



**Notice of Regular Meeting**  
**Oceano Community Services District - Board of Directors Agenda**  
**WEDNESDAY, SEPTEMBER 13, 2023 – 6:00 P.M.**  
**Oceano Community Services District Board Room**  
**1655 Front Street Oceano, CA**

All items on the agenda, including information items, may be deliberated. Any member of the public with an interest in one of these items should review the background material and request information on the possible action that could be taken.

All persons desiring to speak during any Public Comment period are asked to fill out a "Board Appearance Form" to submit to the Board Secretary prior to the start of the meeting. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. Persons wishing to speak on more than one item shall limit their remarks to a total of SIX (6) minutes. This time may be allowed between items in one-minute increments up to three minutes. Time limits may not be yielded to or shared with other speakers.

1. CALL TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. AGENDA REVIEW
5. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

*This public comment period provides an opportunity for members of the public to address the Board on matters of interest within the jurisdiction of the District that are not listed on the agenda. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.*

6. SPECIAL PRESENTATIONS & REPORTS:

A. Presentation by South San Luis Obispo County Sanitary District Staff

B. STAFF REPORTS:

- i. Sheriff's South Station - Commander Keith Scott
- ii. FCFA Operations - Chief Steve Lieberman
- iii. Operations – Utility System Manager Tony Marraccino
- iv. OCSD General Manager – Will Clemens
- v. OCSD Legal Counsel – Chase Martin

C. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. President Villa
- ii. Vice President Gibson
- iii. Director Austin
- iv. Director Joyce-Suneson
- v. Director Varni

D. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

*This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Special Presentations and Reports. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.*

7. CONSENT AGENDA ITEMS:

**Public comment** Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Review the of Minutes for the Special Meeting held on August 23, 2023
- B. Review of the Minutes for the Regular Meeting held on August 23,2023
- C. Review of Cash Disbursements
- D. Consideration of a recommendation to approve a proposal and professional services agreement with GSI Water Solutions Inc. to prepare the 2023 Annual Report for the Northern Cities Management Area in the amount of \$41,297 plus contingencies of \$3,717 for a total contract amount of \$45,014.
- E. Recommendation to Cancel the Regular Meetings of November 25, 2023, and December 27, 2023

**8. BUSINESS ITEMS:**

**Public comment** Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Discussion and consideration of the Parks and Recreation Committee of the Oceano Community Services District ("OPARC") duties, governing policies and procedures, and committee membership, and proposed resolution and bylaws concerning the same

**9. HEARING ITEMS:**

**Public comment** Members of the public wishing to speak on hearing items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

**10. RECEIVED WRITTEN COMMUNICATIONS:** Correspondence from Julie Tacker

**11. LATE RECEIVED WRITTEN COMMUNICATIONS:**

**12. FUTURE AGENDA ITEMS:**

**13. FUTURE HEARING ITEMS:**

**14. CLOSED SESSION:**

**15. ADJOURNMENT:**

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**ASSISTANCE FOR THE DISABLED** If you are disabled in any way and need accommodation to participate in the Board meeting, please call the Clerk of the Board at (805) 481-6730 for assistance at least three (3) working days prior to the meeting so necessary arrangements can be made.



# Oceano Community Services District

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

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

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**Date:** September 13, 2023

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject:** **Agenda Item #6A:** Receive a Presentation by South San Luis Obispo County Sanitation District (SSLOCSD) staff on the Redundancy Project and other issues

## Recommendation

It is recommended that your Board receive and file a Presentation by South San Luis Obispo County Sanitation District staff on the Redundancy Project and other issues.

## Discussion

Your Board requested that staff from SSLOCSD give a presentation related to construction issues that have arisen recently in relation to the Redundancy Project. The latest staff report from SSLOCSD can be accessed via this [link](#) to agenda item 6A from the September 6, 2023 meeting.

## Other Agency Involvement

The cities of Arroyo Grande and Grover Beach are also member agencies in the SSLOCSD.

## Financial Considerations

N/A

## Results

Cooperation with other local agencies promotes a well governed community.



**Oceano Community Services District**  
**Summary Minutes**  
**Special Meeting Wednesday, August 23, 2023 – 1:00 P.M.**  
**Location: OCSD BOARD ROOM**

1. **CALL TO ORDER:** Called to order at approximately 1:10pm
2. **ROLL CALL:** Board members present: President Villa, Director Varni, Director Austin and Director Joyce-Suneson. Board members absent: Vice President Gibson.  
Staff present: Will Clemens, General Manager; Carey Casciola, Business & Accounting Manager; Chase Martin, Legal Counsel.
3. **FLAG SALUTE:** Led by President Villa.
4. **PUBLIC COMMENT FOR ITEMS ON THE AGENDA:**  
Vice President Gibson entered the meeting at 1:18pm.

Julie Tacker	Asked a question regarding item 5B. In opposition of the redaction of signatures on oaths of office. In opposition of the General Manager.
April Dury	In opposition of the General Manager.
Jeff Edwards	In support of terminating the General Manager.

5. **CLOSED SESSION:**  
President Villa adjourned to closed session approximately at 1:25pm
  - a. **Pursuant to Government Code §54956.9 (d)(2):** Conference with District Counsel regarding anticipated litigation. Number of cases: three (3).
  - b. **Pursuant to Government Code §54957:** Performance evaluation – General Manager

The board returned from closed session approximately at 4:18pm.  
No reportable action out of closed session.

6. **BUSINESS ITEMS:** None
7. **ADJOURNMENT:** Approximately at 4:20pm.



**Oceano Community Services District**  
**Summary Minutes**  
**Regular Meeting Wednesday, August 23, 2023 – 6:00 P.M.**  
**Location: OCSD BOARD ROOM**

1. **CALL TO ORDER:** Called at approximately 6:00 p.m. by President Villa
2. **ROLL CALL:** Board members present: President Villa, Vice President Gibson, Director Austin, Director Joyce-Suneson and Director Varni.  
 Staff present: Will Clemens, General Manager, Carey Casciola, Business & Accounting Manager and Chase Martin, Legal Counsel.
3. **FLAG SALUTE:** Led by President Villa
4. **AGENDA REVIEW:** Agenda accepted as presented with a motion by Director Austin with a second from President Villa and a 5-0 roll call.
5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**

Kerry Langford	Provided comment regarding negative Board decorum.
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6. **SPECIAL PRESENTATIONS & REPORTS**

**A. STAFF REPORTS:**

- i. **Sheriff's South Station** – Commander Keith Scott – Absent
- ii. **Five Cities Fire Authority** – Steve Lieberman, Fire Chief – Absent
- iii. **Operations** - Utility Systems Manager - Tony Marraccino  
 Water quality issues due to blue/green algae – Notices on the District's website from SLO County about the Lopez treatment plant.  
 Lopez 98% full / 48,411 AF  
 Continuing with samples, trash pickup and hydrant painting, and door hangers.  
 5 Work orders; 32 USAs; 7 Customer service calls and 2 After hours call outs.  
 Sewer jetting on Hwy 1 before overlay project.
- iv. **OCSD General Manager** – Will Clemens  
 C.A.R.E.4Paws has been at OCSD the past two Fridays. Staff have been working on 12 public records requests.

**B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**

- i. **President Villa** – None
- ii. **Vice President Gibson** – None
- iii. **Director Austin** – None
- iv. **Director Joyce-Suneson** – None
- v. **Director Varni** – None

**C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**

Julie Tacker	Requested update regarding water sales.
Karen White	Requested an update on training event.

<b>7. CONSENT AGENDA:</b>	<b>ACTION:</b>
a) Review the of Minutes for the Regular Meeting held on August 9, 2023 b) Review of Cash Disbursements c) Submittal of the District's Fiscal Year 2022-23 Quarter 4 Investment Report ending June 30, 2023	Director Varni requested to pull item 7C for discussion.  After an opportunity for public comment, Board and staff discussion, Director Varni made a motion to approve consent agenda items 7A and 7B with a second from President Villa with a 5-0 roll call vote.  Public Comment: Julie Tacker – Provided comment on minutes.

	April Dury – Provided comment on the contract with Optimized Investment Partners.
<b>7C. CONSENT AGENDA:</b>	<b>ACTION:</b>
Submittal of the District’s Fiscal Year 2022-23 Quarter 4 Investment Report ending June 30, 2023	After an opportunity for public comment, Board and staff discussion, Vice President Gibson made a motion to receive and file agenda item 7C with a second from Director Varni with a 5-0 roll call vote.  Public Comment: April Dury – Provided comment on EV charging stations.
<b>8A. BUSINESS ITEMS:</b>	<b>ACTION:</b>
2023 Committee Assignments	After an opportunity for public comment, Board and staff discussion, no action was taken.  Public Comment: Julie Tacker – Provided comment on subscribing to committee agendas. April Dury – Provided comment on paid committee assignments.
<b>8B. BUSINESS ITEMS:</b>	<b>ACTION:</b>
Discussion of the District Expenditure Control Guidelines	After an opportunity for public comment, Board and staff discussion, Director Varni made a motion to set an immediate expenditure limit of \$7,500 excluding approved contract, projects, budgeted items and include a provision in the case of an emergency the General Manager is approved for expenditures beyond that amount with a second from President Villa with a 3-2 roll call vote. Vice President Gibson and Director Austin dissented.  Public Comment: Julie Tacker – Provided comment on spending authority and budget. April Dury – Provided comment on previous meetings and budget. Karen White – Posed a question about the motion.
<b>8C. BUSINESS ITEMS:</b>	<b>ACTION:</b>
Review of Fiscal Year 2022-23 Budget Status as of June 30, 2023, and consideration of a recommendation to approve year-end encumbrances	After a presentation by staff an opportunity for public comment, and Board discussion, President Villa made a motion to approve staff recommendations with a second from Director Varni with a 5-0 roll call vote.  Public Comment: April Dury – Asked questions regarding grant revenues and expenses.

<b>9A. HEARING ITEMS:</b>	<b>ACTION:</b>
Consideration of a Recommendation to Approve the Final 2023-24 Budget	<p>After an opportunity for public comment, Board and staff discussion, Director Varni made a motion to approve staff recommendations with a second from President Villa with a 5-0 roll call vote.</p> <p>Public Comment:  Julie Tacker – Provided comment on the Parks and Rec budget.  April Dury – Commented on professional and legal services.</p>

**10. RECEIVED WRITTEN COMMUNICATIONS:** None

**11. LATE RECEIVED WRITTEN COMMUNICATIONS:** Correspondence from Kim Rose

**12. FUTURE AGENDA ITEMS:**

Director Varni requested to place Parks and Recreation on the first meeting in September with a second from President Villa.

Vice President Gibson requested to place legal counsel costs and to have an overview of the Oceano Parks and Recreation Committee goals, budget, and programs as a future agenda item with a second from Director Austin.

**13. FUTURE HEARING ITEMS:** None

**14. CLOSED SESSION ITEMS:** No reportable action from closed session at the 8/23/2023 Special Meeting.

**15. ADJOURNMENT:** Vice President Gibson made a motion to adjourn at approximately 8:05 p.m. with a second from Director Austin and a 5-0 roll call vote.



# Oceano Community Services District

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

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

**Date:** September 13, 2023

**To:** Board of Directors

**From:** Carey Casciola, Business and Accounting Manager

**Subject:** Agenda Item #7(C): Recommendation to Review Cash Disbursements

**Recommendation**

It is recommended that your board review the attached cash disbursements:

**Discussion**

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	60402 - 60447	
<b>Disbursements:</b>		
Regular Payable Register - paid 8/23/2023	60407 - 60421	\$ 25,929.17
Regular Payable Register - paid 9/07/2023	60422 - 60441	\$ 53,353.23
Subtotal:		\$ 79,282.40
<b>Reoccurring Payments for Board Review (authorized by Resolution 2020-06):</b>		
Payroll Disbursements - PPE 08/26/2023	N/A	\$ 34,152.32
Board Member Stipends - May 2023 - July 2023	N/A	\$ 753.55
Five Star Bank Mastercard Online Payment - paid 09/07/2023	N/A	\$ 1,526.65
Reoccurring Health Disbursements - paid 08/23/2023	60402 - 60404	\$ 11,031.50
Reoccurring Utility Disbursements - paid 08/23/2023	60405 - 60406	\$ 4,962.94
Reoccurring Utility Disbursements - paid 09/07/2023	60442 - 60447	\$ 1,218.80
Subtotal:		\$ 53,645.76
Grand Total:		\$ 132,928.16

**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.



COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

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: 060407 THRU 060421

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	8/23/2023	CHECK	060407	ADAMSKI MOROSKI MADDEN CUMBERL	10,787.50CR	OUTSTND	A	0/00/0000 01 5-4100-223 LEGAL SERVICES
1-1001-000	8/23/2023	CHECK	060408	ARAMARK	205.04CR	OUTSTND	A	0/00/0000 01 5-4100-100 CLOTHING
1-1001-000	8/23/2023	CHECK	060409	ARCHIVESOCIAL, LLC	4,215.16CR	OUTSTND	A	0/00/0000 01 5-4100-235 BOOKS/JRLS/SUBS/SFTWRE
1-1001-000	8/23/2023	CHECK	060410	BURDINE PRINTING	1,658.89CR	OUTSTND	A	0/00/0000 02 5-4400-205 OUTSIDE UB MAIL SERVICE 03 5-4500-205 OUTSIDE UB MAIL SERVICE
1-1001-000	8/23/2023	CHECK	060411	GROUNDWATER SOLUTIONS INC, DBA	4,492.73CR	OUTSTND	A	0/00/0000 02 5-4400-380 NCMA TEC
1-1001-000	8/23/2023	CHECK	060412	J.B. DEWAR, INC.	537.69CR	OUTSTND	A	0/00/0000 12 5-4350-172 FUEL
1-1001-000	8/23/2023	CHECK	060413	MINER'S ACE HARDWARE, INC.	38.02CR	OUTSTND	A	0/00/0000 06 5-4900-175 OPERATING SUPPLIES 02 5-4400-175 SYSTEM PARTS/OPERATING S
1-1001-000	8/23/2023	CHECK	060414	MNS ENGINEERS, INC.	875.00CR	OUTSTND	A	0/00/0000 01 5-4195-220 PROFESSIONAL SERVICES 06 5-4900-220 PROFESSIONAL SERVICES 10 5-4300-220 PROFESSIONAL SERVICES
1-1001-000	8/23/2023	CHECK	060415	OPTIMIZED INVESTMENT PARTNERS	437.20CR	OUTSTND	A	0/00/0000 01 5-4100-220 PROFESSIONAL SERVICES
1-1001-000	8/23/2023	CHECK	060416	PETTY CASH	9.65CR	OUTSTND	A	0/00/0000 01 5-4100-210 POSTAGE
1-1001-000	8/23/2023	CHECK	060417	QUILL CORPORATION	44.70CR	OUTSTND	A	0/00/0000 01 5-4100-200 OFFICE EXPENSE
1-1001-000	8/23/2023	CHECK	060418	SLO CO DEPT OF PUBLIC WORKS	908.51CR	OUTSTND	A	0/00/0000 02 5-4400-361 CIP - PROP1: STORMWATER
1-1001-000	8/23/2023	CHECK	060419	SWRCB/ DRINKING WATER OP CERT	120.00CR	OUTSTND	A	0/00/0000 02 5-4400-248 PERMITS, FEES, LICENSES
1-1001-000	8/23/2023	CHECK	060420	HD SUPPLY, INC. DBA USABLUEBOO	725.48CR	OUTSTND	A	0/00/0000 02 5-4400-175 SYSTEM PARTS/OPERATING
1-1001-000	8/23/2023	CHECK	060421	WATER SYSTEMS CONSULTING, INC.	873.60CR	OUTSTND	A	0/00/0000 02 5-4400-380 NCMA TEC
TOTALS FOR ACCOUNT 1-1001-0				CHECK TOTAL:	25,929.17CR			
				DEPOSIT TOTAL:	0.00			
				INTEREST TOTAL:	0.00			
				MISCELLANEOUS TOTAL:	0.00			
				SERVICE CHARGE TOTAL:	0.00			
				EFT TOTAL:	0.00			
				BANK-DRAFT TOTAL:	0.00			
TOTALS FOR POOLED CASH FUND				CHECK TOTAL:	25,929.17CR			
				DEPOSIT TOTAL:	0.00			
				INTEREST TOTAL:	0.00			
				MISCELLANEOUS TOTAL:	0.00			
				SERVICE CHARGE TOTAL:	0.00			
				EFT TOTAL:	0.00			
				BANK-DRAFT TOTAL:	0.00			

COMPANY: 99 - POOLED CASH FUND  
ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
TYPE: All  
STATUS: All  
FOLIO: All

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: 060422 THRU 060441

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	9/07/2023	CHECK	060422	AQUA-METRIC	1,830.97CR	OUTSTND	A	0/00/0000 02 5-4400-176 WATER METERS
1-1001-000	9/07/2023	CHECK	060423	ARAMARK	205.04CR	OUTSTND	A	0/00/0000 01 5-4100-100 CLOTHING
1-1001-000	9/07/2023	CHECK	060424	BRAND CREATIVE	213.97CR	OUTSTND	A	0/00/0000 01 5-4100-100 CLOTHING
1-1001-000	9/07/2023	CHECK	060425	BRENNTAG PACIFIC, INC.	1,489.37CR	OUTSTND	A	0/00/0000 02 5-4400-178 CHEMICALS/ OPERATING SUP
1-1001-000	9/07/2023	CHECK	060426	BURDINE PRINTING	516.69CR	OUTSTND	A	0/00/0000 01 5-4100-200 OFFICE EXPENSE 49.41 02 5-4400-205 OUTSIDE UB MAIL SERVICE 233.64 03 5-4500-205 OUTSIDE UB MAIL SERVICE 233.64
1-1001-000	9/07/2023	CHECK	060427	CARQUEST AUTO PARTS	6.40CR	OUTSTND	A	0/00/0000 12 5-4350-171 MAINTENANCE: VEHICLES
1-1001-000	9/07/2023	CHECK	060428	CLINICAL LAB OF SAN BERNARDINO	980.00CR	OUTSTND	A	0/00/0000 02 5-4400-220 PROFESSIONAL/SPECIAL SER
1-1001-000	9/07/2023	CHECK	060429	DIVERSIFIED PROJECT SERVICES I	3,543.32CR	OUTSTND	A	0/00/0000 02 5-4400-222 CONTRACTED ENGINEERING 3,133.32 02 5-4400-226 ENGINEERING & OTHER REIM 410.00
1-1001-000	9/07/2023	CHECK	060430	J.B. DEWAR, INC.	382.06CR	OUTSTND	A	0/00/0000 12 5-4350-172 FUEL
1-1001-000	9/07/2023	CHECK	060431	OPTIMIZED INVESTMENT PARTNERS	437.85CR	OUTSTND	A	0/00/0000 01 5-4100-220 PROFESSIONAL SERVICES
1-1001-000	9/07/2023	CHECK	060432	PRO-TECH LANDSCAPE MANAGEMENT,	410.00CR	OUTSTND	A	0/00/0000 01 5-4100-173 MAINT:STRUCTURES/IMPROVE 205.00 10 5-4300-173 SO: MAINT. STRUCTURES/IM 205.00
1-1001-000	9/07/2023	CHECK	060433	R&R ROLL-OFF LLC	1,193.38CR	OUTSTND	A	0/00/0000 06 5-4900-220 PROFESSIONAL/SPECIAL SER
1-1001-000	9/07/2023	CHECK	060434	SCELZI ENTERPRISES, INC	34,636.24CR	OUTSTND	A	0/00/0000 12 5-4350-387 CAP: EQUIP/VEHICLES/MACH
1-1001-000	9/07/2023	CHECK	060435	SHRED-IT USA JV LLC	142.74CR	OUTSTND	A	0/00/0000 01 5-4100-220 PROFESSIONAL SERVICES
1-1001-000	9/07/2023	CHECK	060436	SLO CO DEPT OF PUBLIC WORKS	71.11CR	OUTSTND	A	0/00/0000 02 5-4400-361 CIP - PROP1: STORMWATER
1-1001-000	9/07/2023	CHECK	060437	SWRCB/ DRINKING WATER OP CERT	90.00CR	OUTSTND	A	0/00/0000 02 5-4400-248 PERMITS, FEES, LICENSES
1-1001-000	9/07/2023	CHECK	060438	TAMIYASU, SMITH, HORN & BRAUN	4,483.50CR	OUTSTND	A	0/00/0000 01 5-4100-220 PROFESSIONAL SERVICES
1-1001-000	9/07/2023	CHECK	060439	HD SUPPLY, INC. DBA USABLUEBOO	725.75CR	OUTSTND	A	0/00/0000 02 5-4400-175 SYSTEM PARTS/OPERATING S
1-1001-000	9/07/2023	CHECK	060440	VARNI, CHARLES	283.84CR	OUTSTND	A	0/00/0000 01 5-4100-285 CLASSES/SEMINARS/TRAININ
1-1001-000	9/07/2023	CHECK	060441	ZENITH INSURANCE COMPANY	1,711.00CR	OUTSTND	A	0/00/0000 01 5-4100-075 COMPENSATION INSURANCE
TOTALS FOR ACCOUNT 1-1001-0				CHECK TOTAL:	53,353.23CR			
				DEPOSIT TOTAL:	0.00			
				INTEREST TOTAL:	0.00			
				MISCELLANEOUS TOTAL:	0.00			
				SERVICE CHARGE TOTAL:	0.00			
				EFT TOTAL:	0.00			
				BANK-DRAFT TOTAL:	0.00			

COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

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: 060422 THRU 060441

ACCOUNT            --DATE--    --TYPE--    NUMBER    -----DESCRIPTION-----    ----AMOUNT---    STATUS    FOLIO    CLEAR DATE

TOTALS FOR POOLED CASH FUND	CHECK	TOTAL:	53,353.23CR
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	0.00

**Payroll Summary Report**  
**Board of Directors - Agenda Date September 13, 2023**

	(*)	
Gross Wages	8/12/2023	8/26/2023
Regular	\$29,568.63	\$29,565.47
Overtime Wages	\$343.76	\$581.44
Stand By	\$840.00	\$420.00
	\$30,752.39	\$30,566.91
Cell Phone Allowance	\$0.00	\$0.00
Total Wages	\$30,752.39	\$30,566.91
<b><u>Disbursements</u></b>		
Net Wages	\$23,707.29	\$23,535.93
State and Federal Agencies	\$5,605.28	\$5,588.47
CalPERS - Normal	\$4,874.26	\$4,874.26
SEIU - Union Fees	\$153.66	\$153.66
Total Disbursements processed with Payroll	\$34,340.49	\$34,152.32
Health (Disbursed with reoccurring bills)	\$6,483.63	\$6,483.63
Total District Payroll Related Costs	\$40,824.12	\$40,635.95

(\*) Previously reported in prior Board Meeting packet - provided for comparison.

**Board Member Stipend Summary Report**  
**Board of Directors - Agenda Date September 13, 2023**

	(*)	
<b>Gross Stipends</b>	6/30/2023	7/31/2023
Board Member Stipends	\$200.00	\$700.00
Gross Stipends	\$200.00	\$700.00
<b>Disbursements</b>		
Net Stipends	\$184.70	\$646.45
State and Federal Agencies	\$30.60	\$107.10
Total Disbursements processed with Stipends	\$215.30	\$753.55

(\*) Previously reported in prior Board Meeting packet - provided for comparison.



# Oceano Community Services District

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

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

RECEIVED  
AUG 10 2023

## DIRECTOR'S MONTHLY REQUEST FOR COMPENSATION FOR MEETING ATTENDANCE

NAME: Beverly Joyce-Suneson

DATE: \_\_\_\_\_

FOR THE MONTH OF: July

8.1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular or special meeting of the Board and fifty dollars (\$50.00) for each committee meeting attended by him or her.

8.2 In no event shall Director compensation exceed one hundred dollars (\$100.00) per day.

8.3 Director compensation shall not exceed six hundred (\$600.00) in any one (1) calendar month.

MEETING DATES: 7/12/2023 and 9/26/2023

No. of Meetings 2 x \$100.00 = \$ 200.00

### COMMITTEE MEETING(S) OR OTHER REIMBURSEMENT(S)

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

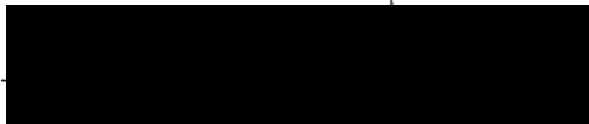
DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

TOTAL COMPENSATION: \$ \_\_\_\_\_

SIGNATURE: \_\_\_\_\_



RECEIVED

JUL 31 2023



# Oceano Community Services District

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

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

## DIRECTOR'S MONTHLY REQUEST FOR COMPENSATION FOR MEETING ATTENDANCE

NAME: Alvaro Villa

DATE: July 28, 2023

FOR THE MONTH OF: May - July

8.1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular or special meeting of the Board and fifty dollars (\$50.00) for each committee meeting attended by him or her.

8.2 In no event shall Director compensation exceed one hundred dollars (\$100.00) per day.

8.3 Director compensation shall not exceed six hundred (\$600.00) in any one (1) calendar month.

MEETING DATES: 5/24, 6/14, 6/28 and 7/12, 7/26

No. of Meetings \_\_\_\_\_ x \$100.00 = \$ \_\_\_\_\_

### COMMITTEE MEETING(S) OR OTHER REIMBURSEMENT(S)

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

TOTAL COMPENSATION: \$ 500.00

SIGNATURE \_\_\_\_\_

**Oceano Community Services District**  
Five Star Bank Mastercard

**A/P Mastercard Credit Card Disbursement**

Date	Name	Amount	Description	GL Account #
08/28/2023	HOTEL PACIFIC MONTEREY CA	\$348.17	CLASSES/SEMINARS/TRAINING FEES	01-5-4100-285
08/28/2023	HOTEL PACIFIC MONTEREY CA	\$772.99	CLASSES/SEMINARS/TRAINING FEES	01-5-4100-285
08/17/2023	INTUIT *QBOOKS ONLINE CL.INTUIT.COMCA	\$60.00	PERMITS, FEES LICENSES	01-5-4100-248
08/07/2023	PORTOLA HOTEL AND SPA MONTEREY CA	\$277.91	CLASSES/SEMINARS/TRAINING FEES	01-5-4100-285
08/02/2023	ADOBE *EXPORTPDF SUB 4085366000 CA	\$19.99	PERMITS, FEES LICENSES	01-5-4100-248
08/02/2023	ZOOM.US 888-799-9666 SAN JOSE CA	\$47.59	OFFICE EXPENSE	01-5-4100-200

Total ACH - 09/07/2023 \$1,526.65

09/13/2023 Board Meeting - Five Star Bank Mastercard Online Payment - paid 09/07/2023	<b>\$1,526.65</b>
--	-------------------



COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

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: 060402 THRU 060404

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	8/23/2023	CHECK	060402	ANTHEM BLUE CROSS	9,519.58CR	OUTSTND	A	0/00/0000 See Below
1-1001-000	8/23/2023	CHECK	060403	COLONIAL LIFE AND ACCIDENT	333.94CR	OUTSTND	A	0/00/0000 01 2-2166-005 VOLUNTARY ACCIDENT BENEFITS
1-1001-000	8/23/2023	CHECK	060404	PRINCIPAL LIFE INSURANCE COMPA	1,177.98CR	OUTSTND	A	0/00/0000 See Below
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	11,031.50CR		
				DEPOSIT	TOTAL:	0.00	ANTHEM BLUE CROSS - \$9,519.58	
				INTEREST	TOTAL:	0.00	01-2-2166-001 INS: GROUP HEALTH/LIFE \$ 667.24	
				MISCELLANEOUS	TOTAL:	0.00	01-5-4100-090 INS: MEDICAL \$4,338.68	
				SERVICE CHARGE	TOTAL:	0.00	01-5-4100-603 UTILITY CREW-EMP INS \$4,513.66	
				EFT	TOTAL:	0.00	PRINCIPAL LIFE INSURANCE COMPANY - \$1,177.98	
				BANK-DRAFT	TOTAL:	0.00	01-5-4100-603 INS: GROUP HEALTH/LIFE \$ 486.54	
							01-5-4100-090 UTILITY CREW-EMP INS \$ 691.44	
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	11,031.50CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

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: 060405 THRU 060406

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	8/23/2023	CHECK	060405	DE LAGE LANDEN FINANCIAL SERVI	426.86CR	OUTSTND	A	0/00/0000 01 5-4100-220 PROFESSIONALSERVICES
1-1001-000	8/23/2023	CHECK	060406	PACIFIC GAS & ELECTRIC	4,536.08CR	OUTSTND	A	0/00/0000 01 5-4195-295 STREET LIGHTING 2,788.63 02 5-4400-290 UTILITIES 876.40 03 5-4500-290 UTILITIES 111.66 01 5-4100-290 UTILITIES 71.93 01 5-4200-290 UTILITIES 9.53 01 5-4200-290 UTILITIES 102.25 01 5-4100-290 UTILITIES 409.01 01 5-4100-200 OFFICE EXPENSE 166.67
TOTALS FOR ACCOUNT 1-1001-0				CHECK TOTAL:	4,962.94CR			
				DEPOSIT TOTAL:	0.00			
				INTEREST TOTAL:	0.00			
				MISCELLANEOUS TOTAL:	0.00			
				SERVICE CHARGE TOTAL:	0.00			
				EFT TOTAL:	0.00			
				BANK-DRAFT TOTAL:	0.00			
TOTALS FOR POOLED CASH FUND				CHECK TOTAL:	4,962.94CR			
				DEPOSIT TOTAL:	0.00			
				INTEREST TOTAL:	0.00			
				MISCELLANEOUS TOTAL:	0.00			
				SERVICE CHARGE TOTAL:	0.00			
				EFT TOTAL:	0.00			
				BANK-DRAFT TOTAL:	0.00			

9/07/2023 2:39 PM  
 COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 1  
 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: 060442 THRU 060447

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	9/07/2023	CHECK	060442	MAP COMMUNICATIONS, INC. DBA A	297.60CR	OUTSTND	A	0/00/0000 01 5-4100-110 COMMUNICATIONS
1-1001-000	9/07/2023	CHECK	060443	CHARTER COMMUNICATIONS	150.00CR	OUTSTND	A	0/00/0000 01 5-4100-110 COMMUNICATIONS
1-1001-000	9/07/2023	CHECK	060444	COASTAL COPY, INC.	453.84CR	OUTSTND	A	0/00/0000 01 5-4100-220 PROFESSIONAL/SPECIAL SER 260.37 02 5-4400-205 OUTSIDE UB MAIL SERVICE 96.74 03 5-4500-205 OUTSIDE UB MAIL SERVICE 96.73
1-1001-000	9/07/2023	CHECK	060445	SECURITAS TECHNOLOGY CORPORATIO	3.50CR	OUTSTND	A	0/00/0000 02 5-4400-110 COMMUNICATIONS 1.77 01 5-4200-110 COMMUNICATIONS 1.73
1-1001-000	9/07/2023	CHECK	060446	SO CAL GAS	78.82CR	OUTSTND	A	0/00/0000 01 5-4100-290 UTILITIES
1-1001-000	9/07/2023	CHECK	060447	VERIZON WIRELESS	235.04CR	OUTSTND	A	0/00/0000 02 5-4400-110 COMMUNICATIONS 188.03 03 5-4500-110 COMMUNICATIONS 30.56 06 5-4900-110 COMMUNICATIONS 14.10 10 5-4300-110 COMMUNICATIONS 2.35
TOTALS FOR ACCOUNT 1-1001-0				CHECK TOTAL:	1,218.80CR			
				DEPOSIT TOTAL:	0.00			
				INTEREST TOTAL:	0.00			
				MISCELLANEOUS TOTAL:	0.00			
				SERVICE CHARGE TOTAL:	0.00			
				EFT TOTAL:	0.00			
				BANK-DRAFT TOTAL:	0.00			
TOTALS FOR POOLED CASH FUND				CHECK TOTAL:	1,218.80CR			
				DEPOSIT TOTAL:	0.00			
				INTEREST TOTAL:	0.00			
				MISCELLANEOUS TOTAL:	0.00			
				SERVICE CHARGE TOTAL:	0.00			
				EFT TOTAL:	0.00			
				BANK-DRAFT TOTAL:	0.00			



# Oceano Community Services District

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

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

**Date:** September 13, 2023

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject: Agenda Item # 7(D):** Consideration of a recommendation to approve a proposal and professional services agreement with GSI Water Solutions Inc. to prepare the 2023 Annual Report for the Northern Cities Management Area in the amount of \$41,297 plus contingencies of \$3,717 for a total contract amount of \$45,014.

### Recommendation

It is recommended that your Board approve the attached contract and proposal from GSI Water Solutions Inc. to prepare the 2023 Annual Report for the Northern Cities Management Area in the amount of \$41,297 plus contingencies of \$3,717 for a total contract amount of \$45,014 and direct the president to execute.

### Discussion

The preparation of an annual report for the Northern Cities Management Area (NCMA) is required by the Stipulations and Judgment for the Santa Maria Groundwater Basin. The proposal with GSI Water Solutions Inc. (GSI) is consistent with the professional service contract approved for preparation of the 2022 NCMA annual report. GSI was selected to prepare the annual reports as a result of the request for proposals (RFP) process that was conducted by NCMA in 2021, which covered annual reports for a total five-year period (through the 2025 Annual Report).

The following is a summary of work and reporting tasks, consistent with the 2022 scope of work:

<p><u>Work Efforts, including:</u></p> <ul style="list-style-type: none"> <li>•Groundwater Monitoring</li> <li>•Groundwater Quality Testing</li> <li>•Groundwater Data Analysis</li> <li>•Groundwater Reporting</li> <li>•Hydrological Data Compilation</li> <li>•Water Demand and Availability Analysis</li> <li>•Project Meetings</li> <li>•Coordination with NMMA on groundwater contours</li> </ul>	<p><u>Report Preparation, including:</u></p> <ul style="list-style-type: none"> <li>• Summary of 2022 Groundwater Monitoring</li> <li>• Changes in Groundwater Supplies</li> <li>• Threats to the Groundwater Basin</li> <li>• Tabulation of NCMA Water Use</li> <li>• Imported Water Availability and Use</li> <li>• Developed Water Availability and Use</li> <li>• Groundwater Use</li> <li>• SGMA Reporting</li> </ul>
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## Other Agency Involvement

The Cities of Arroyo Grande, Grover Beach, and Pismo Beach are the other agencies in the Northern Cities Management Area responsible for the preparation of the annual report. Staff of all the NCMA agencies concur on the recommendation to approve the GSI proposal.

## Other Financial Considerations

The proposed cost of \$196,650 is approximately 4% higher than the cost of preparing the 2022 annual report plus contingencies of \$17,700 (9%). The District's share of the cost is \$41,297 plus contingencies of \$3,717 for a total contract amount of \$45,014. The allocation of costs between NCMA agencies is based on groundwater allocations. The OCSD share is 21% of the total cost. The District's approved budget includes a line-item cost of \$50,000 which is sufficient to cover this contract.

## Results

Groundwater monitoring, analysis, and reporting are important efforts that provide information necessary for the long-term appropriate management of groundwater. It will lead to improved reliability of drinking water supplies, which promotes health and safety and livable communities. Cooperating with other local agencies promotes well governed communities.

### Attachments:

- ✓ GSI Professional Services Contract

**AGREEMENT FOR CONSULTANT SERVICES,  
PREPARATION OF THE 2023 ANNUAL REPORT FOR THE  
NORTHERN CITIES MANAGEMENT AREA  
GSI WATER SOLUTIONS, INC.**

**THIS AGREEMENT** made and entered into on September 13, 2023, by and between the Oceano Community Services District, a special district, collectively hereinafter referred to as DISTRICT and GROUNDWATER SOLUTIONS, INC., dba GSI WATER SOLUTIONS, INC., hereinafter referred to as CONSULTANT.

**RECITALS**

The DISTRICT desires to retain said services of the CONSULTANT on an independent Contractor basis for preparation of the 2023 Annual Report for the Northern Cities Management Area, more specifically identified in the Proposal, Scope of Work and Fee Schedule, jointly attached as Exhibit A to this Agreement, herein referred to as the PROJECT, subject to the terms and conditions as hereinafter set forth.

Therefore, in consideration of the mutual agreements contained herein, the DISTRICT and the CONSULTANT agree as follows:

**ARTICLE I. SCOPE OF SERVICES**

The CONSULTANT shall complete said PROJECT as specified in Exhibit A, and in accordance with local, State and Federal laws.

**ARTICLE II. AUTHORIZATION AND COMMENCEMENT OF PERFORMANCE**

The services of the CONSULTANT are authorized by the DISTRICT.

**ARTICLE III. COMPENSATION AND PAYMENT**

The compensation for the services rendered by the CONSULTANT under this Agreement shall be as provided in Exhibit A. Work shall be performed on a base contract, not to exceed basis of \$196,650 in accordance with Exhibit A, with a contingency fee of \$17,700 for a total project fee of \$214,350. The DISTRICT's share, including the contingency fee, will not exceed \$45,014. The DISTRICT is solely responsible for the DISTRICT's share of the total project cost. The DISTRICT shall not be responsible for any other payment to CONSULTANT, including the proportional share of any other participating agency, whether for default, late payment, or any other complication arising from the CONSULTANT's agreements with the other participating agencies.

The CONSULTANT shall invoice the DISTRICT for the District's share on a monthly basis, and the DISTRICT will pay the CONSULTANT on a monthly basis per billings from the CONSULTANT unless otherwise identified in this agreement. The CONSULTANT will submit

invoices monthly or upon completion of a specified scope of service in accordance with the CONSULTANT's standard invoicing practices.

Payment is due upon receipt of the invoice. Payments will be made by either check or electronic transfer to the address specified by the CONSULTANT, and will reference the CONSULTANT's invoice number.

Interest will accrue at the rate of 1% per month of the invoiced amount in excess of 30 days past the invoice date.

In the event of a disputed or contested invoice, only that portion so contested will be withheld from payment, and the undisputed amounts will be paid.

#### **ARTICLE IV. TERM OF AGREEMENT**

The term of the agreement is set out in Exhibit A and subject to extension if circumstances necessitate it and Parties agree to it in writing. This Agreement may be terminated by either the DISTRICT or the CONSULTANT with or without any reason, upon giving thirty (30) days written notice to other party. In the event of termination, CONSULTANT shall be paid for work performed to the termination date.

Upon termination, CONSULTANT immediately shall turn over to the District any and all copies of videotapes, studies, sketches, drawings, computations, and other data, whether or not completed, prepared by CONSULTANT, and for which CONSULTANT has received reasonable compensation, or given to CONSULTANT in connection with this Agreement. Such materials shall become the DISTRICT's permanent property, provided, however, CONSULTANT shall not be liable for the DISTRICT's use of incomplete materials or for the DISTRICT's use of complete documents if used for other than the project or scope of services contemplated by this Agreement.

Both parties agree to submit any claims, disputes or controversies arising out of or in relation to the interpretation, application, or enforcement of this Agreement to non-binding mediation pursuant to the Rules for Commercial Mediation of the American Arbitration Association, as a condition precedent to litigation or any other form of dispute resolution.

The prevailing party in any action between the parties to this Agreement brought to enforce the terms of this Agreement or arising out of this Agreement shall recover from the other party its reasonable costs and attorney's fees expended in connection with such an action.

#### **ARTICLE V. INSURANCE**

A. The CONSULTANT shall obtain and maintain during the performance of any services under this Agreement the following insurance coverage, issued by a company satisfactory to the DISTRICT.

- 1) Commercial general liability insurance including a contractual liability endorsement in an amount not less than \$1,000,000 combined single limit for bodily injury and property

damage for each claimant for general liability, including a non-owned automobile endorsement;

- 2) Errors and omissions insurance to a minimum coverage of \$500,000, with neither the CONSULTANT nor listed sub-consultants having less than \$500,000 individually;
  - 3) Workers' compensation insurance in compliance with the laws of the State of California.
- B. Certificates of insurance evidencing the coverages required by the clauses set forth above shall be filed with the DISTRICT prior to the effective date of this Agreement. This is a condition precedent to the formation of any obligation by the DISTRICT to compensate CONSULTANT under this Agreement.
- C. All insurance policies required by this section shall not be canceled, limited or non-renewed without first giving 30 days written notice to the DISTRICT.
- D. The CONSULTANT agrees that the commercial general liability insurance policy shall be endorsed to name the DISTRICT, its Board of Directors, officers and employees as additional insured and to provide that the coverages provided to the DISTRICT shall be primary and not contributing to or in excess of any existing the DISTRICT's insurance coverages.
- E. All insurance standards applicable to the CONSULTANT shall also be applicable to the CONSULTANT'S subconsultants. The CONSULTANT agrees to maintain appropriate agreements with subconsultants and to provide proper evidence of coverage upon receipt of a written request from the DISTRICT.

#### **ARTICLE VI. INDEPENDENT CONTRACTOR/PERSONAL SERVICE**

The CONSULTANT shall perform the services hereunder as an independent contractor and shall not be considered an employee of the DISTRICT for any purposes. The CONSULTANT is not entitled to any District benefits, including PERS, unemployment compensation, health insurance, or any other benefit. Only personnel listed in Exhibit A shall perform services called for under this Agreement and shall not employ or otherwise incur an obligation to pay persons, specialists, experts, or subconsultants for services in connection with the services to be performed under this Agreement without prior written approval of the DISTRICT.

#### **ARTICLE VII. ASSISTANCE BY DISTRICT**

Subject to other provisions of this Agreement, the DISTRICT shall provide the CONSULTANT with copies of any specifications, maps, drawings, records, or other documentation, which are required by the CONSULTANT in order to perform the services specified herein. The DISTRICT shall provide all further reasonably necessary information to the CONSULTANT upon the CONSULTANT's request.

#### **ARTICLE VIII. INDEMNIFICATION**

CONSULTANT agrees to indemnify and save harmless the DISTRICT and its Board members,



officers, employees and agents from:

**Third Party Claims.** Any and all claims and demands made against the DISTRICT or its Board members, officers, employees or agents by reason of any injury to or death of or damage to any person or entity, of any nature whatsoever, arising out of CONSULTANT's performance of services under this Agreement however caused, excepting, however, any such claims and demands which are the result of the sole negligence or willful misconduct of the DISTRICT or its Board members, officers, employees or agents;

**DISTRICT Property Damage Claims.** Any and all damage to or destruction of the property of the DISTRICT, its Board members, offices, employees or agents or used by or in the CONSULTANT's care, custody, or control, arising out of CONSULTANT's performance of services under this Agreement however caused, excepting, however, any such claims and demands which are the result of the sole negligence or willful misconduct of the DISTRICT or its Board members, officers, employees or agents;

**CONSULTANT Employee, Subconsultant and Agent Claims.** Any and all claims and demands which may be made against the DISTRICT or its Board members, officers, employees or agents by reason of any injury to or death of or damage suffered or sustained by any CONSULTANT employee, subcontractor or agent under this Agreement, arising out of CONSULTANT's performance under this Agreement however caused, excepting, however, any such claims and demands which are the result of the sole negligence or willful misconduct of the DISTRICT or its Board members, officers, employees or agents.

#### **ARTICLE IX. ASSIGNMENT**

This Agreement shall not be assigned by either party without the prior written approval of the other.

#### **ARTICLE X. NON-DISCRIMINATION**

The CONSULTANT will refrain from discriminatory employment actions or practices on the basis of the race, color, age, sex, sexual orientation, religious creed, national origin, or ancestry of any employee or applicant for employment.

#### **ARTICLE XI. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the parties hereto relating to the subject matter hereof and supersedes any previous agreements or understandings.

**AGREEMENT FOR CONSULTANT SERVICES,  
PREPARATION OF THE 2023 ANNUAL REPORT FOR THE  
NORTHERN CITIES MANAGEMENT AREA  
GSI WATER SOLUTIONS, INC.**

**SIGNATURE PAGE**

**IN WITNESS WHEREOF**, the parties hereto have entered into this Agreement effective as of the day and year first written above.

**OCEANO COMMUNITY SERVICES DISTRICT**

\_\_\_\_\_  
Board of Directors President

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Date

Approved as to Form:



\_\_\_\_\_  
DISTRICT's Legal Counsel

09/07/2023  
\_\_\_\_\_  
Date

**GSI WATER SOLUTIONS, INC.**



\_\_\_\_\_  
Signature

8/23/2023  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Dave O'Rourke

\_\_\_\_\_  
Principal Hydrogeologist

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

## Exhibit A



# Oceano Community Services District

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

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

---

**Date:** September 13, 2023

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject:** **Agenda Item #7(E):** Recommendation to Cancel the Regular Meetings of November 25, 2023, and December 27, 2023

## Recommendations

It is recommended that your Board cancel the Regular Meetings of November 25, 2023, and December 27, 2023.

## Discussion

Past practice of the District is to cancel the second regularly scheduled Board meeting in both November and December due to the proximity of the Thanksgiving and Christmas holidays. The recommendation is to continue this practice for 2023.

## Other Agency Involvement

N/A

## Other Financial Considerations

Cancellation of these two meetings will save approximately \$4,000.

## Results

Consideration of the recommendation will promote a well governed community.



# Oceano Community Services District

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

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

---

**Date:** September 13, 2023

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject:** **Agenda Item #8A:** Discussion and consideration of OPARC duties, governing policies and procedures, and committee membership, and proposed resolution and bylaws concerning the same.

## Recommendation

It is recommended that your Board either adopt the proposed resolution and bylaws formalizing the operating procedures of the OPARC or, if proposed changes are required to those documents, direct staff to make changes approved by the Board and to return the documents for the Board's consideration at a future meeting.

## Discussion

With the activation of the parks and recreation power and allocation of funds to that power in the 2023-2024 Budget for the current fiscal year, the Board should consider formalizing the OCSD Parks and Recreation Committee's policies and procedures. Doing so will increase Board involvement with, and oversight of, the OPARC and allow staff to assist OPARC with standardizing the committee agendas and recommendations to the Board.

Presented to the Board for its consideration this evening are two documents. The first is a resolution recognizing the Board's activation of the parks and recreation power and adopting a proposed set of bylaws pertaining to the OPARC. The resolution also directs the General Manager or their designee to work with the OPARC on preparing and posting that committee's agendas.

The second document is the proposed bylaws applicable to the OPARC describing the proposed duties, procedures, and membership of the committee. These proposed bylaws were largely taken from suggestions made by Director Varni and Director Joyce-Suneson with some changes for clarification and formatting made by District Legal Counsel.

The Board is encouraged to review both documents and direct questions pertaining to them. Staff is also prepared to revise both documents at the Board's direction.



# Oceano Community Services District

Board of Directors Meeting

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## Other Agency Involvement

Lucia Mar Unified School District, Oceano Elementary School Parent Teachers Association, and a Regional Advisory Committee representing the community of Oceano.

## Financial Considerations

N/A

## Results

Establishing OPARC duties, governing policies and procedures, and cooperation with other local agencies promotes a livable and well governed community.

Attachment: Resolution

**OCEANO COMMUNITY SERVICES DISTRICT**

**RESOLUTION NO. 2023 - \_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OCEANO COMMUNITY  
ADOPTING THE BYLAWS OF THE OCEANO PARKS AND RECREATION COMMITTEE**

**WHEREAS**, the California Community Services District Law, Cal. Gov. Code § 61000 *et seq.*, which enumerates the types of services and facilities that may be provided by a community services district, specifically authorizes a district’s exercise of a Parks and Recreation power to:

- (1) “Acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space, in the same manner as a recreation and park district... [and]
- (2) Organize, promote, conduct, and advertise programs of community recreation, in the same manner as a recreation and park district...”;

**WHEREAS**, the Board of Directors (“Board”) of the Oceano Community Services District (the “District”) desires to exercise these powers in a manner that is transparent, collaborative, and accountable to the residents of Oceano;

**WHEREAS**, the District’s Bylaws allow the Board to, “...create Committees that are reflective of the District's business and its enumerated powers at its discretion [which] shall be advisory committees to the Board and shall not commit the District to any policy, act or expenditure”;

**WHEREAS**, the Board, in its regular meeting on February 22, 2023, authorized the creation of “a parks and recreation advisory committee to advise the Board of Directors on projects and programs relevant to recreation and parks in Oceano”;

**WHEREAS**, the Ralph M. Brown Act, Gov. Code § 54950 *et seq.*, requires “[a] commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory, created by charter, ordinance, resolution, or formal action of a legislative body...” to comply with certain requirements regarding open and public meetings;

**WHEREAS**, the District’s Bylaws specify that, the full Board of Directors, in actions taken pursuant to The Brown Act, retain the sole discretion and authority “to set policy, direct staff, and conduct the business of the District”; and

**WHEREAS**, the Board desires to clarify the duties and policies of the Oceano Parks and Recreation Committee.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Oceano Community Services District adopts Bylaws for the Oceano Parks and Recreation Committee, which are attached as Exhibit A to this resolution.

**BE IT FURTHER RESOLVED** that the District General Manager or their designee is directed to assist the chair and members of OPARC to allow the committee to conduct its work as described in this resolution and to ensure compliance with all applicable requirements under the committee bylaws adopted by this resolution.

**PASSED AND ADOPTED** by the Board of Directors of the Oceano Community Services District on September 13, 2023, by the following vote:

**AYES:**

**NAYES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
President, Board of Directors of the  
Oceano Community Services District

**ATTEST:**

\_\_\_\_\_  
Board Secretary of the  
Oceano Community Services District

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Chase Martin, District Counsel



**EXHIBIT A-**  
**BYLAWS FOR THE PARKS AND RECREATION ADVISORY COMMITTEE**  
**OF THE OCEANO COMMUNITY SERVICES DISTRICT (“OPARC”)**

**SECTION I. DUTIES OF THE COMMITTEE**

1. The purpose of the Oceano Parks and Recreation Committee (“OPARC” or “Committee”) is to advise the Board of Directors of the Oceano Community Services District (“District”) regarding the exercise of the District’s Parks and Recreation powers as those powers are enumerated in state law.
2. Pursuant to state law and the District’s Bylaws, OPARC is an advisory committee to the District’s Board of Directors (“Board”), and therefore has no independent decision-making authority.
3. Within 30 days after the appointment of Directors from the Board to serve on the OPARC, or no less than annually, OPARC shall submit a brief description of its proposed activities for the year to the Board for its approval. These activities may include:
  - a. Making suggestions regarding the planning and design process for proposed programs for parks and recreation within Oceano and presenting related recommendations to the Board;
  - b. Researching grants related to the District’s parks and recreation power and, at the direction of the Board, preparing applications for grants and other funding sources;
  - c. Meeting with other public and private not-for-profit organizations to explore offering events or activities for Oceano, or to apply for grant funding, at the direction of the Board;
  - d. Advising the Board on proposed policies and guidelines for use of District resources, including property owned by the District, for parks and recreation; and
  - e. Proposing programs that provide physical, cultural, and educational opportunities for residents of Oceano to the Board.

## **SECTION II. POLICIES & PROCEDURES**

1. In accordance with state law and the District's Bylaws, OPARC shall, at all times, operate as a standing committee for purposes of the Brown Act and shall conduct all meetings of the committee as public meetings in accordance with all applicable requirements of the Brown Act.
2. OPARC shall coordinate with the District's General Manager, or the General Manager's designee, to prepare agendas and related materials for all committee meetings, which shall be posted on the District's website and physically posted at the District office.
3. OPARC shall maintain minutes for each of the committee's meetings, which shall be taken by a member of the committee and included with the meeting materials for the next regular meeting of the Board of Directors for its review; this shall be in addition to the verbal report which will be made by a Director-committee member at that meeting.
4. OPARC may not commit the District to any policy, act, or expenditure; this includes, but is not limited to, any of the following actions before obtaining approval from the Board: taking a publicized position on behalf of the District, submitting applications for a program or grant, directing action by District employees (except as provided in this Section), or taking steps to arrange an event or activity.

## **SECTION III. COMMITTEE MEMBERSHIP**

1. Membership of the Committee shall consist of the following:
  - a. Two (2) members of the Board, one of whom shall be designated by the Board of to serve as chair of the Committee;
  - b. One (1) individual representing the Lucia Mar Unified School District;
  - c. One (1) individual representing the Oceano Elementary School Parent Teacher Association;
  - d. One (1) representative from a regional advisory council for the residents of Oceano;  
and
  - e. Four (4) residents of the District.
2. The Board shall accept applications for membership on the committee in January of each year and shall approve the appointment of any Committee members no later than March of each year.

3. The Board may remove a member of the Committee at any time, with or without cause, by a majority vote of the Board.
4. Members of the Committee may not receive compensation from the District for their service on the Committee, except that members of the Board may receive compensation for their service in accordance with applicable state law and District policy.

September 5, 2023

The City of Pismo Beach  
760 Mattie Road  
Pismo Beach, CA 93449  
Attention: City Council

RE: Item 11.A: Adoption of an Addendum to the Certified Environmental Impact Report for the Central Coast Blue Project

Dear Council,

As you may know, Mr. Edwards and I submitted thoughtful comments on the Central Coast Blue Draft Addendum, some of which were addressed by your consultant. Two significant questions arose from the consultant's responses, so I reached out by telephone, leaving a voicemail for Mr. Downing, to seek clarification. Mr. Downing did not have the courtesy to call me back. Instead, he asked Rincon's representative, Annaliese Torres, to call me to ask me what my questions were, but she provided no answers.

The two questions are these:

- A. How many gallons will each truck carrying dewatering water carry away from the ATF during construction?
- B. The response to comments to a concern raised about "72 trucks a day" of dewatering water disposal from the ATF site, only now identifies Mentone Basin Park as a potential disposal area for dewatering water.

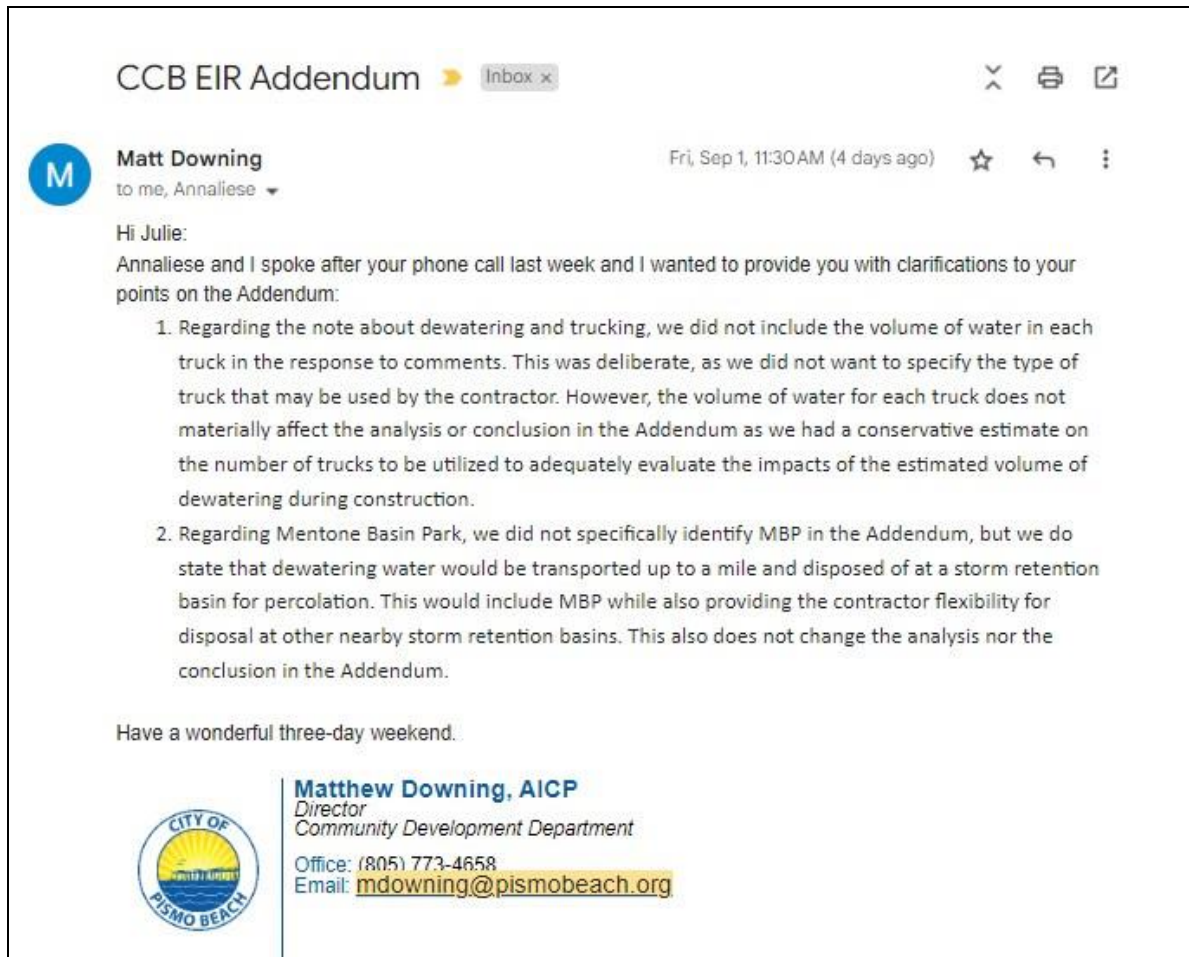
In the July 7, 2023, Tacker/Edwards comment letter raises concerns regarding dewatering stating:

*Several statements in the Draft Addendum relate specifically to the construction dewatering at the ATF:*

- *Construction dewatering would also be required at the ATF complex, and disposal of produced groundwater would require approximately 72 truck trips per day on average.*
- *Average of 72 round-trip truck trips for hauling produced groundwater one mile to stormwater detention basin.*
- *Produced groundwater would be disposed of via one of several methods, including connections to the City's existing ocean outfall pipeline that runs under State Route 1, temporary storage and timed release to the sanitary or storm sewer, or trucking up to one mile for percolation into a stormwater retention basin, which would require approximately 1,250 truck trips per injection and production well, approximately 60 truck trips per monitoring well, and approximately 72 truck trips per day on average for the ATF complex.*

*The Draft Addendum does not say how much water each of the 72 trucks will carry. As described in the above statements, the proposed scenario could look like this: Seventy-two (72) trucks carrying 5,000 gallons each would deliver 360,000 gallons (over an acre foot) each day to the detention basin(s). It is unlikely the 0.10 ac. Basin could hold this much water daily, if at all. Seventy-two (72) trucks in an eight (8) hour day would equate to one truck filled and driven to and from the detention basin every 6 minutes. The same number of trucks hauling water over a 12-hour day would equate to one truck filled and driven to and from the basin every ten (10) minutes. It is unclear if a single truck could be filled every 6-10 minutes to accomplish this task, indicating there would be many trucks waiting to be filled at the ATF site and many trucks lined up to dispose at the detention basin. Again, significantly impacting traffic at the basin location and in and around the ATF site.*

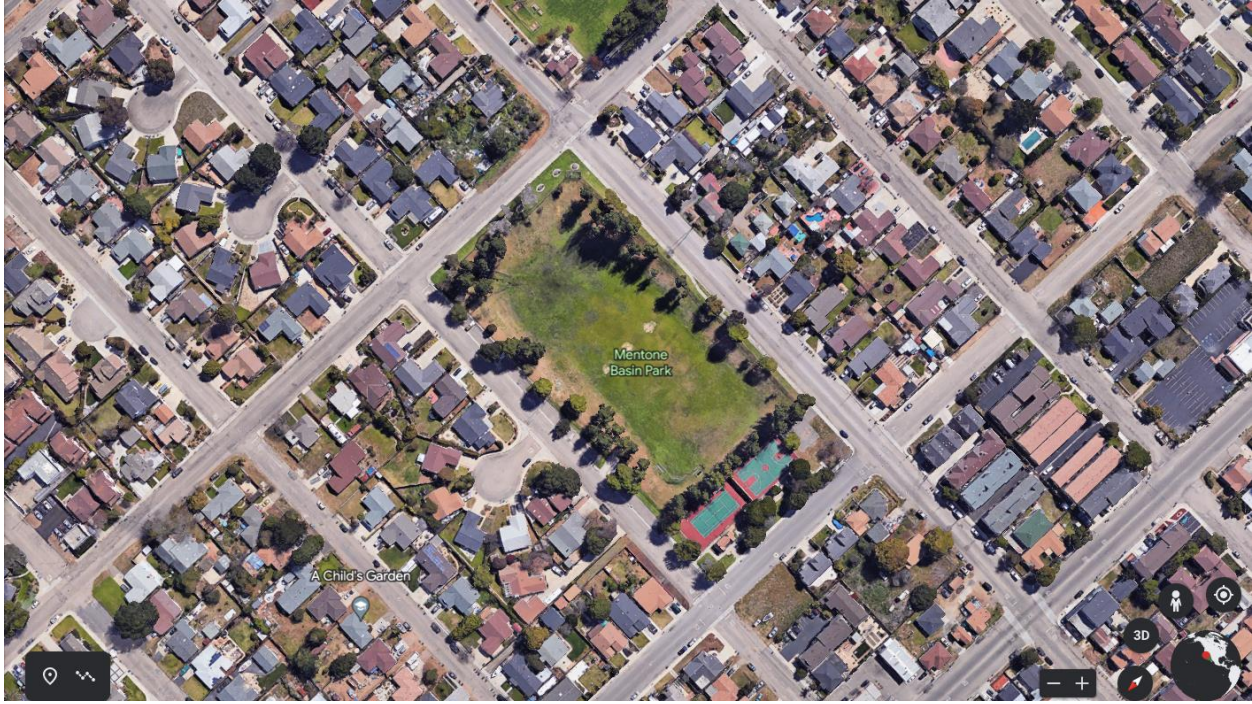
Last week, I received this email from Mr. Downing, failing to answer the first question and asserting that the inclusion of Mentone Basin Park is included in the project analysis, because it's within a mile of the ATF site.



Mentone Basin Park is located at 1500 Trouville Ave. and South 14th Street in Grover Beach in a densely populated residential neighborhood. This park is heavily used by the neighbors and City sponsored functions. The park consists of one tennis court and one

From the Desk of Julie Tacker

basketball/pickleball court, picnic areas and restroom on approximately one acre, and a drainage basin that is used as a seasonal sports field on about 3.7 acres, totaling approximately 4.7 acres.



The fact that the project DEIR, nor its addendum never identified this community park and was never analyzed as a disposal site. There has been no notification of these potential impacts to this neighborhood in any of the CCB documents or outreach materials. These neighbors will be directly impacted.

It is alarming that “72 round-trip truck trips” is a “conservative” number of trucks that may travel to Mentone Basin Park and that “conservative,” in this context, suggests that there is the potential for many more trucks trips that will occur. These trucks will travel the residential streets of Grover Beach to dispose of dewatering water, these truck trips were not analyzed for their impact on the neighborhood. The use of this park as a disposal site will render the “seasonal sports field” unusable for the duration of the construction dewatering, which may be as long as two full years.

Please make this correspondence part of the administrative record for the project. Please confirm receipt and feel free to contact me with any questions you may have.

Sincerely,

A handwritten signature in black ink that reads 'Julie Tacker'. The signature is written in a cursive, flowing style.

From the Desk of Julie Tacker

Julie Tacker  
P.O. Box 6604  
Los Osos, CA 93412

Cc: City of Arroyo Grane  
City of Grover Beach  
South San Luis Obispo County Sanitation District  
Oceano Community Services District  
James Bishop, Central Coast Regional Water Quality Control Board  
Dan Carl, Deputy Director, Central Coast District Office, California Coastal Commission