



Board of Directors Meeting

May 07, 2020 at 6:00

TO PARTICIPATE: On your computer
via Microphone or type your public comment into the
Q & A Tab.

On your phone
call (929) 205-6099 or (301) 715-8592
Meeting ID: 449-620-777 and
Press *9 to raise your hand via phone.

Please note if you are on your computer but do not have a microphone, you will have to call in to speak, or write your public comment in the Q&A Tab.

Agenda Item 2:


Brown Act Training



Agenda Item 3:

Public Comment For Items Not On The Agenda

To Speak:

Raise your Hand by clicking  on your computer
Or Press *9 to raise your hand via phone.



Agenda Item 4:

Administrative and Committee Reports



Agenda Item 5:

Public Comment for Items on
the Administrative and
Committee Reports and the
Consent Agenda



Agenda Item 6:

Consent Agenda



Agenda Item 7:

Discussion of Pulled Consent Agenda Items

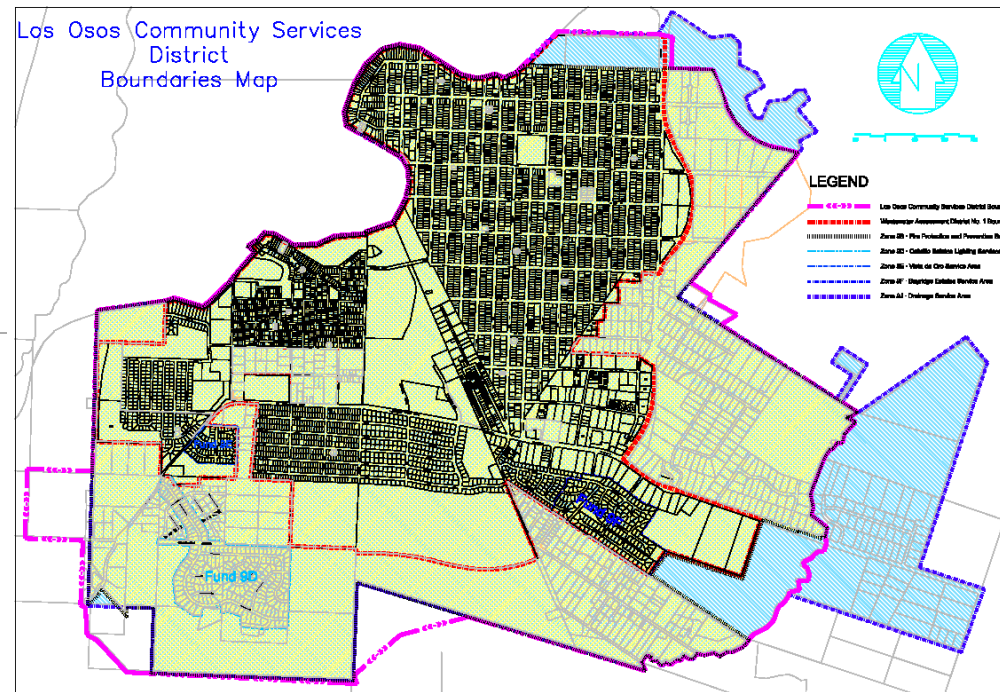


Agenda Item 8A:

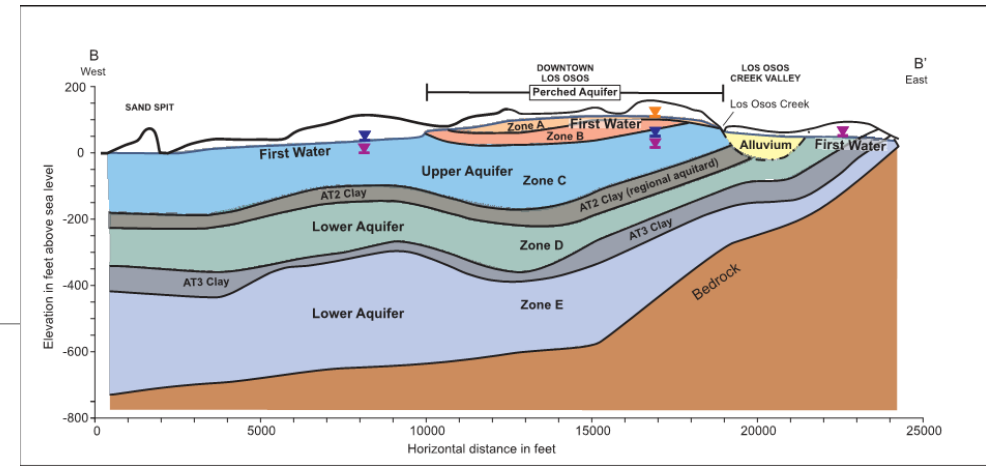
General Action Items Program C Well Location Strategy



Program C Well Siting Strategy



Program C Well Siting Strategies



Program C Basin Plan Objectives:

- Shift groundwater production from the Western Area to the Central Area
- Initially, three new wells envisioned
- Draw from the lower aquifer to minimize impacts to private wells



Program C Well Siting Strategies

Review of Site Alternatives

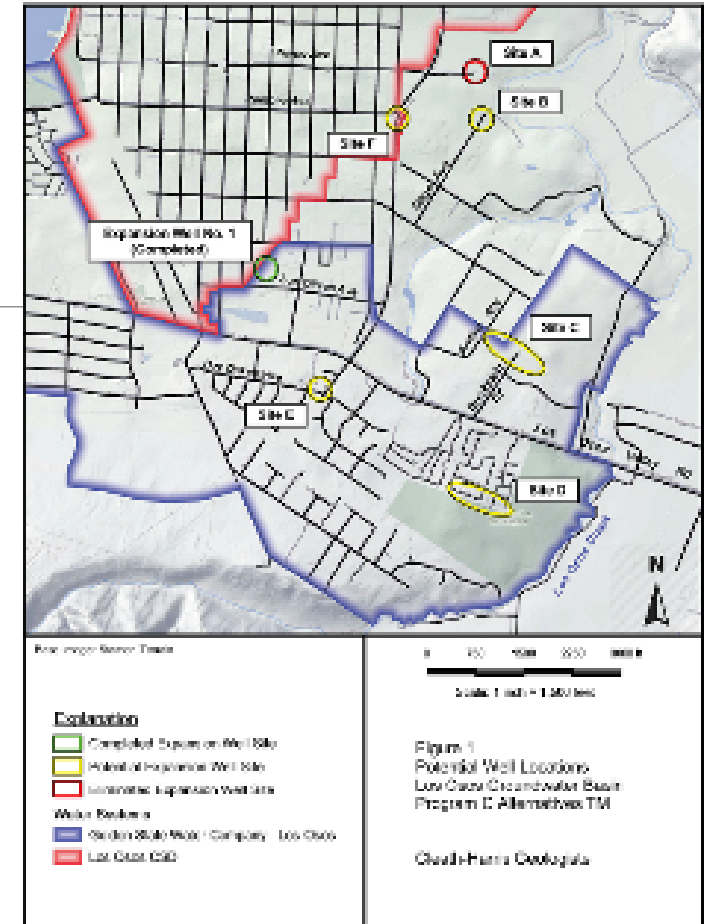
Site B – Sage Avenue

Site C – Andre Avenue

Site D – Sunny Oaks Mobile Home Park

Site E – Bay Oaks Drive & South Bay Blvd.

Site F – Ramona Avenue & 18th Street



Site Locations:

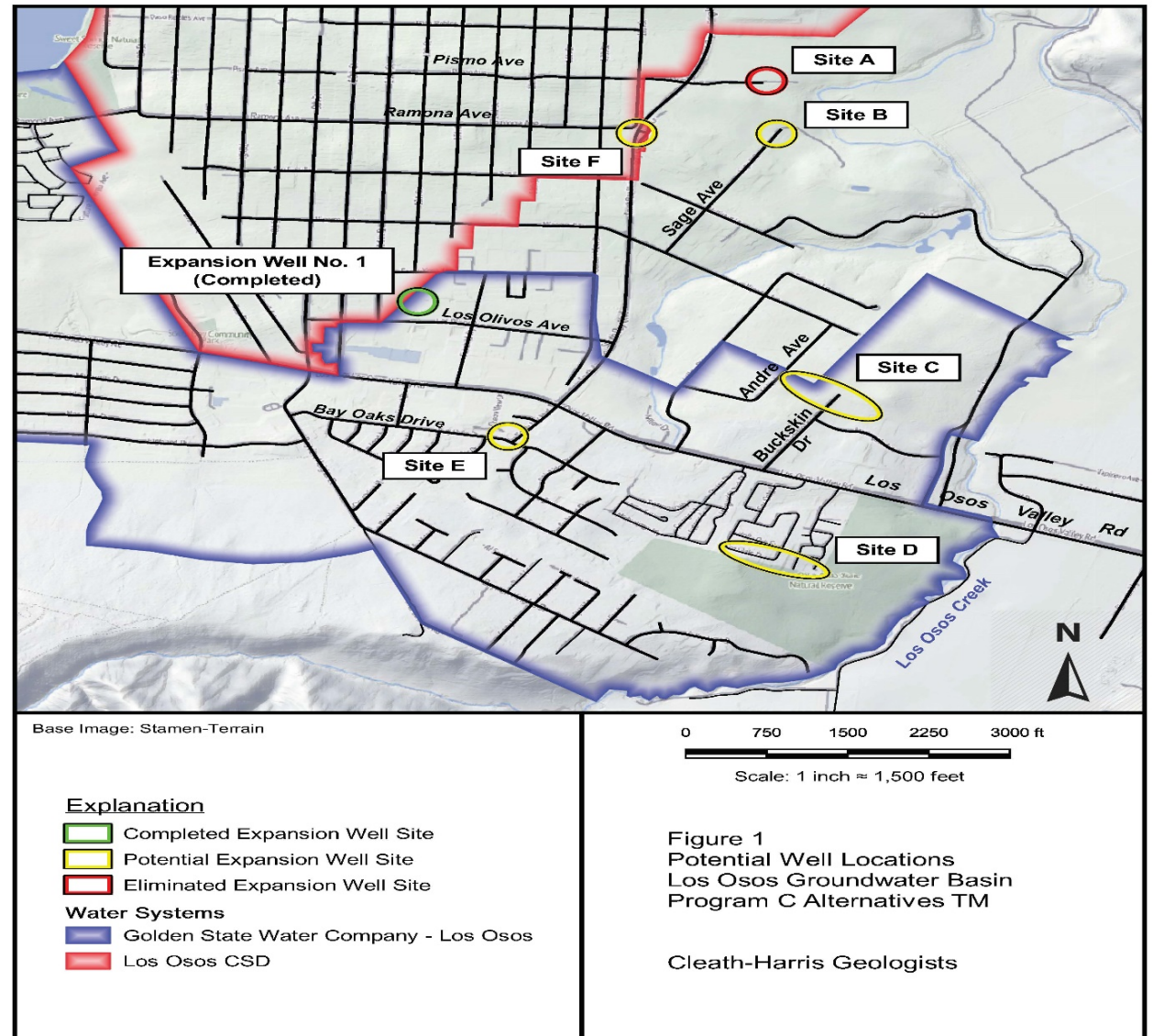
Site B – Sage Avenue

Site C – Andre Avenue

Site D – Sunny Oaks Mobile Home Park

Site E – Bay Oaks Drive

Site F – Ramona Avenue



Well Site Comparison Considerations

(from 2018 report)



- Well Production
- Well Yield
- Proximity to existing conveyance infrastructure
- Neighborhood and community acceptance
- Seller status and land acquisition cost
- Aesthetic concerns & potential interference with adjacent private wells
- Environmental and endangered species impacts
- Site layout and access
- Likely timing for environmental permits and Coastal Development Permit



Next Step: CEQA - Constraints Analysis



- RFP released on March 25th requesting proposals from three local environmental consulting firms.
- Scope of work included conducting the required field review and constraints analysis of a) Site E only; or b) all five potential well sites.
- Based on the review of the proposals, the review team selected SWCA Environmental Consultants to analyze all five sites.



CEQA- Constraints Analysis Cost Considerations - SWCA Cost Proposal

Scope of Work Tasks	Fee
Task 1.1B Field Review/Constraints Analysis (all five sites)	\$13,990
Task 1.2 Initial Study/Mitigated Negative Declaration	\$9,137
Task 1.3 Meetings	\$979
Total	\$24,106
Optional Tasks	Fee
Visual Impact Assessment	\$3,000 - \$5,000
Phase 1 Environmental Assessment	\$1,700 - \$3,000
Morro Shoulderband Snail Surveys and Report	\$2,000 - \$3,500
Phase I Archaeological Survey Study	\$1,800 - \$3,500
TOTAL	\$8,500 - \$15,000



Staff Recommendation

Approve the selection of SWCA Environmental Consultants to provide Program C Well environmental review services for the five identified well sites and authorize the General Manager to sign an agreement for said services not exceed \$39,106.



Agenda Item 8B:

General Action Items Fiscal Year 2020-2021 Preliminary



LOS OSOS COMMUNITY SERVICES DISTRICT

Fiscal Year 2020-2021 Preliminary Budget Review



FY 2020-21 Preliminary Budget Review

What staff is requesting from you tonight:

- 1. Provide direction on which Funds the Zone A property tax should be allocated to; and**
- 2. Ask questions, comment and provide direction on the budget for each Fund as needed.**



Zone A Property Tax Allocation

FY 2019-20 Allocation = \$253,722

Fund	Percentage	Budget
Fire - 301	25.0%	\$63,430.50
Water - 500	50.0%	\$126,861.00
Wastewater - 600	12.5%	\$31,715.25
Parks & Recreation - 900	12.5%	\$31,715.25



Zone A Property Tax Allocation

FY 2020-21 Allocation if allocated the same = \$262,718.00

Fund	Percentage	Budget
Fire - 301	25.0%	\$65,679.50
Water - 500	50.0%	\$131,359.00
Wastewater - 600	12.5%	\$32,839.75 (not recommended)
Parks & Recreation - 900	12.5%	\$32,839.75



Zone A Property Tax Allocation (for discussion purposes only)

Option 1

Fire – 37.5%

Water – 50%

Parks & Rec – 12.5%

Option 2

Fire – 25%

Water – 50%

Parks & Rec – 25%

Option 3

Fire – 50%

Water – 50%

Parks & Rec – 0%

Or another combination of percentages...



FY 2020-21 Preliminary Budget Review

Budget Report Format

- Major Requests
- Impact to Budget
- Summary w/ a Summary Table



Fund 100 - Administration

Major Requests: Increase liability insurance costs, increase in unfunded accrued liabilities for retirements and adjustments for actual Legal Services costs.

Impact to Budget: SDRMA insurance increase of approximately \$12,000; increase in unfunded accrued liabilities for retirements increase of approximately \$7,100 and legal services increase of \$12,000.



Fund 100 – Administration

Fund 100 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$ 717,834.08	\$ 644,968.42	\$ (72,865.66)
Expenditures			
Personnel	\$431,039.80	\$347,432.35	-\$83,607.45
Services & Supplies	\$286,774.28	\$297,536.07	\$10,761.79
TOTAL Expenditures	\$717,814.08	\$644,968.42	-\$72,845.66
TOTAL Revenue	\$717,834.08	\$644,968.42	-\$72,865.66



Fund 200 – Bayridge Estates

Major Requests: A request to decrease in the property tax revenue needed to support Fund operations.

Impact to Budget: A budget decrease of approximately \$49,460.00.



Fund 200 – Bayridge Estates

Fund 200 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$64,404.00	\$25,533.00	-\$38,871.00
Expenditures			
Services & Supplies	\$7,693.16	\$6,974.16	-\$719.00
Capital Outlay	\$30,510.00	\$0.00	-\$30,510.00
Debt Service	\$27,964.53	\$10,000.00	-\$17,964.53
Transfers	\$3,589.07	\$3,224.84	-\$364.23
TOTAL Expenditures	\$69,756.76	\$20,199.00	-\$49,557.76
TOTAL Revenue	\$64,404.00	\$25,533.00	-\$38,871.00



Fund 301 – Fire

Major Requests: Increase in Schedule A costs, increase in unfunded accrued liabilities for retirements, increase in minimum wage line items for reserve firefighters.

Impact to Budget: 7% cost increase in Cal Fire Schedule A budget with an increase in cost for service of about \$170,000, increase in unfunded accrued liabilities for retirement costs of about \$53,270 and approximately \$30,000 reserve firefighter wage increase as a result of the minimum wage increase.



Fund 301 – Fire

Fund 301 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$2,964,613.05	\$3,101,940.00	\$137,326.95
Expenditures			
Total Personnel	\$203,291.53	\$265,317.00	\$62,025.47
Services & Supplies	\$2,480,447.90	\$2,574,571.97	\$94,124.07
Capital Outlay	\$746,000.00	\$713,000.00	-\$33,000.00
Reserves	\$169,308.84	\$124,915.00	-\$44,393.84
Transfers	\$71,781.78	\$64,496.84	-\$7,284.94
Total Expenditure	\$3,670,830.05	\$3,742,300.81	\$71,470.76
Total Revenue	\$2,964,613.05	\$3,101,940.00	\$137,326.95



Fund 400 – Vista de Oro

Major Requests: Decrease in consulting services budget.

Impact to Budget: Decrease of \$200 for consulting services.



Fund 400 – Vista de Oro

Fund 400 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$15,768.00	\$15,768.00	\$0.00
Expenditures			
Services & Supplies	\$3,160.00	\$2,960.00	-200.00
Debt Service	\$6,711.49	\$6,711.49	0.00
Transfers	\$3,589.07	\$3,224.84	-364.23
TOTAL Expenditures	\$13,460.56	\$12,896.33	-564.23
TOTAL Revenue	15,768.00	15,768.00	0.00



Fund 500 – Water

Major Requests: Increase in Salaries and Wages per SLOCEA MOU and funding 50% or the Administrative Clerk salary, increase in unfunded accrued liabilities for retirements, increase in Capital Outlay for Capital Improvement Project (CIP) and vehicle/equipment replacement.

Impact to Budget: Salaries and Wages will increase approximately \$55,000; unfunded accrued liabilities for retirement will increase by about \$45,000 and CIP will increase by \$215,000 for the projects identified in the CIP table.



Fund 500 – Water

FY 20/21 Capital Improvement Projects					
Budget Code	FY 19-20 Project	Budgeted (Estimated)	FY 19/20 Expenditures	Carryover Balance	Comments
500/9006	Program "C" Well	\$200,000.00	\$73,023.67	\$126,976.33	Continued from FY 17/18
500/9006	8th Street Yard Building	\$200,000.00	\$32,993.42	\$167,006.58	Continued from FY 18/19
500/9006	SCADA	\$400,000.00	\$1,499.00	\$398,501.00	Continued from FY 19/20/revise
500/9006	South Bay Well Transmission Main Project	\$480,000.00	\$47,650.93	\$432,349.07	Continued from FY 19/20/revise
500/9006	8th Street Well Construction	\$315,824.00	\$1,628.00	\$64,200.00	Assumes \$250K grant funding
		Sub-total	\$156,795.02	\$1,189,032.98	
	FY 20/21 Projects				
500/9006	10th Street Tank Exterior Coating	\$50,000.00		\$50,000.00	New
500/9006	South Bay Well Rehab and Liner Project	\$65,000.00		\$65,000.00	New
500/9059	Replacement Utility Truck Unit B	\$50,000.00		\$50,000.00	New
500/9059	Replacement Vacuum Trailer	\$50,000.00		\$50,000.00	New
			Sub-total	\$215,000.00	
			TOTALS	\$1,404,032.98	



Fund 500 – Water

Fund 500 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$2,941,161.00	\$2,947,165.00	\$6,004.00
Expenditures			
Total Personnel	\$684,709.19	\$773,902.78	\$89,193.59
Services & Supplies	\$728,860.33	\$690,796.90	-\$38,063.43
Capital Outlay	\$1,247,650.41	\$1,404,033.00	\$156,382.59
Debt Service	\$275,633.00	\$275,633.00	\$0.00
Reserves	\$57,000.00	\$50,000.00	-\$7,000.00
Transfers	\$613,731.04	\$551,448.00	-\$62,283.04
TOTAL Expenditures	\$3,607,583.97	\$3,745,813.68	\$138,229.71
TOTAL Revenue	\$2,941,161.00	\$2,947,165.00	\$6,004.00



Fund 600 – Wastewater

Major Requests: Increase in the fee charged by NBS for property tax assessment and collection services.

Impact to Budget: NBS fee increased by \$1,283.12.



Fund 600 – Wastewater

Fund 600 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$48,608.00	\$18,765.87	-\$29,842.13
Expenditures			
Services & Supplies	\$14,257.91	\$15,541.03	\$1,283.12
Debt Service	\$0.00	\$0.00	\$0.00
Transfers	\$3,589.07	\$3,224.84	-\$364.23
TOTAL Expenditures	\$17,846.98	\$18,765.87	\$918.89
TOTAL Revenue	\$48,608.00	\$18,765.87	-\$29,842.13



Fund 800 – Drainage

Major Requests: Proposed increase in the Capital Outlay line item to support Fund 800s share of the revised cost estimate of the SCADA system.

Impact to Budget: \$37,500.00 increase to the Capital Outlay budget.



Fund 800 – Drainage

Fund 800 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$120,645.00	\$126,936.00	\$6,291.00
Expenditures			
Total Personnel	\$16,200.00	\$16,200.00	\$0.00
Services & Supplies	\$24,650.00	\$24,650.00	\$0.00
Capital Outlay	\$62,500.00	\$100,000.00	\$37,500.00
Reserves	\$0.00	\$0.00	\$0.00
Transfers	\$14,356.29	\$12,899.37	-\$1,456.92
TOTAL Expenditures	\$117,706.29	\$153,749.37	\$36,043.08
TOTAL Revenue	\$120,645.00	\$126,936.00	\$6,291.00



Fund 900 – Parks & Recreation

Major Requests: There is no major request for funding at this point in time though the Ferrell Avenue Pathway Project may proceed during FY 2020-21.

Impact to Budget: Unknown



Fund 900 – Parks & Recreation

Fund 900 Budget Category	2019-2020 Budget	2020-2021 Budget	Increase/ (Decrease)
Revenue	\$33,323.03	\$39,239.75	\$5,916.72
Expenditures			
Services & Supplies	\$11,200.00	\$11,200.00	\$0.00
Transfers	\$7,178.14	\$6,449.68	-\$728.46
TOTAL Expenditures	\$18,378.14	\$17,649.68	-\$728.46
TOTAL Revenue	\$33,323.03	\$39,239.75	\$5,916.72



FY 2020-21 Preliminary Budget Review

Additional Questions or Comments?



Agenda Item 9:

Future Agenda Items



Agenda Item 10:

Closing Board Comments



Agenda Item 11:

Adjournment

