



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha Oceano, California 93445-9735

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

www.sslocsd.org

AGENDA

BOARD OF DIRECTORS Meeting

1655 Front Street

Oceano, California 93445

Wednesday, April 17, 2013 at 6:00 P.M.

Board Members

Matthew Guerrero, Chair

Tony Ferrara, Vice Chair

Debbie Peterson, Director

Agencies

Oceano Community Services District

City of Arroyo Grande

City of Grover Beach

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.

3. CONSENT AGENDA

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 General Manager or Bookkeeper/Secretary at (805) 481-6903.

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 3, 2013 meeting

3B. Review and Approval of Warrants

3C. Review of Financial Report ending March 31, 2013

4. PLANT SUPERINTENDENT'S REPORT

5. BOARD ACTION ON INDIVIDUAL ITEMS:

A. FY 2012/13 BUDGET REVIEW AT END OF 3RD QUARTER

Staff recommends the Board review the 3rd Quarter Budget Review and approve the proposed budget adjustments.

6. MISCELLANEOUS ITEMS

- a. Miscellaneous Oral Communications
 - 1. AB 371 (Salas)
- b. Miscellaneous Written Communications
 - 1. FEMA Reimbursement Update

7. PUBLIC COMMENT ON CLOSED SESSION

8. CLOSED SESSION

- (1) Conference with Legal Counsel pursuant to Government Code Section 54956.9; 2 cases
 - a. Mascolo v. SSLOCSD et al. (existing litigation) CV110676
 - b. Central Coast RWQCB vs. SSLOCSD et al. (pending litigation) ACLC No. R3-2012-0030

9. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

10. AJOURNMENT

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Oceano Community Services District
1655 Front Street
Oceano, CA 93445

Minutes of the Meeting of Wednesday, April 3, 2013
6:00 P.M.

1. CALL TO ORDER AND ROLL CALL

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

District Staff in Attendance: Paul Karp, Interim General Manager; Mike Seitz, District Counsel; Matthew Haber, Bookkeeper/Secretary.

Others in Attendance: Shannon Sweeney

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Director Guerrero asked for public comment. Ms. Mary Lucey of Oceano urged the Board to consider having AGP Video provide video services at the Board meetings. She also asked whether there were any more legal invoices than what was presented on the Warrant Register. There being no more public comment, Director Guerrero closed the public comment period.

3. CONSENT AGENDA

Director Guerrero asked for public comments regarding the Consent Agenda. There being none, Director Guerrero closed the public comment period.

Director Guerrero pulled Item 3A from the Consent Agenda since Director Guthrie was not present at the meeting of March 20, 2013.

Action: It was moved by Director Peterson to approve Consent Agenda Item 3B, as presented. Director Guerrero seconded, and the motion was carried 3-0.

A. Review and Approval of the Minutes of the Meeting of March 20, 2013

Action: It was moved by Director Peterson to approve the Minutes of the Meeting of March 20, 2013, as presented. Director Guerrero seconded, and the motion was carried 2-0.

4. PLANT SUPERINTENDENT'S REPORT

Interim General Manager Karp introduced Mrs. Shannon Sweeney, a consultant to the District, who presented the Plant Superintendent's Report on Plant Superintendent Barlogio's behalf.

Action: Received and filed the Plant Superintendent's report.

5. BOARD ACTION ON INDIVIDUAL ITEMS

A. FUNDING FOR PROCESS IMPROVEMENT 13A

Interim General Manager Karp once again introduced Mrs. Shannon Sweeney who presented the staff recommendation that the Board approve redirecting funds from 12 MBI 02, Permanent Recirculating Piping, to implement plant improvements for Process Improvement 13A, including about \$14,000 for new construction and the remaining \$31,000 for associated maintenance replacements.

Director Guerrero asked for public comment. Ms. Mary Lucey of Oceano asked if this project would help in preventing future spills, and she applauded Mrs. Sweeney for working with the Water Board. There being no more public comment, Director Guerrero closed the public comment period.

Action: It was moved by Director Guthrie to approve staff's recommendation to redefine the project previously designated as 12 MBI 02 with the stipulation that the District receive a sign-off from the Regional Water Quality Control Board on the assumptions which the District is making about what violations or non-violations may occur. Director Peterson seconded, and the motion was carried unanimously.

6. MISCELLANEOUS ITEMS

a. Miscellaneous Oral Communications

Counsel Seitz pointed out that there is no closed session for this meeting as he is trying to avoid having a closed session at every meeting. Thus, there will be a closed session at the next meeting.

Director Peterson asked about the search for the District's new Plant Superintendent. Interim General Manager Karp replied that Staff had invited the proposed employee to the next Board meeting.

Director Peterson said that she had received some feedback from the Grover Beach City Council and from the public about making it a little easier and clearer in finding a way into the OCSD Boardroom.

Director Guthrie asked about verifying the operational status of the four influent pumps since they were all supposed to be working six months ago.

b. Miscellaneous Written Communications

There were no miscellaneous written communications.

7. ADJOURNMENT

There being no further business to come before the Board, Director Guerrero adjourned the meeting at approximately 7:00 p.m.

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

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
WARRANT REGISTER
4/17/2013

ISSUED TO	PURCHASE/SERVICE	INV. # / SERVICE PERIOD	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ABBA EMPLOYER SERVICES	CONTRACT LABOR	18742 18774	041713-7532	6085	2,478.96	2,478.96
ADAMSKI MOROSKI MADDEN CUMBERLAND & GREEN	LEGAL SERVICES	31094	33	7070	1,952.00	1,952.00
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	MAY	34	6025	791.36	791.36
AMIAO WATER SYSTEMS	WATER FILTER PARTS	161110 161208 161378	35	8030	145.97	145.97
ARAMARK UNIFORMS	EMPLOYEE UNIFORMS	7768871 7785788	36	7025	470.00	470.00
AT&T	TELEPHONE SERVICE	MARCH	37	7013	341.70	341.70
B&B STEEL & SUPPLY	STEEL	412324	38	8060	169.31	169.31
BC PUMP SALES & SERVICE	PUMP REBUILD	27582	39	8030	1,359.63	1,359.63
BRENTTAG PACIFIC, INC	PLANT CHEMICALS	287973 291942	40	8050	12,373.73	12,373.73
BURKE AND PACE OF A.G., INC.	MISC SUPPLIES	2447750	41	8060	58.41	58.41
CA ELECTRIC SUPPLY	ELEC SYS UPGRADE	7826-519025 7826-519081 7826-519082	42	26/8065	2,452.65	2,452.65
	04 MBI 16	7826-520240 7826-519837 7826-520394				
		7826-520066 7826-520991				
CAL COAST MACHINERY	MOWER SERVICE AND PARTS	97596 98936	43	8030	103.65	103.65
CARQUEST	VEHICLE PARTS AND SUPPLIES	7314-617089 7314-617276 FC3163234	44	8032	136.82	136.82
CENTRAL COAST WATER TREATMENT	LAB SUPPLIES	12610	45	8040	60.00	60.00
CHERRY LANE NURSERY	MISC SUPPLIES	33628	46	8060	64.79	64.79
D&H WATER SYSTEMS	MOTOR PROTECTION DEVICE	2013-125	47	8030	916.88	916.88
DIAL LONG DISTANCE, INC.	LONG DISTANCE SERVICE	18648	48	7013	54.91	54.91
FARM SUPPLY COMPANY	CHLORINE ANALYZER FILTER	13169	49	8030	1,021.57	1,021.57
FASTENAL	MISC SUPPLIES	CAS143740 CAS143741	50	8030	169.15	169.15
FEDEX	SHIPPING	2-223-43121 2-230-75681	51	8045	44.47	44.47
FERGUSON ENTERPRISES	GATE VALVES	9146231	52	8030	829.79	829.79
FGL ENVIRONMENTAL	CHEMICAL ANALYSIS	380902A 380914A 380917A	53	7078	420.00	420.00
		380975A 381015A				
GAS COMPANY	GAS SERVICE	03/05/13 TO 04/03/13	54	7092	2,216.93	2,216.93
GROVER TOOL RENTAL	TABLE AND CHAIR RENTALS	33728	55	8035	88.00	88.00
HACH	WIMS AND JOPLUS SUPPORT	04/01/13 - 03/31/14 8229712	56	7015	2,165.00	2,165.00
HDS WHITE CAP CONSTRUCTION SUPPLY	DRILL BITS	50000101153	57	8055	121.33	121.33
INTERSTATE BATTERIES	CART BATTERIES	65178	58	8030	115.78	115.78
JB DEWAR INC	VEHICLE FUEL	25538	59	8020	408.87	408.87
MINERS ACE	MAINTENANCE SUPPLIES	MARCH	60	8060	494.47	494.47
NESTLE PURE LIFE	LAB WATER FOR MARCH	13C0012917373	61	8040	124.49	124.49
OCEANO COMMUNITY SERVICES DIST	WATER SERVICE	01/18/13 TO 03/18/13	62	7094	130.75	130.75
OFFICE DEPOT	OFFICE SUPPLIES	ORDERS 653213814 653213993	63	8045	206.34	206.34
PAUL KARP	ADMINISTRATIVE SERVICES	4/4/13 - 4/17/13	64	7076	1,750.00	1,750.00
PERS	EMPLOYEES' RETIREMENT	PPE 04/05/2013	65	6060	2,683.88	2,683.88
PRAXAIR	MISC SUPPLIES	45617071	66	8060	40.90	40.90
SAFETY KLEEN	PARTS WASHER - SOLVENT	60225840	67	8030	314.45	314.45
SANTA MARIA DIESEL	GENERATOR COOLANT	S35855 CH#2327839 CREDIT	68	8030	87.34	87.34
SCHINDLER LAW GROUP	LEGAL SERVICES	2575	69	7070	42.04	42.04
SHIPSEY & SEITZ	DISTRICT COUNSEL SERVICES	MARCH	70	7071	3,892.00	6,986.00
	LITIGATION			7070	3,094.00	
SM TIRE	TRAILER TIRES	574679 574682	71	8032	147.46	147.46
SO CO SANITARY SERVICE	TRASH SERVICE	APRIL	72	7093	118.47	118.47
SPRINT	CELL PHONE SERVICE	MARCH	73	7013	91.22	91.22
THOMA ELECTRIC	INF PUMP FEASABILITY ANALYSIS	29619 09 MBI 01	74	26/8061	302.00	302.00
TITAN INDUSTRIAL	HOUSEHOLD SUPPLIES	1053572	75	8035	77.82	397.08
	LAB SUPPLIES	1053594		8040	70.20	
	MISC SUPPLIES	1053466 1053546 1053561		8060	249.06	
UGSI CHEMFEED, INC.	POLYBLEND UNIT	SLS/30114599	76	8060	8,388.76	8,388.76
UNDERGROUND SERVICE ALERT	DIG ALERT SERVICE	13030031	77	7011	136.50	136.50
UNITED RENTALS	DUMP TRUCK RENTAL	107968342-005 08 MBI 25	78	20/8065	1,953.29	1,953.29
USABUEBOOK	CHLORINE CHART RECORDER	919777	79	8030	3,028.41	5,806.64
	CHEMICAL PUMP	922096		8030	111.57	
	LAB SUPPLIES	926622		8040	887.47	
	EMERGENCY SHOWER	923557		8056	174.87	
	CHLORINE ANALYZER HOUSING	923557		8060	710.41	
	MISC SUPPLIES - CL2 TANK	888061 889905 893955 920762		8060	893.91	
WALLACE GROUP	ADMIN SERVICES	MARCH	80	7076	5,128.43	13,613.92
	OPERATION PROJECTS			various	4,349.85	
	REIMB PROJECTS			various	1,904.64	
	MAJOR BUDGET ITEMS			various	2,231.00	
WEST COAST INDUSTRIAL SUPPLY	MISC SUPPLIES	29292 29307 29359	81	8060	373.59	373.59
WW GRAINGER	GEAR LUBE	9106659544	82	8030	295.57	1,046.78
	HOUSEHOLD SUPPLIES	9096322681 9107653702		8035	644.47	
	SAFETY SUPPLIES	9106519888		8056	106.74	
SUB TOTAL					76,768.03	76,768.03
PAYROLL	PPE 04/05/2013				24,400.19	24,400.19
GRAND TOTAL					101,168.22	101,168.22

We hereby certify that the demands numbered serially from 041703-7532 to 041713-7582 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: _____

Chairman

Board Member

Board Member

Secretary



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TO: Board of Directors
FROM: Matthew Haber, *Bookkeeper/Secretary*
VIA: Paul J. Karp, *Interim General Manager*
DATE: April 17, 2013
SUBJECT: Monthly Financial Review (March 2013)

Overall Monthly Summary

During the month of March, the District recognized total revenue of \$287,342. Of this, \$274,551 was earned for February sewer service with the following breakdown: \$134,670 was earned from the City of Arroyo Grande, \$81,718 was earned from the City of Grover Beach, and \$58,163 was earned from OCSD. \$7,425 was earned for February connection fees from the City of Arroyo Grande. For the month of March, \$1,971 was earned for the AT&T cell-tower lease, and FOG and WDR reimbursements billed in March totaled \$3,396.

District operating expenses totaled \$293,928 for the month of March. Non-operating expenses totaled \$47,307.

Local Agency Investment Fund

The balance in the District's LAIF account was \$3,001,144 at March 31, 2013.

County of San Luis Obispo Treasury Pool

As of March 31, 2013, the reconciled cash balance with the County of San Luis Obispo Treasury Pool was \$655,953. 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.

To arrive at the reconciled cash balance, differences between the District's cash balance and the County's are investigated for possible errors. These reconciling items are then applied to the cash balances to arrive at the reconciled amount. At March 31, 2013, the District's books show a cash balance of \$655,953 including the amount of cash allocated to the Medical Reimbursement Trust account. The County's statement, however, has a cash balance of \$656,730. The difference of \$777 is the result of reconciling items which have not yet been posted into the County's system. The District Bookkeeper will continue working on fully reconciling these two account balances.

Rabobank Funds

As of March 28, 2013, the reconciled cash balance in the District's Rabobank account totaled \$37,741. This account is used to process LAIF transfers and for the issuance of payroll checks through the District's contracted payroll provider service. Funds are transferred periodically from LAIF in order to cover these expenses.

MONTHLY FINANCIAL STATEMENT (Government Code Section 53646(d))
 SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
 FINANCIAL SUMMARY AT MARCH 31, 2013 FY 2012-13

	FUND 19 OPERATING	FUND 20 EXPANSION	FUND 26 REPLACEMENT	DISTRICT- WIDE
Cash with County Treasury				653,801
Cash with LAIF				3,001,144
Cash with Rabobank				37,741
Cash allocated to Medical Trust				<u>2,152</u>
CONSOLIDATED CASH BALANCE				3,694,838
TOTAL DEPOSITS				
Current - County Treasury Pool	593,219	7,425		600,644
LONG-TERM DEBT				
Energy Project Principal Amount		325,209		325,209
REVENUES:				
OPERATING				
Current	277,946			277,946
Year-to-date	2,090,749			2,090,749
NON-OPERATING				
Current Period				
FEMA Funding				
Connection Fees		7,425		7,425
Interest				
Lease Income (AT&T Cell)	1,971			1,971
Brine Disposal				
Other reimbursements				
Total - Current Period	1,971	7,425		9,396
Year-to-Date				
FEMA Funding				
Connection Fees		59,399		59,399
Interest	795	4,123	1,516	6,434
Lease Income (AT&T Cell)	17,645			17,645
Brine Disposal	10,464			10,464
Other reimbursements	3,365			3,365
Total - YTD	32,269	63,522	1,516	97,307
TOTAL REVENUES:				
Current Period	279,917	7,425		287,342
Year-to-date	2,123,018	63,522	1,516	2,188,056
EXPENSES:				
Current Period	293,928	6,001	41,306	341,235
Year-to-date	2,393,770	22,747	264,067	2,680,585
Net Income (Loss) - Current Period	(14,011)	1,425	(41,306)	(53,893)
Net Income (Loss) - YTD	(270,752)	40,775	(262,551)	(492,529)

NEW CONNECTIONS	CURRENT NUMBER	CURRENT REVENUE	FY 2012/13 YEAR-TO-DATE	FY 2012/13 YTD REVENUE
Arroyo Grande	3	7,425	23	56,924
Grover Beach	0	0	1	2,475
Oceano	0	0	0	0
TOTAL NEW DISTRICT CONNECTIONS	3	7,425	24	59,399



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To: Board of Directors
From: Bob Barlogio, Plant Superintendent
Via: Paul Karp, interim District Administrator
Date: April 17, 2013

Subject: Superintendent's Report

March data are as follows:

Average daily flow 2.53 million gallons per day with a daily maximum of 2.73

Chlorine usage average 299 gallons per day, we raised the dosing trying to keep the fecal results low.

Monthly average of BOD in was 327 mg/l, out was 19 mg/l.

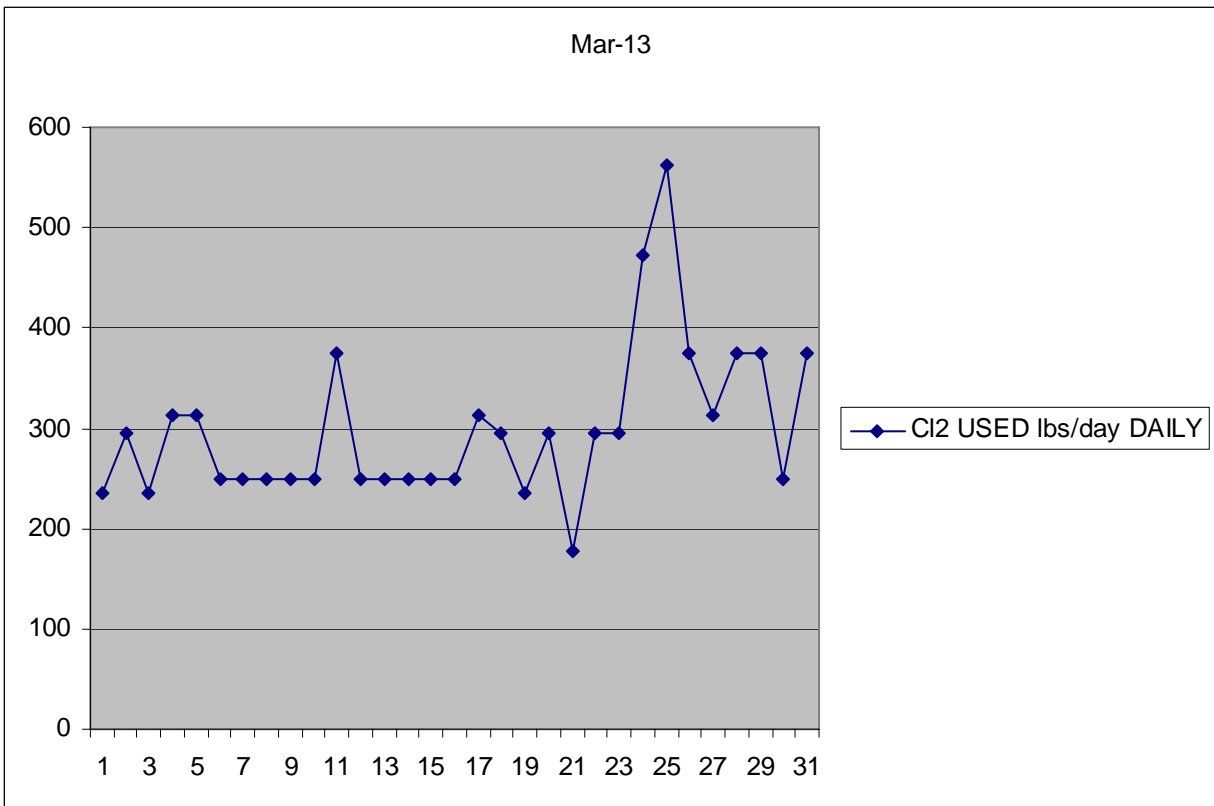
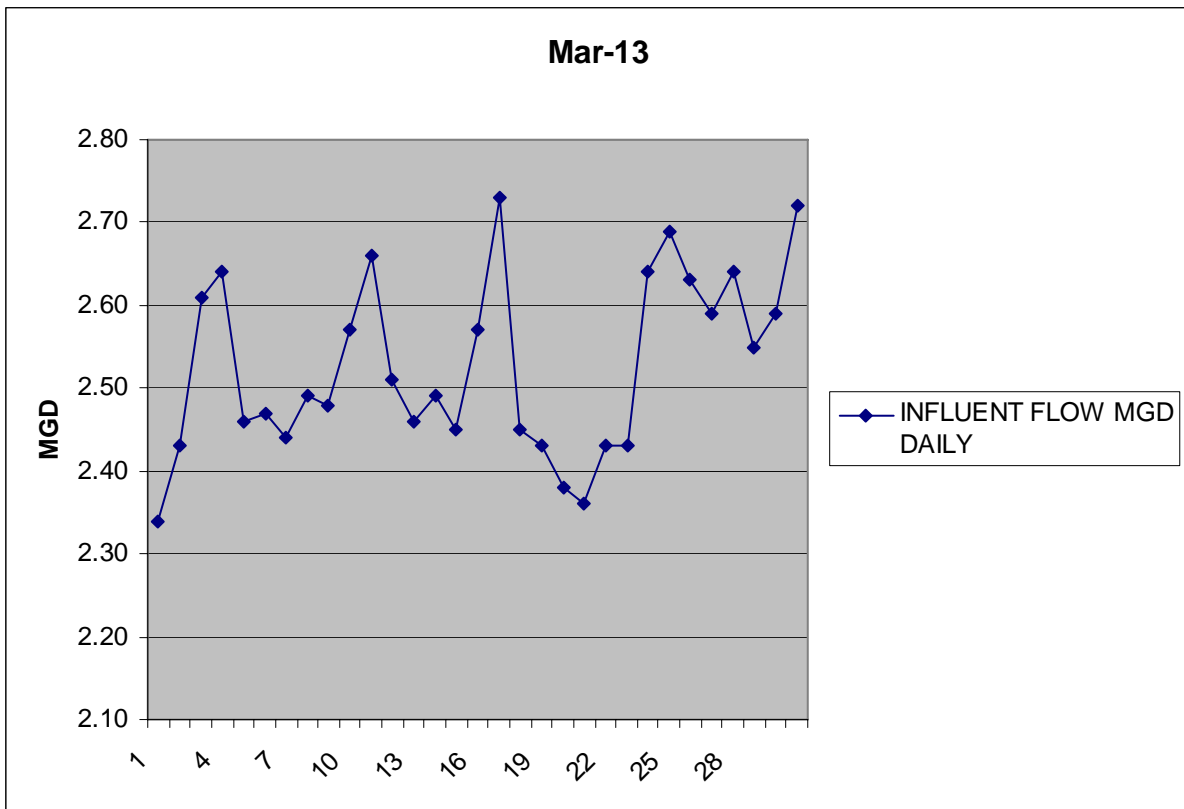
Monthly average of TSS in was 428 mg/l, out was 25 mg/l.

With the exception of the one fecal coliform exceedance, the Plant was in compliance for the month of March, 2013.

Staff is still working on the back-up chlorination system. We are having problems with the plugging of the water filters. Staff hopes to have this resolved soon.

Staff is collecting the samples for annual testing. This process takes about two weeks. Staff will sample the influent, effluent and bio-solids for over 100 constituents.

Five Cites Fire Authority used District's facility for some training during March. It works well for both agencies, the Fire Personnel get experience in confine space training and the District gets the benefit of having the Fire Department Personnel where the District is located and the facility's layout.





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Staff Report

To: Board of Directors
From: Paul Karp, *Interim General Manager*
Date: April 17, 2013

Subject: Fiscal Year 2012/13 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; and
2. This quarter, all of the adjustments can be accommodated internally within each of the three Funds (without further drawdown from fund balance as experienced in previous quarters) as detailed below.

Funding:

Revenue account line items to date are generally within expected amounts. Therefore, no revenue changes are being recommended at the end of the third quarter.

Revenues

	Amended Budget at 2 nd Quarter	Received as of 03-31-13 Amount Percent		Recommended 3 rd -Quarter Adjustments	Budget at 3 rd Quarter
Fund 19	\$ 3,168,175	\$ 2,123,017	67%	\$ 0	\$ 3,168,175
Fund 20	\$ 84,250	\$ 63,522	75%	\$ 0	\$ 84,250
Fund 26	\$ 3,500	\$ 1,516	43%	\$ 0	\$ 3,500
Total	\$ 3,255,925	\$ 2,188,055	67%	\$ 0	\$ 3,255,925

Although several expense account line items have significantly exceeded their budgeted amounts at the end of the third quarter, no funding increases are necessary as internal transfers within each Fund will provide for the additional funding to those accounts with funding needs.

Expenses

	Amended Budget at 2 nd Quarter	Expended as of 03-31-13 Amount Percent		Recommended 3 rd -Quarter Adjustments	Budget at 3 rd Quarter
Fund 19	\$ 3,679,801	\$ 2,393,770	65%	\$ 0	\$ 3,679,801
Fund 20	\$ 673,589	\$ 22,747	3%	\$ 0	\$ 673,589
Fund 26	\$ 1,937,907	\$ 264,067	14%	\$ 0	\$ 1,937,907
Total	\$ 6,291,297	\$ 2,680,584	43%	\$ 0	\$ 6,291,297

Discussion:

Following the end of the third quarter at March 31 (75% of fiscal year completed), District Staff reviewed the FY 2012-13 account line items under each Fund as well as each Major Budget Item (MBI). Certain accounts stand out as having greatly exceeding their budgeted amounts at this point. These items are discussed below.

1. Account 19-7005 Advertising – Legal and Recruitment (89% expended at end of third quarter). An increase of \$1,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$2,000. It is recommended that the increase be funded by a transfer from account 19-7013 Communications - Telephone.
2. Account 19-7043 Insurance – Liability and Automobile (90% expended at end of third quarter). An increase of \$4,606 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$28,006. It is recommended that the increase be funded by a transfer of \$3,518 from account 19-8061 04 MBI 11 Annual GIS/GPS Survey and by a transfer of \$1,088 from account 19-7013 Communications – Telephone.
3. Account 19-7070 Professional Services – Outside Legal Counsel and Litigation (123% expended at end of third quarter). An increase of \$110,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$430,000. It is recommended that the increase be funded by a transfer from account 19-8015 Trunk Sewer Maintenance.
4. Account 19-7072 Professional Services – Auditing (89% expended at end of third quarter). No increase to this budget line item is necessary as the expenses are in-line with the fee schedule approved in the professional services agreement with the District's auditors.
5. Account 19-7091 Utilities – Electricity (89% expended at end of third quarter). An increase of \$30,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$145,000. It is recommended that the increase be funded by a transfer from account 19-7076 Professional Services - District Administration.
6. Account 19-7092 Utilities – Gas (101% expended at end of third quarter). An increase of \$6,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$23,500. It is recommended that the increase be funded by a transfer from account 19-7094 Utilities – Water.
7. Account 19-7096 Cogen EISA (90% expended at end of third quarter). No increase to this budget line item is necessary as the expenses are in-line with the required payment schedule per the installment sales agreement for the original purchase of the cogeneration system.
8. Account 19-8030 Equipment Maintenance - Regular (127% expended at end of third quarter). An increase of \$50,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$150,000. It is recommended that the increase be funded by a transfer from account 19-8061 12 MBI 04 Backflow Preventer.
9. Account 19-8032 Automotive Maintenance (116% expended at end of third quarter). An increase of \$3,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$8,000. It is recommended that the increase be funded by a transfer from account 19-7094 – Utilities – Water.

10. Account 19-8060 Structure Maintenance – Regular (108% expended at end of third quarter). An increase of \$30,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$110,000. It is recommended that the increase be funded by a transfer from account 19-8061 12 MBI 04 Backflow Preventer.

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: Schedule of Proposed Budget Adjustments

Discussion:

Following the end of the third quarter at March 31 (75% of fiscal year completed), District Staff reviewed the FY 2012-13 account line items under each Fund as well as each Major Budget Item (MBI). Certain accounts stand out as having greatly exceeding their budgeted amounts at this point. These items are discussed below.

1. Account 19-7005 Advertising – Legal and Recruitment (89% expended at end of third quarter). An increase of \$1,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$2,000. It is recommended that the increase be funded by a transfer from account 19-7013 Communications - Telephone.
2. Account 19-7043 Insurance – Liability and Automobile (90% expended at end of third quarter). An increase of \$4,606 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$28,006. It is recommended that the increase be funded by a transfer of \$3,518 from account 19-8061 04 MBI 11 Annual GIS/GPS Survey and by a transfer of \$1,088 from account 19-7013 Communications – Telephone.
3. Account 19-7070 Professional Services – Outside Legal Counsel and Litigation (123% expended at end of third quarter). An increase of \$110,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$430,000. It is recommended that the increase be funded by a transfer from account 19-8015 Trunk Sewer Maintenance.
4. Account 19-7072 Professional Services – Auditing (89% expended at end of third quarter). No increase to this budget line item is necessary as the expenses are in-line with the fee schedule approved in the professional services agreement with the District's auditors.
5. Account 19-7091 Utilities – Electricity (89% expended at end of third quarter). An increase of \$30,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$145,000. It is recommended that the increase be funded by a transfer from account 19-7076 Professional Services - District Administration.
6. Account 19-7092 Utilities – Gas (101% expended at end of third quarter). An increase of \$6,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$23,500. It is recommended that the increase be funded by a transfer from account 19-7094 Utilities – Water.
7. Account 19-7096 Cogen EISA (90% expended at end of third quarter). No increase to this budget line item is necessary as the expenses are in-line with the required payment schedule per the installment sales agreement for the original purchase of the cogeneration system.
8. Account 19-8030 Equipment Maintenance - Regular (127% expended at end of third quarter). An increase of \$50,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$150,000. It is recommended that the increase be funded by a transfer from account 19-8061 12 MBI 04 Backflow Preventer.
9. Account 19-8032 Automotive Maintenance (116% expended at end of third quarter). An increase of \$3,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$8,000. It is recommended that the increase be funded by a transfer from account 19-7094 – Utilities – Water.

10. Account 19-8060 Structure Maintenance – Regular (108% expended at end of third quarter). An increase of \$30,000 to this budget line item is being recommended to reflect actual expenses as of the end of the third quarter. The total budget for this account will be \$110,000. It is recommended that the increase be funded by a transfer from account 19-8061 12 MBI 04 Backflow Preventer.

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: Schedule of Proposed Budget Adjustments

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

Profit & Loss Budget vs. Actual

July 2012 through March 2013

	<u>Jul '12 - Mar 13</u>	<u>Budget</u>	<u>Over (Under) Budget</u>	<u>% of Budget</u>
Income				
19-4015 Arroyo Grande Services	1,085,665.49	1,440,500.00	(354,834.51)	75.37%
19-4022 Grover Beach Services	697,578.61	1,050,000.00	(352,421.39)	66.44%
19-4035 OCSD Services	284,095.22	500,000.00	(215,904.78)	56.82%
19-4045 School Services	3,907.92	23,000.00	(19,092.08)	16.99%
19-4050 Brine Disposal Service	10,464.00	20,900.00	(10,436.00)	50.07%
19-4055 Lease (AT&T)	17,644.79	22,525.00	(4,880.21)	78.33%
19-5015 Interest	794.58	750.00	44.58	105.94%
19-5020 Other Reimbursements	3,364.84	250.00	3,114.84	1,345.94%
19-5021 FEMA Funding	0.00	30,000.00	(30,000.00)	0.0%
19-5022 WDR Reimbursement	1,326.60	10,000.00	(8,673.40)	13.27%
19-5023 FOG Reimbursement	18,175.42	30,000.00	(11,824.58)	60.59%
19-5025 Other Sales	0.00	250.00	(250.00)	0.0%
19 5024 Wtr Recyc Stdy Reimbur	0.00	40,000.00	(40,000.00)	0.0%
Total Income	<u>2,123,017.47</u>	<u>3,168,175.00</u>	<u>(1,045,157.53)</u>	<u>67.01%</u>
Expense				
19-6010 Medical Insurance	113,577.53	158,069.00	(44,491.47)	71.85%
19-6025 Dental Insurance	7,122.24	11,200.00	(4,077.76)	63.59%
19-6030 Plant Operators	317,694.68	464,862.00	(147,167.32)	68.34%
19-6040 Secretary/Bookkeeper	34,390.02	46,708.00	(12,317.98)	73.63%
19-6050 S.S. & Medicare	26,934.48	39,135.00	(12,200.52)	68.83%
19-6055 State Disability Insur	1,752.40	2,558.00	(805.60)	68.51%
19-6060 State Retirement	55,839.40	92,486.00	(36,646.60)	60.38%
19-6075 Medical Reimbursement	1,590.00	4,000.00	(2,410.00)	39.75%
19-6080 Workers Compensation	97,279.80	125,000.00	(27,720.20)	77.82%
19-6085 Temporary Labor Service	49,349.27	65,000.00	(15,650.73)	75.92%
19-6090 Payroll Process Fee	1,617.31	2,500.00	(882.69)	64.69%
19-6095 Unemployment Remiburse	900.00	13,163.00	(12,263.00)	6.84%
19-7005 Advert/Legal&Recruit	1,573.50	1,000.00	573.50	157.35%
19-7011 Communications	2,070.91	3,180.00	(1,109.09)	65.12%
19-7013 COMMUNICATIONS-Teleph	3,377.02	8,000.00	(4,622.98)	42.21%
19-7014 COMMUNICATIONS-Paging	123.01	200.00	(76.99)	61.51%
19-7015 Office Equip/Comp Supp	10,355.92	17,916.00	(7,560.08)	57.8%
19-7025 Employee Uniforms	9,162.09	12,000.00	(2,837.91)	76.35%

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

Profit & Loss Budget vs. Actual

July 2012 through March 2013

	<u>Jul '12 - Mar 13</u>	<u>Budget</u>	<u>Over (Under) Budget</u>	<u>% of Budget</u>
19-7032 Equip Rental Other	297.00	5,000.00	(4,703.00)	5.94%
19-7043 Ins, Liability/Auto	21,029.50	23,400.00	(2,370.50)	89.87%
19-7050 Memberships/Seminars/Mtg	5,388.15	21,000.00	(15,611.85)	25.66%
19-7060 Ocean Outfall Maint	824.00			
19-7065 Source Ctrl Program	41,595.51	80,000.00	(38,404.49)	51.99%
19-7068 Permits/Fees/License	20,099.95	40,000.00	(19,900.05)	50.25%
19-7069 LAFCO Budget Share	9,234.99	9,235.00	(0.01)	100.0%
19-7070 Prof Svcs - Out.Counsel	393,231.50	320,000.00	73,231.50	122.89%
19-7071 Prof Serv-Attorney Fee	33,177.00	45,000.00	(11,823.00)	73.73%
19-7072 Prof Serv - Auditing	5,000.00	5,640.00	(640.00)	88.65%
19-7073 Prof Serv - AG Billing	7,309.89	20,000.00	(12,690.11)	36.55%
19-7074 Prof Serv - OCSD Bill	0.00	10,000.00	(10,000.00)	0.0%
19-7075 Prof Serv - Brd Member	5,600.00	7,200.00	(1,600.00)	77.78%
19-7076 Prof Serv-Dist Admin	80,929.19	150,000.00	(69,070.81)	53.95%
19-7077 Prof Serv-Engineering	64,492.48	125,000.00	(60,507.52)	51.59%
19-7078 Prof Serv-Chem Analysis	24,092.32	60,000.00	(35,907.68)	40.15%
19-7079 Prof Serv-Other Bill	3,957.44	10,000.00	(6,042.56)	39.57%
19-7081 Prof Serv-GB Bill	0.00	9,000.00	(9,000.00)	0.0%
19-7082 FEMA Expenditures	2,095.70	5,000.00	(2,904.30)	41.91%
19-7083 WDR Reporting	1,326.60	10,000.00	(8,673.40)	13.27%
19-7084 FOG (Parent Agencies)	22,170.74	30,000.00	(7,829.26)	73.9%
19-7085 Solids Handling	56,883.10	85,000.00	(28,116.90)	66.92%
19-7086 Brine Disposal Exp	618.00	5,000.00	(4,382.00)	12.36%
19-7087 WDR & SSMP DISTRCT EXP	107,525.27	155,000.00	(47,474.73)	69.37%
19-7088 Water Recycling Study	837.00	40,000.00	(39,163.00)	2.09%
19-7089 Rate Study	0.00	25,000.00	(25,000.00)	0.0%
19-7091 Util-Elec	102,419.65	115,000.00	(12,580.35)	89.06%
19-7092 Util-Gas	17,750.55	17,500.00	250.55	101.43%
19-7093 Util-Rubbish	949.18	1,250.00	(300.82)	75.93%
19-7094 Util-Water	664.03	10,000.00	(9,335.97)	6.64%
19-7095 Zone 1/1A Agreement	7,072.88	28,500.00	(21,427.12)	24.82%
19-7096 Cogen EISA	67,356.39	75,000.00	(7,643.61)	89.81%
19-7097 Cogen Service Contract	8,280.35	35,000.00	(26,719.65)	23.66%
19-8010 Capital Equipment	17,043.52	54,256.00	(37,212.48)	31.41%
19-8015 Trunk Sewer Maint	18,103.76	150,000.00	(131,896.24)	12.07%

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

Profit & Loss Budget vs. Actual

July 2012 through March 2013

	<u>Jul '12 - Mar 13</u>	<u>Budget</u>	<u>Over (Under) Budget</u>	<u>% of Budget</u>
19-8020 Gas & Oil	8,604.18	10,000.00	(1,395.82)	86.04%
19-8030 Equipment Maint-Reg	126,919.76	100,000.00	26,919.76	126.92%
19-8032 Automotive Maint	5,800.00	5,000.00	800.00	116.0%
19-8035 Household Expense	1,788.02	3,500.00	(1,711.98)	51.09%
19-8040 Lab Supplies	9,067.07	11,500.00	(2,432.93)	78.84%
19-8045 Office Supplies&Exp	3,700.16	8,000.00	(4,299.84)	46.25%
19-8050 Plant Chemicals	236,078.32	260,000.00	(23,921.68)	90.8%
19-8055 Small Tools	4,995.41	12,500.00	(7,504.59)	39.96%
19-8056 Safety Supplies	14,152.08	18,500.00	(4,347.92)	76.5%
19-8060 Structure Maint-Reg	86,255.10	80,000.00	6,255.10	107.82%
19-8061 Struct Maint - Major	14,345.00	321,843.00	(307,498.00)	4.46%
Total Expense	<u>2,393,770.32</u>	<u>3,679,801.00</u>	<u>(1,286,854.68)</u>	<u>65.05%</u>
Net Income (Loss)	<u><u>(270,752.85)</u></u>	<u><u>(511,626.00)</u></u>		

So San Luis Obispo Co Sanitation District- Fund 20 (Expansion)
Profit & Loss Budget vs. Actual
July 2012 through March 2013

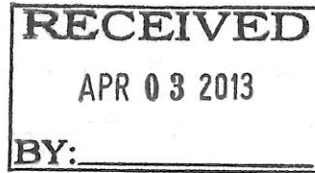
	Jul '12 - Mar 13	Budget	Over (Under) Budget	% of Budget
Income				
20-4010 AG Connections	56,924.00	49,500.00	7,424.00	115.0%
20-4020 GB Connections	2,475.00	14,850.00	(12,375.00)	16.67%
20-4030 OCSD Connections	0.00	9,900.00	(9,900.00)	0.0%
20-5015 Interest Income	4,123.32	10,000.00	(5,876.68)	41.23%
Total Income	<u>63,522.32</u>	<u>84,250.00</u>	<u>(20,727.68)</u>	<u>75.4%</u>
Expense				
20-7089 Rate Study	0.00	25,000.00	(25,000.00)	0.0%
20-8010 Capital Equipment	1,994.25	110,000.00	(108,005.75)	1.81%
20-8065 Struct/Grnds Repl-Imp	<u>20,753.24</u>	<u>538,589.00</u>	<u>(517,835.76)</u>	<u>3.85%</u>
Total Expense	<u>22,747.49</u>	<u>673,589.00</u>	<u>(650,841.51)</u>	<u>3.38%</u>
Net Income (Loss)	<u><u>40,774.83</u></u>	<u><u>(589,339.00)</u></u>		

So San Luis Obispo Co Sanitation District - Fund 26 (Replacement)
Profit & Loss Budget vs. Actual
July 2012 through March 2013

	<u>Jul '12 - Mar 13</u>	<u>Budget</u>	<u>Over (Under) Budget</u>	<u>% of Budget</u>
Income				
26-5015 Interest Income	1,515.80	3,500.00	(1,984.20)	43.31%
Total Income	<u>1,515.80</u>	<u>3,500.00</u>	<u>(1,984.20)</u>	<u>43.31%</u>
Expense				
26-8015 Trunk Sewer Maintenan				
08 MBI 19 CIPP Lining	0.00	295,034.00	(295,034.00)	0.0%
26-8061 Struct/Grnds Maint-Maj				
06 MBI 04 PriClar 1 Catwalk	141,506.70	213,384.00	(71,877.30)	66.32%
06 MBI 05 PriClar 2 Catwalk	0.00	40,000.00	(40,000.00)	0.0%
09 MBI 01 FFR Pump Refurbish	32,415.70	56,092.00	(23,676.30)	57.79%
10 MBI 12 AG Creek Pipe Bridge	0.00	175,000.00	(175,000.00)	0.0%
26-8065 Struct/Grnds Repl&Imp				
04 MBI 16 Elec Sys Upgrade	56,412.29	68,793.00	(12,380.71)	82.0%
06 MBI 13 Infl Pumps Gate&Valve	25,246.21	275,496.00	(250,249.79)	9.16%
08 MBI 18 Flood Gate Upgrade Pr	0.00	212,340.00	(212,340.00)	0.0%
11 MBI 08 Infl Pump Fail/Re	8,485.94	431,242.00	(422,756.06)	1.97%
26-8070 Emergency Equip Repair	0.00	170,526.00	(170,526.00)	0.0%
Total Expense	<u>264,066.84</u>	<u>1,937,907.00</u>	<u>(1,673,840.16)</u>	<u>13.63%</u>
Net Income (Loss)	<u><u>(262,551.04)</u></u>	<u><u>(1,934,407.00)</u></u>		

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
PROPOSED BUDGET ADJUSTMENTS
END OF THIRD QUARTER FY 2012-13

ACCOUNT	CURRENT BUDGET	AMOUNT EXPENDED AS OF 3-31-13	PERCENT EXPENDED AS OF 3-31-13	PROPOSED ADJUSTMENT	ADJUSTED BUDGET
OPERATING FUND 19 EXPENSES					
19-7005 Advertising - Legal and Recruitment	\$ 1,000	\$ 1,574	157%	\$ 1,000	\$ 2,000
19-7013 Communications - Telephone	\$ 8,000	\$ 3,377	42%	\$ (2,088)	\$ 5,912
19-7043 Insurance - Liability and Automobile	\$ 23,400	\$ 21,030	90%	\$ 4,606	\$ 28,006
19-7070 Professional Services - Outside Counsel/Litigation	\$ 320,000	\$ 393,232	123%	\$ 110,000	\$ 430,000
19-7076 Professional Services - District Administration	\$ 150,000	\$ 80,929	54%	\$ (30,000)	\$ 120,000
19-7091 Utilities - Electricity	\$ 115,000	\$ 102,420	89%	\$ 30,000	\$ 145,000
19-7092 Utilities - Gas	\$ 17,500	\$ 17,751	101%	\$ 6,000	\$ 23,500
19-7094 Utilities – Water	\$ 10,000	\$ 664	7%	\$ (9,000)	\$ 1,000
19-8015 Trunk Sewer Maintenance	\$ 150,000	\$ 18,104	12%	\$ (110,000)	\$ 40,000
19-8030 Equipment Maintenance - Regular	\$ 100,000	\$ 126,920	127%	\$ 50,000	\$ 150,000
19-8032 Automotive Maintenance	\$ 5,000	\$ 5,800	116%	\$ 3,000	\$ 8,000
19-8060 Structure Maintenance - Regular	\$ 80,000	\$ 86,255	108%	\$ 30,000	\$ 110,000
19-8061 04 MBI 11 Annual GIS/GPS Survey	\$ 3,518	\$ -	0%	\$ (3,518)	\$ -
19-8061 12 MBI 04 Backflow Preventer	\$ 80,000	\$ -	0%	\$ (80,000)	\$ -
Net Budgetary Changes to Fund 19				\$ -	



FEMA

MAR 26 2013

Mr. Mark Ghilarducci
Governor's Authorized Representative
California Emergency Management Agency
3650 Schriever Avenue
Mather, California 95655

Reference: First Appeal – Net Small Project Overrun
FEMA-1952-DR-CA, P.A. ID: 079-UT3EJ-00
Subgrantee: South San Luis Obispo County Sanitation District
Cal EMA Log: 576353; FEMA Log: 308422

Dear Mr. Ghilarducci:

This responds to your letter dated October 10, 2012, which forwarded a first appeal for a Net Small Project Overrun (NSPO) and Project Completion and Certification Report (P.4) to close the South San Luis Obispo County Sanitation District's (Subgrantee) small projects under Disaster 1952. On August 10, 2012, the Subgrantee appealed to the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) and the California Emergency Management Agency (Cal EMA) for an NSPO totaling \$187,677.79. Cal EMA forwarded the NSPO recommending funding totaling \$182,554.09

The Subgrantee's application consists of three (3) small Project Worksheets (PW). They request the final cost adjustments detailed in the table below.

PW	FEMA Prior Approved Amount	Subgrantee Claimed Amount	Cal EMA Recommended Amount	FEMA Final Approved Amount	FEMA Approved Adjustment
Individual Small Projects					
272	\$9,071.00	\$9,071.00	\$9,071.00	\$9,071.00	\$0.00
792	\$40,329.40	\$150,348.47	\$145,224.67	\$77,744.00	\$37,414.60
793	\$28,258.42	\$28,258.42	\$28,258.42	\$28,258.42	\$0.00
Total	\$77,658.82	\$187,677.89	\$182,554.09	\$115,073.42	\$37,414.60

FEMA approved PWs 272 and 793 based on actual costs; therefore, no adjustment to the approved funding is requested.

FEMA approved PW 792 for an estimated cost of \$40,329.40 to address damages from excessive inflow of storm and waste water to four influent pumps and the electrical system supporting the headworks composed of pumps, screens and grit removal apparatus. The Subgrantee claimed final actual costs of \$150,348.47.

FEMA reviewed the Subgrantee's invoices supporting the cost overrun. The Subgrantee summarized the invoices in the spreadsheet included in the back-up documentation to the NSPO. Of the 142 line items, FEMA questioned the eligibility of 74 of these items.

In the attached spreadsheet, FEMA reviewed the invoices for work done by the eight contractors and vendors. The first page of the spreadsheet was omitted as the short descriptions of work of FRM and Perry Electric generally related to the headworks repair in the PW scope of work. FEMA, however, had questions starting on the second page of the spreadsheet relating to three contractors.

The work done by three: the Wallace Group, Woeste Electric and Wescorp appear to be outside the scope of work for PW 792. The work in question falls under three general categories:

- The Inflow/Infiltration investigation does not seem necessary for the repairs to the influent pumps and headworks electrical system. In contrast, engineering contractual drawings and specifications showing what is to be done would be directly necessary to make repairs.
- It was not clear that some items of electrical work are disaster related. The repairs seem to address a preexisting problem with circuit breaker coordination and a tendency for the electrical system to short circuit.
- The PW Description of Damage lists damages to the headworks and influent pumps of the wastewater treatment plant. Other invoices refer to work done on other downstream components of the wastewater treatment plant such as the clarifier system and references to other generators and pumps not spelled out in the PW Damage Description or the Scope of Work.

If the scope of work had been exceeded, the Subgrantee must provide details and justification in accordance with Title 44 Code of Federal Regulations (CFR) § 206.204(e)(1)(ii) and (e)(2).

FEMA partially approves the Subgrantee's appeal for an NSPO in accordance with 44 (CFR) § 206.204(e)(2) and § 206.205(a). FEMA has prepared a new PW to fund an NSPO totaling \$37,414.60 bringing the total approved funding for all small projects to \$115,073.42. FEMA considers all small projects closed for this Subgrantee.

Mr. Mark Ghilarducci
First Appeal – NSPO
FEMA-1952-DR-CA, P.A. ID: 079-UT3EJ-00
Page 3 of 3

In addition, there are no open large projects for this Subgrantee. Therefore, FEMA considers this application closed in accordance with 44 CFR § 206.205. Total approved funding for this Subgrantee is \$115,073.42.

The Subgrantee may appeal this determination to the Assistant Administrator, Recovery Directorate, at FEMA Headquarters. If the Subgrantee elects to appeal, the appeal must: 1) contain documented justification supporting the Subgrantee's position, 2) specify the monetary figure in dispute, and 3) cite the provisions in federal law, regulation, or policy with which the Subgrantee believes the initial action was inconsistent. A final appeal must be submitted to your office by the Subgrantee within 60 days of the Subgrantee's receipt of this determination. Your evaluation of that appeal is required to be submitted through my office to FEMA's Assistant Administrator, Recovery Directorate, within 60 days of your receipt of the Subgrantee's letter.

If you have any questions regarding this matter, please contact me at (510) 627-7100 or Terrie Zuiderhoek, Director of our Recovery Division, at (510) 627-7250.

Sincerely,



Karen E. Armes
Deputy Regional Administrator
FEMA Region IX

Enclosure

cc: Mr. Jeremy Freund, Senior Planner
South San Luis Obispo County Sanitation District
1600 Aloha Avenue, Oceano, CA 93436

PW 792 Additional Information Needed to Validate Overrun Costs

Company	Reference/ Invoice No.	Total Cost	Within PW Scope of Work	Detailed Description	Clarification Needed to Justify PW 792 Additional Overrun
Wallace Group	31158	OK	\$ 588.00	NPW-Site-WWTP- Coordinated contractor efforts in troubleshooting control room alarm problems	PW SOW eligible
Wallace Group	31158	OK	\$ 686.00	NPW-Site-WWTP- Troubleshooting generator alarms.	PW SOW eligible
Wallace Group	31158	OK	\$ 392.00	NPW-Site-WWTP- Troubleshooting generator alarms. Weekly plant project status meeting	PW SOW eligible
Wallace Group	31158	OK	\$ 392.00	NPW-Site-WWTP- Troubleshooting generator alarms.	PW SOW eligible
Wallace Group	31158	\$ 392.00		NPW-Site-WWTP- Review electrical distribution bus for breaker trip ratings.	Circuit Breaker Miscoordination Issue - disaster related?
Wallace Group	31158	OK	\$ 378.00	Site meeting	PW SOW eligible
Wallace Group	31158	\$ 392.00		Coord w/staff repairs to pumps, respond to complaints/potential claims in lagoon area next to plant	Not directly related to repair of influent pumps - external affairs legal issue
Wallace Group	31158	OK	\$ 196.00	coord storm response and repairs to influent motors	PW SOW eligible
Wallace Group	31158	OK	\$ 682.50	Diesel Pump Analysis; CIWQS Start;	PW SOW eligible
Wallace Group	31233	OK	\$ 196.00	NPW-Site-WWTP- Coordinated Thoma electrical coordination survey quote walkdown.	PW SOW eligible
Wallace Group	31233	\$ 42.00		I/I Investigation: Prepared Budget Sheet to track team billed work associated with upcoming Inflow and Infiltration Research	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	OK	\$ 105.00	City Water to Potable Water Routing	PW SOW eligible - emergency protective measures
Wallace Group	31233	\$ 294.00		Document prior FY work associated with SSLOCSD and Member Agency collection system maintenance and inspection and prepare PowerPoint for presentation to Inflow and Infiltration Project Team.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 51.00		Review videos/logs for areas of possible infiltration that may have been overlooked during reviews by others in past.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 117.50		Historical rainfall review	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 204.00		Review videos/logs for areas of possible infiltration that may have been overlooked during reviews by others in past.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 235.00		I/I analysis plan with APY	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 27.00		Flow Monitoring Review w/Aaron	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 301.00		Review influent flow data obtained during recent significant storm events to assess I/I additions to system. Determine probable source of I/I. Prepare report of findings for District Administrator.	Mitigation
Wallace Group	31233	\$ 126.00		I/I Investigation: Evaluate topography and water table elevation as per USGS reporting to determine probable I/I manholes	Cause determination investigation - outside scope unless needed to repair
Wallace Group	31233	OK	\$ 126.00	I/I Investigation: Gathered and prepared information pertinent for Inflow and Infiltration study aimed at identifying source of storm water entering plant during December 19, 2010 storm event and pump failure.	PW SOW eligible
Wallace Group	31233	\$ 51.00		SSLOCSD I/I meeting to discuss gameplan for locating sources of I/I.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 210.00		Project Scoping meeting with Valerie Huff to develop action plan and budget development moving forward with Inflow and Infiltration Study.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 196.00		NPW-Site-WWTP- Research flow charts for influent flows during rain events.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 42.00		Meeting with District Administrator regarding proposed Inflow and Infiltration Plan.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	OK	\$ 42.00	Meeting with District Manager regarding developed project scope and budget for initiating RWQCB required Inflow and Infiltration Plan resulting from 12-19-10 rain event.	PW SOW eligible
Wallace Group	31233	\$ 42.00		Prepare draft budget document for Flow Monitoring and Inflow Study as per RWQCB Response Letter corrective action requirements.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31233	\$ 147.00		Prepare draft project scope and budget memorandum for proposed SSLOCSD Inflow and Infiltration Study as per action item developed per RWQCB Response Letter to 12-19-10 Storm Event.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	OK	\$ 446.25	Site Visit; Conduit Routing, Specifications, Wire Types;	PW SOW eligible
Wallace Group	31424	OK	\$ 315.00	Project Coordination with Trini (Influent Pumps); Splitter box Sagging;	PW SOW eligible
Wallace Group	31424	OK	\$ 52.50	Telecon with Bill Thoma Re. influent Pump Reconditioning;	PW SOW eligible

PW 792 Additional Information Needed to Validate Overrun Costs

Wallace Group	31424	\$ 63.00		Research Environmental Protection Agency documentation for Inflow and Infiltration Study requirements. Printed for review during non-billable hours.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 27.00		Flow Monitoring Discussion w/AY	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 54.00		Flow Monitoring Plan/Research Flo-Dar	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 42.00		Inflow and Infiltration Study Requirements and Directive Meeting with District Engineer for presentation to Board at 2-16-10 Meeting.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 231.00		Prepare Staff Report Re: Inflow and Infiltration Study Recommendation.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 42.00		Research Flow Monitoring requirements and expenses for I/I Study. Meet with Water Resources Director Re: Trunk line Flow Model flow monitoring requirements.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 108.00		Review I/I Program w/Aaron Yonkers	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 84.00		Meet Water Resource Director to discuss I/I Study Memorandum.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 126.00		Prepare Microsoft Project Schedule for Proposed Inflow and Infiltration Study.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 105.00		Prepared budgetary request documents for submission to Flow Monitoring contractor-District Inflow and Infiltration Project	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 42.00		Receive/review budgetary quotation from V&A Engineering for flow monitoring services for Water Board Response requirement CA-2.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 27.00		Flow Monitoring	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 21.00		Coordinate with District Administrator regarding Board action to proceed on I/I Study. Schedule meeting with pertinent staff.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 42.00		Meeting with Water Resources Director Re: Proposal requirements to solicit bids for Flow Monitoring on I/I Study.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 47.00		I/I study	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 189.00		Correspondence with Flow Monitoring Contractors in preparation of request for services solicitation for I/I Study.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 42.00		Inflow and Infiltration Study Coordination with Staff and Preparation of RFQ to qualified flow monitoring contractors.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 42.00		Phone correspondence and documentation with District Council regarding award preference for flow monitoring services associated approved I/I study. (i.e. low bid vs professional services)	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 126.00		Prepare Solicitation Request for dissemination to Flow Monitoring Contractors for SSLOCSD I/I Study.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 42.00		Rob Miller Flow Monitoring Requirements for I/I Proposal	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 63.00		Trunk Une I/I Study kick off meeting with District Engineer.	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 23.50		I/I - Flow monitoring request	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 70.50		I/I Flow monitoring locations	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	31424	\$ 63.00		Sewer flow monitoring	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group		OK	\$ 171.50	pw 3-5-F Update costs and docs- ADMIN	PW SOW eligible
Wallace Group		OK	\$ 98.00	pw 3-5-F Update costs and docs- ADMIN	PW SOW eligible
Jim Woeste	5861	\$ 170.00		Site Visit by Jim Woeste with Peter Rynning of Wallace Group. Overviewed conduit routing as wire termination to the main generator for enunciator.	Beyond PW approved SOW - not directly related to headworks/influent pumps
Jim Woeste	5862	OK	\$ 680.00	Jim Woeste on site to pull wire at main generator and terminate per PR and generator rep. Made final termination inside transfer switch and enunciator panel tested 3 times in the presence of PR and generator rep. Helped ste intake grinder, wire and install service	PW SOW eligible
Jim Woeste	5863	OK	\$ 680.00	Re-torque all termination in MCC for four main inlet pumps at head works.	PW SOW Eligible
Jim Woeste	5867	OK	\$ 790.93	Replaced fix film reactor drive motor, replaced sump pump in site drain vault, checked rotation and took amp reading, cleanout cabinet, retorqued all connections, replaced hoas switch on sump pump clarifier, replaced timer switch and wp cover at final clarifier,	PW SOW Eligible
Jim Woeste	5869	\$ 680.00		Clean and torque VFD on the two main motors in chlorine contact chamber, cleaned the MCC that VFD's were in and all other cubicles.	Beyond PW approved SOW - not directly related to headworks/influent pumps

PW 792 Additional Information Needed to Validate Overrun Costs

Home Depot		OK	\$ 2,009.12	Parts for above ground wiring to influent pumps. Temporary use until rewiring of influent pump is completed	PW SOW Eligible
Wallace Group	Design/Plan/ Specs/Bid analysis	\$ 15,761.45		Reroute nf Pps power supply conduits/Condit Rerouting w/J-Boxes	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CCO #3 7049	\$ 232.74		Replace shunt trip switch and wiring/Shunt Trip Work	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CCO #3 6489	\$ 978.75		Replace shunt trip switch and wiring/Shunt Trip Work	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CCO #3 6490	\$ 951.28		Replace shunt trip switch and wiring/Shunt Trip Work	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CCO #3 6491	\$ 972.61		Replace shunt trip switch and wiring/Shunt Trip Work	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CCO #3 6161	\$ 499.98		Blank	No explanation
Wallace Group	11-8046*01	\$ 1,900.00		Perform elec circuit breaker study/ Thoma Coordination Study	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	11-8046*02	\$ 2,850.00		Perform elec circuit breaker study/Thoma Coordination Study	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	11-8046*03	\$ 4,750.00		Perform elec circuit breaker study/ Thoma Coordination Study	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	CCO #1	\$ 2,752.00		Repl Bkr per rewmd/8breaker Replacement	Not justified as necessary to repair damage to headworks and influent pumps
Wallace Group	CCO #2 7046	\$ 470.53		Inst conduit seals/ Conduit Seal Offs	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CCO #2 7044	\$ 1,926.64		Inst conduit seals/ Conduit Seal Offs	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CCO #2 7045	\$ 1,208.22		Inst conduit seals/ Conduit Seal Offs	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wallace Group	CES	\$ 2,400.00		Reset Bkr Prot set pt/ Breaker Resetting - Fault Adjustments	Related to pre-existing breaker coordination problem
Woeste Elec	5978	\$ 720.00		Finish torquing and cleaning MCC	Not justified as necessary to repair damage to headworks and influent pumps
Woeste Elec	6005	OK	\$ 28,387.80	Mobilization, demobilization, remove and replace conductors for four influent pumps, remove and replace conductors for sludge chopper pump, relocated the junction box inside headworks to outside headworks, provide conduit seal offs to influent pump feeder conduits, provide and install 100 amp 1-line breaker/ Replace conductors for 4 influent pumps, sludge chopper	PW SOW eligible
Woeste Elec	6073	\$ 2,291.72		Pulled out wires to elution pump and replaced with new wire, pulled out six circuits, removed chlorine pump circuits booster pump circuits, pulled out approx. seven dead circuits/ New wire elution pump, pulled circuits	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	6090	\$ 1,426.92		Traced pulled boxes and pull lids to blow and clean conduits for new conductor sfor FFR pumps, repull new motor circuit final pump room/ new conductor sfor FFR pumps, repull new motor circuit final pump room	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	6100	\$ 4,277.16		Repull final Clarifier Unit, finishing pulling out existing wire to final clarifier pulled new wire, needed to make scaffold, pulled out and pulled new wire to sludge pump #2, pulled out old wire and blew conduit out then pulled new wire, tested pump, problem with final clarifier drive, torque switch not wired as per plan, tested with staff clear alarm board/ Rewire to clarifier	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	6103	\$ 1,902.25		Problem with main feed pumps control circuit. Traced out circuit and tabled. Showed plan to Staff how circuits are wired and control equipment they pertain to/ Rewire to clarifier	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	6124	\$ 3,329.08		Pull control wire to primary pump, trouble shoot solenoid at primary # 1, replaced; pull new circuits to FFR#3, feed water pump, coord wah CES and Square D to test and reset 1200 amp circuit breaker per dwgs/ Wire to Primary pump and primary #1	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	6131	\$ 2,821.04		Worked on FFR pumps, reworked start in MCC for Cal Drive and checked voltage on outside final pit lights, Chloride contact VFDs, disconnected motor on primary No.2, determined #2 FFR pump and landed new conductors and started pumps backup with operator.	Beyond PW approved SOW - not directly related to headworks/influent pumps

PW 792 Additional Information Needed to Validate Overrun Costs

Woeste Elec	6145	\$ 2,394.82	Repair problem with auger monster, replace. auger monster and rewire, Started #1 Primary mayo pump pressure guage, pulled out old conductors to #2 FFE pump then pulled in new conductors from MCC building to FFR with plant staff/ Replace auger motor and new wire	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	6149	\$ 5,123.70	Electrical upgrades in treatment plant shop	Beyond PW approved SOW or improved project
Woeste Elec	6150	\$ 2,809.04	Put #1 FFR pump on new conductor, killed pump @ 1 and temped it, setup and pulled new circuits for FFR pump #1/ Newconductor for #1 FFR, new circuits for FFR pump #1	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	6154	\$ 3,846.72	Vacuum out 3 pulled boxes conduits were in mud, removed old conduits, pulled new wire tested rotation and put back online/	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	7005	\$ 1,676.40	2 on FFR pulled in mule tape, disconnected water pump at flare then wired new sump pump and automatic dump valve, installed with staff new electric gas valve down in confined space by flare, installed piping and new 4" valve/ FFR pulled and new sump pump	Beyond PW approved SOW - not directly related to headworks/influent pumps
Woeste Elec	7023	\$ 3,514.36	Pulled new wire for sludge pumps at primary #2 pumps #5, #6, conduit routing was done, transducer control problem, used #6 sludge pump new wires to run pump #4 while pulling out #4 pump wires	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wescorp	No. 62	\$ 3,408.48	Cleaned up conduits on primary #2, replace burnt switch and boxes, staff shown damage to switch box and cover; replaced 480V circuit breaker that feeds panel F, retorqued to manufactures specs, installed new 30 amp circuit breaker on #2 lift station, cutt Ss for brackets on @2 primary; trouble shot electric gas valve on CO generator methane gas line	Beyond PW approved SOW - not directly related to headworks/influent pumps
Wescorp	No. 68	\$ 4,544.64	Ran SS support under primary #2 had to handle scaffold under catwalk, full safety gear, pulled new primary #2 wire in MCC from outside pull box; #2 Primary run 1" conduit, set J box unistruct supports started running conduit full safety gear; #2 primary finish running conduit and then pulled wire with plant staff; #2 primary finish pulling wire in removed old lighting and power conduits from under catwalk	Beyond PW approved SOW - not directly related to headworks/influent pumps
Total requiring additional clarification and justification		\$87,182.03		
Eligible Overrun (first review)				\$37,414.60