



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, April 17, 2019 at 5:30 p.m.
Los Osos Community Services District Office
2122 9th Street, Suite 106, Los Osos, CA

COMMITTEE MEMBERS

Chuck Cesena, Chairperson
Matthew Fourcroy, Vice Chairperson
James Bishop, Member
Jan Harper, Member
Leonard Moothart, Member
Ron Munds, Member
Eric Silva, Member

STAFF

Renee Osborne, General Manager
Jose Acosta, Utility Systems Manager
Ann Kudart, Administrative Services Manager

AGENDA

1. **Opening at 5:30 p.m.**
Call to Order, Flag Salute, Roll Call
2. **Approve UAC Meeting Minutes of March 20, 2019**
(Recommend Committee Approval)
Presented By: Administrative Services Manager Kudart
3. **Utilities Department Updates**
(Updates Only)
Presented By: Utility Systems Manager Acosta
4. **Discussion Regarding Water Conservation Rebate Program**
(Review, Discussion and Recommendations to the Board)
Presented By: General Manager Osborne
5. **Review of Capital Improvement Projects (CIP) List**
(Review, Discussion and Recommendations)
Presented By: Utility Systems Manager Acosta
6. **Review of Fiscal Year 2019/2020 Draft Water and Drainage Budgets**
(Review, Discussion and Recommendations)
Presented By: General Manager Osborne and Utility Systems Manager Acosta
7. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
8. **Schedule Next UAC Meeting** – A Joint FAC/UAC Meeting is scheduled to be held Tuesday, April 23, 2019 at 5:00 p.m. and the next UAC Meeting will be held Wednesday, May 15, 2019 at 5:30 p.m. unless otherwise noted.
9. **Closing Comments by UAC Committee Members**
10. **Adjournment**

ITEM 2

**APPROVE UAC MEETING MINUTES OF
MARCH 20, 2019**

Los Osos Community Services District
DRAFT Minutes of the Utilities Advisory Committee Meeting
March 20, 2019 at 5:30 p.m. at the District Office

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order, Flag Salute and Roll Call	<p>Chairperson Cesena called the meeting to order at 5:30 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> Jan Harper, Committee Member – Absent Leonard Moothart, Committee Member – Present Ron Munds, Committee Member – Present Eric Silva, Committee Member – Present Matthew Fourcroy, Vice Chairperson – Absent Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Jose Acosta, Utility Systems Manager Marti Brand, Administrative Clerk</p>	
2. Welcome 2019 Committee Members and Review of Brown Act Guidelines	<p>Chairperson Cesena introduced President Ochylski who provided a PowerPoint presentation regarding the Brown Act, explaining that it is a law which guarantees the public's right to attend and participate in meetings of local legislative bodies and defining the open meeting requirements of the Brown Act.</p>	<u>Action</u> – No Action.
3. Approve UAC Minutes of February 20, 2019	<p>Administrative Clerk Brand presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Munds made a motion to approve the UAC minutes of February 20, 2019. The motion was seconded by Committee Member Silva and carried unanimously.</p>	<u>Action</u> – File approved minutes.
4. March 20, 2019 Basin Management Committee Update	<p>Chairperson Cesena provided a verbal summary of the meeting reporting that on the consent agenda 5C was the Approval of Contract with Twin Cities Surveying for budgeted well head surveys; 7A Update on Status of the Basin Infrastructure Projects; they discussed who will own the monitoring well of the Basin Management Committee (BMC), and the need for a Joint Powers Agreement (JPA) with agency involvement. He reported that the water conservation item did not pass as each purveyor has their own conservation program and the BMC would like to see the focus on hardware for water conservation. There was a discussion of the CHG Report regarding Los Osos Basin Plan Metric Trends Review and Infrastructure Program C Evaluation; that they had a discussion on the push back from neighbors and have accepted the letter from the District regarding the metrics. Chairperson Cesena reported on the vote of the annual budget; the Request for Qualifications for the BMC Executive Director and that this is regarding Interim Executive Director Miller's position. He reported on the Update Status of Recycled Contracts with Agricultural Properties and that the County is committed to this contract and that the Farm Bureau supported the contract and hope the program would expand.</p> <p>Public Comments – Jeff Edwards commented on Supervisor Gibson's reference to Program D and wells going east of the creek; objected to the Supervisor's discussion regarding 10% going to Agriculture for treated effluent; and, the Farm Bureau coming to our side of creek for water.</p> <p>Linde Owen objected that the BMC has carved out Warden Lake as a sub-basin east by the dump and we are soon to be left with only one basin and it is getting smaller.</p>	<u>Action</u> – No Action.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>5. Utilities Department Update</p>	<p>Utility Systems Manager Acosta reported that the 8th Street Water Yard Building Project's soil report had been returned and called for more over-excavation, larger rebar in areas, and a thicker foundation pour; that District staff is working on obtaining quotes for underground fire service installation, fire sprinkler installation, and ADA paving and parking requirements.</p> <p>Regarding Bayridge Septic Tanks he reported that the City of Bakersfield had received and approved the application for the District approve hauler and that the hauler is awaiting comformation from Kern County Public Health to conduct inspection of their vehicles.</p> <p>He reported that staff has been compiling the necessary data for the State Water Resources Control Board Annual Report and that the State has extended their deadline to the end of May; and, that staff has been working on the 2019/2020 Draft Water and Drainage Budgets to be presented to UAC under Item 8 for review and recommendation and that it would be brought back to UAC again before being presented to FAC.</p> <p>Public Comment – Jeff Edwards asked about the cost to date of the Water Yard improvements, if there would be a cost versus benefit analysis, and commented on Palisades Well usage for the past two to four months.</p> <p>Utility Systems Manager Acosta responded that we are at \$200,000 and that this is \$30,000 less than the next highest bid. He reported that the Palisades Well is used as a supplemental well and not as a primary well; that staff has been working on cost and water quality analysis for each of the District well sites and will be reported at the next UAC meeting; that the crew will try to bring over more water from South Bay Well and that if in the future the District does bring on the Program C Well it could eliminate use of the Palisades Well; and, that with new regulations there is a possibility that the 3rd Street Well could be brought back with State approval and the District could remove the Palisades Well from use.</p>	<p><u>Action</u> – No action.</p>
<p>6. Review of the District Water Shortage Contingency Plan</p>	<p>Utility Systems Manager Acosta reported that the recommended changes made at the Committee's February meeting had been updated and presented for the Committee's review.</p> <p>Public Comment – Jeff Edwards objected to the use of the Water Shortage Contingency Plan commenting that it has not proven to be a useful tool and that he sees no benefits from the Plan.</p> <p>Linde Owen inquired as to the meaning of "no transfer" in Stage III through Stage V; voiced her support of the Water Shortage Contingency Plan; and, if water usage during the upcoming Fire Season kick into Stage V.</p> <p>Richard Margetson commented on possible issues with the reduction targets in the five stages.</p> <p>Committee Member Munds responded that the reduction targets in the second column have nothing to do with the targets in the first column and that there is no commercial program in the first three stages. He supported the Plan as it gives the Board the ability to message the community that there are water issues and that it could be revised and updated to be simplified and more relevant.</p> <p>The Committee unanimously recommended that staff modify the Water Shortage Contingency Plan as presented and discussed for presentation to the Board for their approval and additional review by the Committee after the Water Rate Group has made their recommendation regarding leak credits.</p>	<p><u>Action</u> – the Committee unanimously recommended that staff modify the Water Shortage Contingency Plan as presented and discussed for presentation to the Board for their approval and additional review by the Committee after the Water Rate Group has made their recommendations regarding leak credits.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
7. Review of Capital Improvement Projects (CIP) List	<p>Utility Systems Manager Acosta provided a summary of the report as submitted with the agenda packet and reviewed the CIP priority listing with the Committee reporting that the Water Department Heavy Equipment Storage project was newly added.</p> <p>Public Comment – Linde Owen asked if the Heavy Equipment Storage project could be started now while there is activity going on with the Water Operation Facility Improvements project.</p> <p>Richard Margetson inquired as to which of the first four projects would be funded out of the current year's fiscal budget.</p> <p>Utility Systems Manager Acosta responded that the first four projects were included in this year's budget and if the projects do not get completed the monies will go back into reserves and reprioritized for the next budget.</p> <p>Jeff Edwards commented on the Supplemental Water Wells project and believes that the Board should take a different tack and drop the test well and take all four alternatives and conduct a co-equal analysis under CEQA.</p>	<u>Action</u> – No action.
8. Review of Fiscal Year 2019/2020 Draft Water and Drainage Budgets	<p>Utility Systems Manager Acosta reported that following this review the draft water and drainage budgets will come back before UAC for additional review and final recommendations, then on to the Finance Committee for review and recommendations, and then presented to the Board of Directors for review. He provided a summary of the Water Budget by line item.</p> <p>Public Comment – Richard Margetson commented on the Water Budget Capital Outlay Reserve, Property Taxes, Penalties, Salaries and Wages, and, that Electric seems low.</p> <p>Utility Systems Manager Acosta provided review of the Drainage Budget by line item.</p> <p>Public Comment – Richard Margetson commented that 12.5% Property Taxes from Water should go into Drainage.</p> <p>The Committee unanimously recommended that staff modify the Fiscal Year 2019-20 Draft Budgets as discussed and with recommendations presented and that staff bring the Water and Drainage Budgets back for review by the UAC prior to compiling a final budget.</p>	<u>Action</u> – The Committee recommended that staff modify the Fiscal Year 2019-20 Draft Budgets as discussed and with recommendations presented and that staff bring the Water and Drainage Budgets back for review by the UAC prior to compiling a final budget.
9. Public Comments on Items NOT on this Agenda	None	
10. Schedule Next UAC Meeting	The next meeting of the UAC will be April 17, 2019 at 5:30 p.m. unless otherwise noted.	
11. Closing Comments by UAC Committee Members	None	
12. Adjournment	The meeting adjourned at 7:53 p.m.	

ITEM 4

DISCUSSION REGARDING WATER CONSERVATION REBATE PROGRAM



April 10, 2019

TO: Utilities Advisory Committee
FROM: Renee Osborne, General Manager
SUBJECT: **Item 4 – 4/17/2019 Utilities Advisory Committee Meeting**
Discussion Regarding Water Conservation Rebate Program

President
Marshall E. Ochylski

Vice President
Charles L. Cesena

Directors
Matthew D. Fourcroy
Vicki L. Milledge
Christine M. Womack

General Manager
Renee Osborne

District Accountant
Robert Stilts, CPA

Unit Chief
Scott M. Jalbert

Battalion Chief
George Huang

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 110
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcscsd.org

DESCRIPTION

Discussion regarding the use of the District's Water Conservation Reserves for the District's Water Conservation Rebate Program.

MOTION: *I move that the Committee recommends to the Board of Directors to approve the implementation of the rebate program and to allocate \$10,000 from the Water Conservation Reserves to establish the rebate program for the 2019/2020 Fiscal Year.*

DISCUSSION

Currently, the District has \$50,000 in the Water Conservation Reserve account. It has been the intention of the District to create a rebate program for District water consumers. Attached is the first draft of the recommended items for rebate along with the rebate amounts.

The amounts are based on the price range of items and comparison to current Golden State Water Company (GSWC) and San Luis Obispo (SLO) County rebate programs.

As part of the cooperative conservation campaign with the Los Osos/Baywood Park Chamber (Chamber) and GSWC, we are planning a Conservation Fair on Sunday, June 23rd. The event will feature the local businesses that sell the conservation items and contractors that can install the items. We hope to have the Los Osos Middle School video entries by this time and announce the winners at this event. In addition, there will be food and fun items for kids.

We have reserved the South Bay Community Center and hope to have the event outside. All proceeds will be collected by the Chamber and used to pay for the video awards and additional water conservation marketing supplies that can be used by the whole community.

Staff would like recommendations from the Utilities Advisory Committee regarding rebate items and amounts.

FINANCIAL IMPACT

Staff is recommending \$10,000 to be used in the first round of the rebate program.

Attachments

REBATE COMPARISONS

CURRENT REBATE ITEMS FROM THE COUNTY AND GOLDEN STATE

Toilet

\$250 SLO County

\$75 GSWC

Proposed District rebate amount: \$75

Clothes Washer

\$450 SLO County

\$50 GSWC

Proposed District rebate amount: \$125

NEW ITEMS

Tankless Water Heater

Cost: Gas \$1617 - \$890

Electric \$790 - \$390

Proposed District rebate amount: \$200

Rain Catchment

Cost: \$57 - \$500

Proposed District rebate amount: \$100

(Not to exceed cost of item)

FREE DISTRICT ITEMS

Showerheads

Shower Wands

Kitchen Faucet Heads

Hose Timers

Hose Nozzles

Faucet Aerators

Moister Meters

Shower Timers

STATE REBATE PROGRAMS

Turf Removal Program up to \$2,000

Toilet program – Closed

**LOS OSOS CSD
2019 CONSERVATION REBATE PROGRAM**

Toilet: \$75

Clothes Washer: \$125

Tankless Water Heater: \$200

Rain Catchment: \$100
(Not to exceed cost of item)

FREE DISTRICT ITEMS

Showerheads
Shower Wands
Kitchen Faucet Heads
Hose Timers
Hose Nozzles
Faucet Aerators
Moisture Meters
Shower Timers

STATE REBATE PROGRAMS

Turf Removal Program up to \$2,000
Toilet Program – Closed

REBATE PROGRAMS

MAKE CONSERVATION A WAY OF LIFE

The Los Osos Groundwater Basin Management Committee encourages customers to use water responsibly, and offers conservation rebates and programs to help improve your water-use efficiency.

WHEREVER YOU USE
WATER, THERE ARE
OPPORTUNITIES TO
SAVE, FROM
SHORTENING THE
DURATION OF
SHOWERS TO
INSTALLING WATER-
SAVING DEVICES.

CONSERVATION REBATES & PROGRAMS

CUSTOMER OF GSWC, LOCSD, AND S&T MUTUAL WITHIN SEWER SERVICE AREA

State turf removal program*

\$250 toilet rebate**

\$450 clothes washer rebate**

\$350 rebate for hot-water
recirculating systems**

\$500 rebate for a complete graywater
system**

\$50 rebate for a laundry-only
graywater system**

\$40 rebate for high-efficiency
showerheads (less than 1.5 gpm) **

\$5 rebate for residential faucet
aerators**

\$5 rebate for commercial faucet
aerators**

\$500 rebate for commercial urinals**

Efficient lawn sprinkler nozzles at
\$4.00 each with the purchase of 15.

Residence inside of Sewer service
area, please call (805) 788-6633 to
schedule a pre-inspection to verify
eligible water saver fixtures.

GSWC CUSTOMERS OUTSIDE SEWER SERVICE AREA

State turf removal program*

FREE water use surveys

\$75 toilet rebate***

\$50 clothes washer rebate***

\$80 rebate on weather-based
irrigation controllers***

FREE water conservation kits

FREE outdoor irrigation drip kits

* Accessed at www.saveourwaterrebates.com

** Details at the County-Wide Water
Conservation website
www.slocounty.ca.gov/department/planning-Building/Water-Conservation.aspx

*** Details at the GSWC website at www.gswater.com/los-osos



REBATES



CEMENT REBATE

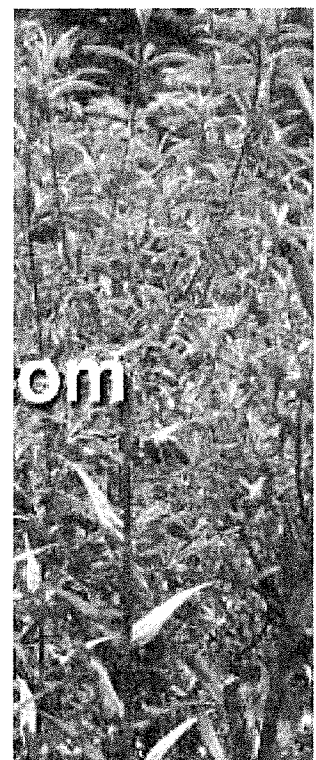


Program Overview

REPLACE YOUR TURF GRASS AND RECEIVE A REBATE OF UP TO \$2,000!

The Department of Water Resources (DWR) has a rebate program for removing turf and replacing it with landscapes that require little water at California single-family residences to support the State's drought response. For more information on the program's history, go to the DWR turf site at www.water.ca.gov/Work-With-Us/Grants-And-Loans/Turf-Replacement.

The \$24 million program budget is expected to support the conversion of more than 10 million square feet of turf, or approximately 20 percent of the statewide goal of 50 million square feet of turf. Up to \$2 per square foot of removed and replaced turf will be rebated per eligible household. The total rebated amount, including any rebates the homeowner has already applied for from another agency, can't exceed a total of \$2 per square foot.



0:00 / 1:37

RAIN CATCHMENTS



Furniture Outdoor Bed & Bath Rugs Décor & Pillows Storage Lighting Kitchen

Categories

Chicken

Planters

Greenhouses

Indoor Gardening

Rain Barrels

Terrariums

Composters

Beekeeping

Bird Baths

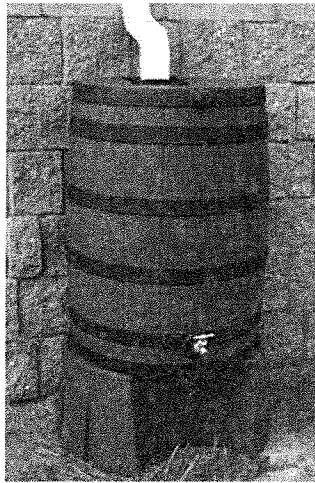
Bird Houses

Bird Feeders

Home Brewing

Canning

Good Ideas Rain Wizard 50 Gallon Rain Barrel Stand



63

\$56.99

FREE Shipping

Get it by Fri, Apr 19

Ship To: 95020

Select Color: Oak



Add to Cart


[See Full Details](#)

Similar Rain Barrels Below



Sort by
Recommended 

Capacity 

Price Per Item 

Type 

Color 

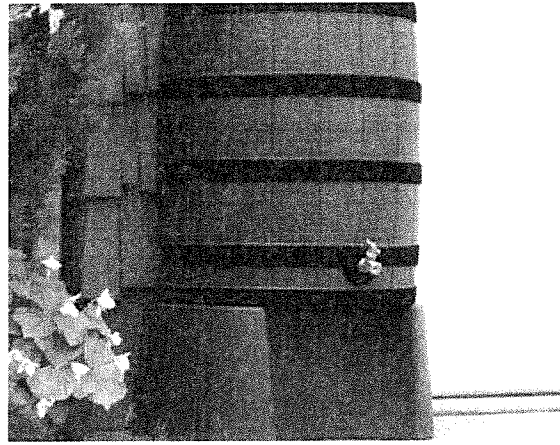
Brand 

[See All Filters](#)

 1- or 2-Day Shipping to 95020

154 Results





Valve Kit
by Rain Reserve

\$26.99 ~~\$31.99~~

★★★★★ 2

Rain Wizard 40 Gallon Rain Barrel
by Good Ideas

\$130.99 ~~\$147.33~~

★★★★★ 8

FREE Shipping

Sale



Decorative Downspout Rain Splash Block
by EMSCO Group

from **\$27.99** ~~\$29.99~~

★★★★★ 1

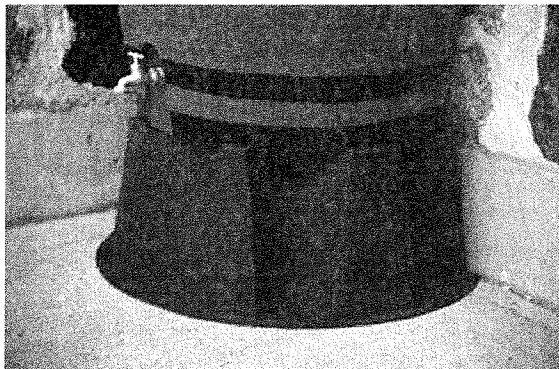
Sale



Rain Barrel Flat Rock
by EMSCO Group

from **\$29.99**

★★★★★ 5



RTS Home Accents Rain Collector Stand
by RTS Companies

\$45.99 ~~\$51.99~~

★★★★★ 58

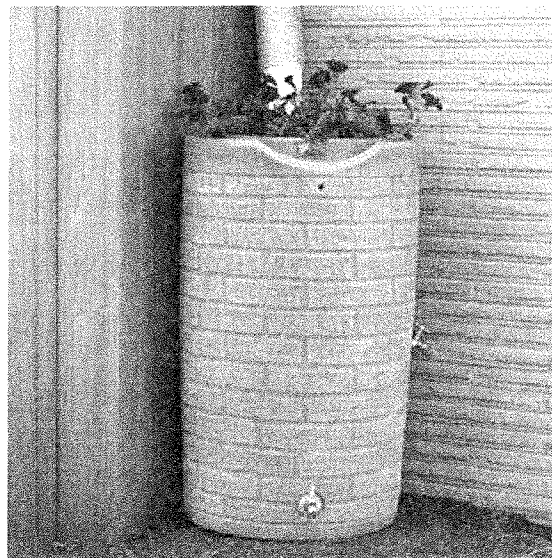
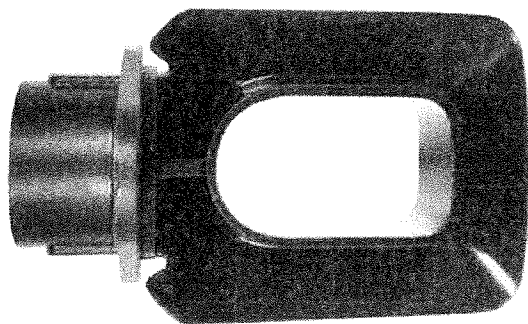


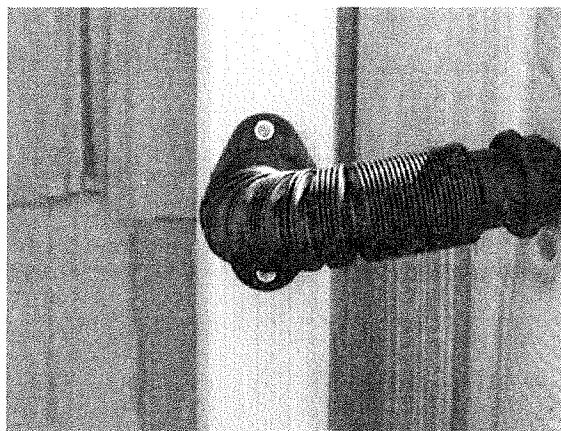
54 Gallon Rain Barrel
by Spruce Creek RainSaver

\$118.99 ~~\$129.95~~

★★★★★ 14

FREE Shipping





Earth Minded FlexiFit Diverter System by Good Ideas

\$38.99 ~~\$39.99~~

★★★★☆ 55

Rain Diverter by Rain Reserve

\$34.99

★★★★☆ 15



More Options

80 Gallon Rain Barrel by RainBarrel USA

\$174.99

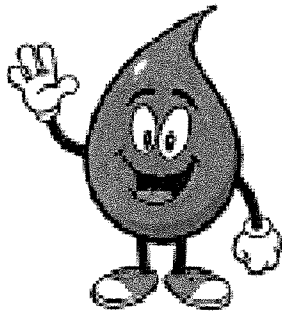
★★★★☆ 20

GRAF Rain Barrel by Exaco

from **\$479.99**

★★★★☆ 5

WATER CONSERVATION FAIR FLYER



**SPONSORSHIPS REQUEST –
2019 Water Conservation Fair- Sunday, June 23rd**

Please consider being a sponsor for the 2019 Water Conservation Fair being held at the South Bay Community Center.

Conservation Fair Sponsorships include -

- \$50 booth price at the Conservation Fair (\$75 regular)
- Company Name Mention in all social media and advertisements for conservation fair.
- Personal Advertisement with “Water Guy”. Advertisement will be on the Chamber, LOCSD, and Golden State websites and Facebook pages.

Sponsorships due by May 20th.*

___ Yes, I would like to be Sponsor \$ _____

Name of Business or person _____

Please return this form to Los Osos/Baywood Park Chamber of Commerce.

Make check payable to Los Osos/Baywood Park Chamber. Tax ID#95-3751092

Email logo artwork to info@lobpchamber.org

**or promised by due date*

Sponsored
by:



ITEM 5

REVIEW OF CAPITAL IMPROVEMENT PROJECTS (CIP) LIST



April 10, 2019

TO: LOCSD Utilities Advisory Committee

FROM: Jose Acosta, Utility Systems Manager *JA*

SUBJECT: **Agenda Item 5 – 4/17/2019 Utilities Advisory Committee Meeting**
Review of Water Capital Improvement Projects List

President
Marshall E. Ochylski

Vice President
Charles L. Cesena

Directors
Matthew D. Fourcroy
Vicki L. Milledge
Christine M. Womack

General Manager
Renee Osborne

District Accountant
Robert Stilts, CPA

Unit Chief
Scott M. Jalbert

Battalion Chief
George Huang

DESCRIPTION

Annually, staff presents the Capital Improvement Project (CIP) list to the Utilities Advisory Committee (UAC) for review and discussion. The projects on the list are updated with their status and costs and added or removed based on need and priority.

STAFF RECOMMENDATION

Staff recommends that the Committee review, discuss, and provide recommendations to staff to modify the CIP list.

DISCUSSION

Staff presents the CIP list on an annual basis to the UAC for review and recommendations. The CIP list provides a plan for capital projects, equipment purchases and system upgrades that are needed to ensure continuous production and delivery of safe, clean drinking water. The list also provides an opportunity to discuss timeframes, costs, and prioritization for these projects. Additionally, the plan provides an opportunity to review the list and integrate any projects into the annual fiscal budget.

At your March 20, 2019 meeting, staff presented the UAC with the most current CIP listing. The projects and costs estimates were based on figures from 2014. Staff has worked on updating the CIP list costs with 2019 figures. Attached is the updated CIP list with both the 2014 and 2019 figures for comparative purposes.

Staff is requesting that UAC review the CIP list, discuss and make any recommendations. Once all recommendations have been made a final CIP list will be presented.

FINANCIAL IMPACT

No financial impact at this time.

Attachments

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 102
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcscsd.org

LOCSO Water Capital Improvement Projects Listing



TITLE	DESCRIPTION	AMOUNT FROM 2014 \$ (unless specified)	Updated 2019 CIP, \$	STATUS	PRIORITY
Supplemental Water Wells	Program C Eastern Wells	\$30,000 (17/18)	\$200,000	In progress	Current
8th Street Upper Aquifer Well	Supplemental well blend with existing lower aquifer well water-possible nitrate removal	Phase 2 Design \$50,176 Phase 2 Construction- \$315,824	\$315,824	Design complete, Construction 2018/19 budget	Current
Water Operation Facility Improvements	Water Operations Facility (Improve work shop by destroying sea trains, put in modular building)	\$100,000 (18/19) RFP is currently posted	\$200,000	In progress 2018/19 Budget	Current
Water Meter Replacement Program	Replace all water meters in system to ensure reading remain accurate and revenue is optimal	\$149,090, to replace remaining 1754 meters from 2014 replacement program	\$175,400	2018/19 budget \$75,000 to replace 900 meters this fiscal year	Current
SCADA System Upgrade for Water and Drainage	Design/Construction of SCADA System	\$210,000 75% Water- \$157,500 25% Drainage- \$52,500	\$250,000 75% Water- \$187,500 25% Drainage- \$62,500	Incomplete	1
South Bay Wells Distribution Project	New project – Connect existing wells at South Bay to gravity Zone	\$350,000	\$507,500	Not Started	2
Water Department Heavy Equipment Storage	Construct a 3-sided storage bay to protect heavy equipment and generators	\$30,000	\$30,000	Not Started	3
18th Street/Paso Robles Loop Upgrade	Distribution system loop in boosted zone- pipe project	\$39,270	\$75,000	Not Started	4
Santa Maria Loop Upgrade	Distribution system loop in boosted zone- pipe project	\$150,150	\$175,000	Not Started	5
18th Street/Ramona Loop Upgrade	Distribution system loop in boosted zone- pipe project	\$86,800	\$90,000	Not Started	6
Ferrell Avenue Loop Upgrade	Distribution system loop in main zone- pipe project	\$167,475	\$175,000	Not Started	7
Ferrell Well Loop Upgrade	Distribution system loop in main gravity zone- pipe project	\$11,550	\$14,000	Not Started	8

LOCSD Water Capital Improvement Projects Listing



12th Street/El Moro Upgrade	Distribution loop in main zone/fire flow upgrade-new pipe	\$214,830	\$250,000	Not Started	9
10th Street/Santa Maria Valve Replacement	Replaced gate valve	\$50,000	\$5,000	Not Started	10
South of Santa Ysabel Valve Replacement@16th Street	Replace gate valve associated with blowoff	\$2,100	\$5,000	Not Started	11
14th Street Dead-End Upgrade	Upgrade pipe- improve fire flow to residential zone	\$98,000	\$125,000	Not Started	12
7th Street Dead-End Upgrade	Upgrade pipe- from Santa Ysabel going North	\$34,720	\$50,000	Not Started	13
El Moro Upgrade	New Pipe- Distribution loop in main zone	\$307,230	\$350,000	Not Started	14

COMPLETED PROJECTS

10th Street Tank Repair	Prolong life of 10th Street tank for another 10 years	\$140,000		Completed FY 11/12 \$120,878	
16th Street North & South Tank Spot Repair Project	Coating project and spot repair to prolong life of both 16th Street tanks another 10 years	\$50,000		Completed FY 15/16 \$32,463	
South Bay Upper Aquifer Well Project	Supplemental well on eastern side of town	\$10,000		Completed FY 13/14 (\$620,000 funding through Prop 84 grant)	
8th Street Upper Aquifer Well	Phase 1 dig upper aquifer well	\$141,915		Completed December 2016	
LOCSD/GSWC Intertie	Emergency connection between the two water purveyors	\$55,000 (\$103,550) split with GSWC		Completed March 2017	

ITEM 6

REVIEW OF FISCAL YEAR 2019/2020 DRAFT WATER AND DRAINAGE BUDGETS



April 10, 2019

TO: LOCSD Utilities Advisory Committee

FROM: Renee Osborne, General Manager
Jose Acosta, Utility Systems Manager

SUBJECT: **Agenda Item 6– 4/17/2019 Utilities Advisory Committee Meeting**
Review of Fiscal Year 2019/2020 Draft Water and Drainage Budgets

DESCRIPTION

Staff is presenting the Water and Drainage Fiscal Year (FY) 2019-20 Draft Budget for review and discussion to the Utilities Advisory Committee (UAC).

STAFF RECOMMENDATION

Motion: I recommend that staff modify the Fiscal Year 2019-20 Draft Budgets as discussed with recommendations presented and that staff bring the Water and Drainage budgets back for review by the UAC prior to compiling a final budget.

DISCUSSION

Staff is presenting the Water and Drainage FY 2019-20 Draft Budgets for review and discussion to the UAC. Both budgets are inclusive of anticipated and forecasted revenues and expenditures. Staff has made some adjustments to certain GL codes, increasing or decreasing the amounts, combining some codes and removing some codes that were not being used or seen as duplicates. Requested adjustments to the budgets are as follows:

500- Water

Increase of 5% within Salaries and Wages, this cost is estimated to cover the costs for salary step and possible COLA increases. Increase in Minor Tools, Accessories & Field Machines would include purchases of asphalt repair equipment and 2,000 gallon water tank. Increase in R&M Buildings is to replace rotting siding at well sites where electrical panels are located. Increase within R&M Water Distribution System are for replacement of 12 sample stations, 10th Street reservoir repairs and leak detection program completion.

The requested amounts for Infrastructure CIP are for the following:

- SCADA- 75% of the total costs will be covered by the water budget, total \$187,500.
- Program C Well- The costs included here are for any preliminary studies, test wells, drilling and water quality sampling, total \$200,000.
- South Bay Well Project- These costs have increased from the 2014 dollar figures. This project would connect the production from South Bay wells into the lower pressure zones, total \$507,500.
- 8th Street Upper Aquifer Well- This project was originally funded in the 2018/19 budget but has not been completed. These funds will not be realized in the 2018/19 budget but rather used in FY 2019/20, total \$315,824.
- Water Yard Storage Building- This project was originally funded in the 2018/19 budget but has not been completed. These funds will not be realized in the 2018/19 budget but rather used in FY 2019/20, total \$200,000.

800- Drainage

The requested amount for Infrastructure CIP are for the SCADA project, 25% of the total cost will be covered with the drainage budget. There are no other capital improvement projects planned at this time within the Drainage budget.

President

Marshall E. Ochylski

Vice President

Charles L. Cesena

Directors

Matthew D. Fourcroy

Vicki L. Milledge

Christine M. Womack

General Manager

Renee Osborne

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

George Huang

Mailing Address:

P.O. Box 6064

Los Osos, CA 93402

Offices:

2122 9th Street, Suite 102

Los Osos, CA 93402

Phone: 805/528-9370

FAX: 805/528-9377

www.losososcscsd.org

SUMMARY

Staff is requesting UAC to review the Water and Drainage FY 2019-20 Draft Budgets and make any recommended changes. The budgets will be presented to Finance Advisory Committee (FAC) once feedback and recommendations are final with UAC. Once both UAC and FAC have had a chance to review and make recommendations, final budgets will be compiled. Once final budgets are compiled they will be presented to the Board of Directors for review.

Supplemental documents attached are:

- Water and Drainage Fiscal Year 2019-20 Draft Budgets
- Property Tax Supporting Documents
- Cost Allocation Plan
- Los Osos Basin Management Committee Staff Report Dated January 16, 2019

FINANCIAL IMPACT

1. There is no negative financial impact to the drainage fund budget.
2. There is a \$621,513.05 negative impact on the water fund budget.
3. There will be no money set aside for the Capital Outlay Reserve account in the FY 2019-20 water fund budget.
4. Capital Outlay Reserves will be used to cover capital improvement projects within the water fund budget.

Attachments

Water and Drainage
Fiscal Year 2019-20
Draft Budgets

DRAFT 500 - WATER

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
<u>REVENUES</u>					Property tax reflects allocations
Property Taxes					Minus 25% to fire \$60,314.25
4035	Property Taxes	59,345.87	149,788.75	120,628.50	Minus 25% to ? \$60,314.25
Total Property Taxes		59,345.87	149,788.75	120,628.50	
Service Charges & Fees					
4030	Residential Single Family	1,462,338.45	2,135,000.00	2,135,000.00	same number as last year
4102	Residential- Multi - Family-Water Sales	150,899.10	199,900.00	199,900.00	same number as last year
4103	Commercial, Home Care, Retail-Water Sales	202,467.45	321,000.00	321,000.00	same number as last year
4104	Irrigation- Water Sales	22,042.50	53,000.00	53,000.00	same number as last year
4114	Water Other Service Revenues	(1,289.75)	1,000.00	1,000.00	
4931	Water Activation Fees	4,350.00	6,000.00	5,000.00	
4932	Penalties	19,214.25	20,000.00	20,000.00	
4933	Door Hangers/Lockout Notices	11,665.00	10,000.00	12,000.00	
4937	NSF Fees	385.00	500.00	400.00	
Total Service Charges & Fees		1,872,072.00	2,746,400.00	2,747,300.00	
Other Revenues					
4105	Recycled Water Revenue	0.00	57,000.00	57,000.00	same number as last year
4930	Other Revenue	5,672.48	1,000.00	1,000.00	same number as last year
Total Other Revenues		5,672.48	58,000.00	58,000.00	
Use of Money & Property					
4504	Interest Income	0.00	2,964.00	0.00	not using gl code only 4510
4505	HO Prop Tax Relief	759.54	1,509.00	1,477.00	
4510	Investment Income on funds	4,190.15	4,000.00	4,000.00	We will have a new projected number by next UAC
Interfund Loan Payments to Water		34,676.05	34,676.05	34,676.05	
Total Use of Money & Property		39,625.74	43,149.05	40,153.05	
Total Revenues		1,976,716.09	2,997,337.80	2,966,081.55	

500 - WATER

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
<u>EXPENDITURES</u>					
Personnel					
Salaries/Wages					
8018	Holiday Pay	17,576.28	25,000.00	25,000.00	
8045	Overtime Pay	204.66	4,000.00	4,000.00	
8050	Administrative Leave Pay	2,359.13	3,680.00	3,680.00	
8051	Floating Holiday Pay	1,869.78	5,000.00	5,000.00	
8054	Salaries & Wages - Regular	235,344.87	356,316.15	374,131.96	Increase includes step increases for employees, and possible COLA increase
8056	Retroactive Pay	460.80	1,000.00	1,000.00	
8060	Sick Leave Pay	8,737.16	24,150.00	24,150.00	
8063	Standby Pay	12,622.26	14,700.00	15,000.00	
8066	Comp Time Used	10,379.30	11,550.00	12,000.00	
8081	Vacation Pay	22,070.21	39,900.00	39,900.00	
Total Salaries/Wages		311,624.45	485,296.15	503,861.96	
Payroll Taxes & Benefits					
5030	Life Insurance - ER	902.50	1,700.00	1,700.00	
5031	Disability Insurance	237.94	500.00	500.00	
5035	AD & D Insurance	237.50	0.00	0.00	
5040	LTD Insurance	1,674.94	3,300.00	3,300.00	
5050	Medicare - ER	4,589.87	9,000.00	9,000.00	
5060	Cafeteria Plan - ER	42,847.79	65,000.00	65,000.00	
5070	Retirement ER - Regular	52,877.78	67,000.00	67,000.00	
5075	Retirees Medical - ER	1,107.99	1,620.00	1,620.00	
5120	Workers Comp Insurance - ER	15,767.18	15,767.18	15,800.00	
5124	Retirement - ER - Tier 2	3,651.12	5,970.00	5,970.00	
Total Payroll Taxes & Benefits		123,894.61	169,857.18	169,890.00	
Employment Services					
5100	Unemployment Insurance - ER	3,368.92	5,500.00	5,500.00	
5103	Federal Unempl	(1,961.74)	0.00	0.00	
6230	Medical Exam	0.00	150.00	150.00	
Total Employment Services		1,407.18	5,650.00	5,650.00	
Total Personnel		436,926.24	660,803.33	679,401.96	

500 - WATER

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
Services & Supplies					
Clothing & Uniform					
7246	Uniform & Gear	335.19	2,600.00	2,600.00	
7248	Uniform Safety Boots	346.60	1,000.00	1,000.00	
Total Clothing & Uniform		681.79	3,600.00	3,600.00	
Contract Services					
6100	Labor & Support-IT Services	0.00	300.00	300.00	
6110	IT Purchased Services	2,074.92	5,400.00	5,400.00	
7250	Water Quality Testing	19,077.34	28,000.00	28,000.00	
7255	Security Services	7,132.70	8,000.00	8,000.00	
7301	Contract Maint Services	0.00	1,000.00	0.00	Remove
7321	Janitorial Cleaning & Supplies	422.01	850.00	850.00	
Total Contract Services		28,706.97	43,550.00	42,550.00	
Equipment & Tools					
6438	Disinfection Feed Pumps	1,617.63	1,500.00	1,800.00	
7242	Minor Tools, Accessories & Field Machines	3,043.00	3,500.00	18,000.00	Asphalt repair equipment, 2k gal tank on Budget Planning list
7253	Rent - Equipment	22.00	1,000.00	500.00	
7256	Meter Purchases & Replacements	59,657.65	75,000.00	75,000.00	
Total Equipment & Tools		64,340.28	81,000.00	95,300.00	
Financial Services					
7309	Late Fees	(0.58)	50.00	50.00	
7310	Bank Service Charges	13.56	0.00	0.00	
Total Financial Services		12.98	50.00	50.00	
Ins., Lic. & Regulatory Fees					
6120	Computer Licenses	0.00	200.00	200.00	
6340	Misc Fees	0.00	3,000.00	3,000.00	
6342	Fees - Regulatory	3,561.00	18,000.00	18,000.00	
6345	Property Taxes & Assess. Costs	3,203.78	6,300.00	6,300.00	
7325	Insurance	34,272.96	34,272.96	35,000.00	
Total Ins., Lic. & Regulatory Fees		41,037.74	61,772.96	62,500.00	

500 - WATER

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
Legal & Professional					
7318	Professional & Consulting BMC	26,436.69	55,746.00	131,556.00	Number based off of BMC Budget dated January 16, 2019
7320	Professional & Consulting Services	4,872.84	10,000.00	10,000.00	
7326	Legal Services	105,197.50	115,000.00	20,000.00	
7336	Legal Services- ISJ	0.00	1,000.00	1,000.00	
7340	Legal Notifications	(353.32)	1,000.00	1,000.00	
Total Legal & Professional		136,153.71	182,746.00	163,556.00	
Office/Operations					
6130	Computer Hardware	0.00	1,000.00	3,000.00	
6140	Computer Software	7,272.54	7,500.00	7,500.00	
7140	General Supplies & Minor Equipment	775.65	1,000.00	1,000.00	
7160	Postage, Shipping & Mail Supplies	9,456.71	15,000.00	15,000.00	
7180	Billing Supplies, Forms & Printing	221.10	2,200.00	2,200.00	
7226	Membership & Dues	1,769.86	3,000.00	3,000.00	
7230	Misc Small Parts & Supplies	1,534.53	2,000.00	2,000.00	
7237	Process Control & Treatment Supplies	2,384.95	4,000.00	4,000.00	
7239	Water Treatment Chemicals	4,608.59	8,000.00	8,000.00	
7249	Safety Supplies	557.76	1,000.00	1,000.00	
Total Office/Operations		28,581.69	44,700.00	46,700.00	
Other Expense					
7330	Misc Operating	19.50	250.00	250.00	
7348	Water Conservation Program	1,981.91	3,000.00	3,000.00	
Total Other Expense		2,001.41	3,250.00	3,250.00	
Rent & Utilities					
6000	Cell Phones	2,003.49	3,500.00	3,500.00	
6025	Telephone	5,988.78	10,000.00	10,000.00	
7352	Rent - Offices & Other Structures	0.00	2,900.00	0.00	Remove
8610	Electric	61,369.30	100,000.00	100,000.00	
8620	Gas Service	146.09	250.00	250.00	
8630	Trash Services	1,806.73	4,000.00	3,000.00	
8644	Disposal Services	22,246.50	30,000.00	30,000.00	
8670	Street Lighting	254.77	400.00	400.00	
Total Rent & Utilities		93,815.66	151,050.00	147,150.00	

500 - WATER

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
Repairs & Maintenance					
6405	R & M - Extinguishers	311.89	350.00	350.00	
6422	R & M - Hydrants	575.85	1,100.00	1,100.00	
6640	R & M - Equip & Other Non-Structural Fixed Assets	624.29	750.00	1,000.00	
6641	R & M - Wells	570.31	1,000.00	1,000.00	
6750	R & M - Minor Tools & Equipment	1,835.18	2,400.00	2,400.00	
6800	R & M - Grounds & Collection Systems	476.13	600.00	600.00	
6830	Paving & Concrete	0.00	4,000.00	4,000.00	
6900	R & M - Buildings & Structures	2,602.24	6,000.00	16,000.00	Replace rotting siding at 10th St and SB Wells
7241	R & M - Water Distribution System	7,048.34	15,000.00	99,400.00	S.S. replacements, 10th St Tank repairs, Dist. Sys. leak detection
Total Repairs & Maintenance		14,044.23	31,200.00	125,850.00	
Travel & Training					
7323	Books, Publications & Subscriptions	0.00	250.00	250.00	
7324	Education & Training Fees	1,509.50	5,900.00	5,900.00	
8410	Certifications	0.00	500.00	500.00	
8510	Lodging & Meals -	600.20	2,000.00	2,000.00	
8539	Meals	0.00	700.00	0.00	Remove
8550	Mileage Reimbursement & Parking	98.54	700.00	500.00	
Total Travel & Training		2,208.24	10,050.00	9,150.00	
Vehicle Maintenance & Repairs					
7006	Tuneup/Oil/Maintenance	658.61	1,600.00	1,600.00	
7211	Misc Fuel & Diesel	1,285.03	2,300.00	2,300.00	
7220	Gasoline	3,863.92	5,000.00	5,000.00	
7228	Markings & Other Misc Services	99.67	500.00	200.00	
7232	Vehicle Repairs - Parts, Tires & Lubricants	1,324.21	5,000.00	5,000.00	
Total Vehicle Maintenance & Repairs		7,231.44	14,400.00	14,100.00	
Total Services & Supplies		418,816.14	627,368.96	713,756.00	

500 - WATER

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
Capital Outlay					
9006	Infrastructure CIP	92,783.00	502,524.00	1,410,824.00	SCADA, Program C Well, SB Well, Water Yard Storage Building, 8th Street Well Construction.
9059	Vehicles, Equipment, & Fixtures	32,602.28	0.00	0.00	
	Total Capital Outlay	125,385.28	502,524.00	1,410,824.00	
Debt Service					
9022	Debt Service - Principal	160,870.79	160,871.00	165,777.00	
9023	Debt Service - Interest & Annual Fee	104,773.65	104,773.00	99,792.00	
9024	Loan Administration Fee	10,546.91	10,547.00	10,064.00	
	Total Debt Service	276,191.35	276,191.00	275,633.00	
Reserves					
9571	*Capital Outlay Reserve	0.00	403,266.56	0.00	This budget will focus on completing projects.
9572	*General Contingency (Operations) Reserve	0.00	57,000.00	57,000.00	
	Total Reserves	0.00	460,266.56	57,000.00	
<u>TRANSFERS</u>					
9511	Interfund Transfer Out	235,091.98	469,802.72	450,979.64	Draft Number
	Total Transfers	235,091.98	470,183.95	450,979.64	
	Total Expenditures	1,492,410.99	2,997,337.80	3,587,594.60	
	Net Revenues over Expenditures	484,305.10	0.00	(621,513.05)	Funds will be transferred from Capital Outlay Reserves

DRAFT 800 - DRAINAGE

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
<u>REVENUES</u>					
Property Taxes					
4034	Property Tax Revenue from Water	29,957.75	29,957.75	0.00	No funds will need to be allocated from water property tax this fiscal budget.
4035	Property Taxes	14,729.68	24,015.00	23,621.00	
Total Property Taxes		44,687.43	53,972.75	23,621.00	
Special Taxes & Assessments					
4400	Drainage Assessments	61,029.00	95,440.00	95,440.00	Same number as last year. Waiting for tax roll
Total Special Taxes & Assessments		61,029.00	95,440.00	95,440.00	
Other Revenues					
4935	Sale-Specs/Plans & Non-Capital Items	235.64	0.00	0.00	
Total Other Revenues		235.64	0.00	0.00	
Use of Money & Property					
4505	HO Prop Tax Relief	75.54	152.00	151.00	
4510	Investment Income on funds	(1.20)	300.00	300.00	
Total Use of Money & Property		74.34	452.00	451.00	
Total Revenues		106,026.41	149,864.75	119,512.00	
<u>EXPENDITURES</u>					
Personnel					
Salaries/Wages					
8045	Overtime Pay	0.00	200.00	200.00	
8054	Salaries & Wages - Regular	8,879.20	16,000.00	16,000.00	
Total Salaries/Wages		8,879.20	16,200.00	16,200.00	
Total Personnel		8,879.20	16,200.00	16,200.00	
Services & Supplies					
Equipment & Tools					
6390	Equipment	0.00	300.00	300.00	
7242	Minor Tools, Accessories & Field Machines	227.22	300.00	300.00	
Total Equipment & Tools		227.22	600.00	600.00	

DRAFT 800 - Drainage

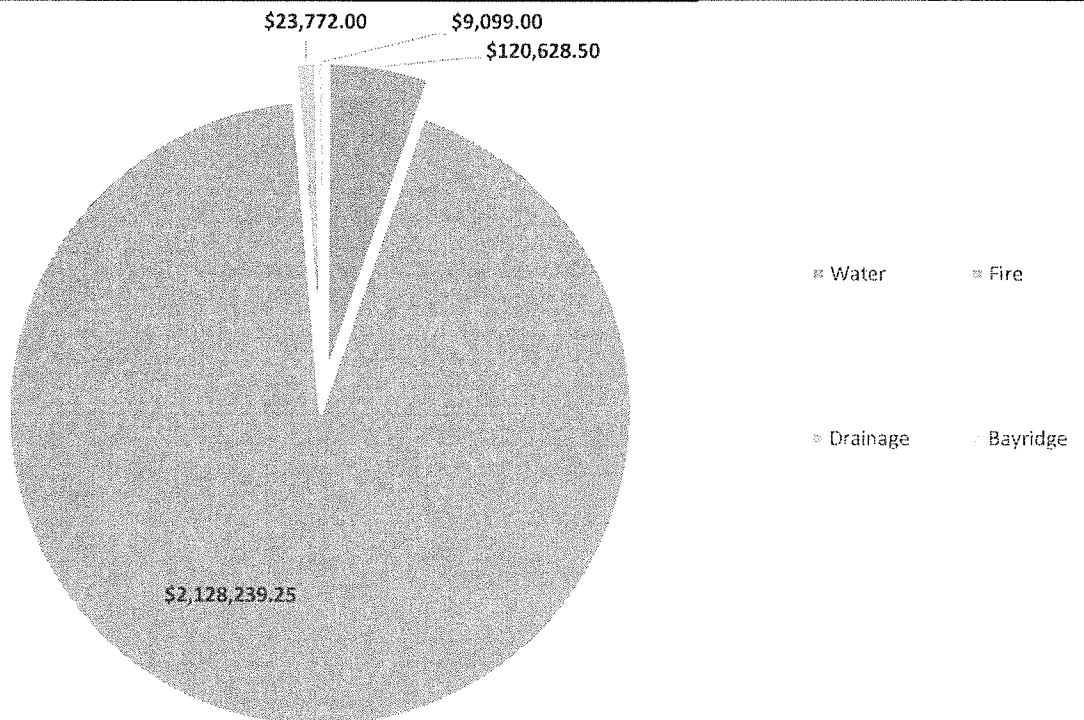
		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
Insurance, Licenses & Regulatory Fees					
6342	Fees - Regulatory	5,692.00	6,000.00	6,000.00	
6345	Property Taxes & Assessments Costs	108.56	200.00	2,000.00	
7325	Insurance	(131.40)	1,500.00	1,500.00	
	Total Insurance, Licenses & Regulatory Fees	5,669.16	7,700.00	9,500.00	
Legal & Professional					
7320	Professional & Consulting Services	366.25	2,000.00	2,000.00	
7326	Legal Services	35.00	500.00	500.00	
	Total Legal & Professional	401.25	2,500.00	2,500.00	
Office/Operations					
7140	General Supplies & Minor Equipment	9.62	50.00	0.00	Remove
7226	Membership & Dues	0.00	200.00	0.00	Remove
7230	Misc Small Parts & Supplies	271.71	500.00	550.00	
7249	Safety Supplies	0.00	100.00	100.00	
	Total Office/Operations	281.33	850.00	650.00	
Other Expense					
7346	Promotional Expenses - Event	250.00	300.00	300.00	
	Total Other Expense	250.00	300.00	300.00	
Rent & Utilities					
6000	Cell Phones	1,110.63	1,700.00	1,700.00	
6025	Telephone	165.83	250.00	250.00	
8610	Electric	1,167.68	2,200.00	2,200.00	
8670	Street Lighting	592.56	1,000.00	1,000.00	
	Total Rent & Utilities	3,036.70	5,150.00	5,150.00	
Repairs & Maintenance					
6405	R & M - Extinguishers	36.68	50.00	50.00	
6640	R & M - Equip & Other Non-Structural Fixed Assets	573.09	1,000.00	1,000.00	
6750	R & M - Minor Tools & Equipment	425.12	500.00	500.00	
6800	R & M - Grounds & Collection Systems	32.16	1,000.00	1,000.00	
6900	R & M - Buildings & Structures	432.27	1,500.00	1,500.00	
	Total Repairs & Maintenance	1,499.32	4,050.00	4,050.00	

DRAFT 800 - Drainage

		Fiscal YTD 2/28/2019	Mid Year Adjustment	2019-2020 Budget	Notes
Travel & Training					
7324	Education & Training Fees	0.00	2,200.00	2,000.00	
8410	Certifications	0.00	100.00	100.00	
8475	Training Materials	0.00	250.00	250.00	
8510	Lodging & Meals - Local	0.00	500.00	500.00	
8539	Meals	0.00	100.00	0.00	Remove
8550	Mileage Reimbursement & Parking	0.00	300.00	300.00	
Total Travel & Training		0.00	3,450.00	3,150.00	
Vehicle Maintenance & Repairs					
7211	Misc Fuel & Diesel	307.64	550.00	550.00	
7220	Gasoline	965.97	1,000.00	1,000.00	
Total Vehicle Maintenance & Repairs		1,273.61	1,550.00	1,550.00	
Total Services & Supplies		12,638.59	26,150.00	27,450.00	
Capital Outlay					
9006	Infrastructure CIP	53,827.68	110,000.00	62,500.00	SCADA Project off CIP List. Figure based on previous estimates.
Total Capital Outlay		53,827.68	110,000.00	62,500.00	
<u>TRANSFERS</u>					
9511	Interfund Transfer Out	5,499.23	10,998.46	10,549.23	Draft Number
Total Transfers		5,499.23	10,886.44	10,549.23	
Total Expenditures		80,844.70	163,236.44	116,699.23	
Net Revenues over Expenditures		25,181.71	(13,371.69)	2,812.77	

Property Tax Supporting Documents

PROPERTY TAX REVENUE						
Zone	Expensed Fund	2019/2020 Estimates	HO Property Tax Relief	Total Revenue Estimates	Total after allocations	Notes
A	Water	\$239,738	\$1,519	\$241,257	\$120,628.50	Minus 25% \$60,314.25 Reallocation to Fire Minus 25% to ? \$60,314.25
B	Fire	\$2,054,817	\$13,108	\$2,067,925	\$2,128,239.25	Plus 25% from Water \$60,314.25
D	Drainage	\$23,621	\$151	\$23,772	\$23,772.00	No additional allocations
F	Bayridge	\$9,042	\$57	\$9,099	\$9,099.00	No additional allocations



Allocation of PG&E County Wide Unitary Tax Revenue			
Expensed Fund	Total Property Tax After Allocations	PG&E Amount Currently at Risk	Total Property Tax Minus PG&E Risk
Water	\$120,629	\$2,363	\$118,266
Fire	\$2,128,239	\$14,002	\$2,114,237
Drainage	\$23,772	\$142	\$23,630
Bayridge	\$9,099	\$79	\$9,020

APRIL 2019 ESTIMATES

Using March GF Revenue Estimate data

2018/19 AB8 & UNITARY FACTORS,
AND RDA INCREMENT ADJ'D FOR ERAF.

April 3, 2019

COUNTY OF SAN LUIS OBISPO

**APRIL PRELIMINARY PROPERTY TAX REVENUE ESTIMATES
FOR FISCAL YEAR 2018/2019**

**Adjust estimates for assessed value
growth trends in your specific area.**

April 3, 2019		ESTIMATED REVENUE BASED ON A/V					2018/2019	0% Diablo Decr	UNITARY	2018/2019	2018/2019	
FUND	AGENCY	2018/2019	(Adjusted for Sec Roll Corrections & Unsec Delinquencies)			LESS	ESTIMATED	UNITARY	2018/2019	RAILROAD	UNITARY	2018/2019
		AB-8	0% Growth	0% Growth	0% Growth		LOCAL	REVENUE	UNITARY	REVENUE	RAILROAD	TOTAL
		FACTORS	SECURED	UNSEC	HOMEOWNERS		TAX REVENUE	\$29,126,620	FACTOR	\$97,610	FACTOR	ESTIMATED
			Acct 4000005	Acct 4000025	Acct 4200075	Acct 4000015		Acct 4000007		Acct 4000007		TAX REVENUE
0675	CSA #10 ZONE A	0.01364%	70,834	1,555	469		72,859	952	0.00327%	9	0.00946%	73,820
0687	NIPOMO LIGHT	0.00699%	36,300	797	240		37,337	650	0.00223%	6	0.00569%	37,993
0693	SAN MIGUEL LIGHT	0.02004%	104,070	2,285	689		107,044	1,654	0.00568%	27	0.02725%	108,725
0694	CSA # 23(FORMER SM LGT)	0.00481%	24,979	548	165		25,693	600	0.00206%	4	0.00360%	26,297
0723	CSA #1	0.00173%	8,984	197	59		9,241	175	0.00060%	1	0.00129%	9,417
0724	CSA #1 ZONE A	0.00722%	37,494	823	248		38,566	746	0.00256%	5	0.00532%	39,317
0725	CSA #1 ZONE B	0.00323%	16,774	368	111		17,253	379	0.00130%	2	0.00210%	17,634
0726	CSA #1 ZONE C	0.00161%	8,361	184	55		8,600	143	0.00049%	1	0.00123%	8,744
0727	CSA #1 ZONE D	0.00736%	38,221	839	253		39,314	577	0.00198%	5	0.00515%	39,896
0741	CSA #7	0.01026%	53,281	1,170	353		54,804	789	0.00271%	9	0.00877%	55,602
0742	CSA #7 ZONE A	0.04396%	228,289	5,013	1,512		234,814	3,265	0.01121%	36	0.03650%	238,115
0743	CSA #7 ZONE B	0.00706%	36,663	805	243		37,711	705	0.00242%	6	0.00661%	38,422
0747	LOS OSOS CSD-ZONE A	0.04416%	229,328	5,035	1,519	*	235,882	5,342	0.01834%	33	0.03408%	241,257 *
0748	LOS OSOS CSD-ZONE B	0.38116%	1,979,408	43,462	13,108		2,035,979	31,658	0.10869%	288	0.29481%	2,067,925
0750	LOS OSOS CSD-ZONE D	0.00439%	22,798	501	151	*	23,449	320	0.00110%	3	0.00331%	23,772 *
0752	LOS OSOS CSD-ZONE F	0.00167%	8,673	190	57		8,920	178	0.00061%	1	0.00126%	9,099
0755	CSA #10	0.04436%	230,367	5,058	1,526		236,950	2,799	0.00961%	31	0.03136%	239,780
0761	CSA #12	0.00373%	19,370	425	128		19,924	8,764	0.03009%	3	0.00300%	28,691
0773	CSA #16	0.00664%	34,482	757	228		35,468	585	0.00201%	5	0.00481%	36,058
0781	HERITAGE CSD	0.06388%	331,736	7,284	2,197		341,217	4,774	0.01639%	44	0.04529%	346,035
0803	SAN MIGUEL SANITARY	0.01033%	53,645	1,178	355		55,178	1,139	0.00391%	16	0.01610%	56,333
0811	OCEANO COMM SERV	0.18750%	973,709	21,380	6,448		1,001,537	15,452	0.05305%	286	0.29300%	1,017,275
0825	CAYUCOS FIRE	0.05720%	297,046	6,522	1,967		305,536	3,615	0.01241%	39	0.04024%	309,190
0827	SAN MIGUEL FIRE	0.06850%	355,728	7,811	2,356		365,895	5,668	0.01946%	106	0.10828%	371,669
0831	SANTA MARGARITA FIRE	0.02079%	107,965	2,371	715		111,050	2,351	0.00807%	15	0.01564%	113,416
0837	ARROYO GR CEMETERY	0.02581%	134,034	2,943	888	(8,340)	129,525	2,403	0.00825%	23	0.02382%	131,951
0843	ATAS CEMETERY	0.07581%	393,690	8,644	2,607	(48,996)	355,946	6,667	0.02289%	67	0.06913%	362,680
0844	CAMBRIA CEMETERY	0.01983%	102,980	2,261	682		105,923	1,736	0.00596%	15	0.01580%	107,674
0845	CAYUCOS-MB CEMETERY	0.07225%	375,203	8,238	2,485		385,926	25,451	0.08738%	52	0.05308%	411,429
0847	PASO ROBLES CEMETERY	0.09948%	516,611	11,343	3,421	(52,216)	479,160	8,039	0.02760%	85	0.08703%	487,284
0851	SAN MIGUEL CEMETERY	0.01716%	89,114	1,957	590		91,661	1,640	0.00563%	33	0.03370%	93,334
0852	SANTA MARGARITA CEM	0.00725%	37,650	827	249		38,726	1,806	0.00620%	18	0.01810%	40,550
0853	SHANDON CEMETERY	0.00344%	17,864	392	118		18,375	1,215	0.00417%	2	0.00246%	19,592
0854	TEMPLETON CEMETERY	0.02232%	115,910	2,545	768		119,223	1,835	0.00630%	22	0.02248%	121,080
0895	AVILA BEACH CSD	0.05256%	272,950	5,993	1,808		280,751	78,030	0.26790%	36	0.03710%	358,817
0896	AVILA CO WTR ID #1	0.05249%	272,587	5,985	1,805		280,377	3,693	0.01268%	35	0.03622%	284,105

Cost Allocation Plan

DRAFT**COST ALLOCATION PLAN****FISCAL-YEAR 2019-2020****\$527,461.57****TOTAL PROJECTED GENERAL FUND/ADMINISTRATION COSTS**

	FIRE	WATER	PARK & REC	DRAINAGE	BAYRIDGE	VISTA DE ORO	WASTE WATER	TOTALS
	10.00%	85.50%	1.00%	2.00%	0.50%	0.50%	0.50%	100.00%
Allocation Per Cent								
AMOUNT	\$52,746.16	\$450,979.64	\$5,274.62	\$10,549.23	\$2,637.31	\$2,637.31	\$2,637.31	\$527,461.57

Basin Management Committee

Staff Report

Dated January 16, 2019

TO: Los Osos Basin Management Committee

FROM: Rob Miller, Interim Executive Director

DATE: January 16, 2019

SUBJECT: Item 7b – Adoption of Basin Management Committee Annual Budget

Recommendations

Staff recommends that the Committee adopt the Calendar Year 2019 budget as drafted.

Discussion

Section 5.13.2 of the Stipulated Judgment requires that the parties develop an annual budget to fund its activities. Staff has prepared a draft budget (attached), which includes the following key items:

- Basin Management Committee general administration for Calendar Year 2019, including venue and meeting expenses. In general, these items were within budget in 2018.
- Similar to 2018, a budget line item has been included for adaptive management studies if requested by the Committee. This item also includes \$5,000 for well head surveying as recommended in the draft 2019 Work Plan, which was considered by the BMC at the November 2018 meeting.
- Consultant services for the preparation of the 2018 Annual Report, including monitoring. Note that the total cost of items 5 and 6 total \$62,700. This allocation is similar to 2018, with a 12% increase to account for additional technical analysis in response to comments from the last annual report.
- Consultant services to assist in the pursuit of grants
- Additional studies regarding recycled water recharge in Los Osos Creek as recommended in the draft 2019 Work Plan
- Installation of a new monitoring well in Cuesta by the Sea, which was carried over from 2018.
- Jointly pursued water conservation efforts, including sufficient funding for a pilot program for septic tank repurposing.
- Feasibility study for stormwater and perched water recovery as indicated in draft 2019 Work Plan.

Given that the parties operate on different fiscal calendars, staff believes a standard calendar year to be the appropriate budget interval. The total recommended budget for 2019 is approximately 17% more than 2018. However, the monitoring well budget for 2018 was rolled over into 2019 in the amount of \$115,000. If the monitoring well budget had been expended in 2018, the proposed 2019 budget would have been reduced to less than the 2018 budget.

Financial Considerations

The total budget proposed for 2019 is \$346,200. The budget also includes a 5% contingency for unforeseen expenses. The estimated cost to each party is summarized as follows:

LOCSD (38%): \$131,556

GSWC (38%): \$131,556

County of SLO (20%): \$69,240

S&T Mutual (4%): \$13,848

→ 2019 / 2020