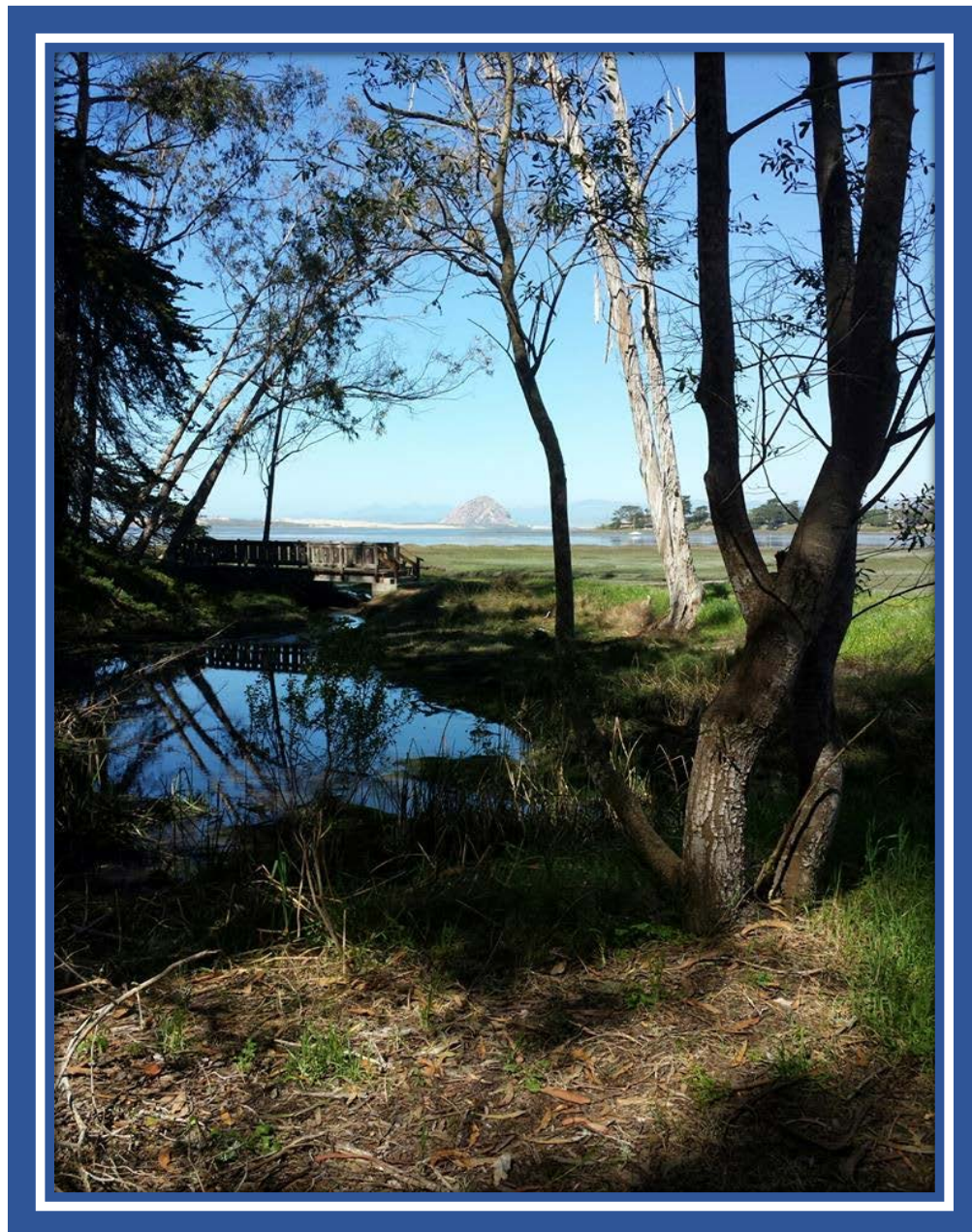


LOS OSOS COMMUNITY SERVICES DISTRICT
FINAL BUDGET
FISCAL YEAR 2016-2017





FINAL BUDGET PREPARATION MEMORANDUM

August 17, 2016

BUDGET OVERVIEW

PURPOSE

We are pleased to present to the Board of Directors the Final 2016/17 Fiscal Year Budget, which is supported by this Budget Preparation Memorandum, and reports from both the Utilities and Fire Departments.

The development of the small public agency budget is as much an exercise in public outreach and education as it is in finance and fiscal accountability. Effective special district budgets tie directly to strategic plans and management goals and objectives, are simply presented and easily understood by the average District service customer. The District has seen much confusion over its financial performance, and we are determined to implement the financial structure and process to make local budgets and financial statements understandable, and in conformance with all laws and standards. Through these budget processes we also attempt to inform the general public of the good work we do at the LOCS D.

The primary purpose of the annual budget is to match available funding with meeting the service objectives of the Board of Directors, as well as compliance with agreements and permit conditions. In budget development, management allocates specified amounts of money to all necessary expenditures of the District based on Board policy, established priorities and the operating needs of the District as determined by its professional staff. It is normal for Boards and/or the public to question or challenge certain expenditures, and staff should be expected to support and even defend recommended expenditure levels with additional information, requirements from permits, studies, evaluations, comparisons or benchmarks to explain the relationship between the expenditure and meeting the Board's service objectives.

This Draft Final Budget addresses a number of the Board's questions and concerns from the June 29, 2016 adoption of the Preliminary Budget. Management continues to work nearly full time on identifying and resolving the remaining concerns with the District financial system and resulting statements. This budget was presented to three committees on August 8, 9, and 10 for comment and has since been revised for consideration by the Board on August 17, 2016.

TRANSPARENCY

To provide a basis of budget understanding, the assumptions, criteria and procedure of budget development is articulated in this budget to offer the reader with the background necessary to comprehend the methodology used and the information necessary to identify trends, financial red flags, budget influences and other factors. The budget must identify where the public's money will be spent in the upcoming year; what vehicles, equipment and capital projects will be

President

Marshall E. Ochylski

Vice President

Jon-Erik G. Storm

Directors

Charles L. Cesena

Louis G. Tornatzky

R. Michael Wright

Interim General Manager

Peter J. Kampa

District Accountant

Warmerdam CPAs

Unit Chief

Scott M. Jalbert

Battalion Chief

Tom McEwen

purchased, how much is spent on personnel, etc. The budgeting exercise is therefore used as a vehicle to increase financial transparency and accountability with the public.

ACCOUNTABILITY

Budgeting is also a management tool used to continuously refine financial accounting methods to evaluate the impact of delivering various levels of public services. For example, we need to be able to not only quickly recognize when we have underestimated cost for materials and supplies; we should also have the ability to know whether the added expenses could have been avoided by replacing something sooner; such as a pump. We also need to carefully understand the cost for full water system maintenance according to an industry standard, versus the cost to allow equipment to deteriorate without much maintenance, ultimately replacing it sooner than typically required. Throughout the upcoming year, we will be refining our accounting practices to allow for this level of expense tracking so that in future budgets, we can easily understand the value and cost of our efforts, in each of the major areas of the services we provide.

SERVICE LEVELS

The District provides public, domestic water supply and drainage services in accordance with various permits issued by the state. These permits are an example of a service in which our actions and service levels are for the most part fixed by others. We have a fiduciary responsibility under the permits to employ the certified staff and work them around the clock if necessary, purchase the monitoring equipment, replace and upgrade infrastructure to standards, perform sampling, purchase materials and supplies and apply the methods necessary to meet the specific operational conditions detailed in these complex permits. Noncompliance with permits results in serious fines issued by the state on a daily basis. Budgetary limitations are not an excuse for noncompliance with permit conditions.

Property or vehicle maintenance is an example of activities where we have the discretion to set service levels. Other than for fire protection and potential liability reduction, there are no state or federal mandates that require us to perform ongoing property maintenance to a specific level; however lack of maintenance on properties makes for unsightly property, and lack of vehicle maintenance is not only unsafe, but can shorten the life of a vehicle. Conducting our work in a manner that leaves a “known” *Dangerous and Defective Condition of Public Property* is one of the few instances where a public agency can be held liable for damages determined to be caused by such defects. In either case, the Board has the discretion to allow funding for more or less emphasis on these types of activities based on its priorities.

When it comes to our fire services; by contracting with CalFire, we have selected a level of service commensurate with the standard of care and response expected of Calfire employees and stations statewide. In order to maintain this level of service, the equipment we provide for their use must be in working order and meeting standards.

2016/17 BUDGET DISCUSSION

The District’s budget is developed for the ensuing calendar year by the Accountant with assistance from department heads or other assigned budget preparers; under the review and guidance of the General Manager. This year, the majority of the budget was prepared directly by the General Manager with assistance from the accounting contractor. Expenses made and revenue received this fiscal year have now been estimated through the end of the 2015/16 fiscal year end. You will still find that there are some discrepancies in the numbers, as each and every bank account, fund and fund subaccount had to be reviewed, balanced and missing documentation found. As for preparation of this Final Budget, we are confident that there are very few additional adjustments necessary before we can close out the financial statements for last fiscal year.

Several modifications were made to the approved Preliminary Budget in preparation of this Final; which will be highlighted during the public presentation as desired by the Board. The Final Budget includes the promotion of an existing office

employee to the position of Administrative Services Manager to oversee and coordinate all office and Board functions along with the oversight of the Accountant position. In the administrative budget sections, you will find detail on the timing of addition of the accountant, and use of a contractor until the time the accountant is hired and up to speed; likely one month crossover. No additional staff are proposed to be added and the new organizational chart is shown following this memo.

BAYRIDGE/VISTA DE ORO

- The repayment of a loan to the water department will begin next fiscal year.

STATEMENT OF RESERVES

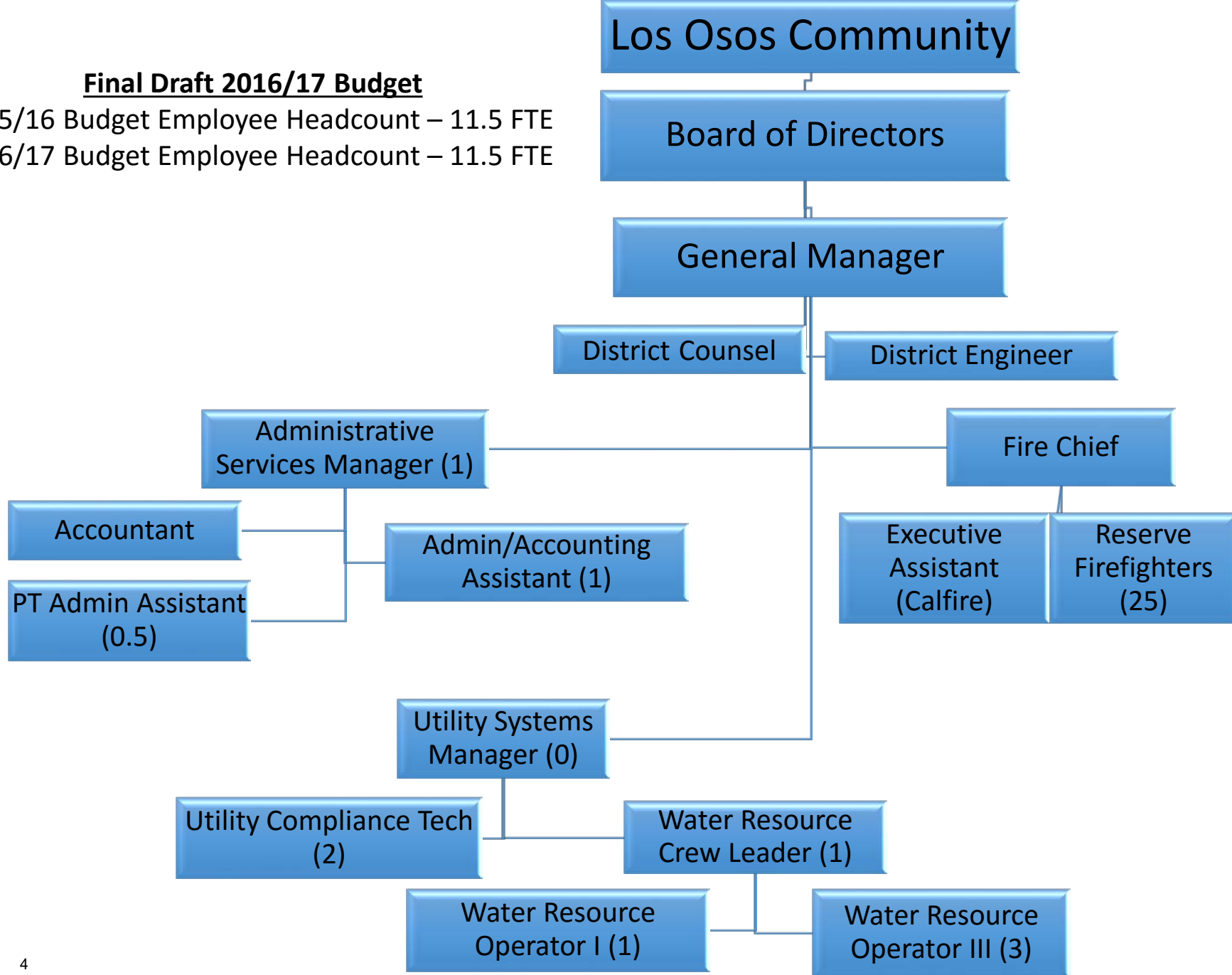
The reserve statements are currently in the process of being updated, and the balances of reserves as of the end of the 2014/15 fiscal year are contained in the budget detail. The reserves for the District's largest funds, Fire and Water are listed on the last page of their respective Budget summary pages.

Los Osos Community

Final Draft 2016/17 Budget

2015/16 Budget Employee Headcount – 11.5 FTE

2016/17 Budget Employee Headcount – 11.5 FTE



Acct Code	Category & Fund	Total Audited FYE 2014/2015
100 - Administration		
3111	General Contingency Reserve	\$ (0)
3164	Information Technology Reserve	\$ 28,916
3166	Septic Maintenance Reserve (Fire Station)	\$ 17,300
TOTAL - 100 - ADMINISTRATION		\$ 46,216
200 - Bayridge Estates		
3109	Septic System Decommission Reserve	\$ 25,089
TOTAL - 200 - BAYRIDGE ESTATES		\$ 25,089
301 - Fire		
3110	Replacement Reserve - Vehicle, Equip & Fire Engines	\$ 577,970
3111	General Contingency Reserve	\$ 107,618
3115	Public Facilities Fee Reserve	\$ 51,622
3160	Capital Outlay Reserve	\$ 641,982
TOTAL - 301 - FIRE		\$ 1,379,192
400 - Vista de Oro		
3193	Reserve - Internal Loan	\$ 4,816
TOTAL - 400 - VISTA DE ORO		\$ 4,816
500 - Water		
3050	Water Quality Trust Reserve	\$ 91,517
3110	Replacement Reserve - Vehicle, Equip & Fire Engines	\$ 12,042
3111	General Contingency Reserve	\$ 208,783
3160	Capital Outlay Reserve	\$ 636,888
3163	Water Stabilization Reserve	\$ 192,856
3165	Basin Management Plan Reserve	\$ 50,031
3167	Water Conservation Reserve	\$ 59,288
TOTAL - 500 - WATER		\$ 1,251,405
Fire Mitigation Fund		
3111	General Contingency Reserve	\$ 165,405
TOTAL - FIRE MITIGATION FUND		\$ 165,405
800 - Drainage		
3111	General Contingency Reserve	\$ 37,791
3160	Capital Outlay Reserve	\$ 205,331
TOTAL - 800 - DRAINAGE		\$ 243,123
900 - Parks & Recreation		
3090	Restricted Pool Funds	\$ 305,333
TOTAL - 900 - PARKS & RECREATION		\$ 305,333



ADMINISTRATIVE PERSONNEL

Position	Proposed 2016/17 Personnel Wages	Proposed 2016/17 Personnel Benefits	Proposed 2016/17 Personnel Total Compensation
District Accountant (Contract through 1/1/17)	\$ 30,000	\$ -	\$ 30,000
District Accountant (Regular Staff 8 months 12-1-16 through 6-30-17)	\$ 39,312	\$ 14,113	\$ 53,425
General Manager (Interim through October 31)	\$ 32,333	\$ -	\$ 32,333
General Manager (Regular for 8 months, Coastal Wage Range = \$115,000 to \$140,000)	\$ 76,667	\$ 27,523	\$ 104,190
Administrative Services Manager	\$ 76,190	\$ 27,352	\$ 103,543
Total Administration	\$ 254,502	\$ 68,989	\$ 323,491

ADMINISTRATIVE REVENUE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Copying Costs	\$ 12	\$ -	\$ 116	\$ 200	\$ 200
TOTAL ADMINISTRATIVE REVENUES	\$ 12	\$ -	\$ 116	\$ 200	\$ 200

ADMINISTRATIVE EXPENSE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Total Salaries & Wages	\$212,743	\$261,002	\$223,246	\$285,549	\$267,002
Total Payroll Taxes&Benefits	\$65,414	\$70,840	\$62,018	\$76,374	\$68,959
TOTAL PERSONNEL EXPENSES	\$278,157	\$331,842	\$285,263	\$361,923	\$335,962
Total Employment Services	\$25,320	\$720	\$0	\$500	\$500
Total Contract Services	\$49,044	\$45,200	\$41,274	\$55,100	\$55,100
Total Financial Services	\$1,128	\$2,000	\$3,154	\$1,000	\$1,001
Total Insurance, Licenses, & Reg.Fees	\$31,550	\$44,000	\$28,244	\$25,000	\$25,000
Total Legal & Professional	\$68,750	\$94,100	\$222,227	\$92,200	\$92,200
Total Office & Operational Supplies	\$14,031	\$15,900	\$13,476	\$14,910	\$17,410
Total Other Expenses	\$427	\$500	\$417	\$13,500	\$13,500
Total Rent & Utility	\$21,792	\$36,464	\$16,327	\$37,800	\$37,800
Total Repairs & Maintenance	\$1,375	\$0	\$89	\$100	\$101
Total Traveling & Training	\$3,774	\$750	\$1,505	\$9,300	\$9,300
TOTAL OPERATING EXPENSES	\$217,191	\$239,634	\$326,714	\$249,410	\$251,912
TOTAL EXPENDITURES (including Personnel)	\$495,348	\$571,476	\$611,978	\$611,333	\$587,874

ADMINISTRATIVE EXPENSE ALLOCATION

TOTAL ADMINISTRATION EXPENSE \$ 587,874

SERVICE	FIRE	WATER	PARKS AND RECREATION	DRAINAGE	BAYRIDGE	VISTA DE ORO	WASTEWATER	TOTALS
ALLOCATION %	21.00%	62.00%	1.00%	8.00%	2.00%	1.50%	4.50%	100.00%

Projected Expenditures 2016-17
587,874

TOTAL AMOUNT TO BE ALLOCATED \$123,453 \$364,482 \$5,879 \$47,030 \$11,757 \$8,832 \$26,440 \$587,874

FISCAL YEAR 2016/2017 UTILITIES DEPARTMENT BUDGET

DESCRIPTION

The Proposed Budget for Fiscal Year 2016/2017 is presented for your review.

Large expenditure items to be brought to your attention are as follows:

Fund 200 – Bayridge:

Contract Services has **\$6,500** budgeted due to some continuing legal and consulting costs as part of the transfer to the County.

Rent & Utilities has **\$66,000** budgeted due to the cost of pumping septage from 12 septic tanks of 7,000 gallon capacity. This is an estimate and may cost less. Assessments will remain on properties to pay for this and the interfund loan from water for \$125,000. (See resolution 2015-08) Street lighting and open space management will continue to be provided by the Utilities department. The electricity bill for lighting 36 street lights runs approximately \$5,400 per year. New energy efficient lamps were installed so this budgeted expense will hopefully decrease.

Fund 400 – Vista de Oro:

Contract Services has **\$4,300** budgeted due to some continuing legal and consulting costs as part of the transfer to the County.

Rent & Utilities has **\$2,500** budgeted due to continued street lighting for 14 street lights. Street lighting will continue to be provided by the District in this fund. Assessments will remain on properties to pay for this service and until the fund is balanced. An interfund loan was made from water to Vista de Oro by resolution 2014-13 A Prop 218 protest was passed by the voters so no increase in the assessment was allowed. The assessments will remain on the properties until the fund is balanced.

Fund 500 – Water Enterprise Fund:

Legal & Professional Services has **\$270,000** budgeted due to legal and consulting services that will be required as a result of projects moving forward. This line item also includes the LOCSD cost sharing amount of \$120,000 for Basin Management Committee administration.

Rent & Utilities has **\$177,000** budgeted due to brine disposal costs at the South Bay Nitrate Removal site and electricity to pump water from the ground.

Capital Outlay has **\$730,000** budgeted for the Upper Aquifer Well at 8th Street and the Golden State Intertie on 11th Street along with budget for a vehicle that needs to be replaced.

Fund 800 - Drainage

Salaries & Wages has **\$76,244** budgeted as crews will concentrate more on drainage facilities now that the two septic system funds will not be part of the allocation.

Legal & Professional Services has a budget of **\$11,500** due to some re-engineering for the 8th Street Drainage well vault. We may need some assistance with MS4 compliance also.

Capital Outlay has **\$40,000** budgeted as we may have to replace a pump at 8th & El Moro and we may have to replace the control panel at 8th Street & El Moro and Don & Mitchell.

Background Information:

FUND 200 – Bayridge Estates

- This fund provides street lighting, septic services, and open space management.
- There are 147 parcels that are assessed \$373.00 per parcel.
- This fund also receives property tax revenue from one County tax rate area
- Assessments will remain on the properties until the fund is balanced.
- There are 12 septic tanks that need to be pumped out completely so this fund will be charged.
- Some legal and engineering services will still be required.

FUND 400 – Vista de Oro

- This fund provides street lighting and septic services.
- There are 73 parcels that are assessed \$216.00 per parcel.
- This fund receives NO property tax revenue.
- Assessments will remain on the properties until the fund is balanced. (Interfund loan of \$40K)
- Some legal and engineering services will still be required.

FUND 500 – Water

- This is an enterprise fund for water service in the Baywood Park/Los Osos Community.
- There are roughly 2750 connections that service a population of 7086.
- This fund receives property taxes from five County tax rate areas.
- Revenue estimate of \$1.8M based on FY 15/16 water sales with anticipated rate increase.
- Capital Improvements budgeted for this year will include
 - 8th & El Moro Upper Aquifer Well - \$90K for Phase I (drilling & testing)
 - Additional \$540K for the 8th & El Moro Upper Aquifer Well after Board approval to continue with equipping whether we blend or have to install an ion exchange unit.
 - Golden State Water Company & LOCSD Intertie project at 11th Street & Los Olivos – \$50K. Agreement has been signed.
 - Vehicle replacement - \$50K, Unit A needs to be replaced. It is a 2000 Ford F250 4x4 pickup
- Engineering and Professional Services will continue to be large items as we move forward with projects in the Los Osos Basin Plan.
- Shared Costs for Basin Management Committee items. An estimate for this calendar year is being used to budget for next fiscal year. \$120K is the LOCSD share.
- There is a large line item for training and education \$18,500 budgeted. Our crews work with electrical equipment and will receive Arc Flash training this year. This budget item also includes OSHA compliance and other trainings.

FUND 800 – Drainage

- This fund provides drainage within the community.
- The LOCSD maintains four pump stations (Don & Mitchell, 6th & El Moro, 8th & El Moro, and 16th & Paso Robles) and five drainage basins throughout the community.
- We will need some repairs and maintenance on the submersible pump stations to upgrade two control panels - \$5K budgeted.
- If pump or control panels need to be replaced there is \$40K budgeted for capital outlay.

Staff Recommendation:

Staff recommends the Utilities Advisory Committee adopt the following motion:

Motion: I move that the Utilities Advisory Committee approve the Utilities department budgets and recommend the Board of Directors approve for incorporation into the final budget with amendments (if any).

BAYRIDGE REVENUE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Property Taxes	\$ 7,676	\$ 7,440	\$ 7,909	\$ 8,347	\$ 8,347
Assessments	\$ 54,831	\$ 54,831	\$ 54,081	\$ 54,831	\$ 54,831
Other Revenue	\$ 50	\$ -	\$ 109,848	\$ -	\$ -
TOTAL BAYRIDGE REVENUES	\$ 62,557	\$ 62,271	\$ 171,839	\$ 63,178	\$ 63,178

BAYRIDGE EXPENDITURE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Total Salaries & Wages	\$ 12,904	\$ 12,000	\$ 9,038	\$ 18,944	\$ 18,944
Total Payroll Taxes&Benefits	\$ 4,494	\$ 4,000	\$ 2,766	\$ 6,630	\$ 8,606
SUBTOTAL PERSONNEL EXPENSES	\$ 17,398	\$ 16,000	\$ 11,804	\$ 25,574	\$ 27,550
Total Contract Services	\$ 135	\$ 850	\$ 406	\$ -	\$ -
Total Equipment and Tools	\$ -	\$ 100	\$ 65	\$ -	\$ -
Total Ins.,Lic. & Regulatory Fees	\$ 1,617	\$ 1,304	\$ 2,237	\$ 1,400	\$ 1,400
Total Legal & Professional	\$ 5,018	\$ 1,000	\$ 5,834	\$ 1,000	\$ 3,500
Total Office Supplies & Oper.	\$ 26	\$ -	\$ -	\$ -	\$ -
Total Other Expenses	\$ 971	\$ -	\$ 684	\$ -	\$ -
Total Rent and utilities	\$ 14,414	\$ 18,600	\$ 11,850	\$ 66,000	\$ 68,000
Total Repairs & Maint.	\$ 9,796	\$ 9,162	\$ 5,023	\$ -	\$ -
Total Traveling & Training	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL OPERATING EXPENDITURES	\$ 31,977	\$ 31,016	\$ 26,100	\$ 68,400	\$ 72,900
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 49,375	\$ 47,016	\$ 37,904	\$ 93,974	\$ 100,450

Inter-Fund Transfers

INTERFUND TRANSFER OUT - ADMIN	\$	5,407	\$	13,712	\$	14,504	\$	9,185	\$	11,757
INTERFUND TRANSFER OUT - WATER LOAN PAYMENT	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL INTERFUND TRANSFERS	\$	5,407	\$	13,712	\$	14,504	\$	9,185	\$	11,757

Non-Operating Expenses

Total Capital Outlay	\$	12,468	\$	-	\$	260,532	\$	-	\$	-
Total Reserves (Set Aside)	\$	-	\$	-	\$	-	\$	-	\$	-
SUBTOTAL NON OPERATING EXPENDITURES	\$	12,468	\$	-	\$	260,532	\$	-	\$	-

GRAND TOTAL EXPENDITURES	\$	67,250	\$	60,728	\$	312,939	\$	103,159	\$	112,207
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GRAND TOTAL REVENUE OVER (UNDER) EXPENSES	\$	(4,693)	\$	1,543	\$	(141,101)	\$	(39,981)	\$	(49,029)
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Transfer In- Reserve								\$		25,089
ESTIMATED CHANGE IN FUND BALANCE								\$		(23,940)

VISTA DE ORO REVENUE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Assessments	\$ 15,768	\$ 15,768	\$ 15,441	\$ 15,768	\$ 15,768
TOTAL VISTA DE ORO REVENUES	\$ 15,768	\$ 15,768	\$ 15,441	\$ 15,768	\$ 15,768

VISTA DE ORO EXPENSE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Total Salaries & Wages	\$ 7,821	\$ 12,000	\$ 2,884	\$ -	\$ -
Total Payroll Taxes&Benefits	\$ 2,691	\$ 4,000	\$ 893	\$ -	\$ -
SUBTOTAL PERSONNEL EXPENSES	\$ 10,512	\$ 16,000	\$ 3,777	\$ -	\$ -
Total Contract Services	\$ 1,202	\$ 1,202	\$ 3,777	\$ 6,000	\$ 4,300
Total Equipment and Tools	\$ -	\$ -	\$ 38	\$ -	\$ -
Total Ins.,Lic. & Regulatory Fees	\$ 1,189	\$ -	\$ 1,527	\$ -	\$ -
Total Legal & Professional	\$ -	\$ -	\$ -	\$ -	\$ -
Total Office Supplies and Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Expenses	\$ 595	\$ -	\$ 528	\$ -	\$ -
Total Rent and Utilities	\$ 7,407	\$ 10,830	\$ 5,401	\$ 2,000	\$ 2,500
Total Repair and Maintanance	\$ 1,935	\$ 3,012	\$ 28	\$ -	\$ -
Total Travel and Training	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL OPERATING EXPENDITURES (NON PERSONNEL)	\$ 12,328	\$ 15,044	\$ 11,299	\$ 8,000	\$ 6,800
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 22,840	\$ 31,044	\$ 15,076	\$ 8,000	\$ 6,800

INTERFUND TRANSFER OUT (ADMIN)	\$	5,428	\$	9,799	\$	10,342	\$	9,185	\$	8,832
Non Operating Expenses										
Total Capital Outlay	\$	-	\$	-	\$	-	\$	-	\$	-
Total Reserves (Set Aside)	\$	-	\$	-	\$	-	\$	-	\$	-
SUBTOTAL NON OPERATING EXPENDITURES	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$	(12,500)	\$	(25,075)	\$	(9,978)	\$	(1,417)	\$	136

WATER REVENUE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Total Water Sales Revenue	\$ 1,697,209	\$ 1,907,500	\$ 1,688,590	\$ 1,800,000	\$ 1,800,000
Total Water Service Charges	\$ 53,100	\$ 40,400	\$ 48,463	\$ 47,000	\$ 47,000
Total Property taxes	\$ 201,599	\$ 205,793	\$ 208,898	\$ 209,969	\$ 223,760
Total Use of Mon.&Prop	\$ 2,527	\$ -	\$ 2,589	\$ 3,000	\$ 3,000
Total Other Revenue	\$ 21,548	\$ 5,000	\$ 14,868	\$ 56,075	\$ 57,000
TOTAL WATER DEPARTMENT NORMAL REVENUES	\$ 1,975,984	\$ 2,158,693	\$ 1,963,408	\$ 2,116,044	\$ 2,130,760
BAYRIDGE LOAN INTERFUND TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL WATER DEPARTMENT REVENUES	\$ 1,975,984	\$ 2,158,693	\$ 1,963,408	\$ 2,116,044	\$ 2,130,760

WATER EXPENSE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Total Salaries & Wages	\$ 430,931	\$ 409,733	\$ 416,528	\$ 426,202	\$ 427,202
Total Payroll Taxes&Benefits	\$ 167,065	\$ 137,332	\$ 171,436	\$ 143,925	\$ 160,550
SUBTOTAL PERSONNEL EXPENSES	\$ 597,996	\$ 547,065	\$ 587,964	\$ 570,127	\$ 587,752
Total Employment Services	\$ -	\$ 2,800	\$ 125	\$ 250	\$ 250
Total Clothing & Uniforms	\$ 1,301	\$ 3,000	\$ 1,837	\$ 2,000	\$ 2,000
Total Contract Services	\$ 50,717	\$ 95,100	\$ 60,404	\$ 80,800	\$ 82,800
Total Equipment & Tools	\$ 108,823	\$ 59,000	\$ 73,075	\$ 82,000	\$ 82,000
Total Financial Services	\$ 2,144	\$ 3,200	\$ -	\$ 3,700	\$ 3,700
Total Insurance, Licenses, & Reg.Fees	\$ 44,246	\$ 52,100	\$ 53,280	\$ 50,700	\$ 54,700
Total Legal & Professional	\$ 284,436	\$ 257,000	\$ 226,507	\$ 267,000	\$ 270,000
Total Office & Operational Supplies	\$ 65,155	\$ 63,200	\$ 56,714	\$ 53,815	\$ 55,650
Total Other Expenses	\$ 42,623	\$ 30,100	\$ 10,210	\$ 16,000	\$ 16,000
Total Repairs & Maintenance	\$ 68,266	\$ 23,500	\$ 45,428	\$ 19,100	\$ 23,100
Total Rent & Utility	\$ 122,501	\$ 237,250	\$ 142,326	\$ 134,660	\$ 177,000
Vehicle Maintenance and Repairs	\$ 13,674	\$ 19,000	\$ 9,261	\$ 20,500	\$ 20,500
Total Traveling & Training	\$ 1,458	\$ 2,150	\$ 1,756	\$ 21,100	\$ 21,100

SUBTOTAL OPERATING EXPENSES (NON-PERSONNEL)	\$	805,343	\$	847,400	\$	1,440,323	\$	751,625	\$	808,800
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$	1,403,339	\$	1,394,465	\$	2,028,288	\$	1,321,752	\$	1,396,552
INTERFUND TRANSFER OUT (TO ADMIN)	\$	383,406	\$	396,344	\$	418,409	\$	373,458	\$	364,482
Non Operating Expenses										
Total Capital Outlay	\$	12,943	\$	195,000	\$	22,946	\$	300,000	\$	760,000
Total Debt Service	\$	276,449	\$	277,766	\$	277,767	\$	277,254	\$	277,254
Total Reserves (Set Aside)	\$	122,000	\$	122,000	\$	-	\$	122,000	\$	84,244
TOTAL NON OPERATING EXPENDITURES	\$	411,392	\$	594,766	\$	300,713	\$	699,254	\$	1,121,498
GRAND TOTAL EXPENDITURES	\$	2,198,136	\$	2,385,575	\$	2,747,410	\$	2,394,464	\$	2,882,532
GRAND TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$	(222,153)	\$	(226,882)	\$	(784,002)	\$	(278,420)	\$	(751,772)
Interfund Transfers in - Capital Reserve								\$		636,888
Interfund Transfers in - Rate Stabilization								\$		114,884
ESTIMATED CHANGE IN FUND BALANCE	\$	(222,153)	\$	(226,882)	\$	(784,002)	\$	(278,420)	\$	0

DRAINAGE REVENUE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Property Taxes	\$ 19,308	\$ 19,561	\$ 20,365	\$ 20,370	\$ 21,759
Assessments	\$ 95,456	\$ 95,456	\$ 93,143	\$ 95,456	\$ 95,456
Investment Income on Funds	\$ -	\$ 200	\$ 274	\$ -	\$ -
Sale of Plans and Specs	\$ 305	\$ 200	\$ 239	\$ -	\$ -
TOTAL DRAINAGE REVENUES	\$ 115,069	\$ 115,417	\$ 114,021	\$ 115,826	\$ 117,215

DRAINAGE EXPENSE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Total Salaries & Wages	\$ 13,758	\$ 16,000	\$ 12,585	\$ 76,274	\$ 76,274
Total Payroll Taxes&Benefits	\$ 4,542	\$ 5,500	\$ 3,543	\$ 26,521	\$ 32,039
SUBTOTAL PERSONNEL EXPENSES	\$ 18,300	\$ 21,500	\$ 16,128	\$ 102,795	\$ 108,313
Total Clothing and Uniforms	\$ -	\$ 200	\$ -	\$ 200	\$ 200
Total Equipment and Tools	\$ 104	\$ 300	\$ 38	\$ 100	\$ 100
Total Ins.,Lic. & Regulatory Fees	\$ 6,750	\$ 10,602	\$ 8,571	\$ 9,200	\$ 9,200
Total Legal & Professional	\$ 8,061	\$ 7,000	\$ 6,804	\$ 11,500	\$ 11,500
Total Office Supplies and Operations	\$ 2,759	\$ 100	\$ 340	\$ 400	\$ 400
Total Other Expenses	\$ 1,004	\$ -	\$ 2,253	\$ -	\$ -
Total Rent and Utilities	\$ 3,373	\$ 3,700	\$ 4,145	\$ 5,050	\$ 5,050
Total Repair and Maintanance	\$ 620	\$ 4,100	\$ 3,597	\$ 15,000	\$ 15,000
Total Travel and Training	\$ 52	\$ 50	\$ 19	\$ 50	\$ 50
SUBTOTAL OPERATING EXPENDITURES (NON PERSONNEL)	\$ 22,723	\$ 26,052	\$ 25,767	\$ 41,500	\$ 41,500
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 41,023	\$ 47,552	\$ 41,895	\$ 144,295	\$ 149,813

INTERFUND TRANSFER OUT (ADMIN)	\$	36,138	\$	39,017	\$	41,186	\$	33,719	\$	47,030
Non Operating Expenss										
Total Capital Outlay	\$	-	\$	-	\$	-	\$	40,000	\$	40,000
Total Reserves (Set Aside)	\$	-	\$	15,000	\$	-	\$	15,000	\$	15,000
SUBTOTAL NON OPERATING EXPENDITURES	\$	-	\$	15,000	\$	-	\$	55,000	\$	55,000
GRANT TOTAL EXPENDITURES	\$	77,161	\$	101,569	\$	83,081	\$	233,014	\$	251,843
TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$	37,908	\$	13,848	\$	30,940	\$	(117,188)	\$	(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								\$		(0)

SUMMARY –FUND 301

The Los Osos Community Services District Fire Department is responsible for providing fire protection and life safety services for all lands and properties within the District boundaries as well as participating in automatic and mutual aid with other agencies. Full time Fire and Emergency Services are provided through a Cooperative Fire Protection Agreement with CAL FIRE for the entire community. LOCSO Reserve Firefighters, fire station operation and administrative operational costs are paid by the District outside the CAL FIRE contract. In 2015, the Department responded to 1,164 calls for service compared to 1,252 calls for service in 2014. This is an average of 100.6 calls for service per month. In January 2015, the LOCSO and South Bay Fire happily announced a new ISO rating of 3/3X, an improvement from 5/9. Specialized equipment includes Medic Engine 15, Medic Rescue 15, Medic Engine 215, Trench Trailer 15, C.E.R.T. Trailer, and Boat. The fire protection apparatus coupled with trained fire fighters are capable of providing protection on all fire, medical and hazardous incidents encountered within the District. All personnel from CAL FIRE and South Bay Fire Reserves are trained as a member of a fire crew to respond effectively to protect life and property during emergencies that can range from structural firefighting, wild land firefighting, vehicle accidents, first-aid medical response (or higher), hazardous materials spills and surf and trench rescue.

It is important to note there is a Schedule A Contract increase of 5.17% over Fiscal Year 2015/2016. The Schedule A in the prior year was \$1,868,162. The Contract for FY 2016/2017 is \$1,970,014 which equates to an increase of \$101,852. The current balance in the General Contingency Reserve is \$165,405. Should there be a budget shortfall or any unanticipated expenditures, there are sufficient reserves within the General Contingency to cover a minor one-time expense.

The Proposed Budget for FY 2016/2017 includes a requested appropriation for the Vehicle Replacement Reserve. The Reserve is recommended at a higher level than for the prior fiscal year. It is staff's intention with authorization from the Board of Director's to recommend any excess revenues for FY 2015/16 be used to assist in meeting the financial obligation to fund this Reserve. When the FY 2015/2016 audit is completed, it will be staff's recommendation that any excess revenues from the FY 2015/2016 be allocated to cover the Vehicle Replacement Reserve budget shortfall as designated on the 20 Year Projection for Replacing Vehicles/Engines.

The more important issue for consideration and future discussion is the lack of sufficient revenues to cover the expenditures. Staff could not anticipate the 5.17% increase in the Schedule A Contract for FY 2016/2017. However, it is important the Board of Directors recognize increases in assessments in the Special Fire Tax may be necessary in the foreseeable future to allow adequate funding for continuing the current operations or funding for any improvements in the operations.

January 1, 2016, the Reserve Firefighters received a \$1.00 per hour increase from a base of \$9.00 per hour to \$10.00 per hour. This budget includes another \$0.50 per hour increase for the Reserve Firefighters to insure compliance with the State of California minimum wage law bringing the wages to \$10.50 per hour. This is applicable as of January 1, 2017.

REVENUE FORECAST FIRE SERVICE

Revenue to operate the District's Fire Prevention and Protection services are derived primarily from the following sources as summarized in Table 1 below and shown in the Budget Detail:

Source	Budgeted Allocation 2015/16	Budgeted Allocation 2016/17	Basis of Allocation
Ad Valorem Property Taxes	\$1.853 Million	\$1.906 Million	County levies taxes at the rate of 1% of the assessed property value; which is then distributed by a fixed percent to various special districts. Increases at 2% annually plus based on changes in assessed valuation. 2016/17 budgeted property tax revenue is based on current estimates provided by the County as contained in Table 2 below.

Fire Special Tax	\$508,329	\$529,401	Approved by the voters in 2005, special tax is levied in 2016/17 at a rate of \$16.16 per benefit unit, increased by 2.6% from the 2015/16 rate of \$15.76 per benefit unit. A residential home is five (5) benefit units, or \$80.80 per year. Increases annually by the average of the northern and southern California Consumer Price Index (CPI) rates.
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Table 1

- Property tax allocation is based on the county estimates provided below.
- Fire special tax revenue is estimated based on the totals prepared by Wallace and Associates in preparation of the 2016/17 tax rolls (included in the budget detail) and is estimated to increase by 2.6% over last fiscal year

The property taxes shown below are a combined total of 15 tax rate areas with the LOCSO boundaries. The majority of the taxes allocated to the Fire service and managed pursuant to an agreement between the District and County; whereby the county pays CalFire directly from a portion of our special and ad-valorem tax proceeds.

JULY 2016 ESTIMATES USING BY EQUALIZED ROLL VALUES, BY AB-8 & REVISED UNITARY FACTORS, AND RDA INCREMENT ADJ'D FOR ERAF.		COUNTY OF SAN LUIS OBISPO PROPERTY TAX REVENUE ESTIMATES FOR FISCAL YEAR 2016-2017 JULY PRELIMINARY ESTIMATES				Adjust estimates for assessed value growth trends in your specific area.						
FUND	AGENCY	2015/2016 AB-8 FACTORS	LESS RDAs (Adjusted for Spec Roll Corrections & Unrec Delinquencies)				2016/2017 ESTIMATED LOCAL TAX REVENUE	UNITARY REVENUE ACCT 4000007	2015/2016 UNITARY FACTOR	RAILROAD REVENUE ACCT 4000007	2015/2016 RAILROAD FACTOR	2016/2017 TOTAL ESTIMATED TAX REVENUE
			0% Growth SECURED Acct 4000005	0% Growth UNSEC Acct 4000025	6% Growth HOMEOWNERS Acct 4200075	(RDA ATI NET OF ERAF SHIFT) Acct 4000015						
0747	LOS OSOS CSD-ZNA Water	0.04500%	210,254	4,815	1,432	216,561	5,070	0.01760%	29	0.03334%	221,660	
0748	LOS OSOS CSD-ZNB Fire	0.38991%	1,821,780	41,721	12,326	1,876,427	29,154	0.10120%	253	0.28842%	1,905,834	
0750	LOS OSOS CSD-D Cabrillo Ltg	0.00443%	20,698	474	147	21,319	291	0.00101%	3	0.00322%	21,613	
0752	LOS OSOS CSD-F Bayridge Ltg	0.00172%	8,036	184	57	8,277	167	0.00058%	1	0.00123%	8,445	

FIRE REVENUE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Property Taxes	\$ 1,696,051	\$ 1,773,385	\$ 1,838,766	\$ 1,896,188	\$ 1,918,717
Assessments and Reimbursements	\$ 556,293	\$ 536,329	\$ 546,322	\$ 553,881	\$ 553,881
Transfer In, Fire Mitigation Fund + Interest on Investments	\$ 2,687	\$ -	\$ 3,533	\$ -	\$ 5,900
Grants and Agreements	\$ 82,689	\$ 69,634	\$ 73,766	\$ 67,134	\$ 68,512
TOTAL FIRE DEPARTMENT REVENUES	\$ 2,337,720	\$ 2,379,348	\$ 2,462,387	\$ 2,517,203	\$ 2,547,010

FIRE EXPENSE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Total Salaries & Wages	\$ 117,758	\$ 126,307	\$ 115,857	\$ 125,799	\$ 125,799
Total Payroll Taxes&Benefits	\$ 16,721	\$ 34,048	\$ 24,874	\$ 16,446	\$ 16,446
SUBTOTAL PERSONNEL EXPENSES	\$ 134,479	\$160,355	\$140,731	\$142,245	\$142,245
Total Employment Services	\$ 12,068	\$ 14,380	\$ 9,837	\$ 13,000	\$ 13,000
Total Clothing & Uniforms	\$ 4,556	\$ 4,500	\$ 3,016	\$ 6,300	\$ 6,300
Total Contract Services	\$ 1,716,975	\$ 1,903,836	\$ 1,904,940	\$ 2,008,094	\$ 2,008,094
Total Equipment & Tools	\$ 23,406	\$ 25,748	\$ 18,158	\$ 21,748	\$ 23,498
Total Financial Services	\$ (923)	\$ 100	\$ 17	\$ 100	\$ 100
Total Insurance, Licenses, & Reg.Fees	\$ 23,367	\$ 23,300	\$ 52,854	\$ 20,300	\$ 20,300
Total Legal & Professional	\$ 3,227	\$ 2,040	\$ 3,446	\$ 2,720	\$ 2,720
Total Office & Operational Supplies	\$ 23,793	\$ 24,947	\$ 22,998	\$ 26,395	\$ 26,395
Total Other Expenses	\$ 10,302	\$ 2,450	\$ 3,842	\$ 2,450	\$ 6,550
Total Repairs & Maintenance	\$ 11,505	\$ 11,750	\$ 7,011	\$ 12,350	\$ 18,350
Total Rent & Utility	\$ 15,063	\$ 13,532	\$ 11,884	\$ 11,582	\$ 11,582
Total Traveling & Training	\$ 3,403	\$ 6,857	\$ 3,702	\$ 6,975	\$ 6,975
SUBTOTAL OPERATING EXPENDITURES	\$ 1,846,742	\$2,033,440	\$2,041,706	\$2,132,014	\$ 2,143,864
TOTAL OPERATING EXPENDITURES (INC. PERSONNEL)	\$ 1,981,221	\$2,193,795	\$2,182,436	\$2,274,259	\$2,286,109

INTERFUND TRANSFER OUT (ADMIN)	\$	109,124	\$	110,306	\$	116,459	\$	120,447	\$	123,453
Non-Operating Expenses										
Total Capital Outlay (See Capital Outlay Schedule)	\$	24,082	\$	235,000	\$	67,193	\$	35,000	\$	205,000
Total Reserves (Set Aside)	\$	-	\$	143,334	\$	36,856	\$	87,497	\$	95,000
TOTAL NON OPERATING EXPENDITURES	\$	24,082		\$378,334		\$104,049		\$122,497		\$300,000
GRAND TOTAL EXPENDITURES	\$	2,114,427	\$	2,682,435	\$	2,402,945	\$	2,517,203	\$	2,709,562
GRAND TOTAL REVENUE OVER (UNDER) EXPENDITURES	\$	223,293	\$	(303,087)	\$	59,442	\$	-	\$	(162,552)
Transfer In - Equipment Replacement Reserve	\$	-	\$	-	\$	-	\$	170,000	\$	170,000
Transfer In - Fire Mitigation Fund	\$	-	\$	-	\$	-	\$	4,100	\$	4,100
ESTIMATED CHANGE IN FUND BALANCE	\$	223,293.22	\$	(303,087.00)	\$	59,441.62	\$	(174,100.00)	\$	11,548

General Description	Cost	Explanation
Vial of Life Packets	\$800	Vital tool for patients to notify emergency personnel of their current medications.
Door-to-Door Chipping Event	\$3,000	TBH in May, in cooperation with CCC, to reduce vegetation in the District and use of the LOCSD Chipper; equally valuable PR event within the community.
Senior Mobile Home Park Outreach Campaign	\$300	Door hangers distributed in the parks that encourage residents to check their smoke detector/co2 detector and to call the Fire Dept. if they need help. Costs associated are for the Door Hangers and extra personnel to do distribution.
TOTAL BUDGETED		\$4,100



CAL FIRE
San Luis Obispo
County Fire Department

635 N. Santa Rosa • San Luis Obispo, CA 93405
 Phone: 805.543.4244 • Fax: 805.543.4248
 www.cdfslo.org

Scott M. Jalbert, Fire Chief

LOS OSOS FIRE PROTECTION SERVICES AGREEMENT

Schedule A Update - May 17, 2016

Costs for Providing Fire Protection Services

Fiscal Year 2016-2017 (July 1, 2016 through June 30, 2017)

Expense Type	CAL FIRE Costs	County Fire Costs	16-17 Total Costs	15-16 Budget	% Increase
Personnel Costs					
Full-Time	1,815,037 *	63,526	1,878,563	1,785,924	4.93%
Fire Station Staffing					
Fire Prevention Services					
Fire Hazard Mitigation Services					
Dispatch Services					
Training Services					
Chief Officer Coverage					
Administrative Services					
Fire Investigation Services					
Reserve Firefighter Program Management					
Operating Costs					
Uniforms	11,589 *	406	11,995	10,792	10.03%
Vehicle Operations	48,525 *	1,698	50,223	48,358	3.71%
Fleet Repair					
Preventive Maintenance					
Fuel, Oil, Lubrication, Batteries, Tires					
As per Schedule D of this agreement					
Communications		3,141	3,141	2,413	23.18%
Paramedic Recertifications		1,264	1,264	1,227	2.93%
Mobile Data Computing Support		3,399	3,399	2,951	13.18%
Firefighter Training		7,335	7,335	6,736	8.17%
GIS Support		588	588	510	13.27%
Other Misc Costs		27,750	27,750	23,854	14.04%
1/4-Time Office Worker		8,419	8,419	7,805	7.29%
County-Wide Overhead		1,816	1,816	1,592	12.35%
TOTAL AMOUNT PAYABLE TO SLO COUNTY FIRE			1,994,494	1,892,162	5.13%
CSA9i Portion			24,480	24,000	1.96%
Los Osos CSD Portion			1,970,014	1,868,162	5.17%

* These costs include CAL FIRE administrative rate of 12.79%
 This schedule is modified annually for application in the subsequent fiscal year.

PARKS & RECREATION REVENUE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Reserve Balance				\$ 305,333	\$ 305,333
TOTAL PARK AND RECREATION FUNDING	\$ -	\$ -	\$ -	\$ 305,333	\$ 305,333

PARKS & RECREATION EXPENSE SUMMARY

Budget Category	Audited 14-15	Budget 15-16	Estimated FYE 15-16	Approved 16-17 Preliminary Budget	Proposed 16-17 Final Budget
Transfer Out - Administrative Allocation					\$5,879
Planning Event Expenses					\$1,000
TOTAL OPERATING EXPENDITURES	\$ -	\$0	\$0	\$0	\$ 6,879
Estimated Remaining Reserves					\$ 298,454

Water Project Name	Estimated Project Cost	Purpose
8th Street Upper Aquifer Well, Phase 1	\$ 120,000	Initial well drilling to determine production capability and water quality. This well is intended for development of additional water supply as detailed in Los Osos Groundwater Basin Management Plan, Program A, Project BP-2
8th Street Upper Aquifer Well, Phase 2	\$ 540,000	Project BP-2 construction including appropriate treatment facilities, site work and connection to existing system
Golden State Water Company Intertie Project	\$ 50,000	Program A, BP-1 Project intended to provide emergency and backup water supply to or from the LOCSO and GSWC systems
TOTAL CIP WATER	\$ 710,000	

Drainage Project Name	Estimated Project Cost	Purpose
Pump Purchase	\$ 20,000	Purchase and install replacement pump
Infrastructure & Improvements	\$ 20,000	General Improvements to infrastructure
TOTAL CIP DRAINAGE	\$ 40,000	

Fire Capital Purchase or Project Name	Estimated Project Cost	Purpose
Building Structures and Improvements	\$ 10,000	Purchase and install replacement pump
Rescue-Medic Replacement	\$ 170,000	General Improvements to infrastructure
Capital Equipment and Accessories	\$ 25,000	General Equipment Purchases
TOTAL CAPITAL PURCHASES FIRE	\$ 205,000	

RESOLUTION NO. 2016-33

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LOS OSOS COMMUNITY SERVICES DISTRICT
ADOPTING THE FISCAL YEAR 2016/2017 FINAL BUDGET**

WHEREAS, the Los Osos Community Services District desires to manage its fiscal affairs according to an adopted budget; and

WHEREAS, the Board of Directors reviewed the Fiscal Year 2016/2017 Preliminary Budget at a public meeting held on June 29, 2016; and notice was published as required by law; and

WHEREAS, the Board of Directors on June 29, 2016 adopted the Fiscal Year 2016/2017 Preliminary Budget by the adoption of Resolution 2016-22; and

WHEREAS, the Board of Directors further directed the review of the Preliminary Budget by the Emergency Services Advisory Committee, the Utilities Advisory Committee, and the Finance Advisory Committee which occurred on August 8, 9, and 10, 2016 respectively; and

WHEREAS, the Board of Directors is in review of the Final 2016/2017 Fiscal Year Budget this 17th day of August 2016, with such final budget containing changes and other enhancements provided by the committees;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LOS OSOS COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER THAT THE FISCAL YEAR 2016/2017 FINAL BUDGET BE ADOPTED AND EFFECTIVE IMMEDIATELY AND INCLUDE THE FOLLOWING APPROVALS:

1. Approval of the budget for each of the individual District funds
2. Approval of the Capital Improvement Project schedule
3. Authorization for expenditures to occur within the approved budgets and in accordance with District Expenditure and Purchasing Policies

On the motion of Director _____, seconded by Director _____, and on the following roll call vote, to wit:

Ayes: _____
Nays: _____
Absent: _____
Conflicts: _____

The foregoing resolution is hereby passed, approved, and adopted by the Board of Directors of the Los Osos Community Services District this 17th day of August 2016.

Marshall E. Ochylski
President, Board of Directors
Los Osos Community Services District

ATTEST:

APPROVED AS TO FORM:

Peter J. Kampa
Interim General Manager and Secretary to the Board

Roy A. Hanley
District Legal Counsel