on 39,078 AFY of contract allocations and 3,908 AFY of "drought buffer" allocations.

Oceano CSD is one of two communities in this area that purchase wholesale water from the SWP. The City of Pismo Beach is the other customer in this area. The City of Pismo Beach is the larger customer of the two, having purchased 1,100 AFY of State Water. Oceano CSD purchased 750 AFY, and in 2008 took a delivery of 377 AF. Compared to 2004, Oceano in recent years has depended more heavily on well water, thus decreasing recent State Water demands.

Typically, freshwater from the SWP is considered a reliable source, however in September 2007, a federal judge ordered protective measures for the endangered Delta Smelt fish in the Sacramento-San Joaquin River Delta, a mandate that could reduce water exports to Southern California. The protective measures ordered by the federal judge included reducing pumping from the delta during the fish spawning season, typically from the end of December through June. Reduced pumping from the delta will result in reduced water supply to many Southern California agencies who currently rely on water from the SWP.

In light of the environmental issues with the Sacramento-San Joaquin Delta, Gov. Arnold Schwarzenegger proposed a new delta restoration project that would divert water around the delta in order to maintain water supply to Southern California via the SWP. Current status of this Plan is not known; however implementation of the restoration project isn't expected to be completed for 10 to 20 years. In addition to the proposed project, Governor Schwarzenegger has also declared California to be in drought conditions, further limiting delivery of water through the SWP. With the 2008/2009 rainy season again showing water shortfalls, coupled with Bay Delta environmental issues, the anticipated deliveries to Central and Southern California customers saw wide fluctuation from zero allocation to farmers in the Central Valley, to only 15% to 30% of M&I users. Based on the recent May 20, 2009 update from the Department of Water Resources, the Central Coast can expect to see 40% deliveries this year.

Based on these significant environmental and political issues, along with the existing drought conditions, water supply via the SWP is considered far less reliable than it has been in the past. Water agencies dependent on the SWP are being urged to consider alternative, drought-proof water supplies in order to meet water demands across the state.

Drought Buffer

The following is an excerpt, and summary of water reliability options for San Luis Obispo County State Water Project Subcontractors in 2009, as provided by the County of San Luis Obispo.

Drought Buffer Program

The drought buffer program was developed as a means for local agencies to firm up their State Water Project deliveries. The Drought Buffer program is the only permanent reliability option available to subcontractors. Drought buffer is established by contracts and thus not available for sale or lease by the District, i.e. it is essentially irrevocable. This provides subcontractors with the highest level of protection against delivery shortages.

Drought buffer increases subcontractor's total allocation so that when project delivery is cut, the percentage available for delivery is calculated on a larger number. For instance, if a subcontractor has 100% drought buffer when delivery is cut to 50%, the subcontractor will still receive full deliveries. See example below:

<i>County Operations Center</i>	<i>If delivery is 50%</i>	
<i>Water Service Amount</i>	<i>425 AF</i>	<i>Water Service Amount x 50%</i> <i>213 AF</i>
<i>Drought Buffer Amount</i>	<i>425 AF</i>	<i>Drought Buffer Amount x 50%</i> <i>213 AF</i>
<i>Total Allocation</i>	<i>850 AF</i>	<i>Available Allocation</i> <i>425 AF</i>

The cost associated with the drought buffer program is defined by the drought buffer contracts. The District's cost of that entitlement is passed on to subcontractors – i.e. 100% cost recovery. To ensure the full quantity of drought buffer is available for your agency, please submit a request to enter into a drought buffer agreement by October 1st of the preceding year.

Central Coast Water Reliability Program Subcontractor Participation Contract

When the State Water allocation is at 40% or less, if a subcontractor has executed a Subcontractor Participation Contract, the District's and participating subcontractors' excess allocation will be used to deliver 100% of a subcontractor's delivery request. The cost of the water to make a subcontractors delivery request whole will be a market price negotiated between the District and CCWA. This is the opportunity cost described below.

Article 10(b) Option (For State Water allocations above 40%)

The Article 10(b) Option is temporary while the District's excess is still available. This article provides the ability to utilize the District's excess entitlement to fulfill subcontractors delivery requests during shortages up to their defined Water Service Amounts, so long as there is sufficient supply to do so. Under this option, the District's excess is allocated proportionally by each subcontractors defined Water Service Amount. Like drought buffer, this option increases subcontractors' total allocation using the District's excess to do so. Unlike the drought buffer program, utilization of this option is not guaranteed, i.e. it is revocable. This option is revocable because the District's excess is currently "up for sale/lease". If the District's excess is sold or leased, the excess will not be available for local subcontractors to use to improve their delivery reliability.

The cost of implementing Article 10(b) for a subcontractor is equal to either the District's cost for the entitlement (like the drought buffer agreements) or the opportunity cost of not participating in the state-wide turnback pool if Article 10(b) water is not needed, but originally held in case it was needed. Turnback pool prices are usually around \$12/acre-foot for the first pool and \$6/acre-foot for the second pool.

The following table shows the minimum SWP delivery required to fulfill subcontractors' Water Service Amount under this option with the current agreements when everyone is requesting full deliveries:

Contractor	Minimum SWP Delivery Required to Meet Full Requests
City of Morro Bay	16.20%
Ca Mens Colony	18.43%
Co Operations Center	18.43%
Cuesta College	18.43%
City of Pismo Beach	22.59%
Oceano CSD	22.59%
San Miguelito MWC	18.43%
Avila Beach CSD	22.59%
Avila Valley MWC	18.43%
San Luis Coastal USD	18.43%
Shandon (CSA No. 16)	22.59%

Oceano CSD Summary of Existing Water Supplies

The Oceano CSD utilizes water from three sources, including groundwater, the State Water Project and Lake Lopez water. A breakdown of the District's allocations is as follows:

- 900 AF groundwater allocation
- 303 AF allocation from Lake Lopez
- 750 AF from the State Water Project
- **1,953 AF Total**

In 2008, the District used a total of 934 AFY, a 9% increase over Year 1998, a decade ago. As noted earlier, the per capita water demand has declined over the past several years due to increased water conservation efforts and increasing water rates.

According to the 2004 draft Water Master Plan, the current population of the District was 7,488 in 2003/2004, and is projected to reach 12,855 at build-out. There are 2,077 active connections in the system, 86 of which are commercial and 39 are agricultural (irrigation). The irrigation connections are for both landscaping and farming activities.

The District currently has sufficient water supply to meet their demands, however as discussed earlier in this Chapter, allocations from the SWP should not be considered a guarantee in the future. Without the 750 AFY from the SWP, the District's supply would drop to 1,203 AFY.

Reliability of Water Supplies

Wallace Group concurs with the 2004 WMP findings that the 303 AFY allocation of Lopez Lake water is considered reliable. Recent history during prolonged drought conditions indicates full entitlement delivery to all local water purveyors.

SWP water, even with the drought buffer, can be considered fairly unreliable. To exactly what extent year to year water deliveries may be curtailed, is difficult to ascertain. It would be reasonable to expect that 15% to 20% minimum deliveries could be delivered, with the Drought Buffer, based on historical drought periods. However, uncertainties with the Bay-Delta smelt/environmental issues remain. Furthermore, the District must keep in mind that each Fall (October/November time frame), State Water shuts down for a 30-day maintenance period. This year, State Water customers on the Central Coast will see a 40% delivery of allocation (without drought buffer program).

The local groundwater supply is considered relatively reliable, so long as area purveyors continue with cooperative means of managing the groundwater basin, to prevent overdraft and advancement of seawater intrusion.

Inter-Agency Agreements. It is possible that neighboring water purveyors can provide temporary water surplus supplies to one another during shortfalls. However, it is noted that both the Cities of Arroyo Grande and Grover Beach are currently utilizing over 90% of their current water supply allocations. Currently, the District has a single intertie with the City of Grover Beach. It is a 6-inch connection located on The Pike between 16th and 17th St.

CHAPTER 5

WATER STORAGE

This chapter describes the existing and projected water storage requirements for the District, and updates Chapter 5 of the G&T WMP Report.

EXISTING WATER STORAGE FACILITIES

As mentioned in the G&T WMP report, the District's water supplies include a number of wells, and State Water. Aside from the annual entitlement variations from year to year, from a delivery and reliability standpoint when water is being delivered to Central Coast customers, the reliability of such deliveries is high given that the State Water system includes a number of safeguards against power failures and other emergencies. However, it must be kept in mind that State Water deliveries do shut down routinely for approximately one month each year, around October/November for annual maintenance. Thus, during this critical month when State Water is shut down, storage facilities and existing wells must be able to deliver demands adequately during this time.

The District currently operates two water storage tanks, both located at the District's water yard. The two storage tanks are summarized as follows:

- Tank 01, 0.3 MG capacity, Installed 1991
- Tank 02, 1.0 MG capacity, installed 1982

STORAGE ANALYSIS

Groundwater is considered a form of storage for the District. However, in the event of a system emergency, and particularly when the largest well may be out of service (and State Water is unavailable), the District's combined storage capabilities must be capable of supplying water during these conditions. The storage analysis will be conducted with the largest well (Well 8) out of service.

There are three types of storage commonly evaluated in a storage analysis: emergency, fire, and operational. The sum of these three components is recommended to be the total storage volume needed for the system.

Emergency Storage

Emergency storage is intended to provide for conditions such as extended power outages, pump failures, and similar problems. Most water planners accept that during emergencies, supply per capita may be reduced to minimum levels. Typically, on that basis, an emergency storage volume of 50 gpcd for three days is accepted as a reasonable value. Table 5.1 provides a summary of the emergency storage recommendations for existing and build-out for the District.

CONCLUSION

Oceano CSD's reliable water supply is summarized as follows:

- 900 AF groundwater allocation
 - 303 AF allocation from Lake Lopez
 - 300 AF from the State Water Project (40% of allocation)
- 1,503 AF Total**

Based on future population projections of 12,855, which is based on current zoning within the CSD service area, a total demand of 1,418 AFY will be realized in the future. If certain re-zoning with the CSD service area occurs, and build-out population increases to nearly 16,000 people, projected future water demand is anticipated to reach 1,764 AFY.

At this time, it is difficult to ascertain to what degree re-zoning or densification may occur. This projection of future water demand will need to be continually re-assessed in future years. Based on current zoning/land use in the CSD service area, it is reasonable to expect that the District has sufficient water supply for future years, even during drought years when State Water supplies may be reduced to 40% of entitlement.

The District should continue to assess the potential need for additional water supplies, depending on potential zoning changes in the future. It is recommended that the District participate in the drought buffer program to further enhance the reliability of State Water deliveries to the community.

Table 5.1 Recommended Emergency Storage Volume

	Estimated Population	Storage Recommendation (MG)
Existing	8,137	1.22
Future	12,855	1.93

Fire Storage

Fire storage is the volume of water needed to control an anticipated fire in a building or group of buildings. The determination of this storage is based upon a recommended flow rate, its duration, and a minimum residual pressure as established by the agency of interest. The agencies which establish the relationships between land use and fire requirements include the Uniform Fire Code (UFC) and the Insurance Services Office (ISO). The services of ISO are advisory only and are used to establish insurance ratings for cities and communities across the nation. The flow rate and duration of fire flow varies greatly with the type of development, with UFC values ranging from 1,500 to 15,000 gpm for different building types and sizes. To serve the maximum fire flow requirements of the community, the fire flow requirement is set at 3,500 gpm for a four-hour duration. This results in the need for 840,000 gallons in emergency fire storage.

Operational Storage

Operational storage is the amount of water needed to equalize the daily supply and demand. Without this storage, water production facilities large enough to meet the instantaneous peak demands of the system would be required. With adequate operational storage, well pumps can operate at the daily average rate, while storage facilities meet the hourly peaks. This operating method also prevents the unnecessary use of additional well pumps at times when electrical rates are the highest. AWWA M-32 recommends operational storage of 20 to 25 percent of build-out average day demand, or up to 15 percent of the ultimate maximum day demand. Based on the more stringent criteria of 15 percent of ultimate maximum day demand, the recommended operational demand for existing and future conditions is as follows:

- $0.85 \text{ mgd} \times 1.6 = 1.36 \text{ mgd max day (existing); } 15\% \text{ of } 1.36 = 0.20 \text{ MG}$
- $1.27 \text{ mgd} \times 1.6 = 2.03 \text{ mgd max day (future); } 15\% \text{ of } 2.03 = 0.30 \text{ MG}$

Storage Recommendation Overview

Table 5.2 reviews the existing and future overall storage recommendations for the District. As discussed in the G&T report, there are additional means of backup water storage that are not considered reliable. However, the District should keep in mind that these resources are still available. Such resources include other water supply wells, and the Grover inter-tie. However, the District should also keep in mind that in the event of a regional emergency such as an earthquake, the City of Grover Beach may not be able to provide water through this inter-tie during that time.

Table 5.2 Water Storage Recommendations

	Storage Component, MG			Total Storage Recommended	Storage Available	Storage Surplus/ (Deficit)
	Emergency	Fire	Operational			
Existing	1.22	0.84	0.20	2.26	---	0.93
				Tanks	1.30	
				Well 7 ¹	1.08	
				Lopez ²	0.81	
				State Water ³	0.00	
				Total	3.19	
Future	1.93	0.84	0.30	3.07	---	0.12
				Tanks	1.30	
				Well 7 ¹	1.08	
				Lopez ²	0.81	
				State Water ³	0.00	
				Total	3.19	

¹Well 8, the largest well, considered to be out of service during an emergency.

²Lopez water delivery, 303 AFY allocation, delivered for 3 days during emergency.

³State water shut down for annual maintenance.

Based on a review of available reliable storage, it is not recommended that additional storage be provided for existing or future conditions. However, should land use re-zoning or densification of development occur over time, or should the District's service area boundary expand, the District must continue to evaluate their storage requirements in light of potential future unanticipated demands.

Other Considerations

The District's two water storage reservoirs must continue to be maintained and serviced over the years. The District must anticipate and budget for, periodic dive inspections, scheduled maintenance and cleaning, and tank re-coating and re-lining. In particular, the 0.3 MG water tank likely needs to be re-lined and re-coated. It is noted that the 1.0 MG water tank was re-lined in 2001. Both tanks however need "touch-up" coating on the exterior and roofs, and ladders.

In addition, the large 1.0 MG water tank rests on a gravel ring, not anchored down to a concrete ring foundation. Although apparently this tank fared well during the 2003 San Simeon earthquake, other tanks in the Central Coast area of similar construction, received considerable damage. The District should consider a seismic retrofit to this tank to provide an anchored system. The 0.3 MG water tank has been equipped with flexible joints/connections to allow for additional flexibility and movement during seismic events.

The ladders on both tanks include a steel post mounted to the ladder with metal bolts. The specific regulations for ladder safety are not readily known; however, the tanks are 32 feet tall, and these safety posts are likely required. The District should pay special attention to the maintenance of the ladders, safety post and attachments that secure the post to the ladder, to ensure attachments are always secure.

CHAPTER 6

WATER QUALITY

This chapter describes the water quality parameters associated with the District, and updates the Water Quality Chapter (Chapter 8) prepared by G&T in the 2004 WMP Report. As described in Chapter 4 of this Report, the District receives State Water/Lopez Water, and groundwater to fulfill the District's water supply needs.

DRINKING WATER STANDARDS

Drinking water standards are established by the United States Environmental Protection Agency (EPA) and by the California Department of Public Health (CDPH). These federal and state agencies are responsible for ensuring that all public water systems are in compliance with the Safe Drinking Water Act (SDWA). The State of California has been consistent in applying drinking water standards as they are adopted by the EPA. Moreover, California has established action levels for contaminants not on the federal list. Future water quality regulations germane to the District are discussed later in this chapter.

Water Quality Parameters

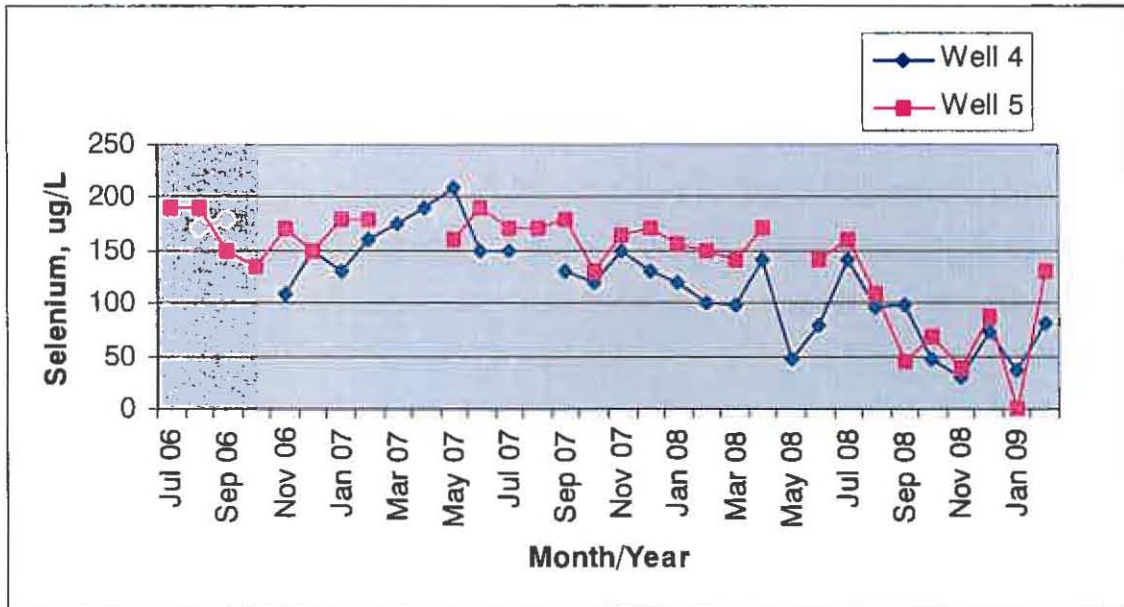
State and Federal water standards fall into two categories:

- Primary Standards relate specifically to the health of the community as it might be affected by the water supply. Mandatory maximum contaminant levels (MCLs) are established for specific constituents.
- State Secondary Standards relate to aesthetic qualities of the water including taste, odor, color, and some minerals. In California, maximum contaminant levels (MCLs) are also established for these secondary constituents.

The latest (2008) Consumer Confidence Report (CCR) prepared by the District is included as Appendix B. In reviewing the CCR for 2008, the District continues to meet all Federal and State Drinking Water Standards. Selenium levels continue to be high, from Wells 4 and 5; however, with blending of the various other water sources, the drinking water standard continues to be met. Figure 6.1 provides a summary of selenium concentrations for Wells 4 and 5 for the past three years.

The selenium concentrations in Wells 4 and 5 have appeared to increase since the 2004 G&T WMP Report. However, interestingly, the recent results also show a fairly clear trend of diminishing selenium concentrations over the past year. It is uncertain what may be the reason for the decline this past year; possibly the current drought conditions may have some effect on the selenium concentrations in the groundwater. Regardless, the concentrations of selenium remain above the MCL of 50 ug/L, and must continue to be monitored and blended with other water supplies to achieve the MCL requirements.

Figure 6.1. Selenium Concentrations in Wells 4 and 5



Lead and Copper

Based on the 20 samples collected for lead and copper, as reported in the 2008 CCR, the 90th percentile copper and lead concentrations meet the action levels and goals for lead and copper. As referenced in the G&T WMP, the District's water supply in recent years has been adjusted to reduce corrosivity, and this appears to have reduced the lead and copper concentrations over recent years.

Iron and Manganese

As indicated in the 2004 WMP, iron and manganese concentrations in the water supply wells occasionally exceeded the MCLs of 300 ug/L and 50 ug/L respectively. The District reports annually to CDPH, any incidences of taste and odor complaints. In 2008, the District received three complaints on taste and odor. In 2002, it was referenced that three complaints were also received. There appears to be no trend or increase in the number of taste and odor complaints received over the years, and the actual number of complaints received remains relatively low.

Radioactivity

The radionuclide concentrations in OCSD wells ranged from ND to 10 pCi/L in 2008, with an average of 5.0 pCi/L. These concentrations continue to remain below the MCL of 15 pCi/L.

CALIFORNIA WATER WORKS STANDARDS

In January 2009, the new Title 17 and Title 22 Code of Regulations for Drinking Water Standards were adopted. According to these Standards, new water systems must be designed to provide a minimum pressure of 40 psi throughout the distribution system and at all times (except under fire flow conditions). Although this is a requirement for

new water systems, it is also prudent to meet these standards for existing water system customers.

Other updated and new standards were also adopted for new potable water tanks, wells, and other system improvements. These CDPH regulations will need to be consulted with if and when the District provides new water related facilities to its overall water system.

FUTURE REGULATIONS

Future water regulations will continue to evolve and change, and therefore should be considered (and periodically updated) in OCSD's overall water master planning effort.

Disinfectant/Disinfection Byproduct Rule

The purpose of the Rule is monitoring and reduction, as necessary, of potentially carcinogenic disinfection byproducts. According to the Rule, water systems with groundwater as their sole source were to begin sampling for trihalomethanes (TTHMs) and five specific haloacetic acids (HAA5) in their distribution system in January, 2004. Small groundwater systems (less than 10,000 people served) would collect a sample for measurement of total trihalomethanes (TTHMs) and HAA5 at the point in their distribution system with the longest residence time. If that sample exceeds the MCL (maximum contaminant limit) established in the California Code, samples must be repeated quarterly and a running yearly average computed. If this value exceeds the MCL, the Code will require notification of a violation to the Department of Environmental Management and to the public.

The 2008 CCR indicates recent samples for the District's water system are in compliance with this Rule, and that TTHMs and HAA5s are within these set MCLs.

Groundwater Rule

EPA published the Ground Water Rule in the Federal Register on November 08, 2006. The purpose of the rule is to provide for increased protection against microbial pathogens in public water systems that use ground water sources. EPA is particularly concerned about ground water systems that are susceptible to fecal contamination since disease-causing pathogens may be found in fecal contamination. The GWR will apply to public water systems that serve ground water. The rule also applies to any system that mixes surface and ground water (such as OCSD) if the ground water is added directly to the distribution system and provided to consumers without treatment.

The Final Ground Water Rule was published in the Federal Register, November 8, 2006. Requirements of this Rule are summarized as follows:

- Periodic sanitary surveys of groundwater systems are required, for eight critical elements. The surveys also include review and identification of significant deficiencies and threats, such as a well located near a leaking septic tank system. Initial surveys must be completed by December 31, 2012 for most public water systems.
- Source water monitoring to test for the presence of *E. coli*, interococci, or coliphage in the sample, is required. Two provisions are as follows:
 - Source water monitoring is triggered for systems that do not already provide treatment that achieves 4-log inactivation or removal of viruses,

and that have a total coliform-positive routine sample under the Total Coliform Rule.

- States have the option to require assessment monitoring as a complement to triggered monitoring, at any time, to help identify high risk water systems.
- Corrective Actions are required for any system with a significant deficiency or source water fecal contamination. The system must implement one or more of the following corrective action options:
 - Correct all significant deficiencies,
 - Eliminate the source of contamination,
 - Provide an alternate source of water, or
 - Provide treatment to reliably remove 99.99% (4-log) inactivation or removal of viruses.
- Compliance monitoring is required ensure that treatment technology installed to treat drinking water reliably achieves the 4-log inactivation or removal of viruses.

Impacts to the District: The Groundwater Rule will require the District conduct an initial sanitary survey by December 31, 2012.

Proposed Radon Rule

There is no significant change to this proposed Rule since the 2004 G&T WMP Report. The rule is still in the proposed stages. EPA outlines two options for reducing exposure to radon, and encourages States to consider implementation of what are known as Multimedia Mitigation Measures (MMMs) to address exposure to radon in indoor air, as an effective means of complying with this proposed Rule. If such a program is implemented, then individual water systems need also to reduce radon levels in drinking water to 4,000 pCi/L or lower.

If a State does not choose to develop an MMM program, water systems in that State would be required to reduce radon in drinking water to 300 pCi/L or develop individual local MMM programs and reduce levels in drinking water to 4,000 pCi/L or lower.

The future impact to OCSD, should this Rule be adopted, is unclear. At this time, the District's water supply meets drinking water standards for radionuclides. It is possible that if the District's water supply does not meet the 4,000 pCi/L proposed limitation for radon, that future treatment of the District's well water supplies would be required.

CHAPTER 7

WATER DISTRIBUTION SYSTEM

This chapter presents the analysis of the water distribution system, including water modeling, updates to design criteria, and water distribution system analysis. This chapter updates the G&T Report, Chapters 6, 7 and 8.

COMPUTER MODELING

The computer model used to run the hydraulic analysis was created by importing the water model created by G&T in EPA Net, into Water CAD. After being imported the model was updated to reflect the current atlas map pipe sizes, pipe materials, and installation date; new components of the system; and available multi point pump curves. Field flow tests were not used to calibrate the water model prior to running the scenarios. The design standards and criteria outlined in Chapter 7 were applied to this water model to determine deficiencies.

The hydraulic demands for current and projected conditions outlined in Chapter 3 (ADD, MDD, and PHD) were distributed and applied to the updated water model. Under all of these conditions pressure was maintained above 40 psi as required by the California Department of Public Health (CDPH).

Fire flow on the other hand has a significantly larger demand determined by building type and zoning summarized in Chapter 3. Under fire flow conditions, CDPH requires residual pressure to be maintained above 20 psi during fire flow conditions. In order to meet both this standard, Capital Improvement Projects (CIPs) are recommended and discussed in Chapter 9 in greater detail.

While there are several locations in the system where line velocities are excessively high these problem areas are addressed by the fire flow CIP list so require no further improvements.

DESIGN STANDARDS AND CRITERIA

The design requirements for the water distribution system relate primarily to the flow and pressure delivered by the system to the residences. The CDPH regulates the system pressures within a water distribution system under different demand conditions. Pressures below 20 psi, at any time, including fire flow, are not acceptable in a municipal water system. Under the existing Waterworks Standards (adopted March 2008) issued by the CDPH, the average day, maximum day, and peak hour demand pressure should be no less than 40 psi.

Ideally, normal operating (static) pressures should be within the range of 40 to 80 psi. This is the range that most people find comfortable and will serve most fire sprinkler systems. Pressures higher than 80 psi are acceptable within the distribution system, but should be reduced to 80 psi at the service connection to prevent water hammer effects or leakage through rapidly weakening washers and seats within a home. Pressures above 100 psi begin to cause system damage and should be avoided. For the District, the design requirements were based on the DHS standards mentioned above.

The flow requirements examined in the network model include fire flow, maximum day demand, peak hour demand, and average daily demand. The various flow scenarios are summarized in Table 7.1.

Table 7.1 Summary of Hydraulic Parameters and Design Criteria

Hydraulic Parameters and Design Criteria	Value		
Fire Flow Requirements	Residential Single Family	1,000 gpm	2 hrs
	Residential Multi-Family	2,500 gpm	2 hrs
	Commercial Retail	2,500 gpm	3 hrs
	Commercial Service	3,500 gpm	3 hrs
	Industrial	3,500 gpm	4 hrs
Peak Hour Demand Factor	3.5 times ADD		
Maximum Day Demand Factor	1.7 times ADD (Based on historical data)		
Minimum System Pressure at ADD	40 psi		
Minimum System Pressure at MDD	40 psi		
Minimum System Pressure at PHD	40 psi		
Minimum System Pressure at FF	20 psi		
Maximum Pipeline Velocity at ADD	<5 fps		
Maximum Pipeline Velocity at FF	< 10 fps (<15 fps near source of fire)		
Fire Hydrant Spacing	At every intersection, at intervals not more than 250 feet in commercial zones, and not more than 300 feet in residential zones.		
Pipe Diameter	All new water mains must be 8 inch or greater.		
Valving	No shut down of greater than 500 feet in commercial/residential areas.		

DISTRIBUTION SYSTEM ANALYSIS

The District's water system is comprised of pipelines, booster pumps, valves, hydrants, services, tanks, and wells. Tanks and wells are addressed in detail in Chapter 5.

The system is comprised of approximately 22.4 miles of pipeline (not including the Lopez Line 3000ft of 8 in) summarized in Tables 7.2 and 7.3 below. Table 7.4 summarizes the water service laterals. Operator records and recent CIPs approximate 206 public hydrants and 8 private hydrants throughout the system. According to the District's 2008 Annual Report filed with CDPH, the District has 410 valves throughout the system. Currently water valve information is not tracked. Water meter type and number are summarized in Table 7.4.

Table 7.2 Length of Pipe by Size

Size (in)	Length (ft)	Length (mi)
2	4201	0.8
3	404	0.1
4	7686	1.5
6	44331	8.4
8	40431	7.7
10	4698	0.9
12	16407	3.1
16	136	0.0
Total	118294	22.4

Table 7.3 Length of Pipe by Material

Material	Length (ft)	Length (mi)
Unknown	10242	1.9
Steel	3947	0.7
PVC	30745	5.8
Ductile Iron	1492	0.3
Asbestos Cement	71873	13.6
Total	118300	22.4

Table 7.4 Meter Type and Number

Type	Connections	Units
Residential	1949	2944
Commercial	92	473
Industrial	7	7
Public Agency	19	18
Fire	1	
Irrigation	48	46
Total	2099	

RECOMMENDATION

As part of system operations the system atlas maps should be continually updated with pipeline, hydrant, valve, and lateral information. The more update information will allow for more informed operation, design, and rate studies.

CHAPTER 8

SYSTEM MAINTENANCE

This chapter briefly discusses water system maintenance, and updates that system maintenance information presented in Chapter 10 of the 2004 WMP.

CURRENT STAFFING LEVEL

The District employs three full-time operations staff that service the water service and wastewater collection systems for OCSD. Mr. Phil Davis, the Utilities Supervisor for the District, is a licensed operator with a D2/T4 grade. Similarly, Mr. Maximiano Torres is also a D2/T4 grade operator. Based on the comparison conducted by G&T of similar special districts in the central coast area, District's staffing appears to be on the low range as compared to other districts. If the District finds that current staff cannot adequately maintain both water and sewer systems, consideration of budgeting for an additional staff may be warranted. Wallace Group believes this should be decided upon by the District based on their assessment of how well maintenance and upkeep is being conducted. The District should consider this carefully at this time, given that a parallel water rate study is being conducted at this time.

CURRENT MAINTENANCE LEVEL

The G&T WMP report indicated in the past, that District staff had not been able to respectably keep up with needed water system maintenance. Wallace Group did not review operations in detail with District staff; however, in reviewing the latest 2008 annual report to CDPH, the District is providing maintenance including:

- Annual flushing of dead-end mains (15 currently exist)
- Biannual exercising of water valves (410 total valves in system)

In addition, in February 2009, the District inspected and cleaned both potable water storage tanks.

RECOMMENDATIONS

It is recommended that the District consider now, as part of acceptance and adoption of this Water Master Plan, the need for an additional staffing position for utilities operations. This is an opportune time to consider staffing needs, prior to, and in conjunction with, the parallel water and sewer rate study being conducted for the District.

CHAPTER 9

COST ESTIMATES AND FINANCING OF FUTURE OPERATIONS AND IMPROVEMENTS

This chapter summarizes the District's recommended capital improvement program (CIP) to meet existing and future needs, and to assist the District in the financial planning aspects of implementing the recommended improvements. The improvements are described as first, second, and third priorities. The costs for these improvements are summarized in Table 9.1 and illustrated in Figure 9.1. For the purposes of the water rate study being conducted, the 5-year Capital Improvement Program is comprised of all First priority projects.

BASIS OF CAPITAL IMPROVEMENT PROJECT COSTS

The CIP costs were developed based on engineering judgment, confirmed bid prices for similar work in the Central Coast area, consultation with vendors and contractors, established budgetary unit prices for the work, and other reliable sources. Hard construction costs are multiplied by a factor of 1.4 to budget and allow for preliminary engineering, engineering, administration, construction management, and inspection costs. **All CIP costs are expressed in Year 2009 (July) dollars, using an ENR Construction Cost Index of 8566, and will need to be escalated to the year during which the midpoint of construction occurs.**

SUMMARY OF RECOMMENDATIONS AND CAPITAL IMPROVEMENT PROJECTS

The projects are listed in order of necessity. First priority projects are those considered necessary for correcting existing health and safety deficiencies, such as fire flow and low water service pressures, and are generally recommended to be completed within five years. As part of this Report and recommendations, first priority projects were listed for areas that are more than 500 gpm in deficit of fire flow requirements at the minimum residual pressure of 20 psi. Second priority projects are those needed to correct lower priority system deficiencies, and anticipated future deficiencies (depending on growth and development) within 5 to 10 years. Given the number of fire flow deficiencies, and understanding the limitations of completing all fire flow related improvements within 5 years, second priority projects included those areas that are less than 500 gpm in deficit of the fire flow requirements at the minimum residual pressure of 20 psi. Third priority projects are generally those that do not present immediate deficiencies, but should be corrected in the future as budgets allow, such as looping dead-end mains, increasing water main sizes when a pipeline's useful life is nearing, valve replacements or additions, and other such improvements. The costs of these improvements were estimated as described in the above section, Basis of Capital Improvement Project Costs. While the following proposed projects address system deficiencies, each project and comparable alternatives should be considered prior to design.

Recommendations

The following is a list of general recommendations to the District:

Un-accounted for Water

The District's un-accounted for water is considered within industry standards, and acceptable. It is recommended, however, that the District document incidental uses such as water used for line flushing, metered construction water, fire flow events, and other incidences. This will help further refine the estimates of unaccounted for water that may be the result of inaccurate meters or unauthorized use.

Water Conservation Programs

The District does an excellent job in conserving water, as is portrayed by the relatively low per capita water demands. The District is encouraged to continue promoting water conservation through education and outreach programs, and tiered water rates.

Water Supply

It is recommended that the District consider participation in the State Water Drought Buffer Program, to enhance water supply reliability in future years.

Tank Lining and Coating

The 0.3 MG water storage tank is likely in need of re-coating and re-lining. In addition, both tanks are in need of spot-repairs to address external corrosion, particularly on the tank roofs. An inspection by a qualified coating specialist should be conducted, by diving, or at the next scheduled tank cleaning, to assess the condition of both tanks. Budgeting for tank lining and coating of the 0.3 MG water tank should be anticipated for some time within the next 5 years. This therefore has been included as a Priority 1 CIP.

Capital Improvement Projects

This section presents a brief description of recommended first priority capital improvements. The G&T 2004 WMP provided an extensive list of CIPs to address many conditions. Some of these projects have been completed and others were beyond the needs of the District. Table 9.1 summarizes the projects required to meet pressure and fire flow requirements throughout the system.

Priority 1 Improvements (Magenta Figure 9.1)

First priority projects are those considered necessary for correcting existing health and safety deficiencies, such as fire flow and low water service pressures, and are generally recommended to be completed within five years. As part of this Report and recommendations, first priority projects were listed for areas that are more than 500 gpm in deficit of fire flow requirements at the minimum residual pressure of 20 psi. These projects are summarized in Table 9.1 and illustrated in Figure 9.1. The Priority 1 projects listed in table 9.1 are also considered to be the 5-year CIPs to be used in the water rate study

1-1 Fire Flow to The Strand (beach area)

Fire flows are as low as 1,150 gpm (2,500 gpm required) along the Strand. To remedy these deficiencies existing 4-inch and 6-inch lines from Air Park Dr north to Pier Ave and then west to Air Park Dr should be upgraded to 10-inch. The portions in the alley between Truman Dr and Pier Ave and the existing 80-foot bridge crossing are already 10-inch.

- 1-2 Fire Flow to Utah Avenue Area
South of Utah Avenue the fire flow is as low as 1,600 gpm (2,500 gpm required). Replacing the existing 4-inch lines south of Utah Ave with 8-inch mains will provide sufficient fire flow.
- 1-3 Fire Flow to Norswing Drive
Fire flows in this area are as low as 500 gpm (2,500 gpm required). Replacing the existing 2-in lines going South from Pier Ave along Norswing Dr then east along Pershing to connect to the 10-inch main described in 1-1 will provide sufficient fire flow.
- 1-4 Fire Flow along Pershing Dr
From Pershing Dr South 700 feet along Pacific Blvd the existing 6-inch dead end line provides only 1100 gpm fire flow (2,500 gpm required) and is a long dead end main. Both of these deficiencies can be solved by connecting the dead-end line to the proposed 10-inch main (1-1) at intersection of Pershing Dr and Pacific Blvd.
- 1-5 Fire Flow to Norswing Drive Alley
Fire flow at the north end of the Norswing Drive Alley is approximately 740 gpm (2,500 gpm required). Replacing the existing 4-inch line from Coolidge Dr to Harding Dr with an 8-inch main will provide sufficient fire flow.
- 1-6 Fire Flow to 14th Street
The existing waterline between Wilmar Ave and Rice St is only 2-inch limiting the fire flow to 1650 gpm (2,500 gpm required). Upgrading the existing 2-inch line to an 8-inch main will provide sufficient fire flow to the area.
- 1-7 Fire flow to 16th Street and Warner Drive Area
Existing fire flows in this area are as low as 1000 gpm (2,500 gpm required). Replacing the existing 2-inch, 4-inch, and 6-inch lines in the area with 8-inch mains will provide sufficient fire flow to the area.
- 1-8 Fire Flow to Cieniga Street and Front Street Area
In this area there are several undersized and dead-end lines that result in fire flows as low as 120 gpm (3,500 gpm required). To provide sufficient fire flow to these areas an 8-inch waterline will be required. It will begin at the existing waterline on Front St between Nipomo St and Cieniga St extending northwest to Cieniga St, east along Cieniga St, northwest along the Front St alley, and then east along the Cieniga St alley to connect with the existing 12-inch main between 19th St and 21st St.
- 1-9 Fire Flow to River Avenue
The dead-end waterline on River Ave provides fire flows of 2,680 gpm (3,500 gpm required). By looping the system with an 8-inch line running north along 21st St to Nipomo St sufficient fire flow will be provided and the dead-end line will be eliminated.
- 1-10 Fire Flow to Trinidad Drive
Existing fire flows are approximately 1,700 gpm (2,500 gpm required). To provide sufficient fire flow the existing 4-inch line along Trinidad Dr should be upgraded to an 8-inch main.

1-11 Fire Flow to La Vista Court

Existing fire flows are approximately 490 gpm (1,000 gpm required). To provide sufficient fire flow the existing 4-inch dead-end line should be upgraded to an 8-inch main.

1-12a Tank Inspection

Inspect 0.3 MG and 1.0 MG Water Tanks. Provide coatings inspection a qualified diver/coatings inspector, either while tanks are in service, or at the next scheduled cleaning. The inspection of both tanks should be conducted to assess the need for re-lining and re-coating of the tanks, and recommendations for rust/corrosion repairs to the tank exteriors.

1-12b Tank Re-line and Re-coat

Re-line and Re-coat 0.3 MG Water Tank. The 0.3 MG water tank should be re-lined and re-coated, and spot repairs to exterior corrosion to both tanks should be conducted. Note that if the inspection in CIP 1-12a above concludes that the 0.3 MG water tank does not require re-lining and/or re-coating, then only the external corrosion repairs will be required.

Priority 2 Projects (Green Figure 9.1)

These projects are for locations that have fire flow deficiencies less than 500 gpm and some other related deficiencies. These projects are summarized in Table 9.1 and illustrated in Figure 9.1.

2-1 Fire Flow to Jetty Ave Alley

Currently there are dead end mains at both these streets and both have fire flow deficiencies. Connecting the two with an 8-inch line will provide sufficient fire flow and greatly reduce the length of dead end mains.

2-2 Fire Flow and Looping to Creek Road and Railroad Crossing

Fire flow provided by the existing waterline between Sand Dollar Ave and Creek Rd is 2,200 gpm (3,500 gpm required) and it is a dead-end line. To address the fire flow, looping, and create entire system benefit provide new 8-inch water main connecting the dead-end line on creek road to the 8-inch main on the front street alley. A bore and jack crossing under the railroad will be required to make this connection.

2-3 Fire Flow to Lancaster Drive

Existing fire flows on Lancaster Dr are as low as 750 gpm (1000 gpm required). To provide sufficient fire flow the existing 4-inch main should be upgraded to an 8-inch.

2-4 Fire Flow to Laguna Drive Alley

Existing fire flows on Laguna Alley are as low as 2,200 gpm (2,500 gpm required). To provide sufficient fire flow the existing 4-inch main between Utah Ave and Utah Ave Alley should be upgraded to an 8-inch.

Priority 3 Projects (Blue Figure 9.1)

At several points in the system there are unlooped water mains. If these lines can be looped it would benefit water quality and reliability of service. Projects are also listed to replace any existing 2-inch and 3-inch lines with 8-inch mains. These projects are summarized in Table 9.1 and illustrated in Figure 9.1.

3-1 Norswing Dr Loop

The Norswing alley main that provides service to the area north of Pier Ave is a 1050-foot long dead-end main. Water quality and reliability of service to this area can be improved by installing a new 8-inch line looping the main back to Pier Ave.

3-2 Rochelle Way Loop

Rochelle Way is provided service by a 370-foot dead-end 6-inch main. To improve water quality this main should be connected to the nearby 8-inch main if it is possible to obtain an easement.

3-3 Vista St Upgrade

Vista St is provided service by a 2-inch line between 19th and 21st St. This line should be upgraded to the district 8-inch minimum.

3-4 Warner St Upgrade

Warner St is provided service by a 2-inch line between 19th and 21st St. This line should be upgraded to the district 8-inch minimum.

3-5 Cienaga St Upgrade

Cienaga St between 19th and 21st St is provided service by a 2-inch line. This line should be upgraded to the district 8-inch minimum.

3-6 21st St Upgrade

21st St between Cienaga St and Nipomo St is provided service by a 2-inch line. This line should be upgraded to the district 8-inch minimum.

3-7 North Front St Upgrade

The north end of Front St has a 200-foot 2-inch dead end line. This line should be upgraded to the district 8-inch minimum.

3-8 Security Ct Upgrade

Security Ct service is provided by a 6-inch and 2-inch dead end line. The 2-inch line should be upgraded to the district 8-inch minimum.

3-9 Strand Upgrade

The alleys on either side Utah Ave are provided service by 3-inch lines. These mains should be upgraded to the district 8-inch minimum.

Other Projects

While it is not hydraulically necessary to upgrade all of the distribution system's 4-inch lines to the District's new 8-inch standard, it is recommended that they be replaced if the budget is available. Replacement of these 4-inch lines offers the further benefit of replacing old piping and improving looping providing better water quality and reliability.

Table 9.1 Capital Improvement Projects List

Project Number	Description	Priority	Existing	Proposed	Length ft	Unit Cost	Construction Cost \$	Soft Cost \$	Total Cost \$
			In	in		\$/ft			
1-1	The Strand	1	4,6	10	2100	140	294,000	118,000	412,000
1-2	Utah Ave	1	4	8	360	120	43,000	17,000	60,000
1-3	Norswing Dr	1	1,2	8	850	120	102,000	41,000	143,000
1-4	Pershing Dr	1	-	8	200	120	24,000	10,000	34,000
1-5	Norswing Dr Alley	1	4	8	500	120	60,000	24,000	84,000
1-6	14 th St	1	2	8	380	120	46,000	18,000	64,000
1-7	16 th St	1	2,4,6	8	940	120	113,000	45,000	158,000
1-8	Cienaga St Front St Area	1	2	8	1020	120	122,000	49,000	171,000
1-9	River Ave	1	-	8	480	120	58,000	23,000	81,000
1-10	Trinidad Dr	1	4	8	300	120	36,000	14,000	50,000
1-11	La Vista Ct	1	4	8	440	120	53,000	21,000	74,000
1-12a	Tank Inspections	1	-	-	-	-	5,000	0	5,000
1-12b	Tank Re-lining and Re-coating	1	-	-	-	-	150,000	60,000	210,000
2-1	Jetty Ave Alley	2	-	8	650	120	78,000	31,000	109,000
2-2a	Creek Road	2	-	8	960	120	115,000	46,000	161,000
2-2b	Railroad Crossing	2	-	8	170	750	128,000	51,000	179,000
2-3	Lancaster Dr	2	4	8	600	120	72,000	29,000	101,000
2-4	Laguna Dr Alley	2	4	8	120	120	14,000	6,000	20,000
3-1	Norswing Dr Loop	3	-	8	1220	120	146,000	58,000	204,000
3-2	Rochelle Way Loop*	3	-	8	200	120	24,000	10,000	34,000
3-3	Vista St Upgrade	3	2	8	480	120	58,000	23,000	81,000
3-4	Warner St Upgrade	3	2	8	480	120	58,000	23,000	81,000
3-5	Cienaga St Upgrade	3	2	8	470	120	56,000	22,000	78,000
3-6	21st St Upgrade	3	2	8	320	120	38,000	15,000	53,000
3-7	South 4 th St Upgrade	3	2	8	200	120	24,000	10,000	34,000
3-8	Security Ct Upgrade	3	2	8	180	120	22,000	9,000	31,000
3-9	Strand Upgrade	3	3	8	390	120	47,000	19,000	66,000
Subtotal	Priority 1 (Magenta)	1	-	-	7570	-	951,000	380,000	1,331,000
Subtotal	Priority 2 (Green)	2	-	-	2380	-	407,000	163,000	570,000
Subtotal	Priority 3 (Blue)	3	-	-	2380	-	473,000	189,000	662,000
Total		-	-	-	12330	-	1,831,000	732,000	2,563,000

* Project costs do not include the cost of right-of-way acquisition.

REFERENCES

1. Garing, Taylor. And Associates Inc. Oceano CSD Water Master Plan Update (Draft), February 2004. Prepared for Oceano Community Services District.

Appendix A
Garing, Taylor, and Associates, Inc
2004 Water Master Plan

TODD ENGINEERS

GROUNDWATER · WATER RESOURCES · HYDROGEOLOGY · ENVIRONMENTAL ENGINEERING

September 3, 2009

MEMORANDUM

To: Steve Tanaka, The Wallace Group
Kevin Walsh, Oceano Community Services District

From: Iris Priestaf, Ph.D.

Re: OCSD Master Water Plan Update

In response to your request, I have reviewed Chapter 4, Water Supply Characteristics, of the Master Water Plan Update. Overall, the chapter provides a useful overview of OCSD's water supply sources, with appropriate consideration of the reliability of each source.

I would like to suggest some clarifications and updates for the Groundwater Extractions section. First, I would change the title of the section to "Groundwater" or "Local Groundwater" to be more consistent with the other section headings and the text, which addresses not only extractions but also groundwater storage, allocations, quality, and the water balance.

The groundwater section should refer consistently to the Santa Maria Groundwater Basin and the three Management Areas: Santa Maria, Nipomo, and Northern Cities. The first paragraph of the section appropriately introduces the Santa Marla Groundwater Basin, but the second paragraph discusses HSAs, which are watershed-based. Later, references are made to the Tri-Cities Mesa and Arroyo Grande groundwater basin, which are previous designations and are different in extent from the current management area. For the beginning of this section, I'd suggest adding brief text that the basin has been adjudicated and then describe the basin and management areas. It should be noted that Annual Reports are being prepared for each management area with basic information on supply, demand and groundwater conditions.

The second paragraph information on specific yields doesn't add much and can be deleted.

The third paragraph can refer to the Gentlemen's Agreement of 1983 as the beginning of independent local groundwater management; however, it was not strictly an agreement among the four cities. Rather than get into that history, I'd suggest noting that the original allocations in Table 4.2 were affirmed in the subsequent 2002 Groundwater Management Agreement among the four cities. Mostly importantly, the independent management of the Northern Cities Management Area (NCMA) was

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established in the June 30, 2005 Stipulation, which is part of the adjudication final judgment.

The second full paragraph on p. 4-3 (right below Table 4.2) addresses inflow to groundwater. A more complete description would be:

Inflows to the groundwater basin include deep percolation from rainfall, return flows from irrigation, storm water infiltration ponds, infiltration through stream channels, and subsurface inflow from adjacent areas. Outflows include urban pumping, agricultural pumping, and subsurface outflow.

The discussion of groundwater storage should be extended to include information from the 2008 Annual Reports for both the Northern Cities and Nipomo Mesa management areas. The Northern Cities report includes groundwater level hydrographs, most of which show that groundwater elevations have declined since 2006 (a wet year) as a result of drought and increased pumping (in both the Northern Cities and Nipomo Mesa). Based on available data, the report indicates that groundwater elevations were below mean sea level (0 foot contour) in the north-central portion of the NCMA with the deepest elevations at about 10 feet below mean sea level. It was noted that the deepest groundwater elevations were taken in active well fields and may be lower than true static conditions. The area below mean sea level in October 2008 extended to the coast, indicating a potential for seawater intrusion.

The Water Plan Update paragraph provides useful regional context, but the subsequent, first full paragraph of page 4-4 should be clarified and updated. Historical sampling and analysis of four dedicated sentry wells along the NCMA coast have shown no clear indication of seawater intrusion. A shallow sentry well in the northwestern corner of the basin historically has shown high sodium and chloride concentrations that have been described by the California Department of Water Resources as an artifact of local geology. Recognizing the potential for seawater intrusion and the benefits of monitoring, the four Northern Cities are currently engaged in cleaning out and sampling the sentry wells.

The sentence that adherence to the Gentlemen's Agreement allocations should prevent seawater intrusion is too strong and should be deleted. The Todd Engineers' April 2007 *Water Balance Study for the Northern Cities Area* showed that the 200-AFY allocation for subsurface outflow to prevent seawater intrusion is too low. Moreover, the allocation assumes stable subsurface inflow from Nipomo Mesa; pumping on the Mesa has resulted in diminution of the subsurface inflow to NCMA. It would be better to indicate that enhanced management and monitoring, along with development and use of other supplies (recycled water, imported water, stormwater recharge) are being pursued by the Northern Cities in order to meet demands while protecting the groundwater basin.

With regard to water quality, the 2008 Annual Report for NCMA provides data pertinent to the NCMA.

I appreciate the opportunity to review the report. Please do not hesitate to call if you have questions or comments.





Oceano Community Services District

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September 09, 2009

TO: OCSD Board of Directors
FROM: Kevin D. Walsh, Interim General Manager
SUBJECT: DRAFT SEWER TECHNICAL MEMO

The Wallace Group has provided the District with a draft Sewer Technical Memo. At your Board meeting they will provide you with an overview of the findings of the memo.

The Sewer Technical Memo presents the engineer's analysis of the sewer collection system: There are no needed capital improvements at this time.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: Review and comment on the draft memo. Give direction to the Wallace Group regarding preparation of a final Sewer Technical Memo.

Agenda Item 09 09 2009 8.c.

T:\Agendas\BdMtgAgendas\2009\09092009\Draft Sewer Technical Memo

TECHNICAL MEMORANDUM

This technical memorandum (TM) addresses the Oceano CSD's (District) wastewater collection system needs, addressing existing and future build-out needs. This TM provides information to identify system needs to budget accordingly, and assist with evaluation of sewer collection system rates.

The District provides its customers with wastewater collection services; conveying wastewater to the South San Luis Obispo County Sanitation District (SSLOCSO) trunk sewer and wastewater treatment facilities. This TM focuses specifically on the Oceano CSD wastewater collection system.

LAND USE AND SERVICE POPULATION

Population

The population of the District service area for wastewater services has a large impact on the use of and demand for those services. Determining the service population is not always a simple process and estimates are key components to forecasting system and community needs. Population can be estimated with several different approaches. Consideration must also be given to those provided sewer service living outside the official District boundary.

Figure 1 shows the Census Designated Place (CDP) in orange and the District's service area shown by the dashed red line. While they are not an exact match, most of the additional area included by the CDP is undeveloped. Also, there are other areas the District provides sewer service which are outside the District Boundary and the CDP. While the service population and the CDP are not the same, the 2000 census still provides a reasonable estimate of the typical household size (2.96) and a population of 7260 within the service area can still be used as a base point for population estimates.

Figure 1 Oceano Service Area Compared to Census Designated Place



Currently the District provides sewer collection for approximately 115 people on Paul Place and Russ Court (39 units) which is outside the District service area boundary. The current population served can be estimated several ways, detailed as follows:

1. 2005-2006 County General Plan: Appendix A of the 2005-2006 County General Plan (General Plan) estimated the population of Oceano at 7,446 in 2005 and projected it to be 7,826 in 2010. From this, it is reasonable to interpolate a population of 7,750 in 2009 within the District. By adding the population outside the District boundary we can estimate the total sewer service population to be 7,865.
2. Sewer Billing Information: The previous estimate is based on data projections rather than current information. The most up-to-date information the District has concerning its customers is billing information. Billing information can be used to estimate population by multiplying the household size of 2.96 by the 2,770 residential units with sewer service to obtain a total population served of 8,199 people. The internal District population can be back calculated by subtracting out the 115 customers outside the District to arrive at a population of 8,084.

Of the two population estimating methods described above and summarized in Table 1 the sewer service based approach uses information that is both current and produces the more conservative estimate so will be used as the basis of analysis throughout the remainder of this study.

Table 1 Current District Population

Estimation Method	District	Sewer Customers
General Plan	7,750	7,865
Sewer Billing	8,084	8,199

While the preceding approach works well to estimate current population, the District's population in 20 years and at build-out will also impact planning for collection system improvements.

Future Population

Though the G&T 2004 WMP estimates future population, the update population information warrants an updated approach and estimates. It is worth noting that population projections can be developed in a number of different ways, and thus discrepancies between County and District population estimates will exist.

The 2002 Oceano specific plan estimates the build-out population under the existing County General Plan to be 9,601. Although the Oceano specific plan recognizes that the build-out population is often never reached because it represents a maximum, the population provided water service can be larger than the build-out population because land use within the District can be rezoned, the service area of the District can expand, and the District can provide service to people outside its service area. Current sewer service agreements already add 115 users not included in the Oceano Specific Plan and there are no further agreements planned.

The General Plan contains population projections to 2030. From this data we can back calculate an average population growth rate of 0.67% that can be applied to the District's current population. By this method the current population of 8,199 (including the additional 115 customers outside the service boundary) will increase to 9,416 in 2030.

Since population projections by year are difficult, a build-out population estimate provides additional perspective of potential future demands. Further, these populations correlate to the construction of new units within the District service area. Even if the year's population is no longer representative of the District projected population, the number of new units since 2009 can be used to project collection system capacity. The build-out population for the District may be affected heavily by the rezoning of agricultural land for residential housing. Build-out population of the existing service area (plus the current agreement outside the service area) was calculated to be as much as 12,299. If the zoning changes, the District expands service area, and/or outside District agreements are carried out the effective build-out population served could be as much as 15,430. These build-out population projects are based on the 2004 G&T WMP and existing information. Several key populations and their corresponding unit equivalent are summarized in Table 2 and all other populations required for this report will be calculated from this data. This collection system analysis is based on a build-out population of 12,299.

Table 2 Calculated Populations

Year	Population	Additional Units
2000	7,260	-
2009	8,199	-
2010	8,253	18
2015	8,530	112
2030	9,416	411
Build-out same zoning	12,299	1,385
Build-out rezoning	15,430	2,443

WASTEWATER FLOWS

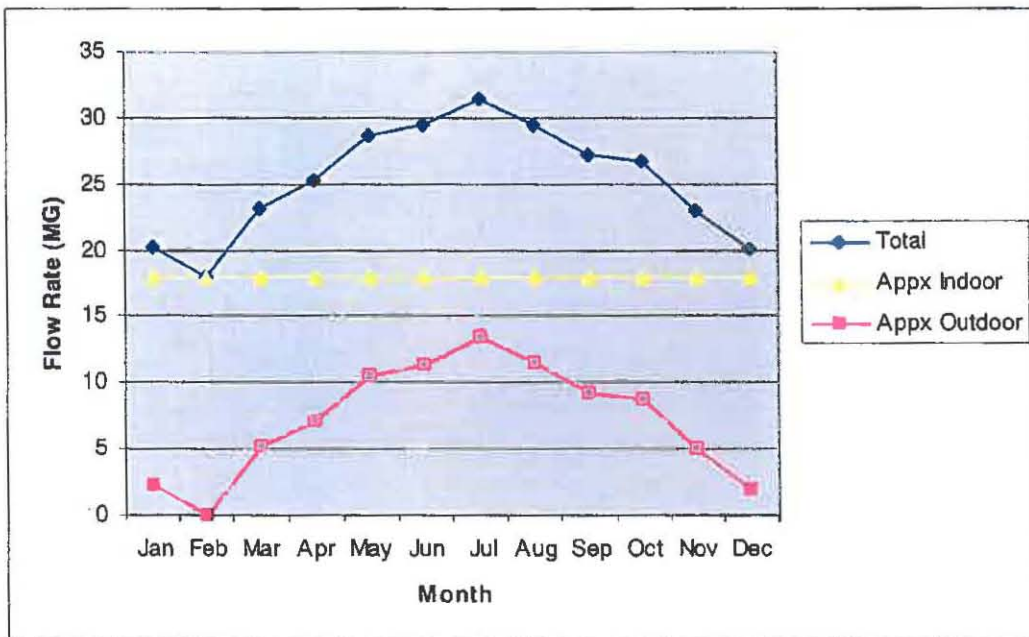
There are several wastewater production parameters used for the evaluation of a collection system under different conditions. For this analysis, average day, maximum day, and peak flows will be used to evaluate the hydraulic loading of the collection system. The time, intensity, and duration of these flows are typically described by a diurnal curve. Since wastewater flows are not metered like water demand, it is more challenging to determine the behavior of these flows. Although flow data is available at the treatment plant, the District shares the trunk collection system with two other cities making it difficult to determine the District's portion of the flow. In-line flow monitoring can also be done but is expensive for a system that has so many points of connection to the trunk collection system. For this reason wastewater parameters are estimated as follows.

1. SSLOCSD Long Range Plan: The 2002 Long Range Plan for SSLOCSD estimated per capita daily wastewater flows at 81 gpcd of wastewater flow. While

OCSD, Grover Beach, and Arroyo Grande all contribute to SSLOCSD wastewater flows, one can reasonably assume that Oceano's per capita flow rates are comparable to its neighboring communities. The 81 gpcd represents an average daily flow for the District and would equate to a present day flow of 0.66 MGD based on the preceding population estimates.

2. Water Use: Alternatively, per capita wastewater flows can be estimated from water use. The average 2007/2008 monthly water use is graphed in Figure 2. Assuming that the low water demand month of February is comprised predominantly of indoor water use, that indoor use is mostly discharged to the sewer, and that indoor water use does not appreciably change seasonally, the water demand in excess of the low demand rate during the rest of the year can be assumed to be for outdoor water use. Therefore, we can determine what fraction of water use is indoor and outdoor. From this analysis we can determine that approximately 72% of ADD and per capita water use is released to the collection system. Thus, average daily wastewater flows are 0.60 MGD and per capita wastewater flows are 67 gpcd. This per capita wastewater flow estimate is relatively low, even for communities with good water conservation programs.

Figure 2 Seasonal Flows



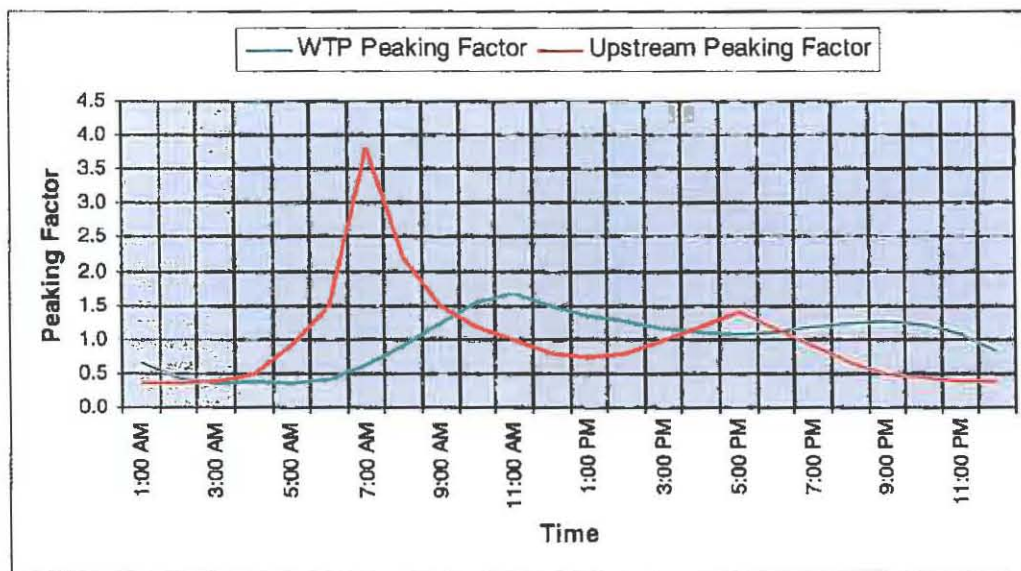
The two methods of estimating wastewater flow result in significantly different results. The 2002 long range plan is based on a study of multiple communities with different development patterns and therefore is not an ideal representation of the District's wastewater flows. The water demand approach assumes that there are no seasonal impacts on wastewater flows which may under or over estimate the actual flows. It also assumes that all of the February flow is discharged to the collection system, which will likely overestimate the flow. To determine a reasonable estimate for the purpose of

analysis, the average of the two methods (74 gpcd) will be used for the collection system analysis.

Regardless of the per capita wastewater flows, a diurnal curve will explain how wastewater flows fluctuate throughout the day. Figure 3 illustrates the diurnal curve developed based on actual in-line flow readings at the SSLOCSD wastewater treatment plant (WWTP) in July 2000. While this is not for the District directly, the shape of the diurnal curve will be similar. Figure 3 plots peaking factors over the course of a typical day at the WWTP that can be multiplied by daily flows to determine typical flows at that time of day.

However, this curve is based on flows as they enter the SSLOCSD WWTP. Typically, the further upstream a sewer is in relation to the WWTP, the earlier and more pronounced the peak will be. For this reason the peaking factors in Figure 3 are not representative of peaking factors in the upstream portions of the collection system. As an alternative, Metcalf and Eddy's Wastewater Treatment estimates a typical peaking factor for a community of the District's size to be 3.8 for peak hourly flow. This peaking factor is larger, as expected, and will be conservative enough to account for inflow and infiltration (as discussed below), so it will be used as a worst case scenario for the collection system evaluation. Using the peak hour flow peaking factor, the WWTP peaking factor data, and waste use behavior, an upstream diurnal curve was developed to be applied to daily average inflows illustrated in Figure 3.

Figure 3 Diurnal Curve of Peaking Factors



Inflow and Infiltration

Inflow and infiltration is excess water that enters into the wastewater collection system due to rainfall runoff or high groundwater seeping into manholes and collection system pipes. Inflow and infiltration can increase flows in a collection system two to three times or more in problem areas. It is important to determine the extent of inflow and infiltration in the District's collection system in order to size collection system piping and

infrastructure. However, an I/I analysis was beyond the scope of this study. Thus, to account for I/I in the wastewater collection system model, a larger peaking factor discussed above will account for this.

Existing Wastewater Flows

Based on the existing population estimate (8,199) and per capita wastewater flows (74 gpcd) calculated above, the current average daily wastewater flow is approximately 0.6 MGD. Applying the peaking factor of 3.8 yields a peak hour flow of 2.3 MGD. The application of these wastewater flows is based on proportionate amounts of water use records by meter type for different land use types.

Future Wastewater Flows

Based on the projected population build-out under existing zoning conditions (12,299) and per capita wastewater flows calculated above remaining constant in the future, the projected build-out wastewater flow is approximately 0.91 MGD. In the future the peaking factor is likely to be lower due to the increasing population. Applying the projected peaking factor of 3.6 yields a peak hour flow of 3.3 MGD.

COLLECTION SYSTEM

[Map of collection system? Describe lengths of sewers, and ranges of sizes/diameters, and general description of collection system]

The Oceano collection system conveys wastewater from the District's service area to the SSLOCSD trunk lines. To accomplish this goal the District utilizes a single lift station and force main as well as a variety of gravity sewer sizes and materials. The distribution of these facilities is illustrated in Figure 4 (next page). The length of pipe corresponding to each pipe material is unknown but the vitrified clay pipe (VCP) is the primary material with some PVC in the newer developments. The lengths by size are summarized in Table 3.

Table 3 Collection System Diameter and Length

Diameter (In)	Length (ft)
6	47,740
8	31,350
10	4,820
12	2,030

Figure 5 illustrates the approximate tributary areas that convey wastewaters to the SSLOCSD trunk system. While there are several even smaller connection to the trunk these 32 areas suffice to show the various points of connection to the SSLOCSD trunk system.



1000 S. MAIN ST. SUITE 100
OCEANO, CALIFORNIA 92651
TEL: 760.769.4200 FAX: 760.769.4201

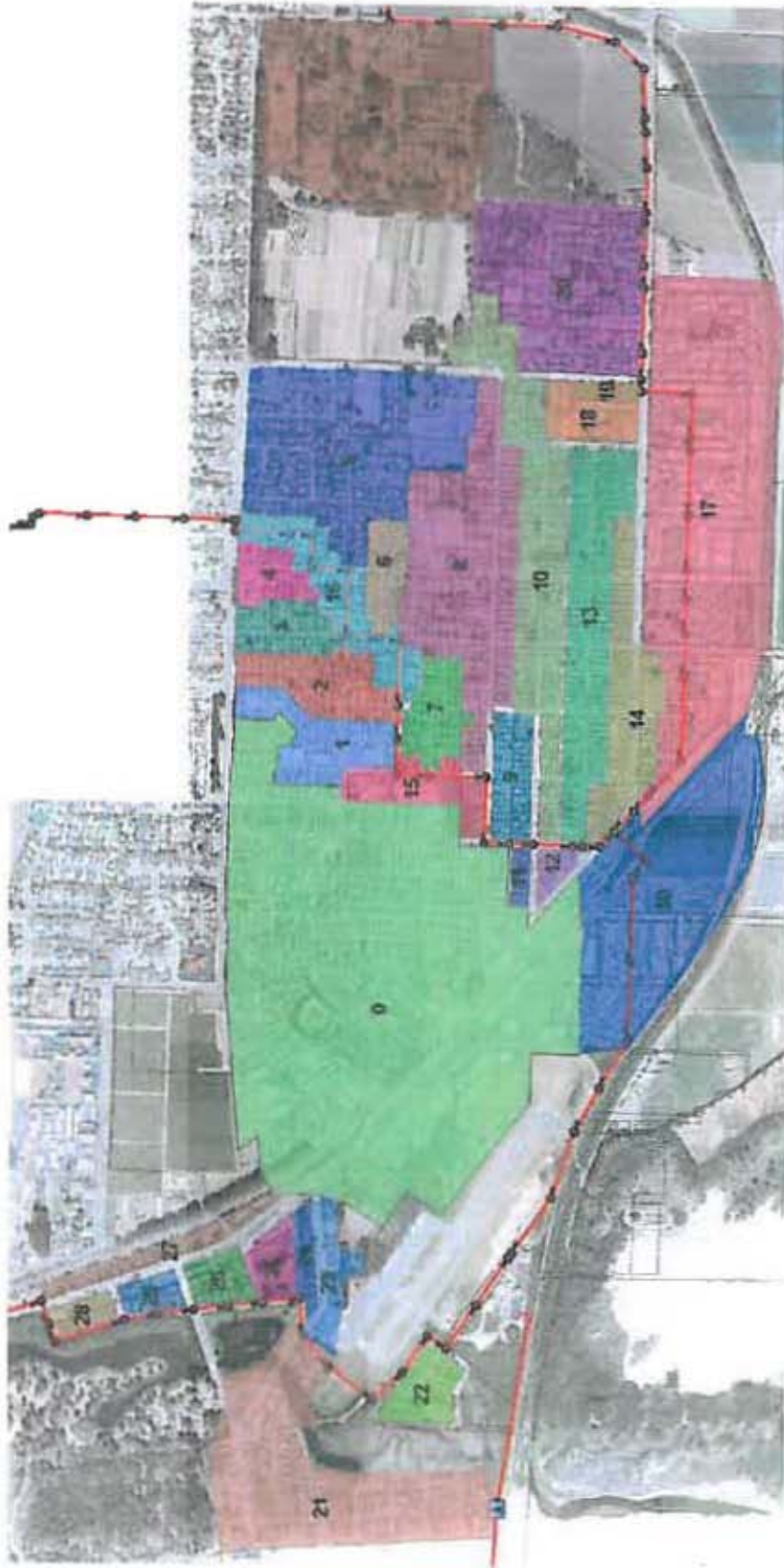
OCEANO COMMUNITY SERVICES
DISTRICT (OCS)
SEWER COLLECTION SYSTEM
FIGURE 4

JOB No.: 02-002-007
DRAWING: Sewer Plan
DRAWN BY: MJB
DATE: 08/02/03
SCALE: NTS

- LEGEND**
- 6"
 - 8"
 - 10"
 - 12"
 - SSLOCS
 - Trunk Sewer



Figure 5 District Tributary Areas to the SSLOCSD Trunk Sewer



In order to determine capacity constraints of the existing collection system, a model of the District's sewer system was prepared. With a sewer model, existing and projected flows can be applied to determine remaining capacity of collection system infrastructure. Background flows from outside the District's service (Grover Beach and Arroyo Grande) area were added to the trunk system to accurately represent the effect of backwater on shallow sewer lines. For the District sewer model, two separate scenarios were prepared:

Scenario 1 – existing wastewater flows, according to the current layout of the District's collection system.

Scenario 2 – future wastewater flows, according to the current layout of the District's collection system, and distributing future flows to areas of future development within the service area.

Sufficient capacity in pipes is defined by the ratio of depth of flow under peak hour conditions to the diameter of the pipe (d/D). Acceptable d/D values are summarized in Table 4.

Table 4 Capacity Criteria

Pipe Diameter (in)	Acceptable (d/D)
6	0.5
8	0.5
10	0.75
12	0.75

Based on Table 4 criteria for existing and future conditions during peak hour wet weather flow conditions there are no improvements needed based on hydraulic capacity criteria.

LIFT STATION

Wallace Group evaluated the existing lift station located on Pier Avenue, west of the Oceano State Park. The lift station and associated force main was evaluated for service, operational and reliability parameters. The objective of this study was to identify near-term and long-term improvements to this lift station, if necessary, to serve the City through projected build-out. Hydraulic capacity and the ability of the lift station to service future needs was addressed as part of this evaluation. Recommended improvements and/or replacement, and corresponding capital costs were developed and incorporated into this evaluation. A follow up site visit was conducted with Oceano CSD staff on July 16, 2009.

Summary of Existing Lift Station

The existing conditions and design parameters for this lift station are summarized in Table 5. Hydraulic parameters are summarized in Table 6.

Table 5 Summary of Lift Station Conditions

Item	Description
Year Built	1966/67
Lift Station Type	S&L Wetwell w/Drypit and Vertical Non-Clog Pumps
Standby Power	Receptacle for Portable Generator
Alarms	Dial Up to Staff
Level Sensor	Bubbler for Pump Control, Float for High Level Alarm
Wetwell Material	Concrete
Wetwell Coating	Yes
Site Security/Fencing	None

Table 6 Summary of Hydraulic Characteristics

Item	Description
Pump Type	Vertical Non-Clog
Pump Manufacturer/Model	Smith & Loveless/07-4213
No. of Pumps	2
Pump Motor HP	3
Motor Speed, rpm	875 (constant)
Impeller Size	8 1/8"
Date of Last Pump Upgrade/Overhaul	November 2005/bearing service & replacement
Design Flow/Head (gpm@TDH)	200 at 13'
Pump Design Flow Condition	Simplex
Wetwell Operating Volume, Gallons	~500
Force Main Diameter, Inches	6
Pump Invert EL	-2.80
Force Main High Point EL	~9.0
Force Main Length, ft.	600
Force Main Velocity, ft/s, Simplex (Duplex ¹)	2.3/4.0

¹Duplex operating conditions estimated from simplex pump curves. Duplex pump curves not provided by manufacturer.

Existing and Future Demands

The existing and future wastewater flows/demands for this area were calculated based on the quantity of developed and undeveloped residential lots tributary to the lift station, State Park and other commercial areas. Infiltration/inflow data is not available; thus, reasonable estimates of wet weather flow were provided in Table 7.

Table 7 Flow Summary¹

Flow Parameter ¹	Value
Existing Dry Weather Peak Flow, gpm	80
Existing Wet Weather Peak Flow, gpm	105
Future Dry Weather Peak Flow, gpm	93
Future Wet Weather Peak Flow, gpm ¹	170

¹Includes 3.5 diurnal peaking factor.

Lift Station General Evaluation (Non-hydraulic)

This evaluation included review of existing information, record drawings, and a site visit to the lift station. A summary of the pertinent non-hydraulic parameters of the lift stations is presented in Table 5.

The lift station is located on Pier Avenue, adjacent to Oceano State Park. The lift station receives flow from the park, and residential/tourist demands from this area. Sewage discharges through a 6-inch cast iron force main that flows southerly, crossing the lagoon/slough, then to Manhole T1-A, SSLOCSD trunk sewer.



- *Lift Station/Dry Pit:* The lift station and dry pit is a Smith & Loveless package lift station. The station was installed in 1966. Removing and replacing pumps can be difficult due to the depth of the dry pit, small opening, location of opening (not centered over pumps), and required confined space entry procedures. According to District staff, they generally contract out this type of service to pull the pumps from the drypit.
- *Wetwell:* The wetwell is a circular lined concrete wetwell. This wetwell was re-lined approximately one to two years ago, and is in good condition. Two gravity sewers discharge to this wetwell, and both have been equipped with stainless steel baskets to catch large debris (to avoid pump clogs). The baskets, which must be cleaned weekly, are working well to minimize the potential for large debris entering the wetwell and clogging the pumps.
- *Site Conditions:* The lift station is on the north shoulder of Pier Avenue, next to a PGE vault. The site is open (not fenced). Hatches are padlocked for security.
- *Site Power:* The lift station has a receptacle to receive a portable standby generator, which is stored at the City's water yard less than a mile away.
- *Telemetry/Alarms:* The station is equipped with an auto dialer, which telephones staff when a high level or other alarm triggers at the lift station.



Lift Station Hydraulic Performance Evaluation

The hydraulic characteristics of the lift station were analyzed and deficiencies were noted. Design criteria that apply to the lift station and force main is summarized below. Table 6 summarizes the hydraulic parameters of the lift station.

- Force main velocities should be greater than 2.0 feet per second to maintain self cleaning properties but less than 6.0 feet per second to minimize head loss and water hammer.
- Lift stations should be able to convey peak flows with the largest pump out of service. Station "capacity" is therefore calculated with the largest pump out of service.
- Lift station wet wells should be sized to limit the number of pump starts per hour to acceptable limits as defined by the pump manufacturer.
- Lift stations should have a means of conveying peak flows during a power outage. Lift stations serving a small number of customers could use wetwell storage to meet this requirement.

Force Main Velocities

As indicated in Table 7, the force main velocities, in simplex or duplex mode, are acceptable and within normal ranges.

Lift Station Wet Well Capacity

The lift station operating volume was calculated/estimated (due to the conical shape of the bottom of the wetwell, exact volumes could not be computed) and pump cycle times were computed for each station, based on peak dry and wet weather flows (running in simplex mode). Operating volumes do not account for storage volume available between the lead (simplex) pump on elevation and lag (duplex) pump on elevation. Table 8 summarizes the wetwell cycle time calculations.

According to staff, in the event of a power failure, the District has approximately 1 hour of response time to provide the portable standby generator, before any potential spill may occur. This 1 hour provides adequate time for the District to respond.

Table 8 Summary of Lift Station Cycle Times

Item	Value
Wetwell Operating Volume, gallons	~500
Cycles per Hour at Existing ADWF	2.6
Cycles per Hour at Max. Day Flow	3.1
Cycles per Hour at Existing PWWF	9.8
Cycles per Hour at Future PDWF	3.1
Cycles per Hour at Max. Day Flow	3.4
Cycles per Hour at Future PWWF	10.3

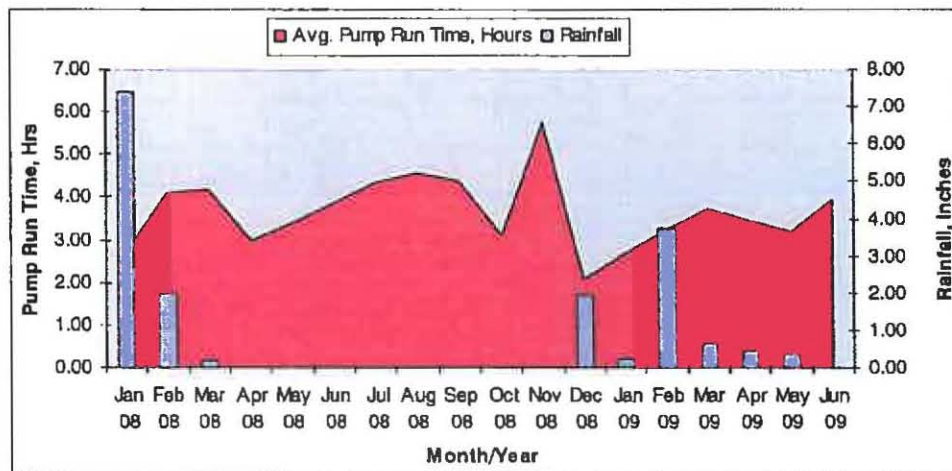
Lift station pumps should typically cycle not more than 5 to 6 times per hour during average and normal flow conditions, to limit pump starts and avoid motor burnout. This

recommendation, however, should be based on the actual pump manufacturer's information. The general range of cycles for this lift station are normal and satisfactory. Only on very few occasions will the lift station cycle over 10 times per hour, and that will be during wet weather flow conditions with significant inflow. It should be noted again that I/I information is not available, thus this evaluation could only be based on assumed inflow values. Regardless, the lift station appears to have more than adequate capacity for existing and future years.

Review of Lift Station Pump Run Hours

Sometimes a plot of lift station pump run times can reveal trends with inflow/infiltration, or peak summer trends. January 2008 through June 2009 pump run times were calculated, and plotted versus monthly rainfall for the same period. Figure 6 depicts this data. From a review of the chart, no clear trend can be seen between precipitation and increased response to pump run times; however, it appears that the summer tourist demands can be seen in summer months as run times increase.

Figure 6 Lift Station Run Times vs. Rainfall



Recommendations

Existing pump capacity for this station is greater than buildout peak wet weather flow, and thus no hydraulic upgrade recommendations are warranted. The lift station pump motors, impellers, bearings, and other components will continue to need service, maintenance, and replacements throughout the years to come. At this time, no other capital improvement recommendations are warranted for this lift station.

CAPITAL IMPROVEMENTS

At this time, there are no identified system capacity concerns and therefore no capital improvement projects are recommended. Other general recommendations are as follows:

- Sewer Videotaping - The District should consider budgeting for annual sewer videotaping. Such review of existing collection system is part of the overall operation

and maintenance program described in the Sewer System Management Plan (SSMP). At this time, focused inspections in "trouble-spots" areas is sufficient.

- Sewer Cleaning - Periodic sewer cleaning/jetting should be performed on an on-going basis.
- Manholes - Manholes should be inspected as needed consistent with current practices for signs of sulfuric acid attack and general deterioration, as well as any issues with solids build up and debris. If it is suspected that a manhole may be the source of inflow, gaskets or covers to minimize inflow through the manholes should be considered.

Lift Station

- No CIPs for the existing lift station are recommended at this time.

Gravity Collection System

- No CIPs for the existing lift station are recommended at this time.

Conclusion

The District has done an excellent job maintaining the collection system facilities. While periodic replacement of aging infrastructure will be required, a continued maintenance and inspection program will continue to further the lifetime of the system.



Oceano Community Services District

1655 Front Street, P.O. Box 509, Oceano, CA 93475

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors

FROM: Kevin D. Walsh, Interim General Manager

SUBJECT: REVIEW AND POSSIBLE ACTION ON PROP 218 PROCEDURES

The 2008-09 Budget anticipated a rate increase in both the water and sewer departments in order to balance revenues and expenses. Those increases never took place, and the need for the increases has not gone away. It is expected that the 2009-10 budget will be submitted to the Board in October, and that the FYE 2008 Audit will be ready about that time as well. The Rate Study is expected to be completed within a few months.

The procedures for increasing water and sewer rates are contained in Article XIID, Section 6 of the California Constitution. This section of law is sometimes referred to as Prop 218, after the voter approved Proposition that amended the Constitution.

Prop 218 contains provisions for the noticing of the rate hearing and the submission and tabulation of protests, but does not contain any firm guidelines. Local jurisdictions must follow the law, but in the absence of clearly mandated procedures, there is flexibility in how the law can be complied with. Cambria Community Services District, a jurisdiction formed under the same section of the Government Code as ours, has developed guidelines and definitions of terms where the Constitution has not defined terms. This is one of the more thorough sets of procedures in use amongst California municipalities. It is recommended that the Board consider using these attached guidelines, modified for our situation here in Oceano.

To prepare for a Prop 218 hearing will require a few months to adopt guidelines, send notices, and schedule a hearing date. It is not too early to begin to plan now, even though other supporting documents are not ready. It is recommended that the Board begin work at this time to adopt guidelines for the submission and tabulation of protests. It is further recommended that this work be referred to committee for recommendation to the Board, given the level of detail involved.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: Refer to Finance Committee for revision, modification, and recommendation to the Board.

Agenda Item 09 09 2009 8.e.

T:\Agendas\BdMtgAgendas\2009\09092009\Prop 218 Procedures



**RESOLUTION 14-2009
APRIL 23, 2009**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
ADOPTING GUIDELINES FOR THE SUBMISSION AND TABULATION OF
PROTESTS IN CONNECTION WITH RATE HEARINGS
CONDUCTED PURSUANT TO ARTICLE XIID, SECTION 6,
OF THE CALIFORNIA CONSTITUTION,
AND RELATED NOTICING**

WHEREAS, Article XIID, Section 6 of the California Constitution requires the Board of Directors of the Cambria Community Services District (CCSD) to consider written protests to certain proposed increases to utility charges; and

WHEREAS, this constitutional provision does not offer specific guidance as to who is allowed to submit protests, how written protests are to be submitted, or how the CCSD is to tabulate the protests; and

WHEREAS, for purposes of determining protests, Government Code Section 53755(b) provides for one written protest per parcel, and Government Code Section 53750(g) provides that identified parcels are those parcels that an agency has identified as a parcel upon which a proposed fee or charge is to be imposed; and

WHEREAS, to implement these provisions, and given the history of subdivision and development in Cambria, where the CCSD serves customers owning Assessor Parcel Numbers (APN) with more than one lot and the CCSD also serves customers with more than one APN, the attached Guidelines provide that a majority protest is to be determined based upon the number of parcels with active accounts served by the CCSD on the date of the public hearing, and defines "parcel" as a piece of land or property identified by Assessor's Parcel Number that is served by the CCSD, the owner or occupant of which is subject to the proposed charge; and

WHEREAS, the Board of Directors of the CCSD may direct the General Manager to mail notice of proposed water charges and proposed wastewater charges, effective July 1, 2009, to each record owner and record customer of every parcel served by the CCSD, scheduling the rates protest hearings for Monday, June 15, 2009, at 12:30 p.m., at Cambria Veterans Memorial Building, at 1000 Main Street, in Cambria, CA; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the CCSD hereby adopts the Guidelines for the Submission and Tabulation of Protests attached hereto as Exhibit "A" and incorporated herein by reference.

4/24/09

Attachment "A"

CAMBRIA COMMUNITY SERVICES DISTRICT

GUIDELINES FOR THE SUBMISSION AND TABULATION OF PROTESTS

Where notice of a public hearing with respect to the adoption or increase of a utility charge has been given by the CCSD pursuant to Article XIID, Section 6(a) of the California Constitution, the following guidelines shall apply.

DEFINITIONS

Unless the context plainly indicates another meaning was intended, the following definitions shall apply in construction of these Guidelines:

1. "Parcel" means a piece of land or property identified by Assessor's Parcel Number (APN) that is served by the CCSD, as determined by the San Luis Obispo County Tax Assessor.
2. "Record customer" and "customer of record" mean the person or persons whose name or names appear on the CCSD's records as the person who has contracted for, and is obligated to pay for, utility services to a particular utility account.
3. "Record owner" or "parcel owner" means the person or persons whose name or names appear on the San Luis Obispo County Tax Assessor's latest equalized assessment roll as the owner of a parcel.
4. A "fee protest proceeding" is not an election, but the District Clerk will maintain the confidentiality of protests as provided below and will maintain the confidentiality and integrity of protests at all times.
5. "Public hearing" means the public hearing on the proposed charges.

NOTICE OF PROPOSED RATES AND PUBLIC HEARING

6. ***Notice Delivery.***
 - A. The CCSD shall give notice of proposed charges and public hearing on the proposed charges via 1st-class U.S. mail to all record owners and customers of record served by the CCSD, effective the date the notice is approved by the Board of Directors.
 - B. The CCSD will mail each notice subject to a request that the U.S. Postal Service provide forwarding address information to the CCSD for any notices forwarded by the U.S. Postal Service.

- Mail to the CCSD, Attention: District Clerk, Post Office Box 65, Cambria, CA 93428, or
 - Personally submitting the protest at the public hearing.
- B. Protests must be received by the end of the public hearing, including those mailed to the CCSD. No postmarks will be accepted; therefore, any protest not actually received by the close of the public hearing, whether or not mailed prior to the public hearing, shall not be counted.
- C. In order to reduce duplicate protests and to avoid fraud, a protest may only be submitted by the record owner or customer of record who signed the protest or an individual authorized in writing by the record owner or customer of record to submit the protest. That written authorization shall be provided to the District Clerk so the District Clerk may accept a protest from someone other than the person who signed it.
- D. Designated trustees, legal guardians, probate estate executors or administrators, court-appointed or other legal representatives, or property managers/agents of a record owner or a record customer may sign a protest on behalf of a record owner or a record customer. Anyone other than the record owner or record customer's designee shall provide the District Clerk with the written authorization to act in such capacity.
- E. Emailed protests shall not be counted. Only protests with original signatures shall be counted.
- F. Copied protests shall not be counted. Only protests with original signatures shall be counted.
- G. Although oral comments at the public hearing will not qualify as a formal protest unless accompanied by a written protest, the CCSD Board of Directors welcomes input from the community during the public hearing on the proposed charges.

9. ***Protest Withdrawal.***

Any person who submits a protest may withdraw it by submitting to the District Clerk a signed written request that the protest be withdrawn. The withdrawal of a protest shall identify the affected parcel and the name of the record owner or customer of record who submitted both the protest and the request that it be withdrawn.

10. ***Multiple Record Owners or Customers of Record.***

- A. Each record owner or customer of record of a parcel served by the CCSD may submit a protest. This includes, but is not limited to, instances where:
- (i) A parcel is owned by more than a single record owner or more than one name appears on the CCSD's records as the customer of record for the parcel, or
 - (ii) A customer of record is not the record owner, or

retained protest might change it, the Protest Official will mail a notice to the record owner or customer of record requesting they contact the Protest Official within five (5) business days to verify their signature.

- E. The protest was altered in a way that raises a fair question as to whether the protest actually expresses the intent of a record owner or a customer of record to protest the charges.
- F. The protest was emailed or copied.
- G. The protest was not received by the District Clerk before the close of the public hearing on the proposed charges.
- H. A request to withdraw the protest was received prior to the close of the public hearing on the proposed charges.
- I. The Protest Official's decision that a protest is not valid shall constitute a final administrative action of the CCSD.

14. ***Majority Protest.***

- A. A majority protest exists if protests are timely submitted and not withdrawn by the record owners of, or customers of record with respect to, a majority (50% plus one) of the parcels subject to the proposed charge.
- B. The number of parcels with active customer accounts served by the CCSD on the date of the public hearing shall control in determining whether a majority protest exists.
- C. The CCSD will inform the public of the number of parcels served by the CCSD when the notice of proposed charges is mailed.

15. ***Tabulation of Protests.***

At the conclusion of the public hearing, the Protest Official shall tabulate all protests received, including those received during the public hearing, and shall report the results of the tabulation to the CCSD Board of Directors.

16. ***Report of Tabulation.***

If at the conclusion of the public hearing the Protest Official determines that he or she will require additional time to tabulate the protests, he or she shall so advise the CCSD Board of Directors, which may continue the meeting to allow the tabulation to be completed on another day or days. If so, the CCSD Board shall declare the time and place of tabulation, which shall be conducted in a place where interested members of the public may observe the tabulation, and the Board shall declare the time at which the meeting shall be resumed to receive and act on the tabulation report of the Protest Official.



NOTICE OF PROPOSED WATER AND SEWER RATE INCREASES

April 24, 2009

DIRECTORS:

Gregory Sanders
President

Peter Chaldecott
Vice President

Muril Clift
Director

Frank DeMico
Director

Allan MacKinnon
Director

Dear Record Owner or Customer of Record:

This notice is intended to inform you that the Cambria Community Services District (CCSD) will hold public hearings regarding proposed increases to utility charges for customers receiving CCSD water and wastewater (sewer) services. The proposed water and sewer rate increases will be considered by the CCSD Board of Directors at the date, time, and location specified below. If you would like to receive this notice in Spanish, please contact the CCSD at (805) 927-6223. ***Si le gustaria recibir este document en Español, por favor llame a CCSD (805) 927-6223.***

Consistent with the requirements of Proposition 218, this notice also provides you with the following information:

OFFICERS:

Tammy Rudock
General Manager

Tim Carmel
District Counsel

Kathy Choate
District Clerk

- The amount of the proposed increases to water and sewer charges;
- The basis upon which the amount of the proposed increases to water and sewer charges was calculated; and
- How to protest the proposed increases to water and sewer charges.

NOTICE OF PUBLIC HEARINGS

Public Hearings for the proposed increases to Water and Sewer Charges will be held on:

Date: Monday, June 15, 2009

Time: 12:30 p.m.

Place: Cambria Veterans Memorial Bldg., 1000 Main St., Cambria, CA

This notice has been sent to all record owners and customers of record that are directly responsible for payment of CCSD water and sewer charges. If adopted by the CCSD Board of Directors, the proposed increases to water and sewer charges would become effective July 1, 2009.

PROPOSED WATER AND SEWER RATE INCREASES

Increases to the bi-monthly base rate and per unit (ccf¹) rate for water and sewer services are proposed for all customer classifications (Residential and Commercial) as follows:

¹ A unit equals one ccf "hundred cubic feet;" a hundred cubic feet of water is 748 gallons.

BASIS FOR THE PROPOSED WATER AND SEWER RATE INCREASES

The proposed increases to water and sewer rates are necessary for the CCSD to continue to provide safe and reliable water and sewer services to the citizens of Cambria due to increasing operational, maintenance, and repair costs. Several factors have contributed to increasing costs, including, but not limited to, rehabilitation and replacement of water and sewer infrastructure and facilities, adequate revenues to cover operational expenditures, including existing debt service payments, the rising cost of electricity, natural gas, and other commodities necessary to operate water and sewer facilities, increased costs associated with operation of utility vehicles, pumps, generators, and motors, ongoing maintenance of infrastructure, increased labor costs, and increased costs associated with meeting more stringent State and Federal regulations.

WRITTEN PROTEST

Pursuant to Proposition 218, you may express support for or opposition to any or all of the proposed increases to water and sewer charges, **prior to the close of the public hearings** referenced above. A form is attached.

A written protest must contain:

1. A statement that it is a protest against the proposed charge which is the subject of the hearing; and
2. Name of the record owner or customer of record; and
3. Identity of the affected parcel by Assessor's Parcel Number (APN) or service address; and
4. Original signature of the record owner or customer of record with respect to the identified parcel.

Written protests must be submitted to the District Clerk by:

- Delivery to the District Clerk's Office 1316 Tamson Drive, Suite 201, Cambria, CA 93428;
- Mail to the CCSD, Attention: District Clerk, Post Office Box 65, Cambria, CA 93428; or
- Personally submitting the protests at the public hearing.

A protest may only be submitted by the record owner or customer of record who signed the protest or an individual authorized in writing by the record owner or customer of record to submit the protest. That written authorization shall be provided to the District Clerk so the District Clerk may accept a protest from someone other than the person who signed it.

QUESTIONS?

Please review the CCSD website at www.cambriacsd.org for further information on the approved *DRAFT CCSD FY 2009/2010 Operating Budget* and adopted *CCSD Resolution 14-2009 including Guidelines for the Submission and Tabulation of Protests in Connection With Rate Hearings Conducted Pursuant to Article XIII D, Section 6, of the California Constitution, and Related Noticing*. Additional information may also be obtained by contacting the CCSD at (805) 927-6223 or via email to the District Clerk: kchoate@cambriacsd.org.



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors
FROM: Kevin D. Walsh, Interim General Manager
SUBJECT: REVIEW OF CURRENT DEVELOPMENTS

The Board has directed that all Will Serve and Fee letters be agendaized for review of all staff decisions regarding developments. The Board offered no guidelines for agenda, review, and approval, other than when the letters are ready to be sent, they should go to the Board first. Given the level of detail involved with many Fee letters Will Serve Letters, staff had thought that it would be appropriate for the Water and Sewer Committee to review all Will Serve and Fee letters prior to Board review. However, one of the committee members was not in favor of this procedure and preferred instead to have the Board directly review the letters prior to sending.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: Review the 4 attached letters, make any changes as necessary, and direct staff to take action or bring back for further review.

Agenda Item 09 09 2009 8.f.

T:\Agendas\BdMtgAgendas\2009\09092009\Review of Current Developments



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

August 18, 2009

Cecil Nicholson
2441 Ocean Street
Oceano, Ca 93445

**SUBJECT: APN 062-102-014; OCSD PROJ #6419; CO PERMIT#
OWNER/PROJECT: NICHOLSON / ADDITION TO SFR**

Dear Mr. Nicholson:

Oceano Community Services District will serve the addition to SFR purposed for APN 062-102-014; subject to the following conditions:

1. Obtain valid OCSD and SSLOCSD permits. There are fees due as a meter upgrade will be required.
2. Show onsite water and sewer services and cleanouts on plot plan.
3. Engineered plans are required before Fire Department requirements and/or offsite improvements can be determined.
4. A fire safety plan exception of content letter has been issued.
5. If any of the District facilities are required to be moved, raised, or in any way altered or changed because of required conditions of the District or any other agency having jurisdiction over the proposed development, the owner, developer, contractor, or agent responsible shall bring such facilities up to a minimum District standard of design and access.
6. If District facilities (such as water and/or sewer lines) extend into or across the subject property, you will be required to prepare and submit appropriate easement documents and/or encroachment permits for acceptance by the District's Board of Directors and recording with the County Clerk-Recorder.
7. Service will be subject to compliance with all District rules and regulations including, but not limited to: Fees, inspections, backflow requirements, fire flow requirements and main extensions.
8. All projects will require final inspections by OCSD.

Curbs, gutters and sidewalks may be required pursuant to County Ordinance 22.05.106 at owner's expense.

BOARD AGENDA ITEM 09 09 2009 8.f.(1)

Cecil Nicholson
Page 2
August 18, 2009

This will serve letter will expire August 18, 2010 and is nontransferable. The District reserves the right to review service at the time permits are issued. If you have any questions, please contact the office at (805) 481-6730.

Yours truly,

OCEANO COMMUNITY SERVICES DISTRICT

Kevin D. Walsh, Interim General Manager

KDW/PTD/cs



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

August 18, 2009

Sue Kowal
SLO County Planning & Building Department
County Government Center, Room 317
San Luis Obispo, CA 93408

SUBJECT: APN 062-102-014; OCSD PROJ #6419
OWNER/PROJECT: NICHOLSON / ADDITION TO SFR

Dear Ms. Kowal:

After reviewing information concerning the above County permit application, OCSD has determined that this project falls under the EXCEPTION OF CONTENT REQUIREMENT (Section 22.05.082, a (3)). As a result, the District will not require the builder to submit a fire safety plan.

If you have any questions, or require further information, please feel free to call.

Yours Truly,

OCEANO COMMUNITY SERVICES DISTRICT

Philip T. Davis, Utility Operations Supervisor

PTD/cs



Oceano Community Services District

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

(805) 481-6780

FAX (805) 481-6836

August 28, 2009

Art Brieno
533 West Ivy Street
Hanford, CA 93230

SUBJECT: APN 062-123-006; OCSD PROJ #6415

OWNER/PROJECT: BRIENO/BEDROOM ADDITION TO SFR

Dear Mr. Brieno,

If the 18 x 32, 432 square foot subject project is accurately described in the sketch that you have submitted, there are no fees due.

This is also stated in item 1 of your Will-Serve letter to you dated February 19, 2009.

Sincerely,
OCEANO COMMUNITY SERVICES DISTRICT

Philip T. Davis, Utility Operations Supervisor
PTD/cs



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

August 28, 2009

Frank Hirsch
635 Highland Hills Road
Nipomo, CA 93444

SUBJECT: APN 062-083-003; OCSD PROJ #6403
OWNER/PROJECT: HIRSCH / COMMERCIAL UNITS

Dear Mr. Hirsch:

Presented below is an estimate of the water and sewer fees for connection of the subject project. All connection fees must be paid to Oceano Community Services District prior to the commercial units being connected to the District's water and sewer services. The plans for construction have not been approved so things could change. The fees presented here are for commercial units only. In addition, a new fire hydrant and a commercial fire sprinkler system will be required by this project.

Water Connection Charge

Water Meter Charge (5/8 inch)	\$ 675.00
Front Footage Charge (95 ft. @ \$81.60/ft)	7,752.00
Lopez Project Improvements	1,000.00
State Water Project Charge	<u>3,662.88</u>

Sub-Total \$ 13,089.88

Sewer Connection Charges

Sewer Connection Fee	\$ 500.00
Sewer Lateral Installation Charge	1,500.00*
Inspection Fee	<u>50.00</u>

Sub-Total \$ 2,050.00

TOTAL ESTIMATED WATER AND SEWER FEES \$15,139.88

***This charge represents a deposit toward the installation of the sewer lateral.**

BOARD AGENDA ITEM 09 09 2009 8.f.(3)

Frank Hirsch
August 28, 2009
Page 2

The \$50.00 inspection fee shown above is for inspecting the buildings sewer laterals between the District's cleanout and the connection to the new residences. Please give us at least 24 hours notice to schedule the required inspections. The estimate does not include permanent pavement repair.

In addition, the South San Luis Obispo County Sanitation District (SSLOCSD) will require payment for its connection fees. You may find out the precise amount of this payment by calling the SSLOCSD office between 8:00 a.m. and noon at (805) 481-6903 and speaking with Sabrina Spears, Secretary/ Bookkeeper. **OCSD will require that you submit a copy of your County building permit and the receipt from the SSLOCSD before it will accept water and sewer fees due to us.**

Estimated fees could increase at any time, and will increase on January 1st of each year.

If you have any questions, please feel free to call.

Yours Truly,

OCEANO COMMUNITY SERVICES DISTRICT

Philip T. Davis, Utility Operations Supervisor

PTD/cs



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

August 28, 2009

Mike Dacey
128 Capanna Court
Pismo Beach, CA 93449

SUBJECT: APN 062-303-014 & 015; OCSD PROJ #6260.01
OWNER/PROJECT: DACEY / SINGLE FAMILY RESIDENCE PARCEL 1

Dear Mr. Dacey:

In response to your written request dated August 11, 2009, presented below is an estimate of the water and sewer fees for connection of the subject project. All connection fees must be paid to Oceano Community Services District prior to the commercial units being connected to the District's water and sewer services. The plans for construction have not been approved so things could change. The fees presented here are for commercial units only. We are assuming that residential fire sprinklers will be installed.

Water Connection Charge

Water Meter Charge (1 inch)	\$ 1,350.00
Front Footage Charge (Min. @ \$81.60/ft)	4,080.00
Lopez Project Improvements	1,000.00
State Water Project Charge	<u>3,662.88</u>

Sub-Total \$ 10,092.88

Sewer Connection Charges

Sewer Connection Fee	\$ 500.00
Sewer Lateral Installation Charge	1,500.00*
Inspection Fee	<u>50.00</u>

Sub-Total \$ 2,050.00

TOTAL ESTIMATED WATER AND SEWER FEES \$12,142.88

***This charge represents a deposit toward the installation of the sewer lateral.**

Mike Dacey
August 28, 2009
Page 2

The \$50.00 inspection fee shown above is for inspecting the buildings sewer laterals between the District's cleanout and the connection to the new residences. Please give us at least 24 hours notice to schedule the required inspections. The estimate does not include permanent pavement repair.

In addition, the South San Luis Obispo County Sanitation District (SSLOCSD) will require payment for its connection fees. You may find out the precise amount of this payment by calling the SSLOCSD office between 8:00 a.m. and noon at (805) 481-6903 and speaking with Sabrina Spears, Secretary/ Bookkeeper. **OCSD will require that you submit a copy of your County building permit and the receipt from the SSLOCSD before it will accept water and sewer fees due to us.**

Estimated fees could increase at any time, and will increase on January 1st of each year.

If you have any questions, please feel free to call.

Yours Truly,

OCEANO COMMUNITY SERVICES DISTRICT

Philip T. Davis, Utility Operations Supervisor

PTD/cs



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6886

August 28, 2009

Mike Dacey
128 Capanna Court
Pismo Beach, CA 93449

SUBJECT: APN 062-303-014 & 015; OCSD PROJ #6260.02
OWNER/PROJECT: DACEY / SINGLE FAMILY RESIDENCE PARCEL 2

Dear Mr. Dacey:

In response to your written request dated August 11, 2009, presented below is an estimate of the water and sewer fees for connection of the subject project. All connection fees must be paid to Oceano Community Services District prior to the commercial units being connected to the District's water and sewer services. The plans for construction have not been approved so things could change. The fees presented here are for commercial units only. We are assuming that residential fire sprinklers will be installed.

Water Connection Charge

Water Meter Charge (1 inch)	\$ 1,350.00	
Front Footage Charge (Min. @ \$81.60/ft)	4,080.00	
Lopez Project Improvements	1,000.00	
State Water Project Charge	<u>3,662.88</u>	
Sub-Total		\$ 10,092.88

Sewer Connection Charges

Sewer Connection Fee	\$ 500.00	
Sewer Lateral Installation Charge	1,500.00*	
Inspection Fee	<u>50.00</u>	
Sub-Total		\$ <u>2,050.00</u>

TOTAL ESTIMATED WATER AND SEWER FEES **\$12,142.88**

***This charge represents a deposit toward the installation of the sewer lateral.**

Mike Dacey
August 28, 2009
Page 2

The \$50.00 inspection fee shown above is for inspecting the buildings sewer laterals between the District's cleanout and the connection to the new residences. Please give us at least 24 hours notice to schedule the required inspections. The estimate does not include permanent pavement repair.

In addition, the South San Luis Obispo County Sanitation District (SSLOCSD) will require payment for its connection fees. You may find out the precise amount of this payment by calling the SSLOCSD office between 8:00 a.m. and noon at (805) 481-6903 and speaking with Sabrina Spears, Secretary/ Bookkeeper. **OCSD will require that you submit a copy of your County building permit and the receipt from the SSLOCSD before it will accept water and sewer fees due to us.**

Estimated fees could increase at any time, and will increase on January 1st of each year.

If you have any questions, please feel free to call.

Yours Truly,

OCEANO COMMUNITY SERVICES DISTRICT

Philip T. Davis, Utility Operations Supervisor

PTD/cs



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 4, 2009

Mike Dacey
128 Capanna Court
Pismo Beach, Ca 93449

RE: APN 062-303-014 & 015; OCSD PROJ #6260

Dear Mr. Dacey,

This letter is confirming that you are aware of the Fire Department's requirements of the purposed project. As an additional condition you have to provide and install "No Parking Fire Lane" signage along the length of Grell Lane as well as both sides of the street. This signage must comply with the County of San Luis Obispo road sign standards for size, installation and placement.

Should you have any further questions please feel free to cal (805) 481-6730.

Sincerely,
OCEANO COMMUNITY SERVICES DISTRICT

Kevin D. Walsh, Interim General Manager

KDW/cs



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

August 26, 2009

RRM Design Group
3765 Higuera Street Suite 102
San Luis Obispo, CA 93401

SUBJECT: APN 075-011-041; OCSD PROJECT #6702
OWNER/PROJECT: Coker Ellsworth/ Tract 2424

Dear Ms. Payne:

Oceano Community Services District will serve the 7 residential units with a mini storage development proposed for Tract 2424 subject to the following conditions:

1. Obtain valid OCSD and SSLOCSD permits. There are fees due.
2. Show onsite water and sewer services and cleanouts on plot plan.
3. Offsite improvements for water, sewer, street lighting, and/or fire protection may be required and will be determined when engineered plans are submitted for District review.
4. A fire safety plan will be required.
5. If any of the District facilities are required to be moved, raised, or in any way altered or changed because of required conditions of the District or any other agency having jurisdiction over the proposed development, the owner, developer, contractor, or agent responsible shall bring such facilities up to a minimum District standard of design and access.
6. If District facilities (such as water and/or sewer lines) extend into or across the subject property, you will be required to prepare and submit appropriate easement documents and/or encroachment permits for acceptance by the District's Board of Directors and recording with the County Clerk-Recorder.
7. All projects will require final inspections by OCSD.
8. An Acceptable fire truck turn around needs to be approved, shown on the plans and constructed before construction on any homes will be allowed.

Curbs, gutters and sidewalks will be required pursuant to County Ordinance 22.05.106 at owner's expense.

This will serve letter will expire August 26, 2010 and is nontransferable. The District reserves the right to review service at the time permits are issued. If you have any questions, please contact the office at (805) 481-6730.

Yours truly,

OCEANO COMMUNITY SERVICES DISTRICT

Kevin D. Walsh, Interim General Manager
KDW/PTD/cs



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors
FROM: Kevin D. Walsh, Interim General Manager
SUBJECT: APPOINTMENT OF LIAISON WITH AUDITOR

The production of the District's annual audit report for 2007-08 is nearing completion. It is imperative that this audit be completed in a timely fashion and that the work on the 2008-09 begin. As of this date, the auditor has finished their field work, has followed up with a request for more documents. Staff is now working on the follow-up requests.

The auditor is hired by the Board and is independent of the District staff. In order to insure continued good communications and maintain a cooperative relationship between the District and the auditor, it is recommended that the Board appoint a liaison to the auditor to monitor progress and the production of documents, both on the part of District staff, and on the part of the auditor.

Note: The current audit is running ahead of the effort last year.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and voice vote, appoint a liaison to the auditor to monitor progress and the production of documents, both on the part of District staff, and on the part of the auditor.

Agenda Item 09 09 2009 9.a.

T:\Agendas\BdMtgAgendas\2009\09092009\Appointment of Liaison with Auditor



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors

FROM: Kevin D. Walsh, Interim General Manager

SUBJECT: **ADOPTION OF RESOLUTION 2009-11, A RESOLUTION ADOPTING AN INTERIM 2009-2010 FISCAL YEAR**

Staff is working on the 2009-2010 Fiscal Year Budget; however it will not be ready for presentation until October 1, 2009. It is expected that the Board will schedule the budget for discussion and possible action at their October 14 meeting.

The Resolution before you will provide funding for the Salaries and Benefits, Operation and Maintenance of the District for the period September 10, through September 24, 2009 of the 2009-2010 Fiscal Year.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll call vote, adopt OCSD Resolution 2009-11, A RESOLUTION ADOPTING AN INTERIM BUDGET FOR THE 2009-2010 FISCAL YEAR, approving an aggregate expenditure of \$89,650 for the period September 10, through September 24, 2009 of the 2009-2010 Fiscal Year.

Agenda Item 09 09 2009 9.b.

T:\Agendas\BdMtgAgendas\2009\09092009\09092009 Staff Report Reso 2009-08

OCEANO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2009 – 11

A RESOLUTION ADOPTING AN INTERIM BUDGET FOR THE
2009-2010 FISCAL YEAR

WHEREAS, the Board of Directors has not adopted a budget for the 2009-2010 fiscal year; and,

WHEREAS, the Board of Directors desires to appropriate on an interim basis for salaries, wages, benefits, operations, and maintenance.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Directors for the Oceano Community Services District that the following aggregate expenditures and interim fiscal year budget limit be set by this Resolution for all funds expended during the period September 10 through September 24, 2009.

<u>CATEGORY</u>	<u>AMOUNT</u>
Salaries and Benefits	\$ 40,250.
Operations and Maintenance	<u>49,400.</u>
TOTAL BUDGET	<u>\$ 89,650.</u>

Upon the motion of _____, seconded by _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing resolution is hereby passed and adopted this 9th day of September, 2009.

Barbara J. Mann, President

ATTEST:

Gina A. Davis, Deputy Bd. Secretary



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors
FROM: Kevin D. Walsh, Interim General Manager
SUBJECT: **LAY-OFF PROCEDURE**

The production of the District's annual audit report for 2007-08 is nearing completion. It is imperative that this audit be completed in a timely fashion and that the work on the 2008-09 begin. As of this date, the auditor has finished their field work, has followed up with a request for more documents. Staff is now working on the follow-up requests.

The auditor is hired by the Board and is independent of the District staff. In order to insure continued good communications and maintain a cooperative relationship between the District and the auditor, it is recommended that the Board appoint a liaison to the auditor to monitor progress and the production of documents, both on the part of District staff, and on the part of the auditor.

I will note that current audit is running far ahead of the effort last year, and the senior auditor has been very helpful to me personally.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and voice vote, appoint a liaison to the auditor to monitor progress and the production of documents, both on the part of District staff, and on the part of the auditor.

Agenda Item 09 09 2009 9.c.

T:\Agendas\BdMtgAgendas\2009\09092009\ Lay-off Procedure

OCEANO COMMUNITY SERVICES DISTRICT
ORDINANCE NO. 1985 - 3

AN ORDINANCE PROMULGATING PERSONNEL POLICIES AND PROCEDURES
TO BE INCLUDED AS PART OF THE DISTRICT
RULES AND REGULATIONS

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE OCEANO COMMUNITY SERVICES DISTRICT
AS FOLLOWS:

- SECTION 1: The Ordinance of the Oceano Community Services District Promulgating Rules and Regulations shall be amended to include Personnel Policies and Procedures as detailed in Exhibit A, included herein by reference.
- SECTION 2: This Ordinance shall be considered an emergency ordinance because of requirements of Federal law and shall be adopted in accordance with Part 1, Section 2-6 of the Rules and Regulations of the Oceano Community Services District.
- SECTION 3: Effective Date: This Ordinance shall become effective Sunday, October 15, 1985.

Upon the motion of Director Twitchell, seconded by Director Manning, and on the following roll call vote, to wit:

AYES: President Allen, Director Baughman, Director Manning, Director Senna,
Director Twitchell

NOES: None

ABSENT: None

ABSTAINING: None

the foregoing Ordinance was passed and adopted this 14th day of October, 1985.


George E. Allen, President

ATTEST:


Gina A. Davis, Deputy Secretary to the Board

EXHIBIT A

PART 4
RULES AND REGULATIONS

ARTICLE 1
Definitions

§1-1 Acting Employee: An employee performing the duties of a given tenured position on a temporary basis, and until formal recruitment procedures have come to a conclusion.

§1-2 Anniversary Date: The annual date established as the month and day an employee successfully completes the six month probationary period. Employee's anniversary date is not effected by authorized leave of absence.

§-3 Confidential Position: A position so designated by the Board of Directors that has access to privileged and confidential information relating to District administration, employer-employee relations and other personnel matters. The employee's access to such confidential matters shall be strictly limited to the areas of work in which each individual position is normally engaged.

§1-4 Continuous Service: Uninterrupted employment with the District from the effective date of employment, except by authorized absence with or without pay.

§1-5 Corrective Action Plan: Plan approved by the General Manager to rectify or improve substandard performance as indicated by evaluation.

§1-6 Demotion: An involuntary position change of an employee to a lower paying position.

§1-7 Disciplinary Actions: Demotion, dismissal, suspension, pay reduction, letter of warning or reprimand.

§1-8 Dismissal: Involuntary termination of employment with District for disciplinary reasons.

§1-9 Elected Positions: Those positions filled by popular vote or by appointment pending the next scheduled election.

§1-10 Employee: Any person legally occupying a position in the District service.

§1-11 Exempt Employee: Employees designated as Executive, Administrative or Professional are exempt employees. Exempt employees are expected to complete their assigned duties rather than adhere to a strict workday schedule. Consequently, no overtime or compensatory time will be provided for working beyond a forty work week.

§1-12 Full-Time Position: Any position, approved by the District Board, in which an employee works a continuing, year-round shift of 35 or more hours per work week.

- §1-13 Immediate Family:** Spouse, parent, child, or grandchild and corresponding relatives by marriage.
- §1-14 Incentive Pay:** A salary increase of up to 7.5% that recognizes individual employee performance which consistently exceeds the standards normally associated with job performance and significantly contributes to the efficient and effective operation of the District. The limits and requirements of this action are further detailed herein.
- §1-15 Intern Position:** A temporary nonpaying position provided for the educational benefit of the intern employee and administered in conjunction with an accredited educational facility.
- §1-16 Layoff:** Termination of service because of organizational changes, lack of work, lack of funds, or other reasons not reflecting discredit upon the employee.
- §1-17 Leave of absence:** Permission to be absent from duty without pay for a specified period and purpose.
- §1-18 Merit Increase:** That periodic increase in salary that is based on performance and duration of employment in any given position.
- §1-19 Part-Time Position:** A position, approved by the District Board, in which an employee works a continuing, year-round shift averaging 15 hours or more per week. All such employees are entitled to vacation and sick leave according to a formula adopted by the Board of Directors.
- §1-20 Payment and Compensation Plan:** A plan detailing the pay ranges and steps, and the specifics of employee compensation. The plan is accepted separately by the Board and appended to these policy and procedures to form an Employee Handbook.
- §1-21 Performance Standards:** Standards which stipulate what is expected of an employee in fulfilling the duties of the position. Standards are expressed in terms of quantity, quality, or manner or performance.
- §1-22 Position:** A seat of employment approved by the District Board and defined by a special set of duties on file at the District office, that requires full-time or part-time employment.
- §1-23 Premium Pay:** A pay rate which compensates employees for time worked at time and one-half or greater. Regular pay rate shall not include premium pay.
- §1-24 Probationary Period:** A period regarded as part of the examination process, which provides the General Manager an opportunity to observe and evaluate an employee's competence and ability to perform the assigned duties satisfactorily. Except for the General Manager, an initial probationary period is usually six months. This period may be lengthened or decreased at the General Managers discretion. An employee in a probationary period may be discharged without cause.

§1-25 Provisional Position: A temporary appointment in which a position is filled on a full-time basis for which an employee is awaiting certification from an eligibility list or completion of hiring procedures. In no instance will an employee be in provisional status for more than six months unless approved by the District Board.

§1-26 Promotion: The change of position for an employee to a higher salary range.

§1-27 Reclassification: As approved by the Board, a significant change in the duties and responsibilities of a position. A reclassification downward does not affect an employee's anniversary date. In a reclassification upward, the anniversary date is changed to the date the Board approves the reclassification.

§1-28 Regular Pay Rate: The hourly rate actually paid an employee for the normal, nonpremium work time performing the duties for which that employee has been employed by the District.

§1-29 Regular Working Day: Generally defined as Monday through Friday, 8:00 A.M. until 5:00 P.M., excluding holidays, for office staff, and 7:30 A.M. until 4:00 P.M. with a half-hour break for lunch as regular working hours for field personnel. A regular workday may also be the average hours spent each working day. Nothing in this definition shall prevent the General Manager from authorizing flexible work schedules.

§1-30 Specific Employment Position: A full-time position employed to perform and complete a specific task. Once the task is completed, the employee is terminated. An employee may occupy specific status for at least one year to a maximum of three years.

§1-31 Suspension: Temporary separation of an employee from District service with or without pay for disciplinary purposes.

§1-32 Temporary Position: A position intended to be occupied on less than a year-round basis to cover seasonal peak work loads, unanticipated work loads of a limited duration, normal vacation and sick leave relief, and other situations involving a fluctuating staff. Temporary positions are paid on an hourly basis with no other District benefits.

§1-33 Tenured Status: This status is achieved when an employee successfully completes a probationary period. A tenured employee may be discharged for cause.

§1-34 Transfer: At the General Manager's discretion, a change of an employee from one position to another with the same or comparable duties.

§1-35 Voluntary Demotion: Demotion performed at the employee's request. This is not a disciplinary action.

§1-36 Work Experience Position: A temporary position which is designed to provide job training to persons who might not otherwise be able to compete in the labor market for regular positions, or a position established to give temporary on-the-job training for full-time students.

c. A statement that a copy of the materials upon which the action is based is attached or available for inspection upon request.

d. A statement advising the employee of the right to request a hearing as provided in §8-5 of this part.

e. A date by which time the employee must respond in writing if he/she wishes to contest the action.

§7-6 Mailing of Notices: All notices of proposed action shall be personally served or be mailed by certified mail, return receipt requested, to the last known address of the employee.

ARTICLE 8 Separation from District Service

§8-1 Resignation: To leave District service in good standing, an employee must file a written notice of termination with the General Manager at least two (2) weeks before the effective date. The General Manager may, however, grant good standing with less notice if he/she determines the circumstances warrant. Resignations may not be withdrawn without the General Manager's approval.

§8-2 Layoffs: Whenever, in the judgement of the District Board, it becomes necessary, due to the lack of work, lack of funds, or other economic reason, or because the necessity for a position no longer exists, the Board of Directors may abolish any position of employment, and the employee holding such position may be laid off or demoted.

a. Employees to be laid off shall be given at least fourteen (14) calendar days prior notice.

b. Except as otherwise provided, whenever there is a reduction in the work force, the General Manager shall first demote to a vacancy, if any, in a lower position for which the employee who is the latest to be laid off (in accordance with §8-2 of this article) is qualified.

c. An employee affected by layoff may have retreat rights to displace an employee who has less seniority in a lower position that the employee has previously occupied or supervised. For the purpose of this document, seniority includes all periods of full-time service at or above the retreat position being considered.

d. In order to retreat to a former or lower position, an employee must request displacement action in writing to the General Manager within five (5) working days of receipt of the layoff notice.

Employees retreating to a lower position shall be placed at the salary step representing the least loss of pay. In no case shall the salary be increased above that received in the position from which the employee was laid off.

e. If two positions have the same job description, then employees shall be laid off according to employment status in the following order: temporary, provisional, probationary, and tenured. Temporary, provisional, and probationary employees shall be laid off according to the needs of the service as determined by the General Manager. In cases where there are two or more tenured positions with the same job description from which the layoff is to be made, such employees shall be laid off on the basis of the last evaluation rating in the position, providing such rating has been filed at least 60 days prior to layoff as follows:

- First, all employees having ratings of "Unsatisfactory";
- Second, all employees having ratings of "Marginal";
- Third, all employees having ratings of "Less Than Satisfactory";
- Fourth, all employees having ratings of "Satisfactory";
- Fifth, all employees having ratings of "Commendable";
- Sixth, all employees having ratings of "Superior";
- Seventh, all employees having ratings of "Exceptional".

Employees within each of the rating categories shall be laid off in order of least seniority first.

f. The names of persons laid off or demoted in accordance with these rules shall be entered upon a reemployment list. The reemployment list shall be used by the General Manager when a vacancy arises in the same or lower position before certification is made from an eligibility list.

g. Names of persons laid off shall be carried on the reemployment list for one year, except that persons appointed to tenured positions of the same level as that from which they were laid off, shall upon such appointment, be dropped from the list. Persons who refuse reemployment shall also be dropped from the list. Persons reemployed in a lower position in the same classification, or on a temporary basis, shall be continued on the list for the higher position for one year. At the discretion of the General Manager, the list may be extended for an additional year.

§8-3 Dismissal of Tenured Employees: A tenured employee may be dismissed at any time by the General Manager for cause, and after consulting with District Counsel.

a. The following shall constitute sufficient cause for dismissal:

- 1) Conviction of a felony.
- 2) Fraud in securing employment.
- 3) Misappropriation of District funds or property.
- 4) Intentional or gross misconduct.

5) Failure to respond or improve regarding an item specified in §7-2.a through §7-2.j of this Part, after an evaluation or corrective action plan has failed to produce an improvement to performance.

6) Incapacity due to mental or permanent physical disability rendering the employee unable to perform job duties.

7) Severe physical or mental disability.

b. Dismissal of a Probationary Employee: A probationary employee may be dismissed at any time during a probationary period without right of appeal or hearing. In case of such dismissal, the General Managers shall notify the dismissed probationary employee in writing that he/she is being separated from District service.

c. Dismissal of the General Manager: Dismissal of the General Manager shall be as outlined in the contract between the General Manager and the District.

§8-4 Notice of Dismissal: All employees shall be provided with a notice of dismissal. This notice shall be prepared by the General Manager after consultation with the District counsel and shall contain the following:

a. A description of the proposed action and its effective date or dates, and in the case of a tenured employee, the ordinance, regulation or rule violated.

b. A statement of the acts or omissions upon which the action is based.

c. A statement that a copy of the materials upon which the action is based are attached or available for inspection upon request.

d. In the case of a tenured employee, a statement advising the employee of the right to file an appeal as provided in §8.5 of this Article.

§8-5 Procedures for Disciplinary Action and Dismissal of Tenured Employees:

a. Informal Hearing Before the General Manager: A tenured employee may, upon receipt of a notice of dismissal or disciplinary action, appeal in writing to the General Manager within five (5) days of the date of the notification. The General Manager shall then schedule an informal hearing at which the employee may answer the charges against him/her, present any mitigating evidence, or otherwise respond to the notice of dismissal. The hearing guidelines and format shall be available upon request. The General Manager shall issue his/her opinion and decision within ten (10) days of the hearing and may, if the General Manager finds that the dismissal was not justified, he/she may order a less severe disciplinary action, or may order the employee reinstated with full back pay and benefits.

b. An employee wishing to appeal the General Manager's decision may do so before the executive session of the Board of Directors.

1) A tenured employee desiring a hearing must file a written request for hearing with the General Manager within five (5) days of receipt of the General Manager's decision of the informal appeal. The General Manager, upon receipt of the request for hearing, shall schedule an executive session of the Board of Directors at the next scheduled meeting or before.

2) The employee shall present his opinion and present facts before the Board and the Board shall hear the recommendation of the General Manager. The Board shall then render its decision.

c. It is the intent of these procedures to render an impartial and fair decision in a timely matter. Should the employee object to the Board's decision, the employee shall initiate judicial review in the appropriate jurisdiction within 90 days.

ARTICLE 9

Grievance Procedures

§9-1 Purpose: It is the purpose of this Article to provide an avenue of communication through which an employee or groups of employees may have their complaint heard and decided in an orderly and fair manner.

§9-2 Definition of Grievance: A grievance is a complaint of an employee or group of employees concerning the interpretation or application of:

a. The administration of the conditions of employment, including job description, salary, and benefits in force between the district and the employee.

b. Working conditions within the control of the General Manager, including rules and regulations, and for which no other procedures for orderly solution of such complaints exist.

§9-3 Informal Discussion: Any employee, or group of employees, shall first discuss the alleged grievance with the immediate supervisor within twelve (12) working days of the event comprising the alleged grievance. If the employee is still dissatisfied with the supervisor's solution to the complaint, the grievance may be presented into the grievance procedure.

§9-4 Procedure: The grievance procedure shall be as follows:

a. If a complaint or grievance has not been resolved at the informal discussion stage, the grievant may submit his/her complaint in writing, or use a form provided by the District, to the General Manager within five (5) working days of the informal discussion. Within five (5) working days of receipt of such grievance, the General Manager shall investigate and provide a written response to the grievance.



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

September 09, 2009

TO: OCSD Board of Directors
FROM: Kevin D. Walsh, Interim General Manager
SUBJECT: **SUBMIT BALLOT TO CSDA RE: "SEAT A" ELECTION**

The California Special District's Association (CSDA) is conducting the 2009 Board elections. As a member, we are entitled to one vote. Ann Matthews is running for the Region 4, Seat A. Our Board President is the representative to CSDA.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll call vote, **AUTHORIZE** the Board President to vote for Ann Matthews as Region Four, Seat A CSDA Director.

Agenda Item 09 09 2009 9.d.

T:\Agendas\BdMtgAgendas\2009\09092009\CSDA Election



Hand-delivered to
-B Call Mike Wynn



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2009 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in Region 4, Seat A. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat A and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Wednesday, September 16, 2009**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association

Attn: 2009 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

Please contact Diana Zavala toll-free at 877.924.CSDA or dianaz@csda.net with any questions.

OFFICIAL BALLOT

**CSDA BOARD OF DIRECTORS
ELECTION 2009**

ALL FIELDS MUST BE COMPLETED FOR BALLOT TO BE COUNTED.
(Please vote for only one.)

REGION FOUR

●
**Seat A - term
ends 2012**

Ann Mathews*
Kern County Water Agency

* *Incumbent*

Signature: _____ Date: _____

**amber District: _____

Must be received by 5pm, September 16, 2009, CSDA, 11121 Street, Suite 200, Sacramento, CA 95814



Oceano Community Services District

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September 09, 2009

TO: OCSD Board of Directors
FROM: Kevin D. Walsh, Interim General Manager
SUBJECT: **DRAFT SEWER TECHNICAL MEMO**

The Wallace Group has provided the District with a draft Sewer Technical Memo. At your Board meeting they will provide you with an overview of the findings of the memo.

The Sewer Technical Memo presents the engineer's analysis of the sewer collection system: There are no needed capital improvements at this time.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: Review and comment on the draft memo. Give direction to the Wallace Group regarding preparation of a final Sewer Technical Memo.

Agenda Item 09 09 2009 8.c.

T:\Agendas\BdMtgAgendas\2009\09092009\Draft Sewer Technical Memo



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Agenda Item 09 09 2009 8.c.

T:\Agendas\BdMtgAgendas\2009\09092009\Draft Sewer Technical Memo

09/07/09

CHECK REGISTER--\$ AMT SORT

PAGE 1

PAYEE	VEND.NO.	CHECK DATE	CHECK #	CHECK AMT	PREPAID
PACIFIC GAS & ELECTRIC	24453	90709	49667	5921.54	0
J.B. DEWAR, INC.	11150	90709	49665	339.68	0
MINER'S ACE HARDWARE, INC.	21087	90709	49666	207.33	0
FIA CARD SERVICES	25796	90709	49668	158.40	0
AMERITAS LIFE INSURANCE	1484	90709	49663	127.50	0
COLONIAL LIFE AND ACCIDENT	8351	90709	49664	72.50	0
				6826.95	*

6 RECORDS PROCESSED

PAGE 01

PAYEE	DETAIL OF DEMANDS	INV. NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
09/09 AMERITAS LIFE INSURANCE	VISION	102818800001	01-2166-004	PAYROLL	049663	127.50		430
		01484				127.50		
09/10-10/10/09 COLONIAL LIFE AND ACCIDENT	EMPLEE	E9930363	01-2166-005	PAYROLL	049664	72.50		420
		08351				72.50		
08/31 J.B. DEWAR, INC.	FUEL 30015	70103	02-4400-172	WATER		92.64	41580172	370
	FUEL 30016	70103	02-4400-172	WATER		92.64	41680172	380
	FUEL 30017	70103	03-4500-172	SEWER		154.40	51780172	390
		11150			049665	339.68		
4173: OPER	R&M FS/OC (CR)	L139963	01-4100-173	ADMINISTRA		39.13	417380173	10
4173: OPER	R&M FS/OC (CR)	K1139822	01-4100-173	ADMINISTRA		43.47	417380173	20
0212: OPER	R&M 6192	K1233017	01-4200-175	FIRE		46.73		30
0212: OPER	R&M 6192	K1233017	01-4200-171	FIRE		9.86	21280171	40
0213: OPER	R&M 6193	K1308807	01-4200-171	FIRE		19.54	21280171	50
0210: OPER	R&M 6171 (CR)	K1308807	01-4200-171	FIRE		7.25	21380171	60
R&M: OPER	MODULAR	K147229	01-4200-175	FIRE		28.21		70
OPER	SUPP	K153933	01-4200-171	FIRE		9.31	21080171	80
OPER	SUPP	K119987	01-4200-173	FIRE		11.95		90
OPER	SUPP (CR)	K119985	02-4400-175	WATER		5.38		100
OPER	SUPP (CR)	K13617	02-4400-175	WATER		36.59		110
OPER	SUPP	K13687	02-4400-175	WATER		35.88		120
OPER	SUPP	K151355	02-4400-175	WATER		3.45		130
OPER	SUPP	K157899	02-4400-175	WATER		5.21		140
0445: OPER	R&M WELLS	K157899	02-4400-175	WATER		17.38		150
0475: OPER	R&M HYDS	K159082	02-4400-163	WATER		2.95	44580163	160
R&M: OPER	VEHICLES	K157229	02-4400-163	WATER		32.61	47580163	170
OPER	SUPP	K15176	02-4400-171	WATER		10.86		180
LESS: MINER'S ACE HARDWARE, INC.	DISCOUNT	111990	03-4500-175	SEWER		26.88		190
		21087	02-4400-163	WATER	049666	9.77		200
						207.33		
08/19 ST LIGHTS		61580099002	01-4195-295	LIGHTING D		567.50		210
08/19 ST LIGHTS		61580099004	01-4195-295	LIGHTING D		493.12		220
08/19 ST LIGHTS		61580099008	01-4195-295	LIGHTING D		236.29		230
08/19 ST LIGHTS		61580099014	01-4195-295	LIGHTING D		722.83		240
08/19 ST LIGHTS		61580099016	01-4195-295	LIGHTING D		8.50		250
08/19 ST LIGHTS		61580099022	01-4195-295	LIGHTING D		82.44		260
08/19 ST LIGHTS		61580099026	01-4195-295	LIGHTING D		342.65		270
08/19 ST LIGHTS		61580099028	01-4195-295	LIGHTING D		89.79		280
08/19 ST LIGHTS		61580099748	01-4195-295	LIGHTING D		85.75		290
08/19 ST LIGHTS		61580099351	01-4195-295	LIGHTING D		13.09		300
08/12 1655 FRONT		61580099015	01-4100-290	ADMINISTRA		1,019.68		310
08/12 1685 FRONT		61580099020	02-4400-290	WATER		1,347.13		320

PAYEE	DETAIL OF DEMANDS VEND. NO.	INV. NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
08/13	LIFT STAT	6158009030	03-4500-290	SEWER		54.67		330
08/12	1687 FRONT	6158009401	01-4200-290	FIRE		77.79		340
08/12	MODULAR	6158009846	01-4200-290	FIRE		47.38		350
08/13	1935 WILMAR	6158009939	02-4400-290	WATER		732.93		360
PACIFIC GAS & ELECTRIC	24453				049667	5,921.54		
OFF/COMP		082009	01-4100-200	ADMINISTRA		62.93		400
OFF SUPP		081109	01-4200-175	FIRE		95.47		410
FIA CARD SERVICES	25796				049668	158.40		
CHECKS WRITTEN						6,826.95		
* PREPAID ITEMS						.00	*	
TOTAL DEMANDS PAID						6,826.95		

PAYEE	VEND.NO.	CHECK DATE	CHECK #	CHECK AMT	PREPAID
SSLOCS D	32274	90909	49696	65191.95	0
SAN LUIS OBISPO, COUNTY OF	28217	90909	49694	14027.66	0
KIRK & SIMAS	18780	90909	49685	4238.80	0
MOSS, LEVY & HARTZHEIM	91034	90909	49701	3000.00	0
DATA, PROSE, INC	10475	90909	49678	1555.39	0
GROVER BEACH, CITY OF	15246	90909	49682	1518.00	0
WRIGHT, IV HAROLD L.	91038	90909	49702	1200.00	0
CA STATE FIREFIGHTER'S ASSOC.	5445	90909	49674	787.50	0
DAHL, VERN	10300	90909	49677	600.00	0
DEAN, PAMELA	11120	90909	49679	600.00	0
MANN, BARBARA	20130	90909	49687	600.00	0
JIM HILL	16200	90909	49684	550.00	0
LUCEY, MARY K.	20089	90909	49686	500.00	0
SHORELINE LANDSCAPE AND	11400	90909	49695	426.92	0
RICHARD JONES DBA	36349	90909	49700	414.00	0
AWWA	2575	90909	49672	354.00	0
ULTREX BUSINESS PRODUCTS	34400	90909	49699	332.56	0
ANGELLO, CRAIG A.	91204	90909	49703	299.01	0
RANGE MASTER	26405	90909	49693	289.67	0
MISSION LINEN SUPPLY	21186	90909	49688	224.06	0
NFPA	22770	90909	49690	221.80	0
VERIZON WIRELESS	15500	90909	49683	198.25	0
CURTIS, L.N. & SONS	10098	90909	49676	178.54	0
EXECUTIVE JANITORIAL	12975	90909	49681	175.00	0
ELECSYS INTERNATIONAL CORP	94526	90909	49706	163.00	0
ADVANTAGE ANSWERING PLUS, INC	599	90909	49669	137.95	0
STAPLES BUSINESS ADVANTAGE	32425	90909	49697	135.41	0
SANCHEZ, CASSEY	91216	90909	49704	66.00	0
TORRES, MAXIMIANO	33590	90909	49698	60.00	0
OCS D PETTY CASH FUND	24057	90909	49691	58.05	0
BURKE AND PACE	4200	90909	49673	48.96	0
CHARTER COMMUNICATIONS	7500	90909	49675	47.99	0
DIGITAL WEST NETWORKS	11433	90909	49680	30.00	0
MYERS-STEVENS & TOOHEY	22374	90909	49689	30.00	0
AMERICAN FLAG & GIFT	1425	90909	49670	28.28	0
AVCO FIRE EXTINGUISHER CO.	2400	90909	49671	25.00	0
GUARDADO, ESTHER L.	91217	90909	49705	21.45	0
LEE CENTRAL COAST NEWSPAPERS	26250	90909	49692	19.20	0
				98354.40 *	

38 RECORDS PROCESSED

PAYEE	DETAIL OF DEMANDS	VEND. NO.	INV. NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
08/09 ANSWER SERV ADVANTAGE ANSWERING PLUS, INC		00599	105007	02-4400-110	WATER	049669	137.95 137.95		230
OPER SUPP AMERICAN FLAG & GIFT		01425	105995A	01-4200-175	FIRE	049670	28.28 28.28		260
R&M: EXTING AVCO FIRE EXTINGUISHER CO.		02400	1899	01-4200-170	FIRE	049671	25.00 25.00		250
ANNUAL MEMBERSHIP AWWA		02575	00070588	02-4400-180	WATER	049672	354.00 354.00		200
OPER SUPP BURKE AND PACE		04200	2391171	03-4500-175	SEWER	049673	48.96 48.96		270
2009 MEM DUES CA STATE FIREFIGHTER'S ASSOC.		05445	40045	01-4200-180	FIRE	049674	787.50 787.50		220
SERV THRU 093009 CHARTER COMMUNICATIONS		07500	200141448301	01-4100-200	ADMINISTRA	049675	47.99 47.99		280
0215: R&M 6165 CURTIS, L.N. & SONS		10098	1178353	01-4200-171	FIRE	049676	178.54 178.54	21580171	390
B/S: 2 REG			083109	01-4100-225	ADMINISTRA		200.00	118860225	10
B/S: 3 SPEC			083109	01-4100-225	ADMINISTRA		300.00	118860225	20
B/S: 1 OAC			081709	01-4100-225	ADMINISTRA		50.00	118860225	30
B/S: 1 ALUC			081909	01-4100-225	ADMINISTRA		50.00	118860225	40
DAHL, VERN		10300				049677	600.00		
1306: 08/09 POSTAGE			59383	02-4400-210	WATER		448.86	130680210	290
1306: 08/09 POSTAGE			59383	03-4500-210	SEWER		448.86	130680210	300
1306: 08/09 PROF SERV			59383	02-4400-220	WATER		328.83	130660220	310
1306: 08/09 PROF SERV			59383	03-4500-220	SEWER		328.84	130660220	320
DATA PROSE, INC		10475				049678	1,555.39		
B/S: 2 REG			083109	01-4100-225	ADMINISTRA		200.00	119160225	100
B/S: 3 SPEC			083109	01-4100-225	ADMINISTRA		300.00	119160225	110
B/S: 2 FIRE			083109	01-4100-225	ADMINISTRA		100.00	119160225	120

PAYEE	DETAIL OF DEMANDS VEND. NO.	INV. NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
B/S: 1 FIRE CONSOL LESS: 1 FIRE CONSOL DEAN, PAMELA	11120	082809 082809	01-4100-225 01-4100-225	ADMINISTRA ADMINISTRA		50.00 50.00 600.00	119160225 119160225	130 140
WEB HOST: 09/09 DIGITAL WEST NETWORKS	11433	1307	01-4100-220	ADMINISTRA	049680	30.00 30.00		330
08/09 SERV/SUPP EXECUTIVE JANITORIAL	12975	39824	01-4100-173	ADMINISTRA	049681	175.00 175.00		340
DISPATCHING GROVER BEACH, CITY OF	15246	093009	01-4200-110	FIRE	049682	1,518.00 1,518.00		360
08/22 CELL SERV 08/22 CELL SERV 08/22 CELL SERV VERIZON WIRELESS	15500	791803258 791803258 791803258	01-4100-111 01-4200-111 02-4400-111	ADMINISTRA FIRE WATER		41.41 52.26 104.58 198.25		680 690 700
B/S: 2 REG B/S: 3 SPEC B/S: 1 FINANCE JIM HILL	16200	083109 083109 083109	01-4100-225 01-4100-225 01-4100-225	ADMINISTRA ADMINISTRA ADMINISTRA		200.00 300.00 50.00 550.00	118560225 118560225 118560225	50 60 70
083109 RETAINER 4100: THRU 083109 KIRK & SIMAS	18780	083109 083109	01-4100-223 01-4100-223	ADMINISTRA ADMINISTRA		4,225.00 13.80 4,238.80		370 380
B/S: 2 REG B/S: 3 SPEC LUCEY, MARY K.	20089	083109 083109	01-4100-225 01-4100-225	ADMINISTRA ADMINISTRA		200.00 300.00 500.00	118960225 118960225	80 90
B/S: 2 REG B/S: 3 SPEC B/S: 2 FIRE B/S: 1 FINANCE LESS: 1 FINANCE MANN, BARBARA	20130	083109 083109 083109 083109 083109	01-4100-225 01-4100-225 01-4100-225 01-4100-225 01-4100-225	ADMINISTRA ADMINISTRA ADMINISTRA ADMINISTRA ADMINISTRA		200.00 300.00 100.00 50.00 50.00 600.00	119060225 119060225 119060225 119060225 119060225	150 160 170 180 190
08/09 CLOTHING/TOWELS MISSION LINEN SUPPLY	21186	110099	02-4400-100	WATER	049688	224.06 224.06		400
PLN I LIFE		812464	01-4200-090	FIRE		30.00		210

PAYEE	DETAIL OF DEMANDS	VEND. NO.	INV. NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
MYERS-STEVENS & TOOHEY		22374				049689	30.00		
	ANNUAL MEMBERSHIP		342152	02-4400-180	WATER		150.00		420
	SPRINKLER CODE		342152	02-4400-235	WATER		71.80		430
NFPA		22770				049690	221.80		
	POSTAGE		083109	01-4100-210	ADMINISTRA		3.00		450
	OFF/OPER SUPP		080509	01-4200-200	FIRE		32.59		460
	MTG EXP: OVERSIGHT		061209	01-4200-285	FIRE		22.46		470
OCSD PETTY CASH FUND		24057				049691	58.05		
	ANNUAL SUBS		76882	01-4100-235	ADMINISTRA		19.20		590
LEE CENTRAL COAST NEWSPAPERS		26250				049692	19.20		
	CLOTHING RANGE MASTER		OCEANOSD	01-4200-100	FIRE		289.67		440
		26405				049693	289.67		
	CCWA BOND DEBT SERV DUE	070109	2079	02-4400-398	WATER		96,931.00	649280398	520
	REV BOND DEBT SERV CREDITS		2079	02-4400-398	WATER		1,178.00CR	649280398	530
	FIXED O&M 09-10		2079	02-4400-398	WATER		54,815.00	649280398	540
	LESS: CR O&M 07-08		2079	02-4400-398	WATER		11,656.27CR	649280398	550
	CCWA INTEREST INCOME		2079	02-4400-398	WATER		2,930.00CR	649280398	560
	LESS: CO FCD PREPYMT 08-09		2079	02-4400-398	WATER		121,954.07CR	649280398	570
SAN LUIS OBISPO, COUNTY OF		28217				049694	14,027.66		
	9173: 08/09 1655 FRONT		083109	01-4100-173	ADMINISTRA		179.30	917360173	480
	1225: 08/09 1687 FRONT		083109	01-4200-173	FIRE		21.35	122560173	490
	4173: 08/09 1685 FRONT		083109	02-4400-163	WATER		68.31	417360163	500
	9701: 08/09 1681 FRONT		083109	10-4300-173	FUNDED CON		157.96	970160173	510
SHORELINE LANDSCAPE AND		31400				049695	426.92		
	083109: COLLECTIONS		083109	03-4500-220	SEWER		65,191.95		580
SSLOCSD		32274				049696	65,191.95		
	CR OFF SUPP		31233822286	01-4100-200	ADMINISTRA		19.46CR		710
	CR OFF SUPP		31233550640	01-4100-200	ADMINISTRA		22.13CR		720
	OFF SUPP		31233550641	01-4100-200	ADMINISTRA		156.89		730
	OFF SUPP		31233550642	01-4100-200	ADMINISTRA		20.11		740
STAPLES BUSINESS ADVANTAGE		32425				049697	135.41		
	ANNUAL T-2 CERT RENEWAL		083109	02-4400-180	WATER		60.00	315080285	650

PAYEE	DETAIL OF DEMANDS VEND.NO.	INV.NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
TORRES, MAXIMIANO	33590				049698	60.00		
0151: MO BIZHUB C451/123108 ULTREX BUSINESS PRODUCTS	34400	102463	01-4100-170	ADMINISTRA	049699	332.56 332.56	15180170	600
08/10 LIFT STAT		13617	03-4500-220	SEWER		138.00	57360220	610
08/18 LIFT STAT		13631	03-4500-220	SEWER		138.00	57360220	620
08/26 LIFT STAT		13649	03-4500-220	SEWER		138.00	57360220	630
RICHARD JONES DBA	36349				049700	414.00		
AUDIT: FYE 063008 MOSS, LEVY & HARTZHEIM	91034	4970	01-4100-220	ADMINISTRA	049701	3,000.00 3,000.00		410
PROF SERV: 24.0 HRS WRIGHT, IV HAROLD L.	91038	090109	01-4100-220	ADMINISTRA	049702	1,200.00 1,200.00		640
SAFETY BOOTS ANGELLO, CRAIG A.	91204	082809	01-4200-100	FIRE	049703	299.01 299.01		240
MILEAGE SANCHEZ, CASSEY	91216	083109	01-4100-280	ADMINISTRA	049704	66.00 66.00		660
MILEAGE GUARDADO, ESTHER L.	91217	083109	01-4100-280	ADMINISTRA	049705	21.45 21.45		670
0427: 10/09 SERV ELECSYS INTERNATIONAL CORP	94526	81024	02-4400-170	WATER	049706	163.00 163.00	42780170	350
CHECKS WRITTEN						98,354.40		
* PREPAID ITEMS						.00		*
TOTAL DEMANDS PAID						98,354.40		