



# **SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT**

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

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

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

## **AGENDA**

### **BOARD OF DIRECTORS MEETING**

City of Arroyo Grande, City Council Chambers

215 East Branch Street

Arroyo Grande, California 93420

**Wednesday, April 16, 2014 at 6:00 P.M.**

#### **Board Members**

Matthew Guerrero, Chair

Tony Ferrara, Vice Chair

Glenn Marshall, Director

#### **Agencies**

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

#### **Alternate Board Members**

Mary Lucey, Director

Jim Guthrie, Director

Debbie Peterson, Director

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

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

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

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

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

Please adhere to the following procedures when addressing the Board:

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

Any writing or document pertaining to an open-session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the offices of the Oceano CSD, a member agency located at 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act (ADA) and California Government Code §54954.2, requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires modification or accommodation in order to participate at the above referenced public meeting by contacting the District Manager or District Bookkeeper/Secretary at (805) 481-6903.

**3. CONSENT AGENDA**

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

**3A. Review and Approval of the Minutes of the April 02, 2014 meeting**

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

**3C. Financial Review as of March 31, 2014**

**4. PLANT SUPERINTENDENT'S REPORT**

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

A. Staff recommends the Board review the 3<sup>rd</sup> Quarter Budget Review and approve the proposed budget adjustments.

**5. MISCELLANEOUS ITEMS**

A. Miscellaneous Oral Communications

B. Miscellaneous Written Communications

**6. PUBLIC COMMENTS ON CLOSED SESSION**

**7. CLOSED SESSION**

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

**9. ADJOURNMENT**

## SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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

Minutes of the Meeting of Wednesday, April 2, 2014  
6:00 P.M.

### 1. CALL TO ORDER AND ROLL CALL

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

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

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

Director Guerrero opened the public comment period. There being none, Director Guerrero closed the public comment period.

### 3. CONSENT AGENDA

#### 3B. Review and Approval of the Warrants

#### 3C. Approval of Resolution 2014-319 Adoption of Increase in Brine Disposal Charges.

**Action:** It was moved by Glenn Marshall to approve Consent Agenda Item 3B and 3C as presented. Director Guerrero seconded, and the motion was carried 2-0 and 1 abstention.

#### 3A. Review and Approval of the Minutes of 03-19-14

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

### 4. SUPERINTENDENTS REPRORT

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

### 5. BOARD ACTION

District Manager Rick Sweet gave a staff report on the Water Bonds on the ballot.

Director Ferrara gave handout about Water Bonds. (ATTACHED) Director Ferrara let the public know that these Water Bond bills haven't gone far enough for the League of Cities to take a position. All bills are on agenda for the Environmental Quality Policy. To date the league is taking a position to watch all of the bills.

AB 30 talks about the role of RWQ and SWB and talks about grants and a grant program. Director Ferrara had never heard of Regional Water Quality and State Water Board handing out grants. These programs

## DRAFT MINUTES OF 04-02-14

specify to smaller jurisdictions and specifically for water projects.

Director Ferraro would like to ask District Manager Rick Sweet, Director Guerrero and Mrs. Sweeney to sit down with Regional Water Quality Board and ask about AB 30. What the District would have to do, if it's possible at all, to qualify for some of this money. Director Ferrara does not know if this money has been allocated into this program. He knows there's 50 million dollars on the table. He feels the District should take a closer look at AB30. See if it's being used. If so, what kind of projects its being used for? Would redundancy project that we want to build into plant or water recycling qualify for this kind of grant?

District Manager Rick Sweet is aware that as a reaction to this legislation State Revolving Fund is charging half of the going interest rate on loans for recycling water projects. He is not sure if this is complete fulfillment of the direction of this bill. He suggests we investigate the bill further. Cannon and Associates, on behalf of the county as part of prop 84 grant, is preparing a Recycled Water Program for the entire county. District Manager Rick Sweet has been meeting with them to give input on projects. If the District can find a way to carry the piping costs, it would be a long way to getting a complete project. One of the projects we are asking them to look into is a project in conjunction with Conoco Phillips. The advantage is if Conoco Phillips was on board, they could fund the cost of the piping of the project. Another project is providing water service to the golf courses with recycled water and that would reduce the pumping demands in the mesa.

Director Ferraro let the Board know that at last check with Wallace Group, the cost would be about 35 million dollars to equip the plant to produce recycled water. This seems consistent with the numbers from the Cannon group. The District should look into Morro Bay and Los Osos to see cost wise, if the technology has changed for recycled water. Check to see if it's a more reachable figure. District Manager Sweet met with the engineers in charge of both plants, who prepared some of the preliminary work with Wallace in 2009 report. They felt that at this time, the report of 2007 is still consistent with what the District wants to do. The advantage to the redundancy project is that activated sludge is consistent with the effort for recycling. This project would cover 5 to 10 million plant cost for recycling project. Director Ferrara wants to see some concurrence that it might be worth our while to check in with Regional Water to see if not this bill, is there anything else looming out there. What is their take on pending state legislation in terms of the ability to be an administrator to grant funds or low interest loans or something? The District needs to get ahead of the game. The District should ask Regional Water Quality and Shannon to follow up with these suggestions.

Director Guerrero thinks it is a little early to be backing the horse because we don't know what direction this is going to go. So many bills say the same thing but without the right name on them, they're bad. Director Guerrero advised staff to follow up to see what the direction the District will be taking and bring back to a later date when we have something to report.

### **6. PUBLIC COMMENT ON CLOSED SESSION**

Director Guerrero asked for public comment. There being no comments, Director Guerrero closed the public comment period.

### **7. CLOSED SESSION**

### **8. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

The Board voted 3-0 to approve a \$50,000 contribution towards the Carter/Johnson vs Wallace settlement.

The Board heard a short presentation from legal counsel on SSLOCSD vs US Energy but took no reportable action.

## DRAFT MINUTES OF 04-02-14

**9. ADJOURNMENT**

There being no further business to come before the Board, Director Guerrero adjourned the meeting at approximately 6:41 p.m.

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



# Water Bonds

## **– AB 1331 (Rendon) Clean, Safe, and Reliable Drinking Water Act of 2014.**

Status: Refer to the Senate Committee on Environmental Quality.

Summary: This bill would enact the Clean and Safe Clean, Safe, and Reliable Drinking Water Act of 2014, which, if adopted by the voters, would authorize the issuance of bonds in the amount of \$8,000,000,000 pursuant to the State General Obligation Bond Law to finance a clean and safe clean, safe, and reliable drinking water program. This bill would provide for the submission of the bond act to the voters at the November 4, 2014, statewide general election.

League Position: Watch

## **AB 1445 (Logue) California Water Infrastructure Act of 2014.**

Status: Referred to the Assembly Committee on Water, Parks and Wildlife.

Summary: This bill would enact the California Water Infrastructure Act of 2014, which, if adopted by the voters, would authorize the issuance of bonds in the amount of \$5,800,000,000 pursuant to the State General Obligation Bond Law to finance a public benefits associated with water storage and water quality improvement projects program. This bill would provide for the submission of this bond act to the voters at the November 4, 2014, statewide general election.

League Position: Watch

## **AB 1674 (Bigelow) Safe, Clean, and Reliable Drinking Water Supply Act of 2012.**

Status: Referred to the Assembly Committee on Rules.

Summary: This bill would declare the intent of the Legislature to enact legislation that would amend the Safe, Clean, and Reliable Drinking Water Supply Act of 2012.

League Position: Watch

## **AB 2043 (Bigelow) Safe, Clean, and Reliable Drinking Water Supply Act of 2014.**

Status: Referred to the Assembly Committee on Water, Parks and Wildlife.

Summary: This bill would enact the Safe, Clean, and Reliable Drinking Water Supply Act of 2014, which, if adopted by the voters, would authorize the issuance of bonds in the amount of \$7,935,000,000 pursuant to the State General Obligation Bond Law to finance a safe drinking water and water supply reliability program. This bill would provide for the submission of the bond act to the voters at the November 4, 2014, statewide general election.

League Position: Watch

## **AB 2686 (Perea) Clean, Safe, and Reliable Water Supply Act of 2014.**

Status: Refer to the Assembly Committee on Water, Parks and Wildlife.

Summary: This bill would enact the Clean, Safe, and Reliable Water Supply Act of 2014, which, if adopted by the voters, would authorize the issuance of bonds in the amount of \$9,250,000,000 an unspecified amount pursuant to the State General Obligation Bond Law to finance a clean, safe, and reliable water supply program. This bill would provide for the submission of the bond act to the voters at the November 4, 2014, statewide general election.

League Position: Watch

## **SB 848 (Wolk) Safe Drinking Water, Water Quality, and Water Supply Act of 2014.**

Status: Re-referred to Senate Committee on Appropriations.

Summary: This bill would enact the Safe Drinking Water, Water Quality, and Water Supply Act of 2014, which, if adopted by the voters, would authorize the issuance of bonds in the amount of \$6,825,000,000 pursuant to the State General Obligation Bond Law to finance a safe drinking water, water quality, and water supply program. The bill would provide for the submission of the bond act to the voters at the November 4, 2014, statewide general election.

League Position: Watch

## **SB 927 (Cannella) Safe, Clean, and Reliable Drinking Water Supply Act of 2014**

Status: Referred to the Senate Committee on Natural Resources and Water

Summary: This bill would rename the bond act as the Safe, Clean, and Reliable Drinking Water Supply Act of 2014 and make conforming changes. The bill would authorize the issuance of bonds in the amount of \$9,217,000,000 by reducing the amount available for projects related to drought relief and water supply reliability, as specified. The bill would remove the authorization for funds to be available for ecosystem and watershed protection and restoration projects, and would increase the amount of funds available for emergency and urgent actions to ensure safe drinking water supplies in disadvantaged communities and economically distressed areas.

League Position: Watch

**SB 1080 (Fuller) Safe, Clean, and Reliable Drinking Water Supply Act of 2012.**

Status: Referred to the Senate Committee on Rules.

Summary: This bill would declare the intent of the Legislature to enact legislation to reduce the \$11,140,000,000 bond.

League Position: Watch

**SB 1250 (Hueso) Safe, Clean, and Reliable Drinking Water Supply Act of 2012.**

Status: Referred to the Senate Committee on Rules.

Summary: This bill would declare the intent of the Legislature to enact legislation that would amend the act for the purpose of reducing the bond.

League Position: Watch

**SB 1370 (Galgiani) Reliable Water Supply Bond Act of 2014.**

Status: Referred to the Senate Committee on Natural Resources and Water

Summary: This bill would enact the Reliable Water Supply Bond Act of 2014, which, if adopted by the voters, would authorize the issuance of bonds in the amount of \$6,260,000,000 pursuant to the State General Obligation Bond Law to finance surface water storage projects. The bill would provide for the submission of the bond act to the voters at the November 4, 2014, statewide general election.

League Position: Watch



**Status**

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10/8/2013 - Chaptered by Secretary of State - Chapter 629, Statutes of 2013.

**Summary**

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Existing law, the Porter-Cologne Water Quality Control Act or the state act, establishes the State Water Pollution Control Revolving Fund program pursuant to which state and federal funds are continuously appropriated from the State Water Pollution Control Revolving Fund to the State Water Resources Control Board for loans and other financial assistance for the construction of publicly owned treatment works by a municipality, the implementation of a management program, the development and implementation of a conservation and management plan, and other related purposes in accordance with the Federal Water Pollution Control Act and the state act. Existing law authorizes the board, until 2014, to assess a specified annual charge in connection with any financial assistance made pursuant to the revolving fund program in lieu of interest that otherwise would be charged and requires the proceeds generated from the imposition of that charge to be deposited in the State Water Pollution Control Revolving Fund Small Community Grant Fund or grant fund, along with any interest earned upon the moneys in the grant fund. Existing law provides that the charge remain unchanged until 2014, at which time it will terminate and be replaced by an identical interest rate, and prohibits the deposit of more than \$50,000,000 into the grant fund. Existing law authorizes the board to expend the moneys in the grant fund, upon appropriation by the Legislature, for grants for eligible projects under the revolving fund program that serve small communities, as defined.

This bill would eliminate the requirement that the charge remain unchanged until 2014 and instead would authorize the board to assess the charge without change unless the board makes a prescribed determination. This bill would require the board to replace the charge with an identical interest rate if the board ceases collecting the charge before the repayment is complete. This bill would eliminate the prohibition on the deposit of more than \$50,000,000 collected by the charge into the grant fund. This bill would require the board to expend moneys appropriated from the grant fund within a period of 4 years from the date of encumbrance.

(Based on text date 10/8/2013)



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT  
WARRANT REGISTER

04/16/2014 FY 2013/14 REVISED						
ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABALONE COAST	CHEMICAL ANALYSIS	2186	041614-8465	7078	1,700.00	1,700.00
ADAMSKI MOROSKI MADDEN CUMBERLAND & GREEN L	LEGAL SERVICES	INV. #33024	66	7070	1,074.00	1,074.00
AIRFLOW FILTER SERVICE	USED OIL FILTER SERVICE	INV. #11754	67	8032	129.48	129.48
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	MAY	68	6025	626.44	626.44
ALLTECH COMPUTERS	NETWORKING WORKSTATIONS	INV. #2276559	69	7015	198.00	198.00
AMI PIPE AND SUPPLY	BOLTS	163848	70	8060	574.39	574.39
AUTOSYS, INC.	SCADA INTEGRATION	604	71	20-8010	250.00	250.00
BC PUMP SALES & SERVICE	FFR PUMP #3 REBUILD	2817	72	8060	1,878.76	1,878.76
CALPORTLAND CONSTRUCTION	CONCRETE	INV. #92077393	73	8060	722.18	722.18
CARLOS QUINTERO	MEDICAL REIMBURSEMENT	LAST PAYMENT	74	6075	465.00	465.00
CDW-G	EXPRESS CARD	INV. #KS26814	75	8055	31.04	31.04
CENTRAL COAST WATER TRTMNT	LAB WATER	19250	76	8040	60.00	60.00
CITY OF SANTA MARIA	VIDEO INSPECTION	INV. #64664	77	7079	602.16	602.16
D'ANGELO'S	PAINT	S239259/S240172	78	8060	171.14	171.14
ENGEL & GRAY, INC.	BIO SOLIDS HANDLING	INV. #89207	79	7085	2,085.98	2,085.98
FASTENAL	MISC SUPPLIES	INV. #CAS147537	80	8010	494.46	764.97
		INV. #CAS147622		8030	270.51	
FEDEX	SHIPPING	INV. #S2-611-63068 2-604-37780	81	8045	54.01	54.01
GARING TAYLOR & ASSOCIATES	DISTRICT ENGINEERING SERVICES	INV. #12559	82	7077	604.50	604.50
GAS COMPANY	GAS SERVICE	03/05/14 - 04/03/14	83	7092	2,476.96	2,476.96
GLENN MARSHALL	BOARD SERVICE	MARCH	84	7075	200.00	200.00
HACH	TECH SUPPORT	8766617	85	8060	2,165.00	2,165.00
HILTI	SALES TAX FROM PRIOR INVOICE	4603109299	86	8056	2.01	2.01
I.I. SUPPLY	ARCH FLEX CONNECTOR RINGS	23942	87	8060	1,534.72	1,534.72
	SAFETY SUPPLIES	24025	88	8056	95.30	164.12
	SCREW PIN ANCHOR SHACKLE	23943		8055	68.82	
JB DEWAR INC	VEHICLE FUEL	86240	89	8020	308.75	308.75
JIM GUTHRIE	BOARD SERVICE	MARCH	90	7075	100.00	100.00
JOSLYN HOSDOSN ACCOUNTING	ACCOUNTING	14-02	91	7079	1,381.25	1,381.25
MATTHEW GUERRERO	BOARD SERVICE	MARCH	92	7075	200.00	200.00
MINERS ACE	MISC SUPPLIES	MARCH	93	8060	339.37	339.37
NESTLE PURE LIFE	LAB WATER	14C0012917373	94	8040	117.93	117.93
OCEANO COMMUNITY SERVICES DIST	WATER SERVICE	01/18/14 TO 03/18/14	95	7094	117.19	117.19
OFFICE DEPOT	OFFICE SUPPLIES	MARCH	96	8045	400.14	400.14
PRAXAIR	MISC SUPPLIES	48950468	97	8060	259.74	653.12
		48966464		8055	393.38	
ROBB-A-CARK	THROTTLE ASSEMBLY	377879	98	8032	358.41	358.41
SHIPSEY & SEITZ	LEGAL SERVICES	03/31/14	99	7071	284.00	6,714.50
SHIPSEY & SEITZ	DISTRICT COUNSEL SERVICES			7071	565.50	
	LITIGATION			7070	5,865.00	
STATE FUND COMPENSATION	WORKERS' COMP	4/01/14 - 5/01/14	8500	6080	6,079.17	6,079.17
SO CO SANITARY SERVICE	TRASH SERVICE	APRIL	01	7093	114.66	114.66
TELEDYNE INSTRUMENTS, INC.	TBG BDL PMP 10	S020030893	02	8040	220.75	220.75
TONY FERRARA	BOARD SERVICE	MARCH	03	7075	100.00	100.00
UNITED RENTALS	MISC SUPPLIES	118306916-001	04	8055	136.93	136.93
WW GRAINGER	STERILMATIC STEAM PRESSURE STERILIZER	INV. #8057225300	05	8030	10,941.94	10,941.94
Andre, Morris & Buttery Client Trust Account	CARTER/JOHNSON WALLACE SETTLEMENT		06	7070	50,000.00	50,000.00
PG&E	ELECTRICITY SERVICE	04/14/2012 TO 05/11/2012	07	7091	12,149.93	12,149.93
SUB TOTAL					108,968.90	108,968.90
RABOBANK	MARCH ACTIVITY				2,870.91	
PAYROLL	PPE 04/4/14				\$26,280.39	
GRAND TOTAL					138,120.20	
TRANSFER TO RABOBANK	PAYROLL	REPLENISHING PPE 04/04/14	08	1016	\$26,208.39	

We hereby certify that the demands numbered serially from 041614-8465 to 041614-8508 together with the supporting evidence have been examined, and that they comply with the requirements of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT. The demands are hereby approved by motion of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, together with warrants authorizing and ordering the issuance of checks numbered identically with the particular demands and warrants.

BOARD OF DIRECTORS:

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

\_\_\_\_\_  
Chair

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

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

\_\_\_\_\_  
Secretary



## **SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT**

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**TO:** Board of Directors  
**FROM:** Amy Simpson, District Bookkeeper/Secretary  
**VIA:** Rick Sweet, District Manager  
**DATE:** April 08, 2014  
**SUBJECT:** Financial Review as of March 31, 2014

### **Overall Financial Summary**

As of March 31, 2014, the District has recognized total revenues of \$2,197,234. Of this amount, \$2,050,492 is for operating revenues, and \$146,742 is for non-operating revenues. Please note, March sewer service revenues have not been received from our member agencies as of the date of this report, so this revenue has not been accrued.

District operating expenses totaled \$1,652,417 and non-operating expenses totaled \$129,388 as of March 31, 2014.

As of March 31, 2014, the District revenues exceeded expenses by \$415,429.

### **Local Agency Investment Fund**

The balance in the District's LAIF account was \$ 2,403,556.40 at March 31, 2014.

### **County of San Luis Obispo Treasury Pool**

As of March 31, 2014, the reconciled cash balance with the County of San Luis Obispo Treasury Pool was \$ 2,151,925. The County issues the majority of the District's checks, and the majority of the District's revenues are deposited with this agency. As such, the County provides 'banking services' to the District and provides some accounting documents for internal control purposes.

### **Rabobank Funds**

At March 31, 2014, the reconciled cash balance in the District's Rabobank account totaled \$23,327.83. This account has been used to process the District's contracted payroll provider service and other District expenditures. Historically, this account was funded with transfers from the Local Agency Investment Fund account. Starting in April 2014, this account will be funded with transfers from the County of San Luis Obispo Treasury Pool.

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT**  
**FINANCIAL SUMMARY AS OF MARCH 31, 2014**  
**FISCAL YEAR 2013-2014**

*UNAUDITED*

	<b>FUND 19 OPERATING</b>	<b>FUND 20 EXPANSION</b>	<b>FUND 26 REPLACEMENT</b>	<b>TOTAL DISTRICT-WIDE</b>
<b>REVENUES - YTD</b>				
<b>OPERATING</b>	\$ 2,050,492.27	\$ -	\$ -	\$ 2,050,492.27
<b>NON-OPERATING</b>				
Connection Fees	-	51,974.00	-	51,974.00
Pismo Reimbursements	18,565.52	-	-	18,565.52
School Services	-	-	-	-
Brine Disposal	37,380.00	-	-	37,380.00
Lease (At&t)	18,527.04	-	-	18,527.04
Interest	1,017.61	3,486.98	-	4,504.59
WDR Reimbursement	4,786.50	-	-	4,786.50
FOG Reimbursement	11,004.39	-	-	11,004.39
Transfers	(80,498.15)	-	80,498.15	-
<b>TOTAL NON-OPERATING</b>	<b>10,782.91</b>	<b>55,460.98</b>	<b>80,498.15</b>	<b>146,742.04</b>
<b>TOTAL REVENUES</b>	<b>2,061,275.18</b>	<b>55,460.98</b>	<b>80,498.15</b>	<b>2,197,234.31</b>
<b>EXPENSES - YTD</b>				
YEAR TO DATE EXPENSES	1,652,417.06	61,621.40	67,766.69	1,781,805.15
<b>TOTAL EXPENSES</b>	<b>1,652,417.06</b>	<b>61,621.40</b>	<b>67,766.69</b>	<b>1,781,805.15</b>
<b>NET INCOME (LOSS) - YTD</b>	<b>\$ 408,858.12</b>	<b>\$ (6,160.42)</b>	<b>\$ 12,731.46</b>	<b>\$ 415,429.16</b>

<b>NEW CONNECTIONS</b>	<b>FY 2013/2014 NUMBER</b>	<b>FY 2013/2014 REVENUE</b>
Arroyo Grande	11.00	\$ 30,937.00
Grover Beach	6.00	21,037.00
Oceano	-	-
<b>TOTAL NEW DISTRICT CONNECTIONS</b>	<b>17.00</b>	<b>\$ 51,974.00</b>



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## **MONTHLY CASH REPORT**

**Cash Balance at 02/28/14** \$ 4,441,354.09

Deposits	300,289.14
Warrant Registers 03/05/14	(24,279.94)
Warrant Registers 03/19/14	(84,793.13)
Payroll PPE 03/07/14	(26,123.47)
Payroll PPE 03/21/14	(24,766.55)
Rabobank March Activity	<u>(2,870.91)</u>
<b>Total March Activity</b>	<b>137,455.14</b>

**Cash Balance at 03/31/14** \$ 4,578,809.23

	<b>CASH BALANCE 03/31/14</b>
<b>Cash by Institution</b>	
Cash with County Treasury	\$ 2,151,925.00
Cash with LAIF	2,403,556.40
Cash with Rabobank	<u>23,327.83</u>
	<b>\$ 4,578,809.23</b>





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Subject: Superintendent's Report

April 10, 2014

Chart 1 – Plant Data

*April 2014	FLOW MGD	Peak MGD	INF BOD mg/L	EFF BOD mg/L	INF TSS mg/L	EFF TSS mg/L	Fecal Coli	Cl2 lbs/day	
Average	2.40	3.9	382	28.5	391	37	16	126	
High	2.56	4.5	418	32.3	438	47	50	188	
Limit	5.0			40/60/90		40/60/90	2000		

\*= Thru April 9, 2014

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

## Projects

- Boiler Project - The new boiler is due to be delivered to the contractor, Johnson's Boiler, by Tuesday April 15th. The piping for the stack was damaged during shipping. The Contractor has ordered a replacement but is unsure when it will arrive. Johnson Boiler personnel expect to be onsite the week of April 14<sup>th</sup> to preview the installation process.
- SCADA Project – The new server for the SCADA system has been delivered to the Plant. The consultant, AutoSys, will install necessary software during the week of April 14<sup>th</sup>.
- The #3 FFR pump has arrived at the Plant. Plant staff will install.

## Training

- Plant staff attended a Hazardous Materials Safety meeting.

John Clemons  
Superintendent



# SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha, Oceano, California 93445-9735

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

www.sslocsd.org

## Staff Report

**To:** Board of Directors  
**From:** Amy Simpson, District Bookkeeper/Secretary  
**Via:** Rick Sweet, District Manager  
**Date:** April 16, 2014  
**Subject:** Fiscal Year 2013/14 Budget Review at the End of the 3rd Quarter

### Recommendation:

1. Review the attached Profit and Loss Statements comparing actual revenues and expenses with budgeted amounts;
2. Review the recommended budget adjustments which can all be accommodated internally within each of the three funds without drawdown from Fund Balance as described below; and
3. Adopt Resolution No. 2014-320 authorizing the budgetary adjustments.

### Funding:

Total District revenues for Fund 19 are right on track at the end of this quarter, District revenues for Fund 20 are low at this time due to no Hook Ups being reported from OCSD. This is a matter we are looking into and hope to have resolved by the end of this month. No budgetary changes regarding revenues are being recommended at this time.

#### Revenues

	FY 2013/14 Budget	Earned as of 03-31-14		Recommended 3rd-Quarter Adjustments	Recommended Budget at 3rd Quarter
		Amount	Percent		
Fund 19	\$ 3,116,370	\$ 2,368,914	76%	\$ 0	\$ 3,116,370
Fund 20	\$ 161,125	\$ 67,217	42%	\$ 0	\$ 161,125
Fund 26	\$ 0	0	0%	\$ 0	\$ 0
Total	\$ 3,277,495	\$ 2,436,131	74%	\$ 0	\$ 3,277,495

#### Expenditures

	FY 2013/14 Budget	Expended as of 03-31-14		Recommended 3rd-Quarter Adjustments	Recommended Budget at 3rd Quarter
		Amount	Percent		
Fund 19	\$ 3,926,429	\$ 1,652,417	50.79%	\$ 0	\$ 3,926,429
Fund 20	\$ 1,492,000	\$ 61,621	4.13%	\$ 0	\$ 1,492,000
Fund 26	\$ 953,344	\$ 67,767	7.11%	\$ 0	\$ 953,344
Total	\$ 6,371,773	\$ 1,781,805	28%	\$ 0	\$ 6,371,733

## **Discussion:**

Following the end of the third quarter at March 31, 2013 (75% of fiscal year completed), District Staff reviewed the FY 2013/14 account line items under each Fund. Certain accounts stand out as having significantly exceeded their budgeted amounts at the end of the third quarter. In order that the budgeted amounts better reflect actual costs, it is recommended that there be intra fund transfers from those accounts with favorable budget variances to those accounts needing additional funding as explained below.

1. Account 19-6040 Secretary/Bookkeeper: 79.86% of annual budget expended. An increase of \$1,500 is recommended at this time. The total budget for this account will be \$54,356. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.
2. Account 19-7013 Communications – Telephone: 86.38% of annual budget expended. We recommend an increase of \$1,000. The total budget for this account will be \$7,090. It is recommended that the increase be funded by a transfer from account 19-8056 Safety Supplies.
3. Account 19-7015 Office Equipment/Computer Supplies: 97.94% of annual budget expended. An increase of \$1,000 is recommended at this time. The total budget for this account will be \$11,000. It is recommended that the increase be funded by a transfer from account 19-8055 Small Tools.
4. Account 19-7050 Memberships/Seminars/Meetings: 91.92% of annual budget expended. We recommend an increase of \$3,370. This account pays for employee training seminars for District staff. The total budget for this account will be \$20,000. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.

It should be noted that even with the many maintenance and replacement projects performed by District Staff through the third quarter, the District only expended about 28% of its budgeted expenditures. Staff will continue to monitor costs and to be responsible with the expending of District funds in order to have minimal impact on the ratepayers.

## **Discussion:**

Following the end of the third quarter at March 30, 2013 (75% of fiscal year completed), District Staff reviewed the FY 2013/14 account line items under each Fund. The following accounts have had significantly less expenditures than the budgeted amounts.

5. Account 19-6010 Medical Insurance: This account is at 55.68% of the budgeted amount.
6. Account 19-6060 State Retirement: This account is at 34.88% of the budgeted amount.
7. Account 19-6080 Workers Compensation: This account is at 36.07% of the budgeted amount.
8. Account 19-7032 Equipment Rental Other: This account is at 53.61% of the budgeted amount.

*Staff Report – FY 2013/14 3rd Quarter Budget Review*

9. Account 19-7070 Prof Serv – Out. Counsel: This account is at 25.65% of the budgeted amount.
10. Account 19-7071 Prof Serv-Attorney Fee: This account is at 35.29% of the budgeted amount.
11. Account 19-7076 Prof Serv Dist Admin: This account is at 36.02% of the budgeted amount.
12. Account 19-7077 Prof Serv-Engineering: This account is at 26.18% of the budgeted amount.
13. Account 19-7079 Prof Serv- Other: This account is at 45.01% of the budgeted amount.
14. Account 19-8030 Equipment Maintenance: This account is at 47.56% of the budgeted amount.
15. Account 19-8032 Automotive Maintenance: This account is at 12.56% of the budgeted amount.
16. Account 19-8055 Small Tools: This account is at 11.1% of the budgeted amount.

**Attachments**

Attachment 1: Fund 19 Profit and Loss Statement - Budget vs. Actual  
Attachment 2: Fund 20 Profit and Loss Statement - Budget vs. Actual  
Attachment 3: Fund 26 Profit and Loss Statement - Budget vs. Actual  
Attachment 4: Resolution No. 2014-320



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

## Profit & Loss Budget vs. Actual

July 2013 through March 2014

	<u>Jul '13 - Mar 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
19-4015 Arroyo Grande Services	1,102,040.28	1,440,500.00	-338,459.72	76.5%
19-4022 Grover Beach Services	841,131.36	1,050,000.00	-208,868.64	80.11%
19-4035 OCSD Services	336,796.40	500,000.00	-163,203.60	67.36%
19-5020 Other Reimbursements	-2,333.81			
<b>Total Income</b>	<u>2,277,634.23</u>	<u>2,990,500.00</u>	<u>-712,865.77</u>	<u>76.16%</u>
<b>Gross Profit</b>	2,277,634.23	2,990,500.00	-712,865.77	76.16%
<b>Expense</b>				
19-6010 Medical Insurance	136,961.85	246,000.00	-109,038.15	55.68%
19-6025 Dental Insurance	9,613.83	14,330.00	-4,716.17	67.09%
19-6030 Plant Operators	367,510.73	581,239.00	-213,728.27	63.23%
19-6040 Secretary/Bookkeeper	42,208.21	52,856.00	-10,647.79	79.86%
19-6050 S.S. & Medicare	32,293.16	49,273.00	-16,979.84	65.54%
19-6055 State Disability Insur	1,944.21	3,220.00	-1,275.79	60.38%
19-6060 State Retirement	40,439.48	115,937.00	-75,497.52	34.88%
19-6075 Medical Reimbursement	7,166.79	10,000.00	-2,833.21	71.67%
19-6080 Workers Compensation	34,988.63	97,000.00	-62,011.37	36.07%
19-6085 Temporary Labor Service	9,804.49	13,000.00	-3,195.51	75.42%
19-6090 Payroll Process Fee	1,684.06	2,660.00	-975.94	63.31%
19-6095 Unemployment Remiburse	0.00	1,000.00	-1,000.00	0.0%
19-7005 Advert/Legal&Recruit	2,490.24	2,060.00	430.24	120.89%
19-7011 Communications	2,434.86	3,280.00	-845.14	74.23%
19-7013 COMMUNICATIONS-Teleph	5,260.69	6,090.00	-829.31	86.38%
19-7014 COMMUNICATIONS-Paging	0.00	210.00	-210.00	0.0%
19-7015 Office Equip/Comp Supp	9,793.61	10,000.00	-206.39	97.94%
19-7025 Employee Uniforms	9,564.87	14,860.00	-5,295.13	64.37%
19-7032 Equip Rental Other	2,761.08	5,150.00	-2,388.92	53.61%
19-7043 Ins, Liability/Auto	20,150.19	30,807.00	-10,656.81	65.41%
19-7050 Membships/Seminars/Mtg	15,286.55	16,630.00	-1,343.45	91.92%
19-7060 Ocean Outfall Maint	35,490.00	35,490.00	0.00	100.0%
19-7065 Source Ctrl Program	0.00	15,000.00	-15,000.00	0.0%
19-7068 Permits/Fees/License	27,468.10	41,200.00	-13,731.90	66.67%
19-7069 LAFCO Budget Share	7,974.38	9,510.00	-1,535.62	83.85%
19-7070 Prof Svcs - Out.Counsel	102,603.20	400,000.00	-297,396.80	25.65%
19-7071 Prof Serv-Attorney Fee	16,356.50	46,350.00	-29,993.50	35.29%
19-7072 Prof Serv - Auditing	5,840.00	5,810.00	30.00	100.52%
19-7073 Prof Serv - AG Billing	12,238.87	22,000.00	-9,761.13	55.63%
19-7074 Prof Serv - OCSD Bill	11,000.00	22,000.00	-11,000.00	50.0%
19-7075 Prof Serv - Brd Member	4,400.00	7,420.00	-3,020.00	59.3%
19-7076 Prof Serv-Dist Admin	31,155.92	86,500.00	-55,344.08	36.02%
19-7077 Prof Serv-Engineering	26,177.22	100,000.00	-73,822.78	26.18%

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

## Profit & Loss Budget vs. Actual

July 2013 through March 2014

	<u>Jul '13 - Mar 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
19-7078 Prof Serv-Chem Analysis	21,322.40	25,000.00	-3,677.60	85.29%
19-7079 Prof Serv-Other Bill	2,160.65	4,800.00	-2,639.35	45.01%
19-7081 Prof Serv-GB Bill	0.00	22,000.00	-22,000.00	0.0%
19-7082 FEMA Expenditures	0.00	5,150.00	-5,150.00	0.0%
19-7083 WDR Reporting	10,497.50	10,300.00	197.50	101.92%
19-7084 FOG (Parent Agencies)	11,123.20	30,900.00	-19,776.80	36.0%
19-7085 Solids Handling	33,540.60	87,550.00	-54,009.40	38.31%
19-7086 Brine Disposal Exp	0.00	5,150.00	-5,150.00	0.0%
19-7087 WDR & SSMP DISTRCT EXP	0.00	10,657.00	-10,657.00	0.0%
19-7091 Util-Elec	137,396.40	175,000.00	-37,603.60	78.51%
19-7092 Util-Gas	21,367.35	24,210.00	-2,842.65	88.26%
19-7093 Util-Rubbish	1,138.82	1,790.00	-651.18	63.62%
19-7094 Util-Water	914.44	1,530.00	-615.56	59.77%
19-7095 Zone 1/1A Agreement	19,648.31	29,360.00	-9,711.69	66.92%
19-7096 CogenEISA(Debt Serv)	68,441.49	76,000.00	-7,558.51	90.06%
19-7097 Cogen Service Contract	0.00	36,050.00	-36,050.00	0.0%
19-8010 Capital Equipment	11,007.62	15,000.00	-3,992.38	73.38%
19-8015 Trunk Sewer Maint	0.00	25,000.00	-25,000.00	0.0%
19-8020 Gas & Oil	7,014.19	10,000.00	-2,985.81	70.14%
19-8030 Equipment Maint-Reg	47,558.34	100,000.00	-52,441.66	47.56%
19-8032 Automotive Maint	1,035.00	8,240.00	-7,205.00	12.56%
19-8035 Household Expense	1,451.73	3,610.00	-2,158.27	40.21%
19-8040 Lab Supplies	13,483.28	16,850.00	-3,366.72	80.02%
19-8045 Office Supplies&Exp	5,290.90	8,240.00	-2,949.10	64.21%
19-8050 Plant Chemicals	131,360.44	267,800.00	-136,439.56	49.05%
19-8055 Small Tools	1,429.51	12,880.00	-11,450.49	11.1%
19-8056 Safety Supplies	7,400.58	15,000.00	-7,599.42	49.34%
19-8060 Structure Maint-Reg	36,556.24	113,300.00	-76,743.76	32.27%
19-8061 Struct Maint - Major	28,216.35	45,470.00	-17,253.65	62.06%
<b>Total Expense</b>	<u>1,652,417.06</u>	<u>3,253,719.00</u>	<u>-1,601,301.94</u>	<u>50.79%</u>
 <b>Net Ordinary Income</b>	 625,217.17	 -263,219.00	 888,436.17	 -237.53%
 <b>Other Income/Expense</b>				
<b>Other Income</b>				
19-4040 Pismo Beach Reimburse	18,565.52	17,745.00	820.52	104.62%
19-4045 School Services	0.00	23,000.00	-23,000.00	0.0%
19-4050 Brine Disposal Service	37,380.00	20,900.00	16,480.00	178.85%
19-4055 Lease (AT&T)	18,527.04	22,525.00	-3,997.96	82.25%
19-5015 Interest	1,017.61	500.00	517.61	203.52%
19-5022 WDR Reimbursement	4,786.50	10,300.00	-5,513.50	46.47%
19-5023 FOG Reimbursement	11,004.39	30,900.00	-19,895.61	35.61%
19-8079 Transfer to Replacement	-80,498.15	-672,709.00	592,210.85	11.97%
<b>Total Other Income</b>	<u>10,782.91</u>	<u>-546,839.00</u>	<u>557,621.91</u>	<u>-1.97%</u>

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

**Profit & Loss Budget vs. Actual**

July 2013 through March 2014

	<u>Jul '13 - Mar 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Net Other Income</b>	<u>10,782.91</u>	<u>-546,839.00</u>	<u>557,621.91</u>	<u>-1.97%</u>
<b>Net Income</b>	<u><u>636,000.08</u></u>	<u><u>-810,058.00</u></u>	<u><u>1,446,058.08</u></u>	<u><u>-78.51%</u></u>

# So San Luis Obispo Co Sanitation District-Expansion(20)

## Profit & Loss Budget vs. Actual

July 2013 through March 2014

	<u>Jul '13 - Mar 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
20-4010 AG Connections	37,743.00	76,725.00	-38,982.00	49.19%
20-4020 GB Connections	25,987.00	59,400.00	-33,413.00	43.75%
20-4030 OCSD Connections	0.00	19,800.00	-19,800.00	0.0%
20-5015 Interest Income	3,486.98	5,200.00	-1,713.02	67.06%
<b>Total Income</b>	<u>67,216.98</u>	<u>161,125.00</u>	<u>-93,908.02</u>	<u>41.72%</u>
<b>Expense</b>				
20-8010 Capital Equipment	36,995.00	100,000.00	-63,005.00	37.0%
20-8065 Struct/Grnds Repl-Imp	24,626.40	1,392,000.00	-1,367,373.60	1.77%
<b>Total Expense</b>	<u>61,621.40</u>	<u>1,492,000.00</u>	<u>-1,430,378.60</u>	<u>4.13%</u>
<b>Net Ordinary Income</b>	<u>5,595.58</u>	<u>-1,330,875.00</u>	<u>1,336,470.58</u>	<u>-0.42%</u>
<b>Net Income</b>	<u><u>5,595.58</u></u>	<u><u>-1,330,875.00</u></u>	<u><u>1,336,470.58</u></u>	<u><u>-0.42%</u></u>



**So San Luis Obispo Co Sanitation District - 26(Replacement)**  
**Profit & Loss Budget vs. Actual**  
**July 2013 through March 2014**

	<b>Jul '13 - Mar 14</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Income</b>				
<b>26-5040 Transfer from Fund 19</b>	80,498.15	672,709.00	-592,210.85	11.97%
<b>Total Income</b>	80,498.15	672,709.00	-592,210.85	11.97%
<b>Expense</b>				
<b>26-8015 Trunk Sewer Maintenanc</b>	0.00	160,000.00	-160,000.00	0.0%
<b>26-8061 Struct/Grnds Maint-Maj</b>	7,990.67	27,000.00	-19,009.33	29.6%
<b>26-8065 Struct/Grnds Repl&amp;Imp</b>	59,776.02	766,344.00	-706,567.98	7.8%
<b>Total Expense</b>	67,766.69	953,344.00	-885,577.31	7.11%
<b>Net Income</b>	<b>12,731.46</b>	<b>-280,635.00</b>	<b>293,366.46</b>	<b>-4.54%</b>

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT  
RESOLUTION NO. 2014 – 320**

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

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

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

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

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

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

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

1. Account 19-6040 Secretary/Bookkeeper: 79.86% of annual budget expended. An increase of \$1,500 is recommended at this time. The total budget for this account will be \$54,356. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.
2. Account 19-7013 Communications – Telephone: 86.38% of annual budget expended. We recommend an increase of \$1,000. The total budget for this account will be \$7,090. It is recommended that the increase be funded by a transfer from account 19-8056 Safety Supplies.
3. Account 19-7015 Office Equipment/Computer Supplies: 97.94% of annual budget expended. An increase of \$1,000 is recommended at this time. The total budget for this account will be \$11,000. It is recommended that the increase be funded by a transfer from account 19-8055 Small Tools.
4. Account 19-7050 Memberships/Seminars/Meetings: 91.92% of annual budget expended. We recommend an increase of \$3,370. This account pays for employee training seminars for District staff. The total budget for this account will be \$20,000. It is recommended that the increase be funded by a transfer from account 19-6030 Plant Operators.

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT  
RESOLUTION NO. 2014 – 320**

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

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

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

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby adopted this 16<sup>th</sup> day of April 2014.

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

ATTEST:

\_\_\_\_\_  
Rick Sweet, District Manager

APPROVED AS TO FORM:

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