

Element 4 - Operations and Maintenance

The District's operation and maintenance of its collection system ensures that the system is kept in good working condition. The system is maintained regularly in order to ensure that the wastewater enters the WWTP efficiently. Due to the large diameter of the trunk system lines, District staff infrequently performs repairs and upkeep. The majority of this work is contracted out. This element outlines the work that is District Staff does perform to accomplish the optimal operation and maintenance of the District's collection system.

It is important to note that prior to October 2008 the City of Grover Beach retained individual ownership and direct responsibility for the section of trunk sewer between GB-1, which is located at the WWTP, and GB-34, which is located on Front Street in Grover Beach. On October 1, 2008, the SSLOCSD Board of Directors acted to adopt a resolution accepting conveyance of the Grover Beach trunk and accepted a quitclaim deed from the City of Grover Beach transferring ownership of the Grover Beach trunk sewer to the District pursuant to a 1996 MOU and 1997 Annexation Agreement previously established.

4.1 Regulatory Requirements

WDR Order No. 2006-0003-DWQ Section D.13(iv) states:

The SSMP must include those elements listed below, which are appropriate and applicable to the Enrollee's system:

- (a) Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities;
- (b) Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders;
- (c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;

- (d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and
- (e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

4.2 Collection System Map

SSLOCSO maintains up-to-date electronic collection system maps created and maintained by District Engineering Staff using a Geographic Information System (GIS). These maps are overlaid onto aerial imagery and provide detailed locations of the system's components with references to roads, homes, trees, etc. within the District boundary.

In addition to providing general location mapping, the electronic map is updated as needed to include precise information relating to the general characteristics of the system components. This information includes: material composition, pipe diameters, segment lengths, slopes, grade elevations, invert elevations, and survey data. Interactive links incorporated into the electronic maps provide immediate access to system photos, closed circuit television (CCTV) inspection videos, and the trunk system's construction drawings.

Collection system maps are printed to hard copy and provided to the District's staff and contractors for use during routine maintenance and operations and during capital improvement projects (CIP). As-built plans and construction drawings are maintained as the system is improved through the CIP, and data is routinely integrated back into collection system mapping. A copy of the District's CIP and budget is included in Appendix 4A.

4.3 Preventative Maintenance

The District's CCTV inspection and cleaning program is an integral component of preventative maintenance. These services are performed simultaneously and are executed under a publicly bid service contract awarded by the District. Performing CCTV inspection in conjunction with cleaning operations provides quality control by offering real-time visual verification that the debris encountered is completely removed from the system and allowing for additional efforts if necessary while the contractor is still onsite.

Half of the system is cleaned and inspected every three years. A map identifying the location and frequency is provided in Figure 4 - 1.

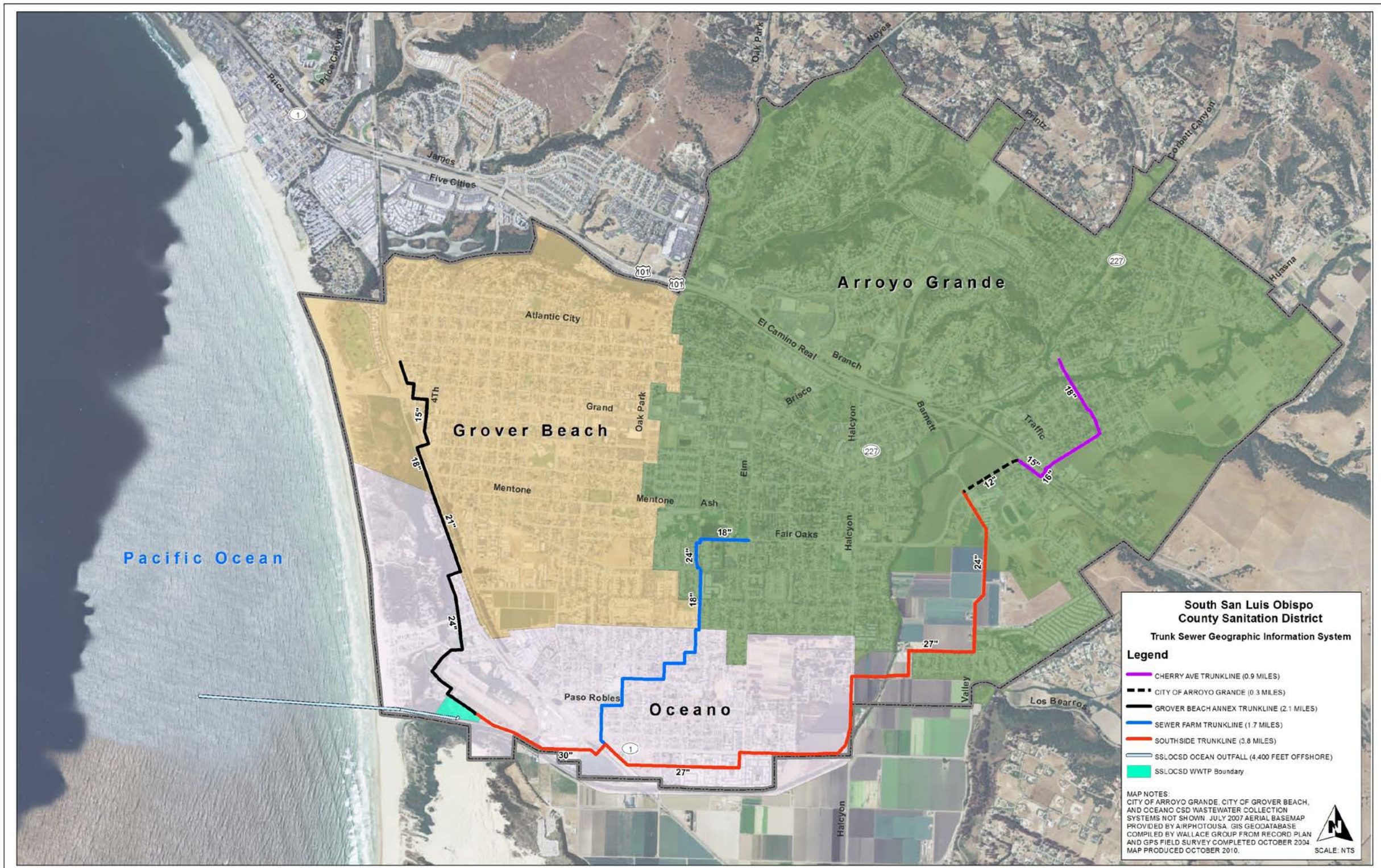


Figure 4 - 1: SSLOCSD Trunk Sewer Map

4.3.1 CCTV Inspection

CCTV inspections are performed by contracted services under the authorization of the District Board, with the contracts administered by District Engineering Staff. Table 4 – 1 identifies the locations and timeframes of recent video inspection occurring within the District trunk line.

Table 4 - 1: District Trunk Video Inspection

Year	Location	Approximate Length
2007	Upper Sewer Farm Trunk System (Manhole B-12a to B22)	3,640 ft (0.7 mi)
2007	Grover Beach Trunk Line (Manhole GB-1 to GB-34)	11,030 ft (2.1 mi)
2008	South Side Trunk System (Manhole A-1 to C-35)	20,130 ft (3.8 mi)
2008	Lower Sewer Farm Trunk System (Manhole A-9a to B-12b)	5,350 ft (1.0 mi)
2008	Cherry Ave. Trunk System (Manhole C-50 to C-71)	4830 ft (0.9 mi)
Total		44,980

The 2007 Grover Beach inspection was a separate project initiated at the request of the District to facilitate the trunk sewer transfer. The City of Grover Beach administered and funded the contracted inspection services. The District then reviewed the inspection records to develop the MOU refurbishment requirements. Based on the information provided in the Table 4 - 1, the entire trunk sewer was CCTV inspected during 2007 and 2008.

In addition to the occurrences identified in Table 4 - 1, the system was also video inspected by Innerline Engineering, Inc. in early 2004 following the December 2003 San Simeon Earthquake; however, it appears that the primary purpose of the inspection was to evaluate the system for damage caused by the earthquake. Although portions of the trunk system were not accessible due to obstructions, the project was considered complete. The obstructions noted were identified as trees, crops, irrigation ditches, farming equipment, recreational vehicle storage, gates, fencing, and mud. The final staff report, dated March 17, 2004 indicated that nine manholes were found to be covered during the video inspection and a total of thirty-four were inaccessible. As a result, approximately 10,000 linear feet were not videoed at that time due to inaccessibility. The reports provided by Innerline Engineering, Inc. indicated no apparent evidence of joint separation, fractures, or cracking within the trunk sewer as a result of the earthquake. A recommendation was made in the March 17, 2004 Staff Report to the Board to prepare a Major Budget Item to make all manholes and trunk sewer lines accessible. This recommendation was favorably received and acted upon.

As part of the 2007 and 2008 inspection projects, the District received narrated color videos and detailed written logs of the conditions observed at the time of the inspections. The District Engineer reviewed the 2007 and 2008 videos and logs received from the inspections. General conditions and system deficiencies and/or abnormalities were

documented for consideration in future rehabilitation and replacement projects at that time.

4.3.2 Cleaning

The District cleaning activities occur concurrently with CCTV inspection activities. The frequency for cleaning is set at a 6-year recurring intervals with one-half of the system cleaned every 3-years cleaning. Large diameter high-flow trunk systems require different consideration than smaller diameter municipal lines when determining cleaning frequencies due to hydraulic scour potential during peak flows.

Future observations during CCTV and cleaning operations will eventually indicate an appropriate cleaning frequency for the trunk sewer. Items which will aid in that determination will include video equipment reaction during travel within the sewer segments during CCTV (i.e. hang-ups, spinning of wheels, etc), quantity of debris removed from the various segments during cleaning operations, etc. Future maintenance activities may indicate the need for increased or decreased cleaning frequencies.

4.3.3 Visual Inspection

Visual manhole inspection has occurred to varying degrees over the years by contracted services, District Operations Staff, and District Engineering Staff. The District is aware of the importance of such inspection. Recently, draft manhole inspection forms have been created.

An example of the visual inspections that have occurred include the survey that was initiated and completed as a result of the 2004 San Simeon Earthquake CCTV project which identified inaccessible and covered manholes. During the survey, the interior of each known District manhole was photographed and documented for inclusion in the GIS project and the Manhole Accessibility project. In April 2008 all of the District manholes (excluding Grover Beach) were located and photographed in “street view”, showing upstream and downstream orientation to assess access and identify any additional considerations and requirements for future projects (i.e. traffic control, easements, right-of-way, etc.).

The pipe bridge, located in Arroyo Grande between C-68 and C-69, receives annual visual inspections to assess vegetation encroachment, effectiveness of recent security fencing updates, and coating integrity. In April 2006 the pipe bridge was visually inspected by District Engineering Staff and a number of improvement recommendations were made and completed in the following years. On May 29, 2010, Advantage Technical Services, Inc. performed a visual coating and structural integrity assessment of the pipe bridge. A full report was prepared by ATS, including future recommendations.

4.3.4 High Maintenance Areas

The District identified several hotspots throughout the trunk line system, which are cleaned a minimum of once every three years. Traditionally these spots consist of areas of known inflow and infiltration, root intrusion, grease, dips, and areas located upstream of a system bottle neck. The characteristics and locations of the system’s bottle necks are provided in Table 4 – 2.

Table 4 - 2: SSLOCSD Sanitary Sewer System Bottle Necks

Segments	Diameter	Composition	Location
Manhole C-71 to C-55	18-inch	VCP	East Cherry to Trunk Line Terminus
Manhole C-55 to C-54	16-inch	Steel	Beneath Highway 101 West Cherry to Pilgrim
Manhole C-54 to C-50	15-inch	VCP	West Cherry to Fair Oaks – Easement
Manhole C-50 to C-35	12-inch	VCP	Fair Oaks Ave.
Manhole C-35 to C-26	24-inch	ACP	Valley Road
Manhole C-26 to C-13	27-inch	ACP	Valley Road to Cienaga via Easement to Halcyon

4.4 Rehabilitation and Replacement Plan

As sewer collection systems age, the risk for deterioration, blockages, and collapse increase considerably. In an effort to mitigate those risks, the District currently budgets for and conducts visual and contracted CCTV inspections of the manholes and sewer lines on half of the trunk sewer system every three years. A map identifying the location and frequency of the proposed cleaning and video inspection is provided in Appendix 4B.

The District completes engineering reviews and assessments on the information obtained from the CCTV inspections to prioritize noted system deficiencies. Short-term and long-term rehabilitation actions are implemented to address each deficiency.

Short-term rehabilitation actions are funded through the annual operating budget developed for collection system maintenance. Long-term rehabilitation actions are incorporated into upcoming fiscal year budgets as CIPs. Work for short-term and long-term rehabilitation actions are performed by area contractors through publicly bid service contracts awarded by the District. Examples of short- and long-term rehabilitation actions implemented by the District are described below.

In 2008 the District completed system-wide CCTV inspection of the collection system. Assessment of that inspection resulted in the development of a CIP in which a substantial amount of the collection system will be internally relined by trenchless rehabilitation technology. Funding for this long-term rehabilitation project is allocated in the FY 11/12 budgets.

During the 2008 CCTV inspection and cleaning project, the District discovered that twenty of the District's trunk line manholes were inaccessible due to changes in grade, road construction, blocked access, and easement. The District implemented a project which rehabilitated the manholes by clearing encroaching vegetation, dirt, and debris, thereby providing secure access to the manholes and allowing for routine maintenance and emergency response. This short-term rehabilitation action was funded through the annual operating budget developed for collection system maintenance and is discussed in SSMP Section 4.3.1.: CCTV Inspection.

4.5 Training

Training programs include formal classroom training and on-the-job training. Training is facilitated by both District Staff and outside training workshops. On-the-job cross training is pursued to ensure staff has a proficient working knowledge of the sanitary sewer system and that critical tasks can be performed without interruption. Task proficiency is a requirement for all job positions and promotions, and training records are maintained by the Plant Superintendent and further training is scheduled as needed.

Crews are initially trained in the proper operation and maintenance of all new major mobile equipment and facilities by the respective contractor or manufacturer. Written operation and maintenance manuals are used as resource material for start-up training and new staff training.

Safety training is an integral aspect of the District's program. Every staff member receives formal safety training. Staff is trained in confined space entry. Employees are trained in hazardous materials management as required.

District Staff is also annually trained to maintain proficiency in the Overflow Emergency Response Plan and reporting procedures for SSOs. District Staff reviewed and trained on the revised OERP on March 22, 2011. A tabletop training session in SSO Category 1 and 2 response was conducted on June 21, 2011, and the District plans to hire an offsite trainer to conduct practical SSO response training during FY 2011/2012. 2011 District Staff training completed to date is outlined in the Staff Training Record included in Appendix 4C.

Ordinance No. 2011-1 requires that all work done on the sanitary sewer system be completed by a licensed Contractor. The District ensures that this requirement is met through an Invitation to Bid, Consultant-Contractor Work Order, or Consultant-Contractor Agreement and verifies the information submitted by Contractors is correct through the Bid Proposal Checklist. The Invitation to Bid is utilized on all advertised bidding for CIPs at the District. Occasionally, the District solicits bids directly through preferred contractors if the project is under \$35,000. In these situations, the Consultant-Contractor Work Order or Consultant-Contractor Agreement is used. The contractor licensing requirements included in the Invitation to Bid, Consultant-Contractor Work Order, and Consultant-Contractor Agreement are included below, and the Bid Proposal Checklist is included in Appendix 4D.

4.5.1 Invitation to Bid, Section 5.03

All bidders shall be licensed under the provisions of the Business and Professions Code to do the type of work contemplated in the project. In accordance with provisions of Public Contract Code Section 3300, the District has determined that the Contractor shall possess a valid Class A or other appropriate, specialized license at the time that the bid is submitted. Failure to possess the specified license shall render the bid non-responsive.

4.5.2 Consultant-Contractor Work Order, Section 2.d

Certificates: Provide the District with the following prior to District issuing the first Work Order or verbal authorization to provide services/work:

1. Proof of appropriate Contractor's or Consultant's Professional License.

2. Proof of Worker's Compensation Insurance.

3. Proof of comprehensive general liability insurance, with limits of \$1,000,000.00 (including automobile), on an "occurrence basis" satisfactory to the District's Contract Manager. Said insurance policy shall include the following endorsements:

- The District, its officers, directors, employees and agents shall be named as Additional Insureds under ISO Form CG 2010 11/85 or its equivalent; and,
- The coverage afforded the District shall be primary and non-contributing with any other insurance maintained by District.
- If not covered separately under a business automobile liability policy, the general liability policy shall also be endorsed to include non-owned and hired automobile liability

4.5.3 Consultant-Contractor Agreement, Section 10.B

Standard of Performance: Consultant/Contractor represents that it has the skills, expertise, and licenses/permits necessary to perform the services required under this Agreement. Accordingly, Consultant/Contractor shall perform all such services in the manner and according to the standards observed by a competent practitioner of the same profession in which Consultant/Contractor is engaged. All products of whatsoever nature which Consultant/Contractor delivers to SSLOCSD pursuant to this Agreement shall conform to the standards of quality normally observed by a person practicing in Consultant/Contractor's profession. Consultant/Contractor shall correct or revise any errors or omissions at SSLOCSD's request without additional compensation. Permits and/or licenses shall be obtained and maintained by Consultant/Contractor without additional compensation throughout the term of this Agreement.

4.6 Equipment and Parts Inventory

Emergency repair is typically related to lift stations. Since the District does not operate any lift stations in their collection system, there is not a need for a lift station emergency inventory.

Utilizing contracted services for the components which comprise the Operations and Maintenance Plan eliminates the need for the District to maintain inventoried parts and equipment for the repair and replacement of system components. The contracts executed are inclusive of all equipment and parts necessary for completion of work. In the event of an emergency, local retailers are available to supply needed equipment and parts at short notice.

Ferguson Enterprises is recognized in SLO County as the largest distributor of plumbing and builder products. Ferguson Enterprises is located a short distance from the District. They were contacted in early 2009 and confirmed that the majority of the items required for repair and replacement are currently stocked and available for immediate purchase. Mid-State Concrete Products, which is also located in SLO County, manufactures a comprehensive line of precast concrete products, including manholes, grade rings, and commercial and industrial waste system structures and piping. Mid-State Concrete was contacted in early 2009 and confirmed that the majority of these items are readily stocked and available for immediate purchase.

The District is also in the process purchasing needed emergency response equipment in order to facilitate responding to and containing SSOs. The District's current SSO response inventory is included in Appendix 4E.

AM
02/21/2012

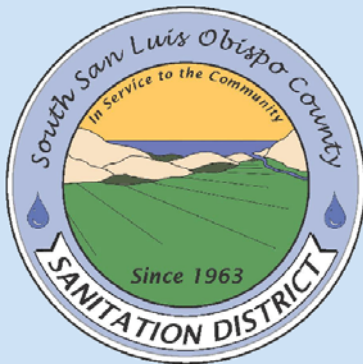
Appendix 4A

FY2011/2012 CIP and Budget

South San Luis Obispo County Sanitation District

Fiscal Year Budget

2011 - 2012

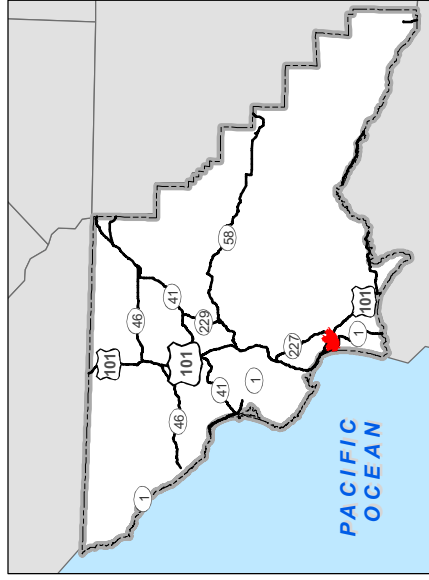


MEMBER AGENCIES:

- City of Arroyo Grande
- City of Grover Beach
- Oceano Community Services District

1600 Aloha Place/PO Box 339, Oceano, CA 93475





County of San Luis Obispo

SSLOCD Wastewater
Treatment Plant

South San Luis Obispo County Sanitation District

San Luis Obispo County, California



*South San Luis Obispo County
Sanitation District*

BUDGET
2011-12 Fiscal Year

**MEMBERS OF THE
BOARD OF DIRECTORS:**

Bill Nicolls – Chairman
Lori Angello – Director
Tony Ferrara – Director

South San Luis Obispo County Sanitation District

PO Box 339
1600 Aloha Place
Oceano, CA 93445-9735

(805) 489-6666 Operations
(805) 481-6903 Business Office
(805) 489-2765 Fax

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SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT RESOLUTION
RESOLUTION NO. 2011-288

A RESOLUTION ADOPTING THE 2011-12 FISCAL YEAR BUDGET

WHEREAS, The District is required, pursuant to State codes, to designate a financial budget for its expenditures and revenues; and

WHEREAS, such budgeting requires that proper methods be used for the acquisition and disbursements of District monies; and

WHEREAS, the District desires to make known its planned activities and associated costs for the 2011-12 fiscal year.

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, as follows:

1. That the proposed budget entitled, "South San Luis Obispo County Sanitation District, Fiscal Year Budget 2011-12" be adopted as amended.
2. That the final budget be administered as established by past policies and practices.


Upon motion of Director Ferrara and seconded by Director Angello and on the following roll call vote to wit:

AYES: Nicolls, Angello, Ferrara

NOES: None

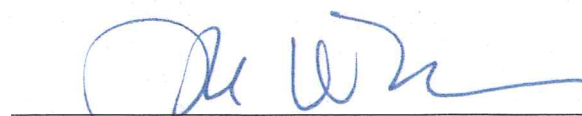
ABSENT: None

the foregoing resolution was passed and adopted this 3rd day of August 2011.



Bill Nicolls
Chairman

ATTEST:



John L. Wallace
District Administrator

**NOTICE OF PUBLIC HEARING
SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT
ADOPTION OF FISCAL YEAR 2011-12 BUDGET**

DATE: August 3, 2011
TIME: 6:00 pm
PLACE: Oceano Community Services District
1655 Front Street, Oceano

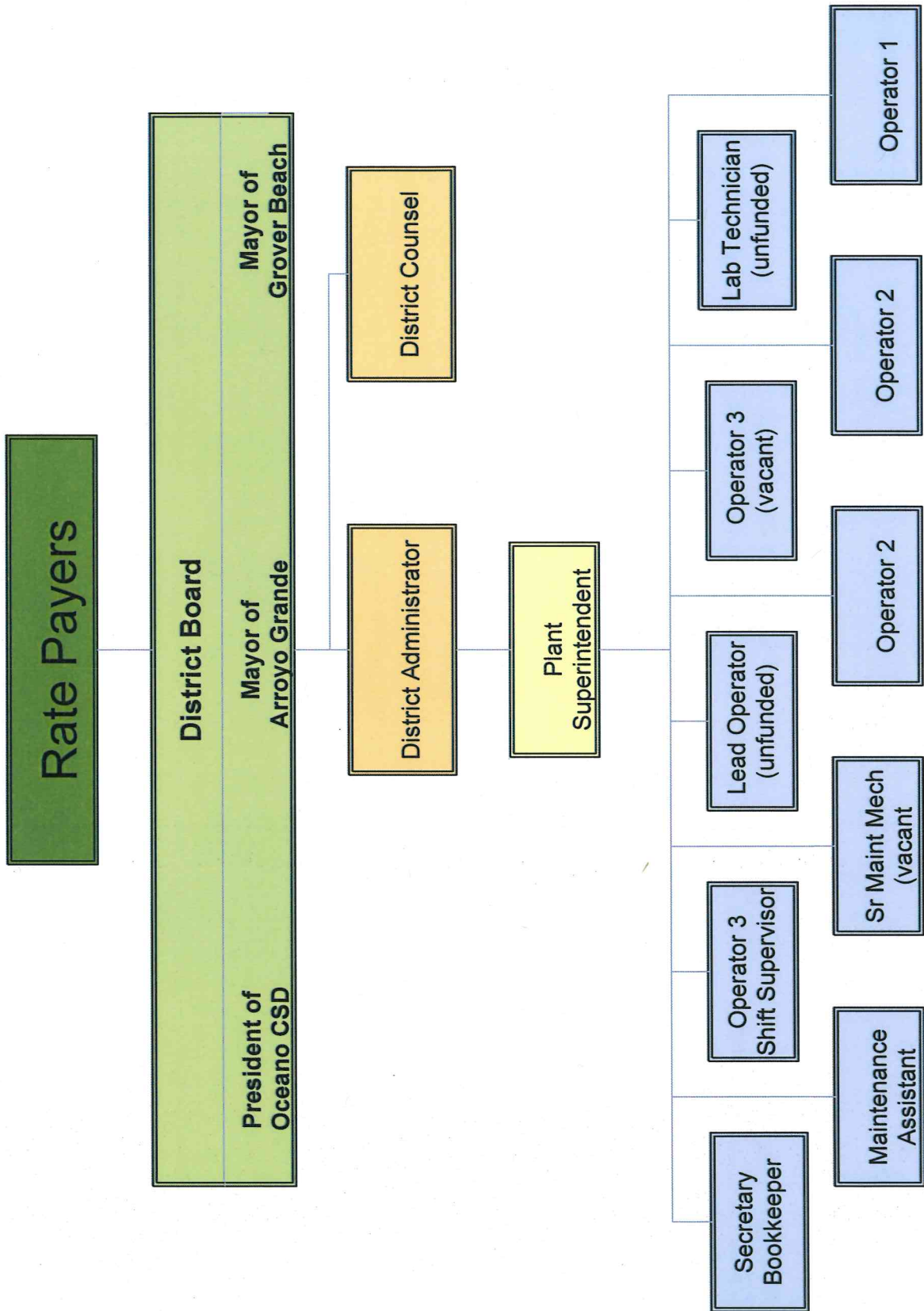
PLEASE TAKE NOTICE:

1. The District Administrator has prepared a proposed final Budget which is available for inspection, during regular District business hours, at the District's Office located at 1600 Aloha Place, Oceano, California.
2. On August 3, 2011, at 6:00pm at the Oceano Community Services District Board Room, located at 1655 Front Street Oceano, California, the South San Luis Obispo County Sanitation District Board of Directors will meet to consider and adopt the final Budget.
3. At the time and place specified in this Notice any person may appear to be heard regarding any item in the Budget, or regarding the addition of any other items.
4. The hearing on the Budget may be continued from time to time.

If you should have questions related to the Budget, please contact Sabrina Spears, District Secretary at (805) 489-6666.

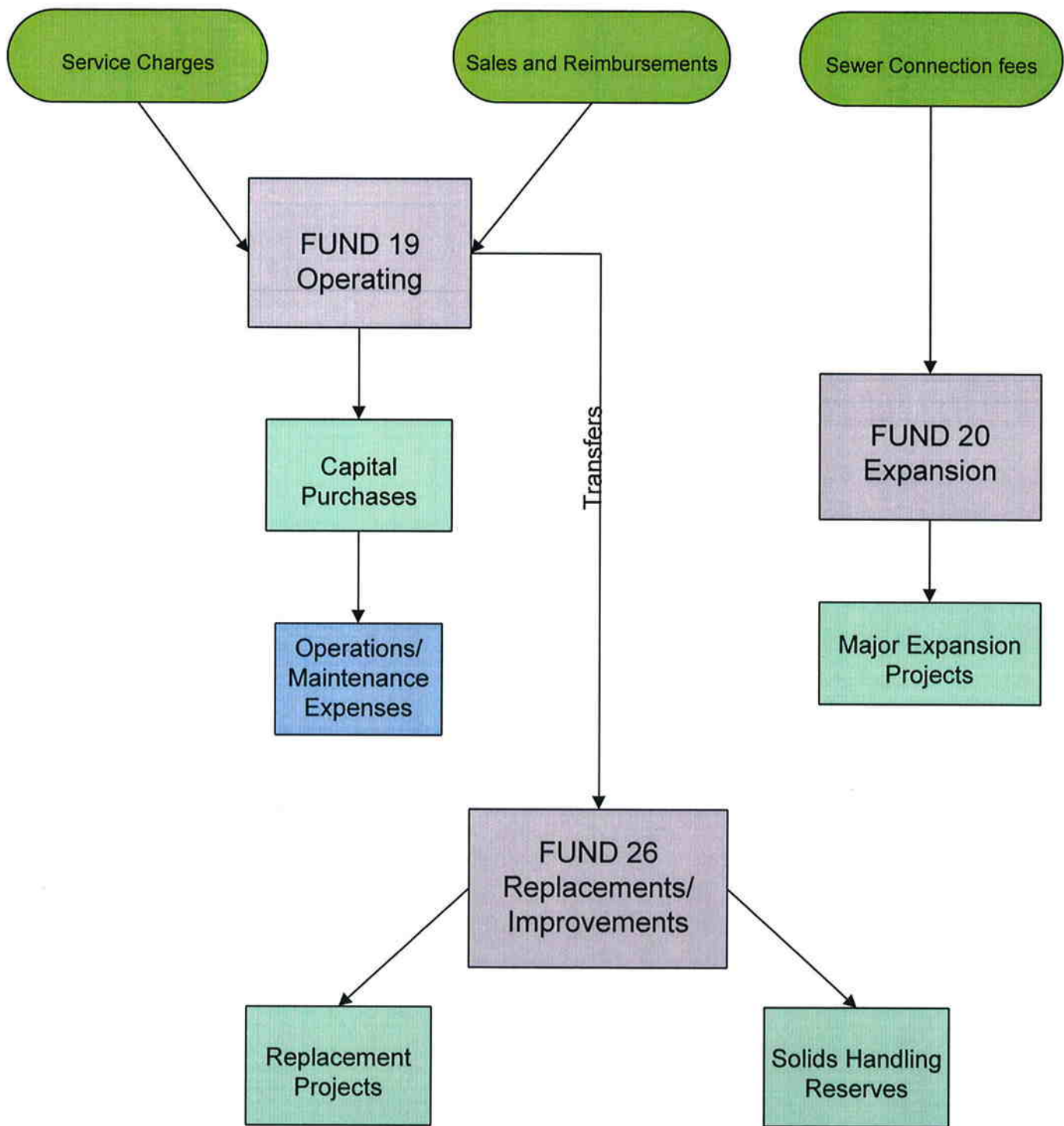
South San Luis Obispo County Sanitation District

Table of Organization



South San Luis Obispo County Sanitation District

Accounting Funds

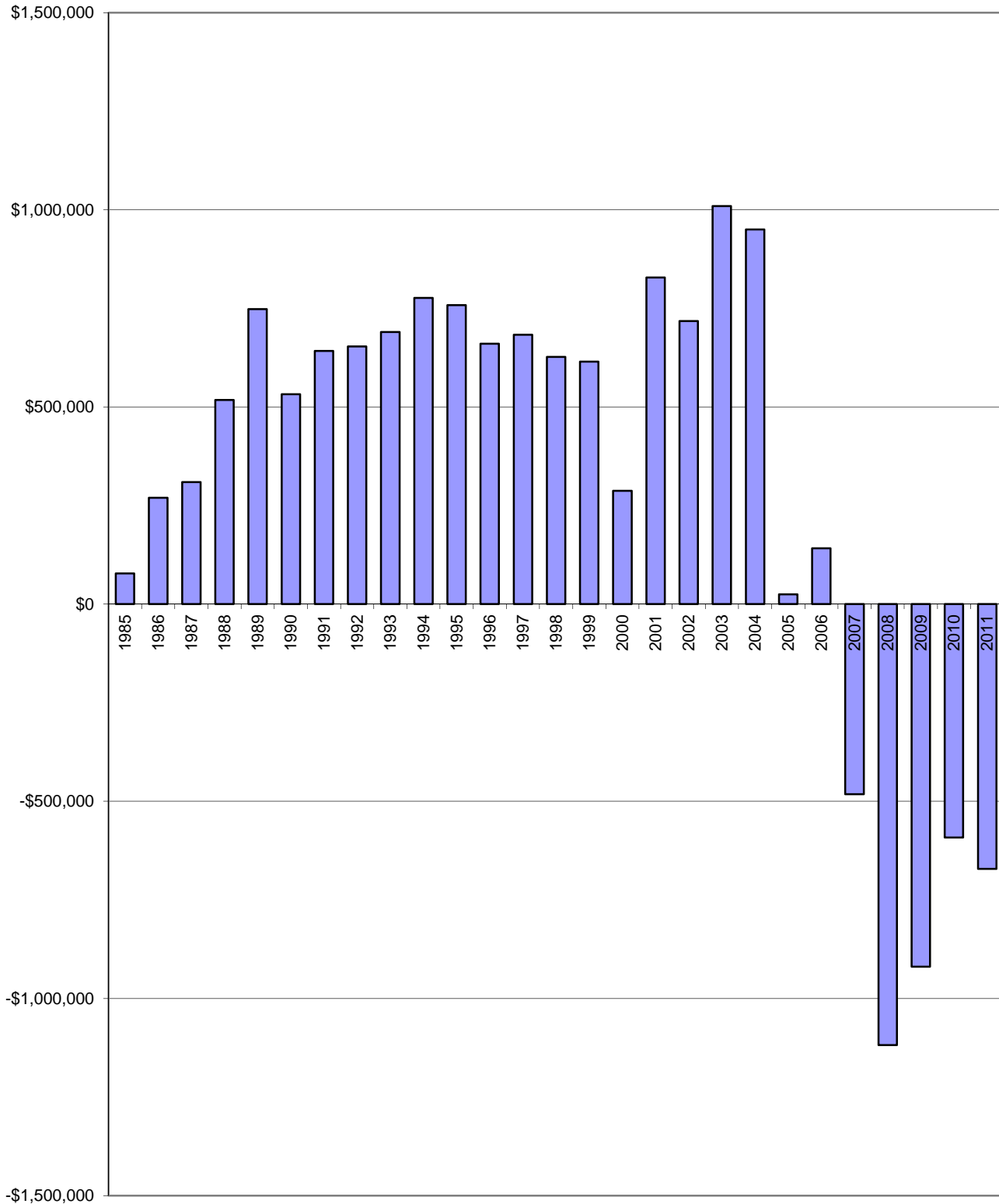


Operating Fund 19

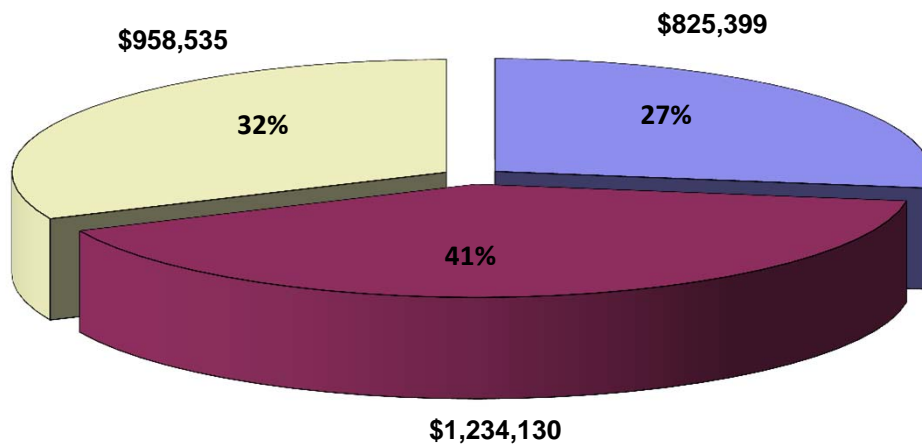
Provides for routine daily operations, as well as funding transfers for major maintenance and capital purchases.
Primarily funded by user service fees

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

OPERATING FUND 19
CASH BALANCE HISTORY
1985 - 2011



2011-12 BUDGET ALLOCATIONS OPERATING FUND 19



- Personnel Expenses \$825,399
- Operating Expenses \$1,234,130
- Materials & Supplies \$958,535

TOTAL OPERATING BUDGET
\$3,018,064

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
Fund 19 Operating
Budget Proposal FY 2011-12

	2010-11 Original Budget	2010-11 Amended Budget	ESTIMATED YE TOTAL	OVER / UNDER BUDGET	PROPOSED 2011-12
REVENUE					
19-4015 Arroyo Grande Services	1,474,000.00	1,474,000.00	1,442,576.91	-31,423.09	1,415,046.21
19-4022 Grover Beach Services	1,034,000.00	1,034,000.00	1,020,538.53	-13,461.47	1,018,115.65
19-4035 OCSD Services	501,000.00	501,000.00	476,921.17	-24,078.83	516,123.78
19-4040 Pismo Beach Reimbursement	29,000.00	15,376.00	15,376.50	0.50	0.00
19-4045 School Services	24,000.00	24,000.00	31,300.85	7,300.85	19,000.00
19-4050 Brine Disposal Service	7,000.00	7,000.00	3,342.32	-3,657.68	7,000.00
19-4055 Lease (Cellular One)	19,500.00	19,500.00	19,948.75	448.75	23,000.00
19-5015 Interest	1,000.00	1,000.00	516.95	-483.05	850.00
19-5020 Other Reimbursements	2,000.00	2,000.00	356.40	-1,643.60	500.00
19-5021 FEMA Funding	0.00	10,000.00	0.00	-10,000.00	65,000.00
19-5022 WDR Reimb (Member Agencies)	9,000.00	9,000.00	2,418.40	-6,581.60	21,060.00
19-5023 FOG Reimbursement	34,000.00	34,000.00	14,180.30	-19,819.70	32,130.00
19-5025 Other Sales	2,000.00	2,000.00	0.00	-2,000.00	500.00
REVENUE TOTALS	3,136,500.00	3,132,876.00	3,027,477.08	-105,398.92	3,118,325.64

PERSONNEL EXPENSES					
16-6010 Medical Insurance	125,000.00	125,000.00	112,589.05	-12,410.95	130,002.00
19-6025 Dental Insurance	9,800.00	9,800.00	8,163.61	-1,636.39	7,762.00
19-6030 Plant Operators	500,000.00	516,000.00	465,701.91	-50,298.09	467,688.00
19-6040 Secretary/Bookkeeper	50,832.00	50,832.00	43,842.55	-6,989.45	23,462.00
19-6050 Social Security & Medicare	44,242.00	44,242.00	37,355.33	-6,886.67	37,573.00
19-6055 State Disability Insurance	3,180.00	3,180.00	2,912.44	-267.56	2,947.00
19-6060 State Retirement	79,200.00	79,200.00	60,996.88	-18,203.12	61,289.00
19-6075 Medical Reimbursement	4,500.00	4,500.00	6,739.59	2,239.59	3,500.00
19-6080 Workers Compensation	45,000.00	45,000.00	38,110.89	-6,889.11	47,000.00
19-6085 Temporary Labor Services	0.00	0.00	0.00	0.00	20,076.00
19-6090 Payroll Process Fee	2,400.00	2,400.00	2,447.60	47.60	2,500.00
19-6095 Unemployment Reimbursement	0.00	0.00	9,449.97	9,449.97	21,600.00
PERSONNEL TOTALS	864,154.00	880,154.00	788,309.82	-91,844.18	825,399.00

OPERATING EXPENSES					
19-7005 Advertisements / Legal & Recruit	2,500.00	2,500.00	543.60	-1,956.40	2,500.00
19-7011 Communications - Alarm, Internet USA, and Web Hosting	3,000.00	3,000.00	2,679.47	-320.53	3,000.00
19-7013 Communications - Telephone	5,800.00	5,800.00	6,708.99	908.99	6,200.00
19-7014 Communications - Paging	500.00	500.00	163.19	-336.81	200.00
19-7015 Office Equipment/Computer Supplies					
Office Equipment/Computer Supplies	12,000.00	12,000.00	5,618.81	-6,381.19	10,000.00
11 MBI 07 IT System Upgrade	0.00	0.00	0.00	0.00	14,000.00
Total 19-7015 Office Equip/Computer Supplies	12,000.00	12,000.00	5,618.81	-6,381.19	24,000.00
19-7025 Employee Uniforms	11,000.00	11,000.00	10,900.38	-99.62	11,500.00
19-7032 Equipment Rental Other	5,000.00	5,000.00	245.10	-4,754.90	5,000.00
19-7043 Insurance, Liability/Auto	19,000.00	19,000.00	18,054.24	-945.76	19,000.00
19-7050 Memberships/Seminars/Meetings	12,000.00	12,000.00	6,675.77	-5,324.23	12,000.00
19-7060 Ocean Outfall Maintenance					
10 MBI 09 Tri-Annual Outfall Inspection	58,000.00	30,753.00	30,753.00	0.00	0.00
Total 19-7060 Ocean Outfall Maintenance	58,000.00	30,753.00	30,753.00	0.00	0.00
19-7065 Source Control Program	45,000.00	45,000.00	44,083.42	-916.58	50,000.00
19-7068 Permits/Fees/License	60,000.00	60,000.00	80,228.21	20,228.21	85,000.00
19-7069 LAFCO Budget Share	9,000.00	9,000.00	8,441.44	-558.56	9,000.00
19-7071 Prof Services - Attorney Fee	110,000.00	185,000.00	232,506.50	47,506.50	200,000.00
19-7072 Prof Services - Auditing	5,300.00	5,300.00	6,787.50	1,487.50	7,000.00
19-7073 Prof Services - AG Billing	15,000.00	15,000.00	12,813.44	-2,186.56	15,000.00
19-7074 Prof Services - OCSD Bill	5,000.00	5,000.00	4,930.00	-70.00	5,000.00
19-7075 Prof Services - Board Members	7,200.00	7,200.00	7,000.00	-200.00	7,200.00
19-7076 Prof Services - District Administration	150,000.00	150,000.00	167,450.60	17,450.60	150,000.00
19-7077 Prof Services - Engineering	90,000.00	90,000.00	104,586.27	14,586.27	125,000.00
19-7078 Prof Services - Chemical Analysis	35,000.00	50,000.00	58,789.27	8,789.27	50,000.00
19-7079 Prof Services - Other Bill	5,000.00	20,000.00	11,032.94	-8,967.06	20,000.00

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
Fund 19 Operating
Budget Proposal FY 2011-12

	2010-11 Original Budget	2010-11 Amended Budget	ESTIMATED YE TOTAL	OVER / UNDER BUDGET	PROPOSED 2011-12
19-7081 Prof Services - GB Bill	4,000.00	4,000.00	2,262.64	-1,737.36	4,000.00
19-7082 FEMA Expenditures	0.00	75,000.00	81,507.73	6,507.73	0.00
19-7083 WDR & SSMP Reporting (Member Agencies)	10,000.00	10,000.00	6,853.30	-3,146.70	21,000.00
19-7084 FOG (Member Agencies)	34,000.00	34,000.00	25,407.46	-8,592.54	32,000.00
19-7085 Solids Handling	100,000.00	100,000.00	61,340.99	-38,659.01	85,000.00
19-7086 Brine Disposal Exp	5,000.00	5,000.00	1,690.25	-3,309.75	5,000.00
19-7087 WDR & SSMP District Expense					
WDR & SSMP District Expense	20,000.00	40,000.00	32,448.50	-7,551.50	20,000.00
10 MBI 15 SSMP Update and Bi-Annual Audit	0.00	10,000.00	3,190.85	-6,809.15	6,809.00
10 MBI 17 Dist Trunk Line I&I	0.00	30,500.00	25,478.85	-5,021.15	5,021.00
Total 19-7087 WDR & SSMP District Expense	20,000.00	80,500.00	61,118.20	-19,381.80	31,830.00
19-7088 Water Recycling Study	0.00	0.00	0.00	0.00	0.00
19-7091 Util-Elec	96,000.00	96,000.00	118,658.52	22,658.52	100,000.00
19-7092 Util-Gas	12,000.00	12,000.00	9,351.05	-2,648.95	10,000.00
19-7093 Util-Rubbish	2,000.00	2,000.00	1,092.10	-907.90	1,500.00
19-7094 Util-Water	1,500.00	1,500.00	804.30	-695.70	1,000.00
19-7095 Zone 1/1A Agreement	30,000.00	30,000.00	26,332.02	-3,667.98	30,000.00
19-7096 Cogeneration EISA (Debt Service)	75,000.00	75,000.00	74,796.60	-203.40	75,000.00
17-7097 Cogeneration Service Contract	30,250.00	30,250.00	30,247.00	-3.00	31,200.00
OPERATING TOTALS	1,085,050.00	1,298,303.00	1,322,454.30	24,151.30	1,234,130.00

MATERIALS AND SUPPLIES EXPENSES					
19-8010 Capital Equipment					
08 MBI 04 Paperwork Archive	6,500.00	6,500.00	0.00	-6,500.00	6,500.00
08 MBI 11 Chemical Tote Mixer	4,000.00	815.00	814.88	-0.12	0.00
08 MBI 13 Lab Centrifuge	10,000.00	0.00	0.00	0.00	0.00
09 MBI 04 Vehicle Replacement	0.00	0.00	0.00	0.00	18,500.00
10 MBI 02 Jack Hammer Purchase	3,000.00	1,185.00	1,185.38	0.38	0.00
10 MBI 03 Drying Bed Valve Replacement	10,000.00	7,852.00	7,852.46	0.46	0.00
10 MBI 04 Street Sweeper Repair and Maint	4,000.00	3,200.00	3,200.00	0.00	0.00
10 MBI 06 Ferric Tote Containment	2,500.00	2,669.00	2,669.36	0.36	0.00
11 MBI 01 Tote Containment	0.00	0.00	0.00	0.00	5,500.00
11 MBI 02 Chemical Metering Pumps	0.00	0.00	0.00	0.00	7,000.00
11 MBI 03 Disinfection System Metering Pumps	0.00	0.00	0.00	0.00	7,000.00
11 MBI 04 Polyblend Unit	0.00	0.00	0.00	0.00	9,500.00
11 MBI 06 Gas Treatment Awning	0.00	0.00	0.00	0.00	25,000.00
11 MBI 09 Automated External Defibrillator	0.00	0.00	0.00	0.00	4,000.00
Total 19-8010 Capital Equipment	40,000.00	22,221.00	15,722.08	-6,498.92	83,000.00
19-8015 Trunk Sewer Maint	70,000.00	70,000.00	678.50	-69,321.50	100,000.00
19-8020 Gas & Oil	12,000.00	12,000.00	3,258.90	-8,741.10	7,500.00
19-8030 Equip Maint Reg & Minor Replacement	65,000.00	65,000.00	60,944.25	-4,055.75	65,000.00
19-8031 Equipment Maintenance - Major	0.00	0.00	0.00	0.00	0.00
19-8032 Automotive Maintenance	8,000.00	8,000.00	1,799.11	-6,200.89	7,000.00
19-8035 Household Expense	5,000.00	5,000.00	3,163.46	-1,836.54	5,000.00
19-8040 Laboratory Supplies	20,000.00	20,000.00	15,113.13	-4,886.87	11,000.00
19-8045 Office Supplies & Expense	8,000.00	8,000.00	4,802.08	-3,197.92	8,000.00
19-8050 Plant Chemicals	500,000.00	500,000.00	482,251.00	-17,749.00	500,000.00
19-8055 Small Tools	8,000.00	8,000.00	8,522.02	522.02	8,000.00
19-8056 Safety Supplies	12,000.00	12,000.00	7,511.68	-4,488.32	12,000.00
19-8060 Structure Maintenance - Regular	65,000.00	65,000.00	94,549.31	29,549.31	65,000.00
19-8061 Structure Maintenance - Major					
04 MBI 03 Annual Influent Grinder Service	55,000.00	55,000.00	8,615.18	-46,384.82	46,385.00
04 MBI 11 Annual GIS/GPS Survey	5,600.00	5,600.00	5,586.00	-14.00	3,014.00
10 MBI 01 O&M Manual Update	40,000.00	60,000.00	54,046.70	-5,953.30	5,953.00
10 MBI 05 Front Gate Recoating	12,000.00	12,000.00	0.00	-12,000.00	12,000.00
10 MBI 07 Emergency Response Plan	25,000.00	4,892.00	2,837.00	-2,055.00	2,055.00
10 MBI 08 Entrance Road Light Relocations	15,000.00	0.00	0.00	0.00	0.00
10 MBI 10 Influent Screenings Transport System	100,000.00	0.00	0.00	0.00	0.00
10 MBI 11 O&M Manual Maint & Training	0.00	20,000.00	7,371.95	-12,628.05	17,628.00
Total 19-8061 Structure Maintenance - Major	252,600.00	157,492.00	78,456.83	-79,035.17	87,035.00
19-8062 Storm Event 2010	0.00	0.00	0.00	0.00	0.00
MATERIALS AND SUPPLIES TOTALS	1,065,600.00	952,713.00	776,772.35	-175,940.65	958,535.00

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
Fund 19 Operating
Budget Proposal FY 2011-12

	2010-11 Original Budget	2010-11 Amended Budget	ESTIMATED YE TOTAL	OVER / UNDER BUDGET	PROPOSED 2011-12
REVENUE TOTALS	3,136,500.00	3,132,876.00	3,027,477.08	-105,398.92	3,118,325.64
PERSONNEL SUBTOTAL	864,154.00	880,154.00	788,309.82	-91,844.18	825,399.00
OPERATING TOTALS	1,085,050.00	1,298,303.00	1,322,454.30	24,151.30	1,234,130.00
MATERIALS AND SUPPLIES TOTALS	1,065,600.00	952,713.00	776,772.35	-175,940.65	958,535.00
EXPENSES TOTALS	3,014,804.00	3,131,170.00	2,887,536.47	-243,633.53	3,018,064.00
NET INCOME	121,696.00	1,706.00	139,940.61	138,234.61	100,261.64
FUND 19 CASH BALANCE @ 06/30/11	-671,334.90				
Estimated Remaining Expenses	0.00				
Estimated Remaining Revenue	0.00				
Estimated Balance @ 7/1/11	-671,334.90				

OPERATING FUND REVENUE FUND 19		
<i>Account No.</i>	<i>Title</i>	<i>Description</i>
OPERATING REVENUE		
4015	Arroyo Grande Services	User service fees collected from the City of Arroyo Grande
4022	Grover Beach Service Charges	User service fees collected from the City of Grover Beach
4035	OCSD Service	User service fees collected from Oceano Community Services District
4040	Pismo Beach/Receiving Water Monitoring	Pismo Beach share expenses incurred for outfall line maintenance and monitoring
4045	School Services	School services which are billed annually
4050	Brine Disposal	Fees collected for brine disposal service at plant
4055	Lease Revenue	Fees collected from Cellular One for Antennae site lease
NON-OPERATING REVENUE		
5015	Interest Income	Interest received on account balances
5020	Other Reimbursements	Miscellaneous reimbursements received (insurance premiums, refunds, etc.)
5021	FEMA Funding	FEMA funding related to flood damage expenses
5022	WDR Reimbursement (Member Agencies)	Reimbursement from member agencies for expenses related to report assistance
5023	FOG (fat, oil, grease) Reimbursement	Reimbursement from member agencies for expenses related to FOG program
5025	Other Sales	Miscellaneous funds collected through sale of District property, plans and specs

OPERATING FUND EXPENDITURES FUND 19		
<i>Account No.</i>	<i>Title</i>	<i>Description</i>
PERSONNEL EXPENSES		
6010	Medical Insurance	Provides District portion of Health Insurance
6025	Dental Insurance	Provides District portion of Dental Insurance
6030	Plant Operators	Wages & Salaries for Plant Superintendent and Technical Staff
6040	Bookkeeper/Secretary	Wages & Salary for Bookkeeper/Secretary
6050	Social Security & Medicare	As defined in the <i>Contributions on Behalf of Employee</i> section of the Budget
6055	State Disability Insurance	As defined in the <i>Contributions on Behalf of Employee</i> section of the Budget
6060	State Retirement	As defined in the <i>Contributions on Behalf of Employee</i> section of the Budget
6075	Medical Reimbursement	As defined in the <i>Contributions on Behalf of Employee</i> section of the Budget
6080	Workers' Compensation	Provides District contribution of State Compensation Insurance at 1.14% for Clerical and 14.01% for Plant Employees with a 79% experience modification
6085	Temporary Labor Services	Labor that is paid to a temp agency
6090	Payroll Process Fee	Fee expended for outsourced payroll
6095	Unemployment Reimbursement	State Fund reimbursement for actual unemployment contributions
OPERATING EXPENSES		
7005	Advertising	Provides for recruitment and legal advertising costs
7011	Communications - USA, Alarm, Web Hosting & Internet	Provides for Underground Service Alert information service, Plant alarm fees, Web hosting fee, & Internet Fees
7013	Communications - Telephone	Local service and lease of equipment. Payment of cellular accounts

7014	Communications - Paging Service	Plant paging service
7015	Office Equipment/ Computer Support Maintenance	Provides for all office equipment maintenance/ computer upgrades and support
7025	Employee Uniforms	Provides for monthly uniform maintenance and shop towels used at the plant
7032	Equipment Rental - Other	Provides for miscellaneous equipment rental
7043	Insurance - Liability/ Automotive	Provides for Plant Operations and Automobile Liability Insurance
7050	Memberships/ Seminars/ Meetings	Provides for those expenses incurred by District personnel to maintain required memberships and to attend required schools and meetings. Also provides for subscriptions
7060	Ocean Outfall Maintenance Receiving Water Monitoring	Expenses incurred for testing and maintenance of the outfall line (expenses are shared 50% with the City of Pismo Beach)
7065	Source Control Program	Provides for expenses incurred during implementation of District's Source Control Program
7068	Permits, Fees, License	Provides for costs of permits, fees, and licenses required by the District
7069	LAFCO Budget Share	Provides for District Share of LAFCO Budget
7071	Professional Services - Attorney Fees	Monthly legal retainer and any other occasional legal fees
7072	Professional Services - Auditing Fees	Provides for fiscal year end audit
7073	Professional Services - Billing Services Arroyo Grande	Provides for Arroyo Grande's fees to bill the Districts sewer service user fees and hook-up fees
7074	Professional Services - Billing Services OCSD	Provides for OCSD's fees to bill the Districts sewer service user fees

7075	Professional Services - Board Members	Compensates Board Members for District Board Meetings
7076	Professional Services - District Admin	Provides for Administration services of Wallace Group
7077	Professional Services - Engineering	Provides for Wallace Group and miscellaneous engineering services.
7078	Professional Services - Chemical Analysis	Provides for monthly testing as required by the Water Quality Control Board
7079	Professional Services - Other Billings	Provides for incidental services, including website hosting
7081	Professional Services - Billing Services Grover Beach	Provides for Grover Beach's fees to bill the District's sewer service user fees
7082	FEMA Authorized Expenditures	Expenditures as authorized by FEMA for Earthquake Damage Repairs
7083	WDR & SSMP District Reporting (Member Agencies)	Expenses incurred while assisting Member Agencies with reporting requirements per agreement
7084	FOG (fats, oil, grease) Parent agencies	Expenses incurred while assisting Member Agencies with FOG Program. (To be reimbursed by Member Agencies)
7085	Solids Handling- Off-site	Provides for all expenses pertaining to off-site disposal of treated solids
7086	Brine Disposal Expense	Provide for all expenses pertaining to providing brine disposal service
7087	WDR & SSMP District Expense	Provides for all expenses related to Waste Discharge Reporting (expenses not related to member agencies)
7091	Utilities - Electricity	Plant electric service and power
7092	Utilities - Gas	Plant natural gas service
7093	Utilities - Rubbish	Garbage pick-up and dump charges
7094	Utilities - Water Service	Plant water service from OCSE and bottled water
7095	Zone 1/1A Agreement	Expenses associated with Zone 1/1A coordination and assessments

7096	Cogeneration EISA (Debt Service)	Self-funded Equipment Installation Sales Agreement
7097	Cogeneration Services Contract	Provides for annual maintenance of cogeneration facility
MATERIALS AND SUPPLIES EXPENSES		
8010	Capital Equipment	Purchase of all capital plant equipment, includes any item with purchase price over \$1,000 or which is an approved Major Budget Item
8015	Trunk Sewer Maintenance	Provides for maintenance of District owned trunk sewer lines
8020	Gas & Oil	Provides for Plant vehicle and equipment fuel and oil
8030	Equipment Maint Reg & Minor Replacement	Provides for routine maintenance of plant equipment and replacements under \$5,000
8032	Vehicle Maintenance	Provides for routine maintenance of rolling stock
8035	Household Expense	Supplies for simple routine maintenance of plant buildings and grounds, including cleaning and paper supplies, etc
8040	Laboratory Supplies	All supplies used at the Plant lab to perform routine testing, also includes distilled water
8045	Office Supplies and Expense	Provides for all expenses relating to District office including office supplies, postage, shipping expenses, mileage, etc
8050	Plant Chemicals	Provides for chemicals required in plant operations including chlorine, round-up, and degreasers
8055	Small Tools and Equipment	Provides for the purchase of small tools used in plant operations
8056	Safety Supplies	Provides for supplies related to safety equipment
8060	Structure Maintenance - Regular	Provides for routine maintenance of plant structures and grounds
8061	Structure Maintenance - Major	Provides for major maintenance of structures and grounds as approved as a major budget item

Service Charges and Connection Fees

ORDINANCE NO. 2006-01

AN ORDINANCE OF THE GOVERNING BOARD OF THE SOUTH
SAN LUIS OBISPO COUNTY SANITATION DISTRICT ESTABLISHING
MONTHLY RATES FOR SERVICE CHARGES AND SETTING CONNECTION
FEES.

THE BOARD OF DIRECTORS OF THE SOUTH SAN LUIS OBISPO
COUNTY SANITATION DISTRICT DOES ORDAIN AS FOLLOWS:

WHEREAS, the South County Sanitation District (District) operates a waste water treatment facility and maintains trunk lines that services the Communities of Arroyo Grande, Grover Beach and the Oceano Community Services District (Oceano) and;

WHEREAS, the entirety of it's funding from service charges and connection fees and the District has not raised connection and service fees since 1983 and 1986 and;

WHEREAS, the District has determined a need based upon a short fall for overhead expenses and for capital projects and;

WHEREAS, the District has retained the services of Tuckfield and Associates to conduct a rates study to determine rates appropriately fund the District for capital improvements and overhead expenses into the future and;

WHEREAS, the Districts Board of Directors has considered The Tuckfield report and has asked for modifications based upon local knowledge regarding actual flows and;

WHEREAS, the District has reviewed the Report and associated information with the Utilities Staff for Arroyo Grande, Grover Beach and Oceano and has reached concurrence in regards to the data contained therein.

WHEREAS, based upon facts and analysis presented Tuckfield and Associates, the Rate Study, the District Engineer's analysis, and the Staff Report, the Board of Directors finds:

- A. The public meetings adopting this Ordinance have been properly noticed pursuant to Government Code Section 54954.2 (The Brown Act); and
- B. That notice has been published and Mailed as required by law; and
- C. The fees, rates and charges that are the subject of this Ordinance do not exceed the estimated reasonable cost of providing the services for which the fees and/or charges are imposed; and
- D. That the public benefits from the logical, long-range approach to the operation, maintenance and financing of public facilities:

NOW THEREFORE, be it resolved and judged and determined that the District Rates structure shall be as follows:

The chart attached as **Exhibit A** to this Ordinance sets forth each customer classification, the existing rates and the rates by classification.

The chart attached as **Exhibit B** sets forth the connection fees.

The Board of Directors of the District hereby determines that it is necessary for the effective operation of the District to fund all projects that are anticipated and in anticipation of overhead costs and that the charges and fees outlined in **Exhibit A** and **Exhibit B** are necessary and hereby orders these fees to be implemented as set forth in **Exhibit A** and **Exhibit B**.

Section 3. The Recitals to this Ordinance are true and correct and incorporated herein by reference.

Section 4. Repeal of Prior Ordinances and Resolutions

All Ordinances, sections of Ordinances and Resolutions that are inconsistent with this ordinance are hereby repealed.

Section 5. Effect of Repeal on Past Actions and Obligations.

This Ordinance does not affect prosecutions for Ordinance violations committed prior to the effective date of this Ordinance, does not waive any fee or penalty due and unpaid on the effective date of this Ordinance..

Section 6. CEQA Findings

The Board of Directors of the District finds that the fees and charges adopted by this Ordinance are exempt from the California Environmental Quality Act pursuant to Public Resources Code § 21080(b)(8) and CEQA Guidelines Section 15273. The Board of Directors further finds that the adoption of the Rules and Regulations established by this Ordinance fall within the activities described in Section 15378(b)(4) and (5) of the CEQA Guidelines which are deemed not to be "projects" for the purposes of CEQA, because it can be seen with certainty that the adoption of the Fees and Charges that are the subject of this Ordinance will not have a significant effect on the environment. The District Administrator is directed to prepare and file an appropriate notice of exemption.

Section 7. Severance Clause.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Governing Board of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsection, sentence, clause or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

Section 8. Effect of Headings in Ordinance.

Title, division, part, chapter, article, and section headings contained herein do not in any manner affect the scope, meaning, or intent of the provisions of this Ordinance.

Section 9. Effective Date.

The Connection fees established by this Ordinance shall take effect sixty (60) days after passage. The Service Charges established by this Ordinance shall take effect thirty (30) days after passage. Before the expiration of fifteen (15) days after passage it shall be posted in three (3) public places with the names of the members voting for and against the Ordinance and shall remain posted thereafter for at least one (1) week. The Ordinance shall be published once with the names of the members of the Board of Directors voting for and against the Ordinance in a newspaper of general circulation within the District.

Based upon motion made by: Director Ekbom

Seconded by: Director Dahl

And upon Roll Call Vote:

AYES: Director Ferrara, Director Ekbom, Director Dahl

NOES: None

ABSENT: None

ABSTAINING: None

This Ordinance is hereby adopted as of November 29, 2006.



Vice Chairman



Secretary of Board



MICHAEL W. SEITZ
District Legal Counsel

South San Luis Obispo County Sanitation District

NOTICE OF PROPOSED SERVICE CHARGE AND CONNECTION FEE INCREASE

Dear Property Owner:

This is a notice to explain the proposed increases in service charges and connection fees for the South San Luis Obispo County Sanitation District (SCSD). This notice is being sent to all property owners within the District or who currently receive service outside the District. The proposed rate increases will be recommended for adoption by the SCSD's Board of Directors at a public hearing described in this notice.

NOTICE OF PUBLIC HEARING

At a public hearing the SCSD will consider proposed increases for service charges and connection fees. The proposed changes are listed in this notice. The public hearing will be held on November 29th, 2006 at 6 o'clock p.m. at the Oceano Community Services District office building located at : 1655 Front Street Oceano, CA.

Annual rate increases beginning in January 2007 through May 1st, 2010 with subsequent inflationary adjustments will be recommended for adoption by the Board of Directors at the November 29th, 2006 public hearing. If approved, these rate increases will take effect January 1st, 2007.

Customers may voice their support or opposition to the proposed rate changes during the public hearing. In addition, customers may support or protest the proposed rates by filing a written statement with the District's secretary at or before the time set for the public hearing. A written statement of support or protest should include the property owner's name and address and which portion of the rate changes are being supported or protested and mailed to SCSD P.O. Box 339 Oceano, CA 93445.

The SCSD Board of Directors will be discussing the proposed rates on November 1st at the Board's regular meeting at 6 P.M. at 1655 Front Street Oceano, CA. The public will also have the opportunity to ask questions of the District Staff and make comments to the Board at that meeting.

WHY CHANGE THE SEWER RATES

Providing reliable and affordable sewer service is the mission of the District. The District is required to provide service primarily through user rates. It receives no other funding by property taxes or otherwise for the provision of sewer service. The proposed sewer rate increases are needed to:

1. Provide sufficient funds for ongoing operation and maintenance.
2. Support rehabilitation and upgrade of the facilities, which provide service and to comply with governmental regulations.
3. To maintain reserves to reduce risk and prudently manage Districts' resources.

What follows is additional information for your consideration. First you will see the current and proposed service charges. Following you will see a comparison of current and proposed connection fees.

HOW THE TYPICAL SEWER BILL BE AFFECTED

Current and Proposed Monthly Wastewater Service Rates

Customer Classification		Existing Rates	Future Rate As of Jan 1, 2007	Future Rate As of May 1, 2007	Future Rate As of May 1, 2008	Future Rate As of May 1, 2009	Future Rate As of May 1, 2010
a.	Residences and Apartments	\$6.50	\$8.93	\$10.70	\$12.31	\$13.52	\$14.86
b.	Hotel Units with Kitchens	5.20	9.41	11.29	12.98	14.28	15.71
c.	Motel Units without Kitchens	4.40	6.02	7.22	8.30	9.12	10.02
d.	Hotel Room	4.55	6.22	7.46	8.58	9.42	10.36
e.	Commercial Establishments	6.73	4.59	5.51	6.26	6.97	7.65
	Each additional employee above 5	0.44	0.92	1.10	1.25	1.39	1.53
f.	Beauty Shops	8.66	8.49	10.19	11.60	12.73	13.97
	Each additional operator above 6	0.86	1.41	1.70	1.93	2.12	2.33
g.	Eating Establishments w/o Grinders	9.31	9.11	10.92	12.56	13.79	15.16
	Each additional 5 seats above 30	1.01	1.52	1.82	2.09	2.30	2.53
h.	Restaurants (w/ Grinders) less than 30 seats	14.78	17.30	20.67	24.31	28.12	31.07
	Restaurants (w/ Grinders) seats over 30	18.29	22.18	26.51	31.17	36.06	39.84
i.	Laundromats - per washing machine	2.96	5.83	7.01	7.98	8.85	9.71
	minimum charge	8.71	17.50	21.03	23.93	26.54	29.14
j.	Service Stations - no wash/rack	7.86	23.26	27.91	31.84	34.11	37.41
	Service Stations - with wash/rack	12.47	34.18	41.06	46.56	49.65	54.40
k.	Factories	12.47	13.34	16.02	18.30	20.08	22.05
	Each additional employee above 20	0.38	0.66	0.80	0.91	1.00	1.10
l.	Churches	6.71	7.57	9.10	10.34	11.44	12.56
	Per ADA with elementary school	0.21	0.21	0.25	0.28	0.31	0.34
	Per ADA with other school	0.30	0.30	0.36	0.42	0.46	0.51
m.	Bottling Plants	12.47	13.34	16.02	18.30	20.08	22.05
n.	Schools (Non-boarding)	3.25	4.27	5.13	5.83	6.44	7.07
	Per ADA with elementary school	0.21	0.20	0.24	0.27	0.30	0.33
	Per ADA with other school	0.30	0.31	0.38	0.43	0.47	0.52
o.	Schools (Boarding)	3.25	4.27	5.13	5.83	6.44	7.07
	Per ADA with elementary school	0.38	0.43	0.51	0.59	0.65	0.71
	Per ADA with other school	0.48	0.57	0.68	0.78	0.86	0.95
p.	Trailer/Mobile Home Space	6.50	2.52	3.02	3.47	3.81	4.19
q.	RV Dump Stations - Less Than 50 services	21.00	25.22	30.15	35.20	38.75	42.69
r.	Brine (per gallon)	\$0.01125	\$0.01125	\$0.01125	\$0.01125	\$0.01125	\$0.01125

FY 2006-07 rates to be implemented January 1. All other rates to be implemented May 1 of fiscal year. After FY 2010-11, rates increase by the change in CPI. Rate adjustments reflect changes in capital cost allocations with the addition of capital improvements to fixed assets.

Comparison of Existing and Proposed Connection Fees

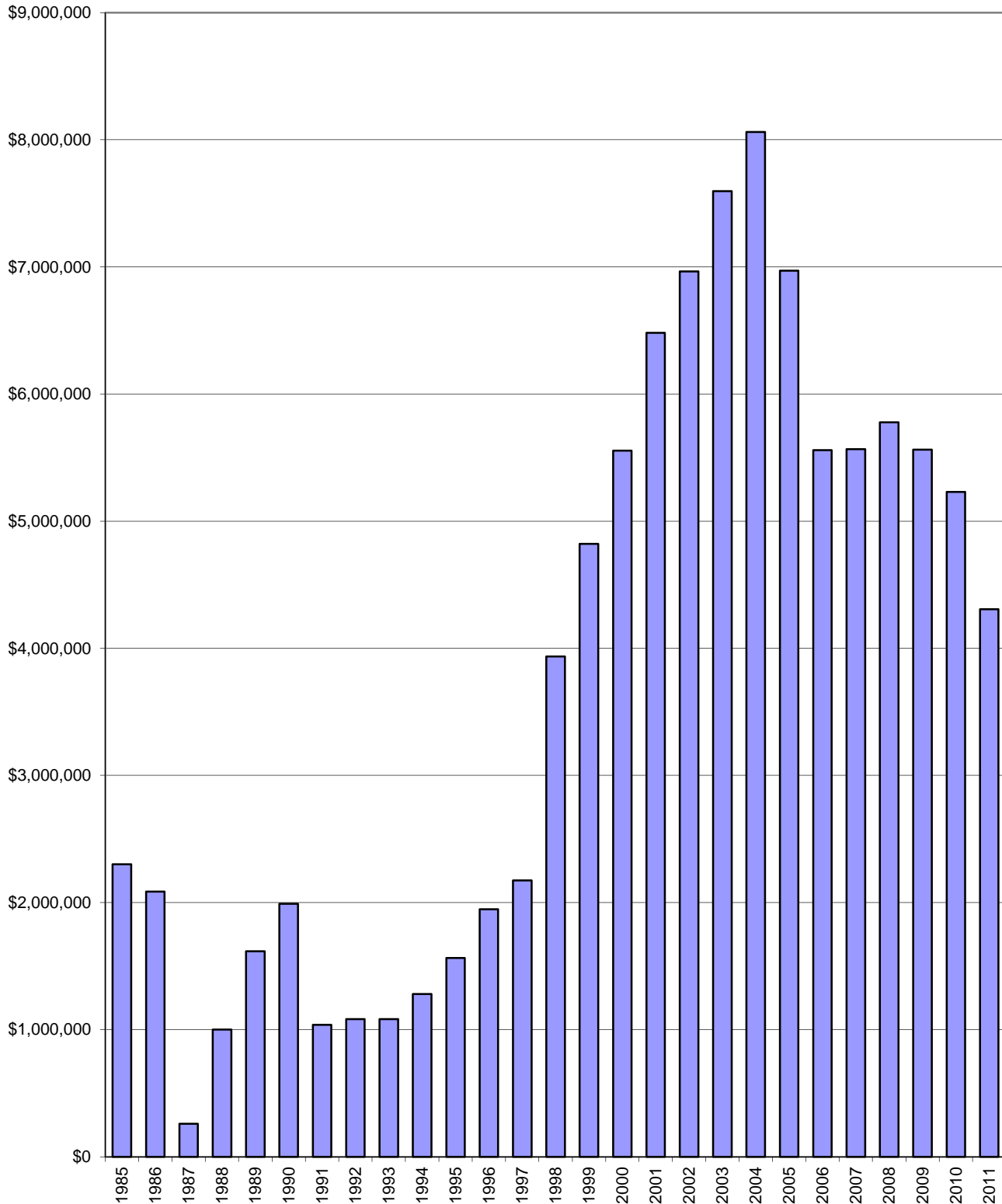
Dwelling Unit or Meter Size	Existing Connection Fee	Proposed Connection Fee
Single Family Dwelling unit	\$2,000	\$2,475
Apartment Complex (Bachelor, 1 or 2 bedrooms)	\$1,500	\$1,856
Apartment Complex (3 or more bedrooms)	\$2,000	\$2,475
Motel/Hotel (per room)	\$1,000	\$1,237
Hybrid Use	\$1,500	\$1,856
Condominium (per unit)	\$2,000	\$2,475
Mobile Home Parks (per space)	\$2,000	\$2,475
Travel Trailer (per space)	\$1,000	\$1,237
5 / 8 inch (meter)	\$2,000	\$2,475
3 / 4 inch (meter)	\$2,800	\$3,712
1 inch (meter)	\$4,900	\$6,187
1 to 1 1 / 2 inch (meter)	\$11,000	\$13,612
2 inch (meter)	\$19,500	\$24,131
3 inch (meter)	\$44,000	\$54,450

Expansion Fund 20

To provide for major expenses in order to increase
plant capacity or new equipment as required.
Primarily funded by new user connection fees

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

EXPANSION FUND 20
CASH BALANCE HISTORY
1985 - 2011



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
Fund 20 Expansion
Budget Proposal FY 2011-12

2010-11 Original Budget	2010-11 Amended Budget	ESTIMATED YE TOTAL	OVER / UNDER BUDGET	PROPOSED 2011-12
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REVENUE					
20-4010 AG Connections	15,000.00	15,000.00	84,768.00	69,768.00	75,000.00
20-4020 GB Connections	30,000.00	30,000.00	7,425.00	-22,575.00	30,000.00
20-4030 OCSD Connections	7,500.00	7,500.00	12,375.00	4,875.00	7,500.00
20-5015 Interest Income	20,000.00	20,000.00	15,070.04	-4,929.96	15,000.00
20-5030 State (Utility) SGIP Rebate	0.00	0.00	0.00	0.00	150,000.00
REVENUE TOTALS	72,500.00	72,500.00	119,638.04	47,138.04	277,500.00

EXPENSES					
20-8010 Capital Equipment					
99 MBI 01 SCADA Phase 2	2,000.00	0.00	0.00	0.00	0.00
01 MBI 01 Energy Services SGIP Refund	2,138.00	2,138.00	0.00	-2,138.00	2,138.00
09 MBI 06 Reclaimed Water Filtration	20,000.00	19,874.00	19,873.87	-0.13	0.00
11 MBI 11 SCADA Completion	0.00	0.00	0.00	0.00	110,000.00
Total 20-8010 Capital Equipment	24,138.00	22,012.00	19,873.87	-2,138.13	112,138.00
20-8065 Structures/Grounds Replacement-Improvement					
01 MBI 01 Energy Services Project	37,162.00	3,618.00	2,732.73	-885.27	885.00
05 MBI 06 New Centrifuge	1,104,422.00	1,117,922.00	1,024,176.02	-93,745.98	93,746.00
07 MBI 14 Long Range Plant Expansion	760,000.00	250,000.00	5,426.81	-244,573.19	244,573.00
07 MBI 16 Grease to Gas System	110,000.00	110,000.00	273.00	-109,727.00	109,727.00
Total 20-8065 Structures/Grounds Replace-Improve	2,011,584.00	1,481,540.00	1,032,608.56	-448,931.44	448,931.00
EXPENSES TOTALS	2,035,722.00	1,503,552.00	1,052,482.43	-451,069.57	561,069.00

NET INCOME	-1,963,222.00	-1,431,052.00	-932,844.39	498,207.61	-283,569.00
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Fund 20 Cash Balance @ 06/30/11 4,306,956.96
 Estimated Remaining Expenses 0.00
 Estimated Remaining Revenue 0.00

 Estimated Balance @ 7/1/11 4,306,956.96

EXPANSION FUND REVENUE FUND 20		
<i>Account No.</i>	<i>Title</i>	<i>Description</i>
4010	Arroyo Grande Connections	Hookup fees collected from the City of Arroyo Grande for new service connections (pass through)
4020	Grover Beach Connections	Hookup fees collected from the City of Grover Beach for new service connections (pass through)
4030	OCSD Connections	Hookup fees collected from the Oceano Community Services District for new service connections (paid directly to District)
5015	Interest Income	Interest received
5030	State (Utility) SGIP Rebate	<u>One time</u> SGIP (Self Generating Incentive Program) rebate for installation of co-generation project

EXPANSION FUND EXPENDITURES FUND 20		
<i>Account No.</i>	<i>Title</i>	<i>Description</i>
8010	Capital Equipment	Capital Equipment purchased for plant expansion (Major Budget Items)
8065	Structure/Grounds Maint. – Major	Structure/Grounds Maintenance related to plant expansion (Major Budget Items)

Replacement Fund 26

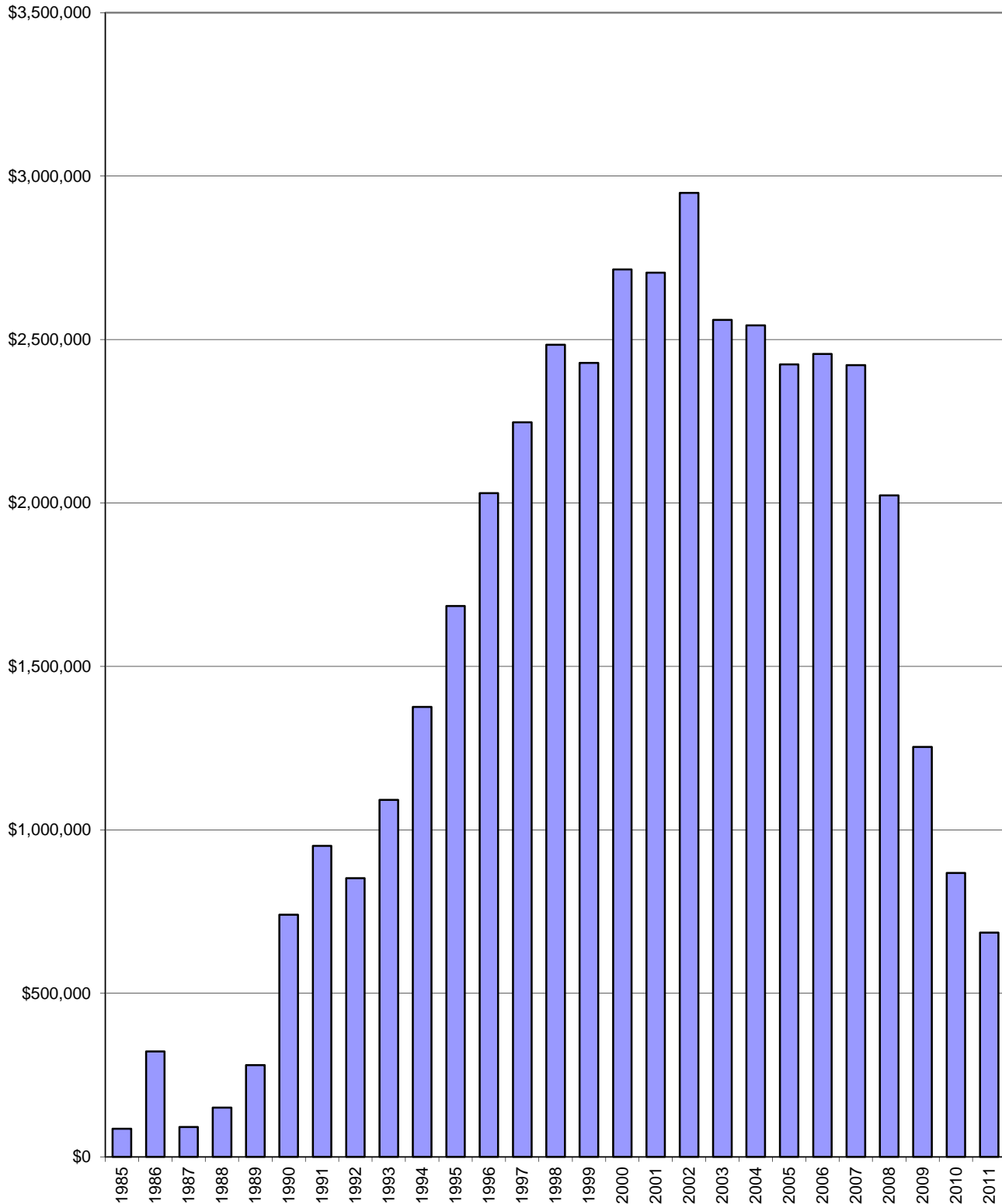
To provide for the replacement of Plant treatment and processing equipment. Also provides for future solids handling requirements. Primarily funded by user service fees provided for through transfers from the Operating Fund as budgeted annually.

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

REPLACEMENT FUND 26

CASH BALANCE HISTORY

1985 - 2011



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
Fund 26 Replacement
Budget Proposal FY 2011-12

2010-11 Original Budget	2010-11 Amended Budget	ESTIMATED YE TOTAL	OVER / UNDER BUDGET	PROPOSED 2011-12
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REVENUE					
26-5015 Interest Income	8,000.00	8,000.00	7,018.37	-981.63	8,000.00
REVENUE TOTALS	8,000.00	8,000.00	7,018.37	-981.63	8,000.00

EXPENSES					
26-8015 Trunk Sewer Maintenance					
08 MBI 19 CIPP Lining	1,300,000.00	300,000.00	2,389.25	-297,610.75	297,611.00
26-8015 Trunk Sewer Maintenance - Other	50,000.00	50,000.00	1,575.50	-48,424.50	50,000.00
Total 26-8015 Trunk Sewer Maintenance	1,350,000.00	350,000.00	3,964.75	-346,035.25	347,611.00
26-8061 Structures/Grounds Maintenance-Major					
06 MBI 04 Primary Clarifier No. 1 Catwalk & Drive	140,000.00	140,000.00	5,238.50	-134,761.50	231,011.00
06 MBI 05 Primary Clarifier No. 2 Catwalk	20,000.00	20,000.00	0.00	-20,000.00	40,000.00
09 MBI 01 FFR Pump Refurbishment	170,000.00	170,000.00	61,273.39	-108,726.61	108,727.00
Total 26-8061 Structures/Grounds Maint-Major	330,000.00	330,000.00	66,511.89	-263,488.11	379,738.00
26-8065 Structures/Grounds Replacement-Improvement					
04 MBI 16 Electrical System Upgrade	500,000.00	250,000.00	10,413.95	-239,586.05	239,586.00
06 MBI 13 Influent Pumps Gate/Check Valves	416,484.00	416,484.00	116,106.38	-300,377.62	300,378.00
11 MBI 10 Influent Pumps Failure Readiness/Refur	0.00	0.00	0.00	0.00	440,000.00
Total 26-8065 Structures/Grounds Replace-Improve	916,484.00	666,484.00	126,520.33	-539,963.67	979,964.00
26-8070 Emergency Equipment Repair					
Emergency Equipment Repair	154,500.00	0.00	0.00	0.00	60,000.00
Total 26-8070 Emergency Equipment Repair	154,500.00	0.00	0.00	0.00	60,000.00
EXPENSES TOTALS	2,750,984.00	1,346,484.00	196,996.97	-1,149,487.03	1,767,313.00

NET INCOME	-2,742,984.00	-1,338,484.00	-189,978.60	1,148,505.40	-1,759,313.00
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Fund 26 Cash Balance @ 06/30/11	685,467.36
Estimated Remaining Expenses	0.00
Estimated Remaining Revenue	0.00
 Estimated Balance @ 7/1/11	 685,467.36

REPLACEMENT AND IMPROVEMENT FUND REVENUE FUND 26		
<i>Account No.</i>	<i>Title</i>	<i>Description</i>
5015	Interest Income	Interest received

REPLACEMENT AND IMPROVEMENT FUND EXPENDITURES FUND 26		
<i>Account No.</i>	<i>Title</i>	<i>Description</i>
8015	Trunk Sewer Maintenance	Provides for maintenance of District owned trunk sewer lines
8061	Structure Maintenance - Major	Provides for major maintenance of structures and grounds as approved as a major budget item
8065	Structures/Grounds Repl & Improvement	Expenses related to structure/grounds replacement
8070	Emergency Equipment Repair	Provides for repairs on an emergency basis

Major Budget Item Summary

**Major Budget Items / Four Year Planning Budget
FY 2011-12 through FY 2014-15**

Expenditures by Account

Acct #	Acct. Description	Total Budget	Prior FY's thru 2009-10	FY 2010-11 Actuals	FY 2011-12 Total	FY 2012-13 Budget	FY 2013-14 Budget	FY 2014-15 Budget	Cost to Complete
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Operating Fund

19-7015	Operating Fund - Office Equip/ Comp Supplies	\$14,000			\$14,000				\$14,000
19-7060	Operating Fund - Ocean Outfall Maintenance	\$64,753		\$30,753			\$34,000		\$34,000
19-7087	Operating Fund - WDR Expense	\$40,500		\$28,670	\$11,830				\$11,830
19-8010	Operating Fund - Capital Equipment	\$496,310			\$83,000	\$201,050	\$211,100	\$1,160	\$496,310
19-8061	Operating Fund - Struct/Grnds Maint-Major	\$373,687	\$38,195	\$78,457	\$87,035	\$133,200	\$18,300	\$18,500	\$257,035
	Operating Fund Subtotal	\$989,250	\$38,195	\$137,880	\$195,865	\$334,250	\$263,400	\$19,660	\$813,175

Expansion Fund

20-5120	State (Utility) SGIP Refund	\$128,103	\$128,103						
20-8010	Expansion Fund - Capital Equipment	\$199,791	\$89,791		\$110,000				\$110,000
20-8010	Expansion Fund - State (Utility) SGIP Refund	\$2,138			\$2,138				\$2,138
20-8065	Expansion Fund - Struct/Grnds Replace-Impr	\$11,601,928	\$1,715,888	\$1,032,609	\$448,931	\$664,500	\$3,870,000	\$3,870,000	\$8,853,431
	Expansion Fund Subtotal	\$11,931,960	\$1,933,782	\$1,032,609	\$561,069	\$664,500	\$3,870,000	\$3,870,000	\$8,965,569

Replacement Fund

26-8015	Replacement Fund - Trunk Sewer Maintenance	\$1,306,574	\$36,574	\$2,389	\$297,611		\$970,000		\$1,267,611
26-8061	Replacement Fund - Struct/Grnds Maint-Major	\$626,690	\$5,440	\$66,512	\$379,738	\$175,000			\$554,738
26-8065	Replacement Fund - Struct/Grnds Replace-Impr	\$3,502,089	\$358,265	\$126,520	\$979,964	\$462,340	\$175,000	\$1,400,000	\$3,017,304
26-8070	Emergency Equipment Repairs	\$570,000			\$60,000	\$165,000	\$170,000	\$175,000	\$570,000
	Replacement Fund Subtotal	\$6,005,352	\$400,278	\$195,421	\$1,717,313	\$802,340	\$1,315,000	\$1,575,000	\$5,409,653

Grand Total		\$18,926,562	\$2,372,255	\$1,365,910	\$2,474,247	\$1,801,090	\$5,448,400	\$5,464,660	\$15,188,397
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South San Luis Obispo Sanitation District
Major Budget Items / Four Year Planning Budget
FY 2011-12 through FY 2014-15

Expenditures by Activity

Account	Activity	Total Budget	Prior FY's thru 2009-10	FY 2010-11 Actuals	FY 2011-12 Total	FY 2012-13 Budget	FY 2013-14 Budget	FY 2014-15 Budget	Cost to Complete
0001	Capital Equipment	1,819,416	359,009	68,290	323,807	481,050	396,100	191,160	1,392,117
0002	Studies	273,401	82,909	59,278	72,814	58,400			131,214
0003	Testing / Troubleshooting	31,237		17,356	3,881			10,000	13,881
0004	Design & Survey	1,750,698	792,834	97,262	266,362	487,440	13,300	93,500	860,602
0005	Contract Administration	1,157,448	162,254	139,178	79,016	18,000	339,500	419,500	856,016
0006	Const Contingencies	1,344,409		59,249	197,560	58,600	470,000	559,000	1,285,160
0007	Construction	12,497,329	975,249	918,264	1,485,216	697,600	4,229,500	4,191,500	10,603,816
0008	Project Management	44,000			44,000				44,000
0010	Flow Metering	1,344		1,365	-21				-21
0011	In-Plant Flow Analysis	1,811		1,882	-71				-71
0012	Off-Site Investigations	1,469		1,236	233				233
0013	Flow Metering Analysis	1,700		1,920	-220				-220
0014	Member Agency Support	1,000			1,000				1,000
0015	Final Report	1,300		630	670				670
		18,926,562	2,372,255	1,365,910	2,474,247	1,801,090	5,448,400	5,464,660	15,188,397

Major Budget Items / Four Year Planning Budget

Proj. No.	Project Name	Total Project Budget	Account Number	Source of Funds	Prior FY's thru 2009-10	2010-11 Actuals	2011-12 Total	2012-13 Budget	2013-14 Budget	2014-15 Budget	Cost to Complete
CAPITAL PURCHASES											
04 MBI 03	Influent Grinder Annual Service	138,195	19-8061	Operating Fund - Struct/Grds Maint-Major	38,195	8,615	46,385	15,000	15,000	15,000	91,385
04 MBI 11	Annual GIS/GPS Survey	59,971	19-8061	Operating Fund - Struct/Grds Maint-Major	18,600	5,586	3,014	3,200	3,300	3,500	13,014
			26-8065	Replacement Fund - Struct/Grds Replace-Impr	41,371						
08 MBI 04	Paperwork Archive	9,810	19-8010	Operating Fund - Capital Equipment	9,810		6,500	1,050	1,100	1,160	9,810
09 MBI 04	Vehicle Replacement	18,500	19-8010	Operating Fund - Capital Equipment	18,500		18,500				18,500
10 MBI 01	O&M Manual Update	60,000	19-8061	Operating Fund - Struct/Grds Maint-Major	60,000	54,047	5,953				5,953
10 MBI 05	Front Gate Recoating	12,000	19-8061	Operating Fund - Struct/Grds Maint-Major	12,000		12,000				12,000
10 MBI 07	Emergency Response Plan	4,892	19-8061	Operating Fund - Struct/Grds Maint-Major	4,892	2,837	2,055				2,055
10 MBI 08	Entrance Road Light Relocation	15,000	19-8061	Operating Fund - Studies	15,000			15,000			15,000
10 MBI 09	Tri-Annual Outfall Inspection	64,753	19-7060	Operating Fund - Ocean Outfall Maint	64,753	30,753			34,000		34,000
10 MBI 10	Influent Screenings Transport System	100,000	19-8061	Operating Fund - Struct/Grds Maint-Major	100,000			100,000			100,000
10 MBI 11	Operations and Maintenance Manual and Associated	25,000	19-8061	Operating Fund - Struct/Grds Maint-Major	25,000	7,372	17,628				17,628
10 MBI 15	Sewer-System Management Plan (SSMP) Update and	10,000	19-7087	Operating Fund - WDR Expense	10,000	3,191	6,809				6,809
10 MBI 17	District Trunk Line Inflow and Infiltration (I&I) Study	30,500	19-7087	Operating Fund - WDR Expense	30,500	25,479	5,021				5,021
11 MBI 01	Tote Containment	5,500	19-8010	Operating Fund - Capital Equipment	5,500		5,500				5,500
11 MBI 02	Chemical Metering Pumps	7,000	19-8010	Operating Fund - Capital Equipment	7,000		7,000				7,000
11 MBI 03	Disinfection System Metering Pumps	7,000	19-8010	Operating Fund - Capital Equipment	7,000		7,000				7,000

South San Luis Obispo Sanitation District
Major Budget Items / Four Year Planning Budget

Proj. No.	Project Name	Total Project Budget	Account Number	Source of Funds	Prior FY's thru 2009-10	2010-11 Actuals	2011-12 Total	2012-13 Budget	2013-14 Budget	2014-15 Budget	Cost to Complete
CAPITAL PURCHASES - Con't											
11 MBI 04	Polyblend Unit	9,500	19-8010	Operating Fund - Capital Equipment			9,500				9,500
11 MBI 06	Gas Treatment Awning	25,000	19-8010	Operating Fund - Capital Equipment			25,000				25,000
11 MBI 07	IT System Upgrade	14,000	19-7015	Operating Fund - Office Equip/Comp Supplies			14,000				14,000
11 MBI 09	Automated External Defibrillator (AED)	4,000	19-8010	Operating Fund - Capital Equipment			4,000				4,000
N/A	Miscellaneous MBI Projects	410,000	19-8010	Operating Fund - Capital Equipment				200,000	210,000		410,000
Subtotal - Capital Purchases		1,030,621		1,030,621	79,566	137,880	195,865	334,250	263,400	19,660	813,175

Major Budget Items / Four Year Planning Budget

Proj. No.	Project Name	Total Project Budget	Account Number	Source of Funds	Prior FY's thru 2009-10	2010-11 Actuals	2011-12 Total	2012-13 Budget	2013-14 Budget	2014-15 Budget	Cost to Complete
EXPANSION PROJECTS											
01 MBI 01	Energy Services Project	954,735	20-5120	State (Utility) SGIP Refund SGIP Refund	128,103		2,138				2,138
			20-8010	Expansion Fund - State (Utility) SGIP Refund	2,138		885				885
			20-8065	Expansion Fund - Struct/Gmnds Replace-Impr	824,494	2,733					
05 MBI 06	New Centrifuge	1,917,581	20-8065	Expansion Fund - Struct/Gmnds Replace-Impr	799,659	1,024,176	93,746				93,746
			26-8065	Replacement Fund - Struct/Gmnds Replace-Impr							
07 MBI 14	Long Range Plant Expansion	8,633,939	20-8010	Expansion Fund - Capital Equipment	89,791						
			20-8065	Expansion Fund - Struct/Gmnds Replace-Impr	8,544,148	5,427	244,573	510,000	3,870,000	3,870,000	8,494,573
07 MBI 16	Grease to Gas System	122,300	20-8065	Expansion Fund - Struct/Gmnds Replace-Impr	122,300	273	109,727				109,727
08 MBI 25	Lagoon Lining Project	162,346	20-8065	Expansion Fund - Struct/Gmnds Replace-Impr	159,563			154,500			154,500
			26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	2,783						
11 MBI 11	SCADA Completion	110,000	20-8010	Expansion Fund - Capital Equipment	110,000		110,000				110,000
Subtotal - Expansion Projects		11,900,901			1,902,723	1,032,609	561,069	664,500	3,870,000	3,870,000	8,965,569




Major Budget Items / Four Year Planning Budget




Proj. No.	Project Name	Total Project Budget	Account Number	Source of Funds	Prior FY's thru 2009-10	2010-11 Actuals	2011-12 Total	2012-13 Budget	2013-14 Budget	2014-15 Budget	Cost to Complete
REPLACEMENT PROJECTS											
04 MBI 16	Electrical System Upgrade	535,689	20-8065	Expansion Fund - Struct/Gmnds Replace-Impr	33,842	10,414	239,586	250,000			489,586
			26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	1,847						
06 MBI 04	Primary Clarifier No. 1 Catwalk and Drive	236,250	26-8061	Replacement Fund - Struct/Gmnds Maint-Major		5,239	231,011				231,011
06 MBI 05	Primary Clarifier No. 2 Catwalk	40,000	26-8061	Replacement Fund - Struct/Gmnds Maint-Major	40,000		40,000				40,000
06 MBI 13	Influent Pumps Gate and Check Valves	722,035	26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	305,551	116,106	300,378				300,378
08 MBI 18	Flood Gate Upgrade Project	219,053	26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	6,713		212,340				212,340
08 MBI 19	CIPP Lining of SSLOCSD Trunk Sewer	1,306,574	26-8015	Replacement Fund - Trunk Sewer Maint	36,574	2,389	297,611	970,000			1,267,611
09 MBI 01	FFR Pump Refurbishment	175,440	26-8061	Replacement Fund - Struct/Gmnds Maint-Major	5,440	61,273	108,727				108,727
10 MBI 12	Arroyo Grande Pipe Bridge Recoating	175,000	26-8061	Replacement Fund - Struct/Gmnds Maint-Major	175,000			175,000			175,000
10 MBI 13	FFR Plastic Media Replacement	1,000,000	26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	1,000,000					1,000,000	1,000,000
10 MBI 14	FFR Distribution Arm Replacement	400,000	26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	400,000					400,000	400,000
10 MBI 16	Upgrade Co-Generation from 150 to 200 kW Generatc	175,000	26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	175,000			175,000			175,000
11 MBI 08	Influent Pumps Failure Readiness/Refurbishment	440,000	26-8065	Replacement Fund - Struct/Gmnds Replace-Impr	440,000		440,000				440,000
N/A	Emergency Equipment Repair	570,000	26-8070	Replacement Fund - Emergency Equipment Repair	570,000		60,000	165,000	170,000	175,000	570,000
Subtotal - Replacement Projects		5,995,040			389,966	195,421	1,717,313	802,340	1,315,000	1,575,000	5,409,653
Grand Total		18,926,562			2,372,255	1,365,910	2,474,247	1,801,090	5,448,400	5,464,660	15,188,397



Major Budget Item Descriptions

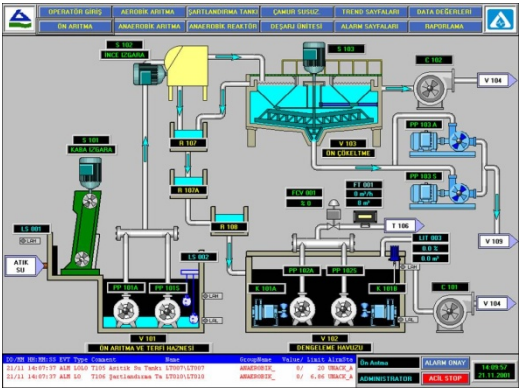
MAJOR BUDGET ITEMS

FISCAL BUDGET YEAR 2011-12

ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
11 MBI 01	TOTE CONTAINMENT	\$ 5,500	[\$ 5,500]
		<p>The District uses chemical injection at various points in the plant for process control. The chemicals are stored in totes which are stored around the plant.</p> <p>Staff purchased two units last FY (10 MBI 06), and would like to purchase four more this FY.</p> <p>These funds will pay for four additional containment tanks that will protect against any catastrophic damage to the tote, valves, etc.</p>	
11 MBI 02	CHEMICAL METERING PUMPS	\$ 7,000	[\$ 7,000]
		<p>The metered injection of chemicals is a critical part of process control of Wastewater.</p> <p>The District has 3 different sized metering pumps around the plant. The budgeted funds will allow for the purchase of redundant pumps for each of the sizes to ensure a minimal impact to a failed metering pump.</p>	
11 MBI 03	DISINFECTION SYSTEM METERING PUMPS	\$ 7,000	[\$ 7,000]
		<p>The disinfection system controls the effluent coli-form levels, and the sodium hypochlorite and sodium bisulfate pumps are a key part of that process.</p> <p>The budgeted funds will allow for the purchase of redundant pumps for the disinfection system to ensure a minimal impact of a failed metering pump.</p>	




ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
11 MBI 04	POLYBLEND UNIT	\$ 9,500	[\$ 9,500]
		<p>Staff most recently purchased an new Polyblend unit in June, 2009 (08 MBI 21 for \$7,301.77) to replace a failed unit.</p> <p>Staff utilizes Polyblend units at multiple locations around the plant, as well as having a need for a portable unit.</p> <p>The budgeted funds will allow for the purchase of a redundant Polyblend unit that can be used as a portable unit and can also be used to ensure a minimal impact of a failed unit.</p>	
11 MBI 06	GAS TREATMENT AWNING	\$ 25,000	[\$ 25,000]
		<p>The equipment installed in the gas treatment system which conditions digester gas prior to combustion in the cogeneration engine are beginning to show signs of oxidation primarily due to the outside exposure.</p> <p>An awning similar to the one depicted in the photo can minimize the effects of ultraviolet damage and standing water/moisture on the equipment which will extend the life of the installed equipment.</p> <p>The budgeted funds will allow for the purchase and installation of an awning.</p>	
11 MBI 07	IT SYSTEM UPGRADE	\$ 14,000	[\$ 14,000]
		<p>District Staff has managed the IT needs of the District for years. Support needs have progressed to the point where modern features and a professionally managed system is necessary.</p> <p>Budgeted funds will allow for the hosted e-mail and email archiving services, VPN access, web filtering, off site backups and ongoing Network/Desktop support services.</p> <p>\$10,000 is expected to be an annual expense to maintain these services, with \$4,000 in up-front costs.</p>	



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
11 MBI 08	INFLUENT PUMPS FAILURE READINESS/REFURBISHMENT	\$ 440,000	[\$ 440,000]
		<p>Once the Influent Pumps Gate and Check Valves Project (06 MBI 13) is complete and functioning isolation valves are installed, Staff can refurbish or replace the District's four influent pumps.</p> <p>Additionally, staff will analyze and plan to minimize the effect of pump failure, and will optimize the repair options and the spare parts required to be on the shelf to minimize downtime. A likely scenario could include identical pumps and VFD's to maximize interchangeability.</p> <p>The budgeted funds will allow for the replacement or the refurbishment of the pumps and VFDs and the purchase of spare parts.</p>	
11 MBI 09	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	\$ 4,000	[\$ 4,000]
		<p>An automated external defibrillator or AED is a portable electronic device that automatically diagnoses cardiac arrhythmias of ventricular fibrillation and ventricular tachycardia in a patient, and is able to treat them through defibrillation. AEDs are designed to be simple to use for the layman.</p> <p>Funds will be sufficient to purchase the AED device as well as provide training to staff on the appropriate usage of the device.</p>	



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
11 MBI 11	SCADA SYSTEM, PHASE 3	\$ 110,000	[\$ 110,000]
		<p>Phase 1 of the SCADA system involved purchasing the hardware, software and implementing the dialer functionality, including Staff's special requests. Signals covered basic security inputs.</p> <p>Phase 2 is part of the Centrifuge building project. Screens will be created to monitor equipment and utilize more functionality built in to the software.</p> <p>Phase 3 will be the biggest slice of the implementation which will bring signals from the rest of the plant to the SCADA software.</p> <p>Budgeted funds include screen development, but mostly infrastructure: deployment of summary PLC's, wiring to the PLC's and the running of fiber optic cable throughout the plant.</p>	


CARRY-OVER BUDGET ITEMS

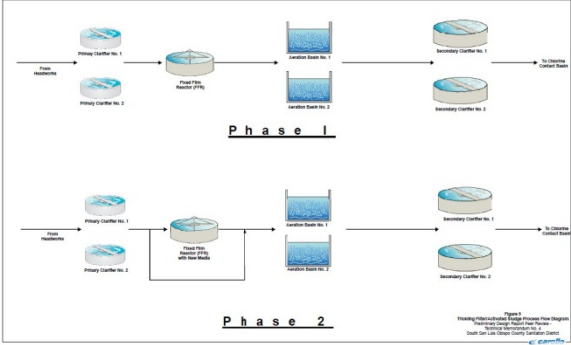


FISCAL BUDGET YEAR 2011-12



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
01 MBI 01	ENERGY SERVICES PROJ	\$ 3,023	[\$ 3,023]
		<p>These funds will be used to close out the project and reconciliation of the rebate funding.</p>	
04 MBI 03	INFLUENT GRINDER ANNUAL SERVICE	\$ 46,385	[ANNUAL]
		<p>After 30 months of efforts, the District and JWCE are closing in on a final solution to the scraper arrangement on the two Channel Monsters.</p> <p>The budgeted funds will be an annual budget item and are sufficient to fund the "Monster Care" service agreement for both of the District's units.</p>	
04 MBI 11	ANNUAL GIS/GPS SURVEY	\$ 3,014	[ANNUAL]
		<p>The District has an up-to-date and fully functional trunk sewer GIS database. To maintain the integrity of the database, annual data maintenance is recommended. Tasks included in the annual maintenance are additions and replacements of trunk sewer facilities based on capital improvements, field survey to acquire additional trunk sewer information, and revisions to the trunk sewer atlas.</p> <p>This is an annual budget item.</p>	



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
04 MBI 16	ELECTRICAL SYSTEM UPGRADE	\$ 239,586	[\$ 489,586]
		<p>Most of the electrical system was installed in 1964-66 as part of the original construction of the plant. Additional electrical equipment and wiring was installed in 1986 when the Motor Control Center (MCC) Building was built. Much of the underground (UG) wiring has begun to deteriorate due to older insulating material technology cracking with age. The wires are frequently submerged by ground water in the UG vaults and UG conduits. The wiring is not designed or rated for this type of submerged service. As a result, there have been several instances where the wiring has failed and caused key equipment to go offline.</p> <p>This project would replace all the wiring to the various motors and lighting in the plant with waterproof wire that is rated for this type of service. In order to keep the plant operating during this process, the wiring will be replaced in a sequenced fashion. In addition, as-built drawings will be created.</p> <p>Several pieces of equipment have been or are soon to be rewired to the new insulation standard, (CCT, Influent Pumps, Secondary Scum Pumps, Standby Generator, FFR Pumps, etc.)</p>	
05 MBI 06	NEW CENTRIFUGE	\$ 93,746	[\$ 93,746]
		<p>The original centrifuge is no longer in service due to major equipment failure.</p> <p>The new Andritz centrifuge was delivered to the District in April 2010, and was installed temporarily in a drying bed dewater sludge until the work is complete.</p> <p>Brough Construction was low bidder and was retained by a September 1, 2010 Board action for the construction portion of this project.</p> <p>Construction is scheduled to be complete in June of 2011.</p> <p>Remaining budget is carryover – primarily to complete the construction contract. Also included are the completed Record Drawings and other final project documentation.</p>	



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
06 MBI 04	PRIMARY CLARIFIER NO. 1 CATWALK AND DRIVE	\$ 231,011	[\$ 231,011]
		<p>Most of the structural members of the Primary Clarifier No. 1 Catwalk are very poor due to excessive corrosion due to the corrosive atmosphere. Staff has determined that this Catwalk will need to be completely replaced to ensure safety of personnel.</p> <p>The funds would allow for:</p> <ul style="list-style-type: none"> • the demolition of the existing bridge; • the installation of a new Stainless Steel bridge; • the replacement of existing galvanized steel plates with fiberglass or stainless steel decking; • the refurbishment of the 20 year old drive unit to manufacturer's specifications. 	
06 MBI 05	PRIMARY CLARIFIER NO. 2 CATWALK	\$ 40,000	[\$ 40,000]
		<p>Due to the caustic nature of the clarifier environment, severe oxidation has occurred to the coating system and base metal of the clarifier bridge and decking that was installed in 1990.</p> <p>These estimated funds would allow for sandblasting and painting of the bridge by a contractor along with the replacement of existing galvanized steel plates with fiberglass or stainless steel grating.</p> <p>If staff has time to perform this work the actual costs will be substantially less.</p>	




ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
06 MBI 13	INFLUENT PUMPS GATE AND CHECK VALVES	\$ 300,378	[\$ 300,378]
		<p>As a result of the San Simeon Earthquake, a sinkhole developed above the 33-inch corrugated steel influent line directly to the south of the pumping plant. It was discovered through video inspection that significant infiltration exists in a 50-foot section of the line extending from the pumping plant to the upstream manhole.</p> <p>The project was broken into 3 phases:</p> <ul style="list-style-type: none"> Phase I, installation of 2 manholes onsite to ease the logistics of bypassing the headworks – STATUS: Complete Phase II, coating of primary No. 1 section of splitter box, removal of the slide gates and installation of plug valves – STATUS: Complete <p>Phase II ran into a lot of unanticipated work due to the discovery of a severely oxidized primary clarifier bypass pipe that required replacement.</p> <ul style="list-style-type: none"> Phase III, slip line approximately 55 ft of AG feeder from the influent plant to the first upstream manhole, replace the influent slide gate and replace all gate and check valves on the four (4) influent pumps <p>Phase III has begun in FY2009-10 with the purchase of the influent valves. Operations staff requested the addition of coating the influent pump wet well (not inspected since 1965), which will add significant cost to the project. Other additions will include replacing the Parshall flume which measures plant flow.</p>	

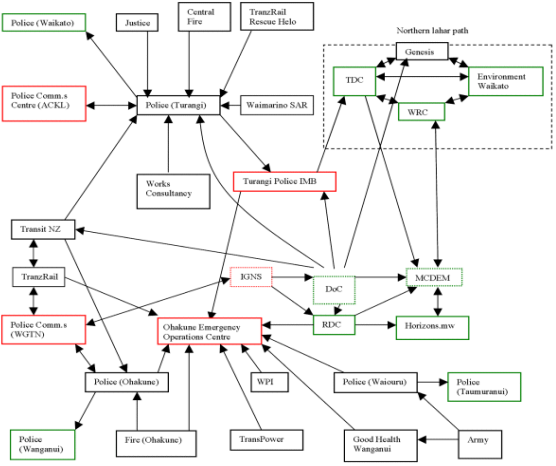

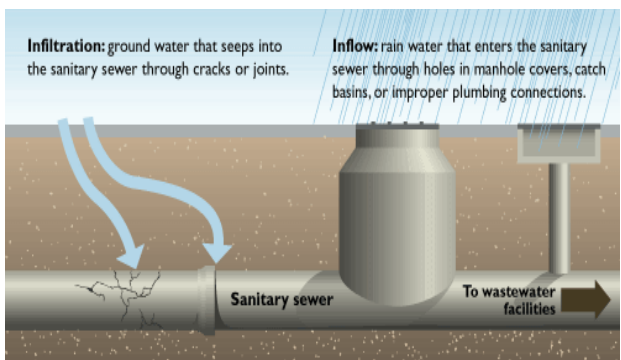
ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
07 MBI 14	LONG RANGE PLANT EXPANSION	\$ 244,573	[\$ 8,494,573]
  		<p>Kennedy/Jenks (KJ) developed a long-range planning report in 2005 that addressed the plant capacity and redundancy concerns, as well as provided conceptual solutions. The result of the report was to recommend that secondary treatment facility improvements, including aeration tanks and a redundant secondary clarifier, be constructed.</p> <p>A Pre-Design Report was written in 2008 in order to gain a better understanding of the estimated construction costs and the feasibility of a phased project.</p> <p>The Report confirmed the size and location of equipment and pipework connections. Two aeration tanks with 295,000 gallon capacity each, and an 87 ft diameter secondary clarifier are planned to be added to the treatment process. In addition the report recommended that both pieces of equipment be constructed at one time.</p> <p>Staff hired Corollo Engineers to provide a peer review of the KJ report with a specific eye toward the cost estimate. KJ made their estimate at the height of the construction boom, while Carollo was aware of the economic difficulties in the construction industry. Regardless, project estimates have been revised downward from in excess of \$12 million to a more palatable \$7.5 million.</p> <p>This project is in the process of applying for SRF funding and is in the environmental review phase.</p> <p>Also as part of the SRF Process, Staff is also working on a rate study to determine if current rates are sufficient to qualify for the loan. Getting information from the member agencies has proved cumbersome as well as sorting through the custom categories. Staff will hire student auditors to walk the District to verify rate classification. All these activities have delayed the rate study significantly.</p> <p>This FY Budget item includes the design portion of the project. Estimated construction costs are projected in future years</p>	

ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
07 MBI 16	GREASE TO GAS SYSTEM	\$ 109,727	[\$ 109,727]
		<p>Compliance with FOG programs, particularly with regard to disposing of brown grease, requires the availability of inexpensive and convenient means for owners and haulers to comply with the regulations and may reduce illegal dumping.</p> <p>Wastewater Treatment plants can uniquely benefit from kitchen grease. Timed, direct injection of kitchen greases into an anaerobic digester will increase the solids digestion, increase the production of digester gas and increase the energy content of the gas.</p> <p>The tipping fees the grease haulers will pay in addition to the additional power generated will help offset the costs.</p> <p>Based on other District's results, this will increase the benefit of the cogeneration unit.</p>	
08 MBI 04	PAPERWORK ARCHIVE	\$ 6,500	[ANNUAL]
		<p>Funds would allow for the purchase of a large format, high-speed scanner and digital media storage devices to archive 40+ years of deteriorating paperwork currently stored in the FFR basement.</p> <p>Staff will also investigate 3rd party scanning of materials to be archived and choose the most cost effective method considering staff time for scanning vs. hiring an outside service.</p>	

ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
08 MBI 19	CURED IN PLACE PIPE (CIPP) LINING OF SSLOCSD TRUNK SEWER	\$ 297,611	[\$ 1,267,611]
 		<p>Video inspections of the Trunk System have identified numerous locations which are in need of system rehabilitation due to degradation over time.</p> <p>This budget item allows for the installation of CIPP Liner on some high priority areas. The CIPP Liner will allow for a continuous joint-less lining of the collection system and is resistant to corrosion from domestic sewage and is capable of withstanding static, dynamic and hydrostatic loads over a fifty year lifespan. System installation is by means of trenchless technology, allowing for the liner to be inserted into the pipe through existing manholes.</p> <p>Total system rehabilitation is anticipated to occur in stages over multiple fiscal years. Current budget projections are worst case scenarios and will be refined by additional video inspection and analysis this fiscal year.</p> <p>Only \$15,000 was spent from FY2009-10 budget with the balance being rolled over. Staff is planning to line a large percentage of the "critical" sections this fiscal year.</p> <p>The Funding Projections can be seen in the ten year budget projection.</p>	



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
09 MBI 01	FFR PUMP REFURBISHMENT	\$ 108,727	[\$ 108,727]
 		<p>When the Fixed Film Reactor (FFR) was installed, piping was furnished to accommodate three large circulation pumps, but only two were installed. The pumps are responsible for pumping wastewater water up the center column pipe located in the center of the FFR and into the distribution arms where it is evenly distributed over plastic media.</p> <p>The pumps are variable speed pumps with the speed controlled by variable frequency drives (VFD) and have been in service for approximately 12 years. One VFD was replaced in March 2009. Given the current FFR recirculation parameters, the pumps cannot be taken offline without the plant operating in upset mode.</p> <p>A new pump was purchased last fiscal year (Board Action on May 19, 2010) as well as a new check valve (Board Action on March 02, 2011).</p> <p>Staff is anticipating installing the new pump in an existing slot before the new FY starts.</p> <p>Funds will allow for:</p> <ul style="list-style-type: none"> the overhaul of existing pumps 1 & 2, (impellers, seals, motors); the replacement of the second existing VFD; the installation of a new, third pump, motor & VFD to provide needed maintenance and redundancy 	



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
09 MBI 04	VEHICLE REPLACEMENT	\$ 18,500	[\$18,500]
		<p>The District's 1997 Ford Ranger currently has 83,000 miles on it and is frequently in need of repair.</p> <p>Funds would provide for a replacement vehicle of similar size. The old vehicle would be declared surplus and sold or traded in to the biggest financial benefit of the District.</p> <p>As part of this project, Staff will prepare a District vehicle plan, outlining the vehicular needs of staff, (errands, collections system, beach sampling, etc). If a small truck is not required, these funds would go toward the required vehicle.</p>	
10 MBI 01	O&M MANUAL UPDATE	\$ 5,953	[\$ 5,953]
		<p>As an updated O&M manual is required by the Regional Water Quality Control Board, these funds will cover the cost of finalizing and reproducing the manual.</p>	
10 MBI 05	FRONT GATE RECOATING	\$ 12,000	[\$ 12,000]
		<p>The security gate was installed at the entrance to the facility in response to neighborhood kids having unrestricted access to the plant during unmanned hours.</p> <p>The gate's coating system over time has peeled exposing the base metal which has subsequently oxidized.</p> <p>The funds will pay for preparing and coating the gate with a higher strength, longer life system such as powder coating. It will also cover the cost of temporary fencing during the repair.</p> <p>Staff will also look into totally replacing the fence and opt for the least expensive option.</p>	



ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
10 MBI 07	EMERGENCY RESPONSE PLAN	\$ 2,055	[\$ 2,055]
		<p>The Emergency Response Plan describes the roles of and relationships among member organizations as they relate to communication and coordination during an emergency event.</p> <p>Funds would pay for the review and update of the current Emergency Response Plan (ERP) to contain correct personnel contact information; to be compliant with the Standardized Emergency Management System (SEMS) in regard to management, operations, logistics, planning/intelligence, and finance/administration; and to contain appropriate cross references to the member agency and County ERP.</p>	
10 MBI 11	O&M MANUAL AND ASSOCIATED SOP TRAINING	\$ 17,628	[\$ 17,628]
		<p>Development of a training program for the newly updated O&M Manual as part of the SWCRB and RWQCB Notice of Violation (NOV) that the District received on July 21, 2010. This budget number is the anticipated amount left from the previous FY.</p>	
10 MBI 15	SSMP UPDATE AND AUDIT	\$ 6,809	[\$ 6,809]
		<p>Update the District's Sewer System Management Plan (SSMP) and perform a bi-annual audit. This budget number is the anticipated amount left from the previous FY.</p>	
10 MBI 17	DISTRICT TRUNK LINE I&I STUDY	\$ 5,021	[\$ 5,021]
		<p>Solicit formal quotations for wastewater flow monitoring services from area contractors and retain the services of the winning bidder in the not to exceed amount of \$20,500 (inclusive of the \$30,500 MBI total budget).</p> <p>Initiate a task-specific District based Inflow and Infiltration Study as defined within the discussion section of this report.</p> <p>This budget number is the anticipated amount left from the previous FY.</p>	




FUTURE BUDGET ITEMS

FISCAL BUDGET YEAR 2011-12

ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
08 MBI 18	FLOOD GATE UPGRADE PROJECT	\$0	[\$212,340]
		<p>This project is projected to be performed in FY 2012-13.</p> <p>This project would include the upgrade of the flood protection gates at the plant. Facilities will be evaluated to determine critical buildings and areas needed for plant operation.</p> <p>In the event of a flood, it is critical that the plant run at a basic level during a severe flooding event. The new gates will provide protection for these critical systems. New higher flood gates will be installed at these critical facilities. Non-critical systems will be left with the existing flood protection.</p> <p>Staff has prepared bid documents.</p>	
08 MBI 25	LAGOON LINING PROJECT	\$0	[\$154,500]
		<p>This project is projected to be performed in FY 2012-13.</p> <p>During normal plant operations, staff dewater biosolids utilizing a centrifuge and stockpiles the dewatered biosolids in the dirt lagoon, east of the last drying bed. The existing biosolids drying lagoon is unpaved however underlying the site is several feet of red rock that provides a hard compact subsurface. During heavy rains, rain water pools and is absorbed into the stored biosolids, resulting in a higher moisture content.</p> <p>There have not been any specific issues with biosolids leaching into groundwater. Creek testing on an intermittent basis has confirmed that there has been no negative impact on the creek. However, recently during the environmental review by the Coastal Commission (CC) of the new Centrifuge building, the CC inquired about the stockpiling practice, whether the lagoon was lined, the proximity to the creek, etc.</p>	

ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
		<p>To prevent the future possibility of biosolids coming into contact with the groundwater, the lagoon should be lined. Paving the entire lagoon would provide a hard surface upon which to stockpile the biosolids greatly reducing the chance for ground water contamination in the future, as well as provide a method to prevent pooling rainwater from being absorbed by the stored biosolids.</p> <p>Funds would provide for the creation of bid documents and the construction project to pave the lagoon.</p>	
10 MBI 08	ENTRANCE ROAD LIGHT RELOCATION	\$ 0	[\$ 15,000]
		<p>This project is projected to be performed in FY 2012-13.</p> <p>The District's entrance lights are in the middle of the abandoned Honolulu Avenue as up until recently, the District held property rights to the middle of the Street.</p> <p>Since recent the transfer of property from the County to the District, this restriction no longer exists.</p> <p>The funds will pay for the project to move the existing light poles nearer to the fence line to avoid inadvertent collisions due to the narrowness of the driveway (one light-pole was knocked down last year).</p>	
10 MBI 09	TRI-ANNUAL OUTFALL INSPECTION	\$ 0	[\$ 34,000]
		<p>This project is projected to be performed in FY 2013-14.</p> <p>The District's NPDES permit requires that SSLOCSD inspect the ocean outfall line once every three years – a cost that is shared with Pismo Beach.</p> <p>There are two parts of the inspection: the video inspection of the physical pipe (about \$8,000), and benthic biota monitoring, which requires taking sediment samples at designated</p>	

ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
		<p>monitoring locations on the ocean floor. The sediment is analyzed for metals, etc. The results are reported in a lengthy report which is included in the Annual Report with any issues identified highlighted (about \$60,000).</p> <p>Historically the District has handled the analysis, paid the contractor, and been reimbursed by Pismo Beach.</p>	
10 MBI 10	INFLUENT SCREENINGS TRANSPORT SYSTEM	\$ 0	[\$ 100,000]
		<p>This project is projected to be performed in FY 2012-13.</p> <p>As the Auger Monster manufacturer's solution to the screening problem is generating substantially more screenings, the problem of transporting the bag full of screenings up a flight of stairs is becoming a safety risk.</p> <p>Staff is still investigating solutions, but the funds will pay for a solids transport system with or without a washer. This will transport the solids out of the sub-grade head-works and up to a dumpster for simple disposal.</p>	
10 MBI 12	ARROYO GRANDE PIPE BRIDGE RECOATING	\$ 0	[\$175,000]
		<p>This project is projected to be performed in FY 2012-13.</p>	

ITEM #	PROJECT TITLE	FY 11-12 COST	[COST TO COMPLETE]
10 MBI 13	FFR PLASTIC MEDIA REPLACEMENT	\$ 0	[\$1,000,000]
		<p>This project is projected to be performed in FY 2014-15.</p>	
10 MBI 14	FFR DISTRIBUTION ARM REPLACEMENT	\$ 0	[\$400,000]
		<p>This project is projected to be performed in FY 2014-15.</p>	
10 MBI 16	UPGRADE CO-GENERATION FROM 150 TO 200 kW GENERATOR	\$ 0	[\$175,000]
		<p>This project is projected to be performed in FY 2013-14.</p>	

Personnel Compensation

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
RESOLUTION NO. 2011-289

A RESOLUTION ADOPTING AN EMPLOYEE COMPENSATION PACKAGE
INCLUDING A SALARY SCHEDULE, POSITION CLASSIFICATIONS
AND SALARY STEPS WITHIN THE PERSPECTIVE RANGES
FOR THE 2011-12 FISCAL YEAR

THE BOARD OF DIRECTORS OF THE SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT DOES RESOLVE AS FOLLOWS:

WHEREAS, this Board deems it to be in the best interests of the South San Luis Obispo County Sanitation District and its various employees that minimum and maximum compensation be fixed as well as any District contribution to medical, dental, vision and retirement plans on behalf of the employee for various classifications of employment in the District as hereinafter provided.

NOW, THEREFORE, BE IT RESOLVED that the terms of this resolution shall be effective July 1, 2011 and shall apply through June 30, 2012.

BE IT FURTHER RESOLVED this resolution shall supersede and repeal any position classifications.

BE IT FURTHER RESOLVED that the minimum compensation as of date of employment and the intermediate and maximum compensation for such employment shall be as hereinafter enumerated, effective July 1, 2011, and that said employees shall be assigned to salary steps within the respective pay range of the position classification as set forth in Exhibit A, and further, that any contributions made by the District on behalf of the employee to medical and/or retirement programs shall be set forth in Exhibit A, and further, that Exhibit A attached hereto is made a part hereof by reference, all of which are hereby adopted as follows:

ADMINISTRATION OF THE COMPENSATION PLAN

All full-time employees entering the employ of the District shall be paid at the first step of the salary range established for their classification unless authorized by the District Administrator and/or the Board of Directors. The District Administrator shall have the authority to place an individual at step 2 upon reviewing their experience and making a determination that said step 2 salary was in the best interest of the District to provide at the time of employment. The Board of Directors shall make the decision to hire any employee at step 3 and would only do so after reviewing recommendations made by the District Administrator with respect to the employee's experience and value to the District.

Salary step increase, as provided herein, are not automatic, but based on performance and merit. Employees shall be placed on a salary step and qualify for increase in compensation for advancement to the next higher step of the pay ranges in the manner following:

1. Employees may qualify for advancement to the second step, after completion of six months service, upon the recommendation of the Superintendent and approval by the District Administrator.
2. Employees may qualify for advancement to the third step, after the completion of one year of service in step two upon recommendation of the Superintendent and approval by the District Administrator.

3. Employees may qualify for advancement to the fourth step, after the completion of one year of service at the third step, upon recommendation of the Superintendent and approval by the District Administrator.
4. Employees may qualify for advancement to the fifth step, after completion of one year of service in step four, upon recommendation of the Superintendent and approval by the District Administrator.
5. A performance report on each employee recommended for advancement shall be submitted to the District Administrator, prior to final action on such recommendation.

All part-time employees shall be paid without benefit of salary range and at a rate or rates as specified in Exhibit A of this resolution.


On motion of Board Member Ferrara, seconded by Board Member Angelo, and on the following roll call vote, to wit:

AYES: Nicolls, Angello, Ferrara

NOES: None


ABSENT: None

the foregoing resolution was passed and adopted this 3rd day of August 2011.



Bill Nicolls
Chairman

ATTEST:



John L. Wallace
District Administrator

EXHIBIT "A"

2011-12 FISCAL YEAR SALARY/RANGE MONTHLY COMPENSATION

FULL TIME EMPLOYEES

<i>Level Authorized</i>	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>
1 Plant Superintendent	5855	6148	6456	6779	7119
0 Operator 3 (Shift Supervisor)	4783	5023	5275	5538	5815
1 Operator 3	4247	4460	4683	4918	5164
1 Senior Maintenance Mechanic (vacant)	4247	4460	4683	4918	5164
1 Lead Operator	4056	4259	4472	4697	4932
1 Lab Tech/Operator	4056	4259	4472	4697	4932
2 Operator 2	3940	4138	4345	452	4791 4792
1 Operator 1 *** *** Grade II 2.5% increase	3659	3842	4035	4236	4449 4559
0 Operator In Training	3308	3474	3648	3831	4022
1 Maintenance Assistant	3308	3474	3648	3831	4022
1 Bookkeeper/Secretary	3589	3769	3957	4155	4363
10 TOTAL STAFF					

3% Class Adjustment

PART TIME EMPLOYEES - MONTHLY RATE

Board Member or Alternate	\$100 per meeting attended (Resolution 1995-150)
Administrator	Per Contract
Attorney	Per Contract
Volunteers	See Resolution No. 76

CONTRIBUTIONS ON BEHALF OF EMPLOYEE

MEDICAL (ACCT 6010)

The District shall pay an amount equal to the current basic plan option monthly premium for the District's medical plan for the employee and the employees' dependent coverage.

DENTAL (ACCT 6025)

The District shall pay an amount equal to the current monthly premium for the District's dental plan for the employee and the employee=s dependent coverage.

VISION/DENTAL/MEDICAL TRUST (ACCT 6075)

The District shall pay an initial amount of \$500 for each permanent employee and \$500 per year thereafter into a vision/dental/medical trust fund account. This account will provide for out of pocket expenses not covered by current formal insurance plans.

SOCIAL SECURITY AND MEDICARE (ACCT 6050)

Provides District contribution of Social Security Tax at 6.2% and Medicare at 1.45% of gross payroll. Employees pay matching contribution.

STATE RETIREMENT (PERS) (ACCT 6060)

In addition to the District's employer contributions, the District shall pay an amount equal to the employee's contribution to PERS (less the difference required to upgrade from prior 2% @55 to 2.5% @55 which is the employee's responsibility) on behalf of the employee. Current District contribution is 7% of gross payroll minus \$61 (excluding standby and overtime) for the employee's portion and 7.382% of gross payroll (excluding standby and overtime) for the employer's portion.

STATE DISABILITY INSURANCE PROGRAM (ACCT 6055)

The District shall contribute 50% of the total cost for each employee to become part of the State Disability Insurance Program. Current contribution rate is 1.45% of gross payroll

INCREASE FOR HIGHER OPERATOR GRADE (ACCT 6030)

A one time increase of 2.5% for operator grade obtained above that required for position will be paid upon certification. This bonus shall not be given in addition to an adjustment already made for Lab Technician.

STIPEND FOR COMMERCIAL DRIVERS LICENSE (ACCT 6030)

The District shall pay a stipend of \$100 per month in addition to other salary, to employees holding a valid Commercial Driver's License (Class A) while occupying a District position requiring use of that license and designated by the District to utilize the related equipment.

ADJUSTMENT FOR LAB TECHNICIAN (OP1, OP2 OP3) (ACCT 6030)

A one time 3.0% increase for designation and performance as the District's Laboratory Technician may be given after 6 months experience in that position and after recommendation by the Plant Superintendent and approval by the Administrator. This increase shall not be additive to any bonus for higher operator grade license.

STANDBY PAY (ACCT 6030)

Employees required to perform standby service will be paid at the rate of \$3.00 per hour. When required backup standby will be paid at a rate of .50 cents per hour.

VACATION (PER RESOLUTION NO. 86-100)

<u>Years of Service</u>	<u>Vacation Days</u>
0-2 years	10 days
2+ - 4 years	11 days
4+ - 5 years	12 days
5+ - 6 years	13 days
6+ - 7 years	14 days
7+ - 8 years	15 days
8+ - 10 years	16 days
10+ years	+ 1 day per year

SICK LEAVE

1 Day of sick leave per month to be accrued.

SICK LEAVE CONVERSION

Employees may convert a portion of sick leave earned within a fiscal year to regular pay as determine by Board Action (25% currently approved)

SICK LEAVE PAYOUT UPON TERMINATION

Upon termination of employment, long term employees= accumulated sick leave of up to a maximum of 480 hours to be paid out according to length of District service:

10 years service	25%
15 years service	50%
20 years service	100%

EMPLOYEE COMPUTER PURCHASE PROGRAM

Provides for \$1500.00 interest free computer purchase loan, payable within two years from employees salary as a payroll deduction.

HOLIDAYS

As presented in Resolution No. 62.

Investment Policy

Investment Policy to establish the guidelines for the prudent Investment of South San Luis Obispo County Sanitation District Funds. The objectives of this policy are safety, liquidity, yield, And compliance with state and federal laws and policies.

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
RESOLUTION NO. 2009-256**

**A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
ADOPTING THE YEAR 2009 DISTRICT INVESTMENT POLICY**

WHEREAS, the Board of Directors of the South San Luis Obispo County Sanitation District ("District") believes that public funds should, so far as is reasonably possible, be invested in financial institutions to produce revenue for the District rather than to remain idle; and

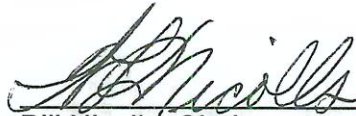
WHEREAS, from time to time there are District funds which for varying periods of time will not be required for immediate use by the District, and which will, therefore, be available for the purpose of investing in financial institutions with the objectives of safety, liquidity, yield and compliance with state and federal laws and policies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South San Luis Obispo County Sanitation District as follows:

1. The District hereby adopted the Investment Policy attached hereto as Exhibit "A" as the District's Investment Policy;
2. The District Administrator shall act as Treasurer/Finance Officer of the District and is authorized to invest and re-invest funds in accordance with the Investment Policy for the succeeding twelve (12) month period or until such time as the delegation of authority is revoked.


PASSED AND ADOPTED by the Board of Directors of the South San Luis Obispo County Sanitation District this 18th day of February, 2009, on the following roll call vote:

AYES:	Jim Hill, Bill Nicolls
NOES:	None
ABSENT:	Tony Ferrara
ABSTAIN:	None



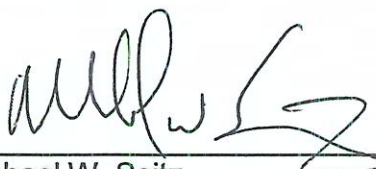
Bill Nicolls, Chairperson,
South San Luis Obispo County
Sanitation District

ATTEST:



John Wallace
Secretary to the Board

APPROVED AS TO FORM:



Michael W. Seitz,
District Legal Counsel

**RESOLUTION 2009-
EXHIBIT A**

YEAR 2009 INVESTMENT POLICY
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

1. INTRODUCTION

The purpose of this written *Investment Policy* is to establish the guidelines for the prudent investment of South San Luis Obispo County Sanitation District funds (herein referred to as District funds). The objectives of this policy are safety, liquidity, yield and compliance with state and federal laws and policies.

District funds are to be managed with a high degree of care and prudence. Though all investments contain a degree of risk, the proper concern for prudence, maintenance of high level of ethical standards and proper delegation of authority reduces the potential for any realized loss.

This policy establishes the standards under which the District's Finance Officer will conduct business with financial institutions with regard to the investment process.

2. FINANCE OFFICER

The Board of Directors appoints the District Administrator as the District Finance Officer and Treasurer.

3. SCOPE

The District investment portfolio shall consist of money held in a sinking fund of, or surplus money in, the District's treasury not required for the immediate necessities of the District. The District's investment portfolio shall be invested in accordance with this policy.

4. OBJECTIVES

The primary objectives are safety, liquidity, yield, and compliance.

A. SAFETY

The investment portfolio shall be managed in a manner that ensures the preservation of capital. The objective is to minimize credit risk and interest rate risk.

B. LIQUIDITY

The investment portfolio shall remain sufficiently liquid to meet all operating requirements. This shall be accomplished by structuring the investment portfolio so that investments mature concurrent with cash needs.

C. YIELD

Yield shall be a consideration only after the requirements of safety and liquidity have been met.

D. COMPLIANCE

This Investment Policy is written to be in compliance with California and Federal law.

**RESOLUTION 2009-
EXHIBIT A**

YEAR 2009 INVESTMENT POLICY
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

5. STANDARDS OF CARE

A. PRUDENCE

The Finance Officer will manage the portfolio pursuant to the "Prudent Investor Standard." When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds in the District's investment portfolio, the Finance Officer shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

B. DISCLOSURES

Finance Officer shall disclose any material interest in financial institutions with which he/she conducts the District business.

6. INVESTMENTS AUTHORITY

A. PERMITTED INVESTMENTS

The District Finance Officer is authorized to invest in the following institutions:

1. County pooled funds (California Government Code § 61730)
2. The Local Agency Investment Fund created by the California State Treasury (California Government Code § 16429.1)
3. One or more FDIC insured Banks and/or Savings and Loan Associations that are designated as District depositories by resolution of the Board of Directors (California Government Code § 61053).
4. Such other financial institutions or securities that may be designated by the Board of Directors from time to time in compliance with California and Federal law.

B. PROHIBITED INVESTMENTS

The District's Finance Officer shall not invest in:

1. Inverse floaters, range notes or interest only strips that are derived from a pool of mortgages.
2. Any security that could result in a zero interest accrual if held to maturity.
3. A state or federal credit union, if a member of the District's Board of Directors or an administrative officer also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or supervisory committee, of the state or federal credit union.

C. DIVERSIFIED INVESTMENTS

Investments, other than investments referenced in paragraphs A (1) and (2) above, will be diversified to avoid losses that may be associated with any one investment.

**RESOLUTION 2009-
EXHIBIT A**

YEAR 2009 INVESTMENT POLICY
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

7. REPORTS

A. MONTHLY REPORT

Finance Officer/Treasurer shall make monthly reports to the Board of investments made or retired during the preceding month.

B. QUARTERLY REPORT

Finance Officer shall file a quarterly report that identifies the District's investments and their compliance with the District's Investment Policy. The quarterly report must be filed with the District's auditor and considered by the District's Board of Directors within thirty (30) days after the end of each quarter (i.e., by May 1, August 1, November 1, and February 1) (California Government Code § 53646). Required elements of the quarterly report are as follows:

1. Type of Investment.
2. Institution.
3. Date of Maturity (if applicable).
4. Amount of deposit or cost of the security.
5. Current market value of securities with maturity in excess of twelve months (if applicable).
6. Rate of Interest.
7. Statement relating the report to the Statement of Investment Policy.
8. Statement of the District's ability to meet cash flow requirements for the next six months.
9. Accrued Interest (if applicable).

C. ANNUAL REPORT

Prior to June 30th of each year, the Finance Officer shall file and submit an annual report to the District's auditor and Board of Directors which will contain the same information required in the quarterly report.

The annual report will include a recommendation to the Board of Directors to either:

1. Readopt the District's then current annual Investment Policy; or
2. Amend the District's then current Investment Policy.

D. LIMITED QUARTERLY REPORT

If the District has placed all of its investments in the Local Agency Investment Fund (LAIF), created by California Government Code § 16429.1, or in Federal Deposit Insurance Corporation, insured accounts in a bank or savings and loan association, in a County investment pool, or any combination of these, the Finance Officer may submit to the Board of Directors, and the auditor of the District the most recent statement or statements received by the District from these institutions in lieu of the information required in paragraph 7.B above. This special reporting policy does not relieve the Finance Officer of the obligation to prepare an annual investment report as identified in paragraph 7.C, above.

Purchasing Policy

Policies and Procedures for the expenditure of District funds
For supplies, equipment, construction, and services.

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
RESOLUTION NO. 2010-274**

**A RESOLUTION ADOPTING THE POLICIES AND PROCEDURES FOR THE
EXPENDITURE OF DISTRICT FUNDS FOR SUPPLIES, EQUIPMENT, CONSTRUCTION,
AND SERVICES**

ARTICLE 1

Adoption of Purchasing and Construction Policies

1.1 **Statutory Authority:** These policies and procedures are adopted pursuant to the Government Code Section 54201 (1), et. seq., and Public Contracts Code Section 20783 (2) in order to establish an efficient procedure for the purchase of supplies, equipment and contracting for work and services.

1.2 **Board Findings and Declaration:** The Board finds and declares that placing all of these policies in one procedural set of guidelines will make these procedures clearer and easier to find. Further, it is the intent of the Board in inacting these procedures to achieve the following objectives:

A. To establish an efficient procedure for the purchase of supplies, equipment, and services at the lowest possible cost.

B. To assure that all supplies, equipment, construction and services at the plant are of sufficient quality to assure the efficient running of the plant.

C. To exercise positive financial control over purchases.

D. To clearly define authority for the purchase of supplies and equipment and for contracting for outside services and construction.

E. To assure as full and open competition as possible on all purposes.

F. Fitness and quality being equal, a preference may be granted to local vendors for the purchase of materials, supplies and services with a bid price less than \$35,000. The district may provide a preference to each qualified local vendor if the bid of a local qualified vendor does not exceed the lowest bid or price quoted by other vendors by more than five percent. To qualify as a local vendor, a business must have all current applicable city licenses and permits, must maintain its primary office, place of business within the district. This preference is not applicable for any materials, supplies or services for which formal bids are required pursuant to statutory or California common law.

ARTICLE II
Purchase of Supplies and Equipment
District Administrator Duties

2.1 The District Administrator or Plant Superintendent, as the case may be, shall be the purchasing authority whose functions shall include the following powers and duties:

- A. To purchase or contract for supplies and equipment required by the District in accordance with the purchasing procedures outlined herein.
- B. To negotiate and recommend execution of contracts for the purchase of supplies and equipment.
- C. To ensure as full and open competition as possible on all purchases.
- D. To inspect supplies and equipment delivered, as well as contractual services performed, to determine their conformance with the specifications set forth in the purchase orders and contracts.
- E. To sell surplus supplies and equipment to interested private and/or public agencies or vendors.
- F. To keep informed of current developments in the field of purchasing, prices, market conditions and new products.
- G. To maintain a bidders' list, vendors' catalog file and records.
- H. To develop and prescribe administrative policies, forms, and files as may be reasonably necessary for the internal management and operation of these purchasing procedures.

2.2 Exemptions From Policies

- A. **Emergencies:** The purchasing procedures described above may be dispensed with at the discretion and judgment of the purchasing authority in the best interest of the District when the Board of Directors adopts a resolution by four-fifths vote declaring that it is in the public interest and necessity to demand an immediate expenditure of public funds to safeguard life, health, or property.
- B. **Single Source:** When the Board of Directors adopts a finding that there is only a single source of procurement and that the purchase is for the sole purpose of duplicating or replacing supplies, equipment, or material which is in use.
- C. **Deliveries Under Annual or Biannual Contracts:** When the Board of Directors has contracted for services or supplies on an annual or other regular basis, the payment for delivery of such services or supplies upon delivery is exempt from the need for additional authority for payment. However, this exemption does not apply to the actual negotiation or contracting for services or delivery of supplies.

2.3 Supplies and Equipment – District purchases under \$1,500.00

- A. The Plant Superintendent shall act as purchasing agent for the District in connection in obtaining materials, supplies, and equipment with a cost of **\$1,500.00** or less.

B. Open Accounts:

1. The Plant Superintendent shall maintain a list of all open accounts with suppliers on which employees of the District have the ability to sign for purchases. The list of open accounts shall be approved by the District Administrator.

2. The Plant Superintendent shall maintain a list of all employees with the ability to sign on open accounts and such list shall be approved by the District Administrator.

3. No employee shall sign on an open account without prior approval of the District Administrator.

C. In regards to purchases of supplies or equipment with a cost of **\$300.00** or more, a "purchase order" shall be used.

1. District employees shall submit a requisition for any required supplies, equipment, or services with an anticipated cost in excess of **\$300.00** on a form approved by the District Administrator.

2. If the requisition is approved by the Plant Superintendent, the Plant Superintendent shall seek the most favorable terms and price for the approved requisition either through comparative pricing or competitive bidding, whichever method the Plant Superintendent deems most appropriate under the circumstances. To the extent possible, the Plant Superintendent will review at least two quotations to ensure that the products or supplies purchased are of a quality suitable for the District's purposes and to obtain the lowest price available.

3. Once the Plant Superintendent has determined the most advantageous price or bid, as the case may be, for the requisition, he shall issue a purchase order which shall constitute a formal offer by the District to purchase the supplies, equipment, or to procure the service for the price and terms indicated therein.

D. Except in cases of emergency or in cases where specific authority has been first obtained from the District Administrator, the Plant Superintendent shall not purchase supplies or equipment unless there exists an unencumbered appropriation in the fund account against which the purchase is to be charged.

2.4 Supplies and Equipment – District purchases under \$5,000.00

The District Administrator shall act as purchasing agent for the District in connection with the obtaining of supplies, equipment, or services with a cost in excess of **\$1,500.00** and not more than **\$5,000.00**.

A. The purchase of supplies and equipment with a value of **\$1,500.00** to **\$5,000.00** may be made by the District Administrator in the open market pursuant to the procedure hereinafter proscribed:

1. The District Administrator or his/her designee shall solicit quotations for the purchase of all such goods and supplies. Said quotations may be solicited by telephone or in writing.

2. Open market purchases shall, when ever possible, be based on at least three written quotations approved by the District Administrator and shall be awarded to the supplier submitting the lowest responsive quote.

a. Single Source Items: If the District Administrator determines that there is a single source of procurement and that the purchase of the supplies or equipment is for the sole purpose of duplicating or replacing supplies, equipment, or material which is in use, the requirement of obtaining competitive quotations shall not be required.

2.5 Supplies and Equipment – District Purchases Over \$5,000.00 and less than \$35,000.00

A. For the purposes of this section, the District Administrator shall be the purchasing agent for the District in connection with supplies, equipment, and services with a cost in excess of \$5,000.00, but not more than \$35,000.00.

B. The District Administrator and/or his/her designee shall solicit quotations for all goods and supplies with a cost of more than \$5,000.00 and less than \$35,000.00. Said quotations may be solicited by telephone or in writing.

1. Open market purchases shall, whenever possible, be based upon at least three written quotations approved by the District Administrator and shall be awarded to the entity submitting the lowest responsive quote.

2. The Board of Directors of the District shall approve all purchases in excess of \$5,000.00 and less than \$35,000.00.

a. Exception: When the District Administrator determines that it is reasonably necessary to purchase equipment and supplies on an expedited basis, the District Administrator may do so, but only on approval by the Chairman of the Board of Directors obtained prior to the actual purchase of equipment, supplies, or services.

2.6 Supplies and Equipment – District Purchases over \$35,000.00 - Formal Competitive Bidding/Notice

Except as otherwise provided in these procedures, purchases and contracts for supplies and equipment subject to the twenty-five thousand Dollar contract limitations of Public Contracts Code Section 20783 (2), (or an amount specified in a predecessor statute), shall be by written contract with the lowest responsible bidder pursuant to the procedures prescribed herein.

A. Notice of Inviting Bids:

1) Notices inviting bids shall include, but not be limited to, the following:

a) The notice shall distinctly state the supplies and equipment to be purchases;

b) The location and deadline for submission of bids;

c) The location where bid blanks and specifications may be secured;

d) The date, time, and place assigned for the opening of sealed bids;

e) The type and character of bidder's security required, if any;

f) Notice that the District reserves the right to waive minor irregularities in the bid.

g) A notice that no bidder can withdraw his/her bid for a period of 60 days after the date set for the award of the contract.

h) A notice that a successful bidder can substitute securities for performance retention pursuant to Public Contract code Section 22300.

2) Notices inviting bids shall be published at least twice, not less than 5 day apart, in a newspaper of general circulation, printed and published in the District, or if there is none, the notice shall be posted in at least three public places in the District that have been designated by the District Board of Directors as places for posting such notice.

3) The first publication or posting of the notice shall be at least ten days before the date of opening bids.

B. Supplies and Equipment Bids – Security Requirements:

Bidder's security may be required when deemed necessary. Bidders shall be entitled to return of bid security within 60 days from the time the award is made. However, a successful bidder shall forfeit his/her bid security upon refusal or failure to execute a contract within 15 days after notice of award of the contract, unless the district is responsible for the delay. The contract may be awarded to the next lowest responsible bidder upon the refusal or failure of the successful bidder to execute the contract within the time herein prescribed.

C. Bids Opening:

Sealed bids shall be opened in public at a time and place stated in the notice of inviting bids. A tabulation of all bids received shall be made available for public inspection until the award of the contract.

D. Bid Rejection:

The District may reject:

- 1) Any bid that fails to meet the bidding requirements in any respect; or
- 2) All bids, for any reason whatsoever, and may readvertise for new bids;
- 3) All bids, and adopt by four fifths vote, a resolution declaring that the materials or supplies can be furnished at a lower price in the open market and the District may purchase the materials or supplies as stated in the resolution in order to take advantage of the lower cost.

E. Contract Award:

Contracts shall be awarded at the next regularly scheduled meeting after the date set for opening bids to the lowest responsible bidder except as follows:

- 1) If two or more bids are the same and the lowest, the District Board may accept the one it chooses.
- 2) If no bids are received, the District Board may order the supplies and equipment purchased without further bid.

F. Determination of Lowest Responsible Bidder:

In addition to the bid or quotation price, criteria for determining the lowest responsible bid or quotation, shall include, but not be limited to, the following:

- 1) The character, integrity, reputation, judgment, experience and efficiency of the bidder (this may include an analysis of previous dealings with the District or other public agencies).
- 2) The ability of the bidder to provide the supplies, equipment or services required, within the time specified, without delay or interference;
- 3) The ability of the bidder to provide future maintenance, repair parts and replacement of purchased equipment or supplies; and
- 4) Compliance by the bidder with Federal Acts, Executive Orders, and State Statutes.

Upon motion of Director Vern Dahl, seconded by Director Bill Nicolls, and on the following roll call vote, to wit:

AYES: Vern Dahl, Bill Nicolls, Tony Ferrara

NOES: None

ABSENT: None

ABSTAINING: None

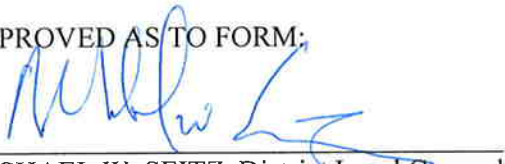
the foregoing Resolution is hereby adopted this sixteenth day of June, 2010.


Tony Ferrara, Chairman

ATTEST:

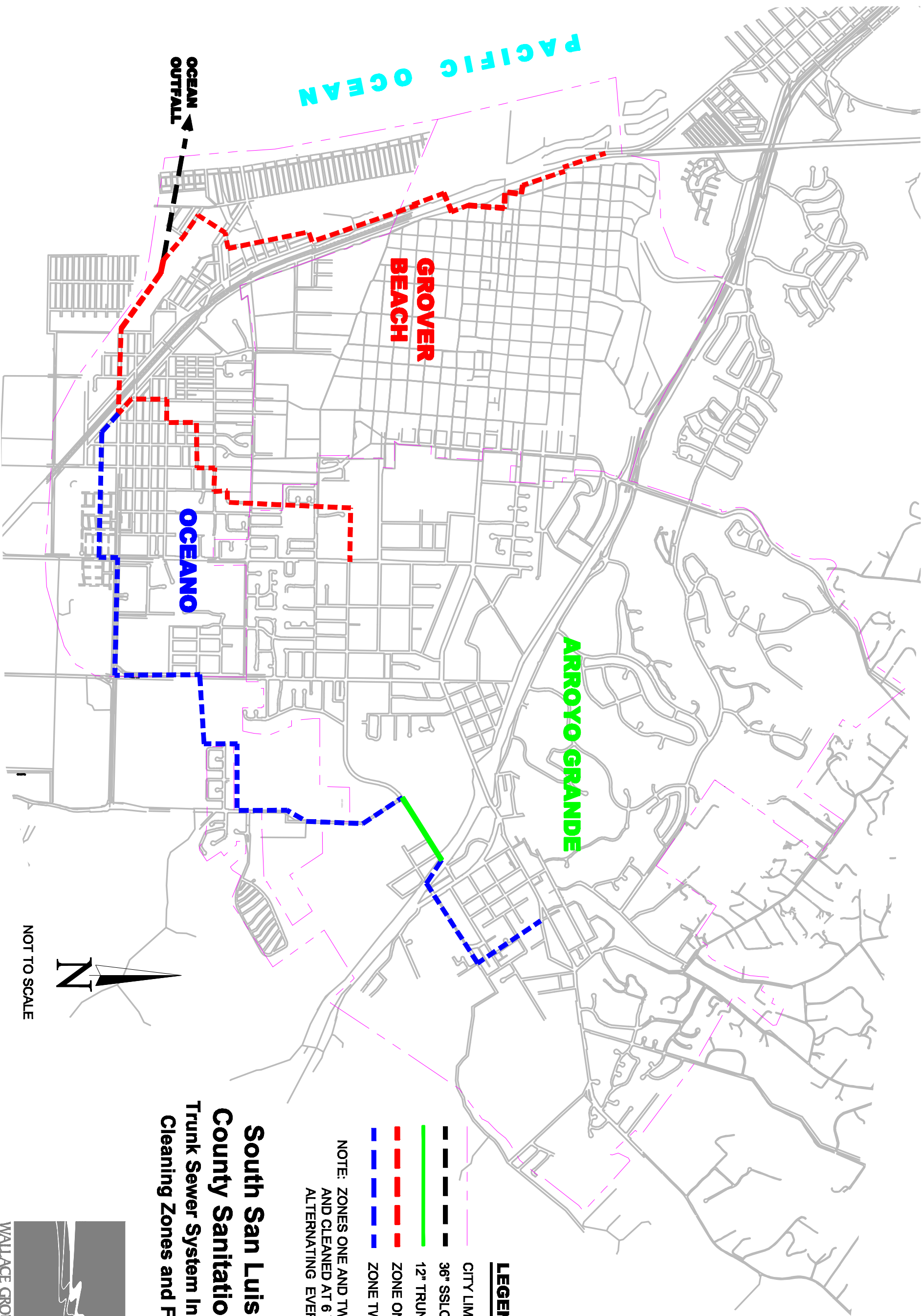

JOHN WALLACE, Secretary to the Board

APPROVED AS TO FORM:


MICHAEL W. SEITZ, District Legal Counsel

Appendix 4B

CCTV and Cleaning Frequency Map



LEGEND

- CITY LIMITS
- 36" SLOSCD OUTFALL EXCLUDED
- 12" TRUNKLINE MAINTAINED BY AG
- ZONE ONE (Approx. 23,431 ft)
- ZONE TWO (Approx. 23,004 ft)

NOTE: ZONES ONE AND TWO WILL BE INSPECTED AND CLEANED AT 6 YEAR INTERVALS ALTERNATING EVERY 3 YEARS.

**South San Luis Obispo
County Sanitation District
Trunk Sewer System Inspection and
Cleaning Zones and Frequencies**



CIVIL ENGINEERING
CONSTRUCTION MANAGEMENT
LANDSCAPE ARCHITECTURE
MECHANICAL ENGINEERING
PLANNING
PUBLIC WORKS ADMINISTRATION
SURVEYING / GIS SOLUTIONS
WATER RESOURCES
WALLACE SWANSON INTERNATIONAL

612 CLARION COURT
SAN LUIS OBISPO, CA 93401
T 805 544-4011 F 805 544-4294
www.wallacegroup.us

Appendix 4C

2011 District Staff Training



UPDATED 02/21/2012

South San Luis Obispo County Sanitation District
2011 District Staff Training Record
NPDES Program (Permit Overview, O&M Manual, and SOP's) and SSMP Program

District Staff & Training Topic	Jeff Appleton - On Medical Leave as of 2/1/11	Bob Barlogio - Interim Plant Superintendent	Trini Rodriguez - Interim Shift Supervisor	Aaron Allen - Operator	Billy Rohhild - Operator	Rick Jackman - Operator	John Wallace - District Administrator	Heather Billing - Senior Engineer, Wallace Group	Anastasia Mylonas - Engineering Associate, Wallace Group	Aaron Yonker - Civil Engineer, Wallace Group
1. Jan 18, 2011 - Overview of Training Program. Finalized plan and schedule	X		X	X	X	X	X	X		
2. February 8, 2011 - NPDES Permit review	Medical Leave							X		
3. February 25, 2011 - NPDES Permit - Standard Provisions	Medical Leave		X	X		X		X		
4. March 3, 2011 - NPDES Permit and Enforcement (MIMPs, 23 CCR, etc.)	Medical Leave	X	X	X		X		X	X	
5. March 15, 2011 - SSMP, GWDR and MRP	Medical Leave	X		X	X			X		
6. March 22, 2011 - SSMP Overflow Emergency Response Plan	Medical Leave	X	X	X	X	X		X		
7. April 5, 2011 - SSMP and NPDES Acronyms. Chapter 1 and 2 of SSLOCSD O&M Manual	Medical Leave	X		X	X			X		
8. April 14, 2011 - Test on Acronyms and Chapter 3 of O&M Manual	Medical Leave	X	X	X	X	X		X		



**South San Luis Obispo County Sanitation District
2011 District Staff Training Record
NPDES Program (Permit Overview, O&M Manual, and SOP's) and SSMP Program**

District Staff & Training Topic	Jeff Appleton - On Medical Leave as of 2/1/11	Bob Barlogio - Interim Plant Superintendent	Trini Rodriguez - Interim Shift Supervisor	Aaron Allen - Operator	Billy Rohlind - Operator	Rick Jackman - Operator	John Wallace - District Administrator	Heather Billing - Senior Engineer, Wallace Group	Anastasia Mylonas - Engineering Associate, Wallace Group	Aaron Yonker - Civil Engineer, Wallace Group
9. April 25, 2011 - SSMP, Trunk Collection System Inspection and Maintenance - Aaron Yonker	Medical Leave	X	X	X	X	X				X
10. May 3, 2011, Chap 3 of O&M Manual	Medical Leave	X	X	X	X	X		X		
11. May 17, 2011, Chap 3 of O&M Manual	Medical Leave	X	X		X	X		X		
12. June 7, 2011, Revision 1 of SSMP	Medical Leave	X		X	X	X		X		
13. June 21, 2011, Rev 1 SSMP - OERP and SSO Tabletop Drill	Medical Leave	X		X	X	Handed out Material		X		
14. July 19, 2011, Chapter 3 of O&M Manual	Medical Leave	X	X	X	X	Medical Leave		X		
15. August 2, 2011, Chapter 3 of O&M Manual	Medical Leave	X	X	X	Vac Day	Medical Leave		X		
16. August 23, 2011, Chapter 4 of O&M Manual	Medical Leave	X	X	X	X	Medical Leave		X		
17. August 30, 2011, Chapter 4 of O&M Manual	Medical Leave	X	X	X	X	Medical Leave		X		
18. September 19, 2011, Chapter 4 of O&M Manual	Medical Leave	X	X	X	Leave - Bereavement	Medical Leave		X		



**South San Luis Obispo County Sanitation District
2011 District Staff Training Record
NPDES Program (Permit Overview, O&M Manual, and SOP's) and SSMP Program**

District Staff & Training Topic	Jeff Appleton - On Medical Leave as of 2/1/11	Bob Barlogio - Interim Plant Superintendent	Trini Rodriguez - Interim Shift Supervisor	Aaron Allen - Operator	Billy Rohhild - Operator	Rick Jackman - Operator	John Wallace - District Administrator	Heather Billing - Senior Engineer, Wallace Group	Anastasia Mylonas - Engineering Associate, Wallace Group	Aaron Yonker - Civil Engineer, Wallace Group
19. November 1, 2011, 2006 Emergency Response Plan	Admin Leave	X	X	X	X	Medical Leave		X		
20. November 8, 2011, Chapter 4 of O&M Manual	Admin Leave	X	X	CWEA Trng	X	Medical Leave		X		
21. November 9, 2011, SSMP Revision 2	Admin Leave	X	X	X	X	Medical Leave			X	
22. November 15, 2011, Chapter 4 and 5 of O&M Manual	Admin Leave	X	X	X	X	Medical Leave		X		
23. December 6, 2011, Chapter 6, 7, and 8 of O&M Manual	Admin Leave	X	X	X	X	Medical Leave		X		
24. January 17, 2012, Review Chap 9 and 10	Admin Leave							X		

= Collection System Training

Appendix 4D

Bid Proposal Checklist

Bid Proposal Checklist

Owner: _____
Project: _____
Contractor: _____
Bid Opening Date: _____

Envelope Sealed and Identified: _____
Submitted on time: _____
Addenda acknowledged: _____
 Fax _____
 Envelope _____
 Bid Form _____
Bid Amount: _____
Math Errors: _____
Corrected Bid Amount: _____
Bid Form Properly Filled Out: _____
Designation of Subcontractors: _____
Amount subcontracted: _____
Contractor License Classification: _____
 Current _____
 Complaints on File _____
Bid Bond Filled Out: _____
Power of Attorney for Agent: _____
Experience Qualifications: _____
 Form Filled Out _____
 Any Contracts not completed? _____
 References _____
List of Plant and Equipment: _____
Non-Collusion Declaration: _____
DBE Information – Good Faith Effort: _____

Reviewed by: _____
Checked by: _____
Date: _____



Appendix 4E

SSO Response Inventory

APPENDIX ADDED
02/21/2012 AM

ADDED 02/21/2012
AM

SSO Response Inventory

Equipment	Qty
10 MGD Diesel Pump	1
6-inch Diesel Pump	1
Small Street Sweeper	1
Trailer Set Up for Confined Space Entry	1
Small Generator and Lights	1
6-inch Suction Hose	1
Drain Mats	4
Debris Grab (Versi-clam)	1
Sewer Spoon	1
Work Area Traffic Control Handbook	3
2-way Radios	2
Cones (18") with Reflective Decal	12
Barricades	4