

Oceano Community Services District

1655 Front Street, P. O. Box 599, Oceano, CA 93445 (805) 481-6730 FAX (805) 481-6836

BOARD MEMBERS

Matthew G. Guerrero, President Mary K. Lucey, Vice President Lori Angello, Director Felma L. Hurdle, Director Richard P. Searcy, Director

(I) GENERAL MANAGER / SECRETARY TO THE BOARD

Thomas A. Geaslen OCSD STAFF CarolAnn Pardo, Secretary Marie McGrath, Accounting Manager Dan Silveira, Utility Operations Supervisor

AGENDA BOARD OF DIRECTORS MEETING <u>WEDNESDAY, JANUARY 25, 2012 – 6:30 P.M.</u> Oceano Community Service District Board Room 1655 Front Street, Oceano, CA Additional telephonic location, open to the public TOWNPLACE SUITES – MARRIOTT BIRMINGHAM HOMEWOOD 500 WILDWOOD CIRCLE BIRMINGHAM, AL 35209

ALL ITEMS APPEARING ON THE AGENDA ARE SUBJECT TO BOARD ACTION

All persons desiring to speak on agenda items, during Public Comment or prior to Closed Session, are asked to fill out a "Board Appearance Request Form" to submit to the general manager prior to the start of the meeting. Each individual speaker is limited to a presentation total of a MAXIMUM of three (3) minutes per item.

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. FLAG SALUTE

4. AGENDA REVIEW:

At this time, the Board will review the order of business to be conducted and receive requests for, or make announcements regarding any change(s) in the order of the day. The Board should by motion approve the agenda as presented or as revised.

5. **PUBLIC COMMENTS:**

Comments should be limited to items not on the agenda and those matters that are within the jurisdiction of the District. The Brown Act restricts the Board from taking formal action on matters <u>not</u> published on the agenda. Your comments should be directed to the Board as a whole and not directed to an individual Board Member. In response to your comments, the Board may:

- Direct staff to assist or coordinate with you.
- A Board Member may state a desire to meet with you.
- It may be the desire of the Board to place your issue or matter on a future Board agenda.

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 requested 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.

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Board of Directors Meeting Page 2 January 25, 2012

6. BOARD MEMBER COMMENTS *

7. REPORTS: *

- a. Report of OCSD Operations
- b. Report of Board of Directors and Outside Committees

8. **REVIEW AND APPROVAL OF MINUTES**

 January 11, 2012
 Recommended Action: Board to approve the minutes of the regular Board meeting of January 12, 2012 minutes, as submitted.

9. CASH DISBURSEMENTS

Recommended Action: Board approval of cash disbursements as submitted as presented by AM McGrath.

10. ADMINISTRATIVE ITEMS

- a. Discussion: 2012 Committee Assignments
- b. Review: Draft Saltwater Intrusion Letter
- c. Discussion: Readdress Arroyo Grande Water Contract
- d. Response to IWMA Plastic Bag Ruling
- e. <u>Interim General Manager Employee Contract</u> Staff Report DLC Molly Thurmond
- 11. <u>CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL INITIATION OF LITIGATION</u> Pursuant to subdivision (c) of Govt. Code Section 54956.9; 2 cases

12. UTILITY ITEMS:

- a. <u>Will Serve:</u> None.
- b. <u>Fee Letter:</u> None.
- 13. PUBLIC COMMENT *
- 14. BOARD MEMBER DISCUSSION *
- 15. BOARD MEMBER ITEMS FOR THE NEXT BOARD MEETING AGENDA *

<u>WRITTEN COMMUNICATIONS</u> (Correspondence for the Board Received after Preparation of this Agenda is presented by the Staff)

Board of Directors Meeting Page 3 January 25, 2012

15. BOARD MEMBER ITEMS FOR THE NEXT BOARD MEETING AGENDA *

16. WRITTEN COMMUNICATIONS

(Correspondence for the Board Received after Preparation of this Agenda is presented by the Staff)

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 at 805-481-6730.

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

OCEANO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Oceano

January 11, 2012

Wednesday

1. CALL TO ORDER

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

President Guerrero requested the pictures submitted by Director Angello of the agenda posting in Birmingham, Alabama of the January 11, 2012 Oceano Community Services District Board of Directors be attached to the January 11, 2012 minutes.

2. ROLL CALL

Present:	President Guerrero, Director Hurdle, Director Searcy, Director Angello, VP Lucey
Absent:	None.
Staff Present:	Thomas A. Geaslen, (I) General Manager/Secretary to the Board
	CarolAnn Pardo, Secretary
	Marie McGrath, Accounting Manager
	Dan Silveira, Utility Operations Supervisor
	Molly Thurmond, District Legal Counsel
Staff Absent:	None.

3. FLAG SALUTE

President Guerrero led flag salute.

4. AGENDA REVIEW:

After public comment, Board discussion, and roll call vote

Ayes: Director Searcy, Director Hurdle, Director Angello, VP Lucey, President Guerrero Nayes: None

Absent: None

the following motion was adopted: to approve the January 11, 2012 agenda as presented.

5. PUBLIC COMMENTS:

Jeff Edwards commented on three topics; water, flooding, and planning.

 BOARD MEMBER COMMENTS * None.

7. REPORTS:*

a. Report of Sheriff's South Station, Commander, Jim Taylor

Commander Jim Taylor provided his qualifications. He also expressed his appreciation for the resurfacing of the parking lot. A new deputy sheriff canine will be on duty starting on February 2012.

- Report of Fire Cities Fire Authority, Acting Fire Chief Riki Heath AFC Heath reported the following incidents for alarm date between 12/13/2011 -01/11/2012 for Station 61: 2 Fire Calls, 33 rescue and Emergency Medical Service Incidents, 3 Hazardous Conditions, 2 Service Calls, and 4 Good Intent Calls. There were 44 total incident calls.
- c. Report of OCSD Operations IGM Geaslen reported on the following OCSD Operations and updates: All facilities parking lots were resurfaced, audit struggles, Zone 3 TAC, attended the WRAC, Zone1/1A, Tyler billing and coding issues, updating field to smart phones for paperless work order system and a decrease in response time, NCMA, Public Facility Fees, and County Planning.

OCEANO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Wednesday

January 11, 2012

Report of Board of Directors and Outside Committees
 President Guerrero reported he attended the December FCFA meeting.
 President Guerrero reported he attended the Sanitation District meeting Wednesday
 January 4, 2012. Mr. Guerrero announced Bill Nichols was nominated chair and President
 Guerrero was nominated as Vice Chair.

8. REVIEW AND APPROVAL OF MINUTES

a. December 14, 2011
 After public comment, Board discussion, and roll call vote
 Ayes: VP Lucey, Director Searcy, Director Hurdle, President Guerrero
 Nayes: None
 Absent: None
 Abstain: Director Angello
 the following motion was adopted: to approve the minutes of the regular Board meeting of December 14, 2011 minutes, as submitted.

9. CASH DISBURSEMENTS

After public comment, Board discussion, and roll call vote Ayes: VP Lucey, Director Angello, Director Hurdle, President Guerrero, Director Searcy Nayes: None Absent: None the following motion was adopted: to approve the cash disbursements as submitted by AM McGrath.

President Guerrero recessed for break at 7:26pm. President Guerrero called the meeting to order at 7:36pm.

10. ADMINISTRATIVE ITEMS

a. Discussion: 2012 Committee Assignments

After public comment, Board discussion, and roll call vote Ayes: Director Searcy, Director Hurdle, Director Angello, VP Lucey, President Guerrero Nayes: None Absent: None

the following motion was adopted: to trail agenda item 10 a. until further notice.

b. Discussion: Mid Year Budget Review

IGM Gealsen presented the Mid Year Budget Review.

After public comment, Board discussion, and roll call vote

Ayes: VP Lucey, President Guerrero, Director Angello, Director Hurdle, Director Searcy Nayes: None

Absent: None

the following motion was adopted: to accept the Oceano CSD Mid Year Budget Review 2011/2012 after review and correction to Revenue Account 03-1-1150-000 Sanitation District Administration Fees.

President Guerrero adjourned for closed session 7:45pm. President Guerrero returned from closed session at 8:19pm.

11. <u>CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL –</u> <u>ANTICIPATED LITIGATION Significant exposure to litigation pursuant</u> <u>to subdivision (b) of Government Code Section 54956.9: 3 cases arising from</u> <u>the termination of District employees.</u>

President Guerrero reported there was so reportable action.

Oceano

OCEANO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Oceano

January 11, 2012

- 12. UTILITY ITEMS:
 - a. <u>Will Serve:</u> None.

b. <u>Fee Letter:</u> None.

13. PUBLIC COMMENT *

None.

14. BOARD MEMBER DISCUSSION *

Director Searcy revisited the speed limit signage and would like the District to facilitate getting a speed limit sign on highway one.

15. BOARD MEMBER ITEMS FOR THE NEXT BOARD MEETING AGENDA *

Saltwater Intrusion Letter. Committee Assignments. Bylaw update and review. Speed Limit Sign. Pipeline: Lagoon to Juanita Street. Discussion: Draft Contract for IGM to permanent Molly Thurmond Draft job descriptions Goal Setting./Strategic Planning/ Sub Committee Saturday, February 18th Brown Act Training

After public comment, Board discussion, and roll call vote

Ayes: VP Lucey, President Guerrero, Director Angello, Director Hurdle, Director Searcy Nayes: None Absent: None

the following motion was adopted: to have a special meeting Saturday, February 18th, 2012 10:00am to 12:00pm for the District Annual Brown Act Training.

16. WRITTEN COMMUNICATIONS

None.

President Guerrero adjourned the meeting at 8:42pm

Wednesday





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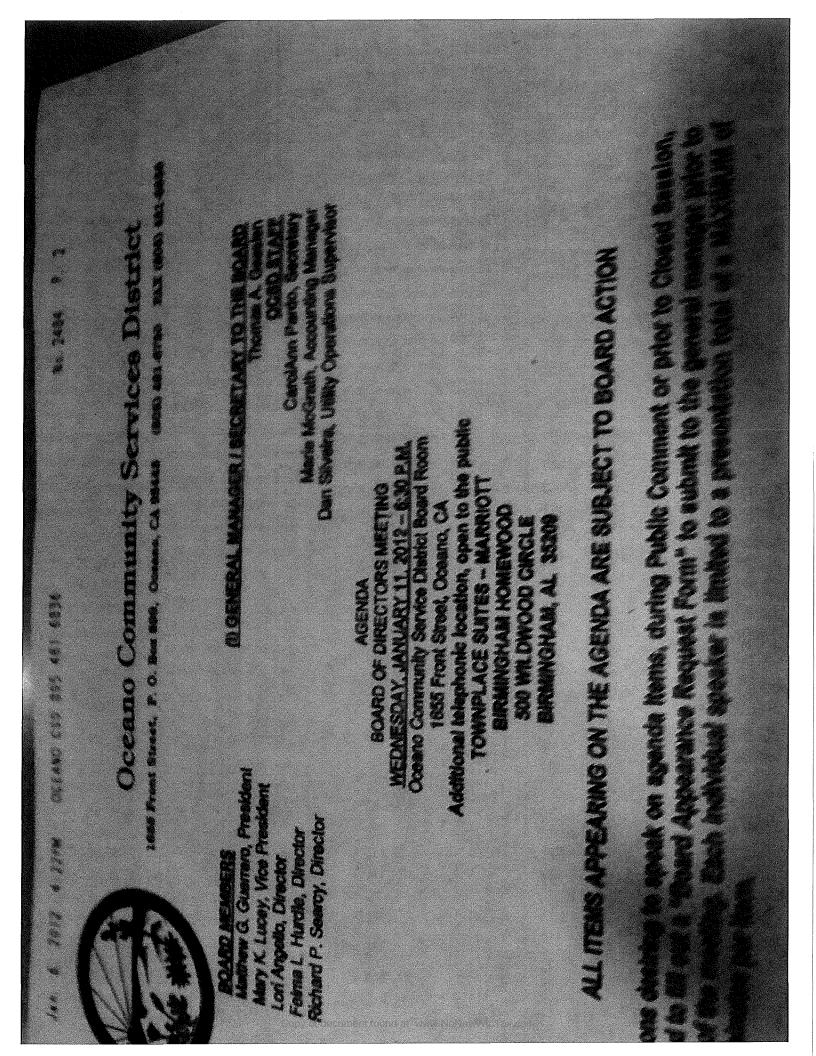
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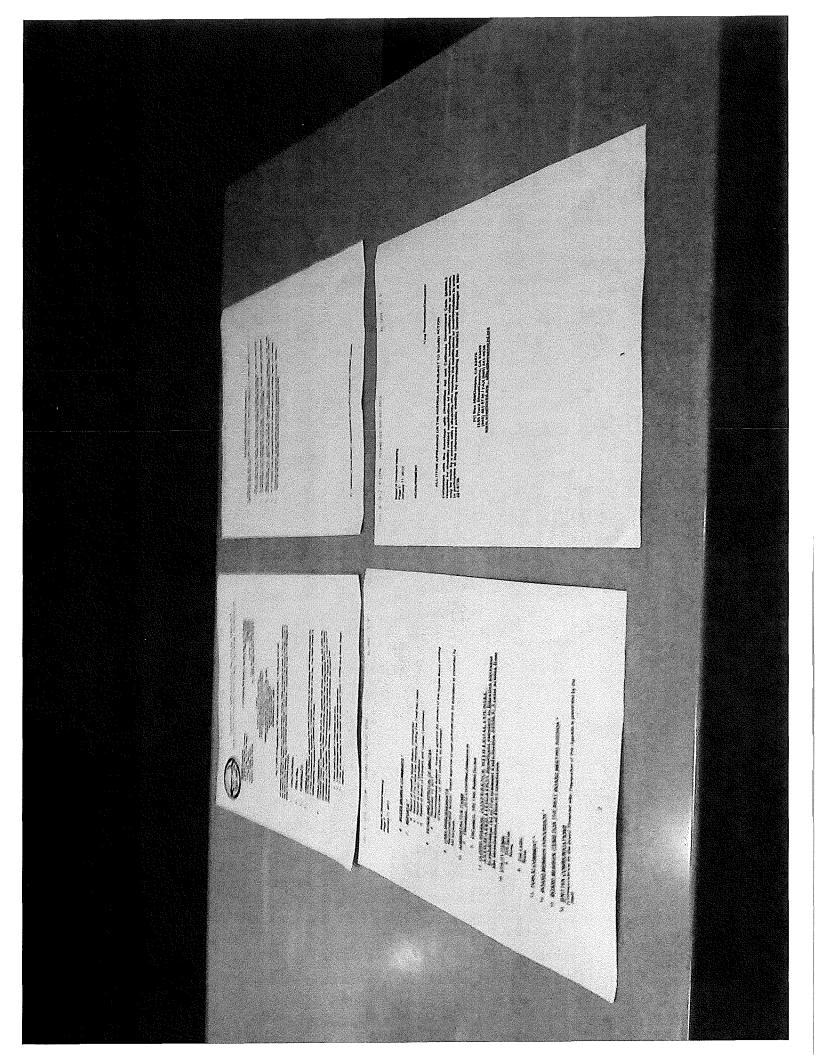
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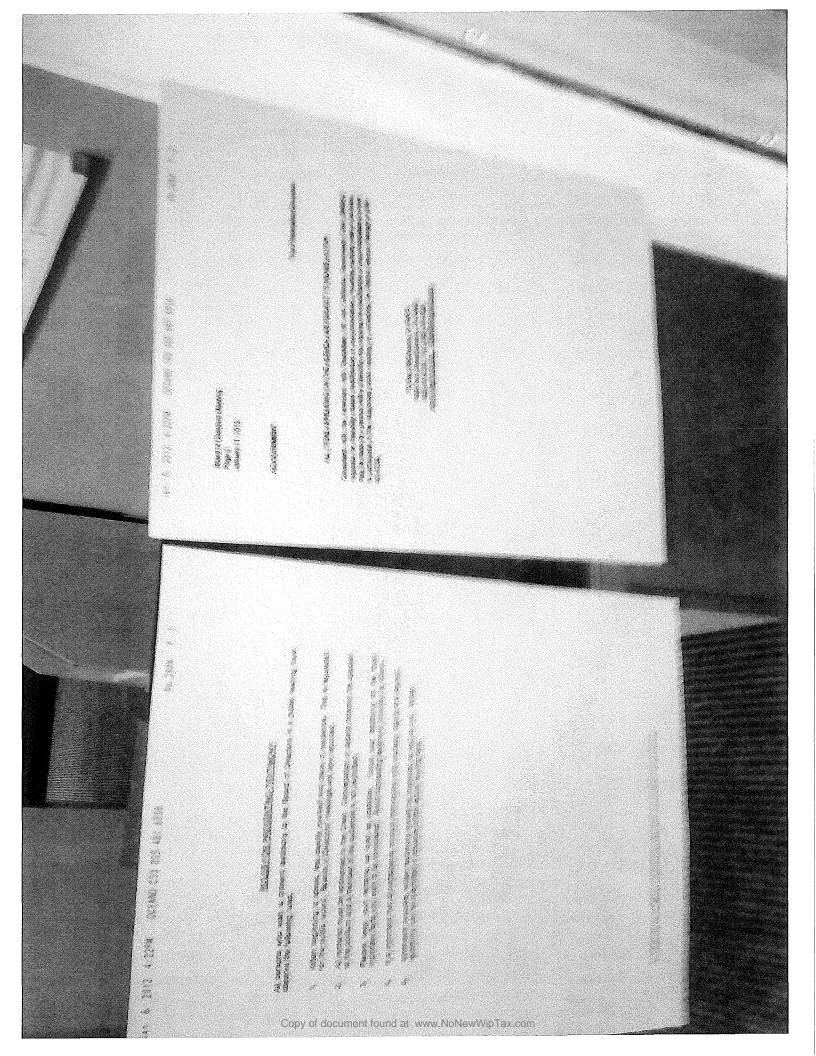
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Oceano Community Services District

1655 Front Street, P. O. Box 599, Oceano, CA 93445 (805) 481-6730 FAX (805) 481-6836

AMOUNT		DATE	FYE
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\$373,763.77	TOTAL PAYMENTS SUBMITTED		
	FOR APPROVAL		

Agenda Item 01-25-2012 9.

PACKET: 00206 Direct Payables VENDOR SET: 01 OCEANO CSD, CA SEQUENCE : ALPHABETIC DUE TO/FROM ACCOUNTS SUPPRESSED ITM DATE GROSS P.O. # -----ID------ BANK CODE -----DESCRIPTION------ DISCOUNT G/L ACCOUNT --ACCOUNT NAME-- DISTRIBUTION 01-1004 АТ&Т I-201201190381 1/19/2012 A T & T 388.88 AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N PHONE 0085-FIRE 01 5-4200-111 TELEPHONE 21.24 02 5-4400-111 TELEPHONE 03 5-4500-111 TELEPHONE 01 5-4100-111 TELEPHONE Copy of PHONE 2124-WATER 84.41 PHONE 7760-SEWER 41.62 PHONE 6730-OFFICE 241.61 doc === VENDOR TOTALS === 388.88 0-1012 AGP VIDEO I-4748 1/19/2012 AGP VIDEO 615.00 AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N ď at AGP VIDEO 01 5-4100-220 PROFESSIONAL/SP 615.00 ≶ === VENDOR TOTALS === 615.00 01-1056 ANTHEM BLUE CROSS > I-0201201038746 1/19/2012 ANTHEM BLUE CROSS 4,524.00 /ipTax AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N ANTHEM BLUE CROSS 01 5-4100-090 INS: GROUP HEAL 4,524.00 .com 4,524.00 === VENDOR TOTALS === 01-1044 AWWA I-0000533952 1/19/2012 AWWA 335.80 AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N 02 5-4400-235 BOOKS/JRLS/SUBS 335.80 AWWA 335.80 === VENDOR TOTALS === 01-0045 BUSINESS RADIO LICENSING
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A/P Direct Item Register

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=== VENDOR TOTALS ===

1/20/2012 2:05 PM

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1/20/2012 2:05 PM A/P Direct Item Register PAGE: 2 PACKET: 00206 Direct Payables VENDOR SET: 01 OCEANO CSD, CA SEQUENCE : ALPHABETIC DUE TO/FROM ACCOUNTS SUPPRESSED ITM DATE GROSS P.O. # BANK CODE -----DESCRIPTION----- DISCOUNT G/L ACCOUNT --ACCOUNT NAME-- DISTRIBUTION ----ID-----01-1540 CHAPARRAL I-342005 1/19/2012 CHAPARRAL 81.25 AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N CHAPARRAL 01 5-4100-170 MAINTENANCE: EO 81.25 Сору === VENDOR TOTALS === 81.25 -9 01-1090 CHARTER COMMUNICATIONS ∃ I-0091803-1201 1/20/2012 CHARTER COMMUNICATIONS 104.99 AP DUE: 1/20/2012 DISC: 1/20/2012 1099: N CHARTER COMMUNICATIONS 01 5-4100-221 DATA PROCESSING 104.99 fo ₫ I-0092892-01 1/19/2012 CHARTER COMMUNICATIONS 76.11 a AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N 01 5-4100-110 WWW CHARTER COMMUNICATIONS COMMUNICATIONS 76.11 === VENDOR TOTALS === 181.10 _____ _____ _____ 01-1032 CITY OF ARROYO GRANDE ਰ I-12-004 1/20/2012 CITY OF ARROYO GRANDE 2,670.29 AP DUE: 1/20/2012 DISC: 1/20/2012 1099: N Tax CITY OF ARROYO GRANDE 02 5-4400-297 PASS-THRU: CYN 2,670.29 (.com === VENDOR TOTALS === 2,670.29 _____ 01-1092 CLINICAL LABORATORY OF I-918943 1/19/2012 CLINICAL LABORATORY OF 480.00 AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N 02 5-4400-220 WATER TESTING PROFESSIONAL/SP 480.00 === VENDOR TOTALS === 480.00 ______ 01-1080 CSDA 4,257.00 I-202-2012 1/19/2012 CSDA AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N 01 5-4100-180 MEMBERSHIPS 4,257.00 CSDA === VENDOR TOTALS === 4,257.00

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1/20/2012 2:05 PM A/P Direct Item Register PAGE: 4 PACKET: 00206 Direct Payables VENDOR SET: 01 OCEANO CSD, CA SEQUENCE : ALPHABETIC DUE TO/FROM ACCOUNTS SUPPRESSED ITM DATE GROSS P.O. # -----ID------ BANK CODE -----DESCRIPTION------ DISCOUNT G/L ACCOUNT --ACCOUNT NAME-- DISTRIBUTION 01-1542 RICOH LEASING A PROGRAM OF DE I-12171481 1/19/2012 RICOH LEASING A PROGRAM OF DE 218.02 AP DUE: 1/19/2012 DISC: 1/19/2012 1099: N LEASE: RICOH/MPC4501 01 5-4100-200 OFFICE EXPENSE 218.02 Copy === VENDOR TOTALS === 218.02 _____ 01-1428 SAN LUIS OBISPO, COUNTY OF I-2266 1/20/2012 SAN LUIS OBISPO, COUNTY OF 329,247.80 AP DUE: 1/20/2012 DISC: 1/20/2012 1099: N ent 02 5-4400-398 DWR-SLOCFC & WC 329,247.80 SAN LUIS OBISPO, COUNTY OF found === VENDOR TOTALS === 329,247.80 01-1678 SILVEIRA, DAN NoNewWipT 1/20/2012 SILVEIRA, DAN 75.00 AP DUE: 1/20/2012 DISC: 1/20/2012 1099: N 02 5-4400-080 BOOT ALLOWANCE SILVEIRA, DAN 75.00 75.00 === VENDOR TOTALS === _____ -1504 STANLEY CONVERGENT SECURITY I-8901799 1/19/2012 STANLEY CONVERGENT SECURITY 168.00 DUE: 1/19/2012 DISC: 1/19/2012 1099: N AP 03 5-4500-110 OCSD WELLS 7 & 8 COMMUNICATIONS 42.00 OCSD WATER YARD 02 5-4400-110 42.00 COMMUNICATIONS LIFT STATION 03 5-4500-110 COMMUNICATIONS 42.00 01 5-4200-110 FIRE STATION MONITORING COMMUNICATIONS 42.00 === VENDOR TOTALS === 168.00 01-1494 STATE COMPENSATION INS. FUND I-201201190382 1/19/2012 STATE COMPENSATION INS. FUND 2,550.59 DUE: 1/19/2012 DISC: 1/19/2012 1099: N AP STATE COMPENSATION INS. FUND 01 5-4100-075 STATE COMPENSAT 1,606.17 ADDITIONAL DEPOSIT 01 5-4100-075 STATE COMPENSAT 944.42 === VENDOR TOTALS === 2,550.59

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I-385-0	1/19/2012 WATER SYSTEMS CONSULTING, INC AP DUE: 1/19/2012 DISC: 1/19/2012 WATER SYSTEMS CONSULTING, INC.	1,877.82	1099: N 02 5-4400-220	PROFESSIONAL/SP	1,877.82
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OCEANO COMMUNITY SERVICES DISTRICT OUTSIDE COMMITTEE ASSIGNMENTS

Listed below are the outside committee assignments that members of the Board or staff will serve upon by Presidential appointment during calendar year 2012

OCSD Committees (Two Members)	Chair	Director
Community Enhancement (Includes: Street Lighting, Trash Collection, Alleys, Parks & Recreation)	Lucey	Searcy
Finance – Audit	Hurdle	Guerrero
Personnel	Lucey	Hurdle
Utility Operations (Water & Sewer)	Searcy	Lucey
Codification	Guerrero	Hurdle

Outside Committees (Director /Staff)	Primary	Alternate	Time & Place
Airport Land Use			3 rd Wed /1:30/SLO
CA (Local) Special District	Searcy	Hurdle	Varies (Usually Noon Fri) every other month
5 Cities Fire Authority	Hurdle	Guerrero	
Oceano Advisory	Hurdle	Guerrero	3 rd Mon/6:30/OCSD
SSLOCSD	Guerrero Searcy		1 st & 3 rd Wed/6:00/ OCSD
Supervisor Liaison	Guerrero	Hurdle	Varies
WRAC	Lucey	Searcy	1 st Wed/1:30/SLO
Zone 1/1A	Lucey	Hurdle	3 rd Tues Odd/3:00/OCSD
Zone 3	Lucey	Searcy	3 rd Thurs Odd/6:30/ Varies
Zone 3 Tech	Searcy	Lucey	1 st Thurs/10:00/AG