



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

www.sslocsd.org

AGENDA

BOARD OF DIRECTORS Meeting

1655 Front Street

Oceano, California 93445

Wednesday, May 15, 2013 at 6:00 P.M.

Board Members

Matthew Guerrero, Chair

Tony Ferrara, Vice Chair

Debbie Peterson, Director

Agencies

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

This public comment period is an invitation to members of the community to present comments, thoughts or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters which are within the jurisdiction of the District. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or presiding Board Member may:

- Direct Staff to assist or coordinate with you.
- It may be the desire of the Board to place your issue or matter on a future Board meeting agenda.

Please adhere to the following procedures when addressing the Board:

- Comments should be limited to three (3) minutes or less.
- Your comments should be directed to the Board as a whole and not directed to individual Board members.
- Slanderous, profane or personal remarks against any Board Member, Staff or member of the audience shall not be permitted.

3. CONSENT AGENDA

Any writing or document pertaining to an open-session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the offices of the Oceano CSD, a member agency located at 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act (ADA) 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 modification or accommodation in order to participate at the above referenced public meeting by contacting the General Manager or Bookkeeper/Secretary at (805) 481-6903.

The following routine items listed below are scheduled for consideration as a group. Each item is recommended for approval unless noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member may request that any item be withdrawn from the Consent Agenda to permit discussion or to change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

3A. Review and Approval of the Minutes of the May 1, 2013 meeting

3B. Review and Approval of Warrants

3C. Review of Financial Report ending April 30, 2013

4. PLANT SUPERINTENDENT'S REPORT

5. BOARD ACTION ON INDIVIDUAL ITEMS:

A. FY 2013/14 PROPOSED BUDGET REVIEW

Staff recommends the Board review the Proposed Budget for the 2013/14 Fiscal Year

B. ROTATION OF BOARD MEETING LOCATIONS

Staff recommends the Board adopt changes to the Board Bylaws regarding Board meeting locations

6. MISCELLANEOUS ITEMS

A. Miscellaneous Oral Communications

B. Miscellaneous Written Communications

7. PUBLIC COMMENT ON CLOSED SESSION

8. CLOSED SESSION

- (1) Conference with Legal Counsel pursuant to Government Code Section 54956.9; 1 case
 - a. Carter vs. Wallace (pending litigation)
- (2) Discussion of Administrative Services

9. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

10. ADJOURNMENT

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Oceano Community Services District
1655 Front Street
Oceano, CA 93445

Minutes of the Meeting of Wednesday, May 1, 2013
6:00 P.M.

1. CALL TO ORDER AND ROLL CALL

Present: Chair Matthew Guerrero, Oceano Community Services District; Vice Chair Tony Ferrara, City of Arroyo Grande; Director Debbie Peterson, City of Grover Beach.

District Staff in Attendance: Paul Karp, Interim General Manager; Mike Seitz, District Counsel; John Clemons, Plant Superintendent; Matthew Haber, Bookkeeper/Secretary.

Others in Attendance: Shannon Sweeney

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Director Guerrero asked for public comment. There being no public comment, Director Guerrero closed the public comment period.

3. CONSENT AGENDA

Director Guerrero asked for public comments regarding the Consent Agenda. There being none, Director Guerrero closed the public comment period.

Action: It was moved by Director Peterson to approve Consent Agenda Item 3A, as revised, and Items 3B and 3C, as presented. Director Ferrara seconded, and the motion was carried unanimously.

A. Review and Approval of the Minutes of the Meeting of April 17, 2013

Director Peterson asked for the correction of the minutes to reflect her comments on the review of District legal counsel not a review of the By-laws.

4. PLANT SUPERINTENDENT'S REPORT

Interim General Manager Karp introduced Mrs. Shannon Sweeney, a consultant to the Interim General Manager, who presented the Plant Superintendent's Report on Interim Plant Superintendent Rodriguez's behalf.

Action: Received and filed the Plant Superintendent's report.

5. BOARD ACTION ON INDIVIDUAL ITEMS

A. AB 371 (SALAS)

Interim General Manager Karp presented the staff recommendation that the Board approve the draft letter to be sent to the Local Government Committee in opposition to Assembly Bill 371 (Salas).

Director Guerrero asked for public comment. There being no more public comment, Director Guerrero closed the public comment period.

Action: It was moved by Director Peterson to approve staff's recommendation. Director Guerrero seconded, and the motion was carried unanimously.

B. PRO FORMA AND SUPPORTING DOCUMENTS

Interim General Manager Karp again introduced Mrs. Sweeney who, along with District Bookkeeper Matthew Haber, presented the review of the pro forma and supporting documents. Mr. Karp asked for the Board's direction regarding developing a Request for Proposals (RFP) for a financial consultant and forming an ad-hoc committee on recommending a financial consultant.

Director Guerrero asked for public comment. Ms. Mary Lucey of Oceano spoke about the potential market for recycled water.

There being no more public comment, Director Guerrero closed the public comment period.

Action: The Board provided feedback on updating some of the pro forma figures including connection fee revenues and retirement costs. The Board also directed Interim General Manager Karp to bring back to the Board a draft RFP for a financial consultant for Board consideration. The Board accepted Director Ferrara's offer to provide preliminary feedback to the Interim General Manager with regard to the draft RFP for financial consultants prior to placing the final draft before the full Board for their approval. The Board also expressed interest in continuing to discuss recycled water and directed Staff to look into this issue more.

6. MISCELLANEOUS ITEMS

A. Miscellaneous Oral Communications

Interim General Manager Karp said that the rotation of Board meetings will be agendized for the next Board meeting.

B. Miscellaneous Written Communications

1. Letter to RWQCB responding to NPDES Compliance Evaluation Inspection Report

During the Plant Superintendent's Report (Item 4), Interim General Manager Karp asked Mrs. Sweeney to speak about the letter and work plan sent to the Regional Water Quality Control Board responding to the NPDES CEI Report dated December 19, 2012. Director Ferrara praised the work plan especially for having an easy format to follow and for being succinct.

7. ADJOURNMENT

There being no further business to come before the Board, Director Peterson motioned to adjourn the meeting. Director Guerrero seconded, and the motion passed 3-0. Director Guerrero adjourned the meeting at approximately 7:50 p.m.

THESE MINUTES ARE DRAFT AND NOT OFFICIAL UNTIL APPROVED BY THE BOARD OF DIRECTORS AT A SUBSEQUENT MEETING.

Matthew Haber

From: Julie Tacker <julietacker@charter.net>
Sent: Wednesday, May 01, 2013 10:18 AM
To: Matthew Haber
Cc: 'Matthew Guerrero'
Subject: SSLOCSD meeting thoughts

Hello Matthew,

Please share my thoughts on tonight's meeting with the Board of Directors, I will not be in attendance. Thanks, Julie

Item 5. A.
Assembly Bill 371 (SALAS)

I would prefer the SSLOCSD BOD remain silent on the matter. I am of the opinion that San Luis Obispo County needs to develop its own sludge management processes. To be sustainable and responsible it is our responsibility to manage our own waste. To continue to truck solids away for others to deal with, is short-sighted and lacks a longview into our own county's waste management. If they indeed pass legislation, there will be deadlines for other counties to cease the practice and our county will be forced to step up to the plate and stop deferring the subject into the future and onto Kern County.

If the shoe was on the other foot; i.e. Kern County residents weighing in on whether or not their sludge could continue to be trucked into our county. I believe there would be considerable public outcry. In this case, Kern County should be allowed to make their own laws governing their own land uses.

Item 5. B.
Pro Forma

I continue to be encouraged by the work of the new SSLOCSD plant management and look forward to the continued savings obtained for ratepayers. The facility is aged and will need significant upgrades, in fact a more global look should be had for the facility's future. In light of Morro Bay (and Los Osos) moving their plant away from the beach, out of the flood plain, ceasing use of ocean outfall and using ag land for eventual agricultural exchange of treated water should be on the minds of the Board in the not so very long-term view. I will look forward to the next Strategic Planning Session for the District and will submit comments at that time.

Thank you for your thoughtful attention to these very important matters.
Julie Tacker
528-3569

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
WARRANT REGISTER
5/15/2013

ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABALONE COAST	CHEMICAL ANALYSIS	APRIL	051513-7615	7078	4,707.00	4,707.00
ABBA EMPLOYER SERVICES	CONTRACT LABOR	18848 18867	16	6085	3,123.35	3,123.35
ADAMSKI MOROSKI MADDEN CUMBERLAND & GREEN LL	LEGAL SERVICES	31249	17	7070	3,174.00	3,174.00
ADVANCED WIRELESS	REPLACEMENT PAGER	10731737	18	7014	69.98	69.98
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	JUNE	19	6025	1,157.68	1,157.68
ALLIED STORAGE CONTAINERS, INC.	40' STORAGE CONTAINER	S13044093 08 MBI 04	20	19/8010	6,100.63	6,100.63
ANDRE, MORRIS & BUTTERY	LEGAL SERVICES	JANUARY - APRIL	21	7070	16,972.30	16,972.30
ARAMARK UNIFORMS	EMPLOYEE UNIFORMS	7836419 7853149	22	7025	477.74	477.74
BERCHTOLD EQUIPMENT COMPANY	FRONT LOADER SERVICE	SJ08644	23	8030	3,438.00	3,438.00
BRENNTAG PACIFIC, INC	PLANT CHEMICALS	300604	24	8050	4,712.15	4,712.15
CA ELECTRIC SUPPLY	ELEC SYS UPGRADE	7826-523188 7826-523189 7826-523238	25	26/8065	2,564.90	2,564.90
	04 MBI 16	7826-523285				
CENTRAL COAST WATER TREATMENT	LAB SUPPLIES	13168	26	8040	60.00	60.00
CHARTER	INTERNET SERVICE	MAY	27	7011	59.99	59.99
CHEMSEARCH	MISC SUPPLIES	1084936	28	8060	373.96	373.96
CLAYTON INVESTIGATION	INVESTIGATIVE SERVICE	MARCH 4, 2013	29	7070	1,320.80	1,320.80
CLEAN ENERGY CONTROLS	COGEN STARTUP SERVICE	1004	30	7097	2,940.00	2,940.00
CWEA	MEMBERSHIP RENEWAL	CLEMONS	31	7050	228.00	228.00
FGL ENVIRONMENTAL	CHEMICAL ANALYSIS	381216A 381247A 381278A 381279A 381347A 381369A	32	7078	1,250.00	1,250.00
GAS COMPANY	GAS SERVICE	04/03/13 TO 05/02/13	33	7092	2,179.74	2,179.74
GORDON SAND CO.	SAND	0622532-IN	34	8060	1,673.36	1,673.36
GRAY LIFT INC	FORKLIFT RENTAL	3122201	35	7032	268.75	268.75
HACH	LAB SUPPLIES	8284019	36	8040	99.18	99.18
HERTZ EQUIPMENT RENTAL	CRANE RENTAL	26809115-001	37	8060	794.91	794.91
I.I. SUPPLY	MISC SUPPLIES	18670 18671	38	8060	253.22	253.22
JB DEWAR INC	VEHICLE FUEL	28063	39	8020	75.02	75.02
LIBERTY COMPOSTING	BIOSOLIDS HANDLING - APRIL	4560	40	7085	4,403.54	4,403.54
McMASTER CARR	MISC SUPPLIES	50433932 50523956	41	8060	200.71	200.71
MINERS ACE	HOUSEHOLD SUPPLIES	APRIL	42	8035	115.43	269.72
	MAINTENANCE SUPPLIES			8060	154.29	
MOSS, LEVY & HARTZHEIM LLP	FINANCIAL AUDIT SERVICES	2247	43	7072	640.00	640.00
NESTLE PURE LIFE	LAB WATER FOR APRIL	13D0012917373	44	8040	140.55	140.55
OCEANO COMMUNITY SERVICES DIST	ANNUAL BILLING FEE	FY 2012/13	45	7074	4,930.00	4,930.00
ONTRAC	DELIVERY SERVICE	7667309	46	7078	234.53	234.53
PAUL KARP	ADMINISTRATIVE SERVICES	5/2/13 - 5/15/13	47	7076	1,750.00	1,750.00
POLYDYNE INC.	CLARIFLOC	798562	48	8050	5,835.10	5,835.10
PRAXAIR	MISC SUPPLIES	45887710	49	8060	45.18	45.18
SHIPSEY & SEITZ	DISTRICT COUNSEL SERVICES	APRIL	50	7071	2,898.50	5,057.50
	LITIGATION			7070	2,159.00	
SO CO SANITARY SERVICE	TRASH SERVICE	MAY	51	7093	113.47	113.47
STATE WATER RESOURCES CONTROL BOARD	CERTIFICATION RENEWAL	CLEMONS	52	7068	340.00	340.00
THOMA ELECTRIC	INF PUMP FEASABILITY ANALYSIS	29771 09 MBI 01	53	26/8061	1,345.00	1,345.00
TITAN INDUSTRIAL	MISC SUPPLIES	1053859	54	8060	175.43	175.43
TLT TRUCKING	SAND TRANSPORT	5540	55	8060	252.60	252.60
UNITED RENTALS	DUMP TRUCK RENTAL	107968342-006 08 MBI 25	56	20/8065	1,953.29	1,953.29
WATER SPECIALTY CONSULTING SERVICES	CONSULTING SERVICES	INVOICE #2	57	7077	16,200.00	16,200.00
WEST COAST INDUSTRIAL SUPPLY	MISC SUPPLIES	29634	58	8060	159.37	159.37
WW GRAINGER	HOUSEHOLD SUPPLIES	9123195647 9132755084	59	8035	200.38	506.97
	SAFETY SUPPLIES	9130454003		8056	306.59	
SUB TOTAL					102,627.62	102,627.62
PAYROLL	PPE 05/03/2013				21,018.52	21,018.52
GRAND TOTAL					123,646.14	123,646.14

We hereby certify that the demands numbered serially from 051513-7615 to 051513-7659 together with the supporting evidence have been examined, and that they comply with the requirements of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT. The demands are hereby approved by motion of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, together with warrants authorizing and ordering the issuance of checks numbered identically with the particular demands and warrants.

BOARD OF DIRECTORS:

DATE: _____

Chairman

Board Member

Board Member

Secretary



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TO: Board of Directors
FROM: Matthew Haber, *Bookkeeper/Secretary*
VIA: Paul J. Karp, *Interim General Manager*
DATE: May 15, 2013
SUBJECT: Monthly Financial Review (April 2013)

Overall Monthly Summary

During the month of April, the District recognized total revenue of \$104,863. Of this, \$98,651 was earned for March sewer service with the following breakdown: \$91,847 was earned from the City of Grover Beach, and \$6,804 was earned from OCSO. March service revenue has not yet been received from the City of Arroyo Grande. For the month of April, \$1,971 was earned for the AT&T cell-tower lease, and FOG and WDR reimbursements billed in April totaled \$2,091. Interest earned on the District's LAIF account for the 3rd Quarter totaled \$2,150.

District operating expenses totaled \$57,660 for the month of April. Non-operating expenses totaled \$1,817.

Local Agency Investment Fund

The balance in the District's LAIF account was \$ 2,948,293 at April 30, 2013.

County of San Luis Obispo Treasury Pool

As of April 30, 2013, the reconciled cash balance with the County of San Luis Obispo Treasury Pool was \$513,857. The County issues the majority of the District's checks, and the majority of the District's revenues are deposited with this agency. As such, the County provides 'banking services' to the District and provides some accounting documents for internal control purposes.

To arrive at the reconciled cash balance, differences between the District's cash balance and the County's are investigated for possible errors. These reconciling items are then applied to the cash balances to arrive at the reconciled amount. At April 30, 2013, the District's books show a cash balance of \$513,635 including the amount of cash allocated to the Medical Reimbursement Trust account. The County's statement, however, has a cash balance of \$514,634. The difference of \$999 is the result of reconciling items which have not yet been posted into District's books or the County's system. The District Bookkeeper will continue working on fully reconciling these two account balances.

Rabobank Funds

As of April 30, 2013, the reconciled cash balance in the District's Rabobank account totaled \$45,379. This account is used to process LAIF transfers and for the issuance of payroll checks through the District's contracted payroll provider service. Funds are transferred periodically from LAIF in order to cover these expenses.

MONTHLY FINANCIAL STATEMENT (Government Code Section 53646(d))
 SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
 FINANCIAL SUMMARY AT APRIL 30, 2013 FY 2012-13

	FUND 19 OPERATING	FUND 20 EXPANSION	FUND 26 REPLACEMENT	DISTRICT- WIDE
Cash with County Treasury				513,635
Cash with LAIF				2,948,293
Cash with Rabobank				45,379
Cash allocated to Medical Trust				<u>2,152</u>
CONSOLIDATED CASH BALANCE				3,509,459
TOTAL DEPOSITS				
Current - County Treasury Pool				
LONG-TERM DEBT				
Energy Project Principal Amount		325,209		325,209
REVENUES:				
OPERATING				
Current	100,742			100,742
Year-to-date	2,191,491			2,191,491
NON-OPERATING				
Current Period				
FEMA Funding				
Connection Fees				
Interest		1,572	578	2,150
Lease Income (AT&T Cell)	1,971			1,971
Brine Disposal				
Other reimbursements				
Total - Current Period	1,971	1,572	578	4,121
Year-to-Date				
FEMA Funding				
Connection Fees		59,399		59,399
Interest	795	5,695	2,094	8,584
Lease Income (AT&T Cell)	19,616			19,616
Brine Disposal	10,464			10,464
Other reimbursements	3,365			3,365
Total - YTD	34,240	65,094	2,094	101,427
TOTAL REVENUES:				
Current Period	102,713	1,572	578	104,863
Year-to-date	2,225,731	65,094	2,094	2,292,919
EXPENSES:				
Current Period	57,660	0	1,817	59,477
Year-to-date	2,451,374	22,747	265,903	2,740,025
Net Income (Loss) - Current Period	45,053	1,572	(1,239)	45,386
Net Income (Loss) - YTD	(225,643)	42,347	(263,809)	(447,106)

NEW CONNECTIONS	CURRENT NUMBER	CURRENT REVENUE	FY 2012/13 YEAR-TO-DATE	FY 2012/13 YTD REVENUE
Arroyo Grande	0	0	23	56,924
Grover Beach	0	0	1	2,475
Oceano	0	0	0	0
TOTAL NEW DISTRICT CONNECTIONS	0	0	24	59,399



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To: Board of Directors
From: John Clemens, Plant Superintendent
Via: Paul J. Karp, Interim General Manager
Date: May 10, 2013

Subject: Superintendent's Report

April data are as follows:

Average daily flow 2.5 MGD with an average daily peak flow of 4.0 MGD.

Chlorine use averaged 379 pounds active chemical per day. Chlorine use remains high through the process improvement period to respond to potential incomplete nitrification, which results in a higher chlorine demand, though preliminary usage from May indicate that the chlorine use is beginning to drop.

Monthly average of BOD, influent was 308 mg/l, effluent was 12 mg/l.
Monthly average of TSS, influent was 458 mg/l, effluent was 21 mg/l.

For the month of April, the Plant was in compliance for fecal coliform.

Average plant effluent BOD is the lowest that it has been since before 2000, and is 63 percent lower than the average plant effluent BOD for this month last year, despite the same average plant influent plant BOD (304 mg/L this year versus 308 mg/L last year).

Average plant effluent TSS is 31 percent lower than the average plant effluent TSS for this month last year, despite a 30 percent higher average plant influent TSS from this time last year.

The backup chlorination pump is now programmed to operate when the chlorine residual analyzer residual drops below 6 mg/L.

The process improvement plan continues to be phased in. An observation of low primary effluent BOD indicated that the system would benefit from a lower ferric dose, so that more BOD would be available to support the secondary system microbial population. The ferric dose was lowered first from 440 mL/min to 350 mL/min on April 17, and lowered again to 250 mL/min on May 7, along with a proportional drop in polymer dose. The low effluent BOD

results after April 17 (less than 11 mg/L) indicate that this change has benefited the plant process.

Plant staff has continued to gradually reduce the speed of the fixed film reactor arms, with the latest change setting the arm rate at 25 Hz on April 29. In addition, only one hydraulic flush was performed in the last four weeks, and no chemical has been added to the secondary system.

Centrifuge operation was discontinued the week of May 6. Sludge dewatering will be performed using the onsite sludge drying beds until the fall.

Trenching has begun for installation of the recirculation system as part of the plant improvements for effluent water quality.

Electrical wire installation for the Digester #2 sump pump floats was completed.

During the annual sampling process, the upper toxicity limit of 166 toxicity units was exceeded. The lab reported value was 178 toxicity units. A repeat sample is being collected per our permit requirements.

Confined space training and forklift training were completed the week of May 6.









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Staff Report

To: Board of Directors
From: Paul J. Karp, Interim General Manager
Date: May 15, 2013
Subject: District Budget, Fiscal Year 2013-14; Preliminary Draft

Recommendation:

It is the staff recommendation that the Directors receive and review the attached draft of the Budget for fiscal year 2013-14.

Funding:

Not applicable.

Discussion:

In order to prepare for adoption of the final budget for FY 2013-14, Staff has prepared a preliminary draft to generate discussion amongst the Board Members. Upon receipt, the Board Members can begin to view early projections for each category of revenue or expenditure anticipated by the staff. Staff has used the pro forma presented at the last regular meeting as a background resource for this draft. It has been the Board's practice to adopt the final draft by the second meeting in June.

The preliminary draft still reflects the conservative estimate for connection fee revenue and preliminary estimates for administration and personnel costs. Staff is also working to present through Board Member Ferrara a draft Request for Proposal that the District will employ to solicit the aid of a financial consultant who will work with the Board to develop a financial plan and recommendations with regard to rate modifications to be implemented prior to adoption of the budget for the following Fiscal Year 2014-15. The preliminary draft budget also includes a recommended level of funding to pay for design of the next major plant improvements that must be constructed to address concerns of the regulators regarding redundancy and reliability. Staff believes that the District should begin construction of these improvements during Fiscal Year 2014-15. As Staff refines budget estimates over the next couple of weeks, revisions will be incorporated into the document for the final presentation.



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

FY 2013/14 Proposed Budget

Consolidated

2013-14 Proposed Budget Consolidated	Fund 19 Operating Fund	Fund 20 Expansion Fund	Fund 26 Replacement Fund	FY 2013/14 Total	
Revenues					
Gross Revenues					
Service Charges and Fees	3,013,500			3,013,500	
Connection Fees		128,700		128,700	
Interest	500	5,200		5,700	
Other Revenues	101,625			101,625	
Total Revenues	3,115,625	133,900	0	3,249,525	
Expenditures & Other Uses					
Operating Expenditures					
Salaries and Wages	550,033			550,033	
Employee Benefits and Other Personnel Costs	513,840			513,840	
Permits, Fees and Licenses	43,860			43,860	
Communications	9,580			9,580	
Computer Support	10,000			10,000	
Administrative Costs	731,767			731,767	
Disposal Services	92,700			92,700	
Utilities	151,530			151,530	
Maintenance, Tools & Replacements	639,940			639,940	
Materials, Services and Supplies	403,240			403,240	
Training, Education & Memberships	21,630			21,630	
Total Operating Expenditures	3,168,119			3,168,119	
Total Other Charges	122,350			122,350	
Capital Replacement/Maintenance (Fund 26)			1,103,344	1,103,344	Schedule A
Capital Outlay					
Capital Equipment	15,000			15,000	
Expansion		1,392,000		1,392,000	Note 1
Total Capital Outlay	15,000	1,392,000		1,407,000	
Other Financing Sources & Uses					
Transfers Out (In)	822,709		(822,709)	0	
Total Other Financing Sources & Uses	822,709		(822,709)	0	
Beginning Cash Balance Used for Funding	0	1,258,100	280,635	1,538,735	
Net Change (Deficit)	(1,012,554)	0	0	(1,012,554)	
Note 1: Total \$11.6M for expansion includes \$8.2M for secondary system improvements, \$2.4M for FFR rehabilitation and grit removal, and \$1M for splitter box repairs. Twelve percent of total cost has been budgeted in FY 13-14 for design/permitting.					

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
FY 2013/14 Proposed Budget
Fund 19 - Operating Fund

2013-14 Proposed Budget Fund 19 - Operating Fund	PRIOR YEAR FY 2011-12 ACTUAL	FY 2012-13 YTD 03-31-13 9 MONTHS	FY 2012-13 PROJECTIO N TO 06-30-12	FY 2012-13 ADJUSTED BUDGET	FY 2013-14 PROPOSED BUDGET
Revenues					
Gross Revenues					
Service Charges and Fees	3,031,526	2,071,247	2,761,663	3,013,500	3,013,500
Interest	1,270	795	1,059	750	500
Other Revenues	<u>136,158</u>	<u>50,976</u>	<u>66,846</u>	<u>153,925</u>	<u>101,625</u>
Total Revenues	3,168,955	2,123,017	2,829,568	3,168,175	3,115,625
Expenditures & Other Uses					
Operating Expenditures					
Salaries and Wages	500,520	352,085	469,446	511,570	550,033
Employee Benefits and Other Personnel	360,461	304,996	406,661	445,611	513,840
Permits, Fees and Licenses	40,841	21,717	28,956	42,500	43,860
Communications	10,682	5,571	7,428	9,292	9,580
Computer Support	9,699	10,356	13,808	16,000	10,000
Administrative Costs	863,277	806,658	1,075,266	1,209,581	731,767
Disposal Services	50,177	57,501	76,668	90,000	92,700
Utilities	140,833	121,783	162,378	170,750	151,530
Maintenance, Tools & Replacements	248,775	265,523	354,031	593,825	639,940
Materials, Services and Supplies	458,419	332,198	442,931	393,500	403,240
Training, Education & Memberships	<u>24,585</u>	<u>5,388</u>	<u>7,184</u>	<u>21,000</u>	<u>21,630</u>
Total Operating Expenditures	2,708,269	2,283,777	3,044,757	3,503,629	3,168,119
Total Other Charges				120,000	122,350
Capital Outlay					
Capital Equipment	<u>24,259</u>	<u>17,044</u>	<u>22,725</u>	<u>54,256</u>	<u>15,000</u>
Total Capital Outlay	24,259	17,044	22,725	54,256	15,000
Other Financing Sources & Uses					
Transfers In					
Transfers Out					822,709
Total Other Financing Sources & Uses					822,709
Total Uses				3,677,885	4,301,457
Unfunded Appropriation - Cash from Fund 20 is Used				(509,710)	(1,012,554)

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
FY 2013/14 Proposed Budget
Fund 19 - Operating Fund

2013-14 Proposed Budget Fund 19 - Operating Fund		PRIOR YEAR FY 2011-12 ACTUAL	FY 2012-13 YTD 03-31-13 9 MONTHS	FY 2012-13 PROJECTION TO 06-30-12	FY 2012-13 ADJUSTED BUDGET	FY 2013-14 PROPOSED BUDGET	NOTE NO.
Revenues							
Gross Revenues							
Service Charges and Fees							
19-4015	Arroyo Grande Services	1,456,784	1,085,665	1,628,498	1,440,500	1,440,500	
19-4022	Grover Beach Services	1,064,832	789,426	1,052,568	1,050,000	1,050,000	
19-4035	OCSD Services	484,431	290,899	387,866	500,000	500,000	
19-4045	School Services	25,479	3,908	23,000	23,000	23,000	
Total Service Charges and Fees		3,031,526	2,169,899	3,091,932	3,013,500	3,013,500	
Interest							
19-5015	Interest	1,270	795	1,059	750	500	
Total Interest		1,270	795	1,059	750	500	
Other Revenues							
19-4040	Pismo Beach Reimbursement					17,000	
19-4050	Brine Disposal Service	7,630	10,464	13,952	20,900	20,900	
19-4055	Lease (AT&T)	22,571	17,645	23,526	22,525	22,525	
19-5020	Other Reimbursements	300	3,365	3,365	250		
19-5021	FEMA Funding	73,504	0	0	30,000		
19-5022	WDR Reimburs. (MAs)	7,342	1,327	1,769	10,000	10,300	
19-5023	FOG Reimbursement	24,810	18,175	24,234	30,000	30,900	
19-5025	Other Sales		0	0	250		
19-5030	IRWM Funding	0	0	0	40,000	0	
Total Other Revenues		136,158	50,976	66,846	153,925	101,625	
Total Revenues		3,168,955	2,221,669	3,159,837	3,168,175	3,115,625	
Expenditures & Other Uses							
Operating Expenditures							
Salaries and Wages							
19-6030	Plant Operators	460,642	317,695	423,593	464,862	497,177	
19-6040	Bookkeeper/Secretary	39,878	34,390	45,853	46,708	52,856	
Total Salaries and Wages		500,520	352,085	469,446	511,570	550,033	
Employee Benefits and Other Personnel Costs							
19-6010	Medical Insurance	141,009	113,578	151,437	158,069	210,000	
19-6025	Dental Insurance	9,699	7,122	9,496	11,200	11,930	
19-6050	Social Security & Medicare	37,095	26,934	35,913	39,135	41,680	
19-6055	State Disability Insurance	2,626	1,752	2,337	2,558	2,720	
19-6060	State Retirement	86,717	55,839	74,453	92,486	99,006	
19-6075	Medical Reimbursement	3,137	1,590	2,120	4,000	4,260	
19-6080	Worker's Compensation	65,816	97,280	129,706	125,000	130,224	
19-6095	Unemployment Reimbursement	14,363	900	1,200	13,163	14,020	
Total Employee Benefits and Other Personnel Costs		360,461	304,996	406,661	445,611	513,840	
Permits, Fees and Licenses							
19-6090	Payroll Process Fee	2,359	1,617	2,156	2,500	2,660	
19-7068	Permits/Fees/Licenses	38,482	20,100	26,800	40,000	41,200	
Total Permits, Fees and Licenses		40,841	21,717	28,956	42,500	43,860	
Communications							
19-7011	Comm (Alarm, Internet, USA, Web Hosting)	2,519	2,071	2,761	3,180	3,280	
19-7013	Communications - Telephone	7,967	3,377	4,503	5,912	6,090	
19-7014	Communications - Paging	195	123	164	200	210	
Total Communications		10,682	5,571	7,428	9,292	9,580	
Computer Support							
19-7015	Office Equipment/Computer Supplies	9,699	10,356	13,808	16,000	10,000	
Total Computer Support		9,699	10,356	13,808	16,000	10,000	
Administrative Costs							
19-7005	Advertisements/Legal & Recruit	1,766	1,574	2,098	2,000	2,060	
19-7043	Insurance Liability - Auto	23,368	21,030	28,039	28,006	30,807	
19-7065	Source Control Program	27,096	41,596	55,461	80,000	30,000	
19-7069	LAFCO Budget Share	8,520	9,235	12,313	9,235	9,510	
19-7070	Prof Services - Outside Counsel/Litigation		393,232	524,309	430,000	150,000	
19-7071	Prof Services - District Counsel	270,221	33,177	44,236	45,000	46,350	
19-7072	Prof Services - Auditing	5,450	5,000	6,667	5,640	5,810	
19-7073	Prof Services - AG Billing	12,497	7,310	9,747	20,000	22,000	
19-7074	Prof Services - OCSD Bill	4,930	0	0	10,000	22,000	
19-7075	Prof Services - Board Members	6,900	5,600	7,467	7,200	7,420	
19-7076	Prof Services - District Administration	149,259	80,929	107,906	120,000	123,600	
19-7077	Prof Services - Engineering	130,908	64,492	85,990	125,000	128,750	
19-7078	Prof Services Chemical Analysis	59,126	24,092	32,123	60,000	61,800	
19-7079	Prof Services - Other Bill	15,312	3,957	5,277	10,000	10,300	
19-7081	Prof Services - GB Bill	4,000	0	0	9,000	22,000	
19-7087	WDR & SSMP District Expenses	114,918	107,525	143,367	155,000	30,000	
19-7088	Water Recycling Study	1,954	837	837	40,000	0	
19-7089	Rate Study		0	0	25,000	0	
19-7095	Zone 1/1A Agreement	27,052	7,073	9,431	28,500	29,360	
Total Administrative Costs		863,277	806,658	1,075,266	1,209,581	731,767	

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
FY 2013/14 Proposed Budget
Fund 19 - Operating Fund

Disposal Services							
19-7085	Solids Handling	45,460	56,883	75,844	85,000	87,550	
19-7086	Brine Disposal Expenses	4,717	618	824	5,000	5,150	
Total Disposal Services		50,177	57,501	76,668	90,000	92,700	
Utilities							
19-7091	Utilities - Electricity	122,627	102,420	136,560	145,000	125,000	
19-7092	Utilities - Gas	16,169	17,751	23,667	23,500	24,210	
19-7093	Utilities - Rubbish	1,130	949	1,266	1,250	1,290	
19-7094	Utilities - Water	907	664	885	1,000	1,030	
Total Utilities		140,833	121,783	162,378	170,750	151,530	
Maintenance, Tools & Replacements							
19-7060	Ocean Outfall Maintenance		824	1,099	0	34,000	
19-7097	Cogeneration Service Contract	32,722	8,280	11,040	35,000	36,050	
19-8015	Trunk and Sewer Minor Maintenance	19,809	18,104	24,138	40,000	40,000	
19-8030	Equip Maint Reg and Minor Replacement	70,601	126,920	169,226	150,000	150,000	
19-8032	Automotive Maintenance	3,231	5,800	7,733	8,000	8,240	
19-8055	Tools	12,636	4,995	6,661	12,500	12,880	
19-8060	Structure Maintenance - Regular	81,947	86,255	115,007	110,000	113,300	
19-8061	Structure Maintenance - Major	27,827	14,345	19,127	238,325	245,470	
Total Maintenance, Tools & Replacements		248,775	265,523	354,031	593,825	639,940	
Materials, Services and Supplies							
19-6085	Temporary Labor Services	86,095	49,349	65,799	65,000	69,230	
19-7025	Employee Uniforms	12,783	9,162	12,216	12,000	12,360	
19-7032	Equipment Rental - other	518	297	396	5,000	5,150	
19-8020	Gas and Oil	9,231	8,604	11,472	10,000	10,000	
19-8035	Household Expense	3,196	1,788	2,384	3,500	3,610	
19-8040	Laboratory Supplies	11,618	9,067	12,089	11,500	11,850	
19-8045	Office Supplies and Expense	7,973	3,700	4,934	8,000	8,240	
19-8050	Plant Chemicals	311,972	236,078	314,771	260,000	267,800	
19-8056	Safety Supplies	15,034	14,152	18,869	18,500	15,000	
Total Materials, Services and Supplies		458,419	332,198	442,931	393,500	403,240	
Training, Education & Memberships							
19-7050	Memberships/Seminars/Meetings	24,585	5,388	7,184	21,000	21,630	
Total Training, Education & Memberships		24,585	5,388	7,184	21,000	21,630	
Total Operating Expenditures		2,708,269	2,283,777	3,044,757	3,503,629	3,168,119	
Other Charges							
19-7096	Cogeneration EISA - Debt Principal and Intere	73,766	67,356	89,809	75,000	76,000	
19-7082	FEMA Expenditures	19,194	2,096	2,794	5,000	5,150	
19-7083	WDR & SSMP Reporting (MAS)	7,342	1,327	1,769	10,000	10,300	
19-7084	FOG (Mas)	24,967	22,171	29,561	30,000	30,900	
Total Other Charges		125,269	92,949	123,933	120,000	122,350	
Capital Outlay							
19-6010	Capital Equipment	24,259	17,044	22,725	54,256	15,000	
Total Capital Outlay		24,259	17,044	22,725	54,256	15,000	
Other Financing Sources & Uses							
Transfer out to Fund 26						822,709	
Total Other Financing Sources & Uses					0	822,709	N1
Total Uses					3,677,885	4,128,178	
Deficit/Unfunded Appropriation - Cash from Fund 20 is Used					(509,710)	(1,012,554)	N1
				Deficit in Fund 26	(1,260,396)		
				Total Deficit - 2012/13	(1,770,106)		N2
Notes:							
N1 - The Unfunded Appropriation in FY 2013/14 is the result of a Transfer Out to Fund 26 to fund the Capital Replacement Program.							
This indicates that revenues are not sufficient to fund expenditures for operations and those for capital replacements.							
N2 - In FY 2012/13, the budget presented did not show the funding source in Fund 26 for its appropriation of \$1,260,396.							
The funding source should have come from Fund 19 as an inter-fund transfer.							
In FY 12/13, another factor for this deficit is that \$238,325 in line item 19-8061 Structure Maintenance Major was budgeted in Fund 19 instead of Fund 26.							
Another factor is the budget adjustments made related to the NOV/ACL issue without a funding source identified.							

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
FY 2013/14 Proposed Budget
Fund 20 - Expansion Fund

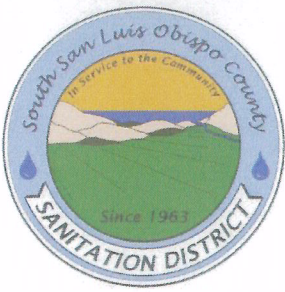
2013-14 Proposed Budget Fund 20 - Expansion Fund		PRIOR YEAR FY 2011-12 ACTUAL	FY 2012-13 YTD 03-31-13 9 MONTHS	FY 2012-13 PROJECTION TO 06-30-12	FY 2012-13 ADJUSTED BUDGET	FY 2013-14 PROPOSED BUDGET	NOTE NO.
Revenues							
Gross Revenues							
Connection Fees							
20-4010	Arroyo Grande Connections	29,700	56,924	75,899	49,500	49,500	
20-4020	Grover Beach Connections	9,900	2,475	4,950	14,850	59,400	
20-4030	OCSO Connections	4,950	0	2,475	9,900	19,800	
Total Connection Fees		44,550	59,399	83,324	74,250	128,700	
Interest							
20-5015	Interest Income	10,333	5,695	7,593	10,000	5,200	
Total Interest		10,333	5,695	7,593	10,000	5,200	
Other Revenues							
20-5030	SGIP Rebate	150,000					
Total Other Revenues		150,000					
Total Revenues		204,883	65,094	90,917	84,250	133,900	
Expenditures & Other Uses							
Capital Outlay							
20-8010	Capital Equipment	0	1,994	2,659	110,000		
20-8065	Structure/Grounds Replacement	140,008	20,753	27,671	538,589		
	Expansion	0	0	0	0	1,392,000	N1
Total Capital Outlay		140,008	22,747	30,330	648,589	1,392,000	
Beginning Cash Balance Used for Funding					564,339	1,258,100	
Net Change					0	0	
Notes:							
N1 - Total \$11.6M for expansion includes \$8.2M for secondary system improvements, \$2.4M for FFR rehabilitation and grit removal, and \$1M for splitter box repairs. Twelve percent of total cost set up for FY 13-14 for design/permitting.							

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
FY 2013/14 Proposed Budget
Fund 26 - Replacement Fund

FY 2013-14 Proposed Budget Fund 26 - Replacement Fund		PRIOR YEAR FY 2011-12 ACTUAL	FY 2012-13 YTD 03-31-13 9 MONTHS	FY 2012-13 PROJECTION TO 06-30-12	FY 2012-13 ADJUSTED BUDGET	FY 2013-14 PROPOSED BUDGET	NOTE NO.
Revenues							
Gross Revenues							
Interest							
26-5015	Interest Income	3,799	2,094	2,792	3,500	0	
Total Interest		3,799	2,094	2,792	3,500	0	
Other Revenues							
26-5040	Transfer from Fund 19					822,709	
Total Other Revenues						822,709	
Total Revenues		3,799	2,094	2,792	3,500	822,709	
Expenditures & Other Uses							
26-8015	Trunk Sewer Maintenance	8,466	0	0	295,034	160,000	
26-8061	Structures/Grounds Maint-Maj	177,052	173,922	231,897	484,476	177,000	
26-8065	Structures/Grounds Repl/Imp	204,436	90,163	120,218	987,871	766,344	
26-8070	Emergency Equipment Repair	19,475	0	0	170,526	0	
Total Expenditures		409,429	264,086	352,114	1,937,907	1,103,344	
Beginning Cash Balance Used for Funding					674,011	280,635	1
Deficit/Unfunded Appropriation					(1,260,396)	0	
Notes:							
(1) The projected cash balance at June 30, 2013 may be slightly higher than the \$280,635 needed to balance the budget in FY 2013/14.							

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
FY 2013/14 Proposed Budget
Fund 26 - Replacement Fund

Schedule A	
Detail List of Replacement Projects in Fund 26	
26-8015 Trunk Sewer Maintenance	
Item	Cost
Trunk Sewer Maintenance	\$160,000
Total for 26-8061	\$160,000
26-8061 Structures/Grounds - Major Maintenance	
Item	Cost
Digester Cleaning	\$150,000
Pump Rebuilding	12,000
Grinder Replacement	10,000
Flare Maintenance	5,000
Total for 26-8061	\$177,000
26-8065 Structures/Grounds - Replacement and Improvement	
Item	Cost including Design/Installation
Influent Slide Gate	\$67,680
Auger #1	8,491
Auger #2	8,491
RW12 (16-inch)	2,540
RW 16 14-inch	2,407
RW 16 Check Valve	2,407
Clarifier #1 Sludge Pump #1	3,802
Clarifier #1 Sludge Pump #1 VFD	2,403
Clarifier #1 Sludge Pump #2	3,802
Clarifier #1 Sludge Pump #2 VFD	2,403
Clarifier #2 Coating	45,630
Clarifier #2 Bridge	93,085
Clarifier #2 Sludge Pump #4 VFD	2,403
Clarifier #2 Sludge Pump #6 VFD	2,403
Hellan Strainers	7,208
Digester #1 Cleanout	181,728
Hot Water Recirc Pump Motor	4,143
ORP Chemical Feed Control	12,068
Satellite Feed Systems	21,902
Standby Propane Boiler	45,823
Front End Loader	187,044
1997 Ford Ranger	28,934
1997 Ford F250	29,548
Total for 26-8065	\$766,344
TOTAL OF ALL REPLACEMENT PROJECTS IN FUND 26	\$1,103,344



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha, Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

www.sslocsd.org

Staff Report

To: Board of Directors
From: Paul J. Karp, *Interim General Manager*
Date: May 15, 2013

Subject: Semi-annual Meeting Rotations

Recommendation:

Staff recommends the Board approve changes to the District By-laws allowing the rotation of District Board meetings every six months.

Funding:

It is anticipated that there will be no additional costs to the District if the Board decides to pursue this course of action.

Discussion:

At the February 20, 2013, the Board Members discussed the possibility of holding District Board meetings at the Member Agencies' public meeting places in order to improve accessibility for District residents to the Board of Directors and facilitate input from the public. At this time, the Board reached a consensus to rotate District Board meetings every four months. This rotation was hoped to commence July 1, 2013 at the City of Arroyo Grande. At the direction of the Board, Staff reached out to the managers of each Member Agency to pursue this possibility (Attachment 1). The District received a response letter from the City of Grover Beach (Attachment 2) in which the City respectfully declined to hold the District meetings there due to logistical and financial concerns. Staff has worked with the remaining two agencies and proposes to rotate the meeting location semiannually beginning July 1, 2013 in Arroyo Grande and rotating to OCSD for the first meeting in January 2014. This change requires adoption of resolution to modify the District By-laws which will be placed on the consent calendar for a future Board meeting.

Attachment 1: Copy of the letter sent to the City of Grover Beach

Attachment 2: Copy of the response letter received from the City of Grover Beach



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

www.sslocsd.org

Frank Sarp

Interim General Manager

South San Luis Obispo County Sanitation District

March 12, 2013

To: Mr. Robert Perrault, City Manager
City of Grover Beach
154 South 8th Street
Grover Beach, CA 93433

Cc: Mr. Steven Adams, City Manager, City Manager, City of Arroyo Grande;
Mr. Tom Geaslen, General Manager, Oceano Community Services District

Re: Rotation of District Board Meeting Locations

Dear Sirs:

Traditionally, South San Luis Obispo County Sanitation District Board meetings have been held in the Boardroom at the Oceano Community Services District office. At the most recent Board meeting held on March 6, 2013, the Directors indicated that they had asked your respective governing bodies for feedback regarding the possibility of holding District Board meetings at each of the District's Member Agencies' public meeting places. The Directors were advised that rotating District Board meetings would be beneficial to the community as it could encourage participation by the constituents who live in the communities which are served by the South San Luis Obispo County Sanitation District.

Having been given direction by the District Board to pursue this possibility, I respectfully request holding the District Board meetings in the public meeting chambers of each of your agencies for a period of four (4) consecutive months. There would be two meetings, one on the first Wednesday and the other on the third Wednesday, at 6:00 PM, in each of the four consecutive months. The proposed rotation is to hold meetings in Arroyo Grande from July 2013 through October 2013, in Grover Beach from November 2013 through February 2014, and finally, in Oceano from March 2014 through June 2014.

Very truly yours,

Paul J. Karp
Interim General Manager
South San Luis Obispo County Sanitation District



City of Grover Beach

Mayor Debbie Peterson Mayor Pro Tem Karen Bright
Council Member Jeff Lee, Council Member Glenn Marshall, Council Member Bill Nicolls

Robert Perrault
City Manager

April 16, 2013

Mr. Paul Karp
Interim General Manager
South San Luis Obispo County Sanitation District
Post Office Box 339
Oceano, CA 93475-0339

SUBJECT: RESPONSE TO LETTER REGARDING ROTATION OF DISTRICT BOARD MEETING LOCATIONS


Dear Mr. Karp:

I am responding to your letter, dated March 12, 2013, requesting the City host the South San Luis Obispo County Sanitation District Board meetings four months out of the year.

The City Council reviewed the request in detail during the Council meeting held on April 15th. Based on the direction I was provided during that discussion, the City Council has decided to respectfully *decline* the request. In making this decision, the Council expressed concerns regarding the security of the City Hall building during the meetings and the potential difficulty rotating meetings may create for the general public. As you may know, Grover Beach City Hall is the location for both the Council Chambers, where public meetings are held, and the City's administrative offices. During City-sponsored public meetings, City staff is available to ensure security for the entire building. Due to current staffing constraints, the City would be unable to provide this same level of security during Sanitation District meetings planned over a four-month period of time.

Currently the District Board meetings are held in the Oceano Community Service District's Board Room. This location has been the meeting site for District Board meetings for a number of years. The City Council also expressed a concern that rotating meeting locations, even on a four-month period, may cause confusion amongst the general public who may be interested in attending a specific meeting.

Sincerely,


ROBERT PERRAULT
City Manager

c: City Council
Tom Gaeslen, Manager OCSD
Steve Adams, City Manager, City of Arroyo Grande

154 South Eighth Street ♦ Grover Beach, California 93433 ♦ FAX (805) 489-9657 ♦ www.grover.org

Administrative Services/Water (805) 473-4550 ♦ City Council/City Manager (805) 473-4567 ♦ City Clerk (805) 473-4568
Community Development - Building, Planning & Economic Development (805) 473-4520 ♦ Human Resources (805) 473-4564
Parks & Recreation (805) 473-4580 ♦ Police/Non-Emergency (805) 473-4511 ♦ Public Works (805) 473-4520