

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



Notice of Regular Meeting Oceano Community Services District - Board of Directors Agenda

WEDNESDAY, May 27, 2020 – 6:00 P.M
Location: TELECONFERENCE – SEE BELOW

HOW TO OBSERVE THE MEETING

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

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

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

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

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

HOW TO SUBMIT PUBLIC COMMENTS

Before the Meeting: Please email your comments to carey@oceanocsd.org with "Public Comment" in the subject line. In your email please include the agenda item number and title and your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence, approximately 500 words), prominently write "Read Aloud at Meeting" at the top of the email. You may also provide public comment through the District website at: <https://oceanocsd.org/contact/>. All comments received before 12:00 p.m. the day of the meeting will be included as an agenda supplement on the District's website <https://oceanocsd.org/meeting-agendas-minutes/agenda-packets/> and provided to the Directors prior to the meeting. Comments received after the deadline, but prior to the meeting start time, will be treated as live comments.

Live Comments: During the meeting, the Board President or designee will announce the opportunity for public comment. Members of the public may utilize the "raise hand" feature in Zoom to be placed into the speaking queue. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. Persons wishing to speak on more than one item shall limit his/her remarks to a total of SIX (6) minutes. This time may be allocated between items in one-minute increments up to three minutes. Time limits may not be yielded to or shared with other speakers.

To "Raise Hand:"

- **Telephone:** Prese " * 9 " to raise your hand to notify meeting host and be placed in the queue. The host will unmute and call on you when it's your time to speak.

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

Comments received after the close of public comment will be added to the record after the meeting.

All items on the agenda including information items, may be deliberated. Any member of the public with an interest in one of these items should review the background material and request information on the possible action that could be taken.

1. CALL TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. AGENDA REVIEW
5. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

This public comment period provides an opportunity for members of the public to address the Board on matters of interest within the jurisdiction of the District that are not listed on the agenda. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

6. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

- i. Sheriff’s South Station - Commander Michael Manuele
- ii. FCFA Operations - Chief Steve Lieberman
- iii. Operations – Utility System Manager Tony Marraccino
- iv. OCSD General Manager – Will Clemens

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

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

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #6 – Special Presentations and Reports. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

7. CONSENT AGENDA ITEMS:

Public comment Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. To facilitate public comment, we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Review and Approval of Minutes for Regular Meeting April 22, 2020
- B. Review and Approval of Minutes for Regular Meeting May 13, 2020
- C. Review and Approval of Cash Disbursements
- D. Consideration of a recommendation to approve safe and sane fireworks booth permits
- E. Consideration of a recommendation to approve a fee agreement with Adamski Moroski Madden Cumberland & Green LLP for legal services

- F. Consideration of a recommendation to approve a budget adjustment increasing the project budget for the Norswing/Pershing Project by \$20,000 for additional paving costs from Water Fund infrastructure reserves
- G. Approval of a Resolution Consolidating the District's Biennial Election with the November 3, 2020 Consolidated General Election and the attached Notice to the County Elections Official on the Elective Offices to be Filled, Map of District Boundaries, and Payment of Candidate Statement of Qualifications

8. BUSINESS ITEMS:

Public comment Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. To facilitate public comment, we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Proposed Successor Memorandum of Understanding (MOU) between the Five Cities Fire Authority (FCFA) and the International Association of Fire Fighters Local 4403 (Local 4403)
- B. Workshop on the 2020-2021 Budget with Board direction as deemed appropriate

9. HEARING ITEMS:

10. RECEIVED WRITTEN COMMUNICATIONS:

11. LATE RECEIVED WRITTEN COMMUNICATIONS:

12. FUTURE AGENDA ITEMS: District Policies, Roles and Responsibilities with Related Agencies, Five Cities Fire Authority, District Rules and Regulations, Cienega Seabreeze Park, Inc. Continued, Deferred Infrastructure Program, Lopez Water Contract Amendments, Wastewater CIP, The Place, EIR State Parks PWP, Old Firehouse Art, California Voting Rights Act

13. FUTURE HEARING ITEMS:

14. CLOSED SESSION:

15. ADJOURNMENT:

This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agenda is posted at the Oceano Community Services District, 1655 Front Street, Oceano, CA. Agenda and reports can be accessed and downloaded from the Oceano Community Services District website at www.oceanocsd.org

ASSISTANCE FOR THE DISABLED If you are disabled in any way and need accommodation to participate in the Board meeting, please call the Clerk of the Board at (805) 481-6730 for assistance at least three (3) working days prior to the meeting so necessary arrangements can be made.



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, April 22, 2020 – 6:00 P.M.

Location: TELECONFERENCE

1. **CALL TO ORDER:** at 6:00 p.m. by President Austin
2. **ROLL CALL:** Board members present: President Austin, Vice President White, Director Gibson, Director Villa, and Director Replogle. Also present, General Manager Will Clemens, Legal Counsel Jeff Minnery, and Business and Accounting Manager Carey Casciola.
3. **FLAG SALUTE:** led by Fire Chief Lieberman
4. **AGENDA REVIEW:**
Agenda approved as presented
5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**
No public comment
6. **SPECIAL PRESENTATIONS & REPORTS:**
 - A. **STAFF REPORTS:**
 - i. Operations - Field Supervisor Tony Marraccino – reported on 6 work orders, 7 customer service calls, 6 USA's, 1 after hour call out, Lopez is currently at 52.2%, 1st of month equipment run, Norswing waterline will be completed by Friday, the County's drainage project still has some utilities that need to be raised, all vehicles have been smogged, hydrant and valve turning maintenance, weed abatement at Well 8.
 - ii. FCFA - Chief Steve Lieberman – reported on a structure fire in Grover Beach, EMS call volume is consistent with last year, staff is treating all calls and patients as if they have Covid-19 to protect staff.
 - iii. OCSD General Manager – Will Clemens – reported on the staff status, spoke on a bill called HR 6467 coronavirus relief act funding, County road map to recovery, current billing cycle revenue update, the new SB 998 10% late fee will be waived for the current billing cycle if paid by June 11th extending the timeframe to pay, will need to discuss the approach on late fees for future billing cycles.
 - iv. Sheriff's South Station - Commander Michael Manuele – None

Director Gibson entered the meeting at 6:15pm.

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Villa – None
- ii. Director Gibson – None
- iii. Vice President White – reported on FCFA
- iv. President Austin – None
- v. Director Replogle – None

b. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

Public comment was received from:

Julie Tacker	Regarding the costs related to COVID19.
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7 CONSENT AGENDA:	ACTION:
<p>a. Review and Approval of Minutes for Regular Meeting April 08, 2020</p> <p>b. Review and Approval of Cash Disbursements</p>	<p>After an opportunity for public comment and Board discussion, staff recommendations were approved with a motion from Vice President White, and a second from Director Gibson and a 5-0 roll call vote.</p> <p>No public comment.</p>

8A BUSINESS ITEM:	ACTION:
Results of Measure A-20 regarding a special tax for emergency medical and fire protection services	<p>After an opportunity for public comment and Board discussion, direction was given to staff to meet with the partner agencies and discuss options, a standalone fire department and ballot measure is not to be pursued by staff at this time, and to move forward with the application to LAFCO to divest.</p> <p>Public comment was received from: Julie Tacker – in support of the District moving forward on negotiating with the County/ Cal Fire with additional comments.</p>

8B BUSINESS ITEM:	ACTION:
Approval of a resolution adopting the Expenditure Control Guidelines	<p>After an opportunity for public comment and Board discussion, staff recommendations were approved with edits to the attachment with a motion from Vice President White, and a second from Director Gibson and a 5-0 roll call vote.</p> <p>Public comment was received by: Julie Tacker – in opposition with additional comments. Tina Dickason – in opposition with additional comments.</p>

8C BUSINESS ITEM:	ACTION:
Presentation on provisions of the Brown Act, the Meyers Miliias Brown Act, and District by-laws	<p>Presentation was given by Legal Counsel Jeff Minnery, after an opportunity for public comment and Board discussion, no action taken.</p> <p>Public comment was received by: Julie Tacker – in opposition of the union’s reaction with additional comments.</p>

- 9. **HEARING ITEMS:** None
- 10. **RECEIVED WRITTEN COMMUNICATIONS:** None
- 11. **LATE RECEIVED WRITTEN COMMUNICATIONS:** None
- 12. **FUTURE AGENDA ITEMS:** District Policies, Roles and Responsibilities with Related Agencies, Five Cities Fire Authority, District Rules and Regulations, Cienega Seabreeze Park, Inc. Continued, Deferred Infrastructure Program, Lopez Water Contract Amendments, Wastewater CIP, The Place, EIR State Parks PWP, Old Firehouse Art, CA Voters Rights Act
- 13. **FUTURE HEARING ITEMS:** None
- 14. **CLOSED SESSION:** None
- 15. **ADJOURNMENT:** at approximately 7:53 pm



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, May 13, 2020 – 6:00 P.M.

Location: TELECONFERENCE

1. **CALL TO ORDER:** at 6:00 p.m. by Vice President White
2. **ROLL CALL:** Board members present: Vice President White, Director Gibson, Director Villa, and Director Replogle. Also present, General Manager Will Clemens, Legal Counsel Jeff Minnery, and Business and Accounting Manager Carey Casciola. Board members absent: President Austin.
3. **FLAG SALUTE:** led by Vice President White
4. **AGENDA REVIEW:**
Agenda approved as presented with a motion by Vice President White and second by Director Villa.
5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**

Julie Tacker	Regarding the Five Cities Fire Authority meeting with additional comments.
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6. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

- i. Sheriff's South Station - Commander Michael Manuele – reported on April 2020 calls for service have been down by 51% compared to last year., Oceano had 61 reports, 5 assaults, 34 disturbances, 2 burglaries, 3 thefts, 5 vandalisms, 6 trespassing.
- ii. FCFA - Chief Steve Lieberman – reported on 11.5% of EMS calls are suspected COVID19 related calls, a potential COVID19 exposure to a shift of employees, the Board Meeting on 5/15 has a discussion item on the MOU for FCFA employees and there will be a call in number for public participation.
- iii. Operations - Field Supervisor Tony Marraccino – reported on 5 work orders, 6 customer service calls, 0 SSO's, 11 USA's, 0 after hour call outs, Lopez is currently at 51.5%, first of the month equipment runs, daily rounds, weekly and monthly samples, new waterline installed on Truman, hydrant maintenance, valve turning, garbage pick-up, meter reading.
- iv. OCSD General Manager – Will Clemens – reported on the staffing, the schedule for the utilities staff is back to normal maintaining social distance, the Norswing & Pershing project is complete and the final quantities for asphalt came in higher than the estimate, update on Lopez water contracts amendments, an update to the work related to the alternatives to an at-large election for the District, the team lead for the County's re-opening plan.

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Villa – None
- ii. Director Gibson – reported on WRAC
- iii. Vice President White – reported on FCFA
- iv. President Austin – Absent
- v. Director Replogle – reported on IWMA

b. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

Public comment was received from:

Julie Tacker	In opposition of the raises included in the FCFA MOU with additional comments.
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7 CONSENT AGENDA:	ACTION:
<ul style="list-style-type: none"> a. Review and Approval of Cash Disbursements b. Submittal of the District's Fiscal Year 2019-20 Quarter 3 Treasurer Report c. 2019 NCMA Report prepared by GSI Water Solutions Inc. d. Approval of a letter of support for the Proposition 1 grant application for stormwater capture & groundwater recharge projects at Oceano Elementary School and on 19th Street between Beach and Paso Robles streets. 	<p>After an opportunity for public comment and Board discussion, staff recommendations were approved with a motion from Director Replogle, and a second from Director Villa and a 4-0 roll call vote.</p> <p>Public comment was received from: Julie Tacker – in opposition of item 7d with additional comments.</p>

8A BUSINESS ITEM:	ACTION:
Review of the District's Budget Status as of March 31, 2020	<p>After an opportunity for public comment and Board discussion, no action taken just a receive and file.</p> <p>Public comment was received from: Julie Tacker – in support of the reduction in the trash revenue with additional comments.</p>

- 9. **HEARING ITEMS:** None
- 10. **RECEIVED WRITTEN COMMUNICATIONS:** None
- 11. **LATE RECEIVED WRITTEN COMMUNICATIONS:** None
- 12. **FUTURE AGENDA ITEMS:** District Policies, Roles and Responsibilities with Related Agencies, Five Cities Fire Authority, District Rules and Regulations, Cienega Seabreeze Park, Inc. Continued, Deferred Infrastructure Program, Lopez Water Contract Amendments, Wastewater CIP, The Place, EIR State Parks PWP, Old Firehouse Art, California Voting Rights Act
- 13. **FUTURE HEARING ITEMS:** None
- 14. **CLOSED SESSION:** None
- 15. **ADJOURNMENT:** at approximately 7:16 pm



Oceano Community Services District

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

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

Date: May 27, 2020

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #7(C): Recommendation to Approve Cash Disbursements**

Recommendation

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

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	58388 - 58412	
Disbursements:		
Regular Payable Register - paid 05/27/2020	58397 - 58411	\$ 23,781.81
Reimbursement Agreement - Deposit Refund	58412	\$ 750.00
Subtotal:		\$ 24,531.81
Reoccurring Payments for Board Review (authorized by Resolution 2020-06):		
Payroll Disbursements - PPE 05/09/2020	N/A	\$ 30,735.34
Reoccurring Disbursements - paid 05/13/2020	58388	\$ 580.11
Reoccurring Utility Disbursements - paid 05/13/2020	58389 - 58394	\$ 1,408.78
Reoccurring Health Disbursements - paid 05/13/2020	58395 - 58396	\$ 1,418.39
Subtotal:		\$ 34,142.62
Grand Total:		\$ 58,674.43

Other Agency Involvement

N/A

Other Financial Considerations

Amounts are within the authorized Fund level budgets.

Results

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

5/21/2020 9:28 AM
 COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 1
 CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 058397 THRU 058411

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	5/27/2020	CHECK	058397	BRISCO'S	19.38CR	OUTSTND	A	0/00/0000 MAINTENANCE SUPPLY
1-1001-000	5/27/2020	CHECK	058398	GATOR CRUSHING & RECYCLING	20.00CR	OUTSTND	A	0/00/0000 IMPROVEMENT MAINTENANCE
1-1001-000	5/27/2020	CHECK	058399	DIVERSIFIED PROJECT SERVICES I	700.00CR	OUTSTND	A	0/00/0000 CIP-NORSWING
1-1001-000	5/27/2020	CHECK	058400	ADAMSKI MOROSKI MADDEN CUMBERL	9,726.50CR	OUTSTND	A	0/00/0000 LEGAL SERVICES
1-1001-000	5/27/2020	CHECK	058401	HEACOCK TRAILERS & TRUCK ACCES	1,078.56CR	OUTSTND	A	0/00/0000 EQUIPMENT MAINTENANCE
1-1001-000	5/27/2020	CHECK	058402	ARAMARK	441.95CR	OUTSTND	A	0/00/0000 CLOTHING
1-1001-000	5/27/2020	CHECK	058403	GSI WATER SOLUTIONS, INC.	4,810.44CR	OUTSTND	A	0/00/0000 NCMA ANNUAL REPORT
1-1001-000	5/27/2020	CHECK	058404	FAMCON PIPE & SUPPLY, INC.	1,299.06CR	OUTSTND	A	0/00/0000 SYSTEM PARTS
1-1001-000	5/27/2020	CHECK	058405	CALPORTLAND CONSTRUCTION	269.38CR	OUTSTND	A	0/00/0000 PAVING
1-1001-000	5/27/2020	CHECK	058406	J.B. DEWAR, INC.	407.67CR	OUTSTND	A	0/00/0000 FUEL
1-1001-000	5/27/2020	CHECK	058407	FLUID RESOURCE MANAGEMENT	741.03CR	OUTSTND	A	0/00/0000 SEWER MAINTENANCE
1-1001-000	5/27/2020	CHECK	058408	MINER'S ACE HARDWARE, INC.	105.21CR	OUTSTND	A	0/00/0000 SYSTEM PARTS
1-1001-000	5/27/2020	CHECK	058409	QUILL CORPORATION	402.63CR	OUTSTND	A	0/00/0000 OFFICE SUPPLIES, U/B SUPPLIES
1-1001-000	5/27/2020	CHECK	058410	PRO-TECH LANDSCAPE MANAGEMENT,	410.00CR	OUTSTND	A	0/00/0000 LANDSCAPING
1-1001-000	5/27/2020	CHECK	058411	CRANDALL CONSTRUCTION	3,350.00CR	OUTSTND	A	0/00/0000 CIP-HWY ONE RELOCATION
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	23,781.81CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	23,781.81CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

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

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 058412 THRU 058412

ACCOUNT --DATE-- --TYPE-- NUMBER -----DESCRIPTION----- ----AMOUNT--- STATUS FOLIO CLEAR DATE

CHECK: -----
1-1001-000 5/27/2020 CHECK 058412 CHAD TANNER 750.00CR OUTSTND A 0/00/0000 **DEPOSIT REFUND**

TOTALS FOR ACCOUNT 1-1001-0
CHECK TOTAL: 750.00CR
DEPOSIT TOTAL: 0.00
INTEREST TOTAL: 0.00
MISCELLANEOUS TOTAL: 0.00
SERVICE CHARGE TOTAL: 0.00
EFT TOTAL: 0.00
BANK-DRAFT TOTAL: 0.00

TOTALS FOR POOLED CASH FUND
CHECK TOTAL: 750.00CR
DEPOSIT TOTAL: 0.00
INTEREST TOTAL: 0.00
MISCELLANEOUS TOTAL: 0.00
SERVICE CHARGE TOTAL: 0.00
EFT TOTAL: 0.00
BANK-DRAFT TOTAL: 0.00

Payroll Summary Report
Board of Directors - Agenda Date May 27, 2020

	(*)	
Gross Wages	4/25/2020	5/9/2020
Regular	\$25,969.31	\$25,969.33
Overtime Wages	\$217.60	\$412.90
Stand By	\$450.00	\$600.00
	<u>\$26,636.91</u>	<u>\$26,982.23</u>
Cell Phone Allowance	\$0.00	\$75.00
Total Wages	<u>\$26,636.91</u>	<u>\$27,057.23</u>
Disbursements		
Net Wages	\$20,821.84	\$21,579.22
State and Federal Agencies	\$4,751.60	\$5,073.14
CalPERS - Normal	\$3,934.26	\$3,934.26
SEIU - Union Fees	\$148.72	\$148.72
Total Disbursements processed with Payroll	<u>\$29,656.42</u>	<u>\$30,735.34</u>
Health (Disbursed with reoccurring bills)	\$5,966.99	\$0.00
Total District Payroll Related Costs	<u>\$35,623.41</u>	<u>\$30,735.34</u>

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

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

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 058388 THRU 058388

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	5/13/2020	CHECK	058388	RABOBANK VISA CARD	580.11CR	OUTSTND	A	0/00/0000
BANK FEE, LICENSE, TRAINING, ZOOM, DETOX KIT LOGITEC CAM								
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	580.11CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	580.11CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

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

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 058389 THRU 058394

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:	-----								
1-1001-000	5/13/2020	CHECK	058389	ADVANTAGE ANSWERING PLUS, INC	242.54CR	OUTSTND	A	0/00/0000	COMMUNICATIONS
1-1001-000	5/13/2020	CHECK	058390	CHARTER COMMUNICATIONS	150.00CR	OUTSTND	A	0/00/0000	INTERNET - COMMUNICATIONS
1-1001-000	5/13/2020	CHECK	058391	DIGITAL WEST NETWORKS, INC.	588.42CR	OUTSTND	A	0/00/0000	TECHNOLOGY, COMMUNICATIONS
1-1001-000	5/13/2020	CHECK	058392	SO CAL GAS	104.72CR	OUTSTND	A	0/00/0000	UTILITY
1-1001-000	5/13/2020	CHECK	058393	STANLEY CONVERGENT SECURITY SO	99.60CR	OUTSTND	A	0/00/0000	MONITOR - COMMUNICATIONS
1-1001-000	5/13/2020	CHECK	058394	ELECSYS INTERNATIONAL CORP	223.50CR	OUTSTND	A	0/00/0000	MONITOR - COMMUNICATIONS

TOTALS FOR ACCOUNT 1-1001-0

CHECK	TOTAL:	1,408.78CR
DEPOSIT	TOTAL:	0.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	0.00
SERVICE CHARGE	TOTAL:	0.00
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	0.00

TOTALS FOR POOLED CASH FUND

CHECK	TOTAL:	1,408.78CR
DEPOSIT	TOTAL:	0.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	0.00
SERVICE CHARGE	TOTAL:	0.00
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	0.00

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

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 058395 THRU 058396

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	5/13/2020	CHECK	058395	TASC -CLIENT INVOICES	56.21CR	OUTSTND	A	0/00/0000 FSA ADM FEES
1-1001-000	5/13/2020	CHECK	058396	PRINCIPAL LIFE INSURANCE COMPA	1,362.18CR	OUTSTND	A	0/00/0000 EMPLOYEE INSURANCE
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	1,418.39CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	1,418.39CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		



Oceano Community Services District

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

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

Date: May 27, 2020
To: Board of Directors
From: Celia Ruiz, Account Administrator III
Via: Carey Casciola, Business and Accounting Manager
Subject: **Agenda Item #7D: Consideration of a recommendation to approve safe and sane fireworks booth permits**

Recommendation

It is recommended that the Board approve applicants for the sale of safe and sane fireworks.

Discussion

In the month of May the District received applications for safe and sane fireworks permits in accordance with Ordinance 1991-2 and Ordinance 1992-2 (District Codes 15.10.010 – 15.10.090), which regulate the fees and conditions for the granting of permits for the sale of safe and sane fireworks within the boundaries of the District. Thereafter, through the adoption of Resolution 1997-12, the Board of Directors limited the number of applicants from seven to five. In recent years, it was recommended by the Fire Chief of the Five Cities Fire Authority (FCFA), for the increased safety of the residents, to limit the number of applicants to four.

The District received four applications. Resolution 1997-12 provides that “The District will reserve an application for succeeding years for those vendors that comply with all District Rules and Regulations for the sale of Safe and Sane Fireworks.” In 2019, the following organizations obtained approval from the District:

- The Anchor of Faith Apostolic Church
- The Church of God of Prophecy
- The Five Cities Aerie No. 4153 F.O.E.
- Open Door Pre-School

There are no additional applicants this year. The attached map illustrates where each applicant intends to locate their booth. In the application form, which are attached, applicants must indicate the following:

- A. How their profits in 2019 were used to benefit the Community
- B. How they would use any revenues realized in 2020 for the betterment of Oceano

The proposed time frame for sale of safe and sane fireworks is from June 28 thru July 5 until noon.



Oceano Community Services District

Board of Directors Meeting

The attached applications include information on how each will use revenues for community benefits:

Anchor of Faith Apostolic Church	Provide gifts for community on Christmas.
Church of God of Prophecy	Food provided to the community, insurance and gasoline for van.
Five Cities Aerie No. 4153 F.O.E.	Boys and Girls Club in Oceano
Open Door Pre-School	Finish yard and help with expenses from COVID19

Other Agency Involvement

FCFA holds a mandatory orientation meeting and will conduct inspections to ensure applicants comply with the rules and regulations.

Other Financial Considerations

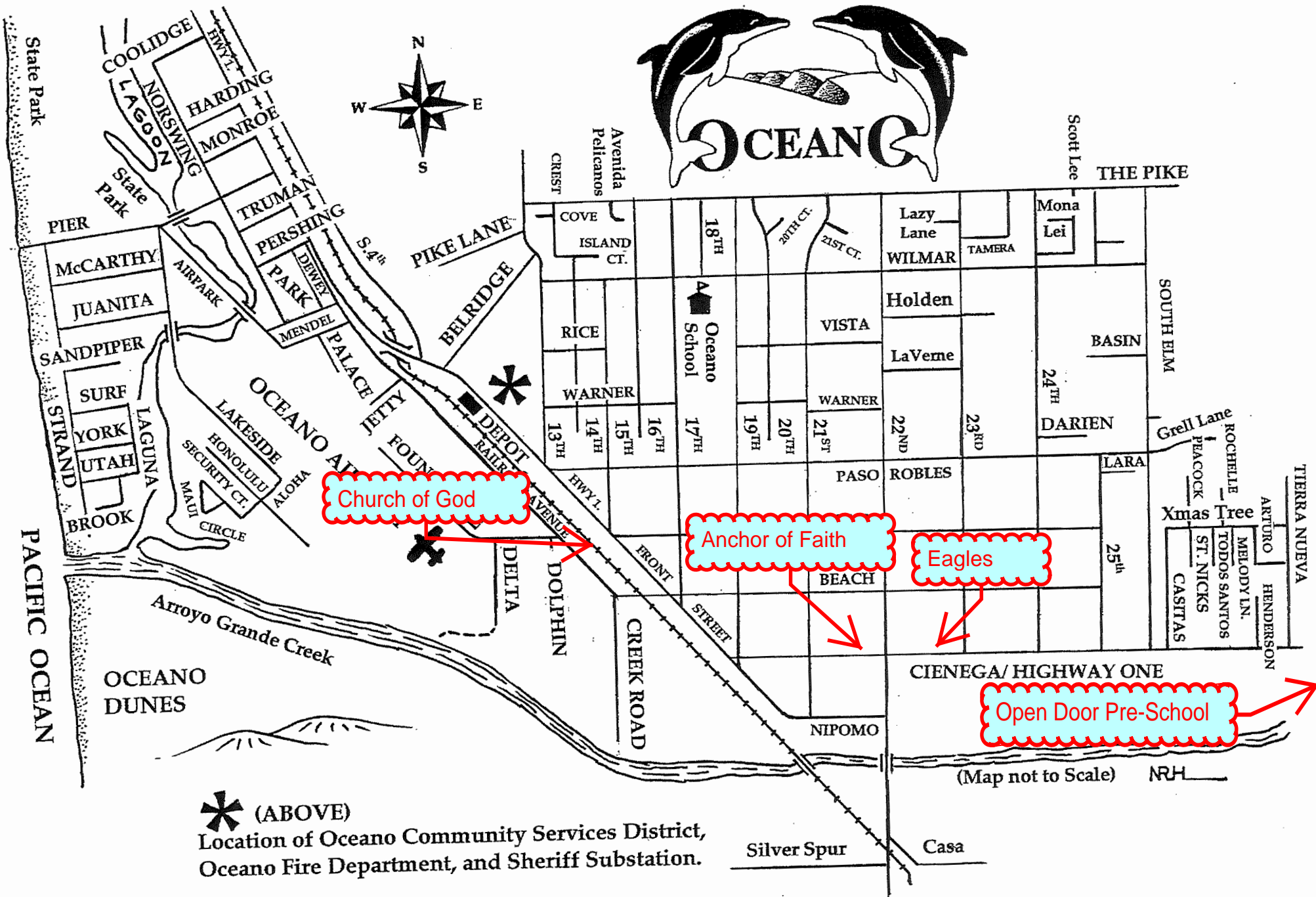
Each approved applicant will incur a \$385.00 administrative fee and a \$500.00 refundable clean up deposit.


Results

Issuing safe and sane firework permits give non-profits the opportunity to raise revenues.

Attachments:

- Map illustrating where each applicant intends to locate their booth
- Anchor of Faith Apostolic Church Application
- Church of God of Prophecy Application
- Five Cities Aerie No. 4153 F.O.E. Application
- Open Door Pre-School Application



 (ABOVE)
 Location of Oceano Community Services District,
 Oceano Fire Department, and Sheriff Substation.

RECEIVED

MAY 13 2020

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 20, 2020. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Rudy Renteria

Representing/Organization: Anchor of Faith Apostolic Church

Mailing Address of Organization/Applicant: 1312 22nd ST

Telephone: Daytime 805-748-8606 After 5:00 p.m. 805-748-8606

Proposed Booth Location: 1911 Cienega Blvd Oceano CA 93445

Property Owner's Name: Max F. Renteria

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2019 profits were used:

Food give away to the needy families, and homeless, send local children to 9 to 12 years old camp at Sierra Christian camp, also send youth ages 13 to 21 to Sierra youth camp in summer, help those in economic needs with money!

Please explain how you plan to use the 2020 profits for the benefit of Oceano/Halcyon:

Profits will go to cover expenses here locally in the community to provide gifts on Xmas to Needy children's family's, whatever the need may be we will be available to supply that need!

Rudy Renteria
Signature of Applicant

5-10-20
Date

PROPERTY OWNER'S LETTER OF PERMISSION
TO SELL FIREWORKS

Fire Chief Lieberman
Oceano Community Services District
PO Box 599
1655 Front Street
Oceano, CA 93475

SUBJECT: FIREWORKS BOOTH LOCATION/PROPERTY OWNER'S CONSENT

Dear Fire Chief Lieberman:

Permission is hereby granted to Rudy Renteria on behalf of the
Applicant's Name

Ancha of Faith Church and TNT Fireworks
Organization Selling Fireworks Fireworks Company's Name

for the exclusive right to use the property located/named below for their 2020 fireworks booth:

Chachos Mexican Take out 1911 Cienega Blvd
Street Address or Location Description

Oceano CALIF. 93445
City, State, Zip Code

Assessor's Parcel Number

This address is within the boundaries of the Oceano Community Services District. It is understood that this sale will be conducted in accordance with all District, County, and State regulations.

By:

Max Pimental
Signature of Property Owner

MAX Pimental
Please PRINT Property Owner's Name

PO. Box 425 Oceano 93475 805 748-2868
PROPERTY OWNER'S MAILING ADDRESS AND TELEPHONE NUMBER

Dated this 12 day of May, 2020

RECEIVED

MAY 01 2020

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 20, 2020. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Church of God of Prophecy

Representing/Organization: Greg Noe

Mailing Address of Organization/Applicant: P.O. Box 306
Oceano, CA 93475

Telephone: Daytime (805) 710-3036 After 5:00 p.m. (805) 710-3036

Proposed Booth Location: 1860 Highway 1, Oceano, CA 93445

Property Owner's Name: John Taylor

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2019 profits were used:

Food ministry, providing free groceries to the community.
Insurance and gasoline for vans used daily

Please explain how you plan to use the 2020 profits for the benefit of Oceano/Halcyon:

Same as last year. Food ministry to Oceano.
Insurance and gasoline for vans used.

Greg Noe
Signature of Applicant

4-30-20
Date

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 20, 2020. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Norma Bernert
Representing/Organization: Five Cities Eagles
Mailing Address of Organization/Applicant: PO Box 1009
Oceano CA 93475

Telephone: Daytime 805-503-5219 After 5:00 p.m. same

Proposed Booth Location: Central Market, Oceano

Property Owner's Name: Tony Sam

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2019 profits were used:
Donations to the Boys & Girls Club in Oceano
Very low profit in 2019

Please explain how you plan to use the 2020 profits for the benefit of Oceano/Halcyon:
Boys & Girls Club in Oceano

Norma Bernert
Signature of Applicant Date 5-5-20

PROPERTY OWNER'S LETTER OF PERMISSION
TO SELL FIREWORKS

Fire Chief Lieberman
Oceano Community Services District
PO Box 599
1655 Front Street
Oceano, CA 93475

SUBJECT: FIREWORKS BOOTH LOCATION/PROPERTY OWNER'S CONSENT

Dear Fire Chief Lieberman:

Permission is hereby granted to Five Cities Eagles
Norma Bernert on behalf of the
Applicant's Name

Five Cities Eagles and F-N-T
Organization Selling Fireworks Fireworks Company's Name

for the exclusive right to use the property located/named below for their 2020 fireworks booth:

Central Market, 2061 Cienaga St
Street Address or Location Description

Oceano, CA 93445
City, State, Zip Code

062-114-072
Assessor's Parcel Number

This address is within the boundaries of the Oceano Community Services District. It is understood that this sale will be conducted in accordance with all District, County, and State regulations.

By:

Tony Sam
Signature of Property Owner

TONY SAM
Please PRINT Property Owner's Name

2061 CIENAGA ST OCEANO, CA 93445
PROPERTY OWNER'S MAILING ADDRESS AND TELEPHONE NUMBER

Dated this 22 day of May, 2020

Reserved 5/8 OR

APPLICATION FOR SALE OF FIREWORKS
WITHIN THE BOUNDARIES OF
OCEANO COMMUNITY SERVICES DISTRICT

This application must be completed and returned to the District Office located at 1655 Front Street, Oceano, CA, 93445, by May 20, 2020. The application must be accompanied with the property owner's written permission for your proposed booth location. The \$500.00 refundable cleaning deposit and \$385.00 administration fee will need to be submitted once Board of Directors has assigned a booth to your organization.

Name of Applicant: Esther + David Myers

Representing/Organization: Open Door Pre-school

Mailing Address of Organization/Applicant: PO Box 693
Oceano, Ca.
93475

Telephone: Daytime 805-484-6327 After 5:00 p.m. 805-471-2027
Pre-school *cell phone*

Proposed Booth Location: 2873 Cienaga Street

Property Owner's Name: Alan Hayashi

The Board of Directors has determined that participation is conditioned upon each organization indicating where the profits from their sales will be directed with at least 50% of the profits to be spent within Oceano/Halcyon. (Use back page if necessary). This statement will be reviewed by the Board of Directors before a permit is issued.

Please explain how the 2019 profits were used:

Play yard Structure New Shed
fence

Please explain how you plan to use the 2020 profits for the benefit of Oceano/Halcyon:

Building up keep finish yard
and help recoup from coronavirus expense

Esther A Myers
Signature of Applicant

5/7/2020
Date

PROPERTY OWNER'S LETTER OF PERMISSION
TO SELL FIREWORKS

Fire Chief Lieberman
Oceano Community Services District
PO Box 599
1655 Front Street
Oceano, CA 93475

SUBJECT: FIREWORKS BOOTH LOCATION/PROPERTY OWNER'S CONSENT

Dear Fire Chief Lieberman:

Permission is hereby granted to Esther + David Myers on behalf of the
Applicant's Name
Open Door Preschool and TNT
Organization Selling Fireworks Fireworks Company's Name

for the exclusive right to use the property located/named below for their 2020 fireworks booth:

2873 CLEWAGA STREET
Street Address or Location Description

OCEANO 93445
City, State, Zip Code

Assessor's Parcel Number

This address is within the boundaries of the Oceano Community Services District. It is understood that this sale will be conducted in accordance with all District, County, and State regulations.

By:

[Signature]
Signature of Property Owner

Arvin Hoyashti
Please PRINT Property Owner's Name

2460 GRACIA WAY, AG CA 93420
PROPERTY OWNER'S MAILING ADDRESS AND TELEPHONE NUMBER

Dated this 7 day of MAY, 2020



Oceano Community Services District

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

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

Date: May 27, 2020

To: Board of Directors

From: Will Clemens, General Manager

Subject: **Agenda Item # 7(E):** Consideration of a recommendation to approve a fee agreement with Adamski Moroski Madden Cumberland & Green LLP for legal services.

Recommendation

It is recommended that the Board approve and authorize the President to sign the attached fee agreement with Adamski Moroski Madden Cumberland & Green LLP for legal services.

Discussion

Adamski Moroski Madden Cumberland & Green LLP (AMMCG) has been providing legal services to the District since 2013 with Jeffrey A. Minnery as the primary attorney providing these services. Under the current agreement, if the District needed to employ outside legal counsel, investigators and other experts or consultants to assist with legal issues, the District would have to contract separately with these firms which could result in lost time and funds. Section 3.1 of the updated agreement allows AMMCG to contract directly with these outside firms, with prior District approval, and bill those costs to the District in the regular monthly billing process. This is the only substantive change to the existing agreement with AMMCG. Situations which may require outside legal counsel or consultants could include human resource, election, financing, water rights, or other issues that commonly face the District.

Other Agency Involvement

N/A

Other Financial Considerations

There is no financial impact as a result of this action as the billing rates in this agreement are the same as the existing agreement.

Results

Ensuring expert legal advice to the District promotes a well-governed community.

Attachments:

- Fee agreement

**ADAMSKI MOROSKI MADDEN
CUMBERLAND & GREEN LLP**

ATTORNEYS AT LAW

Post Office Box 3835 • San Luis Obispo, California 93403-3835
T 805-543-0990 • F 805-543-0980 • www.ammcglaw.com

May 22, 2020

VIA ELECTRONIC MAIL

Oceano Community Services District
c/o Will Clemens, General Manager
P.O. Box 599
Oceano, CA 93475
Email: will@oceanocsd.org

Re: Fee Agreement

Dear Oceano Community Services District Board of Directors:

This letter will confirm that the Oceano Community Services District has engaged Adamski Moroski Madden Cumberland & Green LLP (the "Firm") to perform the legal services described below. When you countersign on behalf of Oceano Community Services District ("District" or "You"), this letter will evidence our agreement ("Agreement") with respect to those services. To the extent that California Business & Professions Code section 6148 applies to this engagement, this Agreement is intended to fulfill the requirements of that section.

As discussed below, it is understood and agreed that the Firm will submit its monthly invoices and costs advanced to Oceano Community Services District, attention Will Clemens, General Manager. It is expressly understood and agreed that Oceano Community Services District is responsible for the attorneys' fees and cost obligations incurred by the Firm in representing the interests of Oceano Community Services District.

Please read this letter carefully. If You have concerns, please feel free to contact us. We encourage You to discuss these matters with us at any time from the inception of this Agreement through the course of representation.

1. RECITALS.

1.1. The scope of the requested representation is to advise and represent You in connection with any legal matters that You may refer to the Firm from time to time ("Matter(s)"), including acting as District general legal counsel, representing the District in groundwater litigation or conflicts, any matters related thereto, and any other matters of District business which may be referred to the Firm from time to time.

1.2. The scope of our representation may be expanded from the work described above only if agreed upon in writing by both You and the Firm. We cannot guarantee a particular result or outcome in the Matter for which we have been retained. Our responsibility in representing You

is to provide effective legal services consistent with our ethical and professional responsibilities and based upon all available information.

1.3. You recognize and agree that one or more lawyers and/or paralegals at the Firm may work on the Matter. You understand that You are hiring the law firm and not any individual lawyers. However, Jeffrey A. Minnery will be the attorney primarily responsible for this Matter.

1.4. This Agreement will be effective when it is countersigned by You. However, this Agreement will apply retroactively to any services we may provide in connection with the engagement before the date this Agreement is countersigned by You.

2. ATTORNEYS' FEES IN INDIVIDUAL ACTION; STATEMENTS IN "BLOCK BILLING" FORMAT.

2.1. You agree to pay attorneys' fees on the following basis. It is understood that no specific fee is set by law, and that this fee has been specifically agreed to between the parties.

2.2. Billing statements will be prepared and mailed to You on a monthly basis. The Firm's billing cycle is the calendar month. Payment of the billing statement is due upon receipt by You, and a billed amount will be deemed past due if not paid within thirty (30) days of the date of the billing statement on which it first appears. Upon completion of this representation, the Firm will send You a final statement for all remaining fees and costs, if any.

2.3. The attorneys' fees component of the Firm's billing statements will appear in "block billing" format. In other words, while the work performed by Firm attorneys on any given day will be stated in some detail, the time spent in performing those tasks will be aggregated and will appear as a single time entry for each attorney on that day. The minimum billing block is 0.2 hour for each task.

2.4. The legal services to be rendered by the Firm on Your behalf will be charged at an hourly rate. All attorneys and paralegals have an assigned hourly rate and separately record their time spent on each client matter. Hourly rates vary, and each statement reflects the hourly rates. Because the time spent by professionals in performing services on Your behalf is the most significant element in determining the amount of our fees, we cannot predict in advance what the total amount of fees will be for this engagement. Jeffrey A. Minnery's current rate and the rate for other attorneys in the Firm will be \$250.00 per hour. This is a discounted rate due to the public entity status of the Oceano Community Services District.

2.5. These rates are subject to change, typically on an annual basis. It is understood that the fees charged in this Matter will include these periodic increases and will be reflected on billing statements.

2.6. If a billing statement is not paid when due as described in paragraph 2.2 above, from the date when such statement is 30 days past due, interest will be charged on the principal balance (fees, costs, and disbursements) shown on the statement. Interest will be calculated by multiplying the unpaid balance by the periodic rate of 0.833 percent per month (ten percent [10%] annual percentage rate). The unpaid balance will bear interest until paid.

3. COSTS AND EXPENSES.

3.1. You shall be responsible for all costs and expenses incurred while working on Your Matter. These costs may include, without limitation, filing and other court-imposed fees, photocopying charges, telephone charges, on-line research charges, deposition costs, and travel expenses, including lodging, food and the like. With Your advance authorization, the Firm may employ outside legal counsel, investigators and other experts or consultants, whose fees and expenses shall be charged to You as costs.

3.2. The Firm may, in its discretion, advance some costs and expenses, with reimbursements to be made by You upon periodic billing, upon termination of the Matter, or upon our discharge or withdrawal as attorneys, whichever occurs first. The reimbursement of any costs advanced is in addition to any billed attorneys' fees.

3.3. We will require the deposit of our reasonably estimated costs and fees in any mediation, arbitration or trial ten (10) days prior to any such proceeding.

4. RETAINER DEPOSIT.

We will not require an advance retainer prior to the commencement of work in this Matter. We may require a retainer if the anticipated scope of our work changes prior to any mediation, arbitration or trial of the Matter. To the extent a retainer is requested, it will be deposited into the Firm's client trust account and retained there. The Firm's monthly invoices for fees and costs will be paid from the deposited retainer amount until it is exhausted. To the extent any portion of the retainer deposit is left at the conclusion of our engagement, it will be returned to You.

5. REPRESENTATIONS.

It is acknowledged that we have made no representation whatsoever regarding the successful resolution of the Matter.

6. COOPERATION AND RESOLUTION.

You agree to cooperate fully with us in all aspects of the Matter. Examples of the assistance that You are required to provide may include: providing information and access to records, being available for consultation and deposition sessions upon reasonable notice, actively participating in the decision-making process with regard to potential resolutions or strategy, and paying this Firm's

invoices as they come due.

7. DISCHARGE, WITHDRAWAL OR COMPLETION OF REPRESENTATION.

7.1. You may discharge the Firm at any time. The Firm may withdraw for good cause. Among facts constituting good cause is the breach of this Agreement by You, failure to cooperate with us or to follow our advice on a material matter, failure to pay this Firm's invoices when due, or any fact or circumstance that would permit us to withdraw under California attorney ethics rules.

7.2. Unless specifically agreed by all parties, we will provide no further services and advance no further costs after receipt of notice that You have discharged the Firm as Your attorneys.

7.3. Should the Firm withdraw or be discharged, it shall be paid for all costs advanced and any outstanding balance of attorneys' fees. You will remain responsible for any costs incurred on Your behalf and remaining unpaid at the time of our discharge or withdrawal.

7.4. You and the Firm each agree to sign any documents reasonably necessary to complete the Firm's discharge or withdrawal as Your attorneys.

7.5. Upon completion of the legal tasks and representation covered by this engagement letter, the Firm will provide no further services unless agreed to in writing by both parties.

8. RIGHT TO SEEK INDEPENDENT LEGAL ADVICE.

Before entering into this Agreement, the Firm has advised You of Your right to seek the advice of an independent attorney concerning the terms and conditions of this Agreement. You may seek such independent advice as You desire concerning any questions on this matter.

9. INSURANCE COVERAGE.

The Firm maintains errors and omissions insurance applicable to the legal services to be provided.

10. ARBITRATION.

10.1. Any dispute between You and the Firm concerning attorneys' fees or other costs for professional services rendered by the Firm pursuant to this Agreement will be, at Your election, submitted to arbitration. If You elect to arbitrate such dispute, the arbitration shall be conducted pursuant to California Business & Professions Code sections 6200 et seq.

10.2. In the event of any arbitration, action, or proceeding arising out of this Agreement, the prevailing party shall be entitled to recover all costs and other expenses, including reasonable

Oceano Community Services District
May 22, 2020
Page 5

attorneys' fees, incurred by it in connection with or in preparation for such arbitration, action or proceeding.

Please review this Agreement carefully. If You have any questions, please contact me before signing the consent set forth below. In addition, You are free to consult with independent counsel regarding this Agreement or regarding any other matter related to the Firm's representation of You.

We ask that You print and sign (or digitally execute) a copy of this Agreement and return it to our office via facsimile, scanned email, or mail at Your earliest convenience. Please also retain a copy for Your records.

Very truly Yours,

ADAMSKI MOROSKI MADDEN
CUMBERLAND & GREEN LLP

JEFFREY A. MINNERY

JAM:jeb

G:\Oceano CSD\Oceano CSD Fee Agreement.docx

I acknowledge that I have read, understood and agree to the terms set forth in this Agreement, that I have the authority to execute this Agreement on behalf of Oceano Community Services District, and that I have kept a duplicate copy of this Agreement.

OCEANO COMMUNITY
SERVICES DISTRICT

Dated: _____

Linda Austin, President



Oceano Community Services District

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

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

Date: May 27, 2020

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #7(F):** Consideration of a recommendation to approve a budget adjustment increasing the project budget for the Norswing/Pershing Project by \$20,000 for additional paving costs from Water Fund infrastructure reserves

Recommendation

It is recommended that your Board approve a budget adjustment increasing the project budget for the Norswing/Pershing Project by \$20,000 for additional paving costs from Water Fund infrastructure reserves.

Discussion

On December 11, 2019, your Board approved a construction contract with Raminha Construction to complete the waterline replacement project at Norswing and Pershing. That action also included a budget adjustment for \$195,000. The budget adjustment was made for the lowest bid of \$174,650 and included a 10% contingency and \$2,000 for engineering support.

During the construction of the waterline, the engineer's estimate for paving fell short of the County's paving requirement and increased the project costs by \$29,910.40. Two additional change orders came from work with lowering a four-inch water line to tie-in with the new waterline and for removal of pavement found under the existing road for a total of \$3,348.10. Based on the additional costs and the use of the 10% contingency in the original budget, an increase of \$20,000 is necessary to close out the project.

Other Agency Involvement

The encroachment permit for the project was issued by the County of San Luis Obispo.

Financial Considerations

The proposed change orders would increase project costs from \$195,000 to \$215,000. The budget adjustment will decrease Water Fund infrastructure reserves by \$20,000 and leave a balance of over \$600,000.



Oceano Community Services District

Board of Directors Meeting

Results

Replacement of the waterline will promote a safe community by reducing system leaks, improve water delivery to customers and improved fire protection with the installment of three new fire hydrants to the waterline.



Oceano Community Services District

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

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

Date: May 27, 2020

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item 7(G)#: Approval of a Resolution Consolidating the District's Biennial Election with the November 3, 2020 Consolidated General Election and the attached Notice to the County Elections Official on the Elective Offices to be Filled, Map of District Boundaries, and Payment of Candidate Statement of Qualifications**

Recommendation

It is recommended that the Board:

1. Approve a Resolution Consolidating the District's Biennial Election with the November 3, 2020 Consolidated General Election and direct the President to Execute.
2. Approve the attached Notice to County Elections Official on the Elective Offices to be Filled, Map of District Boundaries, and Payment of Candidate Statement of Qualifications and direct the General Manager to execute and submit to the County Elections Official with the attached executed Resolution

Discussion

Attached is correspondence from the Office of the County Clerk Recorder, Tommy Gong, that provides instructions for the District to consolidate its biennial election with the election to be held on Tuesday November 3, 2020. Consistent with prior elections, the attached map will be submitted. The notice also provides that candidates will need to pay for the printing and handling of their Statement of Qualifications pursuant to Elections Code 10509.

Other Agency Involvement

County of San Luis Obispo Clerk-Recorder.

Other Financial Considerations

The County will charge the District a share of the elections cost, which is included in the Preliminary Budget for Fiscal Year 2020/21 in the estimated amount of \$5,500.



Oceano Community Services District

Board of Directors Meeting

Results

Consolidating the District's election with the County election will save District ratepayers and promotes a well-governed community.

Attachments:

- Resolution Consolidating the District's Biennial Election with the November 3, 2020 Consolidated Presidential Election
- Correspondence from the Office of the County Clerk
- Notice to County Elections Official
- Map of District Boundary

OCEANO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2020-___

REQUESTING CONSOLIDATION OF THEIR BIENNIAL
ELECTION WITH THE NOVEMBER 3, 2020,
CONSOLIDATED PRESIDENTIAL ELECTION

WHEREAS, the Oceano Community Services District (“OCSD”) has called an election to be conducted on November 3, 2020, for this district pursuant to the Uniform District Election Law commencing with Elections Code § 10500; and

WHEREAS, pursuant to Elections Code § 10555, said election may be consolidated with any other election pursuant to Part 3 (commencing with Section 10400); and

WHEREAS, the Board of Directors requests the San Luis Obispo County Board of Supervisors consolidate Oceano Community Services District’s General Election with the Statewide General Election or any other election which may be held on the same day;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors as follows: The Board of Supervisors of the San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 3, 2020, with the Statewide General Election or all other elections held on the same date. This request is made pursuant to Elections Codes § 10555 and 10400, et seq. The OCSD will pay its pro rata share of extra costs incurred by the County in consolidating the elections pursuant to Section 51350 of the Government Code.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby adopted this ___ day of _____, 2020.

President of the Board of Directors

ATTEST:

Secretary for the Board of Directors

(SEAL)

APPROVED AS TO FORM AND LEGAL EFFECT:

Jeffrey A. Minnery
District Counsel

By: _____



**COUNTY OF SAN LUIS OBISPO
OFFICE OF THE CLERK-RECORDER**

Tommy Gong - County Clerk Recorder

April 29, 2020

Oceano Community Services District
P.O. Box 599
Oceano, CA 93485

MAY 07 REC'D

Dear District Secretary:

Pursuant to California Elections Code Section 1303(b), your district's biennial election will be held on Tuesday, November 3, 2020. In connection with this election the items listed below must be acted upon by the district board of directors and submitted to our office by the deadlines set in accordance with the enclosed Calendar of Events.

1. Notice to County Elections Official - Elective Offices to be Filled (enclosed)
2. A map of your district's boundaries (even if they have not changed)
3. A resolution by the board of directors requesting consolidation with the November 3, 2020, Consolidated General Election (sample enclosed)

To prepare for the nomination period, Items 1 and 2 above must be filed with our office by **Wednesday, July 1, 2020**. Item 3 above shall be filed with our office no later than **Friday, August 7, 2020**; however, if possible, it would be appreciated if your resolution could be submitted by July 24, 2020. If you are planning on putting a measure on the ballot, along Oceano, CA 93485 with the offices to be filled, please contact our office immediately.

Included is a list of the terms which are to be filled at the upcoming election according to our records. Please review your district's information and notify us immediately if this information is incorrect.

Thank you in advance for your cooperation for providing the required information in a timely manner.

Sincerely,

Tami Bisantz
Division Supervisor

**NOTICE TO COUNTY ELECTIONS OFFICIAL
ELECTIVE OFFICES TO BE FILLED, MAP OF DISTRICT BOUNDARIES,
PAYMENT OF CANDIDATE STATEMENT OF QUALIFICATIONS**
Elections Code §10509 & 10522

Oceano Community Services District

Name of District

TO THE COUNTY ELECTIONS OFFICIAL OF SAN LUIS OBISPO COUNTY:

1. Notice is hereby given that the elective offices of the district to be filled at the Consolidated General Election on November 3, 2020, are as follows:

NUMBER OF DIRECTORS TO BE ELECTED OFFICE	TERM OF OFFICE
<p style="margin: 0;">3</p> <p style="margin: 0;">_____</p>	Four Year Term
<p style="margin: 0;">0</p> <p style="margin: 0;">_____</p>	Two Year Term

Name of Elected officials whose term will be expiring.

Linda Austin

Shirley Gibson

Cynthia Replogle

2. The qualifications of a nominee and of an elective office of the District are as follows:

SHALL BE A REGISTERED ELECTOR RESIDING IN THE DISTRICT

3. Pursuant to Elections Code §10522, a map showing the boundaries of the district is attached.

Have the boundaries changed since 2018?

YES _____

NO X

4. Please indicate whether the DISTRICT or the CANDIDATE will pay for the printing and handling of the Statement of Qualifications, per Elections Code §13307

DISTRICT _____

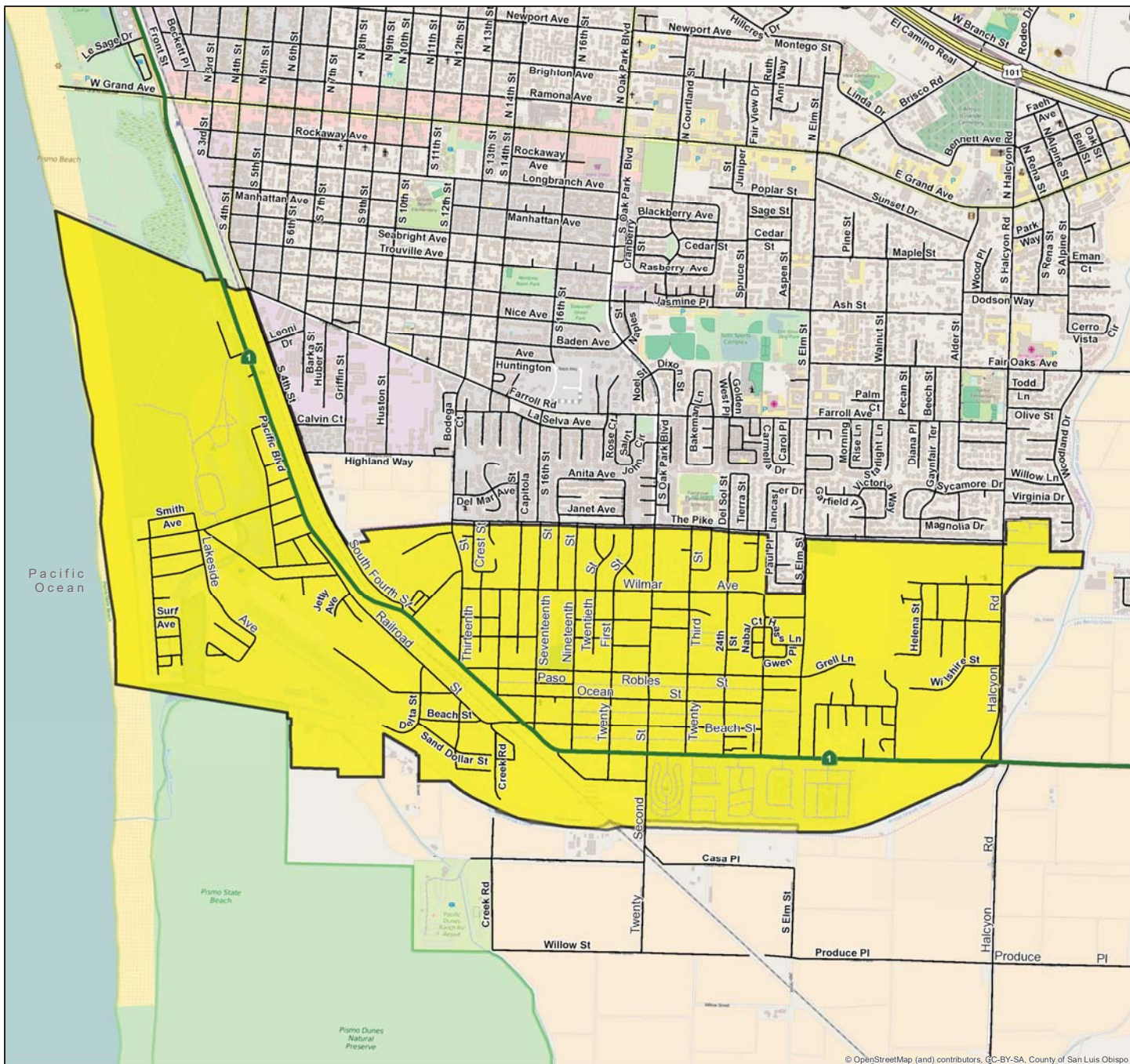
CANDIDATE X

Signed: _____

Dated: _____

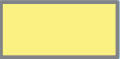
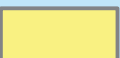
Print Name and Title: _____

Oceano Community Services District Service Area & Sphere of Influence Adopted November 2012



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Legend

-  Service Area
-  Sphere of Influence
(Same as Service Area)



Prepared By SLOLAFCO
Name: Oceano_SOI Bndy
Date: 2/10/2016



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Oceano Community Services District

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

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

Date: May 27, 2020

To: Board of Directors

From: Will Clemens, General Manager

Subject: **Agenda Item 8(A):** Proposed Successor Memorandum of Understanding (MOU) between the Five Cities Fire Authority (FCFA) and the International Association of Fire Fighters Local 4403 (Local 4403).

Recommendation

It is recommended that your Board receive an update related to a proposed MOU between the FCFA and Local 4403 and provide direction to Vice-President White as needed.

Discussion

The attached MOU will be considered for approval by the Board of the FCFA soon. The Oceano Community Services District (OCSD) representative on the FCFA is Vice-President White. The proposed MOU will be effective through June 30, 2021. The MOU contains provision for a 2% salary increase prospectively and a one-time lump sum payment of \$1,000 to each employee in lieu of retroactivity. The annual cost to FCFA if the MOU is approved would be \$49,700 and is included in the current year budget. Local 4403 has indicated that a vote to ratify the MOU was approved by their membership on April 20, 2020.

In addition, based on Board direction received, staff has been in discussions with the partner agencies regarding the possibility of amending the current joint exercise of powers agreement to allow more time for the community of Oceano to put together a citizens initiative for a ballot measure to fund fire service. If talks are successful, it is anticipated that an amendment could come before your Board in June for approval.

Other Agency Involvement

OCSD partners with the Cities of Arroyo Grande and Grover Beach through the Five Cities Fire Authority to provide emergency medical and fire services for the community.

Financial Considerations

The cost to OCSD for fire service for fiscal year 20/21 has been previously established by contract in 2019 at \$1,138,148 and will not change with the approval of the MOU.



Oceano Community Services District

Board of Directors Meeting

Results

Consideration of items related to emergency fire and medical services promotes a safe, healthy, and well governed community.

Attachment:

- Proposed Memorandum of Understanding



**2020/2021
(ONE YEAR)**

MEMORANDUM OF UNDERSTANDING

BETWEEN

**INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS
LOCAL 4403**

AND

THE FIVE CITIES FIRE JOINT POWERS AUTHORITY

**MEMORANDUM OF UNDERSTANDING
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4403**

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**2020/2021 MEMORANDUM OF UNDERSTANDING
BETWEEN THE REPRESENTATIVES OF THE
FIVE CITIES FIRE JOINT POWERS AUTHORITY (JPA)
AND
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4403**

ARTICLE 1. TERM OF MEMORANDUM OF UNDERSTANDING

The term of Memorandum of Understanding shall be May 15, 2020 through June 30, 2021 and thereafter shall continue from year to year. Any changes from the prior Memorandum of Understanding shall not be effective until the execution of this Memorandum of Understanding.

ARTICLE 2. RECOGNITION

The JPA recognizes Local 4403 as a sole and exclusive bargaining unit for all full-time, permanent classifications in the Fire unit. Classifications represented are Fire Captains and Fire Engineers, and Fire Fighters. Local 4403 and its members recognize and agree to the fact that though they will be employees of the City of Arroyo Grande, all personnel related activities, including but not limited to supervision, hiring, training, promotion, discipline shall be assigned by the City of Arroyo Grande to the JPA chain of command. The original signed copies of the Agreement for Contract Personnel resides with the City Clerk for the City of Arroyo Grande and Secretary to the Board for the Five Cities Fire Authority.

ARTICLE 3. REGULATIONS, POLICIES AND PROCEDURES

City of Arroyo Grande Personnel Regulations and other policies and procedures shall apply to the JPA and its employees until replacement regulations, policies and procedures are adopted by the JPA.

ARTICLE 4. WAGES

A. Local 4403 represents the following employee classifications:

<u>POSITION</u>	<u>SALARY RANGE</u>
Fire Captain	41
Fire Engineer	34
Fire Fighter	28

The City and Local 4403 agree that all position classifications represented by the Union as depicted in Section "A" of this Article shall receive salaries as represented in Exhibit "A" for the period of May 15, 2020 through June 30, 2021.

- B. One Lump Sum Payment
In addition to the 2% wage increase reflected in Exhibit "A", each bargaining unit member shall receive a one-time lump sum payment of \$1,000.

ARTICLE 5. APPLICATION OF SALARY STEPS

All employees entering the permanent, full-time employ of the JPA shall be paid at the first step of the salary range, unless otherwise determined by the Fire Chief, established for his/her position classification. Salary step increases, as provided herein, are not automatic but are based on performance and merit. Employees shall be placed on the step designated by the Fire Chief for initial full-time permanent employment and qualify for increase in compensation or advancement to the next higher step of his/her salary range in the following manner:

- A. The first step is the minimum rate and normally shall be the hiring rate.
- B. The second step is granted to employees who are eligible for this adjustment after completion of twelve (12) full calendar months of satisfactory service in a classification and not prior to the completion of a probationary period. The adjustment shall be made only if granted by the Fire Chief.
- C. The third step shall be granted to an employee who has given satisfactory service in a given classification for one (1) full additional year from granting of previous step increase and only if granted by the Fire Chief.
- D. The fourth step shall be granted to an employee who has given satisfactory service for one (1) full additional year from granting of previous step increase and only if granted by the Fire Chief.
- E. The fifth step shall be granted to an employee who has given satisfactory service for one (1) full additional year from granting of previous step increase and only if granted by the Fire Chief.

A performance report on each employee recommended for salary advancement shall be prepared annually by the Fire Chief or his or her designee prior to final action. An employee must always continue to maintain an acceptable level of performance.

Merit increases will become effective the first day of the next full pay period following the evaluation date.

ARTICLE 6. SPECIALTY ASSIGNMENT PAY

- A. In addition to the base rate of pay, determined under this MOU, employees engaged in specialty assignments shall receive Specialty Pay as herein defined. To be eligible for Special Assignment Pay, an employee must be assigned by the Fire Chief to perform the function. The Specialty Pay is to be included in all computation of overtime or other benefits.
- B. Hazardous Materials Series:
 - 1. Hazardous Material Technician – 2.5% of additional pay over his/her current step.
 - 2. Hazardous Material Specialist – 2.5% of additional pay over his/her current step.
- C. Fire Prevention – 2.5% of additional pay over his/her current step.
- D. Employees must possess current certifications and complete all ongoing required training as determined necessary by the Fire Chief. The qualified employee shall notify the Fire Chief upon any change in status within five (5) business days.
- E. All Specialty Assignment Pay is cumulative. However, no employee shall receive more than 5% of Base Pay in total Specialty Assignment Pay.

Where job classifications require any of the above, Section B and C will not apply.

ARTICLE 7. EDUCATIONAL PAY

- A. All unit employees may qualify for advancement of one salary range above their position classified range upon receipt of an Associated Arts Degree or Associated Science Degree, from an accredited junior college, or upon earning a special license or certificate, deemed to be equivalent to an AA/AS degree and is related to the performance of the employee's duties and/or assignment, upon approval by the Fire Chief. For purposes of completion of certificated courses related to an employee's duties and/or assignment equivalency (including those programs resulting in a special license or certificate) or an aggregate of the same which equals or exceeds 720 instructional hours, will be deemed to be equivalent to an AA degree.
- B. Unit employees who possess licenses or certificates as specified in Section A of this Article, totaling less than 720 hours and more than 300 hours of instruction, shall qualify for an advancement in salary of \$20 per pay period upon approval of the Fire Chief.
- C. All unit employees may qualify for advancement of two salary ranges above their

position classified range upon receipt of a Bachelor of Science/Bachelor of Arts Degree in a field relative to their job classification, from an accredited college, upon approval of the Fire Chief.

- D. **Exceptions:** When position classifications require an Associated Arts, Bachelor of Science, or Bachelor of Arts Degree, Master of Science, or Master of Arts Degree, no educational pay shall be paid to an employee holding such a position. The JPA agrees not to require the following degrees: A.A., B.S., B.A. for the current positions represented by the IAFF Local 4403, unless agreed upon through the meet and confer process.
- E. The maximum Educational Pay incentive paid to unit employees shall be capped at five percent (5%) over the current classification range.

ARTICLE 8. UNIFORM AND EQUIPMENT ALLOWANCE

Upon the hiring of a Fire Department employee, the JPA will provide applicable safety equipment and initial uniforms and ancillary equipment as specified by Fire Department policy. The JPA will provide replacement safety equipment as necessary as determined by the Fire Chief.

- A. The JPA will provide uniforms in lieu of granting an annual uniform allowance to members of this unit, to a maximum cost to the JPA of \$1,000 per employee per fiscal year. All uniforms will be compliant with NFPA Standard 1500 and as determined by the Fire Chief, and shall include items specified in C. below. Replacement of uniforms and equipment shall be deferred for the term of this agreement.
- B. Safety clothing (including safety boots) required in the performance of duties shall be provided by the JPA. Employees shall be required to report for work in the required uniform and shall wear the required safety clothing when performing hazardous duties.
- C. The type, style, and standards of maintenance of uniforms and equipment shall be determined by the Fire Chief. Employees are required to maintain these standards, including maintenance, repair and cleaning. If an employee is promoted from reserve status, items will be issued to augment their uniform compliment. Subject to the \$1,000 limit in A. above, uniforms to be purchased by the JPA for new employees include:
 - 1. Pants (up to 4 pairs)
 - 2. Uniform shirts (2 Short-sleeve and 1 Long-sleeve)
 - 3. T-shirts (up to 4)
 - 4. Jacket w/liner (1)
 - 5. Sweatshirts (up to 2)
 - 6. Socks (up to 6 pairs)

7. Belt & buckle (1)
8. Ball cap (1)
9. Class A uniform (1 set provided after employee completes probation)
10. Nameplate & insignias, including patches.
11. Ancillary equipment and uniform items
12. Boots

The above list may be modified with approval of the Fire Chief and the Union.

- D. An account will be set-up with the local uniform provider and employees shall charge their approved items to the account. The uniform provider will then bill the JPA for payment.
- E. Uniform replacements will be made on an as-needed basis as determined by the Fire Chief or his/her designee.
- F. The JPA shall provide safety prescription glasses and lenses for employees who require them for the performance of their duties. Glasses and lenses shall comply with OSHA standards and be approved for purchase by the Fire Chief or his/her designee.

ARTICLE 9. REIMBURSEMENT FOR LOST OR DAMAGED PROPERTY

- A. When uniform and equipment items authorized by the Fire Department are lost or damaged on duty, other than by normal wear and tear, the JPA shall replace the items.
- B. The JPA will reimburse employees for the lost or damaged item, up to the following amounts:
 1. Sunglasses up to \$150.00.
 2. Prescription eye wear up to \$300.00.
 3. Cell phones up to \$300.
 4. Watches up to \$100.

Such list may be amended with approval of the Fire Chief and Union.

- C. All claims shall be filed in writing, verified by the employee's immediate supervisor, and approved by the Fire Chief. Employees shall not be entitled to reimbursement for loss or damage caused by the employee's negligence, malfeasance, or misfeasance.

ARTICLE 10. HOURS OF WORK AND OVERTIME

A. Work Shift

A work shift is defined as a work period of twenty-four (24) hours, commencing at 0700 hours and continuing until the next day, ending at 0700 hours (7 a.m. to the following 7 a.m.).

Special assignment may require an employee to work a forty (40) hour-week work schedule on a temporary basis. Should an employee be assigned to this schedule, all leave benefits (vacation, sick, holidays, etc.) shall accrue at the forty (40) hour work week accrual rate and no FLSA is given.

B. Workweek

The normal workweek shall average fifty-six (56) hours of work over the course of a year, except in cases of emergency.

C. Shift Schedule

1. The regular work schedule shall be eight (8) twenty-four (24) hour shifts in a twenty-four (24) day cycle.

X = 24-hour on-duty period
O = 24-hour off-duty period

Schedule: XXOOOOXXOOOOXXOOOOXXOOOO

2. In the event the same shift is scheduled to work both Christmas Eve and Christmas day in the same year, the shift scheduled to work December 23 will be exchanged with the shift scheduled to work December 24, unless this impacts the FLSA and overtime cycle. If the FLSA cycle would be impacted by exchanging the shifts scheduled to work December 25 and 26, the shift scheduled to work December 25 will be exchanged with the shift scheduled to work December 26.

3. The Fire Department shall give no less than fifteen (15) days notice prior to changing a shift assignment for non-emergency reasons.

D. Overtime

Overtime shall be paid at time and one-half of the employee's base salary for all actual hours worked in excess of one hundred eighty-two (182) hours in a twenty-four (24) day cycle and in accordance with the Fair Labor Standards Act (FLSA). Overtime shall be computed to the nearest one quarter (1/4) hour. For those

assigned to an eight (8) hour day, overtime shall be paid for hours worked in excess of forty (40) hours per week. For purposes of determining overtime pay, the use of accrued Vacation Time, Compensatory Time Off, Sick Leave, Bereavement and Jury Duty shall be considered as hours worked. Mandatory and reimbursed call backs shall be counted as overtime and be paid at time and one-half of the employee's base salary.

E. Compensatory Time

At the request of any employee eligible for overtime pay, his/her supervisor will provide that, in lieu of cash payment for any overtime, he/she may have the choice of time off with pay at the rate of one and one-half (1 and ½) hours for each hour of overtime worked. The department will have a procedure for granting the time off and filling the position in accordance with FLSA. No employee shall accrue compensatory time off in excess of two hundred and forty-five (245) hours. Any overtime worked over that amount shall be paid as overtime as it is earned. Upon separation from employment, an employee is entitled to receive cash compensation for any unused compensatory time.

F. Modified Duty

An employee who is unable to perform the essential functions of his or her job, with or without reasonable accommodation, due to injury or illness may request to be placed on modified duty. The employee must provide the Fire Chief or his/her designee with a doctor's note describing the restrictions that he/she may have. If a modified duty assignment is available that is within the employee's restrictions, the Fire Chief or his/her designee may approve the request.

A modified-duty work assignment is generally administrative in nature and may require working at a desk typing, driving and walking depending on an employee's medical restrictions. The schedule is typically forty (40) hours a week.

Once on a forty (40) hour week schedule, all leave balance and accruals (Holiday, Vacation, Sick Leave, etc.) are changed to reflect a forty (40) hour workweek. To convert paid leave time accruals and balance from a fifty-six (56) hour workweek to a forty (40) hour workweek, rates will be divided by a factor of 1.4. Any leave taken during the modified duty assignment is taken at the forty (40) hour workweek accrual rate and no FLSA is given.

Modified duty assignments will commence on the first day of a pay-period. When the employee's treating doctor provides a written release to return the employee back to full duty and it has been approved by the Fire Chief or his/her designee, the employee will return to their appropriate shift on their next scheduled workday, providing the return date does not trigger overtime in excess of regular FLSA overtime. If excess overtime would be triggered, the employee will return to work

on earliest date that will not trigger excess overtime, unless emergency circumstances occur. To convert paid leave time accruals and balances from a forty (40) hour workweek back to a fifty-six (56) hour workweek, rates will be multiplied by a factor of 1.4.

ARTICLE 11. SHIFT EXCHANGES

An employee may exchange all or any portion of a work shift in a manner consistent with the FLSA and Department policy, provided the replacement is a qualified employee. The JPA is not responsible for shift exchange arrangements made between employees and is not responsible for any record keeping. Outstanding shift exchange paybacks are the responsibility of the individuals involved. According to the FLSA, shift exchanges are not considered "hours worked" and, therefore, do not have to be paid back in the twenty-four day cycle. An employee who owes exchange time to another employee shall work for the other employee, and cannot pay it back in vacation time or other paid leave time.

ARTICLE 12. MINIMUM STAFFING

Twenty-four (24) hour minimum staffing each day shall consist of three (3) Full-Time Fire Department Captains, two (2) Full-Time Fire Department Engineers and two (2) Full-Time Fire Fighters. In cases of emergency, a Chief Officer may also elect to add additional staffing, as he/she may deem necessary to mitigate life-threatening situations. If regularly scheduled employees are not available for such staffing, any full-time employee, regardless of rank, may work the duty shift. The vacancy affected rank will be filled with the same rank first, before opening to other classifications. In the event an employee is called into work to start their regularly scheduled shift early, they will receive two hours of pay at the overtime rate. All hours worked in excess of two hours will be at the employee's base rate unless the employee otherwise qualifies for overtime in accordance with this Agreement.

ARTICLE 13. CALLBACK PAY

Callback is defined as, "the circumstances that requires an employee to unexpectedly return to work after the employee has left work at the end of the employee's work day or work week." An employee called back to work will receive a minimum two (2) hours overtime pay. An employee called back for overtime pay shall not be required to fulfill the hourly obligation to receive callback pay. Overtime pay shall commence from the time the employee signs in at the Fire station.

ARTICLE 14. SENIORITY

"Seniority" for the purposes of this Article shall be defined as the length of service as a permanent full-time employee with the JPA and the employee's previous full-time service at either the Arroyo Grande, Grover Beach, or Oceano Fire Departments. For employees with the same full-time start date at their original member agency, seniority will be determined by employee ranking upon hire. When determining seniority for permanent

full-time positions within a classification subject to layoff, only permanent full-time service shall be considered.

ARTICLE 15. VACATION LEAVE

- A. The purpose of annual vacation leave is to enable each eligible employee to annually return to his/her work mentally and physically refreshed.
- B. Each eligible employee shall be required to have served the equivalent of one (1) year of continuous service with the JPA in order to be eligible for his/her full annual vacation leave. However, in the event an employee so chooses, he/she may, after six (6) continuous months of service, take vacation leave not to exceed fifty-six (56) working hours with his/her Supervisor's approval.
- C. Employees who terminate employment shall be paid a lump sum of his/her outstanding vacation and compensatory time accruals on the regular payday for the pay period containing their last day of work.
- D. Vacation leave with pay shall be earned in accordance with the following schedule:

AFTER: YEARS	= HOURS PER MONTH
01	9.34
02	11.20
03	12.14
04	13.08
05	14.00
06	14.00
07	14.94
08	14.94
09	15.88
10	15.88
11	16.80
12	16.80
13	17.74
14	17.74
15	18.68

- E. Vacation hour accrual rate will be based on length of full-time service calculated from the employee's start date at their original member agency.
- F. If for any reason an employee becomes ill during a vacation, the affected employee shall be entitled to utilize such available sick leave in lieu of vacation leave.
- G. Vacation leave may be taken as it accrues. Vacation shall be scheduled at the discretion and convenience of each individual employee, with the consent of the

Supervisor, within the limitation necessitated by legitimate operational needs of the JPA.

- H. In the event the scheduling preferences of two (2) or more employees conflict, the preferences of the more senior employee in order of seniority shall govern barring any unusual circumstances.
- I. Employees may accrue vacation leave up to a maximum of 315 hours. In the event an employee's accrued vacation leave exceeds the maximum allowable on January 1, the employee shall be paid at his/her January 1 hourly wage rate for those hours accrued in excess of the maximum allowable. Upon request of an employee, an exception to the accrual limit may be made upon approval by the Fire Chief.

ARTICLE 16. HOLIDAY LEAVE

- A. The following holidays are the designated holidays for full-time Fire Department employees. In lieu of the designated holidays, employees will be provided 6.53 hours of straight-time pay semi-monthly.

- 1. Independence Day
- 2. Labor Day
- 3. Veteran's Day
- 4. Thanksgiving
- 5. Day following Thanksgiving
- 6. Christmas Eve, half day
- 7. Christmas
- 8. New Year's Eve, half day
- 9. New Year's Day
- 10. Martin Luther King Day
- 11. Lincoln's Birthday
- 12. President's Day
- 13. Memorial Day
- 14. One day per fiscal year of the employee's choice with Supervisor approval (Floating Holiday).

- B. Special Holidays:

Every day designated by the President, or Governor, for public observance as a special, nonrecurring single event, such as the death of a national leader or end of a war shall be a JPA paid holiday.

ARTICLE 17. SICK LEAVE

- A. All full-time, permanent employees shall accrue 11.2 hours of sick leave with pay for each month of service. The maximum accumulation of earned sick leave shall

be 1,680 hours. An employee will not accumulate any additional sick leave until such time as his/her accumulated balance falls below 1,680 hours. Upon retirement an employee may choose to be paid 50% of his/her unused sick leave, to a maximum of 480 hours at his/her current rate of pay. Upon retirement, unused accumulated sick leave may be converted to PERS retirement credit per the JPA's contract with PERS. At the end of each calendar year, each employee has the option of being paid straight time for 25% of his/her unused sick leave of that year, transferring it to vacation, or leaving it in sick leave.

- B. Employees may transfer sick leave on a voluntary basis to a fellow JPA employee who has exhausted all his/her sick leave and vacation leave due to an extended illness or injury. The transfer shall be based on each employee's hourly rate of pay and shall not exceed twenty-four (24) hours of sick leave (per illness or injury) based on the hourly rate of pay of the receiving employee. The transfer shall be requested on a form provided by the JPA, be completed by both employees who mutually request such transfer, and submitted for approval to the Fire Chief for final approval. The receiving employee shall not be obligated to repay any transferred leave to the contributing employee, and contributing employee understands that such transfer shall be deemed as if used and will be subject to all other provisions applicable.
- C. Employee, while out on disability, may utilize sick leave hours to complement their disability allotment so as to receive 100% of their pay. This utilization will be a percentage of pay not covered by disability.

ARTICLE 18. NOTIFICATION OF MAXIMUM ACCRUAL

Employees shall be notified a pay period prior to any pay-outs from maximum accrual of compensatory time, vacation, and sick leave.

ARTICLE 19. BEREAVEMENT LEAVE

Unit employees shall be granted leave by the Fire Chief whenever the affected employee has experienced a death in the immediate family, defined as the spouse, the employee's or employee's spouse's father, mother, brother or sister, child or stepchild, grandparents, grandchildren, son-in-law, daughter-in-law, "step" relatives as described above, aunt or uncle, or any other person residing in the same household where attendance to the funeral is necessary.

Such absence by the employee shall be limited to up to three (3) working shifts per occurrence of paid leave as approved by the Fire Chief. Such leave is not chargeable against sick or vacation leave. As a condition of granting leave for bereavement purposes, the employee must submit an approved declaration or other evidence such as a death certificate or obituary, acceptable to the Fire Chief justifying such absence.

ARTICLE 20. FAMILY LEAVE

Pursuant to the State and Federal Leave Acts, the following is provided for all employees who have been employed a minimum of twelve (12) months and have worked at least 1,250 hours during the 12-month period preceding leave:

- A. Up to twelve (12) weeks unpaid leave in a twelve (12) month period. Intermittent leave is allowed.
- B. Leave may be taken for including but not limited to: 1) birth of and care of newborn child; 2) placement of child with employee for adoption or foster care; 3) to care for spouse, child, or parent having serious health condition; 4) employee's own serious health condition.
- C. The employee's insurance including medical, dental, vision, and life insurance will be maintained under the same conditions as if the employee were still working.
- D. Request for leave must be made 30 days prior to leave, when the need is foreseeable and such notice is practical.
- E. Employee may use accrued vacation, holiday, or personal leave during family leave. Sick leave may be used for employee and/or immediate family illness or disability.
- F. Upon return to work, employee will be restored to same or equivalent position with equivalent benefits.

All other provisions of the federal Family Medical Leave Act ("FMLA"), California Family Rights Act ("CFRA"), and Pregnancy Disability Leave ("PDL") apply.

ARTICLE 21. MILITARY LEAVE

Employees taking military leave with the National Guard or Reserves shall be entitled to full JPA pay and benefits as required by State statute.

All military leave in excess of thirty (30) calendar days per year, if granted by the JPA, shall be without JPA pay or JPA-paid benefits and shall be for a period not to exceed state and federal law. The employee may elect to retain his/her JPA health insurance for up to twenty-four months, by paying the required premiums. Reemployment rights are governed under the Uniformed Services Employment and Reemployment Rights Act ("USERRA").

ARTICLE 22. MEDICAL LEAVE

Medical leave without pay may be granted for the purpose of recovery from prolonged illness or injury or to restore health, or for pregnancy upon employee's written request to the Fire Chief, subject to submission of medical certification. During the approved leave period, the JPA will not pay employee benefits; however, the employee may elect to maintain JPA medical insurance coverage for employee and dependents at employee's sole cost if such coverage of all individuals is in effect at the time of leave.

ARTICLE 23. JURY DUTY

Employees shall be granted leave, with full pay and no loss in benefits, when called for jury duty, if the employee remits jury fees received for such jury duty. The employee may retain all travel pay or subsistence pay granted by the court because of the employee's participation in jury duty. The employee shall be responsible for notifying his/her supervisor as soon as possible upon receiving notice to appear for jury duty, make every reasonable effort to keep his/her supervisor advised as to the anticipated length of service, and return to work immediately following the end of jury duty service.

ARTICLE 24. CAFETERIA PLAN

The JPA shall contribute an equal amount towards the cost of medical coverage under the Public Employee's Medical and Hospital Care Act (PEMHCA) for both active employees and retirees. The JPA's contribution toward coverage under PEMHCA shall be the minimum contribution amount established by California statutory law. .

Employees participating in the JPA's full flex cafeteria plan shall receive a flex dollar allowance to purchase group health, dental and vision coverage under the JPA's Cafeteria Plan. The monthly flex allowance will be the following:

- For December 2019, the following flex dollar allowance for health coverage will be provided:
 - For employee only: \$ 771.74
 - For employee + 1 dependent \$1,457.61
 - For employee + 2 or more dependents \$1,878.35

For December 2020, the JPA will increase the flex dollar allowance by an amount equal to one-half of the premium increase for the lowest cost HMO plan offered by CalPERS, up to a maximum of 5% of the premium increase. Any increase in premiums above this amount will be the full responsibility of the employee.

Employees who waive medical coverage under the cafeteria plan must show proof of alternative group health coverage that is compliant with the Affordable Care Act ("ACA") in order to receive flexible benefit dollars or cash in lieu of enrolling in the JPA's health plan. Employees who properly waive coverage will receive an amount equal to the current employee only contribution. The flexible benefit dollars taken as cash may not be used

to reimburse an employee for any premium expenses an employee may incur for an individual health insurance policy, including a policy purchased through Covered California.

In the event there are any legislative amendments or revisions to the ACA or based upon federal or state decisional case law that amends, annuls or gives further guidance that would affect the cafeteria plan as enumerated in this Article, the parties may re-open this section for further negotiations to determine the obligations of the parties consistent with legislation or case law.

ARTICLE 25. MEDICAL INSURANCE

- A. The base medical plan shall be defined as the Health Maintenance Organization (HMO) program available to the JPA. If availability of an HMO to the JPA is discontinued by the medical plan provider, the base plan will become the basic PPO plan available to the JPA by the existing medical plan provider.
- B. The JPA will maintain health benefits through CalPERS till the end of the term of this Agreement.

ARTICLE 26. DENTAL INSURANCE

The JPA shall provide for all employees in classifications represented in this Memorandum of Understanding a dental plan of the JPA's choice. The JPA shall pay up to the full family premium. The JPA may select an alternate dental insurance plan provider during the term of this M.O.U. providing that:

- A. Any new plan maintains equivalent benefits to the employees; and
- B. At least twenty-one (21) days advanced notice of plan changes are provided to Local 4403.

ARTICLE 27. VISION INSURANCE

The JPA shall provide a Vision Care Plan for bargaining unit members. The JPA shall contribute the full family premium. The JPA may select an alternate vision care provider during the term of the M.O.U. providing that:

- A. Any new plan maintains equivalent benefits to the employees; and
- B. At least twenty-one (21) days advanced notice of plan changes are provided to Local 4403.

ARTICLE 28. LIFE INSURANCE

The JPA shall provide group term life insurance benefit plan for bargaining unit members, which shall provide for forty thousand dollars (\$40,000) life coverage for employees only during the term of their employment. Full cost for said policy will be paid for by the JPA.

ARTICLE 29. BURN INJURIES

The JPA agrees to provide burn treatment to fire personnel in the event of a work related burn injury in accordance with Standard Operating Guideline 2404.

ARTICLE 30. DISABILITY INSURANCE

The JPA shall provide and pay the premiums for State Disability Insurance, integrated with sick leave. The JPA will pay the premiums for the Family Temporary Disability Insurance. Should there be any future rate increases to State Disability Insurance and/or Family Temporary Disability Insurance plans after January 1, 2013, the JPA and Local 4403 agree to meet and confer to discuss responsibility for payment of such increases.

ARTICLE 31. RETIREMENT

A. PERS Retirement Contributions

1. G.C. Section 21363.1. The PERS 3% at Age 55 Retirement Plan is provided for all unit personnel employed by the JPA prior to January 1, 2013. The JPA currently pays 6% of the member's share of the PERS retirement contribution as EPMC and reports the value of EPMC as additional compensation.
2. Effective December 16, 2016, EPMC will be reduced from 6% to 4%. The JPA will continue to report the 4% value of EPMC as additional compensation. In exchange, the JPA will agree to a 6% salary increase for employees effective December 16, 2016.
3. Effective the first day of the first full pay period in July, 2017, EPMC will be reduced from 4% to 2%. The JPA will continue to report the 2% value of EPMC as additional compensation. In exchange, the JPA will agree to a 6% salary increase for employees the first day of the first full pay period in July, 2017.
4. Effective the first day of the first full pay period in July, 2018, EPMC will be reduced from 2% to 0%. In exchange, the JPA will agree to a 6% salary increase for employees effective the first day of the first full pay period in July, 2018.

The intent of the above provisions is for the JPA to incrementally reduce its EPMC from 6% to 0% and provide employees with an incremental increase in salary.

5. G.C. Section 21024 and 21027. Employees may buy back, at their expense, retirement service credit for prior military service or any other eligible time as permitted by PERS.
6. GC Section 20042. The PERS Plan shall be based upon single highest year compensation.
7. GC Section 20965. Employees will receive credit for unused sick leave.
8. GC Section 20636 (c)(4) pursuant to Section 20691. The employee portion of the PERS contribution paid by the JPA shall be reported to PERS as income.
9. The employee portion of the PERS contribution paid by the employee shall be tax deferred (not subject to taxation until time of constructive receipt) in accordance with Section 414(h) (2) of the Internal Revenue Code.
10. GC Section 21548. The spouse of a deceased member, who was eligible to retire for service at the time of death, may elect to receive the Pre-Retirement Optional Settlement 2 Death Benefit.

Employees defined as “new members” under the Public Employee’s Pension Reform Act (“PEPRA”) are prohibited under PEPRA from receiving any EPMC. However, new Members will still receive the salary increases on the dates specified above.

1. G.C. Section 7522.25. The CalPERS Safety Fire 2.7% @ 57 Retirement Plan shall be provided for new employees hired on or after January 1, 2013 who are not CalPERS “Classic” employees and are not eligible for reciprocity. Employees under this plan shall pay at least 50% of the total normal cost rate (currently 12.0%) of the employee’s share of CalPERS.

B. Retirement Defined

Retirement is defined as the termination of employment at an age when the employee would qualify for an allowance under the Public Employees Retirement System (PERS) and the JPA’s Personnel Regulations.

C. Retiree Medical

1. Employees who retire from JPA service will be allowed to purchase medical insurance coverage through the JPA at the rates offered by the plan provider subject to applicable plan and PEMHCA requirements.

2. GC Section 22892. The JPA's contribution shall be an equal amount for both employees and annuitants, which shall be the minimum contribution amount established by CalPERS on an annual basis. The JPA's contribution shall be adjusted annually by the CalPERS board to reflect any change in the medical care component of the consumer Price Index, providing that the JPA is participating in the CalPERS Health Plan.
3. The JPA shall provide a supplemental contribution to employees that are: employed on a full-time basis with the City of Arroyo Grande as of January 1, 2008 and who have been employed with the City of Arroyo Grande and JPA on a full-time basis for five (5) years or more at the time of retirement.

The supplemental contribution shall be equal to the difference between the minimum contribution amount established by CalPERS as set forth above in Article 28, Section C.1 and the following amounts:

For single annuitant coverage:	\$161.11
For annuitant + 1 dependent:	\$295.09
For annuitant + 2 or more dependents:	\$354.42

ARTICLE 32. PHYSICAL FITNESS

Employees shall be allotted up to one and one half (1½) hours per twenty-four hour shift (including shower/cleanup time) for physical fitness workouts. The time for the workout shall be designated by the Fire Chief or his/her designee. If mission requirements do not allow for the completion of the physical fitness workouts, the workout period may be extended or rescheduled during the shift at the discretion of the Company Officer if time permits.

ARTICLE 33. PHYSICAL EXAMS

The JPA shall pay for any physical examination expressly required to State or Federal law as a condition of employment if conducted by the JPA contracted medical provider. Such physical examinations shall be scheduled with the approval of the Fire Chief. Depending on the length of the exam, the Fire Chief will determine if the appointment may be scheduled on or off duty. Physical examinations required for participation in the countywide Hazardous Materials Response Team may be conducted while off duty.

ARTICLE 34. MEALS DURING EMERGENCY RESPONSE

If on-duty personnel are available, a reasonable attempt shall be made to provide meals to employees engaged in an extended local emergency response within six (6) hours of initial response to the incident by the employee and at six (6) hour intervals thereafter.

ARTICLE 35. EDUCATION

A. Definition

For training or certification which is required by job specifications, legal mandates, and/or which is required by the JPA, the JPA will provide for such training and/or certification, including paid JPA time to attend the training and to pay for costs associated with the training, provided that funds for such training are included in the current JPA budget.

This section does not apply to training courses and/or certifications required for advancement/promotion to a new position.

- B.** For training or certification in support of JPA identified programs and authorized by the Fire Chief, the JPA will provide for such training and/or certification, including providing JPA time to attend the training and to pay for costs associated with attending the training, provided that the program for which the training and/or certification is related remains in operation and that funds for such training are included in the current JPA Budget.

ARTICLE 36. PAYCHECKS

The JPA will pay regular checks on a biweekly basis. The paychecks will be provided to the Fire Department for distribution to employees by 3:00 p.m. the day prior to the designated payday unless technical difficulties occur which are beyond the control of the JPA. In any event, paychecks will be provided no later than 5:00 p.m. on the JPA's designated payday. However, no check may be deposited into a financial institution to be recorded by the issuing bank prior to the date of the designated payday. If an error occurs in the amount of the paycheck over two hundred and fifty dollars (\$250.00), upon request by the employee, a corrected check shall be issued to the employee within three (3) business days.

ARTICLE 37. PAYROLL DEDUCTIONS

Requests for changes in and cancellation of Group dues shall be promptly processed by the Group and put into effect by the JPA at the employee's request. Deductions for dues shall be made twice monthly by the JPA. Requests for deductions shall be made on JPA-approved authorization cards.

Local 4403 agrees to indemnify and hold the JPA harmless from any liabilities that may arise as a result of the application of this article.

ARTICLE 38. ANNIVERSARY DATES

All employees of the JPA that were employees of the City of Arroyo Grande at the time of the formation of the JPA shall maintain their anniversary dates at the time of the formation of the JPA. All other employees at the time of the formation of the JPA shall have an anniversary date of the effective date of the JPA. All employees hired after the effective date of the JPA shall have an anniversary date the same as date of hire.

ARTICLE 39. PROBATIONARY PERIOD

All appointments after the effective date of the JPA shall be tentative and subject to a probationary period of twelve (12) months. The Fire Chief may extend the probationary period for specified cause(s) that shall be provided in writing to an employee. All probationary employees who are being placed on an extended probationary period shall be given written notice of the extension prior to the expiration of their probationary period. In the event no such notice is given, the employee shall be considered to have successfully completed his/her probationary period. An employee who is in a position that is reclassified shall not be required to complete an additional probationary period. The probationary period shall be regarded as a part of a continuing testing process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to his or her position, and for rejecting any probationary employee whose performance does not meet the required standards of work. The Fire Chief may release the probationary employee from JPA employment without cause at any time during the probationary period.

ARTICLE 40. PROMOTION

Transfer of an employee to a higher range shall result in an increase in salary. The employee's salary shall be placed on the salary step of the new range which would result in at least a five percent (5%) increase in salary compared to the employee's existing salary. All current employees shall be given consideration for a position opening that will be filled by promotion if they meet the minimum requirements for the position on the date the announcement closes. In the event the promoted party is removed during the probationary period from the position to which promoted, the employee shall not be considered demoted but shall be returned to the range from which promoted if their former position is still available. An employee's annual performance evaluation and potential for merit increase will coincide with their promotional date and annually thereafter. A promoted employee shall retain his or her anniversary date held prior to promotion.

ARTICLE 41. POSITION CLASSIFICATION

Classification Changes: During the course of this M.O.U., the JPA and the Union shall notify the employee concerned in case of contemplated change in job content as contained in the classification descriptions that were in effect at the beginning of the agreement.

Working Out of Classification: The term “working out of classification” is defined as a Management-authorized, full-time assignment to a budgeted position on a temporary basis, wherein an individual holding a classification within a lower compensation range performs all significant duties. Pay for working out of classification shall be as follows:

- A. Employees appointed to unfilled positions on an “out of classification” basis will receive acting pay within the range of the higher classification beginning the first day of the assignment
- B. Employees appointed to a position for vacation, sick leave, or other leave of absence coverage will receive acting pay within the range of the higher classification beginning after three (3) consecutive workdays (72 hours) of assignment in the acting position.

Such acting pay shall be a minimum of five percent (5%) over the employee’s current salary.

“Out of classification” provisions do not apply to work assignments performed in connection with specific predetermined apprenticeship or training programs or declared conditions of emergency and/or disaster.

ARTICLE 42. TRANSFERS

Transfer of an employee to a position within the employee's current range shall not affect the employee's salary range. Transfer of an employee to a position within a higher range shall be considered a promotion. Transfer of an employee to a lower range shall be considered a demotion.

ARTICLE 43. TEMPORARY POSITIONS

The Fire Chief may temporarily promote an employee only after entering into a written agreement of the terms of such temporary promotion with the employee.

ARTICLE 44. RESIGNATION

An employee wishing to leave his/her employment with the JPA in good standing shall file with his/her supervisor a written resignation stating the effective date of his/her resignation. The resigning individual shall file such written resignation at least two (2) weeks in advance of the effective termination date, if possible.

ARTICLE 45. DEMOTION

Transfer of an employee to a lower class shall result in reduction of salary unless approved otherwise by the Fire Chief. The employee's salary shall be placed in the identical step in the lower class that the employee enjoyed in the class from which demotion was made.

Demotion can be made for cause, which shall be provided to the employee in writing by the Fire Chief prior to any action taking place. Demotion for disciplinary reasons may be appealed through the grievance procedure by the demoted employee. Demotion for other reasons is not appealable.

ARTICLE 46. LAYOFFS AND DISPLACEMENT

The JPA shall determine when lay-offs are to occur. The Fire Chief shall be responsible for the implementation of a lay-off order of the JPA in accordance with the procedures outlined below:

- A. After determining a lay-off is needed within the Union, the order of lay-offs shall be as follows:
1. Probationary employees (promotional probation excluded), in the order to be determined by the appointing authority;
 2. For regular full-time employees within the Union, lay-offs shall be governed by seniority and job performance. Seniority is defined by Article 14.

A regular employee being laid-off shall be the employee with the least seniority and who is in the lowest job performance category defined by their two most recent performance evaluations. Employees in Category 1 with the lowest seniority will be laid-off first, followed by employees in Category 2, then Category 3, and finally Category 4. Should two employees with the same seniority date have the same scoring on their two most recent performance evaluations, then the third most recent evaluation overall rating shall be used.

Job performance categories shall be defined as follows.

Category 1:

Performance that is unsatisfactory, below standard, needs improvement, unacceptable or does not meet minimum standards.

Performance defined by this category is evidenced by an employee's two most recent performance evaluations with an overall rating that falls within the lowest two categories of the performance appraisal report.

Category 2:

Performance that is average, competent, or meets performance standards.

Performance defined by this category is evidenced by an employee's two

most recent performance evaluations with an overall rating that falls within the middle performance category of the performance appraisal report.

Category 3:

Performance that is above average or exceeds performance standards or expectations.

Performance defined by this category is evidenced by an employee's two most recent performance evaluations with an overall rating that falls within the second highest performance category of the performance appraisal report.

Category 4:

Performance that is outstanding or superior.

Performance defined by this category is evidenced by an employee's two most recent performance evaluations with an overall rating that falls within the top performance category of the performance appraisal report.

B. Recall List

Names of employees laid-off shall be placed on a recall list for a period of two years. Laid-off employees will be recalled in reverse order of lay-off only once before being removed from the list for the job they held before being laid-off. Recall lists shall be used for filling those classes requiring substantially the same minimum qualifications, duties and responsibilities of the class from which the lay-off was made.

C. Appointment of Laid-Off Employees to Vacant Class

The Fire Chief, in agreement with the employee, may appoint an employee who is to be laid-off to a vacancy in a class for which he or she is qualified. He/she will still remain on the recall list for the job from which he/she was laid-off.

D. Employee Reassignments (bump back procedure)

1. Employees who have been promoted during their service with the JPA and previous departments may bump back in their career series to a position they formerly held, if there is an employee in the lower classification with less seniority than the employee who wants to bump back. The intent is to have the last person hired be the first person to be laid-off.
2. Reassignment rights may be exercised only once in connection with any one lay-off, and shall be exercised within twenty (20) calendar days from

the date of the notice of the lay-off, by written notice from the employee.

3. The bumping right shall be considered exercised by the displacement of another employee with lesser total seniority or by the acceptance of a vacant position in the class with the same or lower salary.
 4. Employees who bump back will be placed on the salary range for the position they bumped back to at the step closest to their salary in the position they vacated.
 5. Employees who are reassigned (bump back) are to be placed on a recall list for the position they have vacated.
 6. Employees on lay-off shall be recalled in the inverse order of lay-off, provided no intervening factors have occurred which essentially change the ability of the employee to perform the offered employment.
- E. The JPA will notify recognized employee organizations of the effective date of any reduction in force concurrent with the notice to the affected employee(s) pursuant to F, below.
- F. Notice of Lay-off to Employees
1. An employee to be laid-off shall be notified in writing of the impending action at least sixty (60) calendar days in advance of the effective date of the lay-off. The notice shall include the following information.
 - a. Reason for lay-off.
 - b. Effective date of lay-off.
 - c. Employee rights as provided in these rules.
 2. Local 4403 shall receive concurrent notice and shall be granted an opportunity to meet and consult with the JPA to discuss proposed alternatives to a reduction in force.
- G. Removal of Names from Recall Lists
1. The Fire Chief may remove an employee's name from a recall list if any of the following occur:
 - a. The individual indicates that he/she will be unable to return to employment with the JPA during the life of the list; or
 - b. The individual cannot be reached after reasonable efforts have been made to do so. The JPA shall utilize certified mail when contacting individuals; or

- c. The individual refuses one recall offer at his/her previous job. Individuals shall have ten (10) calendar days to respond to the offer of recall and an additional thirty (30) calendar days to return to work.

H. Employee Rights and Responsibilities

- 1. In addition to others identified herein, employees affected by these procedures shall have the following rights:
 - a. An employee who has been laid-off shall be paid in full for his/her unused accrued vacation leave and compensatory time on their final paycheck.
 - b. When an individual is recalled, he/she shall be entitled to:
 - (1) Retain his/her seniority date and anniversary date less the amount of time of the lay-off.
 - (2) Accrue vacation leave at the same rate at which it was accrued at the time of the lay-off.
 - (3) Have any unused sick leave reinstated.
 - (4) The same retirement formula prior to lay-off, assuming that the employee has not withdrawn his/her PERS funds. If an employee has withdrawn funds, he/she will be reinstated to the retirement formula which is currently in effect for all newly hired employees unless the employee notifies PERS prior to being reinstated that he/she wishes to redeposit the withdrawn funds and PERS allows the employee to be reinstated at the previous retirement formula.
- 2. An individual recalled into the job from which he/she was laid-off shall be assigned to the same salary range and step he/she held at the time of the lay-off. An individual recalled into a job classification other than the classification from which he/she was laid-off shall be assigned to the salary range of the new classification at the amount closest to the salary he/she earned at the time of the lay-off.
- 3. If an employee bumps back to a lower job classification in lieu of a lay-off, he/she will not be considered laid-off. He/she will, however, be placed on a recall list for the higher job classification held prior to bumping back.
- 4. A probationary employee who is recalled shall be responsible for completing his/her probationary time commitment.
- 5. An individual who is recalled shall complete, upon return to the job, the same work time he/she would have had to work at the time of the lay-off to attain a higher vacation leave accrual rate or to become eligible for a salary step increase.

6. The intent of the lay-off policy is to have the last hired the first laid-off.

ARTICLE 47. USE OF PRIVATE VEHICLE / MILEAGE RATE

No worker shall be required as a condition of obtaining or continuing JPA employment, to possess or provide a private vehicle for use in connection with his/her JPA employment. The JPA shall reimburse employees at the rate established by the JPA for use of personal vehicles when such employees agree to such use upon stated request of the JPA. Transportation to and from work shall not be reimbursed.

ARTICLE 48. PERSONNEL FILES

An employee or his/her designee may inspect his/her personnel file and obtain copies of any and all items in that file at the employee expense. A copy of all materials placed in an employee's personnel file shall be provided to the employee upon the employee's request.

No adverse comment may be entered into a personnel file without the employee having first read and signed the instrument. If, after reading the instrument the employee refuses to sign it, that fact shall be noted on that document, and signed or initialed by the employee. He/she then has thirty (30) calendar days to prepare a written response to any adverse comment entered into his/her file. The written response shall be attached to, and shall accompany, the adverse comment.

If an employee believes there is material in his/her file that is mistaken or unlawful, he/she may submit a request to correct or delete the disputed material. The agency then has thirty (30) calendar days to respond to the request.

ARTICLE 49. POSITION VACANCIES

Should the JPA determine that a vacancy would not be filled; such determination shall be made within one hundred and twenty (120) working days of the date upon which the worker vacated the position. Upon said determination the JPA will notify the workers in the affected department.

ARTICLE 50. OUTSIDE EMPLOYMENT

No full-time employee shall engage in outside employment or an enterprise that the Fire Chief may find unsuitable and in conflict with their municipal duties or responsibilities or that lessens their effectiveness as a JPA employee.

ARTICLE 51. MANAGEMENT RIGHTS

The JPA retains all its exclusive rights and authority under State law and JPA ordinances and expressly and exclusively retains its management rights, which include but are not limited to:

- A. the exclusive right to determine the mission of its constituent departments, commissions, boards;
- B. set standards and levels of services;
- C. determine the procedures and standards of selection for employment and promotions;
- D. direct its employees;
- E. determine the methods and means to relieve its employees from duty because of lack of work or other lawful reasons;
- F. maintain the efficiency of governmental operations;
- G. determine the methods, means, and numbers and kinds of persons by which government operations are to be conducted;
- H. determine methods of financing;
- I. determine style and/or types of JPA-issued equipment to be used;
- J. determine and/or change the facilities, methods, technology, means, organizational structure and composition of the work force, and allocate and assign work by which the JPA operations are to be conducted;
- K. determine and/or change the number of locations, relocations, and types of operations, processes, and materials to be used in carrying out all JPA functions, including, but not limited to, the right to contract for or subcontract any work, labor, services, or operations of the JPA;
- L. assign work and schedule employees in accordance with requirements as determined by the Authority. The Fire Chief, or the Fire Chief's designee with the prior approval of the Fire Chief, has the right to establish and change work schedules, station assignments and shift assignments upon reasonable notice. Reasonable notice for purpose of this section will be no less than 14 days before an employee is scheduled to fill a station or shift assignment;
- M. establish and modify productivity and performance programs and standards;
- N. discharge, suspend, demote, reprimand, withhold salary increases and benefits, or otherwise discipline employees in accordance with applicable law.

Local 4403 recognizes that the JPA has, and will continue to retain whether exercised or

not, the unilateral and exclusive right to operate, administer, and manage its municipal services and work force performing those services in all respects, subject to this Memorandum of Understanding; provided, however, that the exercise of such rights does not preclude employees or their representatives from conferring or raising grievance about the practical consequences that decisions on these matters may have on wages, hours, and other terms and conditions of employment. Nothing in this Management Rights clause modifies the scope of representation defined on the Meyers-Milias-Brown Act.

ARTICLE 52. GRIEVANCE PROCEDURE

Purpose:

- A. This grievance procedure shall be the exclusive process to resolve grievances as the term is defined herein below:
- B. The purposes of this procedure are:
 - 1. To resolve grievances informally at the lowest level; and
 - 2. To provide an orderly procedure for reviewing and resolving grievances promptly.

Definitions:

- A. Grievance means "a complaint by an employee concerning the interpretation or application of the provisions of this M.O.U. or of rules or regulations governing personnel practices or conditions, which complaint has not been resolved satisfactorily in an informal manner between the employee and his/her immediate supervisor."
- B. As used in this procedure, the term "immediate supervisor" means the individual so designated by the Fire Chief who assigns, reviews, and directs the work of an employee at the first level.

Time Limits:

Each party involved in a grievance shall act quickly so that the grievance may be resolved promptly. Every effort should be made to complete action within the time limits contained in the grievance procedure; however, with the written consent of all parties, the time limitation for any step may be extended.

STEP 1

The grievance initially shall be personally discussed between the employee and his/her immediate supervisor. Within ten (10) calendar days of the meeting, the immediate supervisor shall give his/her decision or response.

STEP 2

- A. If the grievance is not informally resolved to the satisfaction of the grievant in Step 1, a formal grievance may be initiated. A formal grievance must be initiated no later than:
 - 1. Thirty (30) calendar days after the event of circumstances occasioning the grievance; or
 - 2. Within ten (10) calendar days of the Step 1 decision rendered in the informal grievance procedure, whichever is later.
- B. However, if the Step 1 informal grievance procedure is not initiated within the period specified in subsection (1) above, the period in which to bring the grievance shall not be extended by subsection (2) above.
- C. A Step 2 grievance shall be initiated in writing on a form prescribed by the JPA and shall be filed with the person designated by the Fire Chief as the first level of appeal. The employee may be represented by a representative of his/her choice.
- D. The grievant shall cite the specific provision(s) of the then currently effective Memorandum of Understanding, ordinance, resolution, practice, procedure, or written rule claimed to have been violated, set forth the facts that purportedly constitute such violation, and the specific remedy sought.
- E. Within ten (10) calendar days after the initiation of the Step 2 grievance, the first level of appeal person shall investigate the grievance and give his/her decision in writing to the grievant.

STEP 3

- A. If the grievant is not satisfied with the decision rendered pursuant to Step 2, he/she may appeal the decision within ten (10) calendar days to the Fire Chief or his/her designated representative. The employee may be represented by a representative of his/her choice.
- B. The Fire Chief or his designated representative shall respond in writing within ten (10) calendar days of receipt of the grievance to the grievant. If the Fire Chief or his/her designated representative determines it is desirable, he/she shall hold a conference(s) or otherwise investigate the matter.

STEP 4

- A. If the grievant is not satisfied with the decision rendered pursuant to Step 3, he/she may, within ten (10) calendar days of receipt of the decision, invoke the right to have the grievance resolved through mediation utilizing the California State Mediation and Conciliation Service.
- B. Local 4403 representatives and the Fire Chief, or his/her representative, shall meet to select a qualified, impartial mediator from the list of five potential hearing officers provided by the State Mediation and Conciliation Service. Each party shall alternately strike one name from the list until one name remains.
- C. The mediation shall be convened as soon as is possible after the notice. The decision of the mediator shall be advisory to the Fire Chief.
- D. Expenses shall be borne by the party incurring the expense.

STEP 5

- A. If the original action or decision being grieved was made by the Fire Chief, and the grievant is not satisfied by the decision rendered pursuant to Step 4, he/she may appeal the decision within ten (10) calendar days of the receipt of the decision to an Appeal Board consisting of the City Managers and General Manager of the JPA member agencies. The employee may be represented by a representative of his/her choice. The Appeal Board shall render a decision and respond in writing within forty-five (45) calendar days of the receipt of the grievance. The Appeal Board shall consider the recommendation of the mediator and may hold a conference(s) or otherwise investigate the matter as it deems appropriate.

ARTICLE 53. UNION ACTIVITIES

- A. Local 4403 shall provide the Fire Chief with a list of all authorized Local 4403 representatives and the list shall be kept current.
- B. An employee and/or his/her Local 4403 representative may, when and to the extent necessary, take official JPA time without loss of compensation in order to participate in the investigation and processing of a grievance, as provided for in this MOU, upon notification and approval of the immediate supervisor or his/her designee.
- C. The Fire Chief will approve one employee and/or Local 4403 representative to take official JPA time to investigate and process a grievance, when and to the extent necessary, and only if it will in no event adversely affect the operational, security, or safety requirements of the JPA. It is understood that the employee and/or Local 4403 representative shall make every reasonable effort to perform any of the above activities on off-duty time.

- D. The JPA agrees that members of the Local 4403 who are working when a union meeting is scheduled, shall be permitted to attend the meeting on JPA time, provided such hours do not interfere with completing the daily work duties. Local 4403 agrees that union meetings on JPA time shall be limited to no more than three (3) hours per month. Additional time may be granted with the approval of the Fire Chief.

Union release time regarding wages, hours, and/or working conditions, meet and confer items, negotiations, discipline, or any item initiated by the JPA will not be limited to the above mentioned three (3) hours per month.

ARTICLE 54. UNION ACCESS TO WORK LOCATIONS

- A. The JPA agrees that the authorized Local 4403 representative shall be granted access to work location(s) to participate in investigation and processing of grievances per the grievance procedure of the MOU or to observe working conditions, upon approval of the Fire Chief, when to the extent necessary.
- B. Local 4403 shall provide the Fire Chief with a list of all authorized Local 4403 representatives, and the group shall keep the list current.
- C. Upon notification and approval of the Fire Chief or his/her designee, an authorized Local 4403 staff member is permitted to communicate with the employee(s) and/or Local 4403 representatives on official JPA time without said employee(s) and/or Local 4403 representatives' loss of compensation. It is not the intent of this section to allow general Association meetings on JPA time but, rather, to allow investigation and discussion of working conditions, grievances, and safety issues.
- D. It is understood that every reasonable effort shall be made to perform the above activities on off-duty time.

ARTICLE 55. UNION USE OF JPA FACILITIES

- A. Local 4403 may, with prior approval of the Fire Chief, be granted the use of JPA facilities for meetings of Group members, provided space is available. No use fee will be charges.
- B. The JPA agrees to furnish bulletin board space of reasonable size for posting of Local 4403 materials.

ARTICLE 56. UNION MEET AND CONFER REPRESENTATION

Two (2) Local 4403 representatives shall constitute the maximum on duty number of employees for meet and confer sessions with JPA representatives on JPA time during representatives working hours for the purpose of meeting and conferring in good faith without loss of pay or any benefits.

ARTICLE 57. DISSOLUTION OF THE JPA

If at any time, any one party or all parties choose to dissolve their association with the JPA and reestablish their own independent Fire Department, Union members that were previously employed with said party(ies) would have the first right to return to their previous employer.

ARTICLE 58. NO STRIKE/NO LOCKOUT

The Group agrees that during the term of the Memorandum of Understanding, neither the Group nor the employees it represents will engage in, encourage, sanction, support, or suggest any strikes. The employer agrees that it will not lockout any of its employees during the term of this Memorandum of Understanding.

ARTICLE 59. NONDISCRIMINATION

The provisions of this Memorandum of Understanding shall be applied equally to all employees covered hereby without discrimination in accordance with state and federal law.

Employees may elect to exercise their right to join and participate in the activities of Local 4403 for the purposes of representation in all matters of their working conditions and employer-employee relations. The parties agree that there shall be no restraint, coercion, or interference with any employee with respect to or because of the employee's membership in said unit. The JPA and Local 4403 agree that each employee shall be treated equally, fairly, and with dignity and respect.

Local 4403 and the JPA agree to support the Affirmative Action Program established by the JPA and that there shall be no discrimination within their respective organizations because of race, religion, creed, color, national origin, ancestry, disability (mental and physical), medical condition, marital status, sex, age, sexual orientation, political belief, Union membership, or any other item protected by law.

Any party alleging a violation of this article shall have the burden of providing the existence of a discriminatory act or acts and/or proving that, but for such act or acts, the alleged injury or damage to the grievant would not have occurred.

Discrimination complaints based on unit membership and/or activity shall continue to be subject to the grievance procedure.

ARTICLE 60. M.O.U. IMPLEMENTATION

Both parties agree that the terms of this Memorandum of Understanding supersede provisions of all other practices, Memorandum of Understanding, resolutions, and rules of the JPA that conflict with provisions of this Agreement.

ARTICLE 61. MAINTENANCE OF BENEFITS AND TERMS AND CONDITIONS

All benefits, terms and conditions of employment enjoyed by unit employees as of May 15, 2020 and any side letter agreements reached after that date, shall remain in full force and effect unless modified by a subsequent Memorandum of Understanding or by mutual agreement, in writing, of the parties.

ARTICLE 62. RESIDENCY REQUIREMENT

Employees hired after the ratification of this MOU must reside within 60 driving miles of their assigned station.

ARTICLE 63. SAVINGS CLAUSE

Should any provision of this Agreement be held inoperative, void, or invalid by a Court of competent jurisdiction, the remaining provisions of this Agreement shall not be affected thereby, and the parties shall meet and confer for the sole purpose of arriving at a mutually satisfactory replacement of such provision.

**REPRESENTATIVES OF THE
FIVE CITIES FIRE JOINT POWERS
AUTHORITY**

**REPRESENTATIVES OF IAFF
LOCAL 4403**

DATE: _____

DATE: _____

**STEPHEN LIEBERMAN
FIRE CHIEF/EXECUTIVE OFFICER**

**PATRICK FERGUSON
IAFF LOCAL 4403**

**KARLA MATTOCKS
HUMAN RESOURCES COORDINATOR
CITY OF GROVER BEACH**

**MARK SEARBY
IAFF LOCAL 4403**

**MICHAEL STEVENS
TREASURER
FCFA**

**MATT HINDEN
IAFF LOCAL 4403**

FIVE CITIES FIRE AUTHORITY SCHEDULE OF SALARY RANGES EFFECTIVE MAY 15, 2020
--

RANGE	A	B	C	D	E	
28	4738	4975	5223	5485	5759	FIRE FIGHTER
29	4856	5099	5354	5622	5903	
30	4978	5227	5488	5762	6050	
31	5102	5357	5625	5906	6202	
32	5230	5491	5766	6054	6357	
33	5360	5628	5910	6205	6516	
34	5494	5769	6058	6360	6678	FIRE ENGINEER
35	5632	5913	6209	6519	6845	
36	5773	6061	6364	6682	7017	
37	5917	6213	6523	6850	7192	
38	6065	6368	6686	7021	7372	
39	6216	6527	6854	7196	7556	
40	6372	6690	7025	7376	7745	
41	6531	6858	7201	7561	7939	FIRE CAPTAIN
42	6694	7029	7381	7750	8137	
43	6862	7205	7565	7943	8341	
44	7033	7385	7754	8142	8549	
45	7209	7570	7948	8345	8763	
46	7389	7759	8147	8554	8982	



Oceano Community Services District

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

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

Date: May 27, 2020
To: Board of Directors
From: Carey Casciola, Business and Accounting Manager
Subject: **Agenda Item 8(B): Workshop on the 2020-2021 Budget with Board direction as deemed appropriate.**

Recommendation

It is recommended that your Board:

1. Review and discuss the attached 2020-21 District Budget Worksheets and provide staff with direction as you deem appropriate.
2. Set June 24, 2020 as the date of a public hearing for your Board to consider adoption of the Fiscal Year 2020-21 Preliminary Budget.

Discussion

The attached budget worksheets for the District's Fiscal Year 2020-21 budget have been prepared for discussion purposes. Based on Board feedback, the preliminary budget will be prepared for formal consideration on June 24, 2020.

The line item worksheets for each fund have been designed to include the following:

- ✓ Budget Narrative
- ✓ Actual FY 2014-15 through FY 2018-19
- ✓ Estimated current year 2019-20
- ✓ Current 2019-20 Adopted Budget
- ✓ Proposed 2020-21 Budget

Other Agency Involvement

Numerous other agencies are involved in the development of the District's budget including the Five Cities Fire Authority and the County of San Luis Obispo. The final budget is sent to the County Auditor's office after the final adoption in August.



Financial Considerations

The proposed preliminary budget for FY 2020-21 includes \$4,685,735 in revenues, \$4,769,130 in expenditures. Details are covered in the narrative section of the attached budget including details associated with each fund. Most significantly, the Water Fund has been impacted by the shortfalls in revenues that have resulted from overall community conservation efforts.

The accounting close-out for the current FY 2019-20 year will be substantially completed before the adoption of the Final FY 2020-21 Budget in August 2020, at which time the detailed update on reserves can be provided for Board consideration.

Results

Holding a workshop to review and consider the District's budget for fiscal year 2020-21 helps to ensure sound financial management for the District and promotes a well governed community.

Attachments:

- FY 2020-21 Preliminary Budget

**OCEANO COMMUNITY SERVICES DISTRICT
PRELIMINARY BUDGET
FISCAL YEAR 2020/21**

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Summary

The Oceano Community Services District (OCSD) preliminary budget for fiscal year (FY) 2020/21 has been prepared consistent with the current FY 2019/20 budget. The financial condition of the District is subject to impacts that will need to be addressed in the upcoming year.

Significant Budget Items

The OCSD (FY) 2020/21 Preliminary Budget includes two funds with significant budget issues.

- Emergency services and fire protection are provided by the Five Cities Fire Authority (FCFA) and an amendment to the Joint Powers Authority (JPA) agreement with the cities of Arroyo Grande and Grover Beach was approved on June 19, 2019. The amendment required the District to place a measure on the ballot to give the Oceano voters the choice to approve a special tax to increase funding for emergency medical and fire protection services. The measure failed and has triggered the “Wind Down Period” for the District as a member of FCFA. The amendment to the JPA requires the same funding formula used last year. The proposed budget is balanced in the General Fund adding \$182 to reserves. This is only possible by deferring the \$90,865 principal amount of the interfund loan to the Wastewater Fund in the Facilities fund and only paying the interest on the loan of \$23,075. This interfund loan was adopted by the Board for the construction of the Sheriff building with Wastewater funds which be repaid over time. The term of the loan will be extended each year that the principal repayment is deferred.
- The Water Fund has a significant estimated deficit of \$484,784 for the proposed FY 2020/21 budget which will require the District to implement a Proposition 218 water rate increase process later this year. The Water Fund deficit is a result of three primary factors. The first is a shortfall in revenue, which has exceeded \$365,000 over the past five years and has resulted from successful water conservation efforts by the community. The second factor was anticipated and resulted from a change in the allocation of Administrative overhead. Changes were approved in the FY 2018/19 budget and increased charges to the Water Fund while reducing charges to the Wastewater Fund. The third factor are unfunded costs associated with capital improvement projects.

Additional details are provided in subsequent sections on each of the OCSD budget units.

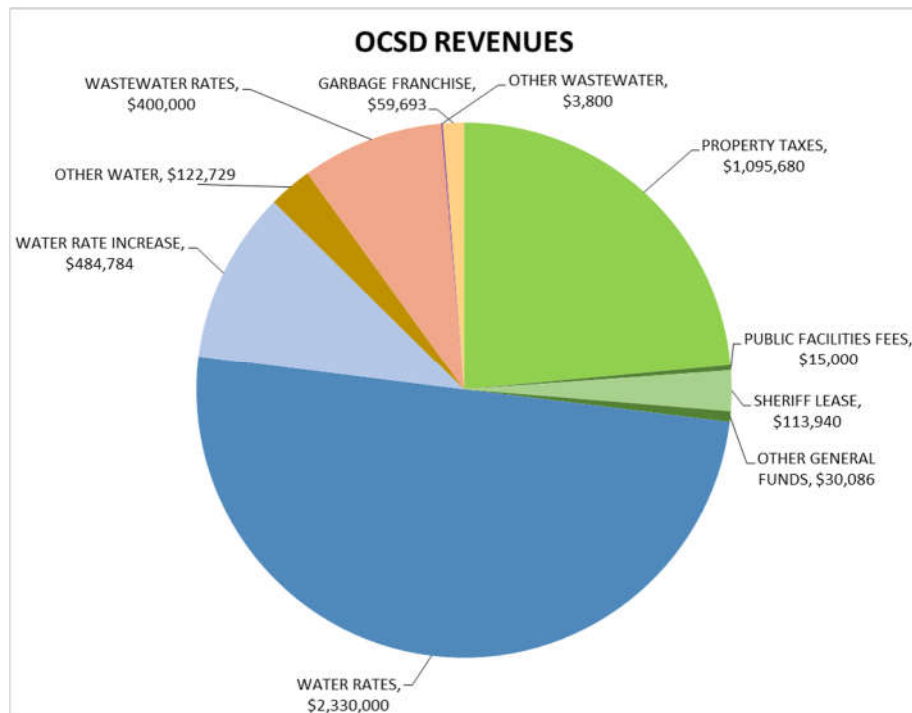
Combined Preliminary Budget

The following table illustrates the combined OCSD budgets.

OCSD Combined Budget - All Funds						
	<u>GENERAL</u>	<u>ENTERPRISE</u>	<u>SUB TOTAL</u>	<u>COMBINING</u>		
	<u>FUND</u>	<u>FUNDS</u>		<u>ADJUSTMENT</u>	<u>TOTAL</u>	<u>%</u>
OPERATING REVENUE	\$1,254,706	\$3,304,500	\$4,559,206		\$4,559,206	97%
NON OPERATING REVENUE	1,147,589	126,529	1,274,118	(1,147,589)	126,529	3%
TOTAL REVENUE	2,402,295	3,431,029	5,833,324	(1,147,589)	4,685,735	100%
LABOR	870,504	535,572	1,406,076	(221,985)	1,184,091	25%
SERVICES & SUPPLIES	1,484,498	2,050,541	3,535,039		3,535,039	74%
CAPITAL OUTLAY	0	40,000	40,000		40,000	1%
DEBT SERVICE	0	10,000	10,000		10,000	0%
ADMIN COST	55,536	870,069	925,605	(925,605)	0	0%
TOTAL EXPENDITURES	2,410,538	3,506,181	5,916,720	(1,147,589)	4,769,130	100%
SURPLUS/ (DEFICIT)	(8,243)	(75,153)	(83,396)	0	(83,396)	0

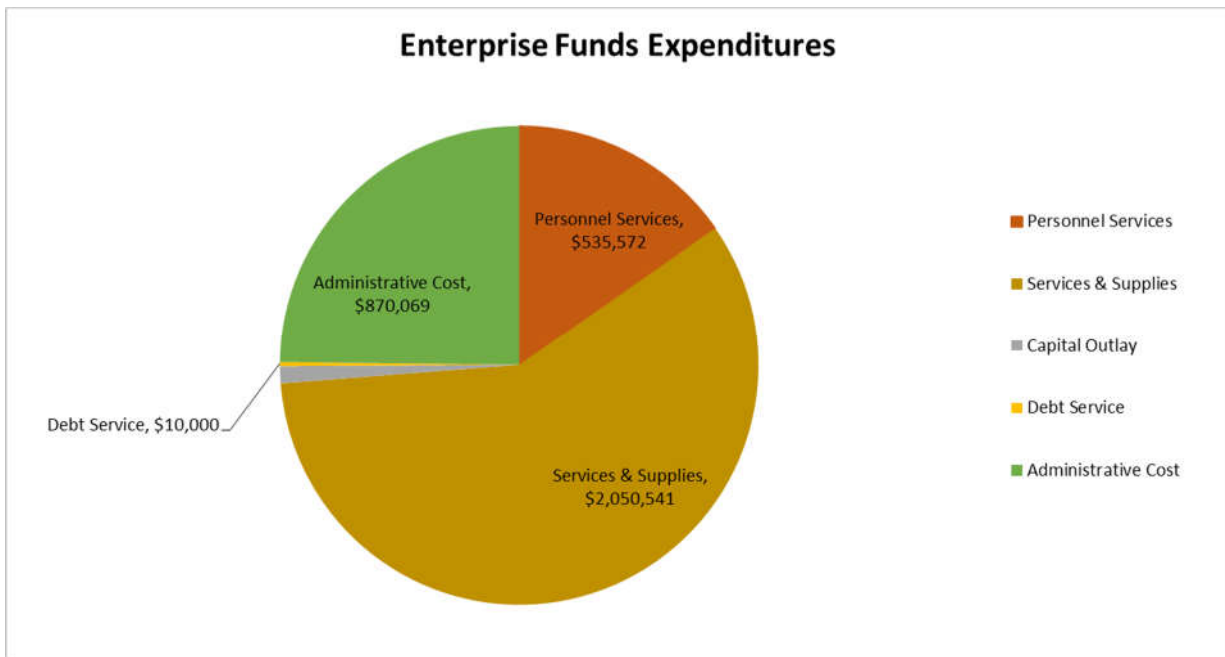
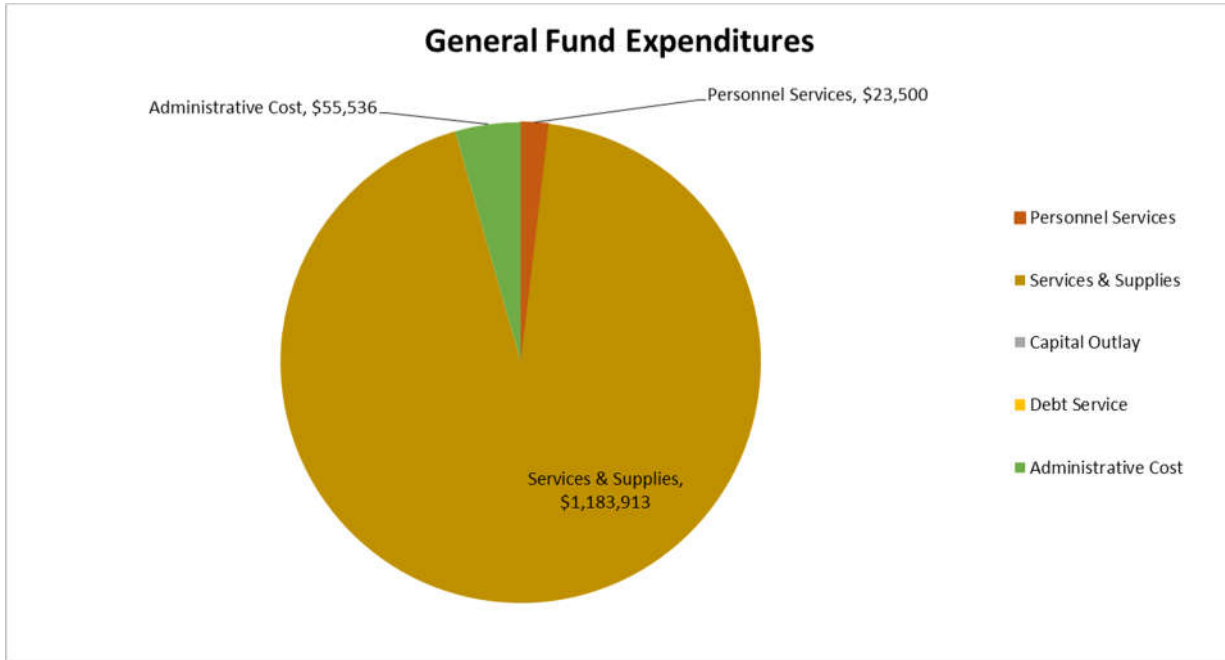
Total General Fund revenues are estimated to increase \$46,500 (4%) from \$1,074,713 estimated for FY 2019/20 to \$1,097,220 in FY 2020/21. The Enterprise Fund revenues are estimated to increase \$477,717 (16%) from \$2,953,312 estimated in FY 2019/20 to \$3,431,029 in FY 2020/21. This includes the anticipated water rate increase in the Water Fund.

The adjacent chart illustrates the OCSD estimated revenues for FY 2020/21.



Total budgeted General Fund expenditures are estimated to decrease \$93,206 (3.7%) from \$2,503,744 budgeted in FY 2019/20 to \$2,410,538 in FY 2020/21. Enterprise Fund expenditures are estimated to decrease \$196,188 (5.3%) from \$3,702,369 budgeted in FY 2019/20 to \$3,506,181 in FY 2020/21 due to lower capital improvement expenditures in the Water Fund.

The following graph illustrates the OCSD costs for FY 2020/21 by category.



GENERAL FUND BUDGETS

The General Fund Budgets consist of the following:

- Fire Fund
- Lighting Fund
- Administrative Fund
- Facilities Fund

Emergency Services and Fire Protection – See budget schedules on pages 19-21

The budget for the Fire Fund is based on the amendment to the joint powers authority (JPA) for the Five Cities Fire Authority (FCFA). The most recent amendment adopted on June 12, 2019, is the second amendment to the JPA and established the funding formula to allocate the costs of FCFA to the member agencies. The second amendment provided that the District's share of FCFA FY 2020/21 costs would be calculated with the same funding formula as last year since the ballot measure failed in March 2020. In order to fund FCFA the proposed budget has been drafted deferring the principal payment on the loan from the Wastewater Fund for building the Sheriff's station. By deferring the principal amount of the loan and only paying the interest of \$23,075, the General Fund will have a balanced budget.

The future of the District's fire and emergency services will be determined through the "Wind Down Period" established in the second amendment of the JPA. Between March 2020 and June 2021, several "wind down" actions will be taken, including distribution of assets and determinations regarding current and long-term liabilities. During the wind down period, OCSO will also determine whether the District can provide fire and emergency services through a temporary agreement with FCFA or whether the District will divest itself from those services through the San Luis Obispo County Local Agency Formation Commission (LAFCO) process.

Lighting Fund - See budget schedules on pages 23-25

The lighting fund pays for streetlights and is funded through a portion of the District's property tax allocation. The proposed FY 2020/21 budget of \$42,961 is a decrease of (\$8,192) (-16%) from the \$51,153 budgeted in FY 2019/20. Actual expenditures have been averaging \$42,000 per year.

Administrative Fund - See budget schedules on pages 14-17

The Administrative Fund includes the cost of the general manager and staff responsible for the District's accounting and finances, human resources, clerk and records retention, contract management and related administrative functions. The proposed FY 2020/21 budget of \$1,147,589 represents a minimal increase of \$1,659 (0.1%) from the \$1,145,930 FY 2019/20 budget. The slight increase is a result of supplies and services increasing while personnel costs are decreasing. There are specific budget line items that have been adjusted for future agenda items. For example, Legal Services were increased to analyze the options for the alternatives to the District's at-large elections. Professional services were also increased to set up the District's online payment platform for credit and debit card customer payments.

Facilities Fund - See budget schedules on pages 27-30

The Facilities Fund includes revenues and expenditures for the fire station, administrative offices, Sheriff's substation, and the old firehouse. The fire station is rented to FCFA for \$15,000 per year. The Sheriff's substation is leased to the County of San Luis Obispo for \$113,400 per year. A portion of the old firehouse is rented to Village AA for \$11,700 per year.

Wastewater funds were utilized to construct the Sheriff's Substation and an interfund loan was established with repayment from the Facilities Fund annually. An annual interfund transfer of \$113,940, which matches the rental income paid by the Sheriff, from the Facilities Fund to the Wastewater Fund was adopted to be made each year until FY 2022/23. The proposed budget only transfers the interest of \$23,075 of the interfund transfer and defers the principal portion in order to fund the cost of fire service for FY 2020/21. The principal portion will be transferred to the Fire Fund. The Sheriff's 20-year lease will be up for renewal in April 2021.

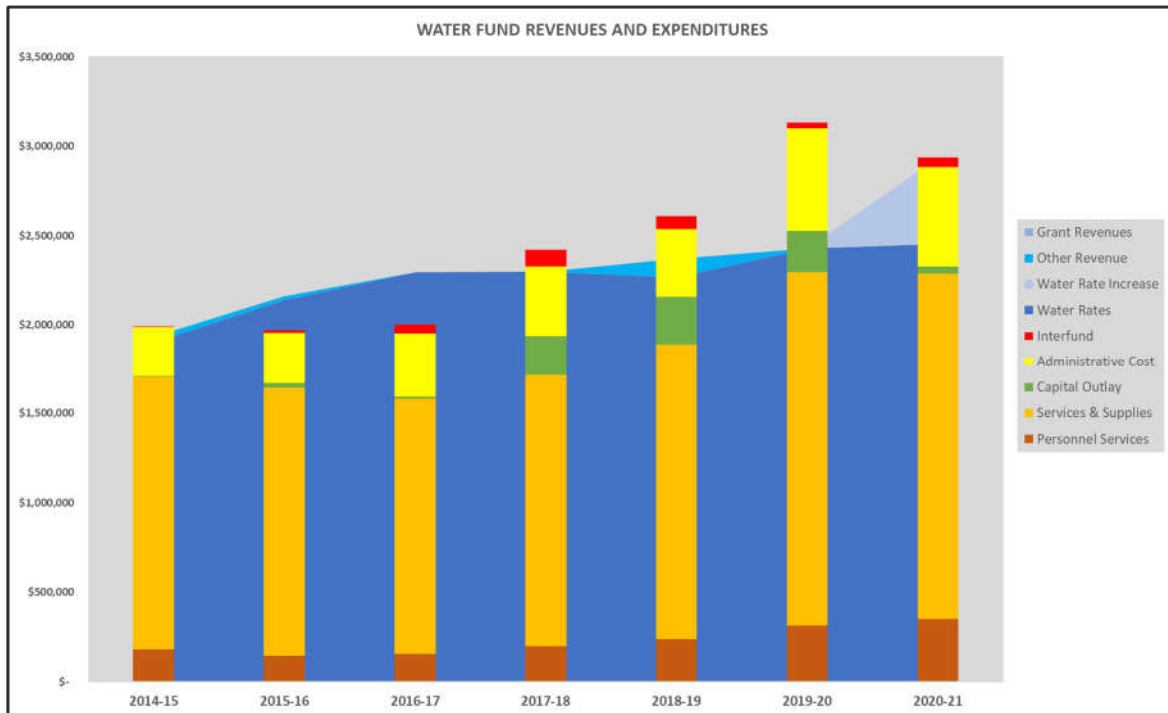
The District is in an agreement with the Planning and Building department of the County of San Luis Obispo related to Public Facilities Fees (PFF's). The County currently collects PFF's and distributes them to the District. These fees can be utilized for capital improvements and equipment related to the Fire Fund.

ENTERPRISE FUND BUDGETS

The OCSD Enterprise Fund budgets consist of the following:

- Water Fund
- Wastewater Fund
- Garbage Fund

Water Fund - See budget schedules on pages 32-36

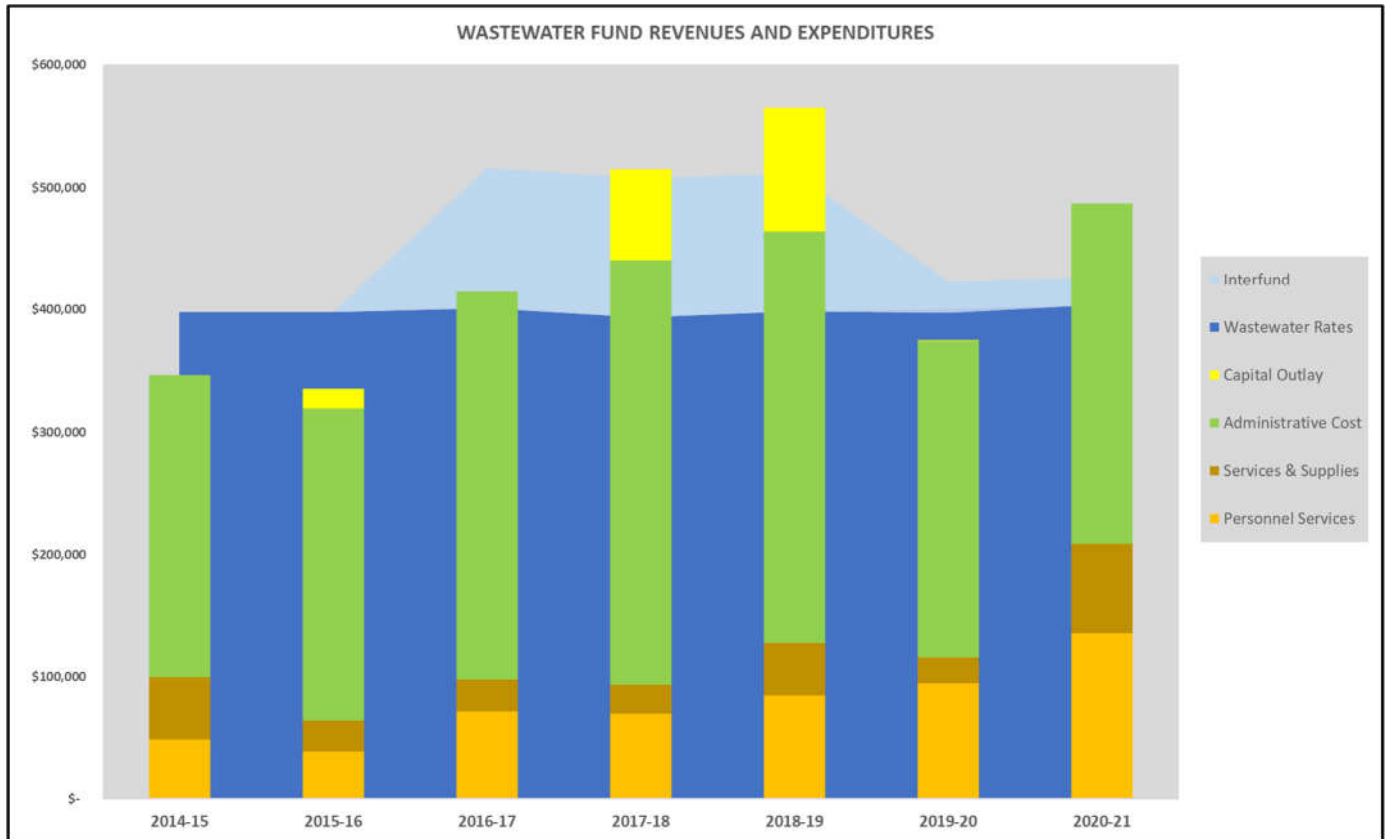


The District provides water service to approximately 2,200 connections. The District's water supplies include groundwater, Lopez water, and State water. The last water system rate increase was approved in April of 2015 by Ordinance 2015-01 and has been adjusted based on increases in the consumer price index for each year. Since the rate increase there has been a \$367,907 shortfall in target revenues due to water conservation efforts of the community. The Board will be considering a water rate increase at a future Board meeting to cover the expenditures included in the proposed budget.

Over the last three years the District has secured \$375,000 in grants from state agencies for the water system capital improvements projects. The Water Resource Reliability Program (WRRP) funded by Proposition 1 and 84 has evaluated long-term infrastructure needs of the Districts water system that includes significant deferred maintenance and replacement. The design phase scope of work includes other preconstruction activities including environmental compliance, other technical assistance and community outreach.

There are expenditure line items included in the proposed budget that reflect future projects to take place in FY 2020/21. One is the increase to the water meter budget and the other to the renovation of the water tanks.

Wastewater Fund - See budget schedules on pages 38-41



The Wastewater operating deficit for the FY 2020/21 budget is (\$83,164). The proposed budget defers the interfund transfer from the Facilities Fund of \$90,865 in principal to the Wastewater Fund for the repayment of the loan for construction of the Sheriffs building. The proposed budget only transfers the interest of \$23,075 for FY 2020/21. The Wastewater Fund continues to incur operating net losses because the revenues are not increased every year for inflation as done for water rates. The operating shortfall needs to be addressed in the upcoming years as well as the deferred infrastructure repairs and replacement.

Garbage Fund - See budget schedules on pages 43-45

The Garbage Fund is proposed to have an operating deficit for the FY 2020/21 budget of (\$52,086). In June 2019, the garbage rates were increased by 10.1% to the residents. The Board adopted Resolution 2020-02 to reduce the franchise fee payment from South County Sanitary from 10% to 5%. By reducing the franchise fees paid to the District, garbage bills are lower for customers. Cancellation of reserves will be used to fund operations in the Garbage Fund until the franchise fee is revisited by the Board.



GENERAL FUND





**OCEANO COMMUNITY SERVICES DISTRICT
GENERAL FUND
SUMMARY**

ACCOUNT NO.	GENERAL FUND (GF)	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/19	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
SOURCES OF FUNDS									
	Fire	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Lighting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Facilities	\$26,426	\$148,482	\$168,743	\$169,127	\$201,210	\$149,601	\$159,555	\$157,486
	Admin	\$1,508,212	\$1,542,680	\$1,757,141	\$1,859,878	\$2,037,995	\$2,088,815	\$2,196,650	\$2,244,809
	Total Sources of Funds	\$1,534,638	\$1,691,162	\$1,925,883	\$2,029,005	\$2,239,205	\$2,238,416	\$2,356,205	\$2,402,295
USES OF FUNDS									
	Fire	\$786,526	\$827,169	\$851,824	\$964,222	\$1,052,092	\$1,178,727	\$1,184,088	\$1,186,861
	Lighting	\$44,441	\$42,090	\$45,904	\$39,570	\$46,912	\$35,384	\$51,153	\$42,961
	Facilities	\$27,153	\$58,748	\$91,696	\$118,415	\$85,106	\$117,008	\$122,574	\$33,127
	Admin	\$650,563	\$644,794	\$792,935	\$857,732	\$901,509	\$1,014,092	\$1,145,930	\$1,147,589
	Total Expenditures	\$1,508,683	\$1,572,801	\$1,782,360	\$1,979,939	\$2,085,619	\$2,345,211	\$2,503,744	\$2,410,538
	OPERATING SURPLUS/(DEFICIT)								
	Fire	(\$786,526)	(\$827,169)	(\$851,824)	(\$964,222)	(\$1,052,092)	(\$1,178,727)	(\$1,184,088)	(\$1,186,861)
	Lighting	(\$44,441)	(\$42,090)	(\$45,904)	(\$39,570)	(\$46,912)	(\$35,384)	(\$51,153)	(\$42,961)
	Facilities	(\$727)	\$89,734	\$77,047	\$50,712	\$116,105	\$32,593	\$36,981	\$124,359
	Admin	\$857,648	\$897,886	\$964,206	\$1,002,146	\$1,136,486	\$1,074,723	\$1,050,720	\$1,097,220
	OPERATING SURPLUS/(DEFICIT)	\$25,955	\$118,361	\$143,524	\$49,065	\$153,586	(\$106,795)	(\$147,539)	(\$8,243)
	TRANSFERS & ENCUMBRANCES								
	Transfers In - From Water Fund	0	0	31,500	31,500	31,500	31,500	31,500	31,500
	(Transfers Out) - To Wastewater	0	0	(113,940)	(113,940)	(113,940)	(23,075)	(113,940)	(23,075)
	Encumbrances - Sources of Funding						60,454	60,454	0
	Encumbrances - (Designated Funds)						(73,278)	(73,278)	0
	NET TRANSFERS & ENCUMBRANCES	\$0	\$0	(\$82,440)	(\$82,440)	(\$82,440)	(\$4,399)	(\$95,264)	\$8,425
	RESERVES								
	Use of Reserves				33,375		111,194	242,803	
	(Additions to Reserves)	(25,955)	(118,361)	(61,084)		(71,146)			(182)
	Other Adjustments								
	RESERVES - INCREASE / (DECREASE)	(\$25,955)	(\$118,361)	(\$61,084)	\$33,375	(\$71,146)	\$111,194	\$242,803	(\$182)
	NET BUDGETARY SOURCES/USES	(\$0)	(\$0)	(\$0)	\$0	\$0	\$0	(\$0)	(\$0)



ADMINISTRATIVE BUDGET





**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01**

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/19	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
SOURCES OF FUNDS									
	Revenues	\$890,048	\$905,524	\$963,635	\$1,017,634	\$1,077,768	\$1,074,713	\$1,050,721	\$1,097,220
	Other Sources of Funds	\$618,163	\$637,156	\$793,506	\$842,244	\$960,227	\$1,014,102	\$1,145,929	\$1,147,589
	Total Sources of Funds	\$1,508,212	\$1,542,680	\$1,757,141	\$1,859,878	\$2,037,995	\$2,088,815	\$2,196,650	\$2,244,809
USES OF FUNDS									
	Salaries & Wages	\$350,625	\$343,391	\$441,421	\$435,716	\$404,011	\$432,212	\$460,650	\$434,500
	Benefits	\$99,036	\$108,857	\$108,634	\$142,238	\$119,612	\$164,526	\$193,972	\$190,520
	Personnel Services	\$449,661	\$452,248	\$550,055	\$577,954	\$523,623	\$596,738	\$654,622	\$625,020
	Services & Supplies	\$200,902	\$191,738	\$242,130	\$275,065	\$259,007	\$266,440	\$299,058	\$300,585
	Operating Crew Benefits Allocation	\$0	\$808	\$750	\$4,713	\$118,879	\$150,914	\$192,250	\$221,985
	Administrative Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Expenditures	\$650,563	\$644,794	\$792,935	\$857,732	\$901,509	\$1,014,092	\$1,145,930	\$1,147,589
	OPERATING SURPLUS/(DEFICIT)	\$857,648	\$897,886	\$964,206	\$1,002,146	\$1,136,486	\$1,074,723	\$1,050,720	\$1,097,220



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01**

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/19	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
SOURCES OF FUNDS									
REVENUES									
01-4-3100-000	Property Taxes: Current Year - Secured	843,006	879,236	933,879	964,610	1,015,514	1,005,216	1,022,013	1,055,500
01-4-3101-000	Property Taxes: Current Year - Unsecured	20,571	20,657	21,222	21,060	22,876	36,965	22,667	39,000
01-4-3102-000	Property Taxes: Prior Year - Secured	(1,554)	(820)	(1,100)	(2,135)	(3,341)	1,107	0	0
01-4-3103-000	Property Taxes: Prior Year - Unsecured	923	0	625	1,160	867	0	0	0
	Unitary Tax	0	0	0	0	0	19,470	14,193	11,500
01-4-3105-000	Penalties & Interest	474	4,918	13,193	32,901	78	66	0	0
01-4-3106-000	Delinq Garbage Charges	818	2,403	1,474	2,787	1,442	449	0	0
01-4-3120-000	Homeowners' Prop Tax Relief	6,479	6,517	6,500	6,381	6,449	6,130	6,273	6,125
01-4-3213-100	Will Serve Letter Fee	900	1,170	1,160	930	1,470	480	0	0
01-4-3230-100/195	Misc Income	121	23	1,409	3	1,807	743	0	0
01-4-3238-200	Firework Permit	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540
01-4-3243-100	Reimbursements	7,165	2,042	0	0	0	0	0	0
01-4-3245-000	SSLOCSD Reimbursements	22,000	3,666	135	425	0	0	0	0
01-4-3260-100	IRS/EDD Refunds	13	0	0	0	0	0	0	0
01-4-3300-000	Interest Income	4,053	1,269	1,237	385	43,581	18,512	0	0
01-4-3557-000	CO Charge: SB 2557	(16,460)	(17,097)	(17,639)	(14,512)	(15,514)	(15,965)	(15,965)	(16,445)
01-4-3606-205	PG&E Energy Rebate	0	0	0	2,100	1,000	0	0	0
	Total Revenues	\$890,048	\$905,524	\$963,635	\$1,017,634	\$1,077,768	\$1,074,713	\$1,050,721	\$1,097,220
OTHER SOURCES OF FUNDS									
	Allocated Administrative Overhead	618,163	637,156	793,506	842,244	841,347	863,178	953,679	925,605
	Allocated Operating Crew Overhead	0	0	0	0	118,880	150,924	192,250	221,985
	Total Other Sources of Funds	\$618,163	\$637,156	\$793,506	\$842,244	\$960,227	\$1,014,102	\$1,145,929	\$1,147,589
	Total Sources of Funds	\$1,508,212	\$1,542,680	\$1,757,141	\$1,859,878	\$2,037,995	\$2,088,815	\$2,196,650	\$2,244,809
USES OF FUNDS									
SALARIES & WAGES									
01-5-4100-010	Salary & Wages	348,038	339,788	438,144	431,860	398,399	431,444	452,300	425,800
01-5-4100-020	Overtime	2,587	3,603	3,277	3,856	5,612	768	8,350	8,700
	Total Salaries & Wages	\$350,625	\$343,391	\$441,421	\$435,716	\$404,011	\$432,212	\$460,650	\$434,500
BENEFITS									
01-5-4100-061	PERS Contribution	51,342	26,513	30,065	52,240	28,092	52,495	58,000	54,000
01-5-4100-062	PERS UAL Payment	2,361	14,522	17,851	22,790	30,576	38,419	38,500	49,500
01-5-4100-063	Pension Expense (GASB 68)	0	7	46	0	0	0	0	0
01-5-4100-070	SUI	2,746	2,604	0	0	0	1,517	2,500	2,170
01-5-4100-071	Medicare	4,516	4,857	5,692	6,528	5,904	6,874	6,400	6,200
01-5-4100-072	FICA	0	0	129	837	628	1,465	1,650	1,725
01-5-4100-192	P/R Fed & State Taxes	0	526	4,523	2,643	3,764	0	0	0
01-5-4100-075	Compensation Insurance	2,271	15,600	7,363	13,785	5,028	5,056	5,022	5,225
01-5-4100-090	Insurance	34,874	43,402	42,140	42,515	44,721	57,700	81,000	70,800
01-5-4100-097	Cell Phone Allowance	900	825	825	900	900	1,000	900	900
01-5-4100-099	Auto/Expense Allowance	26	0	0	0	0	0	0	0
	Total Benefits	\$99,036	\$108,857	\$108,634	\$142,238	\$119,612	\$164,526	\$193,972	\$190,520
	Total Personnel Services	\$449,661	\$452,248	\$550,055	\$577,954	\$523,623	\$596,738	\$654,622	\$625,020



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01**

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/19	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
SERVICES & SUPPLIES									
01-5-4100-110	Communications & Dispatch	3,913	4,488	8,202	8,934	8,102	10,072	8,950	10,375
01-5-4100-150	Insurance	5,327	11,471	25,932	21,373	22,608	24,000	24,000	24,720
01-5-4100-170	Maintenance: Equipment	3,774	1,855	1,269	154	357	579	3,700	3,810
01-5-4100-173	Maint: Structures/ Improvements	8,996	6,140	6,504	10,507	6,799	6,431	10,500	10,815
01-5-4100-180	Memberships	2,644	8,303	6,026	6,858	6,990	7,577	6,800	7,010
01-5-4100-190	Misc Expense	51	(291)	(22)	0	0	0	0	0
01-5-4100-191	Over and Short	83	(236)	(4,745)	96	(387)	0	0	0
01-5-4100-193	Bank Fees	1,410	1,432	2,059	4,262	4,631	3,731	4,650	4,790
01-5-4100-200	Office Expense	3,810	5,584	4,253	6,401	7,286	6,894	6,950	7,175
01-5-4100-205	Outside UB Mail Service	7,930	13,365	14,639	19,082	0	0	0	0
01-5-4100-210	Postage	1,427	649	476	348	1,946	1,736	2,500	2,575
01-5-4100-218	Audit	19,500	18,525	34,250	21,775	20,200	19,820	19,820	19,875
01-5-4100-219	Special Admin Expense	1,169	327	0	0	0	0	0	0
01-5-4100-220	Professional Services	14,510	16,344	19,397	21,686	23,706	28,373	23,000	29,000
01-5-4100-221	Information Technology	3,932	3,879	10,080	6,178	8,846	8,097	10,000	10,300
01-5-4100-223	Legal Services	86,085	70,869	58,620	81,715	85,582	76,926	89,650	96,000
01-5-4100-225	Board Stipends	11,200	10,650	10,700	8,700	9,850	10,067	18,540	12,000
01-5-4100-226	Annual Software Maintenance	0	0	7,318	14,803	15,306	16,084	14,420	16,565
01-5-4100-230	Required Legal Notice	579	188	90	375	375	652	2,575	2,655
01-5-4100-235	Books/ Journals/ Subscriptions/ Software	287	251	1,027	698	546	0	1,545	1,590
01-5-4100-241	Rents/ Lease: Equipment	2,570	1,752	0	0	0	0	3,090	3,185
01-5-4100-247	LAFCO Annual Charge	0	0	14,349	15,280	12,790	15,220	16,995	12,480
01-5-4100-248	Permits, Fees, Lincenses	0	0	364	495	798	2,435	1,030	1,065
01-5-4100-250	Small Tools/ Equipment	0	0	16	0	0	0	0	0
01-5-4100-260	Election Expense	4,141	0	4,871	0	549	10,000	10,000	5,500
01-5-4100-280	Private Vehicle/ Milage Expense	377	36	62	233	0	241	515	530
01-5-4100-283	Job Advertising Expense	224	978	0	0	412	2,400	1,803	0
01-5-4100-285	Classes/ Seminars/ Training Fee	660	1,630	2,746	2,159	2,959	3,485	5,665	5,835
01-5-4100-286	Board Member Travel	76	25	2,881	132	439	280	2,060	2,125
01-5-4100-290	Utilities	6,910	11,121	9,979	9,529	11,707	10,384	10,300	10,610
01-5-4100-297	Pass-thur: Delinquent Garbage/ Tax Roll	818	2,403	789	2,664	1,239	956	0	0
01-5-4100-320	Fixed Assets - Phone System/ Website	0	0	0	6,096	5,369	0	0	0
01-5-4100-199	Claims & Stettlements	8,500	0	0	4,907	0	0	0	0
Total Services & Supplies		\$200,902	\$191,738	\$242,130	\$275,065	\$259,007	\$266,440	\$299,058	\$300,585
Operating Crew Benefits & Direct Labor Cost Allocations									
	Leave time	0	0	0	0	27,682	36,947	43,000	54,500
	Salaries & Wages (Admin)	0	0	0	0	0	0	6,400	7,450
	PERS Contribution	0	0	0	0	23,478	28,785	31,500	43,000
	Medicare	0	0	0	0	3,448	3,618	4,700	5,500
	P/R Fed & State Taxes	0	0	0	0	0	647	4,150	4,275
	SUI	0	0	0	0	0	0	1,750	1,750
	Insurance	0	0	0	0	39,309	59,544	74,500	83,400
	Boot Allowance	0	750	750	750	1,000	1,000	1,000	1,250
	Clothing	0	58	0	3,963	6,463	6,116	7,000	7,210
	Standby	0	0	0	0	17,500	14,257	18,250	13,650
Total Operating Crew Benefits		\$0	\$808	\$750	\$4,713	\$118,879	\$150,914	\$192,250	\$221,985



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01**

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/19	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
	Total Expenditures	\$650,563	\$644,794	\$792,935	\$857,732	\$901,509	\$1,014,092	\$1,145,930	\$1,147,589
	OPERATING SURPLUS/(DEFICIT)	\$857,648	\$897,886	\$964,206	\$1,002,146	\$1,136,486	\$1,074,723	\$1,050,720	\$1,097,220
	TRANSFERS & ENCUMBRANCES								
	Transfers In - Facilities Fund	0	0	0	0	0	151,265	151,267	132,784
	(Transfers Out) - Fire and Lighting	(830,967)	(869,259)	(897,729)	(1,028,792)	(1,099,004)	(1,242,010)	(1,263,142)	(1,229,822)
	Encumbrances - Sources of Funding	0	0	0	0	47,904	22,096	22,096	0
	Encumbrances - (Designated LHMP Funds)	0	0	0	0	(47,904)	0	0	0
	NET TRANSFERS & ENCUMBRANCES	(\$830,967)	(\$869,259)	(\$897,729)	(\$1,028,792)	(\$1,099,004)	(\$1,068,649)	(\$1,089,779)	(\$1,097,038)
	RESERVES								
	Use of Reserves					26,646		39,059	
	(Additions to Reserves)	(26,681)	(28,627)	(66,477)		(37,482)	(6,074)		(182)
	Other Adjustments								
	RESERVES - INCREASE / (DECREASE)	(\$26,681)	(\$28,627)	(\$66,477)	\$26,646	(\$37,482)	(\$6,074)	\$39,059	(\$182)
	NET BUDGETARY SOURCES/USES	\$0	(\$0)	(\$0)	(\$0)	\$0	\$0	\$0	\$0



FIRE BUDGET





**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
FIRE DEPARTMENT - GENERAL FUND - 01**

ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
SOURCES OF FUNDS									
	Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
USES OF FUNDS									
	Salaries & Wages	\$1,510	\$345	\$640	\$92	\$20	\$0	\$1,000	\$1,000
	Benefits	\$4,520	\$4,475	\$4,941	\$5,723	\$7,641	\$7,834	\$8,040	\$14,445
	Personnel Services	\$6,030	\$4,820	\$5,581	\$5,816	\$7,662	\$7,834	\$9,040	\$15,445
	Services & Supplies	\$755,769	\$796,863	\$814,504	\$923,717	\$1,010,777	\$1,144,998	\$1,146,438	\$1,143,648
	Capital Overlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Administrative Cost Allocation	\$24,727	\$25,486	\$31,740	\$34,690	\$33,654	\$25,895	\$28,610	\$27,768
	Total Expenditures	\$786,526	\$827,169	\$851,824	\$964,222	\$1,052,092	\$1,178,727	\$1,184,088	\$1,186,861
	OPERATING SURPLUS/(DEFICIT)	(\$786,526)	(\$827,169)	(\$851,824)	(\$964,222)	(\$1,052,092)	(\$1,178,727)	(\$1,184,088)	(\$1,186,861)



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
FIRE DEPARTMENT - GENERAL FUND - 01**

ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
SOURCES OF FUNDS									
REVENUES									
Total Revenues		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER SOURCES OF FUNDS									
Total Other Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
USES OF FUNDS									
SALARIES & WAGES									
01-5-4200-010	Salary & Wages	1,356	345	255	92	0	0	1,000	1,000
01-5-4200-020	Overtime	153	0	385	0	20	0	0	0
Total Salaries & Wages		\$1,510	\$345	\$640	\$92	\$20	\$0	\$1,000	\$1,000
BENEFITS									
01-5-4200-061	PERS Contribution	4,267	40	50	2	0	0	0	0
01-5-4200-062	PERS UAL Payment	0	4,369	4,851	5,700	7,046	7,079	7,079	13,335
01-5-4200-062	Medicare	24	5	10	2	0	0	0	0
01-5-4200-075	FICA	0	0	4	0	0	0	0	0
01-5-4200-090	Insurance	230	61	26	19	1	0	0	0
	Operating Crew Benefits Allocation	0	0	0	0	594	755	961	1,110
Total Benefits		\$4,520	\$4,475	\$4,941	\$5,723	\$7,641	\$7,834	\$8,040	\$14,445
Total Personnel Services		\$6,030	\$4,820	\$5,581	\$5,816	\$7,662	\$7,834	\$9,040	\$15,445
SERVICES & SUPPLIES									
01-5-4200-077	JPA - Quarterly Payments	723,710	754,337	779,965	808,530	987,362	1,138,148	1,138,148	1,138,148
01-5-4200-100	Clothing	0		42	0	0	0	0	0
01-5-4200-110	Communication	18,828	31,055	28,868	28,929	92	576	0	0
	Community Outreach	0	0	0	0	0	2,500	2,500	0
01-5-4200-150	Insurance	446	446	0	0	0	0	0	0
01-5-4200-170	Maintenance - Equipment	25	89	50	62	0	0	0	0
01-5-4200-173	Maintenance - Sturcture/ Improvements	1,826	1,115	1,364	1,262	1,378	0	0	0
01-5-4200-175	Operating Supplies	0	0	70	0	32	43	0	0
01-5-4200-200	Office Expense	28	96	48	0	34	0	0	0
01-5-4200-210	Postage	26				0	0	0	0
01-5-4200-220	Professional Services	0	0	0	16,165	17,150	0	0	0
01-5-4200-241	Rents & Leases - Equipment	5,772	5,772	0	0	0	0	0	0
01-5-4200-247	LAFCO Annual Charge	569				0	0	0	0
01-5-4200-290	Utilities	4,299	3,952	3,598	3,193	4,353	3,731	5,275	5,000
01-5-4200-291	Sandbags	0	0	498	386	375	0	515	500
01-5-4200-320	Fixed Assets - Equipment	0	0	0	65,189	0	0	0	0
01-5-4200-320	Hydrant R&M	240	0	0	0	0	0	0	0



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
FIRE DEPARTMENT - GENERAL FUND - 01**

ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/21
	Total Services & Supplies	\$755,769	\$796,863	\$814,504	\$923,717	\$1,010,777	\$1,144,998	\$1,146,438	\$1,143,648
	CAPITAL OVERLAY								
		0	0	0	0	0	0	0	0
	Total Capital Overlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	ADMINISTRATIVE COST ALLOCATION								
01-5-4200-376	Allocated Overhead - Admin	24,727	25,486	31,740	34,690	33,654	25,895	28,610	27,768
	Total Administrative Cost Allocation	\$24,727	\$25,486	\$31,740	\$34,690	\$33,654	\$25,895	\$28,610	\$27,768
	Total Expenditures	\$786,526	\$827,169	\$851,824	\$964,222	\$1,052,092	\$1,178,727	\$1,184,088	\$1,186,861
	OPERATING SURPLUS/(DEFICIT)	(\$786,526)	(\$827,169)	(\$851,824)	(\$964,222)	(\$1,052,092)	(\$1,178,727)	(\$1,184,088)	(\$1,186,861)
	TRANSFERS & ENCUMBRANCES								
	Transfers In - Property Taxes & Fac Fund (Transfers Out)	786,526	827,169	851,824	964,222	1,052,092	1,206,627	1,211,989	1,186,861
	Encumbrances - Sources of Funding						0	0	0
	Encumbrances - (Designated Funds)						(27,900)	(27,900)	0
	NET TRANSFERS & ENCUMBRANCES	\$786,526	\$827,169	\$851,824	\$964,222	\$1,052,092	\$1,178,727	\$1,184,089	\$1,186,861



LIGHTING BUDGET





OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
LIGHTING - GENERAL FUND - 01

ACCOUNT NO.	GENERAL FUND (GF) LIGHTING - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED FY 2020/2021
SOURCES OF FUNDS									
	Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
USES OF FUNDS									
	Salaries & Wages	\$393	\$221	\$327	\$0	\$0	\$0	\$1,000	\$1,000
	Benefits	\$124	\$29	\$35	\$0	\$594	\$755	\$961	\$1,110
	Personnel Services	\$517	\$250	\$362	\$0	\$594	\$755	\$1,961	\$2,110
	Services & Supplies	\$37,742	\$35,468	\$37,607	\$30,898	\$37,904	\$25,997	\$39,655	\$31,595
	Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Administrative Cost	\$6,182	\$6,372	\$7,935	\$8,672	\$8,413	\$8,632	\$9,537	\$9,256
	Total Expenditures	\$44,441	\$42,090	\$45,904	\$39,570	\$46,912	\$35,384	\$51,153	\$42,961
	OPERATING SURPLUS/(DEFICIT)	(\$44,441)	(\$42,090)	(\$45,904)	(\$39,570)	(\$46,912)	(\$35,384)	(\$51,153)	(\$42,961)



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
LIGHTING - GENERAL FUND - FUND 01**

ACCOUNT NO.	GENERAL FUND (GF) LIGHTING - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED FY 2020/2021
SOURCES OF FUNDS									
REVENUES									
Total Revenues		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER SOURCES OF FUNDS									
Total Other Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
USES OF FUNDS									
SALARIES & WAGES									
01-5-4195-010	Salaries & Wages	393	160	297	0	0	0	1,000	1,000
01-5-4195-020	Overtime Wages	0	61	30	0	0	0	0	0
Total Salaries & Wages		\$393	\$221	\$327	\$0	\$0	\$0	\$1,000	\$1,000
BENEFITS									
01-5-4195-071	Medicare	6	3	5	0	0	0	0	0
01-5-4195-061	PERs Contributions	43	13	0	0	0	0	0	0
01-5-4195-090	Insurance	75	13	30	0	0	0	0	0
	Operating Crew Benefits Allocation	0	0	0	0	594	755	961	1,110
Total Benefits		\$124	\$29	\$35	\$0	\$594	\$755	\$961	\$1,110
Total Personnel Services		\$517	\$250	\$362	\$0	\$594	\$755	\$1,961	\$2,110
SERVICES & SUPPLIES									
01-5-4195-175	Operating Supplies	0	0	1,406	0	0	0	1,545	1,595
01-5-4195-150	Insurance	111	112	0	0	0	0	0	0
01-5-4195-295	Street Lighting	37,630	35,357	36,202	30,898	37,904	25,997	38,110	30,000
Total Services & Supplies		\$37,742	\$35,468	\$37,607	\$30,898	\$37,904	\$25,997	\$39,655	\$31,595
CAPITAL OUTLAY									
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADMINISTRATIVE COST ALLOCATION									
01-5-4195-376	Administrative Cost Allocation	6,182	6,372	7,935	8,672	8,413	8,632	9,537	9,256
01-5-4195-377	Operating Crew Overhead								
Total Administrative Cost Allocation		\$6,182	\$6,372	\$7,935	\$8,672	\$8,413	\$8,632	\$9,537	\$9,256
Total Expenditures		\$44,441	\$42,090	\$45,904	\$39,570	\$46,912	\$35,384	\$51,153	\$42,961
OPERATING SURPLUS/(DEFICIT)		(\$44,441)	(\$42,090)	(\$45,904)	(\$39,570)	(\$46,912)	(\$35,384)	(\$51,153)	(\$42,961)



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
LIGHTING - GENERAL FUND - FUND 01**

ACCOUNT NO.	GENERAL FUND (GF) LIGHTING - 01	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED FY 2020/2021
	TRANSFERS & ENCUMBRANCES								
	Transfers In - Property Taxes (Transfers Out)	44,441	42,090	45,905	39,570	46,912	35,383	51,153	42,961
	Encumbrances - Sources of Funding								0
	Encumbrances - (Designated)								0
	NET TRANSFERS & ENCUMBRANCES	\$44,441	\$42,090	\$45,905	\$39,570	\$46,912	\$35,383	\$51,153	\$42,961



FACILITIES FUND





OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
FACILITIES - FUND 10

ACCOUNT NO.	GENERAL FUND (GF) FACILITIES - 10	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
	Revenues	\$26,426	\$148,482	\$168,743	\$169,127	\$162,852	\$149,601	\$159,555	\$157,486
	Other Sources of Funds	\$0	\$0	\$0	\$0	\$38,358	\$0	\$0	\$0
	Total Sources of Funds	\$26,426	\$148,482	\$168,743	\$169,127	\$201,210	\$149,601	\$159,555	\$157,486
USES OF FUNDS									
	Salaries & Wages	\$61	\$709	\$122	\$1,041	\$2,670	\$3,500	\$2,000	\$3,725
	Benefits	\$21	\$95	\$29	\$285	\$1,189	\$1,509	\$1,923	\$2,220
	Personnel Services	\$82	\$804	\$151	\$1,326	\$3,859	\$5,009	\$3,923	\$5,945
	Services & Supplies	\$2,344	\$9,886	\$14,661	\$46,211	\$11,122	\$14,628	\$19,270	\$8,670
	Capital Outlay	\$0	\$22,572	\$45,144	\$36,189	\$36,470	\$80,107	\$80,307	\$0
	Administrative Cost	\$24,727	\$25,486	\$31,740	\$34,690	\$33,654	\$17,264	\$19,074	\$18,512
	Total Expenditures	\$27,153	\$58,748	\$91,696	\$118,415	\$85,106	\$117,008	\$122,574	\$33,127
	OPERATING SURPLUS/(DEFICIT)	(\$727)	\$89,734	\$77,047	\$50,712	\$116,105	\$32,593	\$36,981	\$124,359



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
FACILITIES - FUND 10**

ACCOUNT NO.	GENERAL FUND (GF) FACILITIES - 10	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
REVENUES									
10-4-3257-000	Utility Reimbursement	626	878	1,704	1,202	2,209	1,792	3,915	1,846
10-4-3258-000	Old Fire Station Rent	10,800	12,075	11,700	10,725	10,725	11,700	11,700	11,700
10-4-3259-000	Fire Rent	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
10-4-3260-000	Lease - Sheriff Facility	0	113,940	113,940	113,940	113,940	113,940	113,940	113,940
	Public Facilities Fees	0	6,258	25,358	27,280	20,060	7,169	15,000	15,000
10-4-3300-003	Interest Income	0	331	1,041	980	919	0	0	0
	Total Revenues	\$26,426	\$148,482	\$168,743	\$169,127	\$162,852	\$149,601	\$159,555	\$157,486
OTHER SOURCES OF FUNDS									
	Nuclear Power Preparedness - Emergency Generator	0	0	0	0	38,358	0	0	0
	Total Other Sources of Funds	\$0	\$0	\$0	\$0	\$38,358	\$0	\$0	\$0
	Total Sources of Funds	\$26,426	\$148,482	\$168,743	\$169,127	\$201,210	\$149,601	\$159,555	\$157,486
USES OF FUNDS									
SALARIES & WAGES									
10-5-4300-010	Salary & Wages	61	709	122	807	1,834	3,348	2,000	3,725
10-5-4300-010	Overtime	0	0	0	234	837	152	0	0
	Total Salaries & Wages	\$61	\$709	\$122	\$1,041	\$2,670	\$3,500	\$2,000	\$3,725
BENEFITS									
10-5-4300-060	PERS - Retirement	6	84	15	129	0	0	0	0
10-5-4300-071	Medicare	1	8	2	17	0	0	0	0
10-5-4300-072	FICA	0	3	0	0	0	0	0	0
10-5-4300-080	Boot Allowance	1	0	0	0	0	0	0	0
10-5-4300-090	Medical Insurance	13	0	12	139	0	0	0	0
	Operating Crew Overhead		0	0	0	1,189	1,509	1,923	2,220
	Total Benefits	\$21	\$95	\$29	\$285	\$1,189	\$1,509	\$1,923	\$2,220
	Total Personnel Services	\$82	\$804	\$151	\$1,326	\$3,859	\$5,009	\$3,923	\$5,945
SERVICES & SUPPLIES									
10-5-4300-110	Communication	21	44	25	25	33	27	0	0
10-5-4300-100	Clothing	45	27	0	0	0	0	0	0
10-5-4300-150	Insurance	464	446	0	0	0	0	0	0
10-5-4300-163	Maint: Structure/ Improvements	0	3,711	11,633	4,494	3,148	13,307	15,450	5,000
10-5-4300-171	Maint. Vehicles	5	7	7	0	0	0	0	0
10-5-4300-172	Gas and Oil	79	50	0	0	0	0	0	0
10-5-4300-173	So: Maint. Structures/ Improvements	769	3,251	1,364	18,590	2,465	0	2,060	2,125
10-5-4300-192	Over/Short	0	0	(194)	195	0	0	0	0
10-5-4300-219	Special Admin Expense	7	0	0	0	0	0	0	0
10-5-4300-220	Professional Services	0	0	0	550	1,505	1,033	1,500	1,545
10-5-4300-247	LAFCO Annual Charge	569	0	0	0	0	0	0	0
10-5-4300-248	Permits, Fees, Licenses	0	0	0	0	819	0	0	0
10-5-4300-290	Utilities	0	0	0	118	0	261	260	0
10-5-4300-366	Emergency Generator Project	0	0	1,826	22,239	3,152	0	0	0
10-5-4300-385	Depreciation Expense	386	2,350	0	0	0	0	0	0
	Total Services & Supplies	\$2,344	\$9,886	\$14,661	\$46,211	\$11,122	\$14,628	\$19,270	\$8,670



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
FACILITIES - FUND 10**

ACCOUNT NO.	GENERAL FUND (GF) FACILITIES - 10	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/20	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
CAPITAL OUTLAY									
10-5-4300-320	Fixed Assets	0	22,572	45,144	36,189	36,470	80,107	80,307	0
Total Capital Outlay		\$0	\$22,572	\$45,144	\$36,189	\$36,470	\$80,107	\$80,307	\$0
ADMINISTRATIVE COST ALLOCATION									
10-5-4300-376	Admin Allocation	24,727	25,486	31,740	34,690	33,654	17,264	19,074	18,512
Total Administrative Cost Allocation		\$24,727	\$25,486	\$31,740	\$34,690	\$33,654	\$17,264	\$19,074	\$18,512
Total Expenditures		\$27,153	\$58,748	\$91,696	\$118,415	\$85,106	\$117,008	\$122,574	\$33,127
OPERATING SURPLUS/(DEFICIT)		(\$727)	\$89,734	\$77,047	\$50,712	\$116,105	\$32,593	\$36,981	\$124,359
TRANSFERS & ENCUMBRANCES									
	Transfers In - From Water Fund	0	0	31,500	31,500	31,500	31,500	31,500	31,500
	(Transfers Out) - To General & Sewer	0	0	(113,940)	(113,940)	(113,940)	(151,265)	(265,205)	(155,859)
	Encumbrances - Sources of Funding	0	0	0	0	0	38,358	38,358	0
	Encumbrances - (Designated Funds)	0	0	0	0	0	(45,378)	(45,378)	0
NET TRANSFERS & ENCUMBRANCES		\$0	\$0	(\$82,440)	(\$82,440)	(\$82,440)	(\$126,785)	(\$240,725)	(\$124,359)
RESERVES									
	Use of Reserves	727	0	5,393	31,728		94,192	203,744	0
	(Additions to Reserves)	0	(89,734)	0	0	(33,665)	0	0	0
	Other Adjustments	0	0	0	0		0	0	0
RESERVES - INCREASE / (DECREASE)		\$727	(\$89,734)	\$5,393	\$31,728	(\$33,665)	\$94,192	\$203,744	\$0
NET BUDGETARY SOURCES/USES		\$0	(\$0)	(\$0)	(\$0)	(\$0)	\$0	\$0	(\$0)



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
ENTERPRISE FUNDS**

ACCOUNT NO.	ENTERPRISE FUNDS	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
	Water	\$1,934,305	\$2,160,801	\$2,293,711	\$2,298,272	\$2,369,721	\$2,429,238	\$2,407,219	\$2,937,513
	Wastewater	\$921,570	\$481,555	\$402,197	\$393,600	\$398,818	\$400,145	\$403,800	\$403,800
	Garbage	\$117,577	\$76,783	\$94,617	\$92,784	\$94,892	\$100,672	\$109,836	\$59,693
	Equipment	\$19,639	\$23,291	\$25,710	\$102,115	\$54,418	\$23,257	\$29,090	\$30,023
	Total Sources of Funds	\$2,993,092	\$2,742,430	\$2,816,237	\$2,886,771	\$2,917,849	\$2,953,312	\$2,949,945	\$3,431,029
USES OF FUNDS									
	Water	\$1,986,034	\$1,955,828	\$1,950,652	\$2,328,034	\$2,535,877	\$2,803,524	\$3,098,220	\$2,881,438
	Wastewater	\$787,662	\$418,912	\$414,861	\$515,141	\$564,942	\$374,718	\$476,517	\$486,964
	Garbage	\$51,813	\$44,675	\$84,031	\$75,838	\$95,573	\$85,570	\$102,565	\$111,779
	Equipment	\$436	\$19,045	\$20,583	\$104,922	\$21,423	\$19,234	\$25,067	\$26,000
	Total Expenditures	\$2,825,944	\$2,438,459	\$2,470,126	\$3,023,935	\$3,217,815	\$3,283,046	\$3,702,369	\$3,506,181
OPERATING SURPLUS/(DEFICIT)									
	Water	(\$51,728)	\$204,974	\$343,060	(\$29,762)	(\$166,155)	(\$374,286)	(\$691,001)	\$56,075
	Wastewater	\$133,908	\$62,643	(\$12,664)	(\$121,541)	(\$166,124)	\$25,427	(\$72,717)	(\$83,164)
	Garbage	\$65,764	\$32,109	\$10,587	\$16,946	(\$681)	\$15,102	\$7,271	(\$52,086)
	Equipment	\$19,204	\$4,246	\$5,128	(\$2,807)	\$32,995	\$4,023	\$4,023	\$4,023
	OPERATING SURPLUS/(DEFICIT)	\$167,148	\$303,971	\$346,110	(\$137,163)	(\$299,966)	(\$329,734)	(\$752,424)	(\$75,153)
Transfers & Encumbrances									
	Water	(2,267)	(13,434)	(\$51,976)	(\$91,641)	(\$71,375)	(\$34,888)	(\$38,114)	(\$56,075)
	Wastewater	-	(9,733)	\$104,179	\$71,507	\$93,670	\$13,845	\$102,395	\$11,160
	Garbage	-	-	\$6,857	\$458	\$4,917	\$6,701	\$6,500	\$6,467
	Equipment	-	-	\$0	\$25,000	\$0	\$0	\$0	\$0
	Transfers & Encumbrances	(2,267)	(23,167)	59,060	5,324	27,212	(14,342)	70,781	(38,448)



WATER FUND





OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WATER FUND - 02

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
	Revenues	\$1,900,123	\$2,138,202	\$2,293,711	\$2,298,272	\$2,265,404	\$2,429,238	\$2,407,219	\$2,937,513
	Other Sources of Funds	\$34,182	\$22,599	\$0	\$0	\$104,318	\$0	\$0	\$0
	Total Sources of Funds	\$1,934,305	\$2,160,801	\$2,293,711	\$2,298,272	\$2,369,721	\$2,429,238	\$2,407,219	\$2,937,513
USES OF FUNDS									
	Salaries & Wages	\$133,770	\$126,992	\$131,672	\$149,429	\$163,192	\$164,511	\$184,000	\$201,000
	Benefits	\$45,888	\$18,152	\$24,967	\$50,000	\$75,740	\$103,181	\$129,585	\$148,858
	Personnel Services	\$179,658	\$145,144	\$156,639	\$199,429	\$238,932	\$267,692	\$313,585	\$349,858
	Services & Supplies	\$1,527,264	\$1,497,657	\$1,425,685	\$1,515,358	\$1,650,517	\$1,767,868	\$1,982,428	\$1,936,217
	Capital Outlay	\$396	\$26,307	\$11,250	\$222,987	\$267,821	\$250,057	\$230,000	\$40,000
	Administrative Cost	\$278,716	\$286,720	\$357,078	\$390,260	\$378,606	\$517,907	\$572,207	\$555,363
	Total Expenditures	\$1,986,034	\$1,955,828	\$1,950,652	\$2,328,034	\$2,535,877	\$2,803,524	\$3,098,220	\$2,881,438
	OPERATING SURPLUS/(DEFICIT)	(\$51,728)	\$204,974	\$343,060	(\$29,762)	(\$166,155)	(\$374,286)	(\$691,001)	\$56,075



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WATER FUND - 02**

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
REVENUES									
02-4-3200-000	Sales: Residential	1,439,307	1,530,386	1,595,914	1,700,274	1,686,430	1,799,000	1,799,000	1,828,000
02-4-3203-000/001	Revenue Accrual	0	46,046	12,573	2,144	(4,652)	0	0	0
02-4-3204-000	Sales: Lopez	361,019	409,457	435,506	475,743	457,660	493,000	493,000	502,000
02-4-3205-000	Connection Fees	7,204	3,258	0	0	0	0	0	0
02-4-3206-000	Front Footage Fees	11,535	24,480	43,901	8,160	0	16,320	16,320	16,320
02-4-3207-000	Sales: U/B Courtesy Notice	4,620	4,487	4,279	4,240	4,322	4,329	4,500	4,500
02-4-3208-000	Delinquent U/B Acct Fees	29,235	27,335	29,010	25,470	28,481	27,930	27,000	27,000
02-4-3209-000	Capacity Charges	4,424	31,051	92,480	27,758	28,741	25,164	25,164	25,919
02-4-3210-00	Meter Fees	6,075	11,263	8,466	8,296	6,750	5,400	5,400	5,400
02-4-3211-000	Lopez Connection Fees	1,000	7,000	19,000	5,000	5,000	4,000	4,000	4,000
02-4-3212-000	New Account Setup Fee	4,530	2,910	2,640	2,421	2,700	3,240	2,600	3,240
02-4-3217-297	Wheeling/Fire Protection	24,203	21,056	19,281	24,390	22,622	21,525	25,000	25,000
02-4-3230-000	Sales: Miscellaneous	0	200	528	294	680	683	0	0
02-4-3260-350	Reimbursement - New Development	5,979	17,877	26,602	3,315	4,852	5,238	5,035	11,150
02-4-3255-000	Inspection Fees	150	225	175	150	150	0	200	200
02-4-3300-000	Interest Income	844	136	133	146	149	0	0	0
02-4-3300-002	Interst - Co Restricted /WCI	0	1,036	1,635	2,883	2,221	0	0	0
02-4-3900-000	Other Income	0	0	1,588	2,957	0	1,875	0	0
02-4-3900-490	Claims & Settlements	0	0	0	4,632	19,298	21,534	0	0
	Water Rate Increase - Prop 218	0	0	0	0	0	0	0	484,784
	Total Revenues	\$1,900,123	\$2,138,202	\$2,293,711	\$2,298,272	\$2,265,404	\$2,429,238	\$2,407,219	\$2,937,513
OTHER SOURCES OF FUNDS									
02-4-3230-630	Well #5 Rehabilitation	0	22,599	0	0	0	0	0	0
	WRRP Grant Phase #1	0	0	0	0	104,318	0	0	0
	WRRP Grant Phase #2	0	0	0	0	0	0	0	0
	Use of County Deposit - State Water	0	0	0	0	0	0	0	0
	Rental Income (Sheriff Building Transfer 15/16)	34,182	0	0	0	0	0	0	0
	Total Other Sources of Funds	\$34,182	\$22,599	\$0	\$0	\$104,318	\$0	\$0	\$0
	Total Sources of Funds	\$1,934,305	\$2,160,801	\$2,293,711	\$2,298,272	\$2,369,721	\$2,429,238	\$2,407,219	\$2,937,513



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WATER FUND - 02**

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
USES OF FUNDS									
SALARIES & WAGES									
02-5-4400-010	Salaries and Wages	117,454	114,541	114,154	129,274	127,908	152,367	143,000	170,000
02-5-4400-012	Classic EE Contr by ER PERS	0	12,452	4,818	0	4,613	0	0	0
02-5-4400-020	Overtime	16,316	0	12,700	20,155	30,670	12,144	41,000	31,000
Total Salaries & Wages		\$133,770	\$126,992	\$131,672	\$149,429	\$163,192	\$164,511	\$184,000	\$201,000
BENEFITS									
02-5-4400-061	PERs Contribution	14,207	6,913	7,401	14,522	0	0	0	0
02-5-4400-062	Pers UAL Payment	0		335	15,455	0	0	0	0
02-5-4400-071	Medicare	1,830	1,694	1,672	2,060	0	0	0	0
02-5-4400-075	Workers Compensation Insurance	9,037	5,649	4,064	0	4,000	6,590	6,545	6,788
02-5-4400-080	Boot Allowance	60				0			0
02-5-4400-090	Insurance	20,754	3,895	11,495	17,963	0	0	0	0
	Operating Crew Benefits Allocation	0	0	0	0	71,740	96,591	123,040	142,070
Total Benefits		\$45,888	\$18,152	\$24,967	\$50,000	\$75,740	\$103,181	\$129,585	\$148,858
Total Personnel Services		\$179,658	\$145,144	\$156,639	\$199,429	\$238,932	\$267,692	\$313,585	\$349,858
SERVICES & SUPPLIES									
02-5-4400-100	Clothing	1,982	2,423	190	0	0	0	0	0
02-5-4400-110	Communications	4,860	5,237	2,730	2,516	3,267	2,729	3,500	3,500
02-5-4400-150	Insurance	6,439	5,019	0	0	0	0	0	0
02-5-4400-163	Maint: Structures/ Improvments	2,627	375	8,127	640	10,643	8,373	8,900	8,900
02-5-4400-164	Paving	0	0	0	0	0	1,267	6,250	1,300
02-5-4400-170	Maintenance - Equipment	4,736	2,893	4,458	3,545	3,902	3,425	5,665	5,665
02-5-4400-171	Maintenance: Vehicles	2,250	0	687	56	0	107	0	0
02-5-4400-172	Gas and Oil	5,829	0	0	0	0	0	0	0
02-5-4400-173	Maint: Shared Structures/ Improvements	8,054	5,919	0	8,094	13,912	3,379	10,815	10,815
02-5-4400-175	System Parts/ Operating Supplies	15,393	32,611	16,833	8,861	13,971	6,828	17,510	17,510
02-5-4400-176	Water Meters	5,977	10,347	9,897	10,247	10,992	11,156	10,815	21,630
02-5-4400-177	Safety Expense	80	0	129	0	8	0	570	570
02-5-4400-178	Chemicals	0	0	594	627	3,600	901	3,800	3,800
02-5-4400-180	Membership	2,249	801	1,865	1,927	1,490	2,515	2,700	2,700
02-5-4400-190	Misc Expense	(3,652)	147	887	178	0	0	0	0
02-5-4400-191	Over and Short	0	0	(393)	(108)	0	0	0	0
02-5-4400-195	Customer Refund	0	0	280	0	0	0	0	0
02-5-4400-200	Office Expense	873	204	800	376	475	52	620	620
02-5-4400-205	Outside UB Mail Service	4,131	1,650	0	0	7,063	6,646	9,000	9,000
02-5-4400-210	Postage	15	4	84	0	0	0	0	0
02-5-4400-219	Special Admin Expense	(4,470)	0	0	0	0	0	0	0
02-5-4400-220	Professional Services	23,080	14,673	14,334	13,191	14,657	12,434	18,025	18,025
02-5-4400-221	Information Technology	150	0	0	0	0	676	575	575
02-5-4400-222	Contracted Engineering	2,280	18,530	6,503	686	1,965	24	5,665	5,665
02-5-4400-224	Annual Software Maint	8,278	13,020	5,804	0	0	0	0	0
02-5-4400-225	Administrative Services	225		0	0	0	0	0	0
02-5-4400-226	Engineering & Other Reimbursements	0	18,439	26,563	4,660	9,458	5,309	10,815	10,815
02-5-4400-230	Legal Notices	1,685	879	138	567	0	0	1,145	1,145
02-5-4400-231	Bad Debt Expense	3,767	1,014	1,078	0	1,092	4,697	545	545
02-5-4400-235	Books/ Journals/ Sub/ Software	3	78	0	0	0	0	0	0
02-5-4400-241	Rents/ Leases - Equipment	30	0	0	0	0	0	2,115	2,115
02-5-4400-247	LAFCO Charge	6,833	13,965		0	0	0	0	0
02-5-4400-248	Permits, Fees, Licenses	7,696	8,893	7,790	7,381	8,831	9,221	13,085	13,085



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WATER FUND - 02**

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
02-5-4400-250	Small Tools and Instruments	583	0	644	32	1,412	2,396	2,575	2,575
02-5-4400-285	Classes/ Seminars	2,253	633	1,212	2,118	150	2,856	10,279	2,900
02-5-4400-261	Water Supply - Lopez	461,167	433,135	457,285	441,331	472,914	462,693	505,069	493,997
02-5-4400-262	Water Supply - State Water	836,755	819,164	769,032	871,102	953,953	1,101,264	1,150,000	1,151,000
02-5-4400-290	Utilities	44,534	13,693	9,533	10,926	2,346	10,508	60,000	20,000
02-5-4400-297	Pass-Thru: Crest/Christie/AG	23,845	23,619	21,464	25,807	19,407	19,732	26,265	26,265
02-5-4400-320	Fixed Assets - Equipment	0	0	7,588	2,890	0	5,601	0	0
02-5-4400-362	Litigation: SMGB	8,943	10,620	7,918	34,018	56,291	24,903	50,000	50,000
02-5-4400-366	Storage Tank O&M	0	0	0	12,090	0	0	0	0
02-5-4400-380	NCMA Tec	28,751	42,239	41,834	31,149	32,684	36,780	38,625	44,000
02-5-4400-386	Interest Expense	4	0	0	0	0	0	0	0
02-5-4400-387	Interest Expense - Interfund	0	0	1,161	1,085	1,010	0	0	0
02-5-4400-393	Interest Expense - Water Bonds	4,125	3,160	2,340	750	0	0	0	0
02-5-4400-394	Software Lease Interest	404	0	0	0	0	0	0	0
02-5-4400-395	State Water Resources Control	4,500	0	0	0	0	0	0	0
02-5-4400-499	Claim & Settlements	0	(5,730)	(3,703)	18,614	5,025	21,396	7,500	7,500
	Total Services & Supplies	\$1,527,264	\$1,497,657	\$1,425,685	\$1,515,358	\$1,650,517	\$1,767,868	\$1,982,428	\$1,936,217



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WATER FUND - 02**

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
CAPITAL OUTLAY									
02-5-4400-354	CIP - Overlay	0	18,157	0	0	0	0	0	0
02-5-4400-358	CIP - Lagoon Waterline	0	0	0	123,486	12,020	0	0	0
02-5-4400-440	CIP - Well #8	28	(28)	0	0	10,042	0	0	0
02-5-4400-441	CPI - Well #5	368	7,137	0	0	0	0	0	0
02-5-4400-441	CPI - Well #4	0	0	0	0	0	35,000	35,000	0
02-5-4400-442	CIP - Air Park Drive Relocation	0	1,041	11,250	43,101	20,575	0	0	0
02-5-4400-443	CIP - HWY One Relocation	0	0	0	5,714	119,024	20,057	0	0
02-5-4400-444	CIP - WRRP	0	0	0	43,630	104,318	0	0	0
02-5-4400-445	CIP - Facilities Yard	0	0	0	7,057	0	0	0	0
02-5-4400-446	CIP - Norswing	0	0	0	0	1,842	195,000	195,000	0
	CIP - Water Tank Renovation	0	0	0	0	0	0	0	40,000
Total Capital Outlay		\$396	\$26,307	\$11,250	\$222,987	\$267,821	\$250,057	\$230,000	\$40,000
ADMINISTRATIVE COST ALLOCATION									
02-5-4400-376	Administrative Cost Allocation	278,716	286,720	357,078	390,260	378,606	517,907	572,207	555,363
Total Administrative Cost Allocation		\$278,716	\$286,720	\$357,078	\$390,260	\$378,606	\$517,907	\$572,207	\$555,363
Total Expenditures		\$1,986,034	\$1,955,828	\$1,950,652	\$2,328,034	\$2,535,877	\$2,803,524	\$3,098,220	\$2,881,438
OPERATING SURPLUS/(DEFICIT)		(\$51,728)	\$204,974	\$343,060	(\$29,762)	(\$166,155)	(\$374,286)	(\$691,001)	\$56,075
TRANSFERS & ENCUMBRANCES									
	Transfers In	0	0	0	0	0	0	0	0
	(Transfers Out) - To General , Garbage, Equipment	(2,267)	(13,434)	(51,976)	(91,641)	(71,375)	(52,228)	(55,454)	(56,075)
	Encumbrances - Sources of Funding						147,775	147,775	
	Encumbrances - (Designated Funds)						(130,435)	(130,435)	
NET TRANSFERS & ENCUMBRANCES		(\$2,267)	(\$13,434)	(\$51,976)	(\$91,641)	(\$71,375)	(\$34,888)	(\$38,114)	(\$56,075)
RESERVES									
	Use of Reserves	53,995			121,403	237,530	409,174	729,115	0
	(Additions to Reserves)		(191,539)	(291,084)			0	0	0
	Use of Prior Year FBA						0	0	0
	Other Adjustments						0	0	0
RESERVES - INCREASE / (DECREASE)		\$53,995	(\$191,539)	(\$291,084)	\$121,403	\$237,530	\$409,174	\$729,115	\$0
NET BUDGETARY SOURCES/USES		\$0	\$0	(\$0)	\$0	(\$0)	\$0	\$0	\$0



WASTE WATER FUND





**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WASTEWATER DEPARTMENT - FUND - 03**

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
	Revenues	\$841,133	\$481,555	\$400,898	\$393,600	\$398,818	\$397,333	\$403,800	\$403,800
	Other Sources of Funds	\$80,437	\$0	\$1,299	\$0	\$0	\$2,812	\$0	\$0
	Total Sources of Funds	\$921,570	\$481,555	\$402,197	\$393,600	\$398,818	\$400,145	\$403,800	\$403,800
USES OF FUNDS									
	Salaries & Wages	\$35,592	\$41,678	\$59,445	\$45,086	\$52,247	\$54,633	\$72,500	\$78,537
	Benefits	\$13,140	(\$3,194)	\$12,070	\$24,468	\$32,444	\$39,899	\$49,792	\$57,038
	Personnel Services	\$48,732	\$38,483	\$71,514	\$69,554	\$84,691	\$94,532	\$122,292	\$135,575
	Services & Supplies	\$492,207	\$109,670	\$25,944	\$23,905	\$42,760	\$20,908	\$68,121	\$73,708
	Capital Outlay	\$0	\$15,896	\$0	\$74,785	\$100,952	\$325	\$0	\$0
	Administrative Cost	\$246,723	\$254,862	\$317,402	\$346,898	\$336,539	\$258,953	\$286,104	\$277,681
	Total Expenditures	\$787,662	\$418,912	\$414,861	\$515,141	\$564,942	\$374,718	\$476,517	\$486,964
	OPERATING SURPLUS/(DEFICIT)	\$133,908	\$62,643	(\$12,664)	(\$121,541)	(\$166,124)	\$25,427	(\$72,717)	(\$83,164)



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WASTEWATER DEPARTMENT - FUND 03**

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
REVENUES									
03-4-3210-000	Sales - Sewer	395,800	392,358	390,136	391,280	393,827	390,049	400,000	400,000
03-4-3203-000/001	Revenue Accrual	0	479	(78)	282	347	0	0	0
03-4-3211-000	Sewer Connections	525	4,000	8,985	2,500	2,525	2,000	2,000	2,000
03-4-3215-000	Sanitation District Collection	443,131	83,789	0	(1,487)	0	0	0	0
03-4-3230-000	Sales: Miscellaneous	0	0	0	0	314			
03-4-3255-000	Inspection Fees	75	200	175	125	125	100	100	100
03-4-3256-000	FOG Program	1,602	728	1,680	900	1,680	5,184	1,700	1,700
Total Revenues		\$841,133	\$481,555	\$400,898	\$393,600	\$398,818	\$397,333	\$403,800	\$403,800
OTHER SOURCES OF FUNDS									
03-4-3900-000	Other Income	679	0	1,299	0	0	2,812	0	0
	Rental Income (Sheriff Building Transfer 15/16)	79,758	0	0	0	0	0	0	0
Total Other Sources of Funds		\$80,437	\$0	\$1,299	\$0	\$0	\$2,812	\$0	\$0
Total Sources of Funds		\$921,570	\$481,555	\$402,197	\$393,600	\$398,818	\$400,145	\$403,800	\$403,800
USES OF FUNDS									
SALARIES & WAGES									
03-5-4500-010	Salaries and Wages	29,527	37,047	51,355	39,094	40,564	50,869	55,000	65,037
03-5-4500-012	Classic EE Contr by ER PERS	0	0	2,518	0	2,411	0	0	0
03-5-4500-020	Overtime	6,065	4,631	5,571	5,992	9,272	3,764	17,500	13,500
Total Salaries & Wages		\$35,592	\$41,678	\$59,445	\$45,086	\$52,247	\$54,633	\$72,500	\$78,537
BENEFITS									
03-5-4500-061	CalPERS UAL	4,437	2,608	3,868	4,983	0	0	0	0
03-5-4500-063	Pension Expense (GASB 68)	0	(8,375)	243	11,810	4,038	0	0	0
03-5-4500-071	Medicare	557	623	876	708	0	0	0	0
03-5-4500-075	Workers Compensation Insurance	951	1,278	1,911	0	2,286	3,677	3,652	3,762
03-5-4500-080	Boot Allowance	10	0	0	0	0	0	0	0
03-5-4500-090	Insurance	7,185	671	5,171	6,968	0	0	0	0
	Operating Crew Benefits Allocation	0	0	0	0	26,120	36,222	46,140	53,276
Total Benefits		\$13,140	(\$3,194)	\$12,070	\$24,468	\$32,444	\$39,899	\$49,792	\$57,038
Total Personnel Services		\$48,732	\$38,483	\$71,514	\$69,554	\$84,691	\$94,532	\$122,292	\$135,575



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WASTEWATER DEPARTMENT - FUND 03**

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
	SERVICES & SUPPLIES								
03-5-4500-100	Clothing	269	426	145	0	0	0	0	0
03-5-4500-110	Communication	1,574	1,066	391	320	433	347	515	515
03-5-4500-150	Insurance	4,692	4,461	0	0	0	0	0	0
03-5-4500-163	Maint: Sewer Structures/ Improvements	2,118	4,281	685	6,807	12,164	759	17,000	17,000
03-5-4500-170	Maintenance: Equipment	268	1,002	3,942	205	1,310	1,171	3,348	3,348
03-5-4500-171	Maintenance: Vehicles	352	0	223	64	0	107	3,500	3,500
03-5-4500-172	Gas and Oil	947	0	0	0	0	0	3,500	3,500
03-5-4500-173	Maint: Structures/ Improvements	3,003	(1,992)	1,250	1,620	2,589	4,986	0	5,135
03-5-4500-175	System Parts/ Operating Supplies	5,656	2,340	7,426	1,728	1,379	0	8,240	8,240
03-5-4500-177	Safety Expense	63	1,405	704	283	8	0	2,850	2,850
03-5-4500-180	Memberships	76	81	456	469	0	441	0	450
03-5-4500-190	Misc Expense	289	0	2	269	0	0	0	0
03-5-4500-192	Over and Short	0	0	(239)	105	0	0	0	0
03-5-4500-200	Office Expense	51	0	601	0	31	41	515	515
03-5-4500-205	Outside UB Mailing Expense	4,131	444	10	0	7,079	6,626	9,000	9,000
03-5-4500-220	Professional Services	2,130	1,024	1,260	530	11,279	0	2,575	2,575
03-5-4500-222	Contracted Engineering	660	1,035	2,903	630	140	23	2,833	2,835
03-5-4500-224	Annual Software Maintenance	2,069	749	0	0	0	0	0	0
03-5-4500-226	Engineering & Other Reimbursables	0	620	1,150	(70)	560	0	0	0
03-5-4500-241	Rents & Leases/ Equipment	12,414	0	522	6,140	0	0	2,575	2,575
03-5-4500-247	LAFCO Annual Charges	5,409	0	0	0	0	0	0	0
03-5-4500-248	Regulatory Permits & Fees	2,088	6,101	2,406	2,588	2,836	4,020	4,020	4,020
03-5-4500-250	Small Tools & Instruments	25	0	650	32	50	0	0	0
03-5-4500-285	Classes/ Seminars/ Training Fees	315	300	269	570	0	241	2,800	2,800
03-5-4500-290	Utilities	1,726	1,052	957	805	2,108	923	2,600	2,600
03-5-4500-297	Pass-Thru: SSLOCSD Rev	441,386	83,817	0	0	0	0	0	0
03-5-4500-320	Fixed Assets - Equipment	0	1,299	0	0	0	0	0	0
03-5-4500-390	Bad Debt Expense	493	158	232	0	255	1,223	350	350
03-5-4500-499	Claims & Settlements	0	0	0	810	540	0	1,900	1,900
	Total Services & Supplies	\$492,207	\$109,670	\$25,944	\$23,905	\$42,760	\$20,908	\$68,121	\$73,708



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WASTEWATER DEPARTMENT - FUND 03**

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
CAPITAL OUTLAY									
03-5-4500-354	CIP - Overlay	0	14,856	0	0	0	0	0	0
03-5-4500-442	CIP - Air Park Drive Relocation	0	1,041	0	3,077	30,862	0	0	0
03-5-4500-443	CIP - HWY One Relocation	0	0	0	64,651	64,152	325	0	0
03-5-4500-445	CIP - Facilities Yard	0	0	0	7,057	0	0	0	0
03-5-4500-446	CIP - Lift Station Motor	0	0	0	0	5,938	0	0	0
Total Capital Outlay		\$0	\$15,896	\$0	\$74,785	\$100,952	\$325	\$0	\$0
ADMINISTRATIVE COST ALLOCATION									
	Administrative Cost Allocation	246,723	254,862	317,402	346,898	336,539	258,953	286,104	277,681
Total Administrative Cost Allocation		\$246,723	\$254,862	\$317,402	\$346,898	\$336,539	\$258,953	\$286,104	\$277,681
Total Expenditures		\$787,662	\$418,912	\$414,861	\$515,141	\$564,942	\$374,718	\$476,517	\$486,964
OPERATING SURPLUS/(DEFICIT)		\$133,908	\$62,643	(\$12,664)	(\$121,541)	(\$166,124)	\$25,427	(\$72,717)	(\$83,164)
TRANSFERS & ENCUMBRANCES									
	Transfers In - From General Fund	0	0	113,940	113,940	113,130	23,075	113,940	23,075
	(Transfers Out) - Equipment Fund	0	(9,733)	(9,761)	(42,433)	(19,460)	(9,230)	(11,545)	(11,915)
	Encumbrances - Sources of Funding	0	0						
	Encumbrances - (Designated Funds)	0	0						
NET TRANSFERS & ENCUMBRANCES		\$0	(\$9,733)	\$104,179	\$71,507	\$93,670	\$13,845	\$102,395	\$11,160
RESERVES									
	Use of Reserves				50,034	72,453			72,004
	(Additions to Reserves)	(133,908)	(52,910)	(91,515)			(39,272)	(29,678)	
	Other Adjustments						0		
RESERVES - INCREASE / (DECREASE)		(\$133,908)	(\$52,910)	(\$91,515)	\$50,034	\$72,453	(\$39,272)	(\$29,678)	\$72,004
NET BUDGETARY SOURCES/USES		\$0	\$0	\$0	(\$0)	(\$0)	\$0	(\$0)	(\$0)



GARBAGE FUND





**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
GARBAGE FUND - 06**

ACCOUNT NO.	GARBAGE FUND GARBAGE DEPARTMENT - 06	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
	Revenues	\$117,577	\$76,783	\$94,617	\$92,784	\$94,892	\$100,672	\$109,836	\$59,693
	Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Sources of Funds	\$117,577	\$76,783	\$94,617	\$92,784	\$94,892	\$100,672	\$109,836	\$59,693
USES OF FUNDS									
	Salaries & Wages	\$4,679	\$3,609	\$16,238	\$6,899	\$10,758	\$14,168	\$22,000	\$27,000
	Benefits	\$1,557	(\$1,306)	\$1,513	\$3,600	\$13,005	\$16,011	\$20,138	\$23,139
	Personnel Services	\$6,236	\$2,303	\$17,751	\$10,499	\$23,763	\$30,179	\$42,138	\$50,139
	Services & Supplies	\$8,487	\$4,142	\$18,669	\$13,304	\$21,330	\$20,864	\$22,280	\$24,616
	Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Administrative Cost	\$37,090	\$38,229	\$47,610	\$52,035	\$50,481	\$34,527	\$38,147	\$37,024
	Total Expenditures	\$51,813	\$44,675	\$84,031	\$75,838	\$95,573	\$85,570	\$102,565	\$111,779
	OPERATING SURPLUS/(DEFICIT)	\$65,764	\$32,109	\$10,587	\$16,946	(\$681)	\$15,102	\$7,271	(\$52,086)



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
GARBAGE FUND - 06**

ACCOUNT NO.	GARBAGE FUND GARBAGE DEPARTMENT - 06	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
REVENUES									
06-4-3230-000	Garbage: Misc Income	53	0	0	0	275	0	0	0
06-4-3300-003	Interest Income	26	11	121	106	91	0	0	0
06-4-3501-000	Franchise Fees	82,001	76,772	86,818	84,923	86,647	92,000	102,036	51,018
06-4-3501-741	Landfill Savings Payment	35,497	0	7,679	7,756	7,880	8,672	7,800	8,675
Total Revenues		\$117,577	\$76,783	\$94,617	\$92,784	\$94,892	\$100,672	\$109,836	\$59,693
OTHER SOURCES OF FUNDS									
		0	0	0	0	0	0	0	0
Total Other Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources of Funds		\$117,577	\$76,783	\$94,617	\$92,784	\$94,892	\$100,672	\$109,836	\$59,693
USES OF FUNDS									
SALARIES & WAGES									
06-5-4900-010	Salaries & Wages	4,618	3,349	14,851	6,762	10,420	14,149	22,000	27,000
06-5-4900-012	Classic EE Contr by ER PERS	0	0	139	0	133	0	0	0
06-5-4900-020	Overtime Wages	61	259	1,248	138	205	19	0	0
Total Salaries & Wages		\$4,679	\$3,609	\$16,238	\$6,899	\$10,758	\$14,168	\$22,000	\$27,000
BENEFITS									
06-5-4900-061	PERS Contributions	427	212	213	734	0	0	0	0
06-5-4900-063	Pension Expense	0	(1,618)	34	1,671	564	0	0	0
06-5-4900-071	Medicare	72	54	237	109	0	0	0	0
06-5-4900-072	FICA	0	0	799	0	0	0	0	0
06-5-4900-075	Compensation Insurance	0	0	167	0	686	919	913	940
06-5-4900-080	Boot Allowance	5	0	0	0	0	0	0	0
06-5-4900-090	Insurance	1,054	47	63	1,086	0	0	0	0
	Operating Crew Benefits Allocation	0	0	0	0	11,755	15,092	19,225	22,198
Total Benefits		\$1,557	(\$1,306)	\$1,513	\$3,600	\$13,005	\$16,011	\$20,138	\$23,139
Total Personnel Services		\$6,236	\$2,303	\$17,751	\$10,499	\$23,763	\$30,179	\$42,138	\$50,139
SERVICES & SUPPLIES									
06-5-4900-100	Clothing	124	226	145	0	0	0	0	0
06-5-4900-110	Communication	267	263	216	148	650	760	900	930
06-5-4900-150	Insurance	776	669	0	0	0	0	0	0
06-5-4900-170	Maintenance - EQ/CANS	0	0	0	0	13	0	0	0
06-5-4900-171	Maintenance - Vehicles	184	638	42	14	0	0	515	530
06-5-4900-172	Gas and Oil	476	0	0	0	0	0	0	0
06-5-4900-173	Maint - Shared Structures/ Improvements	2,069	40	41	110	154	473	260	490
06-5-4900-175	Operating Supplies	831	11	447	0	840	504	1,545	1,600
06-5-4900-192	Over and Short	0	0	(73)	(21)	0	0	0	0
06-5-4900-200	Office Expense	31	0	40	0	0	348	1,030	1,065
06-5-4900-210	Postage	335	363	1,074	33	462	0	515	530



OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
GARBAGE FUND - 06

ACCOUNT NO.	GARBAGE FUND GARBAGE DEPARTMENT - 06	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
06-5-4900-219	Special Admin Expense	(48)	0	600	450	0	0	0	0
06-5-4900-220	Professional Services	0	1,510	6,930	2,512	7,823	8,678	7,000	8,940
06-5-4900-230	Legal Notices	2,245	0	0	77	0	0	0	0
06-5-4900-247	LAFCO Annual Charge	854	0	0	0	0	0	0	0
06-5-4900-290	Utilities	342	422	9,208	0	1,408	101	515	530
	School Outreach Programs	0	0	0	9,980	9,980	10,000	10,000	10,000
	Total Services & Supplies	\$8,487	\$4,142	\$18,669	\$13,304	\$21,330	\$20,864	\$22,280	\$24,616
	CAPITAL OUTLAY								
06-5-4900-445	CIP - Facilities Yard	0	0	0	0	0	0	0	0
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	ADMINISTRATIVE COST ALLOCATION								
	Administrative Cost Allocation	37,090	38,229	47,610	52,035	50,481	34,527	38,147	37,024
	Total Administrative Cost Allocation	\$37,090	\$38,229	\$47,610	\$52,035	\$50,481	\$34,527	\$38,147	\$37,024
	Total Expenditures	\$51,813	\$44,675	\$84,031	\$75,838	\$95,573	\$85,570	\$102,565	\$111,779
	OPERATING SURPLUS/(DEFICIT)	\$65,764	\$32,109	\$10,587	\$16,946	(\$681)	\$15,102	\$7,271	(\$52,086)
	TRANSFERS & ENCUMBRANCES								
	Transfers In - From Water Fund	0	0	7,500	7,500	7,500	7,500	7,500	7,500
	(Transfers Out) - Equipment Fund			(643)	(7,042)	(2,583)	(799)	(1,000)	(1,033)
	Encumbrances - Sources of Funding						0		
	Encumbrances - (Designated Funds)						0		
	NET TRANSFERS & ENCUMBRANCES	\$0	\$0	\$6,857	\$458	\$4,917	\$6,701	\$6,500	\$6,467
	RESERVES								
	Use of Reserves								45,619
	(Additions to Reserves)	(65,764)	(32,109)	(17,444)	(17,404)	(4,236)	(21,803)	(13,771)	
	Other Adjustments								
	RESERVES - INCREASE / (DECREASE)	(\$65,764)	(\$32,109)	(\$17,444)	(\$17,404)	(\$4,236)	(\$21,803)	(\$13,771)	\$45,619
	NET BUDGETARY SOURCES/USES	(\$0)	(\$0)	(\$0)	\$0	(\$0)	\$0	\$0	(\$0)



EQUIPMENT FUND





**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
EQUIPMENT FUND - 12**

ACCOUNT NO.	0	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
Revenues		\$19,639	\$23,291	\$25,710	\$102,115	\$54,418	\$23,257	\$29,090	\$30,023
Other Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources of Funds		\$19,639	\$23,291	\$25,710	\$102,115	\$54,418	\$23,257	\$29,090	\$30,023
USES OF FUNDS									
Salaries & Wages		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Benefits		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Services		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Services & Supplies		\$0	\$7,801	\$10,290	\$8,150	\$11,854	\$13,945	\$16,000	\$16,000
Capital Outlay		\$0	\$0	\$0	\$86,833	\$0	\$0	\$0	\$0
Debt Service		\$436	\$11,244	\$10,293	\$9,939	\$9,569	\$5,289	\$9,067	\$10,000
Total Expenditures		\$436	\$19,045	\$20,583	\$104,922	\$21,423	\$19,234	\$25,067	\$26,000
OPERATING SURPLUS/(DEFICIT)		\$19,204	\$4,246	\$5,128	(\$2,807)	\$32,995	\$4,023	\$4,023	\$4,023



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
EQUIPMENT FUND - 12**

ACCOUNT NO.	EQUIPMENT FUND - 12	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
SOURCES OF FUNDS									
REVENUES									
12-4-3800-001	Lease Revenue from Water	15,626	12,920	12,976	52,641	32,375	13,228	16,545	17,075
12-4-3800-002	Lease Revenue from Sewer	2,267	10,370	9,761	42,433	19,460	9,230	11,545	11,915
12-4-3800-005	Lease Revenue from Garbage	1,747	0	201	7,042	2,583	799	1,000	1,033
12-4-3800-003	Insurance Proceeds	0	0	2,130	0	0	0	0	0
12-4-3800-004	Surplus Sales	0	0	643	0	0	0	0	0
Total Revenues		\$19,639	\$23,291	\$25,710	\$102,115	\$54,418	\$23,257	\$29,090	\$30,023
OTHER SOURCES OF FUNDS									
		0	0	0	0	0	0	0	0
Total Other Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources of Funds		\$19,639	\$23,291	\$25,710	\$102,115	\$54,418	\$23,257	\$29,090	\$30,023
USES OF FUNDS									
SALARIES & WAGES									
		0	0	0	0	0	0	0	0
Total Salaries & Wages		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BENEFITS									
		0	0	0	0	0	0	0	0
Total Benefits		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Personnel Services		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SERVICES & SUPPLIES									
12-5-4350-171	Maintenance - Vehicles	0	1,912	4,997	1,254	3,218	6,391	6,500	6,500
12-5-4350-172	Fuel	0	5,889	5,292	6,896	8,637	7,554	9,500	9,500
Total Services & Supplies		\$0	\$7,801	\$10,290	\$8,150	\$11,854	\$13,945	\$16,000	\$16,000
CAPITAL OUTLAY									
12-5-4350-320	Fixed Assets	0	0	0	86,833	0	0	0	0
Total Capital Outlay		\$0	\$0	\$0	\$86,833	\$0	\$0	\$0	\$0
DEBT SERVICE									
12-5-4350-320	Equipment Lease	0	9,067	9,067	9,067	9,067	5,289	9,067	10,000
12-5-4350-386	Interest Expense	436	2,177	1,226	872	502	0	0	0
Total Debt Service		\$436	\$11,244	\$10,293	\$9,939	\$9,569	\$5,289	\$9,067	\$10,000
Total Expenditures		\$436	\$19,045	\$20,583	\$104,922	\$21,423	\$19,234	\$25,067	\$26,000
OPERATING SURPLUS/(DEFICIT)		\$19,204	\$4,246	\$5,128	(\$2,807)	\$32,995	\$4,023	\$4,023	\$4,023



**OCEANO COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
EQUIPMENT FUND - 12**

ACCOUNT NO.	EQUIPMENT FUND - 12	ACTUAL FY 2014/2015	ACTUAL FY 2015/2016	ACTUAL FY 2016/2017	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	CURRENT BUDGET FY 2019/2020	PROPOSED BUDGET FY 2020/2021
	TRANSFERS & ENCUMBRANCES								
	Transfers In - General Fund (Backhoe) (Transfers Out)	0	0	0	25,000	0	0	0	0
	Encumbrances - Sources of Funding								0
	Encumbrances - (Designated Funds)								0
	NET TRANSFERS & ENCUMBRANCES	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0
	RESERVES								
	Use of Reserves (Additions to Reserves)	(19,204)	(4,246)	(5,128)	(22,193)	(32,995)	(4,023)	(4,023)	(4,023)
	Other Adjustments								0
	RESERVES - INCREASE / (DECREASE)	(\$19,204)	(\$4,246)	(\$5,128)	(\$22,193)	(\$32,995)	(\$4,023)	(\$4,023)	(\$4,023)
	NET BUDGETARY SOURCES/USES	(\$0)	(\$0)	(\$0)	\$0	(\$0)	\$0	\$0	\$0