



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

AGENDA BOARD OF DIRECTORS MEETING

1655 Front Street
6:00 P.M.

May 14, 2008

Oceano
Wednesday

BOARD MEMBERS

Jim Hill, President
Vern Dahl, Director
Barbara J. Mann, Director

Bill Bookout, Vice President
Pamela Dean, Director

SECRETARY TO THE BOARD

Patrick J. O'Reilly, General Manager

DEPUTY SECRETARY TO THE BOARD

Gina A. Davis, Administrative Assistant

FIRE CHIEF

Chief Mike Hubert

UTILITY OPERATIONS SUPERVISOR

Philip T. Davis

ALL ITEMS APPEARING ON THE AGENDA ARE SUBJECT TO BOARD ACTION

1. Roll Call
2. Flag Salute
3. Public Comment *
Any member of the public may address the Board on any item of interest within the jurisdiction of the Board. The Board will listen to all communications; however, in compliance with the Brown Act, the Board cannot act on items not on the agenda.
4. CLOSED SESSION – REAL ESTATE NEGOTIATIONS
A closed session pursuant to Government Code Section 54956.8 regarding the real property commonly known as San Luis Obispo County APN 062-051-021 and 062-051-022 (Oceano Community Center). Designated District Negotiator: Patrick O'Reilly, District General Manager.
5. Public Comment *
Any member of the public may address the Board on any item of interest within the jurisdiction of the Board. The Board will listen to all communications; however, in compliance with the Brown Act, the Board cannot act on items not on the agenda.
6. Board Member Items/Discussion *
7. Review and Approval of Minutes
 - a. April 23, 2008
 - b. April 28, 2008

8. Reports
 - a. Brian Hascall, Commander, Sheriff's South Station *
 - b. Reports of District Department Heads
 - (1) Report of Administrative Assistant (None)
 - (2) Report of Utility Operations Supervisor
 - (3) Report of Fire Department Operations
9. Fire Items
 - a. Fireworks Sale

Consider recommendation of General Manager to approve resolution establishing fireworks program for this year.
 - b. Budget Augmentation for Fiscal Year 2007-08

Consider recommendation of General Manager to increase budget for Fiscal Year 2007-08 for Capital equipment and "No Parking" signs for Alleys.
10. Utility Items
 - a. Cleaning and Inspection of District Sewer and Water Lines

Continual Disclosure of the Emergency declared by the Board of Directors concerning the Cleaning and Inspection of the District Sewer and Water Mains.
 - b. Sale of Water to Grande and Halcyon Mobile Home Parks*

The General Manager will provide an update on the status of water for the Grande and Halcyon Mobile Home Parks.
11. Administrative Items
 - a. Oceano Depot Lease Agreement

Review request of Oceano Depot to renew lease agreement.
 - b. District Goals for Fiscal Year 2008-09

General Manager will review goals established at a Special Meeting of the Board of Directors on April 28, 2008.
 - c. General Manager Performance Evaluation

Consider Form to be used by the Board of Directors to evaluate the performance of the General Manager.
12. Reports of District Representatives *

This item gives the President and Board Members the opportunity to present reports to other members regarding committees, commissions, boards, or special projects on which they may be participating.

- a. **PRESIDENT JIM HILL**
 - (1) OCSD Special Board Meeting 04 28 2008
 - (2) Finance Committee 05 05 2008
 - (3) Fire Committee 05 06 2008
 - (4) SSLOCSD 05 07 2008
 - (5) Other
- b. **VICE PRESIDENT BILL BOOKOUT**
 - (1) OCSD Special Board Meeting 04 28 2008
 - (2) Legislative Day 05 12 2008
 - (3) Other
- c. **DIRECTOR VERN DAHL**
 - (1) OCSD Special Board Meeting 04 28 2008
 - (2) Legislative Day 05 12 2008
 - (3) Other
- d. **DIRECTOR PAMELA DEAN**
 - (1) OCSD Special Board Meeting 04 28 2008
 - (2) Other
- e. **DIRECTOR BARBARA MANN**
 - (1) OCSD Special Board Meeting 04 28 2008
 - (2) Finance Committee 05 05 2008
 - (3) Fire Committee 05 06 2008
 - (4) Other
- 13. General Manager Items/Discussion*
 - a. Other
- 14. Board Member Discussion*
- 15. Consideration of Warrants
- 16. Public Comment *
- 17. Written Communications
(Correspondence for the Board Received After Preparation of this Agenda is Presented by the General Manager)

Adjournment

* Oral Presentation/Discussion

ALL ITEMS APPEARING ON THE AGENDA ARE SUBJECT TO BOARD ACTION

Consistent with the American with Disabilities Act 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 the modification or accommodation in order to participate at the referenced public meeting by contacting the District General Manager or Administrative Assistant at 805-481-6730.

**P.O. Box 599/Oceano, CA 93475
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**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

APRIL 23, 2008

OCEANO

The meeting was called to order by President Hill at 6:32 P.M.

1. Roll Call

Present: President Hill, Vice President Bookout, Director Dahl, Director Dean, Director Mann

Absent: None

Staff Present: Patrick O'Reilly, Secretary to the Board/ General Manager, Gina A. Davis, Deputy Secretary to the Board/ Administrative Assistant, Philip T. Davis, Utility Operations Supervisor, Brian Leathers, Fire Captain, Ryan Fothergill, District Legal Counsel

Staff Absent: None

2. Flag Salute

President Hill led the flag salute.

3. Public Comment

Nancy Castle, AGP Video, announced that candidate forums are now available for viewing on the AGP website.

4. Board Member Items/Discussion

Director Dean reminded the community that this is cleanup week for garbage collection and encouraged residents to put their garbage out for pickup tomorrow. President Hill recognized Gina Davis for her consistently excellent efforts on this "Administrative Assistant" Day.

5. Review and Approval of Minutes

a. April 9, 2008

After a request for public comment (none being given), on motion by Director Mann, and second by Director Dahl, the Minutes of April 9th were approved unanimously.

6. Reports

a1. Report of Administrative Assistant. AA Davis reviewed operations for March 2008.

a2. Report of Utility Operations Supervisor. UOS Supervisor Davis reviewed operations for March 2008.

a3. Report of Fire Department Operations. Fire Captain Leathers presented a report of Fire Department Operations during the month of March 2008.

7. Fire Items

None

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

APRIL 23, 2008

OCEANO

8. Utility Items.

a. Cleaning and Inspection of District Sewer and Water Lines

President Hill presented the staff report and recommended that the Board continue the declaration of the emergency.

Thereafter, after a request for public comment, (none being given), upon motion by Director Mann, second by Director Dean, and on the following roll call vote, to wit:

AYES: Director Mann, Director Dean, Vice President Bookout, Director Dahl, President Hill

NOES: None

ABSENT: None

The Board approved the continuance of the declaration of emergency.

9. Administrative Items

a. Quarterly Investment Report

GM O'Reilly presented the Investment Report for the Quarter ending March 31, 2008. After a request for public comment, (none being given), President Hill directed that the report be received and filed.

b. Committee Assignments

GM O'Reilly reported that San Luis Obispo County cannot accept the appointment of Vice President Bookout to the Zone 3 Advisory Committee because of his involvement in a law suit against the county.

Vice President Bookout pointed out that the President is on numerous District committees and, since he is being removed from this committee he feels it appropriate for the President to appoint him to the Fire Committee. President Hill said that is something that will have to be agendized for a future meeting. President Hill appointed himself as the alternate member to the Zone 3 Advisory Committee. The appointment was approved by unanimous voice vote.

c. Financial Reserves

AA Davis reported that she is working on the status of reserve funds. She hopes to have the report available for the budget workshop.

d. Financial Audit for Fiscal Year ending June 30, 2007

AA Davis reported that she is working on preparations for the audit.

e. General Manager Performance Evaluation

GM O'Reilly presented the staff report which included a suggested form provided by President Hill at a past meeting and a form suggested by the GM. Vice President Bookout and Director Dean presented forms that they support. It was decided to review all forms at the next Board meeting. Directors can provide the GM with suggestions for combining the best features from several

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

APRIL 23, 2008

OCEANO

forms and he will prepare modified forms for review in addition to those already presented.

10. Reports of District Representatives

a. President Hill

President Hill deferred to Director Mann for the report for the District Fire Committee meeting of 4/15/2008, and made reports for Ethics Training attended by all Directors on 4/16/2008 and for the SSLOCSD Board meeting of 4/16/08.

b. Vice President Bookout

Vice President Bookout made reports on the Ethics Training of 4/16/2008 and the Fire Oversight Committee of 4/18/2008.

c. Director Dahl

Director Dahl made reports on the Zones 1/1A meeting of 4/15/2008, the ALUC meeting of 4/16/2008, Ethics training conducted 4/16/2008 and the OAC meeting of 4/21/2008.

d. Director Dean

Director Dean made a report on the Ethics Training of 4/16/2008.

e. Director Mann

Director Mann made reports on the Fire Committee meeting of 4/15/2008, Ethics training conducted 4/16/2008, and District Liability Training conducted by Liebert, Cassidy & Whitmore on 4/9/2008.

President Hill opened the floor to Public Comment. There was none.

11. General Manager Items/ Discussion

GM O'Reilly reported the need to have a Goal Setting session for Fiscal Year 2008-09. The Board agreed to meet on Monday, April 28th at 6pm.

12. Board Member Items/ Discussion

Director Dahl reported there will be a meeting of the California Space Authority concerning Vandenberg operations on May 9th at 9am.

14. Consideration of Warrants

President Hill presented the warrants for consideration.

Thereafter, after a request for public comment, (none being given), upon motion by Director Mann, second by Director Dean, the Board approved the warrants with the exception of the warrant for Kirk & Simas by unanimous voice vote.

Vice President Bookout recused himself because he is in litigation with the District, among other public agencies, concerning flooding and drainage issues concerning his Oceano Nursery property at the intersection of 13th Avenue and Highway 1 in Oceano.

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

WEDNESDAY

APRIL 23, 2008

OCEANO

Thereafter, after a request for public comment, (none being given), upon motion by Director Mann, second by Director Dean, the Board approved the warrant for Kirk & Simas by unanimous voice vote (4 to 0 with Vice President Bookout recused).

Director Bookout resumed his position on the Board.

13. Executive Session
 - a. Conference with Real Property negotiator – Water Rights Agreement.
No action was taken in this closed session.
15. Public Comment.
None
16. Written Communication
None

The meeting was adjourned by President Hill at 7:52 pm.

Patrick O'Reilly, Secretary to the Board

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES**

MONDAY

APRIL 28, 2008

OCEANO

The meeting was called to order by President Hill at 6:03 P.M.

1. **Roll Call**

Present: President Hill, Vice President Bookout, Director Dahl, Director Dean, Director Mann

Absent: None

Staff Present: Patrick O'Reilly, Secretary to the Board/ General Manager, Gina A. Davis, Deputy Secretary to the Board/ Administrative Assistant,

Staff Absent: None

2. **Flag Salute**

President Hill led the flag salute.

3. **Public Comment**

Lin Hill, Oceano, stated that she thought it disgraceful that the GM had not provided food for the public as well as Directors and staff.

4. **Board Member Items/Discussion**

Vice President Bookout commended the Fire Department for their quick response to a trailer fire at Silver Spurs RV Park.

5. **Administrative Items**

a. **Establishment of District Goals for Fiscal Year 2008-09**

The status of goals developed for Fiscal Year 2007-08 were reviewed.

Lucia Casalnuovo, Oceano, stated she thought the airport should be turned into a park. She also stated that she had to call the office to find out about tonight's Board meeting because it was not on the web site.

Each Director proposed two or three goals. Each Director then voted seven times for the goals they felt most important. The following goals were established based on the vote.

Update Water and Sewer Master Plan and "Build out trends" (5 votes)

Conduct Study to increase water rates (5 votes)

Develop long term financial plan (5 votes)

Replace existing software with QuickBooks or some other appropriate system (4 votes)

Continue Codification update by reviewing and revising codes (Water Code first) (4 votes)

Annex two motorhome parks on Halcyon, Silver Spur Motorhome park and the Oceano Dunes (4 votes)

**OCEANO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES**

MONDAY

APRIL 28, 2008

OCEANO

Review and revise lighting policy and standards (3 votes)

Participate in Community Center Resolution (1 vote)

Graffiti abatement (garbage fund) (1 vote)

Constant/Consistent communication with public (web site)(1 vote)

Fiscal responsible (1 vote)

Alley abatement by the Fire Department was suggested but did not receive any votes

6. Board Member Items/ Discussion

None

7. Public Comment

None

The meeting was adjourned by President Hill at 8:23 pm.

Patrick O'Reilly, Secretary to the Board



Oceano Fire Department



REPORT For APRIL 2008

During the month of April, the department responded to a total of 51 calls. 17 were in Oceano, 11 were in Grover Beach, 6 were in Arroyo Grande, 13 were with Cal Fire and 4 on the beach. Of the 17 calls in Oceano, 12 were EMS related, 1 fire and 4 miscellaneous calls. This put the total as of this report to 249. At this time last year we were at 263. We are 14 calls less then last year.

The department responded to two vegetation fires last month. One to assist Cal Fire on the mesa and one with Grover Beach near the monarch butterfly groves. Oceano assisted Cal Fire with a RV Fire at the Silver Spur RV Park. Oceano was the first engine on scene and was able to aggressively attack the fire. The department also responded to numerous EMS calls.

We lost FF Wathen until November, His was able to obtain a seasonal job with the Siskiyou National Park. Patrol 61 now has door switches that will illuminate a light in the cab to alert the driver if a door is ajar.

Training with Arroyo Grande and Grover Beach continues to be great. We finished low angle rescue operations and are now starting to get into wildland operations.



May 14, 2008

Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

TO: Patrick O'Reilly, General Manager
FROM: Gina A. Davis, Administrative Assistant
SUBJECT: DEPARTMENT REPORT FOR THE MONTH OF APRIL, 2008

During April, Administrative staff processed various project-related letters, prepared by the Utility Operations Supervisor (UOS), as summarized on the attached document. The monthly reports to the State Environmental Health Department and County of San Luis Obispo for the Water Department were prepared; warrants were processed; and two regular and one special OCSD Board, and two Fire Committee agenda packets were prepared. The monthly DMV program continued to be busy, with May being fully booked, and appointments being taken now for June.

As a result of the increased notifications regarding the semiannual garbage 'cleanup' week which allows special rates for larger items such as televisions, microwaves, toilets, et cetera, as well as an increase in the number of cans or their equivalent, considerably less time was spent answering questions about the process.

Considerable time was spent on the recruitment process for the Accounting Clerk position. Interviews were scheduled with 9 applicants on May 2nd, and the final 4 candidates participated in a second interview on May 7th. And, as noted in the Weekly Report on May 8th, we are very happy to have Cassey Sanchez joining the Administrative team on Monday, May 12th.

Work continues on the 2008 Hazard/Weed Abatement program with an RFP for an abatement contractor now being noticed. Postcards were mailed to every property owner within the District boundaries advising them of the procedures for this year's Fire Hazard Reduction program. In addition, the applications forms were sent to the five participating organizations in the 2007 Fireworks program. The deadline for submitting forms for the 2008 booths was April 30th, and the item will be presented to the Board at the May 14th regular meeting.

Staff collected payments on billings mailed March 31; sent out approximately 410 late notices (compared to 320 notices for the same period in 2007, and 475 in 2006, for the same period) in April; and will be preparing door hangers on May 8th. Any accounts with an outstanding balance on Tuesday, May 13, will have their services disconnected. In addition, steps were taken to insure SSLOCSD rate increase, effective May 1st will be ready to go when the new bills are mailed the end of May. The UOS prepared the statistics regarding how much water was pumped during the 2007 calendar year for the annual Public Water System Statistics Report to the State Department of Health Services. The Secretary/Bookkeeper will be broke out the water sales by month as a percentage of water pumped.

At this time, staff is busy answering customers' calls regarding their utility bills; preparing the APN maps and other paperwork for the 2008 Hazard/Weed Abatement Program; processing will-serve letter requests; and working on the Proposed OCSD Budget for the 2008-2009 Fiscal Year.



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May 14, 2008

TO: Patrick O'Reilly, General Manager

FROM: Gina A. Davis, Administrative Assistant *g.*

SUBJECT: SUPPLEMENTAL INFORMATION - MONTH OF APRIL, 2008

During the month of April, 2008, Administrative staff processed the following letters prepared by the Utility Operations Supervisor:

WILL SERVE LETTERS

SCHNEIDER, PAUL
ALEMAN ODGERS
PEOPLE'S SELF-HELP HOUSING
TAKKEN
BRONTE, ROBERT

Ocean Street
22ND Street
Paso Robles @ 15th
21ST Street @ Cienaga
Front Street

Remodel SFR
Fire Restoration
6-unit PUD
Comm/Residential
Bathroom Remodel

FIRE SAFETY PLAN LETTERS

SCHNEIDER, PAUL
ALEMAN ODGERS
BRONTE, ROBERT

Ocean Street
22ND Street
Front Street

Remodel SFR
Fire Restoration
Bathroom Remodel

FEE LETTERS

None

COUNTY PROJECT REFERRALS

None

OTHER CORRESPONDENCE

None

Agenda Item 04 23 2008 8. b.(1)&(2)

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Oceano Community Services District

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May 14, 2008

To: Patrick J. O'Reilly, General Manager

From: Philip T. Davis, Utility Operations Supervisor *PP*

SUBJECT: DEPARTMENT REPORT FOR THE MONTH OF APRIL, 2008

In the sewer system, there were no blockages or problems reported during the month. The District crew installed 1 new sewer lateral.

In the Water Department, three leaks were reported in April. Two of the leaks were plastic fitting failures in service lines and one was located in the customer's plumbing. On the 16th of April, we measured the static levels in our wells.

The District crew installed one new water service in April and a contractor installed several new water services in the new subdivision on 25th Street. We had problems with our alarm system during the month. This resulted in our standby personnel having to respond to several false alarms.

Dan and Steve were able to devote several days to fire hydrant maintenance. They operated and checked approximately half of the District's fire hydrants during the month. We had two alternate workers that were kept busy with general clean-up duties, cutting weeds in the water yards and in the retention basin on 21st Street.

Other jobs completed during the month were the weekly collection of water system samples for analyses, routine water service maintenance and maintenance on the Rolls Royce engine. Steve replaced approximately 50 sq. ft. of roofing shingles on our machinery storage building that had blown off during one of the wind storms that we experienced last month.

We also had several problems with the 1944 Waukesha engine on Well 5. Our mechanic had trouble isolating the cause (coolant in the oil). We had a spare engine sitting in the yard that we had picked up from the Union Oil Tank Farm approximately 10 year ago. We decided to switch engines and press the 1963 Union Oil Waukesha back into service. It was a difficult switch as Waukesha engines are heavy and space was limited. The old Union Oil engine was running perfectly for several days. Unfortunately, it seems to have developed a similar problem as the old engine. We are still looking into that issue.

Patrick J. O'Reilly
May 14, 2008
Page Two

The District produced 79.71 acre feet of water during April, 2008. This was calculated as 47 acre feet of State water, 15.49 acre feet of Lopez water, and 17.22 acre feet of ground water. The total amount of water produced in April, 2008 was 5.6 % more than was produced in March, 2008, and it was 6 % more than was produced one year ago in April, 2007.



Oceano Community Services District

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May 14, 2008

TO: Board of Directors, OCSD

FROM: Patrick J. O'Reilly, General Manager *PJO*

SUBJECT: FIREWORKS SALE

1. At the meeting of the Board of Directors held April 9, 2008, it was decided that the five organizations that sold fireworks in 2007 would be allowed to sell fireworks again in 2008. It was further decided that if any of those organizations did not apply, replacement organizations would be selected on a random basis. Four of the five organizations that sold fireworks in 2007 applied for permits again for 2008. They are:

Squad Club 745 (CHP)
Five Cities Fraternal Order of Eagles 4153
Church of God of Prophecy
Oceano Firefighters Association

2. The fifth organization that participated last year, the Fraternal Order of Eagles Auxiliary, submitted a late application. Since the application was late, it was not considered a valid application leaving one permit available for random selection.

3. Three other organizations did apply in a timely manner for a fireworks permit this year. They are the Central Coast Soccer Club, the Oceano and AG Valley Kiwanis, and the Well Four Square Church. On May 7, 2008, District staff conducted a random drawing to fill the fifth permit and the Oceano and AG Valley Kiwanis was drawn. The two other organizations will be provided letters advising them that the five organizations to receive permits have been selected for this year.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll-call vote, approve Resolution 2008-08 authorizing the five organizations to sell fireworks for the Independence Day celebration on July 4th.

Agenda Item 05 14 2008 9.a.

**OCEANO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2008-08
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OCEANO COMMUNITY
SERVICES DISTRICT ESTABLISHING A LIMIT OF FIVE PERMITS FOR THE SALE
OF SAFE AND SANE FIREWORKS AND OTHER LIMITATIONS**

WHEREAS, the Board of Directors of the Oceano Community Services District is a community services district organized under Section 61000 et. seq. of the Government Code; and

WHEREAS, DISTRICT is authorized to regulate the sale of Safe and Sane Fireworks within its boundaries pursuant to San Luis Obispo County Ordinance; and

WHEREAS, the Board of Directors of DISTRICT has enacted Ordinance Numbers 1991-2 and 1992-2 to establish rules and regulations concerning the sale at retail and use of Safe and Sane Fireworks; and

WHEREAS, Ordinance Number 1992-2, Section 2.4(F), provides that DISTRICT, by resolution, may set additional fees, regulations, and conditions for the granting of permits for the sale of fireworks within the boundaries of the DISTRICT; and

WHEREAS, the Board of Directors for DISTRICT, based on staff reports and public testimony, set a goal of limiting the number of vendors for the sale of Safe and Sane Fireworks to five vendors and established a reservation system for determining vendors in succeeding years; and

WHEREAS, the time limit for submitting applications for the fireworks sales permits for the 2008 Independence Day Celebration has expired, and the DISTRICT has received four applications from organizations participating in 2007 as follows:

1. Squad Club 745
2. Five Cities Fraternal Order of Eagles 4153
3. Church of God of Prophecy
4. Oceano Firefighters Association

WHEREAS, the time limit for submitting applications for the fireworks sales permits for the 2008 Independence Day Celebration has expired, and the DISTRICT has received three applications from organizations that did not participate in 2007 as follows:

1. Oceano and AG Valley Kiwanis
2. Central Coast Soccer Club
3. Well Four Square Church

WHEREAS, the fifth organization to participate in the Safe and Sane Fireworks Program for 2008 was selected by District Staff on May 7, 2008 by random drawing. The organization randomly selected was the Oceano and AG Valley Kiwanis.

WHEREAS, the five applicants meet DISTRICT requirements for the sale of Safe and Sane Fireworks; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Oceano Community Services District that:

1. Until amended by the Board, the number of District permits for the sale of Safe and Sane Fireworks shall be five, to wit: Squad Club 745, Five Cities Fraternal Order of Eagles 4153, Church of God of Prophecy, Oceano Firefighters Association, and Oceano and AG Valley Kiwanis.
2. The District will reserve an application for succeeding years for those vendors that comply with all District Rules and Regulations for the sale of Safe and Sane Fireworks, as currently established and as amended from time to time.
3. If, in the future DISTRICT receives less than five acceptable applications, the DISTRICT will:
 - a. Advertise the number of permit applications, and
 - b. Hold a lottery on terms and conditions to be established by the Board of Directors to determine the successful applicants.
4. The five applications for permits received by the DISTRICT are the initial permittees for the preliminary determination of reservations for succeeding years.
5. Severability. If any section, subsection, clause, or phrase of this resolution is, for any reason, found to be invalid or unconstitutional, such finding shall not affect the remaining portions of this resolution.
6. Inconsistency. To the extent the regulations and conditions established by this resolution may be inconsistent or in conflict with the regulations and conditions of any prior DISTRICT ordinance, motion, resolution, rule, or regulation governing the same subject, the terms of this resolution shall prevail.
7. Effective Date. This resolution shall take effect immediately upon its passage.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby adopted this 14th day of May, 2008.

ATTEST:

Jim Hill, President

Patrick J. O'Reilly, Secretary



Oceano Community Services District

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May 14, 2008

TO: Board of Directors, OCSD

FROM: Patrick J. O'Reilly, General Manager *PJO*

SUBJECT: BUDGET AUGMENTATION FOR FISCAL YEAR 2007-08

The approved budget for the Fire Department for Fiscal Year 2007-08 includes \$756,006 in revenues and \$656,400 for expenditures. This represents \$99,596 more in revenues than expenditures. However, no capital expenditures are included in the budget for this fiscal year. It was the intent of staff to add capital expenditures at a later time. Detailed budgeted revenues are shown on Attachment 1. Detailed budgeted expenditures are shown in Attachment 2.

After the original budget was adopted, two major additions to Fire Department expenditures were approved by the Board. First, an increase of \$6,000 in the amount paid to the City of Grover Beach for dispatch services was approved February 19, 2008. Second, additional expenditures of \$16,700 were approved on February 27, 2008 for participation in Joint Fire Operations with the cities of Arroyo Grande and Grover Beach. However, these additional expenditures were never formally approved as budget augmentations.

The Fire Department has now identified \$24,704 in equipment expenditures for Fiscal Year 2007-08. The equipment requested includes 2 Zoll AED units (\$6,348), 8 EMS jackets (\$1,920), a multi-gas detector (\$1,977), rope rescue equipment (\$3,000), 5 hand held radios (4,581), a voice projection unit (\$900) and VFA Grant matching funds (\$5,978). These items are listed on Attachment 3. The cost of this equipment will be partially offset by \$4,500 in revenue received from the sale of excess SCBAs.

The Fire Department has also identified the need for \$3,500 to purchase "No Parking" signs to be installed in alleys in Oceano. It is anticipated that posting the signs will significantly improve fire access for emergencies in alleys.

The total recommended addition to budgeted expenditures for Fiscal Year 2007-08 for increased dispatch costs, joint fire operations, capital equipment and "no parking" signs is \$50,904 which is still substantially less than the excess revenue of \$99,596 which was originally budgeted.

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Agenda Item 05 14 2008 9.b.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll-call vote, approve increases to budgeted Fire Department expenditures for Fiscal Year 2007-08 by \$50,904 for the following:

\$ 6,000 Dispatch services
\$ 16,700 Joint Fire Operations
\$ 24,704 Capital Equipment listed on Attachment 3
\$ 3,500 "No Parking" signs for alleys
\$ 50,904 Total

Oceano Community Services District
FINAL FY 2007-08 Budget

Fire 01-4200 REVENUES FY 2007-08					
Account No	Description	2006-07 Approved	2006-07 Est/Act	2007-08 Requested	2007-08 Approved
3100	Prop Tax: Current Secured	\$606,117	\$686,491	\$720,816	\$720,816
3101	Prop Tax: Current Unsecured	698	16,308	17,123	17,123
3102	Prop Tax: Prior Secured	0	(822)	0	0
3103	Prop Tax: Prior Unsecured	535	1,074	1,128	1,128
3105	Penalties and Interest	535	2	2	2
3120	Homeowners' Prop Tax Relief	3,348	6,792	7,131	7,131
3125	ERAF Reimb: 2004	0		0	0
3220	Fire: Weed Abatement	9,500	5,348	7,350	7,350
3221	3-Story Assessment	1,000	0	300	300
3230	Miscellaneous	250	25	25	25
3230	Miscellaneous: Angello	300	50	0	0
3231	Sale of Fixed Assets	0	0	0	0
3235	Public Facility Fees	28,000	7,163	16,000	16,000
3236	San Luis Ambulance Subsidy	2,995	3,096	3,135	3,135
3237	Cost Recovery Program	25,000	840	1,000	1,000
3238	Fireworks Permits	1,925	1,925	1,925	1,925
3239	Rent: Village Group	10,080	10,200	10,200	10,200
3241	Mutual Aid Reimbursements	0	4,435	4,000	4,000
3262	Rent: CHC	10,200	0	1,700	1,700
3300	Interest: LAIF/Engine Only	650	1,040	950	950
3301	Interest: LAIF/Non Eng Rest	2,300	3,645	3,500	3,500
3302	Interest: CO/Non Engine	1,900	4,760	4,250	4,250
3302	Interest: CO/3-Story Asmnt	60	160	100	100
3303	Interest: CO/Eng Rest	175	405	350	350
3547	OCSD's Share of LAFCO	(10,718)	(10,925)	(10,569)	(10,569)
3557	Co Collection Chg: SB2557	(17,205)	(17,536)	(18,410)	(18,410)
	Sub-Total	677,645	724,476	772,006	772,006
Less:	Fac Fees Trans to Rstrd Rservs	(28,000)	(7,163)	(16,000)	(16,000)
Add:	Trans from Rstrctd Rsvs:				
	Restricted Reserves	0			
	Various Grant Funds	51,354			
	Various Grant Matches	10,052			
	Fixed Assets	12,544			
	TOTAL	\$723,595	\$717,313	\$756,006	\$756,006

Oceano Community Services District
FINAL FY 2006-07 Budget

Fire 01-4200 EXPENDITURES FY 2007-08					
Account No	Description	2006-07 Approved	2006-07 Est/Act	2007-08 Requested	2007-08 Approved
	Personnel				
010	Wages and Salaries	\$313,070	\$302,220	\$311,285	311285
020	Overtime Wages	34,115	25,905	33,795	33795
061	PERS Contribution	11,625	18,845	24,500	24500
070	SUI	4,705	3,305	3,400	3400
071	Medicare/FICA (Soc Sec)	11,205	11,005	11,150	11150
075	State Compensation Ins	33,735	29,760	30,655	30655
090	Employee Insurances	19,365	17,055	21,035	21035
096	Dist Paid Employee Pens	11,665	13,355	13,755	13755
	Total Personnel	439,485	421,450	449,575	449575
	Service and Supply				
100	Clothing	2,000	1,875	2,500	2,500
110	Communications	7,750	7,005	7,250	7,250
111	Telephone	2,500	1,220	1,400	1,400
150	Insurance	23,000	10,870	11,000	11,000
170	Maintenance: Equip	4,050	4,415	3,800	3,800
171	Maintenance: Vehicles	8,920	8,930	9,000	9,000
172	Fuel	5,365	5,325	5,750	5,750
173	Maintenance: Structures	1,500	795	1,100	1,100
175	Operating Supplies	3,000	3,170	3,000	3,000
180	Memberships	1,500	1,025	1,250	1,250
200	Office Expense	2,000	3,540	2,700	2,700
210	Postage	650	235	400	400
220	Professional Services	14,000	9,980	9,000	9,000
223	Legal Services	0	0	0	0
230	Legal Notices	250	405	650	650
235	Books/Journals/Subs	250	320	300	300
250	Small Tools	500	0	250	250
260	Special Departmental Exp	300	335	300	300
285	Classes and Seminars	6,000	3,160	4,500	4,500
290	Utilities	2,325	2,635	2,550	2,550
	Total Services and Supply	85,860	65,240	66,700	66,700
	Sub-Total	525,345	486,690	516,275	516,275
320	Fixed Assets	0			
376	Alloca of Adm Exp: 28%/23%	119,777	138,511	140,125	140125
380	Contingency	0			
	Sub-Total	645,122	625,201	656,400	656,400
Add:	Purchases Funded with RR:				
321	Fixed Assets/Various	12,544			
330	Various Grant Funds	51,354			
330	Various Grant Matches	10,052			
329	Public Fac Fees: Type IV	0			
	TOTAL	\$719,072	\$625,201	\$656,400	\$656,400



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

May 14, 2008

TO: Board of Directors, OCSD

FROM: Patrick J. O'Reilly, General Manager 

SUBJECT: CLEANING AND INSPECTION OF DISTRICT SEWER AND WATER LINES

1. Public Contracts Code Section 22050(c)(1) requires that if the governing body orders any action after the emergency has been declared, the governing body shall review the emergency action at its next regularly-scheduled meeting and at every regularly-scheduled meeting thereafter until the action is terminated, to determine, by four-fifths vote, that there is need to continue the action.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll call vote, determine, by four-fifths vote, that there is a need to continue the action.

Agenda Item 05 14 2008 10.a.



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

May 14, 2008

TO: Board of Directors, OCSD

FROM: Patrick J. O'Reilly, General Manager

SUBJECT: OCEANO DEPOT LEASE AGREEMENT

1. On August 25, 1998, the District and the Oceano Depot Association (tenant) entered into a Lease Agreement for certain real property owned by the District described as APN 62-271-06, 62,271-03, and 62-271-01. The location of said properties is more or less across Highway 1 from the District office. The properties are intended to be used as a museum / community center.
2. The Lease Agreement requires the Oceano Depot Association to take numerous actions including providing maintenance for subject property, maintaining insurance in effect, and paying utilities.
3. The original lease was for a ten year term. The tenant has the right to extend the term of the lease for additional periods of ten years each to the maximum amount allowed by law (99 years).
4. The tenant has given the District notice that it intends to extend the lease for another 10 years. A copy of that notice is attached. The tenant is in compliance with all requirements of the lease agreement. As part of the notice, tenant has requested several changes as summarized on the first page of Attachment A to the notice.

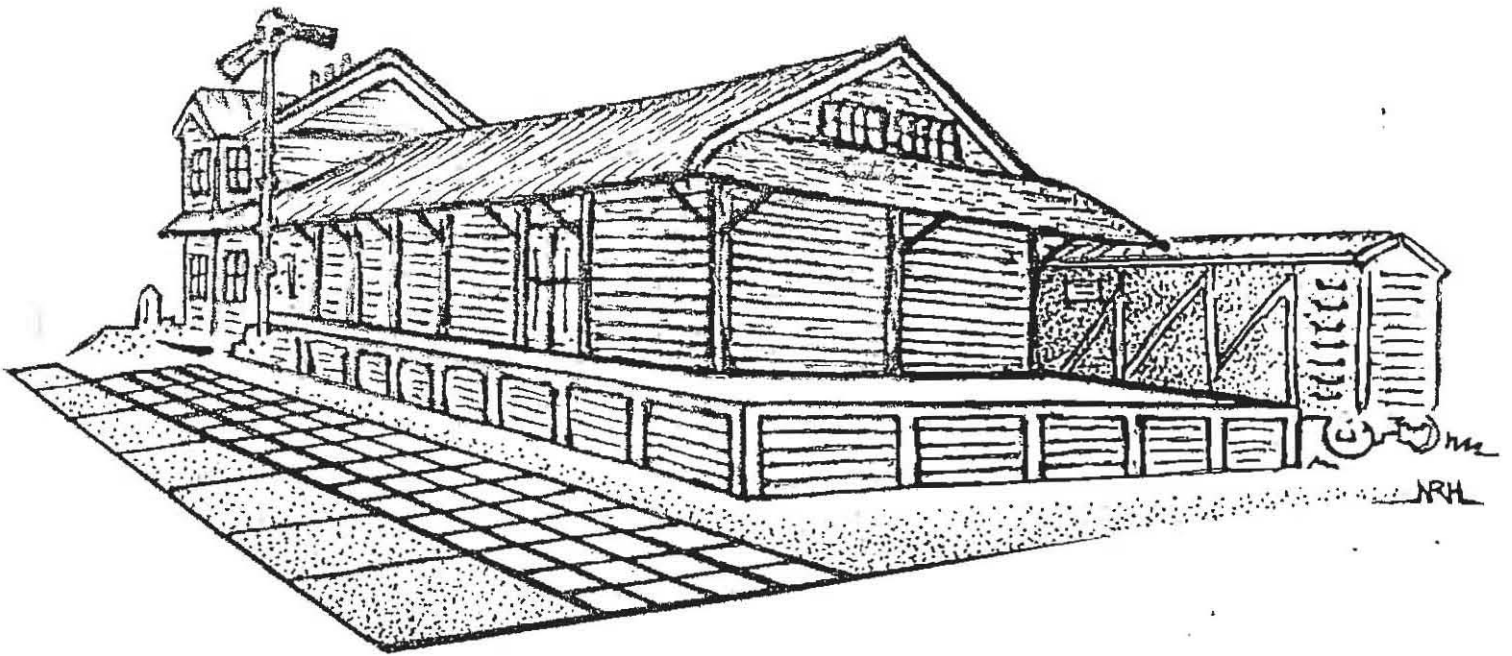
THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll-call vote, approve the changes proposed to the Lease Agreement with the Oceano Depot Association, Inc. and extend the Lease Agreement for a ten year period expiring August 24, 2018.

Agenda Item 05 14 2008 11.a.

T:\Agendas\BOARD MEETING AGENDAS\2008\05 14 2008\5 14 08 Depot Lease.doc

AA Gina Davis (ORIG)

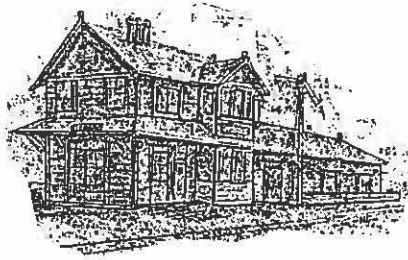
THE OCEANO DEPOT ASSOCIATION, INC.
P.O. BOX 535
OCEANO, CA 93475



805-489-5446
www.oceanodepot.org

OCEANO DEPOT ASSOCIATION, INC.

P.O. Box 535
Oceano, CA 93475



805-489-5446
www.oceanodepot.org

May 7, 2008

Oceano Community Services District
P.O. Box 599
Oceano, CA 93475

REGARDING: RENEWAL OF OCEANO DEPOT LEASE

Dear Board of Directors:

In compliance with the terms of the lease dated August 25, 1998, this is written notice that the Ocean Depot Association, Inc., hereby requests extension of the lease with the District for another 10 year period.

Please find enclosed the following:

- Attachment A- Contract and additional changes requested by the Depot Association.
- Attachment B- Insurance documents as required, Corporation status.
- Attachment C- Background information on the Depot and the Association.
- Attachment D- Partial list of accomplishments pertaining to the restoration and maintenance of the project over the past 10 years, future plans and goals.
- Attachment E- Partial list of public events held over the past 10 years, information on hours and tours.
- Attachment F- Letters of support.

Thank you for your consideration.

Respectfully submitted,

Linda M. Austin, President
Oceano Depot Association, Inc.

ATTACHMENT A

Proposed updates to lease agreement between the Oceano Depot Association, Inc.
and the Oceano Community Services District
dated August 25, 1998

RECITALS

Page 1. Item B. Add to "Tenant owns certain real property located within the District described as APN 62-271-05" *..tenant also owns APN 62-271-04 commonly referred to as 1630 Front Street.*

Page 1. Items F. G.
Item H, Numbers 2. 3.4.5

It is hereby recognized that the above items the Oceano Depot Association, Inc. originally obligated to do regarding the CAL Agreement have been completed and performed in a timely fashion and these items do not apply in the renewal of the lease.

Page 4. Add under 7-2 ADDITIONAL PROVISIONS

On or about February 13, 2003 the District entered into a lease agreement with The Village Group for the use of District property commonly referred to as "the old firehouse building." The lease provided for parking in the lot designated as the Depot parking lot. The Depot Association can vacate the lot during those times functions are being held at the Depot or anytime The Depot Association deems it necessary for use of the parking lot for Depot business. The Oceano Community Services District is to notify their tenant to furnish the Oceano Depot Association with a current certificate of liability insurance annually naming the Oceano Depot Association, Inc. as additional insured. Address for service of this notice is: Oceano Depot Association, Inc. PO Box 535, Oceano, CA 93475.

Page 6.
ARTICLE 11.

Strike 11-2 11-4 11-5 (These items do not pertain as per above mention of completion by the Oceano Depot Association.)

Page 11.
NOTICES

Item 21-1 Change notice address from 610 Pier Ave, Oceano, CA 93445
to P.O. Box 535, Oceano, Ca 93475.

Attachment A

ATTACHMENT A

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OCEANO DEPOT ASSOCIATION, INC. LEASE AGREEMENT

This Lease made and entered into this 25 day of August, 1998, by and between the Oceano Community Services District, a political subdivision of the State of California, San Luis Obispo County, hereinafter called "District" and Oceano Depot Association, Inc. a nonprofit corporation herein after referred to as "Tenant" and collectively referred to as "the Parties," is made with reference to the following recitals:

RECITALS

A. The District owns certain real property located within the District described as APN 62-271-06, 62-271-03, and 62-271-01. The location of said properties is depicted in Exhibit "A" and is herein referred to as the "District Premises," the "Leased Premises," or the "Premises," depending on the context.

B. Tenant owns certain real property located within the District described as APN 62-271-05. The location of said property is depicted on Exhibit "A" and is herein referred to as "Tenant's Property." *ADD APN 62-271-04 as tenants property*

C. Additionally, Tenant owns a building commonly known as the Oceano Train Depot. The Oceano Train Depot is located on Tenant's property and one parcel of the Leased Premises, as depicted on Exhibit "A." The Oceano Train Depot, Tenant's Property, and the District's Property referenced in this Recital is collectively referred to herein as the "Project Property."

D. On or about March 27, 1988, the Parties entered into a Lease With Option for the District Premises described in Recital A, above. The initial term of the 1988 Lease expires on March 26, 1998.

E.. Tenant is improving the Project Property described in Recital C, above, for the purposes of developing and operating a Museum/Public Center for all District residents. The Tenant-installed improvements along with their maintenance are referred to herein as the "Project."

F. The District, as Administering Agent, has entered into an agreement (herein the CAL Agreement) with the state of California Department of Transportation to obtain Federal funds to provide partial funding for the Project.

STRIKE
G. The CAL Agreement places certain obligations on the District for matching funds, maintenance of the Project, and providing certain non-discrimination assurances.

H. The purpose of this Agreement is to:

1. Renew the original Lease.

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OR

ADD WORDING Supplied

2. To obligate Tenant to pay the matching funds referenced in Recital G;
3. To obligate Tenant to reimburse District for its costs in obtaining the funds referenced in Recital F, above.
4. To obligate Tenant to provide all maintenance required by the CAL Agreement; and,
5. To obligate Tenant to comply with non-discrimination assurances required by the CAL Agreement.

WITNESSETH:

In consideration of each and every term, covenant and condition herein contained, District hereby leases to Tenant and Tenant hires from District, the District Premises described in Recital A, above.

District agrees to and shall on the commencement date of the term of this Lease as hereinafter set forth, place Tenant in quiet possession of the District Premises and shall secure him in the quiet possession hereof against all persons lawfully claiming the same during the entire term and any renewals or extensions thereof.

ARTICLE 1. TERM

- 1-1 This Lease shall be for a period of ten (10) years commencing on _____, 19____, and expiring at midnight on _____, 19____, provided however, as a condition precedent to the Lease becoming effective, Tenant shall place copies of insurance policies required by Article 7 hereof.
- 1-2 HOLDING OVER: Any holding over of tenancy by Tenant beyond the terms of this Lease, with the express or implied consent of District shall be a month to month tenancy only, unless otherwise specifically agreed upon in writing by District and Tenant.

ARTICLE 2. COMPENSATION

- 2-1 RENT: Tenant agrees to pay District the sum of ten dollars (\$10.00), payable in advance.
- 2-2 Tenant will make the Project Property, and all facilities contained therein, available to the District at no charge upon reasonable request for the purpose of conducting meetings and other District business. Additionally, Tenant shall make the Project Property, and all facilities contained therein, available to the District at no charge

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upon reasonable request for the purpose of conducting meetings and other District business, provided that the intended use does not conflict with Tenant's prior scheduled events and that the intended use by the District does not unreasonably conflict with Tenant's use of the premises as a Museum/Community Center.

- 2-3 PLACE OF PAYMENTS: All payments shall be made to the District at Post Office Box 599, Oceano, CA 93445 or Payments may be delivered in person to 1655 Front St., Oceano, CA. Payments may also be made at places agreed to by both parties.

ARTICLE 3. UTILITIES

- 3-1 Tenant shall pay during the term hereof all charges for all water, gas, electrical, telephone and all other utilities used by the Tenant on the Leased Premises.

ARTICLE 4. USE OF PREMISES

- 4-1 The Premises shall be used for the purpose of developing, conducting and operating therein the Oceano Depot Association, Inc., a museum/public center open to all District residents. The Premises shall not be used for any other purpose without the prior written consent of the District.

ARTICLE 5. INDEMNIFICATION

- 5-1 The Tenant shall defend, indemnify and save harmless the District, its Board members, officers, agents and employees from any and all claims, demands, damages, costs, expenses, including costs for legal services, or liability occasioned by the performance of the provisions of this Lease, or in any way arising out of this Lease, including, but not limited to, inverse condemnation, equitable relief, or any wrongful act or any negligent act of omission to act on the part of the Tenant, or of agents, employees, or independent contractors directly responsible to the Tenant; providing further that the foregoing shall apply to any wrongful acts, or any actively or passively negligent acts, or omission to act, committed jointly or concurrently by Tenant, Tenant's agents, employees, or independent contractors and the District its agents, employees, or independent contractors.

ARTICLE 6. EMPLOYEES OF TENANT

- 6-1 All employees, agents, assignees and subleases of Tenant shall be licensed when required by law. All such employees, agents, assignees, and subleases shall be employees, agents, or assignees of Tenant only and shall not in any instance be, or be construed to be, employees, agents or assignees of District. Tenant shall provide and maintain in full force at all times, when required by law, workers' compensation insurance.

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ARTICLE 7. INSURANCE

7-1 Tenant agrees to take out and keep in force during the entire life of the Lease, at Tenant's sole cost and expense, public liability and property damage insurance for the Premises in companies authorized to issue such insurance in the State of California and acceptable to District. Tenant further agrees to place copies of said insurances herein required in the hands of the District. Said insurance policies shall consist of the following:

- a. Workers' Compensation and Employer's Liability Insurance: Tenant shall maintain full workers' compensation and employer's liability insurance with limits of at least statutory requirements.
- b. Liability Insurance: Tenant shall maintain bodily injury, personal injury, and property damage insurance in an amount of at least \$500,000.00 single limit for bodily injury and property damage. This liability insurance shall include, but shall not be limited to, protection against claims arising for bodily and personal injury and damage to property which results from any act or occurrence in or about the Premises which are subject to this Agreement, or Tenant's operations.
- c. Fire Insurance: Tenant shall provide fire and extended coverage insurance on the leased Premises and on any building on Leased Premises with such insurance to be primary. Tenant shall procure an appropriate clause in, or an endorsement on, the policy for said insurance, pursuant to which the insurance company waives subrogation or consents to a waiver of right of recovery against District.

7-2 ADDITIONAL PROVISIONS: Said insurance policy is to contain the following provisions and shall;

- ADD-WORDING PROVIDED RE: PARKING LOT*
- a. Be on an occurrence basis rather than accident basis.
 - b. Contain an endorsement naming the District and their officers, employees and agents as additional insured.
 - c. Contain a cross-liability of severability of interest endorsement.
 - d. Require the insurance carrier to give the District, in writing, thirty days' prior notice of any cancellation of such insurance, any reduction in the amount of liability or damage insured, or any other change.
 - e. Provide that the insurance will operate as primary insurance and that no other insurance effected by the District will be called upon to

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contribute to a loss covered by the insurance as defined by the provisions herein.

- 7-3 FILING: The Tenant shall file with the District certificates of insurance and policies of insurance covering all the above insurance requirements and satisfactory to the District before Tenant does any act under this Lease.
- 7-4 Approval of the insurance by the District shall not relieve or decrease the extent to which the Tenant may be held responsible for payment of damages resulting from its operations.
- 7-5 Should the Tenant fail to keep such insurance in full force and effect, the District may cancel the Lease effective immediately.

ARTICLE 8. DESTRUCTION OF DEPOT/PROJECT

- 8-1 If during the term of this Lease, the Depot or the Project are injured or destroyed by fire or other cause, so as to render the Project, in Tenant's judgement, unfit for occupancy, or so as to substantially prevent or impair, in Tenant's judgement, Tenant's use of the Premises, then the Tenant shall have the following options:
 - a. Terminate this Agreement and promptly remove the remains of the Project from the District Premises; or
 - b. Continue to pay rent and promptly commence repairs as outlined in Article 10 of this Agreement.

ARTICLE 9. SITE DEVELOPMENT

- 9-1 The Tenant shall, at its sole cost and expense, develop and operate a Museum/Community Center and Tenant shall have the right to remove from property any and all improvements as required by development plan. Any and all salvage value from the removal of same may be retained by Tenant with the understanding it be used to defray a portion of the site development expense.
- 9-2 Tenant shall be responsible for following all applicable codes and ordinances pertaining to the development site.

ARTICLE 10. REPAIRS, REMODELING, ALTERATIONS AND ADDITIONS

- 10-1 Upon completion of approved development, all buildings and common areas shall be under the control of Tenant. Tenant shall hereafter repair all subsequent dilapidations thereof which may render them untenable.

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- 10-2 Tenant shall, at its expense, maintain and keep the leased Premises and every structural portion thereof in good state of repair during the lease term and any extensions or renewals thereof. If Tenant fails or neglects to repair as set forth above, within a reasonable time after District submits notice to Tenant of the need for repairs, District may repair the same and submit the bill to Tenant for payment or exercise its default remedies under Article 14 of this Agreement.
- 10-3 Tenant shall have the right, upon completion of development, to remodel the leased Premises and to make alterations and additions to the interior of the Leased Premises at its sole cost and expense, except that no remodeling or alterations affecting building structure shall be made until written consent of the District has been obtained.

ARTICLE 11. ADDITIONAL OBLIGATIONS OF TENANT

- 11-1 Tenant, at its sole cost, shall operate and maintain the Premises in a manner satisfactory to the authorized representative of the State of California and the United States. All maintenance shall be performed at regular intervals by well-trained staff or as required for efficient operation of the Project.
- 11-2 With reference to the District obtaining Federal funds as referenced in Recital F, above, Tenant, at its sole cost, shall comply with all directives and notifications issued by Governmental Agencies regarding the repair, maintenance, and operation of the Project.
- 11-3 Tenant shall keep accurate records of its operations and shall permit access to the District or its designee to all books, records and accounts, or other sources of information, as may be determined by the District or its designee to be pertinent to ascertain compliance with all notifications and directives.
- 11-4 Tenant shall pay all matching funds or other funds required by District in regards to obtaining the funding referenced in Recitals F and G, above.
- 11-5 Tenant shall reimburse District for its costs in obtaining the Federal funds referenced in Recital F, above.
- 11-6 Tenant shall at all times and in all respects comply with all federal, state and local laws, ordinances and regulations ("Hazardous Materials Laws") relating to industrial hygiene, environmental protection, or the use, analysis, generation, manufacture, storage, disposal or transportation of any oil, flammable explosives, asbestos, urea formaldehyde, radioactive materials or waste, or other hazardous, toxic, contaminated or polluting materials, substances or wastes, including, without limitation, any "hazardous substances," "hazardous wastes," "hazardous materials" or "toxic substances" under such laws, ordinance or regulations (collectively,

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"Hazardous Materials").

ARTICLE 12. NON-DISCRIMINATION ASSURANCES

- 12-1 The Tenant for himself, his heirs, personal representatives, successors in interest, and assigns, as part of the consideration hereof, does hereby covenant and agree, as covenant running with the land, that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this lease for a purpose for which a U.S. Department of Transportation program or activity is extended or for another purpose involving the provisions of similar services or benefits, the Tenant shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, District shall have the right to terminate the Lease and re-enter and repossess said land, Premises, and facilities thereon, and hold the same as if said Lease had never been made or issued.

- 12-2 The Tenant, for himself, his personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:

- a. No person on the ground of race, color, sex, national origin, religion, age or disability, will be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in the use of said facilities;
- b. That in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the ground of race, color, sex, national origin, religion, age or disability will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; and,
- c. That the Tenant shall use the Premises in compliance with the Regulations.

That in the event of the breach of any of the above nondiscrimination covenants, District shall have the right to terminate the Lease and to re-enter and repossess said land, Premises and the facilities thereon, and hold the same as if said Lease had never been made or issued.

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ARTICLE 13. ASSIGNMENT

- 13-1 Tenant shall not assign this Lease, nor sublet the whole or any part of the Premises, without the prior written consent of District. Any attempt to do so shall be void, shall confer no rights on any party, and shall be good cause for cancellation of this lease by District at its option. This Lease shall not be assignable by operation of the law.

ARTICLE 14. DEFAULTS

- 14-1 MATERIAL DEFAULT: Tenant shall be in material default under this Lease if:

- a. Tenant abandons the Premises;
- b. Tenant fails to pay rent or any other charge required to be paid by Tenant, as and when due, subject to the provisions contained herein;
- c. Tenant fails to perform any of Tenant's non-monetary obligations under this Lease for a period of ten days after written notice from District; provided that if more than ten days are required to complete such performance, Tenant shall not be in default if Tenant commences such performance within the ten-day period and thereafter diligently pursues its completion. However, District shall not be required to give such notice if Tenant's failure to perform constitutes a incurable breach of this Lease. The notice required by this subsection is intended to satisfy any and all notice requirements imposed by law on District and is not in addition to any such requirements.
- d. Tenant makes a general assignment or general arrangement for the benefit of creditors.
- e. A petition for adjudication of bankruptcy or for reorganization or rearrangement is filed by or against Tenant and is not dismissed within thirty (30) days.
- f. A trustee or receiver is appointed to take possession of substantially all of Tenant's interest in this Lease and possession is not restored to Tenant within thirty (30) days.
- g. Substantially all of Tenant's assets located at the Premises or of Tenant's interest in this Lease is subjected to attachment, execution or other judicial seizure which is not discharged within (30) days.
- h. A court of competent jurisdiction determines that any of the acts

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described in this Article is not a default under this Lease, and a trustee is appointed to take possession (or if Tenant remains a debtor in possession) and such trustee or Tenant transfers Tenant's interest hereunder, then District shall receive, as additional rent, the difference between the rent (or any other consideration) paid in connection with such assignment or sublease and the rent payable by Tenant hereunder.

- i. Tenant is found to be in default with this Lease or any provision contained herein, and District, at its discretion, desires to repossess the Premises, District must give Tenant thirty (30) days written notice to quit the Premises.
- j. fails to maintain insurance as required under Article 7 of this Lease.

ARTICLE 15. REMEDIES

- 15-1 Should Tenant violate any of the terms or conditions of this Agreement, District may, thirty (30) days after written notice to Tenant, terminate this Lease and re-enter the Premises and remove all persons therefrom.
- 15-2 If Tenant shall have abandoned the Premises, the District shall have the following options:
 - a. Relinquishing possession of the Premises and recovering from Tenant the amount specified in the above section.
 - b. Maintain Tenant's right to possession, in which case this Lease shall continue in effect whether or not Tenant shall have abandoned the Premises. In such event, District shall be entitled to enforce all of District's rights and remedies under this Lease, including the right to recover the rent as it becomes due hereunder.
 - c. Pursue any other remedy now or hereafter available to District under the laws or judicial decisions of the State of California.
- 15-3 CUMULATIVE REMEDIES: District's exercise of any right or remedy shall not prevent it from exercising any other right or remedy.
- 15-4 In the event of breach of any covenant or condition by District herein set forth or implied, Tenant shall have the option of terminating the Lease and surrendering the Premises after thirty (30) days' written notice to District.

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ARTICLE 16. COVENANTS AND CONDITIONS

- 16-1 Tenant's performance of each of Tenant's obligations under this Lease is a condition as well as a covenant. Tenant's right to continue in possession of the Premises is conditioned upon such performance. Time is of the essence in the performance of all covenants and conditions.
- 16-2 The parties hereto agree that all of the provisions hereof are to be construed as covenants and conditions as though the words importing such covenants and conditions were used in each instance, and that all of the provisions hereof shall bind and inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors and assigns.

ARTICLE 17. RIGHT TO TERMINATE

- 17-1 This site has been evaluated and found acceptable for a Museum/ Community Center. Should any change occur wherein the site would not longer be usable for the purposes intended, either party shall have the right to terminate the lease upon ninety (90) day advance written notice to either party. Upon termination of this agreement, for whatever reason, all real and personal property, used for the operation, use or maintenance of the Museum/ Community Center, ancillary facilities or any subsequently approved use shall become the property of District unless excepted by amendment to this Lease.

ARTICLE 18. CONDEMNATION

- 18-1 If the whole of the Premises shall be taken or condemned by any competent authority under power of eminent domain for a public or a quasi-public use or purpose, then the leasehold estate hereby created shall cease and terminate as of the date actual physical possession of the leased Premises is taken by the condemner. All compensation and damages awarded for such taking shall belong to and be the sole property of District, provided, however, that Tenant shall be entitled to receive any award for the taking of or damage to Tenant's equipment, fixtures, or any improvements, made by Tenant to the leased Premises which Tenant would have had, but for the condemnation, the right to remove at expiration or sooner termination of this lease. On termination of the Lease by a total taking, all rental and other charges payable by Tenant to or on behalf of District under the provisions of this lease shall be paid up to the date on which actual physical possession of the leased Premises shall be taken by the condemner, and the parties hereto shall thereafter be released from all further liability in relation thereto.

ARTICLE 19. OPTION TO EXTEND TERM AND AT TERMINATION

- 19-1 From the date of the expiration of the term of this lease, Tenant shall have the

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option to extend the term of this Lease for an additional periods of ten (10) years each, to the maximum extent allowed by law which is currently ninety-nine years, on the same terms, covenants, and conditions provided in this lease, upon written notice given District by Tenant, at least sixty (60) days prior to the expiration of the term of this lease. Option to extend will be contingent upon Tenant's satisfactory performance and/or compliance with terms, conditions and covenants during the term of this lease.

ARTICLE 20. HOLDING OVER

- 20-1 In the event that Tenant shall hold over after expiration of the lease term or any extension or renewal thereof, with the consent, express or implied, of District, such holding over shall be deemed merely a tenancy from month-to-month on the terms, covenants and conditions, so far as applicable, and subject to the same exceptions and reservations as herein contained, until such tenancy is terminated in manner prescribed by law.

ARTICLE 21. NOTICES

- 21-1 Any notices, demands, or communication, under, or in connection with this lease, may be served by District by personal service, or by mailing the same by certified mail in the United States Post Office, postage prepaid, and directed to District at 1655 Front Street, P.O. Box 599, Oceano, CA 93445 and may likewise be served on Tenant by personal service or mailing the same addressed to Tenant at ~~610 Pier Avenue, Oceano, CA 93445~~. Either District or Tenant may change such address by notifying the other party in writing as to such new address as Tenant or District may desire used which address shall continue as the address until further written notice.

Change PO Box 535, Oceano, CA 93475

ARTICLE 22. ENTRY

- 22-1 District and its authorized agents shall have the right to enter the Premises or the Project at all reasonable times for the purpose of inspection of same and at any time in case of an emergency. District and the utility companies shall have the right to enter the Premises or the Project for purposes of inspection, installation, and repair of utility facilities. District will give Tenant at least 24 hours prior notice, except in case of an emergency, in the event District desires to inspect the Premises or the Project. District personnel may also enter the Premises or the Project during business hours and request an inspection of Premises or the Project. If such an occasion is inconvenient to Tenant a time may be set within 24 hours that is convenient to both parties.

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ARTICLE 23. SUCCESSORS

- 23-1 The agreements herein made shall apply to, bind, and inure to the benefit of the successors and assigns of District, and the successors and permitted assigns of Tenant.

ARTICLE 24. SURRENDER OF POSSESSION

- 24-1 TENANT'S DUTY: At the expiration or earlier termination of the term of this Lease, Tenant shall surrender to District the possession of the Premises and improvements thereon, provided surrender or removal of improvements shall be as directed in the ownership of improvements provisions of this Lease. Tenant shall leave the surrendered Premises and any other property in good and clean condition, except for damage or destruction by the elements, earthquake, act of God or acts of war. All property that Tenant is required to surrender but that Tenant does abandon shall, at District's election, become District's property at termination. If Tenant fails to surrender the Premises and improvements at the expiration or sooner termination of this Lease, Tenant shall defend and indemnify District from all liability and expense resulting from the delay or failure to surrender, including, without limitation, claims made by any succeeding tenant founded on or resulting from Tenant's failure to surrender.

ARTICLE 25. MISCELLANEOUS

- 25-1 All the terms and conditions herein shall be binding upon and shall inure to the benefit of the successors, assigns, transferees and trustees of the respective parties of this Lease.
- 25-2 Time is hereby declared to be of the essence.
- 25-3 Any waiver by District of any failure by Tenant to comply with any terms or conditions herein shall not be construed to be a waiver by District or any similar or other failure by Tenant to comply with any term or condition herein.
- 25-4 Tenant understands and recognizes that this Lease may create a possessory interest subject to property taxation and that Tenant may be subject to payment of property taxes levied on such interest.
- 25-5 This writing contains the entire Lease between the parties, and no agent, representative, salesman or officer of District has the authority to make or has made any statement, agreement, or representation either oral or written, in connection herewith, modifying, adding or changing the terms and conditions as herein set forth.

A-13

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- 25-6 Any modification to be effective must be in writing and signed by the parties against whom enforcement of any waiver, change, modification or discharge is sought.
- 25-7 If any provision of this Lease shall be declared invalid or unenforceable, the remainder of the lease shall continue in full force and effect.
- 25-8 This Lease shall be governed by, construed and enforced in accordance with the law of the State of California.
- 25-9 The captions in this Lease are for convenience only, and are not part of the Lease, and do not in any way limit or amplify the terms or provisions hereof.
- 25-10 All provisions, whether covenants or conditions, on the part of Tenant shall be deemed to be both covenants and conditions.
- 25.11 Recitals A-H, above, are incorporated into this Agreement as though fully set forth herein.
- 25.12 ATTORNEY'S FEES: In the event that either party hereto shall commence any legal action or proceeding, including an action for declaratory relief, against the other by reason of the alleged failure of the other to perform or keep any term, covenant, or condition of this Lease by the party to be performed or kept, the party prevailing in said action or proceeding shall be entitled to recover, in addition to court costs, a reasonable attorney's fee to be fixed by the court, and such recovery shall include court costs and attorney's fee on appeal, if any. As used herein, "the party prevailing" means the party in whose favor final judgement is rendered.

IN WITNESS WHEREOF, the parties hereto set their hands the day and year first above written.

OCEANO COMMUNITY SERVICES DISTRICT:

OCEANO DEPOT ASSOCIATION, INC.

Gina A. Davis, General Manager

Tenant

ATTEST:

APPROVED AS TO FORM:

Francis M. Cooney, Deputy Secretary

Jon Seitz, District Counsel

A-14

ATTACHMENT B

ACORD CERTIFICATE OF LIABILITY INSURANCE		OP ID JO OCEAN-2	DATE (MM/DD/YYYY) 05/06/08
PRODUCER UVIS/E.C. Loomis & Son Ins License #0466863 P.O. Box 200 Arroyo Grande CA 93421-0200 Phone: 805-489-5594 Fax: 805-489-4183		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED Oceano Depot Association, Inc. P.O. Box 535 Oceano CA 93445		INSURERS AFFORDING COVERAGE	NAIC #
		INSURER A Travelers Casualty & Surety Co	19038
		INSURER B	
		INSURER C	
		INSURER D	
		INSURER E	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	X	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X660855X7908TIL08	04/10/08	04/10/09	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000	
			AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
			GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY EA ACC \$ AGG \$	
			EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$	
			WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER				WC STATUTORY LIMITS OTH ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Operations of Insured: Property leased to insured - Front Street, Oceano, CA
 Certificate Holder is additional insured insofar as respects to land leased by Oceano Depot Association, Inc.

CERTIFICATE HOLDER

CANCELLATION

OCEANO1 Oceano Community Services District P.O. Box 599 CA 93445	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>Charles Cabassi</i>
--	--

ATTACHMENT B

ATTACHMENT B

POLICYHOLDER COPY

SL

**STATE
COMPENSATION
INSURANCE
FUND**

P.O. BOX 420807, SAN FRANCISCO, CA 94142-0807

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

ISSUE DATE: 05-07-2008

GROUP:
POLICY NUMBER: 1524082-2007
CERTIFICATE ID: 2
CERTIFICATE EXPIRES: 06-01-2008
06-01-2007/06-01-2008OCEANO COMMUNITY SERVICES DISTRICT
PO BOX 599
OCEANO CA 93475-0599

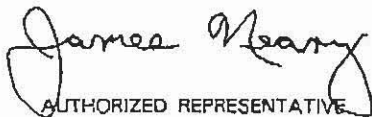
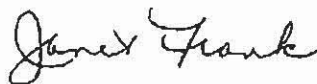
SL

This is to certify that we have issued a valid Workers' Compensation insurance policy in a form approved by the California Insurance Commissioner to the employer named below for the policy period indicated.

This policy is not subject to cancellation by the Fund except upon 10 days advance written notice to the employer.

We will also give you 10 days advance notice should this policy be cancelled prior to its normal expiration.

This certificate of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policy listed herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate of insurance may be issued or to which it may pertain, the insurance afforded by the policy described herein is subject to all the terms, exclusions, and conditions, of such policy.


AUTHORIZED REPRESENTATIVE
PRESIDENT

EMPLOYER'S LIABILITY LIMIT INCLUDING DEFENSE COSTS: \$1,000,000 PER OCCURRENCE.

EMPLOYER

OCEANO DEPOT ASSOCIATION INC (A NON-PROFIT
CORP)
PO BOX 535
OCEANO CA 93475

[FSZ.CN]

PRINTED : 05-07-2008

ATTACHMENT B

California Business Portal

Secretary of State DEBRA BOWEN

DISCLAIMER: The information displayed here is current as of MAY 02, 2008 and is updated weekly. It is not a complete or certified record of the Corporation.

Corporation		
THE OCEANO DEPOT ASSOCIATION		
Number: C0999313	Date Filed: 8/8/1980	Status: active
Jurisdiction: California		
Address		
636 AIRPARK		
OCEANO, CA 93445		
Agent for Service of Process		
LINDA M AUSTIN		
636 AIRPARK		
OCEANO, CA 93445		

Blank fields indicate the information is not contained in the computer file.

If the status of the corporation is "Surrender", the agent for service of process is automatically revoked. Please refer to California Corporations Code Section 2114 for information relating to service upon corporations that have surrendered.

ATTACHMENT B

ATTACHMENT C

STATE OF CALIFORNIA—THE RESOURCES AGENCY
DEPARTMENT OF PARKS AND RECREATION
POINT OF HISTORICAL INTEREST

RECEIVED
OCT 31 1985

DO NOT WRITE IN THIS BLOCK

Reg. No. SLO-004
Date 2-11-91
By sje

San Luis Obispo

Name

OCEANO DEPOT

OHP

Location Oceano California, 93445

1850 FRONT STREET (State Highway No. 1) between highway and S.P.R.R. right of way.

Historical Significance:

The Oceano Depot is a Southern Pacific Railroad Station which served as the focal point for most of the transportation and commercial activities in South San Luis Obispo County from 1904 until the 1950's. The structure, labled a "Combination 22" design by Southern Pacific architects, represents a style of facilities that were usually placed in small towns and remote sites along the rail lines as they were expanded throughout the West at the turn of the century. The Oceano Depot has a special historical value to the Town of Oceano which was founded solely in anticipation of the construction of the railroad through the region. It is being authentically restored to serve as a museum and community center.

THIS POINT OF HISTORICAL INTEREST IS NOT A STATE REGISTERED HISTORICAL LANDMARK.

RECOMMENDED:

William B. Coy
Signature—Chairman, County Board of Supervisors

Date 22ND OCTOBER 1985

APPROVED:

Talavera P. Calogre
Signature—Chairman, State Historical Resources Commission

Date Feb. 1, 1991

ATTACHMENT C-1

ATTACHMENT C

THE OCEANO DEPOT

BUILDING HISTORY

The Oceano Depot was constructed in 1904 as a replacement for the original structure which was totally destroyed by fire in 1903. The two buildings were almost identical in appearance and floor plan. The present building was constructed on the original foundation with recycled materials from an obsolete station in the San Francisco Bay area. The materials were primarily pine and fir for the structural members, and with redwood for the siding and trim.

ARCHITECTURAL SIGNIFICANCE

The building was designated a "Combination 22" by Southern Pacific terminology, meaning that it served as living quarters for the station agents and their families as well as for freight and passenger service. As the Southern Pacific expanded its territory, these units were usually erected at locations along the route that showed promise for future settlements, or perhaps to satisfy commitments to landowners who had donated rights of way. The vast majority of these "combination" stations were demolished over the years, as few of the sites developed into major shipping centers. If the locations did achieve significance, then the stations were usually replaced with larger structures of contemporary design.

CONTRIBUTION TO LOCAL HISTORY

Prior to the turn of the century, the entire region around Oceano was primarily open rangeland, marshes, dunes and tidal estuaries and the only access to and from the area was by stagecoach or steamship. The coming of the railroad sparked a dramatic era of development and Oceano became a center of commerce for South San Luis Obispo County. The marshes were drained and converted to highly productive farmlands, and the nearby beaches attracted a host of resort developments. The Oceano Depot was the focal point of all this activity and for many years the shipping of vegetables, livestock and even clams from the local beaches and sand from the extensive dunes made the Depot one of the most important structures in the area.

PROJECT HISTORY

As improved highway systems developed, passenger service from Oceano began to decline, and as competition from the trucking industry began to take its toll on rail shipments to and from the area, the station was retired from service in 1973. After a short term of use as a vegetable packing facility, the Depot was abandoned and scheduled for demolition. The Oceano Improvement Association Inc., a local community organization intervened and purchased the building for a token amount, with the understanding that it would be moved from railroad property. A revenue sharing grant was obtained from the County of San Luis Obispo, and the building was moved to its present site where restoration efforts began. The title was transferred to the Oceano Depot Association Inc., a non-profit group formed for the sole purpose of restoring the building to its original condition wherein it will serve as a museum and community center.

ATTACHMENT C

THE OCEANO DEPOT ASSOCIATION, INC.

"Probably no other building ever constructed in the South County played such an important role in the settlement of the area than did the Oceano Depot."——Harold Guiton; President 1981-2001

The Oceano Depot Association, Inc. is a California 501 (c)(3) non-profit corporation formed in 1981 specifically to preserve, restore, and maintain Oceano's historic 1904 Southern Pacific Railroad Depot. In 1973, when the depot was closed and scheduled for demolition the community of Oceano, led by Harold Guiton and the Oceano Improvement Association banded together and saved the building from destruction. The building was moved from its original location in 1978 to the present site and from that time on restoration has been ongoing.

The depot is open to the public on a limited basis and houses priceless relics from Oceano's past. There is a great interest in the depot from railroad buffs to local citizens, historians and just people passing through town who want to get a look inside a real old time train station. The depot serves as a wonderful educational resource for the citizens of Oceano and the South County as well as a great tourist attraction for Oceano.

The Depot Association is an all volunteer group. Money for restoration and maintenance is raised through fundraisers, private donations, and support from local civic groups. The Association has a dedicated group of volunteers that help with projects, events, and fundraisers. Members make regular trips all over the State viewing other restoration projects on depots, gathering information and ideas that can be used in our restoration. Railroad memorabilia, photographs, and other items of local historical significance are regularly received.

The Association is dedicated and committed along with our loyal volunteers and supporters in completing this project. We sincerely appreciate all the support and assistance received by the Oceano Community Services District through the years. All of this assistance has resulted in slow but steady progress toward the ultimate goal- to retain and preserve the station in as near as original condition as possible and display the community's historical heritage while providing a serviceable structure for the enjoyment of present and future generations.

THE OCEANO DEPOT ASSOCIATION, INC.

Linda M. Austin, President

Richard P. Searcy, Vice President

Gina A. Davis, Secretary

Glenda L. Guiton, Treasurer

Colleen Bachman, Director

Patsy Darneal, Director

Cindy Winter, Director

ATTACHMENT D

1. Partial list of projects accomplished at the depot since 1998.

New roof on depot.
Paint lower portion of the building.
Conversion of boxcar to ADHA compliant restrooms and kitchen facility.
New electrical panel and lighting for warehouse, baggage room and ticket office.
New railing on partial back deck.
Moving of Oceano's WWII monument to Depot grounds.
Planting of three palm trees to replicate looks of early 1900's depot grounds.
Publishing of "Oceano, Atlantic City of the West" by Norm Hammond.
Construction of the Dr. R.W. Gerber Memorial Park on depot grounds.
Received donation of 1900's era caboos currently undergoing restoration.
Flag Pole installed.
Started the "Buy a Brick" fundraiser, bricks installed on regular basis.
Established website www.oceanodepot.org

All of these projects were completed using volunteer labor, donations of private funds from residents, donations from Oceano Improvement Association, Oceano Kiwanis, Central Coast Women's League, other civic organizations, businesses, and proceeds from fundraisers held at the Oceano Depot by the Association.

2. Short term goals

- a. Heating system. Fundraising is ongoing now for a heating system in the warehouse. Bids have been received and plans are being formulated.
- b. Complete painting of upper section of building.
- c. Completion of the restoration of the caboos. Projected completion August 2008.
- d. Installation of doors in warehouse as per plans.
- e. Outside lighting.
- f. New alarm system.
- g. Ongoing interior/exterior restoration, minor cosmetic repairs, floors.
- h. restoration and placement of original rain gutters.

3. Long term goals

a. In 2000, The Oceano Depot Association acquired ownership of a parcel of land that had been between the project and the historic grove of trees to the north. By having this continuity of land, the Association has plans to eventually remove the two rental homes and expand our current park to include the grove of trees. We have attached a conceptual drawing of this plan.

- b. Fire sprinkler system in the building.

Attachment D

ATTACHMENT E

Partial list of public events held at the depot since 1998

Depot was closed most of 1999-2000 for construction of parking lot/access ramp.

9-15-01: Open House and dedication of Oceano's WWII memorial attended by over 200 people.

9-14-02 and 9-15-02: Dedication of Depot to Harold Guiton and dedication of the Lovern Clam Bell. Both days were heavily attended, an estimated 500 people toured the Depot both days.

8-8-04: Oceano Depot 100th Anniversary Celebration, BBQ hosted by Oceano Improvement Association. Depot open for tours, over 500 people went through the depot that day.

10-24-04: Release and book signing event of Norm Hammond's "Oceano, Atlantic City of the West" published by the Oceano Depot Association. This book was written as a community service and was donated to the Depot By Norm Hammond. The book is sold at bookstores countywide and at the Depot, with all profits going towards the restoration and maintenance of the Oceano Depot.

10-16-2005: Dedication of the Dr. R.W. Gerber Memorial Park attended by over 200 people.

7-10-06: Oceano Grammar School Reunion, Over 275 former Oceano School students from the 1930's-1960's attended from all over the country.

10-06: Reception for State Parks Centennial celebration of the Oceano Dunes attended by over 100 people.

5-6-07: South County Historical Society field trip. Videos shown, tours given BBQ fundraiser for depot, 100 people in attendance.

11-11-07: Veterans Day Ceremony at WWII Monument, Central Coast Honor Guard officiating. BBQ, displays, tours attended by over 200 people.

01-08: San Luis Obispo Model Railroad Association display of model railroads over 500 people toured the depot that day.

Attachment E

04-08: San Luis Obispo Model Railroad Association display of model railroads over 200 people toured the depot.

December 2005-06-07: Depot is used by the South County Sheriff's substation deputies and their families for their annual Christmas dinner.

Most of these events are all highly publicized and written about in the local press, along with some having TV coverage. Most are incorporated into fundraisers for the depot.

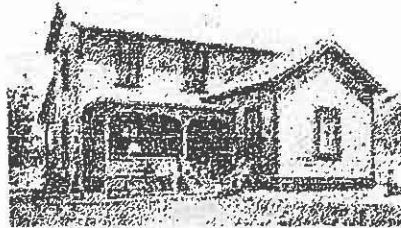
Depot tours and visiting hours

The Depot is open for visitors on Sundays from 1-4, depending on docent availability and weather. We are open on as many Sundays as possible. We open the Depot for tours when people stop by during days we are there doing maintenance or other chores. We are always available for tours by appointment. Our phone number is posted on the signs at the Depot and also on our website. We receive numerous calls for tours from citizens and interested groups. We have given tours to senior citizen groups, church groups, car clubs, historical societies, Boy Scouts, Cub Scouts, developmentally disabled groups, school groups, and many organizations or citizens that have requested one. The Depot was used by a local group from Halcyon to shoot a movie. The Depot, park and grounds are used a backdrop for wedding photos on a regular basis and is often photographed by tourists passing through town.

Attachment E

ATTACHMENT F

Friends of Price House, Inc.
P. O. Box 1418
Pismo Beach, CA 93448-1418



May 7, 2008

Oceano Community Services District
P.O. Box 599
Oceano, CA 93475

Re: Lease renewal Oceano Depot Association

Attn: President Jim Hill and members of the Oceano Community Services District board of directors,

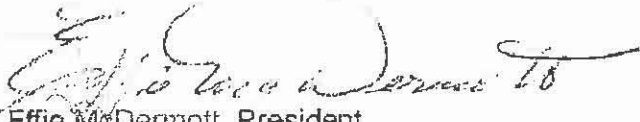
Dear OCSD board of directors:

The board of directors of Friends of Price House, Inc. is pleased to support the Oceano Depot Association in their continuing work in the restoration and preservation of the Oceano Depot.

The railroad played an important role in the history and development of Oceano and the South County. The Oceano Depot Association is uniquely positioned in the community to display and share Oceano and railroad history with the residents and visitors to our area. Cultural tourism and community interest in history are at an all time high, and Oceano is well represented by the Oceano Depot and the Oceano Depot Association.

The Friends of Price House, Inc. encourages the Oceano Community Services District to continue leasing the depot property to the depot association to enable them to continue their good works.

Sincerely,


Effie McDermott, President
Friends of Price House, Inc.

c: Oceano Depot Association, Inc.
P.O. Box 535
Oceano, CA 93475

ATTACHMENT F

Commercial Banking
Mailing Address
P.O. Box 6002, Arroyo Grande, CA 93421-6002



Rabobank

May 6, 2008

Oceano Community Services District
P.O. Box 599
Oceano, CA 93475

RE: Oceano Depot Association, Inc.

Dear Oceano Community Services District,

The above mentioned customer has preformed on all accounts, with Rabobank, as agreed since opening their first account in December of 1980. All payments remain current on their loan and the borrower is in good standing with the bank and of sound financial practice.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Mistele". The signature is written in a cursive, flowing style.

Sarah Mistele
AVP/Commercial Banking Officer

ATTACHMENT F-2

ATTACHMENT F

**South County Historical Society
P.O. Box 633
Arroyo Grande, CA 93421-0633
(805) 473-5077**

May 7, 2008

Oceano Community Services District
Jim Hill, Chair
P.O. Box 599
1655 Front Street
Oceano, CA 93475-0599

Re: Oceano Depot Lease Renewal

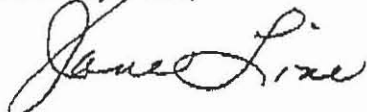
Dear Mr. Hill:

On behalf of the members of the South County Historical Society, I am writing in support of the renewal of the lease for the Oceano Depot. Our Society has no reservation in stating the Depot is a vital part of disseminating the story of South County as a whole, in particular the development of the community of Oceano, the railroad industry, agriculture and the evolution of commerce throughout the Central Coast.

Through the years, our Society has collaborated with the Depot Association in telling the history of South County. We will do so again this coming Winter by hosting a comprehensive exhibit incorporating the history of Oceano and featuring the Depot as an important part of that exhibit.

The cultural landscape of our area is enriched by sites such as the Oceano Depot connecting our south county "people to their places". The value of protecting and preserving these sites is now being recognized and supported by government at all levels. We have no doubt that OCSD board members will also support the public interest by renewing the Depot Association's lease and continuing to ensure their success.

Sincerely yours,



Jane Line
President

ATTACHMENT F-3



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

May 14, 2008

TO: Board of Directors, OCSD

FROM: Patrick J. O'Reilly, General Manager *PJO*

SUBJECT: DISTRICT GOALS FOR FISCAL YEAR 2008-09

1. On April 28, 2008, the District Board of Directors held a special meeting to develop District Goals for Fiscal Year 2008-09. With input from the public, the Board established the following eleven goals:

- a. Update Water and Sewer Master Plans and "Build out trends"
- b. Conduct Study to increase water rates
- c. Develop long term financial plan
- d. Replace existing software with QuickBooks or some other appropriate system
- e. Continue Codification update by reviewing and revising codes (Water Code first)
- f. Annex two motor home parks on Halcyon, Silver Spur Motor Home Park and the Oceano Dunes
- g. Review and revise lighting policy and standards
- h. Participate in Community Center Resolution
- i. Graffiti abatement (garbage fund)
- j. Constant/Consistent communication with public (web site)
- k. Fiscal responsibility

2. The Board directed the General Manager to review the feasibility of each of these goals and to make formal reports on the status of each goal to the Board on a quarterly basis.

Agenda Item 05 14 2008 11.b.

T:\Agendas\BOARD MEETING AGENDAS\2008\05 14 2008\5 14 08 Goals FY08-09.doc



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

May 14, 2008

TO: Board of Directors, OCSD

FROM: Patrick J. O'Reilly, General Manager 

SUBJECT: CLEANING AND INSPECTION OF DISTRICT SEWER AND WATER LINES

1. Public Contracts Code Section 22050(c)(1) requires that if the governing body orders any action after the emergency has been declared, the governing body shall review the emergency action at its next regularly-scheduled meeting and at every regularly-scheduled meeting thereafter until the action is terminated, to determine, by four-fifths vote, that there is need to continue the action.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion, public comment, motion, second, and roll call vote, determine, by four-fifths vote, that there is a need to continue the action.

Agenda Item 05 14 2008 10.a.



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6886

May 14, 2008

TO: Board of Directors, OCSD

FROM: Patrick J. O'Reilly, General Manager 

SUBJECT: GENERAL MANAGER PERFORMANCE EVALUATION

1. At prior meetings of the Board, Directors have discussed a form to be used to evaluate the performance of the General Manager.
2. Attachment A is the form suggested by President Hill on March 26, 2008.
3. Attachments B and C are the forms suggested by Director Bookout on April 23, 2008. One form is for evaluation by the Directors and the other form is a self-evaluation for the General Manager.
4. Attachment D is the form suggested by Director Dean on April 23, 2008. Director Dean also proposed that District legal counsel collects and compiles the evaluations for scoring.
5. Attachment E is a revised form suggested by GM O'Reilly. It contains most of the recommendations included in the form presented by Director Dean on April 23, 2008.
6. Attachment F is the Job Description for the General Manager.
7. Attachment G includes paragraph 10 of the General Manager's contract which discusses performance evaluation of the General Manager.

THE RECOMMENDED ACTION BEFORE YOUR BOARD is to: by Board discussion and public comment, develop consensus on a form, criteria and process to be used to evaluate the performance of the General Manager.

Agenda Item 05 14 2008 11.c.

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**Oceano Community Services District
Evaluation Form - General Manager**

NAME: Patrick O'Reilly

PERFORMANCE PERIOD: August 2007 - March 2008

PERFORMANCE AREAS

1. Effectiveness in leading OCSD and following directions of the Board:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

2. Progress toward completion of Mid Year Budget Review:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

3. Efficiency and Effectiveness of Office Management:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

4. Effectiveness in Developing District Budget:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

5. Effectiveness and Timeliness in Conduct of District Business:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

6. Policy Development:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

7. Communication and Public Outreach:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

8. Effectiveness of Communication with Board:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

9. Clarity and Effectiveness of Staff Reports and Presentations to Board:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

10. Personnel Management and Employee Relations:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

Overall Performance:

☐ Exceeds expectations ☐ Meets expectations ☐ Below expectations

Comments: _____

Director Name _____ Signature _____ Date _____

PERFORMANCE EVALUATION GENERAL MANAGER

Purpose: The purpose of this evaluation is to provide the Board of Directors an opportunity to:

1. Review the General Manager's performance
2. Clarify and set performance standards
3. Afford all parties the opportunity to discuss areas of mutual concern and interest
4. Set realistic goals and objectives for the future.

General Instructions: Ratings on this form are assigned numerical values ranging from "1" as the low to "5" as the high. Your chosen rating should be entered into the space provided.

I. BOARD OF DIRECTORS COMMUNICATIONS

- _____ 1. General Manager offers you help in solving your particular concerns at the administrative level, thus avoiding unnecessary Board action.
- _____ 2. Does he generally try to deal with the Board as a whole?
- _____ 3. Is he impartial among Board Members?
- _____ 4. Is he receptive to constructive criticism and advice?
- _____ 5. Does he respond promptly to Board requests?
- _____ 6. Is he candid and forthright?
- _____ 7. Is his behavior appropriate to the situation?

Comments: _____

II. COMMUNITY RELATIONS

- _____ 1. General Manager effectively communicates policies and directives to the public.
- _____ 2. General Manager works with the news media to inform them about the District and its activities.
- _____ 3. General Manager effectively works with outside agencies and other units of local, state, or federal government.
- _____ 4. General Manager is responsive to citizen complaints or suggestions, and handles them in a proper and timely manner.
- _____ 5. General Manager attempts to ensure that an attitude and feeling of helpfulness, courtesy, and sensitivity to the public exists in the organization.
- _____ 6. General Manager goes out into the community to look at things personally.
- _____ 7. The general attitude of the community toward the General Manager is positive.

Comments: _____

III. LEADERSHIP ABILITY

- _____ 1. General Manager's actions exhibit expertise and professionalism.
- _____ 2. General Manager is skillful in defining situations and problems for the Board of Directors and the District.
- _____ 3. General Manager knows when to act and when to defer action.
- _____ 4. General Manager takes responsibility for setting realistic and pertinent goals for the District based on the goals and objectives of the Board of Directors.
- _____ 5. General Manager displays flexibility in his leadership style.
- _____ 6. General Manager has the capability and willingness to make hard choices/decisions when required or necessary.
- _____ 7. General Manager accepts full responsibility and accountability for decisions and actions of subordinates.

Comments: _____

IV. MANAGERIAL EFFECTIVENESS

- _____ 1. General Manager appears to delegate authority and responsibility to department heads.
- _____ 2. General Manager is knowledgeable of District/State laws and ordinances that affect municipal operations and carries out those laws effectively.
- _____ 3. General Manager provides the Board with the information necessary to make sound policy decisions.
- _____ 4. General Manager displays a clear understanding of the District's financial resources in order to make sound decisions on prioritizing public spending and when recommending a balanced budget.
- _____ 5. General Manager's oral and written reports are comprehensive and understandable.
- _____ 6. General Manager is effective in recruiting, selecting, directing, and developing staff members who report to him.
- _____ 7. The overall quality of services delivered to the citizens is considered to be effective, efficient and of a high caliber.

Comments: _____

V. PERSONAL AND PROFESSIONAL TRAITS

- _____ 1. General Manager is willing to adapt to change.
- _____ 2. General Manager readily assumes responsibility and meets time constraints.
- _____ 3. General Manager maintains personal integrity and his actions/decisions reflect moral and ethical standards.
- _____ 4. General Manager is viewed positively by others inside and outside the organization.
- _____ 5. General Manager is energetic and willing to spend whatever time it takes to do a good job.
- _____ 6. General Manager tries to understand the values, attitudes and goals of others.
- _____ 7. General Manager is unbiased in his decision making and presents rational viewpoints based on facts and qualified opinions.

Comments: _____

VI. GENERAL COMMENTS

- 1. Please identify constructive changes you would like to see the General Manager make regarding leadership style, interpersonal relations, community relations, or managerial effectiveness.

- 2. Please identify any questions or issues to which you would like the General Manager to respond, which may or may not be related to his work performance.

- 3. Please indicate any areas of work performance you would like to address in future evaluations of the General Manager.

VII. DEPARTMENTAL COMMENTS

The General Manager can benefit by knowing how the Board of Directors perceives the various departments, and functions of OCSD. Please include any comments or suggestions you have about the OCSD departments, as well as general comments you have from your constituents.

Comments: _____

Realistic Goals, Objectives, and General Comments

1. What realistic goals and objective would you like to set for the General Manager for the coming year?

2. Are there any specific projects you would like to be considered?

3. Any major changes in policy, budgets, or organization you would like to discuss?

4. What do you feel are his greatest strengths?

5. What advice would you offer him for his personal growth, improvement, or development?

6. Please be specific, particularly about any items you rated as below satisfactory and how you would like to see them changed.

Signature _____ Date _____

PERFORMANCE SELF-EVALUATION GENERAL MANAGER

Purpose: The purpose of this evaluation is to provide the General Manager an opportunity to:

1. Review his performance
2. Clarify and set performance standards
3. Afford all parties the opportunity to discuss areas of mutual concern and interest
4. Set realistic goals and objectives for the future.

General Instructions: Ratings on this form are assigned numerical values ranging from "1" as the low to "5" as the high. Your chosen rating should be entered into the space provided.

I. BOARD OF DIRECTORS COMMUNICATIONS

- _____ 1. Do I offer you help in solving your particular concerns at the administrative level, thus avoiding unnecessary Board action.
- _____ 2. Do I generally try to deal with the Board as a whole?
- _____ 3. Am I impartial among Board Members?
- _____ 4. Am I receptive to constructive criticism and advice?
- _____ 5. Do I respond promptly to Board requests?
- _____ 6. Am I candid and forthright?
- _____ 7. Is my behavior appropriate to the situation?

Comments: _____

II. COMMUNITY RELATIONS

- _____ 1. Do I effectively communicate policies and directives to the public.
- _____ 2. Do I work with the news media to inform them about the District and its activities.
- _____ 3. Do I effectively work with outside agencies and other units of local, state, or federal government.
- _____ 4. Am I responsive to citizen complaints or suggestions, and handle them in a proper and timely manner.
- _____ 5. Do I attempt to ensure that an attitude and feeling of helpfulness, courtesy, and sensitivity to the public exists in the organization.
- _____ 6. Do I go out into the community to look at things personally.
- _____ 7. Is the general attitude of the community toward the General Manager positive.

Comments: _____

III. LEADERSHIP ABILITY

- _____ 1. Do my actions exhibit expertise and professionalism.
- _____ 2. Am I skillful in defining situations and problems for the Board of Directors and the District.
- _____ 3. Do I know when to act and when to defer action.
- _____ 4. Do I take responsibility for setting realistic and pertinent goals for the District based on the goals and objectives of the Board of Directors.
- _____ 5. Do I display flexibility in my leadership style.
- _____ 6. Do I have the capability and willingness to make hard choices/decisions when required or necessary.
- _____ 7. Do I accept full responsibility and accountability for decisions and actions of subordinates.

Comments: _____

IV. MANAGERIAL EFFECTIVENESS

- _____ 1. Do I delegate authority and responsibility to department heads.
- _____ 2. Am I knowledgeable of District/State laws and ordinances that affect municipal operations and carry out those laws effectively.
- _____ 3. Do I provide the Board with the information necessary to make sound policy decisions.
- _____ 4. Do I display a clear understanding of the District's financial resources in order to make sound decisions on prioritizing public spending and when recommending a balanced budget.
- _____ 5. Are my oral and written reports comprehensive and understandable.
- _____ 6. Am I effective in recruiting, selecting, directing, and developing staff members who report to me.
- _____ 7. The overall quality of services delivered to the citizens is considered to be effective, efficient and of a high caliber.

Comments: _____

V. PERSONAL AND PROFESSIONAL TRAITS

- _____ 1. Am I willing to adapt to change.
- _____ 2. Do I readily assume responsibility and meet time constraints.
- _____ 3. Do I maintain personal integrity and do my actions/decisions reflect moral and ethical standards.
- _____ 4. Am I viewed positively by others inside and outside the organization.
- _____ 5. Am I energetic and willing to spend whatever time it takes to do a good job.
- _____ 6. Do I try to understand the values, attitudes and goals of others.
- _____ 7. Am I unbiased in my decision making and present rational viewpoints based on facts and qualified opinions.

Comments: _____

VI. GENERAL COMMENTS

- 1. Please identify any constructive changes you would like to make regarding your leadership style, interpersonal relations, community relations, or managerial effectiveness.

- 2. Please identify any questions or issues to which you would like to respond, which may or may not be related to your work performance.

- 3. Please indicate any areas of work performance you would like to address in future evaluations.

VII. DEPARTMENTAL COMMENTS

The General Manager can benefit by knowing how the Board of Directors perceives the various departments, and functions of OCSD. Please include any comments or suggestions you have about the OCSD departments and functions, as well as any general comments you may have from your constituents.

Comments: _____

Realistic Goals, Objectives, and General Comments

1. What realistic goals and objectives would you like to set for the coming year?

2. Are there any specific projects you would like to be considered?

3. Any major changes in policy, budgets, or organization you would like to discuss?

4. What do you feel are your greatest strengths?

5. What thoughts do you have for any personal growth, improvement, or development?

6. Please be specific, particularly about any items you rated as below satisfactory and how you would like to see them changed.

Signature _____ Date _____

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION
**SUPERVISORY ANNUAL/SUPERVISORY &
 MANAGERIAL PROBATIONARY REPORT**

TM-0944 (Rev. 10/2007)

Supv./Mgr. Probationary Report:	<input type="checkbox"/> 1st	<input type="checkbox"/> 2nd	<input type="checkbox"/> Final
Supervisory Annual Report:	<input type="checkbox"/>		
*Probationary Employee to be Granted Permanent Civil Service Status (Final Notice Only)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

EMPLOYEE NAME	DATE	DIST/SOURCE UNIT #
CLASSIFICATION	EMPLOYEE ID #	DIVISION/UNIT NAME

Rating Scale: E = exceeds expectations; M = masters; I = improvement needed; D = does not meet; N/A = not applicable
 Please rate the employee on each skill listed and give an overall rating for each section using the rating scale above.

	Rating		Rating
Leadership Skills:		Interpersonal Skills:	
Open to new ideas and innovations		Works well with others	
Creates clear and focused vision and develops effective strategies		Demonstrates tact, courtesy, and sensitivity	
Encourages and rewards creativity and productivity		Treats others and their ideas with respect	
Allows employees to make decisions as appropriate		Section Rating:	
Supports information sharing by staff		Responsibility:	
Willing to take risks as appropriate		Meets deadlines effectively	
Maintains open and positive environment for staff		Completes assignments within budgetary allocations	
Establishes a team oriented organizational climate		Operates with organizational perspective	
Section Rating:		Sets clear, reasonable short term and long term goals and objectives	
Technical Skills:		Adheres to applicable policies, procedures, and practices	
Maintains technical knowledge and skills		Section Rating:	
Understands policy and procedures governing program		Communications:	
Section Rating:		Communicates clearly, accurately and courteously with peers, staff, management and others	
Customer Service		Communicates performance expectations, objectives and goals to staff	
Actively listens to customers		Communicates departmental policies, practices and procedures	
Treats customers fairly		Produces clear and concise written documents	
Offers alternatives and engages customers in decision making progress, as appropriate		Section Rating:	
Hires and develops staff with good customer service skills		Supervisory Skills:	
Responds to customers needs promptly		Provides staff information and direction as needed	
Section Rating:		Recognizes staff's skill set and provides opportunities to use them	
Decision Making/Problem Solving:		Provides frequent feedback on staff performance	
Identifies, analyzes and resolves questions and issues based on sound reasoning		Completes timely staff evaluations	
Resolves conflicts, confrontations, and disagreements constructively		Promotes continuous staff development and training	
Understands impacts of decisions		Provides guidance and coaching to staff	
Negotiates mutually acceptable solutions		Ensures quality of opportunity in employment	
Seeks to improve current processes		Section Rating:	
Section Rating:			

OVERALL RATING - The overall rating must be consistent with the factor ratings and comments, but there is no prescribed formula for computing the overall rating.

OVERALL RATING:

X
 Employee Signature _____ Date _____

X
 Supervisor Signature _____ Date _____

I would like to discuss this report with the Reviewing Officer: ☐ Yes ☐ No

REVIEWING OFFICER: I concur with the Supervisor's ratings: ☐ Yes ☐ No

X
 Reviewing Officer Signature _____ Date _____

Attach Supervisor's, Reviewing Officer's and/or Employee's Comments to this form as necessary.

*If the probationer is rejected, notification must be given as prescribed by Government Code Section 19173.

cc: Official Personnel File (OPF)

Rating Scale: E = exceeds expectations; M = masters; I = improvement needed; D = does not meet; N/A = not applicable
Please rate the employee on each skill listed and give an overall rating for each section using the rating scale above.

Board Activities

Act as executive officer for the District under the direction of the Board of Directors (the "Board")

Ensures that the Board is adequately briefed on all relevant matters at all times.

Prepares Board meeting agendas and minutes, reports, briefs, plans, and background documentation as required for Board consideration or approval. Submits all attendant documentation to Board members in advance of the meetings, as directed by the Board.

Attends Board meetings, records minutes, makes presentations as directed, and provides advice.

Initiates actions directed by the Board and required by District policies. Coordinates and monitors these assigned tasks to completion. Such actions may include initiating special studies, contracts and service agreements.

Section Rating:

Budgets

Establishes, maintains, and administers District accounting policies, procedures and applications in compliance with regulatory mandates, government best practices, and subject to Board approval.

Prepares, submits for approval, explains, controls, and administers the District budget in accordance with District policies and procedures as per priorities and objectives set by the Board.

Prepares District wide capital improvement planning and budgets in accordance with District policies and procedures as per priorities and objectives set by the Board.

Administers disbursements from all budgets in accordance with District policies and procedures.

Section Rating:

Financing

Prepares policies and procedures governing financing activities that comply with regulatory requirements, government best practices, and submits them for Board approval.

Coordinates grant funding research and application processes.

Oversees investment of funds.

Oversees financing of capital budgets.

Staffing

Prepares and implements Human Resources policies and procedures, subject to Board approval. Such policies and procedures shall include:

- Hiring, termination, promotion, rewards and recognition, performance reviews and employee feedback, and benefits administration.
- Labor relations including grievance administration.
- Compliance with State and Federal labor laws for notifications and postings as well as mandated training and reporting for safety, sexual harassment, family and medical leave, and other requirements.

With the approval of the Board, and within budgeted limits, ensures the appropriate staffing levels for service delivery in the District.

Hires, promotes, disciplines, terminates and supervises employees.

The GM represents the District in employment matters including pay, benefits, and grievance resolution.

Quality Assurance

Prepares, recommends, maintains, and reviews District policies subject to Board approval to assure they are current, pertinent, and effective in carrying out the mandates of the District.

Prepares, maintains, and administers the execution of procedures that effectively implement the District policies.

Promotes "Safety First" as a primary concern in all District activities. Assures that a strong safety culture pervades the staff by reinforcing safety with programs, practices, training, rewards, and incentives designed to eliminate accidents and injuries.

Monitors the delivery of core District services to ensure they are safe, efficient, and cost effective. Continuously seeks improvement in practices and procedures that will maximize efficiency, economy, and productivity.

Customer Relations

Prepares and implements policies and procedures for customer relations.

Sets the example and reinforces customer service as the top priority of staff and managers who have direct contact with the District's constituents.

Maintains cordial relations with all persons in contact with the District and expects the same of all District employees.

Courteously responds to public requests for information or explanations. Promptly resolves complaints and proactively explains options and appeals procedures when disputes arise.

Encourages citizen participation in the District.

Identifies and evaluates opportunities to measure and improve customer service ratings and comments.

Information Systems

Prepares and implements policies and procedures to control and maintain District information systems.

Implements measures to protect customer information and District records from accident or malicious tampering.

Recommends and budgets for adequate hardware, software, networks, and related technology to efficiently and safely conduct District business.

Oceano Community Services District
General Manager Annual Evaluation

Employee Name

Dates of Evaluation

Rating Scale: E = exceeds expectations; M = Masters; I = Improvement needed; D = does not meet; N/A = not applicable
Please rate the employee on each skill listed and give an overall rating for each section using the rating scale above.

	Rating		Rating
Board Activities:		Staffing:	
Open to new ideas and innovations.		Prepares and implements Human Resource policies and procedures subject to Board approval.	
Ensures the Board is adequately briefed on all relevant matters.		With Board approval and within budget limits, ensures the appropriate staffing levels for service delivery in District.	
Prepares Board meeting agendas and minutes, reports, briefs, and plans as required for Board consideration.		Hires, promotes, disciplines, and supervises employees.	
Attends Board meetings, records minutes, makes presentations, and provides advice.		Represents the District in employment matters including pay, benefits, and grievance resolution.	
Initiates actions directed by Board and required by District policy.			
Coordinates and monitors assigned tasks to completion.			
Section Rating:		Quality Assurance:	
		Prepares, recommends, maintains, and reviews District policies subject to Board approval to ensure they are current, pertinent, and effective in carrying out mandates of District.	
Budgets:		Promotes "Safety First" as a primary concern in all District activities. Assures that a strong safety culture pervades the staff by reinforcing safety with programs, practices, training, rewards, and incentives designed to eliminate accidents.	
Establishes, maintains, and administers District accounting policies, procedures and applications in compliance with regulatory mandates and government best practices.		Monitors delivery of core District services to ensure they are safe, efficient, and cost effective.	
Prepares, submits for approval, explains, controls and administers the District budget in accordance with District policies and procedures per priorities and objectives set by Board.		Continuously seeks improvement in practices and procedures that will maximize efficiency, economy, and productivity.	
Prepares District wide capital improvement planning and budgets in accordance with District policies and procedures.		Section Rating:	
Administers disbursements from all budgets in accordance with District policies and procedures.			
Section Rating:		Customer Relations:	
		Prepares and implements policies for customer relations.	
Financing:		Sets the example and reinforces customer service as the top priority of staff.	
Prepares policies and procedures governing financing activities that comply with regulatory requirements, government best practices and submits for Board approval.		Maintains cordial relations with all persons in contact with District and expects the same of all District employees.	
Coordinates grant funding research and application process.		Courteously responds to public requests for information.	
Oversees investment of funds.		Promptly resolves complaints and proactively explains options and appeals procedures when disputes arise.	
Oversees financing of capital budgets.		Encourages citizen participation in the District.	
Section Rating:		Identifies and evaluates opportunities to measure and improve customer service ratings and comments.	
		Section Rating:	
Information Systems:			
Prepares and implements policies and procedures to control and maintain District information systems.		Goal Performance:	
Implements measures to protect customer information and District records from accident or malicious tampering.		Succesfully accomplishes District Goals for the year.	
Recommends and budgets for adequate hardware, software, networks, and related technology to conduct District business.		Succesfully accomplishes Individual Goals for the year.	
Section Rating:		Section Rating:	

Overall Rating:

Employee Signature

Date

Board President Signature

Date

JOB DESCRIPTION

POSITION TITLE: General Manager ("GM")
STATUS: Full Time/Contract
DEPARTMENT: Administration
FLSA: Exempt
SALARY: Annual, D.O.E.
BENEFITS: CalPers, Benefit Package

OVERVIEW

Oceano Community Services District (the "District") is a fiscally-sound, multi-service special District which provides the 7,600 residents and businesses within the boundaries of its 1.7 square mile area with water and sewer services, fire protection, street lighting, refuse collection and parks and recreation program.

The District staff consists of 36 employees, 13 of which are full time. The GM acts as the chief executive officer of the District and serves at the pleasure of the Board.

KEY RESPONSIBILITIES

- 1) Act as executive officer for the District under the direction of the Board of Directors (the "Board").
- 2) The GM administers the operations and works of the District, subject to approval of the Board.
- 3) Engages in day-to-day management of the District and all District employees.
- 4) Has charge, responsibility and control over all accounts, budgets, staff, and property of the District.
- 5) Hires, manages, promotes, recognizes, disciplines and terminates employees and manages labor relations.

KEY ACTIVITIES

Board Activities

- Ensures that the Board is adequately briefed on all relevant matters at all times.
- Prepares Board meeting agendas and minutes, reports, briefs, plans, and background documentation as required for Board consideration or approval. Submits all attendant documentation to Board members in advance of the meetings, as directed by the Board.
- Attends Board meetings, records minutes, makes presentations as directed, and provides advice.
- Initiates actions directed by the Board and required by District policies. Coordinates and monitors these assigned tasks to completion. Such actions may include initiating special studies, contracts and service agreements.
- Attends other internal and external meetings, conferences, and training as directed by the Board.

Budgets

- Establishes, maintains, and administers District accounting policies, procedures and applications in compliance with regulatory mandates, government best practices, and subject to Board approval.
- Prepares, submits for approval, explains, controls, and administers the District budget in accordance with District policies and procedures as per priorities and objectives set by the Board.
- Prepares District wide capital improvement planning and budgets in accordance with District policies and procedures as per priorities and objectives set by the Board.
- Administers disbursements from all budgets in accordance with District policies and procedures.

Financing

- Prepares policies and procedures governing financing activities that comply with regulatory requirements, government best practices, and submits them for Board approval.
- Coordinates grant funding research and application processes.
- Oversees investment of funds.
- Oversees financing of capital budgets.

Staffing

- Prepares and implements Human Resources policies and procedures, subject to Board approval. Such policies and procedures shall include:
 - Hiring, termination, promotion, rewards and recognition, performance reviews and employee feedback, and benefits administration.
 - Labor relations including grievance administration.
 - Compliance with State and Federal labor laws for notifications and postings as well as mandated training and reporting for safety, sexual harassment, family and medical leave, and other requirements.
- With the approval of the Board, and within budgeted limits, ensures the appropriate staffing levels for service delivery in the District.
- Hires, promotes, disciplines, terminates and supervises employees.
- The GM represents the District in employment matters including pay, benefits, and grievance resolution.

Quality Assurance

- Prepares, recommends, maintains, and reviews District policies subject to Board approval to assure they are current, pertinent, and effective in carrying out the mandates of the District.
- Prepares, maintains, and administers the execution of procedures that effectively implement the District policies.
- Promotes “Safety First” as a primary concern in all District activities. Assures that a strong safety culture pervades the staff by reinforcing safety with programs, practices, training, rewards, and incentives designed to eliminate accidents and injuries.
- Monitors the delivery of core District services to ensure they are safe, efficient, and cost effective. Continuously seeks improvement in practices and procedures that will maximize efficiency, economy, and productivity.

Customer Relations

- Prepares and implements policies and procedures for customer relations.
- Sets the example and reinforces customer service as the top priority of staff and managers who have direct contact with the District's constituents.
- Maintains cordial relations with all persons in contact with the District and expects the same of all District employees.
- Courteously responds to public requests for information or explanations. Promptly resolves complaints and proactively explains options and appeals procedures when disputes arise.
- Encourages citizen participation in the District.
- Identifies and evaluates opportunities to measure and improve customer service ratings and comments.

Information Systems

- Prepares and implements policies and procedures to control and maintain District information systems.
- Implements measures to protect customer information and District records from accident or malicious tampering.
- Recommends and budgets for adequate hardware, software, networks, and related technology to efficiently and safely conduct District business.

KEY RELATIONSHIPS

- Community residents, business owners, other customers and the general public
- Board of Directors (5)
- Administrative Assistant and Staff (4)
- Water & Sewer Supervisor and employees (4)
- Fire Chief and Firefighters (22)
- District Legal Counsel, Engineer and other consultants
- Representatives of other local, state and federal governments
- Representatives of local community groups and other organizations

QUALIFICATIONS

Formal Education and Experience

- A bachelor's degree in accounting, business administration, management, public administration, engineering, or a related field.
- Five years relevant management experience.

Other Skills/Knowledge

- Demonstrated skills in team leadership and development.
- Ability to read, analyze and interpret financial statements and statistical data.
- Skills in oral and written communication and presentations
- Ability to deal effectively with staff, board members and the public with tact and diplomacy.
- Familiarity with the legal and technical aspects associated with providing governmental utility services, including fire.
- Understanding of computer applications for business and utility operations.
- Ability to speak Spanish a plus.

Requirements

- Must become a certified California Community Services District Manager within two years of employment
- Must have valid California drivers license
- Must be bondable in the State of California

MANAGER the sum of **three hundred dollars (\$300.00)** per month plus mileage reimbursement.

10. PERFORMANCE EVALUATION.

a. The Board shall review and evaluate Employee's performance annually during June of each year in accordance with specific criteria developed jointly by the Board and Employee. Said criteria may be added to or deleted from as the Board may from time to time determine. Further, the Board President shall provide Employee with a summary written statement of the Board's findings and provide Employee with an adequate opportunity to discuss his evaluation with the Board.

b. Annually, the Board and Employee shall define such goals and performance objectives which they determine necessary for Employer's proper operation, and in the attainment of the Board's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

11. TERMINATION.

a. Except as otherwise provided herein, Employer may terminate this Agreement on two (2) months written notice to Employee. Unless otherwise agreed by the parties, Employee shall continue to work and receive all compensation and benefits during the notice period. Alternatively, the Board, in its sole discretion, may immediately terminate Employee by written notice to that effect and in such event, Employer shall pay Employee a lump sum cash payment equal to six (6) months base salary. Provided however, that if Employee is terminated for good cause, then Employer shall have no obligation to pay such severance pay. For the purposes of this Agreement, "good cause" includes, but is not limited to each of the following:

- i. A material breach of the terms of this Agreement.
- ii. A failure to perform his duties in a professional and responsible manner consistent with generally accepted professional standards.
- iii. Conduct unbecoming the position of General Manager or likely to bring discredit or embarrassment to the District.
- iv. Removal from office by a Grand Jury.
- v. Intentional or gross misconduct.

b. If Employee voluntarily resigns his position, Employee shall provide Employer with two (2) months advance notice unless the parties agree otherwise.

c. Except as otherwise provided herein, this Agreement expressly is declared to create an "at will" employment and is terminable at any time by either party without notice.

12. BONDING. Employer shall bear the full cost of any fidelity or other bonds required of Employee by law to perform his duties.



Oceano Community Services District

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

(805) 481-6730

FAX (805) 481-6836

WARRANT SUMMARY

\$20,789.42	REGULAR PAYROLL THRU 042608	PR0501	
14,355.47	PREPAID WARRANTS THRU 050908	EX0853	
68,583.87	REGULAR WARRANTS THRU 051408	EX0852	
<u>\$103,728.76</u>	TOTAL WARRANTS SUBMITTED		
	FOR APPROVAL: 051408		
<u>\$0.00</u>	WARRANT #04XXXX, DATED		

AGENDA ITEM 2008 05 14 15

CK.#	LAST NAME	F M	REGULAR	O.T.	OTHER	AUTO/BUS	GROSS	NET PAY
46292	O'REILLY	J	3365.60	.00	332.50	150.00	3848.10	2900.36
46293	DAVIS	P	2327.84	.00	.00	.00	2327.84	1874.15
46294	WINTER	G	1969.51	.00	38.63	.00	1930.88	1290.64
46295	REA	G	1274.40	.00	.00	.00	1274.40	1229.82
46296	DAVIS	G	2477.52	.00	.00	.00	2477.52	1820.91
46297	TORRES	P	1735.68	.00	.00	.00	2012.30	1782.37
46298	SILVEIRA	M	1617.84	.00	.00	.00	1860.52	1443.22
46299	LANGSTAFF	S	1323.76	.00	.00	.00	1323.76	892.73
46300	LEATHERS	B	2436.56	.00	.00	.00	269.48	1993.46
46301	BOVA	J	2348.08	.00	.00	.00	2348.08	1778.56
46302	RODLIN	M	882.00	.00	.00	.00	882.00	734.12
46303	ANGELLO	J	2321.37	1106.18	.00	.00	3427.55	2546.75
46304	FUKUHARA	B	550.00	.00	.00	.00	550.00	497.33
			24630.16	1758.20	293.87	150.00	26832.23	20789.42

13 RECORDS PROCESSED

REGULAR (PERS) PAYROLL FOR THE PAY PERIOD ENDING 04 26 2008 (PR0501)

PAYEE	DETAIL OF DEMANDS	INV.NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
040108	8054816730	304831293001	01-4100-111	ADMINISTRA		444.88		10
040108	8054736915	181734628001	01-4200-111	FIRE		33.71		20
040108	8054810085	181734629001	02-4400-111	WATER		23.30		30
040108	8054892124	181734627001	02-4400-111	WATER		31.74		40
040108	8054817760	181734630001	03-4500-111	SEWER		29.42		50
AT&T		00250			046348	563.05		
4220 BATT CHIEF:	3/01-6/30/08 FS 2008-12		01-4200-220	FIRE		11,200.00	422060220	60
ARROYO GRANDE, CITY OF	02085				046349	11,200.00		
I-400: LEATHERS	06/05-07/08		01-4200-285	FIRE		32.00		100
I-400: ANGELLO	06/05-07/08		01-4200-285	FIRE		32.00		110
I-400: BOVA	06/05-07/08		01-4200-285	FIRE		32.00		120
GROVER BEACH, CITY OF	15245				046350	96.00		
04/22 CELL SERV	0650658792		01-4100-111	ADMINISTRA		68.09		70
04/22 CELL SERV	0650658792		01-4200-111	FIRE		57.42		80
04/22 CELL SERV	0650658792		02-4400-111	WATER		341.87		90
VERIZON WIRELESS	15500				046351	467.38		
OPER SUPP	949564		01-4200-175	FIRE		16.09		130
OPER SUPP	949708		01-4200-175	FIRE		17.22		140
OPER SUPP	952347		01-4200-175	FIRE		3.22		150
OPER SUPP	246558		02-4400-175	WATER		3.09		160
OPER SUPP	949850		02-4400-175	WATER		25.80		170
OPER SUPP	950120		02-4400-175	WATER		31.23		180
OPER SUPP	950092		02-4400-175	WATER		10.31		190
OPER SUPP	950096		02-4400-175	WATER		15.70		200
OPER SUPP	951420		02-4400-175	WATER		35.79		210
OPER SUPP	951195		02-4400-175	WATER		16.67		220
OPER SUPP	950276		02-4400-175	WATER		20.46		230
OPER SUPP	950285		02-4400-175	WATER		53.86		240
OPER SUPP	950290		02-4400-175	WATER		1.39		250
OPER SUPP	950368		02-4400-175	WATER		8.61		260
OPER SUPP	950019		02-4400-175	WATER		24.08		270
OPER SUPP	951506		02-4400-175	WATER		26.64		280
DISCOUNT	111990		02-4400-175	WATER		13.80	CR	290
MINER'S ACE HARDWARE, INC.	21087				046352	296.36		
BOOKOUT: CONFIRM	127552755	05/11-13/08	01-4100-286	ADMINISTRA		562.56	118760286	300
PARKING: 05/11-13/08	SACRAMENTO		01-4100-286	ADMINISTRA		30.00	118760286	310
PARKING: 05/11-12/08	SACRAMENTO		01-4100-285	ADMINISTRA		15.00	200060285	320
O'REILLY: CONFIRM	787552754	05/11-12/08	01-4100-280	ADMINISTRA		562.56	200060280	330
DAHL: CONFIRM	787552754	05/11-12/08	01-4100-286	ADMINISTRA		562.56	118860286	340

5/09/08 OCEANO COMMUNITY SERVICES DISTRICT
0853 REGISTER OF DEMANDS

RUN: 5/09/08
10:58:10

PAGE 2
APWR02-U1

PAYEE	DETAIL OF DEMANDS VEND.NO.	INV.NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
SHERATON GRAND HOTEL	31000				046353	1,732.68		
CHECKS WRITTEN						14,355.47		
* PREPAID ITEMS						.00	*	
TOTAL DEMANDS PAID						14,355.47		

05/09/08

CHECK REGISTER--\$ AMT SORT

PAGE 1

PAYEE	VEND.NO.	CHECK DATE	CHECK #	CHECK AMT	PREPAID
ARROYO GRANDE, CITY OF	2085	50908	46349	11200.00	0
SHERATON GRAND HOTEL	31000	50908	46353	1732.68	0
AT&T	250	50908	46348	563.05	0
VERIZON WIRELESS	15500	50908	46351	467.38	0
MINER'S ACE HARDWARE, INC.	21087	50908	46352	296.36	0
GROVER BEACH, CITY OF	15245	50908	46350	96.00	0
				14355.47	*

6 RECORDS PROCESSED

05/14/08

CHECK REGISTER--\$ AMT SORT

PAGE 1

PAYEE	VEND.NO.	CHECK DATE	CHECK #	CHECK AMT	PREPAID
SSLOCSD	32274	51408	46341	49231.46	0
FERGUSON ENTERPRISES, INC #632	13100	51408	46332	3584.51	0
ARROYO GRANDE, CITY OF	2084	51408	46321	2038.73	0
DATA PROSE, INC	10475	51408	46328	1597.66	0
AGP VIDEO	700	51408	46320	1290.00	0
TODD ENGINEERS	33570	51408	46344	1268.87	0
UNITED STAFFING ASSOCIATES	34478	51408	46346	1180.40	0
(PITNEYWORKS) RESERVE ACCOUNT	25740	51408	46338	1000.00	0
BRUMIT DIESEL	4650	51408	46325	800.08	0
A.C.E., INC. 3424	17200	51408	46334	775.00	0
ACS FIREHOUSE SOLUTIONS	35530	51408	46347	670.31	0
BURDINE PRINTING	4548	51408	46324	513.75	0
DAHL, VERN	10300	51408	46327	500.00	0
AWWA	2574	51408	46322	474.00	0
CARQUEST	31875	51408	46340	468.64	0
JIM HILL	16200	51408	46333	450.00	0
MANN, BARBARA	20130	51408	46336	450.00	0
BOOKOUT, BILL	4070	51408	46323	400.00	0
DEAN, PAMELA	11120	51408	46329	350.00	0
STAPLES BUSINESS ADVANTAGE	32425	51408	46342	272.23	0
EXECUTIVE JANITORIAL	12975	51408	46330	265.23	0
MISSION LINEN SUPPLY	21186	51408	46337	207.72	0
KNECHT'S PLUMBING & HEATING	18800	51408	46335	193.98	0
ULTREX BUSINESS PRODUCTS	34400	51408	46345	169.12	0
ADVANTAGE ANSWERING PLUS, INC	599	51408	46319	166.30	0
CHARTER COMMUNICATIONS	7500	51408	46326	82.99	0
TITAN INDUSTRIAL & SAFETY SUPP	33525	51408	46343	80.63	0
FARM SUPPLY COMPANY	12985	51408	46331	73.26	0
PITNEY BOWES GLOBAL FINANCIAL	25741	51408	46339	29.00	0
				68583.87	*

29 RECORDS PROCESSED

PAYEE	DETAIL OF DEMANDS	VEND.NO.	INV.NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
04/08 ANSWER SERV ADVANTAGE ANSWERING PLUS, INC	00599	95150	02-4400-110	WATER	046319	166.30 166.30		140	
04/08 VIDEO SERV AGP VIDEO		00700	01-4100-220	ADMINISTRA	046320	1,290.00 1,290.00		150	
9448: DESAL STUDY 33% ARROYO GRANDE, CITY OF		02084	08-002 02-4400-220	WATER	046321	2,038.73 2,038.73		160	
STANDARDS AWWA		02574	6001515213 02-4400-235	WATER	046322	474.00 474.00		170	
B/S: 2 REG B/S: 1 SPEC B/S: 1 ETHICS B/S: 1 FIRE OVERSIGHT BOOKOUT, BILL		04070	043008 041608 042308 041808 01-4100-225 01-4100-225 01-4100-225 01-4100-225	ADMINISTRA ADMINISTRA ADMINISTRA ADMINISTRA	046323	200.00 100.00 50.00 50.00 400.00	118760225 118760225 118760225 118760225	380 390 400 410	
LETTERHEAD BURDINE PRINTING		04548	8604 01-4100-200	ADMINISTRA	046324	513.75 513.75		180	
0212: R&M 6192 BRUMIT DIESEL		04650	14899 01-4200-171	FIRE	046325	800.08 800.08	21280171	190	
SERV THRU 053108 R&M NETWORK CHARTER COMMUNICATIONS		07500	200141448301 200141448301 01-4100-200 01-4100-170	ADMINISTRA ADMINISTRA	046326	47.99 35.00 82.99		200 210	
B/S: 2 REG B/S: 1 ALUC B/S: 1 OAC B/S: 1 ETHICS B/S: 1 ZONES 1/1A B/S: 1 SPEC DAHL, VERN		10300	043008 041608 042108 042308 041508 042808 01-4100-225 01-4100-225 01-4100-225 01-4100-225	ADMINISTRA ADMINISTRA ADMINISTRA ADMINISTRA ADMINISTRA ADMINISTRA	046327	200.00 50.00 50.00 50.00 50.00 100.00 500.00	118860225 118860225 118860225 118860225 118860225 118860225	50 60 70 80 90 460	
1306: 03/08 POSTAGE 1306: 03/08 POSTAGE 1306: 03/08 PROF SERV 1306: 03/08 PROF SERV		46302	02-4400-210 03-4500-210 02-4400-220 03-4500-220	WATER SEWER WATER SEWER		396.89 396.88 401.94 401.95	130680210 130680210 130660220 130660220	230 240 250 450	

PAYEE	DETAIL OF DEMANDS	VEND.NO.	INV.NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
DATA PROSE, INC		10475				046328	1,597.66		
B/S: 2 REG			043008	01-4100-225	ADMINISTRA		200.00	119160225	420
B/S: 1 ETHICS			041608	01-4100-225	ADMINISTRA		50.00	119160225	430
B/S: 1 SPEC			042308	01-4100-225	ADMINISTRA		100.00	119160225	440
DEAN, PAMELA		11120				046329	350.00		
04/08 JANITORIAL			34338	01-4100-173	ADMINISTRA		265.23		220
EXECUTIVE JANITORIAL		12975				046330	265.23		
OPER SUPP			644727	02-4400-175	WATER		73.26		370
FARM SUPPLY COMPANY		12985				046331	73.26		
OPER SUPP			1464970-1	02-4400-175	WATER		225.23		470
OPER SUPP			1471793	02-4400-175	WATER		178.32		480
OPER SUPP			1469836	02-4400-175	WATER		1,954.99		490
OPER SUPP			1477935	02-4400-175	WATER		572.14		500
OPER SUPP			1477935	03-4500-175	SEWER		318.67		510
OPER SUPP			1469836-1	02-4400-175	WATER		187.69		520
OPER SUPP			1469836-2	02-4400-175	WATER		147.47		530
FERGUSON ENTERPRISES, INC #6313100						046332	3,584.51		
B/S: 2 REG			043008	01-4100-225	ADMINISTRA		200.00	118560225	10
B/S: 1 ETHICS			041608	01-4100-225	ADMINISTRA		50.00	118560225	20
B/S: 2 FIRE			043008	01-4100-225	ADMINISTRA		100.00	118560225	30
B/S: 1 SPEC			042308	01-4100-225	ADMINISTRA		100.00	118560225	40
JIM HILL		16200				046333	450.00		
R&M NETWORK			2128	01-4100-170	ADMINISTRA		425.00		260
R&M WILMAR SYS			2128	02-4400-170	WATER		350.00		270
A.C.E., INC. 3424		17200				046334	775.00		
9173: R&M FS/OC			TM23823	01-4100-173	ADMINISTRA		193.98	917360220	280
KNECHT'S PLUMBING & HEATING		18800				046335	193.98		
B/S: 2 REG			043008	01-4100-225	ADMINISTRA		200.00	119060225	100
B/S: 2 FIRE			043008	01-4100-225	ADMINISTRA		100.00	119060225	110
B/S: 1 SPEC			042808	01-4100-225	ADMINISTRA		100.00	119060225	120
B/S: 1 ETHICS			041608	01-4100-225	ADMINISTRA		50.00	119060225	130
MANN, BARBARA		20130				046336	450.00		
04/08 CLOTHING/TOWELS			40408	02-4400-100	WATER		207.72		290

PAYEE	DETAIL OF DEMANDS VEND.NO.	INV.NO.	ACCOUNT	DEPT NAME	CHECK NO.	CHECK AMOUNT	JOB/PROJECT	KEY #
MISSION LINEN SUPPLY	21186				046337	207.72		
POSTAGE DEP ACCT (PITNEYWORKS) RESERVE ACCOUNT	25740	18285254	01-4100-210	ADMINISTRA	046338	1,000.00 1,000.00		300
QTRLY CHGS 4/10-7/10/08 (BAL) PITNEY BOWES GLOBAL FINANCIAL	25741	3784147	01-4100-210	ADMINISTRA	046339	29.00 29.00		310
0449: R&M WAUKESHA #5 0449: R&M WAUKESHA #5 0449: R&M WAUKESHA #5 CARQUEST	31875	7314-241339 7314-241715 7314-243746	02-4400-163 02-4400-163 02-4400-163	WATER WATER WATER	046340	25.91 12.67 430.06 468.64	44980163 44980163 44980163	540 550 560
04/08 COLLECTIONS SSLOCS	32274	043008	03-4500-297	SEWER	046341	49,231.46 49,231.46		320
OPER SUPP OPER SUPP OPER SUPP STAPLES BUSINESS ADVANTAGE	32425	3100790101 3101378880 3101378879	01-4100-200 01-4100-200 01-4100-200	ADMINISTRA ADMINISTRA ADMINISTRA	046342	96.42 88.97 86.84 272.23		590 600 610
OPER SUPP TITAN INDUSTRIAL & SAFETY SUP	33525	1026576	02-4400-175	WATER	046343	80.63 80.63		330
8601: SAFE YIELD STUDY TODD ENGINEERS	33570	46201 03-08	02-4400-220	WATER	046344	1,268.87 1,268.87	860160220	360
0151: MO BIZHUB C451 ULTREX BUSINESS PRODUCTS	34400	84585	01-4100-170	ADMINISTRA	046345	169.12 169.12		340
042708 TEMP SERV 050408 TEMP SERV UNITED STAFFING ASSOCIATES	34478	051484 052056	01-4100-220 01-4100-220	ADMINISTRA ADMINISTRA	046346	322.40 858.00 1,180.40		570 580
ANNUAL FH AGREE ACS FIREHOUSE SOLUTIONS	35530	68619	01-4200-170	FIRE	046347	670.31 670.31		350
CHECKS WRITTEN						68,583.87		
* PREPAID ITEMS						.00	*	
TOTAL DEMANDS PAID						68,583.87		