

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Board of Directors, staff and public may participate in this meeting via teleconference and/or electronically. The Oceano Community Services District Boardroom will NOT be open for accessing the meeting.



**Notice of Regular Meeting**  
**Oceano Community Services District - Board of Directors Agenda**  
**WEDNESDAY, August 12, 2020 – 6:00 P.M**  
**Location: TELECONFERENCE – SEE BELOW**

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**HOW TO OBSERVE THE MEETING**

This meeting will be conducted using Zoom software, which requires a name/email to be entered prior to accessing the meeting. This is not a District requirement for participation. Public participants are welcome to use an anonymous name/email if preferred.

**Telephone:** Listen to the meeting live by dialing **(669) 900-9128** or **(253) 215-8782**. Enter **Meeting ID# 892-6279-7188** followed by the pound (#) key. Then enter the **Password: 508435** followed by the pound (#) key. If the line is busy, additional phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM>

**Computer:** With internet access use the **Password: 508435** to watch the live streaming at <https://us02web.zoom.us/j/89262797188?pwd=Q2lUeVc5THhnZk10TEtOUTITcXRiZz09>

**Mobile:** Log in through the Zoom Mobile App on a smartphone or tablet and enter **Meeting ID#: 892-6279-7188** then enter the **Password: 508435**.

For information on Zoom's system requirements please visit: <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>

**HOW TO SUBMIT PUBLIC COMMENTS**

**Before the Meeting:** Please email your comments to [carey@oceanocsd.org](mailto:carey@oceanocsd.org) with "Public Comment" in the subject line. In your email please include the agenda item number and title and your comments. You may also provide public comment through the District website at: <https://oceanocsd.org/contact/>. All comments received before 12:00 p.m. the day of the meeting will be included as an agenda supplement on the District's website <https://oceanocsd.org/meeting-agendas-minutes/agenda-packets/> and provided to the Directors prior to the meeting. Comments received after the deadline, but prior to the meeting start time, will be attached to the minutes of the meeting.

**Live Comments:** During the meeting, the Board President or designee will announce the opportunity for public comment. Members of the public may utilize the "raise hand" feature in Zoom to be placed into the speaking queue. 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.

**To "Raise Hand:"**

- **Telephone:** Prese " \* 9 " to raise your hand to notify meeting host and be placed in the queue. The host will unmute and call on you when it's your time to speak.
- **Computer/Mobile Device:** Click the "raise hand" button to notify meeting host and be placed in the queue. The host will unmute and call on you when it's your time to speak. If the "raise hand" button is not displayed on the screen please click the "participants" icon at the bottom of the screen and the "raise hand" button will appear.

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.

1. CALL TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. AGENDA REVIEW
5. PUBLIC COMMENT ON MATTERS 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. Sheriff's South Station - Commander Michael Manuele
- ii. FCFA Operations - Chief Steve Lieberman
- iii. Operations – Utility System Manager Tony Marraccino
- iv. OCSD General Manager – Will Clemens

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Villa
- ii. Director Gibson
- iii. Vice President White
- iv. President Austin
- v. Director Repogle

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. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Review and Approval of Minutes for Regular Meeting July 08, 2020
- B. Review of Cash Disbursements
- C. Consideration of a recommendation to approve a proposal and professional services agreement with GSI Water Solutions Inc. to prepare the 2020 Annual Report for the Northern Cities Management Area in the amount of \$40,663 plus contingencies of \$3,643 for a total contract amount of \$44,306
- D. Submittal of the District's Fiscal Year 2019-20 Quarter 4 Treasurer Report

8. BUSINESS ITEMS:

**Public comment** Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Introduction of an Ordinance Increasing and Adjusting Water System Service Charges, setting the date for a public hearing on October 14, 2020, and Adoption of an update to the 2009 Water Master Plan
- B. Review of Fiscal Year 2019-20 Budget Status as of June 30, 2020 and consideration of a recommendation to approve year-end encumbrances

**9. HEARING ITEMS:**

**10. RECEIVED WRITTEN COMMUNICATIONS:**

**11. LATE RECEIVED WRITTEN COMMUNICATIONS:**

**12. FUTURE AGENDA ITEMS:** District Policies, Roles and Responsibilities with Related Agencies, District Rules and Regulations, Cienega Seabreeze Park, Inc. Continued, Deferred Infrastructure Program, Lopez Water Contract Amendments, Wastewater CIP, The Place, EIR State Parks PWP, Old Firehouse Art, California Voting Rights Act, Fireworks Ordinance, District Flag Policy/ Pride Month

**13. FUTURE HEARING ITEMS:** 2020 - 2021 Budget August 26, 2020

**14. CLOSED SESSION:**

**15. 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)

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**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.

## Carey Casciola

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**From:** Carol Hughes <[REDACTED]>  
**Sent:** Thursday, July 23, 2020 1:53 PM  
**To:** carey@oceanocsd.org  
**Subject:** Contact Form Submission, Subject: Other | Entry ID 236

### Name

Carol Hughes

### Email

[REDACTED]

### Phone

[REDACTED]

### Subject

Other

### Message

Very disappointing to see that sale of safe/sane fireworks were approved. I guarantee you that as long as these safe/sane fireworks are legal, Oceano residents will continue use of illegal fireworks. SHAME ON YOU for putting these practices before the wishes of the residents... elderly, Vets with PTSD and our pets that are adversely affected by fireworks.



# Oceano Community Services District

## Summary Minutes

Regular Meeting Wednesday, July 08, 2020 – 6:00 P.M.

Location: TELECONFERENCE

1. **CALL TO ORDER:** at approximately 6:10 p.m. by President Austin
2. **ROLL CALL:** Board members present: President Austin, Vice President White, Director Gibson, Director Villa, and Director Replogle. Also present, General Manager Will Clemens, Legal Counsel Jeff Minnery, and Business and Accounting Manager Carey Casciola.
3. **FLAG SALUTE:** led by President Austin.
4. **AGENDA REVIEW:**  
A motion was made to approve the agenda as by presented Vice President White with a second from Director Replogle. 5-0 roll call vote.
5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**

Public comment was received from:

Written comment submitted by AJ Dury	FPPC Case No. 2018-00458 update
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### 6. SPECIAL PRESENTATIONS & REPORTS:

#### A. STAFF REPORTS:

- i. **Sheriff's South Station**, Commander Michael Manuele – Reported the June 2020 calls and reports for Oceano & Nipomo: 2,287 calls for service to date – a 12% increase over last year. Assault & Battery: 15 calls for service generating 9 reports. Disturbance: 62 calls for service generating 5 reports (30 calls were regarding fireworks). Burglary: 3 calls for service generating 2 reports. Theft: 11 calls for service generating 6 reports. Vandalism: 7 calls for service generating 3 reports. Trespassing: 7 calls for service generating 0 reports. Phone Scam: 2 calls for service generating 1 report. Suspicious Circumstances: 22 calls for service generating 2 reports.
- ii. **FCFA** - Chief Steve Lieberman – Tomorrow marks the 10<sup>th</sup> anniversary of the formation of the Five Cities Fire Authority. July 4<sup>th</sup> – 0 fires, 24 calls in the service area. Oceano had 3 calls down from 8 in 2019. 6 vegetation fires in northern San Luis Obispo County.
- iii. **Operations** – Utility Systems Manager, Tony Marraccino – Lopez is currently at 48% full. Continuing with daily rounds, weekly & monthly water samples and weed abatement at Well #8. 5 work orders, 4 USAs, 6 customer service calls, 0 after hour call outs. Continued participation in EPA water testing - UCMR (Unregulated Contaminant Monitoring Rule) which is a 4-month process. Fiscal year inventory was completed. Replaced 1 globe & light and 2 sensors on Hwy 1. Continued trash pickup and fire flow testing. Tried to repair a chlorine analyzer at Well #8 and a replacement is on order.
- iv. **OCSD General Manager** – Staff continues to be healthy. Submitted Prop 1 grant application for the LID project at Oceano Elementary School. Notice of Final Award from the DWR awarded 275K for Prop 1 Grant for a waterline replacement on Hwy 1 between 19<sup>th</sup> and 21<sup>st</sup> streets. Recent appellate court ruling that confirmed that citizen initiatives on special taxes only require a simple majority to pass rather than two thirds.

**B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**

- i. Director Villa – None
- ii. Director Gibson – None
- iii. Vice President White – None
- iv. Director Replogle – None
- v. President Austin – Reported on the South San Luis Obispo Sanitation District (SSLOCSD).

**b. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**

Public comment was received from:

Julie Tacker	In support of the USDA loan for SSLOCSD to help with the redundancy project.
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<b>7 CONSENT AGENDA:</b>	<b>ACTION:</b>
<ul style="list-style-type: none"> <li>a. Review and Approval of Minutes for Regular Meeting June 24, 2020.</li> <li>b. Review of Cash Disbursements.</li> <li>c. Approve revisions to the Virtual Public Meeting Protocols.</li> </ul>	<p>After an opportunity for public comment and Board discussion, staff recommendations were approved as presented with a motion from Director Gibson, and a second from Vice President White and a 5-0 roll call vote.</p> <p>Public comment was received from:</p> <p>Julie Tacker – In support of reading all submitted written public comment.</p>

<b>8A BUSINESS ITEM:</b>	<b>ACTION:</b>
<p>Consideration of a policy direction to staff on possible rate modifications and/or increases in accordance with Proposition 218 (Prop 218).</p>	<p>After a presentation by the General Manger and an opportunity for public comment and Board discussion, the Board provided direction to staff to move forward with the capital improvements program funding, eliminate the six units included in the current base rate, create a multifamily customer class, move to a two tier rate volume structure and increase the rates in a phased approach with the upcoming increase to water rates in accordance with Proposition 218 (Prop 218).</p> <p>Public comment was received from:</p> <p>Julie Tacker – In support of a necessary water rate increase; cited concerns about funding for fire services.</p>

<b>9A HEARING ITEM:</b>	<b>ACTION:</b>
Consideration of recommendations to approve a resolution to collect delinquent customer accounts on the 2020-21 property tax bills.	After an opportunity for public comment and Board discussion, staff recommendations were approved as presented with a motion from Vice President White, and a second from Director Gibson and a 5-0 roll call vote.  No public comment.

**10. RECEIVED WRITTEN COMMUNICATIONS:** None

**11. LATE RECEIVED WRITTEN COMMUNICATIONS:**

Written comment submitted by Carol Hughes	In opposition of all fireworks.
Written comment submitted by Janice Oldfield	In opposition of all fireworks.
Written comment submitted by Catherine Stephenson	In support of a fireworks ordinance.

**12. FUTURE AGENDA ITEMS:** District Policies, Roles and Responsibilities with Related Agencies, District Rules and Regulations, Cienaga Seabreeze Park, Inc. Continued, Deferred Infrastructure Program, Lopez Water Contract Amendments, Wastewater CIP, The Place, EIR State Parks PWP, Old Firehouse Art, California Voting Rights Act, Fireworks Ordinance, District Flag Policy/ Pride Month

Written comment submitted by Erica Andrade	In support of establishing June as Pride month.
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**13. FUTURE HEARING ITEMS:** 2020-2021 Budget August 26, 2020

**14. CLOSED SESSION:** None

**15. ADJOURNMENT:** at approximately 8:00 pm



# Oceano Community Services District

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

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

Date: August 12, 2020

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #7(B): Recommendation to Review Cash Disbursements**

## Recommendation

It is recommended that your board review the attached cash disbursements:

## Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	58485 - 58537	
<b>Disbursements:</b>		
Regular Payable Register - paid 08/12/2020	58519 - 58536	\$ 303,818.63
Reimbursement Agreement Refund - paid 08/12/2020	58537	\$ 5,470.62
Subtotal:		\$ 309,289.25
<b>Reoccurring Payments for Board Review (authorized by Resolution 2020-06):</b>		
Payroll Disbursements - PPE 07/04/2020	N/A	\$ 90,756.76
Payroll Disbursements - PPE 07/18/2020	N/A	\$ 30,964.81
Payroll Disbursements - PPE 08/01/2020	N/A	\$ 31,288.72
Reoccurring Utility Disbursements - paid 07/08/2020	58485 - 58490	\$ 5,252.79
Reoccurring A/P - Insurance - paid 07/08/2020	58491	\$ 1,402.00
Reoccurring Utility Disbursements - paid 07/22/2020	58492 - 58494	\$ 686.73
Reoccurring Health Disbursements - paid 07/22/2020	58495	\$ 56.21
Reoccurring A/P Miscellaneous - paid 07/22/2020	58496 - 58515	\$ 60,730.64
*Reoccurring Health Disbursements - paid 08/12/2020	58516 - 58518	\$ 10,193.85
Subtotal:		\$ 231,332.51
Grand Total:		\$ 540,621.76

\* Check #58518 is a system voided check.

## Other Agency Involvement

N/A

## Other Financial Considerations

Amounts are within the authorized Fund level budgets.

## Results

The Board's review of cash disbursements is an integral component of the District's system of internal controls and promotes a well governed community.



8/6/2020 2:29 PM  
 COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 1  
 CHECK DATE: 0/00/0000 THRU 99/99/9999  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 058519 THRU 058536

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE	
CHECK:	-----								
1-1001-000	8/06/2020	CHECK	058519	TYLER TECHNOLOGIES	2,954.91CR	OUTSTND	A	0/00/0000	ANNUAL SOFTWARE MAINTENANCE
1-1001-000	8/06/2020	CHECK	058520	R&R ROLL-OFF LLC	625.96CR	OUTSTND	A	0/00/0000	40 YD DUMP, MIXED DEBRIS
1-1001-000	8/06/2020	CHECK	058521	DIVERSIFIED PROJECT SERVICES I	2,940.00CR	OUTSTND	A	0/00/0000	ENGINEERING SERVICES
1-1001-000	8/06/2020	CHECK	058522	ARAMARK	220.40CR	OUTSTND	A	0/00/0000	UNIFORM
1-1001-000	8/06/2020	CHECK	058523	ZENITH INSURANCE COMPANY	1,402.00CR	OUTSTND	A	0/00/0000	WORKERS' COMP INSURANCE
1-1001-000	8/06/2020	CHECK	058524	ONE COOL EARTH	2,730.00CR	OUTSTND	A	0/00/0000	SCHOOL OUTREACH PROGRAM
1-1001-000	8/06/2020	CHECK	058525	FAMCON PIPE & SUPPLY, INC.	114.76CR	OUTSTND	A	0/00/0000	INVENTORY
1-1001-000	8/06/2020	CHECK	058526	BRENT SARKISON DBA CALTEC COMP	149.00CR	OUTSTND	A	0/00/0000	TECHNOLOGY SUPPORT & MAINTENANCE
1-1001-000	8/06/2020	CHECK	058527	ADVANTAGE TECHNICAL SERVICES,	4,800.00CR	OUTSTND	A	0/00/0000	TANK INSPECTION AND REPAIRS
1-1001-000	8/06/2020	CHECK	058528	CITY OF ARROYO GRANDE	74.41CR	OUTSTND	A	0/00/0000	TEST WATER METER
1-1001-000	8/06/2020	CHECK	058529	AWWA	445.00CR	OUTSTND	A	0/00/0000	ANNUAL MEMBERSHIP
1-1001-000	8/06/2020	CHECK	058530	CLINICAL LAB OF SAN BERNARDINO	380.00CR	OUTSTND	A	0/00/0000	JUNE 2020 SAMPLES
1-1001-000	8/06/2020	CHECK	058531	J.B. DEWAR, INC.	286.09CR	OUTSTND	A	0/00/0000	FUEL
1-1001-000	8/06/2020	CHECK	058532	FIVE CITIES FIRE AUTHORITY	284,537.00CR	OUTSTND	A	0/00/0000	JPA-QUARTERLY PAYMENT
1-1001-000	8/06/2020	CHECK	058533	MINER'S ACE HARDWARE, INC.	135.60CR	OUTSTND	A	0/00/0000	SUPPLIES / HYDRANT MAINTENANCE
1-1001-000	8/06/2020	CHECK	058534	NOBLE SAW, INC	103.55CR	OUTSTND	A	0/00/0000	EQUIPMENT MAINTENANCE
1-1001-000	8/06/2020	CHECK	058535	QUILL CORPORATION	15.54CR	OUTSTND	A	0/00/0000	OFFICE SUPPLY
1-1001-000	8/06/2020	CHECK	058536	AQUA-METRIC	1,904.41CR	OUTSTND	A	0/00/0000	INVENTORY
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	303,818.63CR			
				DEPOSIT	TOTAL:	0.00			
				INTEREST	TOTAL:	0.00			
				MISCELLANEOUS	TOTAL:	0.00			
				SERVICE CHARGE	TOTAL:	0.00			
				EFT	TOTAL:	0.00			
				BANK-DRAFT	TOTAL:	0.00			

COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 058519 THRU 058536

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:			
				DEPOSIT	TOTAL:			0.00
				INTEREST	TOTAL:			0.00
				MISCELLANEOUS	TOTAL:			0.00
				SERVICE CHARGE	TOTAL:			0.00
				EFT	TOTAL:			0.00
				BANK-DRAFT	TOTAL:			0.00

COMPANY: 99 - POOLED CASH FUND  
ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
TYPE: All  
STATUS: All  
FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999  
CLEAR DATE: 0/00/0000 THRU 99/99/9999  
STATEMENT: 0/00/0000 THRU 99/99/9999  
VOIDED DATE: 0/00/0000 THRU 99/99/9999  
AMOUNT: 0.00 THRU 999,999,999.99  
CHECK NUMBER: 058537 THRU 058537

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	8/06/2020	CHECK	058537	PISMO COAST VILLAGE	5,470.62CR	OUTSTND	A	0/00/0000 REIM AGREEMENT REFUND
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	5,470.62CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	5,470.62CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

**Payroll Summary Report**  
**Board of Directors - Agenda Date August 12, 2020**

	(*)			
<u>Gross Wages</u>	6/20/2020	7/4/2020	7/18/2020	8/1/2020
Regular	\$25,969.31	\$25,969.31	\$26,551.87	\$26,556.15
Overtime Wages	\$217.60	\$288.48	\$412.57	\$503.63
Stand By	\$450.00	\$600.00	\$450.00	\$600.00
Gross Wages	<u>\$26,636.91</u>	<u>\$26,857.79</u>	<u>\$27,414.44</u>	<u>\$27,659.78</u>
Cell Phone Allowance	\$0.00	\$75.00	\$0.00	\$75.00
Total Wages	<u>\$26,636.91</u>	<u>\$26,932.79</u>	<u>\$27,414.44</u>	<u>\$27,734.78</u>
 <b><u>Disbursements</u></b>				
Net Wages	\$20,821.84	\$20,979.72	\$21,518.82	\$21,753.25
State and Federal Agencies	\$4,751.60	\$4,892.80	\$5,023.07	\$5,112.55
CalPERS - Normal	\$3,934.26	\$4,129.52	\$4,267.61	\$4,267.61
CalPERS UAL (Annual Unfunded Liability Payment)**	\$0.00	\$60,606.00	\$0.00	\$0.00
SEIU - Union Fees	\$148.72	\$148.72	\$155.31	\$155.31
Total Disbursements processed with Payroll	<u>\$29,656.42</u>	<u>\$90,756.76</u>	<u>\$30,964.81</u>	<u>\$31,288.72</u>
Health (Disbursed with reoccurring bills)	\$5,966.93	\$5,966.93	\$6,013.54	\$6,013.57
Total District Payroll Related Costs	<u>\$35,623.35</u>	<u>\$96,723.69</u>	<u>\$36,978.35</u>	<u>\$37,302.29</u>

(\*) Previously reported in prior Board Meeting packet - provided for comparison.

COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 058485 THRU 058490

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:	-----								
1-1001-000	7/08/2020	CHECK	058485	DIGITAL WEST NETWORKS, INC.	593.04CR	OUTSTND	A	0/00/0000	PHONE, WEBSITE, SOFTWARE LICENSE
1-1001-000	7/08/2020	CHECK	058486	VERIZON WIRELESS	237.55CR	OUTSTND	A	0/00/0000	OPERATOR CELL PHONES
1-1001-000	7/08/2020	CHECK	058487	PACIFIC GAS & ELECTRIC	4,004.16CR	OUTSTND	A	0/00/0000	UTILITY
1-1001-000	7/08/2020	CHECK	058488	SO CAL GAS	94.94CR	OUTSTND	A	0/00/0000	UTILITY
1-1001-000	7/08/2020	CHECK	058489	STANLEY CONVERGENT SECURITY SO	99.60CR	OUTSTND	A	0/00/0000	WELLS AND FIRE MONITOR
1-1001-000	7/08/2020	CHECK	058490	ELECSYS INTERNATIONAL CORP	223.50CR	OUTSTND	A	0/00/0000	EQUIPMENT MONITOR

TOTALS FOR ACCOUNT 1-1001-0

CHECK	TOTAL:	5,252.79CR
DEPOSIT	TOTAL:	0.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	0.00
SERVICE CHARGE	TOTAL:	0.00
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	0.00

TOTALS FOR POOLED CASH FUND

CHECK	TOTAL:	5,252.79CR
DEPOSIT	TOTAL:	0.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	0.00
SERVICE CHARGE	TOTAL:	0.00
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	0.00

COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 058491 THRU 058491

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	7/08/2020	CHECK	058491	ZENITH INSURANCE COMPANY	1,402.00CR	OUTSTND	A	0/00/0000 <b>INSURANCE</b>
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				BANK-DRAFT	TOTAL:	0.00		



# Oceano Community Services District

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

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

**Date:** August 12, 2020

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject: Agenda Item # 7(C):** Consideration of a recommendation to approve a proposal and professional services agreement with GSI Water Solutions Inc. to prepare the 2020 Annual Report for the Northern Cities Management Area in the amount of \$40,663 plus contingencies of \$3,643 for a total contract amount of \$44,306.

## Recommendation

It is recommended that your Board approve the attached proposal from GSI Water Solutions Inc. to prepare the 2020 Annual Report for the Northern Cities Management Area in the amount of \$40,663 plus contingencies of \$3,643 for a total contract amount of \$44,306 and direct the president to execute a professional services agreement consistent with the 2019 agreement and subject to approval by legal counsel.

## Discussion

The preparation of an annual report for the Northern Cities Management Area (NCMA) is required by the Stipulations and Judgment for the Santa Maria Groundwater Basin. The proposal with GSI Water Solutions Inc. (GSI) is consistent with the professional service contract approved for preparation of the 2019 NCMA annual report. GSI was selected to prepare the annual reports as a result of the request for proposals (RFP) process that was conducted by NCMA in 2016, which covered annual reports for a total five-year period (through the 2020 Annual Report).

The following is a summary of work and reporting tasks, consistent with the 2019 scope of work:

<p><u>Work Efforts, including:</u></p> <ul style="list-style-type: none"> <li>•Groundwater Monitoring</li> <li>•Groundwater Quality Testing</li> <li>•Groundwater Data Analysis</li> <li>•Groundwater Reporting</li> <li>•Hydrological Data Compilation</li> <li>•Water Demand and Availability Analysis</li> <li>•Project Meetings</li> <li>•Coordination with NMMA on groundwater contours</li> </ul>	<p><u>Report Preparation, including:</u></p> <ul style="list-style-type: none"> <li>• Summary of 2020 Groundwater Monitoring</li> <li>• Changes in Groundwater Supplies</li> <li>• Threats to the Groundwater Basin</li> <li>• Tabulation of NCMA Water Use</li> <li>• Imported Water Availability and Use</li> <li>• Developed Water Availability and Use</li> <li>• Groundwater Use</li> <li>• SGMA Reporting</li> </ul>
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## Other Agency Involvement

The Cities of Arroyo Grande, Grover Beach, and Pismo Beach are the other agencies in the Northern Cities Management Area responsible for the preparation of the annual report. Staff of all the NCMA agencies concur on the recommendation to approve the GSI proposal.

## Other Financial Considerations

The proposed cost of \$193,632 is approximately 3% higher than the cost of preparing the 2019 annual report plus contingencies of \$17,350 (9%). The District's share of the cost is \$40,663 plus contingencies of \$3,643 for a total contract amount of \$44,306. The allocation of costs between NCMA agencies is based on groundwater allocations. The District's approved budget includes a line-item cost of \$44,000. The difference of \$306 from the budget and the base fee plus contingencies is not expected to require a budget adjustment.

## Results

Groundwater monitoring, analysis, and reporting are important efforts that provide information necessary for the long-term appropriate management of groundwater. It will lead to improved reliability of drinking water supplies, which promotes health and safety and livable communities. Cooperating with other local agencies promotes well governed communities.

### Attachments:

- ✓ GSI Professional Services Proposal



July 16, 2020

Daniel Heimel  
Northern Cities Management Area Technical Group  
c/o Water Systems Consulting, Inc.  
805 Aerovista Lane, Suite 201  
San Luis Obispo, CA 93401

**Subject: Proposal for Northern Cities Management Area 2020 Annual Monitoring Report**

Dear Mr. Heimel,

GSI Water Solutions, Inc. (GSI) is pleased to submit this proposal to the Northern Cities Management Area (NCMA) Technical Group (TG) for the preparation of the 2020 Annual Report.

Thorough and accurate quarterly monitoring and annual reporting are essential to meeting the terms of the adjudication of the Santa Maria Groundwater Basin, specifically the 2005 Stipulation requirements. GSI offers the continuity of expertise and personnel to make this happen: The key GSI personnel assigned to this project include **Paul Sorensen, Nate Page, Tim Nicely, Andy Lapostol, and Lee Knudtson**, all of whom have been intimately involved in this work for the past several years. Also, as we have for the last 7 years, we will partner with **Sam Schaefer** and GEI Consultants, Inc. (GEI), to ensure continuity with the same comprehensive team. We will again use BC Laboratories, an Environmental Laboratory Accreditation Program (ELAP)-certified analytical testing laboratory, to perform the laboratory water quality analyses.

This proposal focuses on the scope of work needed to complete quarterly monitoring of the NCMA sentry wells and prepare the 2020 Annual Report.

Thank you for the opportunity to continue working with you and the NCMA TG.

Sincerely,  
GSI Water Solutions, Inc.

A handwritten signature in black ink that reads "Paul A. Sorensen".

Paul A. Sorensen, PG, CHG, CEG  
Principal Water Resource Consultant  
[psorensen@gsiws.com](mailto:psorensen@gsiws.com)

A handwritten signature in black ink that reads "Nate Page".

Nate Page, PG  
Managing Hydrogeologist  
[npage@gsiws.com](mailto:npage@gsiws.com)

# Statement of Understanding and Scope of Work

## Statement of Understanding

The NCMA is one of three management areas in the adjudicated Santa Maria Groundwater Basin (SMGB). It is subject to several agreements and orders, including a Settlement Agreement (2002), Settlement Stipulation (2005), and Judgment After Trial (2008).

One of the obligations of the 2005 Stipulation requires the NCMA to produce an Annual Report. Per the stipulation, the report must summarize results of the NCMA's groundwater monitoring program, document changes in groundwater supplies, and identify threats to the groundwater resource. The report also must include a tabulation of area-wide water production by documenting the availability and use of imported water, return flow entitlement and use, availability and use of other developed water, and groundwater extractions.

For the past 7 years, Paul Sorensen, Nate Page, and Tim Nicely have assumed the lead roles to carry out the NCMA Annual Report projects, and we propose to continue those roles, as well as utilizing Lee Knudtson and Andy Lapostol, who have been integrally involved for the past several years, for the 2020 Annual Report. The continuity of staff will bring a familiarity and efficiency to the process that allows us to continue our established procedures for gathering and managing data, preparing the quarterly monitoring reports and Annual Report, and providing technical expertise to the TG.

## Scope of Work

The following scope of work is based on the requirements in the 2016 Request for Proposals (RFP), as well as our experience preparing the Annual Reports and associated quarterly monitoring reports since 2010. Additionally, we are drawing on our work in other areas of the SMGB and our years of experience conducting similar work for our clients.

### Task 1.1: NCMA Groundwater Monitoring and Report Schedule

The current contract for technical services related to the 2019 Annual Report will terminate on August 31, 2020. Assuming a Notice to Proceed (NTP) and authorization of the 2020 Annual Report project will be issued on or before September 1, 2020, we will provide a detailed schedule of all tasks, anticipated meetings, and report preparation efforts within 14 days. We have included a general schedule later in this proposal; a final schedule will be prepared and submitted in mid-September.

### Task 1.2: Meetings

The NCMA TG holds monthly meetings to share data and results and foster collaboration. Paul Sorensen, GSI's project manager, will generally participate in the regularly scheduled meetings; Nate Page will also attend most meetings and will attend in lieu of Paul if unavoidable conflicts arise. Paul and/or Nate will also participate in the SMGB Management Area Technical Subcommittee Meetings, as well as any other coordination meetings. As needed, Paul and/or Nate will work with the NCMA project manager to prepare agenda items and follow up on action items. Tim and Sam Schaefer will participate in various meetings throughout the year when specifically beneficial to the project.

### Task 1.3: NCMA Groundwater Monitoring and Water Quality Sampling

The NCMA is responsible for the collection of groundwater level measurements and water quality information from the NCMA monitoring network. The GSI team will complete four rounds of water level monitoring and water quality testing. The monitoring and testing will occur quarterly (October 2020, January 2021, April 2021, and July 2021) in coordination with the County of San Luis Obispo's semiannual groundwater monitoring cycle and the NCMA municipalities' historical groundwater monitoring schedule. We have conducted this work for the past 10 years and are thoroughly familiar with the process and procedures (and, perhaps more importantly, the potential problems and pitfalls).

During each sampling event, we will collect groundwater depth measurements in accordance with American Society for Testing and Materials (ASTM) Standard D4750-87, and groundwater water quality samples in accordance with ASTM standard D4448-1. We will use a variety of methods including low-flow methods in the case of the Oceano CSD monitoring wells. For each quarterly sampling event, field personnel will:

- Coordinate with BC Laboratories for delivery of sample bottles and arrange for a courier to ensure timely delivery of the samples to the laboratory.
- Collect synoptic field measurements of depth to water (in accordance with ASTM Standard D4750-87) from all 16 monitoring wells including:
  - 32S/12E-24B01 through -24B03 (North Beach Campground)
  - 32S/13E-30F01 through -30F03 (Highway 1)
  - 32S/13E-30N01 through -30N03 (Pier Avenue)
  - 12N/23W-36L01 and -36L02 (Oceano Dunes)
  - Four Oceano CSD monitoring wells
  - 12N/35W-32C03 (County Monitoring Well #3)
- Collect representative water samples from each of the 16 monitoring wells at 6 sites for the constituents listed in the RFP.

We will conduct sampling events as we have done previously. The project hydrogeologist will perform the sampling of the 16 wells using a combination of ISCO-type peristaltic pumps and a Grundfos RediFlo2 electric submersible pump as appropriate for each well. Each well will be purged in accordance with ASTM D4448-1 until clear water is produced and field-measured water quality parameters stabilize. Then we will collect samples in containers with appropriate preservatives, place them in iced coolers immediately following collection, and maintain them at the appropriate temperature for transportation to BC Laboratories. We will complete chain-of-custody documentation for all samples.

As part of our standard QA/QC procedures, the project and principal hydrogeologists will review data collected from the field and laboratory reports. We will red-flag and address any data not in compliance with ASTM standards for accuracy or reliability, and collect new data as necessary. We will enter all data that satisfies our QA/QC procedures in the NCMA groundwater database. The data also will be evaluated by the the GSI team (as discussed in Task 1.4) and compiled into a quarterly monitoring report for submittal to the TG.



Sensors that measure pressure (water level), temperature, and electrical conductivity are installed in several wells, including:

- 32S/12E-24B03 (North Beach Campground deep well)
- 32S/13E-30F03 (Highway 1 deep well)
- 32S/13E-30N02 (Pier Avenue deep well)
- 12N/23W-36L01 (Oceano Dunes middle well)
- 12N/23W-36L02 (Oceano Dunes deep well)
- 12N/35W-32C03 (County Monitoring Well #3)

Data from the transducers will be downloaded during quarterly monitoring. The transducers will be calibrated as needed, the data compensated for atmospheric pressure variation, and then referenced to the project elevation model. These data will be subjected to QA/QC procedures, then entered in the NCMA database.

#### Task 1.4: NCMA Groundwater Data Analysis

GSI team members will follow the same procedures and methodologies for data analysis that have been performed for the past 10 years. We will compile and review all data from quarterly groundwater measurements and laboratory analysis, as well as any applicable data collected by the County of San Luis Obispo. We also will collect and compile any data available from the NCMA agencies related to groundwater levels, well production, and water quality. The data will be evaluated and indications of potential hazards (such as well interference, water quality degradation, and seawater intrusion) will be identified. We will interpret data and will calculate and provide historical context of the Deep Well Index.

We will continue the collaborative efforts with the Nipomo Mesa Management Area (NMMA) TG to use basin-wide water level data (north of the Santa Maria River) to generate hydrographs and contour maps for the Annual Report displaying spring and fall conditions.

Representative plots of historical water quality time-series data for key constituents will be generated at wells with adequate control to show changes over time in mineral concentrations for those constituents, with special attention paid to coastal wells. The water quality data will be compiled, analyzed, and presented in various ways (time concentration plots and Piper [trilinear] diagrams).

We will summarize all of the data and document the analysis in the quarterly monitoring report sent to the NCMA TG within 5 weeks of the end of each quarterly monitoring event, and all of the data for the calendar year 2020 will be summarized in the Annual Report.

#### Task 1.5: Hydrologic Data Compilation

Several sets of hydrologic data are essential for preparation of the Annual Report. We will use the methodology that we modified and adopted in 2015, which improved our understanding of and confidence in the rainfall and evapotranspiration data, and which subsequently improved our ability to calculate an agricultural irrigation applied water estimate. Although we have been working on these Annual Reports for many years, we continue to look for ways to improve upon our data sources

and methodology to create better or more efficient analysis. If we identify areas of improvement, we will consult with the NCMA project manager and either incorporate those improvements directly in our work or suggest the changes for subsequent Annual Reports, as appropriate.

### Task 1.6: NCMA Water Demand and Availability Analysis

We will prepare a detailed analysis of water production, delivery, and availability within the NCMA. The data collection and analysis methodologies will be sufficient to determine land and water uses in the NCMA, sources of supply to meet those uses, groundwater availability, the amount and disposition of developed water supplies, and the amount and disposition of any other water supply sources within the NCMA. The approach and tabulation of results will be included in the Annual Report.

For preparation of the 2020 Annual Report, we intend to generally follow the established method that we have developed during the past several years for the NCMA monitoring program. In April 2016, however (for the 2015 Annual Report), we modified the approach to calculate applied irrigation for agricultural demand by developing a rigorous model using the Integrated Water Flow Model Demand Calculator (IDC). We believe that this methodology is much more representative of actual conditions because it accounts for specific climate conditions for the given year, soil properties specific to the area of interest, and the resulting spatial variation in evapotranspiration.

The NCMA has three major sources of water supply, which will be discussed and quantified in the 2020 Annual Report:

- **Lopez Reservoir.** All four municipalities in the NCMA receive water from Lopez Reservoir. We will compile data on the volume of the reservoir deliveries for each municipality and enter the data into the NCMA database.
- **State Water Project (SWP).** The City of Pismo Beach and Oceano CSD receive water from the SWP. Data on the volume of water delivered to these municipalities will be compiled in the NCMA database.
- **Groundwater.** NCMA records groundwater pumping data by location and volume. Non-urban domestic and agricultural groundwater pumping is estimated. These data will be compiled in the NCMA database.

### Threats to Water Supply

Identified threats to NCMA's water supply include statewide and local drought, potential reduction in amounts or reliability of SWP deliveries, the potential for declining water in Lopez Reservoir caused by drought, and seawater intrusion.

Several factors can affect availability and quality of water supplies. To understand the threats, we will track several factors and incorporate the potential threats, as appropriate:

- Local environmental issues
- Groundwater production and pumping in the NMMA, with resultant implications of subsurface inflow into the NCMA
- Phased importation of supplemental supplies into the NMMA
- Land use changes

### Task 1.7: 2020 NCMA Annual Report Preparation

Our first task related to the Annual Report preparation will be to prepare a schedule that details the monitoring events, meetings, report drafts, and final report submittal (as previously described in Task 1.1 of this proposal). This schedule will be submitted to the TG within 14 days of being awarded the contract.

Within 6 weeks of the NTP, we will prepare a draft outline of the 2020 Annual Report and submit it to the NCMA TG and the water rights counsel.

Building on our experience during the past 10 years, GSI team members will prepare an Administrative Draft Annual Report for the NCMA TG. The report will be based on data collected and analysis performed as described above, on other data that may become available, and on ongoing discussions with the NCMA TG and the NCMA project manager. The general outline of the Annual Report is expected to be:

- Executive Summary
- Introduction
- Basin Setting
  - Precipitation
  - Evapotranspiration
  - Geology and Hydrogeology
  - Groundwater Flow
- Groundwater Conditions
  - Groundwater Levels
  - Change in Groundwater in Storage
  - Water Quality
- Water Supply and Production/Delivery
  - Water Supply
  - Water Use
- Comparison of Water Supply v. Water Production
- Threats to Water Supply
- Management Activities

As a result of SGMA, a new component that was added, effective with submittal of the 2016 Annual Report, is the requirement to calculate a change in groundwater storage. We will likely follow the same methodology used in the 2019 Annual Report, in which we analyze water levels in the Alluvial Aquifer (occurring within the Cienega Valley) separately from water levels in the Deep Aquifer (consisting of the Paso Robles Formation and the Careaga Sandstone). As the project progresses, we will continue to assess whether there are any additional data available and whether the calculation methodology can be improved.

We recognize that other related information may be important to the NCMA TG, and we will incorporate additional information as appropriate.

We will send an electronic copy of the Administrative Draft Annual Report to the NCMA municipalities and water rights counsel at least 12 weeks before the submittal date of the final report. All comments on this administrative draft report will be noted and incorporated into the final Annual Report. In addition, a version with “Track Changes” will be provided to the TG to show the modifications of the Administrative Draft Report to the Draft Report.

GSI will send a draft Annual Report via e-mail to the NCMA TG 6 weeks before the submittal date of the final Annual Report. As with the Administrative Draft Annual Report, we will compile all comments on this draft report and incorporate them into the final Annual Report. In addition, a version with “Track Changes” will be provided to the TG to show the modifications of the Draft Report to the final Annual Report.

Before April 30, 2021, we will deliver an electronic copy of the final 2020 Annual Report to the NCMA TG and the water rights counsel. The water rights counsel then will be responsible for submitting the Annual Report to the Court.

### Task 1.8: SGMA Report Preparation and Submittal

New in 2016 was an obligation to submit an online report and attendant data pursuant to the requirements of SGMA. As discussed earlier, the most significant impact that this new requirement has on the normal NCMA reporting process is the need to calculate change in groundwater in storage. Additionally, the deadline for SGMA reporting is April 1 of each year, which is a full month earlier than the deadline to submit the Annual Report. We will take into account the SGMA reporting deadline while compiling and analyzing the Annual Report data. We will be responsible for submitting the data and complying with the SGMA reporting process by March 30, 2021 through the DWR website.

## Schedule

Meeting the NCMA’s schedule is a top priority for the GSI team. We have done so for the past 7 years without missing any of the deadlines, and we fully intend to continue that punctuality as we move forward. We will adhere strictly to the schedule outlined in the RFP through close management of the team and communication and coordination with the NCMA project manager, NCMA members, and the County of San Luis Obispo. Should any schedule deviation occur, the GSI team will address it immediately and convey a solution to the NCMA project manager.

A general schedule is outlined on the following page. We will provide a more detailed schedule of all tasks, anticipated meetings, and report preparation efforts within 14 days of the NTP, and we will prepare and submit a detailed report outline within 6 weeks of the NTP.

Event	Milestone/ Work Product	Anticipated Date(s)
Notice to Proceed		09/01/2020
TG Meetings		Monthly, every 2 <sup>nd</sup> Monday
Submittal to TG Committee	Detailed project schedule	09/15/2020
Submittal to TG Committee	Detailed draft report outline	10/13/2020
Groundwater Monitoring and Sampling Events	Data Collection..... Q4 report.....	10/06-08/2020 11/12/2020
	Data Collection..... Q1 report.....	01/05-07/2021 02/11/2021
	Data Collection..... Q2 report.....	04/06-08/2021 05/13/2021
	Data Collection..... Q3 report.....	07/06-08/2021 08/12/2021
NMMA and SMVWA coordination		TBD
Draft Water Level Contour Maps to TG	April 2020 and October 2020 Water Level Contour Maps	01/04/2021
Administrative Draft Annual Report	Admin Draft Annual Report to TG and water rights counsel	02/05/2021
	Comments back from TG	02/26/2021
Draft Annual Report	Draft Annual Report to TG .....	03/19/2021
	Comments back from TG .....	04/02/2021
SGMA Report	Submit online SGMA report to DWR	03/31/2021
Final Annual Report	Final Annual Report submitted to TG and counsel	04/30/2021

## Fee Proposal

We will provide the services described above on a time and materials basis, with a **not-to-exceed base project fee of \$193,632**. The 2020 Annual Report project fee includes a nominal (~3%) increase over the 2019 Annual Report project costs to incorporate a 3% GSI fee schedule increase. These costs are consistent and identical to the anticipated charges provided to you in March 2020 to allow you to plan future budgets.

For the 2016, 2017, 2018, and 2019 Annual Report projects, the NCMA agencies opted to include an 8% - 10% Technical Contingency Fee in addition to the base cost of the project work. These potential fees, which will only be charged if directly requested and authorized by the TG, cover such out-of-scope fees such as transducer replacement, consultation related to the adjudication litigation, and additional hydrogeologic investigations and analyses. For 2020, a Technical Contingency Fee of \$17,350 is suggested (slightly less than 9% of base project fee), thus the **total project cost, including base project fee of \$193,632 plus Technical Contingency Fee of \$17,350, will not exceed \$210,982**.

The following tables provide a cost breakdown by task, as well as details about associated expenses. Further detail about our proposed fee is available upon request.

Description	Labor Costs		Expenses	Subtotal
	GSI	GEI		
<b>Task 1.1:</b> Groundwater Monitoring and Report Schedule	\$930	-	-	\$930
<b>Task 1.2:</b> Meetings	\$33,780	\$3,080	\$1,258	\$38,118
<b>Task 1.3:</b> Groundwater Monitoring and Water Quality Sampling	\$41,010	-	\$27,339	\$68,349
<b>Task 1.4:</b> Groundwater Data Analysis	\$18,660	-	-	\$18,660
<b>Task 1.5:</b> Hydrologic Data Compilation	\$3,540	\$6,710	-	\$10,250
<b>Task 1.6:</b> Water Demand and Availability Analysis	\$11,400	\$5,610	-	\$17,010
<b>Task 1.7:</b> Annual Report Preparation	\$28,200	\$2,200	-	\$30,400
<b>Task 1.8:</b> SGMA Report Preparation and Submittal	\$9,915	-	-	\$9,915
<b>Subtotal</b>	<b>\$147,435</b>	<b>\$17,600</b>	<b>\$28,597</b>	<b>\$193,632</b>
<b>Technical Contingency Fee</b>				<b>\$17,350</b>
<b>Total Project Cost</b>				<b>\$210,982</b>

Expense Details Per Task				
Task	Expenses	Rate	Quantity	Total
Task 1.2	Mileage	\$0.58/mile	2169	<b>\$1,258</b>
Task 1.3	Water Quality Analysis	\$4,500/event	4	\$19,800 (includes 10% markup)
	Truck	\$150/day	12	\$1,800
	Generator and Pump Rental	\$800/event	4	\$3,519 (includes 10% markup)
	Field Crew per diem	\$185/day	12	\$2,220
Total :				<b>\$28,597</b>

Note: No other tasks have associated expenses.

The cost of the work will be prorated among the NCMA group pursuant to the normal cost sharing agreement based on the fraction of groundwater allocation. The pro-rata basis for project fee cost-sharing is shown below:

	Base Project Fee	Contingency Fee	Total Project Fee (including contingency)	Fraction
Arroyo Grande	\$60,026	\$5,379	\$65,405.	0.31
Grover Beach	\$61,962	\$5,552	\$67,514.	0.32
Oceano CSD	\$40,663	\$3,643	\$44,306.	0.21
Pismo Beach	\$30,981	\$2,776	\$33,757.	0.16
<b>Total</b>	<b>\$193,632</b>	<b>\$17,350</b>	<b>\$210,982</b>	<b>1.00</b>



# Oceano Community Services District

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

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

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**Date:** August 12, 2020

**To:** Board of Directors

**From:** Carey Casciola, Business and Accounting Manager

**Subject:** **Agenda Item #7(D): Submittal of the District's Fiscal Year 2019-20 Quarter 4 Treasurer Report**

## **Recommendation**

It is recommended that your Board receive and file the District's 2019-20 Quarter 4 Treasurer Report.

## **Discussion**

Government Code section 61053(f) requires the District Treasurer to report to the Board of Directors quarterly regarding receipts, disbursements and balances in each account controlled by the District. At the January 22<sup>nd</sup> meeting, your Board approved Resolution 2020-01 to adopt the District's 2020 Investment Policy which is required by Government Code section 53646(A)(2). Section 7 of the Investment Policy requires the Financial Officer/Treasurer to provide a quarterly report. The attached worksheet has been prepared to review the District's fourth quarter report for fiscal year 2019-20.

The District holds accounts with the County of San Luis Obispo and Mechanics Bank. Attachment "A" provides a summary of each account held by the District which have been reconciled against the District's general ledger.

## **Other Agency Involvement**

The County of San Luis Obispo

## **Other Financial Considerations**

The fiscal year 2019-20 Quarter 4 budget review is business item 8(B) of this agenda package.

## **Results**

Establishing compliance with both Government Code 61000-61250 regarding Community Services Districts and the District's Investment Policy will help ensure that the District's funds are managed properly and promotes a prosperous and well-governed community.

- Attachment A – 2019-20 4th Quarter Treasurer Report



Oceano Community Services District  
2019-20 Treasurer Report - Quarter 4

<u>Account</u>	<u>Month</u>	<u>Beginning Balance</u>	<u>Credits</u>	<u>Debits</u>	<u>Ending Balance</u>	<u>Quarter Ending Balance</u>
<b><u>County of San Luis Obispo Accounts:</u></b>						
<b>Oceano CSD - Water Rev - 31215 (Revenue Bond)</b>	Apr-20	\$107.05	\$0.53	\$0.00	\$107.58	
	May-20	\$107.58	\$0.00	\$0.00	\$107.58	
	Jun-20	\$107.58	\$0.00	\$0.00	<u>\$107.58</u>	\$107.58
<b>Oceano CSD - 41005</b>	Apr-20	\$1,625,311.41	\$262,960.22	(\$4,311.86)	\$1,883,959.77	
	May-20	\$1,883,959.77	\$7,629.78	\$0.00	\$1,891,589.55	
	Jun-20	\$1,891,589.55	\$14,479.93	\$0.00	<u>\$1,906,069.48</u>	\$1,906,069.48
<b>Oceano CSD - 41045 (Sanitary District Bond - Paid Off)</b>	Apr-20	\$4.72	\$0.02	\$0.00	\$4.74	
	May-20	\$4.74	\$0.00	\$0.00	\$4.74	
	Jun-20	\$4.74	\$0.00	\$0.00	<u>\$4.74</u>	\$4.74
<b><u>Rabobank Accounts:</u></b>					<b>County Total</b>	<u>\$1,906,181.80</u>
<b>Public Checking - 1101</b>	Apr-20	\$523,334.46	\$392,906.73	(\$424,491.21)	\$491,749.98	
	May-20	\$491,749.98	\$77,552.38	(\$108,819.10)	\$460,483.26	
	Jun-20	\$460,483.26	\$294,134.99	(\$396,663.53)	<u>\$357,954.72</u>	\$357,954.72
<b>Public Investment Money Market - 5783</b>	Apr-20	\$29,102.49	\$4.78	(\$25.00)	\$29,082.27	
	May-20	\$29,082.27	\$4.94	\$0.00	\$29,087.21	
	Jun-20	\$29,087.21	\$1.20	\$0.00	<u>\$29,088.41</u>	\$29,088.41
<b>Public Fund CD - 7655 (Water Fund Deposit)</b>	Apr-20	\$24,314.51	\$12.56	\$0.00	\$24,327.07	
	May-20	\$24,327.07	\$12.16	\$0.00	\$24,339.23	
	Jun-20	\$24,339.23	\$12.50	\$0.00	<u>\$24,351.73</u>	\$24,351.73
<b>Public Investment Money Market - 0161 (Public Facilities Fees)</b>	Apr-20	\$262,365.05	\$43.12	\$0.00	\$262,408.17	
	May-20	\$262,408.17	\$44.58	\$0.00	\$262,452.75	
	Jun-20	\$262,452.75	\$17.26	\$0.00	<u>\$262,470.01</u>	\$262,470.01
<b>Rabobank Total</b>					<u>\$673,864.87</u>	
<b>Total</b>					<u>\$2,580,046.67</u>	



# Oceano Community Services District

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

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

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**Date:** August 12, 2020

**To:** Board of Directors

**From:** Will Clemens, General Manager

**Subject:** Agenda Item #8(A): Introduction of an Ordinance Increasing and Adjusting Water System Service Charges, setting the date for a public hearing on October 14, 2020, and Adoption of an update to the 2009 Water Master Plan

## Recommendation

It is recommended that your Board:

1. Adopt an update to the 2009 Water Master Plan; and
2. Find that the update is exempt from Section 21000 et seq. of the California Public Resources Code (CEQA) and direct the General Manager to sign the Notice of Exemption and file with the County Clerk/Recorder; and
3. Introduce the attached Ordinance, which amends the District's Water Service Charges; and
4. Schedule a Public Hearing for October 14, 2020, to consider the attached Ordinance and to consider all valid protests to the proposed increase in water service charges; and
5. Direct the General Manager, or his designee, to mail notice of the public hearing in accordance with Article XIID of the California Constitution and the Proposition 218 Omnibus Implementation Act (commencing with Section 53750 of the California Government Code).

## Discussion

The District's current water system revenues are insufficient to fund operations and maintenance, capital improvements, and minimum reserve levels. FY 20/21 budgeted revenues are nearly \$485,000 short in covering water system expenditures. If no rate increase process is performed, the drought rates in place will sunset in October 2020 and the Water Fund will run out of money this fiscal year. If a rate increase process is done and the current water rates are maintained, it is projected that the Water Fund would run out of money in FY 2021/22. Therefore, it is necessary to increase water rates at this time to cover necessary water system expenditures.



## Oceano Community Services District

Board of Directors Meeting

In October 2017 drought rates were partially reduced and the drought rates will sunset in October 2020. This will severely impact revenues if not addressed. The last non-inflationary rate increase process was done in 2015 to address revenue impacts from the drought and prior to that, rates were increased in 2011. As can be expected, increased water conservation continues, even after the drought ended, which also continues to impact system revenues. Water usage has not significantly increased after the drought ended as shown in the following table:

**Total Water Use in Acre Feet**

<u>Year</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	852	838	888	807	703	672	718	725	680

The successful water conservation efforts on the part of the community has resulted in system revenues falling short in total by over \$400,000 since the 2015 rate increase was implemented.

### **Expenditures**

The 2015 rate increase was intended only to address revenue shortfalls related to the drought and certain operation and maintenance expenses. Documentation presented at that time indicated that the rate increase would not address other critical issues such as the Capital Improvement Program (CIP), staffing needs, and reserve policies.

In 2010, Tuckfield and Associates identified an annual expenditure need of \$186,000 for Capital and Long-term maintenance based on the Master Water Plan CIP. That funding need was deferred and never implemented. Since 2014, the District has spent almost \$800,000 on Capital projects. Grants have paid for \$127,000 of that amount and the rest has come from reserves. This has resulted in reserve balances dropping to near the minimum reserve levels needed to operate.

In 2019, grant funding was used to prepare an update to the CIP. It is recommended that your Board adopt the update to Chapter 9 (CIP) of the 2009 Water Master Plan which is attached as Appendix A to the 2020 Water Rate Analysis. This update identifies over \$4 million of water system improvements needed over the next ten years. These improvements should not be deferred any longer. Staff has included an annual expenditure target of \$150,000 to fund the CIP and is phased in over three fiscal years. This amount should be enough to complete the entire CIP with a combination of grant funded, pay-go and debt financed projects. Interest rates are at historic lows and should provide excellent funding terms as can be seen by comparing to the \$186,000 annual Capital estimate by Tuckfield in 2010.

Additionally, appropriate staffing needs were not included in the 2015 rate increase. Since 2015 there has been one additional utility system worker added to the field crew and one half time account administrator added to the office staff. The District has a total of 4 field staff and 4.5 office staff. The staffing costs are spread among several activities which include the Administration, Fire, Lighting, Facilities, Garbage, Water, and Wastewater



funds. In 2018, the Board adopted a change in the allocation of administrative and indirect field crew costs among the various funds to be based on the actual labor costs charged by the field crews to each fund. This change resulted in a shift of costs from the Wastewater Fund to the Water Fund to more accurately reflect the cost of providing these services. The combination of these staffing and allocation changes has resulted in approximately \$280,000 in additional annual costs to the Water Fund since the 2015 rate increase.

The 2015 rate increase did not include any set aside for establishing reserves. Reserves can be established for many purposes including minimum/operating, emergency, capital, debt, contingencies, or rate stabilization reserves. Each type of reserve requires higher rates to establish reserve balances. Staff is not recommending increasing rates to establish any particular reserves other than setting rates so that minimum reserve balances never drop below three months of cash needs or 25% of annual expenses. While it would be advantageous to establish other reserve balances, this approach will minimize the amount of the rate increase needed currently.

### **Rate Structure**

The current rate structure only includes two customer classes, Residential and Non-Residential. This has been justified due to the fact that this is a small water system with little variation in properties within the customer classes. Many agencies include a Single-family Residence and Multi-family Residence rate in their structures. This distinction recognizes the general difference in cost of service between these two types of properties. Multi-family residences would include apartment complexes and mobile home parks served by a master meter, duplex, triplex, etc. In general, Multi-family residences place less storage, peaking, and maintenance and infrastructure demands on the system compared to Single-family residences due to smaller square footages and occupancies and less outdoor watering demand. At the July 8, 2020 meeting, your Board directed that a Multi-family Residential customer class be created. The base rate for Multi-family Residential customers is set at 75% of the Single-family Residential rate to estimate this reduced system demand.

At the same time as the 2015 Rate increase was being developed, the Prop 218 court decision regarding tiered water rates in San Juan Capistrano was rendered. While not precluding an agency from having tiered rates, it was made more difficult as any tiers were now required to have a clear nexus to cost of service. This requires reducing the number of tiers for the District. Creating two tiers that are directly tied to the cost of Lopez and State water supplies is clearly a defensible approach. In addition, the provision of 6 Units of water in the Base Rate is being eliminated in order for the District's rate structure to be more defensible under Prop 218. At the July 8, 2020 meeting, your Board directed these changes to the water rate structure.

Revenues derived from the water rates and charges will not exceed the funds required to provide water service or be used for any other purpose. In addition, all customers within each customer class have the same rate structure to ensure rates will not exceed the proportional cost of providing water to each customer. These charges will not be imposed unless water service is actually used by, or immediately available to, the property.



## Other Agency Involvement

The District's Legal Counsel has reviewed the attached ordinance and approved it as to legal form and effect. The Board Secretary receives written protests and tallies them at the Public Hearing. The District has water supply contracts with the San Luis Obispo Flood Control and Water Conservation District which provides water supply to Oceano from Lopez Reservoir and the State Water Project. The attached Notice of Exemption will be filed and recorded with the County Clerk-Recorder.

## Other Financial Considerations

The attached Water Rate Analysis establishes the revenue requirements for the five-year study period and the rate structure necessary to generate these revenue requirements. In order to ease the community into the necessary rates, your Board directed that a three-year phased rate increase approach be implemented. The Proposition 218 notice will be mailed at least 45 days in advance of the October 14, 2020 Public Hearing. The rate increase would become effective with the billing period which begins in November 2020.

Utilizing District staff to complete the Water Rate Analysis and Proposition 218 process has resulted in savings of approximately \$30,000 in comparison to using a consultant. Most other agencies utilize consultants for these services.

## Results

These actions will initiate the Proposition 218 water rate increase process. Evaluating long-term needs and developing a rate structure that will establish financial stability for the water system contributes to a safe, healthy, livable, prosperous, and well-governed community.

### Attachments:

- Notice of Exemption
- Proposed Ordinance
- 2020 Water Rate Analysis, July 2020



# Oceano Community Services District

1655 Front Street | P.O. Box 599 | Oceano, CA 93475  
 PHONE: (805) 481-6730 | FAX: (805) 481-6836  
[www.oceanocsd.org](http://www.oceanocsd.org)

## NOTICE OF EXEMPTION

**Project Title: Master Water Plan Capital Improvement Program Update**

<b>Project Location (Specific Address):</b> Oceano - Districtwide	<b>Project Applicant &amp; Phone No.:</b> Oceano Community Services District (805) 481-6730
<b>Project Location (County):</b> San Luis Obispo County	<b>Applicant Address (specific):</b> 1655 Front Street Oceano, CA 93475

### Description of Nature, Purpose and Beneficiaries of Project:

The Oceano Community Services District (District) proposes an update to Chapter 9 of the Master Water Plan Capital Improvement Program (CIP). The update identifies future capital project needs throughout the system and categorizes those projects into three categories based on priority. This planning document does not commit the District to any specific "project" as defined in Section 15378 of the CEQA Guidelines. Subsequent projects (as defined by CEQA) implemented by the District would be subject to separate CEQA review.

**Name of Public Agency Approving Project:** Oceano Community Services District

### Exempt Status: (Check One)

	Ministerial	{Sec.21080(b)(1)}
	Declared Emergency	{Sec. 21080(b)(3); 15269(a)}
	Emergency Project	{Sec. 21080(b)(4); 15269(c)}
	Categorical Exemption	{Sec. 21084(a); 15301(b) 15302(f)}
X	Statutory Exemption	{Sec. 15262}
	General Rule Exemption	{Sec. 15061(b)(3)} (also complete GRE form PLN-1124)
	Not a Project	15378(b)(4) and 15378(b)(5)

**Reasons why project is exempt:** This authorization is not subject to CEQA because the CIP is a planning study and includes fiscal activities which do not involve any commitment to any specific project which may result in potentially significant physical impacts on the environment as described in State CEQA Guidelines Section 15378 (b) (4) and 15262.

Will Clemens, General Manager, (805) 481-6730, [will@oceanocsd.org](mailto:will@oceanocsd.org)

Lead Agency Contact Person (Name, Number, E-mail)

Signature

Title

Date

ORDINANCE NO.

ORDINANCE INCREASING AND ADJUSTING WATER  
SYSTEM SERVICE CHARGES

WHEREAS, it is a major responsibility of the Oceano Community Services District (“District”) to maintain adequate levels of revenue to meet the District’s financial commitments for the operation and maintenance for water facilities and the replacement of existing facilities in the future which benefit the customer or property being charged; and

WHEREAS, on October 14, 2020, at 6:00 p.m. the District conducted a duly noticed public hearing wherein the Board of Directors considered public comment in support and in opposition to the proposed rate increase and whether or not a majority protest to the proposed rate increase exists pursuant to Section 6 of Article XIII D of the California Constitution. At the conclusion of the public hearing, the Board found that approximately \_\_\_\_\_ protests were received and that a majority protest did not exist; and

WHEREAS, based on facts and analysis presented in the rate study, written protests received prior to the close of the October 14, 2020 public hearing, the Staff Report, Staff Presentation and public testimony received, the Board of Directors finds:

A. The District has provided tenants and property owners to whom the OCSO customarily mails billing statements for water services and to the record owner’s address shown on the last equalized assessment roll a notice on the proposed rates and charges, the amounts of the proposed rates and charges, the basis for the calculations, the reason for the increase in the rates and charges, and the date, time, and location for a public hearing which was not less than 45 days after the date of mailing.

B. The revenues derived from the new water rates and charges will not be used for any purpose other than that for which the charges are imposed.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED, by the Board of Directors of the District as follows:

SECTION 1: In accordance with Article XIID of the California Constitution and the Proposition 218 Omnibus Implementation Act (commencing with Section 53750 of the California Government Code), there are hereby established within the Oceano Community Services District, Charges for Water Service, Other Charges, and a Schedule of Adjustment for the charges as specified in Exhibit “A” hereto, which Exhibit “A” is incorporated herein by this reference, for the purpose of providing water service.

SECTION 2: This ordinance shall take effect and be in full force and effect thirty (30) days after its passage and before the expiration of fifteen (15) days after passage of this ordinance, it shall be published once with the names of the members of the Board of Directors voting for and against the ordinance in a newspaper of general circulation published in the County of San Luis Obispo, State of California.

SECTION 3: Repeal of Prior Ordinances and Resolutions. All ordinances, Resolutions and sections of Ordinances and Resolutions that are inconsistent with this

Resolution are hereby repealed. If not inconsistent, such ordinance and resolutions shall remain in full force and effect.

SECTION 4: Effect of Repeal of Part Actions and Obligations. This Resolution does not affect prosecutions for violations committed prior to the effective date of this Ordinance, does not waive any fee or penalty due and unpaid on the effective date of this Ordinance.

\_\_\_\_\_  
INTRODUCED at a regular meeting of the Board of Directors held on the 12th day of August, 2020, and PASSED, APPROVED and ADOPTED by the Board of Directors of the Oceano Community Services District, this 14<sup>th</sup> day of October, 2020, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing ordinance is hereby adopted:

\_\_\_\_\_  
President of the Board of Directors



ATTEST:

\_\_\_\_\_  
Secretary of the Board of Directors

BY: \_\_\_\_

\_\_\_\_\_  
Board Secretary

[SEAL]

APPROVED AS TO FORM AND LEGAL EFFECT:

Jeffrey Minnery  
District Legal Counsel

By:

\_\_\_\_\_  
District Legal Counsel

Dated: August 12, 2020

**EXHIBIT "A"**  
**SCHEDULE OF WATER SYSTEM SERVICE CHARGES**

1. Charges for Water Service (per water service connection).

a) Basic Bi-Monthly Charge for Residential Water Service.

\$60.52 per bi-monthly period per single-family residential unit; for properties where a single meter serves more than one residential dwelling unit, \$45.39 per bi-monthly period per multi-family residential unit and shall be calculated by multiplying the number of multi-family residential dwelling units by the Basic Bi-Monthly Charge.

b) Basic Bi-Monthly Charges for Non- Residential Water Service Connections.

5/8-inch meter	\$	67.57	bi-monthly
3/4-inch meter	\$	82.28	bi-monthly
1-inch meter	\$	125.88	bi-monthly
1-1/2 inch meter	\$	227.37	bi-monthly
1-inch meter	\$	353.15	bi-monthly
2-inch meter	\$	561.95	bi-monthly
3-inch meter	\$	954.62	bi-monthly
6-inch meter	\$	1,488.35	bi-monthly

For properties where a single meter serves more than one non-residential unit, the bi-monthly “Basic Bi-Monthly Charge” shall be calculated by multiplying the number of non-residential units by the Basic Bi-Monthly Charge.

c) Consumption Charges.

Upon the effective date of this ordinance, in addition to the Basic Bi-Monthly Charges, a “Consumption Charge” shall be calculated based on the following tiers:

- i. Tier One: \$3.30 per 100 cubic feet of water, or fraction thereof, for the bi-monthly use of water up to 600 cubic feet; plus,
- ii. Tier Two: \$6.47 per 100 cubic feet of water, or fraction thereof, for the bi-monthly use of water over 600 cubic feet.

All Consumption Charges shall be calculated by first adjusting the quantities of water in each tier by multiplying the quantities of water stated in this section by the number of residential or non-residential units, to arrive at the quantity of water that will be charged at the rate applicable to each tier. Said number of units shall be the same as utilized to calculate the Basic Bi-Monthly Charges above.

d) Water supplied through hydrant meters will be charged at \$6.47 per 100 cubic feet of water, or fraction thereof.

2. Other Charges.

a) Program Charges for Fats, Oils and Grease.

For those properties that are subject to the District's Fats, Oils and Grease (FOG) program, the bi-monthly charge shall be \$60 per bi-monthly billing period, or fraction thereof.

b) Late Charges and Door Hanger Fees.

The General Manager is authorized to waive Late Charges and Door Hanger Fees for any residential customer who has not been late in paying their water bills for the prior two years, or since the account was opened if less than two years.

c) Out of District Charge.

For those properties that are outside the District boundaries but are receiving District water or sewer services, not on an emergency basis, there will be a \$9.62 administration charge per billing period per dwelling or non-residential unit.

d) Meter Testing Charge.

A charge of \$150 per test for customers who choose to have their meter tested. This charge will be refunded if the meter is determined to be reading more water than is flowing through the meter per regularly accepted standards.

e) Backflow Preventer Inspection Charge.

For those properties that have backflow preventers, actual inspection program charges by the County of San Luis Obispo will be passed through on the bi-monthly bill.

3. Schedule of Service Charge Adjustments.

The following schedule of adjustments as provided in this Section 3, and pursuant to Government Code Section 53756, are adopted for a period not to exceed five years from the effective date of this Ordinance. Notice of any adjustments pursuant to this section shall be mailed not less than 30 days before the effective date of the adjustment pursuant to Government Code Section 53756(d).

- a) The Consumption Charge in Section 1(c) Tier One shall be adjusted annually every July 1st, for application in the first billing period that starts after July 1st of that year, based on the change in the wholesale water supply contract costs for the Lopez Water Project as compared to the most immediate previous year.
- b) The Consumption Charge in Section 1(c) Tier Two and 1(d) shall be adjusted annually every July 1<sup>st</sup>, for application in the first billing period that starts after July 1<sup>st</sup> of that year, based on the change in the wholesale water supply contract cost for the State Water Project as compared to the most immediate previous year.
- c) The Basic Bi-Monthly Charges in Section 1(a) and 1(b) and the Other Charges in Section 2 (c) shall be increased annually every July 1st, for application in the first billing period that starts after July 1st of that year, based on the following schedule:

July 1, 2021	10%
July 1, 2022	10%
July 1, 2023	3%
July 1, 2024	3%

# Oceano Community Services District Water Rate Analysis

July 2020

July 2020

## Water Rate Analysis - Oceano Community Services District (OCSD)

### Purpose

The purpose of this report is to summarize the “Revenue Requirements” needed to fund the operations, maintenance, capital and other costs of the OCSD water system and to determine an increase in water rates needed to generate those revenues. It provides reasons for the proposed rate increase and the basis for the calculations used to develop the proposed rate increase, which include but are not limited to, the following:

- Reasons for the proposed rate increase include the following:
  - To generate revenues necessary to recover from the existing Water Fund revenue shortfall and to eliminate the current Water Fund deficit.
  - To provide sufficient funding to pay for the total costs of providing water service to the customers of OCSD.
  - To provide sufficient funding to maintain a minimum reserve balance of at least three months cash needs.
- The basis for calculations includes the following:
  - The current 2020-21 Water Fund budget and deficit.
  - A proforma projection of current water rates in covering system expenses and minimum reserve requirements.
  - A proforma projection of increased water rates in covering system expenses and minimum reserve requirements.

### Background

The OCSD was created in 1981 and provides potable water to the residential, commercial and public customers in the community. Oceano is located in the unincorporated area on the south coast of San Luis Obispo County, adjacent to the cities of Grover Beach and Arroyo Grande. The OCSD encompasses approximately 1,150 acres with elevations ranging from sea level to approximately 100 ft. The OCSD water enterprise serves approximately 2,200 connections with a population of approximately 7,700. The system consists of two water storage tanks, three active groundwater wells, and twenty-two miles of pipeline.

### Sources of Water Supply

The OCSD water supply includes the following three sources.

- 900 acre feet per year of groundwater supply is allocated to OCSD from the Northern Cities Management Area (NCMA) of the Santa Maria Valley

Groundwater Basin. The groundwater basin is managed based on stipulations resulting from adjudication of the basin. The NCMA is encouraging reductions in groundwater pumping due to concerns over groundwater levels.

- 303 acre feet per year of surface supply is allocated from Lopez Dam and Reservoir, which is owned and operated by the San Luis Obispo County Flood Control and Water Conservation District (Flood Control District). Actual deliveries can be increased when “surplus water” is available and they can be decreased during droughts and for other reasons that reduce the supply of available water.
- 750 acre feet per year of surface water supply is allocated from the State Water Project (SWP). The SWP is owned and operated by the State of California Department of Water Resources (DWR) and delivered based on contracts with the Flood Control District. DWR is delivering 20% of the statewide allocations in 2020. The Flood Control District has been able to provide supplies greater than the DWR allocation, but concerns exist over the reliability of the SWP and its ability to provide supplies on an annual basis.

In summary, each of the OCSD water supplies are not reliable on their own, but the entire portfolio is crucial and provides a very reliable water supply to meet the needs of the community.

### **Current Rate Structure**

The current rate structure consists of three components: a bi-monthly base charge, a volume charge that is tiered, and a supplemental uniform volume charge for Lopez water applied to all usage. The current rates are reflected in the table below:

<b>Base Rate</b>	<b>Tier #2</b>	<b>Tier #3</b>	<b>Tier #4</b>	<b>Tier #5</b>
<b>Minimum bi-monthly charge (Up to 6 Units)</b>	7 to 12 Units	13 to 18 Units	19 to 24 Units	Over 24 Units
<b>Residential</b> \$53.56				
<b>Non-Residential</b>				
5/8 \$59.80				
¾ \$72.81				
1 \$111.40				
1½ \$201.21				
2 \$312.52				
3 \$497.30				
4 \$844.80				
6 \$1,317.12				
Plus	\$3.64 per Unit	\$4.03 per Unit	\$4.51 per Unit	\$4.74 per Unit
\$1.80 per Unit for Lopez	\$1.80 per Unit for Lopez	\$1.80 per Unit for Lopez	\$1.80 per Unit for Lopez	\$1.80 per Unit for Lopez
\$1.80 per Unit total	\$5.44 per Unit total	\$5.83 per Unit total	\$6.31 per Unit total	\$6.54 per Unit total

The current rate structure was established in 2015 during the drought emergency. Without further action, these rates will sunset in October 2020 and rates would revert to the rates in effect in 2015. This would have a devastating effect on revenues as consumption has not returned to pre-drought levels. If this were to occur, the Water Fund would run out of cash this fiscal year. The following chart shows annual consumption since 2011.

**Total Water Use in Acre Feet**

<u>Year</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	852	838	888	807	703	672	718	725	680

**Impacts from Declining Revenues**

**Attachment 1** to this report is a Pro Forma projection of the current rate structure. Several impacts have resulted from the water system revenue shortfall. It caused the OCSD to adopt a Water Fund budget in 2020-21 that included a deficit of \$484,784. The deficit is causing estimated financial reserves to decline from \$961,314 at June 30, 2020 down to \$476,530 at June 30, 2021.

Shortfalls in water system revenues also cause other revenues, such as connection fees and capacity charges collected from new development, to be used for annual expenditures rather than increasing financial reserves or paying for infrastructure improvements. Shortfalls impair the ability of OCSD to replace equipment. The shortfalls also impair the ability of OCSD to adequately maintain water wells, as evidenced by the mechanical failure of the pump in well #4 and the deferred rehabilitation of the pump motor in well #8. All capital outlay projects for the past ten years have either been grant funded or funded by reserves which are now close to the minimum acceptable level. In summary, shortfalls in water system revenues impair the ability of the OCSD to carry out its duties to the community in maintaining the water system.

In conclusion, existing revenues cannot sustain the level of expenditures needed to cover operational and other needs of the OCSD water system. Consequently, establishing the current and future Revenue Requirements is very important. This Water Rate Analysis recommends a phased increase in the rates to meet the Revenue Requirement for Fiscal Year 2020-21 through 2024-25. The base rate would be increased each year per the following schedule (13%, 10%, 10%, 3%, 3%). The variable rate to fund the pass-through costs of the wholesale water supply would be increased 13% the first year and then adjusted to recover the actual pass through costs each year thereafter.

**Revenue Requirements**

A review of the OCSD revenue requirements is a key step in the rate design process. The review includes an analysis of annual operating revenues under the current rates, operation and maintenance expenses, capital expenditures, transfers between funds, and reserve requirements. This section of the report provides a discussion on projected revenues, O&M, and capital expenditures, the capital improvement financing plan, and revenue adjustments required to ensure the fiscal sustainability of the Water Fund.



## Revenues from Current Rates

The current water rate structure consists of three components: a bi-monthly base rate (differentiated between residential and non-residential customers), a volume charge (which is tiered for all customers), and a supplemental water charge that is uniform for all units of water consumed. The projected revenues for the Water Fund derived from current rates are shown on line 21, columns D through H of **Attachment 1**.

## O&M, Source of Supply, and Capital Expenses

The Fiscal Year 2020-21 budget and an assumed inflation rate of 3% for the study period were used as the basis for projecting O&M costs shown on line 31, columns D through H of **Attachment 1**.

The Source of Supply costs are pass-through wholesale water costs billed directly by the Flood Control District annually for the wholesale costs of supplying Lopez water and State water as shown on lines 23 and 24, columns D through H of **Attachment 1**. Fiscal Year 2020-21 budget wholesale costs are projected for each year of the study period as future costs are unknown and decrease in some years and increase in others. Provisions of Government Code 53756 will be utilized to pass-through the actual wholesale costs of the Source of Supply.

The OCSD has a long-term capital improvement plan (CIP) which documents necessary projects over the next ten years. The CIP is attached as **Appendix A** to this report. The CIP will be funded through a combination of pay-as-you-go, grant, and debt financed projects. The rates needed to fund the CIP will be phased in over three fiscal years, beginning with \$40,000 in Fiscal Year 2020-21, \$75,000 in Fiscal Year 2021-22, and \$150,000 annually thereafter as shown on line 34, columns D through H of **Attachment 1**.

## Reserve Requirements

Currently, the OCSD has a reserve balance of \$961,314 in the Water Fund. This represents approximately 4 months of total expenses. The OCSD hereby establishes a minimum reserve target of 3 months of total expenses to meet cashflow requirements. This reserve requirement only ensures the working capital to support the operation, maintenance, and administration of the Water Fund. Establishing other reserves for emergencies, rate stabilization, capital, or other purposes are not being proposed at this time.

## Financial Pro Forma at Current Rates

A pro forma projection at current rates is presented in **Attachment 1**. The District's current water system revenues are insufficient to fund operations and maintenance, capital improvements, and minimum reserve levels. FY 2020-21 budgeted revenues are nearly \$485,000 short in covering water system expenditures. If no rate increase process is performed, the drought rates in place will sunset in October 2020 and the Water Fund will run out of money this fiscal year. If a rate increase process is done and the current water rates are maintained, it is projected that the Water Fund would run out of money in FY 2021-22 as indicated on row 40, column E. Therefore, it is necessary to increase water rates at this time to cover necessary water system expenditures.

## **Proposed Financial Plan**

A pro forma projection with the proposed rates is presented in **Attachment 2**. To ensure that the Water Fund will have adequate revenues to fund operating costs and capital expenditures, it is proposed that the OCSD adjust revenues by implementing a phased increase in the rates to meet the Revenue Requirement for Fiscal Year 2020-21 through 2024-25. The base rate would be increased each year per the following schedule (13%, 10%, 10%, 3%, 3%). The variable rate to fund the pass-through costs of the wholesale water supply would be increased 13% in the first year and then adjusted to recover the actual pass through costs each year thereafter. These proposed revenue adjustments would occur upon adoption of the rate ordinance and subsequent annual adjustments with each July billing period. The proposed revenue adjustments would enable the OCSD to fund O&M, complete the planned capital projects, and maintain reserves above the minimum reserve levels.

## **Rate Design**

Proposition 218 (California Constitution Article 13D) states that:

1. A property-related charge (such as water rates) imposed by a public agency on a parcel shall not exceed the funds required to provide the property related service.
2. Revenues derived from the charge shall not be used for any other purpose other than that for which the charge was imposed.
3. The amount of the charge imposed upon any parcel shall not exceed the proportional cost of service attributable to the parcel.
4. No charge may be imposed for a service unless that service is actually used or immediately available to the owner of the property.
5. A written notice of the proposed charge shall be mailed to the record owner of each parcel at least 45 days prior to the public hearing, when the agency considers all written protests against the charge.

Proposition 218 ensures that water rates cannot be “arbitrary and capricious”, meaning that the rate setting methodology must be sound and that there must be a nexus between costs and the rate charge. The OCSD ensures that all aspects of Proposition 218 are followed and that it creates rates that charge customers equitably. In order to keep up with the ever-changing legal requirements related to Proposition 218 and case law, the OCSD is making changes to its rate design to ensure compliance with Proposition 218. These include:

1. Elimination of 6 units of water within the bi-monthly base charge.
2. Reducing the number of tiers from 5 to 2.
3. Tying the cost of Tier 1 directly to the wholesale cost of the Lopez water supply.
4. Tying the cost of Tier 2 directly to the wholesale cost of the State water supply.
5. Creating a new residential customer class for Multi-family properties.

For this analysis, consumption and peaking characteristics of customers as well as water supplies of the OCSD were analyzed to appropriately allocate costs between customer classes. O&M expenses and Capital Expenditures are predominantly fixed costs and are the basis for the bi-monthly base charge. To reflect the differing maintenance, peaking, and storage demands of the customer classes, the bi-monthly base charge is allocated between Residential and Non-Residential customer classes. The Residential customer class is further allocated between Single-family (SFR) and Multi-family (MFR) which is 75% of the SFR rate. The Non-

Residential customer class is further allocated based on meter size by historical cost ratio allocation percentages.

The cost of the wholesale water supply for Lopez and State water is the basis for the consumption or volumetric charge. Tier 1 (0-6 CCF) is tied directly to the wholesale cost of the Lopez water supply. Tier 2 (above 6 CCF) is tied directly to the wholesale cost of the State water supply. These charges are applied equally to all customer classes.

**Water Rate Methodology**

The following table breaks down the customer classes by accounts, dwelling/non-residential units, and unit equivalents:

	<b>Accounts</b>	<b>Units</b>	<b>Unit Equivalents</b>
SFR	1,844	1,900	1,900
MFR	207	1,205	904
Non-Residential	148	160	160
<b>Total</b>	<b>2,199</b>	<b>3,265</b>	<b>2,964</b>

The following table shows the bi-monthly base charge calculation for each customer class:

		<b>FYE 2021</b>	<b>FYE 2022</b>	<b>FYE 2023</b>	<b>FYE 2024</b>	<b>FYE 2025</b>
Residential Single Family Residence						
Bi-Monthly Base Cost		\$ 215,419	\$ 227,515	\$ 246,466	\$ 253,110	\$ 259,953
less non-rate revenue		(\$20,455)	(\$21,068)	(\$21,701)	(\$22,352)	(\$23,022)
Rate Funded Bi-Monthly Base Cost		\$ 194,965	\$ 206,447	\$ 224,765	\$ 230,758	\$ 236,931
Unit Equivalents		2,964	2,994	3,024	3,054	3,084
Bi-Monthly Base Cost per Unit		\$ 65.78	\$ 68.96	\$ 74.34	\$ 75.56	\$ 76.82
<b>Bi-Monthly Base Charge per Unit</b>		<b>\$ 60.52</b>	<b>\$ 66.57</b>	<b>\$ 73.23</b>	<b>\$ 75.43</b>	<b>\$ 77.69</b>
Reserve addition/reduction per Unit		(\$5.26)	(\$2.39)	(\$1.11)	(\$0.14)	\$0.87
Residential Multi Family Residence (75% of SFR)		\$45.39	\$49.93	\$54.92	\$56.57	\$58.27
Non-Residential Base Charge						
	Cost Ratio					
5/8	1.12	\$ 67.57	\$ 74.33	\$ 81.76	\$ 84.22	\$ 86.74
3/4	1.36	\$ 82.28	\$ 90.50	\$ 99.55	\$ 102.54	\$ 105.62
1	2.08	\$ 125.88	\$ 138.47	\$ 152.32	\$ 156.89	\$ 161.59
1-1/2	3.76	\$ 227.37	\$ 250.10	\$ 275.11	\$ 283.37	\$ 291.87
2	5.84	\$ 353.15	\$ 388.46	\$ 427.31	\$ 440.13	\$ 453.33
3	9.29	\$ 561.95	\$ 618.14	\$ 679.96	\$ 700.36	\$ 721.37
4	15.77	\$ 954.62	\$ 1,050.09	\$ 1,155.10	\$ 1,189.75	\$ 1,225.44
6	24.59	\$ 1,488.35	\$ 1,637.18	\$ 1,800.90	\$ 1,854.93	\$ 1,910.57

The Residential Single-family base charge is the basis for all calculations and is set below the cost of service as the rate increase is phased in over time. An annual increase of 1% in unit equivalents is assumed as the growth rate. The Multi-family base charge is 75% of the SFR charge and the Non-Residential base charge is set off the SFR charge using the cost ratios for each meter size. Meters that serve multiple residential units from a single meter are charged the Multi-family base charge for each unit. Meters that serve multiple non-residential units from a single meter are charged the non-residential base charge for each unit.

The following table shows the volumetric or consumption charge calculation for Lopez water (Tier 1) and State Water (Tier 2):

	<b>Tier 1 Lopez Water</b>	<b>Tier 2 State Water</b>
	(0-6 CCF)	(above 6 CCF)
Annual Cost	\$493,997	\$1,151,000
Usage in CCF (unit)	131,987	166,535
Cost per CCF (unit)	\$3.74	\$6.91
Phase In Reduction	(\$0.44)	(\$0.44)
FY 2020-21 Rate	\$3.30	\$6.47

OCSD has a water supply contract with the Flood Control District for 303 acre feet annually from Lopez reservoir. This equates to 131,987 CCF which is used every year. This allotment provides each customer with up to 6 CCF bi-monthly. OCSD also has a water supply contract with the Flood Control District for up to 750 acre feet annually from the State Water Project. The rate for State Water is determined by taking the annual cost of State Water and dividing it by the total annual water sales minus the Lopez water sales (131,987 CCF). This rate is then applied to all usage above 6 CCF. The proposed rates are set below the cost of service for FY 2020-21 in order to phase in the increase. In future years the rates will be set to recover the actual costs by dividing the annual wholesale costs by the annual usage in CCF for each water supply. These wholesale “pass-through” costs are allowed under State law as described in the section below.

Other charges are included in the table, below:

<b>Description</b>	<b>Charge</b>
Meter Testing Charge	\$150 per test Refunded if meter reads fast
Out of District Administrative Charge	\$9.62 per dwelling/non-residential unit
Hydrant Meter Charges	\$6.47 per unit of water
Backflow Preventer Inspection Charge	Actual costs from the County for the backflow preventer inspection program will be passed through to those properties with backflow preventers

**Attachment 3** shows the combined water rate summary for the five-year period of this Rate Analysis.

**Water Rate Comparison**

**Attachment 4** provides a comparison of the OCSD current and proposed water rates to other Community Services Districts and Cities in the county. The comparison shows the SFR rates at the current average usage of 15 CCF.

## **Pass-Through Costs**

This Rate Analysis also provides for the following adjustments that are allowable in the future under State Laws<sup>1</sup> governing water rate increases.

- An increase (or decrease) that is based on charges for wholesale water charges.
  - An increase or decrease in the annual charges for Lopez Water, as compared to the prior year, will result in an increase or decrease in the volumetric charge of Tier 1.
  - An increase or decrease in the annual charges for the State Water Project, as compared to the prior year, will result in an increase or decrease in the volumetric charge of Tier 2.
- Notices of any adjustments will be provided at least 30 days before the increases will go into effect as required by California Government Code Section 53756.

The adjustments shall not cause water system revenues to exceed the cost of providing water service to the community.

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<sup>1</sup> Government Code Section 53755

## ATTACHMENT 1

	A	B	C	D	E	F	G	H
1	<b>Pro Forma - Current Rates</b>							
2								
3	<b>Oceano CSD</b>	<b>Rate Increase</b>	<b>Supply</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>
4			<b>Base</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>
5	<b>Revenues and Expenses</b>		<b>Cost Inflation</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>
6								
7								
8	Total Water Sales (CCF)	286,637	298,522	298,522	298,522	298,522	298,522	298,522
9		2018-19 Actual	2019-20 Estimated	2020-21 Budget	2021- 22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
10								
11	Water Sales - Supply	1,155,432	1,269,794	1,280,760	1,319,183	1,358,758	1,399,521	1,441,507
12	Water Sales - Base	984,006	1,022,206	1,049,240	1,080,717	1,113,139	1,146,533	1,180,929
13	System Connection Fees	45,493	50,884	51,639	53,188	54,784	56,427	58,120
14	Delinquent Fees	28,481	27,930	27,000	27,810	28,644	29,504	30,389
15	New Account Setup Fees	2,700	3,240	3,240	3,337	3,437	3,540	3,647
16	Courtesy Notices Fees	4,322	4,329	4,500	4,635	4,774	4,917	5,065
17	Wheeling Fees	22,621	21,525	25,000	25,750	26,523	27,318	28,138
18	Interest	2,370	0	0	0	0	0	0
19	Grant Revenue	104,318	0	0	0	0	0	0
20	Other Revenues	19,978	29,330	11,350	11,691	12,041	12,402	12,775
21	<b>Total - Revenues</b>	<b>2,369,720</b>	<b>2,429,238</b>	<b>2,452,729</b>	<b>2,526,311</b>	<b>2,602,100</b>	<b>2,680,163</b>	<b>2,760,568</b>
22								
23	Water Supply - Lopez (Pass through)	472,914	462,693	493,997	493,997	493,997	493,997	493,997
24	Water Supply - State (Pass through)	953,953	1,101,264	1,151,000	1,151,000	1,151,000	1,151,000	1,151,000
25	<b>Source of Supply- Expenses</b>	<b>1,426,867</b>	<b>1,563,957</b>	<b>1,644,997</b>	<b>1,644,997</b>	<b>1,644,997</b>	<b>1,644,997</b>	<b>1,644,997</b>
26								
27	Salaries & Benefits	238,932	267,692	349,858	360,354	371,164	382,299	393,768
28	Admin Allocation	378,606	517,907	555,363	572,024	589,185	606,860	625,066
29	Services & Supplies	223,649	203,911	291,220	299,957	308,955	318,224	327,771
30	Transfers	71,375	34,888	56,075	57,757	59,490	61,275	63,113
31	<b>O&amp;M- Expenses</b>	<b>912,562</b>	<b>1,024,398</b>	<b>1,252,516</b>	<b>1,290,091</b>	<b>1,328,794</b>	<b>1,368,658</b>	<b>1,409,718</b>
32								
33	CIP Projects - Fixed Assets	267,821	270,057	40,000	75,000	150,000	150,000	150,000
34	<b>Capital - Expenses</b>	<b>267,821</b>	<b>270,057</b>	<b>40,000</b>	<b>75,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
35								
36	<b>Total - Expenses</b>	<b>2,607,250</b>	<b>2,858,412</b>	<b>2,937,513</b>	<b>3,010,088</b>	<b>3,123,791</b>	<b>3,163,655</b>	<b>3,204,715</b>
37								
38	Revenues minus Expenses	(237,530)	(429,174)	(484,784)	(483,778)	(521,691)	(483,492)	(444,147)
39								
40	Water Fund Ending Reserve Balance	1,390,488	961,314	476,530	(7,248)	(528,939)	(1,012,430)	(1,456,577)
41								
42	Minimum Reserve Balance (3 months expenses)	651,812	714,603	734,378	752,522	780,948	790,914	801,179

**ATTACHMENT 2**

A	B	C	D	E	F	G	H	
	<b>Pro Forma - Phased Increase</b>							
1								
2								
3	<b>Oceano CSD</b>	<b>Rate Increase</b>	<b>Supply</b>	<b>13%</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
4			<b>Base</b>	<b>13%</b>	<b>10%</b>	<b>10%</b>	<b>3%</b>	<b>3%</b>
5	<b>Revenues and Expenses</b>		<b>Cost Inflation</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>
6								
7								
8	Total Water Sales (CCF)	286,637	298,522	298,522	298,522	298,522	298,522	298,522
9		2018-19	2019-20	2020-21	2021- 22	2022-23	2023-24	2024-25
10		Actual	Estimated	Budget	Projection	Projection	Projection	Projection
11	Water Sales - Supply	1,155,432	1,269,794	1,434,867	1,644,997	1,644,997	1,644,997	1,644,997
12	Water Sales - Base	984,006	1,022,206	1,155,093	1,270,602	1,397,663	1,439,592	1,482,780
13	System Connection Fees	45,493	50,884	51,639	53,188	54,784	56,427	58,120
14	Delinquent Fees	28,481	27,930	27,000	27,810	28,644	29,504	30,389
15	New Account Setup Fees	2,700	3,240	3,240	3,337	3,437	3,540	3,647
16	Courtesy Notices Fees	4,322	4,329	4,500	4,635	4,774	4,917	5,065
17	Wheeling Fees	22,621	21,525	25,000	25,750	26,523	27,318	28,138
18	Interest	2,370	0	0	0	0	0	0
19	Grant Revenue	104,318	0	0	0	0	0	0
20	Other Revenues	19,978	29,330	11,350	11,691	12,041	12,402	12,775
21	<b>Total - Revenues</b>	<b>2,369,720</b>	<b>2,429,238</b>	<b>2,712,689</b>	<b>3,042,010</b>	<b>3,172,863</b>	<b>3,218,699</b>	<b>3,265,910</b>
22								
23	Water Supply - Lopez (Pass through)	472,914	462,693	493,997	493,997	493,997	493,997	493,997
24	Water Supply - State (Pass through)	953,953	1,101,264	1,151,000	1,151,000	1,151,000	1,151,000	1,151,000
25	<b>Source of Supply- Expenses</b>	<b>1,426,867</b>	<b>1,563,957</b>	<b>1,644,997</b>	<b>1,644,997</b>	<b>1,644,997</b>	<b>1,644,997</b>	<b>1,644,997</b>
26								
27	Salaries & Benefits	238,932	267,692	349,858	360,354	371,164	382,299	393,768
28	Admin Allocation	378,606	517,907	555,363	572,024	589,185	606,860	625,066
29	Services & Supplies	223,649	203,911	291,220	299,957	308,955	318,224	327,771
30	Transfers	71,375	34,888	56,075	57,757	59,490	61,275	63,113
31	<b>O&amp;M- Expenses</b>	<b>912,562</b>	<b>1,024,398</b>	<b>1,252,516</b>	<b>1,290,091</b>	<b>1,328,794</b>	<b>1,368,658</b>	<b>1,409,718</b>
32								
33	CIP Projects - Fixed Assets	267,821	270,057	40,000	75,000	150,000	150,000	150,000
34	<b>Capital - Expenses</b>	<b>267,821</b>	<b>270,057</b>	<b>40,000</b>	<b>75,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
35								
36	<b>Total - Expenses</b>	<b>2,607,250</b>	<b>2,858,412</b>	<b>2,937,513</b>	<b>3,010,088</b>	<b>3,123,791</b>	<b>3,163,655</b>	<b>3,204,715</b>
37								
38	Revenues minus Expenses	(237,530)	(429,174)	(224,824)	31,922	49,072	55,044	61,195
39								
40	Water Fund Ending Reserve Balance	1,390,488	961,314	736,490	768,412	817,483	872,527	933,722
41								
42	Minimum Reserve Balance (3 months expenses)	651,812	714,603	734,378	752,522	780,948	790,914	801,179

### ATTACHMENT 3

**Oceano Community Services District  
Water Rate Adjustments**

Bi-Monthly Rates

	Current	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025
Single Family Residential Base Charge	\$53.56	\$60.52	\$66.58	\$73.23	\$75.43	\$77.69
Multi Family Residential Base Charge	N/A	\$45.39	\$49.93	\$54.92	\$56.57	\$58.27
Non-Residential Base Charge						
5/8	\$59.80	\$67.57	\$74.33	\$81.76	\$84.22	\$86.74
3/4	\$72.81	\$82.28	\$90.50	\$99.55	\$102.54	\$105.62
1	\$111.40	\$125.88	\$138.47	\$152.32	\$156.89	\$161.59
1&1/2	\$201.21	\$227.37	\$250.10	\$275.11	\$283.37	\$291.87
2	\$312.52	\$353.15	\$388.46	\$427.31	\$440.13	\$453.33
3	\$497.30	\$561.95	\$618.14	\$679.96	\$700.36	\$721.37
4	\$844.80	\$954.62	\$1,050.09	\$1,155.10	\$1,189.75	\$1,225.44
6	\$1,317.12	\$1,488.35	\$1,637.18	\$1,800.90	\$1,854.93	\$1,910.57
Volume Charges (1 CCF= unit)						
per unit	per unit	per unit	per unit	per unit	per unit	per unit
0-6 units	\$1.80	\$3.30	Actual	Actual	Actual	Actual
7-12 units	\$5.44	\$6.47	Actual	Actual	Actual	Actual
13-18 units	\$5.83	\$6.47	Actual	Actual	Actual	Actual
19-24 units	\$6.31	\$6.47	Actual	Actual	Actual	Actual
24+ units	\$6.54	\$6.47	Actual	Actual	Actual	Actual
<b>Other:</b>						
Hydrant Meter	\$3.53	\$6.47	Actual	Actual	Actual	Actual
Out of Area Charge	\$8.51	\$9.62	\$10.58	\$11.64	\$11.98	\$12.34
Backflow Preventer Inspection	N/A	Pass-through	Pass-through	Pass-through	Pass-through	Pass-through
Meter Test Charge	\$40.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00

Actual costs are wholesale pass-through costs for Lopez and State water supplies



## ATTACHMENT 4 BI-MONTHLY WATER RATE COMPARISON - (SFR) 15 UNITS



# APPENDIX A

## CHAPTER 9 (Updated December 2019)

### CAPITAL IMPROVEMENT PROGRAM

This chapter summarizes the District's recommended Capital Improvement Program (CIP) to meet existing and future needs, and to assist the District in the financial planning aspects of implementing the recommended improvements. The improvements are described as first, second, and third priorities. The costs for these improvements are summarized in Table 9.1 and illustrated in Figure 9.1. The 5-year Capital Improvement Program is comprised of all First priority projects, and subsequent projects can be addressed in future CIP planning.

#### BASIS OF CAPITAL IMPROVEMENT PROJECT COSTS

The CIP costs were developed based on engineering judgment, confirmed bid prices for similar work in the Central Coast area, consultation with vendors and contractors, established budgetary unit prices for the work, and other reliable sources. Hard construction costs are multiplied by a factor of 1.4 to budget and allow for preliminary engineering, engineering, administration, construction management, construction contingency, and inspection costs. **All CIP costs are expressed in Year 2019 (October) dollars, using an ENR Construction Cost Index of 11,326, and will need to be escalated to the year during which the midpoint of construction occurs.**

#### SUMMARY OF RECOMMENDATIONS AND CAPITAL IMPROVEMENT PROJECTS

The projects are listed in order of necessity.

First priority projects are those considered necessary for correcting existing health and safety deficiencies, such as fire flow and low water service pressures, and are generally recommended to be completed within five years. As part of this Report and recommendations, first priority projects were listed for areas that are significantly deficient in fire flow requirements at the minimum residual pressure of 20 psi.

Second priority projects are those needed to correct lower priority system deficiencies, and anticipated future deficiencies (depending on growth and development) within 1 to 10 years. Given the number of fire flow deficiencies, and understanding the limitations of completing all fire flow related improvements within 5 years, second priority projects also included those areas that have deficient fire flow requirements at the minimum residual pressure of 20 psi, but are operating closer to the required minimums. These projects may also include undersized mains that are nearing the end of their useful life. These older, smaller diameter pipe sizes are more apt to leak or break, which could cause serious consequences if not replaced in a timely manner.

Third priority projects are generally those that do not present immediate deficiencies, but should be corrected in the future as budgets allow, such as looping dead-end mains, increasing water main sizes when a pipeline's useful life is nearing the end, increasing undersized pipelines to the District's 8-inch minimum, valve replacements or additions, and other such improvements. The costs of these improvements were estimated as described in the above section, Basis of Capital Improvement Project Costs. While the following proposed projects address system deficiencies, each project and comparable alternatives should be considered prior to design.

In addition to the operational deficiencies noted above, ranking of projects also considered

future County of San Luis Obispo and Caltrans street improvement projects. Higher priority projects that are in areas where development or street improvements projects are planned have been elevated on the priority list in order to minimize excavation in recently repaved streets, or provide service to new developments.

## **RECOMMENDATIONS**

The following is a list of general recommendations to the District:

### Un-accounted for Water

The District's un-accounted for water is considered within industry standards, and acceptable. It is recommended, however, that the District document incidental uses such as water used for line flushing, metered construction water, fire flow events, fire department training, and other incidences. This will help further refine the estimates of unaccounted for water that may be the result of inaccurate meters or unauthorized use.

To help reduce un-accounted for water, the District has implemented a meter replacement program to replace all the meters in the system. To this date, over half of the meters have been replaced, and the District is on track to complete the replacements in the next few years. It is recommended that this program continue until all meters have been replaced.

### Water Conservation Programs

The District does an excellent job in conserving water, as is portrayed by the relatively low per capita water demands. The District is encouraged to continue promoting water conservation through education and outreach programs, and tiered water rates.

### Water Supply

The District previously participated in the State Water Drought Buffer Program to enhance water supply reliability. Reliable delivery of State Water Project water varies from year to year, and the State is currently evaluating options to make delivery more reliable in future years. One such proposal is the Delta Conveyance Project. It is recommended that the District participate in the preliminary efforts in support of this project to ensure future reliability and delivery.

### Tank Lining and Coating

Over time the linings and coatings on steel tanks breaks down and needs replacement. Regular inspections of the tank and its coatings should be performed by a qualified coating specialist either by diving, or at the next scheduled tank cleaning, to assess the condition of both tanks. The 0.3 MG water storage tank is likely in need of re-coating and re-lining. The Division of Drinking Water (DDW) performed an inspection of both tanks in 2017 for their Sanitary Survey Report, and noted both tanks needed spot-repairs to address external corrosion, particularly on the tank roofs. This should be completed soon to avoid holes forming in the tank due to lack of maintenance.

Tank coatings last 15-20 years or more, and the life can be extended by performing spot-repair work on the tank periodically. Budgeting for tank lining and coating of the 0.3 MG water tank should be anticipated for some time within the next 5-10 years. This therefore has been included as a Priority 1 CIP. Tank lining and coating of the 1.0 MG tank can be deferred with minor spot repairs now, but should be budgeted for in the next 10-15 years or so.

## Capital Improvement Projects

This section presents a brief description of recommended first priority capital improvements. The G&T 2004 WMP and the Wallace 2009 WMP Update provided an extensive list of CIPs to address many conditions. Some of these projects have been completed and others were beyond the needs of the District. Table 9.1 summarizes the projects required to meet pressure and fire flow requirements throughout the system, as well as improve the functionality of the operation of the overall system.

### Priority 1 Improvements (Orange Figure 9.1)

First priority projects are those considered necessary for correcting existing health and safety deficiencies, such as fire flow and low water service pressures, and are generally recommended to be completed within five years. As part of this Report and recommendations, first priority projects were listed for areas that are deficient in fire flow capacity at the minimum residual pressure of 20 psi. These projects are summarized in Table 9.1 and illustrated in Figure 9.1. The Priority 1 projects listed in table 9.1 are also considered to be the 5-year CIP.

#### 1-1 Cabrillo Hwy (Hwy 1 at 21<sup>st</sup> St.)

Cabrillo Highway between 19<sup>th</sup> and 21<sup>st</sup> St is served by a 2-inch line. This is one of several undersized and dead-end lines that result in fire flows as low as 120 gpm (3,500 gpm required). To provide sufficient fire flow to this area, an 8-inch water line will be required. It will connect to the new water line in 21<sup>st</sup> Street and extend west to Front Street. This line should be upgraded to the district 8-inch minimum, and connect to the existing fire hydrant near 19<sup>th</sup> St that is currently fed from the alleyway to the north.

#### 1-2 Cabrillo Hwy and Front Street

A fire hydrant on Front St between Cabrillo Hwy and Nipomo Street is fed by a dead-end line and has low fire flow capacity. To increase the fire flow to this hydrant, the existing dead-end water main in Front street should be extended to the northwest and connect to the proposed Cabrillo Hwy water main described in Project 1-1. An 8-inch looping water main would increase fire flow and eliminate the dead end main in this location.

#### 1-3 22<sup>nd</sup> Street at Paso Robles Street

There is a gap in the piping network in 22<sup>nd</sup> Street between Warner St. and Paso Robles St. Approximately 225 feet should be installed in this location to loop the system to allow the District the flexibility to isolate the system more effectively in the event of an outage. An 8-inch looping water main would increase fire flow and eliminate the dead end main in this location. Timing is of the essence since the County of SLO has planned to do a street overlay in the next fiscal year, and installation of the main prior to this project would maintain the integrity of the freshly paved roadway. If this project is not completed in a timely manner, it may need to be re-prioritized to a later date to avoid trenching in a freshly paved street.

#### 1-4 Truman Drive

Fire flows in this area are as low as 500 gpm (2,500 gpm required). Replacing the existing 4-in ACP line in Truman Drive between Norswing Dr and Railroad St will increase the fire flow in this area. There is also a slow leak at the intersection of Truman Drive and Norswing Drive that needs to be addressed along with this project. This is another project that needs to be addressed soon so that it can be completed before the County of SLO street overlay project passes through this area.

- 1-5 Railroad Street Alley (Truman to Airpark)  
 Fire flows to The Strand (beach area) were as low as 1,150 gpm at one point (2,500 gpm required), but improvements to the water mains in Air Park Drive and the new 10-inch lagoon crossing at Maui Circle have helped increase these flows. There are still undersized water mains that need to be replaced to allow The Strand area to achieve the full fire flows required. To help remedy these deficiencies, the existing 4-inch and 6-inch lines in the Railroad Street Alley should be upgraded to a 10-inch pipe from Air Park Drive to Truman Street. The portion between Truman Dr. and Pier Ave has already been upgraded to a 10-inch pipe, and upsizing the pipe in this area will allow additional flow to reach Pier Ave, and ultimately increase the fire flow to The Strand area.
- 1-6 Norswing Drive and Pershing Drive  
 Fire flows in this area are as low as 500 gpm (2,500 gpm required). Replacing the existing 2-in steel lines in Norswing Drive from Pier Ave to Pershing Drive, and in Pershing Drive from Norswing Drive to Railroad St. will increase the fire flow in this area. This is another project that needs to be addressed soon so that it can be completed before the County of SLO street overlay project passes through this area.
- 1-7 Strand Way (South of Utah)  
 South of Utah Avenue the fire flow is as low as 1,600 gpm (2,500 gpm required). Replacing the existing 4-inch lines south of Utah Ave with 8-inch mains will provide sufficient fire flow to this area of the system.
- 1-8 Laguna Dr Alley (South of Utah)  
 South of Utah Avenue the fire flow is as low as 1,600 gpm (2,500 gpm required). Replacing the existing 4-inch lines south of Utah Ave with 8-inch mains will provide sufficient fire flow to this area of the system.
- 1-9 Cabrillo Hwy Alley (at 19<sup>th</sup> Street)  
 In this area there are several undersized and dead-end lines that result in fire flows as low as 120 gpm (3,500 gpm required). To provide sufficient fire flow to these areas an 8-inch and 12-inch water main will be required. It will connect the Front St Alley water main to the existing 12-inch main between 19<sup>th</sup> St and 21<sup>st</sup> St.
- 1-10 Utah Ave Alley (between Strand Way and Utah)  
 The alley between Strand Way and Laguna Drive Alley connects the two water mains with a 3-inch AC pipe. The fire flow in this area is as low as 1,600 gpm (2,500 gpm required). To increase the fire hydrant's capacity and loop the system this main should be upgraded to the district 8-inch minimum along with Projects 1-7 and 1-8.
- 1-11 Pershing Drive across Hwy 1  
 From Pershing Dr South 700 feet along Cabrillo Hwy the existing 6-inch dead end line provides only 1100 gpm fire flow (2,500 gpm required) and is a long dead end main. Both of these deficiencies can be solved by connecting the dead-end line to the proposed 10-inch main (Project 1-5) at intersection of Railroad St Alley and Pershing Dr. This will require crossing Caltrans right of way with a steel casing pipe.
- 1-12 Tank Inspection  
 The storage capacity at the District's Corp Yard includes a 0.3 MG and a 1.0 MG water storage tank. The District should provide coatings inspection by a qualified diver/coatings inspector, either while tanks are in service, or at the next scheduled

cleaning. The inspection of both tanks should be conducted to assess the need for re-lining and re-coating of the tanks, and recommendations for rust/corrosion repairs to the tank exteriors. This assessment should be done at the following intervals after re-coating and re-lining is completed:

- Year 5: First inspection
- Years 5-15: Every 2-3 years
- Years 15+: Annually

#### 1-13 Tank Re-line and Re-coat

The recommendations from the tank inspection reports should be followed. If spot repairs are needed to extend the life of the tank, those should be addressed immediately. If deferred maintenance is noted, or corrosion is too severe and the tanks need to be re-lined and re-coated, they should be done at separate intervals so both tanks are not out of service at the same time. Spot repairs on both tanks should be done right away, and relining and recoating of the tanks should be completed as funding becomes available.

### **Priority 2 Projects (Green Figure 9.1)**

Second priority projects are those needed to correct lower priority system deficiencies, and anticipated future deficiencies (depending on growth and development) within 1 to 10 years. Given the number of fire flow deficiencies, and understanding the limitations of completing all fire flow related improvements within 5 years, some fire flow improvement projects are included as Priority 2 projects instead of Priority 1 projects. Completion of these projects should take place as soon as funding becomes available. These projects are summarized in Table 9.1 and illustrated in Figure 9.1.

#### 2-1 Pier Avenue

Fire flows to The Strand (beach area) were as low as 1,150 gpm at one point (2,500 gpm required), but improvements to the water mains in Air Park Drive and the new 10-inch lagoon crossing at Maui Circle have helped increase these flows. There are still undersized 6-inch water mains in Pier Avenue that need to be replaced to allow The Strand area to achieve the fire flows required. To help remedy these deficiencies, the existing 6-inch lines in Pier Avenue from Air Park Dr to Railroad Street Alley should be upgraded to a 10-inch pipe. The portion in the existing 80-foot bridge crossing has already been upgraded to a 10-inch pipe.

#### 2-2 Norswing Drive Loop (North of Pier)

The Norswing alley main that provides service to the area north of Pier Ave is a 1,050-foot long dead-end main. Fire flow at the north end of the Norswing Drive Alley is approximately 740 gpm (2,500 gpm required). Replacing the existing 4-inch line from Coolidge Dr to Harding Dr with an 8-inch main will provide sufficient fire flow, while water quality and reliability of service to this area can be improved by installing a new 8-inch line looping the main back to Pier Ave in Norswing Dr.

#### 2-3 Railroad Street (Creek Rd. to 17<sup>th</sup> St.)

Fire flow provided by the existing waterline at Sand Dollar Ave and Creek Rd is 2,200 gpm (3,500 gpm required) and it is a dead-end line. To increase the fire flow in this area, the only way to address the issue is to connect the system on the west side of the railroad tracks to the system on the east side of the tracks. Currently the only connections across the railroad tracks are at Air Park Drive. If the crossings in this location were ever compromised, there would be no way to get water to the western

portions of the distribution system. Installing another water main across the railroad tracks on the southern end of the system would provide an added measure of security to the operational functionality of the system. To address this deficiency, a new 8-inch water main should be installed in a new steel casing pipe under the UPRR right of way in Railroad Street.

2-4 Creek Road (Sand Dollar to Railroad St)

Fire flow provided by the existing waterline at Sand Dollar Ave and Creek Rd is 2,200 gpm (3,500 gpm required) and it is a dead-end line. To increase the fire flow in this area, the only way to address the issue is to connect the system on the west side of the railroad tracks to the system on the east side of the tracks. Once the connection in Railroad St is completed (Project 2-3), a new water main can be installed in Creek Rd from Sand Dollar to Railroad St to address the fire flow deficiencies and provide a benefit to the entire system by looping the piping network.

2-5 16<sup>th</sup> Street and Warner Street

Existing fire flows in this area are as low as 1000 gpm (2,500 gpm required). Replacing the existing 2-inch, 4-inch, and 6-inch lines in the area with 8-inch mains will provide sufficient fire flow to the area.

2-6 14<sup>th</sup> Street at Wilmar Ave

The existing waterline between Wilmar Ave and Rice St is only a 2-inch line limiting the fire flow to 1650 gpm (2,500 gpm required). Upgrading the existing 2-inch line to an 8-inch main will provide sufficient fire flow to the area.

2-7 Vista Street (19<sup>th</sup> St to 21<sup>st</sup> St)

Vista St is provided service by a 2-inch line between 19<sup>th</sup> St. and 21<sup>st</sup> St. This line should be upgraded to the district 8-inch minimum to provide additional fire flow.

2-8 Warner Street (19<sup>th</sup> to 21<sup>st</sup>)

Warner St is provided service by a 2-inch line between 19<sup>th</sup> St. and 21<sup>st</sup> St. This line should be upgraded to the district 8-inch minimum to provide additional fire flow.

2-9 South 4<sup>th</sup> Street Upgrade

There is a 200-foot 2-inch dead end line located in S 4<sup>th</sup> St, just past the UPRR and Highway 1 crossing at Air Park Drive. This line should be upgraded to the district 8-inch minimum to eliminate the old undersized steel main, and prevent a future leak or break in the main.

2-10 Temple St and Halcyon Rd

There is currently a 2,300 lf long dead-end reach of pipe on the eastern end of the District's system that serves several homes near Halcyon Rd. The pipe is sized properly for fire flow, but it is a dead end main in the system. Extending this pipe to the intersection of Halcyon Rd and The Pike would allow the District to serve new and existing developments along Halcyon Rd, and could also provide an interconnect with the City of Arroyo Grande for emergency conditions if ever needed. Although there is not an immediate need for this main, the long term returns for the District are beneficial.

2-11 Jetty Ave Alley (Palace Ave. to Fountain Ave.)

Currently there are dead end mains at both these streets and both have fire flow deficiencies. Connecting the two with an 8-inch line will provide a loop, allow sufficient fire flow, and greatly reduce the length of dead-end mains.

### Priority 3 Projects (Blue Figure 9.1)

Priority 3 projects are generally those that do not pose any immediate concern to the operation of the system, but would benefit the longevity and life expectancy of the system as a whole. There are several un-looped water mains and dead ends in the system. If these lines can be looped it would benefit water quality and reliability of service. Also, replacing any existing 2-inch, 3-inch, and 4-inch lines with 8-inch mains would be beneficial to the fire flow capabilities of the system. Some of these projects will rely on outside parties to complete, and therefore have been placed as a lower priority on the overall list. These projects are summarized in Table 9.1 and illustrated in Figure 9.1.

- 3-1 La Verne Ave. (Between 22<sup>nd</sup> St. and 23<sup>rd</sup> St.)  
La Verne Ave. service is provided by a 4-inch main. The 4-inch line should be upgraded to the District 8-inch minimum.
- 3-2 23<sup>rd</sup> Street (Between Wilmar Ave. and Tamera Dr.)  
There is a short reach of 4-inch water line in 23<sup>rd</sup> St, just north of Wilmar Ave. that should be upgraded to the District 8-inch minimum size pipe.
- 3-3 18<sup>th</sup> Street at Wilmar Ave.  
The water main in 18<sup>th</sup> Street is a dead-end main right near the intersection of Wilmar Avenue. The existing 4-inch piping was never connected to the water main in Wilmar Avenue. Connecting these water mains would provide a looping system in this area, providing increased pressure and fire flows to this area. Upsizing the water main from 4-inches to the District's 8-inch minimum would also provide a benefit to the system.
- 3-4 Laguna Drive Alley (from Utah Ave. to Juanita Ave.)  
The Strand is fed by an 8-inch water main, with a 4-inch loop around the alley that connects back to Juanita Ave. Existing fire flows on Laguna Alley are as low as 2,200 gpm (2,500 gpm required). To provide better fire flow, looping capabilities, and to meet the District's pipe sizing minimum; an 8-inch water main should be installed to replace the old main in this location. In conjunction with Projects 1-7, 1-8, 1-10, and 3-5, this will provide a more robust system that gives operational flexibility to the District in this area.
- 3-5 Utah Ave Alley (Between York and Utah)  
The alley between York Ave and Utah Ave is provided service by a 3-inch main. This pipeline should be upgraded to the District 8-inch minimum.
- 3-6 Rochelle Way Loop  
Rochelle Way is provided service by a 370-foot dead-end 6-inch main. To improve water quality this main should be connected to the nearby 8-inch main if it is possible to obtain an easement.
- 3-7 Security Ct at Sunset Lane  
Security Ct service is provided by a 2-inch dead end line. The 2-inch line should be upgraded to the district 8-inch minimum.
- 3-8 21<sup>st</sup> Street at River Ave  
The dead-end waterline on River Ave provides fire flows of 2,680 gpm (3,500 gpm required). By looping the system with an 8-inch line running north along 21<sup>st</sup> St to Nipomo St, sufficient fire flow will be provided and the dead-end line will be eliminated.



3-9 La Vista Ct at The Pike

Existing fire flows are approximately 490 gpm (1,000 gpm required). To provide sufficient fire flow the existing 4-inch dead-end line should be upgraded to an 8-inch main. Although this area is served by the District, the homes on this street are actually in the City of Arroyo Grande. Funding for upgrading these mains may need to come from the City.

3-10 Lancaster Drive at The Pike

Existing fire flows on Lancaster Dr are as low as 750 gpm (1000 gpm required). To provide sufficient fire flow the existing 4-inch main should be upgraded to an 8-inch. Although this area is served by the District, the homes on this street are actually in the City of Arroyo Grande. Funding for upgrading these mains may need to come from the City.

3-11 Trinidad Drive at Martinique

Existing fire flows are approximately 1,700 gpm (2,500 gpm required). To provide sufficient fire flow the existing 4-inch line along Trinidad Dr should be upgraded to an 8-inch main. This main, along with others on Antigua Drive, Barbados Street, and Tobago Street are all undersized per District standards, but are actually owned by the Cienega Seabreeze development so minimum District sizing does not necessarily apply. As a good rule of practice though, these 4-inch and 6-inch ACP water mains should be upsized in the future when their service life has been reached.

### **Other Projects**

While it is not hydraulically necessary to upgrade all of the distribution system's 4-inch lines to the District's new 8-inch standard, it is recommended that they be replaced if the budget is available, or at least upsized in the future when they reach the end of their serviceable life. Replacement of these 4-inch lines offers the further benefit of replacing old piping, improving looping, and providing better water quality and reliability.

**Table 9.1 – Capital Improvement Projects List**

Project No.	Description	Priority	Existing (in.)	Proposed (in.)	Length (lf)	Unit Cost	Construction Cost	Soft Cost	Total Cost
1-1	Cabrillo Hwy (Hwy 1 at 21st St.)	1	2	8	650	\$150	\$97,500	\$39,000	\$136,500
1-2	Cabrillo Hwy and Front St	1	-	8	400	\$150	\$60,000	\$24,000	\$84,000
1-3	22nd Street at Paso Robles St	1	-	8	225	\$150	\$33,750	\$13,500	\$47,250
1-4	Truman Dr	1	4	8	250	\$140	\$35,000	\$14,000	\$49,000
1-5	Railroad St Alley (Truman to Air Park)	1	4,6	10	1000	\$140	\$140,000	\$56,000	\$196,000
1-6	Norswing Dr & Pershing	1	1,2	8	900	\$140	\$126,000	\$50,400	\$176,400
1-7	Strand Way (South of Utah)	1	4	8	235	\$150	\$35,250	\$14,100	\$49,350
1-8	Laguna Dr Alley (South of Utah)	1	4	8	130	\$150	\$19,500	\$7,800	\$27,300
1-9	Cabrillo Hwy Alley (at 19th St)	1	2,4	8	700	\$140	\$98,000	\$39,200	\$137,200
1-10	Utah Ave Alley (Strand Way to Utah)	1	3	8	195	\$140	\$27,300	\$10,920	\$38,220
1-11	Pershing Dr across Hwy 1	1	-	8	200	\$150	\$30,000	\$12,000	\$42,000
1-12	Tank Inspections	1	-	-	-	-	\$6,500	\$2,600	\$9,100
1-13	Tank Re-lining and Re-coating	1	-	-	-	-	\$180,000	\$72,000	\$252,000
2-1	Pier Ave (Lakeside to Hwy 1)	2	6	10	1140	\$140	\$159,600	\$63,840	\$223,440
2-2	Norswing Dr Loop (North of Pier)	2	4,-	8	1750	\$140	\$245,000	\$98,000	\$343,000
2-3	Railroad Street (Creek to 17th)	2	-	8	650	\$250	\$162,500	\$65,000	\$227,500
2-4	Creek Road (Sand Dollar to Railroad)	2	-	8	480	\$140	\$67,200	\$26,880	\$94,080
2-5	16th St at Warner St.	2	2,4,6	8	940	\$140	\$131,600	\$52,640	\$184,240
2-6	14th St at Wilmar Ave.	2	2	8	380	\$140	\$53,200	\$21,280	\$74,480
2-7	Vista St (19th to 21st)	2	2	8	480	\$140	\$67,200	\$26,880	\$94,080
2-8	Warner St (19th to 21st)	2	2	8	480	\$140	\$67,200	\$26,880	\$94,080
2-9	South 4th St Upgrade	2	2	8	200	\$150	\$30,000	\$12,000	\$42,000
2-10	Temple St and Halcyon Rd	2	-	12	1075	\$175	\$188,125	\$75,250	\$263,375
2-11	Jetty Ave Alley (Palace to Fountain)	2	-	8	650	\$150	\$97,500	\$39,000	\$136,500
3-1	La Verne Avenue (22nd to 23rd)	3	4	8	500	\$140	\$70,000	\$28,000	\$98,000
3-2	23rd Street at Wilmar Ave.	3	4	8	300	\$150	\$45,000	\$18,000	\$63,000
3-3	18th St at Wilmar Ave.	3	4	8	40	\$250	\$10,000	\$4,000	\$14,000
3-4	Laguna Dr Alley (Utah to Juanita)	3	4	8	1195	\$150	\$179,250	\$71,700	\$250,950
3-5	Utah Ave Alley (York to Utah)	3	3	8	195	\$140	\$27,300	\$10,920	\$38,220
3-6	Rochelle Way Loop	3	-	8	200	\$200	\$40,000	\$16,000	\$56,000
3-7	Security Ct at Sunset Ln	3	2	8	280	\$140	\$39,200	\$15,680	\$54,880
3-8	21st St at River Ave.	3	-	8	690	\$130	\$89,700	\$35,880	\$125,580
3-9	La Vista Ct at The Pike	3	4	8	425	\$140	\$59,500	\$23,800	\$83,300
3-10	Lancaster Dr at The Pike	3	4	8	1150	\$140	\$161,000	\$64,400	\$225,400
3-11	Trinidad Dr at Martinique	3	4	8	300	\$130	\$39,000	\$15,600	\$54,600
Subtotal	Priority 1 (Orange)	1	-	-	4885	-	\$888,800	\$355,520	\$1,244,320
Subtotal	Priority 2 (Green)	2	-	-	8225	-	\$1,269,125	\$507,650	\$1,776,775
Subtotal	Priority 3 (Blue)	3	-	-	5275	-	\$759,950	\$303,980	\$1,063,930
<b>Total</b>		-	-	-	<b>18385</b>	-	<b>\$2,917,875</b>	<b>\$1,167,150</b>	<b>\$4,085,025</b>

**CAPITAL IMPROVEMENT PROJECTS LIST**

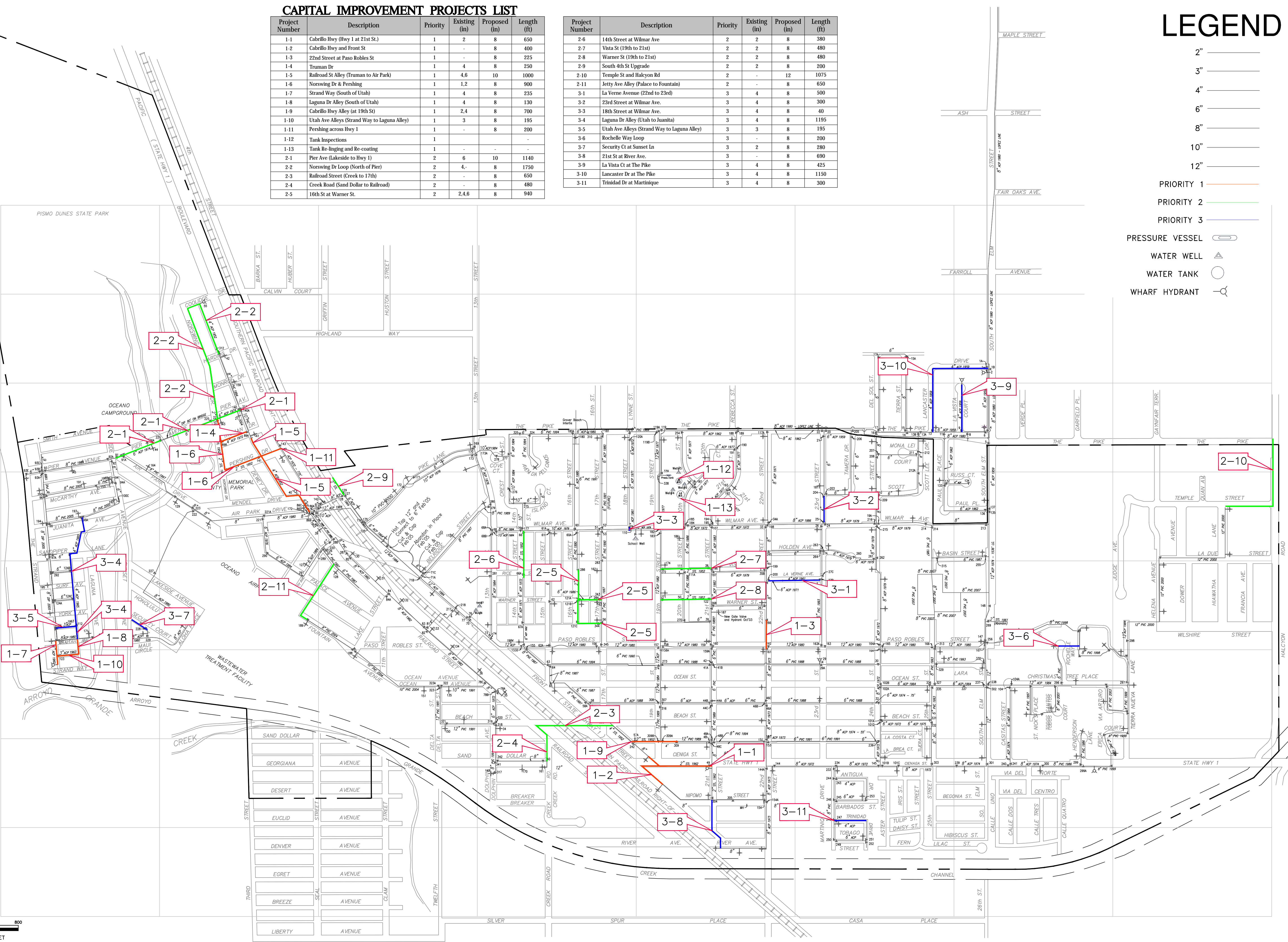
Project Number	Description	Priority	Existing (in)	Proposed (in)	Length (ft)
1-1	Cabrillo Hwy (Hwy 1 at 21st St.)	1	2	8	650
1-2	Cabrillo Hwy and Front St	1	-	8	400
1-3	22nd Street at Paso Robles St	1	-	8	225
1-4	Truman Dr	1	4	8	250
1-5	Railroad St Alley (Truman to Air Park)	1	4.6	10	1000
1-6	Norswing Dr & Pershing	1	1.2	8	900
1-7	Strand Way (South of Utah)	1	4	8	235
1-8	Laguna Dr Alley (South of Utah)	1	4	8	130
1-9	Cabrillo Hwy Alley (at 19th St)	1	2.4	8	700
1-10	Utah Ave Alleys (Strand Way to Laguna Alley)	1	3	8	195
1-11	Pershing across Hwy 1	1	-	8	200
1-12	Tank Inspections	1	-	-	-
1-13	Tank Re-lining and Re-coating	1	-	-	-
2-1	Pier Ave (Lakeside to Hwy 1)	2	6	10	1140
2-2	Norswing Dr Loop (North of Pier)	2	4	8	1750
2-3	Railroad Street (Creek to 17th)	2	-	8	650
2-4	Creek Road (Sand Dollar to Railroad)	2	-	8	480
2-5	16th St at Warner St.	2	2.4,6	8	940

Project Number	Description	Priority	Existing (in)	Proposed (in)	Length (ft)
2-6	14th Street at Wilmar Ave	2	2	8	380
2-7	Vista St (19th to 21st)	2	2	8	480
2-8	Warner St (19th to 21st)	2	2	8	480
2-9	South 4th St Upgrade	2	2	8	200
2-10	Temple St and Halcyon Rd	2	-	12	1075
2-11	Jetty Ave Alley (Palace to Fountain)	2	-	8	650
3-1	La Verne Avenue (22nd to 23rd)	3	4	8	500
3-2	23rd Street at Wilmar Ave.	3	4	8	300
3-3	18th Street at Wilmar Ave.	3	4	8	40
3-4	Laguna Dr Alley (Utah to Juanita)	3	4	8	1195
3-5	Utah Ave Alleys (Strand Way to Laguna Alley)	3	3	8	195
3-6	Rochelle Way Loop	3	-	8	200
3-7	Security Ct at Sunset Ln	3	2	8	280
3-8	21st St at River Ave.	3	-	8	680
3-9	La Vista Ct at The Pike	3	4	8	425
3-10	Lancaster Dr at The Pike	3	4	8	1150
3-11	Trinidad Dr at Martinique	3	4	8	300

**LEGEND**

- 2" \_\_\_\_\_
- 3" \_\_\_\_\_
- 4" \_\_\_\_\_
- 6" \_\_\_\_\_
- 8" \_\_\_\_\_
- 10" \_\_\_\_\_
- 12" \_\_\_\_\_
- PRIORITY 1 —
- PRIORITY 2 —
- PRIORITY 3 —
- PRESSURE VESSEL
- WATER WELL
- WATER TANK
- WHARF HYDRANT

F:\proj\2017\171019\4 Production and Drafting\Const Dwg\Civil\Exhibits\Water System Improvements\CE171019\X0002 - Capital Improvement Project Locations.dwg 11-06-19 04:46:11 PM anthony



REV. NO.	DATE	REVISION	BY	CHKD. APPR. BY



DRAWN BY	AJS	DATE	11/06/2019
CHECKED BY		SCALE	1" = 400'
		CA JOB NO.	171019

OCEANO COMMUNITY SERVICES DISTRICT  
WATER DISTRIBUTION SYSTEM  
CAPITAL IMPROVEMENT  
PROJECT LOCATIONS

OCEANO, CALIFORNIA

SHEET  
1  
OF 1



# Oceano Community Services District

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

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

**Date:** August 12, 2020

**To:** Board of Directors

**From:** Carey Casciola, Accounting and Business Manager

**Subject:** **Agenda Item #8(B): Review of Fiscal Year 2019-20 Budget Status as of June 30, 2020 and consideration of a recommendation to approve year-end encumbrances**

## Recommendation

It is recommended that your Board:

- A. Review the Fiscal Year 2019-20 Budget Status as of June 30, 2020
- B. Approve establishing encumbrances for previously approved contracts as illustrated in Exhibit "A."

## Discussion

On August 28, 2019, your Board approved the District's budget for fiscal year 2019-20. Exhibit "B" provides a chronology of 2019-20 adjustments and related approval of work. The 4<sup>th</sup> quarter report includes:

- ✓ Fiscal Year 2019-20 Adopted Budget
- ✓ Approved Budget Adjustments
- ✓ Current Fiscal Year 2019-20 Budget
- ✓ Estimated June 30, 2020
- ✓ Estimated 2019-20 Budget Variance

The following table summarizes the variances for the Governmental Fund Revenues and Expenditures:

GENERAL FUND	Final 2019-20 Budget	Estimated June 30, 2020	Variance Favorable / (Unfavorable)
General Revenues – Property Taxes	\$ 1,050,721	\$ 1,092,871	\$ 43,355
General Revenues – Other Sources of Funds (Admin Allocation/ Grant Reimbursement)	1,145,929	1,059,361	(93,032)
Facilities Revenues	159,555	154,025	(5,530)
<b>Total General Revenues</b>	<b>\$ 2,356,205</b>	<b>\$ 2,302,517</b>	<b>\$ (55,207)</b>



# Oceano Community Services District

Board of Directors Meeting

<b>Administrative Expenditures</b>	\$ 1,145,929	\$1,052,897	\$ 93,032
<b>Fire Expenditures</b>	1,184,088	1,177,917	6,171
<b>Lighting Expenditures</b>	51,153	38,217	12,936
<b>Facilities Expenditures</b>	122,574	115,322	7,252
<b>Total General Expenditures</b>	\$ 2,503,744	\$ 2,384,354	\$ 119,390
<b>Operating Surplus/ (Deficit)</b>	\$ (147,539)	\$ (83,356)	\$ 64,183

Variance Explanations:

- Property taxes came in approximately \$42,000 higher than expected for the fiscal year.
- The shortfall of \$93,032 in the General Fund under “other sources” is from the reimbursement for the administrative and operating crew overhead allocations. The expenditures in the Administrative budget came in under budget by \$93,032 resulting in the reimbursement from the other funds to be under by the same amount.
- The Facilities Fund saw a decrease of \$3,500 in the Public Facilities Fees collected by the County from new development.
- The lighting fund continues to save in street lighting from the LED lights that have been replaced by the Energy Watch team with the County.

The following table summarizes the variances for the Water Fund Revenue and Expenditures:

<b>WATER FUND</b>	<b>Final 2019-20 Budget</b>	<b>Estimated June 30, 2020</b>	<b>Variance</b>
<b>Water Revenue</b>	\$ 2,407,219	\$ 2,399,657	\$ (7,562)
<b>Water Expenditures</b>	3,118,220	2,855,103	263,117
<b>Operating Surplus/ (Deficit)</b>	\$ (711,001)	\$ (455,445)	\$ 255,555

Variance Estimates:

- Overall revenues from water sales are under budget by \$26,140 and revenues from connection fees are on budget with \$56,000.
- Beginning March 2020, the District began waiving late fees on utility bills. This resulted in a minor shortfall of \$3,600 under delinquent charges.
- Unanticipated revenues of \$21,000 from claims and settlement were collected during FY 2019-20.



# Oceano Community Services District

Board of Directors Meeting

- Despite the revenues in the Water Fund the expenditures show a large savings. This is mostly from savings in State Water, Lopez Water, and pumping costs.

The following table summarizes the variances for the Wastewater Fund Revenue and Expenditures:

<b>WASTEWATER FUND</b>	<b>Final 2019-20 Budget</b>	<b>Estimated June 30, 2020</b>	<b>Variance</b>
<b>Wastewater Revenue</b>	\$ 403,800	\$ 399,988	\$ (3,812)
<b>Wastewater Expenditures</b>	476,516	381,586	94,930
<b>Operating Surplus/ (Deficit)</b>	\$ (72,716)	\$ 18,403	\$ 91,119

Variance Estimates:

- The almost \$4,000 estimated revenue shortfall is similar to last year and the savings in expenditures offset this shortfall.
- The expenditures in the Wastewater Fund saw a savings of \$91,119 which was related to personnel costs, supplies and the administrative allocation. It is important to note that the variances above only reflect the revenues and expenditures. The transfer from the Facilities Fund to the Wastewater Fund of \$113,940 for the repayment of the Sheriffs building is for the next four years until fiscal year 2022-23.

The following table summarizes the variances for the Garbage Fund Revenue and Expenditures:

<b>GARBAGE FUND</b>	<b>Final 2019-20 Budget</b>	<b>Estimated June 30, 2020</b>	<b>Variance</b>
<b>Garbage Revenue</b>	\$ 109,836	\$ 91,943	\$ (17,893)
<b>Garbage Expenditures</b>	102,565	87,474	15,091
<b>Operating Surplus/ (Deficit)</b>	\$ 7,271	\$ 4,469	\$ (2,802)

Variance Estimates:

- Garbage franchise revenues from SCS Inc. came in lower than anticipated for the fiscal year after Resolution 2020-02 was adopted reducing the franchise fee payment from South County Sanitary from 10% to 5%.
- The positive estimated variance in expenditures will cover most of the reduction in franchisee fees for FY 2019-20.



# Oceano Community Services District

Board of Directors Meeting

The following table summarizes the variances for the Equipment Fund Revenue and Expenditures:

<b>EQUIPMENT FUND</b>	<b>Final 2019-20 Budget</b>	<b>Estimated June 30, 2020</b>	<b>Variance</b>
<b>Equipment Revenue</b>	\$ 29,090	\$ 25,604	\$ (3,486)
<b>Equipment Expenditures</b>	25,067	21,581	3,486
<b>Operating Surplus/ (Deficit)</b>	\$ 4,023	\$ 4,023	\$ 0

Variance Estimates:

- Equipment Fund expenditures are paid by water, sewer and garbage and savings reduced charges to those funds. As a result, minor savings to the operating funds should exist in addition to the budget variances described above.

## Other Agency Involvement

Numerous other agencies are involved in the development of the District's budget including the Five Cities Fire Authority and the County of San Luis Obispo.

## Other Financial Considerations

The purpose of establishing encumbrances is to recognize that contracts and purchase orders, or other agreements, have been approved but costs have not been fully incurred. Encumbering the unexpended balances created a restriction so that the unexpended funds are not spent in the subsequent year for other purposes. (See Exhibit "A" for current estimates - actual encumbrances will be determined when the current year accounting is completed).

## Results

Establishing good budget monetary procedures will help ensure that the District's costs are managed in a financially prudent manner and helps to promote a prosperous and well governed community.

Attachments:

- Exhibit A – 2019-20 Encumbrances
- Exhibit B – Fiscal Year 2019-20 Budget Adjustments
- Budget Worksheets
- Water Revenue Data



## Oceano Community Services District

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

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

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### EXHIBIT "A" – List of Encumbrances

- The Water Resource Reliability Program (WRRP) was budgeted in the amount of \$198,397 for phase #1 in FY 2017-18 and \$177,750 for phase #2 in FY 2018-19. Since FY 2017-18 only \$250,329 of the \$376,148 grant has been expensed to then be reimbursed. The remaining balance of \$125,819 will roll over to FY 2020-21.
- The Water Fund in FY 2019-20 incurred a savings in expenditures of \$233,821 and a purchase order was issued to complete the Preliminary Engineering Report that is required to obtain low interest loans from the United States Department of Agriculture for funding the capital improvement projects included in the WRRP. The remaining balance of \$20,871 will roll over to FY 2020-21.
- The Lighting Fund in FY 2019-20 incurred a saving in expenditures of \$12,856 in FY 2019-20 and a purchase order was issued to fix the streetlights on Front St. The remaining balance of \$645 will roll over to FY 2020-21.
- On August 28, 2019, your Board approved a professional services agreement with GSI Water Solutions Inc. to prepare the 2019 Annual Report for the Northern Cities Management Area in the amount of \$39,479 with a contingency of \$3,540 for a total contract amount of \$43,016. The remaining amount outstanding on this contract is \$7,854 and will roll forward to 2020-21.



Oceano Community Services District  
 Chronology of Budget Actions  
 Fiscal Years 2019-20

Date	Action
<b>FISCAL YEAR 2019-20 BUDGET ADJUSTMENTS</b>	
June 26, 2019	Approved the Preliminary Budget for Fiscal Year 2019-20
August 28, 2019	Approved the Final Budget for Fiscal Year 2018-19
July 24, 2019	Approved a Budget Adjustment for \$5,178 utilizing Public Facilities Fees reserves for the 2019 Replacement Generator Project
September 25, 2019	Approved a budget adjustment increasing the project budget \$32,500 for construction inspection services; cancelling \$72,048 in Public Facilities Reserves and increasing facility fund contingencies \$39,548.
October 23, 2019	Approved a budget adjustment in the Water Fund of \$35,000 for Well #4 from infrastructure reserves.
October 23, 2019	Approved a budget adjustment of \$1,143.51 from Facilities Fund contingencies and \$1,478.85 from public facilities reserves.
December 11, 2019	Approved a budget adjustment of \$13,000 from Facilities Fund contingencies to paint the Old Fire Station at 1687 Front Street
December 11, 2019	Approved a budget adjustment of \$195,000 from Water Fund Infrastructure Reserves for the Norswing/ Pershing Waterline replacement project (Project #2019-03)
January 22, 2020	Approved a budget adjustment increasing the project budget for the Oceano Generator Project by \$18, 425 for change order #2 including design and structural engineering support in the amount of \$8,033.50 for Facilities Fund contingencies and \$10,391.50 from public facilities reserves.
February 26, 2020	Approve a budget adjustment increasing the project budget for the Oceano Generator Project by \$8,555 for change order #3 and design engineering support in the amount of \$3,729.84 from Facilities Fund contingencies and \$4,824.83 from public facilities reserves.
May 27, 2020	Approved a budget adjustment increasing the project budget for the Norswing/ Pershing Project by \$20,000 for additional paving costs from Water Fund infrastructure reserves.



# GENERAL FUND





	A	C	D	J	K	M	N	O	P	Q	R	S	T	
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>													
2	<b>GENERAL FUND - QUARTER 4 REVIEW</b>													
3	<b>SUMMARY</b>													
4	<b>GENERAL FUND (GF)</b>		<b>FINAL</b>		<b>2019/20</b>		<b>2019/20</b>		<b>ACTUAL AT</b>		<b>ESTIMATED</b>		<b>2019/20</b>	
5			<b>FY 2019/2020</b>		<b>APPROVED</b>		<b>CURRENT</b>		<b>6/30/2020</b>		<b>ACTUAL</b>		<b>EST. BUDGET</b>	
6					<b>ADJUSTMENTS</b>		<b>BUDGET</b>		<b>100%</b>		<b>ACTUAL</b>		<b>VARIANCE</b>	
7														
8	<b>SOURCES OF FUNDS</b>													
9														
10	Fire		\$0		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$0	
11	Lighting		\$0		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$0	
12	Facilities		\$159,555		\$0	\$159,555	\$153,050	96%	\$154,025		(\$5,530)			
13	Admin		\$2,196,650		\$0	\$2,196,650	\$2,135,768	97%	\$2,146,973		(\$49,677)			
14	<b>Total Sources of Funds</b>		<b>\$2,356,205</b>		<b>\$0</b>	<b>\$2,356,205</b>	<b>\$2,288,818</b>	<b>99%</b>	<b>\$2,300,998</b>		<b>(\$55,207)</b>			
15	<b>USES OF FUNDS</b>													
16														
17	Fire		\$1,184,088		\$0	\$1,184,088	\$1,177,617	99%	\$1,177,917		\$6,171			
18	Lighting		\$51,153		\$0	\$51,153	\$38,117	75%	\$38,217		\$12,936			
19	Facilities		\$42,267		\$80,307	\$122,574	\$115,122	94%	\$115,322		\$7,252			
20	Admin		\$1,145,929		\$0	\$1,145,929	\$1,042,897	91%	\$1,052,897		\$93,032			
21	<b>Total Expenditures</b>		<b>\$2,423,437</b>		<b>\$80,307</b>	<b>\$2,503,744</b>	<b>\$2,373,754</b>	<b>95%</b>	<b>\$2,384,354</b>		<b>\$119,390</b>			
22	<b>OPERATING SURPLUS/(DEFICIT)</b>													
23														
24	Fire		(\$1,184,088)		\$0	(\$1,184,088)	(\$1,177,617)		(\$1,177,917)		\$6,171			
25	Lighting		(\$51,153)		\$0	(\$51,153)	(\$38,117)		(\$38,217)		\$12,936			
26	Facilities		\$117,288		(\$80,307)	\$36,981	\$37,928		\$38,703		\$1,722			
27	Admin		\$1,050,721		\$0	\$1,050,721	\$1,092,871		\$1,094,076		\$43,355			
28	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>(\$67,232)</b>		<b>(\$80,307)</b>	<b>(\$147,539)</b>	<b>(\$84,936)</b>		<b>(\$83,356)</b>		<b>\$64,183</b>			
29	<b>TRANSFERS &amp; ENCUMBRANCES</b>													
30	Transfers In - From Water Fund		31,500			31,500	31,500		31,500		0			
31	(Transfers Out) - To Wastewater		(113,940)			(113,940)	(113,940)		(113,940)		0			
32	Encumbrances - Sources of Funding		60,454			60,454	38,358		60,454		0			
33	Encumbrances - (Designated Funds)		(73,278)			(73,278)	(73,278)		(73,278)		0			
34	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>(\$95,264)</b>		<b>\$0</b>	<b>(\$95,264)</b>	<b>(\$117,360)</b>		<b>(\$95,264)</b>		<b>\$0</b>			



# ADMINISTRATIVE BUDGET





	A	C	D	J	K	M	N	O	P	Q	R	S
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01</b>											
4												
5		<b>GENERAL FUND (GF)</b>	<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>				
6		<b>ADMINISTRATIVE DEPARTMENT - 01</b>	<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>	<b>100%</b>			
7				<b>ADJUSTMENTS</b>	<b>BUDGET</b>			<b>VARIANCE</b>				
8	<b>SOURCES OF FUNDS</b>											
9												
10		<b>Revenues</b>	<b>\$1,050,721</b>	<b>\$0</b>	<b>\$1,050,721</b>	<b>\$1,092,871</b>	<b>104%</b>	<b>\$1,094,076</b>		<b>\$43,355</b>		
11		<b>Other Sources of Funds</b>	<b>\$1,145,929</b>	<b>\$0</b>	<b>\$1,145,929</b>	<b>\$1,042,897</b>	<b>91%</b>	<b>\$1,052,897</b>		<b>(\$93,032)</b>		
12		<b>Total Sources of Funds</b>	<b>\$2,196,650</b>	<b>\$0</b>	<b>\$2,196,650</b>	<b>\$2,135,768</b>	<b>97%</b>	<b>\$2,146,973</b>		<b>(\$49,677)</b>		
13	<b>USES OF FUNDS</b>											
14												
15												
16		<b>Salaries &amp; Wages</b>	<b>\$460,650</b>	<b>\$0</b>	<b>\$460,650</b>	<b>\$450,289</b>	<b>98%</b>	<b>\$450,289</b>		<b>\$10,361</b>		
17		<b>Benefits</b>	<b>\$193,972</b>	<b>\$0</b>	<b>\$193,972</b>	<b>\$177,388</b>	<b>91%</b>	<b>\$177,388</b>		<b>\$16,583</b>		
18		<b>Personnel Services</b>	<b>\$654,622</b>	<b>\$0</b>	<b>\$654,622</b>	<b>\$627,677</b>	<b>96%</b>	<b>\$627,677</b>		<b>\$26,945</b>		
19		<b>Services &amp; Supplies</b>	<b>\$299,058</b>	<b>\$0</b>	<b>\$299,058</b>	<b>\$258,779</b>	<b>87%</b>	<b>\$268,779</b>		<b>\$30,278</b>		
20		<b>Operating Crew Benefits Allocation</b>	<b>\$192,250</b>	<b>\$0</b>	<b>\$192,250</b>	<b>\$156,441</b>	<b>81%</b>	<b>\$156,441</b>		<b>\$35,809</b>		
21		<b>Administrative Cost</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>	<b>\$0</b>		<b>\$0</b>		
22		<b>Total Expenditures</b>	<b>\$1,145,929</b>	<b>\$0</b>	<b>\$1,145,929</b>	<b>\$1,042,897</b>	<b>91%</b>	<b>\$1,052,897</b>		<b>\$93,032</b>		
23		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>\$1,050,721</b>	<b>\$0</b>	<b>\$1,050,721</b>	<b>\$1,092,871</b>		<b>\$1,094,076</b>		<b>\$43,355</b>		
24		<b>TRANSFERS &amp; ENCUMBRANCES</b>										
25		Transfers In - From General Fund	151,267	0	151,267	151,265		151,267		0		
26		(Transfers Out)	(1,263,142)	0	(1,263,142)	(1,243,634)		(1,244,034)		(19,108)		
27		Encumbrances - Sources of Funding	22,096	0	22,096	0		22,096		0		
28		Encumbrances - (Designated Funds)	0	0	0	0		0		0		
29												
30		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>(\$1,089,779)</b>	<b>\$0</b>	<b>(\$1,089,779)</b>	<b>(\$1,092,369)</b>		<b>(\$1,070,671)</b>		<b>(\$19,108)</b>		



	C	D	J	K	M	N	O	P	Q	R	S	T
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND</b>											
4			3%									
5	<b>GENERAL FUND (GF)</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>100%</b>	<b>ESTIMATED</b>	<b>2019/20</b>			
6	<b>ADMINISTRATIVE DEPARTMENT - 01</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>		<b>ACTUAL</b>	<b>EST. BUDGET</b>			
7				<b>ADJUSTMENTS</b>	<b>BUDGET</b>				<b>VARIANCE</b>			
8	<b>SOURCES OF FUNDS</b>											
9	<b>REVENUES</b>											
10	Property Taxes: Current Year - Secured	1,022,013		1,022,013	1,003,132	98%		1,005,216	(16,797)			
11	Property Taxes: Current Year - Unsecured	22,667		22,667	38,398	169%		38,398	15,731			
12	Property Taxes: Prior Year - Secured	0		0	3,107			3,107	3,107			
13	Property Taxes: Prior Year - Unsecured	0		0	1,142			1,142	1,142			
14	Unitary Tax	14,193		14,193	25,539	180%		25,539	11,346			
15	Penalties & Interest	0		0	66			66	66			
16	Delinq Garbage Charges	0		0	1,397			1,397	1,397			
17	Homeowners' Prop Tax Relief	6,273		6,273	6,253	100%		6,253	(20)			
18	Will Serve Letter Fee	0		0	390			390	390			
20	Misc Income	0		0	743			743	743			
23	Firework Permit	1,540		1,540	1,540	100%		1,540	0			
29	Interest Income	0		0	26,251			26,251	26,251			
30	CO Charge: SB 2557	(15,965)		(15,965)	(15,086)	94%		(15,965)	0			
34	<b>Total Revenues</b>	<b>\$1,050,721</b>		<b>\$0</b>	<b>\$1,050,721</b>	<b>104%</b>		<b>\$1,094,076</b>	<b>\$43,355</b>			
35	<b>OTHER SOURCES OF FUNDS</b>											
37	Allocated Administrative Overhead	953,679		953,679	886,456	93%		896,456	(57,223)			
38	Allocated Operating Crew Overhead	192,250		192,250	156,441	81%		156,441	(35,809)			
40	<b>Total Other Sources of Funds</b>	<b>\$1,145,929</b>		<b>\$0</b>	<b>\$1,145,929</b>	<b>91%</b>		<b>\$1,052,897</b>	<b>(\$93,032)</b>			
41	<b>Total Sources of Funds</b>	<b>\$2,196,650</b>		<b>\$0</b>	<b>\$2,196,650</b>	<b>97%</b>		<b>\$2,146,973</b>	<b>(\$49,677)</b>			
42	<b>USES OF FUNDS</b>											
44	<b>SALARIES &amp; WAGES</b>											
45	Salary & Wages	452,300		452,300	449,667	99%		449,667	2,633			
46	Overtime	8,350		8,350	622	7%		622	7,728			
49	<b>Total Salaries &amp; Wages</b>	<b>\$460,650</b>		<b>\$0</b>	<b>\$460,650</b>	<b>98%</b>		<b>\$450,289</b>	<b>\$10,361</b>			
50	<b>BENEFITS</b>											
51	PERS Contribution	58,000		58,000	53,869	93%		53,869	4,131			
52	PERS UAL Payment	38,500		38,500	38,419	100%		38,419	81			
54	SUI	2,500		2,500	2,471	99%		2,471	29			
55	Medicare	6,400		6,400	6,851	107%		6,851	(451)			
56	FICA	1,650		1,650	1,528	93%		1,528	122			
58	Compensation Insurance	5,022		5,022	4,845	96%		4,845	177			
59	Insurance	81,000		81,000	68,430	84%		68,430	12,570			
60	Cell Phone Allowance	900		900	975	108%		975	(75)			
63	<b>Total Benefits</b>	<b>\$193,972</b>		<b>\$0</b>	<b>\$193,972</b>	<b>91%</b>		<b>\$177,388</b>	<b>\$16,583</b>			
64	<b>Total Personnel Services</b>	<b>\$654,622</b>		<b>\$0</b>	<b>\$654,622</b>	<b>96%</b>		<b>\$627,677</b>	<b>\$26,945</b>			
65	<b>SERVICES &amp; SUPPLIES</b>											
66	Communications & Dispatch	8,950		8,950	10,014	112%		10,014	(1,064)			
69	Insurance	24,000		24,000	24,000	100%		24,000	0			
70	Maintenance: Equipment	3,700		3,700	434	12%		434	3,266			
71	Maint: Structures/ Improvements	10,500		10,500	6,263	60%		6,263	4,237			
72	Memberships	6,800		6,800	7,577	111%		7,577	(777)			
75	Bank Fees	4,650		4,650	4,031	87%		4,031	619			
76	Office Expense	6,950		6,950	8,172	118%		8,172	(1,222)			
78	Postage	2,500		2,500	1,717	69%		1,717	783			
79	Audit	19,820		19,820	19,820	100%		19,820	0			
81	Professional Services	23,000		23,000	25,923	113%		25,923	(2,923)			
82	Information Technology	10,000		10,000	7,247	72%		7,247	2,753			
83	Legal Services	89,650		89,650	79,626	89%		79,626	10,024			
84	Board Stipends	18,540		18,540	9,900	53%		9,900	8,640			
85	Annual Software Maintenance	14,420		14,420	17,562	122%		17,562	(3,142)			
86	Required Legal Notice	2,575		2,575	588	23%		588	1,987			
87	Books/ Journals/ Subscriptions/ Software	1,545		1,545	754	49%		754	791			
88	Rents/ Lease: Equipment	3,090		3,090	0	0%		0	3,090			
89	LAFCO Annual Charge	16,995		16,995	15,220	90%		15,220	1,775			
90	Permits, Fees, Licenses	1,030		1,030	2,595	252%		2,595	(1,565)			
92	Election Expense	10,000		10,000	0	0%		10,000	0			
93	Private Vehicle/ Milage Expense	515		515	181	35%		181	334			
94	Job Advertising Expense	1,803		1,803	2,400	133%		2,400	(597)			
95	Classes/ Seminars/ Training Fee	5,665		5,665	3,469	61%		3,469	2,196			
96	Board Member Travel	2,060		2,060	210	10%		210	1,850			
97	Utilities	10,300		10,300	10,120	98%		10,120	180			
98	Pass-thru: Delinquent Garbage/ Tax Roll	0		0	956			956	(956)			
102	<b>Total Services &amp; Supplies</b>	<b>\$299,058</b>		<b>\$0</b>	<b>\$299,058</b>	<b>87%</b>		<b>\$268,779</b>	<b>\$30,278</b>			




	A	C	D	J	K	M	N	O	P	Q	R	S	T
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUN</b>												
4			3%										
5	<b>GENERAL FUND (GF)</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>		<b>ESTIMATED</b>		<b>2019/20</b>			
6	<b>ADMINISTRATIVE DEPARTMENT - 01</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>		<b>ACTUAL</b>		<b>EST. BUDGET</b>			
7				<b>ADJUSTMENTS</b>	<b>BUDGET</b>					<b>VARIANCE</b>			
104	<b>Operating Crew Benefits &amp; Direct Labor Cost Allocations</b>												
105	Leave time		43,000		43,000	31,352	73%	31,352	11,648				
106	Salaries & Wages (Admin)		6,400		6,400	0	0%	0	6,400				
107	PERS Contribution		31,500		31,500	29,785	95%	29,785	1,715				
108	Medicare		4,700		4,700	3,678	78%	3,678	1,022				
109	P/R Fed & State Taxes		4,150		4,150	2,471	60%	2,471	1,679				
110	SUI		1,750		1,750	0	0%	0	1,750				
111	Insurance		74,500		74,500	67,614	91%	67,614	6,886				
112	Boot Allowance		1,000		1,000	1,000	100%	1,000	0				
113	Clothing		7,000		7,000	6,241	89%	6,241	759				
114	Standby		18,250		18,250	14,300	78%	14,300	3,950				
117	<b>Total Operating Crew Benefits</b>		<b>\$192,250</b>	<b>\$0</b>	<b>\$192,250</b>	<b>\$156,441</b>	<b>81%</b>	<b>\$156,441</b>	<b>\$35,809</b>				
118	<b>ADMINISTRATIVE COST ALLOCATION</b>												
119													
120													
121													
122	<b>Total Administrative Cost Allocation</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>				
123	<b>Total Expenditures</b>		<b>\$1,145,929</b>	<b>\$0</b>	<b>\$1,145,929</b>	<b>\$1,042,897</b>	<b>91%</b>	<b>\$1,052,897</b>	<b>\$93,032</b>				
124													
125	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>\$1,050,721</b>	<b>\$0</b>	<b>\$1,050,721</b>	<b>\$1,092,871</b>		<b>\$1,094,076</b>	<b>\$43,355</b>				
126	<b>TRANSFERS &amp; ENCUMBRANCES</b>												
127	Transfers In - Facilities Fund		151,267		151,267	151,265		151,267	0				
128	(Transfers Out) - Fire and Lighting		(1,263,142)		(1,263,142)	(1,243,634)		(1,244,034)	(19,108)				
129	Encumbrances - Sources of Funding		22,096		22,096	0		22,096	0				
130	Encumbrances - (Designated LHMP Funds)		0		0	0		0	0				
131													
132	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>(\$1,089,779)</b>	<b>\$0</b>	<b>(\$1,089,779)</b>	<b>(\$1,092,369)</b>		<b>(\$1,070,671)</b>	<b>(\$19,108)</b>				



# FIRE BUDGET





	A	C	D	J	K	M	N	O	P	Q	R	S	T
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>FIRE DEPARTMENT - GENERAL FUND - 01</b>												
4													
5	<b>GENERAL FUND (GF)</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2018/19</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>					
6	<b>FIRE DEPARTMENT - 01</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>	<b>100%</b>				
7				<b>ADJUSTMENTS</b>	<b>BUDGET</b>			<b>VARIANCE</b>					
8	<b>SOURCES OF FUNDS</b>												
10	<b>Revenues</b>		\$0	\$0	\$0	\$0	0%	\$0	\$0				
11	<b>Other Sources of Funds</b>		\$0	\$0	\$0	\$0	0%	\$0	\$0				
12	<b>Total Sources of Funds</b>		\$0	\$0	\$0	\$0	0%	\$0	\$0				
13	<b>USES OF FUNDS</b>												
16	<b>Salaries &amp; Wages</b>		\$1,000	\$0	\$1,000	\$0	0%	\$0	\$1,000				
17	<b>Benefits</b>		\$8,040	\$0	\$8,040	\$7,861	98%	\$7,861	\$179				
18	<b>Personnel Services</b>		\$9,040	\$0	\$9,040	\$7,861	98%	\$7,861	\$1,179				
19	<b>Services &amp; Supplies</b>		\$1,146,438	\$0	\$1,146,438	\$1,143,162	100%	\$1,143,162	\$3,276				
20	<b>Capital Overlay</b>		\$0	\$0	\$0	\$0		\$0	\$0				
21	<b>Administrative Cost Allocation</b>		\$28,610	\$0	\$28,610	\$26,594	93%	\$26,894	\$1,716				
22	<b>Total Expenditures</b>		\$1,184,088	\$0	\$1,184,088	\$1,177,617	99%	\$1,177,917	\$6,171				
23	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>(\$1,184,088)</b>	<b>\$0</b>	<b>(\$1,184,088)</b>	<b>(\$1,177,617)</b>		<b>(\$1,177,917)</b>	<b>\$6,171</b>				
38													



	A	C	D	J	K	M	N	O	P	Q	R	S
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>FIRE DEPARTMENT - GENERAL FUND - 01</b>											
4			3%									
5	GENERAL FUND (GF)		FINAL		2019/20		2019/20		ACTUAL AT		2019/20	
6	FIRE DEPARTMENT - 01		FY 2019/2020		APPROVED		APPROVED		6/30/2020		EST. BUDGET	
7					ADJUSTMENTS		BUDGET		100%		ACTUAL	
8											EST. BUDGET	
9											VARIANCE	
10	<b>SOURCES OF FUNDS</b>											
11	<b>REVENUES</b>											
12												
13	<b>Total Revenues</b>		\$0		\$0		\$0		\$0		\$0	
14	<b>OTHER SOURCES OF FUNDS</b>											
15												
16	<b>Total Other Sources of Funds</b>		\$0		\$0		\$0		\$0		\$0	
17	<b>Total Sources of Funds</b>		\$0		\$0		\$0		\$0		\$0	
18	<b>USES OF FUNDS</b>											
19	<b>SALARIES &amp; WAGES</b>											
20												
21	Salary & Wages		1,000		1,000		0		0%		0	
22	Overtime		0		0		0		0		0	
23	<b>Total Salaries &amp; Wages</b>		<b>\$1,000</b>		<b>\$0</b>		<b>\$1,000</b>		<b>\$0</b>		<b>0%</b>	
24	<b>BENEFITS</b>											
25												
26	PERS Contribution		0		0		0		0		0	
27	PERS UAL Payment		7,079		7,079		7,079		100%		7,079	
28	Medicare		0		0		0		0		0	
29	FICA		0		0		0		0		0	
30	Insurance		0		0		0		0		0	
31	Operating Crew Benefits Allocation		961		961		782		81%		782	
32	<b>Total Benefits</b>		<b>\$8,040</b>		<b>\$0</b>		<b>\$8,040</b>		<b>\$7,861</b>		<b>98%</b>	
33	<b>Total Personnel Services</b>		<b>\$9,040</b>		<b>\$0</b>		<b>\$9,040</b>		<b>\$7,861</b>		<b>87%</b>	
34	<b>SERVICES &amp; SUPPLIES</b>											
35												
36	JPA - Quarterly Payments		1,138,148		1,138,148		1,138,148		100%		1,138,148	
37	Communication		0		0		578				578	
38	Community Outreach		2,500		2,500		1,031		41%		1,031	
39	Operating Supplies		0		0		32				32	
40	Utilities		5,275		5,275		3,373		64%		3,373	
41	Sandbags		515		515		0		0%		0	
42	<b>Total Services &amp; Supplies</b>		<b>\$1,146,438</b>		<b>\$0</b>		<b>\$1,146,438</b>		<b>\$1,143,162</b>		<b>100%</b>	
43	<b>CAPITAL OVERLAY</b>											
44												
45	<b>Total Capital Overlay</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
46	<b>ADMINISTRATIVE COST ALLOCATION</b>											
47												
48	Allocated Overhead		28,610		28,610		26,594		93%		26,894	
49	<b>Total Administrative Cost Allocation</b>		<b>\$28,610</b>		<b>\$0</b>		<b>\$28,610</b>		<b>\$26,594</b>		<b>93%</b>	
50	<b>Total Expenditures</b>		<b>\$1,184,088</b>		<b>\$0</b>		<b>\$1,184,088</b>		<b>\$1,177,617</b>		<b>99%</b>	
51	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>(\$1,184,088)</b>		<b>\$0</b>		<b>(\$1,184,088)</b>		<b>(\$1,177,617)</b>		<b>(\$1,177,917)</b>	
52	<b>TRANSFERS &amp; ENCUMBRANCES</b>											
53												
54	Transfers In - Property Taxes & Fac Fund		1,211,989		1,211,989		1,205,517				1,205,817	
55	(Transfers Out)		0		0		0				0	
56	Encumbrances - Sources of Funding		0		0		0				0	
57	Encumbrances - (Designated Funds)		(27,900)		(27,900)		(27,900)				(27,900)	
58	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>\$1,184,089</b>		<b>\$0</b>		<b>\$1,184,089</b>		<b>\$1,177,617</b>		<b>\$1,177,917</b>	
59											<b>(\$6,172)</b>	



# LIGHTING BUDGET





	A	C	D	J	K	M	N	O	P	Q	R	S	T
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>LIGHTING - GENERAL FUND - 01</b>												
4	<b>GENERAL FUND (GF)</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>					
5	<b>LIGHTING - 01</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>					
6				<b>ADJUSTMENTS</b>	<b>BUDGET</b>	<b>100%</b>		<b>VARIANCE</b>					
7													
8	<b>SOURCES OF FUNDS</b>												
9													
10	Revenues	\$0	\$0	\$0	\$0	0%	\$0	\$0					
11	Other Sources of Funds	\$0	\$0	\$0	\$0	0%	\$0	\$0					
12	<b>Total Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>	<b>\$0</b>	<b>\$0</b>					
13	<b>USES OF FUNDS</b>												
14													
15													
16	Salaries & Wages	\$1,000	\$0	\$1,000	\$0	0%	\$0	\$1,000					
17	Benefits	\$961	\$0	\$961	\$782	81%	\$782	\$179					
18	Personnel Services	\$1,961	\$0	\$1,961	\$782	81%	\$782	\$1,179					
19	Services & Supplies	\$39,655	\$0	\$39,655	\$28,470	72%	\$28,470	\$11,185					
20	Capital Outlay	\$0	\$0	\$0	\$0	0%	\$0	\$0					
21	Administrative Cost	\$9,537	\$0	\$9,537	\$8,865	93%	\$8,965	\$572					
22	<b>Total Expenditures</b>	<b>\$51,153</b>	<b>\$0</b>	<b>\$51,153</b>	<b>\$38,117</b>	<b>75%</b>	<b>\$38,217</b>	<b>\$12,936</b>					
23	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$51,153)</b>	<b>\$0</b>	<b>(\$51,153)</b>	<b>(\$38,117)</b>		<b>(\$38,217)</b>	<b>\$12,936</b>					
38													

	A	C	D	E	J	K	M	N	O	P	Q	R	S
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>LIGHTING - GENERAL FUND - FUND 01</b>												
4	3%												
5	<b>GENERAL FUND (GF)</b>		<b>ACTUAL</b>	<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>100%</b>	<b>ESTIMATED</b>	<b>2019/20</b>			
6	<b>LIGHTING - 01</b>		<b>FY 2014/2015</b>	<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>		<b>ACTUAL</b>	<b>EST. BUDGET</b>	<b>VARIANCE</b>		
7					<b>ADJUSTMENTS</b>	<b>BUDGET</b>							
8	<b>SOURCES OF FUNDS</b>												
9	<b>REVENUES</b>												
10													
11													
12	<b>Total Revenues</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
13	<b>OTHER SOURCES OF FUNDS</b>												
14													
15													
16	<b>Total Other Sources of Funds</b>		0	0	0	0	0	0	0	0			
17													
18	<b>Total Sources of Funds</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
19	<b>USES OF FUNDS</b>												
20	<b>SALARIES &amp; WAGES</b>												
21													
22													
23													
24	<b>Total Salaries &amp; Wages</b>		\$393	\$1,000	\$0	\$1,000	\$0	0%	\$0	\$1,000			
25	<b>BENEFITS</b>												
26													
27													
28													
29	<b>Total Benefits</b>		6	0	0	0	0	0	0	0			
30													
31													
32													
33													
34	<b>Total Personnel Services</b>		43	0	0	0	0	0	0	0			
35													
36													
37	<b>Total Services &amp; Supplies</b>		75	0	0	0	0	0	0	0			
38													
39													
40	<b>Total Benefits</b>		0	961	0	961	782	81%	782	179			
41													
42	<b>Total Personnel Services</b>		\$124	\$961	\$0	\$961	\$782	81%	\$782	\$179			
43													
44	<b>Total Personnel Services</b>		\$517	\$1,961	\$0	\$1,961	\$782	40%	\$782	\$1,179			
45	<b>SALARIES &amp; WAGES</b>												
46													
47													
48	<b>Total Salaries &amp; Wages</b>		0	1,545	1,545	1,600	104%	1,600	(55)				
49													
50													
51	<b>Total Services &amp; Supplies</b>		37,630	38,110	38,110	26,870	71%	26,870	11,240				
52													
53													
54	<b>Total Services &amp; Supplies</b>		\$37,742	\$39,655	\$0	\$39,655	\$28,470	72%	\$28,470	\$11,185			
55	<b>CAPITAL OUTLAY</b>												
56													
57													
58	<b>Total Capital Outlay</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
59	<b>ADMINISTRATIVE COST ALLOCATION</b>												
60													
61													
62	<b>Total Administrative Cost Allocation</b>		6,182	9,537	9,537	8,865	93%	8,965	572				
63													
64	<b>Total Administrative Cost Allocation</b>		\$6,182	\$9,537	\$0	\$9,537	\$8,865	93%	\$8,965	\$572			
65													
66	<b>Total Expenditures</b>		\$44,441	\$51,153	\$0	\$51,153	\$38,117	75%	\$38,217	\$12,936			
67													
68	<b>OPERATING SURPLUS/(DEFICIT)</b>		(\$44,441)	(\$51,153)	\$0	(\$51,153)	(\$38,117)		(\$38,217)	\$12,936			
69	<b>TRANSFERS &amp; ENCUMBRANCES</b>												
70													
71													
72	<b>Transfers In - Property Taxes</b>		44,441	51,153	0	51,153	38,117		38,217	(12,936)			
73													
74	<b>(Transfers Out)</b>		0	0	0	0	0	0	0	0			
75													
76	<b>Encumbrances - Sources of Funding</b>		0	0	0	0	0	0	0	0			
77													
78	<b>Encumbrances - (Designated)</b>		0	0	0	0	0	0	0	0			
79													
80	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		\$44,441	\$51,153	\$0	\$51,153	\$38,117		\$38,217	(\$12,936)			



# FACILITIES FUND





	A	C	D	J	K	M	N	O	P	Q	R	S
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>FACILITIES - FUND 10</b>											
4	<b>GENERAL FUND (GF)</b>		<b>FINAL</b>		<b>2019/20</b>		<b>2019/20</b>		<b>ACTUAL AT</b>		<b>2019/20</b>	
5	<b>FACILITIES - 10</b>		<b>FY 2019/2020</b>		<b>APPROVED</b>		<b>CURRENT</b>		<b>6/30/2020</b>		<b>EST. BUDGET</b>	
6					<b>ADJUSTMENTS</b>		<b>BUDGET</b>		<b>100%</b>		<b>ACTUAL</b>	
7											<b>VARIANCE</b>	
8	<b>SOURCES OF FUNDS</b>											
9												
10	<b>Revenues</b>		\$159,555		\$0		\$159,555		\$153,050		96%	
11	<b>Other Sources of Funds</b>		\$0		\$0		\$0		\$0		0%	
12	<b>Total Sources of Funds</b>		\$159,555		\$0		\$159,555		\$153,050		96%	
13	<b>USES OF FUNDS</b>											
14												
15												
16	<b>Salaries &amp; Wages</b>		\$2,000		\$0		\$2,000		\$3,066		153%	
17	<b>Benefits</b>		\$1,923		\$0		\$1,923		\$1,564		81%	
18	<b>Personnel Services</b>		\$3,923		\$0		\$3,923		\$4,630		118%	
19	<b>Services &amp; Supplies</b>		\$19,270		\$0		\$19,270		\$12,655		66%	
20	<b>Capital Outlay</b>		\$0		\$80,307		\$80,307		\$80,107		100%	
21	<b>Administrative Cost</b>		\$19,074		\$0		\$19,074		\$17,729		93%	
22	<b>Total Expenditures</b>		\$42,267		\$80,307		\$122,574		\$115,122		94%	
23	<b>OPERATING SURPLUS/(DEFICIT)</b>		\$117,288		(\$80,307)		\$36,981		\$37,928		\$38,703	
24	<b>TRANSFERS &amp; ENCUMBRANCES</b>											
25	Transfers In - From General Fund		31,500		0		31,500		31,500		31,500	
26	(Transfers Out)		(265,205)		0		(265,205)		(265,205)		(265,205)	
27	Encumbrances - Sources of Funding		38,358		0		38,358		38,358		38,358	
28	Encumbrances - (Designated Funds)		(45,378)		0		(45,378)		(45,378)		(45,378)	
29	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		(\$240,725)		\$0		(\$240,725)		(\$240,725)		(\$240,725)	
30											\$0	



	A	C	D	J	K	M	N	O	P	Q	R	S
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>FACILITIES - FUND 10</b>											
4			3%									
5	<b>GENERAL FUND (GF)</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>		<b>ESTIMATED</b>	<b>2019/20</b>			
6	<b>FACILITIES - 10</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	100%	<b>ACTUAL</b>	<b>EST. BUDGET</b>			
7				<b>ADJUSTMENTS</b>	<b>BUDGET</b>				<b>VARIANCE</b>			
8	<b>SOURCES OF FUNDS</b>											
9	<b>REVENUES</b>											
10	Utility Reimbursement		3,915		3,915	1,947	50%	1,947	(1,968)			
11	Old Fire Station Rent		11,700		11,700	10,725	92%	11,700	0			
12	Fire Rent		15,000		15,000	15,000	100%	15,000	0			
13	Lease - Sheriff Facility		113,940		113,940	113,940	100%	113,940	0			
14	Public Facilities Fees		15,000		15,000	11,437	76%	11,437	(3,563)			
29	<b>Total Revenues</b>		<b>\$159,555</b>	<b>\$0</b>	<b>\$159,555</b>	<b>\$153,050</b>	<b>96%</b>	<b>\$154,025</b>	<b>(\$5,530)</b>			
30	<b>OTHER SOURCES OF FUNDS</b>											
39	<b>Total Other Sources of Funds</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>			
40	<b>Total Sources of Funds</b>		<b>\$159,555</b>	<b>\$0</b>	<b>\$159,555</b>	<b>\$153,050</b>	<b>96%</b>	<b>\$154,025</b>	<b>(\$5,530)</b>			
41	<b>USES OF FUNDS</b>											
43	<b>SALARIES &amp; WAGES</b>											
44	Salary & Wages		2,000		2,000	2,952	148%	2,952	(952)			
45	Overtime		0		0	114		114	(114)			
49	<b>Total Salaries &amp; Wages</b>		<b>\$2,000</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$3,066</b>	<b>153%</b>	<b>\$3,066</b>	<b>(\$1,066)</b>			
50	<b>BENEFITS</b>											
51	PERS - Retirement		0		0			0	0			
52	Medicare		0		0			0	0			
53	FICA		0		0			0	0			
54	Boot Allowance		0		0			0	0			
55	Medical Insurance		0		0			0	0			
56	Operating Crew Overhead		1,923		1,923	1,564	81%	1,564	359			
60	<b>Total Benefits</b>		<b>\$1,923</b>	<b>\$0</b>	<b>\$1,923</b>	<b>\$1,564</b>	<b>81%</b>	<b>\$1,564</b>	<b>\$359</b>			
61	<b>Total Personnel Services</b>		<b>\$3,923</b>	<b>\$0</b>	<b>\$3,923</b>	<b>\$4,630</b>	<b>118%</b>	<b>\$4,630</b>	<b>(\$707)</b>			
62	<b>SERVICES &amp; SUPPLIES</b>											
63	Communication		0		0	27		27	(27)			
66	Maint: Structure/ Improvements		15,450		15,450	9,597	62%	9,597	5,853			
69	So: Maint. Structures/ Improvements		2,060		2,060	2,060	100%	2,060	0			
72	Professional Services		1,500		1,500	775	52%	775	725			
75	Utilities		260		260	196	75%	196	64			
80	<b>Total Services &amp; Supplies</b>		<b>\$19,270</b>	<b>\$0</b>	<b>\$19,270</b>	<b>\$12,655</b>	<b>66%</b>	<b>\$12,655</b>	<b>\$6,615</b>			
81	<b>CAPITAL OUTLAY</b>											
85	Budget Adjustment - July 24, 2019 - Emergency Generator Project		0	5,178	5,178	5,178	100%	5,178	0			
86	Budget Adjustment - September 25, 2019 - Emergency Generator Project		0	32,500	32,500	32,500	100%	32,500	0			
87	Budget Adjustment - October 23, 2019 - Emergency Generator Project		0	2,622	2,622	2,622	100%	2,622	0			
88	Budget Adjustment - January 22, 2020 - Emergency Generator Project		0	18,452	18,452	18,452	100%	18,452	0			
89	Budget Adjustment - February 26, 2020 - Emergency Generator Project		0	8,555	8,555	8,555	100%	8,555	0			
90	Budget Adjustment - December 11, 2019 - Old Fire Station Paint		0	13,000	13,000	12,800	98%	12,800	200			
92	<b>Total Capital Outlay</b>		<b>\$0</b>	<b>\$80,307</b>	<b>\$80,307</b>	<b>\$80,107</b>	<b>100%</b>	<b>\$80,107</b>	<b>\$200</b>			
93	<b>ADMINISTRATIVE COST ALLOCATION</b>											
94	Admin Allocation		19,074		19,074	17,729	93%	17,929	1,145			
96	<b>Total Administrative Cost Allocation</b>		<b>\$19,074</b>	<b>\$0</b>	<b>\$19,074</b>	<b>\$17,729</b>	<b>93%</b>	<b>\$17,929</b>	<b>\$1,145</b>			
97	<b>Total Expenditures</b>		<b>\$42,267</b>	<b>\$80,307</b>	<b>\$122,574</b>	<b>\$115,122</b>	<b>94%</b>	<b>\$115,322</b>	<b>\$7,252</b>			
99	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>\$117,288</b>	<b>(\$80,307)</b>	<b>\$36,981</b>	<b>\$37,928</b>		<b>\$38,703</b>	<b>\$1,722</b>			
100	<b>TRANSFERS &amp; ENCUMBRANCES</b>											
101	Transfers In - From Water Fund		31,500		31,500	31,500		31,500	0			
102	(Transfers Out) - To General & Sewer		(265,205)		(265,205)	(265,205)		(265,205)	0			
103	Encumbrances - Sources of Funding		38,358		38,358	38,358		38,358	0			
104	Encumbrances - (Designated Funds)		(45,378)		(45,378)	(45,378)		(45,378)	0			
106	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>(\$240,725)</b>	<b>\$0</b>	<b>(\$240,725)</b>	<b>(\$240,725)</b>		<b>(\$240,725)</b>	<b>\$0</b>			





	C	D	J	K	M	N	Q	P	Q	R	S
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>										
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>										
3	<b>ENTERPRISE FUNDS</b>										
4	<b>ENTERPRISE FUNDS</b>	<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>				
5		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/200</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>	<b>100%</b>			
6			<b>ADJUSTMENTS</b>	<b>BUDGET</b>			<b>VARIANCE</b>				
7											
8	<b>SOURCES OF FUNDS</b>										
9											
10	Water	\$2,407,219	\$0	\$2,407,219	\$2,344,056	97%	\$2,399,557				(\$7,662)
11	Wastewater	\$403,800	\$0	\$403,800	\$397,888	98%	\$399,988				(\$3,812)
12	Garbage	\$109,836	\$0	\$109,836	\$91,943	84%	\$91,943				(\$17,893)
13	Equipment	\$29,090	\$0	\$29,090	\$25,604	88%	\$25,604				(\$3,486)
14	<b>Total Sources of Funds</b>	<b>\$2,949,945</b>	<b>\$0</b>	<b>\$2,949,945</b>	<b>\$2,859,491</b>	<b>97%</b>	<b>\$2,917,092</b>				<b>(\$32,853)</b>
15	<b>USES OF FUNDS</b>										
16											
18	Water	\$2,868,220	\$250,000	\$3,118,220	\$2,849,103	91%	\$2,855,103				\$263,117
19	Wastewater	\$476,516	\$0	\$476,516	\$378,586	79%	\$381,586				\$94,930
20	Garbage	\$102,565	\$0	\$102,565	\$84,324	82%	\$87,474				\$15,091
21	Equipment	\$25,067	\$0	\$25,067	\$21,581	86%	\$21,581				\$3,486
22	<b>Total Expenditures</b>	<b>\$3,472,368</b>	<b>\$250,000</b>	<b>\$3,722,368</b>	<b>\$3,333,594</b>	<b>96%</b>	<b>\$3,345,744</b>				<b>\$376,624</b>
23	<b>OPERATING SURPLUS/(DEFICIT)</b>										
24	Water	(\$461,001)	(\$250,000)	(\$711,001)	(\$505,046)		(\$455,545)				\$255,455
25	Wastewater	(\$72,716)	\$0	(\$72,716)	\$19,303		\$18,403				\$91,119
26	Garbage	\$7,271	\$0	\$7,271	\$7,619		\$4,469				(\$2,802)
27	Equipment	\$4,023	\$0	\$4,023	\$4,023		\$4,023				(\$0)
28	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$522,423)</b>	<b>(\$250,000)</b>	<b>(\$772,423)</b>	<b>(\$474,102)</b>		<b>(\$428,651)</b>				<b>\$343,771</b>
29	<b>TRANSFERS &amp; ENCUMBRANCES</b>										
30	Transfers In - From General Fund	121,440	0	121,440	121,440		121,440				0
31	(Transfers Out)	(67,999)	0	(67,999)	(64,604)		(64,604)				3,395
32	Encumbrances - Sources of Funding	147,775	0	147,775	147,775		147,775				0
33	Encumbrances - (Designated Funds)	(130,435)	0	(130,435)	(107,814)		(130,435)				0
35	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$70,781</b>	<b>\$0</b>	<b>\$70,781</b>	<b>\$96,797</b>		<b>\$74,176</b>				<b>\$3,395</b>
64											



# WATER FUND





	A	C	B	J	K	M	N	O	P	Q	R	S	W
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>WATER FUND - 02</b>												
4	<b>WATER FUND</b>			<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>100%</b>	<b>ESTIMATED</b>	<b>2019/20</b>			
5	<b>WATER DEPARTMENT - 02</b>			<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>		<b>ACTUAL</b>	<b>EST. BUDGET</b>			
6					<b>ADJUSTMENTS</b>	<b>BUDGET</b>							
7													
8	<b>SOURCES OF FUNDS</b>												
9													
10	Revenues	\$2,407,219	\$0	\$2,407,219	\$2,342,181	97%	\$2,397,682	(\$9,537)					
11	Other Sources of Funds	\$0	\$0	\$0	\$1,875	0%	\$1,875	\$1,875					
12	<b>Total Sources of Funds</b>	<b>\$2,407,219</b>	<b>\$0</b>	<b>\$2,407,219</b>	<b>\$2,344,056</b>	<b>97%</b>	<b>\$2,399,557</b>	<b>(\$7,662)</b>					
13	<b>USES OF FUNDS</b>												
14													
15	Salaries & Wages	\$184,000	\$0	\$184,000	\$173,118	94%	\$173,118	\$10,882					
16	Benefits	\$129,585	\$0	\$129,585	\$106,437	82%	\$106,437	\$23,148					
17	Personnel Services	\$313,585	\$0	\$313,585	\$279,555	89%	\$279,555	\$34,030					
18	Services & Supplies	\$1,982,428	\$35,000	\$2,017,428	\$1,799,074	89%	\$1,799,074	\$218,354					
19	Capital Outlay	\$0	\$215,000	\$215,000	\$238,600	111%	\$238,600	(\$23,600)					
20	Administrative Cost	\$572,207	\$0	\$572,207	\$531,874	93%	\$537,874	\$34,333					
21	<b>Total Expenditures</b>	<b>\$2,868,220</b>	<b>\$250,000</b>	<b>\$3,118,220</b>	<b>\$2,849,103</b>	<b>91%</b>	<b>\$2,855,103</b>	<b>\$263,117</b>					
22	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$461,001)</b>	<b>(\$250,000)</b>	<b>(\$711,001)</b>	<b>(\$505,046)</b>		<b>(\$455,545)</b>	<b>\$255,455</b>					
23	<b>TRANSFERS &amp; ENCUMBRANCES</b>												
24													
25	Transfers In - From General Fund	0	0	0	0		0	0					
26	(Transfers Out)	(55,454)	0	(55,454)	(53,562)		(53,562)	1,892					
27	Encumbrances - Sources of Funding	147,775	0	147,775	147,775		147,775	0					
28	Encumbrances - (Designated Funds)	(130,435)	0	(130,435)	(107,814)		(130,435)	0					
29	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>(\$38,114)</b>	<b>\$0</b>	<b>(\$38,114)</b>	<b>(\$13,601)</b>		<b>(\$36,222)</b>	<b>\$1,892</b>					
30													



OCEANO COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS - QUARTER 4 REVIEW							
WATER FUND - 02							
WATER FUND WATER DEPARTMENT - 02		FINAL FY 2019/2020	2019/20 APPROVED ADJUSTMENTS	2019/20 CURRENT BUDGET	ACTUAL AT 6/30/2020	ESTIMATED ACTUAL	2019/20 EST. BUDGET VARIANCE
<b>SOURCES OF FUNDS</b>							
<b>REVENUES</b>							
Sales: Residential	1,799,000		1,799,000	1,778,590	99%	1,778,590	(20,410)
Sales: Lopez	493,000		493,000	487,270	99%	487,270	(5,730)
Front Footage Fees	16,320		16,320	0	0%	16,320	0
Sales: U/B Courtesy Notice	4,500		4,500	4,345	97%	4,345	(155)
Delinquent U/B Acct Fees	27,000		27,000	23,305	86%	23,305	(3,695)
Capacity Charges	25,164		25,164	0	0%	25,164	0
Meter Fees	5,400		5,400	618	11%	5,400	0
Lopez Connection Fees	4,000		4,000	0	0%	4,000	0
New Account Setup Fee	2,600		2,600	4,080	157%	4,080	1,480
Wheeling/Fire Protection	25,000		25,000	21,382	86%	21,382	(3,618)
Sales: Miscellaneous	0		0	1,057		1,057	1,057
Claims & Settlements	0		0	21,534		21,534	21,534
<b>Total Revenues</b>	<b>\$2,407,219</b>	<b>\$0</b>	<b>\$2,407,219</b>	<b>\$2,342,181</b>	<b>97%</b>	<b>\$2,397,682</b>	<b>(\$9,537)</b>
<b>OTHER SOURCES OF FUNDS</b>							
Other Income - Airpark Bridge Drive Refund from County	0		0	1,875		1,875	1,875
<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,875</b>		<b>\$1,875</b>	<b>\$1,875</b>
<b>Total Sources of Funds</b>	<b>\$2,407,219</b>	<b>\$0</b>	<b>\$2,407,219</b>	<b>\$2,344,056</b>	<b>97%</b>	<b>\$2,399,557</b>	<b>(\$7,662)</b>
<b>USES OF FUNDS</b>							
<b>SALARIES &amp; WAGES</b>							
Salaries and Wages	130,000		130,000	162,421	125%	162,421	(32,421)
Classic EE Contr by ER PERS	0		0	0		0	0
Overtime	41,000		41,000	10,697	26%	10,697	30,303
Lead Operator Contingency (Budget Workshop)	13,000		13,000	0	0%	0	13,000
<b>Total Salaries &amp; Wages</b>	<b>\$184,000</b>	<b>\$0</b>	<b>\$184,000</b>	<b>\$173,118</b>	<b>94%</b>	<b>\$173,118</b>	<b>\$10,882</b>
<b>BENEFITS</b>							
PERs Contribution	0		0	0		0	0
Pension Expense	0		0	0		0	0
Medicare	0		0	0		0	0
Workers Compensation Insurance	6,545		6,545	6,315	96%	6,315	230
Boot Allowance	0		0	0		0	0
Insurance	0		0	0		0	0
Operating Crew Benefits Allocation	123,040		123,040	100,122	81%	100,122	22,918
<b>Total Benefits</b>	<b>\$129,585</b>	<b>\$0</b>	<b>\$129,585</b>	<b>\$106,437</b>	<b>82%</b>	<b>\$106,437</b>	<b>\$23,148</b>
<b>Total Personnel Services</b>	<b>\$313,585</b>	<b>\$0</b>	<b>\$313,585</b>	<b>\$279,555</b>	<b>89%</b>	<b>\$279,555</b>	<b>\$34,030</b>
<b>SERVICES &amp; SUPPLIES</b>							
Communications	3,500		3,500	2,770	79%	2,770	730
Maint: Structures/ Improvements	8,900		8,900	7,482	84%	7,482	1,418
Paving	6,250		6,250	1,390	22%	1,390	4,860
Maintenance - Equipment	5,665		5,665	3,016	53%	3,016	2,649
Maintenance: Vehicles	0		0	80		80	(80)
Maint: Shared Structures/ improvements	10,815		10,815	8,608	80%	8,608	2,207
System Parts/ Operating Supplies	17,510		17,510	7,059	40%	7,059	10,451
Water Meters	10,815		10,815	11,156	103%	11,156	(341)
Safety Expense	570		570	0	0%	0	570
Chemicals	3,800		3,800	676	18%	676	3,124
Membership	2,700		2,700	1,886	70%	1,886	814
Office Expense	620		620	347	56%	347	273
Outside UB Mail Service	9,000		9,000	7,400	82%	7,400	1,600
Professional Services	18,025		18,025	17,816	99%	17,816	209
Information Technology	575		575	507	88%	507	68
Contracted Engineering	5,665		5,665	18	0%	18	5,647
Engineering & Other Reimbursements	10,815		10,815	3,950	37%	3,950	6,865
Legal Notices	1,145		1,145	195	17%	195	950
Bad Debt Expense	545		545	4,697	862%	4,697	(4,152)
Rents/ Leases - Equipment	2,115		2,115	0	0%	0	2,115
Permits, Fees, Licenses	13,085		13,085	6,915	53%	6,915	6,170
Small Tools and Instruments	2,575		2,575	1,959	76%	1,959	616
Classes/ Seminars	10,279		10,279	2,367	23%	2,367	7,912
Water Supply - Lopez	505,069		505,069	462,693	92%	462,693	42,376
Water Supply - State Water	1,150,000		1,150,000	1,101,264	96%	1,101,264	48,736
Utilities	60,000		60,000	9,761	16%	9,761	50,239
Pass-Thru: Crest/Christie/AG	26,265		26,265	21,340	81%	21,340	4,925
Fixed Assets - Equipment	0		0	5,601		5,601	(5,601)
Budget Adjustment - Oct 23, 2019 - Well #4	0	35,000	35,000	16,756	48%	16,756	18,244
Litigation: SMGB	50,000		50,000	28,276	57%	28,276	21,724
NCMA Tec	38,625		38,625	41,696	108%	41,696	(3,071)
Claim & Settlements	7,500		7,500	21,396	285%	21,396	(13,896)
<b>Total Services &amp; Supplies</b>	<b>\$1,982,428</b>	<b>\$35,000</b>	<b>\$2,017,428</b>	<b>\$1,799,074</b>	<b>89%</b>	<b>\$1,799,074</b>	<b>\$218,354</b>
<b>CAPITAL OUTLAY</b>							
CIP - HWY One Relocation	0		0	23,407		23,407	(23,407)
Budget Adjustment - Dec 11, 2019 - Norswing/ Pershing Waterline	0	195,000	195,000	195,000	100%	195,000	0
Budget Adjustment - May 27, 2020 - Norswing/ Pershing Waterline	0	20,000	20,000	20,193	101%	20,193	(193)
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$238,600</b>	<b>111%</b>	<b>\$238,600</b>	<b>(\$23,600)</b>



	A	C	D	J	K	M	N	O	P	Q	R	S	W
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>WATER FUND - 02</b>												
4				3%									
5	<b>WATER FUND</b>			<b>FINAL</b>		<b>2019/20</b>		<b>2019/20</b>		<b>ACTUAL AT</b>		<b>ESTIMATED</b>	<b>2019/20</b>
6	<b>WATER DEPARTMENT - 02</b>			<b>FY 2019/2020</b>		<b>APPROVED</b>		<b>CURRENT</b>		<b>6/30/2020</b>		<b>ACTUAL</b>	<b>EST. BUDGET</b>
7						<b>ADJUSTMENTS</b>		<b>BUDGET</b>		<b>100%</b>			<b>VARIANCE</b>
137	<b>ADMINISTRATIVE COST ALLOCATION</b>												
138	Administrative Cost Allocation	572,207		572,207		531,874		93%		537,874		34,333	
140	<b>Total Administrative Cost Allocation</b>	<b>\$572,207</b>		<b>\$0</b>		<b>\$572,207</b>		<b>\$531,874</b>		<b>93%</b>		<b>\$537,874</b>	
141	<b>Total Expenditures</b>	<b>\$2,868,220</b>		<b>\$250,000</b>		<b>\$3,118,220</b>		<b>\$2,849,103</b>		<b>91%</b>		<b>\$2,855,103</b>	
142													
143	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$461,001)</b>		<b>(\$250,000)</b>		<b>(\$711,001)</b>		<b>(\$505,046)</b>		<b>(\$455,545)</b>		<b>\$255,455</b>	
144	<b>TRANSFERS &amp; ENCUMBRANCES</b>												
145	Transfers In	0		0		0		0		0		0	
146	(Transfers Out) - To General , Garbage, Equipment	(55,454)		(55,454)		(53,562)		(53,562)		(53,562)		1,892	
147	Encumbrances - Sources of Funding	147,775		147,775		147,775		147,775		147,775		0	
148	Encumbrances - (Designated Funds)	(130,435)		0		(130,435)		(107,814)		(130,435)		0	
150	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>(\$38,114)</b>		<b>\$0</b>		<b>(\$38,114)</b>		<b>(\$13,601)</b>		<b>(\$36,222)</b>		<b>\$1,892</b>	



# WASTE WATER FUND





	A	C	D	J	K	M	N	O	P	Q	R	S	W
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>WASTEWATER DEPARTMENT - FUND - 03</b>												
4	<b>WASTEWATER FUND</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>					
5	WASTEWATER DEPARTMENT - 03		FY 2019/2020	APPROVED	CURRENT	6/30/2020	ACTUAL	EST. BUDGET					
6				ADJUSTMENTS	BUDGET	100%		VARIANCE					
7													
8	<b>SOURCES OF FUNDS</b>												
10	Revenues	\$403,800	\$0	\$403,800	\$395,076	98%	\$397,176	(\$6,624)					
11	Other Sources of Funds	\$0	\$0	\$0	\$2,812	0%	\$2,812	\$2,812					
12	<b>Total Sources of Funds</b>	<b>\$403,800</b>	<b>\$0</b>	<b>\$403,800</b>	<b>\$397,888</b>	<b>98%</b>	<b>\$399,988</b>	<b>(\$3,812)</b>					
13	<b>USES OF FUNDS</b>												
16	Salaries & Wages	\$72,500	\$0	\$72,500	\$50,816	70%	\$50,816	\$21,684					
17	Benefits	\$49,792	\$0	\$49,792	\$41,069	82%	\$41,069	\$8,723					
18	Personnel Services	\$122,292	\$0	\$122,292	\$91,886	75%	\$91,886	\$30,407					
19	Services & Supplies	\$68,120	\$0	\$68,120	\$20,438	30%	\$20,438	\$47,682					
20	Capital Outlay	\$0	\$0	\$0	\$325	0%	\$325	(\$325)					
21	Administrative Cost	\$286,104	\$0	\$286,104	\$265,937	93%	\$268,937	\$17,167					
22	<b>Total Expenditures</b>	<b>\$476,516</b>	<b>\$0</b>	<b>\$476,516</b>	<b>\$378,586</b>	<b>79%</b>	<b>\$381,586</b>	<b>\$94,930</b>					
23	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$72,716)</b>	<b>\$0</b>	<b>(\$72,716)</b>	<b>\$19,303</b>		<b>\$18,403</b>	<b>\$91,119</b>					
24	<b>TRANSFERS &amp; ENCUMBRANCES</b>												
25	Transfers In - From General Fund	113,940	0	113,940	113,940		113,940	0					
26	(Transfers Out)	(11,545)	0	(11,545)	(10,162)		(10,162)	1,383					
27	Encumbrances - Sources of Funding	0	0	0	0		0	0					
28	Encumbrances - (Designated Funds)	0	0	0	0		0	0					
30	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$102,395</b>	<b>\$0</b>	<b>\$102,395</b>	<b>\$103,778</b>		<b>\$103,778</b>	<b>\$1,383</b>					



	C	D	J	K	M	N	O	P	Q	R	S	M
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>WASTEWATER DEPARTMENT - FUND 03</b>											
4		3%										
5	<b>WASTEWATER FUND</b>	<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>					
6	<b>WASTEWATER DEPARTMENT - 03</b>	<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>	<b>100%</b>				
7			<b>ADJUSTMENTS</b>	<b>BUDGET</b>			<b>VARIANCE</b>					
8	<b>SOURCES OF FUNDS</b>											
9	<b>REVENUES</b>											
10	Sales - Sewer	400,000		400,000	389,731	97%	389,731		(10,269)			
12	Sewer Connections	2,000		2,000	0	0%	2,000		0			
14	Inspection Fees	100		100	0	0%	100		0			
15	FOG Program	1,700		1,700	5,345	314%	5,345		3,645			
33	<b>Total Revenues</b>	<b>\$403,800</b>	<b>\$0</b>	<b>\$403,800</b>	<b>\$395,076</b>	<b>98%</b>	<b>\$397,176</b>		<b>(\$6,624)</b>			
34	<b>OTHER SOURCES OF FUNDS</b>											
40	Other Income - Airpark Bridge Drive Refund from County	0		0	2,812		2,812		2,812			
43	<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,812</b>		<b>\$2,812</b>		<b>\$2,812</b>			
44	<b>Total Sources of Funds</b>	<b>\$403,800</b>	<b>\$0</b>	<b>\$403,800</b>	<b>\$397,888</b>	<b>99%</b>	<b>\$399,988</b>		<b>(\$3,812)</b>			
45	<b>USES OF FUNDS</b>											
47	<b>SALARIES &amp; WAGES</b>											
48	Salaries and Wages	50,000		50,000	47,572	95%	47,572		2,428			
50	Overtime	17,500		17,500	3,244	19%	3,244		14,256			
51	Lead Operator Contingency (Budget Workshop)	5,000		5,000	0	0%	0		5,000			
53	<b>Total Salaries &amp; Wages</b>	<b>\$72,500</b>	<b>\$0</b>	<b>\$72,500</b>	<b>\$50,816</b>	<b>70%</b>	<b>\$50,816</b>		<b>\$21,684</b>			
54	<b>BENEFITS</b>											
55	CalPERS	0		0	0		0		0			
56	Pension Expense (GASB 68)	0		0	0		0		0			
57	Medicare	0		0	0		0		0			
58	Workers Compensation Insurance	3,652		3,652	3,524	96%	3,524		129			
59	Boot Allowance	0		0	0		0		0			
60	Insurance	0		0	0		0		0			
61	Operating Crew Benefits Allocation	46,140		46,140	37,546	81%	37,546		8,594			
63	<b>Total Benefits</b>	<b>\$49,792</b>	<b>\$0</b>	<b>\$49,792</b>	<b>\$41,069</b>	<b>82%</b>	<b>\$41,069</b>		<b>\$8,723</b>			
64	<b>Total Personnel Services</b>	<b>\$122,292</b>	<b>\$0</b>	<b>\$122,292</b>	<b>\$91,886</b>	<b>75%</b>	<b>\$91,886</b>		<b>\$30,407</b>			
65	<b>SERVICES &amp; SUPPLIES</b>											
67	Communication	515		515	353	69%	353		162			
69	Maint: Sewer Structures/ Improvements	17,000		17,000	1,218	7%	1,218		15,782			
70	Maintenance: Equipment	3,348		3,348	878	26%	878		2,469			
71	Maintenance: Vehicles	3,500		3,500	95	3%	95		3,405			
72	Gas and Oil	3,500		3,500	254	7%	254		3,246			
74	System Parts/ Operating Supplies	8,240		8,240	4,256	52%	4,256		3,984			
75	Safety Expense	2,850		2,850	0	0%	0		2,850			
76	Memberships	0		0	331		331		(331)			
79	Office Expense	515		515	79	15%	79		436			
80	Outside UB Mailing Expense	9,000		9,000	7,378	82%	7,378		1,622			
81	Professional Services	2,575		2,575	0	0%	0		2,575			
82	Contracted Engineering	2,833		2,833	18	1%	18		2,815			
86	Rents & Leases/ Equipment	2,575		2,575	0	0%	0		2,575			
88	Regulatory Permits & Fees	4,020		4,020	3,249	81%	3,249		771			
90	Classes/ Seminars/ Training Fees	2,800		2,800	181	6%	181		2,619			
91	Utilities	2,600		2,600	926	36%	926		1,674			
94	Bad Debt Expense	350		350	1,223	349%	1,223		(873)			
95	Claims & Settlements	1,900		1,900	0	0%	0		1,900			
97	<b>Total Services &amp; Supplies</b>	<b>\$68,120</b>	<b>\$0</b>	<b>\$68,120</b>	<b>\$20,438</b>	<b>30%</b>	<b>\$20,438</b>		<b>\$47,682</b>			
98	<b>CAPITAL OUTLAY</b>											
100	CIP - Drainage Improvement Project			0	325		325		(325)			
106	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$325</b>		<b>\$325</b>		<b>(\$325)</b>			
107	<b>ADMINISTRATIVE COST ALLOCATION</b>											
108	Administrative Cost Allocation	286,104		286,104	265,937	93%	268,937		17,167			
110	<b>Total Administrative Cost Allocation</b>	<b>\$286,104</b>	<b>\$0</b>	<b>\$286,104</b>	<b>\$265,937</b>	<b>93%</b>	<b>\$268,937</b>		<b>\$17,167</b>			
111	<b>Total Expenditures</b>	<b>\$476,516</b>	<b>\$0</b>	<b>\$476,516</b>	<b>\$378,586</b>	<b>79%</b>	<b>\$381,586</b>		<b>\$94,930</b>			
113	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$72,716)</b>	<b>\$0</b>	<b>(\$72,716)</b>	<b>\$19,303</b>		<b>\$18,403</b>		<b>\$91,119</b>			
114	<b>TRANSFERS &amp; ENCUMBRANCES</b>											
115	Transfers In - From General Fund	113,940		113,940	113,940		113,940		0			
116	(Transfers Out) - Equipment Fund	(11,545)		(11,545)	(10,162)		(10,162)		1,383			
117	Encumbrances - Sources of Funding	0		0	0		0		0			
118	Encumbrances - (Designated Funds)	0		0	0		0		0			
120	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$102,395</b>	<b>\$0</b>	<b>\$102,395</b>	<b>\$103,778</b>		<b>\$103,778</b>		<b>\$1,383</b>			





# GARBAGE FUND





	A	C	D	J	K	M	N	O	P	Q	R	S	W
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>GARBAGE FUND - 06</b>												
4	<b>GARBAGE FUND</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>					
5	<b>GARBAGE DEPARTMENT - 06</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>	<b>100%</b>				
6				<b>ADJUSTMENTS</b>	<b>BUDGET</b>			<b>ACTUAL</b>					
7													
8	<b>SOURCES OF FUNDS</b>												
9													
10	<b>Revenues</b>		\$109,836	\$0	\$109,836	\$91,943	84%	\$91,943		(\$17,893)			
11	<b>Other Sources of Funds</b>		\$0	\$0	\$0	\$0	0%	\$0		\$0			
12	<b>Total Sources of Funds</b>		\$109,836	\$0	\$109,836	\$91,943	84%	\$91,943		(\$17,893)			
13	<b>USES OF FUNDS</b>												
14													
15													
16	<b>Salaries &amp; Wages</b>		\$22,000	\$0	\$22,000	\$14,084	64%	\$14,084		\$7,916			
17	<b>Benefits</b>		\$20,138	\$0	\$20,138	\$16,525	82%	\$16,525		\$3,613			
18	<b>Personnel Services</b>		\$42,138	\$0	\$42,138	\$30,609	73%	\$30,609		\$11,529			
19	<b>Services &amp; Supplies</b>		\$22,280	\$0	\$22,280	\$18,257	82%	\$21,007		\$1,273			
20	<b>Capital Outlay</b>		\$0	\$0	\$0	\$0	0%	\$0		\$0			
21	<b>Administrative Cost</b>		\$38,147	\$0	\$38,147	\$35,458	93%	\$35,858		\$2,289			
22	<b>Total Expenditures</b>		\$102,565	\$0	\$102,565	\$84,324	82%	\$87,474		\$15,091			
23	<b>OPERATING SURPLUS/(DEFICIT)</b>		\$7,271	\$0	\$7,271	\$7,619		\$4,469		(\$2,802)			
24	<b>TRANSFERS &amp; ENCUMBRANCES</b>												
25	Transfers In - From General Fund		7,500	0	7,500	7,500		7,500		0			
26	(Transfers Out)		(1,000)	0	(1,000)	(880)		(880)		120			
27	Encumbrances - Sources of Funding		0	0	0	0		0		0			
28	Encumbrances - (Designated Funds)		0	0	0	0		0		0			
29	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		\$6,500	\$0	\$6,500	\$6,620		\$6,620		\$120			
30													



	C	D	J	K	M	N	O	P	Q	R	S	W
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>GARBAGE FUND - 06</b>		3%									
4	<b>GARBAGE FUND</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>		<b>ESTIMATED</b>	<b>2019/20</b>			
5	<b>GARBAGE DEPARTMENT - 06</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	100%	<b>ACTUAL</b>	<b>EST. BUDGET</b>			
6				<b>ADJUSTMENTS</b>	<b>BUDGET</b>				<b>VARIANCE</b>			
7												
8	<b>SOURCES OF FUNDS</b>											
9	<b>REVENUES</b>											
12	Franchise Fees		102,036		102,036	83,271	82%	83,271	(18,765)			
13	Landfill Savings Payment		7,800		7,800	8,672	111%	8,672	872			
23	<b>Total Revenues</b>		<b>\$109,836</b>	<b>\$0</b>	<b>\$109,836</b>	<b>\$91,943</b>	<b>84%</b>	<b>\$91,943</b>	<b>(\$17,893)</b>			
24	<b>OTHER SOURCES OF FUNDS</b>											
30			0		0	0		0	0			
32	<b>Total Other Sources of Funds</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>			
33	<b>Total Sources of Funds</b>		<b>\$109,836</b>	<b>\$0</b>	<b>\$109,836</b>	<b>\$91,943</b>	<b>84%</b>	<b>\$91,943</b>	<b>(\$17,893)</b>			
34	<b>USES OF FUNDS</b>											
36	<b>SALARIES &amp; WAGES</b>											
37	Salaries & Wages		20,000		20,000	14,070	70%	14,070	5,930			
39	Overtime Wages		0		0	14		14	(14)			
40	Lead Operator Contingency (Budget Workshop)		2,000		2,000			0	2,000			
42	<b>Total Salaries &amp; Wages</b>		<b>\$22,000</b>	<b>\$0</b>	<b>\$22,000</b>	<b>\$14,084</b>	<b>64%</b>	<b>\$14,084</b>	<b>\$7,916</b>			
43	<b>BENEFITS</b>											
44	PERS Contributions		0		0	0		0	0			
45	Pension Expense		0		0	0		0	0			
46	Medicare		0		0	0		0	0			
47	FICA		0		0	0		0	0			
48	Compensation Insurance		913		913	881	96%	881	32			
49	Boot Allowance		0		0	0		0	0			
50	Insurance		0		0	0		0	0			
54	Operating Crew Benefits Allocation		19,225		19,225	15,644	81%	15,644	3,581			
56	<b>Total Benefits</b>		<b>\$20,138</b>	<b>\$0</b>	<b>\$20,138</b>	<b>\$16,525</b>	<b>82%</b>	<b>\$16,525</b>	<b>\$3,613</b>			
57	<b>Total Personnel Services</b>		<b>\$42,138</b>	<b>\$0</b>	<b>\$42,138</b>	<b>\$30,609</b>	<b>73%</b>	<b>\$30,609</b>	<b>\$11,529</b>			
58	<b>SERVICES &amp; SUPPLIES</b>											
60	Communication		900		900	613	68%	613	287			
62	Maintenance - Vehicles		515		515	85	17%	85	430			
65	Operating Supplies		1,545		1,545	397	26%	397	1,148			
67	Maint: Shared Structure/Improvements		0		0	355		355	(355)			
68	Office Expense		1,030		1,030	261	25%	261	769			
69	Postage		515		515	0	0%	0	515			
71	Professional Services		7,000		7,000	9,195	131%	9,195	(2,195)			
74	Utilities		515		515	101	20%	101	414			
75	School Outreach Programs		10,000		10,000	7,250	73%	10,000	0			
77												
78	<b>Total Services &amp; Supplies</b>		<b>\$22,280</b>	<b>\$0</b>	<b>\$22,280</b>	<b>\$18,257</b>	<b>82%</b>	<b>\$21,007</b>	<b>\$1,273</b>			
79	<b>CAPITAL OUTLAY</b>											
86	<b>Total Capital Outlay</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>			
87	<b>ADMINISTRATIVE COST ALLOCATION</b>											
88	Administrative Cost Allocation		38,147		38,147	35,458	93%	35,858	2,289			
89												
90	<b>Total Administrative Cost Allocation</b>		<b>\$38,147</b>	<b>\$0</b>	<b>\$38,147</b>	<b>\$35,458</b>	<b>93%</b>	<b>\$35,858</b>	<b>\$2,289</b>			
91	<b>Total Expenditures</b>		<b>\$102,565</b>	<b>\$0</b>	<b>\$102,565</b>	<b>\$84,324</b>	<b>82%</b>	<b>\$87,474</b>	<b>\$15,091</b>			
92												



	C	D	J	K	M	N	O	P	Q	R	S	W
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>											
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>											
3	<b>GARBAGE FUND - 06</b>		3%									
4	<b>GARBAGE FUND</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>				
5	<b>GARBAGE DEPARTMENT - 06</b>		<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>				
6				<b>ADJUSTMENTS</b>	<b>BUDGET</b>	<b>100%</b>		<b>VARIANCE</b>				
7												
93	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>\$7,271</b>	<b>\$0</b>	<b>\$7,271</b>	<b>\$7,619</b>	<b>\$4,469</b>	<b>(\$2,802)</b>				
94	<b>TRANSFERS &amp; ENCUMBRANCES</b>											
95	Transfers In - From Water Fund		7,500		7,500	7,500	7,500	0				
96	(Transfers Out) - Equipment Fund		(1,000)		(1,000)	(880)	(880)	120				
97	Encumbrances - Sources of Funding		0		0	0	0	0				
98	Encumbrances - (Designated Funds)		0		0	0	0	0				
100	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>\$6,500</b>	<b>\$0</b>	<b>\$6,500</b>	<b>\$6,620</b>	<b>\$6,620</b>	<b>\$120</b>				



# EQUIPMENT FUND





	A	C	D	J	K	M	N	O	P	Q	R	S	W
1	<b>OCEANO COMMUNITY SERVICES DISTRICT</b>												
2	<b>FUND LEVEL ANALYSIS - QUARTER 4 REVIEW</b>												
3	<b>EQUIPMENT FUND - 12</b>												
4	<b>EQUIPMENT FUND - 12</b>		<b>FINAL</b>	<b>2019/20</b>	<b>2019/20</b>	<b>ACTUAL AT</b>	<b>ESTIMATED</b>	<b>2019/20</b>					
5			<b>FY 2019/2020</b>	<b>APPROVED</b>	<b>CURRENT</b>	<b>6/30/2020</b>	<b>ACTUAL</b>	<b>EST. BUDGET</b>	<b>VARIANCE</b>				
6				<b>ADJUSTMENTS</b>	<b>BUDGET</b>	<b>100%</b>							
7													
8	<b>SOURCES OF FUNDS</b>												
9													
10	Revenues	\$29,090	\$0	\$29,090	\$25,604	88%	\$25,604	(\$3,486)					
11	Other Sources of Funds	\$0	\$0	\$0	\$0	0%	\$0	\$0					
12	<b>Total Sources of Funds</b>	<b>\$29,090</b>	<b>\$0</b>	<b>\$29,090</b>	<b>\$25,604</b>	<b>88%</b>	<b>\$25,604</b>	<b>(\$3,486)</b>					
13	<b>USES OF FUNDS</b>												
14													
15													
16	Salaries & Wages	\$0	\$0	\$0	\$0	0%	\$0	\$0					
17	Benefits	\$0	\$0	\$0	\$0	0%	\$0	\$0					
18	Personnel Services	\$0	\$0	\$0	\$0	0%	\$0	\$0					
19	Services & Supplies	\$16,000	\$0	\$16,000	\$16,292	102%	\$16,292	(\$292)					
20	Capital Outlay	\$0	\$0	\$0	\$0	0%	\$0	\$0					
21	Debt Service	\$9,067	\$0	\$9,067	\$5,289	58%	\$5,289	\$3,778					
22	<b>Total Expenditures</b>	<b>\$25,067</b>	<b>\$0</b>	<b>\$25,067</b>	<b>\$21,581</b>	<b>86%</b>	<b>\$21,581</b>	<b>\$3,486</b>					
23	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>\$4,023</b>	<b>\$0</b>	<b>\$4,023</b>	<b>\$4,023</b>		<b>\$4,023</b>	<b>(\$0)</b>					



OCEANO COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS - QUARTER 4 REVIEW EQUIPMENT FUND - 12								
EQUIPMENT FUND - 12		FINAL FY 2019/2020	2019/20 APPROVED ADJUSTMENTS	2019/20 CURRENT BUDGET	ACTUAL AT 6/30/2020	100%	ESTIMATED ACTUAL	2019/20 EST. BUDGET VARIANCE
<b>SOURCES OF FUNDS</b>								
<b>REVENUES</b>								
Lease Revenue from Water	16,545		16,545	14,562	88%	14,562	(1,983)	
Lease Revenue from Sewer	11,545		11,545	10,162	88%	10,162	(1,383)	
Lease Revenue from Garbage	1,000		1,000	880	88%	880	(120)	
<b>Total Revenues</b>	<b>\$29,090</b>	<b>\$0</b>	<b>\$29,090</b>	<b>\$25,604</b>	<b>88%</b>	<b>\$25,604</b>	<b>(\$3,486)</b>	
<b>OTHER SOURCES OF FUNDS</b>								
	0		0			0	0	
<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<b>Total Sources of Funds</b>	<b>\$29,090</b>	<b>\$0</b>	<b>\$29,090</b>	<b>\$25,604</b>	<b>88%</b>	<b>\$25,604</b>	<b>(\$3,486)</b>	
<b>USES OF FUNDS</b>								
<b>SALARIES &amp; WAGES</b>								
	0		0	0		0	0	
<b>Total Salaries &amp; Wages</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<b>BENEFITS</b>								
	0		0	0		0	0	
<b>Total Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<b>Total Personnel Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<b>SERVICES &amp; SUPPLIES</b>								
Maintenance - Vehicles	6,500		6,500	8,967	138%	8,967	(2,467)	
Fuel	9,500		9,500	7,325	77%	7,325	2,175	
<b>Total Services &amp; Supplies</b>	<b>\$16,000</b>	<b>\$0</b>	<b>\$16,000</b>	<b>\$16,292</b>	<b>102%</b>	<b>\$16,292</b>	<b>(\$292)</b>	
<b>CAPITAL OUTLAY</b>								
Fixed Assets	0		0				0	
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<b>DEBT SERVICE</b>								
Equipment Lease	9,067		9,067	5,289	58%	5,289	3,778	
<b>Total Debt Service</b>	<b>\$9,067</b>	<b>\$0</b>	<b>\$9,067</b>	<b>\$5,289</b>	<b>58%</b>	<b>\$5,289</b>	<b>\$3,778</b>	
<b>Total Expenditures</b>	<b>\$25,067</b>	<b>\$0</b>	<b>\$25,067</b>	<b>\$21,581</b>	<b>86%</b>	<b>\$21,581</b>	<b>\$3,486</b>	
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>\$4,023</b>	<b>\$0</b>	<b>\$4,023</b>	<b>\$4,023</b>		<b>\$4,023</b>	<b>(\$0)</b>	

**Oceano Community Services District**

**Revenue Comparisons - Target to Actual**

**Billing Periods Ending in:**

**Fiscal Years 2015/16, 2016/17, 2017/18, 2018/19, 2019/20**

	<u>15/16 Target</u>	<u>15/16 Actual</u>	<u>16/17 Target</u>	<u>16/17 Actual</u>	<u>17/18 Target</u>	<u>17/18 Actual</u>	<u>18/19 Target</u>	<u>18/19 Actual</u>	<u>19/20 Target</u>	<u>19/20 Actual</u>
May - July	\$ 393,460	\$ 336,187	\$ 405,040	\$ 390,467	\$ 415,276	\$ 411,935	\$ 428,980	\$ 398,540	\$ 428,760	\$ 402,499
July - Sept.	\$ 380,230	\$ 359,329	\$ 391,420	\$ 368,608	\$ 401,313	\$ 402,095	\$ 414,556	\$ 403,771	\$ 434,388	\$ 434,372
Sept. - Nov.	\$ 348,369	\$ 334,971	\$ 358,621	\$ 355,697	\$ 367,685	\$ 359,870	\$ 379,819	\$ 357,085	\$ 384,162	\$ 408,556
Nov. - Jan.	\$ 290,136	\$ 290,531	\$ 298,675	\$ 321,261	\$ 306,223	\$ 343,440	\$ 316,328	\$ 326,018	\$ 350,739	\$ 319,387
Jan. - March	\$ 323,358	\$ 300,986	\$ 332,874	\$ 296,186	\$ 341,287	\$ 308,550	\$ 352,550	\$ 286,146	\$ 307,844	\$ 347,461
March - May	\$ 351,803	\$ 344,349	\$ 362,157	\$ 335,738	\$ 371,309	\$ 350,089	\$ 383,563	\$ 358,893	\$ 386,107	\$ 353,371
Totals	<u>\$ 2,087,356</u>	<u>\$ 1,966,353</u>	<u>\$ 2,148,787</u>	<u>\$ 2,067,956</u>	<u>\$ 2,203,093</u>	<u>\$ 2,175,978</u>	<u>\$ 2,275,795</u>	<u>\$ 2,130,454</u>	<u>\$ 2,292,000</u>	<u>\$ 2,265,646</u>
(Shortfall)/Overfall		<u>\$ (121,003)</u>		<u>\$ (80,831)</u>		<u>\$ (27,115)</u>		<u>\$ (145,341)</u>		<u>\$ (26,354)</u>

Cumulative Revenue Shortfall: \$ (400,643)

