



FINANCE ADVISORY COMMITTEE MEETING

Monday, April 30, 2018 at 5:30 p.m.
Los Osos Community Services District Office
2122 9th Street, Suite 106, Los Osos, CA

COMMITTEE MEMBERS

Marshall Ochylski, Chairperson
Lisa Gonzalez, Member
Cheri Grimm, Member
Bea Jansen, Member

STAFF

Renee Osborne, General Manager
Adrienne Geidel, District Bookkeeper
Ann Kudart, Administrative Services Manager

AGENDA

1. **Opening at 5:30 p.m. – Call To Order; Flag Salute; and Roll Call**
2. **Welcome 2018 Committee Members and Review Brown Act Guidelines**
Presented By: Chairperson Ochylski
3. **Approval of FAC Meeting Minutes of April 2, 2018**
(Recommend approval)
Presented By: Administrative Services Manager Kudart
4. **Review of Board Item Regarding Approval of Warrant Register for April 2018**
(Committee Recommendations to the Board)
Presented By: District Bookkeeper Geidel
5. **Review of Board Item Regarding Financial Reports for the Period Ending March 2018**
(Committee Recommendations to the Board)
Presented By: District Bookkeeper Geidel
6. **Review of Board Item Regarding the Transfer of Water Rate Stabilization Reserve Funds**
(Committee Recommendations to the Board)
Presented By: General Manager Osborne
7. **Review of Board Item Regarding Establishing a Money Market Account for District Fire Reserves**
(Committee Recommendations to the Board)
Presented By: General Manager Osborne
8. **Review of Board Item Regarding Next Stage of the Los Osos Low Income Community Funds Program**
(Committee Recommendations to the Board)
Presented By: General Manager Osborne
9. **Review of Draft Fiscal Year 2018/2019 Administrative Budget**
(Committee Review)
Presented By: General Manager Osborne
10. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
11. **Schedule Next FAC Meeting**
12. **Closing Comments by FAC Committee Members**
13. **Adjournment**

ITEM 2

**REVIEW OF BROWN ACT GUIDELINES
AND
SECTION 11 OF THE BOARD BYLAWS**

2018 BOARD OF DIRECTORS BYLAWS AND RULES OF DECORUM

Amended February 1, 2018

11. COMMITTEES

11.1 Standing Committees.

The Board of Directors may create and abolish Standing Committees at its discretion. Standing Committees shall be advisory committees to the Board of Directors and shall not commit the District to any policy, act or expenditure. Each Standing Committee shall consider District related issues assigned to it by the Board of Directors.

(a) Standing Committees shall conduct business at all times in a manner consistent with these Bylaws, applicable laws, and Board Policy.

(b) The General Manager, in cooperation with the Committee Chairperson, shall prepare the agenda for each Standing Committee meeting. Nothing may be placed on the agenda of any Committee that is not included in that Standing Committee's Work Plan or in other separate direction from the Board of Directors. Consideration of any other matters are *ultra vires* and void acts.

(c) Each Standing Committee shall meet at most monthly as determined by the Committee Chairperson, provided there is pending consideration of something within the Committee's Work Plan or specific direction from the Board of Directors. There are no quorum requirements for Standing Committee meetings. Recommendations to the Board of Directors shall include all opinions of members of the Standing Committee on each issue raised for their recommendation and shall include the number of members concurring in each opinion. The opinion receiving the most concurrence is the majority report. Other opinions are minority reports.

(d) Subject to the availability of public membership, Standing Committees shall be comprised of up to five public members, none of whom shall be Directors; and one Director appointed by the Board President as the non-voting Chairperson and one Director appointed by the Board President as Alternate. The Alternate only needs to attend if the Chairperson is unable to attend. In the absence of both Chairperson and Alternate, the Board President may assign a Board Member to temporarily act as the Committee Chairperson in order that the Standing Committee may meet as established by the previously adopted schedule.

Depending on the number of applications, the Board of Directors retains the discretion to alter Standing Committee membership on a case-by-case basis.

(e) The General Manager shall be an ex-officio member of all Standing Committees. The Committee Chairperson and Committee Alternate are non-voting members appointed for the sole purpose of conducting the meeting, enabling conversation, facilitating discussions, and forwarding recommendations to the Board of Directors.

(f) Each Director shall appoint one voting member to each Standing Committee. The appointee shall serve at the pleasure of the Director who appointed them. The Board of Directors may also remove any Standing Committee member with or without cause.

(g) On or before January 31st or as otherwise established by the Board of Directors of each year, members of the public who reside within the boundaries of the District are invited to apply for specific Standing Committee assignments by completing an application. Members of the public shall be eligible to serve on only one Standing Committee at a time. Members of the public who reside within the boundaries of County Service Area No. 9, Zone I are eligible to apply to the Emergency Services Advisory Committee (ESAC) only.

The General Manager shall prepare an appointments list of all Standing Committees. This list shall be known as the local appointment list and will be provided to the Board of Directors at the first meeting in February or other date established by the Board of Directors.

(h) The local appointment list shall be made available to the members of the public and shall be posted at the District office and the District's web site.

(i) Whenever an unscheduled vacancy occurs on a Standing Committee, a special vacancy notice shall be posted at the District office, the public library, the District's web site, and other places as directed by the Board of Directors, not earlier than twenty days before, or not later than twenty days after the vacancy occurs inviting the public to apply for appointment as a committee member.

Final appointment of Standing Committee members shall not be made by the Board of Directors for at least ten working days after the posting of the Notice at the District's office.

(j) Notwithstanding Section 11.1(g), above, the Board of Directors may, if it finds an emergency exists, fill the unscheduled vacancy immediately. The person appointed to fill the vacancy shall serve only on an acting basis until final appointment is made pursuant to Sections 11.1(f) and (g), above.

(k) A Standing Committee member will automatically be removed if he/she has three unexcused absences or misses four meetings in one calendar year.

(l) All Standing Committee members will receive Brown Act training and all meetings shall be conducted as public meetings in accordance with the Brown Act. Summary notes for each meeting of each Standing Committee shall be forwarded to the Board of Directors as a public record.

(m) The Board President may appoint persons to a subcommittee to assist a Standing Committee in making recommendations to the Board of Directors. The duties of the subcommittee shall be outlined at the time of appointment and the subcommittee shall be considered dissolved when its final report has been made to the Standing Committee.

11.2 Ad Hoc Committees. The Board President shall appoint such *ad hoc* committees comprised of two or less Directors as may be deemed necessary or advisable by himself/herself and/or the Board of Directors. The duties of the *ad hoc* committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made. *Ad hoc* committees shall timely provide the District General Manager with their recommendations and/or reports.

Understanding Brown Act Open Meeting Requirements

Purpose

Establishes the procedural framework for members of local governmental decision-making bodies to openly meet, debate, and act.

Provides the means for the public to be informed about the views, discussions and actions of its locally elected and appointed government representatives.

Overview

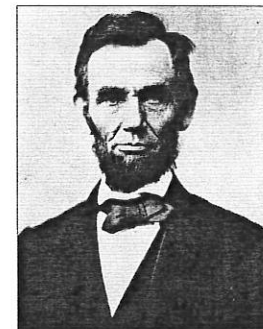
Government officials are elected by the people, represent the people, and govern on behalf of the people.

The public needs to observe, monitor, and evaluate its elected representatives.

The Brown Act is designed to encourage public participation in local government.

“...government of the people, by the people, for the people.”

*Abraham Lincoln,
Gettysburg Address
November 19, 1863*



History

Introduced by Modesto Assemblyman Ralph M. Brown more than 50 years ago.

The Legislature has frequently added to the requirements of the Act over the years.

Requirements are detailed, comprehensive, and complex.

Legislature's Intent

The Brown Act embodies the philosophy that public agencies exist for the purpose of conducting public business, and the public has the right to know how its "collaborative decisions" are being made.

The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know.

California Government Code § 54950

Openness

All meetings of government bodies must be fully open and accessible to the public.

Boards must discuss, deliberate and act on the public's business.

Exceptions to the rule of openness are few and narrowly.

Subject Organizations

All governing boards of local government agencies.

The advisory and standing sub-committees created by such governing boards.

All boards, committees and bodies created by federal or state law.

Meetings

A meeting is any gathering of a majority of board members at the same time and place that involves any aspect of the decision-making process.

There are three types of meetings:

- Regular Meetings.
- Special Meetings to discuss a specific issue.
- Emergency Meetings to deal with a specific emergency situation.

Exceptions

Conferences, training, workshops.

Community forums, and meetings of other governmental bodies.

Social or ceremonial occasions.

Within these exceptions, the board members must avoid talking about any board business while they are at all such events.

Location of Meetings

A majority of the board must meet within the boundaries or jurisdiction of the board with only specific exceptions, including the inspection of real property, or meeting with federal/state officials to discuss legislative or regulatory issues.

If a board member participates by teleconferencing, the location that member is calling from must be Noticed, with and Agenda posted, and accessible to the public.

Prohibited Activities

Any use of direct communication, personal intermediaries, or technological devices that is employed by a majority of the members of the legislative body to develop a collective concurrence as to action to be taken on an item by the members of the legislative body is prohibited.

Prohibited Activities (continued)

A Serial or “Daisy Chain” meeting which is a series of meetings to develop a consensus, with each meeting involving less than a majority of members, but which taken together involve a majority of board members.

A Hub and Spoke meeting which is when a single board member acts as a contact point for all other board members and communicates to each of them the other board members positions in order to reach a consensus

Use of E-Mail

Board members cannot:

- Use e-mail to develop a collective consensus, agreement, or decision; or
- Exchange information in e-mail about their views or positions on public business.

Noticing Requirements

Notice and agenda for regular meetings must be posted in an accessible location 72 hours in advance; and mailed to all those who request a Notice.

Special meetings may be called by posting Notice and agenda at least 24 hours before the meeting.

Agenda Requirements

Agendas must contain a brief description of every item to be discussed, including closed session items.

Descriptions must be clear enough to be understood by members of the public.

Agendas for regular meetings must include a time for public comment.

Public's Rights

Members of the public have the right to:

- Address the board on both agenda and non-agenda items.
- Be accommodated, if disabled, so they can access and participate in the meeting.
- Receive copies of written materials distributed to the board, except privileged items.

Closed Session

Closed sessions are narrowly authorized for specific matters and discussions must not go beyond that limited scope.

Special disclosures have to be made by the board before and after holding a closed session.

Closed Session Procedure

Agenda must include a brief description of the nature of the closed session.

The board must disclose, in open session, the items to be discussed in closed session.

The board must make a public report of certain actions taken in closed session.

Closed Session – Confidentiality

Except for reporting-out requirements, confidentiality of closed session matters must be preserved.

Violation can result in a lawsuit to enforce confidentiality, disciplinary action against an employee, or referring the matter to the grand jury.

***Closed Session –
Personnel***

To consider the employment, evaluation of performance, discipline or dismissal of a public employee.

To hear complaints or charges against an employee by another person.

***Closed Session –
Labor Negotiations***

To meet with bargaining representatives to review the board's negotiating position and instruct its representatives regarding represented or unrepresented employees.

***Closed Session –
Pending Litigation***

To consult with or receive advice from legal counsel concerning pending litigation when a public discussion of such matters could prejudice the position of the board in the litigation.

***Closed Session –
Real Property***

To grant authority to the board's negotiator regarding price and terms of payment prior to the purchase, sale, exchange, or lease of real property.

A discussion of potential sites is not authorized.

Enforcement

Civil Remedies:

- Compliance with the Brown Act can be enforced by civil lawsuit.
- A court can declare board actions void that are not in compliance with the Act, if not cured.
- The board can be liable for significant costs and attorneys fees.

Enforcement (continued)

Criminal Penalties:

- A violation of the Brown Act may be a misdemeanor if a member participates in board action with the “wrongful intent to deprive the public of information.”

True or False Quiz

1. A meeting as defined in the Brown Act occurs only when some action is taken.
2. Board members may poll each other by e-mail on any issues which may come before the board.
3. A telephone conference between two members of a five-member board is a meeting under the Brown Act if they discuss district business.

4. The board may take a vote by secret ballot in open session. In closed session.
5. Any person may record an open meeting of the board via audio or video tape recordings.
6. A member of the public may address the board at a regular meeting on any item of interest to the public provided the matter is within the jurisdiction of the board.

7. The board may limit the amount of time members of the public are allowed to speak on matters of public interest.
8. The board is not required to announce in open session the items to be discussed in closed session.
9. When considering the discipline of employees, the board must provide the employee 24 hours notice of his/her right to request a public session.

10. In general, reportable action taken in closed session must be reported out in open session at the same meeting.
11. The board may hold its meetings at any location it chooses within the county provided the public is notified, even if the board is not countywide.
12. A board member may divulge closed session information provided that he/she so advises the board before adjournment.

Conclusion

Board members are representatives of the people whom the people entrust to manage government affairs.

The Brown Act is for the benefit of the public that board members represent.

The Brown Act must be taken seriously, failure to do so can result not only in legal penalties but a loss of public trust.

ITEM 3

**APPROVAL OF FAC MEETING MINUTES
OF APRIL 2, 2018**

Los Osos Community Services District
DRAFT Minutes of the Finance Advisory Committee Special Meeting
April 2, 2018 at 5:30 p.m. at the District Office

| AGENDA ITEM | DISCUSSION | FOLLOW-UP |
|---|---|--|
| <p>1. Call to Order, Flag Salute and Roll Call</p> | <p>Chairperson Ochylski called the meeting to order at 5:32 p.m. General Manager Osborne led the flag salute.</p> <p>Roll Call: Lisa Gonzalez, Committee Member – Present Cheri Grimm, Committee Member – Present Bea Jansen, Committee Member - Absent Christine Womack, Committee Member – Present Marshall Ochylski, Chairperson – Present</p> <p>Staff: Renee Osborne, General Manager Adrienne Geidel, District Bookkeeper Jose Acosta, Utility Systems Manager Ann Kudart, Administrative Services Manager</p> | |
| <p>2. Approval of FAC Meeting Minutes of February 26, 2018</p> | <p>Committee Grimm noted that Chairperson Ochylski's name was omitted from her closing comments.</p> <p>Public Comment – None</p> <p>Committee Member Grimm made a motion to approve the meeting minutes of February 26, 2018. The motion was seconded by Committee Member Gonzalez and carried 2-1-1.</p> | <p>Action: Approve and file minutes.</p> |
| <p>3. Review of Board Item Regarding Approval of Warrant Register for March 2018</p> | <p>The Committee requested that a date range be used when processing the Brownstein, Hyatt, Farber, Schreck invoice.</p> <p>Public Comment – Julie Tacker commented on the accountants warrant and that there was no accounting on the Low Income Assistance Funds that have been expended.</p> <p>Steve Best commented on the possibility of downloading AT&T bills to the accounting program.</p> <p>Committee Member Gonzalez recommended that the Board approve the March 2018 Warrant Register. The motion was seconded by Committee Member Womack and carried by unanimous consent.</p> | <p>Action: The Committee recommended that the Board approve the March 2018 warrants.</p> |
| <p>4. Review of Board Item Regarding Financial Reports for the Period Ending February 2018</p> | <p>There was no Committee discussion and Chairperson Ochylski call for Public Comment.</p> <p>Public Comment – Richard Margetson commented on the Bayridge Special Taxes and Assessments 4550 correction and that 4920 should be shifted down; he also commented that the Year-to-Date Interfund Transfer Outs 9511 throughout the report are incorrect.</p> <p>Ms. Geidel responded that when the funds comes in from the County it is called a Service Charge however she will code to the Special Taxes and Assessments 4550.</p> <p>The Committee requested a summary sheet with Budget Year-to-Date versus the Actual Year-to-Date and a summary of the transfers.</p> <p>Committee Member Grimm recommended that the Board receive and file the Financial Reports for the Period Ending February 2018. The motion was seconded by Committee Member Womack and carried by unanimous consent.</p> | <p>Action: The Committee recommended that the Board receive and file the Financial Reports for the Period Ending February 2018.</p> |

| AGENDA ITEM | DISCUSSION | FOLLOW-UP |
|---|--|-----------|
| <p>7. Review of Board Item Regarding Establishing Money Market Account for District Fire Reserves (continue)</p> | <p>Public Comment – Richard Margetson commented on the bank pledging securities against the amount being deposited by government agencies; did not recall the Board approving an increase of \$25,000 this year to Fire Mitigation Fund; and, inquired as to the Fire funds in LAIF.</p> <p>The Committee agreed to revisit this at their next meeting and requested staff bring back the performance rate of LAIF.</p> | |
| <p>8. Review of Board Item Regarding 2018 Finance Advisory Committee Work Plan</p> | <p>Chairperson Ochylski reported that he had amended Item 2 on the work plan to include “monthly review of income and expenditures” added Item 6 regarding excess funds in the Low Income Community Fund, and that there may be a potential addition regarding review of the Fire budget.</p> <p>Public Comment – Richard Margetson recommended that the item regarding the review of the Audit be conducted as a joint FAC/UAC meeting</p> <p>Chairperson Ochylski responded that a joint meeting with UAC is covered under Item 5 of the Work Plan.</p> <p>Committee Member Grimm recommended that the Board approve the Work Plan as submitted. The motion was seconded by Committee Member Womack and carried by unanimous consent.</p> | |
| <p>9. Public Comments on Items NOT on Agenda</p> | <p>None</p> | |
| <p>10. Schedule Next Meeting</p> | <p>The next meeting of the Finance Advisory Committee is scheduled to be held on Monday, April 30, 2018 at 5:30 pm unless otherwise noticed.</p> | |
| <p>11. Closing Comments by FAC Committee Members</p> | <p>Chairperson Ochylski commented on the vacancies on the Committee.</p> <p>Committee Member Grimm congratulated General Manager Osborne and the CSD for the Water Conservation program at the Business Expo.</p> <p>Committee Member Gonzalez thanked staff for the vehicle replacement reporting.</p> | |
| <p>12. Adjournment</p> | <p>The meeting adjourned at 6:47 p.m.</p> | |

ITEM 4

**REVIEW OF BOARD ITEM REGARDING
APPROVAL OF WARRANT REGISTER
FOR APRIL 2048**

ITEM 5

**REVIEW OF BOARD ITEM REGARDING
FINANCIAL REPORTS FOR THE PERIOD
ENDING MARCH 2018**



April 27, 2018

TO: LOCSO Board of Directors
FROM: Adrienne Geidel at Robert Stilts, District Bookkeeper
SUBJECT: **Agenda Item 11D – 5/3/2018 Board Meeting**
Receive Financial Report for the Period Ending March 31, 2018

President
Vicki L. Milledge

Vice President
Marshall E. Ochylski

Directors
Charles L. Cesena
Louis G. Tornatzky
Christine M. Womack

General Manager
Renee Osborne

District Accountant
Robert Stilts, CPA

Unit Chief
Scott M. Jalbert

Battalion Chief
Greg Alex

DESCRIPTION

Attached are the Statement of Revenues and Expenditures, Balance Sheet, and Water and Fire Reserve balances as of March 31, 2018.

STAFF RECOMMENDATION

This item will be approved along with the Consent Calendar unless it is pulled by a Director for separate consideration. If so, staff recommends that the Board adopt the following motion:

Motion: I move that the Board receive and file the financials for the period ending March 31, 2018.

Attachments

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 102
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcscsd.org

LOS OSOS COMMUNITY SERVICES DISTRICT

Balance Sheet
As of 3/31/2018

| | | Current Period Balance |
|--|------|-----------------------------|
| | | <u> </u> |
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash in Bank | | |
| Change Fund | 0999 | 400.00 |
| Petty Cash | 1000 | 500.00 |
| LAIF Investments | 1011 | 644,691.28 |
| General Checking Account | 1012 | 2,664,343.18 |
| Payroll Account (contra to 2998) | 1013 | 194.61 |
| Rabobank-Bankruptcy Disbursement Reserve | 1017 | 102,793.69 |
| US Bank- WW Bond Redemption Fund | 1077 | 422,777.42 |
| US Bank - WW Bond Reserve Fund | 1078 | <u>915,100.96</u> |
| Total Cash in Bank | | 4,750,801.14 |
| Investments | | |
| Inv: Pacific Premier | 0333 | 52,325.26 |
| Rabo Bank -Investments | 0334 | <u>2,072,234.01</u> |
| Total Investments | | 2,124,559.27 |
| Due From Others | | |
| Loan Receivable From District | 1160 | 247,333.96 |
| Due From Bayridge | 1420 | 125,000.00 |
| Due From Vista De Oro | 1440 | <u>31,517.00</u> |
| Total Due From Others | | 403,850.96 |
| Held Deposits | | |
| Held Deposits | 1030 | <u>10,000.00</u> |
| Total Held Deposits | | 10,000.00 |
| Accounts Receivable | | |
| Accounts Receivable | 1080 | 164,013.09 |
| Unbilled A/R | 1085 | <u>207,505.95</u> |
| Total Accounts Receivable | | 371,519.04 |
| Accrued Inventory On Hand | | |
| Inventory | 1100 | <u>54,194.36</u> |
| Total Accrued Inventory On Hand | | 54,194.36 |
| Total CURRENT ASSETS | | <u>7,714,924.77</u> |
| FIXED ASSETS | | |
| Land | | |
| Land and Land Rights | 1720 | <u>555,803.09</u> |
| Total Land | | 555,803.09 |
| Building | | |
| Building, Structures & Improvements | 1750 | 592,410.70 |
| Accum Depreciation-Building, Structures & Improvements | 1851 | <u>(5,000.00)</u> |
| Total Building | | 587,410.70 |
| Plant & Equipment | | |
| Equipment, Vehicles, Fixtures & Systems | 1800 | 1,960,549.73 |
| Acc Depreciation-Equipment, Vehicles & Systems | 1853 | <u>(424,190.84)</u> |
| Total Plant & Equipment | | 1,536,358.89 |
| Construction in Progress | | |
| Construction In Progress | 1850 | <u>138,872.75</u> |
| Total Construction in Progress | | 138,872.75 |
| Infrastructure | | |

LOS OSOS COMMUNITY SERVICES DISTRICT

Balance Sheet
As of 3/31/2018

| | | Current Period Balance |
|--|------|-----------------------------|
| Infrastructures | 1730 | 9,689,057.94 |
| Accum Depeciation-Infrastructures | 1852 | <u>(4,398,393.04)</u> |
| Total Infrastructure | | <u>5,290,664.90</u> |
| Total FIXED ASSETS | | 8,109,110.33 |
| OTHER ASSETS | | |
| Cash Suspense | | |
| Other Assets | 1990 | <u>900.00</u> |
| Total Cash Suspense | | <u>900.00</u> |
| Total OTHER ASSETS | | 900.00 |
| Other Assets | | |
| Def Outflow | 1991 | 192,162.00 |
| Amount to be Provided for Internal Loans | 1997 | 1,517.00 |
| Amount to be Provided - Other LT | 1998 | 15,597.10 |
| Oblig-Comp Leave | | |
| Total Other Assets | | <u>209,276.10</u> |
| Total ASSETS | | <u><u>16,034,211.20</u></u> |
| | | |
| LIABILITIES & EQUITY | | |
| CURRENT LIABILITIES | | |
| Accounts Payable | | |
| Vendor Payable (Control Account) | 2000 | 41,276.89 |
| AP Other- Adjment to 2000, AP Control Acct | 2010 | <u>(413.88)</u> |
| Total Accounts Payable | | 40,863.01 |
| Current Payroll Liabilities | | |
| Fed Income Tax Withholding | 2001 | (403.02) |
| FICA Employee Payable | 2002 | (55.78) |
| FICA Employer Payable | 2003 | 254.77 |
| CA Income Tax Withholding | 2011 | 2,463.86 |
| SDI Payable Employee (EE Only) | 2012 | (7.54) |
| Retirement-ER-Regular Contrib | 2014 | (3,803.22) |
| SLOCEA Dues Payable | 2016 | (156.34) |
| AFLAC Voluntary Insurance-Employee | 2022 | (282.48) |
| Workers Comp Ins Liab-Employer | 2023 | 138.17 |
| Accrued Life/Disability Medical Exp | 2026 | (228.58) |
| Retirement Addl Pick-up Liab-Employer | 2027 | (1.03) |
| Unemployment Ins Liab-Employer (ER only) | 2028 | (513.79) |
| Medicare Liab- Employer | 2029 | 228.48 |
| Other Deposits | 2038 | (152.64) |
| Accrued Compensated Absences | 2040 | 11,524.75 |
| Long-term Compensated Absences | 2041 | 34,574.29 |
| CALPERS Retirement Tier 2- EE- Liab | 2042 | 79.95 |
| Other Pension Oblig Liab (OPEB) ARC | 2045 | 49,290.00 |
| Retirement Conbtribution Safety-Fire-EE | 2046 | (3.47) |
| Medicare Tax Liab-Employee | 2202 | 429.66 |
| Medical Plan Liab- Employee | 2203 | (1,460.60) |
| Vision Plan Liab- Employee | 2204 | 169.30 |
| Dental Plan Ins Payable- Employee | 2205 | 824.64 |
| Retirement Contrib Liab-Employee | 2206 | 23.83 |
| Insurance- AD & D | 2211 | (282.50) |
| Insurance-Work Injury (WI) | 2212 | (216.32) |
| Survivor Premiums-PERS | 2214 | 8.01 |
| Payroll Clearing Account | 2999 | (235.45) |

LOS OSOS COMMUNITY SERVICES DISTRICT

Balance Sheet
As of 3/31/2018

| | | Current Period Balance |
|--|------|---------------------------|
| Total Current Payroll Liabilities | | <u>92,206.95</u> |
| Deposits Held for Water Customers | | |
| Will Serve Deposits | 2036 | 750.00 |
| Other | | <u>2,400.00</u> |
| Total Deposits Held for Water Customers | | 3,150.00 |
| Due to Others | | |
| Due To Administration | 2410 | <u>1,517.00</u> |
| Total Due to Others | | 1,517.00 |
| Current Portion Long Term Debt | | |
| Current portion-Long Term Debt | 2102 | <u>156,109.44</u> |
| Total Current Portion Long Term Debt | | 156,109.44 |
| Trust Liability | | |
| Trust Funds- Low Income Savings | 2513 | 1,169.32 |
| Trust-Delinquencies from Tax Liens | 2514 | 1,184.36 |
| Water Quality Trust Reserve | 3050 | <u>91,517.27</u> |
| Total Trust Liability | | <u>93,870.95</u> |
| Total CURRENT LIABILITIES | | 387,717.35 |
| Other Liabilities | | |
| Other Liabilities | | |
| Net Pension Liability | 2215 | 550,658.00 |
| Def Inflow | 2216 | 19,325.00 |
| Loan Payable to Agency Fund | 2495 | 247,333.96 |
| Restricted Park and Rec | 3090 | 305,813.55 |
| Replacement Reserve - Vehicle, Equip & Fire Engines | 3110 | 775,749.82 |
| General Contingency Reserve | 3111 | 395,615.70 |
| Public Facilities Fees Reserve | 3115 | 40,334.00 |
| Capital Outlay Reserve | 3160 | 1,476,562.69 |
| Water Stabilization Reserve | 3163 | 256,856.00 |
| Info Tech Reserve | 3164 | 28,741.40 |
| Basin Management Reserve | 3165 | 50,031.00 |
| Water Conservation Reserve | 3167 | 59,288.00 |
| Reserve - Internal Loans | 3193 | <u>1,517.00</u> |
| Total Other Liabilities | | <u>4,207,826.12</u> |
| Total Other Liabilities | | 4,207,826.12 |
| Long Term Debt | | |
| Note Payable - Long Term | | |
| Note Payable - State CIEDB-LTD | 2101 | 3,515,636.88 |
| Internal Loan Due Water-500 | 2491 | <u>155,000.00</u> |
| Total Note Payable - Long Term | | 3,670,636.88 |
| Accrued Interest Payable | | |
| Accrued Interest Payable | 2110 | <u>46,661.78</u> |
| Total Accrued Interest Payable | | <u>46,661.78</u> |
| Total Long Term Debt | | 3,717,298.66 |
| Equity | | |
| Revenues | | 3,392,325.71 |
| Expenditures | | (3,150,570.78) |
| Equity | | |
| Septic System Decommission Reserve | 3109 | 8,000.00 |
| Prepaid Assessment Reserve | 3159 | 106,768.92 |
| Disputed Reserve Fund (Bankruptcy) | 3161 | 256,525.80 |

LOS OSOS COMMUNITY SERVICES DISTRICT

Balance Sheet
As of 3/31/2018

| | | Current Period Balance |
|---|------|-----------------------------|
| Fund Balance | 3200 | 6,031,523.43 |
| Bankruptcy Fund Balance | 3203 | 58,710.96 |
| GFAG- Net Investment in Assets | 3300 | 671,156.09 |
| GFAG- Accumulated Depreciation | 3301 | 1,756,878.01 |
| GFAG- Governmental Depreciation Expense | 3302 | (83,603.02) |
| Investment in N/A-Costs | 3310 | <u>(1,326,346.05)</u> |
| Total Equity | | <u>7,479,614.14</u> |
| Total Equity | | <u>7,721,369.07</u> |
| Total LIABILITIES & EQUITY | | <u><u>16,034,211.20</u></u> |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
100 - 100 - Administration
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|--------------------------|--------------------------|------------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Service Charges & Fees | | | | | |
| 4005 | 5.40 | 17.00 | 0.00 | 17.00 | 0.00% |
| | 5.40 | 17.00 | 0.00 | 17.00 | 0.00% |
| Use of Money & Property | | | | | |
| 4510 | 0.00 | 2,291.99 | 0.00 | 2,291.99 | 0.00% |
| | 0.00 | 2,291.99 | 0.00 | 2,291.99 | 0.00% |
| | 5.40 | 2,308.99 | 0.00 | 2,308.99 | 0.00% |
| Expenditures | | | | | |
| Personnel | | | | | |
| Salaries/Wages | | | | | |
| 7322 | 1,000.00 | 10,400.00 | 12,000.00 | 1,600.00 | 13.33% |
| 8018 | 302.64 | 2,982.96 | 6,000.00 | 3,017.04 | 50.28% |
| 8045 | 638.38 | 4,930.70 | 6,200.00 | 1,269.30 | 20.47% |
| 8051 | 0.00 | 605.28 | 510.00 | (95.28) | (18.68)% |
| 8054 | 10,402.93 | 59,987.29 | 86,434.00 | 26,446.71 | 30.60% |
| 8056 | 0.00 | 621.71 | 0.00 | (621.71) | 0.00% |
| 8060 | 179.13 | 1,801.67 | 2,200.00 | 398.33 | 18.11% |
| 8081 | 0.00 | 1,990.35 | 1,800.00 | (190.35) | (10.57)% |
| | 12,523.08 | 83,319.96 | 115,144.00 | 31,824.04 | 27.64% |
| Payroll Taxes & Benefits | | | | | |
| 5020 | 62.00 | 595.20 | 1,700.00 | 1,104.80 | 64.99% |
| 5030 | 21.00 | 177.19 | 300.00 | 122.81 | 40.94% |
| 5031 | 5.00 | 40.00 | 50.00 | 10.00 | 20.00% |
| 5040 | 45.93 | 563.82 | 515.00 | (48.82) | (9.48)% |
| 5050 | 180.12 | 284.63 | 1,843.00 | 1,558.37 | 84.56% |
| 5060 | 750.00 | 6,375.00 | 8,000.00 | 1,625.00 | 20.31% |
| 5070 | 527.90 | 12,177.68 | 12,700.00 | 522.32 | 4.11% |
| 5071 | 30.31 | 546.37 | 750.00 | 203.63 | 27.15% |
| 5075 | 271.94 | 2,407.47 | 1,900.00 | (507.47) | (26.71)% |
| 5120 | 7.21 | 456.07 | 4,675.00 | 4,218.93 | 90.24% |
| | 1,901.41 | 23,623.43 | 32,433.00 | 8,809.57 | 27.16% |
| Employment Services | | | | | |
| 5100 | 355.53 | 2,336.04 | 3,000.00 | 663.96 | 22.13% |
| 6200 | 0.00 | 99.50 | 500.00 | 400.50 | 80.10% |
| 6230 | 0.00 | 0.00 | 125.00 | 125.00 | 100.00% |
| | 355.53 | 2,435.54 | 3,625.00 | 1,189.46 | 32.81% |
| | 14,780.02 | 109,378.93 | 151,202.00 | 41,823.07 | 27.66% |
| Services & Supplies | | | | | |
| Contract Services | | | | | |
| 6100 | 0.00 | 100.00 | 6,500.00 | 6,400.00 | 98.46% |
| 6110 | 1,745.10 | 16,443.96 | 21,500.00 | 5,056.04 | 23.52% |
| 7100 | 492.14 | 4,821.19 | 7,500.00 | 2,678.81 | 35.72% |
| 7255 | 58.91 | 409.56 | 913.00 | 503.44 | 55.14% |
| 7321 | 245.00 | 2,251.70 | 4,000.00 | 1,748.30 | 43.71% |
| 7342 | 1,125.00 | 10,125.00 | 13,500.00 | 3,375.00 | 25.00% |
| | 3,666.15 | 34,151.41 | 53,913.00 | 19,761.59 | 36.65% |
| Financial Services | | | | | |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
100 - 100 - Administration
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised | |
|------|--|-----------|---------------------------|---------------------------------------|---|---------|
| 7309 | Late Fees | 0.00 | 23.72 | 100.00 | 76.28 | 76.28% |
| 7310 | Bank Service Charges | 218.95 | 2,368.33 | 3,000.00 | 631.67 | 21.06% |
| | Total Financial Services | 218.95 | 2,392.05 | 3,100.00 | 707.95 | 22.84% |
| | Insurance, Licenses & Regulatory Fees | | | | | |
| 6340 | Misc Fees | 0.00 | (211.81) | 100.00 | 311.81 | 311.81% |
| 6341 | LAFCO Fees | 0.00 | 17,212.31 | 21,642.00 | 4,429.69 | 20.47% |
| 7325 | Insurance | 0.00 | 9,254.00 | 9,254.00 | 0.00 | 0.00% |
| | Total Insurance, Licenses & Regulatory Fees | 0.00 | 26,254.50 | 30,996.00 | 4,741.50 | 15.30% |
| | Legal & Professional | | | | | |
| 7303 | Professional Services - GM | 8,010.50 | 75,579.50 | 78,000.00 | 2,420.50 | 3.10% |
| 7304 | Professional Services - ACCTG | 5,000.00 | 39,712.50 | 48,000.00 | 8,287.50 | 17.27% |
| 7305 | Auditing Services | 0.00 | 18,010.00 | 22,000.00 | 3,990.00 | 18.14% |
| 7320 | Professional & Consulting Services | 1,868.75 | 3,920.08 | 36,960.00 | 33,039.92 | 89.39% |
| 7326 | Legal Services | 3,185.00 | 27,438.25 | 50,000.00 | 22,561.75 | 45.12% |
| 7340 | Legal Notifications & Mandated Advertising | 0.00 | 91.96 | 2,000.00 | 1,908.04 | 95.40% |
| | Total Legal & Professional | 18,064.25 | 164,752.29 | 236,960.00 | 72,207.71 | 30.47% |
| | Office/Operations | | | | | |
| 6121 | IT-Supplies & Miscellaneous | 0.00 | 155.67 | 500.00 | 344.33 | 68.87% |
| 6130 | Computer Hardware | 0.00 | 1,351.86 | 1,351.86 | 0.00 | 0.00% |
| 7140 | General Supplies & Minor Equipment | 232.22 | 3,520.09 | 5,000.00 | 1,479.91 | 29.60% |
| 7160 | Postage, Shipping & Mail Supplies | 91.15 | 2,221.52 | 4,068.14 | 1,846.62 | 45.39% |
| 7226 | Membership & Dues | 0.00 | 6,458.00 | 6,500.00 | 42.00 | 0.65% |
| | Total Office/Operations | 323.37 | 13,707.14 | 17,420.00 | 3,712.86 | 21.31% |
| | Other Expense | | | | | |
| 7330 | Misc Operating Expenses | 0.00 | 20.00 | 100.00 | 80.00 | 80.00% |
| 8735 | Misc Department Admin | 0.00 | 60.35 | 200.00 | 139.65 | 69.83% |
| | Total Other Expense | 0.00 | 80.35 | 300.00 | 219.65 | 73.22% |
| | Rent & Utilities | | | | | |
| 6025 | Telephone | 237.34 | 2,428.17 | 3,000.00 | 571.83 | 19.06% |
| 7350 | Rent - Meetings | 0.00 | 0.00 | 500.00 | 500.00 | 100.00% |
| 7352 | Rent - Offices & Other Structures | 2,900.00 | 26,100.00 | 33,179.00 | 7,079.00 | 21.34% |
| 8610 | Electric | 83.29 | 2,703.78 | 3,500.00 | 796.22 | 22.75% |
| 8620 | Gas Service | 0.00 | 50.21 | 500.00 | 449.79 | 89.96% |
| | Total Rent & Utilities | 3,220.63 | 31,282.16 | 40,679.00 | 9,396.84 | 23.10% |
| | Repairs & Maintenance | | | | | |
| 6405 | R & M - Extinguishers | 0.00 | 64.16 | 110.00 | 45.84 | 41.67% |
| | Total Repairs & Maintenance | 0.00 | 64.16 | 110.00 | 45.84 | 41.67% |
| | Travel & Training | | | | | |
| 7323 | Books, Publications & Subscriptions | 0.00 | 12.99 | 300.00 | 287.01 | 95.67% |
| 7324 | Education & Training Fees | 0.00 | 642.25 | 1,300.00 | 657.75 | 50.60% |
| 8539 | Meals | 0.00 | 1,067.46 | 2,700.00 | 1,632.54 | 60.46% |
| 8541 | Meals- Local Area - DIR | 0.00 | 0.00 | 100.00 | 100.00 | 100.00% |
| 8550 | Mileage Reimbursement & Parking | 15.05 | 188.88 | 650.00 | 461.12 | 70.94% |
| | Total Travel & Training | 15.05 | 1,911.58 | 5,050.00 | 3,138.42 | 62.15% |
| | Total Services & Supplies | 25,508.40 | 274,595.64 | 388,528.00 | 113,932.36 | 29.32% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
100 - 100 - Administration
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|------------------------------------|--------------------------|--------------|---------------------------|---------------------------------------|---|
| Allocation of Administrative Costs | | | | | |
| 8152 | 39.28 | 638.67 | 0.00 | (638.67) | 0.00% |
| | 39.28 | 638.67 | 0.00 | (638.67) | 0.00% |
| Transfers | | | | | |
| 9410 | 0.00 | (252,154.03) | 0.00 | 252,154.03 | 0.00% |
| | 0.00 | (252,154.03) | 0.00 | 252,154.03 | 0.00% |
| | 40,327.70 | 132,459.21 | 539,730.00 | 407,270.79 | 75.46% |
| Net Revenues over Expenditures | (40,322.30) | (130,150.22) | (539,730.00) | 409,579.78 | (75.89)% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
200 - 200 - Bayridge
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---------------------------------------|--------------------------|-----------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Property Taxes | | | | | |
| 4035 | 274.38 | 6,024.58 | 8,696.00 | (2,671.42) | (30.72)% |
| | 274.38 | 6,024.58 | 8,696.00 | (2,671.42) | (30.72)% |
| Special Taxes & Assessments | | | | | |
| 4550 | 2,250.00 | 38,103.00 | 54,831.00 | (16,728.00) | (30.51)% |
| | 2,250.00 | 38,103.00 | 54,831.00 | (16,728.00) | (30.51)% |
| Use of Money & Property | | | | | |
| 4505 | 0.00 | 28.57 | 70.00 | (41.43) | (59.19)% |
| 4510 | 0.00 | (0.89) | 0.00 | (0.89) | 0.00% |
| | 0.00 | 27.68 | 70.00 | (42.32) | (60.46)% |
| | 2,524.38 | 44,155.26 | 63,597.00 | (19,441.74) | (30.57)% |
| Expenditures | | | | | |
| Services & Supplies | | | | | |
| Insurance, Licenses & Regulatory Fees | | | | | |
| 6342 | 0.00 | 0.00 | 1,500.00 | 1,500.00 | 100.00% |
| 6345 | 0.00 | 270.80 | 500.00 | 229.20 | 45.84% |
| 7325 | 0.00 | 800.00 | 800.00 | 0.00 | 0.00% |
| | 0.00 | 1,070.80 | 2,800.00 | 1,729.20 | 61.76% |
| Legal & Professional | | | | | |
| 7320 | 0.00 | 1,008.00 | 1,108.00 | 100.00 | 9.03% |
| 7326 | 0.00 | 462.75 | 500.00 | 37.25 | 7.45% |
| | 0.00 | 1,470.75 | 1,608.00 | 137.25 | 8.54% |
| Rent & Utilities | | | | | |
| 8670 | 518.03 | 4,846.23 | 5,380.00 | 533.77 | 9.92% |
| | 518.03 | 4,846.23 | 5,380.00 | 533.77 | 9.92% |
| Repairs & Maintenance | | | | | |
| 6800 | 0.00 | 6,324.00 | 6,324.00 | 0.00 | 0.00% |
| | 0.00 | 6,324.00 | 6,324.00 | 0.00 | 0.00% |
| | 518.03 | 13,711.78 | 16,112.00 | 2,400.22 | 14.90% |
| Debt Service | | | | | |
| 9804 | 0.00 | 0.00 | 27,964.56 | 27,964.56 | 100.00% |
| | 0.00 | 0.00 | 27,964.56 | 27,964.56 | 100.00% |
| Transfers | | | | | |
| 9511 | 0.00 | 1,260.77 | 0.00 | (1,260.77) | 0.00% |
| | 0.00 | 1,260.77 | 0.00 | (1,260.77) | 0.00% |
| | 518.03 | 14,972.55 | 44,076.56 | 29,104.01 | 66.03% |
| Net Revenues over Expenditures | 2,006.35 | 29,182.71 | 19,520.44 | 9,662.27 | 49.50% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
301 - 301 - Fire
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|--|--------------------------|--------------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Property Taxes | | | | | |
| 4035 | 0.00 | 1,069,447.00 | 2,001,166.00 | (931,719.00) | (46.56)% |
| | 0.00 | 1,069,447.00 | 2,001,166.00 | (931,719.00) | (46.56)% |
| Grant Revenue | | | | | |
| 4955 | 0.00 | 8,105.46 | 0.00 | 8,105.46 | 0.00% |
| | 0.00 | 8,105.46 | 0.00 | 8,105.46 | 0.00% |
| Special Taxes & Assessments | | | | | |
| 4015 | 0.00 | 0.00 | 25,214.00 | (25,214.00) | (100.00)% |
| 4050 | 14,346.14 | 437,968.12 | 543,882.00 | (105,913.88) | (19.47)% |
| | 14,346.14 | 437,968.12 | 569,096.00 | (131,127.88) | (23.04)% |
| Other Revenues | | | | | |
| 4000 | 17,767.43 | 52,868.94 | 67,134.00 | (14,265.06) | (21.25)% |
| 4055 | 0.00 | 0.00 | 2,000.00 | (2,000.00) | (100.00)% |
| 4655 | 0.00 | 34,963.04 | 34,763.00 | 200.04 | 0.58% |
| | 17,767.43 | 87,831.98 | 103,897.00 | (16,065.02) | (15.46)% |
| Use of Money & Property | | | | | |
| 4505 | 0.00 | 2,665.37 | 13,141.00 | (10,475.63) | (79.72)% |
| 4510 | 160.16 | 1,176.28 | 1,000.00 | 176.28 | 17.63% |
| | 160.16 | 3,841.65 | 14,141.00 | (10,299.35) | (72.83)% |
| | 32,273.73 | 1,607,194.21 | 2,688,300.00 | (1,081,105.79) | (40.22)% |
| Expenditures | | | | | |
| Personnel | | | | | |
| Salaries/Wages | | | | | |
| 8290 | 0.00 | 397.63 | 1,600.00 | 1,202.37 | 75.15% |
| 8295 | 2,307.73 | 15,080.98 | 22,050.00 | 6,969.02 | 31.61% |
| 8310 | 454.30 | 1,522.13 | 2,660.00 | 1,137.87 | 42.78% |
| 8340 | 11,384.76 | 66,693.11 | 82,000.00 | 15,306.89 | 18.67% |
| 8345 | 531.47 | 2,652.29 | 5,550.00 | 2,897.71 | 52.21% |
| 8355 | 2,152.68 | 8,359.75 | 4,724.00 | (3,635.75) | (76.96)% |
| 8360 | 0.00 | 94.50 | 1,205.00 | 1,110.50 | 92.16% |
| | 16,830.94 | 94,800.39 | 119,789.00 | 24,988.61 | 20.86% |
| Payroll Taxes & Benefits | | | | | |
| 5021 | 718.11 | 4,945.60 | 7,000.00 | 2,054.40 | 29.35% |
| 5030 | 224.00 | 1,196.00 | 2,500.00 | 1,304.00 | 52.16% |
| 5035 | 70.00 | 380.00 | 850.00 | 470.00 | 55.29% |
| 5050 | 0.00 | (915.55) | 0.00 | 915.55 | 0.00% |
| 5051 | 244.05 | 1,380.35 | 2,000.00 | 619.65 | 30.98% |
| 5070 | 0.00 | 7,399.82 | 11,000.00 | 3,600.18 | 32.73% |
| 5120 | 0.00 | 4,564.08 | 4,570.00 | 5.92 | 0.13% |
| 5124 | 494.36 | 1,733.16 | 1,550.00 | (183.16) | (11.82)% |
| | 1,750.52 | 20,683.46 | 29,470.00 | 8,786.54 | 29.82% |
| Employment Services | | | | | |
| 5000 | 435.00 | 514.00 | 2,550.00 | 2,036.00 | 79.84% |
| 5101 | 1,558.87 | 7,291.88 | 7,000.00 | (291.88) | (4.17)% |
| 6230 | 0.00 | 4,251.00 | 3,800.00 | (451.00) | (11.87)% |
| | 1,993.87 | 12,056.88 | 13,350.00 | 1,293.12 | 9.69% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
301 - 301 - Fire
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---|--------------------------|--------------|---------------------------|---------------------------------------|---|
| Total Personnel | 20,575.33 | 127,540.73 | 162,609.00 | 35,068.27 | 21.57% |
| Services & Supplies | | | | | |
| Clothing & Uniform | | | | | |
| 7246 Uniform & Gear | 0.00 | 678.06 | 1,130.00 | 451.94 | 39.99% |
| 7248 Uniform Safety Boots | 0.00 | 0.00 | 400.00 | 400.00 | 100.00% |
| Total Clothing & Uniform | 0.00 | 678.06 | 1,530.00 | 851.94 | 55.68% |
| Contract Services | | | | | |
| 6110 IT Purchased Services | 171.20 | 900.04 | 1,080.00 | 179.96 | 16.66% |
| 7100 Copier Contract-Maint & Usage | 207.29 | 1,190.65 | 1,600.00 | 409.35 | 25.58% |
| 7202 Building Alarms & Security | 117.90 | 353.70 | 465.00 | 111.30 | 23.94% |
| 7204 Cleaning Supplies, Laundry & Towel Service | 151.81 | 3,125.02 | 3,700.00 | 574.98 | 15.54% |
| 7222 Hazardous Materials CW JPA Cost | 0.00 | 2,000.00 | 2,000.00 | 0.00 | 0.00% |
| 7500 Schedule A Charges | 0.00 | 1,069,447.00 | 2,164,208.00 | 1,094,761.00 | 50.58% |
| Total Contract Services | 648.20 | 1,077,016.41 | 2,173,053.00 | 1,096,036.59 | 50.44% |
| Equipment & Tools | | | | | |
| 6440 Fire Personal Protection Equipment | 0.00 | 5,506.50 | 6,500.00 | 993.50 | 15.28% |
| 6460 Self-Contained Breathing Apparatus | 0.00 | 0.00 | 32,500.00 | 32,500.00 | 100.00% |
| 7234 Oxygen Supplies & Cylinder Rent | 0.00 | 0.00 | 350.00 | 350.00 | 100.00% |
| 7238 Paramedic & EMT Small Tools & Supplies | 418.65 | 45,197.21 | 52,000.00 | 6,802.79 | 13.08% |
| 7242 Minor Tools, Accessories & Field Machines | 0.00 | 178.39 | 250.00 | 71.61 | 28.64% |
| 7252 Misc Hardware | 0.00 | 35,848.20 | 36,263.00 | 414.80 | 1.14% |
| Total Equipment & Tools | 418.65 | 86,730.30 | 127,863.00 | 41,132.70 | 32.17% |
| Financial Services | | | | | |
| 7309 Late Fees | 0.00 | 18.53 | 6.15 | (12.38) | (201.30)% |
| 7310 Bank Service Charges | 0.00 | 0.00 | 20.00 | 20.00 | 100.00% |
| 9154 Losses and Damages | 0.00 | 345.08 | 345.08 | 0.00 | 0.00% |
| Total Financial Services | 0.00 | 363.61 | 371.23 | 7.62 | 2.05% |
| Insurance, Licenses & Regulatory Fees | | | | | |
| 6345 Property Taxes & Assessments Costs | 0.00 | 3,898.08 | 3,898.08 | 0.00 | 0.00% |
| 7325 Insurance | 0.00 | 20,400.04 | 20,400.04 | 0.00 | 0.00% |
| Total Insurance, Licenses & Regulatory Fees | 0.00 | 24,298.12 | 24,298.12 | 0.00 | 0.00% |
| Legal & Professional | | | | | |
| 7320 Professional & Consulting Services | 0.00 | 1,400.00 | 1,700.00 | 300.00 | 17.65% |
| 7326 Legal Services | 0.00 | 358.75 | 1,000.00 | 641.25 | 64.13% |
| 7340 Legal Notifications & Mandated Advertising | 0.00 | 45.00 | 80.00 | 35.00 | 43.75% |
| Total Legal & Professional | 0.00 | 1,803.75 | 2,780.00 | 976.25 | 35.12% |
| Office/Operations | | | | | |
| 6130 Computer Hardware | 0.00 | 169.42 | 1,770.00 | 1,600.58 | 90.43% |
| 7140 General Supplies & Minor Equipment | 0.00 | 1,806.14 | 1,800.00 | (6.14) | (0.34)% |
| 7160 Postage, Shipping & Mail Supplies | 0.00 | 188.75 | 200.00 | 11.25 | 5.63% |
| 7216 Fire Prevention Education Materials | 500.00 | 1,283.98 | 1,200.00 | (83.98) | (7.00)% |
| 7226 Membership & Dues | 0.00 | 75.00 | 75.00 | 0.00 | 0.00% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
301 - 301 - Fire
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised | |
|------|--|----------|---------------------------|---------------------------------------|---|----------|
| 7230 | Misc Small Parts & Supplies | 0.00 | 4,229.79 | 4,530.00 | 300.21 | 6.63% |
| 7240 | Propane | 0.00 | 100.00 | 100.00 | 0.00 | 0.00% |
| | Total Office/Operations | 500.00 | 7,853.08 | 9,675.00 | 1,821.92 | 18.83% |
| | Other Expense | | | | | |
| 7201 | White Goods & Accessories - bedding, towels | 0.00 | 0.00 | 300.00 | 300.00 | 100.00% |
| 7209 | District Operating Center Expense | 0.00 | 0.00 | 450.00 | 450.00 | 100.00% |
| 7218 | Cooking Products - Food, Drinks & Staples | 0.00 | 159.85 | 300.00 | 140.15 | 46.72% |
| 7224 | Kitchen Cookware & Utensils | 0.00 | 85.79 | 737.77 | 651.98 | 88.37% |
| 7345 | Outreach- Program Give-away Items | 606.72 | 606.72 | 2,900.00 | 2,293.28 | 79.08% |
| | Total Other Expense | 606.72 | 852.36 | 4,687.77 | 3,835.41 | 81.82% |
| | Rent & Utilities | | | | | |
| 6000 | Cell Phones | 129.39 | 1,164.27 | 1,550.00 | 385.73 | 24.89% |
| 6025 | Telephone | 361.30 | 3,090.54 | 2,600.00 | (490.54) | (18.87)% |
| 8610 | Electric | 9.53 | 978.44 | 990.00 | 11.56 | 1.17% |
| 8620 | Gas Service | 164.90 | 678.76 | 1,100.00 | 421.24 | 38.29% |
| 8630 | Trash Services | 101.41 | 903.21 | 1,850.00 | 946.79 | 51.18% |
| 8640 | Water and Water Services | 83.00 | 3,038.82 | 4,704.00 | 1,665.18 | 35.40% |
| 8659 | Utility Cable Charges | 166.09 | 888.16 | 1,020.00 | 131.84 | 12.93% |
| 8670 | Street Lighting | 11.13 | 100.54 | 132.00 | 31.46 | 23.83% |
| | Total Rent & Utilities | 1,026.75 | 10,842.74 | 13,946.00 | 3,103.26 | 22.25% |
| | Repairs & Maintenance | | | | | |
| 6400 | R & M - Air Compressors | 0.00 | 297.77 | 500.00 | 202.23 | 40.45% |
| 6405 | R & M - Extinguishers | 0.00 | 383.82 | 784.00 | 400.18 | 51.04% |
| 6640 | R & M - Equip & Other Non-Structural Fixed Assets | 757.99 | 1,751.67 | 1,600.00 | (151.67) | (9.48)% |
| 6750 | R & M - Minor Tools & Equipment | 109.59 | 394.18 | 1,000.00 | 605.82 | 60.58% |
| 6775 | R & M -Operation/Field Equipment | 765.00 | 765.00 | 1,300.00 | 535.00 | 41.15% |
| 6800 | R & M - Grounds & Collection Systems | 0.00 | 239.75 | 450.00 | 210.25 | 46.72% |
| 6900 | R & M - Buildings & Structures | 0.00 | 2,712.37 | 3,036.00 | 323.63 | 10.66% |
| | Total Repairs & Maintenance | 1,632.58 | 6,544.56 | 8,670.00 | 2,125.44 | 24.51% |
| | Travel & Training | | | | | |
| 6300 | DMV Driv Lic Class B | 0.00 | 0.00 | 100.00 | 100.00 | 100.00% |
| 7141 | CERT Training Supplies | 0.00 | 0.00 | 100.00 | 100.00 | 100.00% |
| 7323 | Books, Publications & Subscriptions | 0.00 | 234.23 | 468.00 | 233.77 | 49.95% |
| 8405 | Reserve FF Training Costs | 400.00 | 1,360.00 | 1,000.00 | (360.00) | (36.00)% |
| | Total Travel & Training | 400.00 | 1,594.23 | 1,668.00 | 73.77 | 4.42% |
| | Total Services & Supplies | 5,232.90 | 1,218,577.22 | 2,368,542.12 | 1,149,964.90 | 48.55% |
| | Allocation of Administrative Costs | | | | | |
| 8152 | ADP Fees | 185.86 | 962.17 | 1,000.00 | 37.83 | 3.78% |
| | Total Allocation of Administrative Costs | 185.86 | 962.17 | 1,000.00 | 37.83 | 3.78% |
| | Capital Outlay | | | | | |
| 9006 | Infrastructure CIP | 2,500.00 | 17,925.70 | 26,780.88 | 8,855.18 | 33.07% |
| 9085 | Vehicle Purchase | 174.36 | 173,232.63 | 155,500.00 | (17,732.63) | (11.40)% |
| | Total Capital Outlay | 2,674.36 | 191,158.33 | 182,280.88 | (8,877.45) | (4.87)% |
| | Reserves | | | | | |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
301 - 301 - Fire
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|------|--------------------------------|-----------|---------------------------|---------------------------------------|---|
| 9008 | 0.00 | 0.00 | 25,000.00 | 25,000.00 | 100.00% |
| 9504 | 0.00 | 0.00 | 93,402.00 | 93,402.00 | 100.00% |
| 9572 | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 100.00% |
| | Total Reserves | 0.00 | 128,402.00 | 128,402.00 | 100.00% |
| | Transfers | | | | |
| 9511 | 0.00 | 25,215.40 | 0.00 | (25,215.40) | 0.00% |
| | Total Transfers | 0.00 | 0.00 | (25,215.40) | 0.00% |
| | Total Expenditures | 28,668.45 | 2,842,834.00 | 1,279,380.15 | 45.00% |
| | Net Revenues over Expenditures | 3,605.28 | (154,534.00) | 198,274.36 | (128.30)% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
400 - 400 - Vista de Oro
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---------------------------------------|--------------------------|-----------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Special Taxes & Assessments | | | | | |
| 4550 | 654.00 | 10,718.00 | 15,768.00 | (5,050.00) | (32.03)% |
| | 654.00 | 10,718.00 | 15,768.00 | (5,050.00) | (32.03)% |
| | 654.00 | 10,718.00 | 15,768.00 | (5,050.00) | (32.03)% |
| Expenditures | | | | | |
| Services & Supplies | | | | | |
| Insurance, Licenses & Regulatory Fees | | | | | |
| 6342 | 0.00 | 0.00 | 1,500.00 | 1,500.00 | 100.00% |
| 6345 | 0.00 | 18.00 | 500.00 | 482.00 | 96.40% |
| 7325 | 0.00 | 500.00 | 500.00 | 0.00 | 0.00% |
| | 0.00 | 518.00 | 2,500.00 | 1,982.00 | 79.28% |
| Legal & Professional | | | | | |
| 7320 | 0.00 | 700.00 | 700.00 | 0.00 | 0.00% |
| 7326 | 0.00 | 165.25 | 300.00 | 134.75 | 44.92% |
| | 0.00 | 865.25 | 1,000.00 | 134.75 | 13.48% |
| Rent & Utilities | | | | | |
| 8670 | 205.18 | 1,917.21 | 2,300.00 | 382.79 | 16.64% |
| | 205.18 | 1,917.21 | 2,300.00 | 382.79 | 16.64% |
| Repairs & Maintenance | | | | | |
| 6800 | 0.00 | 2,262.60 | 0.00 | (2,262.60) | 0.00% |
| | 0.00 | 2,262.60 | 0.00 | (2,262.60) | 0.00% |
| | 205.18 | 5,563.06 | 5,800.00 | 236.94 | 4.09% |
| Transfers | | | | | |
| 9511 | 0.00 | 1,260.77 | 0.00 | (1,260.77) | 0.00% |
| | 0.00 | 1,260.77 | 0.00 | (1,260.77) | 0.00% |
| | 205.18 | 6,823.83 | 5,800.00 | (1,023.83) | (17.65)% |
| Net Revenues over Expenditures | 448.82 | 3,894.17 | 9,968.00 | (6,073.83) | (60.93)% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
500 - 500 - Water
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|-------------------------------------|--------------------------|--------------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Property Taxes | | | | | |
| 4035 | 7,235.39 | 159,436.43 | 171,643.50 | (12,207.07) | (7.11)% |
| | 7,235.39 | 159,436.43 | 171,643.50 | (12,207.07) | (7.11)% |
| Service Charges & Fees | | | | | |
| 4030 | 123,357.95 | 1,439,203.68 | 1,906,000.00 | (466,796.32) | (24.49)% |
| 4102 | 20,038.67 | 149,615.72 | 178,000.00 | (28,384.28) | (15.95)% |
| 4103 | 14,983.84 | 239,119.12 | 236,000.00 | 3,119.12 | 1.32% |
| 4104 | 1,892.00 | 42,971.37 | 3,000.00 | 39,971.37 | 1,332.38% |
| 4114 | (190.00) | (1,225.00) | 2,084.00 | (3,309.00) | (158.78)% |
| 4931 | 750.00 | 5,950.00 | 7,000.00 | (1,050.00) | (15.00)% |
| 4932 | 2,135.80 | 22,099.34 | 23,000.00 | (900.66) | (3.92)% |
| 4933 | 1,810.00 | 10,925.00 | 16,000.00 | (5,075.00) | (31.72)% |
| 4937 | 85.00 | 620.00 | 500.00 | 120.00 | 24.00% |
| | 164,863.26 | 1,909,279.23 | 2,371,584.00 | (462,304.77) | (19.49)% |
| Other Revenues | | | | | |
| 4105 | 0.00 | 0.00 | 107,000.00 | (107,000.00) | (100.00)% |
| 4925 | 0.00 | 3,790.78 | 3,790.78 | 0.00 | 0.00% |
| 4930 | 1,006.50 | 3,081.08 | 15,000.00 | (11,918.92) | (79.46)% |
| 4936 | 0.00 | (1.00) | 0.00 | (1.00) | 0.00% |
| | 1,006.50 | 6,870.86 | 125,790.78 | (118,919.92) | (94.54)% |
| Use of Money & Property | | | | | |
| 4504 | 0.00 | 0.00 | 2,964.00 | (2,964.00) | (100.00)% |
| 4505 | 0.00 | 754.60 | 2,100.00 | (1,345.40) | (64.07)% |
| 4510 | 163.48 | 3,834.25 | 1,500.00 | 2,334.25 | 155.62% |
| | 163.48 | 4,588.85 | 6,564.00 | (1,975.15) | (30.09)% |
| | 173,268.63 | 2,080,175.37 | 2,675,582.28 | (595,406.91) | (22.25)% |
| Expenditures | | | | | |
| Personnel | | | | | |
| Salaries/Wages | | | | | |
| 8018 | 1,756.24 | 17,100.48 | 20,000.00 | 2,899.52 | 14.50% |
| 8045 | 370.56 | 3,298.16 | 4,000.00 | 701.84 | 17.55% |
| 8050 | 0.00 | 1,471.18 | 1,000.00 | (471.18) | (47.12)% |
| 8051 | 247.04 | 3,651.55 | 16,000.00 | 12,348.45 | 77.18% |
| 8054 | 33,939.90 | 233,413.41 | 339,348.71 | 105,935.30 | 31.22% |
| 8056 | 0.00 | 2,723.28 | 2,723.28 | 0.00 | 0.00% |
| 8060 | 2,422.63 | 14,333.51 | 23,000.00 | 8,666.49 | 37.68% |
| 8063 | 1,986.88 | 12,569.57 | 14,000.00 | 1,430.43 | 10.22% |
| 8066 | 1,838.85 | 10,986.46 | 11,000.00 | 13.54 | 0.12% |
| 8081 | 4,142.09 | 18,375.40 | 38,000.00 | 19,624.60 | 51.64% |
| | 46,704.19 | 317,923.00 | 469,071.99 | 151,148.99 | 32.22% |
| Payroll Taxes & Benefits | | | | | |
| 5030 | 147.00 | 1,476.00 | 1,500.00 | 24.00 | 1.60% |
| 5031 | 35.00 | 300.00 | 500.00 | 200.00 | 40.00% |
| 5040 | 272.07 | 2,468.12 | 3,000.00 | 531.88 | 17.73% |
| 5050 | 791.74 | 2,969.29 | 6,000.00 | 3,030.71 | 50.51% |

LOS OSOS COMMUNITY SERVICES DISTRICT
 Statement of Revenues and Expenditures - Monthly Actuals
 500 - 500 - Water
 From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---|--------------------------|------------|---------------------------|---------------------------------------|---|
| 5060 Cafeteria Plan - ER | 5,299.30 | 43,470.80 | 66,000.00 | 22,529.20 | 34.14% |
| 5070 Retirement ER - Regular | 3,445.59 | 46,494.00 | 60,000.00 | 13,506.00 | 22.51% |
| 5071 Retirement ER - Addl Pick-up | 99.66 | 2,462.23 | 2,200.00 | (262.23) | (11.92)% |
| 5075 Retirees Medical - ER | 135.97 | 1,172.94 | 1,000.00 | (172.94) | (17.29)% |
| 5120 Workers Comp Insurance - ER | 42.74 | 15,811.66 | 15,968.01 | 156.35 | 0.98% |
| 5124 Retirement - ER - Tier 2 | 463.89 | 3,035.56 | 0.00 | (3,035.56) | 0.00% |
| Total Payroll Taxes & Benefits | 10,732.96 | 119,660.60 | 156,168.01 | 36,507.41 | 23.38% |
| Employment Services | | | | | |
| 5100 Unemployment Insurance - ER | 728.78 | 5,434.35 | 5,000.00 | (434.35) | (8.69)% |
| 6230 Medical Exam | 0.00 | 2,675.00 | 2,675.00 | 0.00 | 0.00% |
| Total Employment Services | 728.78 | 8,109.35 | 7,675.00 | (434.35) | (5.66)% |
| Total Personnel | 58,165.93 | 445,692.95 | 632,915.00 | 187,222.05 | 29.58% |
| Services & Supplies | | | | | |
| Clothing & Uniform | | | | | |
| 7246 Uniform & Gear | 0.00 | 1,088.58 | 2,600.00 | 1,511.42 | 58.13% |
| 7248 Uniform Safety Boots | 0.00 | 481.35 | 1,000.00 | 518.65 | 51.87% |
| Total Clothing & Uniform | 0.00 | 1,569.93 | 3,600.00 | 2,030.07 | 56.39% |
| Contract Services | | | | | |
| 6100 Labor & Support-IT Services | 0.00 | 0.00 | 300.00 | 300.00 | 100.00% |
| 6110 IT Purchased Services | 352.82 | 3,844.16 | 5,000.00 | 1,155.84 | 23.12% |
| 7250 Water Quality Testing | 3,647.50 | 18,435.32 | 28,000.00 | 9,564.68 | 34.16% |
| 7255 Security Services | 103.00 | 548.56 | 7,100.00 | 6,551.44 | 92.27% |
| 7301 Contract Maint Services | 0.00 | 0.00 | 1,500.00 | 1,500.00 | 100.00% |
| 7321 Janitorial Cleaning & Supplies | 92.97 | 610.27 | 850.00 | 239.73 | 28.20% |
| Total Contract Services | 4,196.29 | 23,438.31 | 42,750.00 | 19,311.69 | 45.17% |
| Equipment & Tools | | | | | |
| 6438 Disinfection Feed Pumps | 301.29 | 430.02 | 260.00 | (170.02) | (65.39)% |
| 7242 Minor Tools, Accessories & Field Machines | 9.64 | 2,418.40 | 2,500.00 | 81.60 | 3.26% |
| 7252 Misc Hardware | 0.00 | 54.00 | 0.00 | (54.00) | 0.00% |
| 7253 Rent - Equipment | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 100.00% |
| 7256 Meter Purchases & Replacements | 5,769.72 | 28,985.32 | 30,000.00 | 1,014.68 | 3.38% |
| Total Equipment & Tools | 6,080.65 | 31,887.74 | 33,760.00 | 1,872.26 | 5.55% |
| Financial Services | | | | | |
| 7309 Late Fees | 9.00 | 46.16 | 0.00 | (46.16) | 0.00% |
| Total Financial Services | 9.00 | 46.16 | 0.00 | (46.16) | 0.00% |
| Insurance, Licenses & Regulatory Fees | | | | | |
| 6120 Computer Licenses | 0.00 | 0.00 | 200.00 | 200.00 | 100.00% |
| 6340 Misc Fees | 0.00 | 579.33 | 3,000.00 | 2,420.67 | 80.69% |
| 6342 Fees - Regulatory | 1,214.40 | 5,536.20 | 27,000.00 | 21,463.80 | 79.50% |
| 6345 Property Taxes & Assessments Costs | 0.00 | 3,044.78 | 6,300.00 | 3,255.22 | 51.67% |
| 7325 Insurance | 0.00 | 31,581.00 | 31,581.00 | 0.00 | 0.00% |
| Total Insurance, Licenses & Regulatory Fees | 1,214.40 | 40,741.31 | 68,081.00 | 27,339.69 | 40.16% |
| Legal & Professional | | | | | |
| 7318 Professional & Consulting BMC | 0.00 | 26,996.33 | 61,370.00 | 34,373.67 | 56.01% |
| 7320 Professional & Consulting Services | 132.00 | 16,159.18 | 40,000.00 | 23,840.82 | 59.60% |
| 7326 Legal Services | 1,207.50 | 8,662.50 | 8,000.00 | (662.50) | (8.28)% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
500 - 500 - Water
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|-----------------------------|--------------------------|------------|---------------------------|---------------------------------------|---|
| 7336 | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 100.00% |
| Total Legal & Professional | 1,339.50 | 51,818.01 | 110,370.00 | 58,551.99 | 53.05% |
| Office/Operations | | | | | |
| 6130 | 126.25 | 126.25 | 3,000.00 | 2,873.75 | 95.79% |
| 6140 | 0.00 | 1,463.88 | 2,000.00 | 536.12 | 26.81% |
| 7140 | 19.03 | 353.46 | 3,000.00 | 2,646.54 | 88.22% |
| | | | | | |
| 7160 | 1,462.33 | 11,139.86 | 14,500.00 | 3,360.14 | 23.17% |
| 7180 | 110.55 | 879.78 | 2,000.00 | 1,120.22 | 56.01% |
| 7226 | 0.00 | 1,579.88 | 3,000.00 | 1,420.12 | 47.34% |
| 7230 | 0.00 | 997.60 | 800.00 | (197.60) | (24.70)% |
| 7237 | 787.77 | 2,901.20 | 4,000.00 | 1,098.80 | 27.47% |
| | | | | | |
| 7239 | 0.00 | 4,993.79 | 6,600.00 | 1,606.21 | 24.34% |
| 7249 | 135.14 | 394.74 | 3,000.00 | 2,605.26 | 86.84% |
| Total Office/Operations | 2,641.07 | 24,830.44 | 41,900.00 | 17,069.56 | 40.74% |
| Other Expense | | | | | |
| 7330 | 0.00 | 0.00 | 250.00 | 250.00 | 100.00% |
| 7348 | 181.93 | 409.96 | 3,000.00 | 2,590.04 | 86.33% |
| Total Other Expense | 181.93 | 409.96 | 3,250.00 | 2,840.04 | 87.39% |
| Rent & Utilities | | | | | |
| 6000 | 291.40 | 2,023.32 | 3,260.00 | 1,236.68 | 37.93% |
| 6025 | 737.70 | 6,215.00 | 8,400.00 | 2,185.00 | 26.01% |
| 7352 | 0.00 | 0.00 | 2,900.00 | 2,900.00 | 100.00% |
| 8610 | 6,493.04 | 74,709.75 | 84,000.00 | 9,290.25 | 11.06% |
| 8620 | 92.35 | 469.89 | 250.00 | (219.89) | (87.96)% |
| 8630 | 116.65 | 1,871.54 | 4,000.00 | 2,128.46 | 53.21% |
| 8644 | 3,192.00 | 29,334.00 | 28,500.00 | (834.00) | (2.93)% |
| 8670 | 31.29 | 285.76 | 350.00 | 64.24 | 18.35% |
| Total Rent & Utilities | 10,954.43 | 114,909.26 | 131,660.00 | 16,750.74 | 12.72% |
| Repairs & Maintenance | | | | | |
| 6405 | 0.00 | 336.63 | 350.00 | 13.37 | 3.82% |
| 6422 | 0.00 | 0.00 | 350.00 | 350.00 | 100.00% |
| 6640 | 0.00 | 313.03 | 500.00 | 186.97 | 37.39% |
| | | | | | |
| 6641 | 0.00 | 621.72 | 800.00 | 178.28 | 22.29% |
| 6750 | 34.70 | 1,381.41 | 1,700.00 | 318.59 | 18.74% |
| 6775 | 0.00 | 59.45 | 100.00 | 40.55 | 40.55% |
| 6800 | 0.00 | 73.84 | 1,000.00 | 926.16 | 92.62% |
| | | | | | |
| 6830 | 0.00 | 4,050.00 | 8,000.00 | 3,950.00 | 49.38% |
| 6900 | 7.70 | 425.74 | 1,500.00 | 1,074.26 | 71.62% |
| 7241 | 1,460.11 | 8,904.14 | 15,000.00 | 6,095.86 | 40.64% |
| Total Repairs & Maintenance | 1,502.51 | 16,165.96 | 29,300.00 | 13,134.04 | 44.83% |
| Travel & Training | | | | | |
| 7323 | 0.00 | 0.00 | 250.00 | 250.00 | 100.00% |
| 7324 | 1,100.00 | 4,608.33 | 8,324.00 | 3,715.67 | 44.64% |
| 8410 | 0.00 | 200.00 | 400.00 | 200.00 | 50.00% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
500 - 500 - Water
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised | |
|------|--|-----------|---------------------------|---------------------------------------|---|---------|
| 8510 | Lodging & Meals - Local | 143.51 | 365.07 | 2,000.00 | 1,634.93 | 81.75% |
| 8539 | Meals | 65.00 | 65.00 | 700.00 | 635.00 | 90.71% |
| 8550 | Mileage Reimbursement & Parking | 350.44 | 607.41 | 700.00 | 92.59 | 13.23% |
| | Total Travel & Training | 1,658.95 | 5,845.81 | 12,374.00 | 6,528.19 | 52.76% |
| | Vehicle Maintenance & Repairs | | | | | |
| 7006 | Tuneup/Oil/Maintenance | 0.00 | 130.06 | 780.00 | 649.94 | 83.33% |
| 7211 | Misc Fuel & Diesel | 582.77 | 1,608.59 | 2,200.00 | 591.41 | 26.88% |
| 7220 | Gasoline | 353.44 | 3,225.30 | 4,000.00 | 774.70 | 19.37% |
| 7228 | Markings & Other Misc Services | 0.00 | 110.42 | 350.00 | 239.58 | 68.45% |
| 7232 | Vehicle Repairs - Parts, Tires & Lubricants | 562.78 | 5,295.35 | 5,000.00 | (295.35) | (5.91)% |
| | Total Vehicle Maintenance & Repairs | 1,498.99 | 10,369.72 | 12,330.00 | 1,960.28 | 15.90% |
| | Total Services & Supplies | 31,277.72 | 322,032.61 | 489,375.00 | 167,342.39 | 34.20% |
| | Allocation of Administrative Costs | | | | | |
| 8152 | ADP Fees | 88.99 | 562.28 | 800.00 | 237.72 | 29.72% |
| | Total Allocation of Administrative Costs | 88.99 | 562.28 | 800.00 | 237.72 | 29.72% |
| | Capital Outlay | | | | | |
| 6432 | South Bay (Weighted Average 3K Site) | 0.00 | 478.21 | 0.00 | (478.21) | 0.00% |
| 9006 | Infrastructure CIP | 979.50 | 35,810.34 | 380,000.00 | 344,189.66 | 90.58% |
| | Total Capital Outlay | 979.50 | 36,288.55 | 380,000.00 | 343,711.45 | 90.45% |
| | Debt Service | | | | | |
| 9022 | Debt Service - Principal | 0.00 | 156,109.45 | 156,109.00 | (0.45) | (0.00)% |
| 9023 | Debt Service - Interest & Annual Fee | 0.00 | 109,607.84 | 109,607.00 | (0.84) | (0.00)% |
| 9024 | Loan Administration Fee | 0.00 | 11,015.00 | 11,015.00 | 0.00 | 0.00% |
| | Total Debt Service | 0.00 | 276,732.29 | 276,731.00 | (1.29) | (0.00)% |
| | Reserves | | | | | |
| 9571 | *Capital Outlay Reserve | 0.00 | 0.00 | 500,000.00 | 500,000.00 | 100.00% |
| 9572 | *General Contingency (Operations) Reserve | 0.00 | 0.00 | 57,000.00 | 57,000.00 | 100.00% |
| 9988 | *Water Rate Stabilization Reserve | 0.00 | 0.00 | 32,000.00 | 32,000.00 | 100.00% |
| | Total Reserves | 0.00 | 0.00 | 589,000.00 | 589,000.00 | 100.00% |
| | Transfers | | | | | |
| 9511 | Interfund Transfer Out | 0.00 | 215,591.70 | 0.00 | (215,591.70) | 0.00% |
| | Total Transfers | 0.00 | 215,591.70 | 0.00 | (215,591.70) | 0.00% |
| | Total Expenditures | 90,512.14 | 1,296,900.38 | 2,368,821.00 | 1,071,920.62 | 45.25% |
| | Net Revenues over Expenditures | 82,756.49 | 783,274.99 | 306,761.28 | 476,513.71 | 155.34% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
600 - 600 - Wastewater
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---------------------------------------|--------------------------|-----------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Service Charges & Fees | | | | | |
| 4062 | 0.00 | 19,267.00 | 44,267.00 | (25,000.00) | (56.48)% |
| | 0.00 | 19,267.00 | 44,267.00 | (25,000.00) | (56.48)% |
| | 0.00 | 19,267.00 | 44,267.00 | (25,000.00) | (56.48)% |
| Expenditures | | | | | |
| Services & Supplies | | | | | |
| Financial Services | | | | | |
| 7310 | 0.00 | 20.00 | 20.00 | 0.00 | 0.00% |
| | 0.00 | 20.00 | 20.00 | 0.00 | 0.00% |
| Insurance, Licenses & Regulatory Fees | | | | | |
| 6345 | 0.00 | 269.28 | 134.64 | (134.64) | (100.00)% |
| | 0.00 | 269.28 | 134.64 | (134.64) | (100.00)% |
| Legal & Professional | | | | | |
| 7320 | 0.00 | 8,451.29 | 11,564.00 | 3,112.71 | 26.92% |
| 7326 | 0.00 | 353.60 | 1,000.00 | 646.40 | 64.64% |
| | 0.00 | 8,804.89 | 12,564.00 | 3,759.11 | 29.92% |
| Office/Operations | | | | | |
| 7160 | 0.00 | 53.82 | 0.00 | (53.82) | 0.00% |
| | 0.00 | 53.82 | 0.00 | (53.82) | 0.00% |
| | 0.00 | 9,147.99 | 12,718.64 | 3,570.65 | 28.07% |
| Debt Service | | | | | |
| 9805 | 0.00 | 0.00 | 25,000.00 | 25,000.00 | 100.00% |
| | 0.00 | 0.00 | 25,000.00 | 25,000.00 | 100.00% |
| Transfers | | | | | |
| 9511 | 0.00 | 1,260.77 | 0.00 | (1,260.77) | 0.00% |
| | 0.00 | 1,260.77 | 0.00 | (1,260.77) | 0.00% |
| | 0.00 | 10,408.76 | 37,718.64 | 27,309.88 | 72.40% |
| Net Revenues over Expenditures | 0.00 | 8,858.24 | 6,548.36 | 2,309.88 | 35.27% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
602 - Wastewater Fiduciary Fund
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---------------------------------------|--------------------------|--------------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Property Taxes | | | | | |
| 4035 | 0.00 | (232.72) | 0.00 | (232.72) | 0.00% |
| | 0.00 | (232.72) | 0.00 | (232.72) | 0.00% |
| Special Taxes & Assessments | | | | | |
| 4061 | (275,057.61) | (463,793.60) | 0.00 | (463,793.60) | 0.00% |
| | (275,057.61) | (463,793.60) | 0.00 | (463,793.60) | 0.00% |
| Other Revenues | | | | | |
| 4928 | 0.00 | (9.00) | 0.00 | (9.00) | 0.00% |
| | 0.00 | (9.00) | 0.00 | (9.00) | 0.00% |
| Use of Money & Property | | | | | |
| 4510 | 1,003.23 | 5,746.84 | 0.00 | 5,746.84 | 0.00% |
| | 1,003.23 | 5,746.84 | 0.00 | 5,746.84 | 0.00% |
| | (274,054.38) | (458,288.48) | 0.00 | (458,288.48) | 0.00% |
| Expenditures | | | | | |
| Services & Supplies | | | | | |
| Insurance, Licenses & Regulatory Fees | | | | | |
| 6343 | 0.00 | 1.49 | 0.00 | (1.49) | 0.00% |
| | 0.00 | 1.49 | 0.00 | (1.49) | 0.00% |
| | 0.00 | 1.49 | 0.00 | (1.49) | 0.00% |
| | 0.00 | 1.49 | 0.00 | (1.49) | 0.00% |
| | (274,054.38) | (458,289.97) | 0.00 | (458,289.97) | 0.00% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
800 - 800 - Drainage
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---------------------------------------|--------------------------|-----------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Property Taxes | | | | | |
| 4035 | 731.84 | 15,995.29 | 22,746.00 | (6,750.71) | (29.68)% |
| | 731.84 | 15,995.29 | 22,746.00 | (6,750.71) | (29.68)% |
| Special Taxes & Assessments | | | | | |
| 4400 | 3,960.00 | 68,123.00 | 95,440.00 | (27,317.00) | (28.62)% |
| | 3,960.00 | 68,123.00 | 95,440.00 | (27,317.00) | (28.62)% |
| Other Revenues | | | | | |
| 4935 | 672.00 | 699.00 | 0.00 | 699.00 | 0.00% |
| | 672.00 | 699.00 | 0.00 | 699.00 | 0.00% |
| Use of Money & Property | | | | | |
| 4505 | 0.00 | 76.24 | 149.00 | (72.76) | (48.83)% |
| 4510 | 22.14 | 294.05 | 0.00 | 294.05 | 0.00% |
| | 22.14 | 370.29 | 149.00 | 221.29 | 148.52% |
| | 5,385.98 | 85,187.58 | 118,335.00 | (33,147.42) | (28.01)% |
| Expenditures | | | | | |
| Personnel | | | | | |
| Salaries/Wages | | | | | |
| 8045 | 0.00 | 0.00 | 200.00 | 200.00 | 100.00% |
| 8054 | 8,340.53 | 15,695.15 | 22,810.00 | 7,114.85 | 31.19% |
| | 8,340.53 | 15,695.15 | 23,010.00 | 7,314.85 | 31.79% |
| | 8,340.53 | 15,695.15 | 23,010.00 | 7,314.85 | 31.79% |
| Services & Supplies | | | | | |
| Equipment & Tools | | | | | |
| 6390 | 0.00 | 216.69 | 500.00 | 283.31 | 56.66% |
| 7242 | 0.00 | 38.59 | 200.00 | 161.41 | 80.70% |
| | 0.00 | 255.28 | 700.00 | 444.72 | 63.53% |
| Financial Services | | | | | |
| 7309 | 0.00 | 0.50 | 0.00 | (0.50) | 0.00% |
| | 0.00 | 0.50 | 0.00 | (0.50) | 0.00% |
| Insurance, Licenses & Regulatory Fees | | | | | |
| 6342 | 0.00 | 1.68 | 7,000.00 | 6,998.32 | 99.98% |
| 6345 | 0.00 | 106.40 | 200.00 | 93.60 | 46.80% |
| 7325 | 0.00 | 3,100.00 | 3,500.00 | 400.00 | 11.43% |
| | 0.00 | 3,208.08 | 10,700.00 | 7,491.92 | 70.02% |
| Legal & Professional | | | | | |
| 7320 | 0.00 | 763.00 | 1,000.00 | 237.00 | 23.70% |
| 7326 | 0.00 | 315.00 | 500.00 | 185.00 | 37.00% |
| | 0.00 | 1,078.00 | 1,500.00 | 422.00 | 28.13% |
| Office/Operations | | | | | |
| 7140 | 0.00 | 10.70 | 50.00 | 39.30 | 78.60% |
| 7226 | 0.00 | 165.00 | 200.00 | 35.00 | 17.50% |
| 7230 | 0.00 | 484.75 | 500.00 | 15.25 | 3.05% |
| 7249 | 0.00 | 13.49 | 200.00 | 186.51 | 93.25% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
800 - 800 - Drainage
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|---|--------------------------|-------------|---------------------------|---------------------------------------|---|
| Total Office/Operations | 0.00 | 673.94 | 950.00 | 276.06 | 29.06% |
| Other Expense | | | | | |
| 7346 Promotional Expenses - Event | 0.00 | 250.00 | 250.00 | 0.00 | 0.00% |
| Total Other Expense | 0.00 | 250.00 | 250.00 | 0.00 | 0.00% |
| Rent & Utilities | | | | | |
| 6000 Cell Phones | 154.27 | 1,148.86 | 1,250.00 | 101.14 | 8.09% |
| 6025 Telephone | 20.41 | 180.78 | 200.00 | 19.22 | 9.61% |
| 8610 Electric | 153.01 | 1,428.48 | 1,500.00 | 71.52 | 4.77% |
| 8670 Street Lighting | 73.26 | 686.94 | 850.00 | 163.06 | 19.18% |
| Total Rent & Utilities | 400.95 | 3,445.06 | 3,800.00 | 354.94 | 9.34% |
| Repairs & Maintenance | | | | | |
| 6640 R & M - Equip & Other Non-Structural Fixed Assets | 431.05 | 463.26 | 1,000.00 | 536.74 | 53.67% |
| 6750 R & M - Minor Tools & Equipment | 0.00 | 57.89 | 500.00 | 442.11 | 88.42% |
| 6800 R & M - Grounds & Collection Systems | 0.00 | 2,046.05 | 2,000.00 | (46.05) | (2.30)% |
| 6900 R & M - Buildings & Structures | 0.00 | 155.48 | 200.00 | 44.52 | 22.26% |
| Total Repairs & Maintenance | 431.05 | 2,722.68 | 3,700.00 | 977.32 | 26.41% |
| Travel & Training | | | | | |
| 7324 Education & Training Fees | 0.00 | 1,591.67 | 4,000.00 | 2,408.33 | 60.21% |
| 8410 Certifications | 0.00 | 0.00 | 100.00 | 100.00 | 100.00% |
| 8475 Training Materials | 0.00 | 0.00 | 500.00 | 500.00 | 100.00% |
| 8510 Lodging & Meals - Local | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 100.00% |
| 8539 Meals | 0.00 | 0.00 | 100.00 | 100.00 | 100.00% |
| 8550 Mileage Reimbursement & Parking | 0.00 | 0.00 | 300.00 | 300.00 | 100.00% |
| Total Travel & Training | 0.00 | 1,591.67 | 6,000.00 | 4,408.33 | 73.47% |
| Vehicle Maintenance & Repairs | | | | | |
| 7211 Misc Fuel & Diesel | 17.60 | 333.52 | 550.00 | 216.48 | 39.36% |
| 7220 Gasoline | 88.36 | 806.33 | 800.00 | (6.33) | (0.79)% |
| Total Vehicle Maintenance & Repairs | 105.96 | 1,139.85 | 1,350.00 | 210.15 | 15.57% |
| Total Services & Supplies | 937.96 | 14,365.06 | 28,950.00 | 14,584.94 | 50.38% |
| Capital Outlay | | | | | |
| 9006 Infrastructure CIP | 0.00 | 87,330.88 | 86,000.00 | (1,330.88) | (1.55)% |
| Total Capital Outlay | 0.00 | 87,330.88 | 86,000.00 | (1,330.88) | (1.55)% |
| Transfers | | | | | |
| 9511 Interfund Transfer Out | 0.00 | 5,043.08 | 0.00 | (5,043.08) | 0.00% |
| Total Transfers | 0.00 | 5,043.08 | 0.00 | (5,043.08) | 0.00% |
| Total Expenditures | 9,278.49 | 122,434.17 | 137,960.00 | 15,525.83 | 11.25% |
| Net Revenues over Expenditures | (3,892.51) | (37,246.59) | (19,625.00) | (17,621.59) | 89.79% |

LOS OSOS COMMUNITY SERVICES DISTRICT
Statement of Revenues and Expenditures - Monthly Actuals
900 - 900 - Parks & Recreation
From 3/1/2018 Through 3/31/2018

| | Current Period Actual | YTD | Total Budget - Revised | Total Budget Variance - Revised | Percent Total Budget Remaining - Revised |
|--------------------------------|--------------------------|------------|---------------------------|---------------------------------------|---|
| Revenues | | | | | |
| Use of Money & Property | | | | | |
| 4510 | 0.00 | 1,607.78 | 900.00 | 707.78 | 78.64% |
| | 0.00 | 1,607.78 | 900.00 | 707.78 | 78.64% |
| | 0.00 | 1,607.78 | 900.00 | 707.78 | 78.64% |
| Expenditures | | | | | |
| Services & Supplies | | | | | |
| Legal & Professional | | | | | |
| 7320 | 0.00 | 0.00 | 1,500.00 | 1,500.00 | 100.00% |
| 7326 | 0.00 | 595.00 | 2,500.00 | 1,905.00 | 76.20% |
| | 0.00 | 595.00 | 4,000.00 | 3,405.00 | 85.13% |
| Office/Operations | | | | | |
| 7140 | 0.00 | 0.00 | 100.00 | 100.00 | 100.00% |
| | 0.00 | 0.00 | 100.00 | 100.00 | 100.00% |
| | 0.00 | 595.00 | 4,100.00 | 3,505.00 | 85.49% |
| Transfers | | | | | |
| 9511 | 0.00 | 2,521.54 | 0.00 | (2,521.54) | 0.00% |
| | 0.00 | 2,521.54 | 0.00 | (2,521.54) | 0.00% |
| | 0.00 | 3,116.54 | 4,100.00 | 983.46 | 23.99% |
| Net Revenues over Expenditures | 0.00 | (1,508.76) | (3,200.00) | 1,691.24 | (52.85)% |

LOS OSOS COMMUNITY SERVICES DISTRICT

Balance Sheet
As of 3/31/2018

| | | <u>Current Period Balance</u> |
|---|------|-----------------------------------|
| LIABILITIES & EQUITY | | |
| Other Liabilities | | |
| Other Liabilities | | |
| Replacement Reserve - Vehicle, Equip & Fire Engines | 3110 | |
| 301 - Fire | 301 | 663,707.82 |
| General Contingency Reserve | 3111 | |
| 301 - Fire | 301 | 83,676.00 |
| Public Facilities Fees Reserve | 3115 | |
| 301 - Fire | 301 | 40,334.00 |
| Capital Outlay Reserve | 3160 | |
| 301 - Fire | 301 | <u>567,211.00</u> |
| Total Other Liabilities | | <u>1,354,928.82</u> |
| Total Other Liabilities | | 1,354,928.82 |
| Equity | | |
| Equity | | |
| Disputed Reserve Fund (Bankruptcy) | 3161 | |
| 301 - Fire | 301 | <u>153,577.09</u> |
| Total Equity | | <u>153,577.09</u> |
| Total Equity | | <u>153,577.09</u> |
| Total LIABILITIES & EQUITY | | <u><u>1,508,505.91</u></u> |

LOS OSOS COMMUNITY SERVICES DISTRICT

Balance Sheet
As of 3/31/2018

| | | Current Period Balance |
|---|------|----------------------------|
| LIABILITIES & EQUITY | | |
| CURRENT LIABILITIES | | |
| Trust Liability | | |
| Water Quality Trust Reserve | 3050 | |
| 500 - Water | 500 | <u>91,517.27</u> |
| Total Trust Liability | | <u>91,517.27</u> |
| Total CURRENT LIABILITIES | | 91,517.27 |
| Other Liabilities | | |
| Other Liabilities | | |
| Replacement Reserve - Vehicle, Equip & Fire Engines | 3110 | |
| 500 - Water | 500 | 112,042.00 |
| General Contingency Reserve | 3111 | |
| 500 - Water | 500 | 258,783.00 |
| Capital Outlay Reserve | 3160 | |
| 500 - Water | 500 | 714,296.29 |
| Water Stabilization Reserve | 3163 | |
| 500 - Water | 500 | 256,856.00 |
| Basin Management Reserve | 3165 | |
| 500 - Water | 500 | 50,031.00 |
| Water Conservation Reserve | 3167 | |
| 500 - Water | 500 | <u>59,288.00</u> |
| Total Other Liabilities | | <u>1,451,296.29</u> |
| Total Other Liabilities | | <u>1,451,296.29</u> |
| Total LIABILITIES & EQUITY | | <u>1,542,813.56</u> |

ITEM 6

**REVIEW OF BOARD ITEM REGARDING
TRANSFER OF WATER RATE
STABILIZATION RESERVE FUNDS**



April 30, 2018

TO: Finance Advisory Committee

FROM: Renee Osborne, General Manager

SUBJECT: Item 5 - Update Regarding the Water Rate Stabilization Fund

SUMMARY

President

Vicki L. Milledge

Vice President

Marshall E. Ochylski

Directors

Charles L. Cesena
Louis G. Tornatzky
Christine Womack

General Manager

Renee Osborne

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

Greg Alex

Currently there is \$256,856 in the Water Rate Stabilization Fund. Per Resolution 2010-07, this fund/reserve should represent 10% of the total annual Water Operation and Maintenance Budget. At the April 2nd Finance Committee, the Committee decided to send this item back to the Utility Advisory Committee to discuss/recommend what constitutes "operations and maintenance costs" for the Water Department. This item was presented to the Utility Advisory Committee on April 25th.

Per Revenue & Expenditures Report 2017/2018 Budget:

| | |
|----------------------|----------------------|
| Total Expenditures: | \$2,368,821.00 |
| Plus Admin Transfer: | <u>\$ 461,469.15</u> |
| | \$2,830,290.15 |

Breakdown:

| | |
|---|----------------|
| A. Payroll, Services, Maintenance and Supplies | \$1,123,090.00 |
| B. Capital Improvements (8 th Street Well) | \$ 380,000.00 |
| C. Debit Service: | \$ 276,731.00 |
| D. Reserve Contributions (Capital Outlay) | \$ 589,000.00 |
| E. Plus Admin Transfer: | \$ 461,469.15 |

UAC RECOMMENDATION

Mailing Address:

P.O. Box 6064
Los Osos, CA 93412

Offices:

2122 9th Street, Suite 102
Los Osos, CA 93402

Phone: 805/528-9370

FAX: 805/528-9377

www.losososcsd.org

From the Expense breakdown list, UAC recommended to use:

| | |
|---------------------------------|----------------------|
| Item A. Payroll, Services, etc. | \$1,123,090.00 |
| Item E. Administrative Transfer | <u>\$ 461,469.15</u> |
| | \$1,584,559.15 |

The Water Stabilization reserve should have \$158,455.91. UAC would like to transfer \$98,400.00 to the General Contingency Reserve.

Staff is asking that the Finance Committee provide recommendation on this item to the Board of Directors.

ITEM 7

**REVIEW OF BOARD ITEM REGARDING
ESTABLISHING MONEY MARKET ACCOUNT
FOR DISTRICT FIRE RESERVES**



April 26, 2018

TO: LOS OSOS CSD Board of Directors

FROM: Renee Osborne, General Manager

SUBJECT: **Agenda Item 11F – 5/3/2018 Board Meeting**
Adopt Resolution Establishing a Money Market Account at Pacific Premier Bank for the District Fire Reserves

President

Vicki L. Milledge

Vice President

Marshall E. Ochylski

Directors

Charles L. Cesena
Louis G. Tornatzky
Christine M. Womack

General Manager

Renee Osborne

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

Greg Alex

DESCRIPTION

Adopt a resolution to establish a Money Market Account at Pacific Premier Bank for all South Bay Fire Reserves.

STAFF RECOMMENDATION

This item will be approved along with the Consent Calendar unless it is pulled by a Director for separate consideration. If so, Staff recommends that the Board adopt the following motion:

Motion: I move that the Board approve Resolution 2018-06 establishing an account at Pacific Premier Bank for District Fire Reserves in the amount of \$1,561,305, to be transferred from the District's General Checking account.

DISCUSSION

Per the 2016-2017 Audit, the Auditors reviewed all reserve accounts and established end balances for the Water and Fire reserves (page 10 of audit attached).

Station 15 - South Bay staff has reviewed the document and agrees to the following established reserve balances ending June 30, 2017:

FIRE RESERVE FUNDS

| | |
|---|------------|
| General Contingency | \$ 83,676 |
| Vehicle, Equipment, and Fire Engine Replacement | \$ 716,507 |
| Capital Outlay | \$ 567,211 |
| Public Facilities Fee | \$ 40,334 |
| Fire Mitigation | \$ 153,577 |

Total Fire Fund Reserves \$1,561,305

Mailing Address:

P.O. Box 6064
Los Osos, CA 93412

Offices:

2122 9th Street, Suite 102
Los Osos, CA 93402

Phone: 805/528-9370

FAX: 805/528-9377

www.losososcsl.org

District Staff requests that these funds be moved to a Money Market Account where the funds can gain its own interest and better tracking of these specific reserves. The reserve amounts have been imputed into the District's accounting system (MIP), where a monthly balance sheet will be produced.

Expenditures will be done directly from the reserve account via wire transfers when purchasing large items. Small purchases will be done via the District operations/general checking account. A summary of expenditures and/or transfers regarding the Fire Reserve account will be submitted at the end of each fiscal year to the Board for review and approval.

SUMMARY

At the April 2nd FAC meeting, it was requested that the General Manager look further into LAIF (Local Agency Investment Fund). There was also the question of whether or not Pacific Premier Bank would be able to insure all of our funds.

Pacific Premier is willing to match LAIF, and add an additional 10 basis points. The bank has assured us that all public funds must be collateralized by State law. Our funds would be covered 110% by:

Securities and Treasuries
Mortgages Backed Securities
Letters of Credit

Pacific Premier **Monthly Interest:** 1.62%

In comparison, the Local Agency Investment Fund (**LAIF**) is backed by:

Treasuries
Agencies
Mortgages
Certificates of Deposit/Bank Notes
Time Deposits
Commercial Paper
Loans

LAIF **Monthly Interest:** 1.52%

STAFF RECOMMENDATION

After reviewing the 2 recommendations, Staff would like to proceed with Pacific Premier Bank. Pacific Premier Bank will allow transactions of any amount to any agency/business account for purchases. LAIF will only deposit into the District's bank account and only in 1,000's. Pacific's interest rate is .1% larger and the ease of working with the bank will help with operations and cleaner bookkeeping.

Attachments

Renee Osborne

From: Liz Summer <lsummer@ppbi.com>
Sent: Wednesday, April 25, 2018 4:45 PM
To: Renee Osborne
Cc: Phillip Sullivan
Subject: Money Market Interest Rate and Collateralization

Good afternoon Renee,

I want to recap what we discussed this afternoon. If you deposit your reserves into a Pacific Premier Money Market (\$1,000,000 or more) the interest rate will be the monthly LAIF Pima rate plus 10 basis points (.10%). For example, the March LAIF PIMA rate is 1.52 so the rate we will have is 1.62. There is also a LAIF monthly apportionment rate which is what you receive when your funds are on deposit with LAIF. That is an average of the three months in a quarter and that is the quarterly rate paid for the following three months. I left you the LAIF charts that show the quarterly verses the monthly PIMA which is greater than the quarterly rate.

Also, regarding collateralization, PPB will pledge securities and/or Letters of credit in the name of the District at 110% of what the District has on deposit with the bank. It is not an insurance policy like FDIC. These are securities owned by the bank or letters of credit obtained by the bank in the name of the District that are held in an account at another banking institution in the name of the District. We follow the California statutes outlining public funds deposits.

As soon as I receive an example of the securities we would be pledging, I will forward that to you.

Thank you so much,
Liz

Liz Summer | 1st VP/Sr. Client Relationship Manager
1144 Morro Street, San Luis Obispo, CA 93401
Direct: (805) 269-4138 | Mobile: (805) 440-4016
lsummer@ppbi.com
NMLS #1102389
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[LinkedIn](#)



PACIFIC PREMIER BANK

5-Star Rating from BauerFinancial • Fortune's 100 Fastest-Growing Companies – 2017 • "Sm-All Star" - Sandler O'Neill + Partners 2016

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California State Treasurer
John Chiang



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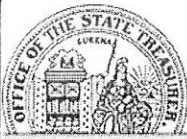
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POOLED MONEY INVESTMENT ACCOUNT

PMIA Average Monthly Effective Yields

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1977 | 5.770 | 5.660 | 5.660 | 5.650 | 5.760 | 5.850 | 5.930 | 6.050 | 6.090 | 6.090 | 6.610 | 6.730 |
| 1978 | 6.920 | 7.050 | 7.140 | 7.270 | 7.386 | 7.569 | 7.652 | 7.821 | 7.871 | 8.110 | 8.286 | 8.769 |
| 1979 | 8.777 | 8.904 | 8.820 | 9.082 | 9.046 | 9.224 | 9.202 | 9.528 | 9.259 | 9.814 | 10.223 | 10.218 |
| 1980 | 10.980 | 11.251 | 11.490 | 11.480 | 12.017 | 11.798 | 10.206 | 9.870 | 9.945 | 10.056 | 10.426 | 10.961 |
| 1981 | 10.987 | 11.686 | 11.130 | 11.475 | 12.179 | 11.442 | 12.346 | 12.844 | 12.059 | 12.397 | 11.887 | 11.484 |
| 1982 | 11.683 | 12.044 | 11.835 | 11.773 | 12.270 | 11.994 | 12.235 | 11.909 | 11.151 | 11.111 | 10.704 | 10.401 |
| 1983 | 10.251 | 9.887 | 9.688 | 9.868 | 9.527 | 9.600 | 9.879 | 10.076 | 10.202 | 10.182 | 10.164 | 10.227 |
| 1984 | 10.312 | 10.280 | 10.382 | 10.594 | 10.843 | 11.119 | 11.355 | 11.557 | 11.597 | 11.681 | 11.474 | 11.024 |
| 1985 | 10.579 | 10.289 | 10.118 | 10.025 | 10.180 | 9.743 | 9.656 | 9.417 | 9.572 | 9.482 | 9.488 | 9.371 |
| 1986 | 9.252 | 9.090 | 8.958 | 8.621 | 8.369 | 8.225 | 8.141 | 7.844 | 7.512 | 7.586 | 7.432 | 7.439 |
| 1987 | 7.365 | 7.157 | 7.205 | 7.044 | 7.294 | 7.289 | 7.464 | 7.562 | 7.712 | 7.825 | 8.121 | 8.071 |
| 1988 | 8.078 | 8.050 | 7.945 | 7.940 | 7.815 | 7.929 | 8.089 | 8.245 | 8.341 | 8.397 | 8.467 | 8.563 |
| 1989 | 8.698 | 8.770 | 8.870 | 8.992 | 9.227 | 9.204 | 9.056 | 8.833 | 8.801 | 8.771 | 8.685 | 8.645 |
| 1990 | 8.571 | 8.538 | 8.506 | 8.497 | 8.531 | 8.538 | 8.517 | 8.382 | 8.333 | 8.321 | 8.269 | 8.279 |
| 1991 | 8.164 | 8.002 | 7.775 | 7.666 | 7.374 | 7.169 | 7.098 | 7.072 | 6.859 | 6.719 | 6.591 | 6.318 |
| 1992 | 6.122 | 5.863 | 5.680 | 5.692 | 5.379 | 5.323 | 5.235 | 4.958 | 4.760 | 4.730 | 4.659 | 4.647 |
| 1993 | 4.678 | 4.649 | 4.624 | 4.605 | 4.427 | 4.554 | 4.438 | 4.472 | 4.430 | 4.380 | 4.365 | 4.384 |
| 1994 | 4.359 | 4.176 | 4.248 | 4.333 | 4.434 | 4.623 | 4.823 | 4.989 | 5.106 | 5.243 | 5.380 | 5.528 |
| 1995 | 5.612 | 5.779 | 5.934 | 5.960 | 6.008 | 5.997 | 5.972 | 5.910 | 5.832 | 5.784 | 5.805 | 5.748 |
| 1996 | 5.698 | 5.643 | 5.557 | 5.538 | 5.502 | 5.548 | 5.587 | 5.566 | 5.601 | 5.601 | 5.599 | 5.574 |
| 1997 | 5.583 | 5.575 | 5.680 | 5.612 | 5.634 | 5.667 | 5.679 | 5.690 | 5.707 | 5.705 | 5.715 | 5.744 |
| 1998 | 5.742 | 5.720 | 5.680 | 5.672 | 5.673 | 5.671 | 5.652 | 5.652 | 5.639 | 5.557 | 5.492 | 5.374 |
| 1999 | 5.265 | 5.210 | 5.136 | 5.119 | 5.086 | 5.095 | 5.178 | 5.225 | 5.274 | 5.391 | 5.484 | 5.639 |
| 2000 | 5.760 | 5.824 | 5.851 | 6.014 | 6.190 | 6.349 | 6.443 | 6.505 | 6.502 | 6.517 | 6.538 | 6.535 |
| 2001 | 6.372 | 6.169 | 5.976 | 5.760 | 5.328 | 4.958 | 4.635 | 4.502 | 4.288 | 3.785 | 3.526 | 3.261 |
| 2002 | 3.068 | 2.967 | 2.861 | 2.845 | 2.740 | 2.687 | 2.714 | 2.594 | 2.604 | 2.487 | 2.301 | 2.201 |
| 2003 | 2.103 | 1.945 | 1.904 | 1.858 | 1.769 | 1.697 | 1.653 | 1.632 | 1.635 | 1.596 | 1.572 | 1.545 |
| 2004 | 1.528 | 1.440 | 1.474 | 1.445 | 1.426 | 1.469 | 1.604 | 1.672 | 1.771 | 1.890 | 2.003 | 2.134 |
| 2005 | 2.264 | 2.368 | 2.542 | 2.724 | 2.856 | 2.967 | 3.083 | 3.179 | 3.324 | 3.458 | 3.636 | 3.808 |
| 2006 | 3.955 | 4.043 | 4.142 | 4.305 | 4.563 | 4.700 | 4.849 | 4.946 | 5.023 | 5.098 | 5.125 | 5.129 |
| 2007 | 5.156 | 5.181 | 5.214 | 5.222 | 5.248 | 5.250 | 5.255 | 5.253 | 5.231 | 5.137 | 4.962 | 4.801 |
| 2008 | 4.620 | 4.161 | 3.777 | 3.400 | 3.072 | 2.894 | 2.787 | 2.779 | 2.774 | 2.709 | 2.568 | 2.353 |
| 2009 | 2.046 | 1.869 | 1.822 | 1.607 | 1.530 | 1.377 | 1.035 | 0.925 | 0.750 | 0.646 | 0.611 | 0.569 |
| 2010 | 0.558 | 0.577 | 0.547 | 0.588 | 0.560 | 0.528 | 0.531 | 0.513 | 0.500 | 0.480 | 0.454 | 0.462 |
| 2011 | 0.538 | 0.512 | 0.500 | 0.588 | 0.413 | 0.448 | 0.381 | 0.408 | 0.378 | 0.385 | 0.401 | 0.382 |
| 2012 | 0.385 | 0.389 | 0.383 | 0.367 | 0.363 | 0.358 | 0.363 | 0.377 | 0.348 | 0.340 | 0.324 | 0.326 |
| 2013 | 0.300 | 0.286 | 0.285 | 0.264 | 0.245 | 0.244 | 0.267 | 0.271 | 0.257 | 0.266 | 0.263 | 0.264 |
| 2014 | 0.244 | 0.236 | 0.236 | 0.233 | 0.228 | 0.228 | 0.244 | 0.260 | 0.246 | 0.261 | 0.261 | 0.267 |
| 2015 | 0.262 | 0.266 | 0.278 | 0.283 | 0.290 | 0.299 | 0.320 | 0.330 | 0.337 | 0.357 | 0.374 | 0.400 |
| 2016 | 0.446 | 0.467 | 0.506 | 0.525 | 0.552 | 0.576 | 0.588 | 0.614 | 0.634 | 0.654 | 0.678 | 0.719 |
| 2017 | 0.751 | 0.777 | 0.821 | 0.884 | 0.925 | 0.978 | 1.051 | 1.084 | 1.111 | 1.143 | 1.172 | 1.239 |
| 2018 | 1.350 | 1.412 | 1.524 | | | | | | | | | |



California State Treasurer
John Chiang



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LOCAL AGENCY INVESTMENT FUND

Quarterly Apportionment Rates

| | March | June | September | December |
|------|-------|-------|-----------|----------|
| 1977 | 5.68 | 5.78 | 5.84 | 6.45 |
| 1978 | 6.97 | 7.35 | 7.86 | 8.32 |
| 1979 | 8.81 | 9.10 | 9.26 | 10.06 |
| 1980 | 11.11 | 11.54 | 10.01 | 10.47 |
| 1981 | 11.23 | 11.68 | 12.40 | 11.91 |
| 1982 | 11.82 | 11.99 | 11.74 | 10.71 |
| 1983 | 9.87 | 9.64 | 10.04 | 10.18 |
| 1984 | 10.32 | 10.88 | 11.53 | 11.41 |
| 1985 | 10.32 | 9.98 | 9.54 | 9.43 |
| 1986 | 9.09 | 8.39 | 7.81 | 7.48 |
| 1987 | 7.24 | 7.21 | 7.54 | 7.97 |
| 1988 | 8.01 | 7.87 | 8.20 | 8.45 |
| 1989 | 8.76 | 9.13 | 8.87 | 8.68 |
| 1990 | 8.52 | 8.50 | 8.39 | 8.27 |
| 1991 | 7.97 | 7.38 | 7.00 | 6.52 |
| 1992 | 5.87 | 5.45 | 4.97 | 4.67 |
| 1993 | 4.64 | 4.51 | 4.44 | 4.36 |
| 1994 | 4.25 | 4.45 | 4.96 | 5.37 |
| 1995 | 5.76 | 5.98 | 5.89 | 5.76 |
| 1996 | 5.62 | 5.52 | 5.57 | 5.58 |
| 1997 | 5.56 | 5.63 | 5.68 | 5.71 |
| 1998 | 5.70 | 5.66 | 5.64 | 5.46 |
| 1999 | 5.19 | 5.08 | 5.21 | 5.49 |
| 2000 | 5.80 | 6.18 | 6.47 | 6.52 |
| 2001 | 6.16 | 5.32 | 4.47 | 3.52 |
| 2002 | 2.96 | 2.75 | 2.63 | 2.31 |
| 2003 | 1.98 | 1.77 | 1.63 | 1.56 |
| 2004 | 1.47 | 1.44 | 1.67 | 2.00 |
| 2005 | 2.38 | 2.85 | 3.18 | 3.63 |
| 2006 | 4.03 | 4.53 | 4.93 | 5.11 |
| 2007 | 5.17 | 5.23 | 5.24 | 4.96 |
| 2008 | 4.18 | 3.11 | 2.77 | 2.54 |
| 2009 | 1.91 | 1.51 | 0.90 | 0.60 |
| 2010 | 0.56 | 0.56 | 0.51 | 0.46 |
| 2011 | 0.51 | 0.48 | 0.38 | 0.38 |
| 2012 | 0.38 | 0.36 | 0.35 | 0.32 |
| 2013 | 0.28 | 0.24 | 0.26 | 0.26 |
| 2014 | 0.23 | 0.22 | 0.24 | 0.25 |
| 2015 | 0.26 | 0.26 | 0.32 | 0.37 |
| 2016 | 0.46 | 0.55 | 0.60 | 0.68 |
| 2017 | 0.78 | 0.92 | 1.07 | 1.20 |
| 2018 | 1.51 | | | |



California State Treasurer
John Chiang



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[Home](#) ->> [LAIF](#) ->> Procedures for LAIF Transactions



LOCAL AGENCY INVESTMENT FUND

Procedures for LAIF Transactions

- Office hours: 7:30 a.m. to 4:00 p.m.
- For same day transaction, please call LAIF by 10:00 a.m.
- Transaction calls received after 10:00 a.m. will be for the next business day
- Maximum 15 transactions (combination of deposits and withdrawals) per month
- Minimum transaction amount \$5,000, in increments of a thousand dollars
- For cash flow purposes, please provide LAIF at least 24 hours advance notice for withdrawals of \$10 million or more
- Transactions may be requested 10 calendar days in advance of effective date
- Prior to the funds transfer an authorized person must call LAIF to do a verbal transaction
- Please make telephone calls which pertain to account activities and/or general information after 10:00 a.m. so our lines will be available for daily transactions

The authorized official or trustee must notify LAIF by telephone at (916) 653-3001 and provide the following information:

| Deposits | Withdrawals | | | | | | | | |
|--|---|-----------------|------------------|-----------|----------------|------------------|----------------|------------------|--|
| <ul style="list-style-type: none"> • LAIF PIN Number • Name of Agency • Name of Caller • Transfer Date • Deposit Amount • Bank Name | <ul style="list-style-type: none"> • LAIF PIN Number • Name of Agency • Name of Caller • Transfer Date • Withdrawal Amount • Bank Name and Account Number | | | | | | | | |
| Confirmation number will be provided after LAIF staff enters the transaction. | Confirmation number will be provided after LAIF staff enters the transaction. | | | | | | | | |
| <p>After calling LAIF, agency needs (to instruct its bank) to transfer funds to one of the following LAIF depository banks.</p> <table border="0"> <tr> <td>Bank of America</td> <td>MUFG Union Bank</td> </tr> <tr> <td>Bank of the West</td> <td>U.S. Bank</td> </tr> <tr> <td>Citibank, N.A.</td> <td>Wells Fargo Bank</td> </tr> <tr> <td>JPMorgan Chase</td> <td>Westamerica Bank</td> </tr> </table> | Bank of America | MUFG Union Bank | Bank of the West | U.S. Bank | Citibank, N.A. | Wells Fargo Bank | JPMorgan Chase | Westamerica Bank | Transfer will be processed only through bank account(s) authorized by the agency in writing and currently on file with LAIF. The bank account(s) must be in the agency's name. |
| Bank of America | MUFG Union Bank | | | | | | | | |
| Bank of the West | U.S. Bank | | | | | | | | |
| Citibank, N.A. | Wells Fargo Bank | | | | | | | | |
| JPMorgan Chase | Westamerica Bank | | | | | | | | |

LAIF participants should keep a record of the following: name of the LAIF staff who took the deposit or withdrawal, the date and the time phone call was made, the effective date of the transaction, the LAIF confirmation number and the name of the agency's bank representative that executed the transfer.

ITEM 8

**REVIEW OF BOARD ITEM REGARDING
NEXT STAGE OF THE LOS OSOS LOW
INCOME COMMUNITY FUNDS PROGRAM**



April 30, 2018

TO: Finance Advisory Committee

FROM: Renee Osborne, General Manager

SUBJECT: Review of Board Item Regarding Next Step of the Los Osos Low Income Community Funds Program

President

Vicki L. Milledge

Vice President

Marshall E. Ochylski

Directors

Charles L. Cesena
Louis G. Tornatzky
Christine M. Womack

General Manager

Renee Osborne

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

Greg Alex

SUMMARY

At a regular meeting of Board of Directors on December 6, 2017, the Board decided to accept 6 of the 8 applicants that had submitted an application for the low income assistance program. As of March, five of the six sewer laterals were completed and approved by the County. The sixth applicant had already proceeded to borrow money to have their sewer lateral installed prior to receiving our letter. Since I was not authorized to reimburse that applicant, she was omitted from the program. All five residents had their tanks sealed in place. Payments were forwarded to the contractors for completion of all five sewer laterals.

Per the Board's request at the April 5, 2018 meeting, Staff is looking for direction on how to proceed with the remaining LOCSA Low Income Assistance Fund. I did receive applications after the deadline for assistance. We could either do the program again or perhaps have an application for reimbursement. I have spoken to Lexie Bell, the Executive Director from the Morro Bay National Estuary Program. Ms. Bell would like for Staff to accept applications again from low income residents to assist them with construction of their sewer laterals since there are still residents that have not completed the connection to the sewer. She is also willing to hear any other suggestions that stay within the spirit of the original intent of the program.

There was a total of \$169,015.64 dollars in the Los Osos Low Income Assistance Fund. We have spent a total of \$21,840.00 of the fund (please see attached). My time has not been charged yet.

RECOMMENDATION

The Board would like a recommendation from the Finance Advisory Committee on how to proceed with this program.

Attachments

Mailing Address:

P.O. Box 6064
Los Osos, CA 93412

Offices:

2122 9th Street, Suite 102
Los Osos, CA 93402

Phone: 805/528-9370

FAX: 805/528-9377

www.losososcscsd.org

LOS OSOS COMMUNITY SERVICES DISTRICT
Low Income Community Fund

| Date | Check # | Name | Description | Amount | Balance |
|------------------|----------------|---------------------------|--------------------|--------------------|--------------------|
| 1/30/2018 | | | Deposit | \$10,000.00 | \$10,000.00 |
| 2/1/2018 | 1 | Mesa Construction | Applicant #2 | \$3,500.00 | \$6,500.00 |
| 2/1/2018 | 2 | Tutt Tree & Crane Service | Applicant #6 | \$2,075.00 | \$4,425.00 |
| 2/28/2018 | 3 | Tutt Tree & Crane Service | Applicant #1 | \$3,000.00 | \$1,425.00 |
| 3/5/2018 | | | Deposit | \$30,000.00 | \$31,425.00 |
| 3/13/2018 | 4 | Gellerman Construction | Applicant #5 | \$2,350.00 | \$29,075.00 |
| 3/19/2018 | 5 | Gellerman Construction | Applicant #3 | \$7,235.00 | \$21,840.00 |
| | | | | Total | \$21,840.00 |



PACIFIC PREMIER BANK

P.O. Box 25171
Santa Ana, CA 92799-9810

STATEMENT OF ACCOUNT ACTIVITY

866-353-1476
www.ppbi.com

LOS OSOS COMMUNITY SERVICES DISTRICT
LOW INCOME ASSISTANCE FUNDS ACCOUNT
PO BOX 6064
LOS OSOS CA 93412-6064

Page 1 of 1
Branch 033
Account Number:
Date 01/31/18

EM

EXECUTIVE 250 CHECKING

Acct

Summary of Activity Since Your Last Statement

Table with 3 columns: Description, Date, Amount. Rows include Beginning Balance (1/01/18, .00), Deposits / Misc Credits (1, 10,000.00), Withdrawals / Misc Debits (0, .00), ** Ending Balance (1/31/18, 10,000.00**), Service Charge (.00), and Average Collected Balance (645).

Daily Transactions

Table with 5 columns: Date, Activity Description, Deposits, Withdrawals, Balance. Row: 1/30 DEPOSIT, 10,000.00, .00, 10,000.00.

Daily Balance Summary

Table with 6 columns: Date, Balance, Date, Balance, Date, Balance. Row: 1/30, 10,000.00, .00, 10,000.00, .00, 10,000.00.

CERTIFICATES

Acct

Table with 7 columns: CD Amount, Issued, Matures, Next Int, Rate, YTD Int, Term. Row: 52,295.66, 4/18/13, 4/18/18, 2/18/18, 0.3500, 15.54, 12 MO.

00006198-0012395-0001-0001-TIMH8006410131189128100006199-000012397





PACIFIC PREMIER BANK

P.O. Box 25171
Santa Ana, CA 92799-9810

STATEMENT OF ACCOUNT ACTIVITY

866-353-1476
www.ppbi.com

LOS OSOS COMMUNITY SERVICES DISTRICT
LOW INCOME ASSISTANCE FUNDS ACCOUNT
PO BOX 6064
LOS OSOS CA 93412-6064

Page 1 of 2
Branch 033
Account Number:
Date 02/28/18

EM

EXECUTIVE 250 CHECKING

Acct

Summary of Activity Since Your Last Statement

Table with 3 columns: Description, Date, Amount. Rows include Beginning Balance (10,000.00), Deposits / Misc Credits (0), Withdrawals / Misc Debits (5,575.00), Ending Balance (4,425.00), Service Charge (.00), Average Collected Balance (5,670), Enclosures (2).

Checks in Check Number Order

Table with 9 columns: Date, Check No, Amount, Date, Check No, Amount, Date, Check No, Amount. Shows checks for 2/08 (1, 3,500.00) and 2/06 (2, 2,075.00).

* indicates a break in check number sequence

Daily Transactions

Table with 5 columns: Date, Activity Description, Deposits, Withdrawals, Balance. Shows transactions for 2/06 and 2/08.

Daily Balance Summary

Table with 6 columns: Date, Balance, Date, Balance, Date, Balance. Shows balances for 2/06 and 2/08.

Table with 8 columns: CD Amount, Issued, Matures, Next Int, Rate, YTD Int, Term. Shows CD details for 52,311.21.

00015708-0036125-0001-0002-TIMR8006410228181880(00015708)-000036127





PACIFIC PREMIER BANK

P.O. Box 25171
Santa Ana, CA 92799-9810

STATEMENT OF ACCOUNT ACTIVITY

866-353-1476
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LOS OSOS COMMUNITY SERVICES DISTRICT
LOW INCOME ASSISTANCE FUNDS ACCOUNT
PO BOX 6064
LOS OSOS CA 93412-6064

Page 1 of 2
Branch 033
Account Number:
Date 03/30/18

EM

EXECUTIVE 250 CHECKING

Acct

Summary of Activity Since Your Last Statement

Table with 3 columns: Description, Date, Amount. Rows include Beginning Balance, Deposits, Withdrawals, Ending Balance, Service Charge, Average Collected Balance, and Enclosures.

Checks in Check Number Order

Table with 9 columns: Date, Check No, Amount, Date, Check No, Amount, Date, Check No, Amount. Shows checks 3, 4, and 5.

* indicates a break in check number sequence

Daily Transactions

Table with 5 columns: Date, Activity Description, Deposits, Withdrawals, Balance. Shows transactions for 3/02, 3/05, and 3/26.

Daily Balance Summary

Table with 6 columns: Date, Balance, Date, Balance, Date, Balance. Shows balances for 3/02, 3/05, and 3/26.

Table with 8 columns: CD Amount, Issued, Matures, Next Int, Rate, YTD Int, Term. Shows CD details for 52,325.26.

00015303-0035307-0001-0002-TIMR006410330184866(00015303)-000035309



ITEM 9

**REVIEW OF DRAFT FY 2018/2019
ADMIN BUDGET**



April 26, 2018

TO: Finance Advisory Committee

FROM: Renee Osborne, General Manager

SUBJECT: Item 9 – Review of Draft Fiscal Year 2018/2019 Administrative Budget

President

Vicki L. Milledge

Vice President

Marshall E. Ochylski

Directors

Charles L. Cesena
Louis G. Tornatzky
Christine M. Womack

General Manager

Renee Osborne

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

Greg Alex

SUMMARY

Attached for your review is the Draft Administrative Budget. Staff would like your opinion and/or comments on proposed expenditures for the 2018-2019 fiscal year.

Staff is currently working on bids for a payroll system, copier service, and janitorial service which will affect these projected costs.

Also, we are currently looking for bids on the kitchen and break room that was put on hold last fiscal year. We received a check for \$4,700 from the landlord for improvements. We spent \$3,195 in 2016-2017 on improvements for the board room (suite 106), with \$1,505 remaining. I would like to complete the Staff breakroom and kitchen in the 2018-2019 budget.

Attachments

Mailing Address:

P.O. Box 6064
Los Osos, CA 93412

Offices:

2122 9th Street, Suite 102
Los Osos, CA 93402

Phone: 805/528-9370

FAX: 805/528-9377

www.losososcscsd.org

DRAFT

| 100 ADMINISTRATION | | YTD FEB 2018 | CURRENT BUDGET 2017/2018 | PROPOSED 2018/2019 BUDGET | NOTES |
|---|------------------------------|--------------------|--------------------------|---------------------------|-----------------------------|
| Revenues | | | | | |
| Service Charges & Fees | | | | | |
| 4005 | Copying Costs | \$17.00 | \$0.00 | \$20.00 | |
| Total Service | | \$17.00 | \$0.00 | \$20.00 | |
| Use of Money & Property | | | | | |
| 4510 | Investment Income on funds | \$2,291.99 | \$0.00 | \$0.00 | |
| Total Use of Money & Property | | \$2,291.99 | \$0.00 | \$0.00 | |
| Total Revenues | | \$2,308.99 | \$0.00 | \$0.00 | |
| Expenditures | | | | | |
| Personnel | | | | | |
| Salaries/Wages | | | | | |
| 7322 | Director's Compensation | \$9,800.00 | \$12,000.00 | \$12,000.00 | |
| 8018 | Holiday Pay | \$2,982.96 | \$6,000.00 | \$4,000.00 | |
| 8045 | Overtime Pay | \$4,817.21 | \$6,200.00 | \$5,000.00 | |
| 8051 | Floating Holiday Pay | \$605.28 | \$510.00 | \$1,000.00 | |
| 8054 | Salaries & Wages - Regular | \$56,301.49 | \$86,434.00 | \$109,000.00 | Half salary of new position |
| 8056 | Retroactive Pay | \$621.71 | \$0.00 | \$0.00 | |
| 8060 | Sick Leave Pay | \$1,738.87 | \$2,200.00 | \$2,000.00 | |
| 8081 | Vacation Pay | \$1,990.35 | \$1,800.00 | \$3,000.00 | |
| Total Salaries/Wages | | \$78,857.87 | \$115,144.00 | \$136,000.00 | |
| Payroll Taxes & Benefits | | | | | |
| 5020 | FICA - ER | \$558.00 | \$1,700.00 | \$1,700.00 | |
| 5030 | Life Insurance - ER | \$177.19 | \$300.00 | \$300.00 | |
| 5031 | Disability Insurance | \$40.00 | \$50.00 | \$60.00 | |
| 5040 | LTD Insurance | \$563.82 | \$515.00 | \$1,000.00 | |
| 5050 | Medicare - ER | \$220.37 | \$1,843.00 | \$2,500.00 | |
| 5060 | Cafeteria Plan - ER | \$6,375.00 | \$8,000.00 | \$8,625.00 | |
| 5070 | Retirement ER - Regular | \$12,334.63 | \$12,700.00 | \$13,700.00 | |
| 5071 | Retirement ER - Addl Pick-up | \$546.37 | \$750.00 | \$1,018.00 | |
| 5075 | Retirees Medical - ER | \$2,407.47 | \$1,900.00 | \$3,000.00 | |
| 5120 | Workers Comp Insurance - ER | \$456.07 | \$4,675.00 | \$4,675.00 | |
| Total Payroll Taxes & Benefits | | \$23,678.92 | \$32,433.00 | \$36,578.00 | |

100 ADMINISTRATION

| | | YTD FEB 2018 | CURRENT BUDGET 2017/2018 | PROPOSED 2018/2019 BUDGET | NOTES |
|--|--|---------------------|--------------------------------|------------------------------|--|
| Employment Services | | | | | |
| 5100 | Unemployment Insurance - ER | \$2,246.13 | \$3,000.00 | \$3,400.00 | |
| 6200 | Hiring, Advertising & Other Costs | \$99.50 | \$500.00 | \$300.00 | |
| 6230 | Medical Exam | \$0.00 | \$125.00 | \$125.00 | |
| Total Employment | | \$2,345.63 | \$3,625.00 | \$3,825.00 | |
| Total Personnel | | \$104,882.42 | \$151,202.00 | \$176,403.00 | |
| Services & Supplies | | | | | |
| Contract Services | | | | | |
| 6100 | Labor & Support-IT Services | \$100.00 | \$6,500.00 | \$4,500.00 | |
| 6110 | IT Purchased Services | \$16,443.96 | \$21,500.00 | \$21,500.00 | Waiting for invoice for payroll system reinstatement |
| 7100 | Copier Contract-Maint & Usage | \$4,703.35 | \$7,500.00 | \$7,500.00 | (looking for new service contract) |
| 7255 | Security Services | \$409.56 | \$913.00 | \$1,000.00 | |
| 7321 | Janitorial Cleaning & Supplies | \$2,251.70 | \$4,000.00 | \$4,000.00 | (looking for new service contract) |
| 7342 | Public Meeting Recordings | \$9,000.00 | \$13,500.00 | \$12,000.00 | |
| Total Contract Services | | \$32,908.57 | \$53,913.00 | \$50,500.00 | |
| Financial Services | | | | | |
| 7309 | Late Fees | \$23.72 | \$100.00 | \$100.00 | |
| 7310 | Bank Service Charges | \$2,149.38 | \$3,000.00 | \$3,000.00 | |
| Total Financial Services | | \$2,173.10 | \$3,100.00 | \$3,100.00 | |
| Insurance, Licenses & Regulatory | | | | | |
| 6340 | Misc Fees | -\$211.81 | \$100.00 | \$100.00 | |
| 6341 | LAFCO Fees | \$17,212.31 | \$21,642.00 | \$20,000.00 | |
| 7325 | Insurance | \$9,254.00 | \$9,254.00 | \$9,254.00 | |
| Total Insurance, Licenses & Regulatory Fees | | \$26,254.50 | \$30,996.00 | \$29,354.00 | |
| Legal & Professional | | | | | |
| 7303 | Professional Services - GM | \$75,579.50 | \$78,000.00 | \$96,126.00 | Reflects current contract amount |
| 7304 | Professional Services - ACCTG | \$39,712.50 | \$48,000.00 | \$60,000.00 | Reflects current contract amount |
| 7305 | Auditing Services | \$18,010.00 | \$22,000.00 | \$20,000.00 | |
| 7320 | Professional & Consulting Services | \$2,089.33 | \$36,960.00 | \$10,000.00 | |
| 7326 | Legal Services | \$24,253.25 | \$50,000.00 | \$34,000.00 | |
| 7340 | Legal Notifications & Mandated Advertising | \$91.96 | \$2,000.00 | \$1,000.00 | |
| Total Legal & Professional | | \$159,736.54 | \$236,960.00 | \$221,126.00 | |

100 ADMINISTRATION

| | | YTD FEB 2018 | CURRENT BUDGET 2017/2018 | PROPOSED 2018/2019 BUDGET | NOTES |
|---|---|---------------------|--------------------------------|------------------------------|--|
| Office/Operations | | | | | |
| 6121 | IT-Supplies & Miscellaneous | \$155.67 | \$500.00 | \$500.00 | |
| 6130 | Computer Hardware | \$1,351.86 | \$1,351.86 | \$1,500.00 | |
| 7140 | General Supplies & Minor Equipment | \$3,254.57 | \$5,000.00 | \$5,000.00 | |
| 7160 | Postage, Shipping & Mail Supplies | \$2,130.37 | \$4,068.14 | \$3,000.00 | |
| 7226 | Membership & Dues | \$6,458.00 | \$6,500.00 | \$6,500.00 | |
| | Total Office/Operations | \$13,350.47 | \$17,420.00 | \$16,500.00 | |
| Other Expense | | | | | |
| 7330 | Misc Operating Expenses | \$20.00 | \$100.00 | \$100.00 | |
| 8735 | Misc Department Admin | \$60.35 | \$200.00 | \$5,300.00 | Blinds \$1800, getting bid for kitchen |
| | Total Other | \$80.35 | \$300.00 | \$5,400.00 | |
| Rent & Utilities | | | | | |
| 6025 | Telephone | \$2,190.83 | \$3,000.00 | \$3,000.00 | |
| 7350 | Rent - Meetings | \$0.00 | \$500.00 | \$500.00 | |
| 7352 | Rent - Offices & Other Structures | \$26,100.00 | \$33,179.00 | \$33,179.00 | |
| 8610 | Electric | \$2,703.78 | \$3,500.00 | \$3,500.00 | |
| 8620 | Gas Service | \$50.21 | \$500.00 | \$150.00 | |
| | Total Rent & Utilities | \$31,044.82 | \$40,679.00 | \$40,329.00 | |
| Repairs & Maintenance | | | | | |
| 6405 | R & M - Extinguishers | \$64.16 | \$110.00 | \$110.00 | |
| | Total Repairs & Maintenance | \$64.16 | \$110.00 | \$110.00 | |
| Travel & Training | | | | | |
| 7323 | Books, Publications & Subscriptions | \$12.99 | \$300.00 | \$100.00 | |
| 7324 | Education & Training Fees | \$642.25 | \$1,300.00 | \$1,300.00 | |
| 8539 | Meals | \$1,067.46 | \$2,700.00 | \$2,000.00 | |
| 8541 | Meals- Local Area - DIR | \$0.00 | \$100.00 | \$100.00 | |
| 8550 | Mileage Reimbursement & Parking | \$173.83 | \$650.00 | \$500.00 | |
| | Total Travel & Training | \$1,896.53 | \$5,050.00 | \$4,000.00 | |
| | Total Services & Supplies | \$267,509.04 | \$388,528.00 | \$370,419.00 | |
| Allocation of Administrative Costs | | | | | |
| 8152 | ADP Fees | \$587.76 | \$0.00 | \$0.00 | (Purchasing a flat rate system) |
| | Total Allocation of Administrative Costs | \$587.76 | \$0.00 | \$0.00 | |
| | Total Expenditures | \$120,825.19 | \$539,730.00 | \$546,822.00 | |

DRAFT**COST ALLOCATION PLAN
FISCAL-YEAR 2018-2019**Actual
\$546,822.00**TOTAL PROJECTED GENERAL FUND/ADMINISTRATION COSTS**

| | FIRE | WATER | PARK & REC | DRAINAGE | BAYRIDGE | VISTA DE ORO | WASTE WATER | TOTALS |
|----------------------------|-------------|--------------|---------------------------|-----------------|-----------------|-------------------------|------------------------|---------------|
| Allocation Per Cent | 10.00% | 85.50% | 1.00% | 2.00% | 0.50% | 0.50% | 0.50% | 100.00% |
| AMOUNT ALLOCATED | \$54,682.20 | \$467,532.81 | \$5,468.22 | \$10,936.44 | \$2,734.11 | \$2,734.11 | \$2,734.11 | \$546,822.00 |