

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, August 26, 2020 – 6:00 P.M
Location: TELECONFERENCE – SEE BELOW

HOW TO OBSERVE THE MEETING

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.

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>

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. 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 attached to the minutes of the meeting.

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.

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. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Review and Approval of Minutes for Regular Meeting August 12, 2020
- B. Review of Cash Disbursements
- C. Consideration of a letter of support on proposed legislation

8. BUSINESS ITEMS:

Public comment Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

- A. Consideration of the District Social Media Policy
- B. Review, discuss and authorize the General Manager to apply for the Integrated Waste Management Authority's Technical Assistance Grant Program and provide staff direction on pursuing funds for Water Refill Stations or Recycle Bins throughout Oceano.

9. HEARING ITEMS:

- A. Consideration of a Recommendation to Approve the Final 2020/21 Budget

10. RECEIVED WRITTEN COMMUNICATIONS:

11. LATE RECEIVED WRITTEN COMMUNICATIONS:

12. FUTURE AGENDA ITEMS Cienaga 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, Fireworks Ordinance, District Flag Policy/ Pride Month

13. FUTURE HEARING ITEMS: October 14, 2020 - Proposition 218 Ordinance Increasing and Adjusting Water System Service Charges

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, August 12, 2020 – 6:00 P.M.
Location: TELECONFERENCE

1. **CALL TO ORDER:** at approximately 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 President Austin.
4. **AGENDA REVIEW:**
A motion was made to approve the agenda as presented by Vice President White with a second from Director Gibson, 5-0 vote.
5. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:**
Public comment was received from:

Written comment submitted by Carol Hughes	In opposition of the sale of safe and sane fireworks.
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6. **SPECIAL PRESENTATIONS & REPORTS:**
A. STAFF REPORTS:

- i. **Sheriff's South Station**, Commander Michael Manuele – None
- ii. **FCFA** - Chief Steve Lieberman – None
- iii. **OCSD General Manager** – Staff continues to be healthy. Recent favorable court ruling for the City of Santa Monica regarding the California Voters Rights Act. Jeff Minnery will provide a future update on the decision. Legal Council, Jeff Minnery, reminded candidates of the requirements for the 2020 Election in November and that candidates should not use the District logo.
- iv. **Operations** – Utility Systems Manager, Tony Marraccino – Lopez is currently at 46.9% full. Continuing with daily rounds, weekly & monthly water samples, 9 work orders, 48 USA's, 18 customer service calls, 2 after hour call outs. Continued the EPA water testing for UCMR (Unregulated Contaminant Monitoring Rule) for the next 4 months, weed abatement at the water yard, meter reads and re-reads/ high and low notices, waterline break in the alley behind the post office, completed the first round of FOG (Fats, Oil and Grease) inspections, installed a new analyzer on Well 8, 60 new meters were installed, repaired a hydraulic hose on the jetter, completed the tank #1 inspection.

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Villa – Reported on the Oceano Advisory Council (OAC)
- ii. Director Gibson – None
- iii. Vice President White – Reported on Five Cities Fire Authority (FCFA)
- iv. Director Replogle – Reported on Integrated Waste Management Authority (IWMA)
- v. President Austin – Reported on the South San Luis Obispo Sanitation District (SSLOCSO).

b. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

Public comment was received from:

Julie Tacker	A question regarding the cost of the Wastewater Treatment Plant Redundancy Project at SSLOCSD.
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7 CONSENT AGENDA:	ACTION:
<ul style="list-style-type: none"> a. Review and Approval of Minutes for Regular Meeting July 8, 2020. b. Review of Cash Disbursements. c. Consideration of a recommendation to approve a proposal and professional services agreement with GSI Water Solutions Inc. to prepare the 2020 Annual Report for the Northern Cities Management Area in the amount of \$40,663 plus contingencies of \$3,643 for a total contract amount of \$44,306 d. Submittal of the District's Fiscal Year 2019-20 Quarter 4 Treasurer Report 	<p>After an opportunity for public comment and Board discussion, staff recommendations were approved with the addition of the PowerPoint presentation from the July 8, 2020 meeting added as an attachment to item 7(A) 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 from:</p> <p>Julie Tacker – In support of the District submitting comments during the Environmental Impact Report for Central Coast Blue.</p>

8A BUSINESS ITEM:	ACTION:
Introduction of an Ordinance Increasing and Adjusting Water System Service Charges, setting the date for a public hearing on October 14, 2020, and Adoption of an update to the 2009 Water Master Plan	<p>After a presentation by the General Manger and an opportunity for public comment and Board discussion, the Board approved staff recommendations with the addition of holding an informational meeting at the regular meeting of September 9th and for questions regarding the rate increase to be reported during the General Managers Report at each meeting with a motion by Vice President White and a second by Director Villa and a 5-0 roll call.</p> <p>No public comment</p>

8B BUSINESS ITEM:	ACTION:
Review of Fiscal Year 2019-20 Budget Status as of June 30, 2020 and consideration of a recommendation to approve year-end encumbrances	<p>After an opportunity for public comment and Board discussion, staff recommendations were approved as presented with a motion from Director Gibson, and a second from President White and a 5-0 roll call vote.</p> <p>No public comment.</p>

10. RECEIVED WRITTEN COMMUNICATIONS: None

11. LATE RECEIVED WRITTEN COMMUNICATIONS: None

12. **FUTURE AGENDA ITEMS:** Cienaga 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, Fireworks Ordinance, District Flag Policy/ Pride Month, Social Media Policy/ Live Stream Board Meetings
13. **FUTURE HEARING ITEMS:** 2020-2021 Budget Hearing August 26, 2020 & Ordinance for a Water Rate Increase and Protest Hearing October 14, 2020
14. **CLOSED SESSION:** None
15. **ADJOURNMENT:** at approximately 7:45 pm

Oceano Community Services District



Water System Revenues Ordinance Introduction

Initial Board Policy Direction on July 8, 2020

- ❖ Fund the Capital Improvement Program
 - ❖ Three-year phase in

- ❖ Eliminate 6 units of water in base rate

- ❖ Create a Multi-Family customer class

- ❖ Two-tiered usage rate
 - ❖ Tier 1 tied to Lopez water / Tier 2 tied to State water

- ❖ Phased rate increase
 - ❖ Three-year phase in

**Oceano Community Services District
Water Rate Adjustments**

		<u>Bi-Monthly Rates</u>					
		Current	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025
Single Family Residential Base Charge		\$53.56	\$60.52	\$66.58	\$73.23	\$75.43	\$77.69
Multi Family Residential Base Charge		N/A	\$45.39	\$49.93	\$54.92	\$56.57	\$58.27
Non-Residential Base Charge							
	5/8	\$59.80	\$67.57	\$74.33	\$81.76	\$84.22	\$86.74
	3/4	\$72.81	\$82.28	\$90.50	\$99.55	\$102.54	\$105.62
	1	\$111.40	\$125.88	\$138.47	\$152.32	\$156.89	\$161.59
	1&1/2	\$201.21	\$227.37	\$250.10	\$275.11	\$283.37	\$291.87
	2	\$312.52	\$353.15	\$388.46	\$427.31	\$440.13	\$453.33
	3	\$497.30	\$561.95	\$618.14	\$679.96	\$700.36	\$721.37
	4	\$844.80	\$954.62	\$1,050.09	\$1,155.10	\$1,189.75	\$1,225.44
	6	\$1,317.12	\$1,488.35	\$1,637.18	\$1,800.90	\$1,854.93	\$1,910.57
Volume Charges (1 CCF= unit)							
	per unit	per unit	per unit	per unit	per unit	per unit	per unit
	0-6 units	\$1.80	\$3.30	Actual	Actual	Actual	Actual
	7-12 units	\$5.44	\$6.47	Actual	Actual	Actual	Actual
	13-18 units	\$5.83	\$6.47	Actual	Actual	Actual	Actual
	19-24 units	\$6.31	\$6.47	Actual	Actual	Actual	Actual
	24+ units	\$6.54	\$6.47	Actual	Actual	Actual	Actual
Other:							
	Hydrant Meter	\$3.53	\$6.47	Actual	Actual	Actual	Actual
	Out of Area Charge	\$8.51	\$9.62	\$10.58	\$11.64	\$11.98	\$12.34
	Backflow Preventer Inspection	N/A	Pass-through	Pass-through	Pass-through	Pass-through	Pass-through
	Meter Test Charge	\$40.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00

Actual costs are wholesale pass-through costs for Lopez and State water supplies

Rates at Average Usage (15 units)

Bi-Monthly	Current	Proposed	Change
Single Family	\$114.49	\$138.55	\$24.06
Multi Family	\$114.49	\$123.42	\$8.93

Rates at Low Usage (6 units)

Bi-Monthly	Current	Proposed	Change
Single Family	\$64.36	\$80.32	\$15.96
Multi Family	\$64.36	\$65.19	\$0.83

Future Annual Increases

	7/1/21	7/1/22	7/1/23	7/1/25
Base Charge	13%	10%	3%	3%
Usage Charges	Actual	Actual	Actual	Actual

PROCESS AND NEXT STEPS

- ✓ Tonight introduce ordinance and set hearing
- ✓ Mail Prop 218 legal notice
- ✓ Protest Hearing October 14, 2020
- ✓ Rates effective starting billing period in November



Oceano Community Services District

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

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

Date: August 26, 2020

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #7(B): Recommendation to Review Cash Disbursements

Recommendation

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

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	58538 - 58569	
Disbursements:		
Regular Payable Register - paid 08/26/2020	58551 - 58569	\$ 42,495.42
Subtotal:		\$ 42,495.42
Reoccurring Payments for Board Review (authorized by Resolution 2020-06):		
Payroll Disbursements - PPE 08/15/2020	N/A	\$ 30,837.14
County of SLO (Electronic J/E Disbursement) Water Supplies - paid 08/21/2020	N/A	\$ 418.00
Reoccurring AP - Credit Card, Board Stipend - paid 08/12/2020	58538 - 58540	\$ 737.73
Reoccurring Utility Disbursements - paid 08/12/2020	58541 - 58549	\$ 6,094.10
Reoccurring Health Disbursements - paid 08/12/2020	58550	\$ 56.21
Subtotal:		\$ 38,143.18
Grand Total:		\$ 80,638.60

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.

8/20/2020 4:55 PM
 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: 058551 THRU 058569

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:	-----								
1-1001-000	8/20/2020	CHECK	058551	PETTY CASH	58.68CR	OUTSTND	A	0/00/0000	UB RETURN POSTAGE DUE, CEQA FILING
1-1001-000	8/20/2020	CHECK	058552	CANNON	15,078.00CR	OUTSTND	A	0/00/0000	WWRP - JUL 2020 SVCS ASPHALT RECYCLE
1-1001-000	8/20/2020	CHECK	058553	GATOR CRUSHING & RECYCLING	20.00CR	OUTSTND	A	0/00/0000	
1-1001-000	8/20/2020	CHECK	058554	DIVERSIFIED PROJECT SERVICES I	1,540.00CR	OUTSTND	A	0/00/0000	REIM ENGR SVCS WILL SERVE PROJECTS
1-1001-000	8/20/2020	CHECK	058555	ADAMSKI MOROSKI MADDEN CUMBERL	5,647.50CR	OUTSTND	A	0/00/0000	GENERAL LEGAL, GROUNDWATER LITIGATION JUL 2020 SVCS
1-1001-000	8/20/2020	CHECK	058556	BURDINE PRINTING & GRAPHICS	1,699.20CR	OUTSTND	A	0/00/0000	U/B PRINTING, MAILING & POSTAGE UNIFORMS
1-1001-000	8/20/2020	CHECK	058557	ARAMARK	324.34CR	OUTSTND	A	0/00/0000	
1-1001-000	8/20/2020	CHECK	058558	R & T EMBROIDERY, INC.	186.73CR	OUTSTND	A	0/00/0000	HATS FOR FIELD
1-1001-000	8/20/2020	CHECK	058559	GSI WATER SOLUTIONS, INC.	3,284.37CR	OUTSTND	A	0/00/0000	NCMA 2019 ANNUAL RPT JUL 2020 SVCS
1-1001-000	8/20/2020	CHECK	058560	FAMCON PIPE & SUPPLY, INC.	45.02CR	OUTSTND	A	0/00/0000	OPERATING SUPPLY
1-1001-000	8/20/2020	CHECK	058561	MARWAL CONSTRUCTION INC.	4,337.36CR	OUTSTND	A	0/00/0000	EMERGENCY GENERATOR, PROJ 2019-01
1-1001-000	8/20/2020	CHECK	058562	WILL CLEMENS	44.81CR	OUTSTND	A	0/00/0000	REIM OFFICE SUPPLY
1-1001-000	8/20/2020	CHECK	058563	CITY OF ARROYO GRANDE	4,275.86CR	OUTSTND	A	0/00/0000	WHEELING SVCS
1-1001-000	8/20/2020	CHECK	058564	MINER'S ACE HARDWARE, INC.	210.61CR	OUTSTND	A	0/00/0000	SYSTEM PARTS
1-1001-000	8/20/2020	CHECK	058565	PRO-TECH LANDSCAPE MANAGEMENT,	410.00CR	OUTSTND	A	0/00/0000	LANDSCAPING
1-1001-000	8/20/2020	CHECK	058566	CARQUEST AUTO PARTS	309.16CR	OUTSTND	A	0/00/0000	EQUIPMENT REPAIR
1-1001-000	8/20/2020	CHECK	058567	THE TRIBUNE	91.96CR	OUTSTND	A	0/00/0000	PUBLIC HEARING NOTICE
1-1001-000	8/20/2020	CHECK	058568	MOSS, LEVY & HARTZHEIM	3,000.00CR	OUTSTND	A	0/00/0000	2019-2020 FY AUDIT FEES
1-1001-000	8/20/2020	CHECK	058569	AQUA-METRIC	1,931.82CR	OUTSTND	A	0/00/0000	WATER METERS
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	42,495.42CR			
				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: 058551 THRU 058569

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:			
				DEPOSIT	TOTAL:			42,495.42CR
				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 August 26, 2020

	(*)	
Gross Wages	8/1/2020	8/15/2020
Regular	\$26,556.15	\$26,551.87
Overtime Wages	\$503.63	\$286.72
Stand By	\$600.00	\$450.00
	<u>\$27,659.78</u>	<u>\$27,288.59</u>
Cell Phone Allowance	\$75.00	\$0.00
Total Wages	<u>\$27,734.78</u>	<u>\$27,288.59</u>
Disbursements		
Net Wages	\$21,753.25	\$21,459.61
State and Federal Agencies	\$5,112.55	\$4,954.61
CalPERS - Normal	\$4,267.61	\$4,267.61
SEIU - Union Fees	\$155.31	\$155.31
Total Disbursements processed with Payroll	<u>\$31,288.72</u>	<u>\$30,837.14</u>
Health (Disbursed with reoccurring bills)	\$6,013.57	\$6,013.57
Total District Payroll Related Costs	<u>\$37,302.29</u>	<u>\$36,850.71</u>

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

Oceano Community Services District
County of San Luis Obispo Electronic Journal Entries

A/P Approval

	Invoice	Vendor	Amount	G/L Account	Account Name	Distribution
1	2779	County of SLO Public Works		02-5-4400-262	Water Supply - State Water	\$ 418.00

Total County Electronic Journal Entries for Water Supply	\$ 418.00
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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: 058538 THRU 058540

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:	-----								
1-1001-000	8/12/2020	CHECK	058538	RABOBANK VISA CARD	487.73CR	OUTSTND	A	0/00/0000	QUICKBOOKS, ZOOM, LAPTOP
1-1001-000	8/12/2020	CHECK	058539	REPLOGLE, CYNTHIA	100.00CR	OUTSTND	A	0/00/0000	BOARD STIPEND
1-1001-000	8/12/2020	CHECK	058540	WHITE, KAREN M.	150.00CR	OUTSTND	A	0/00/0000	BOARD STIPEND
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	737.73CR			
				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:	737.73CR			
				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			

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE	
CHECK:									
1-1001-000	8/12/2020	CHECK	058541	MAP COMMUNICATIONS, INC. DBA A	323.53CR	OUTSTND	A	0/00/0000	PHONE ANSWERING SERVICE
1-1001-000	8/12/2020	CHECK	058542	CHARTER COMMUNICATIONS	150.00CR	OUTSTND	A	0/00/0000	INTERNET SERVICE
1-1001-000	8/12/2020	CHECK	058543	DE LAGE LANDEN FINANCIAL SERVI	150.15CR	OUTSTND	A	0/00/0000	COPIER LEASE
1-1001-000	8/12/2020	CHECK	058544	DIGITAL WEST NETWORKS, INC.	590.78CR	OUTSTND	A	0/00/0000	PHONE, WEBSITE, SOFTWARE LICENSE
1-1001-000	8/12/2020	CHECK	058545	ELECSYS INTERNATIONAL CORP	223.50CR	OUTSTND	A	0/00/0000	EQUIPMENT MONITOR
1-1001-000	8/12/2020	CHECK	058546	PACIFIC GAS & ELECTRIC	4,229.22CR	OUTSTND	A	0/00/0000	UTILITY
1-1001-000	8/12/2020	CHECK	058547	SO CAL GAS	87.37CR	OUTSTND	A	0/00/0000	UTILITY
1-1001-000	8/12/2020	CHECK	058548	STANLEY CONVERGENT SECURITY SO	99.60CR	OUTSTND	A	0/00/0000	WELLS AND FIRE MONITOR
1-1001-000	8/12/2020	CHECK	058549	VERIZON WIRELESS	239.95CR	OUTSTND	A	0/00/0000	FIELD CELL SERVICE
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	6,094.10CR			
				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:	6,094.10CR			
				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			

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	8/12/2020	CHECK	058550	TASC -CLIENT INVOICES	56.21CR	OUTSTND	A	0/00/0000 FSA ADM FEES
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	56.21CR		
				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:	56.21CR		
				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: August 26, 2020

To: Board of Directors

From: Will Clemens, General Manager

Subject: **Agenda Item #7(C)** Consideration of a letter of support on proposed legislation

Recommendation

It is recommended that the Board approve the attached letter of support to proposed legislation S. 4308.

Discussion

The District is a member of the California Special Districts Association (CSDA), which provides a variety of programs including education and training. CSDA also tracks proposed legislation, which helps those agencies that choose to provide letters of support or opposition.

CSDA is encouraging districts to act by submitting letters of support to S. 4308, the "Special Districts Provide Essential Services Act".

S. 4308 would accomplish the following:

- **Allows special districts direct access to the Coronavirus Relief Fund.** The bill requires states to distribute five percent of future Coronavirus Relief Fund allocations that they receive to special districts within their respective state within 60 days of receiving funds from the U.S. Treasury. Designating special districts as eligible for the Fund would greatly assist in their attempts to both recoup dramatic revenue losses and backfill the increase in expenditures many have experienced due to a variety of pandemic-related expenses.
- **Requires special districts to demonstrate the financial impact of COVID-19** when applying for funding. Special districts would submit information to their state demonstrating the degree to which they have experienced or anticipate they will experience COVID-19-related revenue loss, grant/inter-governmental revenue loss, or increased COVID-19-related expenditures.
- **Creates limits to allocations** such that a special district may not receive funding that exceeds the amount the district expended in any quarter of 2019. However, special districts providing services



that the federal Cybersecurity and Infrastructure Security Agency deems to be within a “critical infrastructure sector” would be exempt from limitations.

- **Provides flexibility for states with excess funds reserved for special districts** that make a good faith effort to distribute funds to districts within the state. The bill requires states to file a waiver with U.S. Treasury demonstrating how the state distributed its special districts funding. If approved, the state may use the balance of the funds for other COVID-19 response purposes.
- **Defines “special district”** as a “political subdivision of a State, formed pursuant to general law or special act of the State, for the purpose of performing one or more governmental or proprietary functions.” With the variety of services that special districts throughout the country deliver, it is important to have a clear understanding of what is – and what is not – a special district. The definition in the bill was developed through a collaborative and consensus-driven process by special district associations across the nation.
- **Specifically permits special districts to be considered “eligible issuers” of the Federal Reserve Board’s Municipal Liquidity Facility (MLF).** The bill would direct the U.S. Department of Treasury to consider special districts as eligible issuers to take advantage of the Municipal Liquidity Facility, as established in the CARES Act, for access to capital during the current financial downturn. States, territories, tribes, cities with a population greater 250,000 and counties with a population greater than 500,000 have access to the Fed’s tool. Despite special districts’ statutory authority to issue tax and revenue anticipation notes, they are currently not considered “eligible issuers” under the CARES Act. This bill expands the Fed’s authorization to purchase these notes to include all special districts as “eligible issuers” for MLF.

Other Agency Involvement

N/A

Financial Considerations

District costs and revenue losses due to COVID-19 have been minimal thus far, but should circumstances change, this bill would help the District recover any costs or revenue losses.

Results

Considering proposed legislation supports a well governed community.

Attachment: Letter of support to S. 4308



Oceano Community Services District

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

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

www.oceanocsd.org

August 26, 2020

The Honorable Dianne Feinstein

The Honorable Kamala Harris

United States Senate

United States Senate

331 Hart Senate Office Building

112 Hart Senate Office Building

Washington, D.C. 20510

Washington, DC 20510

RE: Thank you for your leadership on S. 4308, the Special Districts Provide Essential Services Act

Dear Senator Feinstein and Senator Harris,

The Oceano Community Services District is thankful for your support of S. 4308, the Special Districts Provide Essential Services Act, and we are grateful for your leadership on this vital piece of legislation. This measure would bring much-needed relief resources to special districts in our community, throughout California, and across the nation.

The Special Districts Provide Essential Services Act would provide critically needed relief for local agencies that have experienced unforeseen expenditures or decrease in revenue as a result of the COVID-19 health crisis. Based on a July 2020 CSDA/National Special Districts Coalition survey, **California's special districts anticipate a \$1.26 billion impact due to COVID-19 through the end of Fiscal Year 2021.**

As a provider of water, wastewater collection, fire, solid waste, lighting and parks and recreation services to approximately 7,700 residents in the Oceano community, proportional access to federal resources would help our small district confront COVID-19 and overcome related unbudgeted expenses and revenue losses.

Despite the impact to our district, our local agency and the vast majority of California's special districts, have not received access to the Coronavirus Relief Fund. We thank you for your supporting special districts' access to COVID-19 relief fund to help us continue providing, without hinderance, vital services our community relies upon while also providing greater certainty and ability to retain our essential workers.

S. 4308 would accomplish the following:

- **Allows special districts direct access to the Coronavirus Relief Fund.** The bill requires states to distribute five percent of future Coronavirus Relief Fund allocations that they receive to special districts within their respective state within 60 days of receiving funds from the U.S. Treasury. Designating special districts as eligible for the Fund would greatly assist in their attempts to both recoup dramatic revenue losses and backfill the increase in expenditures many have experienced due to a variety of pandemic-related expenses.
- **Requires special districts to demonstrate the financial impact of COVID-19** when applying for funding. Special districts would submit information to their state demonstrating the degree to which they



Oceano Community Services District

have experienced or anticipate they will experience COVID-19-related revenue loss, grant/inter-governmental revenue loss, or increased COVID-19-related expenditures.

- **Creates limits to allocations** such that a special district may not receive funding that exceeds the amount the district expended in any quarter of 2019. However, special districts providing services that the federal Cybersecurity and Infrastructure Security Agency deems to be within a “critical infrastructure sector” would be exempt from limitations.
- **Provides flexibility for states with excess funds reserved for special districts** that make a good faith effort to distribute funds to districts within the state. The bill requires states to file a waiver with U.S. Treasury after 60 days demonstrating how the state distributed its special districts funding. If approved, the state may use the balance of the funds for other COVID-19 response purposes.
- **Defines “special district”** as a “political subdivision of a State, formed pursuant to general law or special act of the State, for the purpose of performing one or more governmental or proprietary functions.” With the variety of services that special districts throughout the country deliver, it is important to have a clear understanding of what is – and what is not – a special district. The definition in the bill was developed through a collaborative and consensus-driven process by special district associations across the nation.
- **Specifically permits special districts to be considered “eligible issuers” of the Federal Reserve Board’s Municipal Liquidity Facility (MLF).** The bill would direct the U.S. Department of Treasury to consider special districts as eligible issuers to take advantage of the Municipal Liquidity Facility, as established in the CARES Act, for access to capital during the current financial downturn. States, territories, tribes, cities with a population greater than 250,000 and counties with a population greater than 500,000 have access to the Fed’s tool. Despite special districts’ statutory authority to issue tax and revenue anticipation notes, they are currently not considered “eligible issuers” under the CARES Act. This bill expands the Fed’s authorization to purchase these notes to include all special districts as “eligible issuers” for MLF.

We sincerely appreciate you and your staff for your outstanding leadership on special districts issues, including your June 15 letter to Treasury and the Federal Reserve regarding special districts’ access to the Municipal Liquidity Facility. We look forward to working with you on S. 4308 and strongly support its inclusion in the impending federal COVID-19 relief bill for state and local governments.

Sincerely,

Linda Austin

President

CC: California Special Districts Association

CC: Congressman Salud O. Carbajal



Oceano Community Services District

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

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

Date: August 26, 2020

To: Board of Directors

From: Will Clemens, General Manager

Subject: **Agenda Item # 8(A):** Consideration of the District Social Media Policy

Recommendation

It is recommended that your Board consider options related to the District Social Media Policy. Options include:

1. Leaving the Social Media Policy in effect
2. Rescinding the Social Media Policy and the use of social media
3. Expanding the use of social media through additional functionality and/or sites

Discussion

Your Board adopted the attached Social Media Policy on August 14, 2019 and the District went live on Social Media with the first posts in December 2019.

There were two main purposes for the District to have a presence on social media:

1. To convey time-sensitive information as quickly as possible, such as in the event of an emergency, scheduled interruptions of service for repairs, or other issues relating to district services.
2. To convey District information regarding District meetings and district and/or community events.

The policy does not limit postings solely to these two main purposes. The policy does not include establishing an interactive blog site or discussion outlet. Staff was concerned about insufficient resources to manage a blog site and ensuring compliance with legal requirements relating to local agencies. The use of social media was intended to complement the District website.



The main source of District information is the District website and social media does not add much additional functionality other than what can be provided via the District website. It has been suggested that Facebook Live might be useful for streaming the District meetings, however, this would be redundant to what the District is providing through Zoom meetings.

Other Agency Involvement

N/A

Financial Considerations

Costs of implementing the attached social media policy were anticipated to be negligible and within existing resource capabilities. However, recent requests for public information have raised concern that staff resources could be wasted unnecessarily. The Board should consider whether the continued use of staff resources to maintain a social media presence is worthwhile.

Results

Reviewing the need for a social media presence supports a well governed community.

Attachment: Social Media Policy

OCEANO COMMUNITY SERVICES DISTRICT SOCIAL MEDIA POLICY

PURPOSE

The overall purposes of this policy are to: establish the goals of the Oceano Community Services District ("District") for social media use; identify District staff who will manage the District's social media outreach efforts and those who will post through these outlets; and outline the approval steps for all information conveyed through the use of selected social media outlets.

The District's presence on social media is an extension of the District's public outreach efforts and is overseen by the District General Manager. Social media includes any internet-based networking site. Approved social media outlets are listed in Exhibit A. No other outlets may be added without approval from the Oceano Community Services District Board of Directors ("Board").

There are two main purposes for the District to have a presence on social media:

1. To convey time-sensitive information as quickly as possible, such as in the event of an emergency, scheduled interruptions of service for repairs, or other issues relating to District services.
2. To convey information regarding District meetings and District and/or community events.

The purposes of the District's social media policy do not include establishing an interactive blog site or discussion forum, because current District resources are limited and adhering to laws applicable to governmental agencies could be problematic. Questions for the District must continue to be provided directly through the District website at www.oceanocsd.org, by calling the office at (805) 481-6730, or by scheduling an appointment with District staff. A link to the District website with contact information will be included on the District's social media sites. The District's General Manager will have sole authority on whether to post any questions and related information on social media outlets that have been submitted to the District's website, when doing so promotes public outreach and education relating to District services.

POLICY

All District social media sites will be approved for content by the General Manager or designee.

1. The General Manager or designee will collaborate to use social media proficiently, effectively, and safely to communicate District messages.
2. Designated users of the District's social media outlets must comply with the applicable federal, state, and local laws, the District's computer use policy and other applicable policies. This includes adherence to established laws and policies regarding copyright, records retention, California Public Records Act, e-discovery laws, the First Amendment, privacy laws, and information security

policies established by the District. Social media content therefore must be managed, stored, and retrieved to comply with these laws.

3. Each District social media site will include an introductory statement which clearly states the purpose of the site. All social media sites will include a description and/or entry that clearly indicates that content posted or submitted for posting is subject to public disclosure.
4. All District social media sites will clearly indicate that they are maintained by the District and will have District contact information clearly displayed.
5. The General Manager will appoint a designee to monitor content on social media to ensure adherence to this policy, appropriate messaging, consistent branding, and consistency with District goals.
6. Any District employee or Board member who discovers negative factually incorrect comments about the District on any social media sites should notify the General Manager or designee immediately in order to correct misinformation.

POSTING GUIDELINES

Individuals designated by the General Manager to post information to approved social media outlets must adhere to the following posting guidelines:

- Ensure information posted is factual and approved by the General Manager or designee.
- The tone and content being posted should be professional, honest and respectful.
- Each post must conclude with a reference statement directing persons with questions or inquiries to the District website or to contact the District office.

TRANSPARENCY

The District is committed to using social media to enhance transparency with customers, local communities and the general public. In doing so, the General Manager, or designee will post information and/or links on the following items in a timely manner:

- Agendas for District regular and special meetings.
- The time, date and location of District-sponsored events.
- Information on requests for proposals and contracts for construction or professional services.
- Emergencies declared by the Board of Directors.
- Service interruptions.
- Office closures.
- Press releases.
- Staff and Board vacancies that are open and being filled.
- Information to promote public outreach and education relating to District services.
- Other information as directed by the Board.

The following statements will be included on the District's social media sites:

The District website www.oceanocsd.org will remain the primary and predominant internet source for information. For any other questions or concerns, please contact the District directly at (805) 481-6730.

Users must be aware that, under certain circumstances, questions and comments submitted to the District may be posted on the District's social media pages and may be subject to California's public records laws and subject to disclosure by the District if requested. This may include information about you that you make available through your social media privacy settings.

Any comments submitted to the District that are posted on any of the District's social media outlets will remain the opinion of the submitter only, and the publication of the comment does not imply endorsement of, or agreement by, the District, nor do such comments necessarily reflect the opinions or policies of the District.

AUTHORIZED USERS

To ensure the appropriateness of content posted to District social media sites, the General Manager may appoint a designee or designees with the authority to use social media on behalf of the District. Access to social media networks from within the District is limited to the General Manager or designee(s) to perform official District business. Authorized users will review the District's social media policies and procedures and are required to acknowledge, in writing, their understanding and acceptance of their scope of responsibility. Authorized users will review site activity regularly for exploitation, misuse or activities that have the potential to place the District at risk.

Exhibit A
Authorized Social Media Outlets

SOCIAL MEDIA SITES (as of 08/2019):

- Facebook.com/OCEANOCSD
- Nextdoor.com



Oceano Community Services District

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

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

Date: August 26, 2020

To: Board of Directors

From: Nicole Miller, Account Administrator III

Via: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #8(B): Review, discuss and authorize the General Manager to apply for the Integrated Waste Management Authority's Technical Assistance Grant Program and provide staff direction on pursuing funds for Water Refill Stations or Recycle Bins throughout Oceano**

Recommendation

It is recommended that the Board review, discuss and authorize the General Manager to apply for the Integrated Waste Management Authority's Technical Assistance Grant Program and provide staff direction on pursuing the funds for Water Refill Stations or Recycle Bins throughout Oceano.

Discussion

The District continues to move forward with the goal of providing programs that support eliminating waste in our community. The Integrated Waste Management Authority (IWMA) has established a Technical Assistance Grant (TAG) Program to fund multiple grants totaling no more than \$40,000 per fiscal year (July 2020 -June 2021) to expand waste reduction and landfill diversion efforts. Each grant award is limited to a maximum of \$10,000. Funding can only be used to purchase, lease or rent equipment, or to pay for services/supplies needed to start or expand source reduction and/or waste diversion efforts. The applicant must provide at least a matching in-kind contribution. The in-kind contribution is not limited to the above funding restrictions. Any equipment leased, rented or purchased, for the TAG must be used for its intended purpose for at least two years. Priority will be given to projects that can track or measure quantities and monitor outcomes that ensure the goal is met of prevention, separation, diversion, recycling, and composting of materials that would typically be disposed in landfills.

After the review and consideration of multiple options, it is recommended that your board consider one of the following as a viable option for this grant opportunity:

- Water Refill Stations
- Recycling Receptacles



Other Agency Involvement

San Luis Obispo County Integrated Waste Management Authority (IWMA)

<https://www.iwma.com/about/grants-2/>

South County Sanitation Services, Inc (SCSS) is the District's Franchisee for the collection of solid waste and recycling within the community. This includes the District owned receptacles that are picked up three times a week.

Other Financial Considerations

The grant award is limited to a maximum of \$10,000 with applicant matching in-kind contributions. Water refill stations can range from \$500 - \$3,000 with the filters requiring replacement every six months. Recycling receptacles can range from \$300 - \$1,500 and SCSS picks up District owned receptacles at no cost.

Results

Seeking grant funding to add waste conscious improvements to Oceano helps promote a safe and well governed community.

Attachments:

- Technical Assistance Grant Application



TECHNICAL ASSISTANCE GRANT (TAG)

Application Information

Applicant Name	Applicant Physical Address
Primary Contact First and Last Name	Applicant Mailing Address
Title	
E-mail	
Work Phone	Cell Phone

Brief Project Description (1-3 Sentences)

Total Grant Funding Request: \$

Certification:

I declare, under the penalty of perjury, that all information submitted for the San Luis Obispo County Integrated Waste Management Authority's (IWMAs) consideration for allocation of grant funds is true and accurate to the best of my knowledge and belief:

Name of Company Officer or Principal

Signature:

Date

Title:

Phone:

E-mail

Technical Assistance Grant (TAG) Questions

Please provide the following information in the order requested. Additionally, limit your response to no more than three pages.

1. Provide a description of the project including project goals:

2. Describe how the grant money will be used to purchase, lease, or rent equipment or pay for services/supplies needed to start and/or expand landfill diversion or source reduction efforts:

Technical Assistance Grant (TAG) Questions

3. Provide an itemized projected budget (revenues and costs) for the next three (3) years. Included the project's proposed in-kind contribution. In-kind contribution can be any services or equipment being provided by the applicant such as time, matching funding, etc.

Technical Assistance Grant (TAG) Questions

4. Describe how your program will reduce waste, divert waste, and/or conserve landfill space and how it will track/measure to ensure intended goals are met.

5. How does this project provide new or expanded landfill diversion and/or source reduction opportunities for San Luis Obispo County?

6. Describe/List what resources and expertise do you have to complete this project?

Note: In addition to responding to the above six (6) items above, applicants may provide up to ten (10) pages of supplemental information such as brochures, equipment flyers, etc.



Oceano Community Services District

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

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

Date: August 26, 2020

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #9(A): Consideration of a Recommendation to Approve the Final 2020/21 Budget**

Recommendation

It is recommended that your Board approve the attached Final 2020/21 budget.

Discussion

The 2020/21 Preliminary Budget approved on June 24, 2020 established the revenue and expenditure plans illustrated in the attached budget schedules (Exhibit A), which now also include encumbrances (Exhibit B) for contracts and related grant revenues that carry-over from fiscal year 2019/20, and reserves (Exhibit C). Since approval of the Preliminary Budget established the revenue and expenditure plans, the primary purpose of adopting the final budget is to establish the District's financial reserves for Fiscal Year 2020/21.

Reserve amounts are based on the initial closing of accounting records at June 30, 2020. Some adjustments may occur once the final accounting closing is complete, along with the audit, in the next few months. Significant adjustments are not expected since the initial closing has evaluated the accounting of significant items.

The District's detailed reserves in the Final Budget are included in Exhibit C. The exhibit illustrating reserves includes beginning balances, additions and cancellations, and estimated ending reserve balances at June 30, 2021. As mentioned, beginning balances may change as a result of the final accounting closing at June 30, 2020. It also provides the reserve details for each fund. Establishing the details is a Board discretionary decision, except restricted reserves which have legal conditions for their use. The District's primary restricted reserves are for Public Facilities Fees, which must be expended on allowable fire fund equipment and facilities. Ending reserve balances at June 30, 2021 will vary from estimates based on revenues and expenditure variances that develop during fiscal year 2020/21.



Oceano Community Services District

Board of Directors Meeting

The following table illustrates a summary of reserves for each fund:

Fund	Estimated Beginning July 1, 2020	Increase/ (Decrease)	Estimated Ending June 30, 2021
General	\$ 202,464	\$ (9,509)	\$ 192,955
Facilities	225,377	(81,819)	143,558
Total General	\$ 427,841	\$ (91,328)	\$ 336,513
Water	\$ 868,232	(255,313)	\$ 612,919
Wastewater	1,091,734	18,861	1,110,595
Garbage	328,217	(45,619)	282,598
Equipment	24,192	4,023	28,215
Total Enterprise	\$ 2,312,375	\$ (278,048)	\$ 2,034,327
District Totals	\$ 2,740,216	\$ (369,376)	\$ 2,370,840

The following are the primary items related to the Final Budget reserves:

1. The decrease in General Fund reserves of \$91,328 is a result of the special tax failing on the March 2020 ballot. The special tax was placed on the ballot to provide sufficient funding for available for emergency medical and fire response. The Joint Powers Authority (JPA) Agreement was recently amended for the Five Cities Fire Authority (FCFA) and the third amendment establishes the same funding requirement for each agency as in the previous year.
2. The Water Fund reserves will decrease by \$255,313 based on the proposed ordinance to phase in an increase to water rates in accordance with Proposition 218 that will be considered at the public hearing on October 14, 2020.
3. The Wastewater and Equipment Funds will increase reserves in fiscal year 2020/21.
4. The Garbage fund reserves will decrease by \$45,619 based on Resolution 2020-02 that reduced the franchise fee payment from South County Sanitary from 10% to 5%.

Other Agency Involvement

The County Auditor and the Local Agency Formation Commission are provided copies of the District's annual budget once approved. 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.



Other Financial Considerations

Grant revenues continue to be important for the District. Over the past couple years, the General Fund has received approximately \$85,000 for the emergency generator and Local Hazard Mitigation Plan and the Water Fund has received about \$650,000 for Water Resource Reliability Program. The proposed water rate increase establishes the funding for the long-term capital improvement plan which will be funded through a combination of pay-as-you-go, grant funds and debt financed projects.

Results

The review of the Final 2020/21 budget and reserves helps to support financial transparency and a well governed community.

Attachments:

- A. Fiscal Year 2020/21 Final Budget
- B. Encumbrances
- C. Summary of Reserves FY 2020/21

2020-2021 FINAL OCSD BUDGET



BUDGET SUMMARY





GENERAL FUND





**OCEANO COMMUNITY SERVICES DISTRICT
GENERAL FUND
SUMMARY**

ACCOUNT NO.	GENERAL FUND (GF)	FINAL BUDGET FY 2020/21
SOURCES OF FUNDS		
	Fire	\$0
	Lighting	\$0
	Facilities	\$157,486
	Admin	\$2,244,809
	Total Sources of Funds	\$2,402,295
USES OF FUNDS		
	Fire	\$1,186,861
	Lighting	\$42,961
	Facilities	\$33,127
	Admin	\$1,147,589
	Total Expenditures	\$2,410,538
OPERATING SURPLUS/(DEFICIT)		
	Fire	(\$1,186,861)
	Lighting	(\$42,961)
	Facilities	\$124,359
	Admin	\$1,097,220
	OPERATING SURPLUS/(DEFICIT)	(\$8,243)
TRANSFERS & ENCUMBRANCES		
	Transfers In - From Water Fund	31,500
	(Transfers Out) - To Wastewater	(113,940)
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	(645)
	NET TRANSFERS & ENCUMBRANCES	(\$83,085)
RESERVES		
	Use of Reserves	91,328
	(Additions to Reserves)	
	Other Adjustments	
	RESERVES - INCREASE / (DECREASE)	\$91,328
NET BUDGETARY SOURCES/USES		
		(\$0)
RESERVES		
	Beginning Reserves	\$427,841
	Operating Surplus / (Deficit)	(\$8,243)
	Transfers & Encumbrances	(\$83,085)
	ENDING RESERVES	\$336,513



ADMINISTRATIVE BUDGET





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

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	FINAL BUDGET FY 2020/21
SOURCES OF FUNDS		
	Revenues	\$1,097,220
	Other Sources of Funds	\$1,147,589
	Total Sources of Funds	\$2,244,809
USES OF FUNDS		
	Salaries & Wages	\$434,500
	Benefits	\$190,520
	Personnel Services	\$625,020
	Services & Supplies	\$300,585
	Operating Crew Benefits Allocation	\$221,985
	Administrative Cost	\$0
	Total Expenditures	\$1,147,589
OPERATING SURPLUS/(DEFICIT)		\$1,097,220
TRANSFERS & ENCUMBRANCES		
	Transfers In - From Facilities Fund	123,738
	(Transfers Out) - Fire & Lighting	(1,230,467)
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	0
NET TRANSFERS & ENCUMBRANCES		(\$1,106,729)
RESERVES		
	Use of Reserves	9,509
	(Additions to Reserves)	0
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		\$9,509
NET BUDGETARY SOURCES/USES		\$0
RESERVES		
	Beginning Reserves	202,464
	Operating Surplus / (Deficit)	1,097,220
	Transfers & Encumbrances	(1,106,729)
ENDING RESERVES		192,955



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

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	FINAL BUDGET FY 2020/21
SOURCES OF FUNDS		
REVENUES		
01-4-3100-000	Property Taxes: Current Year - Secured	1,055,500
01-4-3101-000	Property Taxes: Current Year - Unsecured	39,000
	Unitary Tax	11,500
01-4-3120-000	Homeowners' Prop Tax Relief	6,125
01-4-3238-200	Firework Permit	1,540
01-4-3557-000	CO Charge: SB 2557	(16,445)
Total Revenues		\$1,097,220
OTHER SOURCES OF FUNDS		
	Allocated Administrative Overhead	925,605
	Allocated Operating Crew Overhead	221,985
Total Other Sources of Funds		\$1,147,589
Total Sources of Funds		\$2,244,809
USES OF FUNDS		
SALARIES & WAGES		
01-5-4100-010	Salary & Wages	425,800
01-5-4100-020	Overtime	8,700
Total Salaries & Wages		\$434,500
BENEFITS		
01-5-4100-061	PERS Contribution	54,000
01-5-4100-062	PERS UAL Payment	49,500
01-5-4100-070	SUI	2,170
01-5-4100-071	Medicare	6,200
01-5-4100-072	FICA	1,725
01-5-4100-075	Compensation Insurance	5,225
01-5-4100-090	Insurance	70,800
01-5-4100-097	Cell Phone Allowance	900
Total Benefits		\$190,520
Total Personnel Services		\$625,020



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

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	FINAL BUDGET FY 2020/21
	SERVICES & SUPPLIES	
01-5-4100-110	Communications & Dispatch	10,375
01-5-4100-150	Insurance	24,720
01-5-4100-170	Maintenance: Equipment	3,810
01-5-4100-173	Maint: Structures/ Improvements	10,815
01-5-4100-180	Memberships	7,010
01-5-4100-193	Bank Fees	4,790
01-5-4100-200	Office Expense	7,175
01-5-4100-205	Outside UB Mail Service	0
01-5-4100-210	Postage	2,575
01-5-4100-218	Audit	19,875
01-5-4100-220	Professional Services	29,000
01-5-4100-221	Information Technology	10,300
01-5-4100-223	Legal Services	96,000
01-5-4100-225	Board Stipends	12,000
01-5-4100-226	Annual Software Maintenance	16,565
01-5-4100-230	Required Legal Notice	2,655
01-5-4100-235	Books/ Journals/ Subscriptions/ Software	1,590
01-5-4100-241	Rents/ Lease: Equipment	3,185
01-5-4100-247	LAFCO Annual Charge	12,480
01-5-4100-248	Permits, Fees, Lincenses	1,065
01-5-4100-260	Election Expense	5,500
01-5-4100-280	Private Vehicle/ Milage Expense	530
01-5-4100-285	Classes/ Seminars/ Training Fee	5,835
01-5-4100-286	Board Member Travel	2,125
01-5-4100-290	Utilities	10,610
	Total Services & Supplies	\$300,585
	Operating Crew Benefits & Direct Labor Cost Allocations	
	Leave time	54,500
	Salaries & Wages (Admin)	7,450
	PERS Contribution	43,000
	Medicare	5,500
	P/R Fed & State Taxes	4,275
	SUI	1,750
	Insurance	83,400
	Boot Allowance	1,250
	Clothing	7,210
	Standby	13,650
	Total Operating Crew Benefits	\$221,985
	Total Expenditures	\$1,147,589



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

ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 01	FINAL BUDGET FY 2020/21
OPERATING SURPLUS/(DEFICIT)		\$1,097,220
TRANSFERS & ENCUMBRANCES		
	Transfers In - Facilitateis Fund	123,738
	(Transfers Out) - Fire and Lighting	(1,230,467)
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated LHMP Funds)	0
NET TRANSFERS & ENCUMBRANCES		(\$1,106,729)
RESERVES		
	Use of Reserves	91,328
	(Additions to Reserves)	
	Other Adjustments	
RESERVES - INCREASE / (DECREASE)		\$91,328
NET BUDGETARY SOURCES/USES		\$81,819
RESERVES		
	Beginning Reserves	\$202,464
	Operating Surplus / (Deficit)	\$1,097,220
	Transfers & Encumbrances	(\$1,106,729)
ENDING RESERVES		\$192,955



FIRE BUDGET





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

ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	FINAL BUDGET FY 2020/21
SOURCES OF FUNDS		
	Revenues	\$0
	Other Sources of Funds	\$0
	Total Sources of Funds	\$0
USES OF FUNDS		
	Salaries & Wages	\$1,000
	Benefits	\$14,445
	Personnel Services	\$15,445
	Services & Supplies	\$1,143,648
	Capital Overlay	\$0
	Administrative Cost Allocation	\$27,768
	Total Expenditures	\$1,186,861
OPERATING SURPLUS/(DEFICIT)		(\$1,186,861)



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

ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	FINAL BUDGET FY 2020/21
SOURCES OF FUNDS		
REVENUES		
	Total Revenues	\$0
OTHER SOURCES OF FUNDS		
		0
	Total Other Sources of Funds	\$0
Total Sources of Funds		\$0
USES OF FUNDS		
SALARIES & WAGES		
01-5-4200-010	Salary & Wages	1,000
01-5-4200-020	Overtime	0
	Total Salaries & Wages	\$1,000
BENEFITS		
01-5-4200-062	PERS UAL Payment	13,335
	Operating Crew Benefits Allocation	1,110
	Total Benefits	\$14,445
Total Personnel Services		\$15,445
SERVICES & SUPPLIES		
01-5-4200-077	JPA - Quarterly Payments	1,138,148
01-5-4200-290	Utilities	5,000
01-5-4200-291	Sandbags	500
	Total Services & Supplies	\$1,143,648
CAPITAL OVERLAY		
		0
	Total Capital Overlay	\$0
ADMINISTRATIVE COST ALLOCATION		
01-5-4200-376	Allocated Overhead - Admin	27,768
	Total Administrative Cost Allocation	\$27,768
Total Expenditures		\$1,186,861



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

ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	FINAL BUDGET FY 2020/21
OPERATING SURPLUS/(DEFICIT)		(\$1,186,861)
TRANSFERS & ENCUMBRANCES		
	Transfers In - Property Taxes & Fac Fund	1,186,861
	(Transfers Out)	0
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	0
NET TRANSFERS & ENCUMBRANCES		\$1,186,861
RESERVES		
	Use of Reserves	0
	(Additions to Reserves)	0
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		\$0
NET BUDGETARY SOURCES/(USES)		(\$0)



LIGHTING BUDGET





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

ACCOUNT NO.	GENERAL FUND (GF) LIGHTING - 01	FINAL FY 2020/2021
SOURCES OF FUNDS		
	Revenues	\$0
	Other Sources of Funds	\$0
	Total Sources of Funds	\$0
USES OF FUNDS		
	Salaries & Wages	\$1,000
	Benefits	\$1,110
	Personnel Services	\$2,110
	Services & Supplies	\$31,595
	Capital Outlay	\$0
	Administrative Cost	\$9,256
	Total Expenditures	\$42,961
OPERATING SURPLUS/(DEFICIT)		(\$42,961)



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

ACCOUNT NO.	GENERAL FUND (GF) LIGHTING - 01	FINAL FY 2020/2021
SOURCES OF FUNDS		
REVENUES		
Total Revenues		\$0
OTHER SOURCES OF FUNDS		
Total Other Sources of Funds		\$0
Total Sources of Funds		\$0
USES OF FUNDS		
SALARIES & WAGES		
01-5-4195-010	Salaries & Wages	1,000
01-5-4195-020	Overtime Wages	0
Total Salaries & Wages		\$1,000
BENEFITS		
	Operating Crew Benefits Allocation	1,110
Total Benefits		\$1,110
Total Personnel Services		\$2,110
SERVICES & SUPPLIES		
01-5-4195-175	Operating Supplies	1,595
01-5-4195-295	Street Lighting	30,000
Total Services & Supplies		\$31,595
CAPITAL OUTLAY		
		0
Total Capital Outlay		\$0
ADMINISTRATIVE COST ALLOCATION		
01-5-4195-376	Administrative Cost Allocation	9,256
01-5-4195-377	Operating Crew Overhead	
Total Administrative Cost Allocation		\$9,256
Total Expenditures		\$42,961



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

ACCOUNT NO.	GENERAL FUND (GF) LIGHTING - 01	FINAL FY 2020/2021
OPERATING SURPLUS/(DEFICIT)		(\$42,961)
TRANSFERS & ENCUMBRANCES		
	Transfers In - Property Taxes	43,606
	(Transfers Out)	0
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated)	(645)
NET TRANSFERS & ENCUMBRANCES		\$42,961
RESERVES		
	Use of Reserves	0
	(Additions to Reserves)	0
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		\$0
NET BUDGETARY SOURCES/USES		\$0



FACILITIES FUND





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

ACCOUNT NO.	GENERAL FUND (GF) FACILITIES - 10	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
	Revenues	\$157,486
	Other Sources of Funds	\$0
	Total Sources of Funds	\$157,486
USES OF FUNDS		
	Salaries & Wages	\$3,725
	Benefits	\$2,220
	Personnel Services	\$5,945
	Services & Supplies	\$8,670
	Capital Outlay	\$0
	Administrative Cost	\$18,512
	Total Expenditures	\$33,127
OPERATING SURPLUS/(DEFICIT)		\$124,359
TRANSFERS & ENCUMBRANCES		
	Transfers In - From General Fund	31,500
	(Transfers Out)	(237,678)
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	0
NET TRANSFERS & ENCUMBRANCES		(\$206,178)
RESERVES		
	Use of Reserves	81,919
	(Additions to Reserves)	0
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		\$81,919
NET BUDGETARY SOURCES/USES		\$100
RESERVES		
	Beginning Reserves	\$225,377.00
	Operating Surplus / (Deficit)	\$124,358.82
	Transfers & Encumbrances	(\$206,178.00)
ENDING RESERVES		\$143,558



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

ACCOUNT NO.	GENERAL FUND (GF) FACILITIES - 10	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
REVENUES		
10-4-3257-000	Utility Reimbursement	1,846
10-4-3258-000	Old Fire Station Rent	11,700
10-4-3259-000	Fire Rent	15,000
10-4-3260-000	Lease - Sheriff Facility	113,940
	Public Facilities Fees	15,000
10-4-3300-003	Interest Income	0
Total Revenues		\$157,486
OTHER SOURCES OF FUNDS		
	Nuclear Power Preparedness - Emergency Generator	0
Total Other Sources of Funds		\$0
Total Sources of Funds		\$157,486
USES OF FUNDS		
SALARIES & WAGES		
10-5-4300-010	Salary & Wages	3,725
10-5-4300-010	Overtime	0
Total Salaries & Wages		\$3,725
BENEFITS		
10-5-4300-090	Medical Insurance	0
	Operating Crew Overhead	2,220
Total Benefits		\$2,220
Total Personnel Services		\$5,945
SERVICES & SUPPLIES		
10-5-4300-163	Maint: Structure/ Improvements	5,000
10-5-4300-173	So: Maint. Structures/ Improvements	2,125
10-5-4300-220	Professional Services	1,545
Total Services & Supplies		\$8,670



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

ACCOUNT NO.	GENERAL FUND (GF) FACILITIES - 10	FINAL BUDGET FY 2020/2021
CAPITAL OUTLAY		
10-5-4300-320	Fixed Assets	0
Total Capital Outlay		\$0
ADMINISTRATIVE COST ALLOCATION		
10-5-4300-376	Admin Allocation	18,512
Total Administrative Cost Allocation		\$18,512
Total Expenditures		\$33,127
OPERATING SURPLUS/(DEFICIT)		\$124,359
TRANSFERS & ENCUMBRANCES		
Transfers In - From Water Fund		31,500
(Transfers Out) - To General & Sewer		(237,678)
Encumbrances - Sources of Funding		0
Encumbrances - (Designated Funds)		0
NET TRANSFERS & ENCUMBRANCES		(\$206,178)
RESERVES		
Use of Reserves		81,819
(Additions to Reserves)		0
Other Adjustments		0
RESERVES - INCREASE / (DECREASE)		\$81,819
NET BUDGETARY SOURCES/USES		(\$0)
RESERVES		
Beginning Reserves		\$225,377
Operating Surplus / (Deficit)		\$124,359
Transfers & Encumbrances		(206,178)
ENDING RESERVES		\$143,558



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

ACCOUNT NO.	ENTERPRISE FUNDS	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
	Water	\$2,712,689
	Wastewater	\$403,800
	Garbage	\$59,693
	Equipment	\$30,023
Total Sources of Funds		\$3,206,205
USES OF FUNDS		
	Water	\$2,881,438
	Wastewater	\$486,964
	Garbage	\$111,779
	Equipment	\$26,000
Total Expenditures		\$3,506,181
OPERATING SURPLUS/(DEFICIT)		
	Water	(\$168,749)
	Wastewater	(\$83,164)
	Garbage	(\$52,086)
	Equipment	\$4,023
OPERATING SURPLUS/(DEFICIT)		(\$299,977)
TRANSFERS & ENCUMBRANCES		
	Transfers In	121,440
	(Transfers Out)	(\$6,075)
	Encumbrances - Sources of Funding	124,055
	Encumbrances - (Designated Funds)	(\$154,544)
NET TRANSFERS & ENCUMBRANCES		\$34,876
RESERVES		
	Use of Reserves	270,443
	(Additions to Reserves)	(\$22,884)
	Use of Prior Year FBA	30,489
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		\$278,048
NET BUDGETARY SOURCES/USES		\$12,947
RESERVES		
Beginning Reserves		
	Water	\$868,232.00
	Wastewater	\$1,091,734.00
	Garbage	\$328,217.00
	Equipment	\$24,192.00
Beginning Reserves		2,312,375
Operating Surplus / (Deficit)		
	Water	(\$168,749)
	Wastewater	(\$83,164)
	Garbage	(\$52,086)
	Equipment	\$4,023
Operating Surplus / (Deficit)		(299,977)
Transfers & Encumbrances		
	Water	(\$86,564)
	Wastewater	\$102,025
	Garbage	\$6,467
	Equipment	\$0
Transfers & Encumbrances		21,928
ENDING RESERVES		\$2,034,326



WATER FUND





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

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
	Revenues	\$2,712,689
	Other Sources of Funds	\$0
	Total Sources of Funds	\$2,712,689
USES OF FUNDS		
	Salaries & Wages	\$201,000
	Benefits	\$148,858
	Personnel Services	\$349,858
	Services & Supplies	\$1,936,217
	Capital Outlay	\$40,000
	Administrative Cost	\$555,363
	Total Expenditures	\$2,881,438
OPERATING SURPLUS/(DEFICIT)		(\$168,749)
TRANSFERS & ENCUMBRANCES		
	Transfers In	0
	(Transfers Out)	(56,075)
	Encumbrances - Sources of Funding	124,055
	Encumbrances - (Designated Funds)	(154,544)
NET TRANSFERS & ENCUMBRANCES		(\$86,564)
RESERVES		
	Use of Reserves	0
	(Additions to Reserves)	0
	Use of Prior Year FBA	30,489
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		\$30,489
NET BUDGETARY SOURCES/USES		(\$224,824)
RESERVES		
	Beginning Reserves	\$868,232.00
	Operating Surplus / (Deficit)	(168,749)
	Transfers & Encumbrances & FBA	(86,564)
ENDING RESERVES		\$612,919



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

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
REVENUES		
02-4-3200-000	Sales: Residential	1,828,000
02-4-3204-000	Sales: Lopez	502,000
02-4-3206-000	Front Footage Fees	16,320
02-4-3207-000	Sales: U/B Courtesy Notice	4,500
02-4-3208-000	Delinquent U/B Acct Fees	27,000
02-4-3209-000	Capacity Charages	25,919
02-4-3210-00	Meter Fees	5,400
02-4-3211-000	Lopez Connection Fees	4,000
02-4-3212-000	New Account Setup Fee	3,240
02-4-3217-297	Wheeling/Fire Protection	25,000
02-4-3260-350	Reimbursement - New Development	11,150
02-4-3255-000	Inspection Fees	200
	Water Rate Increase - Prop 218	259,960
Total Revenues		\$2,712,689
OTHER SOURCES OF FUNDS		
	WRRP Grant Phase #1	0
	WRRP Grant Phase #2	0
Total Other Sources of Funds		\$0
Total Sources of Funds		\$2,712,689
USES OF FUNDS		
SALARIES & WAGES		
02-5-4400-010	Salaries and Wages	170,000
02-5-4400-020	Overtime	31,000
Total Salaries & Wages		\$201,000
BENEFITS		
02-5-4400-075	Workers Compensation Insurance	6,788
	Operating Crew Benefits Allocation	142,070
Total Benefits		\$148,858
Total Personnel Services		\$349,858



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

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	FINAL BUDGET FY 2020/2021
SERVICES & SUPPLIES		
02-5-4400-110	Communications	3,500
02-5-4400-163	Maint: Structures/ Improvments	8,900
02-5-4400-164	Paving	1,300
02-5-4400-170	Maintenance - Equipment	5,665
02-5-4400-173	Maint: Shared Structures/ Improvements	10,815
02-5-4400-175	System Parts/ Operating Supplies	17,510
02-5-4400-176	Water Meters	21,630
02-5-4400-177	Saftey Expense	570
02-5-4400-178	Chemicals	3,800
02-5-4400-180	Membership	2,700
02-5-4400-200	Office Expense	620
02-5-4400-205	Outside UB Mail Service	9,000
02-5-4400-220	Professional Services	18,025
02-5-4400-221	Infromation Technology	575
02-5-4400-222	Contracted Engineering	5,665
02-5-4400-226	Engineering & Other Reimbursements	10,815
02-5-4400-230	Legal Notices	1,145
02-5-4400-231	Bad Debt Expense	545
02-5-4400-241	Rents/ Leases - Equipment	2,115
02-5-4400-248	Permits, Fees, Licenses	13,085
02-5-4400-250	Small Tools and Instruments	2,575
02-5-4400-285	Classes/ Seminars	2,900
02-5-4400-261	Water Supply - Lopez	493,997
02-5-4400-262	Water Supply - State Water	1,151,000
02-5-4400-290	Utilities	20,000
02-5-4400-297	Pass-Thru: Crest/Christie/AG	26,265
02-5-4400-320	Fixed Assets - Equipment	0
02-5-4400-362	Litigation: SMGB	50,000
02-5-4400-366	Storage Tank O&M	0
02-5-4400-380	NCMA Tec	44,000
02-5-4400-499	Claim & Setteltments	7,500
Total Services & Supplies		\$1,936,217
CAPITAL OUTLAY		
	CIP - Water Tank Renovation	40,000
Total Capital Outlay		\$40,000
ADMINISTRATIVE COST ALLOCATION		
02-5-4400-376	Administrative Cost Allocation	555,363
Total Administrative Cost Allocation		\$555,363
Total Expenditures		\$2,881,438
OPERATING SURPLUS/(DEFICIT)		(\$168,749)



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

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 02	FINAL BUDGET FY 2020/2021
TRANSFERS & ENCUMBRANCES		
	Transfers In	0
	(Transfers Out) - To General , Garbage, Equipment	(56,075)
	Encumbrances - Sources of Funding	124,055
	Encumbrances - (Designated Funds)	(154,544)
NET TRANSFERS & ENCUMBRANCES		(\$86,564)
RESERVES		
	Use of Reserves	224,824
	(Additions to Reserves)	
	Use of Prior Year FBA	30,489
	Other Adjustments	
RESERVES - INCREASE / (DECREASE)		\$255,313
NET BUDGETARY SOURCES/USES		\$0
RESERVES		
	Beginning Reserves	\$868,232.00
	Operating Surplus / (Deficit)	(\$168,749)
	Transfers & Encumbrances	(\$86,564)
ENDING RESERVES		\$612,919



WASTE WATER FUND





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

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
	Revenues	\$403,800
	Other Sources of Funds	\$0
	Total Sources of Funds	\$403,800
USES OF FUNDS		
	Salaries & Wages	\$78,537
	Benefits	\$57,038
	Personnel Services	\$135,575
	Services & Supplies	\$73,708
	Capital Outlay	\$0
	Administrative Cost	\$277,681
	Total Expenditures	\$486,964
OPERATING SURPLUS/(DEFICIT)		(\$83,164)
TRANSFERS & ENCUMBRANCES		
	Transfers In - From General Fund	113,940
	(Transfers Out)	(11,915)
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	0
	NET TRANSFERS & ENCUMBRANCES	\$102,025
RESERVES		
	Use of Reserves	0
	(Additions to Reserves)	(18,861)
	Other Adjustments	0
	RESERVES - INCREASE / (DECREASE)	(\$18,861)
NET BUDGETARY SOURCES/USES		(\$0)
RESERVES		
	Beginning Reserves	\$1,091,734.00
	Operating Surplus / (Deficit)	(\$83,164)
	Transfers & Encumbrances	\$102,025
	ENDING RESERVES	\$1,110,595



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

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
REVENUES		
03-4-3210-000	Sales - Sewer	400,000
03-4-3211-000	Sewer Connections	2,000
03-4-3255-000	Inspection Fees	100
03-4-3256-000	FOG Program	1,700
Total Revenues		\$403,800
OTHER SOURCES OF FUNDS		
Total Other Sources of Funds		\$0
Total Sources of Funds		\$403,800
USES OF FUNDS		
SALARIES & WAGES		
03-5-4500-010	Salaries and Wages	65,037
03-5-4500-020	Overtime	13,500
Total Salaries & Wages		\$78,537
BENEFITS		
03-5-4500-075	Workers Compensation Insurance	3,762
	Operating Crew Benefits Allocation	53,276
Total Benefits		\$57,038
Total Personnel Services		\$135,575



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

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	FINAL BUDGET FY 2020/2021
	SERVICES & SUPPLIES	
03-5-4500-110	Communication	515
03-5-4500-163	Maint: Sewer Structures/ Improvements	17,000
03-5-4500-170	Maintenance: Equipment	3,348
03-5-4500-171	Maintenance: Vehicles	3,500
03-5-4500-172	Gas and Oil	3,500
03-5-4500-173	Maint: Structures/ Improvements	5,135
03-5-4500-175	System Parts/ Operating Supplies	8,240
03-5-4500-177	Safety Expense	2,850
03-5-4500-180	Memberships	450
03-5-4500-200	Office Expense	515
03-5-4500-205	Outside UB Mailing Expense	9,000
03-5-4500-220	Professional Services	2,575
03-5-4500-222	Contracted Engineering	2,835
03-5-4500-241	Rents & Leases/ Equipment	2,575
03-5-4500-248	Regulatory Permits & Fees	4,020
03-5-4500-285	Classes/ Seminars/ Training Fees	2,800
03-5-4500-290	Utilities	2,600
03-5-4500-390	Bad Debt Expense	350
03-5-4500-499	Claims & Settlements	1,900
	Total Services & Supplies	\$73,708
	CAPITAL OUTLAY	
	Total Capital Outlay	\$0
	ADMINISTRATIVE COST ALLOCATION	
	Administrative Cost Allocation	277,681
	Total Administrative Cost Allocation	\$277,681
	Total Expenditures	\$486,964
	OPERATING SURPLUS/(DEFICIT)	(\$83,164)



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

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 03	FINAL BUDGET FY 2020/2021
	TRANSFERS & ENCUMBRANCES	
	Transfers In - From General Fund	113,940
	(Transfers Out) - Equipment Fund	(11,915)
	Encumbrances - Sources of Funding	
	Encumbrances - (Designated Funds)	
	NET TRANSFERS & ENCUMBRANCES	\$102,025
	RESERVES	
	Use of Reserves	
	(Additions to Reserves)	(18,861)
	Other Adjustments	
	RESERVES - INCREASE / (DECREASE)	(\$18,861)
	NET BUDGETARY SOURCES/USES	(\$0)
	RESERVES	
	Beginning Reserves	\$1,091,734.00
	Operating Surplus / (Deficit)	(\$83,164)
	Transfers & Encumbrances	\$102,025
	ENDING RESERVES	\$1,110,595



GARBAGE FUND





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

ACCOUNT NO.	GARBAGE FUND GARBAGE DEPARTMENT - 06	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
	Revenues	\$59,693
	Other Sources of Funds	\$0
	Total Sources of Funds	\$59,693
USES OF FUNDS		
	Salaries & Wages	\$27,000
	Benefits	\$23,139
	Personnel Services	\$50,139
	Services & Supplies	\$24,616
	Capital Outlay	\$0
	Administrative Cost	\$37,024
	Total Expenditures	\$111,779
OPERATING SURPLUS/(DEFICIT)		(\$52,086)
TRANSFERS & ENCUMBRANCES		
01 4625	Transfers In - From General Fund	7,500
	(Transfers Out)	(1,033)
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	0
	NET TRANSFERS & ENCUMBRANCES	\$6,467
RESERVES		
	Use of Reserves	45,619
	(Additions to Reserves)	0
	Other Adjustments	0
	RESERVES - INCREASE / (DECREASE)	\$45,619
NET BUDGETARY SOURCES/USES		(\$0)
RESERVES		
	Beginning Reserves	\$328,217.00
	Operating Surplus / (Deficit)	(\$52,086)
	Transfers & Encumbrances	\$6,467
ENDING RESERVES		\$282,598



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

ACCOUNT NO.	GARBAGE FUND GARBAGE DEPARTMENT - 06	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
REVENUES		
06-4-3501-000	Franchise Fees	51,018
06-4-3501-741	Landfill Savings Payment	8,675
Total Revenues		\$59,693
OTHER SOURCES OF FUNDS		
		0
Total Other Sources of Funds		\$0
Total Sources of Funds		\$59,693
USES OF FUNDS		
SALARIES & WAGES		
06-5-4900-010	Salaries & Wages	27,000
06-5-4900-020	Overtime Wages	0
Total Salaries & Wages		\$27,000
BENEFITS		
06-5-4900-075	Compensation Insurance	940
	Operating Crew Benefits Allocation	22,198
Total Benefits		\$23,139
Total Personnel Services		\$50,139



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

ACCOUNT NO.	GARBAGE FUND GARBAGE DEPARTMENT - 06	FINAL BUDGET FY 2020/2021
SERVICES & SUPPLIES		
06-5-4900-110	Communication	930
06-5-4900-171	Maintenance - Vehicles	530
06-5-4900-173	Maint - Shared Structures/ Improvements	490
06-5-4900-175	Operating Supplies	1,600
06-5-4900-200	Office Expense	1,065
06-5-4900-210	Postage	530
06-5-4900-220	Professional Services	8,940
06-5-4900-290	Utilities	530
	School Outreach Programs	10,000
Total Services & Supplies		\$24,616
CAPITAL OUTLAY		
06-5-4900-445	CIP - Facilities Yard	0
Total Capital Outlay		\$0
ADMINISTRATIVE COST ALLOCATION		
	Administrative Cost Allocation	37,024
Total Administrative Cost Allocation		\$37,024
Total Expenditures		\$111,779
OPERATING SURPLUS/(DEFICIT)		(\$52,086)



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

ACCOUNT NO.	GARBAGE FUND GARBAGE DEPARTMENT - 06	FINAL BUDGET FY 2020/2021
TRANSFERS & ENCUMBRANCES		
	Transfers In - From Water Fund (Transfers Out) - Equipment Fund Encumbrances - Sources of Funding Encumbrances - (Designated Funds)	7,500 (1,033)
NET TRANSFERS & ENCUMBRANCES		\$6,467
RESERVES		
	Use of Reserves (Additions to Reserves) Other Adjustments	45,619
RESERVES - INCREASE / (DECREASE)		\$45,619
NET BUDGETARY SOURCES/USES		(\$0)
RESERVES		
	Beginning Reserves Operating Surplus / (Deficit) Transfers & Encumbrances	\$328,217.00 (52,086) \$6,467
ENDING RESERVES		\$282,598



EQUIPMENT FUND





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

ACCOUNT NO.	0	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
	Revenues	\$30,023
	Other Sources of Funds	\$0
	Total Sources of Funds	\$30,023
USES OF FUNDS		
	Salaries & Wages	\$0
	Benefits	\$0
	Personnel Services	\$0
	Services & Supplies	\$16,000
	Capital Outlay	\$0
	Debt Service	\$10,000
	Total Expenditures	\$26,000
OPERATING SURPLUS/(DEFICIT)		\$4,023
TRANSFERS & ENCUMBRANCES		
	Transfers In	0
	(Transfers Out)	0
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	0
NET TRANSFERS & ENCUMBRANCES		\$0
RESERVES		
	Use of Reserves	0
	(Additions to Reserves)	(4,023)
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		(\$4,023)
NET BUDGETARY SOURCES/USES		\$0
RESERVES		
	Beginning Reserves	\$24,192.00
	Operating Surplus / (Deficit)	\$4,023
	Transfers & Encumbrances	\$0
ENDING RESERVES		\$28,215



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

ACCOUNT NO.	EQUIPMENT FUND - 12	FINAL BUDGET FY 2020/2021
SOURCES OF FUNDS		
REVENUES		
12-4-3800-001	Lease Revenue from Water	17,075
12-4-3800-002	Lease Revenue from Sewer	11,915
12-4-3800-005	Lease Revenue from Garbage	1,033
Total Revenues		\$30,023
OTHER SOURCES OF FUNDS		
		0
Total Other Sources of Funds		\$0
Total Sources of Funds		\$30,023
USES OF FUNDS		
SALARIES & WAGES		
		0
Total Salaries & Wages		\$0
BENEFITS		
		0
Total Benefits		\$0
Total Personnel Services		\$0
SERVICES & SUPPLIES		
12-5-4350-171	Maintenance - Vehicles	6,500
12-5-4350-172	Fuel	9,500
Total Services & Supplies		\$16,000
CAPITAL OUTLAY		
12-5-4350-320	Fixed Assets	0
Total Capital Outlay		\$0
DEBT SERVICE		
12-5-4350-320	Equipment Lease	10,000
12-5-4350-386	Interest Expense	0
Total Debt Service		\$10,000
Total Expenditures		\$26,000



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

ACCOUNT NO.	EQUIPMENT FUND - 12	FINAL BUDGET FY 2020/2021
OPERATING SURPLUS/(DEFICIT)		\$4,023
TRANSFERS & ENCUMBRANCES		
	Transfers In - General Fund (Backhoe)	0
	(Transfers Out)	0
	Encumbrances - Sources of Funding	0
	Encumbrances - (Designated Funds)	0
NET TRANSFERS & ENCUMBRANCES		\$0
RESERVES		
	Use of Reserves	0
	(Additions to Reserves)	(4,023)
	Other Adjustments	0
RESERVES - INCREASE / (DECREASE)		(\$4,023)
NET BUDGETARY SOURCES/USES		\$0
RESERVES		
	Beginning Reserves	\$24,192.00
	Operating Surplus / (Deficit)	\$4,023
	Transfers & Encumbrances	\$0
ENDING RESERVES		\$28,215

**OCEANO COMMUNITY SERVICES DISTRICT
PLAN OF PAYMENT AND COMPENSATION
SALARY SCHEDULE**
For the Fiscal Year Ending June 30, 2021

Step Differential: Step:	A Step #1	2.50% B Step #2	2.50% C Step #3	5.00% D Step #4	5.00% E Step #5	5.00% F Step #6	5.00% G Step #7	5.00% Longevity Step #8
General Manager								
Hourly	\$ 81.73			-	-	-	-	-
Annual	\$170,000			-	-	-	-	-
Business and Accounting Manager I								
Hourly	\$ 25.70	\$ 26.34	\$ 27.00	\$ 28.35	\$ 29.77	\$ 31.25	\$ 32.82	\$ 34.45
Annual	\$53,456	\$54,787	\$56,160	\$58,968	\$61,922	\$65,000	\$68,266	\$71,656
Business and Accounting Manager II								
Hourly	\$ 30.83	\$ 31.60	\$ 32.39	\$ 34.01	\$ 35.71	\$ 37.49	\$ 39.37	\$ 41.33
Annual	\$64,126	\$65,728	\$67,371	\$70,741	\$74,277	\$77,979	\$81,890	\$85,966
Business and Accounting Manager III								
Hourly	\$ 41.75	\$ 42.79	\$ 43.86	\$ 46.05	\$ 48.36	\$ 50.78	\$ 53.31	\$ 55.98
Annual	\$86,840	\$89,003	\$91,229	\$95,784	\$100,589	\$105,622	\$110,885	\$116,438
Account Administrator I								
Hourly	\$ 19.26	\$ 19.75	\$ 20.23	\$ 21.24	\$ 22.30	\$ 23.41	\$ 24.60	\$ 25.81
Annual	\$40,061	\$41,080	\$42,078	\$44,179	\$46,384	\$48,693	\$51,168	\$53,685
Account Administrator II								
Hourly	\$ 20.71	\$ 21.22	\$ 21.75	\$ 22.85	\$ 23.98	\$ 25.16	\$ 26.43	\$ 27.75
Annual	\$43,077	\$44,138	\$45,240	\$47,528	\$49,878	\$52,333	\$54,974	\$57,720
Account Administrator III								
Hourly	\$ 22.27	\$ 22.81	\$ 23.37	\$ 24.54	\$ 25.77	\$ 27.06	\$ 28.41	\$ 29.83
Annual	\$46,322	\$47,445	\$48,610	\$51,043	\$53,602	\$56,285	\$59,093	\$62,046
Utilities System Manager								
Hourly	\$ 41.75	\$ 42.79	\$ 43.86	\$ 46.05	\$ 48.36	\$ 50.78	\$ 53.31	\$ 55.98
Annual	\$86,840	\$89,003	\$91,229	\$95,784	\$100,589	\$105,622	\$110,885	\$116,438
Lead Operator								
Hourly	\$ 27.14	\$ 27.82	\$ 28.52	\$ 29.94	\$ 31.44	\$ 33.01	\$ 34.66	\$ 36.39
Annual	\$56,451	\$57,866	\$59,322	\$62,275	\$65,395	\$68,661	\$72,093	\$75,691
Utilities Operator I								
Hourly	\$ 20.35	\$ 20.85	\$ 21.36	\$ 22.44	\$ 23.58	\$ 24.75	\$ 26.00	\$ 27.30
Annual	\$42,328	\$43,368	\$44,429	\$46,675	\$49,046	\$51,480	\$54,080	\$56,784
Utilities Operator II								
Hourly	\$ 21.87	\$ 22.41	\$ 22.97	\$ 24.13	\$ 25.34	\$ 26.59	\$ 27.94	\$ 29.34
Annual	\$45,490	\$46,613	\$47,778	\$50,190	\$52,707	\$55,307	\$58,115	\$61,027
Utilities Operator III								
Hourly	\$ 23.50	\$ 24.09	\$ 24.70	\$ 25.94	\$ 27.23	\$ 28.59	\$ 30.03	\$ 31.52
Annual	\$48,880	\$50,107	\$51,376	\$53,955	\$56,638	\$59,467	\$62,462	\$65,562
Operator In Training								
Hourly	\$ 18.93	\$ 19.39	\$ 19.89	\$ 20.88	\$ 21.92	\$ 23.02	\$ 24.16	\$ 25.39
Annual	\$ 39,374	\$ 40,331	\$ 41,371	\$ 43,430	\$ 45,594	\$ 47,882	\$ 50,253	\$ 52,811

Position Allocation List Approved Positions:	Permanent	Temporary	Full Time	Part Time	Part Time Hours
General Manager	1	0	1	0	n/a
Business and Accounting Manager I/II/III	1	0	1	0	n/a
Account Administrator I/II/III	3	0	2	1	=< 24/wk
Utilities System Manager	1	0	1	0	n/a
Lead Operator/ Utilities Operator I/II/III / OIT	3	0	3	0	n/a
Total	9	0	8	1	n/a



Oceano Community Services District

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

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

EXHIBIT "B" – List of Encumbrances

- The Water Resource Reliability Program (WRRP) was budgeted in the amount of \$198,397 for phase #1 in FY 2017-18 and \$177,750 for phase #2 in FY 2018-19. Since FY 2017-18 only \$250,329 of the \$376,148 grant has been expensed to then be reimbursed. The remaining balance of \$125,819 will roll over to FY 2020-21.
- The Water Fund in FY 2019-20 incurred a savings in expenditures of \$233,821 and a purchase order was issued to complete the Preliminary Engineering Report that is required to obtain low interest loans from the United States Department of Agriculture for funding the capital improvement projects included in the WRRP. The remaining balance of \$20,871 will roll over to FY 2020-21.
- The Lighting Fund in FY 2019-20 incurred a saving in expenditures of \$12,856 in FY 2019-20 and a purchase order was issued to fix the streetlights on Front St. The remaining balance of \$645 will roll over to FY 2020-21.
- On August 28, 2019, your Board approved a professional services agreement with GSI Water Solutions Inc. to prepare the 2019 Annual Report for the Northern Cities Management Area in the amount of \$39,479 with a contingency of \$3,540 for a total contract amount of \$43,016. The remaining amount outstanding on this contract is \$7,854 and will roll forward to 2020-21.

OCEANO COMMUNITY SERVICES DISTRICT
 BUDGET SUMMARY - Reserves
 FISCAL YEAR 2020-21

	Governmental	Administration	Fire	Lighting	Total General Fund	Facilities	Total General Fund	Water	Sewer	Garbage	Equipment	Total Enterprise Funds	Total
RESERVE DESIGNATIONS													
BEGINNING RESERVES													
Type R=Restricted; C=Commitment													
R	Facility Fees / Water Bonds	\$ -	\$ -	\$ -	\$ -	\$ 128,558	\$ 128,558	\$ 24,057	\$ -	\$ -	\$ -	\$ 24,057	\$ 152,615
C	Infrastructure	-	-	-	-	59,771	59,771	44,511	350,000	150,000	-	544,511	604,282
C	Emergency	-	-	-	-	-	-	300,000	400,000	-	-	700,000	700,000
C	Minimum	202,464	-	-	202,464	-	202,464	384,295	75,000	20,000	-	479,295	681,759
C	Equipment Replacement	-	-	-	-	-	-	115,369	100,000	75,000	24,192	314,561	314,561
C	Contingencies	-	-	-	-	9,093	9,093	-	100,000	40,000	-	140,000	149,093
U	Unassigned (Ent) / Commitment (GF)	-	-	-	-	27,955	27,955	-	66,734	43,217	-	109,951	137,906
	Total Beginning Reserves	\$ 202,464	\$ -	\$ -	\$ 202,464	\$ 225,377	\$ 427,841	\$ 868,232	\$ 1,091,734	\$ 328,217	\$ 24,192	\$ 2,312,375	\$ 2,740,216
RESERVES INCREASES													
R	Facility Fees / Water Bonds				\$ -	\$ 15,000	\$ 15,000					\$ -	\$ 15,000
C	Infrastructure				\$ -	-	-					-	-
C	Emergency				\$ -	-	-					-	-
C	Minimum				\$ -	-	-					-	-
C	Equipment Replacement				\$ -	-	-				4,023	4,023	4,023
C	Contingencies				\$ -	-	-					-	-
U	Unassigned (Ent) / Commitment (GF)				\$ -	-	-		18,861			18,861	18,861
	Total Reserve Increases	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 18,861	\$ -	\$ 4,023	\$ 22,884	\$ 37,884
RESERVES CANCELLATIONS													
R	Facility Fees / Water Bonds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -	\$ -
C	Infrastructure				\$ -	(59,771)	(59,771)	(44,511)				(44,511)	(104,282)
C	Emergency				\$ -	-	-	(300,000)				(300,000)	(300,000)
C	Minimum	(9,509)			(9,509)	-	(9,509)	204,567				204,567	195,058
C	Equipment Replacement				\$ -	-	-	(115,369)				(115,369)	(115,369)
C	Contingencies				\$ -	(9,093)	(9,093)			(2,402)		(2,402)	(11,495)
U	Unassigned (Ent) / Commitment (GF)				\$ -	(27,955)	(27,955)			(43,217)		(43,217)	(71,172)
	Total Reserve Decreases	\$ (9,509)	\$ -	\$ -	\$ (9,509)	\$ (96,819)	\$ (106,328)	\$ (255,313)	\$ -	\$ (45,619)	\$ -	\$ (300,932)	\$ (407,260)
ENDING RESERVES													
R	Facility Fees / Water Bonds	\$ -	\$ -	\$ -	\$ -	\$ 143,558	\$ 143,558	\$ 24,057	\$ -	\$ -	\$ -	\$ 24,057	\$ 167,615
C	Infrastructure	-	-	-	-	-	-	-	350,000	150,000	-	500,000	500,000
C	Emergency	-	-	-	-	-	-	-	400,000	-	-	400,000	400,000
C	Minimum	192,955	-	-	192,955	-	192,955	588,862	75,000	20,000	-	683,862	876,817
C	Equipment Replacement	-	-	-	-	-	-	-	100,000	75,000	28,215	203,215	203,215
C	Contingencies	-	-	-	-	-	-	-	100,000	37,598	-	137,598	137,598
U	Unassigned (Ent) / Commitment (GF)	-	-	-	-	-	-	-	85,595	-	-	85,595	85,595
	Total Ending Reserves	\$ 192,955	\$ -	\$ -	\$ 192,955	\$ 143,558	\$ 336,513	\$ 612,919	\$ 1,110,595	\$ 282,598	\$ 28,215	\$ 2,034,327	\$ 2,370,840