



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

City of Arroyo Grande, City Council Chambers

215 East Branch Street

Arroyo Grande, California 93420

Wednesday, October 16, 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

Alternate Board Members

Mary Lucey, Director

Jim Guthrie, Director

Glenn Marshall, Director

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.

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.

3. CONSENT AGENDA

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 October 2, 2013 meeting

3B. Review and Approval of Warrants

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

4. PLANT SUPERINTENDENT'S REPORT

5. BOARD ACTION ON INDIVIDUAL ITEMS:

A. RESOLUTION NO. 2014-315

Staff recommends the Board approve and adopt Resolution No. 2014-315 authorizing the District to enter into an agreement with Bank of the West to establish District credit card accounts; and authorize the Interim District Manager to negotiate and execute any necessary agreements approved as to legal form.

6. MISCELLANEOUS ITEMS

A. Miscellaneous Oral Communications

1. Financial Consultant Meeting with Bartle Wells Associates

B. Miscellaneous Written Communications

1. District Newsletter

7. PUBLIC COMMENT ON CLOSED SESSION

8. CLOSED SESSION

(1) Conference with Legal Counsel pursuant to Government Code Section 54956.9; 3 cases (pending litigation)

a. Carter v. Wallace

b. Johnson v. Wallace

c. SSLOCSD v. SDRMA

9. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

10. ADJOURNMENT

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

City of Arroyo Grande, City Council Chambers
215 East Branch Street
Arroyo Grande, California 93420

Minutes of the Meeting of Wednesday, October 2, 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 District Manager; Mike Seitz, District Counsel; John Clemons, Plant Superintendent; Matthew Haber, Bookkeeper/Secretary.

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Director Guerrero opened the public comment period.

Ms. Patricia Price asked about the status of the District's records and how much it has cost to get the files back. Plant Superintendent Clemons responded that the rest of the boxes have been returned. District Bookkeeper Matthew Haber said that the total costs have been about \$15,000. Ms. Price said that \$15,000 seems to be a lot of money for boxes.

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

3. CONSENT AGENDA

Counsel Seitz suggested that Item 3B be taken separately as Director Guerrero was the only Board Member present at that meeting.

3A. Review and Approval of the Minutes of the September 4, 2013 meeting

3C. Review and Approval of the Warrants

Action: It was moved by Director Ferrara to approve Consent Agenda Items 3A and 3C as presented. Director Peterson seconded, and the motion was carried 3-0.

3B. Review and Approval of the Minutes of the September 18, 2013 meeting

Counsel Seitz said that Director Guerrero could approve the Minutes of the September 18, 2013 meeting on an emergent basis if it seemed unlikely that either Director Guthrie or Director Marshall would serve on the Board in the next month.

Action: It was moved by Director Guerrero to approve Item 3A as presented, and the motion was carried 1-0.

4. PLANT SUPERINTENDENT'S REPORT

Plant Superintendent Clemons presented the Plant Superintendent's Report which shows that the Plant has maintained its good numbers with a couple of higher readings for suspended solids.

Mr. Clemons spoke about the maintenance at the Plant, safety training and training sessions and conferences attended by District staff.

Action: The Board received and filed the Plant Superintendent's report.

5. BOARD ACTION ON INDIVIDUAL ITEMS

A. REVIEW OF DISTRICT CREDIT CARD POLICY

Interim District Manager Karp presented the staff recommendation that the Board review the District credit card policy.

Director Ferrara provided feedback and suggested that there be consistency in all areas of the credit card policy. He pointed out that Section 4.11 should be qualified to say that credit cards should not be used for professional and general services unless there is no other type of payment accepted by that vendor. Mr. Karp said that the changes would be incorporated into the credit card policy.

Director Guerrero asked for public comment. There being none, Director Guerrero closed the public comment period.

Action: Director Ferrara moved that the Board approve the District credit card policy with modifications. Director Peterson seconded, and the motion was carried 3-0.

B. BOARD MEMBER APPOINTMENT TO FINANCIAL CONSULTANT STEERING COMMITTEE

Interim District Manager Karp asked the Board's feedback on appointing one Board Member to work with the District Manager and District Bookkeeper on an ad-hoc committee for the contract with the District's financial consultant, Bartle Wells Associates.

Director Guerrero said that he thought of Director Peterson when he read this staff report.

Director Ferrara said that he thought that there would be ample opportunity for Board feedback, but he said that he understands that the financial consultants would want to check in with the Board early on to see if the work being done is on the right track.

Director Guerrero asked for public comment. There being none, Director Guerrero closed the public comment period.

Action: Director Peterson moved that she attend meeting with the Bartle Wells Associates scheduled for October 15, 2013. Director Guerrero seconded, and the motion was carried 3-0.

6. MISCELLANEOUS ITEMS

A. Miscellaneous Oral Communications

Director Peterson said that she had met with Mr. Karp, Mr. Haber and Mr. Clemons for a second meeting, and she said that they are feeling comfortable with the changes being done with the new accounting system. If something comes up, the group would meet again.

Director Ferrara asked whether there had been any occasion to use the services of District Engineer Jim Garing. Mr. Karp replied that he had asked Mr. Garing to meet with Kennedy/Jenks Consultants and Carollo Engineers and asked Mr. Garing to look at those firms' reports on the capital improvements. Mr. Garing has helped distribute the bid for the boiler project, and he has reviewed the ABC Labs' report on the outfall inspection.

Director Ferrara asked about the long-term prognosis for Shannon Sweeney and whether she could return to the District. Mr. Karp reported that he had suggested to Shannon that there was a consensus on the Board to have her come back if she is willing to do so. He said that she has expressed a strong desire to come back. Mr. Karp said that he will meet with her to see if there is anything he needs to do to accommodate her. Director Ferrara said that he thinks that everyone would love to have her back.

B. Miscellaneous Written Communications

7. ADJOURNMENT

There being no further business to come before the Board, Director Guerrero adjourned the meeting at approximately 6:35 p.m.

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

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
WARRANT REGISTER
10/16/2013 FY 2013/14

ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABALONE COAST ANALYTICAL, INC.	CHEMICAL ANALYSIS	SEPTEMBER	101613-8037	7078	1,862.70	1,862.70
ADAMSKI MOROSKI MADDEN CUMBERLAND & GREEN	LEGAL SERVICES	32108	38	7070	1,556.00	1,556.00
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	NOVEMBER	39	6025	974.50	974.50
AMI PIPE & SUPPLY, INC.	CENTRATE LINE SUPPLIES	159104 159124	40	20/8065	378.33	378.33
AMIA WATER SYSTEMS	AMIA WATER FILTER SWITCHES	7300002374 7300002854	41	8030	499.90	499.90
APPLIED INDUSTRIAL TECH	GEARBOX SEALS	7000954831 7000956349	42	8030	256.42	256.42
AQUATIC BIOASSAY	OUTFALL SAMPLING AND ANALYSIS	SLO1013.0894	43	7060	35,490.00	35,490.00
ARAMARK UNIFORMS	EMPLOYEE UNIFORMS	8209158 8225925	44	7025	480.00	480.00
AUTOSYS, INC.	SCADA INTEGRATION	510	45	20/8010	1,705.00	1,705.00
B&B STEEL & SUPPLY	STEEL FOR CENTRIFUGE AUGER	427019 427924	46	20/8065	431.08	431.08
BC PUMP SALES & SERVICE	SECONDARY SLUDGE PUMP REBUILD	28199	47	26/8065	987.72	987.72
BLUETARP FINANCIAL	HOTLINE SUPPORT RENEWAL	NORTHERN TOOL INV. #28950747	48	8045	39.99	39.99
BRENNTAG PACIFIC, INC	PLANT CHEMICALS	350861	49	8050	4,649.15	4,649.15
CA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	7826-538990	50	8060	55.90	55.90
CAL COAST IRRIGATION	FLOW METER FOR FFR RECIRC	TR-5038708 FC-14713	51	8060	1,148.41	1,148.41
CARQUEST	CENTRIFUGE AUGER SUPPLIES	7314-659542	52	20/8065	122.44	122.44
CWEA	MEMBERSHIP RENEWAL - MUI	LAB ANALYST	53	7050	77.00	77.00
D&H WATER SYSTEMS	STRANTRON ORP PARTS	2013-273	54	8030	1,493.73	1,493.73
ENVIRONMENTAL WATER SOLUTIONS	VAREC PRESSURE RELIEF VALVE	1833	55	8030	533.97	533.97
FARM SUPPLY COMPANY	AMIA WATER FILTER AND PUMP	23908 586227	56	19/8010	4,264.49	4,264.49
FASTENAL	CEMENT AND PRIMER FOR CENTRATE PROJ	9537	57	20/8065	162.15	162.15
	DIE GRINDER	CAS145341	57	8055	341.44	502.05
	BOLTS	CAS145340	57	8060	160.61	
FEDEX	SHIPPING	2-422-39430	58	8045	32.76	32.76
FGL ENVIRONMENTAL	CHEMICAL ANALYSIS	382693A 382713A 382789A 382831A 383572A 383513A 383488A 383404A	59	7078	672.00	672.00
GARING, TAYLOR & ASSOCIATES	DISTRICT ENGINEERING SERVICES	12328	60	7077	3,441.99	3,441.99
GAS COMPANY	GAS SERVICE	08/30/13 - 10/01/13	61	7092	1,934.50	1,934.50
HARDY DIAGNOSTICS	LAB SUPPLIES	1280384-0	62	8040	61.08	61.08
I.I. SUPPLY	FLANGES FOR PROJ. NO. 14-01	21224	63	26/8065	93.27	93.27
JB DEWAR INC	VEHICLE FUEL	40407	64	8020	517.91	517.91
KAHN'S CONCRETE SAWING	DRILLING CONCRETE WALL	CENTRATE LINE PROJ. INV. #1875	65	20/8065	470.00	470.00
KIMBALL MIDWEST	MINI IMPACT GUN	3198748	66	8055	228.89	228.89
McMASTER CARR	HOUSEHOLD SUPPLIES	61329116	67	8035	86.30	600.31
	MISC SUPPLIES FOR CENTRATE PROJ	59927566 60273750		20/8065	209.81	
	STAINLESS STEEL STRUT CHANNELS	59935626		20/8065	304.20	
MINERS ACE	MAINTENANCE SUPPLIES	SEPTEMBER	68	8030	171.38	284.75
	LAB SUPPLIES			8040	113.37	
MOSS, LEVY & HARTZHEIM LLP	FINANCIAL AUDIT SERVICES	2623	69	7072	5,000.00	5,000.00
MULTIMEDICAL SYSTEMS	LAB EQUIPMENT SERVICE	15744-C	70	8040	145.00	145.00
NESTLE PURE LIFE	LAB WATER FOR SEPTEMBER	1310012917373	71	8040	163.06	163.06
OCEANO COMMUNITY SERVICES DIST	WATER SERVICE	THROUGH 09-18-2013	72	7094	564.16	564.16
PERS	EMPLOYEE RETIREMENT	PPE 10/04/2013	73	6060	3,276.44	3,276.44
PRAXAIR	WELDING SUPPLIES	47253048	74	8060	48.28	48.28
RADIOSHACK	DIGITAL CAMERA	26201 28745	75	7015	64.90	64.90
SHIPSEY & SEITZ	DISTRICT COUNSEL SERVICES	AUGUST	76	7071	2,082.50	4,258.50
	LITIGATION			7070	2,176.00	
SLO COUNTY NEWSPAPERS	ORDINANCE NO. 2014-1 NOTICES	4010513	77	7005	222.27	358.83
	BOILER PROJ. NO. 14-01 BID ADS			26/8065	136.56	
SLO COUNTY TAX COLLECTOR	TAX ASSESSMENT	FY 2013/14	78	7095	26,714.26	26,714.26
SM TIRE	TRAILER TIRES	577101	79	8030	207.16	207.16
SO CO SANITARY SERVICE	TRASH SERVICE	OCTOBER	80	7093	120.85	120.85
SPRINT	CELL PHONE SERVICE	SEPTEMBER	81	7013	70.30	70.30
SSLOCSO PETTY CASH	PER DIEM	JACKMAN - MGMT. TRAINING	82	7050	35.00	41.08
	POSTAGE			8045	6.08	
STANLEY SECURITY	SECURITY - NOVEMBER	10677591	83	7011	62.20	62.20
STATE WATER RESOURCES CONTROL BOARD	CERTIFICATION APPLICATION FEE	MUI - OIT GRADE I	84	7068	170.00	170.00
TIGERDIRECT	SCADA LAPTOP	J52202010101	85	20/8010	543.22	543.22
TRINI RODRIGUEZ	FUEL REIMBURSEMENT AND PER DIEM	TRI-STATE SEMINAR AND MGMT. TRAINING	86	7050	123.11	123.11
USABUEBOOK	SAFETY SUPPLIES	145526	87	8056	182.89	482.63
	SOLENOID VALVE - PRI. #2 SLUDGE PUMP	168708		26/8065	299.74	
VWR	LAB SUPPLIES	8055363040 8055385767 8055419890 8055468004	88	8040	254.12	254.12
WALLACE GROUP	WDR SDR REVIEW	35650	89	various	162.00	1,167.26
	REIMBURSABLE EXPENSES	35916		various	952.76	
	COGEN LITIGATION	35917		7070	52.50	
WEST COAST ROTOR	RING GEAR	22722	90	8030	123.31	2,788.05
	MOYNO PUMP PARTS	22666		26/8061	2,664.74	
WW GRAINGER	SAFETY SUPPLIES	9262634794	91	8056	164.96	164.96
SUB TOTAL					112,796.76	112,796.76
PAYROLL	PPE 10/04/2013				23,658.73	23,658.73
GRAND TOTAL					136,455.49	136,455.49

We hereby certify that the demands numbered serially from 101613-8037 to 101613-8091 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:

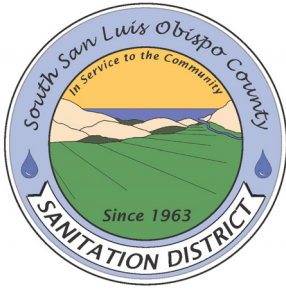
DATE: _____

Chairman

Board Member

Board Member

Secretary



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339
1600 Aloha Place, Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.org

TO: Board of Directors
FROM: Matthew Haber, *Bookkeeper/Secretary*
VIA: Paul J. Karp, *Interim District Manager*
DATE: October 16, 2013
SUBJECT: Monthly Financial Review (September 2013)

Overall Monthly Summary

During the month of September, the District recognized total revenues of \$149,061. Of this, \$141,324 was earned for sewer service from the City of Arroyo Grande for August, and \$2,070 was earned for the AT&T cell-tower lease for September. Brine disposal revenue earned for the first quarter totaled \$5,668.

District operating expenses totaled \$181,696 for the month of September. Non-operating expenses totaled \$22,892.

Local Agency Investment Fund

The balance in the District's LAIF account was \$ 2,675,069 at September 30, 2013.

County of San Luis Obispo Treasury Pool

As of September 30, 2013, the reconciled cash balance with the County of San Luis Obispo Treasury Pool was \$ 1,287,836. 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.

Rabobank Funds

As of September 30, 2013, the reconciled cash balance in the District's Rabobank account totaled \$58,266. 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.

	FUND 19 OPERATING	FUND 20 EXPANSION	FUND 26 REPLACEMENT	DISTRICT- WIDE
Cash with County Treasury				1,283,774
Cash with LAIF				2,675,069
Cash with Rabobank				58,266
Cash allocated to Medical Trust				<u>4,062</u>
CONSOLIDATED CASH BALANCE				4,021,172
TOTAL DEPOSITS				
Current - County Treasury Pool	319,485	2,475		321,960
LONG-TERM DEBT				
Energy Project Principal Amount		296,347		296,347
REVENUES:				
OPERATING				
Current	141,324			141,324
Year-to-date	426,393			426,393
NON-OPERATING				
Current Period				
FEMA Funding				
Connection Fees				
Interest				
Lease Income (AT&T Cell)	2,070			2,070
Brine Disposal	5,668			5,668
Other reimbursements				
Total - Current Period	7,738			7,738
Year-to-Date				
FEMA Funding				
Connection Fees		2,475		2,475
Interest				
Lease Income (AT&T Cell)	6,110			6,110
Brine Disposal	5,668			5,668
Other reimbursements				
Total - YTD	11,778	2,475		14,253
TOTAL REVENUES:				
Current Period	149,061			149,061
Year-to-date	438,171	2,475		440,646
EXPENSES:				
Current Period	181,696	10,665	12,227	204,588
Year-to-date	484,445	10,665	42,321	537,431
Net Income (Loss) - Current Period	(32,635)	(10,665)	(12,227)	(55,527)
Net Income (Loss) - YTD	(46,274)	(8,190)	(42,321)	(96,785)

NEW CONNECTIONS	CURRENT NUMBER	CURRENT REVENUE	FY 2013/14 YEAR-TO-DATE	FY 2013/14 YTD REVENUE
Arroyo Grande	1	2,475	1	2,475
Grover Beach	0	0	0	0
Oceano	0	0	0	0
TOTAL NEW DISTRICT CONNECTIONS	1	2,475	1	2,475



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: John L. Clemons, Plant Superintendent
Via: Paul J. Karp, Interim District Manager
Date: October 16, 2013
Subject: Plant Superintendent's Report

Chart 1 – **Plant Data**

Sept. 2013	FLOW MGD	Peak MGD	INF BOD mg/L	EFF BOD mg/L	INF TSS mg/L	EFF TSS mg/L	Fecal Coli	Cl2 lbs/day	
Average	2.50	4.1	342	20.9	356	35.88	<26	298	
High	2.79	5.0	431	41.30	390	58.0	300	632	
Limit	5.0			40		40	2000		
Sept. 2013									
Average	*2.44	*4.1						*267	
High	*2.65	*4.8						*438	

* Thru October 9, 2013

Corrective Maintenance

Plant staff repaired leaks chlorine pump discharge piping. Removed, cleaned, and replaced wet well level probe at headworks. Cleaned influent sensor at headworks. Drained oil chamber on mixing pump. Refilled with oil. Recalibrated chlorine analyzer. Performed jar test to determine proper ferric chloride and polymer dosages. Staff removed and replaced moyno sludge pump at #2 primary clarifier

Safety

Staff attended a First Aid and CPR class which was held on-site at the plant. Each staff member received First Aid/CPR certification. Staff was also certified on the Automated External Defibrillator . Staff members participated in respirator “fit tests” to ensured proper respirator mask fit.

Training

Shift Supervisor Trini Rodriguez and Lead Operator Rick Jackman attended a one-day class on Supervisory, Management and Leadership Skills.

Projects

Boiler – District Engineer Jim Garing and Superintendent John Clemons conducted a Boiler Project walk through with potential bidders on October 9th. Staff plans to begin installation of gas piping to boiler on October 15th.

SCADA – Kevin Seifert of AutoSys has reviewed system drawings. He has created an existing tag list. Will be meeting with staff to direct next step.

Centrifuge – Completed centrate piping changeover.

Laboratory – Staff has completed requirements for Lab expansion. Submitted response to Environmental Laboratory Accreditation Program for approval.









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 District Manager
Date: October 16, 2013

Subject: Application for District Credit Card Account

Recommendation:

It is the staff recommendation that the Board approve Resolution No. 2014-315 authorizing the District to enter into an agreement with Bank of the West to establish District credit card accounts; and authorize the Interim District Manager to negotiate and execute any necessary agreements approved as to legal form.

Funding:

Not applicable.

Discussion:

At the last Board meeting, the Board adopted the District credit card policy with specific procedures relating to the use of credit cards. Credit cards are a purchasing mechanism which can improve the efficiency and convenience of conducting District business. An opportunity is available for the District to establish its own credit card accounts.

Bank of the West has partnered with the California Special Districts Association (CSDA) for a purchasing program which issues purchasing or credit cards to qualified member agencies. The District is a CSDA member and is eligible to submit an application to this program. The program aggregates the purchases of all participating members and offers free annual membership and variable cash rebates based on the volume of purchasing of all of the participating members.

Resolution No. 2014-315, as recommended for adoption by the Board, together with the application and other necessary documents will be submitted to Bank of the West to establish the credit card accounts.

Attachment 1: Resolution No. 2014-315

RESOLUTION NO. 2014-315

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
AUTHORIZING PARTICIPATION WITH BANK OF THE WEST IN THE CSDA DISTRICT
PURCHASING CARD PROGRAM

WHEREAS, credit cards and purchasing cards are mechanisms for purchasing goods and services for the convenience of the South San Luis Obispo County Sanitation District (District); and

WHEREAS, the California Special Districts Association (CSDA) has negotiated with Bank of the West to provide a Purchasing Card Program for vendor payments, purchasing, travel and or fleet transactions;

WHEREAS, the CSDA Purchasing Card Program (Program) is available to CSDA members, and the District is a member of the CSDA; and

WHEREAS, the Program requires an application for credit approval, a resolution by the District Board and District policies and procedures regarding the use of credit cards; and

WHEREAS, the District has adopted a District Credit Card Policy for using credit cards as required by the Program.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the South San Luis Obispo County Sanitation District that the Board directs the following actions:

Authorize participation with Bank of the West in the CSDA District Purchasing Card Program;

Authorize the application to the Program for credit cards or purchasing cards;

Authorize the Interim District Manager to negotiate and execute any necessary agreements, approved as to legal form.

BE IT FURTHER RESOLVED that this Resolution shall take effect upon its adoption.

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

AYES:

NOES:

ABSENT:

the foregoing resolution was passed and adopted this 16th day of October 2013.

Matthew Guerrero, Chair

ATTEST:

Paul J. Karp
Interim District Manager

APPROVED AS TO FORM:

Michael W. Seitz
District Legal Counsel