



# SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

www.sslocsd.org

## AGENDA

### BOARD OF DIRECTORS MEETING

City of Arroyo Grande, City Council Chambers

215 East Branch Street

Arroyo Grande, California 93420

**Wednesday, March 5, 2014 at 6:00 P.M.**

#### **Board Members**

Matthew Guerrero, Chair

Tony Ferrara, Vice Chair

Glenn Marshall, Director

#### **Agencies**

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

#### **Alternate Board Members**

Mary Lucey, Director

Jim Guthrie, Director

Debbie Peterson, Director

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

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## 1. CALL TO ORDER AND ROLL CALL

## 2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

This public comment period is an invitation to members of the community to present comments, thoughts or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters which are within the jurisdiction of the District. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or presiding Board Member may:

- Direct Staff to assist or coordinate with you.
- It may be the desire of the Board to place your issue or matter on a future Board meeting agenda.

Please adhere to the following procedures when addressing the Board:

- Comments should be limited to three (3) minutes or less.
- Your comments should be directed to the Board as a whole and not directed to individual Board members.
- Slanderous, profane or personal remarks against any Board Member, Staff or member of the audience shall not be permitted.

Any writing or document pertaining to an open-session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the offices of the Oceano CSD, a member agency located at 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act (ADA) and California Government Code §54954.2, requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires

modification or accommodation in order to participate at the above referenced public meeting by contacting the District Manager or Bookkeeper/Secretary at (805) 481-6903.

**3. CONSENT AGENDA**

The following routine items listed below are scheduled for consideration as a group. Each item is recommended for approval unless noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member may request that any item be withdrawn from the Consent Agenda to permit discussion or to change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

**3A. Review and Approval of the Minutes of the February 19, 2014 meeting**

**3B. Review and Approval of Warrants**

**4. PLANT SUPERINTENDENT'S REPORT**

**5. BOARD ACTION ON INDIVIDUAL ITEMS:**

**A. Fiscal Year 2013/14 Budget Review at the end of the 2<sup>nd</sup> Quarter.**

Staff recommends the Board receive and approve the 2<sup>nd</sup> Quarter Budget Review.

**6. MISCELLANEOUS ITEMS**

**A. Miscellaneous Oral Communications**

**B. Miscellaneous Written Communications**

**7. PUBLIC COMMENT ON CLOSED SESSION**

**8. CLOSED SESSION**

(1) Conference with Legal Counsel pursuant to Government Code Section 54956.9;

Carter v Wallace;

Johnson v Wallace;

SSLOCSD V SDRMA;

SSLOCSD V US ENERGY AND ACL F-201

**9. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

**10. ADJOURNMENT**

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT**

City of Arroyo Grande, City Council Chambers  
215 East Branch Street  
Arroyo Grande, California 93420

Minutes of the Meeting of Wednesday, February 19, 2014  
6:00 P.M.

**1. CALL TO ORDER AND ROLL CALL**

Present: Chair Matthew Guerrero, Oceano Community Services District; Director Jim Guthrie, City of Arroyo Grande; Director Glenn Marshall, City of Grover Beach.

District Staff in Attendance: Rick Sweet, District Manager; John Clemons, Plant Superintendent; Amy Simpson, Bookkeeper/Secretary.

**2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

Director Guerrero opened the public comment period. There being no members of the public present, Director Guerrero closed the public comment period.

**3. CONSENT AGENDA**

**3A. Review and Approval of the Minutes of the February 5, 2014 meeting**

**3B. Review and Approval of Warrants**

**Action:** It was moved by Director Guerrero to approve Consent Agenda Items 3A – 3B as presented. Director Marshall seconded, and the motion was carried 2-1 with 1 abstention.

**4. PLANT SUPERINTENDENT’S REPORT**

Plant Superintendent Clemons presented the Plant Superintendent’s Report which shows that the Plant numbers remain steady and strong and are in compliance with regulatory limits. Mr. Clemons spoke about the maintenance, safety and training, and projects being done by Staff at the Plant.

**Action:** The Board received and filed the Plant Superintendent’s report.

**5. BOARD ACTION ON INDIVIDUAL ITEMS**

**5A. Annual Review of Adoption of the Annual Investment Policy**

**Action:** The Board approved the adoption of the Annual Investment Policy with a vote of 3-0. The Resolution will be 2014-317.

**6. MISCELLANEOUS ITEMS**

**10. ADJOURNMENT**

There being no further business to come before the Board, Director Guerrero adjourned the meeting at approximately 6:35 p.m.

***THESE MINUTES ARE DRAFT AND NOT OFFICIAL UNTIL APPROVED BY THE BOARD OF DIRECTORS AT A SUBSEQUENT MEETING.***

# 3B - 03-05-2014 Warrant Register

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT  
WARRANT REGISTER  
03/05/2014 FY 2013/14

ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABBA EMPLOYER SERVICES	CONTRACT LABOR	INV. #S 19835, 19864	030514-8375	6085	1,126.40	1,126.40
ALLSTAR INDUSTRIAL SUPPLY	MISC SUPPLIES	INV. # 1075	76	8030	267.51	267.51
AMIAD WATER SYSTEMS	WATER FILTER PARTS	INV. #161519	77	8030	121.26	121.26
APPLIED INDUSTRIAL TECH	MISC PARTS	INV. #7001706812	78	8030	93.48	93.48
ARAMARK UNIFORM SERVICES	EMPLOYEE UNIFORMS	528565131, 528548321	79	7025	431.08	431.08
AT&T	TELEPHONE SERVICE	JANUARY	80	7013	450.33	450.33
B&B STEEL & SUPPLY	STEEL	INV. #438180	81	8060	390.23	390.23
BRENNTAG PACIFIC, INC	PLANT CHEMICALS	INV. #BPI392040	82	8050	5,564.97	5,564.97
BURKE AND PACE OF A.G., INC.	MISC SUPPLIES	02/28/14 STATEMENT	83	8030	400.08	400.08
CA ELECTRIC SUPPLY	ELEC PARTS	INV. #7826-555481	84	8060	16.09	16.09
CAL COAST MACHINERY	STARTER MOTOR	02/25/2014STATEMENT	85	8032	222.67	222.67
CAL PORTLAND	CONCRETE	INV. #92043946	86	8030	1,110.35	1,110.35
CDW-G	ADOBE ACROBAT	INV. #JV66158	87	7015	281.75	281.75
CHARTER	INTERNET SERVICE	MARCH	88	7011	60.88	60.88
DIAL LONG DISTANCE, INC.	LONG DISTANCE SERVICE	INV. #12287	89	7013	77.22	77.22
DSC	GLASS MICROFIBER PADS	INV. #44478	90	8040	249.28	249.28
I.I. SUPPLY	HEX BOLT & HEX NUT	INV. #23297	91	8060	81.16	81.16
INDUSTRIAL MEDICAL GROUP	AUDIOMETRIC TESTING	ANNUAL 2014	92	8056	300.00	300.00
JB DEWAR INC	VEHICLE FUEL	INV. #51212	93	8020	350.50	350.50
JIM GUTHRIE	BOARD SERVICE	FEBRUARY	94	7075	100.00	100.00
JIM MARSHALL	BOARD SERVICE	FEBRUARY	95	7075	200.00	200.00
JWC ENVIRONMENTAL	AUGER BAG MATERIAL	INV. #56361	96	8030	354.56	354.56
MATTHEW GUERRERO	BOARD SERVICE	FEBRUARY	97	7075	200.00	200.00
MC MASTER CARR	MISC SUPPLIES	INV. #S74477536, 74521265, 74807489	98	8030	300.92	300.92
MID-STATE INSTRUMENTS	MISC SUPPLIES	MSI4929	99	8040	218.79	218.79
PERRY'S ELECT MOTORS	60HP 1200RPM EFF WEG MOTOR	16422	8400	8010	6,248.67	6,248.67
PERS	EMPLOYEE MEDICAL & RETIREMENT	PPE 02/21/2014	01	6060	3,031.81	3,031.81
PRAXAIR	MISC SUPPLIES	INV. #S 48566427, 48592857	02	8030	182.30	182.30
QUINN CAT RENTAL	CUP WHEEL	INV. #PC910027193	03	8030	140.71	140.71
RADIOSHACK	OFFICE SUPPLIES	INV. #020165	04	8030	9.17	9.17
SAFETY KLEEN	PARTS WASHER - SOLVENT	INV. #62916096	05	8030	331.15	331.15
SO CO SANITARY SERVICE	TRASH SERVICE	MARCH	06	7093	118.47	118.47
STANLEY SECURITY	SECURITY - MARCH	INV. #11039694	07	7011	62.20	62.20
TEKTEGRITY	MANAGED IT SERVICE - NOVEMBER	28736-113	08	7015	308.55	308.55
TONY FERRARA	BOARD SERVICE	FEBRUARY	09	7075	100.00	100.00
UNDERGROUND SERVICE ALERT	DIG ALERT SERVICE	INV. #14020032	10	7011	138.00	138.00
USABLUBOOK	MISC SUPPLIES	INV. #269385	11	8040	257.99	257.99
VWR	LAB SUPPLIES	INV. #S 8056848601, 8056652915	12	8056	115.76	115.76
WHITECAP CONSTRUCTION SUPPLY	MISC SUPPLIES	STATEMENT 03/01/2014	13	8055	129.88	129.88
WW GRAINGER	MISC SUPPLIES	INV. #9360723515	14	8030	135.77	135.77
SUB TOTAL					24,279.94	24,279.94
PAYROLL	PPE 02/21/2014				26,933.67	26,933.67
GRAND TOTAL					51,213.61	51,213.61

We hereby certify that the demands numbered serially from 03052014-8375 to 03052014-8414 together with the supporting evidence have been examined, and that they comply with the requirements of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT. The demands are hereby approved by motion of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, together with warrants authorizing and ordering the issuance of checks numbered identically with the particular demands and warrants.

BOARD OF DIRECTORS:

DATE: \_\_\_\_\_

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Secretary



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### Staff Report

**To:** Board of Directors  
**From:** John L. Clemons, Plant Superintendent  
**Via:** Rick Sweet, District Manager  
**Date:** February 26, 2014  
**Subject:** Plant Superintendent's Report

**Chart 1 – Plant Data**

Feb. 2014	FLOW MGD	Peak MGD	INF BOD mg/L	EFF BOD mg/L	INF TSS mg/L	EFF TSS mg/L	Fecal Coli	Cl2 lbs/day	
Average	2.38	3.9	395	33.8	395	31.5	19	143	
High	2.64	4.6	417	39.0	492	38	116	328	
<b>Limit</b>	<b>5.0</b>			<b>40/60/90</b>		<b>40/60/90</b>	<b>2000</b>		

Limit – 40/60/90 represent NPDES Permit limits for the monthly average, weekly average, and instantaneous value for plant effluent BOD and TSS.

### Corrective Maintenance

- Replaced starter on air compressor.
- De-ragged float switches in plant storm drain sump.
- Changed brushes on chlorine pump.
- Cleared obstruction at Dig. #2 Sump Pump.

## **Projects**

- Replaced 14” valve and check valve on #3 piping at H/W
- Replaced 16” valve at Pump #3 at H/W.
- Erected support structure for centrifuge conveyor system.

## **Training**

- Plant staff reviewed District Code of Conduct.
- Operators Billy Romhild and Aaron Allen attended P3S Conference in Ontario, CA.
- Amy Simpson attended CSDA Secretary’s Conference in Napa, Ca

Staff received an email from Katie DiSimone of the Regional Waterboard stating that she had reviewed our last few CIQWS reports and they “look great. Your work on the PET Tool is most appreciated. Thanks so much for putting the time into it.”

John Clemons  
Superintendent



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## Staff Report

**To:** Board of Directors  
**From:** Amy Simpson, District Bookkeeper/Secretary  
**Via:** Rick Sweet, District Manager  
**Date:** March 3, 2014  
**Subject:** Fiscal Year 2013/14 Budget Review at the End of the 2nd Quarter

### Recommendation:

1. Review the attached Profit and Loss Statements comparing actual revenues and expenses with budgeted amounts;
2. Review the recommended budget adjustments which can all be accommodated internally.
3. Adopt Resolution No. 2014-318 authorizing the budgetary adjustments.

### Funding:

Total District revenues are about 10% lower than expected by the end of this second quarter. Due to an increase of requested brine disposal services, we anticipate an annual revenue increase of 300% of the originally budgeted amount of revenue for brine disposal.

#### Revenues

FY 2013/14 Budget	Earned as of 12-31-13		Recommended 2nd-Quarter Adjustments	Recommended Budget at 2nd Quarter
	Amount	Percent		
\$3,277,495	\$1,325,721	40%	\$ 0	\$3,277,495

#### Expenditures

FY 2013/14 Budget	Expended as of 12-31-13		Recommended 2nd-Quarter Adjustments	Recommended Budget at 2nd Quarter
	Amount	Percent		
\$6,371,773	\$1,077,380	17%	\$15,500	\$6,371,773

## **Discussion:**

Following the end of the second quarter at December 31, 2013 (50% of fiscal year completed), District Staff reviewed the FY 2013/14 account line items under each Fund. Certain accounts stand out as having significantly exceeded their budgeted amounts at the end of the second quarter. In order that the budgeted amounts better reflect actual costs, it is recommended that there be intra fund transfers from those accounts with favorable budget variances to those accounts needing additional funding as explained below.

1. Account 19-6075 Medical Reimbursement: 104.4% of annual budget expended. An increase of \$5000 is recommended at this time. The total budget for this account will be \$10,000. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.
2. Account 19-7015 Office Equipment/Computer Supplies: 77.5% of annual budget expended. No increase is recommended at this time. The bulk of the expenditures were due to a new computer network system. We don't anticipate expenditures exceeding the budgeted amount for this account.
3. Account 19-7050 Memberships/Seminars/Meetings: 73.3% of annual budget expended. We recommend an increase of \$5000. This account pays for employee training seminars for District staff. The total budget for this account will be \$16,630. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.
4. Account 19-7060 Ocean Outfall Maintenance: 100% of annual budget expended. No increase is recommended at this time. This is now a completed project for this fiscal year.
5. Account 19-7072 Professional Services – Auditing: 86.1% of annual budget expended. No adjustment is recommended at this time.
6. Account 19-7078 Professional Services – Chemical Analysis: 86.8% of annual budget expended. The original budgeted amount for this account reflected the planned changeover from chemical analysis testing being done by external laboratories to that testing being performed by the District's own laboratory. As this change over took longer to occur than was anticipated these actual expenditures reflect the costs of external lab testing. Therefore, an increase of \$5,000 to this budget line item is being recommended to reflect actual expenses as of the end of the second quarter. The total budget for this account will be \$25,000. It is recommended that the increase be funded by a transfer from account 19-7079 Professional Services.
7. Account 19-7083 WDR Reporting (Member Agencies): 101.9% of annual budget expended. This expense account is completely matched with a corresponding revenue account for reimbursement by the Member Agencies. It is unknown at this point exactly how much more will need to be expended from this account, but, since these expenditures are fully reimbursable, no increase to either the matching revenue account or this expense account is recommended at this time.



*Staff Report – FY 2013/14 2nd Quarter Budget Review*

8. Account 19-7094 Utility Water: 63.5%. Therefore, an increase of \$500 to this budget line item is being recommended to reflect actual expenses as of the end of the second quarter. The total budget for this account will be \$1,530. It is recommended that the increase be funded by a transfer from account 19-7079 Professional Services.
9. Account 19-8020 Gas & Oil: 54.6% of annual budget expended. Although the expense amount for this account is higher than expected, no increase is recommended because this amount reflects the purchase of diesel fuel to be used throughout the year.
10. Account 19-8040 Lab Supplies: 60.7% of annual budget expended. The expenditures for the second quarter reflect the initial costs to set up the District's laboratory for additional fields of testing. These setup costs have led to higher initial costs through the 2nd quarter, but it is expected that overall costs for lab supplies will level out throughout the remainder of the year. Therefore, no increase is recommended at this time.

It should be noted that even with the many maintenance and replacement projects performed by District Staff through the second quarter, the District only expended about 17% of its budgeted expenditures. Staff will continue to monitor costs and to be responsible with the expending of District funds in order to have minimal impact on the ratepayers.

**Discussion:**

Following the end of the second quarter at December 31, 2013 (50% of fiscal year completed), District Staff reviewed the FY 2013/14 account line items under each Fund. The following accounts have had significantly less expenditures than the budgeted amounts.

11. 19-7068 Permits/Fees/Licenses: This account is at 11.4%.
12. 19-7070 Professional Services – Engineering: This account is at 12.3%.
13. 19-7077 Professional Services - Outside Counsel: This account is at 10.6%.
14. 19-7085 Solids Handling: This account is at 21%.
15. 19-8030 Equipment Maintenance- Regular: This account is at 20.5%.
16. 19-8050 Plant Chemicals: This account is at 34.1%.
17. 19-8060 Structure Maintenance – Regular: This account is at 14.7%.

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT  
 PROPOSED BUDGET ADJUSTMENTS  
 END OF SECOND QUARTER FY 2013-14**

ACCOUNT	CURRENT BUDGET	AMOUNT EXPENDED AS OF 12-31-13	PERCENT EXPENDED AS OF 12-31-13	PROPOSED ADJUSTMENT	ADJUSTED BUDGET
<b>OPERATING FUND 19 EXPENSE ACCOUNTS</b>					
<b>19-6075 Medical Reimbursements</b>	\$ 5,000	\$ 5,221	104%	\$ 5,000	\$ 10,000
<b>19-7050 Memberships/Seminars/Meetings</b>	\$ 11,630	\$ 8,529	73%	\$ 5,000	\$ 16,630
<b>19-7078 Professional Services - Chemical Analysis</b>	\$ 20,000	\$ 17,355	87%	\$ 5,000	\$ 25,000
<b>19-7904 Utility Water</b>	\$ 1,030	\$ 654	63%	\$ 500	\$ 1,530
<b>Net Budgetary Changes to Fund 19</b>				<b>\$ 15,500</b>	

SO SAN LUIS OBISPO CO SANITATION DISTRICT - OPERATING(19)

Profit & Loss Budget vs. Actual

July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
19-4015 Arroyo Grande Services	602,610.96	1,440,500.00	-837,889.04	41.83%
19-4022 Grover Beach Services	468,539.76	1,050,000.00	-581,460.24	44.62%
19-4035 OCSD Services	175,466.65	500,000.00	-324,533.35	35.09%
19-4040 Pismo Beach Reimburse	18,565.52	17,745.00	820.52	104.62%
19-4045 School Services	0.00	23,000.00	-23,000.00	0.0%
19-4050 Brine Disposal Service	5,668.00	20,900.00	-15,232.00	27.12%
19-4055 Lease (AT&T)	14,388.02	22,525.00	-8,136.98	63.88%
19-5015 Interest	416.55	500.00	-83.45	83.31%
19-5022 WDR Reimbursement	10,497.50	10,300.00	197.50	101.92%
19-5023 FOG Reimbursement	5,502.89	30,900.00	-25,397.11	17.81%
<b>Total Income</b>	<b>1,301,655.85</b>	<b>3,116,370.00</b>	<b>-1,814,714.15</b>	<b>41.77%</b>
<b>Expense</b>				
19-6010 Medical Insurance	80,023.19	246,000.00	-165,976.81	32.53%
19-6025 Dental Insurance	5,693.12	14,330.00	-8,636.88	39.73%
19-6030 Plant Operators	240,827.89	591,239.00	-350,411.11	40.73%
19-6040 Secretary/Bookkeeper	27,120.18	52,856.00	-25,735.82	51.31%
19-6050 S.S. & Medicare	21,017.32	49,273.00	-28,255.68	42.66%
19-6055 State Disability Insur	1,298.41	3,220.00	-1,921.59	40.32%
19-6060 State Retirement	34,414.32	115,937.00	-81,522.68	29.68%
19-6075 Medical Reimbursement	5,221.09	5,000.00	221.09	104.42%
19-6080 Workers Compensation	37,178.09	97,000.00	-59,821.91	38.33%
19-6085 Temporary Labor Service	5,341.88	13,000.00	-7,658.12	41.09%
19-6090 Payroll Process Fee	1,180.46	2,660.00	-1,479.54	44.38%
19-6095 Unemployment Remiburse	0.00	1,000.00	-1,000.00	0.0%
19-7005 Advert/Legal&Recruit	493.13	2,060.00	-1,566.87	23.94%
19-7011 Communications				
Alarm	373.20			
Internet	360.83			
USA	524.94			
Web Hosting	59.70			
19-7011 Communications - Other	0.00	3,280.00	-3,280.00	0.0%
<b>Total 19-7011 Communications</b>	<b>1,318.67</b>	<b>3,280.00</b>	<b>-1,961.33</b>	<b>40.2%</b>
19-7013 COMMUNICATIONS-Teleph	3,151.98	6,090.00	-2,938.02	51.76%
19-7014 COMMUNICATIONS-Paging	0.00	210.00	-210.00	0.0%
19-7015 Office Equip/Comp Supp	7,751.31	10,000.00	-2,248.69	77.51%
19-7025 Employee Uniforms	6,956.55	14,860.00	-7,903.45	46.81%
19-7032 Equip Rental Other	0.00	5,150.00	-5,150.00	0.0%
19-7043 Ins, Liability/Auto	-2,580.23	30,807.00	-33,387.23	-8.38%
19-7050 Memberships/Seminars/Mtg	8,529.32	11,630.00	-3,100.68	73.34%
19-7060 Ocean Outfall Maint	35,490.00	35,490.00	0.00	100.0%

SO SAN LUIS OBISPO CO SANITATION DISTRICT - OPERATING(19)

Profit & Loss Budget vs. Actual

July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
19-7065 Source Ctrl Program	0.00	15,000.00	-15,000.00	0.0%
19-7068 Permits/Fees/License	4,686.89	41,200.00	-36,513.11	11.38%
19-7069 LAFCO Budget Share	0.00	9,510.00	-9,510.00	0.0%
19-7070 Prof Svcs - Out.Counsel	49,243.73	400,000.00	-350,756.27	12.31%
19-7071 Prof Serv-Attorney Fee	10,286.00	46,350.00	-36,064.00	22.19%
19-7072 Prof Serv - Auditing	5,000.00	5,810.00	-810.00	86.06%
19-7073 Prof Serv - AG Billing	0.00	22,000.00	-22,000.00	0.0%
19-7074 Prof Serv - OCSD Bill	0.00	22,000.00	-22,000.00	0.0%
19-7075 Prof Serv - Brd Member	2,900.00	7,420.00	-4,520.00	39.08%
19-7076 Prof Serv-Dist Admin	18,457.14	86,500.00	-68,042.86	21.34%
19-7077 Prof Serv-Engineering	10,562.86	100,000.00	-89,437.14	10.56%
19-7078 Prof Serv-Chem Analysis	17,354.60	20,000.00	-2,645.40	86.77%
19-7079 Prof Serv-Other Bill	373.49	10,300.00	-9,926.51	3.63%
19-7081 Prof Serv-GB Bill	0.00	22,000.00	-22,000.00	0.0%
19-7082 FEMA Expenditures	0.00	5,150.00	-5,150.00	0.0%
19-7083 WDR Reporting				
0180 WDR Support - AG - Reimb	4,627.75			
0181 WDR Support - GB - Reimb	5,711.00			
0182 WDR Support - OCSD - Reimb	158.75			
19-7083 WDR Reporting - Other	0.00	10,300.00	-10,300.00	0.0%
<b>Total 19-7083 WDR Reporting</b>	<b>10,497.50</b>	<b>10,300.00</b>	<b>197.50</b>	<b>101.92%</b>
19-7084 FOG (Parent Agencies)				
AG FOG Prog-Inspections-Reimb	3,053.99			
AG FOG ReInspections-Reimb	273.00			
GB FOG Prog-Inspections-Reimb	2,027.35			
GB FOG ReInspections-Reimb	73.00			
Oceano FOG Prog-Inspect-Reimb	521.73			
Oceano FOG ReInspections-Reimb	104.25			
19-7084 FOG (Parent Agencies) - Other	0.00	30,900.00	-30,900.00	0.0%
<b>Total 19-7084 FOG (Parent Agencies)</b>	<b>6,053.32</b>	<b>30,900.00</b>	<b>-24,846.68</b>	<b>19.59%</b>
19-7085 Solids Handling	18,414.41	87,550.00	-69,135.59	21.03%
19-7086 Brine Disposal Exp	0.00	5,150.00	-5,150.00	0.0%
19-7087 WDR & SSMP DISTRCT EXP	0.00	10,657.00	-10,657.00	0.0%
19-7091 Util-Elec	87,839.15	175,000.00	-87,160.85	50.19%
19-7092 Util-Gas	10,838.86	24,210.00	-13,371.14	44.77%
19-7093 Util-Rubbish	793.41	1,790.00	-996.59	44.33%
19-7094 Util-Water	654.23	1,030.00	-375.77	63.52%
19-7095 Zone 1/1A Agreement	0.00	29,360.00	-29,360.00	0.0%
19-7096 CogenEISA(Debt Serv)				
Interest Expense (Debt Service)	2,181.61			
Principal Reduction (Debt Serv)	28,861.58			
19-7096 CogenEISA(Debt Serv) - Other	0.00	76,000.00	-76,000.00	0.0%

SO SAN LUIS OBISPO CO SANITATION DISTRICT - OPERATING(19)

Profit & Loss Budget vs. Actual

July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 19-7096 CogenEISA(Debt Serv)	31,043.19	76,000.00	-44,956.81	40.85%
19-7097 Cogen Service Contract	0.00	36,050.00	-36,050.00	0.0%
19-8010 Capital Equipment	4,264.49	15,000.00	-10,735.51	28.43%
19-8015 Trunk Sewer Maint	0.00	25,000.00	-25,000.00	0.0%
19-8020 Gas & Oil	5,458.90	10,000.00	-4,541.10	54.59%
19-8030 Equipment Maint-Reg	20,500.16	100,000.00	-79,499.84	20.5%
19-8032 Automotive Maint	210.64	8,240.00	-8,029.36	2.56%
19-8035 Household Expense	727.84	3,610.00	-2,882.16	20.16%
19-8040 Lab Supplies	10,234.37	16,850.00	-6,615.63	60.74%
19-8045 Office Supplies&Exp	2,263.43	8,240.00	-5,976.57	27.47%
19-8050 Plant Chemicals	91,260.64	267,800.00	-176,539.36	34.08%
19-8055 Small Tools	594.94	12,880.00	-12,285.06	4.62%
19-8056 Safety Supplies	5,650.79	15,000.00	-9,349.21	37.67%
19-8060 Structure Maint-Reg	16,615.61	113,300.00	-96,684.39	14.67%
19-8061 Struct Maint - Major				
04 MBI 03 INFL GRINDER SERV	924.57			
19-8061 Struct Maint - Major - Other	23,795.96	45,470.00	-21,674.04	52.33%
Total 19-8061 Struct Maint - Major	24,720.53	45,470.00	-20,749.47	54.37%
19-8079 Transfer to Replacement	55,498.15	672,709.00	-617,210.85	8.25%
Total Expense	1,043,425.95	3,926,428.00	-2,883,002.05	26.57%
Net Ordinary Income	258,229.90	-810,058.00	1,068,287.90	-31.88%
Net Income	258,229.90	-810,058.00	1,068,287.90	-31.88%

**So San Luis Obispo Co Sanitation District-Expansion(20)**  
**Profit & Loss Budget vs. Actual**  
July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
20-4010 AG Connections	19,800.00	76,725.00	-56,925.00	25.81%
20-4020 GB Connections	2,475.00	59,400.00	-56,925.00	4.17%
20-4030 OCSD Connections	0.00	19,800.00	-19,800.00	0.0%
20-5015 Interest Income	1,791.82	5,200.00	-3,408.18	34.46%
<b>Total Income</b>	<u>24,066.82</u>	<u>161,125.00</u>	<u>-137,058.18</u>	<u>14.94%</u>
<b>Expense</b>				
20-8010 Capital Equipment				
11 MBI 11 SCADA Completion	7,960.25			
20-8010 Capital Equipment - Other	4,948.27	100,000.00	-95,051.73	4.95%
<b>Total 20-8010 Capital Equipment</b>	<u>12,908.52</u>	<u>100,000.00</u>	<u>-87,091.48</u>	<u>12.91%</u>
20-8065 Struct/Grnds Repl-Imp				
Centrate Line	5,489.83			
Centrifuge Auger	12,078.72			
Centrifuge Maintenance	6,915.68			
20-8065 Struct/Grnds Repl-Imp - Other	0.00	1,392,000.00	-1,392,000.00	0.0%
<b>Total 20-8065 Struct/Grnds Repl-Imp</b>	<u>24,484.23</u>	<u>1,392,000.00</u>	<u>-1,367,515.77</u>	<u>1.76%</u>
<b>Total Expense</b>	<u>37,392.75</u>	<u>1,492,000.00</u>	<u>-1,454,607.25</u>	<u>2.51%</u>
<b>Net Ordinary Income</b>	<u>-13,325.93</u>	<u>-1,330,875.00</u>	<u>1,317,549.07</u>	<u>1.0%</u>
<b>Net Income</b>	<u><u>-13,325.93</u></u>	<u><u>-1,330,875.00</u></u>	<u><u>1,317,549.07</u></u>	<u><u>1.0%</u></u>

**So San Luis Obispo Co Sanitation District - 26(Replacement)**  
**Profit & Loss Budget vs. Actual**  
 July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
26-5040 Transfer from Fund 19	55,498.15	672,709.00	-617,210.85	8.25%
<b>Total Income</b>	<u>55,498.15</u>	<u>672,709.00</u>	<u>-617,210.85</u>	<u>8.25%</u>
<b>Expense</b>				
26-8015 Trunk Sewer Maintenanc	0.00	160,000.00	-160,000.00	0.0%
26-8061 Struct/Grnds Maint-Maj	7,990.67	27,000.00	-19,009.33	29.6%
26-8065 Struct/Grnds Repl&Imp				
06 MBI 13 Infl Pumps Gate&Valve				
0007 - Construction	1,307.64			
<b>Total 06 MBI 13 Infl Pumps Gate&amp;Valve</b>	<u>1,307.64</u>			
Project No. 2014-1 Boiler	8,352.17			
26-8065 Struct/Grnds Repl&Imp - Other	41,285.05	766,344.00	-725,058.95	5.39%
<b>Total 26-8065 Struct/Grnds Repl&amp;Imp</b>	<u>50,944.86</u>	<u>766,344.00</u>	<u>-715,399.14</u>	<u>6.65%</u>
<b>Total Expense</b>	<u>58,935.53</u>	<u>953,344.00</u>	<u>-894,408.47</u>	<u>6.18%</u>
<b>Net Income</b>	<u><u>-3,437.38</u></u>	<u><u>-280,635.00</u></u>	<u><u>277,197.62</u></u>	<u><u>1.23%</u></u>

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT  
RESOLUTION NO. 2014 – 318**

**A RESOLUTION AMENDING  
THE FY 2013-2014 BUDGET AT SECOND QUARTER**

**WHEREAS**, the Board of Directors has previously adopted the FY 2013-2014 budget consisting of Operating Fund 19, Expansion Fund 20, and Replacement/Improvements Fund 26; and

**WHEREAS**, District Staff has reviewed the account line items under each Fund included in the FY 2013-2014 adopted budget; and

**WHEREAS**, District Staff has identified the account line items which will require less monies and the account line items which will require additional monies than originally budgeted; and

**WHEREAS**, District Staff believes amending these account line items to reflect actuals will produce a trend that can be used for future budgeting efforts; and

**WHEREAS**, the Board believes the recommended amendments are in the best interest of the public's health, safety and general welfare.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED** by the Board of Directors, South San Luis Obispo County Sanitation District, San Luis Obispo County, California, that the FY 2013-2014 budget shall be amended as follows:

1. Account 19-6075 Medical Reimbursement: 104.4% of annual budget expended. An increase of \$5000 is recommended at this time. The total budget for this account will be \$10,000. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.
2. Account 19-7050 Memberships/Seminars/Meetings: 73.3% of annual budget expended. We recommend an increase of \$5000. This account pays for employee training seminars for District staff. The total budget for this account will be \$16,630. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.
3. Account 19-7078 Professional Services – Chemical Analysis: 86.8% of annual budget expended. The original budgeted amount for this account reflected the planned changeover from chemical analysis testing being done by external laboratories to that testing being performed by the District's own laboratory. As this change over took longer to occur than was anticipated these actual expenditures reflect the costs of external lab testing. Therefore, an increase of \$5,000 to this budget line item is being recommended to reflect actual expenses as of the end of the second quarter. The total budget for this account will be \$25,000. It is recommended that the increase be funded by a transfer from account 19-7079 Professional Services.
4. Account 19-7094 Utility Water: 63.5%. Therefore, an increase of \$500 to this budget line item is being recommended to reflect actual expenses as of the end of the second quarter. The total budget for this account will be \$1,530. It is recommended that the increase be funded by a transfer from account 19-7079 Professional Services.



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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby adopted this 05<sup>th</sup> day of March 2014.

\_\_\_\_\_  
MATTHEW GUERRERO, Chair

ATTEST:

\_\_\_\_\_  
Rick Sweet, Secretary to the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
MICHAEL W. SEITZ, District Legal Counsel