



June 27, 2017

**TO:** LOCSO Board of Directors  
**FROM:** Renee Osborne, General Manager  
**SUBJECT:** **Agenda Item 7C – 7/6/2017 Board Meeting**  
Public Hearing to Adopt the Proposed Fiscal Year 2017/2018 Budget

**President**  
Jon-Erik G. Storm

**Vice President**  
Vicki L. Milledge

**Directors**  
Charles L. Cesena  
Marshall E. Ochylski  
Louis G. Tornatzky

**General Manager**  
Renee Osborne

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Scott M. Jalbert

**Battalion Chief**  
Greg Alex

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

**Offices:**  
2122 9<sup>th</sup> Street, Suite 102  
Los Osos, CA 93402

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

[www.losososcso.org](http://www.losososcso.org)

### DESCRIPTION

Public Hearing to adopt the Proposed Fiscal Year 2017/2018 Budget.

### STAFF RECOMMENDATION

Recommend open Public Hearing to consider public testimony, close public hearing and, by motion, staff recommends that the Board take the following action:

***Motion: I move that the Board adopt Resolution 2017-23 adopting the 2017-2018 Fiscal Year Budgets for Administration, Bayridge, Vista De Oro, Fire, Water, Drainage, Wastewater and Parks and Recreation Funds.***

### DISCUSSION

Attached is the Final 2017-2018 Fiscal Budget for the Administration/General, Bayridge, Vista De Oro, Fire, Water, Drainage, Wastewater and Parks and Recreation operations budgets. The Board has received recommendations from the Auditor, Finance, and Utilities Committees. Staff has incorporated the Board approved recommendations into the 2017-2018 Fiscal Budget.

Administrative allocations were recommended by the Finance Committee to the Board as follows: Bayridge .5%, Vista De Oro .5%, Fire 10%, Water 85.5%, Drainage 2%, Wastewater .5% and Parks & Rec 1%.

Fund (200) Bayridge, (400) Vista De Oro, and (600) Wastewater have negative balances since June 30, 2015. The funds will need small temporary loans in order for them not to continue with negative balances. All three funds will have minimal expenses from this budget forward and should not need any additional funding. The Finance Committee recommended the temporary loans with no interest. Fire (301), Water (500), Drainage (800) and Parks and Recreation (900) funds will not end in negative balances at the end of the 2017-2018 Fiscal Year.

### FINANCIAL IMPACT

The 2017-2018 Fiscal Budget has a decrease in expenditures in most departments. The Water fund shows an increase due to two (2) Capital Improvement Projects, \$380,000, and reserve allocation increase of \$589,000 (+ 276,731 for loan payment).

The Fire fund also shows an increase due to a purchase of a fire engine and a command control vehicle which will be subsidized by Fire Reserve funds. The Drainage fund shows an increase due to Capital improvements for 8<sup>th</sup> Street (\$86,000). Total Drainage Operating Expenses for 2017-2018 are expected at \$106,409. There were no budgets prepared for Wastewater or Parks for the 2015-2016 or 2016-2017 years for comparison.

	<b>15-16 Budget</b>	<b>16-17 Budget</b>	<b>17-18 Budget</b>
Administrative Fund:	\$579,701	\$587,874	\$540,681
Bayridge Fund:	\$70,353	\$210,113	\$52,406
Fire Fund:	\$2,379,348	\$2,708,065	\$2,848,000
Vista de Oro fund:	\$43,241	\$15,632	\$8,418
Water Fund:	\$2,385,575	\$2,779,532	\$2,754,869
Wastewater Fund	\$0	\$0	\$39,267
Drainage Fund:	\$104,669	\$251,261	\$203,223
Parks & Rec Fund:	\$0	\$0	\$9,507

With the approval of the Prop 218 rate increases at the June 15, 2017 Special Meeting, the Water Fund will have the funds available to continue with the adjudicated capital improvement projects as well as the much needed improvements to the District's aging infrastructure. The rate increase will also allow for Funds to be set aside in the Rate Stabilization (\$32,000 a year) and Water Contingency Reserves (\$57,000 a year) for the next three (3) years for future infrastructure improvements.

Attachments:

LOCSD Resolution 2017-23 w/2017-2018 Budget Expenses and Exhibits

**Los Osos Community Services District  
Proposed 2017-2018  
Budget Summary**

**100 Admin**

Fund Revenue	\$540,681	
Total Fund Expenses	\$540,681	
Net		\$0
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Revenue Over/Under expenses 2016-2017 (Adjusted Budget)		\$0
Projected Balance 6/30/2018		\$0

**200 Bayridge**

Fund Revenue	\$63,597	
Total Fund Expenses	\$52,406	
Net		\$11,191
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Audited Fund Balance 2015-2016		\$1,175
Revenue Over/Under expenses 2016-2017 (Adjusted Budget)		-\$22,814
Projected Balance 6/30/2018		-\$10,448

**301 Fire**

Fund Revenue	\$2,688,400	
Total Fund Expenses	\$2,848,000	
Net		-\$159,600
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Fire Mitigation Fund		\$4,100
Vehicle Sinking Fund		\$155,500
Projected Balance 6/30/2018		\$0

**400 Vista**

Fund Revenue	\$15,768	
Total Fund Expenses	\$8,418	
Net		\$7,350
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Audited Fund Balance 2015-2016		-\$11,868
Revenue Over/Under expenses 2016-2017 (Adjusted Budget)		-\$1,294
Projected Balance 6/30/2018		-\$5,812

**500 Water**

Fund Revenue	\$3,084,183	
Total Fund Expenses	\$2,754,869	
Net		\$329,314
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Revenue Over/Under expenses 2016-2017 (Adjusted Budget)		\$117,000
Projected Balance 6/30/2018		\$446,314

**600 Waste Water**

Fund Revenue	\$44,267	
Total Fund Expenses	\$39,267	
Net		\$5,000
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Audited Fund Balance 2015-2016		\$14,883
Revenue Over/Under expenses 2016-2017 (Adjusted Budget)		-\$25,638
Projected Balance 6/30/2018		-\$5,755

**Los Osos Community Services District  
Proposed 2017-2018  
Budget Summary**

**800 Drainage**

Fund Revenue	\$118,335
Total Fund Expenses	\$203,223
Net	-\$84,888

**900 Parks & Rec**

Fund Revenue	\$900
Total Fund Expenses	\$9,507
Net	-\$8,607

Audited Fund Balance 2015-2016 \$314,133

Audited Fund Balance 2015-2016 \$293,564

Revenue Over/Under expenses 2016-2017 (Adjusted Budget) -\$50,558

Revenue Over/Under expenses 2016-2017 (Adjusted Budget) -\$11,274

Projected Fund Balance \$178,687

Projected Balance \$273,683

**Proposed Expenses 2017-2018**

Summary of Expenses	100 Admin	200 Bayridge	301 Fire	400 Vista	500 Water	600 Wastewater	800 Drainage	900 Park & Rec
Total Operating Expense	\$540,681	\$21,739	\$2,535,030	\$5,715	\$1,046,855	\$11,564	\$106,409	\$4,100
Loan Payments		\$27,964		\$0	\$276,731	\$25,000	\$0	\$0
Capital Outlay		\$0	\$155,500	\$0	\$380,000	\$0	\$86,000	\$0
Contribution to Reserves		\$0	\$103,402	\$0	\$589,000	\$0	\$0	\$0
Transfer to Gen Fund		\$2,703	\$54,068	\$2,703	\$462,283	\$2,703	\$10,814	\$5,407
<b>Total Expenditures</b>	<b>\$540,681</b>	<b>\$52,406</b>	<b>\$2,848,000</b>	<b>\$8,418</b>	<b>\$2,754,869</b>	<b>\$39,267</b>	<b>\$203,223</b>	<b>\$9,507</b>



**2017/2018  
FISCAL BUDGET**



## **Los Osos Community Services District Responsible Level of Service**

The attached budget tool has been developed in order to continuously enhance financial accounting methods and to evaluate the daily impact of operations of the Los Osos Community Services District (Los Osos CSD). This budget tool allows Staff to recognize early detection of underestimations for material and supply costs for maintenance and repairs and to also help Staff to adjust to unexpected capital improvements. It is the District's responsibility to stay ahead of emergencies by continuous planned maintenance of all District powers.

The Los Osos CSD is responsible for water, drainage, and fire, and lighting in the Bayridge and Vista De Oro areas. With water and drainage comes the responsibility of permitting requirements, and staying within county and state regulations which ensures the health and welfare of our residents. Standard daily and monthly maintenance is a necessity. It is important that at all times our Staff has all the tools and training they need to guarantee that our systems are in excellent condition during all seasons.

As we also provide fire services for the entire community of Los Osos, we have to ensure the quality of equipment at the South Bay Fire Department is in excellent condition and that they have everything they need to ensure our health and safety 24/7.

With the addition of the Basin Management Plan adjudication, Los Osos CSD is legally responsible to ensure reversal of the water quality degradation of the upper aquifer and seawater intrusion in the lower aquifer. The Basin Management Plan identified several different programs in order to improve the quality of the basin. These programs must be completed and improvements made in order to stay in compliance with the adjudication. The District has completed part of Program A and will need to start on Phase 2 during the 2017-2018 budget cycle. The District is tasked to find financing for these projects on our own.

This year the District received volunteer help from three community members on a rate study; Rob Miller, Ron Munds and Richard Margetson. This study assisted the District in determining revenue shortfalls and a possible means to providing funds to help with capital improvement projects.

The Draft 2017-2018 Fiscal Budget reflects a cooperative exchange of ideas and experience by all District Staff, Fire Chief, committee members and some suggestions from the Auditor. It is the intention of the Los Osos Community Services District Board of Directors as well as all Staff to provide the Community of Los Osos the best possible services and to follow all transparency practices and Brown Act Rules and Regulations according to State Legislation.

## **Los Osos Community Services District 2017-2018 Fiscal Budget Summary**

The proposed budget for the Administration (100), Bayridge (200), Vista De Oro (400), Water (500), Wastewater (600), Drainage (800), and Park and Recreation (900) funds are attached for your review. The Fire Fund will be presented by Cal Fire separately, and is also attached.

### **FUND 100 – ADMINISTRATION**

The Administration Fund (Admin) is completely financed through allocations of funds through all other funds. Administration covers the Administrative Service Manager, Legal Counsel, General Manager, Professional Services and general operation costs that run the District. Each fund has an allocation percentage that they will contribute to Admin costs. Since Water is the main focus of the District, the 500 Fund shoulders 85.5% of Admin costs for 2017-2018 and will contribute approximately \$462,283.

In the past, the Fire Station has contributed 21% of the Admin costs. This year, one of the tasks given to the General Manager was to find an alternative way to cut Admin use costs in order to bring the Fire allocation down. One of the biggest contributors of Admin Service usage was payroll and all paperwork associated with this task. The District went to a contracting source, ADP which electronically processes 80% of the paperwork needed to accomplish this task. Although Admin Staff and the General Manager must maintain communication with the Fire Department, the Chiefs are doing their best to handle as much of the Administrative items they can on their own. This budget cycle the 301 (Fire) Fund will contribute 10% of the Admin costs at approximately \$54,068 for the 2017-2018 Admin budget.

The 800 (Drainage) Fund will contribute 2% of the Admin costs at approximately \$10,814. The 900 (Parks and Rec) Fund will contribute 1.00% of the Admin costs at approximately \$5,407. The Bayridge, Vista De Oro and Wastewater Fund will each contribute .5% of the Admin costs at approximately \$2,703 apiece.

The allocation total of \$540,681 is designed to cover Administrative Services that help keep the District functioning (Exhibit J). Attached as Exhibit K is the proposed Staffing for 2017-2018.

### **FUND 200 – BAYRIDGE**

The County has been granted an easement from the District to the Bayridge Estates in order to allow them access to perform maintenance on the septic system. District staff will not need to perform maintenance on the system, but is responsible for grounds keeping of greenspace that we own, and the care of 3 drainage basins that get coded to Drainage (800). The Utility Staff predicts 5% of their time in this area. The District is still responsible for lighting. On March 5, 2015 the Bayridge fund took out a \$125,000 loan from Water in order to pay for emergency improvements. The loan payment has been determined to be \$27,964 a year (Exhibit A). It was brought to Staffs attention that the incorrect interest amount was used in the District's



accounting software. Per Resolution 2015-08 the interest amount should be West Coast Prime plus one (2015 West Coast prime was 3.5).

Total anticipated revenue from Bayridge property taxes for the 2017-2018 budget cycle is \$63,597. Staff predicts a small amount of utility crew time at Bayridge. This would include site inspections and response to system overflows while the property is still in the District's hands. The total amount of payroll, materials, supplies and services and loan debt are anticipated to be \$52,406. As a result of 2016-2017 budget expenses, the budget was underestimated and has a negative roll over balance of \$22,814. The District will need to temporarily assist Bayridge with funds in order to balance this budget at the end of the 2017-2018 fiscal year. There are no capital improvements anticipated for this fund.

### **FUND 301 – FIRE**

The Los Osos CSD is responsible for providing Fire and Safety Protection Services throughout Los Osos. Los Osos has contracted with San Luis Obispo County/Cal Fire to provide these services for our Community. The contract provides staffing, along with the District Firefighter Reserve program, to provide three (3) personnel per shift (Exhibit F/Schedule A). The contract also provides chief officer coverage, one (1) fulltime office technician and a Fire prevention specialist. Certification/training, automotive, Fire investigation and dispatching are other services provided to the District at a total cost of \$2,164,108. This cost is paid through some property tax, and a fire tax in the amount of \$543,822 (Exhibit G). In addition to the Schedule A, the District is required to provide an adequate operations budget for Cal Fire to use for reserves and operational expenses.

Cal Fire prepared the budget for our South Bay Station 15. Anticipated revenue is \$ 2,688,400 for the 2017-2018 fiscal budget cycle. The operational and maintenance expense is estimated at \$2,535,030.

### **FUND 301 – FIRE CAPITAL IMPROVEMENTS**

Anticipated Capital Outlay expenses for Fund 301 total \$155,500 which include \$75,500 to complete the Medic Rescue purchase that was initiated in 2016/17; an additional \$10,000 to equip the vehicle with new, state-of-the-art medical equipment. According to the 20-year Projection for Replacing Vehicles/Engines Schedule, Command Vehicle 3411 is due for replacement this year. Staff budgeted \$70,000 for this purchase. Anticipated Fire Mitigation expenses in FY 2017/18 for Fund 313 total \$4,100 which include a 4-day door-to-door community wide chipping event, a sponsored CPR course to be held for local residents and fire prevention education materials.

According to the 20-year Projection for Replacing Vehicles/Engines Schedule, Utility-15 and Medic Engine-215 are due for replacement in 2018/2019 at an estimated total cost of \$730,000. The replacement of Utility-15 has been delayed since 2013/14 and Medic Engine-215 celebrated its 20<sup>th</sup> birthday in 2017. As part of this budget, \$93,402 will be placed into the Vehicle Reserve Fund.





## **FUND 400 – VISTA DE ORO**

The County has been granted an easement from the District to the Vista De Oro Estates in order to allow them access to perform maintenance on the septic system. District staff will not need to perform maintenance on the system, but will have to take care of grounds keeping of the drainage basin that we own, which is coded to Drainage (800).

There is no anticipated revenue from Vista De Oro property taxes for the 2017-2018 budget cycle. The anticipated lighting and septic assessment is \$15,768. Staff predicts a small amount of utility crew time at Vista De Oro. The total amount of materials, supplies and services are anticipated to be \$5,715. We anticipate a negative balance of \$1,294 from the 2016-2017 budget. The District also needs to take into consideration the negative balance from 2015-2016 of \$11,868 (Exhibit I). The total negative balance at the end of the 2017-2018 fiscal year is anticipated to be \$5,812. The District will need to assist this fund with a temporary loan. There are no capital improvements anticipated for this fund.

## **FUND 500 – WATER**

Water is the main focus of the Los Osos CSD. The Utility Staff predicts at least 80% of their time will be spent in this area. This fund is subsidized mostly by water sales, 2785 connections. The proposed operations budget of \$1,046,855 for 2017-2018 is a decrease in expenses by \$43,010 compared to the 2016-2017 budget. Both payroll and maintenance supply costs are down. The reserve contribution goal for this budget cycle is projected to be \$589,000 with the passing of the Prop 218 rate increase.

## **FUND 500 – WATER CAPITAL IMPROVEMENTS**

The District completed two portions of Plan A projects that are part of the Basin Management mandatory adjudication improvements. We completed the intertie project with Golden State over budget at \$138,322.22 (original estimate per Los Osos CSD budget was \$100,000). The intertie between the two water purveyors improved the interconnection between the two distribution systems. The interconnection is for sharing water supplies in case of emergencies and will transfer water among the two purveyors in order to shift groundwater production within the Basin. These costs were equally split between Golden State and Los Osos CSD.

Phase 1 of the 8<sup>th</sup> Street Upper Aquifer Well (Plan A) was completed in the 2016-2017 budget in December of 2016. This project consisted of the drilling of a new well to extract water from the "Upper Aquifer" in the central area. The initial water quality results from the new well indicated nitrate concentrations below the drinking water standards, and chrome VI results above the allowable level, similar to the District's 3rd Street Well. The tested chrome VI concentration is low enough to facilitate blending with the existing lower aquifer well without treatment. This project was estimated at \$120,000 and came in over budget at \$141,915.

The 2017-2018 budget needs to include Phase 2 of the 8<sup>th</sup> Street Upper Aquifer Well project. Phase 2 would cover the construction costs of pumping equipment, controls, a blending system with the existing lower aquifer well, and a pipeline connection to the current distribution system. This new water source will help to reduce extractions from the lower aquifer to in the



on-going effort to halt seawater intrusion. This phase is expected to cost approximately \$250,000. However, this does not cover engineering costs. The District currently has a Request for Proposals for engineering work. The District Engineer projects this additional cost to be approximately \$25,000.

Phase 2 will need to be funded by District Funds. Although Staff is seeking State Grants for the project, with current Federal Funds being cut from State infrastructure needs, we cannot rely on grant possibilities. Most of the Grants Staff has applied for are reimbursable project grants, if the Los Osos CSD is awarded.

There is also a need to build a Maintenance/Storage building for our Water Yard. Currently our supplies and equipment are stored in a C Train container that is leaking. The Los Osos elements are speeding up the depreciation of our equipment. Costs for a standard building are estimated at \$75,000.

With the passing of the Prop 218 water rate increase, the District will be able to save enough money to continue capital improvements that are legally mandated and necessity driven in order to fulfill the responsibility of being a conscientious water steward to the residents of the District. The capital improvements would provide for a better, sustainable water source.

#### **FUND 600 – WASTEWATER**

Although the District is no longer responsible for Wastewater, the Wastewater Fund is still part of the District's Budget because of assessments and bond payments that need to be made. On July 7, 2016 the Board voted on Resolution No. 2016-27 to assess 4192 parcels \$10.56 to cover administrative costs and debt service; \$44,267 (Exhibit H). There was no budget created for the wastewater fund for the 2016-2017 fiscal year. The amount of expenditures for 2016-2017 exceeded the amount of assessment costs which gives the fund a roll over negative balance of \$25,638 that needs to be addressed in the 2017-2018 budget.

The proposed 2017-2018 revenue budget of \$44,267 minus expenses of \$39,267 leave the 2017-2018 budget a positive balance of \$5000. Per the 2015-2016 Audit (Exhibit I), there is a positive balance of \$14,883 in the Wastewater project fund. Because of the 2016-2017 negative balance of \$25,638, the 2017-2018 fund balance will end with a negative \$5,755. The District would need to give this fund a temporary loan to help subsidize the fund.

#### **FUND 800 – DRAINAGE**

The Los Osos CSD is responsible for Drainage for the Los Osos Community. Utility Staff is responsible for maintaining four (4) pump stations and five (5) drainage basins throughout the community. The Utility Staff is predicting at least 20% of their time in this area.

Revenues from property taxes and drainage assessments are projected to be \$118,335. Total operating costs will be down compared to the 2016-2017 budget. Operating costs are projected at \$106,409. The decrease in operational costs will be attributed to the much needed capital



improvements in the 2017-2018 budget that will be completed. When the Drainage system isn't operating properly, it costs the District in Staff time and maintenance.

### **FUND 800 – DRAINAGE CAPITAL IMPROVEMENTS**

There are several needs in the Los Osos Community Drainage System. Eighth Street continues to have issues during high rain events. We have two small electrical pumps, which are the main pumps. They are not fast enough to drain 8<sup>th</sup> street during high rain events and they are electrical. The back-up pump, is a diesel pump which runs off a generator. We rely on the diesel pump to kick in when the small pumps are insufficient. This past rainy season, the diesel pump barely did its job and we had electrical issues when the vault flooded.

Staff will be purchasing a new pump for 8<sup>th</sup> street at approximately \$56,000. In addition to the back-up pump, the 8<sup>th</sup> street electrical panel also had some issues this season. The panel's purpose is intended to detect the inefficiency of the two smaller pumps, advise the crew, and automatically start the diesel pump. The panel is no longer doing its job and Utility Staff has to manually monitor the area. We have an estimate of approximately \$25,000 to replace the control panel and an additional \$5,000 towards engineering costs for the pump and panel.

There is an expected negative balance at the end of the 2016-2017 budget of approximately \$50,558. The 2015-2016 audited final balance was a positive \$314,133 (Exhibit I). There are sufficient funds in Drainage to pay for the Capital Improvements needed and the negative balance from the 2016-2017 budget. No assistance will be necessary despite the previous negative balance and the anticipated capital improvements for 2017-2018.

### **FUND 900 – PARKS AND RECREATION**

The Parks and Recreation (Parks and Rec) fund is fairly new to the Los Osos CSD. Funds of \$305,838 have been set aside to financially assist the District in improving the Los Osos Community Park System. The approximate fund total for the 2017-2018 year is \$293,564. The Parks and Rec Committee did a survey of what the citizens of Los Osos would like to have in the community. A vast majority of the survey results said a Dog Park. District Staff has been tasked with coordination with the County on this project. Other projects include "pocket parks" which are small pieces of land supplied with benches and trash cans where the general public can go to relax within their own neighborhoods.

There is no Utility Staff time projected to be spent on any of these proposed projects. Expenses are limited to Administration allocation costs and Legal Counsel. At this time, Staff is predicting a small increase in Legal Counsel's time which will make the estimated Parks Fund expenses at \$9,507 for the 2017-2018 year.





**GENERAL  
ADMINISTRATION**

100 - ADMINISTRATION	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
Other Revenue	4005	Copying Costs	\$200	\$15	\$6	\$25
	4929	Settlement & Recoveries	\$0	\$0	\$0	\$0
	4930	Other Revenues	\$0	\$0	\$0	\$0
	4935	Sales/Specs	\$0	\$0	\$0	\$0
	4989	Claim Revenue	\$0	\$0	\$0	\$0
<b>Total Other Revenue</b>			<b>\$200</b>	<b>\$15</b>	<b>\$4</b>	<b>\$25</b>
		<b>TOTAL GF/ADMINISTRATION</b>	<b>\$200</b>	<b>\$15</b>	<b>\$6</b>	<b>\$25</b>

REVENUE FUND  
TRANSFERS

Transfer From Wastewater	\$26,440	\$26,155	\$19,804	\$2,703
Transfer From Fire	\$123,453	\$122,056	\$92,417	\$54,068
Transfer From Water	\$364,482	\$360,356	\$272,847	\$462,283
Transfer From Park and Recreation	\$5,879	\$11,624	\$8,801	\$5,407
Transfer From Drainage	\$47,030	\$46,498	\$35,207	\$10,814
Transfer From Bayridge	\$11,757	\$8,718	\$6,602	\$2,703
Transfer From Vista De Oro	\$8,833	\$5,813	\$4,401	\$2,703
<b>Total Transfer to General</b>	<b>\$587,874</b>	<b>\$581,220</b>	<b>\$440,079</b>	<b>\$540,681</b>

Total Projected Revenue \$588,074 \$581,235 \$440,085 \$540,706

100 - ADMINISTRATION	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
Salaries & Wages	7322	Director's Compensation	\$10,000	\$10,100	\$7,050	\$10,100
	8018	Holiday pay	\$0	\$8,000	\$7,516	\$0
	8045	Overtime Pay	\$2,500	\$6,200	\$6,198	\$6,200
	8050	Administrative Leave Pay		\$0	\$0	\$0
	8051	Floating Holiday Pay		\$510	\$507	\$510
	8054	Salaries & Wages - Regular	\$254,502	\$100,000	\$77,347	\$100,000
	8060	Sick Leave Pay		\$0	\$0	\$0
	8066	Comp Time Used		\$0	\$0	\$0
	8081	Vacation Pay		\$1,759	\$1,759	\$0
<b>Total Salaries &amp; Wages</b>			<b>\$267,002</b>	<b>\$126,569</b>	<b>\$100,377</b>	<b>\$116,810</b>
	5020	FICA - ER	\$3,300	\$1,200	\$1,177	\$1,700
	5030	Life Insurance - ER	\$2,200	\$300	\$205	\$300
	5031	Disability Insurance	\$0	\$50	\$31	\$50
	5050	Medicare - ER	\$4,000	\$1,650	\$1,490	\$1,843
	5060	Cafeteria Plan - ER	\$20,000	\$8,000	\$7,125	\$8,000
	5070	Retirement ER - Regular	\$18,433	\$10,000	\$6,875	\$10,000
	5071	Retirement ER -Addt'l Pickup	\$2,641	\$750	\$312	\$750
	5075	Retirees Medical - ER	\$3,000	\$1,700	\$1,690	\$1,600
	5100	Unemployment Ins ER	\$3,500	\$3,000	\$2,483	\$3,000

100 - ADMINISTRATION	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
	5120	Worker's Compensation - ER	\$4,000	\$4,479	\$4,479	\$4,800
	5121	Cal Pers Unfunded Liability	\$0	\$0	\$0	\$0
	5124	Retirement ER Tier 2	\$7,886	\$0	\$0	\$0
	5132	Benefits Charged by Admin	\$0	\$0	\$0	\$0
	5197	Benefit Billings to Other Funds	\$0	\$0	\$0	\$0
<b>Total Payroll Taxes &amp; Benefits</b>			<b>\$68,960</b>	<b>\$31,129</b>	<b>\$25,867</b>	<b>\$32,043</b>
		<b>Total Payroll &amp; Taxes</b>	<b>\$335,962</b>	<b>\$157,698</b>	<b>\$126,244</b>	<b>\$148,853</b>
Employment Services	6200	Hiring, Advertising & Other Costs	\$500	\$200	\$200	\$0
	6230	Medical Exam	\$0	\$70	\$70	\$0
<b>Total Employment Services</b>			<b>\$500</b>	<b>\$270</b>	<b>\$270</b>	<b>\$0</b>
Contract services	6100	Labor & Support-IT Services	\$4,000	\$6,000	\$4,668	\$7,000
	6110	IT Purchased Services	\$27,800	\$22,000	\$21,208	\$22,000
	7100	Copier Contract	\$7,000	\$7,700	\$7,691	\$7,500
	7255	Security Services	\$1,200	\$700	\$638	\$913
	7321	Janitorial Cleaning Supplies	\$2,100	\$4,000	\$3,585	\$4,000
	7342	Public Meeting Recordings	\$13,000	\$13,000	\$12,175	\$13,000
<b>Total Contract Services</b>			<b>\$55,100</b>	<b>\$53,400</b>	<b>\$49,965</b>	<b>\$54,413</b>
Financial Services	7310	Bank Service Charges	\$1,001	\$3,000	\$2,264	\$3,000
<b>Total Financial Services</b>			<b>\$1,001</b>	<b>\$3,000</b>	<b>\$2,264</b>	<b>\$3,000</b>
Insurance, licenses and Regulatory Fees	6120	Computer Licenses	\$2,000	\$200	\$200	\$0
	6340	Misc Fees	\$1,000	\$500	\$212	\$100
	6341	LAFCO Fees	\$20,000	\$21,011	\$21,011	\$21,642
	7325	Insurance	\$2,000	\$8,852	\$8,852	\$9,254
<b>Total Ins.,Lic. &amp; Regulatory Fees</b>			<b>\$25,000</b>	<b>\$30,563</b>	<b>\$30,275</b>	<b>\$30,996</b>
Legal and Professional	7305	Auditing Services	\$20,000	\$20,050	\$20,050	\$22,000
	7302	Professional Services-GM	\$0	\$0	\$0	\$78,000
	7303	Professional Services-ACCTG	\$0	\$0	\$0	\$48,000
	7304	Professional Services-Other	\$0	\$0	\$0	\$37,500
	7320	Professional Services	\$2,000	\$180,935	\$159,693	\$0
	7326	Legal Services	\$57,600	\$35,000	\$31,580	\$55,000
	7340	Legal Notifications & Mand Adver.	\$1,000	\$1,000	\$542	\$500
	7343	Election Expense	\$11,600	\$11,233	\$11,233	\$0
<b>Total Legal &amp; Professional</b>			<b>\$92,200</b>	<b>\$248,218</b>	<b>\$223,098</b>	<b>\$241,000</b>

100 - ADMINISTRATION	Acct. Code Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
Office Supplies & Operations	6121 IT-Supplies & Miscellaneous	\$500	\$50	\$0	\$0
	6130 Computer Hardware	\$0	\$0	\$0	\$0
	6140 Computer Software	\$240	\$50	\$0	\$0
	7140 General Supplies & Minor	\$8,000	\$6,000	\$5,206	\$6,200
	7160 Postage, Shipping & Mail Supplies	\$3,000	\$5,000	\$3,802	\$5,220
	7226 Membership & Dues	\$5,670	\$7,000	\$6,126	\$7,000
Total Office Supplies & Oper.		<b>\$17,410</b>	<b>\$18,100</b>	<b>\$15,134</b>	<b>\$18,420</b>
Other Expenses					
	8735 Misc Department Expense	\$13,500	\$382	\$382	\$200
Total Other Expenses		<b>\$13,500</b>	<b>\$382</b>	<b>\$382</b>	<b>\$200</b>
Rent and Utilities					
	6025 Telephone	\$4,200	\$4,000	\$2,673	\$3,360
	7352 Rent - Office & Other Structures	\$28,900	\$33,179	\$30,179	\$33,179
	7350 Rent - Meetings	\$800	\$1,750	\$1,750	\$500
	8610 Electric	\$3,600	\$3,500	\$3,325	\$3,500
	8620 Gas Service	\$300	\$553	\$553	\$500
	8630 Trash Services	\$0	\$0	\$0	\$0
Total Rent and Utilities		<b>\$37,800</b>	<b>\$42,982</b>	<b>\$38,480</b>	<b>\$41,039</b>
Total Repairs & Maint.					
	6405 R & M - Extinguishers	\$101	\$110	\$110	\$110
		<b>\$101</b>	<b>\$110</b>	<b>\$110</b>	<b>\$110</b>
Travel and Training					
	7323 Books, Publications & Subscriptions	\$500	\$300	\$278	\$300
	7324 Education & Training Fees	\$4,000	\$1,000	\$450	\$1,300
	8541 Meals Local Area-Director	\$0	\$100	\$0	\$100
	8539 Training Meals	\$1,800	\$1,000	\$1,012	\$300
	8550 Mileage Reimb. & Room & Parking	\$3,000	\$2,000	\$1,512	\$650
Total Traveling & Training		<b>\$9,300</b>	<b>\$4,400</b>	<b>\$3,252</b>	<b>\$2,650</b>
	Total Materials, Supplies &	<b>\$251,912</b>	<b>\$401,425</b>	<b>\$363,230</b>	<b>\$391,828</b>
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$587,874</b>	<b>\$559,123</b>	<b>\$489,474</b>	<b>\$540,681</b>

**ALLOCATION FUND TRANSFERS**

	<b>2016-2017</b>		<b>2017-2018 %</b>	
Transfer From Wastewater	4.5%	\$26,155	0.5%	\$2,703
Transfer From Fire	21.0%	\$122,056	10.0%	\$54,068
Transfer From Water	62.0%	\$360,356	85.5%	\$462,283
Transfer From Park & Recreation	2.0%	\$11,624	1.0%	\$5,407
Transfer From Drainage	8.0%	\$46,498	2.0%	\$10,814
Transfer From Bayridge	1.5%	\$8,718	0.5%	\$2,703
Transfer From Vista De Oro	1.0%	\$5,813	0.5%	\$2,703
<b>Total Transfer to General</b>	<b>100.0%</b>	<b>\$581,220</b>	<b>100.0%</b>	<b>\$540,681</b>

**Proposed 2017-2018 Budget**

<b>Fund Revenue</b>	<b>\$540,681</b>
<b>Total Fund Expenses</b>	<b>\$540,681</b>
<hr/>	
<b>Net</b>	<b>\$0</b>
<b>Revenue Over (under) expenses</b>	<b>\$0</b>
<hr/>	
<b>Projected Balance 6/30/2018</b>	<b>\$0</b>





200-BAYRIDGE		Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
Acct. Code	Account Title				
<b><u>Revenues</u></b>					
Property taxes	4035 Property Taxes	\$8,290	\$8,347	\$5,742	\$8,696
	4505 HO Prop Tax Relief	\$57	\$57	\$29	\$70
<b>TOTAL PROPERTY</b>		<b>\$8,347</b>	<b>\$8,404</b>	<b>\$5,770</b>	<b>\$8,766</b>
	Assessments to pay \$125,000 loan		\$25,006		\$25,006
	4550 Lighting & Septic Assessment	\$54,831	\$29,825	\$12,375	\$29,825
<b>Total Special Taxes Assessments</b>		<b>\$54,831</b>	<b>\$54,831</b>	<b>\$12,375</b>	<b>\$54,831</b>
<b>TOTAL BAYRIDGE REVENUES</b>		<b>\$63,178</b>	<b>\$63,235</b>	<b>\$18,145</b>	<b>\$63,597</b>

200-BAYRIDGE		Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
Acct. Code	Account Title				
<b><u>Expenses</u></b>					
Salaries & Wages	8018 Holiday Pay	\$0	\$0	\$0	\$0
	8051 Floating Holiday	\$0	\$0	\$0	\$0
	8054 Regular Salaries	\$18,944	\$17,050	\$15,630	\$9,798
	8060 Sick Leave	\$0	\$0	\$0	\$0
	8066 Comp Time Used	\$0	\$0	\$0	\$0
	8081 Vacation	\$0	\$0	\$0	\$0
<b>Total Salaries &amp;</b>		<b>\$18,944</b>	<b>\$17,050</b>	<b>\$15,630</b>	<b>\$9,798</b>
<b>Payroll Taxes &amp; Benefits</b>					
	5030 Life Insurance - ER	\$106	\$95	\$3	\$64
	5050 Medicare - ER	\$577	\$429	\$281	\$262
	5060 Cafeteria Plan - ER	\$2,407	\$1,619	\$1,039	\$933
	5070 Retirement ER - Regular	\$2,666	\$2,161	\$1,833	\$1,236
	5071 Retirement ER -Addtl Pickup	\$1,007	\$726	\$607	\$454
	5075 Retirees Medical - ER	\$543	\$309	\$189	\$161
	5100 Unemployment Ins ER	\$0	\$0	\$0	\$0
	5120 Worker's Compensation - ER	\$600	\$348	\$97	\$187
	5121 Cal Pers Unfunded Liability	\$0	\$0	\$0	\$0
	5124 Retirement ER Tier 2	\$700	\$279	\$0	\$131
	5133 Benefits Charged by Water	\$0	\$0	\$0	\$0
	5197 Benefit Billings to Other Funds	\$0	\$0	\$0	\$0
<b>Total Payroll Taxes &amp; Benefits</b>		<b>\$8,606</b>	<b>\$5,967</b>	<b>\$4,049</b>	<b>\$3,429</b>
<b>Total Payroll &amp; Taxes</b>		<b>\$27,550</b>	<b>\$23,017</b>	<b>\$19,679</b>	<b>\$13,228</b>

200-BAYRIDGE	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>Expenses</b>						
Insurance, licenses	6342	Fees - Regulatory	\$600	\$1,100	\$1,044	\$1,500
	6345	Property Taxes & Assess. Costs	\$0	\$500	\$267	\$500
	7325	Insurance	\$800	\$800	\$735	\$800
<b>Total Ins.,Lic. &amp; Regulatory Fees</b>			<b>\$1,400</b>	<b>\$2,400</b>	<b>\$2,046</b>	<b>\$2,800</b>
	7320	Professional & Consulting Services	\$0	\$2,900	\$2,867	\$500
	7326	Legal Services	\$3,500	\$1,000	\$831	\$500
<b>Total Legal &amp; Professional</b>			<b>\$3,500</b>	<b>\$3,900</b>	<b>\$3,698</b>	<b>\$1,000</b>
Rent and Utilities	6000	Cell Phones	\$0	\$100	\$93	\$115
	6025	Telephone	\$0	\$37	\$37	\$0
	7352	Rent - Office & Other Structures	\$0	\$50	\$34	\$0
	8610	Electric	\$1,000	\$0	\$0	\$0
	8620	Gas Service	\$0	\$0	\$0	\$0
	8630	Trash Services	\$0	\$0	\$0	\$0
	8645	Septic Handling	\$62,000	\$15,000	\$12,020	\$0
	8670	Street Lighting	\$5,000	\$4,863	\$4,863	\$4,596
<b>Total Rent and Utilities</b>			<b>\$68,000</b>	<b>\$20,050</b>	<b>\$17,047</b>	<b>\$4,711</b>
		Total Materials, Supplies & Services	\$72,900	\$26,350	\$22,791	\$8,511
<b>TOTAL OPERATING EXPENSES</b>			<b>\$100,450</b>	<b>\$49,367</b>	<b>\$42,470</b>	<b>\$21,739</b>
<b>Loan Payment</b>			<b>\$25,006</b>	<b>\$27,964</b>	<b>\$27,964</b>	<b>\$27,964</b>
<b>Transfer to General Fund</b>			<b>\$11,757</b>	<b>\$8,718</b>	<b>\$6,602</b>	<b>\$2,703</b>
<b>No Capital Outlay Expenses</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Fund Expenses</b>			<b>\$210,113</b>	<b>\$86,049</b>	<b>\$77,036</b>	<b>\$52,406</b>
<b>Total Revenue</b>			<b>\$63,178</b>	<b>\$63,235</b>	<b>\$18,145</b>	<b>\$63,597</b>
<b>Net Fund Balance</b>			<b>-\$146,935</b>	<b>-\$22,814</b>	<b>-\$58,891</b>	<b>\$11,192</b>

**Proposed 2017-2018 Budget**

Fund Revenue	\$63,597
Total Fund Expenses	\$52,406
<b>Net</b>	<b>\$11,191</b>
<b>Audited Fund Balance 2015-2016</b>	<b>\$1,175</b>
<b>Revenue Over /Under Expenses 2016-2017 (Adjusted Budget)</b>	<b>-\$22,814</b>
<b>Projected Balance 6/30/18</b>	<b>-\$10,448</b>

400-VISTA DE ORO	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31- 17	Proposed 17-18 Budget
<b>Revenues</b>						
Property Taxes	4035	Property Taxes	\$0	\$0	\$0	\$0
	4505	HO Prop Tax Relief	\$0	\$0	\$0	\$0
<b>TOTAL PROPERTY TAX</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	4400	Drainage Assessments			\$7,121	
Special Taxes & Assess.	4550	Lighting & Septic Assessment	\$15,768	\$15,768	\$2,834	\$15,768
<b>Total Special Taxes &amp; Assessments</b>			<b>\$15,768</b>	<b>\$15,768</b>	<b>\$9,955</b>	<b>\$15,768</b>
<b>TOTAL REVENUE RECEIVED</b>			<b>\$15,768</b>	<b>\$15,768</b>	<b>\$9,955</b>	<b>\$15,768</b>

400-VISTA DE ORO	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31- 17	Proposed 17-18 Budget
<b>Expenditures</b>						
Insurance, Licenses and Regulatory fees	6342	Fees - Regulatory	\$0	\$1,100	\$1,044	\$1,500
	6345	Property Taxes & Assess. Costs	\$0	\$100	\$18	\$500
	7325	Insurance	\$0	\$500	\$441	\$500
<b>Total Ins., Lic. &amp; Regulatory Fees</b>			<b>\$0</b>	<b>\$1,700</b>	<b>\$1,503</b>	<b>\$2,500</b>
	7320	Professional & Consulting	\$1,300	\$3,500	\$3,233	\$400
	7326	Legal Services	\$3,000	\$1,500	\$954	\$400
<b>Total Legal &amp; Professional</b>			<b>\$4,300</b>	<b>\$5,000</b>	<b>\$4,187</b>	<b>\$800</b>
Rent and utilities	6000	Cell Phones	\$0	\$100	\$93	\$115
	6025	Telephone	\$0	\$0	\$0	\$0
	7352	Rent - Office & Other Structures	\$0	\$50	\$34	\$0
	8610	Electric	\$0	\$0	\$0	\$0
	8620	Gas Service	\$0	\$0	\$0	\$0
	8630	Trash Services	\$0	\$0	\$0	\$0
	8645	Septic Handling	\$0	\$2,200	\$1,930	\$0
	8670	Street Lighting	\$2,500	\$2,200	\$1,946	\$2,300
<b>Total Rent and Utilities</b>			<b>\$2,500</b>	<b>\$4,550</b>	<b>\$4,003</b>	<b>\$2,415</b>
<b>Total Expenses</b>			<b>\$6,800</b>	<b>\$11,250</b>	<b>\$9,693</b>	<b>\$5,715</b>

400-VISTA DE ORO	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31- 17	Proposed 17-18 Budget
		TOTAL OPERATING EXPENSES	\$6,800	\$11,250	\$9,693	\$5,715
		Transfer to General Fund	\$8,832	\$5,812	\$4,401	\$2,703
		No Capital Outlay Expenses	\$0	\$0	\$0	\$0
		Total Expenses	\$15,632	\$17,062	\$14,094	\$8,418
		Total Revenue	\$15,768	\$15,768	\$9,955	\$15,768
		Net Fund Balance	\$136	-\$1,294	-\$4,139	\$7,350
		Projected 2017-2018 Budget				
		Fund Revenue	\$15,768			
		Total Fund Expenses	\$8,418			
		Net	\$7,350			
		Audited Fund Balance 2015-2016	-\$11,868			
		Revenue Over /Under Expenses 2016-2017 (Adjusted Budget)	-\$1,294			
		Projected Balance 6/30/18	-\$5,812			

500 - Water	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>Revenue</b>						
Water Sales Revenues:	4030	Residential Single Family	\$1,800,000	\$1,517,831	\$1,445,842	\$1,906,000
	4102	Residential-Multi Family	\$0	\$150,349	\$156,564	\$178,000
	4103	Commercial	\$0	\$229,022	\$212,645	\$236,000
	4104	Irrigation-Water Sales	\$0	\$42,017	\$36,195	\$3,000
New		Recycled Water Revenue	\$0	\$0	\$0	\$107,000
New		Baseline No Consumption	\$0	\$0	\$0	\$32,890
<b>Total Water Sales Revenue</b>			<b>\$1,800,000</b>	<b>\$1,939,219</b>	<b>\$1,851,246</b>	<b>\$2,462,890</b>
	4114	Water Other Services Revenue	\$0	\$2,085	\$2,085	\$2,085
	4931	Water Activation Fees	\$10,000	\$7,200	\$7,150	\$7,000
	4932	Water Sales Penalties (Late Fees)	\$20,000	\$25,000	\$24,946	\$23,000
	4933	Door Hangers/Lock Out Fees	\$17,000	\$19,000	\$18,905	\$16,000
	4935	Sale-Specs/Plans and Non Cap Items	\$0	\$100	\$50	\$0
<b>Total Water Service</b>			<b>\$47,000</b>	<b>\$53,385</b>	<b>\$53,136</b>	<b>\$48,085</b>
Property Taxes	4035	Property Taxes (minus 25% to Fire)	\$221,660	\$221,660	\$151,519	\$228,858
	4505	HO Prop Tax Relief	\$2,100	\$2,100	\$761	\$2,100
<b>TOTAL PROPERTY</b>			<b>\$223,760</b>	<b>\$223,760</b>	<b>\$152,280</b>	<b>\$173,744</b>
	4510	Investment Income on Funds	\$3,000	\$3,000	\$2,051	\$1,500
			<b>\$3,000</b>	<b>\$3,000</b>	<b>\$2,051</b>	<b>\$1,500</b>
Other Revenue	4925	Insurance Claim Reimbursement	\$42,000	\$42,000	\$42,000	\$0
	4930	Other Revenues	\$3,000	\$14,700	\$10,364	\$15,000
	4934	Gain on the Sale of Fixed Assets	\$12,000	\$12,000	\$12,000	\$0
<b>Transfer in from</b>		Capital Outlay Projects				\$380,000
		Interest from Bayridge Loan				\$2,964
<b>Total Other Revenue</b>			<b>\$57,000</b>	<b>\$68,700</b>	<b>\$64,364</b>	<b>\$397,964</b>
<b>TOTAL REVENUE RECEIVED</b>			<b>\$2,130,760</b>	<b>\$2,288,064</b>	<b>\$2,123,077</b>	<b>\$3,084,183</b>

500 - Water		Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
Acct. Code	Account Title				
<b>EXPENSES</b>					
Salaries & Wages					
8012	Call Back Pay	\$17,000	\$0	\$0	\$0
8018	Holiday Pay		\$12,142	\$12,142	\$12,142
8027	Jury Duty	\$0	\$0	\$0	\$0
8045	Overtime Pay	\$5,500	\$5,500	\$3,472	\$5,500
8051	Floating Holiday Pay	\$0	\$13,700	\$13,584	\$13,600
8054	Salaries & Wages (Regular)	\$394,702	\$300,000	\$247,718	\$320,000
8056	Retroactive Pay	\$0	\$312	\$312	\$0
8060	Sick Leave Pay	\$0	\$16,000	\$15,183	\$15,000
8063	Standby Pay	\$10,000	\$13,500	\$13,190	\$14,000
8066	Comp Time Used	\$0	\$12,000	\$10,906	\$11,000
8081	Vacation Pay	\$0	\$30,000	\$28,181	\$30,000
<b>Total Salaries &amp; Wages</b>		<b>\$427,202</b>	<b>\$403,154</b>	<b>\$344,688</b>	<b>\$421,242</b>
Payroll Taxes & Benefits					
5010	Total Fringe Benefits	\$0	\$2,000	\$1,139	\$0
5030	Life Insurance - ER	\$5,725	\$4,000	\$3,655	\$4,000
5050	Medicare - ER	\$7,200	\$6,000	\$5,500	\$5,500
5060	Cafeteria Plan - ER	\$54,000	\$60,000	\$59,625	\$40,000
5070	Retirement ER - Regular	\$55,000	\$40,000	\$30,225	\$40,000
5071	Retirement ER -Add'l Pickup	\$10,000	\$1,900	\$1,795	\$1,500
5075	Retirees Medical - ER	\$3,000	\$1,000	\$765	\$1,000
5100	Unemployment Ins ER	\$0	\$6,000	\$4,642	\$15,000
5120	Worker's Compensation - ER	\$19,000	\$15,000	\$12,422	\$13,000
5121	Cal Pers Unfunded Liability	\$0	\$4,500	\$3,434	\$3,500
5124	Retirement ER Tier 2	\$6,625	\$0	\$0	\$0
5132	Benefits Charged by Admin	\$0	\$0	\$0	\$0
5197	Benefit Billings to Other Funds	\$0	\$0	\$0	\$0
<b>Total Payroll Taxes &amp; Benefits</b>		<b>\$160,550</b>	<b>\$140,400</b>	<b>\$123,202</b>	<b>\$123,500</b>
<b>Total Payroll &amp; Taxes</b>		<b>\$587,752</b>	<b>\$543,554</b>	<b>\$467,890</b>	<b>\$544,742</b>
<b>EXPENSES</b>					
Employment Services					
6200	Hiring, Advertising & Other Costs	\$0	\$0	\$0	\$0
6230	Medical Exam	\$250	\$140	\$70	\$100
6250	Temporary Agency Help	\$0	\$0	\$0	\$0
7347	Pension Service Expense		\$0	\$0	\$0
<b>Total Employment Services</b>		<b>\$250</b>	<b>\$140</b>	<b>\$70</b>	<b>\$100</b>
Clothing and Uniforms					
7246	Uniform & Gear	\$2,000	\$2,000	\$1,557	\$2,000
7248	Uniform Safety Boots	\$0	\$241	\$241	\$1,000
<b>Total Clothing &amp; Uniforms</b>		<b>\$2,000</b>	<b>\$2,241</b>	<b>\$1,798</b>	<b>\$3,000</b>
Contract Services					
6100	Labor & Support-IT Services	\$1,000	\$300	\$25	\$300
6110	IT Purchased Services	\$15,000	\$13,000	\$8,699	\$9,000
6142	GIS/Maps/Data/Upgrades	\$0	\$0	\$0	\$0
7204	Cleaning Supplies	\$300	\$100	\$0	\$100
7250	Water Quality Testing	\$50,000	\$40,000	\$25,291	\$32,000

500 - Water	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
	7255	Security Services	\$8,000	\$9,500	\$7,720	\$9,500
	7301	Contract Maintenance Services	\$6,000	\$1,000	\$0	\$2,100
	7321	Janitorial Cleaning Supplies	\$2,500	\$750	\$711	\$850
	7342	Public Meeting Recordings	\$0	\$0	\$0	\$0
<b>Total Contract Services</b>			<b>\$82,300</b>	<b>\$66,141</b>	<b>\$42,446</b>	<b>\$56,000</b>

### EXPENSES

#### Equipment and tools

	7242	Minor Tools, Access. & Field Machines	\$5,000	\$3,500	\$3,473	\$2,500
	7253	Rent - Equipment	\$2,000	\$1,000	\$280	\$1,000
	7256	Meter Purchases & Replacements	\$75,000	\$30,185	\$30,185	\$50,000
<b>Total Equipment and Tools</b>			<b>\$82,000</b>	<b>\$34,685</b>	<b>\$33,938</b>	<b>\$53,500</b>

#### Financial Services

	7310	Bank Service Charges	\$2,200	\$0	\$0	\$0
	9153	Bad Debt Expense	\$1,500	\$0	\$0	\$0
<b>Total Financial Services</b>			<b>\$3,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

#### Insurance, Licenses and Regulatory Fees

	6120	Computer Licenses	\$500	\$200	\$0	\$200
	6340	Misc. Fees	\$7,000	\$3,000	\$2,647	\$3,000
	6342	Fees - Regulatory	\$15,000	\$25,000	\$24,197	\$25,000
	6343	Lien & Notary Fees	\$0	\$0	\$0	\$0
	6345	Property Taxes & Assess. Costs	\$2,200	\$2,500	\$2,184	\$2,500
	7325	Insurance	\$30,000	\$26,539	\$26,244	\$31,581
<b>Total Ins.,Lic. &amp; Regulatory Fees</b>			<b>\$54,700</b>	<b>\$57,239</b>	<b>\$55,272</b>	<b>\$62,281</b>

#### Legal and Professional

	7318	Professional & Consulting BMC	\$27,000	\$8,000	\$7,203	\$9,000
	7319	Other Professional Services	\$3,000	\$7,558	\$7,558	\$8,000
	7320	Professional & Consulting Services	\$100,000	\$150,000	\$103,428	\$40,000
	7326	Legal Services	\$10,000	\$11,000	\$10,085	\$9,000
	7336	Legal Services - BMC	\$10,000	\$1,000	\$823	\$1,000
	7340	Legal Notifications & Mand Adver.	\$0	\$0	\$0	\$0
	9155	Inter Agency Cost Sharing	\$120,000	\$30,000	\$27,886	\$30,000
<b>Total Legal &amp; Professional</b>			<b>\$270,000</b>	<b>\$207,558</b>	<b>\$156,983</b>	<b>\$97,000</b>

### EXPENSES

#### Office Supplies & Operations

	6121	IT-Supplies & Miscellaneous	\$0	\$0	\$0	\$0
	6130	Computer Hardware	\$2,500	\$0	\$0	\$3,000
	6140	Computer Software		\$0	\$0	\$6,000
	7100	Copier Contract		\$0	\$0	\$0
	7140	General Supplies & Minor	\$4,000	\$3,094	\$3,094	\$3,100
	7160	Postage, Shipping & Mail Supplies	\$20,000	\$14,000	\$12,617	\$14,000
	7170	Special Purpose Forms	\$0	\$0	\$0	\$0
	7180	Billing Supplies and Forms	\$1,200	\$3,500	\$2,193	\$3,000
	7225	Mapping Costs	\$0	\$0	\$0	\$0
	7226	Membership & Dues	\$1,950	\$1,400	\$1,309	\$1,400



	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>500 - Water</b>						
	7230	Misc. Small Parts	\$800	\$1,303	\$1,303	\$800
	7237	Process Control & Treat. Supplies	\$8,000	\$5,000	\$3,528	\$4,000
	7239	Water Treatment Chemicals	\$4,200	\$4,800	\$4,786	\$4,944
	7241	R & M Water Distribution System	\$12,000	\$25,000	\$20,820	\$25,000
<b>Total Office Supplies &amp; Operations</b>	7249	Safety Supplies	\$1,000	\$2,800	\$1,958	\$3,000
			<b>\$55,650</b>	<b>\$60,897</b>	<b>\$51,608</b>	<b>\$68,244</b>
Other Expenses						
	7016	Significant Value Purchase-Field	\$0	\$0	\$0	\$0
	7330	Misc. Operating Expenses	\$1,000	\$300	\$0	\$250
	7348	Water Conservation Program	\$15,000	\$1,000	\$628	\$1,000
	7349	Water Conservation Fixtures		\$1,000	\$660	
	8650	Clean-Up Costs	\$0	\$0	\$0	\$0
	8735	Misc. Department Expense	\$0	\$0	\$0	\$0
<b>Total Other Expenses</b>			<b>\$16,000</b>	<b>\$2,300</b>	<b>\$1,288</b>	<b>\$1,250</b>
<b>EXPENSES</b>						
Rent and Utilities						
	6000	Cell Phones	\$2,600	\$2,600	\$2,362	\$2,725
	6025	Telephone	\$10,000	\$10,000	\$7,659	\$10,000
	7352	Rent - Office & Other Structures	\$0	\$3,100	\$2,838	\$3,100
	8610	Electric	\$90,000	\$85,000	\$73,955	\$87,000
	8620	Gas Service	\$300	\$300	\$218	\$300
	8630	Trash Services	\$1,400	\$5,000	\$3,838	\$5,000
	8644	Disposal Services	\$72,000	\$20,000	\$16,625	\$20,000
	8670	Street Lighting	\$700	\$700	\$305	\$700
<b>Total Rent and utilities</b>			<b>\$177,000</b>	<b>\$126,700</b>	<b>\$107,800</b>	<b>\$128,825</b>
Repairs and Maintenance						
	6405	R & M - Extinguishers	\$600	\$600	\$331	\$600
	6422	R & M - Hydrants	\$0	\$345	\$345	\$350
	6640	R & M - Other Non-Structural Fixed	\$5,000	\$500	\$214	\$515
	6641	R & M - Wells	\$8,000	\$2,500	\$585	\$2,500
	6750	R & M - Minor Tools & Equipment	\$5,000	\$1,200	\$931	\$1,200
	6800	R & M - Grounds & Collection	\$1,000	\$1,000	\$906	\$1,000
	6900	R & M - Buildings & Structures	\$3,500	\$3,000	\$1,949	\$3,000
<b>Total Repairs &amp; Maint.</b>			<b>\$23,100</b>	<b>\$9,145</b>	<b>\$5,261</b>	<b>\$9,165</b>
Travel and Training						
	7323	Books, Publications & Subscriptions	\$450	\$100	\$6	\$250
	7324	Education & Training Fees	\$18,500	\$5,000	\$1,480	\$7,798
	8410	Certifications	\$400	\$200	\$175	\$300
	8510	Lodging and Meals	\$0	\$330	\$330	\$2,000
	8539	Training Meals	\$750	\$100	\$36	\$700
	8550	Mileage Reimbursement & Parking	\$1,000	\$400	\$302	\$700
<b>Total Traveling &amp; Training</b>			<b>\$21,100</b>	<b>\$6,130</b>	<b>\$2,329</b>	<b>\$11,748</b>
Vehicle Maint. & Repair						
	7211	Misc. Fuel & Diesel	\$5,500	\$2,500	\$2,019	\$2,500
	7220	Gasoline	\$6,500	\$4,000	\$3,592	\$4,000
	7228	Markings & Other Misc. Services	\$1,000	\$500	\$317	\$500
	7232	Vehicle Repairs	\$8,000	\$3,000	\$2,254	\$4,000
			<b>\$21,000</b>	<b>\$10,000</b>	<b>\$8,182</b>	<b>\$11,000</b>

500 - Water	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
		Total Materials, Supplies & Services	\$808,800	\$583,176	\$466,975	\$502,113
		<b>TOTAL OPERATING EXPENSES</b>	<b>\$1,396,552</b>	<b>\$1,126,730</b>	<b>\$934,865</b>	<b>\$1,046,855</b>
		<b>Debt Service</b>				
	New	Loan Administration Fee	\$0	\$11,470	\$11,470	\$11,015
	9022	Debt Service - Principal	\$151,486	\$151,486	\$151,486	\$156,109
	9023	Debt Service - Interest & Annual Fee	\$125,768	\$114,298	\$114,298	\$109,607
Total Debt Service			<b>\$277,254</b>	<b>\$277,254</b>	<b>\$277,254</b>	<b>\$276,731</b>
		<b>Reserves</b>				
	9571	Vehicle Replacement Reserve	\$0	\$0	\$0	\$0
	9572	Capital Outlay Reserve	\$65,000	\$8,903	\$0	\$500,000
	9573	General Contingency Reserve	\$19,244	\$50,000	\$0	\$57,000
	9983	Basin Management Reserve	\$0	\$0	\$0	\$0
	9988	Water Conservation Reserve	\$0	\$0	\$0	\$0
		Water Rate Stabilization Reserve	\$0	\$64,000	\$0	\$32,000
Total Reserves (Contribution)			<b>\$84,244</b>	<b>\$122,903</b>	<b>\$0</b>	<b>\$589,000</b>
		<b>Capital Outlay</b>				
	9059	Purchase Pump	\$0	\$0	\$0	\$0
	9059	Purchase Generator	\$0	\$21,159	\$21,159	\$0
		Emergency Intertie Connection	\$55,000	\$120,247	\$120,247	\$0
		8th Street Aquifer Well, Phase 1	\$12,000	\$141,915	\$141,915	\$0
		Program (C) Eastern Wells	\$0	\$0	\$0	\$30,000
		8th Street Aquifer Well, Phase 2	\$540,000	\$0	\$0	\$275,000
		Vehicle	\$50,000	\$0	\$0	\$0
		Water Operations Facility	\$0	\$0		\$75,000
		<b>Total Capital Outlay</b>	<b>\$657,000</b>	<b>\$283,321</b>	<b>\$283,321</b>	<b>\$380,000</b>

500 - Water	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
		TOTAL OPERATING EXPENSES	\$1,396,552	\$1,126,730	\$934,865	\$1,046,855
		DEBT SERVICE	\$277,254	\$277,254	\$277,254	\$276,731
		RESERVE CONTRIBUTION	\$84,244	\$122,903	\$0	\$589,000
		TRANSFER TO GENERAL FUND	\$364,482	\$360,356	\$272,847	\$462,283
		CAPITAL OUTLAY	\$657,000	\$283,821	\$283,821	\$380,000
		TOTAL EXPENSES	\$2,779,532	\$2,171,064	\$1,768,787	\$2,754,869
		TOTAL REVENUE RECEIVED	\$2,130,760	\$2,288,064	\$2,123,077	\$3,084,183
		Net Fund Balance	-\$648,772	\$117,000	\$354,290	\$329,314
		<b>Projected 2017-2018 Budget</b>				
		Fund Revenue	\$3,084,183			
		Total Fund Expenses	\$2,754,869			
		Net	\$329,314			
		Revenue Over /Under Expenses 2016- 2017 (Adjusted Budget)	\$117,000			
		Projected Balance 6/30/18	\$446,314			

600 - WASTEWATER	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b><u>Revenues</u></b>						
		Assessments - Administrative fee	\$0.00	\$44,267	\$0	\$44,267
		<b>TOTAL REVENUES</b>	<b>\$0.00</b>	<b>\$44,267</b>	<b>\$0</b>	<b>\$44,267</b>

600 - WASTEWATER	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b><u>EXPENSES</u></b>						
	7320	Professional Services (NBS)	\$0	\$18,750	\$13,763	\$11,564
		Bond payment	\$0	\$25,000	\$0	\$25,000
		<b>Total Expenses</b>	<b>\$0</b>	<b>\$43,750</b>	<b>\$13,763</b>	<b>\$36,564</b>
		<b>TRANSFER TO GENERAL FUND</b>		<b>\$26,155</b>	<b>\$19,804</b>	<b>\$2,703</b>
		<b>TOTAL OPERATING EXPENSES</b>		<b>\$69,905</b>	<b>\$33,567</b>	<b>\$39,267</b>
		<b>TOTAL REVENUE</b>	<b>0</b>	<b>\$44,267</b>	<b>\$0</b>	<b>\$44,267</b>
		<b>NET FUND BALANCE</b>	<b>\$0</b>	<b>-\$25,638</b>	<b>-\$33,567</b>	<b>\$5,000</b>

**Proposed 2017-2018 Budget**

Fund Revenue	\$44,267
Total Fund Expenses	\$39,267
<b>Net</b>	<b>\$5,000</b>

Audited Fund Balance 2015-2016	\$14,883
Revenue Over /Under Expenses 2016-2017 (Adjusted Budget)	-\$25,638
<b>Projected Balance 6/30/18</b>	<b>-\$5,755</b>

800 - DRAINAGE	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>Revenues</b>						
Property Taxes	4035	Property Taxes	\$21,613	\$21,613	\$15,125	\$22,746
	4505	HO Prop Tax Relief	\$146	\$146	\$77	\$149
<b>TOTAL PROPERTY TAX</b>			<b>\$21,759</b>	<b>\$21,759</b>	<b>\$15,202</b>	<b>\$22,895</b>
Special Taxes & Assess.	4400	Drainage Assessments	\$95,456	\$95,424	\$66,990	\$95,440
<b>Total Special Taxes &amp; Assess. Assessments</b>			<b>\$95,456</b>	<b>\$95,424</b>	<b>\$66,990</b>	<b>\$95,440</b>
Use of Property & Money	4510	Investment Income on Funds	\$0	\$0	\$0	\$0
<b>TOTAL USE OF Mon.&amp;Prop</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Other Revenue	4955	Other Govt. State Aid	\$0	\$23	\$23	\$0
<b>Total Other Revenue</b>			<b>\$0</b>	<b>\$23</b>	<b>\$23</b>	<b>\$0</b>
		<b>TOTAL DRAINAGE REVENUES</b>	<b>\$117,215</b>	<b>\$117,206</b>	<b>\$82,215</b>	<b>\$118,335</b>

800 - DRAINAGE	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>Expenditures</b>						
Salaries & Wages	8045	Overtime Pay	\$500	\$500	\$0	\$200
	8054	Salaries & Wages Regular	\$75,774	\$76,000	\$74,527	\$63,310
<b>Total Salaries &amp; Wages</b>			<b>\$76,274</b>	<b>\$76,500</b>	<b>\$74,527</b>	<b>\$63,510</b>
Payroll Taxes & Benefits	5030	Life Insurance - ER	\$1,055	\$1,055	\$24	\$100
	5050	Medicare - ER	\$1,327	\$300	\$257	\$500
	5060	Cafeteria Plan - ER	\$9,582	\$2,300	\$2,300	\$2,500
	5070	Retirement ER - Regular	\$9,213	\$8,500	\$6,909	\$8,000
	5071	Retirement ER -Add'l Pickup	\$2,800	\$1,843	\$1,004	\$1,680
	5075	Retirees Medical - ER	\$1,553	\$553	\$422	\$700
	5100	Unemployment Ins ER	\$0	\$0	\$0	\$0
	5120	Worker's Compensation - ER	\$2,843	\$1,843	\$1,546	\$1,820
	5121	Cal Pers Unfunded Liability	\$0	\$0	\$0	\$0
	5124	Retirement ER Tier 2	\$3,666	\$200	\$87	\$200
	5132	Benefits Charged by Admin	\$0	\$0	\$0	\$0
	5197	Benefit Billings to Other Funds	\$0	\$0	\$0	\$0
<b>Total Payroll Taxes &amp; Benefits</b>			<b>\$32,039</b>	<b>\$16,594</b>	<b>\$12,549</b>	<b>\$15,500</b>
		<b>Total Payroll &amp; Taxes</b>	<b>\$108,313</b>	<b>\$93,094</b>	<b>\$87,076</b>	<b>\$79,010</b>

800 - DRAINAGE		Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
Acct. Code	Account Title				
<b>Expenses</b>					
Clothing and Uniforms	7246 Uniforms & Gear	\$200	\$100	\$82	\$100
<b>Total Clothing &amp; Uniforms</b>		<b>\$200</b>	<b>\$100</b>	<b>\$82</b>	<b>\$100</b>
Travel and Training					
	7324 Education & Training Fees	\$0	\$1,100	\$1,100	\$3,899
	8475 Training Materials	\$0	\$262	\$262	\$250
	8410 Certifications	\$0	\$0	\$0	\$100
	8510 Lodging and Meals	\$0	\$0	\$0	\$1,000
	8539 Training Meals	\$0	\$0	\$0	\$100
	8550 Mileage Reimbursement & Parking	\$0	\$0	\$0	\$300
<b>Total Traveling &amp; Training</b>		<b>\$0</b>	<b>\$1,362</b>	<b>\$1,362</b>	<b>\$5,649</b>
Equipment and tools					
	6390 Equipment	\$0	\$2,154	\$2,154	\$500
	7242 Minor Tools, Access. & Field	\$100	\$125	\$118	\$200
<b>Total Equipment and Tools</b>		<b>\$100</b>	<b>\$2,279</b>	<b>\$2,272</b>	<b>\$700</b>
Insurance, Licenses and Regulatory Fees					
	6120 Computer Licenses	\$0	\$0	\$0	\$0
	6342 Fees - Regulatory	\$6,000	\$6,000	\$5,986	\$7,000
	6345 Property Taxes & Assess. Costs	\$0	\$105	\$105	\$200
	7325 Insurance	\$3,200	\$3,200	\$2,939	\$3,100
<b>Total Ins.,Lic. &amp; Regulatory Fees</b>		<b>\$9,200</b>	<b>\$9,305</b>	<b>\$9,030</b>	<b>\$10,300</b>
	7320 Professional & Consulting Services	\$10,000	\$6,000	\$5,063	\$1,000
	7326 Legal Services	\$1,500	\$100	\$0	\$100
<b>Total Legal &amp; Professional</b>		<b>\$11,500</b>	<b>\$6,100</b>	<b>\$5,063</b>	<b>\$1,100</b>
Misc Expenses					
	7211 Misc Fuel & Diesel	\$0	\$500	\$505	\$550
	7220 Gasoline	\$0	\$900	\$898	\$800
	7230 Misc Small Parts	\$100	\$800	\$747	\$500
	7249 Safety Supplies	\$300	\$250	\$196	\$200
<b>Total Office Supplies &amp; Oper.</b>		<b>\$400</b>	<b>\$2,450</b>	<b>\$2,346</b>	<b>\$2,050</b>
Rent and Utilities					
	6000 Cell Phones	\$1,110	\$1,388	\$1,388	\$1,250
	6025 Telephone	\$640	\$100	\$0	\$100
	7352 Rent - Office & Other Structures	\$1,400	\$100	\$45	\$100
	8610 Electric	\$1,050	\$1,700	\$1,515	\$1,500
	8670 Street Lighting	\$850	\$850	\$720	\$850
<b>Total Rent and Utilities</b>		<b>\$5,050</b>	<b>\$4,138</b>	<b>\$3,668</b>	<b>\$3,800</b>
	6640 R & M - Equip & Other Non-Structural Fixed Assets	\$5,000	\$1,200	\$990	\$1,000
	6750 R & M - Minor Tools & Equipment	\$0	\$500	\$418	\$500
	6800 R & M - Grounds & Collection	\$5,000	\$2,000	\$1,595	\$2,000
	6900 R & M - Buildings & Structures	\$5,000	\$100	\$58	\$200
<b>Total Repairs &amp; Maint.</b>		<b>\$15,000</b>	<b>\$3,800</b>	<b>\$3,061</b>	<b>\$3,700</b>
<b>Total Materials, Supplies &amp; Services</b>		<b>\$41,450</b>	<b>\$28,172</b>	<b>\$25,522</b>	<b>\$27,399</b>

		<b>TOTAL OPERATING EXPENSES</b>	<b>\$149,763</b>	<b>\$121,266</b>	<b>\$112,598</b>	<b>\$106,409</b>
			<b>Adopted</b>	<b>Accounting</b>		<b>Proposed</b>
			<b>16-17</b>	<b>Adjusted</b>		<b>17-18</b>
<b>800 - DRAINAGE</b>	<b>Acct. Code Account Title</b>		<b>Budget</b>	<b>Budget</b>	<b>Actuals as of 05-31-17</b>	<b>Budget</b>
<b><u>CAPITAL OUTLAY</u></b>						
	Pump Purchase		\$20,000	\$0	\$0	\$56,000
	Control Panel		\$20,000			\$25,000
Total Capital Outlay	(Engineering Costs)		\$0	\$0	\$0	\$5,000
			\$40,000	\$0	\$0	\$86,000
<b><u>Reserves</u></b>						
	9571 Capital Outlay Reserve		\$10,000	\$0	\$0	\$0
Total Reserves	9572 General Contingency Reserve		\$5,000	\$0	\$0	\$0
			\$15,000	\$0	\$0	\$0
	<b>TOTL CAPITAL OUTLAY</b>		<b>\$55,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$86,000</b>
	<b>TOTAL OPERATING EXPENSES</b>		<b>\$149,763</b>	<b>\$121,266</b>	<b>\$112,598</b>	<b>\$106,409</b>
	<b>TRANSFER TO GENERAL FUND</b>		<b>\$46,498</b>	<b>\$46,498</b>	<b>\$35,207</b>	<b>\$10,814</b>
	<b>TOTAL EXPENSES</b>		<b>\$251,261</b>	<b>\$167,764</b>	<b>\$147,805</b>	<b>\$203,223</b>
	<b>TOTAL REVENUE</b>		<b>\$117,215</b>	<b>\$117,206</b>	<b>\$82,215</b>	<b>\$118,335</b>
	<b>NET FUND BALANCE</b>		<b>-\$134,046</b>	<b>-\$50,558</b>	<b>-\$65,590</b>	<b>-\$84,888</b>

**Proposed 2017-2018 Budget**

<b>Fund Revenue</b>	<b>\$118,335</b>
<b>Total Fund Expenses</b>	<b>\$203,223</b>
<b>Net</b>	<b>-\$84,888</b>

<b>Audited Fund Balance 2015-2016</b>	<b>\$314,133</b>
<b>Revenue Over /Under Expenses</b>	
<b>2016-2017 (Adjusted Budget)</b>	<b>-\$50,558</b>
<b>Projected Balance 6/30/18</b>	<b>\$178,687</b>

900-PARK & REC	Acct. Code Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b><u>Revenues</u></b>					
	Interest Revenue- Investments	\$0	\$900	\$569	\$900
		<b>\$0</b>	<b>\$900</b>	<b>\$569</b>	<b>\$900</b>
	<b>TOTAL REVENUE RECEIVED</b>		<b>\$900</b>	<b>\$569</b>	<b>\$900</b>

900-PARK & REC	Acct. Code Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b><u>EXPENSES</u></b>					
	7140 General Supplies & Minor Equipment	\$0	\$50	\$18	\$100
	7326 Legal Services	\$0	\$500	\$490	\$1,000
	7320 Professional Services (Studies)	\$0	\$0	\$0	\$3,000
	<b>Total Operating Expenses</b>	<b>\$0</b>	<b>\$550</b>	<b>\$508</b>	<b>\$4,100</b>
	<b>TRANSFER TO GENERAL</b>	<b>\$0</b>	<b>\$11,624</b>	<b>\$5,407</b>	<b>\$5,407</b>
	<b>Total Expenses</b>	<b>\$0</b>	<b>\$12,174</b>	<b>\$5,915</b>	<b>\$9,507</b>
	<b>Total Revenue</b>	<b>\$0</b>	<b>\$900</b>	<b>\$569</b>	<b>\$900</b>
	<b>Net Fund Balance</b>	<b>\$0</b>	<b>-\$11,274</b>	<b>-\$5,346</b>	<b>-\$8,607</b>

**Proposed 2017-2018 Budget**

Fund Revenue	\$900
Total Fund Expenses	\$9,507
<b>Net</b>	<b>-\$8,607</b>
Audited Fund Cash Balance 2015-2016	\$293,564
Revenue Over/Under Expenses 2016- 2017 Adjusted Budget	-\$11,274
<b>Projected Fund Balance</b>	<b>\$273,683</b>





301-FIRE DEPARTMENT	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>Revenues</b>						
	4035	Property Taxes	\$1,905,834	\$1,905,834	\$1,227,264	\$1,943,951
		25% Prop Taxes from Water	\$0	\$0	\$0	\$57,215
	4505	HO Prop Tax Relief	\$12,883	\$12,883	\$1,058	\$13,141
TOTAL			<b>\$1,918,717</b>	<b>\$1,918,717</b>	<b>\$1,228,322</b>	<b>\$2,014,307</b>
Special taxes and assessments						
	4015	CSA 9-I Assessments	\$24,480	\$24,480	\$0	\$25,214
	4050	Special Fire Tax	\$529,401	\$529,401	\$4,113	\$543,882
	4055	Mutual Aid Reimbursement	\$0	\$1,135	\$1,135	\$2,000
<b>TOTAL SPECIAL TAXES &amp;</b>			<b>\$553,881</b>	<b>\$555,016</b>	<b>\$5,248</b>	<b>\$571,096</b>
	4501	Interest-Undistributed Taxes	0	\$0		
	4510	Investment Income on Funds	0	\$2,000	\$1,288	\$1,000
	4934	Gain on Sale of Fixed Assets-Fire	0	\$0	\$0	\$0
			0	<b>\$2,000</b>	<b>\$1,288</b>	<b>\$1,000</b>
Other Revenue						
	4000	Ambulance Agreement	\$68,512	\$67,134	\$51,797	\$67,134
	4655	Donations	\$0	\$34,763	\$34,763	\$100
	4932	Penalties	\$0	\$0	\$0	\$0
	4950	Grant Revenue	\$0	\$0	\$0	\$34,763
	4955	Govt Other State Aid &	\$0	\$2,245	\$2,245	\$0
	4957	Govt Other Fed Aid &	\$5,900	\$0	\$0	\$0
<b>Total Other Revenue</b>			<b>\$74,412</b>	<b>\$104,142</b>	<b>\$88,805</b>	<b>\$101,997</b>
<b>TOTAL FIRE DEPT. REVENUES</b>			<b>\$2,547,010</b>	<b>\$2,579,875</b>	<b>\$1,323,663</b>	<b>\$2,688,400</b>

301-FIRE DEPARTMENT	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>Expenses</b>						
Salaries & Wages						
	8290	Resv FF-OT Em Res Off Duty	\$8,248	\$1,400	\$1,051	\$1,600
	8295	Resv FF-Overtime/Shift Coverage	\$4,974	\$19,100	\$12,085	\$22,050
	8310	Resv FF-Emerg Resp-Off Duty	\$0	\$2,300	\$1,529	\$2,660
	8330	Resv FF- Mutual Aid Coverage	\$0	\$0	\$0	\$0
	8340	Resv FF-Shift Coverage	\$95,699	\$84,116	\$84,116	\$82,000
	8345	Resv FF-Special Projects	\$4,813	\$4,500	\$2,425	\$5,550
	8355	Resv FF- Training & Drills	\$11,027	\$4,100	\$2,683	\$4,724
	8360	Resv FF-Weed Abatement	\$1,038	\$1,038	\$124	\$1,205
<b>Total Salaries &amp; Wages</b>			<b>\$125,799</b>	<b>\$116,554</b>	<b>\$104,013</b>	<b>\$119,789</b>

301-FIRE DEPARTMENT	Acct. Code	Account Title	Accounting		Actuals as of 05-31-17	Proposed 17-18 Budget
			Adopted 16-17 Budget	Adjusted 16-17 Budget		
<b>Payroll Taxes &amp; Benefits</b>						
	5021	FICA - Fire - ER	\$4,912	\$6,139	\$6,139	\$7,000
	5030	Life Insurance - ER	\$1,962	\$2,054	\$2,054	\$2,500
	5031	Disability Insurance	\$86	\$0	\$0	
	5035	AD and D Insurance	\$1,350	\$1,050	\$603	\$1,000
	5051	Medicare - Reserves - ER	\$1,542	\$1,616	\$1,616	\$2,000
	5070	Retirement - ER -Regular	\$0	\$450	\$277	\$750
	5120	Workers Comp Insurance - ER	\$5,381	\$9,600	\$6,392	\$8,500
	5124	Retirement - ER -Tier 2	\$1,213	\$2,700	\$1,434	\$2,200
<b>Total Payroll Taxes &amp; Benefits</b>			<b>\$16,446</b>	<b>\$23,609</b>	<b>\$18,515</b>	<b>\$23,950</b>
Total Personnel Expenses			\$142,245	\$140,163	\$122,528	\$143,739
<b>Expenses</b>						
<b>Employment</b>						
	5000	Medical Exams & Procedures	\$1,600	\$2,640	\$1,340	\$2,440
	5101	Unemp. Costs - Reserves	\$6,000	\$3,700	\$2,762	\$3,700
	6200	Hiring, Advertising & Other Costs	\$0	\$0	\$0	\$0
	6230	Medical Exam	\$5,400	\$5,016	\$5,016	\$2,800
<b>Total Employment</b>			<b>\$13,000</b>	<b>\$11,356</b>	<b>\$9,118</b>	<b>\$8,940</b>
<b>Clothing and Uniforms</b>						
	7246	Uniform & Gear	\$2,900	\$2,300	\$2,129	\$1,800
	7248	Uniform Safety Boots	\$3,400	\$4,450	\$4,250	\$1,400
<b>Total Clothing &amp; Uniforms</b>			<b>\$6,300</b>	<b>\$6,750</b>	<b>\$6,379</b>	<b>\$3,200</b>
<b>Contract Services</b>						
	6110	IT Purchased Services	\$7,000	\$900	\$823	\$1,080
	7202	Building Alarms & Security	\$450	\$500	\$445	\$450
	7204	Cleaning Supplies, Laundry &	\$3,700	\$3,700	\$2,870	\$3,700
	7209	District Operating Center	\$450	\$0	\$0	\$0
	7222	Hazardous Materials	\$2,000	\$2,000	\$2,000	\$2,000
	7499	CSA 9-I Payments for Services to	\$0	\$0	\$0	\$0
	7500	Schedule A Charges	\$1,994,494	\$1,994,494	\$934,081	\$2,164,108
<b>Total Contract</b>			<b>\$2,008,094</b>	<b>\$2,001,594</b>	<b>\$940,219</b>	<b>\$2,171,338</b>
<b>Equipment &amp; tools</b>						
	7252	Miscellaneous Hardware	\$0	\$342	\$21	\$36,263
	6055	Radios -Non Capital	\$3,500	\$1,009	\$1,009	\$4,000
	6440	Fire Personal Protection Equipment	\$14,198	\$12,653	\$12,653	\$14,198
	6460	Self-Contained Breathing	\$2,500	\$1,943	\$1,943	\$32,500
	6610	Rescue-Extrication Equipment	\$1,500	\$1,500	\$0	\$1,500
	6630	Rope & Climbing Equipment	\$500	\$500	\$0	\$500
	7234	Oxygen Supplies & Cylinder Rent	\$500	\$700	\$307	\$500
	7242	Minor Tools, Accessories & Field	\$800	\$400	\$21	\$350
<b>Total Equipment</b>			<b>\$23,498</b>	<b>\$19,047</b>	<b>\$15,954</b>	<b>\$89,811</b>

301-FIRE DEPARTMENT	Acct. Code	Account Title	Accounting		Actuals as of 05-31-17	Proposed 17-18 Budget
			Adopted 16-17 Budget	Adjusted 16-17 Budget		
Financial						
	7310	Bank Service Charges	\$100	\$0	\$0	\$20
	(New) 8152	ADP Processing Fees	\$0	\$400	\$0	\$1,800
<b>Total Financial</b>			<b>\$100</b>	<b>\$400</b>	<b>\$0</b>	<b>\$1,820</b>
Insurance, licenses and regulatory fees						
	6120	Computer Licenses	\$500	\$0	\$0	\$500
	6340	Misc Fees	\$300	\$0	\$0	\$300
	6345	Property Taxes & Assessments	\$1,500	\$2,150	\$1,418	\$2,500
	7325	Insurance	\$18,000	\$19,227	\$19,227	\$19,900
<b>Total Ins.,Lic. &amp; Regulatory Fees</b>			<b>\$20,300</b>	<b>\$21,377</b>	<b>\$20,645</b>	<b>\$23,200</b>
Legal and						
	7320	Professional & Consulting Services	\$1,000	\$1,734	\$1,734	\$1,000
	7326	Legal Services	\$1,500	\$700	\$420	\$1,500
	7340	Legal Notifications & Mandated	\$220	\$0	\$0	\$100
<b>Total</b>			<b>\$2,720</b>	<b>\$2,434</b>	<b>\$2,154</b>	<b>\$2,600</b>
<b>Expenses</b>						
Office Supplies & Operations						
	6121	IT-Supplies & Miscellaneous	\$0	\$0	\$0	
	6130	Computer Hardware	\$2,400	\$0	\$0	\$2,630
	7100	Copier Contract	\$1,925	\$1,925	\$1,434	\$1,800
	7140	General Supplies & Minor	\$2,770	\$1,720	\$1,720	\$1,700
	7160	Postage, Shipping & Mail Supplies	\$400	\$118	\$118	\$100
	7200	Batteries - Common Sizes		\$0	\$0	\$0
	7216	Fire Prevention Education Materials	\$1,200	\$1,031	\$1,031	\$1,200
	7226	Membership & Dues	\$1,300	\$425	\$425	\$500
	7238	Paramed+C260ic & EMT Small	\$16,000	\$16,000	\$14,515	\$46,000
	7240	Propane	\$400	\$0	\$90	\$400
	7307	Office Tools & Accessories	\$0	\$0	\$0	
<b>Total Office Supplies &amp; Oper.</b>			<b>\$26,395</b>	<b>\$21,219</b>	<b>\$19,333</b>	<b>\$54,330</b>
Other expenses						
	7209	District Operating Center	\$0	\$0	\$0	\$450
	7016	Significant Value Purchase-Field	\$0	\$0	\$0	\$0
	7025	Significant Value Purchase-	\$0	\$0	\$0	\$0
	7201	White Goods & Accessories -	\$200	\$0	\$0	\$300
	7218	Cooking Products - Food, Drinks &	\$350	\$402	\$402	\$300
	7224	Kitchen Cookware & Utensils	\$800	\$216	\$163	\$700
	7230	Misc Small Parts & Supplies	\$5,200	\$301	\$301	\$5,000
	7345	Outreach-Program Give Away	\$0	\$0	\$0	\$2,900
	5040	Commission and Sales Expense	\$0	\$0	\$0	\$0
<b>Total Other Expenses</b>			<b>\$6,550</b>	<b>\$919</b>	<b>\$866</b>	<b>\$9,650</b>

301-FIRE DEPARTMENT	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17 Budget	Actuals as of 05-31-17	Proposed 17-18 Budget
<b>Expenditures</b>						
Rent and utilities	6000	Cell Phones	\$2,000	\$1,550	\$1,415	\$1,550
	6025	Telephone	\$3,300	\$3,300	\$2,944	\$3,300
	8610	Electric	\$200	\$175	\$91	\$175
	8620	Gas Service	\$1,200	\$1,400	\$1,030	\$1,400
	8630	Trash Services	\$1,250	\$2,230	\$2,203	\$1,850
	8640	Water and Water Services	\$3,500	\$3,065	\$3,065	\$2,650
(NEW)	8659	Utilities-Cable	\$0	\$0	\$0	\$1,020
	8670	Street Lighting	\$132	\$132	\$111	\$132
<b>Total Rent and</b>			<b>\$11,582</b>	<b>\$11,852</b>	<b>\$10,859</b>	<b>\$12,077</b>
Repairs and Maint.	6400	R & M-Compressors	\$500	\$0	\$0	\$500
	6405	R & M - Extinguishers	\$1,000	\$575	\$360	\$1,000
	6640	R & M - Equip & Other Non-	\$8,800	\$800	\$654	\$800
	6750	R & M - Minor Tools & Equipment	\$1,800	\$500	\$256	\$500
	6775	R & M -Operation/Field Equipment	\$800	\$765	\$765	\$800
	6800	R & M - Grounds & Collection	\$450	\$0	\$0	\$450
	6900	R & M - Buildings & Structures	\$5,000	\$3,665	\$3,614	\$3,000
	7017	Routine Maintenance	\$0	\$0	\$0	\$0
<b>Total Repairs &amp; Maint.</b>			<b>\$18,350</b>	<b>\$6,305</b>	<b>\$5,649</b>	<b>\$7,050</b>
Travel and training	6300	DMV Driv Lic Class B	\$200	\$100	\$0	\$100
	7141	CERT Training Supplies	\$100	\$100	\$92	\$100
	7323	Books, Publications &	\$275	\$657	\$657	\$375
	7324	Education & Training Fees	\$500	\$0	\$0	\$0
	8405	Reserve FF Training Costs	\$5,400	\$2,000	\$1,720	\$6,300
	8410	Certifications	\$400	\$0	\$0	\$400
	8510	Lodging & Meals	\$0	\$0	\$0	\$0
<b>Total Traveling &amp; Training</b>			<b>\$6,875</b>	<b>\$2,857</b>	<b>\$2,469</b>	<b>\$7,275</b>
		Total Materials, Supplies & Services	\$2,143,764	\$2,106,110	\$1,033,645	\$2,391,291
		<b>TOTAL OPERATING EXPENSES</b>	<b>\$2,286,009</b>	<b>\$2,246,273</b>	<b>\$1,156,173</b>	<b>\$2,535,030</b>
<b>Capital Outlay</b>						
	9572	General Contingency (Ops) Res.	\$10,000	\$10,000		\$10,000
	9504	Veh. Repl. Reserves	\$85,000	\$81,006		\$93,402
	9006	Sewer Lateral-Fire		\$15,800	\$15,800	\$0
		Transfer In from General Fund		-\$15,800		\$0
		Building Structures & Infrastructure	\$10,000	\$0		\$0
		Vehicles	\$170,000	\$100,000	\$100,000	\$155,500
		Fire Equipment and Assessments	\$25,000	\$20,540		\$0
		<b>Total Capital Outlay</b>	<b>\$300,000</b>	<b>\$211,546</b>	<b>\$115,800</b>	<b>\$258,902</b>

301-FIRE DEPARTMENT	Acct. Code	Account Title	Adopted 16-17 Budget	Accounting Adjusted 16-17	Actuals as of 05-31-17	Proposed 17-18 Budget
		Total Capital Outlay	300,00	\$215,540	\$115,800	\$258,902
		TOTAL OPERATING EXPENSES	\$2,286,009	\$2,246,273	\$1,156,173	\$2,535,030
		TRANSFER TO GENERAL FUND	\$122,056	\$122,056	\$92,417	\$54,068
		TOTAL FUND EXPENSES	\$2,708,065	\$2,579,875	\$1,364,390	\$2,848,000
		TOTAL FIRE DEPT. REVENUES	\$2,547,010	\$2,579,875	\$1,323,663	\$2,668,400
		Net Fund Balance	-\$161,055	\$0	-\$40,757	-\$159,600

**Proposed 2017-2018 Budget**

Fund Revenue	\$2,688,400
Total Fund Expenses	\$2,848,000
Net	-\$159,600
Fire Mitigation Reserve	\$4,100
Vehicle Reserve Fund	\$155,500
Projected Balance 6/30/18	\$0



# EXHIBITS

EXHIBIT

A



**Loan Amount**            **\$125,000.00**  
**Percent**                **0.0037500** 4.50%            (West Cost Prime in 2015 3.5% + 1%)  
**Term in months**            **60** (5 years)  
**Total w/ interest**        **\$139,822.80**  
**Payments per month**      **\$2,330.38** (Annual payment of \$27,964.56)

		prin	int	payment	balance	
1	4/29/2016	(\$1,861.63)	(\$468.75)	(\$2,330.38)	\$123,138.37	(\$2,330.38)
2	5/29/2016	(\$1,868.61)	(\$461.77)	(\$2,330.38)	\$121,269.76	(\$2,330.38)
3	6/29/2016	(\$1,875.62)	(\$454.76)	(\$2,330.38)	\$119,394.15	(\$2,330.38)
4	7/29/2016	(\$1,882.65)	(\$447.73)	(\$2,330.38)	\$117,511.50	(\$2,330.38)
5	8/29/2016	(\$1,889.71)	(\$440.67)	(\$2,330.38)	\$115,621.79	(\$2,330.38)
6	9/29/2016	(\$1,896.80)	(\$433.58)	(\$2,330.38)	\$113,724.99	(\$2,330.38)
7	10/29/2016	(\$1,903.91)	(\$426.47)	(\$2,330.38)	\$111,821.09	(\$2,330.38)
8	11/29/2016	(\$1,911.05)	(\$419.33)	(\$2,330.38)	\$109,910.04	(\$2,330.38)
9	12/29/2016	(\$1,918.21)	(\$412.16)	(\$2,330.38)	\$107,991.82	(\$2,330.38)
10	1/29/2017	(\$1,925.41)	(\$404.97)	(\$2,330.38)	\$106,066.41	(\$2,330.38)
11	2/28/2017	(\$1,932.63)	(\$397.75)	(\$2,330.38)	\$104,133.79	(\$2,330.38)
12	3/29/2017	(\$1,939.88)	(\$390.50)	(\$2,330.38)	\$102,193.91	(\$2,330.38)
13	4/29/2017	(\$1,947.15)	(\$383.23)	(\$2,330.38)	\$100,246.76	(\$2,330.38)
14	5/29/2017	(\$1,954.45)	(\$375.93)	(\$2,330.38)	\$98,292.31	(\$2,330.38)
15	6/29/2017	(\$1,961.78)	(\$368.60)	(\$2,330.38)	\$96,330.53	(\$2,330.38)
16	7/29/2017	(\$1,969.14)	(\$361.24)	(\$2,330.38)	\$94,361.39	(\$2,330.38)
17	8/29/2017	(\$1,976.52)	(\$353.86)	(\$2,330.38)	\$92,384.87	(\$2,330.38)
18	9/29/2017	(\$1,983.93)	(\$346.44)	(\$2,330.38)	\$90,400.93	(\$2,330.38)
19	10/29/2017	(\$1,991.37)	(\$339.00)	(\$2,330.38)	\$88,409.56	(\$2,330.38)
20	11/29/2017	(\$1,998.84)	(\$331.54)	(\$2,330.38)	\$86,410.72	(\$2,330.38)
21	12/29/2017	(\$2,006.34)	(\$324.04)	(\$2,330.38)	\$84,404.38	(\$2,330.38)
22	1/29/2018	(\$2,013.86)	(\$316.52)	(\$2,330.38)	\$82,390.52	(\$2,330.38)
23	2/28/2018	(\$2,021.41)	(\$308.96)	(\$2,330.38)	\$80,369.11	(\$2,330.38)
24	3/29/2018	(\$2,028.99)	(\$301.38)	(\$2,330.38)	\$78,340.11	(\$2,330.38)
25	4/29/2018	(\$2,036.60)	(\$293.78)	(\$2,330.38)	\$76,303.51	(\$2,330.38)
26	5/29/2018	(\$2,044.24)	(\$286.14)	(\$2,330.38)	\$74,259.27	(\$2,330.38)
27	6/29/2018	(\$2,051.91)	(\$278.47)	(\$2,330.38)	\$72,207.37	(\$2,330.38)
28	7/29/2018	(\$2,059.60)	(\$270.78)	(\$2,330.38)	\$70,147.77	(\$2,330.38)
29	8/29/2018	(\$2,067.32)	(\$263.05)	(\$2,330.38)	\$68,080.44	(\$2,330.38)
30	9/29/2018	(\$2,075.08)	(\$255.30)	(\$2,330.38)	\$66,005.37	(\$2,330.38)
31	10/29/2018	(\$2,082.86)	(\$247.52)	(\$2,330.38)	\$63,922.51	(\$2,330.38)
32	11/29/2018	(\$2,090.67)	(\$239.71)	(\$2,330.38)	\$61,831.84	(\$2,330.38)
33	12/29/2018	(\$2,098.51)	(\$231.87)	(\$2,330.38)	\$59,733.33	(\$2,330.38)
34	1/29/2019	(\$2,106.38)	(\$224.00)	(\$2,330.38)	\$57,626.96	(\$2,330.38)
35	2/28/2019	(\$2,114.28)	(\$216.10)	(\$2,330.38)	\$55,512.68	(\$2,330.38)
36	3/29/2019	(\$2,122.20)	(\$208.17)	(\$2,330.38)	\$53,390.48	(\$2,330.38)
37	4/29/2019	(\$2,130.16)	(\$200.21)	(\$2,330.38)	\$51,260.31	(\$2,330.38)
38	5/29/2019	(\$2,138.15)	(\$192.23)	(\$2,330.38)	\$49,122.16	(\$2,330.38)
39	6/29/2019	(\$2,146.17)	(\$184.21)	(\$2,330.38)	\$46,975.99	(\$2,330.38)
40	7/29/2019	(\$2,154.22)	(\$176.16)	(\$2,330.38)	\$44,821.77	(\$2,330.38)
41	8/29/2019	(\$2,162.30)	(\$168.08)	(\$2,330.38)	\$42,659.48	(\$2,330.38)

42	9/29/2019	(\$2,170.40)	(\$159.97)	(\$2,330.38)	\$40,489.07	(\$2,330.38)
43	10/29/2019	(\$2,178.54)	(\$151.83)	(\$2,330.38)	\$38,310.53	(\$2,330.38)
44	11/29/2019	(\$2,186.71)	(\$143.66)	(\$2,330.38)	\$36,123.82	(\$2,330.38)
45	12/29/2019	(\$2,194.91)	(\$135.46)	(\$2,330.38)	\$33,928.90	(\$2,330.38)
46	1/29/2020	(\$2,203.14)	(\$127.23)	(\$2,330.38)	\$31,725.76	(\$2,330.38)
47	2/29/2020	(\$2,211.41)	(\$118.97)	(\$2,330.38)	\$29,514.35	(\$2,330.38)
48	3/29/2020	(\$2,219.70)	(\$110.68)	(\$2,330.38)	\$27,294.66	(\$2,330.38)
49	4/29/2020	(\$2,228.02)	(\$102.35)	(\$2,330.38)	\$25,066.63	(\$2,330.38)
50	5/29/2020	(\$2,236.38)	(\$94.00)	(\$2,330.38)	\$22,830.26	(\$2,330.38)
51	6/29/2020	(\$2,244.76)	(\$85.61)	(\$2,330.38)	\$20,585.49	(\$2,330.38)
52	7/29/2020	(\$2,253.18)	(\$77.20)	(\$2,330.38)	\$18,332.31	(\$2,330.38)
53	8/29/2020	(\$2,261.63)	(\$68.75)	(\$2,330.38)	\$16,070.68	(\$2,330.38)
54	9/29/2020	(\$2,270.11)	(\$60.27)	(\$2,330.38)	\$13,800.57	(\$2,330.38)
55	10/29/2020	(\$2,278.63)	(\$51.75)	(\$2,330.38)	\$11,521.94	(\$2,330.38)
56	11/29/2020	(\$2,287.17)	(\$43.21)	(\$2,330.38)	\$9,234.77	(\$2,330.38)
57	12/29/2020	(\$2,295.75)	(\$34.63)	(\$2,330.38)	\$6,939.02	(\$2,330.38)
58	1/29/2021	(\$2,304.36)	(\$26.02)	(\$2,330.38)	\$4,634.67	(\$2,330.38)
59	2/28/2021	(\$2,313.00)	(\$17.38)	(\$2,330.38)	\$2,321.67	(\$2,330.38)
60	3/29/2021	(\$2,321.67)	(\$8.71)	(\$2,330.38)	\$0.00	(\$2,330.38)

RESOLUTION NO. 2015 -- 08

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LOS OSOS COMMUNITY SERVICES DISTRICT  
APPROVING AN INTERFUND LOAN FROM THE DISTRICT'S WATER FUND  
TO THE BAYRIDGE FUND TO COVER ENGINEERING AND CONSTRUCTION COSTS  
FOR PHASE 1 OF MAINTNEANCE PLAN FOR FY2014/2015 AND FY2015/2016**

WHEREAS, the Board of Directors of the Los Osos Community Services District (District) acknowledges the need for Phase 1 Maintenance Improvement Projects to the Bayridge Estates Septic System; and

WHEREAS, the Board of Directors understands the LOCSD must make every effort possible to provide healthy and viable septic system operations; and

WHEREAS, the Board of Directors recognizes that certain improvements are required prior to the transition to the County and connection to the new sewer system; and

WHEREAS, the Board of Directors acknowledges that Bayridge Fund 200 does not have sufficient reserves to finance the Phase 1 Maintenance Improvement Projects; and

WHEREAS, the Board of Directors has taken previous action to use Reserves to support an interfund loan; and

WHEREAS, the Board of Directors hereby finds that there are sufficient reserves in the Water Fund Capital Outlay Reserve to accommodate this Phase 1 Maintenance Improvement Projects interfund loan; and

WHEREAS, the Board of Directors recognizes the assessments will remain on the 147 parcels until the Fund 200 settles all the liabilities due to the LOCSD for providing Phase 1 Maintenance Improvements, on-going operating expenses, septic transition and abandonment costs; and

WHEREAS, the Board of Directors understands according to Government Code Section 66006 and 66013 the LOCSD may provide interfund loans and according to Government Code Section 6116 (b) allows for borrowing.

**NOW THEREFORE, THE BOARD OF DIRECTORS OF THE LOS OSOS COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DECLARE AND DETERMINE THAT:**

1. An interfund loan from the Water Fund to Bayridge Fund is approved in the amount not to exceed \$125,000.
2. The interfund loan is approved subject to the terms of the Agreement incorporated herein as Exhibit A.

ADOPTED this 5<sup>th</sup> day of March 2015 by the Governing Body of the Los Osos Community Services District by the following roll call votes:

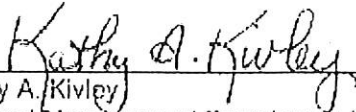
Upon motion of Director Storm, seconded by Director Tornatky  
and on the following roll call votes, to wit:

AYES: Storm, Tornatky, Casanova, Wright  
NOES: \_\_\_\_\_  
ABSENT: Osby, Lake  
ABSTAIN: \_\_\_\_\_


The foregoing resolution is hereby passed and adopted this 5<sup>th</sup> day of March 2015.

  
R. Michael Wright  
President, Board of Directors  
Los Osos Community Services District

ATTEST:

  
Kathy A. Kivley  
General Manager and Secretary to the Board

APPROVED AS TO FORM.

  
Michael W. Seitz  
District Legal Counsel

Interfund Loan Agreement

The interfund loan agreement, made and entered into this the 5th March 2015 effective March 6, 2015 for FY 2014/2015 and FY 2015/2016 by and between the Water Fund 500 and the Bayridge Fund 200;

**WITNESSETH:**

**WHEREAS**, the Board of Directors of the Los Osos Community Services (LOCSD) has determined that the LOCSD must continue to provide public services Bayridge Fund 200; and

**WHEREAS**, the Board of Directors recognizes the employees of the LOCSD provide storm water drainage, street, septic and open space management services; and

**WHEREAS**, the Board of Directors recognized certain pipelines were identified as deficient to the on-going operations; and

**WHEREAS**, the Board of Directors recognizes there are not sufficient funds available from the current budget or Reserves to cover the cost of engineering and construction repairs related to the maintenance of the septic system services; and

**WHEREAS**, the Board of Directors recognizes the importance of street re-pavement and overlay work and the timing of both; and

**WHEREAS**, the Board of Directors desires for the benefit of the residents to keep engineering and construction expense at the lowest and most reasonable costs and therefore needs to work within San Luis Obispo County schedule; and

**WHEREAS**, the Board of Directors understands the LOCSD must make every effort possible to provide healthy and viable septic system operations; and

**WHEREAS**, the Board of Directors realizes when the Los Osos Recycling Facility built by San Luis Obispo County County) is complete the Bayridge subdivision will connect to the County System; and

**WHEREAS**, the Board of Directors recognizes the current septic system will be abandoned at a cost to the residents and expensed through this fund; and

**WHEREAS**, the Board of Directors recognizes the assessments will remain on the parcels until Fund 200 settles all the liabilities due to the LOCSD for providing the Phase 1 Maintenance Improvement Projects, on-going operating expense, septic transition and abandonment costs; and

**WHEREAS**, the Board of Directors understands according to Government Code Section 66006 and 66013 the LOCSD may provide interfund loans and according to Government Code Section 61116 (b) allows for borrowing; and

**WHEREAS**, the Board of Directors agrees to provide an interfund loan to the Bayridge Fund, in an amount not to exceed \$125,000 associated with the construction of the Phase 1 Maintenance Improvement Projects.

**NOW THEREFORE**, in consideration of the mutual covenants therein contained, the Board agrees as follows:

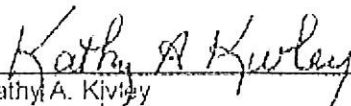
1. The Water Fund will transfer an amount not to exceed of \$125,000 from the Water Capital Outlay Reserve (3160) to Bayridge Fund 200 Infrastructures (9006).
2. The borrowing is for Phase 1 of the maintenance projects identified as Exhibit 1
3. The borrowing may occur over two fiscal years: 2014/2015 and 2015/2016
4. The Bayridge Fund will pay back the Water Fund principal and interest with the payment to begin after connection to San Luis Obispo County Water Recycling System and abandonment of the septic system.
5. The interest rate will be based on West Coast Prime plus 1% at the time of borrowing/transfer from the Water Fund General Contingency Reserve to the Bayridge Fund.
6. Transfers will only occur as necessary to cover the cost of the Phase 1 Maintenance Improvement Projects.
7. Any discrepancy between the closing balance and Audit Financial Statement will be reconciled based on the year end Audit Financial Statements for the Fiscal Year with the appropriate adjustments to follow.
8. This interfund loan agreement may be amended, modified or terminated by the Los Osos Community Services Board of Directors by Resolution.

9. The necessity for any funding in excess of \$125,000 requires a separate action by the Board of Directors.
- 10 This interfund loan will be recorded according to the guidelines as established by GABS Summary of Statement No. 34

The Board of Director hereby agree with all the terms and conditions as outlined. This agreement was passed by Resolution No. 2015-08 passed on 5<sup>th</sup> day of March 2015 and incorporated therein by reference.

  
\_\_\_\_\_  
R. Michael Wright  
President, Board of Directors  
Los Osos Community Services District

ATTEST:

  
\_\_\_\_\_  
Kathy A. Kivley  
General Manager and Secretary to the Board

**Bayridge Estates Phase 1 Maintenance Improvement Projects**

The following project encompass Phase 1 of the engineering and construction maintenance plan:

- Bay Oaks Drive: Between Manholes 5 and 6 (~190 feet). The inspection noted one high priority sag and two medium priority sags along with root intrusion.
- Bay Oaks Drive: At Manhole 7. The inspection noted a high priority pipe offset.
- Del Mar Drive: Between Manholes 21 and 22 (~250 feet). The inspection noted two high priority sags, three medium priority sags and a pipe offset.
- Green Oaks Drive: Between Manholes 10 and 11 (~200 feet). The inspection noted one high priority sag and three medium priority sags.

EXHIBIT

B



Date: July 7, 2016  
Agenda Item: 2B  
 Approved  
 Denied  
 Continued to

**RESOLUTION NO. 2016-23**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LOS OSOS COMMUNITY SERVICES DISTRICT  
SETTING ASSESSMENTS FOR SERVICES AT BAYRIDGE ESTATES AND DIRECTING  
THEIR COLLECTION BY THE COUNTY IN THE FISCAL YEAR 2016/2017 TAX ROLL**

**WHEREAS**, the Los Osos Community Services District ("District") is a community services district organized under California Law under Govt. Code § 61000 et. Seq.; and

**WHEREAS**, the Los Osos Community Services District ("District") became effective on January 1, 1999, pursuant to an election and Resolution No. 98-239 of the Board of Supervisors of the County of San Luis Obispo, and

**WHEREAS**, by said Resolution and the resulting election, the Los Osos Community Services District is now authorized to exercise all of the powers, with all of the authority and responsibilities, that County Service Area No. 9 exercised prior to January 1, 1999, except the Cooperative Road Program and Fire and Emergency Medical for Zone I; and

**WHEREAS**, the San Luis Obispo County Board of Supervisors previously established and fixed annual service charge for central septic and street lighting services within the Los Osos Community Services District within this subdivision named Bayridge Estates which is a part of Los Osos Community Services District; and

**WHEREAS**, the Los Osos Community Services Districts are authorized under Government Code §61100(b) and (g) to have as its purpose the collection, treatment, or disposal of sewage generated and to maintain and operate street lights within the District's boundary respectively; and

**WHEREAS**, the Los Osos Community Services District is authorized under Health and Safety Code §5951 to operate a central septic system; and

**WHEREAS**, the Los Osos Community Services District is authorized under Government Code §61621 and §61621.2 to prescribe and collect rates and other charges for services provided by the District and to collect such charges on the tax rolls; and

**WHEREAS**, Bayridge Estates is within the Los Osos Community Services District and receives lighting and has a central septic system that is serviced by the District; and

**WHEREAS**, the Los Osos Community Services District has determined in prior years that the procedure for collection of annual service charges on the County tax roll for costs of certain services is the most advantageous procedure for the District to use and such determination is hereby affirmed; and

**WHEREAS**, the Board held a public hearing in its special meeting on June 20, 2013 at the time and place for which notice was given, which concluded a public hearing process held in accordance with California Constitution Article XIII(d) regarding a proposed increase of \$172 per parcel per year and at which meeting a majority protest did not occur and the increased fees passed by majority vote.

**WHEREAS**, this resolution is for the purpose of continuing to levy charges for central septic services and street lighting in the Bayridge Estates subdivision; and

NOW, THEREFORE, BE IT RESOLVED, DECLARED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE LOS OSOS COMMUNITY SERVICES DISTRICT AS FOLLOWS:

1. That the findings and recitals in Paragraphs 1 through 12 are true and correct; and
2. That the Board of Directors hereby confirms and levies each individual service charge of \$373.00 per parcel for Fiscal Year 2016/2017 on all properties within Bayridge Estates for the purpose of funding central septic operations and street lighting within Bayridge Estates; and
3. That this service charge on the parcels of real property within Bayridge Estates shall be established, imposed and levied in the amounts as listed in EXHIBIT A and as so confirmed shall appear as separate items on the Fiscal Year 2016/2017 tax bill of each parcel of property so listed; and
4. That the levy of the charge shall be collected at the same time and in the same manner as general taxes levied for collection by the County pursuant to Government Code §61115(b).

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

Ayes: Storm, Wright, Casera, Pratzky, Dekeyeski  
Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Conflicts: \_\_\_\_\_

The foregoing resolution is hereby passed, approved, and adopted by the Board of Directors of the Los Osos Community Services District this 7<sup>th</sup> day of July, 2016.

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

ATTEST:

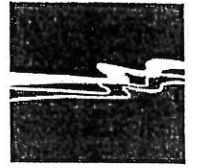
Peter J. Kampa  
Peter J. Kampa  
Interim General Manager and Secretary to the Board

APPROVED AS TO FORM:

Roy A. Hanley  
Roy A. Hanley  
District Legal Counsel

MEMORANDUM

Date: June 14, 2016
To: Peter Kampa, General Manager
Los Osos Community Services District
From: Lonnie E. Lepore, Senior Project Analyst
Subject: Los Osos Community Services Special District- Zone "9F"
Bayridge Estates Service Charge- Fund No. 1761



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MECHANICAL ENGINEERING
PLANNING
PUBLIC WORKS ADMINISTRATION
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WATER RESOURCES
WALLACE SWANSON INTERNATIONAL

Attached is a draft Exhibit "A" for the above referenced zone.

There were no changes to the parcels within the special district since the FY 2015-16 tax roll. The rate of \$373.00 per parcel remains the same as FY 2015-16.

The following parcels are not being assessed within the special district:

Table with 2 columns: APN and OWNER. Lists 17 parcels and their respective owners, including Los Osos Community Services District and SLO County - Public Works Dept.

FY 2015/16
Number of Parcels = 147
Amount Due = \$54,831.00

FY 2016/17
Number of Parcels = 147
Amount Due = \$54,831.00

cc: Rob Miller, Wallace Group

M:\384-LOCSD\384-120 FY 2016-17 Special District Tax Roll\01 - PM and Contract\9F - Bayridge Estates - Fund 1761\Memo 2016-06-14 9F Bayridge Estates\_PKampa.doc

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EXHIBIT

C

LOS OSOS COMMUNITY SERVICES DISTRICT  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
 JUNE 30, 2016

NOTE 5 – LONG-TERM LIABILITIES

The following is a summary of changes in the District's long-term liabilities for the fiscal year ended June 30, 2016:

	Balance at July 1, 2015	Additions	Reductions	Balance at June 30, 2016	Current Portion	Long Term Portion
<b>Governmental Activities:</b>						
Compensated Absences	\$ 18,297	\$ 4,832	\$ 6,813	\$ 16,316	\$ 12,237	\$ 4,079
Other Post Employment Benefits Obliga	6,158	6,092	3,581	8,669		8,669
Net Pension Liability	279,555	146,170	89,686	336,039		336,039
<b>Total Governmental Activities</b>	<b>\$ 304,010</b>	<b>\$ 157,094</b>	<b>\$ 100,080</b>	<b>\$ 361,024</b>	<b>\$ 12,237</b>	<b>\$ 348,787</b>
<b>Business-Type Activities:</b>						
Compensated Absences	\$ 56,013	\$ 28,694	\$ 21,141	\$ 63,566	\$ 15,892	\$ 47,674
Other Post Employment Benefits Obliga	26,952	12,591	1,607	37,936		37,936
<b>Water Fund:</b>						
Loan Payable	3,970,240		147,005	3,823,235	151,489	3,671,746
<b>Wastewater Treatment Project Fund:</b>						
Loan Payable to Fiduciary Fund	297,334		25,000	272,334	25,000	247,334
Net Pension Liability	341,455	150,507	145,954	346,008		346,008
<b>Total Business-Type Activities</b>	<b>\$ 4,691,994</b>	<b>\$ 191,792</b>	<b>\$ 340,707</b>	<b>\$ 4,543,079</b>	<b>\$ 192,381</b>	<b>\$ 4,350,698</b>

NOTE 6 – LOANS PAYABLE

California Infrastructure and Economic Development Bank

On December 6, 2004, the District entered into a loan agreement with the California Infrastructure and Economic Development Bank (CIEDB) for a principal amount of \$5 million for the purpose of constructing and upgrading water delivery facilities. The loan is for a term of thirty years ending in August 2034 with an interest rate of 3.05% per annum. Annual payments average \$278,000 per year including interest. Debt service payments are due in August and February each year. Water revenues were pledged to guarantee the loan. All projects covered by the loan were completed and closed out in January 2009. The outstanding principal balance of the loan at June 30, 2016, was \$3,823,235.

California Infrastructure and Economic Development Bank				
For the Fiscal Year Ending June 30	Principal	Interest	Annual	Total
			Administrative Fee	
2017	\$ 151,486	\$ 114,298	\$ 11,470	\$ 277,254
2018	156,109	109,607	11,015	276,731
2019	160,871	104,773	10,547	276,191
2020	165,777	99,792	10,064	275,633
2021	170,834	94,659	9,567	275,060
2022-2026	935,575	390,646	39,826	1,366,047
2027-2031	1,087,225	236,684	24,912	1,348,821
2032-2035	995,358	61,858	7,579	1,064,795
<b>Total</b>	<b>\$ 3,823,235</b>	<b>\$ 1,212,317</b>	<b>\$ 124,980</b>	<b>\$ 5,160,532</b>

Loan Payable to Fiduciary Fund

The District used \$714,268 bond reserve funds on September 1, 2006, to cover amounts the District had spent from the bond redemption funds. As part of the bankruptcy settlement, the District is to pay back the reserve fund with its bond administration fee plus \$25,000 annually. As of June 30, 2016, the District owed \$272,334. See Note 12 – Contingencies and Commitments for further details.

EXHIBIT

D



Date: March 29, 2017  
TO: LOCSO Board of Directors  
FROM: Rate Study Working Group  
Rob Miller, Richard Margetson, Ron Munds  
SUBJECT: Agenda Item 7D – Board Meeting Date: April 6, 2017  
Consideration of Reserve Policies, Revenue Allocations, and Rates for the Water Enterprise Fund

President  
Jon-Erik G. Storm

Vice President  
Vicki L. Milledge

Directors  
Charles L. Cesena  
Marshall E. Ochylski  
Louis G. Tornatzky

General Manager  
Renee Osborne

District Accountant  
Robert Stills, CPA

Unit Chief  
Scott M. Jalbert

Battalion Chief  
Josh Taylor

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

Offices:  
2122 9<sup>th</sup> Street, Suite 102  
Los Osos, CA 93402

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

www.losososcsd.org

### DESCRIPTION

After collaborating with the Financial Advisory and Utilities Advisory Committees, staff is recommending the implementation of revised water rates and reserve policies sufficient to meet the financial obligations of the District, accrue prudent reserves, and provide for the critical capital requirements of the water system.

### SUMMARY OF STAFF RECOMMENDATION

Staff recommends that the Board adopt the following motion:

*Motion: I move that the Board:*

1. *Adopt Resolution 2017-11 amending District Reserve Policies relating to the Water Enterprise Fund;*
2. *Direct staff to implement revised administrative and property tax allocations for future Water Fund budgets as follows:*
  - a. *Allocate 80% of the District's administrative cost to the Water Fund*
  - b. *Reallocate property tax revenue from the Water Fund to funds with a District-wide benefit in the following percentages: 25% reduction in FY 17/18, additional 12.5% reduction in FY 18/19, and additional 12.5% reduction in FY 19/20, for a total of 50% over three years.*
  - c. *Establish the policy that the long-term goal of the District is to reallocate 100% of property tax revenue away from the Water Fund to funds that provide a District-wide benefit.*
3. *Review and approve the water rate analysis and direct staff to issue the appropriate public notice in accordance with Proposition 218, and set the date of a public hearing to consider a water rate increase*

### DISCUSSION

In December, 2014, the Board adopted a water rate increase to provide adequate revenue to operate the water system, fund a portion of District administration, and provide for critical capital projects necessary to sustain the District's water supply and address deficiencies within its aging water infrastructure. The rate increase was scheduled to take place over a period of four years, and the following rates were adopted as shown in Table 1, as recommend by the 2014 Rate Study prepared by Bartle Wells Associates (December, 2014). Two of the scheduled rate increases have already occurred.

Table 1: Summary of Previously Adopted Water Rates by Fiscal Year					
		Adopted Water Rates by Fiscal Year			
		FY 15/16	FY 16/17 (current)	FY 17/18	FY 18/19
<b>Fixed Bi-Monthly Service Charge</b>		\$52.36	\$59.32	\$64.64	\$70.42
<b>Water Consumption Charges</b>					
Rate per hundred cubic feet (ccf) per bi-monthly billing period					
Tier 1	0 - 5 ccf	\$2.00	\$2.35	\$2.50	\$2.60
Tier 2	6 – 10 ccf	3.75	4.40	4.80	5.20
Tier 3	11 – 20 ccf	6.00	6.75	7.25	7.80
Tier 4	>20 ccf	8.20	9.20	9.80	10.40
Expected revenue from service charge and water sales from 2014 Rate Study		\$2.1 M	\$2.3 M	\$2.4 M	\$2.5 M

The planned revenues contemplated in the 2014 Rate Study (last row in Table 1) have not been realized, primarily due to a decrease in the number of water units sold. The volume of water sold has decreased by 30% compared to calendar year 2013. As a result, revenues have fallen short of the planned target by approximately \$300,000, which has hindered the District's ability to move forward with critical capital projects. In addition, staff is recommending adjustments in the allocation of administrative costs and property tax revenue that will result in a net additional annual impact to the Water Fund of approximately \$220,000. These adjustments are described in additional detail below.

Recommended Adjustments in Administrative Allocation

After consulting with the Financial Advisory (FAC) and Utilities Advisory (UAC) Committees, staff recommends an increase in the administrative allocation applicable to the Water Fund. The current percentage in the adopted FY 2016/17 budget is 62%, resulting in a budgeted expense of \$365,000. Staff recommends that the allocation increase to 80% in FY 2017/18, with a projected amount of approximately \$469,000. This change will reduce the administrative allocation of other funds, with a projected allocation to the Fire Fund of 10%.

Recommended Reallocation of Property Tax Revenue

The Water Fund currently receives approximately \$224,000 per year of property tax revenue from the County. This amount changes annually in proportion to the overall assessed value of the property, which has historically resulted in annual increases in the amount allocated to the Water Fund. This revenue is not based on a special assessment or special tax, and therefore it is not separately listed on the County's property tax bill sent to each property owner within the District's water service area. Given that the Water Fund only benefits approximately 50% of the population within the District, the equity of the current structure has been the subject of extensive discussion at the Board and Committee level. It should be noted that the Board has no legal obligation to change the allocation. After reviewing the issue in detail, including the impacts on water rates, the FAC and UAC unanimously recommended that the Board adopt the following two policy positions with respect to property tax revenue:



1. Reallocate property tax revenue from the Water Enterprise Fund to funds with a District-wide benefit in the following percentages: 25% reduction in FY 17/18, additional 12.5% reduction in FY 18/19, and additional 12.5% reduction in FY 19/20, for a total of 50% over three years.
2. Establish the policy that the long-term goal of the District is to reallocate 100% of property tax revenue away from the Water Enterprise Fund to funds that provide a District-wide benefit.

The water rate analysis completed by staff projects revenues and expenses for three years, and includes the assumption that the proposed changes in the administrative percentage and property tax allocation are adopted.

Proposed Water Rates

The 2014 Rate Study included a Capital Improvement Program (CIP) that was adopted by the Board. The CIP included critical water supply projects consistent with the Basin Plan, as well as other high priority projects to address aging or insufficient distribution infrastructure. The minimum annual net revenue required to support these projects is approximately \$500,000 per year, which can then be allocated to various methods of funding projects such as capital reserves, annual pay-as-you-go projects, or additional debt financing. Net revenues are also important to satisfy coverage requirements established by funding entities such as the I-Bank. After reviewing various capital funding scenarios and the associated impacts on rates, the FAC and UAC recommended a three-year rate structure sufficient to fund the District's CIP program in the following amounts:

- Fiscal Year 2017/18: \$500,000
- Fiscal Year 2018/19: \$700,000
- Fiscal Year 2019/20: \$900,000

Staff has assembled a three-year rate structure to accomplish the policies and objectives listed above. The rate structure is intended to provide a higher level of revenue stability compared to the 2014 Rate Study, which is focused more heavily on water conservation. This is accomplished by raising the rates in the lower tiers by a higher percentage than the upper tiers, as well as including increases in the fixed bi-monthly service charge. The proposed rates are summarized in Table 2, and annual projections of revenues and expenses are provided in Exhibit A. Inflation is projected to increase expenses by 3% in future years, and future recycled water revenues are discounted by 10%.

Table 2: Summary of Recommended Water Rates by Fiscal Year					
		Current Rates	Proposed Rates		
			FY 17/18	FY 18/19	FY 19/20
Fixed Bi-Monthly Service Charge		\$59.32	\$65.00	\$70.00	\$76.00
Water Consumption Charges					
Rate per hundred cubic feet (ccf) per bi-monthly billing period					
Tier 1	0 - 5 ccf	\$2.35	\$5.00	\$6.00	\$7.00
Tier 2	6 – 10 ccf	4.40	6.75	7.75	8.75
Tier 3	11 – 20 ccf	6.75	8.50	9.50	10.50
Tier 4	>20 ccf	9.20	10.25	11.25	12.25
Expected net revenues available for capital projects (capital reserve, pay-as-you-go, additional debt service)		N/A	\$500,000	\$700,000	\$900,000

During the discussion of this item, staff will be prepared to display an automated rate model if the Board wishes to see the impact of various rate changes not listed in Table 2. The financial impact to the District's customers will depend on the quantity of water purchased. A common bi-monthly water consumption volume is 12 hundred cubic feet (ccf), which equates to approximately 150 gallons per day. Using this metric, staff has prepared a bi-monthly bill comparison as shown in Table 3. The Golden State Water Company totals are based on a ¾" meter using the rates that will be implemented in April, 2017, according to the company's website. It should be noted that the other communities listed are likely to raise rates in future years, so care should be taken when comparing future LOCSO rates with current rates from other purveyors.

Table 3: Bi-monthly Water Bill Comparison Assuming 12 ccf of Consumption				
Purveyor	Current Amount	Proposed Bi-Monthly Bill Amount (12 ccf)		
		FY 17/18	FY 18/19	FY 19/20
LOCSO based on rates in Table 2	\$107	\$141	\$158	\$176
Golden State Water Company (April 2017 rates)	\$164			
City of Morro Bay (July, 2017 rates)	\$144			
Cambria CSD (with Supplemental Water Facility operating)	\$167 (\$137 without SWF)			
City of San Luis Obispo	\$124			

The District currently charges all users the same bi-monthly fixed charge, regardless of meter size. Morro Bay, Cambria, and the City of San Luis Obispo use the same approach. Golden State changes the fixed charge based on meter size. While staff is not recommending any changes to the current approach at this time, the District could consider varying its fixed charge in the future. Currently, the District has very few residential meters that are larger than ¾".

Staff recommends that the Board enact the motions listed on page 1 of this staff note to enact the policy decisions and rates described above. The text of a proposed resolution to amend District reserve policies consistent with UAC and FAC recommendations is included as Exhibit B. Staff plans to bring back additional recommendations on the Capital Reserve Policy at the June meeting if the rate study is approved by the Board. If the Board chooses to move forward as recommended, staff will begin the process of notifying its customers as required by Proposition 218. Customers will be provided a minimum of 45 days of notice, and a public hearing date will be set for early June to adopt the rates. If adopted, the rates will supersede the previously adopted increases, and will become effective on July 1, 2017.

**FINANCIAL IMPACT**

If the Board chooses to implement staff's recommendations, revenues within the Water Fund are expected to increase over the next three years, with amounts sufficient to fund capital projects in the amount of \$500,000 for FY 17/18, \$700,000 for FY 18/19, and \$900,000 for FY 19/20. The above rate analysis was completed at no cost to the District through the efforts of the rate working group, UAC, and FAC.

FINANCIAL SUMMARY FOR YEAR 1 - FY 17/18

REVENUE CALCULATOR					
Water Sales	Totals	Percentage	Rates	Est. Revenue	
Tier 1	74,168	40.7%	\$ 5.00	\$370,840	
Tier 2	47,611	26.1%	\$ 6.75	\$321,374	
Tier 3	35,151	19.3%	\$ 8.50	\$298,784	
Tier 4	25,513	14.0%	\$ 10.25	\$261,508	
<b>Total</b>	<b>182,443</b>			<b>\$1,252,506</b>	
<b>Base Fee</b>			<b>\$ 65.00</b>	<b>\$1,072,500</b>	
<b>Total</b>				<b>\$2,325,006</b>	
<b>Other Revenue</b>			<b># Accounts</b>		
Base Fee w/ no consumption			<b>506</b>	\$32,890	
Property Tax				\$ 167,250	
Water Service Charges				\$47,000	
Recycled Water Revenue				\$ 106,229	
Other				\$60,000	
<b>Total</b>				<b>\$413,369</b>	
<b>Require Inputs</b>			<b>TOTAL</b>	<b>\$2,738,375</b>	
<b>Recycled Water Revenue Calculator</b>					
	CCF	Revenue			
Tier 1	60 \$	270			
Tier 2	60 \$	365	School Irrigation		
Tier 3	120 \$	918	8,563	Commercial ccf	
Tier 4	11,347 \$	104,676	3,024	Irrigation ccf	
<b>Total</b>	<b>11,587 \$</b>	<b>106,229</b>	<b>11,587</b>	<b>Total/yr.</b>	
EXPENSES CALCULATOR					
<b>RESERVES</b>					
	Capital Outlay	see below			
	Rate Stabilization	\$	32,000		
	General Contingency	\$	57,000		
	Designation for Basin Mgt.	In O&M budget			
	Designation for Water Cons.	\$	-		
Restricted	I-Bank Loan	\$	278,000		
	<b>TOTAL</b>	<b>\$</b>	<b>367,000</b>		
<b>GENERAL</b>					
	Capital (Outlay reserve, future debt, pay as you go, Ibank coverage requirement)	\$	500,000		
	Operating	\$	1,400,000		
	Admin Overhead	\$	470,000		
	<b>TOTAL</b>	<b>\$</b>	<b>2,370,000</b>		
	<b>TOTAL</b>	<b>\$</b>	<b>2,737,000</b>		
<b>Require Inputs</b>					
<b>REVENUE VS. EXPENSES</b>		\$	1,375		

YEAR 2 - FY 18/19

REVENUE CALCULATOR					
Water Sales	Totals	Percentage	Rates	Est. Revenue	
Tier 1	74,168	40.7%	\$ 6.00	\$445,008	
Tier 2	47,611	26.1%	\$ 7.75	\$368,985	
Tier 3	35,151	19.3%	\$ 9.50	\$333,935	
Tier 4	25,513	14.0%	\$ 11.25	\$287,021	
<b>Total</b>	<b>182,443</b>			<b>\$1,434,949</b>	
<b>Base Fee</b>			<b>\$ 70.00</b>	<b>\$1,155,000</b>	
<b>Total</b>				<b>\$2,589,949</b>	
<b>Other Revenue</b>			<b># Accounts</b>		
Base Fee w/ no consumption			<b>506</b>	\$35,420	
Property Tax				\$	140,769
Water Service Charges					\$47,000
Recycled Water Revenue				\$	116,657
Other					\$60,000
<b>Total</b>					<b>\$399,846</b>
Require Inputs			<b>TOTAL</b>		<b>\$2,989,795</b>
<b>Recycled Water Revenue Calculator</b>					
	CCF	Revenue			
Tier 1	60	\$ 324			
Tier 2	60	\$ 419	School Irrigation		
Tier 3	120	\$ 1,026	8,563	Commercial ccf	
Tier 4	11,347	\$ 114,888	3,024	Irrigation ccf	
<b>Total</b>	<b>11,587</b>	<b>\$ 116,657</b>	<b>11,587</b>	<b>Total/yr.</b>	
<b>EXPENSES CALCULATOR</b>					
<b>RESERVES</b>					
	Capital Outlay	see below			
	Rate Stabilization	\$	32,000		
	General Contingency	\$	57,000		
	Designation for Basin Mgt.	In O&M budget			
	Designation for Water Cons.	\$	-		
Restricted	I-Bank Loan	\$	278,000		
	<b>TOTAL</b>	\$	<b>367,000</b>		
<b>GENERAL</b>					
	Capital (Outlay reserve, future debt, pay as you go, lbank coverage requirement)	\$	700,000		
	Operating	\$	1,442,000		
	Admin Overhead	\$	484,100		
	<b>TOTAL</b>	\$	<b>2,626,100</b>		
	<b>TOTAL</b>	\$	<b>2,993,100</b>		
Require Inputs					
<b>REVENUE VS. EXPENSES</b>			\$	<b>(3,305)</b>	

YEAR 3 - FY 19/20

REVENUE		CALCULATOR			
<b>Water Sales</b>	<b>Totals</b>		<b>Percentage</b>	<b>Rates</b>	<b>Est. Revenue</b>
Tier 1	74,168		40.7%	\$ 7.00	\$519,176
Tier 2	47,611		26.1%	\$ 8.75	\$416,596
Tier 3	35,151		19.3%	\$ 10.50	\$369,086
Tier 4	25,513		14.0%	\$ 12.25	\$312,534
<b>Total</b>	<b>182,443</b>				<b>\$1,617,392</b>
<b>Base Fee</b>				<b>\$ 76.00</b>	<b>\$1,254,000</b>
<b>Total</b>					<b>\$2,871,392</b>
<b>Other Revenue</b>				<b># Accounts</b>	
Base Fee w/ no consumption				506	\$38,456
Property Tax					\$ 113,741
Water Service Charges					\$47,000
Recycled Water Revenue					\$ 127,085
Other					\$60,000
<b>Total</b>					<b>\$386,282</b>
<b>Require Inputs</b>			<b>TOTAL</b>		<b>\$3,257,674</b>
<b>Recycled Water Revenue Calculator</b>					
		<b>CCF</b>	<b>Revenue</b>		
Tier 1		60	\$ 378		
Tier 2		60	\$ 473		
Tier 3		120	\$ 1,134		
Tier 4		11,347	\$ 125,101		
<b>Total</b>		<b>11,587</b>	<b>\$ 127,085</b>		
				<b>School Irrigation</b>	
				8,563 Commercial ccf	
				3,024 Irrigation ccf	
				<b>11,587 Total/yr.</b>	
<b>EXPENSES</b>		<b>CALCULATOR</b>			
<b>RESERVES</b>					
	Capital Outlay		see below		
	Rate Stabilization	\$	32,000		
	General Contingency	\$	57,000		
	Designation for Basin Mgt.		In O&M budget		
	Designation for Water Cons.	\$	-		
<b>Restricted</b>	I-Bank Loan	\$	278,000		
	<b>TOTAL</b>	\$	<b>367,000</b>		
<b>GENERAL</b>					
	Capital (Outlay reserve, future debt, pay as you go, Ibank coverage requirement)	\$	900,000		
	Operating	\$	1,485,260		
	Admin Overhead	\$	498,623		
	<b>TOTAL</b>	\$	<b>2,883,883</b>		
	<b>TOTAL</b>	\$	<b>3,250,883</b>		
<b>Require Inputs</b>					
<b>REVENUE VS. EXPENSES</b>			\$	6,791	

Date: April 6, 2017  
Agenda Item:  
( ) Approved  
( ) Denied  
( ) Continued to

RESOLUTION NO. 2017-11

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LOS OSOS COMMUNITY SERVICES DISTRICT  
APPROVING AMENDMENTS TO THE DISTRICT RESERVE POLICY**

**WHEREAS**, the Los Osos Community Services District adopted Resolution 2016-14 establishing a District Reserves Policy and establishing reserve account balances by fund; and

**WHEREAS**, the District desires to revise said Reserve Policy in regards to the Contingency Reserve and the Rate Stabilization reserve as follows:

A General Water Contingency Reserve shall be established for Emergency Operations should a natural or other disaster occur that would temporarily interrupt the District's income from Utility bills, to repair District facilities, and to provide funding for unforeseen circumstances not covered by the District's Operation and Maintenance Budget. The funding goal of this reserve account is an annual appropriation of at least \$57,000 per year up to a maximum cumulative goal of sixty (60%) percent of the District's annual Operation and Maintenance Budget as approved by the Board from time to time.

A Rate Stabilization Reserve shall be established to: Equalize revenues should District income from the Utility billings decrease due to conservation efforts initiated by the District or by the public; and Provide a funding source to offset operation and maintenance revenues associated with fee waivers or reductions approved by the District Board of Directors in accordance with District policies and procedures established pursuant to Government Code Section 61123). (d). Reserves in this category shall be funded by water sales revenues.

The funding goal of this Rate Stabilization Reserve shall be \$32,000 annually until such time as this Rate Stabilization Reserve reaches a total of ten (10%) percent of the total annual water Operation and Maintenance Budget as approved by the Board of Directors from time to time; and once said total is met, the \$32,000 annual allocation shall be allocated annually to the General Water Contingency Reserve, and;

**WHEREAS**, revisions to the current District Reserve Policy are attached hereto.

**NOW, THEREFORE, BE IT RESOLVED** that the Los Osos Community Services District Board of Directors does hereby approve amendments to the District Reserve Policy and fully restates the Reserve Policy attached hereto as Exhibit A.

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 6<sup>th</sup> day of April 2017.

\_\_\_\_\_  
Jon-Erik Storm  
President, Board of Directors  
Los Osos Community Services District

ATTEST:

APPROVED AS TO FORM:

---

Ann Kudart  
Deputy Secretary to the Board

---

Roy A. Hanley  
District Legal Counsel

EXHIBIT

E



## LOCSO Water Capital Improvement Projects Listing

Title	Description	Amount in 2014 \$ (unless specified)	Status	Priority
Supplemental Water Wells	Program C Eastern Wells	\$30,000 (17/18)	In progress	current
LOCSO/GSWC Intertie	Emergency connection	\$55,000 (\$103,550) split with GSWC	Completed March 2017	
8 <sup>th</sup> St Upper Aquifer Well	Supplemental Well Blend with existing lower aquifer well water – possible nitrate removal	(\$275,000 – Phase 2 for FY 17/18)	In progress	current
<b>Water Operation Facility Improvements</b>	<b>Maintenance and Repairs for Water Operations Facility (Improve work shop by destroying sea trains, put in modular building)</b>	<b>\$75,000 (17/18)</b>	<b>Incomplete</b>	<b>1</b>
SCADA System Upgrade	Design/Construction of SCADA System	\$210,00	Incomplete	2
18 <sup>th</sup> St/Paso Robles Loop	Distribution system loop in boosted zone – pipe project	\$39,270	Not started	4
Santa Maria Loop Upgrade	Distribution system loop in boosted zone – pipe project	\$150,150	Not Started	5
18 <sup>th</sup> St/Ramona Loop Upgrade	Distribution system loop in boosted zone – pipe project	\$86,800	Not Started	6
Ferrell Avenue Loop Upgrade	Distribution system loop in main gravity zone – pipe project	\$167,475	Not Started	7
Ferrell Well Loop Upgrade	Distribution system loop in main gravity zone – pipe project	\$11,550	Not Started	8
12 <sup>th</sup> St/El Moro Upgrade	Distribution loop in main zone/Fire Flow upgrade – new pipe	\$214,830	Not Started	9

Title	Description	Amount in 2014 \$ (unless specified)	Status	Priority
South Bay Wells Distribution Project	New project – Connect existing wells at South Bay to gravity Zone	\$Unknown	Not Started	10
10 <sup>th</sup> St & Santa Maria Valve replacement	Replace gate valve	\$50,000	Not Started	11
South of Santa Ysabel	Replace gate valve	\$2,100	Not Started	12
14 <sup>th</sup> St Dead-end upgrade	Upgrade pipe – improve Fire Flow to Residential zone	\$98,000	Not Started	13
7 <sup>th</sup> St Dead-end upgrade	Dead-end upgrade from Santa Ysabel going north	\$34,720	Not Started	14
El Moro Upgrade	New pipe – Distribution loop in main zone	\$307,230	Not Started	15
10 <sup>th</sup> St Tank Repair	Prolong life of 10 <sup>th</sup> St tank for another 10 years	\$140,000	Completed FY11/12 \$120,878	
16 <sup>th</sup> St North & South Tank Spot Repair Project	Coating project and spot repair to prolong life another 10 years	\$50,000	Completed FY15/16 \$32,463	
South Bay Upper Aquifer Well Project	Supplemental well on Eastern side	\$10,000	Completed FY13/14 \$620,000 funding through Prop 84 grant	

EXHIBIT

F



**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**

**Costs for Providing Fire Protection Services**

Fiscal Year 2017-2018 (July 1, 2017 through June 30, 2018)

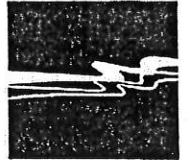
<b>Expense Type</b>	<b>CAL FIRE Costs</b>	<b>County Fire Costs</b>	<b>Total Costs</b>
<b><u>Personnel Costs</u></b>			
	1,968,276 *	68,890 <i>cwoh</i>	2,037,166
Fire Station Staffing			
Fire Prevention Services			
Fire Hazard Mitigation Services			
Dispatch Services			
Training Services			
Chief Officer Coverage			
Administrative Services			
Fire Investigation Services			
Reserve Firefighter Program Management			
<b><u>Operating Costs</u></b>			
Uniforms	18,251 *	639 <i>cwoh</i>	18,890
Vehicle Operations	46,528 *	1,628 <i>cwoh</i>	52,479
Fleet Repair			
Preventive Maintenance			
Fuel, Oil, Lubrication, Batteries, Tires			
As per Schedule D of this agreement			
Communications		3,235	3,235
Paramedic Recertifications		1,302	1,302
Mobile Data Computing Support		3,501	3,501
Firefighter Training		7,555	7,555
GIS Support		606	606
Other Misc Costs		28,824	28,824
1/4 Time Office Workers		8,672	8,672
County-Wide Overhead		1,879	1,879
<b>TOTAL AMOUNT PAYABLE TO SLO COUNTY FIRE</b>			<b>2,164,108</b>
CSA9i Portion			25,214
Los Osos CSD Portion			2,138,894

\* These costs include CAL FIRE administrative rate of 12.59%  
 This schedule is modified annually for application in the subsequent fiscal year.

EXHIBIT

G


MEMORANDUM



WALLACE GROUP®

Date: May 31, 2017

To: Renee Osborne, General Manager  
Los Osos Community Services District

From: Lonnie E. Lepore, Senior Project Analyst 

Subject: Los Osos Community Services Special District- Zone "9B"  
Fire Protection and Prevention Services – Fund No. 1759  
REVISED

CIVIL ENGINEERING

CONSTRUCTION  
MANAGEMENT

LANDSCAPE  
ARCHITECTURE

MECHANICAL  
ENGINEERING

PLANNING

PUBLIC WORKS  
ADMINISTRATION

SURVEYING /  
GIS SOLUTIONS

WATER RESOURCES

WALLACE SWANSON  
INTERNATIONAL

Attached is a draft Exhibit "A" for the above referenced zone.

There were changes to parcels within the special district since the FY 2016-2017 tax roll. A table listing these parcels and the remedy for the parcels are shown in the attached spreadsheet. The fees were based on an assessment of sixteen dollars and sixty cents (\$16.60) per unit of benefit, and the following criteria:

Residential/Single Family Dwelling	5 units per dwelling unit
Residential/Secondary Dwelling on Parcel	4 units per dwelling unit
Residential Care Facility	5 units plus 1/patient room
Condominium	4 units per dwelling unit
Duplex/Triplex/Fourplex	4 units per dwelling unit
Apartment	3 units per dwelling unit
Mobile Home	3 units per dwelling unit
Commercial/Manufacturing/Storage	1 unit per 300 S.F. or less
Schools and Churches	1 unit per 300 S.F. or less
Preschools/Daycares	1 unit per 300 S.F. or less
Unimproved/Agriculture Property 1 acre or less	1 unit per acre or less
Unimproved/Agriculture Property over 1 acre	1 unit/acre Maximum of 5
Property for Vehicle Storage	2 units per acre or less
Barns/Shops over 300 square feet	2 units per building
Transit Container Storage	1 unit per container
Motel/Hotel/Bed and Breakfast	3 units per rental room
Golf Courses/Recreational Facilities	1 unit/acre Maximum of 5

The following is a summary of these changes:

FY 2016/7

Number of Parcels = 5,945  
Amount Due = \$529,401.60

FY 2017/18

Number of Parcels = 5,946  
Amount Due = \$543,882.40

WALLACE GROUP  
A California Corporation

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SAN LUIS OBISPO  
CALIFORNIA 93401

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As with FY 2016/17, parcels not being assessed within the special district fall into the following categories:

- Outside the Los Osos Community Services District
- Owned by a Public Utility or Water Company
- Street
- Being used as the septic system for Bayridge Estates
- South Bay Fire Department

cc: Rob Miller, Wallace Group

**Los Osos Community Services Special District – Zone “9B”**  
**Fire Protection and Prevention Services - Fund No. 1759**  
**Changes in FY 2017/18 Tax Roll from FY 2016/17 Tax Roll**

APN	Owner	Reason for Change	Old APN	Remedy	Fiscal Impact
038-342-040	JONES DANE R TRE ETAL	Lot Merge	038-342-024 038-342-025	Remove one (1) APN from FY 17/18 Tax Roll	(\$16.60)
074-081-039 074-081-040 074-081-041	KARNER GARE E TRE KARNER GARE E TRE KARNER GARE E TRE ETAL	Lot Split	074-081-018 074-081-034	Add one (1) APN to FY 17/18 Tax Roll	\$16.60
074-271-015 074-271-016	MESECHER RONNIE & TONI	Lot Split	074-271-013	Add one (1) APN to FY 17/18 Tax Roll	\$16.60

Total APNs in FY 2016/17 = 5,945  
 Total APNs in FY 2017/18 = 5,946

Total Tax Roll in FY 2016/17 = \$529,401.60  
 Total Tax Roll in FY 2017/18 = \$543,882.40



EXHIBIT

H

Date: July 7, 2016  
Agenda Item: 2B  
 Approved  
 Denied  
 Continued to

**RESOLUTION NO. 2016-27**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LOS OSOS COMMUNITY SERVICES DISTRICT  
CONFIRMING ANNUAL ASSESSMENTS FOR THE  
WASTEWATER TREATMENT DISTRICT #1 AND DIRECTING THEIR COLLECTION  
BY THE COUNTY IN THE FISCAL YEAR 2016/2017 TAX ROLL**

**WHEREAS**, the Los Osos Community Services District ("District") became effective January 1, 1999, pursuant to an election and Resolution No. 98-239 of the Board of Supervisors of the County of San Luis Obispo, and under the authority of the Cortese-Knox Local Government Reorganization Act of 1985 (Government Code § 56000 et seq.); and

**WHEREAS**, the Board of Directors of the District has determined that it was necessary, convenient and desirable to undertake proceedings pursuant to the provisions of the Municipal Improvement Act of 1913 in order to comply with the Regional Water Quality Control Board Order 00-131 and to issue bonds in such proceedings under the provisions of the Improvement Bond Act of 1915 for the acquisition and construction of those certain public wastewater treatment improvements for a proposed wastewater assessment district in the District designated as "Waste Water Assessment District #1" ; and

**WHEREAS**, the District has complied with the Municipal Improvement Act of 1913 and the Improvement Bond Act of 1915 and;

**WHEREAS**, the District has complied with the legal requirements of Prop 218 in a public hearing of June 21, 2002, to set assessments for a Wastewater project and;

**WHEREAS**, now pursuant to Streets and Highways Code §8680, the District has authority to collect the annual installments corresponding in number and proportional amount to the number of installments and principal amounts of bonds maturing or becoming subject to mandatory prior redemption in each year pursuant to §8550.1 and;

**WHEREAS**, the District has determined that an administrative charge of \$10.56 per parcel is needed, the calculation for which is attached hereto as Exhibit A and is in accordance with the provisions of the Municipal Improvement Act of 1913 and District's bond resolution of 2002, and;

**WHEREAS**, collection of debt service assessments through the County tax roll is the preferred way to collect and the District desires to continue to have said annual assessment collected by the San Luis Obispo County Tax Collector.

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


1. That the foregoing recitals are true and correct; and
2. That the Board of Directors hereby confirms and levies for Fiscal Year 2016/2017 assessments to cover debt service payments for principal and interest on bonds issued for the Wastewater Assessment District No. 1 as listed in EXHIBIT A; and
3. That the Board of Directors hereby confirms and levies for Fiscal Year 2016/2017 assessments to cover administrative costs of \$10.56 per parcel to be added to and collected along with the debt service assessments; and

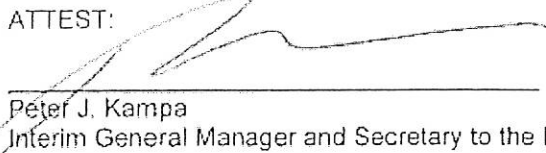
4. That these assessments on parcels within the boundary of the Wastewater Assessment District No. 1 shall be established, imposed and levied in the amounts as listed in EXHIBIT B and as so confirmed shall appear as separate items on the Fiscal Year 2016/2017 tax bill of each parcel of property so listed;
5. That the levy of these assessments shall be collected at the same time and in the same manner as general taxes levied for collection by the County pursuant to Government Code § 61115(b).

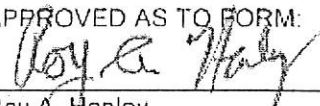
On the motion of Director Wright, seconded by Director Storm,  
and on the following roll call vote, to wit:

Ayes: Wright, Storm, Tomaszky, Ochyalski  
 Noes: Casada  
 Absent: \_\_\_\_\_  
 Conflicts: \_\_\_\_\_

The foregoing resolution is hereby passed, approved, and adopted by the Board of Directors of the Los Osos Community Services District this 7<sup>th</sup> day of July, 2016.

  
 \_\_\_\_\_  
 Marshall E. Ochyalski  
 President, Board of Directors  
 Los Osos Community Services District

ATTEST:  
  
 \_\_\_\_\_  
 Peter J. Kampa  
 Interim General Manager and Secretary to the Board

APPROVED AS TO FORM:  
  
 \_\_\_\_\_  
 Roy A. Hanley  
 District Legal Counsel

## Renee Osborne

---

**From:** Andrew Kraus <akraus@nbsgov.com>  
**Sent:** Thursday, June 8, 2017 11:27 AM  
**To:** Renee Osborne  
**Subject:** RE: Wastewater Summary

Hi Renee,

Thanks for the recent discussion and as mentioned, we will plan on levying \$10.56 per parcel in admin fees for Wastewater Assessment District No. 1 in Fiscal Year 2017/18.

As mentioned I just wanted to provide you with an estimate of NBS's proposed fees related to the District for FY 2017/18, which is currently estimated at **\$11,564.63**. Breaking this total fee down, this would be \$9,425.75 estimated for our base fee for providing administrative services, \$1,983.25 estimated for disclosure services, and \$165.63 estimated for other expenses.

Also, I will do my best to prepare the preliminary FY 2017/18 Assessment District levy information for you by sometime this afternoon.



Thanks again!

**NBS**

**ANDREW KRAUS**

financial analyst

707.676.7516 | [akraus@nbsgov.com](mailto:akraus@nbsgov.com)

*Helping Communities Fund Tomorrow...*

# EXHIBIT

I

LOS OSOS COMMUNITY SERVICES DISTRICT  
 PROPRIETARY FUNDS  
 STATEMENT OF NET POSITION  
 June 30, 2016

	Water Fund	Wastewater Treatment Project Fund	Totals
<b>ASSETS</b>			
Current assets:			
Cash and investments	\$ 1,767,489	\$ 14,883	\$ 1,782,372
Accounts receivable, net	359,892		359,892
Accrued revenue receivables	5,986		5,986
Deposits	10,000		10,000
Inventory at cost	57,731		57,731
Other assets	900		900
Total current assets	<u>2,201,998</u>	<u>14,883</u>	<u>2,216,881</u>
Noncurrent assets:			
Capital assets, net of accumulated depreciation	<u>5,638,910</u>	<u>158,590</u>	<u>5,797,500</u>
Total noncurrent assets	<u>5,638,910</u>	<u>158,590</u>	<u>5,797,500</u>
Total assets	<u>7,840,908</u>	<u>173,473</u>	<u>8,014,381</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred pensions	<u>79,396</u>		<u>79,396</u>
Total deferred outflows of resources	<u>79,396</u>		<u>79,396</u>
<b>LIABILITIES</b>			
Current liabilities:			
Accounts payable	27,264	4,000	31,264
Accrued liabilities	25,579		25,579
Accrued interest payable	48,587		48,587
Deposits payable	3,150		3,150
Compensated absences - current portion	15,892		15,892
Loan payables - current portion	<u>151,489</u>	<u>25,000</u>	<u>176,489</u>
Total current liabilities	<u>271,961</u>	<u>29,000</u>	<u>300,961</u>
Noncurrent liabilities:			
Compensated absences	47,674		47,674
OPEB payable	37,936		37,936
Loans payable	3,671,746	247,334	3,919,080
Net pension liability	<u>346,008</u>		<u>346,008</u>
Total noncurrent liabilities	<u>4,103,364</u>	<u>247,334</u>	<u>4,350,698</u>
Total liabilities	<u>4,375,325</u>	<u>276,334</u>	<u>4,651,659</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred pensions	<u>80,014</u>		<u>80,014</u>
Total deferred inflows of resources	<u>80,014</u>		<u>80,014</u>
<b>NET POSITION</b>			
Net investment in capital assets	1,815,675	158,590	1,974,265
Unrestricted (deficit)	<u>1,649,290</u>	<u>(261,451)</u>	<u>1,387,839</u>
Total net position	<u>\$ 3,464,965</u>	<u>\$ (102,861)</u>	<u>\$ 3,362,104</u>

The notes to basic financial statements are an integral part of this statement.

LOS OSOS COMMUNITY SERVICES DISTRICT  
NONMAJOR GOVERNMENTAL FUNDS  
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
For the Fiscal Year Ended June 30, 2016

	Bayridge	Vista de Oro	Drainage	Parks and Recreation	Total
<b>Revenues:</b>					
Property taxes	\$ 8,895	\$ 327	\$ 22,932	\$ -	\$ 32,154
Special taxes and assessments			93,293		93,293
Service charges and fees	54,081	15,441			69,522
Use of money and property			332	873	1,205
Other	109,848		239		110,087
<b>Total revenues</b>	<b>172,824</b>	<b>15,768</b>	<b>116,796</b>	<b>873</b>	<b>306,261</b>
<b>Expenditures:</b>					
Personnel	19,535	10,052	32,268		61,855
Contract services	406	403	172		981
Equipment and tools	65	38	38		141
Insurance, licenses, and regulatory fees	2,237	1,527	8,571		12,335
Legal and professional	6,234	3,670	7,304		17,208
Office expenses	13		1,010		1,023
Rent and utilities	11,850	5,400	4,145		21,395
Repairs and maintenance	265,561	28	3,597		269,186
Travel and training			19		19
Vehicle maintenance and repairs	665	333	1,411		2,409
<b>Total expenditures</b>	<b>306,566</b>	<b>21,451</b>	<b>58,535</b>		<b>386,552</b>
Excess of revenues over (under) expenditures	(133,742)	(5,683)	58,261	873	(80,291)
<b>Other Financing Sources (Uses)</b>					
Transfers in	109,828				109,828
Transfers out		(10,819)	(43,083)		(53,902)
<b>Total other financing sources (uses)</b>	<b>109,828</b>	<b>(10,819)</b>	<b>(43,083)</b>		<b>55,926</b>
<b>Net change in fund balance</b>	<b>(23,914)</b>	<b>(16,502)</b>	<b>15,178</b>	<b>873</b>	<b>(24,365)</b>
Fund balances - July 1	25,089	4,816	298,955	304,965	633,825
Fund balances (deficit) - June 30	\$ 1,175	\$ (11,686)	\$ 314,133	\$ 305,838	\$ 609,460

# EXHIBIT

J



**LOS OSOS COMMUNITY SERVICES DISTRICT  
COST ALLOCATION PLAN  
MID-YEAR 16/17**

**\$581,220**

**TOTAL PROJECTED GENERAL FUND/ADMINISTRATION COSTS**

	FIRE	WATER	PARK & REC	DRAINAGE	BAYRIDGE	VISTA DE ORO	WASTE WATER	TOTALS
Allocation Per Cent	21.00%	62.00%	2.00%	8.00%	1.50%	1.00%	4.50%	100.00%
AMOUNT ALLOCATED	\$122,056	\$360,356	\$11,624	\$46,498	\$8,718	\$5,812	\$26,155	\$581,220

**LOS OSOS COMMUNITY SERVICES DISTRICT  
COST ALLOCATION PLAN  
FISCAL-YEAR 17-18**

**\$540,681**

**TOTAL PROJECTED GENERAL FUND/ADMINISTRATION COSTS**

	FIRE	WATER	PARK & REC	DRAINAGE	BAYRIDGE	VISTA DE ORO	WASTE WATER	TOTALS
Allocation Per Cent	10.00%	85.50%	1.00%	2.00%	0.50%	0.50%	0.50%	100.00%
AMOUNT ALLOCATED	\$54,068	\$462,283	\$5,407	\$10,814	\$2,703	\$2,703	\$2,703	\$540,681

EXHIBIT

K



**STAFFING FOR 2017-2018**

