



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, April 11, 2018 – 5:30 P.M.

Oceano Community Services District Board Room

1655 Front Street, Oceano, CA

1. **CALL TO ORDER:** at 5:30 p.m. by President White
2. **FLAG SALUTE:** led by President White
3. **ROLL CALL:** All Board members present. Also present, General Manager Paavo Ogren, District Legal Counsel Jeff Minnery, Business and Accounting Manager Carey Casciola, and Board Secretary Celia Ruiz.
4. **AGENDA REVIEW:** Agenda approved as presented.
5. **CLOSED SESSION:** was entered at approximately 5:35pm. Open session was resumed at approximate 6:02pm
No public comment
 - A. **Pursuant to Government Code §54957.6:** Conference with Labor Negotiators. Agency designated representative: General Manager, Paavo Ogren; Employee Organizations: a) Service Employees International Union 620 b) Unrepresented Management Positions

No reportable Action
6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:00 PM):**
Public comment was received by Patty Welsh, Cynthia Repogle, and Sherly Gibson who provided a letter written by Director Brunet.
7. **SPECIAL PRESENTATIONS & REPORTS:**
 - a. **STAFF REPORTS:**
 - i. Operations - Field Supervisor Tony Marraccino – Field Supervisor Marraccino reported on 15 USA's, 8 work orders, 8 customer service calls, daily rounds, samples, Pier & Air Park line break, 1 SSO spill of 20 gallons was reported, and valve turning.
 - ii. FCFA - Chief Steve Lieberman – None
 - iii. OCSD General Manager – General Manager Ogren reported on FCFA & City Managers Meeting.
 - iv. Sheriff's South Station – Commander Stuart McDonald – None
 - b. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**
 - i. Director Angello – None
 - ii. Director Brunet – None
 - iii. President White – None
 - iv. Vice President Austin – reported on SSLOCSD
 - v. Director Coalwell – reported on WRAC
 - c. **PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**
Public comment was received by Patty Welsh.

8 CONSENT AGENDA:	ACTION:
a. Review and Approval of Minutes for the Regular Meeting on March 14, 2018	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a modification to Item 8c to increase the total disbursements to \$ 75,060.52 with the attached warrants with a motion from Vice President Austin, a second by Director Coalwell and a 5-0 vote. Director Brunet abstained from Item 8a. No public comment.
b. Review and Approval of Minutes for the Regular Meeting on March 28, 2018	
c. Review and Approval of Cash Disbursements	
d. Submittal for approval an Intent to Serve Letter to Arnaldo Gomez; 2251 La Verne St.; Assessor's Parcel No. 062-068-012	

9 A BUSINESS ITEM:	ACTION:
Approval of a Recommendation to Set May 16, 2018 as the Application Deadline for Fireworks Permits	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a motion from Director Coalwell, a second by Director Brunet and a 5-0 vote. Staff also indicated they would work on options to help ensure fireworks are cleaned up on July 5 th . Public comment was received by Cynthia Replogle.

9 B BUSINESS ITEM:	ACTION:
Review of the District's Budget Status as of March 31, 2018	After an opportunity for public comment and brief Board discussion, no action. No public comment.

9 C BUSINESS ITEM:	ACTION:
Review and discuss annual adjustments to water charges pursuant to Ordinance 2015-01 and consideration of decreasing post-drought consumption charges.	After an opportunity for public comment and brief Board discussion, no action taken. No public comment.

Board recessed between 7:00-7:10 pm

Vice President Austin was feeling ill and left meeting

9 D BUSINESS ITEM:	ACTION:
Update on the Lagoon waterline break and emergency efforts with Board direction as deemed appropriate.	After an opportunity for public comment and brief Board discussion, no action taken. No public comment.

9 E BUSINESS ITEM:	ACTION:
Consideration of Ballot and Voting for the San Luis Obispo County Local Agency Formation Commission Alternate Special District Member Representative	After an opportunity for public comment and brief Board discussion, the Board selected Ed Eby for the LAFCo Special District Member Representative with a motion from President White, a second by Director Angello and a 4-0 vote. No public comment.

10 HEARING ITEM:	ACTION:
<p>A Public Hearing to consider bids received for the District's permanent utility relocation work required by the County of San Luis Obispo for the Airpark Bridge Replacement Project and Board approval to perform the work among options that include utilizing the County contractor(s), awarding the work to the District's low bidder, or adopting a resolution, which must be approved by a 4/5ths vote, to reject all bids and to perform the work with District employees as allowed by California Public Contract Code Section 22038; with an associated budget adjustments up to \$125,000.</p>	<p>After an opportunity for public comment and brief Board discussion, a motion to continue item within 7 days of receiving notice from San Luis Obispo County informing the District of the lowest bidder with a motion from Director Coalwell, a second by Director Angello and a 4-0 vote. No public comment.</p>

- 11. **RECEIVED WRITTEN COMMUNICATIONS:** FCFA facebook postings & WSC Central Coast Blue
- 12. **LATE RECEIVED WRITTEN COMMUNICATIONS:** None
- 13. **FUTURE AGENDA ITEMS:** District Policies Continued; Regional Groundwater Sustainability Project (RGSP) update, Roles and Responsibilities with Related Agencies; Emergency Generator, Construction Documents, Five Cities Fire Authority 5 Year Strategic Plan, Sea Breeze Mobile Home Park Continued
- 14. **FUTURE HEARING ITEMS:** None
- 15. **ADJOURNMENT:** at approximately 8:30 pm



Oceano Community Services District

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

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

Date: April 11, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #8(C): Recommendation to Approve Cash Disbursements - **REVISED**

Recommendation

It is recommended that your Board approve the attached cash disbursements.

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence*	Amounts
	56882 - 56909	
Disbursements Requiring Board Approval prior to Payment:		
Regular Payable Register – paid 04/11/2018	56892 - 56909	\$20,780.90
Added Warrants – paid 04/11/2018	56910 - 56913	\$17,803.73
	Revised Subtotal:	\$38,584.63
Reoccurring Payments for Board Review (authorized by Resolution 2016-07):		
Payroll Disbursements – pay period ending 03/31/2018	N/A	\$27,993.68
Reoccurring Utility Disbursements – paid 03/28/2018	56882 - 56887	\$2,434.85
Reoccurring Health/Benefits – paid 03/28/2018	56888 - 56891	\$6,047.36
	Subtotal:	\$36,475.89
	Revised Grand Total:	\$75,060.52

Other Agency Involvement: n/a

Other Financial Considerations: Amounts are within the authorized Fund level budgets.

Results

The Board’s review of cash disbursements is an integral component of the District’s system of internal controls and promotes a well governed community.

Added Warrants

	Vendor	G/L Account	Account Name	Distribution
1	Central Coast Printing	01-5-4100-205	Mailing/Postage Service	\$ 1,740.51
2	Adamski Moroski Madden Cumberland & Green LLP	01-5-4100-223	General Legal	\$ 8,621.50
3	Adamski Moroski Madden Cumberland & Green LLP	02-5-4400-362	Groundwater Litigation	\$ 6,181.96
4	Rabobank Visa Card	Mult	CSDA, AWWA, Travel, Quick Books	\$ 1,009.76
5	White, Karen M.	01-5-4100-225	Board Stipends	\$ 250.00
				\$ 17,803.73

Total Warrants Added for 04/11/2018	\$ 17,803.73
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CHECK RECONCILIATION REGISTER

CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 056910 THRU 056913

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT-----	STATUS	FOLIO	CLEAR DATE
1-1001-000	4/11/2018	CHECK	056910	WHITE, KAREN M.	250.00CR	OUTSTND	A	0/00/0000
1-1001-000	4/11/2018	CHECK	056911	ADAMSKI MOROSKI MADDEN CUMBERL	14,803.46CR	OUTSTND	A	0/00/0000
1-1001-000	4/11/2018	CHECK	056912	CENTRAL COAST PRINTING	1,740.51CR	OUTSTND	A	0/00/0000
1-1001-000	4/11/2018	CHECK	056913	RABOBANK VISA CARD	1,009.76CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0					17,803.73CR			
CHECK					TOTAL:			
DEPOSIT					TOTAL:			
INTEREST					TOTAL:			
MISCELLANEOUS					TOTAL:			
SERVICE CHARGE					TOTAL:			
EFT					TOTAL:			
BANK-DRAFT					TOTAL:			
TOTALS FOR POOLED CASH FUND					17,803.73CR			
CHECK					TOTAL:			
DEPOSIT					TOTAL:			
INTEREST					TOTAL:			
MISCELLANEOUS					TOTAL:			
SERVICE CHARGE					TOTAL:			
EFT					TOTAL:			
BANK-DRAFT					TOTAL:			