



October 27, 2016

TO: LOCSO Board of Directors
FROM: Ever Ventura, District Accountant
SUBJECT: Agenda Item 11D – 11/3/2016 Board Meeting
Receive Financial Report for Period Ending September 30, 2016

President
Marshall E. Ochylski

Vice President
Jon-Erik G. Storm

Directors
Charles L. Cesena
Louis G. Tornatzky
R. Michael Wright

General Manager
Renee Osborne

District Accountant
Warmerdam CPA Group

Unit Fire Chief
Scott M. Jalbert

Battalion Chief
Tom McEwen

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DESCRIPTION

The attached is the financial report for the period ending September 30, 2016.

STAFF RECOMMENDATION

This item will be approved along with the Consent Calendar unless it is pulled by a Director for separate consideration. If so, staff recommends that the Board adopt the following motion:

Motion: I move that the Board receive and file the Financial Report for the period ending September 30, 2016

DISCUSSION

The overall trends continue to be in line with budget and there are no unusual activities posted during the month other than expenditures that normally recur annually. Expenditures are under budget for all funds except for the Administrative Fund which is about 1.50% or \$8,000 YTD over budget.

The Administrative Fund provides overall management, human resources functions, payroll services, computer system hardware and software, financial accounting, legal, consulting services, website management and other services to the District as a whole. The Administrative Fund is generally funded through transfers from the other funds to support general governance and administrative services for various operating funds. The transfer dollars are a result of the allocation factors. The administrative allocation factors used for 2016/2017 fiscal year is as following: Fire - 21%, Water - 62%, Parks and Recreation - 1%, Drainage - 8%, Bayridge - 2%, Vista de Oro - 1.5%, and Wastewater - 4.5%. These amounts are represented under each fund as "Interfund Transfer Out-Admin".

The District ended the month of September 2016 with \$5,107,396 in the various bank accounts compared to \$5,902,178 as of August 2016. The decrease includes a payment made for \$817,875 on September 2, 2016 to the Wastewater debt service.

Attachments

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 100 ADMINISTRATION SUMMARY

ADMINISTRATIVE REVENUE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Copying Costs	\$ -	\$ -	0%	\$ 200
TOTAL ADMINSTRATIVE REVENUES	\$ -	\$ -	-	\$ 200

ADMINISTRATIVE EXPENSE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Total Salaries & Wages	\$ 10,126	\$ 27,124	10.16%	\$ 267,002
Total Payroll Taxes&Benefits	\$ 2,172	\$ 10,827	15.70%	\$ 68,959
TOTAL PERSONNEL EXPENSES	\$12,298	\$ 37,952	11.30%	\$ 335,961
Total Employment Services	\$ 100	\$ 270	54.00%	\$ 500
Total Contract Services	\$ 7,682	\$ 15,714	28.52%	\$ 55,100
Total Financial Services	\$ 293	\$ 892	89.10%	\$ 1,001
Total Insurance, Licenses, & Reg.Fees	\$ -	\$ 29,362	117.45%	\$ 25,000
Total Legal & Professional	\$ 18,879	\$ 62,744	68.05%	\$ 92,200
Total Office & Operational Supplies	\$ 257	\$ 1,728	9.92%	\$ 17,410
Total Other Expenses	\$ -	\$ -	0.00%	\$ 13,500
Total Rent & Utility	\$ 2,278	\$ 5,615	14.85%	\$ 37,800
Total Repairs & Maintenance	\$ -	\$ 110	110.40%	\$ 100
Total Traveling & Training	\$ 425	\$ 925	9.95%	\$ 9,300
TOTAL OPERATING EXPENSES	\$ 29,913	\$ 117,361	46.59%	\$ 251,911
TOTAL EXPENDITURES (including Personnel)	\$ 42,212	\$ 155,313	26.42%	\$ 587,872

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
Fund 200-BAYRIDGE SUMMARY

BAYRIDGE REVENUE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Property Taxes	119	119	1.42%	\$ 8,347
Assessments	-	-	0.00%	\$ 54,831
Other Revenue	-	-		\$ -
TOTAL BAYRIDGE REVENUES	\$ 119	\$ 119	0.19%	\$ 63,178

BAYRIDGE EXPENDITURE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Total Salaries & Wages	\$ -	\$ -	0.00%	\$ 18,944
Total Payroll Taxes&Benefits	\$ -	\$ -	0.00%	\$ 8,606
SUBTOTAL PERSONNEL EXPENSES	\$ -	\$ -	0.00%	\$ 27,550
Total Contract Services	\$ -	\$ -		\$ -
Total Equipment and Tools	\$ -	\$ -		\$ -
Total Ins.,Lic. & Regulatory Fees	\$ -	\$ 735	52.48%	\$ 1,400
Total Legal & Professional	\$ 149	\$ 695	19.86%	\$ 3,500
Total Office Supplies & Oper.	\$ -	\$ -		\$ -
Total Other Expenses	\$ -	\$ -		\$ -
Total Rent and utilities	\$ 503	\$ 6,550	9.63%	\$ 68,000
Total Repairs & Maint.	\$ -	\$ 18		\$ -
Total Traveling & Training	\$ -	\$ -		\$ -
SUBTOTAL OPERATING EXPENDITURES	\$ 652	\$ 7,998	10.97%	\$ 72,900
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 652	\$ 7,998	7.96%	\$ 100,450

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
Fund 200-BAYRIDGE SUMMARY

Inter-Fund Transfers

INTERFUND TRANSFER OUT - ADMIN	\$	844	\$	3,106	26.42%	\$	11,757
INTERFUND TRANSFER OUT - WATER LOAN PAYMENT					#DIV/0!	\$	-
TOTAL INTERFUND TRANSFERS	\$	844	\$	3,106	26.42%	\$	11,757

Non-Operating Expenses

Total Capital Outlay	\$	-	\$	-	-	\$	-
Total Reserves (Set Aside)	\$	-	\$	-	-	\$	-
SUBTOTAL NON OPERATING EXPENDITURES	\$	-	\$	-	-	\$	-

GRAND TOTAL EXPENDITURES	\$	1,496	\$	11,104	9.90%	\$	112,207
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GRAND TOTAL REVENUE OVER (UNDER) EXPENSES	\$	(1,377)	\$	(10,986)	22.41%	\$	(49,029)
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Transfer In- Reserve						\$	25,089
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ESTIMATED CHANGE IN FUND BALANCE	\$		\$			\$	(23,940)
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LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 301 - FIRE SUMMARY

FIRE REVENUE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Property Taxes	\$ 6,193	\$ 6,193	0.32%	\$ 1,918,717
Assessments and Reimbursements	\$ -	\$ 189	0.03%	\$ 553,881
Transfer In, Fire Mitigation Fund + Interest on Investments	\$ 148	\$ 454	7.69%	\$ 5,900
Grants and Agreements	\$ 17,129	\$ 17,129	25.00%	\$ 68,512
TOTAL FIRE DEPARTMENT REVENUES	\$ 23,469	\$ 23,964	0.94%	\$ 2,547,010

FIRE EXPENSE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Total Salaries & Wages	\$ 12,214	\$ 30,071	23.90%	\$ 125,799
Total Payroll Taxes&Benefits	\$ 1,488	\$ 9,750	59.28%	\$ 16,446
SUBTOTAL PERSONNEL EXPENSES	\$ 13,702	\$ 39,821	27.99%	\$ 142,245
Total Employment Services	\$ 466	\$ 1,935	14.89%	\$ 13,000
Total Clothing & Uniforms	\$ -	\$ -	0.00%	\$ 6,300
Total Contract Services	\$ 477	\$ 3,104	0.15%	\$ 2,008,094
Total Equipment & Tools	\$ 600	\$ 800	3.40%	\$ 23,498
Total Financial Services	\$ -	\$ 5	5.00%	\$ 100
Total Insurance, Licenses, & Reg.Fees	\$ -	\$ 19,227	94.72%	\$ 20,300
Total Legal & Professional	\$ -	\$ 750	27.57%	\$ 2,720
Total Office & Operational Supplies	\$ 3,534	\$ 5,643	21.38%	\$ 26,395
Total Other Expenses	\$ 239	\$ 481	7.34%	\$ 6,550
Total Repairs & Maintenance	\$ 116	\$ 1,478	8.05%	\$ 18,350
Total Rent & Utility	\$ 578	\$ 2,164	18.68%	\$ 11,582
Total Traveling & Training	\$ -	\$ 235	3.37%	\$ 6,975
SUBTOTAL OPERATING EXPENDITURES	\$ 6,010	\$ 35,822	1.67%	\$ 2,143,864
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 19,712	\$ 75,643	3.31%	\$ 2,286,109

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 301 - FIRE SUMMARY

INTERFUND TRANSFER OUT (ADMIN)	\$	8,864	\$	32,616	26.42%	\$	123,453
Non-Operating Expenses							
Total Capital Outlay (See Capital Outlay Schedule)	\$	-	\$	-	0.00%	\$	205,000
Total Reserves (Set Aside)	\$	-	\$	-	0.00%	\$	95,000
TOTAL NON OPERATING EXPENDITURES	\$	-	\$	-	0.00%	\$	300,000
GRAND TOTAL EXPENDITURES	\$	28,576	\$	108,259	4.00%	\$	2,709,562
GRAND TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$	(5,107)	\$	(84,294)	51.86%	\$	(162,552)
Transfer In - Equipment Replacement Reserve	\$	-			0.00%	\$	170,000
Transfer In - Fire Mitigation Fund	\$	-			0.00%	\$	4,100
ESTIMATED CHANGE IN FUND BALANCE	\$	(5,107)	\$	(84,294)		\$	11,548

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 400 - VISTA DE ORO SUMMARY

VISTA DE ORO REVENUE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Property Taxes	\$ -	\$ -		\$ -
Assessments	\$ -	\$ -	0%	\$ 15,768
TOTAL VISTA DE ORO REVENUES	\$ -	\$ -	0.00%	\$ 15,768

VISTA DE ORO EXPENSE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Total Salaries & Wages	\$ -	\$ -		\$ -
Total Payroll Taxes&Benefits	\$ -	\$ -		\$ -
SUBTOTAL PERSONNEL EXPENSES	\$ -	\$ -		\$ -
Total Contract Services	\$ 149	\$ 254	5.90%	\$ 4,300
Total Equipment and Tools	\$ -	\$ -		\$ -
Total Ins.,Lic. & Regulatory Fees	\$ -	\$ 441		\$ -
Total Legal & Professional	\$ -	\$ 142		\$ -
Total Office Supplies and Operations	\$ -	\$ -		\$ -
Total Other Expenses	\$ -	\$ -		\$ -
Total Rent and Utilities	\$ 214	\$ 659	26.36%	\$ 2,500
Total Repair and Maintanance	\$ -	\$ 18		\$ -
Total Travel and Training	\$ -	\$ -		\$ -
SUBTOTAL OPERATING EXPENDITURES (NON PERSONNEL)	\$ 363	\$ 1,514	22.26%	\$ 6,800
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 363	\$ 1,514	22.26%	\$ 6,800
INTERFUND TRANSFER OUT (ADMIN)	\$ 633	\$ 2,330	26.38%	\$ 8,832
SUBTOTAL NON OPERATING EXPENDITURES	\$ -	\$ -		\$ -
TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$ (996)	\$ (3,843)		\$ 136

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 500- WATER SUMMARY

WATER REVENUE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Total Water Sales Revenue	\$ 165,025	\$ 504,832	28.05%	\$ 1,800,000
Total Water Service Charges	\$ 5,634	\$ 12,893	27.43%	\$ 47,000
Total Property taxes	\$ 3,117	\$ 3,117	1.39%	\$ 223,760
Total Use of Mon.&Prop	\$ 166	\$ 508	16.93%	\$ 3,000
Total Other Revenue	\$ (120)	\$ 42,236	74.10%	\$ 57,000
TOTAL WATER DEPARTMENT NORMAL REVENUES	\$ 173,822	\$ 563,586	26.45%	\$ 2,130,760
BAYRIDGE LOAN INTERFUND TRANSFER IN	\$ -	\$ -		\$ -
TOTAL WATER DEPARTMENT REVENUES	\$ 173,822	\$ 563,586	26.45%	\$ 2,130,760

WATER EXPENSE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Total Salaries & Wages	\$ 57,852	\$ 135,470	31.71%	\$ 427,202
Total Payroll Taxes&Benefits	\$ 14,455	\$ 53,577	33.37%	\$ 160,550
SUBTOTAL PERSONNEL EXPENSES	\$ 72,307	\$ 189,047	32.16%	\$ 587,752
Total Employment Services	\$ -	\$ -	0.00%	\$ 250
Total Clothing & Uniforms	\$ 802	\$ 1,345	67.27%	\$ 2,000
Total Contract Services	\$ 2,887	\$ 11,649	14.07%	\$ 82,800
Total Equipment & Tools	\$ 6,329	\$ 18,017	21.97%	\$ 82,000
Total Financial Services	\$ -	\$ -	0.00%	\$ 3,700
Total Insurance, Licenses, & Reg.Fees	\$ -	\$ 29,010	53.03%	\$ 54,700
Total Legal & Professional	\$ 2,323	\$ 52,233	19.35%	\$ 270,000
Total Office & Operational Supplies	\$ 5,849	\$ 24,086	43.28%	\$ 55,650
Total Other Expenses	\$ -	\$ 1,146	7.17%	\$ 16,000
Total Repairs & Maintenance	\$ 941	\$ 2,533	10.97%	\$ 23,100
Total Rent & Utility	\$ 11,512	\$ 41,070	23.20%	\$ 177,000
Vehicle Maintenance and Repairs	\$ 869	\$ 2,526	12.32%	\$ 20,500
Total Traveling & Training	\$ 1,316	\$ 1,519	7.20%	\$ 21,100

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 500- WATER SUMMARY

SUBTOTAL OPERATING EXPENSES (NON-PERSONNEL)	\$	32,826	\$	185,133		22.89%	\$	808,800
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$	105,134	\$	374,181		26.79%	\$	1,396,552
INTERFUND TRANSFER OUT (TO ADMIN)	\$	26,171	\$	96,294		26.42%	\$	364,482
Non Operating Expenses								
Total Capital Outlay	\$	-	\$	-		0.00%	\$	760,000
Total Debt Service	\$	-	\$	221,263		79.81%	\$	277,254
Total Reserves (Set Aside)	\$	-	\$	-		0.00%	\$	84,244
TOTAL NON OPERATING EXPENDITURES	\$	-	\$	221,263		19.73%	\$	1,121,498
GRAND TOTAL EXPENDITURES	\$	131,305	\$	691,738		24.00%	\$	2,882,532
GRAND TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$	42,517	\$	(128,152)		17.05%	\$	(751,772)
Interfund Transfers in - Capital Reserve							\$	636,888
Interfund Transfers in - Rate Stabilization							\$	114,884
ESTIMATED CHANGE IN FUND BALANCE	\$	42,517	\$	(128,152)			\$	-

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 800 - DRAINAGE SUMMARY

DRAINAGE REVENUE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Property Taxes	\$ 313	\$ 313	1.44%	\$ 21,759
Assessments	\$ -	\$ -	0.00%	\$ 95,456
Investment Income on Funds	\$ 22	\$ 69		\$ -
Sale of Plans and Specs	\$ -	\$ -		\$ -
TOTAL DRAINAGE REVENUES	\$ 336	\$ 382	0.33%	\$ 117,215

DRAINAGE EXPENSE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Total Salaries & Wages	\$ -	\$ -	0.00%	\$ 76,274
Total Payroll Taxes&Benefits	\$ -	\$ -	0.00%	\$ 32,039
SUBTOTAL PERSONNEL EXPENSES	\$ -	\$ -	0.00%	\$ 108,313
Total Clothing and Uniforms	\$ -	\$ -	0.00%	\$ 200
Total Equipment and Tools	\$ -	\$ -	0.00%	\$ 100
Total Ins., Lic. & Regulatory Fees	\$ -	\$ 2,939	31.94%	\$ 9,200
Total Legal & Professional	\$ -	\$ 500	4.35%	\$ 11,500
Total Office Supplies and Operations	\$ -	\$ 64	15.91%	\$ 400
Total Other Expenses	\$ 129	\$ 629		\$ -
Total Rent and Utilities	\$ 343	\$ 860	17.03%	\$ 5,050
Total Repair and Maintenance	\$ -	\$ 1,660	11.07%	\$ 15,000
Total Travel and Training	\$ -	\$ -	0.00%	\$ 50
SUBTOTAL OPERATING EXPENDITURES (NON PERSONNEL)	\$ 472	\$ 6,652	16.03%	\$ 41,500
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 472	\$ 6,652	4.44%	\$ 149,813

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 AND YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 800 - DRAINAGE SUMMARY

INTERFUND TRANSFER OUT (ADMIN)	\$	3,377	\$	12,425	26.42%	\$	47,030
Non Operating Expenss							
Total Capital Outlay	\$	-	\$	-	0.00%	\$	40,000
Total Reserves (Set Aside)	\$	-	\$	-	0.00%	\$	15,000
SUBTOTAL NON OPERATING EXPENDITURES	\$	-	\$	-	0.00%	\$	55,000
GRANT TOTAL EXPENDITURES	\$	3,849	\$	19,077	7.57%	\$	251,843
TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$	(3,513)	\$	(18,694)	13.89%	\$	(134,628)
Transfer in - Capital Reserve 2017-17						\$	63,795
Transfer in - Reserves for 2016-17						\$	15,000
Transfer In - Unrestricted Fund Reserve						\$	55,833
ESTIMATED CHANGE IN FUND BALANCE	\$	(3,513)	\$	(18,694)		\$	-

LOS OSOS COMMUNITY SERVICES DISTRICT
 SEPTEMBER 2016 YEAR-TO-DATE VERSUS 6/30/17 BUDGET
FUND 900 - PARKS & RECREATION

PARKS & RECREATION REVENUE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Reserve Balance		\$ -	-	\$ 305,333
TOTAL PARK AND RECREATION FUNDING	\$ -	\$ -	-	\$ 305,333

PARKS & RECREATION EXPENSE SUMMARY

Budget Category	Sep-16	2016-2017 YTD	YTD vs Budget %	2016-2017 Adopted Budget
Transfer Out - Administrative Allocation	\$ 422	\$ 1,553	26.42%	\$ 5,879
Planning Event Expenses	\$ 18	\$ 18	1.84%	\$ 1,000
TOTAL OPERATING EXPENDITURES	\$ 440	\$ 1,571	22.84%	\$ 6,879