



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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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, May 06, 2015 at 6:00 P.M.

Board Members

Jim Hill, Chair

John Shoals, Vice Chair

Matthew Guerrero, Director

Agencies

City of Arroyo Grande

City of Grover Beach

Oceano Community Services District

Alternate Board Members

Mary Lucey, Director

Tim Brown, Director

Barbara Nicolls, 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 District 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 April 01, 2015 Meeting

3B. Review and Approval of the Minutes of the April 15, 2015 Meeting

3C. Review and Approval of Warrants

3D. Review of Financials as of March 31, 2015

4. PLANT SUPERINTENDENT'S REPORT

5. BOARD ACTION ON INDIVIDUAL ITEMS:

5A. LEGAL REVIEW OF BOARD QUALIFICATIONS

Staff recommends that the Board receive a report from Legal Counsel regarding Board membership qualifications and file this opinion in District's files.

5B. REPORT FROM PROPOSAL REVIEW COMMITTEE CHAIRMAN, BRAD SNOOK

Staff recommends that the Board receive a report from the Proposal Review Committee Chairman, Brad Snook, making a recommendation to the Board as to the preferred proposal for the Review of Past Management Practices.

5C. CONTRACT WITH KNUDSON AND ASSOCIATES TO PERFORM REVIEW OF PAST MANAGEMENT PRACTICES AND ADOPT RESOLUTION 2015-328, A RESOLUTION DIRECTING DISTRICT MANAGER TO EXECUTE A CONTRACT WITH KNUDSON AND ASSOCIATES TO PERFORM REVIEW OF PAST MANAGEMENT PRACTICES

Staff recommends that the Board direct and authorize the District Manager to execute a contract, as detailed in the Request for Proposals, with Knudson and Associates to perform Review of Past Management Practices by adoption of Resolution No. 2015-328.

6. MISCELLANEOUS ITEMS

6A. Miscellaneous Oral Communications

6B. Miscellaneous Written Communications

1. 2nd California Water Summit Registration Information

2. The Ferguson Group *CY 2014/FFY 2015 Federal Agenda and Work Plan*, received from Julie Tacker at April 15, 2015 meeting.

7. PUBLIC COMMENT ON CLOSED SESSION

8. CLOSED SESSION

- (1) Conference with Legal Counsel regarding Existing Litigation;
Pursuant to Government Code Section 54956.9(b1); South San
Luis Obispo County Sanitation District vs. State Water
Resources Control Board
Case Number
34-2012-80001209-CU-WM-GDS

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 April 01, 2015
6:00 P.M.

1. CALL TO ORDER AND ROLL CALL

Present: Chair Jim Hill, City of Arroyo Grande; Director Barbara Nicolls, City of Grover Beach; Director Matthew Guerrero, Oceano Community Services District;

District Staff in Attendance: Rick Sweet, District Manager; Mike Seitz, District Counsel; John Clemons, Plant Superintendent; Amy Simpson, District Bookkeeper/Secretary.

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Director Hill opened the public comment period.

Mary Lucey, Oceano, spoke about the Water Resource Board meeting. Believes desal would be an appropriate project for the potable.

Debbie Peterson, Grover Beach, announced that Tuesday April 21st at 5:30pm there will be a meeting in Pismo Beach regarding recycling water from their sewage plant.

Sharon Brown, Grover Beach has concerns regarding the Review Committee for the RFP process. She would like to know the scope of the investigation.

Director Guerrero requested the Board see the Proposals.

Ron Holt, Arroyo Grande, asked for clarification on the duties of the RFP Review Committee and that the committee be active on other issues.

Beatrice Spencer, Arroyo Grande, is concerned that Andrea Vergne and April McLaughlin are on the RFP Committee and do not live in the District boundaries. She requests that the committee continue keeping an active role and follow the process of the investigation.

Director Sweet reminded the Board that the committee was approved by roll call vote and would need a new vote to change the Committee. He advised dropping down to seven members as a better option.

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

3. CONSENT AGENDA

3A. Review and Approval of the Minutes of the March 18, 2015 Meeting

3B. Review and Approval of Warrants

3C. Legal Fees Spent on Administrative Civil Liability From November 2014 to Present

3D. Generic Statute of Limitations for Various Types of Causes of Action

3E. Announcements Out of Closed Session

Chairman Hill pulled 3C.D.E. and requested they be Action Items.

3B. Action: The Warrant Register was approved unanimously by roll call vote.

Sharon Brown would have liked more detailed minutes in regards to forming the committee for the RFP review. She also recommended changing *gave disclosure* to *disclosed* in the minutes of March 18.

Director Hill and District Manager Rick Sweet reminded Ms. Brown that the minutes are only meant to record the action the Board had taken.

3A. Action: Director Hill and Director Guerrero approved the minutes with the grammatical change mentioned by Ms Brown. Alternate Barbara Nicolls abstained. The sentence will read, "Shannon Sweeney disclosed that Wallace Group did set up the FOG program in Santa Maria and there is currently a Wallace group employee working on a project for Santa Maria."

Director Guerrero has concern that there may be members from the group associated with the disturbing emails sent to the District on the RFP Review Committee.

This discussion of the committee will need to be brought back at a future meeting since it was not on the agenda.

3C. The staff report on Legal Fees spent on the ACL was received and filed.

3D. Statute of Limitations Report

Patricia Price had specific questions about the District's case against the State Water Board that could not be answered except with nonspecific examples.

Tim Brown also asked questions regarding the Statute of Limitations.

Mary Lucey asked the District to go in the direction that is least harmful to the District.

Debbie Peterson suggested the Board was using a diversionary tactic. She asked if the Board is trying to outrun the Statute of Limitations. She believes the Statute of Limitations is known.

Sharon Brown asked how and when the State notified the District of the fine.

Beatrice Spencer is frustrated in regards to the litigation. Asks how the Board could not know the Statute of Limitations.

Action: The report was received and filed.

3F. Announcements Out of Closed Session

Tim Brown believes generic directional type things can be disclosed. Public needs to know

what direction the Board is going.

Debbie Peterson believes there are several things that can be reported out. Her understanding is that directors can vote to share further.

Action: The report was received and filed.

4. PLANT SUPERINTENDENT'S REPORT

Plant Superintendent Clemons presented the Plant Superintendent's Report which shows that the Plant numbers remain steady and strong and are in compliance with regulatory limits. Mr. Clemons spoke about the maintenance, safety and training, and projects being done by Staff at the Plant.

District Manager Rick Sweet spoke about a meeting with the Water Board in regards to renewing the District permit. It is important to note that there is a significant difference in the type of project when comparing the District project to the Morro Bay plant project. The Districts is an augmentation to the plant primarily for enhanced treatment purposes and Morro Bays was a new plant.

In regards to redundancy, our new draft permit will have benchmarks in regards to moving forward with a project.

Tim Brown expressed appreciation to Clemons. He is disgusted by the personal attacks.

Mary Lucey spoke about the IRWM meeting regarding Prop 1 money. She believes SSLOCSD has a good shot at getting this money.

Brad Snook spoke in opposition to the Cambria desalination system. He would like to see the District move away from the flood plain. He believes Pismo study and the WSC study will be relevant.

Debbie Peterson cautions against making claims that any members on the RFP committee are members of the South County Oversight Group. It appears that it was an individual that sent the emails on behalf of the Group and not the whole group.

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

5. BOARD ACTION ON INDIVIDUAL ITEMS:

A. ANNUAL REVIEW OF DISTRICT BYLAWS

The Board reviewed the Bylaws and directed staff to make the obvious changes to the District Bylaws and bring this item back for ratification at a subsequent meeting where Director Shoals has the opportunity to participate in the discussion.

Legal Counsel Seitz gave a brief summary of the legal changes that effect bylaws.

Debbie Peterson pointed out that "podium" and "lectern" may be used incorrectly in the bylaws.

Sharon Brown pointed out that the location should be changed. She also had concerns with

Special Meeting Item.

Action: The Board requested this item be brought back to a future meeting for ratification.

7. MISCELLANEOUS ITEMS

- A.** Miscellaneous Oral Communications
- B.** Miscellaneous Written Communications

8. PUBLIC COMMENT ON CLOSED SESSION

Director Hill asked for public comment.

Mary Lucey gave comment regarding the South County Oversight Group.

Director Hill closed the public comment period.

9. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

Legal Counsel Michael Seitz reported that the Board had met in closed session pursuant to Government Code 54956.9 b1 regarding existing litigation; SSLOCSD v. California State Water Resources Control Board et. al. SLOCSC 14 CV 0596

The Board met in closed session and took no reportable Action.

10. ADJOURNMENT

There being no further business to come before the Board, Director Hill adjourned the meeting at approximately 8:17p.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

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

Minutes of the Meeting of Wednesday April 15, 2015
6:00 P.M.

1. CALL TO ORDER AND ROLL CALL

Present: Alternate Tim Brown, City of Arroyo Grande; Director John Shoals, City of Grover Beach; Director Matthew Guerrero, Oceano Community Services District;

District Staff in Attendance: Rick Sweet, District Manager; Mike Seitz, District Counsel; John Clemons, Plant Superintendent; Amy Simpson, District Bookkeeper/Secretary.

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Director Shoals opened the public comment period.

Patty Welsh was offended by the banter between Director Guerrero and Alternate Mary Lucey regarding the citizens committee at the April 1st meeting.

Julie Tacker understands there was a change of venue and that there is a new case number. She would like to see the schedule and wants to be apprised of the case. She asked about the Rate Study and if the payment of the fine was included in the study. She asked if the Board knew that the District was listed on a County Board of Supervisors list made by the Ferguson Group. SSLOCSD is listed as a project looking for grant money.

Beatrice Spencer reassured the Board that no one from the committee is associated with the hate emails. She contacted the local police departments and confirmed via email that no names on the committee were under investigation. She would like an apology to the committee from the Board implying that the members had anything to do with the emails at all. Attachment included of the emails between Beatrice and the police departments.

Debbie Peterson reminded everyone that on April 21st at 5:30pm at the Pismo Beach City Board Meeting the first item on the agenda is a discussion considering water recycling.

Director Shoals asked if any of the questions Julie Tacker asked could be addressed.

Legal Counsel Seitz confirmed that there has been a change of venue to Sacramento and once the District has the pleading from Sacramento the agenda will be updated.

Administrator Sweet said that the District did not submit the project to the Ferguson Group. Cannon Report may have been where the County got this project information from.

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

3. CONSENT AGENDA

3A. Review and Approval of the Minutes of the April 01, 2015 Meeting.

Due to Director Hill not being present to vote and Director Shoals not at the meeting of the 1st this item will be pulled.

Action: There was a motion to bring back the minutes of April 01, 2015 at the meeting of May 6, 2015.

3B. Review and Approval of Warrants

Julie Tacker asked if the litigation portion on the Shipsey and Seitz bill was related to the Sacramento Case or the personnel matter.

Seitz replied that the majority of the charges were not related to the case in Sacramento.

Action: The Warrant Register was approved unanimously.

4. PLANT SUPERINTENDENT'S REPORT

Plant Superintendent Clemons presented the Plant Superintendent's Report which shows that the Plant numbers remain steady and strong and are in compliance with regulatory limits. Mr. Clemons spoke about the maintenance, safety and training, and projects being done by Staff at the Plant.

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

5. BOARD ACTION ON INDIVIDUAL ITEMS:

5A. ANNUAL REVIEW OF DISTRICT BYLAWS

Alternate Tim Brown asked why an alternate is serving on the Board when the elected is available.

Director Guerrero responded that the Oceano Board thought it best for him to remain on the Sanitation Board for the sake of continuity.

Counsel Seitz said that it is not in direct violation of the District bylaws to have a designee serving on the Board. It is a common practice to use a designee.

Director Shoals asked about placement of items on agenda. It is common practice to have majority of Board agree to put items on the agenda.

PUBLIC COMMENT

Julie Tacker referred to the Health and Safety Code. Bylaws should restate the Health and Safety Code. Thinks the bylaws should call out who sits on this Board. Believes that any Board member should be allowed to put something on the agenda. Encouraged the Board to craft what kind of parameters will be had for Standing Committees of District Board.

Debbie Peterson would like to know reference to exact statute to be clear of who serves the Sanitation Board.

Counsel Seitz said that two Directors can call a Special Meeting or the Chairman can call a Special Meeting.

He will bring back the specific citation to whom serves the Sanitation Board at a later meeting. The preamble can state whom serves on the Board.

Alternate Tim Brown is not comfortable making a decision of Alternate versus Director in regards to whom sits on the Board.

Legal Counsel Seitz said that this is how the Board has always interpreted the code. He has reviewed the code. It is the decision of each member agencies Board or City Council to appoint the designated Board member to serve on the Sanitation District Board.

Action: Approved by roll call vote.

Ayes: Director Matthew Guerrero and Director John Shoals
No: Alternate Tim Brown

RESOLUTION 2015-327

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT ADOPTING THE YEAR 2015 BOARD BYLAWS

5B. PROPOSAL REVIEW COMMITTEE; MODIFICATIONS TO COMMITTEE TO REFLECT BOARD REQUIREMENTS

Director Shoals asked for public comment.

Patty Welsh is in opposition to excluding people based on where they live.

Julie Tacker is in favor of Option 1, keeping the original committee. Believes it is absurd to assume that any of the chosen were involved in the Appleton emails.

Debbie Peterson said that it does not appear that the District Bylaws speak to volunteers not residing in the District.

Legal Counsel Seitz said that when you form a Board, the law states that they do have to reside in the boundaries. In response to the formation of a Committee, the rules apply to the degree you want them to apply.

District Manager Sweet read a letter from April McLaughlin agreeing to continue to be a volunteer if that is what the Board decides.

The Board unanimously approved by roll call vote the Original Committee consisting of:

1. Patricia Price
2. Beatrice Spencer
3. Mark London
4. April McLaughlin
5. Brad Snook
6. Ron Holt
7. Patty Welsh
8. Jeff Pienack
9. Andrea Vergne

6. MISCELLANEOUS ITEMS

A. Miscellaneous Oral Communications

Legal Counsel Seitz has drawn up bylaws for Committees.

District Manager Sweet announced that Proposals are available tonight as well as on line and at the District. The agenda packets will be distributed the same way as Board Packs, through email, on line and at the OCSD.

Director Shoals thanked everyone on the Committee and apologized on behalf of the Board to anyone feeling their efforts are not appreciated. The Board is appreciative of the Committees time.

B. Miscellaneous Written Communications

7. PUBLIC COMMENT ON CLOSED SESSION

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

8. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

Legal Counsel Michael Seitz reported that the Board had met in closed session pursuant to Government Code 54956.9 b1 regarding existing litigation; SSLOCSD v. California State Water Resources Control Board et. al. SLOCSC 14 CV 0596

The Board heard a report from Legal Counsel, gave direction to Legal Counsel and took no reportable Action.

9. ADJOURNMENT

There being no further business to come before the Board, Director Shoals adjourned the meeting at approximately 8:10p.m.

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

From Beatrice Spencer
4-15-15

Subject: FW: RE: Sanitation District
Tim Brown
SSLOCSD Alternate

At the 4/1/15 SSLOCSD meeting, both Director Guerrero and OCSD President Mary Lucey mentioned an "investigation" with respect to recent emails sent to a district employee. They seemed to imply that perhaps some of those selected for the committee to assist with selecting an auditor were in some way connected to the emails.

In the event this is yet another way in which to delay the audit, I have contacted the Police Chiefs from both Arroyo Grande and Grover Beach to assure the board, and the OCSD President, that no one from the proposed committee is under investigation.

The response from Grover Beach Police Chief Copsey is below. I will forward the response from AG Police Chief Annibali, and would very much appreciate you reading these into the record and asking that this correspondence be attached to the minutes of the 4/15/15 meeting.

Thank you,
Beatrice Spencer

Sent from Yahoo Mail for iPad

----- Begin Forwarded Message -----

From: Jim Copsey
Date: Apr 3, 2015, 6:56:22 AM
To: Beatrice Spencer
Subject: RE: Sanitation District
Not our department
From: Beatrice Spencer [mailto:bspencerag@yahoo.com]
Sent: Thursday, April 02, 2015 6:36 PM
To: Jim Copsey
Subject: Sanitation District

Dear Chief Copsey,

I've been made aware that there is a rumor (hopefully it's just a rumor) that either I and/or other members of a sanitation district task force are suspects being investigated for generating racist, hateful and threatening emails to elected and appointed officials. So I'd like to ask you plainly, is your department investigating me or the others as the suspected source(s) of those emails? So you know, the other members of the task force are:

Patricia Price
Mark London
April McLaughlin
Brad Snook
Ron Holt
Patty Welsh

Jeff Pienack

Andrea Vergne

Since I'm preparing to leave town tomorrow I'm hoping you might be kind enough to reply promptly so I don't have this cloud hanging over me during our family vacation.

Thank you for your consideration of this request.

Respectfully,

Beatrice Spencer

Subject: Re: Sanitation District
From: Beatrice Spencer (bspencerag@yahoo.com)
To: sannibali@arroyogrande.org;
Date: Friday, April 3, 2015 3:23 PM

Thank you!

From: Steven Annibali <sannibali@arroyogrande.org>
To: 'Beatrice Spencer' <bspencerag@yahoo.com>
Sent: Friday, April 3, 2015 3:19 PM
Subject: RE: Sanitation District

Beatrice,

We do not have any investigation involving the South County Sanitation District or individuals identified in your email. The District lies in the County of San Luis Obispo and if there was any criminal investigation, the Sheriff's Office would be the investigating agency.

Have a great family vacation!!

Steven N. Annibali
Chief of Police
Arroyo Grande Police Department
200 N. Halcyon Road
Arroyo Grande, CA 93420
(805) 473-5111
(805) 473-5105 fax
sannibali@arroyogrande.org

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From: Beatrice Spencer [mailto:bspencerag@yahoo.com]
Sent: Thursday, April 02, 2015 6:30 PM
To: Steven Annibali
Subject: Sanitation District

Dear Chief Annibali,

I've been made aware that there is a rumor (hopefully it's just a rumor) that either I and/or other members of a sanitation district task force are suspects being investigated for generating racist, hateful and threatening emails to elected and appointed officials. So I'd like to ask you plainly, is your department investigating me or the others as the suspected source(s) of those emails? So you know, the other members of the task force are:

Patricia Price

Mark London

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Ron Holt

Patty Welsh

Jeff Pienack

Andrea Vergne

Since I'm preparing to leave town soon I'm hoping you might be kind enough to reply promptly so I don't have this cloud hanging over me during our family vacation.

Thank you for your consideration of this request.

Respectfully,

Beatrice Spencer

Sent from Yahoo Mail for iPad

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
WARRANT REGISTER REVISED
05/06/2015 FY 2014/15

ISSUED TO	BUDGET LINE ITEM		WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABALONE COAST ANALYTICAL, INC.	CHEMICAL ANALYSIS	2500	050615-9400	7078	405.00	405.00
ALLSTAR INDUSTRIAL SUPPLY	EQUIPMENT MAINTENANCE	1332, 1341	01	8030	2,332.61	2,332.61
ARAMARK	EMPLOYEE UNIFORMS	04/17/15, 04/24/15, 05/01/15	02	7025	705.88	705.88
BC PUMP SALES	EQUIPMENT MAINTENANCE	29734	03	8030	1,425.68	1,425.68
BRENNTAG	PLANT CHEMICALS	BPI512125	04	8050	5,721.90	5,721.90
BROWN, TIM	BOARD SERVICE	APRIL	05	7075	100.00	100.00
CALIFORNIA ELECTRIC	EQUIPMENT MAINTENANCE	605171, 602042, 605475, 606152	06	8030	1,359.41	1,359.41
CARQUEST	AUTOMOTIVE	772034	07	8032	106.91	106.91
CCWT	LAB SUPPLIES	26585	08	7025	181.50	181.50
CHARTER	COMMUNICATIONS-TELEPHONE	4/29/15 TO 5/28/15	09	8030	295.78	295.78
CHERRY LANE NURSERY	HOUSEHOLD	37631	10	8035	464.29	464.29
DOCTORS MED PLUS	SAFETY SUPPLY'S	01/01/15 TO 03/31/15	11	8056	85.00	85.00
D&H WATER SYSTEMS	EQUIPMENT MAINTENANCE	PROBE CLEANER	12	8030	747.08	747.08
FASTENAL	EQUIPMENT MAINTENANCE	1412384, 1412379, 1412426, 1412483	13	8030	460.75	460.75
FED EX	OFFICE SUPPLY'S	94925, 48286	14	7078	163.15	163.15
FRM	PROFESSIONAL SERVICE	W121813	15	7079	784.50	784.50
FRED PRYORS SEMINARS	MEETINGS, MEMBERSHIP, CONFERENCE	130999	16	7050	50.00	50.00
GORDON SAND CO.	EQUIPMENT MAINTENANCE	0623559	17	8030	1,068.43	1,068.43
GRAINGER	HOUSEHOLD	9721735158	18	8035	184.20	184.20
GROVER TOOL RENTAL	RENTAL EQUIPMENT	789	19	8056	59.00	59.00
GUERRERO, MATTHEW	BOARD SERVICE	APRIL	20	7075	200.00	100.00
HILL, JIM	BOARD SERVICE	APRIL	21	7075	100.00	100.00
I.I. SUPPLY	EQUIPMENT MAINTENANCE	30991	22	8030	2,145.70	2,145.70
JB DEWAR	FUEL	84989	23	8020	282.92	282.92
KEMIRA	PLANT CHEMICALS	9017445783	24	8050	6,791.99	6,791.99
LAUREN WOEST ELECTRIC	PROFESSIONAL SERVICE		25	7079	275.00	275.00
MIDSTATE INSTRUMENTS	EQUIPMENT MAINTENANCE	MSI5672	26	8030	171.28	171.28
MULLAHEY FORD	AUTOMOTIVE	89179	27	8032	42.00	42.00
NICHOLS, BARBARA	BOARD SERVICE	APRIL	28	7075	100.00	100.00
PG&E	UTILITIES-ELECTRIC	03/11/15 TO 04/09/15	29	7091	9,064.63	9,064.63
POLYDYNE INC.	PLANT CHEMICALS	962621	30	8050	2,917.55	2,917.55
POOR RICHARDS PRESS	OFFICE SUPPLY'S	265353	31	8045	126.60	126.60
SCHINDLER LAW GROUP	OUTSIDE COUNSEL	1051	32	7070	86.00	86.00
SDRMA	AUTO INSURANCE	50667	33	7043	1,087.69	1,087.69
SHOALS, JOHN	BOARD SERVICE	APRIL	34	7075	100.00	100.00
SM TIRE	AUTOMOTIVE	584053	35	8032	94.60	94.60
SPRINT	COMMUNICATIONS	205201234-117	36	7013	140.80	140.80
STANLEY	COMMUNICATIONS	12314640	37	7011	62.20	62.20
STATE FUND	WORKER'S COMPENSATION	MAY	38	6080	9,160.33	9,160.33
TELEDYNE INSTRUMENTS, INC	EQUIPMENT MAINTENANCE	SO20076081	39	8030	228.44	228.44
TLT TRUCKING	EQUIPMENT MAINTENANCE	5899	40	8030	252.00	252.00
VWR	LAB SUPPLIES	031475, 010885, 1031476, 066435	41	8040	586.98	586.98
WEST COAST ROTOR	EQUIPMENT MAINTENANCE	24159, 24163	42	8030	230.06	230.06
WOESTE, JIM	MEDICAL REIMBURSEMENT	FY14/15	43	6080	530.11	530.11
SUB TOTAL					\$ 51,477.95	\$ 51,377.95
SO. SLO CO. SANITATION DISTRICT	PETTY CASH REIMBUSEMENT	APRIL	44		89.60	89.60
SO. SLO CO. SANITATION DISTRICT	PAYROLL REIMBUSEMENT	04/17/15	45		24,380.24	24,380.24
SUB TOTAL					\$ 24,469.84	\$ 24,469.84
GRAND TOTAL					\$ 75,947.79	\$ 75,847.79

We hereby certify that the demands numbered serially from 050615-9400 to 050615-9445 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 Oceano, California 93445-9735

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

www.sslocsd.org

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT					
FINANCIAL SUMMARY AS OF MARCH, 2015					UNAUDITED
FISCAL YEAR 2014-2015					
	FUND 19 OPERATING	FUND 20 EXPANSION	FUND 26 REPLACEMENT	TOTAL DISTRICT-WIDE	
REVENUES - YTD					
OPERATING	\$ 2,316,297.14	\$ -	\$ -	\$ 2,316,297.14	
NON-OPERATING					
Connection Fees	-	131,168.00	-	131,168.00	
Pismo Reimbursements	-	-	-	-	
Cogen Settlement	-	50,000.00	-	50,000.00	
Brine Disposal	167,378.22	-	-	167,378.22	
Lease (At&t)	19,453.35	-	-	19,453.35	
Interest	3,575.99	4,335.37	-	7,911.36	
WDR Reimbursement	-	-	-	-	
FOG Reimbursement	4,624.23	-	-	4,624.23	
Other Sales	6,290.39	-	-	6,290.39	
Transfers	(150,440.00)	(160,500.00)	310,940.00	-	
TOTAL NON-OPERATING	50,882.18	25,003.37	310,940.00	386,825.55	
TOTAL REVENUES	2,367,179.32	25,003.37	310,940.00	2,703,122.69	
EXPENSES - YTD					
YEAR TO DATE EXPENSES	1,613,161.50	41,955.26	226,849.39	1,881,966.15	
COGEN DEBT PAYMENTS	-	74,796.60	-	74,796.60	
TOTAL EXPENSES	1,613,161.50	116,751.86	226,849.39	1,956,762.75	
NET INCOME (LOSS) - YTD	\$ 754,017.82	\$ (91,748.49)	\$ 84,090.61	\$ 746,359.94	
	NEW CONNECTIONS		FY 2014/2015 NUMBER	FY 2014/2015 REVENUE	
	Arroyo Grande		26.00	\$ 89,093.00	
	Grover Beach		14.00	34,650.00	
	Oceano		3.00	7,425.00	
	TOTAL NEW DISTRICT CONNECTIONS		43.00	\$ 131,168.00	



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

1600 Aloha Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765

Date: May 1, 2015

To: SSLOCSD Board of Directors

From: John Clemons, District Superintendent

Via: Rick Sweet, District Manager

Subject: **Superintendent's Report**

Operations

Chart 1 – **Plant Data**

March 2015*	INF Flow MGD	Peak Flow MGD	INF BOD mg/L	EFF BOD mg/L	INF TSS mg/L	EFF TSS mg/L	Fecal Coli	Cl2 lbs/day	BOD REM Eff. %
Average	2.23	3.57	467	26.7	472	29.3	57	182	94.3
High	2.40	4.30	516	32.5	538	35.0	540	270	
Limit	5.0			40/60/90		40/60/90	2000		80
CY 2014 Monthly									
Average	2.35	3.8	392	26	406	31	87	149	93.4
High	2.70	4.8	444	34	470	39	1600	250	

- * = Plant data through April 28th.

Limit – 40/60/90 represent NPDES Permit limits for the monthly average, weekly average, and instantaneous value for plant effluent BOD and TSS.

Treatment processes continue to operate efficiently. All KPI (key performance indicator) parameters are well within permit limits. Although influent flow rates are lower, influent BOD and TSS loadings are much higher. The Plant continues to handle the increased loadings well.

Maintenance

- Replaced boiler fuse.

- Finished moyno pump installation n final pump room.
- Replaced motor on pump room exhaust fan.
- Repaired pulley and broken mount on fan motor and MCC.
- Inspected sewer bridge.
- Cleaned chlorine contact chamber.
- Reprogrammed boiler controller unit.
- Completed installation of electrical boxes outside of H&M room.

Call Outs – No call outs this period.

In-Progress

- Garing, Taylor, and Associates is working with staff to review and ensure the integrity of the District's A.G. sewer bridge. Inspection was performed on April 22nd. Awaiting report from inspecting agency (ATS).
- Digester #1 cleaning. Draining digester #1.

Training

- Staff attended safety training on Plant Electrical Safety lead by Jim Woeste.
- Superintendent Clemons and Operator II Arias attended the Annual Training Conference hosted by the California Water Environment Association. Toured San Diego's Recycled Water Facility.
- Operator/Lab Tech. Mui attended a training conference hosted by the California Rural Water Association.

Miscellaneous

Best regards,

John Clemons
Superintendent

STAFF REPORT

TO: BOARD OF DIRECTORS
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

FROM: MICHAEL W. SEITZ, DISTRICT LEGAL COUNSEL *MWS*

DATE: May 1, 2015

RE: Board Membership Qualification

INTRODUCTION

Board Membership is defined in Health and Safety Code §4730. This section provides that the presiding officer of any member agency will serve on the Board. Since the inception of the District, this has been interpreted to allow the legislative body to appoint an alternate to the Board, and additionally where the Board's presiding officer chooses not to be a member of the Board, the alternate can take the presiding officer's place.

Over the years there have been some challenges to this interpretation. This was recently brought up at this Board's last meeting, when it was questioned if the Board Member from Oceano was legally able to assume that position since he was not the presiding officer. An additional question was raised as to whether or not the presiding officer of a member agency can come to a public meeting and speak, when the alternate is sitting in the presiding officer's place on the Board.

Following the last meeting, I was directed to seek an outside opinion in regards to these issues, to either confirm or modify the District's position in regards to who may serve on the Board of Directors.

DISCUSSION

Attached is a Memorandum, from Harriet Steiner and Kimberly Hood of Best, Best & Krieger, that discusses the appointment of alternates under Health and Safety Code §4730. The opinion confirms the position of the District that an alternate may serve in the place of a presiding officer of a member agency where the presiding officer declines to participate as a Board Member.

The opinion letter shows that there have been no Court interpretations regarding §4730. However, the plain meaning of the words within that section allows for the appointment of an alternate and for that alternate's participation on the Board where the presiding officer declines to participate as a Board member. Additionally, the question in regards to whether or not the presiding officer can then attend a meeting where the

SSLOCSD Staff Report
RE: 2015 Board Membership Update
May 1, 2015

alternate is sitting on the Board and speak during public period. The answer is clearly yes. A presiding officer from a member agency can participate during a public meeting where the alternate is sitting on the Board for the member agency.

CONCLUSION

As indicated above the District's policy in regards to qualification for Board Membership has been confirmed by this opinion.

STAFF RECOMMENDATION


This opinion will be kept in the District's files.

END

BBK
BEST BEST & KRIEGER
ATTORNEYS AT LAW

Memorandum

To: South San Luis Obispo County Sanitation District
File No.: 82743.00000

From: Harriet A. Steiner
Kimberly E. Hood 

cc: Michael Seitz, Shipsey & Seitz (SSLOCSD General Counsel)

Date: April 30, 2015

Re: Appointment of Alternates under Health & Safety Code § 4730

QUESTION PRESENTED

Can the South San Luis Obispo County Sanitation District ("District") appoint an alternate to serve on the District's Board when the presiding officer of a member entity refuses or declines to participate?

SHORT ANSWER

Yes. In our opinion, Health & Safety Code section 4730, by its plain terms, allows the District to appoint an alternate to serve on the District's Board and take action as a Board Member where the member agency's presiding officer is absent, unable, or refuses to act. This would apply even where the presiding officer refuses to come to meetings, but participates in the meetings as a member of the public. If the member agency's presiding officer refuses to take the mandatory oath of the District's office and assume his/her appointment, that is a "refusal to act" and under the plain terms of section 4730 is a permissible basis for appointment of an alternate to serve in place of the member agency's presiding officer.

ANALYSIS

The District is organized under the "county sanitation district act." (Health & Safety Code §§ 4700-4858.) The District has three members: the cities of Arroyo Grande and Grover Beach and the Oceanside Community Services District. Relevant here, Section 4730 provides that the governing body of the District is comprised of not less than three members comprised of the presiding officer of the governing body of each member.¹ Section 4730 further

¹ However, pursuant to special legislation, members of San Luis Obispo County's Board of Supervisors may not serve as a member of the governing body unless, in the absence of that supervisor, there would otherwise be an even number of members of the governing body. §4730.10.



BEST BEST & KRIEGER
ATTORNEYS AT LAW

requires the governing body of each member to “select one of its members, other than its presiding officer, as an alternate director to act as a member of the district board in place of the presiding officer ... during such person’s absence, inability, or refusal to act.”

We found no cases or legal authorities that interpreted section 4730’s meaning of an “inability” or “refusal to act.” Absent such authority, the starting point for interpreting the words of a statute are the words themselves because they generally provide the most reliable indicator of legislative intent. (See *Murphy v. Kenneth Cole Productions* (2007) 40 Cal.4th 1094, 1103.) The language used in a statute is to be interpreted in accordance with its usual, ordinary meaning, and if there is no ambiguity in the statute, the plain meaning prevails. (See, *People v. Snook* (1997) 16 Cal.4th 1201, 1215; *Ombudsman Services of Northern California v. Superior Court* (2007) 154 Cal.App.4th 1233, 1244; *Miklosy v. Regents of University of California* (2008) 44 Cal.4th 876, 888 [“If the statutory language is unambiguous, we presume the Legislature meant what it said, and the plain meaning of the statute controls.”].) The court should give meaning to every word of a statute if possible, avoiding construction that render any words surplusage or a nullity. (See *Reno v. Baird* (1998) 18 Cal.4th 640, 658.)

Applying these rules of statutory construction to section 4730, the plain terms of that section permit appointment of an alternate to serve when the member agency’s presiding officer refuses to assume office. The ordinary meaning of “refuse” as defined in various dictionaries is “to decline” or to “say that you will not accept.” See, e.g., Merriam-Webster Dictionary. A public officer must take and subscribe to the oath of office specified in the California Constitution. (Cal Const., art, XX, §3; Gov. Code §1360.) It is a misdemeanor to exercise any function of a public office without taking the oath of office or without giving the required bond. (Gov. Code §1303.) If a member agency’s presiding officer declines to take the oath of office to become a member of the District’s Board of Directors, that is – in our opinion – a refusal to act under section 4730.

The participation of such a presiding officer, who refuses to accept appointment to the District’s Board of Directors, in the District’s public Board meetings does not change our opinion. The Ralph M. Brown Act (Gov. Code §§ 54950 et. seq.) permits members of a legislative body (and specifically a majority of a legislative body) to attend and speak at an open and publicized meeting conducted by another organization. (Gov. Code § 54952.2(b)(4).) Similarly, the Attorney General has opined that alternate members of a legislative body may participate in public hearings and deliberations (excluding closed sessions), even when the alternate is not serving in place of a regular member. (82 Ops.Cal.Atty.Gen. 29 (1999).) As the Attorney General explained, “Since the meetings of the [District] are required to be public ... we see no objection to deputies of each of the two constitutional officers being present and participating in discussions, as least to the extent allowed to the general public.” (*Id.*) Accordingly, it would be contrary to such statutes and rules allowing public participation to preclude an official from participating in public meetings because they refuse to assume office on the Board. It is also contrary to the plain terms of section 4730, which assumes a member agency’s presiding officer may refuse appointment to the District’s Board of Directors.



BEST BEST & KRIEGER
ATTORNEYS AT LAW

CONCLUSION

In short, the District's long-standing practice to allow each of its member agencies to designate an alternate who will serve in place of the presiding officer when a presiding officer is unwilling or refuses to assume the office on the District's Board of Directors is consistent with section 4730. As always, please do not hesitate to contact us with any questions regarding this memo.



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339 Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

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www.sslocsd.org

Staff Report

To: Board of Directors
From: Richard Sweet, PE, District Manager
Date: May 6, 2015

Subject: **REPORT FROM PROPOSAL REVIEW COMMITTEE CHAIRMAN,
BRAD SNOOK**

RECOMMENDATION:

That the Board receive a report from the Proposal Review Committee Chairman, Brad Snook, making a recommendation to the Board as to the preferred proposal for the Review of Past Management Practices.

BACKGROUND

At the February 18th, 2015 Board meeting the Board approved issuance of a Request for Proposals (RFP) for "Review of Past Management Practices" that would accomplish the following for the period from 2004 to February 2013.

Financial

- Line item evaluation of expenditures
- Compare expenditures to that of similar agencies, identify anomalies or unusual expenditures
- Review of agency audits; identify irregularities and how/if addressed
- Identify any malfeasance
- Identify practices that are not consistent with best management practices

Operation

- Evaluate past practices associated with plant operations
- Evaluate contracts for engineering, purchasing and capital projects to ascertain whether they are consistent with standard practices

The RFP requires that the Board approve a work plan that will describe how the successful proposer will evaluate the District's past management practices. The second item of work is the preparation of a report that summarizes the results of the information

developed from implementation of the work plan. The final report will require approval of the Board.

A number of firms were contacted to gain interest in submitting a proposal. Three firms expressed interest in receiving the RFP. These firms were sent a copy of the RFP. In addition, the RFP was placed on the California Special District Association website in an area designed for agencies requesting proposals.

At the Board meeting of March 6, 2015 the Board selected nine members of the public to formulate a Proposal Review Committee (Committee) to make a recommendation to the Board as to the preferred proposer. The Committee consisted of Brad Snook, April McLaughlin, Jeff Pienack, Patricia Welsh, Betrice Spencer, Andrea Vergne, Ron Holt, Mark London, and Patricia Price.

On April 13, 2015, the District received two proposals. The proposers were Knudson and Associates of Thousand Oaks, California and Perc Water Corporation of Costa Mesa, California.

DISCUSSION:

The Committee held two meetings. Both meetings were publicly noticed. Staff reports, copies of the proposals, agendas and minutes are posted on the District's website for public review. At the initial meeting, held on April 20, 2015 in the Arroyo Grande City Council Chambers, Brad Snook was elected Committee Chair, April McLaughlin was elected Vice Chair, evaluation criteria was adopted and the Committee decided to evaluate references. At the second meeting, held April 27, 2015 in the Oceano Community Services District Board Room, the Committee decided to not pursue reference checks and selected Knudson and Associates as the proposer to recommend to the Board. The Committee decided that Committee Chair Snook would report their action to the Board.

Richard G. Sweet, PE
District Manager



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Staff Report

To: Board of Directors
From: Richard Sweet, PE, District Manager
Date: May 6, 2015

Subject: **CONTRACT WITH KNUDSON AND ASSOCIATES TO PERFORM
REVIEW OF PAST MANAGEMENT PRATICES**

RECOMMENDATION:

That the Board direct and authorize the District Manager to execute a contract, as detailed in the Request for Proposals, with Knudson and Associates to perform Review of Past Management Practices.

BACKGROUND

At the February 18th, 2015 Board meeting the Board approved issuance of a Request for Proposals (RFP) for "Review of Past Management Practices" for the period from 2004 to February 2013. A copy of the body of the RFP, minus the attachments, is Attachment "A."

A number of firms were contacted to gain interest in submitting a proposal. Three firms expressed interest in receiving the RFP. These firms were sent a copy of the RFP. In addition, the RFP was placed on the California Special District Association website in an area designed for agencies requesting proposals.

At the Board meeting of March 6, 2015 the Board selected nine members of the public to formulate a Proposal Review Committee to make a recommendation to the Board as to the preferred proposer.

On April 13, 2015, the District received two proposals. The proposers were Knudson and Associates of Thousand Oaks, California and Perc Water Corporation of Costa Mesa, California.

DISCUSSION:

The Proposal Review Committee held two meetings to evaluate the proposals. Both meetings were publicly noticed. At the second meeting the committee selected Knudson

and Associates as the proposer to recommend to the Board. The Committee noted that Mr. Knudson's proposal cited knowledge of District functions and outlined an approach for accomplishing the tasks identified within the RFP.

The District contacted Mr. Knudson's references and they defined a large number of issues that Mr. Knudson had been retained for in both the public and private sector pertaining to financial, malfeasance and tax matters. They stated that Mr. Knudson was aware of the clients' financial constraints and that he met or often exceeded expectations on each issue.

Options

1. Direct staff to enter into a contract with the competing proposer, Perc Water Corporation.
2. Direct staff to re-issue the RFP and seek additional proposers.
3. Direct staff to not pursue this matter further.

Fiscal Consideration

Knudson and Associates has indicated in their proposal that the work will be accomplished for a total fee of \$55,000. This is within present budgetary constraints.

Richard G. Sweet, PE
District Manager

Attachments: Attachment "A" Portions of Review of Best Management Practices RFP

**South San Luis Obispo County Sanitation District
REQUEST FOR PROPOSAL
Review of Management Practices
1600 Aloha Place
Oceano, California 93475**

March 9, 2015

DEADLINE TO SUBMIT PROPOSALS:

**Monday, April 13, 2015
2:00 P.M. PST**

ADDRESS PROPOSALS TO:

**Richard Sweet, PE, District Manager
RFP –Review of Management Practices
South San Luis Obispo County Sanitation District
1600 Aloha Place
Oceano, CA 93475**

INTRODUCTION

The South San Luis Obispo County Sanitation District is a special district, which operates a 5 MGD wastewater treatment plant, and a portion of a collection system for the cities of Arroyo Grande and Grover Beach and portions of the County of San Luis Obispo unincorporated area serviced by the Oceano Community Services District in Oceano, CA. From the mid-1980's until early in 2013 the District Manager was John Wallace, principle of John Wallace and Associates consulting engineers. John Wallace and Associates also served as the District Engineer during this period.

The District seeks to engage a professional management consulting firm to evaluate expenditures, operations and management practices during the period of 2004 to early 2013 to determine the quality of the management and operations provided to the District. The District also seeks to determine if the financial procedures and expenditures are normal for the type of operation that the District performs.

See Attachment "A" for a sample of District's standard Agreement for Professional Services ("Agreement"). Interested parties need not bid unless the standard Agreement is acceptable.

SCOPE OF WORK

Develop a work plan to:

Review management practices of financial, operational and engineering functions. Review documents, interview past and present employees, contact administrators, and consultants to analyze and present professional analysis of the following for the period of 2004 to February 2013.

Financial

- Line item evaluation of expenditures
- Compare expenditures to that of similar agencies, identify anomalies or unusual expenditures
- Review of agency audits; identify irregularities and how/if addressed
- Identify any malfeasance
- Identify practices that are not consistent with best management practices

Operation

- Evaluate past practices associated with plant operations
- Evaluate contracts for engineering, purchasing and capital projects to ascertain whether they are consistent with standard practices

The work plan will include:

- identification of standards and practices that will identify methods utilized to evaluate business, financial and operational practices.
- Identification of tasks to accomplish the work plan
- A timeline for completing tasks identified in the work plan
- An outline of a final report indicating the topics that will be included in the final report

The work plan will be reviewed and approved by the SSLOCSD Board of Directors.

Upon approval by the Board the items identified in the work plan will be pursued aggressively consistent with the work plan.

Final Report

The culmination of the efforts identified in the work plan will result in a final report that will compile and present the results developed through the work plan. The report will be approved by the SSLOCSD Board of Directors.

CONSULTANT QUALIFICATIONS

The Consultant with which District enters into an Agreement shall demonstrate sufficient professional experience in the field of business consulting.

PROPOSAL REQUIREMENTS

All proposals must meet the requirements as set forth below.

A corporation shall execute the proposal by its duly authorized officers in accordance with its corporate bylaws and shall list the state in which it is incorporated. A partnership shall give full names and addresses of all partners. If Consultant is a joint venture consisting of a combination of any of the above entities, each joint venturer shall execute the proposal. Anyone signing a proposal as an agent of another or others shall submit legal evidence of this authority to do so with the proposal.

Original proposals shall contain three (3) copies of the following items assembled in the order listed:

1. Company Information including status (e.g., corporation, partnership), and full names and addresses of all principals and agents for service of process, as outlined above.
2. Contact Information for your firm's representative for this Project to include name, title, mailing address, phone number, and email address.
3. List of Key Personnel and Resumes for each person involved in operation or management of this project, and their function or title.
4. Professional References to include agency name, contact person, title, and phone number

for three agencies for whom you have provided similar services within last two years.

5. Certificate of Insurance carried by your firm, containing the insurance carrier, its A.M. best ratings scope of coverage and limits, deductibles, and self-insured retention.
6. Evidence of Comparable Experience as evidenced by Consultant's experience in preparing management reviews of comparable scope to that contemplated by this RFP.
7. Details shall include length of other agreements, name and size of agency, general nature of services provided, and contact person and phone number.
8. Complete Proposal detailing your firm's plan for completion of tasks as described above demonstrating your understanding of the Project; schedule for delivery/current time commitment; and proposed compensation.
 - a. Consultant is encouraged to amplify the scope of services, to identify any supplemental tasks necessary, and to recommend any alternatives that may enhance the Project or reduce costs.
 - b. Where applicable, Consultant is encouraged to describe the anticipated level of effort for each task.
 - c. The scope of work, once modified to be acceptable by District, will be used as an exhibit to the Agreement between District and Consultant.
9. Services or Data to be provided by District.
 - a. Note: District will release to selected Consultant all necessary available information, records, maps, reports, and other documents. District will receive and review all work produced by the Consultant including, but not limited to data, studies, calculations, and proposals.

Interested parties should submit complete written proposals in conformance with this RFP no later than 2:00 p.m. on Monday, April 13, 2015:

Richard Sweet, District Manager
RFP – Review of Management Practices
South San Luis Obispo County Sanitation District
1600 Aloha Place
Oceano, CA 93475

Hand-carried proposals will be accepted Monday through Friday, 8:00 a.m. until 4:00 p.m., until the stated deadline. District is not responsible for any proposals hand-carried during non-business hours. Proposals submitted by fax will not be accepted. Questions or requests for clarification may be submitted in writing to District Manager, Richard Sweet by emailing rick.sweet@comcast.net with "RFP Review of Management Practices" in the subject line.

SELECTION PROCESS

District will confirm receipt of all completed proposals by U.S. Postal Mail or by electronic method (email). All completed proposals meeting the selection criteria will be reviewed by a panel of individuals composed of District officials and industry professionals and, as deemed appropriate, representative of applicable agencies.

Selection criteria will be based on:

- Submission of a complete proposal meeting all requirements as set forth in this RFP, and schedule for delivery;
- Qualifications, including length and experience providing similar services;
- Quote for services.

ACCEPTANCE OR REJECTION OF PROPOSAL

District reserves the right to select the successful proposal(s) and negotiate an Agreement as to the scope of services, the schedule for performance, duration of the services with proponent(s) whose proposal(s) is/are most responsive to the needs of District, and compensation for services. District reserves the right to further negotiate any aspect of the Agreement.

Additionally, District reserves the right to reject any and all proposals, or alternate proposals, or waive any informality or irregularity in the proposal as is in District's best interest. District may, for any reason, decide not to award an Agreement(s) as a result of this RFP.

A proposal shall be prepared and submitted in accordance with the provisions of the RFP instructions and specifications. Any alteration, omission, addition, variance, or limitation of, from, or to a proposal may be sufficient grounds for rejection of the proposal. District has the right to waive any defects in a proposal if District chooses to do so.

District may not accept a proposal if any document or item necessary for the proper evaluation of the proposal is incomplete, improperly executed, indefinite, ambiguous, or missing.

If subsequent selection opportunities are issued, District is under no obligation to advise any respondent to this RFP, although it is District's intent to notify all qualified respondents of any such plans.

RIGHT TO CHANGE OR AMEND REQUEST

District reserves the right to change the terms and conditions of this RFP. District will notify all proposers initially provided this RFP of any material changes by U.S. Postal Mail or by electronic method (email). No one is authorized to amend any of the RFP requirements in any respect, by an oral statement, or to make any representation or interpretation in conflict with these provisions.

RESOLUTION NO. 2015-328

A RESOLUTION OF THE SOUTH SAN LUIS OBISPO
COUNTY SANITATION DISTRICT BOARD OF DIRECTORS
FINDING THAT KNUDSON AND ASSOCIATES IS THE MOST QUALIFIED PROPOSER
TO PERFORM REVIEW OF PAST MANAGEMENT PRACTICES AND AUTHORIZING
RICK SWEET TO SIGN A CONTRACT RETAINING SAID FIRM TO PERFORM THE
REVIEW

WHEREAS, The South San Luis Obispo County Sanitation District (District) is a County Sanitation District organized pursuant to Health a Safety Code Section 4700 et. seq.; and

WHEREAS, The District's Board of Directors (Board) determined to review past management practices in order to insure that a complete understanding of those practices can be had; and

WHEREAS, the Board authorized a Request for Proposals (RFP) to be solicited to qualified firms to conduct the review and formed a Citizen Advisory Committee (Committee) to review proposals received and then make a recommendation to the Board regarding these proposals; and

WHEREAS, the Committee has met and has recommended to the Board that Knudson and Associates be selected to perform the review; and

WHEREAS, the Board having reviewed the proposals received in response to the RFP and agrees that Knudson and Associates is the most qualified firm to conduct the review;

WHEREAS, Knudson and Associates has indicated in their proposal that the review will be accomplished for a total fee of \$55,500

NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the South San Luis Obispo County Sanitation District as follows:

- 1) That the above recitals are true and correct.
- 2) That the District Manager or his designee is hereby authorized and directed to execute a contract, as detailed in the Request for Proposals, with Knudson and Associates to perform Review of Past Management Practices, for and on behalf of the South San Luis Obispo County Sanitation District.

- 3) That the District Manager or his designee of the South San Luis Obispo County Sanitation District is hereby authorized to negotiate and execute a contract and any amendments or change orders thereto on behalf of the South San Luis Obispo County Sanitation District.

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

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby passed and adopted this ____ day of May, 2015.

JIM HILL
Chairperson

ATTEST:

RICK SWEET

Secretary to the Board

APPROVED AS TO FORM:

Michael W. Seitz District Legal Counsel

From Julie Tacker
4-15-15



1130 Connecticut Avenue, NW
Suite 300
Washington, D.C. 20036
202.331.8500
202.331.1598 fax

March 20, 2014

To: County of San Luis Obispo
From: Mike Miller
Re: CY 2014/FFY 2015 Federal Agenda and Work Plan

TFG has refined the County's federal agenda to focus on three broad agenda fields: water resources, transportation & public infrastructure, and public safety & social services. This agenda is based upon meetings with County staff and direction from the Board in February 2014.

Field	Projects/Issues	Grants - NOFAs
Water Resources	<ul style="list-style-type: none">• Drought & Water Reliability• Los Osos• Clean water• Salinas Dam• HCPs• South County Sanitation District – Water Recycling	<ul style="list-style-type: none">• Coastal Protection (FWS)• Rural Community Development (USDA)
Transportation & Public Infrastructure	<ul style="list-style-type: none">• Reauthorization Bill• Cayucos Pier• Flood Control	<ul style="list-style-type: none">• Reauthorization bill action pending
Public Safety, Social Services & County Revenue	<ul style="list-style-type: none">• Yucca Mountain & Nuclear Waste Policy• PILT Protection• Homelessness• Veterans Assistance• Fire Hydrant Bill (CWA)• Hazardous Materials and Rail Transportation	<ul style="list-style-type: none">• Assistance to Firefighters (FEMA)• Museum (IMLS)• Job Training (EDA)• Arrest Policy & Protection Order Enforcement (DOJ)• 2nd Chance Reentry (DOJ)• Probation & Parole (DOJ)• Environmental Workforce (EPA)• Rural veterans transportation

Additional Projects & Issues Watch List. The table below outlines additional projects and issues TFG continues to track for the County.

Field	Project/Issue
Water & Natural Resources	<ul style="list-style-type: none"> • Lopez Lake HCP • NPDES – MSR4s Phase II • Stormwater conveyance & liability • Invasive species (aquatic) • Arroyo Grande Creek – levees and HCP • Property Assessed Clean Energy Program (PACE) • Climate Change • Water recycling • Fracking
Transportation & Public Infrastructure	<ul style="list-style-type: none"> • Energy efficiency for public facilities
Public Safety, Social Services & County Revenue	<ul style="list-style-type: none"> • Anti-Gang Funding • DNA Cold Hit funding • Cambria Library Expansion • Homeless services and facilities funding • Medicare reimbursement • Disaster preparedness & insurance