



**Notice of Regular Meeting**  
**Oceano Community Services District - Board of Directors Agenda**  
WEDNESDAY, July 13, 2016 – 6:30 P.M.  
Oceano Community Services District Board Room  
1655 Front Street, Oceano, CA

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

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

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

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

6. SPECIAL PRESENTATIONS & REPORTS:

a. STAFF REPORTS:

- i. Operations - Field Supervisor Tony Marraccino
- ii. FCFA Operations - Chief Steve Lieberman
- iii. OCSD General Manager / Zone 3 Advisory Committee – Paavo Ogren
- iv. Sheriff's South Station - Commander Jay Donovan OCSD

b. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Angello
- ii. Director Blackburn
- iii. President Lucey
- iv. Vice President White
- v. Director Guerrero

c. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

*This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #6 – Special Presentations and Reports. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.*

7. CONSENT AGENDA ITEMS:

**Public comment** Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. To facilitate public comment we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- a. Review and Approval of Cash Disbursements

8. BUSINESS ITEMS:

**Public comment** Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. To facilitate public comment we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- a. Update on the Status of the District's Audit and consideration of a Recommendation to Extend the Services of Caliber Attest and Audit, LLC for Fiscal Year 2015/16
- b. Consideration of a Recommendation to Authorize a temporary part-time employee to work on Solid Waste programs and administration

9. UTILITY ITEMS:

10. HEARING ITEMS:

Consideration of a recommendation to approve a resolution to collect delinquent accounts on 2016-17 property tax bills

11. RECEIVED WRITTEN COMMUNICATIONS:

12. LATE RECEIVED WRITTEN COMMUNICATIONS:

13. CLOSED SESSION:

- a. Pursuant to Government Code §54957: Performance evaluation – General Manager

14. FUTURE AGENDA ITEMS:

15. FUTURE HEARING ITEMS:

16. ADJOURNMENT:

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This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agenda is posted at the Oceano Community Services District, 1655 Front Street, Oceano, CA. Agenda and reports can be accessed and downloaded from the Oceano Community Services District website at [www.oceanocsd.org](http://www.oceanocsd.org).

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

**ASISTENCIA A DISCAPACITADO** Si usted está incapacitado de ninguna manera y necesita alojamiento para participar en la reunión de la Junta, por favor llame a la Secretaría de la Junta al (805) 481-6730 para recibir asistencia por lo menos tres (3) días antes de la reunión para que los arreglos necesarios puedan ser hechos.



# Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475  
 (805) 481-6730 FAX (805) 481-6836

AMOUNT			DATE	FYE
\$ 248,335.87		REGULAR PAYABLES THRU 07/13/2016	07/08/16	06/30/17
\$ 19,803.63		PAYROLL PPE 06/25/2016	07/08/16	06/30/17
\$ 268,139.50		<b>TOTAL PAYMENTS SUBMITTED</b>		
		<b>FOR APPROVAL</b>		

PACKET: 01105 Regular Payables 07132016  
 VENDOR SET: 01 OCEANO CSD, CA  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1010		ADVANTAGE ANSWERING PLUS, INC				
I-676507012016		ADVANTAGE ANSWERING PLUS, INC	185.58			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		ADVANTAGE ANSWERING PLUS, INC		01 5-4100-110	COMMUNICATIONS	185.58
		=== VENDOR TOTALS ===	185.58			
=====						
01-1012		AGP VIDEO INC.				
I-6624		AGP VIDEO INC.	1,170.00			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		AGP VIDEO INC.		01 5-4100-220	PROFESSIONAL/SPECIAL SER	1,170.00
		=== VENDOR TOTALS ===	1,170.00			
=====						
01-0122		ANTHONY MARRACCINO				
I-201607071708		ANTHONY MARRACCINO	250.00			
7/07/2016	AP	DUE: 7/07/2016 DISC: 7/07/2016		1099: N		
		ANTHONY MARRACCINO		01 5-4100-080	BOOT ALLOWANCE	250.00
		=== VENDOR TOTALS ===	250.00			
=====						
01-0180		ARAMARK				
I-531629403		ARAMARK	58.17			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		ARAMARK		01 5-4100-100	CLOTHING	58.17
I-531646556		ARAMARK	56.50			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		ARAMARK		01 5-4100-100	CLOTHING	56.50
I-531663619		ARAMARK	56.50			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		ARAMARK		01 5-4100-100	CLOTHING	56.50
		=== VENDOR TOTALS ===	171.17			
=====						

PACKET: 01105 Regular Payables 07132016

VENDOR SET: 01 OCEANO CSD, CA

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0042		CALIBER AUDIT & ATTEST, LLP				
I-135269		CALIBER AUDIT & ATTEST, LLP	11,745.00			
6/29/2016	AP	DUE: 6/29/2016 DISC: 6/29/2016		1099: Y		
		CALIBER AUDIT & ATTEST, LLP		01 5-4100-218	AUDIT	11,745.00
		=== VENDOR TOTALS ===	11,745.00			
=====						
01-0187		CARLILE, JASON				
I-201607071710		CARLILE, JASON	250.00			
7/07/2016	AP	DUE: 7/07/2016 DISC: 7/07/2016		1099: N		
		CARLILE, JASON		01 5-4100-080	BOOT ALLOWANCE	250.00
		=== VENDOR TOTALS ===	250.00			
=====						
01-0170		CENTRAL COAST PRINTING				
I-58228		CENTRAL COAST PRINTING	408.91			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: Y		
		CENTRAL COAST PRINTING		01 5-4100-205	OUTSIDE UB MAIL SERVICE	408.91
		=== VENDOR TOTALS ===	408.91			
=====						
01-0214		CENTRAL COAST TECHNOLOGY CONSU				
I-0000434		CENTRAL COAST TECHNOLOGY CONS	80.00			
6/29/2016	AP	DUE: 6/29/2016 DISC: 6/29/2016		1099: Y		
		CENTRAL COAST TECHNOLOGY CONSU		01 5-4100-221	INFORMATION TECHNOLOGY	80.00
I-0000450		CENTRAL COAST TECHNOLOGY CONS	134.38			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: Y		
		CENTRAL COAST TECHNOLOGY CONSU		01 5-4100-221	INFORMATION TECHNOLOGY	134.38
		=== VENDOR TOTALS ===	214.38			
=====						
01-1540		CHAPARRAL BUSINESS MACHINES, I				
I-403065		CHAPARRAL BUSINESS MACHINES,	354.45			
7/08/2016	AP	DUE: 8/07/2016 DISC: 8/07/2016		1099: N		

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1090		CHARTER COMMUNICATIONS				
I-06012016		CHARTER COMMUNICATIONS	110.00			
6/30/2016	AP	DUE: 7/30/2016 DISC: 7/30/2016		1099: N		
		CHARTER COMMUNICATIONS		01 5-4100-110	COMMUNICATIONS	110.00
		=== VENDOR TOTALS ===	110.00			
=====						
01-1138		DIGITAL WEST NETWORKS, INC.				
I-24219		DIGITAL WEST NETWORKS, INC.	50.00			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		DIGITAL WEST NETWORKS, INC.		01 5-4100-221	INFORMATION TECHNOLOGY	50.00
		=== VENDOR TOTALS ===	50.00			
=====						
01-0147		DIVERSIED PROJECT SERVICES INC				
I-952074		DIVERSIED PROJECT SERVICES IN	1,190.00			
6/30/2016	AP	DUE: 6/30/2016 DISC: 6/30/2016		1099: N		
		DIVERSIED PROJECT SERVICES INC		02 5-4400-222	CONTRACTED ENGINEERING	595.00
		DIVERSIED PROJECT SERVICES INC		03 5-4500-222	CONTRACTED ENGINEERING	595.00
I-952075		DIVERSIED PROJECT SERVICES IN	2,062.50			
6/30/2016	AP	DUE: 6/30/2016 DISC: 6/30/2016		1099: N		
		DIVERSIED PROJECT SERVICES INC		02 5-4400-226	ENGINEERING & OTHER REIM	2,062.50
I-952076		DIVERSIED PROJECT SERVICES IN	452.50			
6/30/2016	AP	DUE: 6/30/2016 DISC: 6/30/2016		1099: N		
		DIVERSIED PROJECT SERVICES INC		02 5-4400-226	ENGINEERING & OTHER REIM	452.50
I-952077		DIVERSIED PROJECT SERVICES IN	4,735.00			
6/30/2016	AP	DUE: 6/30/2016 DISC: 6/30/2016		1099: N		
		DIVERSIED PROJECT SERVICES INC		02 5-4400-226	ENGINEERING & OTHER REIM	4,735.00
I-952078		DIVERSIED PROJECT SERVICES IN	1,400.00			
6/30/2016	AP	DUE: 6/30/2016 DISC: 6/30/2016		1099: N		
		DIVERSIED PROJECT SERVICES INC		02 5-4400-226	ENGINEERING	1,400.00
		=== VENDOR TOTALS ===	9,840.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1150		FERGUSON ENTERPRISES, INC #135				
I-3266494-1		FERGUSON ENTERPRISES, INC #13	164.19			
6/29/2016	AP	DUE: 7/29/2016 DISC: 7/29/2016		1099: N		
		FERGUSON ENTERPRISES, INC #135		02 5-4400-175	SYSTEM PARTS/OPERATING S	164.19
=== VENDOR TOTALS ===			164.19			

=====						
01-1162		FIVE CITIES FIRE AUTHORITY				
I-FCFA-2017-003		FIVE CITIES FIRE AUTHORITY	194,991.25			
6/29/2016	AP	DUE: 7/29/2016 DISC: 7/29/2016		1099: N		
		FIVE CITIES FIRE AUTHORITY		01 5-4200-077	JPA-QUARTERLY PAYMENTS	194,991.25
=== VENDOR TOTALS ===			194,991.25			

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01-0172		HIRIARTE'S INDOOR CLEANING SER				
I-Q22016		HIRIARTE'S INDOOR CLEANING SE	825.00			
6/29/2016	AP	DUE: 6/29/2016 DISC: 6/29/2016		1099: Y		
		HIRIARTE'S INDOOR CLEANING SER		01 5-4100-173	MAINT:STRUCTURES/IMPROVE	825.00
=== VENDOR TOTALS ===			825.00			

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01-1136		J.B. DEWAR, INC.				
I-819531		J.B. DEWAR, INC.	232.94			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		J.B. DEWAR, INC.		12 5-4350-172	FUEL	232.94
=== VENDOR TOTALS ===			232.94			

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01-1288		MIER BROS.				
I-251157		MIER BROS.	334.80			
6/23/2016	AP	DUE: 7/23/2016 DISC: 7/23/2016		1099: N		
		MIER BROS.		02 5-4400-175	SYSTEM PARTS/OPERATING S	334.80

I-251248		MIER BROS.	334.80			
6/30/2016	AP	DUE: 7/30/2016 DISC: 7/30/2016		1099: N		

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1292		MINER'S ACE HARDWARE, INC.				
I-286946		MINER'S ACE HARDWARE, INC.	18.35			
6/23/2016	AP	DUE: 7/23/2016 DISC: 7/23/2016		1099: N		
		MINER'S ACE HARDWARE, INC.		02 5-4400-175	SYSTEM PARTS/OPERATING S	18.35
=====						
I-287510		MINER'S ACE HARDWARE, INC.	21.78			
6/30/2016	AP	DUE: 7/30/2016 DISC: 7/30/2016		1099: N		
		MINER'S ACE HARDWARE, INC.		02 5-4400-175	SYSTEM PARTS/OPERATING S	21.78
=====						
I-288683		MINER'S ACE HARDWARE, INC.	64.79			
7/08/2016	AP	DUE: 8/07/2016 DISC: 8/07/2016		1099: N		
		MINER'S ACE HARDWARE, INC.		02 5-4400-175	SYSTEM PARTS/OPERATING S	64.79
		=== VENDOR TOTALS ===	104.92			
=====						
01-0190		NORCAST TELECOM NETWORKS				
I-1893160701		NORCAST TELECOM NETWORKS	376.99			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		NORCAST TELECOM NETWORKS		01 5-4100-110	COMMUNICATIONS	376.99
		=== VENDOR TOTALS ===	376.99			
=====						
01-0027		PETTY CASH				
I-07132016-1		PETTY CASH	93.05			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		PETTY CASH		01 5-4100-210	POSTAGE	47.00
		PETTY CASH		02 5-4400-210	POSTAGE	10.10
		PETTY CASH		10 5-4300-163	MAINT: STRUC/IMPROV	35.95
=====						
I-07132016-2		PETTY CASH	27.02			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		PETTY CASH		06 5-4900-210	POSTAGE	25.88
		PETTY CASH		01 5-4100-210	POSTAGE	1.14
		=== VENDOR TOTALS ===	120.07			

01-1340 PACIFIC GAS & ELECTRIC



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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0086	POLLARDWATER.COM					
I-0047586		POLLARDWATER.COM	88.80			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		POLLARDWATER.COM		02 5-4400-175	SYSTEM PARTS/OPERATING S	88.80
		=== VENDOR TOTALS ===	88.80			
=====						
01-1360	QUILL CORPORATION					
I-6679582		QUILL CORPORATION	51.92			
6/23/2016	AP	DUE: 7/23/2016 DISC: 7/23/2016		1099: N		
		QUILL CORPORATION		01 5-4100-200	OFFICE EXPENSE	51.92
I-6749813		QUILL CORPORATION	50.50			
6/30/2016	AP	DUE: 7/30/2016 DISC: 7/30/2016		1099: N		
		QUILL CORPORATION		01 5-4100-200	OFFICE EXPENSE	50.50
		=== VENDOR TOTALS ===	102.42			
=====						
01-0206	RABOBANK EQUIPMENT LEASE					
I-50347098		RABOBANK EQUIPMENT LEASE	755.60			
6/23/2016	AP	DUE: 6/23/2016 DISC: 6/23/2016		1099: N		
		RABOBANK EQUIPMENT LEASE		12 5-4350-320	EQUIPMENT LEASE	755.60
		=== VENDOR TOTALS ===	755.60			
=====						
01-1476	SHORELINE LANDSCAPE & MAINT. I					
I-28775		SHORELINE LANDSCAPE & MAINT.	410.00			
6/30/2016	AP	DUE: 7/30/2016 DISC: 7/30/2016		1099: Y		
		1655 FRONT		01 5-4100-173	MAINT:STRUCTURES/IMPROVE	205.00
		SHERIFF		10 5-4300-173	SO: MAINT. STRUCTURES/IM	102.50
		FIRE		01 5-4200-173	MAINT:STRUCTURES/IMPROVE	102.50
		=== VENDOR TOTALS ===	410.00			

01-1426 SLO CO DEPT OF PUBLIC WORKS

PACKET: 01105 Regular Payables 07132016

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SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-1444		SLO CO PUBLIC HEALTH DEPT.				
I-IN0103694		SLO CO PUBLIC HEALTH DEPT.	501.80			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		SLO CO PUBLIC HEALTH DEPT.		02 5-4400-220	PROFESSIONAL/SPECIAL SER	193.80
		SLO CO PUBLIC HEALTH DEPT.		02 5-4400-220	PROFESSIONAL/SPECIAL SER	308.00
		=== VENDOR TOTALS ===	501.80			

01-1504		STANLEY CONVERGENT SECURITY SO				
I-13666590		STANLEY CONVERGENT SECURITY S	158.00			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		STANLEY CONVERGENT SECURITY SO		01 5-4200-110	COMMUNICATIONS	158.00
		=== VENDOR TOTALS ===	158.00			

01-1494		STATE COMPENSATION INS. FUND				
I-07012016		STATE COMPENSATION INS. FUND	1,711.25			
7/07/2016	AP	DUE: 8/06/2016 DISC: 8/06/2016		1099: N		
		STATE COMPENSATION INS. FUND		01 5-4100-075	STATE COMPENSATION INSUR	1,146.54
		STATE COMPENSATION INS. FUND		02 5-4400-075	STATE COMPENSATION INSUR	444.92
		STATE COMPENSATION INS. FUND		03 5-4500-075	STATE COMPENSATION INS	119.79
		=== VENDOR TOTALS ===	1,711.25			

01-0057		CASEY STEWART				
I-201607071709		CASEY STEWART	250.00			
7/07/2016	AP	DUE: 7/07/2016 DISC: 7/07/2016		1099: N		
		CASEY STEWART		01 5-4100-080	BOOT ALLOWANCE	250.00
		=== VENDOR TOTALS ===	250.00			

01-0192		TASC -CLIENT INVOICES				
I-IN822887		TASC -CLIENT INVOICES	50.00			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		TASC -CLIENT INVOICES		01 5-4100-090	INS: GROUP HEALTH/LIFE	50.00

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1484		THE GAS COMPANY				
I-JUL1655		THE GAS COMPANY	36.95			
7/08/2016	AP	DUE: 8/07/2016 DISC: 8/07/2016		1099: N		
		THE GAS COMPANY		01 5-4100-290	UTILITIES	36.95
=====						
I-JUL1689		THE GAS COMPANY	30.34			
7/08/2016	AP	DUE: 8/07/2016 DISC: 8/07/2016		1099: N		
		THE GAS COMPANY		01 5-4100-290	UTILITIES	30.34
		=== VENDOR TOTALS ===	67.29			
=====						
01-1510		THE TRIBUNE				
I-346267-062016		THE TRIBUNE	106.48			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		THE TRIBUNE		01 5-4100-230	REQUIRED LEGAL NOTICES	106.48
		=== VENDOR TOTALS ===	106.48			
=====						
01-0093		USA BLUEBOOK				
I-990399		USA BLUEBOOK	80.83			
7/06/2016	AP	DUE: 7/06/2016 DISC: 7/06/2016		1099: N		
		USA BLUEBOOK		02 5-4400-175	SYSTEM PARTS/OPERATING S	80.83
		=== VENDOR TOTALS ===	80.83			
=====						
01-1206		VERIZON WIRELESS				
I-9767496353		VERIZON WIRELESS	214.63			
7/06/2016	AP	DUE: 8/05/2016 DISC: 8/05/2016		1099: N		
		VERIZON WIRELESS		02 5-4400-110	COMMUNICATIONS	171.70
		VERIZON WIRELESS		03 5-4500-110	COMMUNICATIONS	27.90
		VERIZON WIRELESS		06 5-4900-110	COMMUNICATIONS	12.88
		VERIZON WIRELESS		10 5-4300-110	COMMUNICATIONS	2.15
		=== VENDOR TOTALS ===	214.63			
=====						

PACKET: 01105 Regular Payables 07132016

VENDOR SET: 01 OCEANO CSD, CA

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

\*\* T O T A L S \*\*

INVOICE TOTALS	246,794.34
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00

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BATCH TOTALS	246,794.34
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\*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2015-2016	01	-2-2100-000	ACCOUNTS PAYABLE POOLED	211,802.51-*				
	01	-5-4100-110	COMMUNICATIONS	110.00	5,500	644.07	468,214	148,951.92- Y
	01	-5-4100-173	MAINT:STRUCTURES/IMPROVE	1,030.00	8,000	965.75- Y	468,214	149,871.92- Y
	01	-5-4100-200	OFFICE EXPENSE	102.42	12,000	6,432.08	468,214	148,944.34- Y
	01	-5-4100-218	AUDIT	11,745.00	0	16,085.00- Y	468,214	160,586.92- Y
	01	-5-4100-221	INFORMATION TECHNOLOGY	80.00	36,518	32,553.66	468,214	148,921.92- Y
	01	-5-4100-290	UTILITIES	465.03	0	10,898.82- Y	468,214	149,306.95- Y
	01	-5-4195-295	STREET LIGHTING	2,893.70	0	38,230.20- Y		
	01	-5-4200-077	JPA-QUARTERLY PAYMENTS	194,991.25	657,106	292,222.25- Y		
	01	-5-4200-173	MAINT:STRUCTURES/IMPROVE	102.50	900	444.83- Y		
	01	-5-4200-290	UTILITIES	282.61	0	4,258.35- Y		
	02	-2-2100-000	ACCOUNTS PAYABLE POOLED	11,371.35-*				
	02	-5-4400-175	SYSTEM PARTS/OPERATING S	1,208.72	12,500	18,778.36- Y		
	02	-5-4400-222	CONTRACTED ENGINEERING	1,995.00	20,000	1,470.00		
	02	-5-4400-226	ENGINEERING & OTHER REIM	7,250.00	0	18,438.75- Y		
	02	-5-4400-290	UTILITIES	917.63	28,000	10,624.35		
	03	-2-2100-000	ACCOUNTS PAYABLE POOLED	658.69-*				
	03	-5-4500-222	CONTRACTED ENGINEERING	595.00	10,000	8,965.00		
	03	-5-4500-290	UTILITIES	63.69	900	579.57- Y		
	10	-2-2100-000	ACCOUNTS PAYABLE POOLED	102.50-*				
	10	-5-4300-173	SO: MAINT. STRUCTURES/IM	102.50	0	2,114.67- Y		
	10	-5-4300-000	ACCOUNTS PAYABLE POOLED	755.60-*				
	12	-5-4350-320	EQUIPMENT LEASE	755.60	0	4,533.60- Y		
	99	-1-1501-000	DUE FROM GENERAL FUND	211,802.51 *				

PACKET: 01105 Regular Payables 07132016  
 VENDOR SET: 01 OCEANO CSD, CA  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

\*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2016-2017	01	-2-2100-000	ACCOUNTS PAYABLE POOLED	6,477.93-*				
	01	-5-4100-075	STATE COMPENSATION INSUR	1,146.54	4,000	2,853.46	468,214	467,067.46
	01	-5-4100-080	BOOT ALLOWANCE	750.00	0	750.00- Y	468,214	467,464.00
	01	-5-4100-090	INS: GROUP HEALTH/LIFE	50.00	23,000	22,950.00	468,214	468,164.00
	01	-5-4100-100	CLOTHING	171.17	0	171.17- Y	468,214	468,042.83
	01	-5-4100-110	COMMUNICATIONS	562.57	5,500	4,937.43	468,214	467,651.43
	01	-5-4100-205	OUTSIDE UB MAIL SERVICE	408.91	0	408.91- Y	468,214	467,805.09
	01	-5-4100-210	POSTAGE	48.14	5,750	5,701.86	468,214	468,165.86
	01	-5-4100-220	PROFESSIONAL/SPECIAL SER	1,524.45	50,000	48,475.55	468,214	466,689.55
	01	-5-4100-221	INFORMATION TECHNOLOGY	184.38	36,518	36,333.62	468,214	468,029.62
	01	-5-4100-225	BOARD STIPENDS	1,300.00	15,000	13,700.00	468,214	466,914.00
	01	-5-4100-230	REQUIRED LEGAL NOTICES	106.48	500	393.52	468,214	468,107.52
	01	-5-4100-290	UTILITIES	67.29	0	67.29- Y	468,214	468,146.71
	01	-5-4200-110	COMMUNICATIONS	158.00	700	542.00		
	02	-2-2100-000	ACCOUNTS PAYABLE POOLED	15,168.27-*				
	02	-5-4400-075	STATE COMPENSATION INSUR	444.92	15,270	14,825.08		
	02	-5-4400-110	COMMUNICATIONS	171.70	6,750	6,578.30		
	02	-5-4400-170	MAINTENANCE: EQUIPMENT	163.00	1,800	1,637.00		
	02	-5-4400-175	SYSTEM PARTS/OPERATING S	234.42	12,500	12,265.58		
	02	-5-4400-210	POSTAGE	10.10	7,500	7,489.90		
	02	-5-4400-220	PROFESSIONAL/SPECIAL SER	501.80	41,445	40,943.20		
	02	-5-4400-398	DWR-SLOCFC & WCD	13,642.33	635,000	235,891.07		
	03	-2-2100-000	ACCOUNTS PAYABLE POOLED	147.69-*				
	03	-5-4500-075	STATE COMPENSATION INS	119.79	2,485	2,365.21		
	03	-5-4500-110	COMMUNICATIONS	27.90	1,105	1,077.10		
	06	-2-2100-000	ACCOUNTS PAYABLE POOLED	38.76-*				
	06	-5-4900-110	COMMUNICATIONS	12.88	0	12.88- Y		
	06	-5-4900-210	POSTAGE	25.88	0	25.88- Y		
	10	-2-2100-000	ACCOUNTS PAYABLE POOLED	38.10-*				
	10	-5-4300-110	COMMUNICATIONS	2.15	0	2.15- Y		
	10	-5-4300-163	MAINT: STRUC/IMPROV	35.95	0	35.95- Y		
	12	-2-2100-000	ACCOUNTS PAYABLE POOLED	232.94-*				
	12	-5-4350-172	FUEL	232.94	0	232.94- Y		
	99	-1-1501-000	DUE FROM GENERAL FUND	6,477.93 *				
	99	-1-1502-000	DUE FROM WATER FUND	15,168.27 *				
	99	-1-1503-000	DUE FROM SEWER FUND	147.69 *				
	99	-1-1505-000	DUE FROM SO COUNTY	38.10 *				
	99	-1-1506-000	DUE FROM GARBAGE FUND	38.76 *				

PACKET: 01105 Regular Payables 07132016

VENDOR SET: 01 OCEANO CSD, CA

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
01	6/2016	211,802.51
01	7/2016	6,477.93
02	6/2016	11,371.35
02	7/2016	15,168.27
03	6/2016	658.69
03	7/2016	147.69
06	7/2016	38.76
10	6/2016	102.50
10	7/2016	38.10
12	6/2016	755.60
12	7/2016	232.94

NO ERRORS

NO WARNINGS

\*\* END OF REPORT \*\*

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 01106 Direct Payables 07132016

VENDOR SET: 01 OCEANO CSD, CA

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-0063			VSP VISION				
C-JULY2016	7/08/2016		VSP VISION	0.02CR			
	AP		DUE: 7/08/2016 DISC: 7/08/2016		1099: N		
			VSP VISION		01 5-4100-090	INS: GROUP HEAL	0.02CR
			=== VENDOR TOTALS ===	0.02CR			
			** ERROR ** Vendor Total is less than Zero. Vendor cannot be processed with a negative amount.				
			=== PACKET TOTALS ===	0.02CR			

\*\* T O T A L S \*\*

INVOICE TOTALS 0.00  
 DEBIT MEMO TOTALS 0.00  
 CREDIT MEMO TOTALS 0.02CR

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BATCH TOTALS 0.02CR

\*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	2016-2017	01 -2-2100-000	ACCOUNTS PAYABLE POOLED	0.02 *				
		01 -5-4100-090	INS: GROUP HEALTH/LIFE	0.02-	23,000	23,000.02	468,214	468,214.02
		99 -1-1501-000	DUE FROM GENERAL FUND	0.02-*				
			** 2016-2017 YEAR TOTALS	0.02-				

TOTAL ERRORS: 2 TOTAL WARNINGS: 0

\*\* END OF REPORT \*\*



ERROR LISTING

VENDOR	NAME	PAGE	ERROR MESSAGE	NOTES
01-0063	VSP VISION	1	VENDOR TOTAL < 0	
01-0063	VSP VISION		Total Regular Amount negative-Bank Code AP	
TOTAL ERRORS:	2	TOTAL WARNINGS:	0	

PACKET: 01107 Regular Payments 07132016

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-0063	VSP VISION									
I	VIS201605311698	VISION INS.	AP		R	6/02/2016		45.94	45.94CR	
								45.94		
I	VIS201606141702	VISION INS.	AP		R	6/16/2016		45.94	45.94CR	
								45.94		
				REG. CHECK				91.88	91.88CR	0.00
								91.88	0.00	
-----										
01-0194	SEIU LOCAL 620									
I	SEI201606271704	UNION DUES	AP		R	6/30/2016		110.15	110.15CR	
								110.15		
				REG. CHECK				110.15	110.15CR	0.00
								110.15	0.00	
-----										

PACKET: 01107 Regular Payments 07132016

VENDOR SET: 01

===== R E P O R T T O T A L S =====

F U N D D I S T R I B U T I O N

FUND NO#	FUND NAME	AMOUNT
01	GENERAL FUND	90.67CR
02	WATER FUND	93.87CR
03	SEWER	16.76CR
06	GARBAGE FUND	0.73CR
** TOTALS **		202.03CR

---- TYPE OF CHECK TOTALS ----

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
		0.00	0.00	
DRAFTS		0.00	0.00	0.00
		0.00	0.00	
REG-CHECKS		202.03	202.03CR	0.00
		202.03	0.00	
EFT		0.00	0.00	0.00
		0.00	0.00	
NON-CHECKS		0.00	0.00	0.00
		0.00	0.00	
ALL CHECKS		202.03	202.03CR	0.00
		202.03	0.00	

TOTAL CHECKS TO PRINT: 2

ERRORS: 0

WARNINGS: 0

PACKET: 01003 US - Refund

VENDOR SET: 01 OCEANO CSD, CA

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE		GROSS	P.O. #		
	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-1		ONE TIME VENDOR				
I-000201602031675	2/03/2016	ROSS, MICHAEL	382.79			
	AP	DUE: DISC:		1099:		
		04-55090-00		02 1-1102-000	A/R - REFUNDS	382.79
		=== VENDOR TOTALS ===	382.79			
		=== PACKET TOTALS ===	382.79			

PACKET: 01112 US - Refund

VENDOR SET: 01 OCEANO CSD, CA

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-1	ONE TIME VENDOR						
I-000201606291705	6/29/2016		SOUZA CONSTRUCTION, INC.	486.23			
	AP		DUE: DISC:		1099:		
			02-01000-00		02 1-1102-000	A/R - REFUNDS	486.23
			=== VENDOR TOTALS ===	486.23			
			=== PACKET TOTALS ===	486.23			

PACKET: 01114 US - Refund

VENDOR SET: 01 OCEANO CSD, CA

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-1	ONE TIME VENDOR					
I-000201606291707	6/29/2016	CRANDALL CONSTRUCTION	470.50			
	AP	DUE: DISC:		1099:		
		01-02121-00		02 1-1102-000	A/R - REFUNDS	470.50
		=== VENDOR TOTALS ===	470.50			
		=== PACKET TOTALS ===	470.50			

Oceano Community Services District  
 Fiscal Year 2015-2016  
 Payroll Hours Summary

Payroll Period 6/12/16 to 6/25/16

Pay Date 6/30/16

	HOURS PER TIMESHEET										GROSS WAGES	RATE	PERS HOURS	PERS EE	PERS ER	TOTAL PERS
	REG	VAC/ ADMIN	SICK	HOLI DAY	FLOAT HOLIDAY	OT	CTO EARN	CTO USE	TOTAL HOURS	STAND BY *						
Account Administrator III	72.00	8.00	0.00	0.00	0.00	4.75	0.00	0.00	84.75		2,176.38	24.98	80.00	139.89	214.05	353.94
General Manager (salary)	72.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00	80.00		7,727.20	96.59	80.00	540.90	618.41	1,159.31
Account Administrator I	79.00	0.00	1.00	0.00	0.00	0.75	0.00	0.00	80.75		1,590.86	19.61	80.00	98.05	98.05	196.10
Business and Accounting Manager I	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00		1,154.00	28.85	40.00	72.13	72.13	144.25
Utility Field Supervisor	78.50	1.50	0.00	0.00	0.00	6.00	0.00	0.00	86.00	250.00	2,929.79	30.11	80.00	168.62	258.01	426.63
Utility Systems Operator	80.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	84.00	100.00	2,016.08	22.28	80.00	124.77	190.91	315.68
Utility Systems Operator	80.00	0.00	0.00	0.00	0.00	8.00	0.00	0.00	88.00	350.00	2,209.32	20.21	80.00	101.05	101.05	202.10
<b>Total Wages</b>											19,803.63		520.00	1,245.40	1,552.61	2,798.01
										700.00						

\* Stand by hours are paid at \$50.00 per day.

SUBTOTAL 501.50 17.50 1.00 0.00 0.00 23.50 0.00 0.00 543.50 543.50

Prepared By: Celia Ruiz Date: 6/30/16



# Oceano Community Services District

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

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

---

**Date:** July 13, 2015

**To:** Board of Directors

**From:** Paavo Ogren, General Manager

**Subject:** **Agenda Item #8(a) - Update on the Status of the District's Audit and consideration of a Recommendation to Extend the Services of Caliber Attest and Audit, LLC for Fiscal Year 2015/16**

## Recommendation

It is recommended that your Board:

1. Receive and update on the status of the District's audit
2. Authorize the President to extend the audit services of Caliber Attest and Audit, LLC for Fiscal Year 2015/16 at cost of 5% over the existing cost of \$19,500

## Discussion

The District's audit for fiscal year 2014/15 is late. The completed audit for fiscal year 2014/15 was due to be submitted to the County auditor on or before June 30, 2016. Audit efforts are well underway and completion is anticipated shortly. No items have been identified that would indicate any significant problems. As a result, the timing of the current audit has not been delayed due to technical issues, but rather, due to staffing shortages and additional detailed evaluations that have been undertaken by staff.

The following is a summary of issues effecting the timing of the audit, and current status:

- Staffing shortages –
  - The position of Office Manager, which included significant support on bookkeeping and accounting functions was vacant as of July 1, 2015, which is normally an important period in time when accounting and bookkeeping to "close-out" a fiscal year is completed in preparation of audit activities.
  - In December 2015, your Board approved deletion of the Office Manager and vacant District Accountant positions and the creation of the Business and Accounting Manager





position. The reorganization was important to establish long-term direction on staffing but continued staffing vacancy on the short-term. The position was filled in June 2016 and is actively engaged in current audit efforts.

- Technical details –
  - Although the staffing vacancy has led to the delay in audit efforts, additional technical evaluations were prepared by staff, despite the vacancy. The most significant of these work efforts included the evaluation of the Sheriff building funding, and inter-fund loans, which was considered and approved by your Board on April 13, 2016.
- Current efforts –
  - A substantial amount of audit testing has been complete by Caliber and much of the work that remains relates to the preparation of the financial statements and the notes to those statements that provide disclosures that are customary. No conclusions can be implied on the auditor's opinion until all work is complete.
  - Detailed work that remain includes:
    - Presentation and disclosure of new requirements for accounting and reporting of Pension related costs and obligations. The Governmental Accounting Standards Board Statement #68 requires new methods of accounting and reporting for fiscal year 2014/15. It also identifies requirements for the second year and subsequent years, starting in fiscal year 2015/16.
    - Close-out of Sanitation District billing. Although final billing was performed for the Sanitation District in fiscal year 2015/16, staff is preparing a two-year review covering both fiscal year 2014/15 and 2015/16 to help ensure the accuracy of final close-out of Sanitation District billing.

The recommendation to extend Caliber as the District's auditor for fiscal year 2015/16 has become a practical necessity. Although Board direction was to prepare a Request for Proposal for audit services in fiscal year 2015/16, the timing and technical details will create additional challenges to do so. Since the audit efforts for 2014/15 are overlapping the close-out efforts for fiscal year 2015/16, initiating audit testing for 2015/16 can be more efficiently performed – in essence, some testing can cover both years. For example, close-out for the Sanitation District billing is covering both fiscal years, and implementation of GASB #68 has both first year, and second year, implications. Lastly, review of the Sheriff Building funding and inter-fund loans is being recommended to implement for 2015/16 financial statements.



## **Other Agency Involvement**

The County Auditor has been apprised of the status and staff has encouraged open communication between Caliber and the County Auditor.

## **Other Financial Considerations**

The annual cost of the 2015/16 audit is proposed to be at 5% over the current 2014/15 audit. Additional costs may need to be considered for additional audit efforts for GASB # 68 implementation and review of the Sheriff Building's analysis, which represents a significant "Change in Accounting."

## **Results**

Receiving an update on current audit efforts and considering extending the services of Caliber Audit and Attest, LLC helps to promote well governed communities.



# Oceano Community Services District

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

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

---

**Date:** July 13, 2016

**To:** Board of Directors

**From:** Paavo Ogren, General Manager

**Subject:** **Agenda Item 8(b) - Consideration of a Recommendation to Authorize a temporary part-time employee to work on Solid Waste programs and administration**

## **Recommendation**

It is recommended that your Board authorize the General Manager to hire a temporary part-time employee, at a rate of pay of \$15.00 per hour for Solid Waste programs and duties generally described in Exhibit "A."

## **Discussion**

The recently approved District budget for fiscal years 2016/17 and 2017/18 includes funding to further develop a community-wide program to address illegal dumping of solid waste. Existing District ordinances provide for enforcement of illegal dumping. At this time, it is recommended that staff address the ordinance, and in working with District legal counsel, identify amendments that will provide for improved enforcement. Likewise, developing a community-wide program should also include public information and outreach, enhancement to the District's website, community signage, replacement of existing community trash receptacles, and coordination with South County Sanitary Services, Inc. on opportunities to enhance bi-annual, and other, clean-up efforts.

## **Other Agency Involvement**

Coordination of illegal dumping events may be coordinated with County Code enforcement and/or the County Sheriff's department.

## **Other Financial Considerations**

The District budget for fiscal years 2016/17 and 2017/18 includes \$17,017 and \$18,363, respectively, for Garbage Fund "Wages and Salaries." In comparison, over the past three fiscal years, the District has expended an average of slightly more than \$4,500 on Wages and Salaries. The additional funding in the approved budget provides for approximately 500 hours of temporary part-time labor. In



## Oceano Community Services District

Board of Directors Meeting

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addition, the budget includes \$15,000 for signage and cans. In summary, the approved budget has existing funding for the recommended action and no budget adjustment is necessary.

Garbage Fund reserves are estimated in excess of \$300,000 and are available for program recommendations that may be developed. The cost of public information materials and community outreach, upgrades to existing community garbage receptacles and signage, and other program's that may be considered could require budget adjustments. The cost of developing an enhanced solid waste program for the community will be included in follow up agenda items.

### Results

Developing improvements to the current solid waste management program in Oceano will promote a well governed, safe and healthy community.

Attachments:

- Exhibit "A" – General duties for a temporary part-time Solid Waste coordinator



Exhibit "A"

Temporary Part Time Solid Waste Coordinator – Duties

- Develop an Understanding of the District’s current Solid Waste Management practices.
- Review the existing Franchise Agreement with South County Sanitary Services Inc.
- Review existing Solid Waste ordinances.
- Develop an Understanding of County Code Enforcement roles and responsibilities.
- Review the existing database utilized to track incidents of illegal dumping.
- Evaluate options for replacement of solid waste receptacles and locations.
- Research options for developing community signage; coordinate with Five Cities Fire Authority on using existing poles that include fire lane signage.
- Develop public information materials.
- Develop website information.
- Perform community surveillance for illegal dumping, post notices, and perform related activities.
- Evaluate options to improve the bi-annual community clean-up collection events.
- Develop a checklist of required efforts to organize a “special event” for community clean-up.
- Develop recommendations on the foregoing and related efforts.



## Oceano Community Services District

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

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

---

**Date:** July 13, 2016

**To:** Board of Directors

**From:** Celia Ruiz, Account Administrator III

**Via:** Paavo Ogren, General Manager

**Subject:** Agenda Item #10; Consideration of a recommendation to approve a resolution to collect delinquent accounts on 2016-17 property tax bills.

### Recommendation

It is recommended that your Board approve the attached Resolution to collect delinquent accounts on 2016-17 property tax bills.

### Discussion

By approving the staff recommendations, the District will follow the special assessment tax roll 2016/2017 timeline provided by the County Auditor. This is the fifth year the District will participate in placing delinquent accounts on property tax bills. Each year a number of ratepayers fail to pay for the services the District provides. State law enables the District to collect delinquent charges on property tax bills. Staff has attached the 2016/2017 tax roll timeline and a sample of the letter we send to delinquent water/sewer ratepayers.

Notices of the public hearing were published in the Tribune on June 29, 2016 and July 6, 2016. Property owners were also noticed that the last date to pay is July 14, 2016. Any payments made on or before July 14 will be deleted from the list prior to submitting to the County Auditor.

### Other Agency Involvement

County of San Luis Obispo Auditor/Controller's Office will be collecting the delinquent bills with property taxes.

### Other Financial Considerations

The County also adds it's charge for collection to the property tax bill. As a result, the District is not charged County costs.



# Oceano Community Services District

Board of Directors Meeting

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## Results

Coordination with the County on delinquent accounts is cost effective and promotes well governed communities.

### Attachments:

- Resolution
- List of delinquent bills
- Tax roll 2016-17 tax roll timeline

OCEANO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2016-\_\_\_\_

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OCEANO COMMUNITY SERVICES DISTRICT DIRECTING STAFF TO PLACE A LIEN ON PROPERTIES PURSUANT TO GOVERNMENT CODE 61110 ET SEQ.**

**WHEREAS**, Government Code section 61115 provides the Board of Directors may recover any charges and penalties for services and facilities that the District provides by recording in the office of the County Recorder a report of the charges and penalties due, and the name and last known address of the person liable for those charges and penalties; and that from the time of recordation of the report, the amount of the charges and penalties constitutes a lien against all real property of the delinquent property owner in the county; and

**WHEREAS**, the Oceano Community Services District (“District”) has determined that it is appropriate to collect the charges, delinquencies, and any related penalties for the affected properties on the tax roll in the same manner as property taxes in accordance with California Government Code Section 61115(b); and

**WHEREAS**, the General Manager of the District has prepared and filed a written report (“Report”) with the Board of Directors of the District that describes these certain parcels of real property subject to the charges, delinquencies, and any related penalties to be imposed thereon; and

**WHEREAS**, the General Manager of the District has (1) caused notice of the filing of the Report proposing to have such charges, delinquencies, and any related penalties to be collected on the tax roll in the same manner as property taxes; and (2) caused notice of the time and date of hearing to consider such Report by (a) mailing notice to each affected property owner and (b) publishing notice in a newspaper of general circulation, all in accordance with California Government Code Section 61115(b); and

**WHEREAS**, at the time stated in the notice, the Board of Directors conducted the public hearing and considered all objections and protests to the Report and revised the charges, delinquencies, and any related penalties deemed appropriate by the Board of Directors following the hearing; and

**WHEREAS**, the District has determined to adopt the Report, as revised or unrevised, and collect the charges, delinquencies, and any related penalties on the tax roll, which charges, delinquencies, and any related penalties shall constitute a lien against the parcel or parcels of land described in the Report in accordance with California Government Code Sections 61115 *et seq.*



NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE OCEANO COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

1. The District Board of Directors finds and determines that the charges, delinquencies, and any related penalties shall be imposed on and shall constitute a lien against each parcel or parcels of land as set forth and described in the Report.
2. The General Manager is authorized to modify the Report to reflect any payments received after the date of the public hearing and prior to filing this Resolution and Report pursuant to Section 3 below.
3. On or before August 12, 2016, the General Manager shall file the Report with the auditor of San Luis Obispo County who shall enter the amount of the charges, delinquencies, and any related penalties against each of the affected parcels of real property as they appear on the current assessment roll. The County Tax Collector shall include the amount of the charges on the tax bills for each affect parcel of real property and collected the charges in the same manner as property taxes pursuant to Government Code 6115(b).

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

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

The foregoing Resolution is hereby passed and adopted this \_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
MARY LUCEY, PRESIDENT

ATTEST:

\_\_\_\_\_

# REPORT ON CHARGES AND DELINQUENCES TAX ROLL 2016/2017

Account #	Name	Current	2 Months	4 Months	6 Months	8 Months	Balance
01-00880-00	CAMARA, MANUEL	\$ 136.50	\$ 203.82	\$ 202.28			\$ 542.60
02-04270-01	GALVEZ, REGINA	\$ 70.75	\$ 125.75	\$ 95.75	\$ 125.75	\$ 311.72	\$ 729.72
02-04301-00	ALEJANDRO, JOSE	\$ 106.34	\$ 213.59				\$ 319.93
04-06754-00	BEZERA, FRANK JR. HEIRS	\$ 70.75	\$ 125.37				\$ 196.12
					<b>TOTAL</b>		<b><u>\$ 1,788.37</u></b>

<b>100-WATER</b>	\$ 820.08
<b>150-LOPEZ</b>	\$ 78.06
<b>200-SEWER</b>	\$ 316.50
<b>250-SAN DISTRICT</b>	\$ 38.93
<b>400-COURTESY NOTICE</b>	\$ 4.80
<b>700-PENALTY</b>	\$ 65.00
<b>701-DHFEE</b>	\$ 225.00
<b>705-RECFEE</b>	\$ 240.00
<b>996-UAC</b>	
<b>TOTAL</b>	<b><u>\$ 1,788.37</u></b>

61115(b) 2016/2017 TAX ROLL PROCEDURES

04/15/16	ESTABLISH 2016-17 SCHEDULE
04/21/16	COMPLETE DRAFT AGENDA MATERIAL FOR 4/27 REGULAR MEETING INCLUDING BOARD LETTER, RESOLUTION, AND REPORT THAT DESCRIBES EACH PARCEL, THE AMOUNT OF THE CHARGE, AND TYPE OF CHARGE
04/22/16	COMPLETE FINAL AGENDA MATERIAL AND POST WITH AGENDA FOR 4/27 REGULAR MEETING
04/27/16	CONSENT AGENDA
04/29/16	PREPARE and MAIL LETTERS (45 DAYS = JUNE 14, 2016)
06/15/16	MAIL NOTICE OF PUBLIC HEARING TO PROPERTY OWNERS & PROVIDE TO TRIBUNE WITH DIRECTION FOR PUBLICATION ON 6/29 AND 7/6
06/29/16	FIRST NEWSPAPER NOTICE FOR PUBLIC HEARING ON 7/8 REGULAR MEETING
07/04/16	COMPLETE DRAFT AGENDA MATERIAL FOR 7/13 REGULAR MEETING
07/06/16	SECOND NEWSPAPER NOTICE FOR PUBLIC HEARING ON 7/13 REGULAR MEETING.
07/07/16	COMPLETE FINAL AGENDA MATERIAL FOR 7/13 REGULAR MEETING (RESOLUTION)
07/13/16	BOARD OF DIRECTORS MEETING: NOTICE OF PUBLIC HEARING
07/15/16	RESOLUTION CONFIRMING THE CHARGES AGAINST PROPERTY OWNERS WITH REPORT AND SUBMIT TO COUNTY AUDITOR
07/29/16	PAYMENT DUE
08/12/16	FINAL FUND PROOF SUBMISSION TO SLO COUNTY FOR ROLL YEAR 2016/2017: WATER/SEWER, AND TRASH