

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Finance & Audit Committee (Barker, Burgess)
Scott Duffield, General Manager

DATE: June 20, 2019

SUBJECT: Request to adopt a Preliminary FY 2019/20 Budget, and schedule a public hearing for July 18, 2019, to consider adoption of a Final FY 2019/20 Budget.

Recommendation

It is recommended that the Board of Directors:

1. Adopt a Preliminary FY 2019/20 Budget; and
2. Schedule a public hearing for July 18, 2019 to consider adoption of a Final FY 2019/20 Budget.

Background

The District is required pursuant to Government Code Section 61110 to adopt a preliminary budget that conforms to generally accepted accounting principles before July 1st of each year. The budget shall outline anticipated revenue and expense for the year. The code also requires a public notice be published designating the date and time the Board intends to adopt a Final Budget. It is the District's practice to adopt a Preliminary Budget in June and consider adoption of the Final Budget at the regular Board meeting in July. A Final Budget must be adopted by your Board before September 1st.

This is the third budget meeting of this year with your Board.

Discussion

Attached is the Preliminary FY 2019/20 Budget. There have been two minor revisions from the first draft based on updated preliminary information received:

1. Increase of \$1,968 in property tax revenue
2. Decrease of \$19,660 in employee health insurance expense

There will be additional revisions once final information is received by the end of June.

Each fund has its own budget. The consolidated budget provides a summary of the water, sewer, general, and solid waste funds. The preliminary budgets include the following information:

- Actual FY 2017/18 revenue / expense
- Budgeted FY 2018/19 revenue / expense
- Actual FY 2018/19 revenue / expense data for 11 months
- Annualized FY 2018/19 revenue / expense
- Preliminary draft FY 2019/20 revenue / expense

Current Budget Summary

Revenue: The current water fund revenue appears to be performing slightly above (2.3%) the budgeted amount. The sewer fund revenue appears to be performing slightly below (-1.4%) the budgeted amount.

Expense: The current water fund annualized expense is projecting to be below the budgeted amount (-9.6%). The sewer fund annualized expense is projecting to be below the budgeted amount (-11.7%).

The current consolidated budget annualized is projecting to have a surplus of \$257,073.

Preliminary Draft FY 2019/20 Budget Summary

The preliminary draft of next year's budget has a \$18,194 surplus in the water fund and a \$37,577 surplus in the sewer fund. **The consolidated budget has a \$55,770 surplus.**

Total revenue in this preliminary draft of next year's budget represents an increase of \$340,354 or 14.0% compared to this year's budget. Operating revenue (rates, fees, etc.) is budgeted at a \$187,974 or 11.8% increase, and non-operating revenue (property taxes, standby and capacity charges, etc.) at a \$116,816 or 17.2% increase.

Total expense (less capital) in this preliminary draft of next year's budget represents an increase of \$15,730 or 0.7% compared to this year's budget.

Total capital project budget in this preliminary draft of next year's budget represents an increase of 125% compared to this year's budget.

A few of these estimates are preliminary at this point. There may be changes in revenue and expenses as we receive updated information and estimates. There are very few major expense items that can be reduced and still maintain operations. There is also very little flexibility to reduce expenses such as insurance, chemicals, supplies, equipment maintenance, lab testing, audit, and permits. We must always look for ways to reduce operating costs. Details of different categories are discussed below.

Revenue Categories

1. Water and Sewer Operating Revenue. The preliminary budget for the water fund uses demand from the 2018 Calendar Year. The new rates effective January 2020 have also been incorporated. **Water and sewer operating revenue is budgeted to increase by \$183,042 or 11.9%.**
2. Solid Waste Franchise Fee Revenue. All solid waste fees include a “franchise fee” that provides the local agency funds to administer and support solid waste programs in the community. Franchise fees are collected by the garbage company as part of their customer fees and forwarded to the local agency on a monthly basis. Our franchise fee is 10%. **Total solid waste franchise fee revenue is budgeted to increase by \$4,932 or 7.5%.**
3. Non-Operating Revenue. The County Auditor-Controller provided us an early estimate for property tax receipts and charges for next year which is reflected in the preliminary budget. For budgeting purposes, it is assumed that ten new homes will connect to the systems. **Total non-operating revenue is budgeted to increase by \$116,816 or 17.2%.**

Expense Categories

1. Personnel Budget. For budgeting purposes, the following assumptions are made: 2% cost of living increase in base salary for all staff; 1.4% medical insurance decrease with 90% of lowest cost premium paid by District; current staff of eight full-time employees. **Total personnel budget expense is budgeted to decrease by \$40,454 or -3.9%.**
2. Utilities. The water contract with the County is a fixed fee for total allocated water. Electricity and other utility costs are expected to increase and for this preliminary draft is assumed to be the current budget expense plus 4%. **Total utilities expense is budgeted to increase by \$10,221 or 3.7%.**
3. Maintenance and Supplies. This category is dominated by chemical costs and fixed equipment maintenance. Our chemical cost is tracking to be higher than budgeted this year as we looked for better chemical combinations to treat the water, stay in compliance, utilize the plate settler, and work on the Time Schedule Order for the wastewater system. Some additional lab testing is also anticipated next year. Maintenance of fixed equipment is always a major responsibility and this year we need to budget to maintain the water storage tanks, and the pressure reducing valves. A small increase is allocated to the structures and grounds line item for potential deferred maintenance on the administration building, shop, and grounds. **Total maintenance and supplies expense is budgeted to increase by \$39,000 or 16.9%.**
4. General and Administrative. An increase in the line item for professional services is reflective of reorganizing how these costs are allocated for improved tracking and

management. A slight decrease in Consulting/Engineering costs balances a slight increase in Legal/Attorney costs. **Total general and administrative expense is budgeted to increase by \$6,963 or 3.5%.**

5. Projects and Equipment. The General Manager and Operations Manager/ Assistant General Manager, with technical engineering assistance from the District Engineer on some projects, are the staff that manage capital projects. Some projects take many years to plan and construct. Others are less complex but still take months of working with contractors and vendors to plan and implement. The projects and equipment budget is pursuant to the Board's approval of the rate study that incorporated postponing capital projects for two years, as well as the approved 5-Year Capital Improvement Program (CIP), plus additional projects or equipment replacement. A summary of projects and equipment budgeted for next year follows:

- \$40,000 for Vertical Well - design phase
- \$25,000 for Lift Station 5 connection to Lift Station 10 - design/construction phases
- \$60,000 for Lift Station 3 Rehabilitation - design phase
- \$60,000 for Photovoltaic System - preliminary engineering and design phases
- \$25,000 for prefunding of Other Post-Employment Benefits associated with the health benefits for annuitants as provided for by the District.
- \$120,000 for backhoe replacement
- \$15,000 for VOiP Phone System – installation

6. Debt. The water treatment plant debts are contractual and cannot be reduced. **Total debt expense is budgeted to be the same as last year.**

7. Depreciation. This is a non-cash expense. The ability to fund the depreciation is a result of the current water/sewer fees and continued allocation of property taxes. It is important to fund as much depreciation as possible and reserve a portion of your income annually for future replacement and upgrades of facilities. Our actual 2017/18 audited depreciation expense is \$449,922. **Total depreciation expense is budgeted to remain the same as this year's budget of \$288,000.**

8. Transfer to Reserves. This line item, in the water and sewer funds, transfers capacity charges to capital reserves. Capacity charges can only be used for capital projects and are used in subsequent years. This line item reserves this money for use in future years. A total of \$141,160 is budgeted to be transferred to reserves. The \$30,630 anticipated surplus from the solid waste fund budget would also be transferred to

reserves. **Total transfer to reserves is budgeted at \$172,307, which is an increase of \$72,835 or 73.2%.**

Attachment: Preliminary FY 2019/20 Budget

File: FY 2019/20 Budget

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
Draft 2019/20 Capital & Equipment Budget**

PROJECTS	Total Budget	Funding Source						
		Capital Reserves		Operating Budget			Operating Reserves	
		Water	Sewer	Water	Sewer	General	Water	Sewer
Vertical Well (design)	\$40,000	\$13,600		\$26,400			\$0	\$0
Lift Station 5 (connect to LS 10)	\$25,000						\$0	\$25,000
Lift Station 3 (rehab design)	\$60,000		\$21,000				\$0	\$39,000
PVS (design, bid docs)	\$60,000	\$12,240	\$8,400	\$23,760			\$0	\$15,600
OPEB Funding/Transfer	\$25,000					\$25,000	\$0	\$0
subtotal Projects	\$210,000	\$25,840	\$29,400	\$50,160	\$0	\$25,000	\$0	\$79,600
EQUIPMENT								
Backhoe replacement	\$120,000			\$72,000			\$0	\$48,000
VOiP Phone System	\$15,000			\$9,000			\$0	\$6,000
subtotal Equipment	\$135,000	\$0	\$0	\$81,000	\$0	\$0	\$0	\$54,000
TOTAL CAPITAL	\$345,000	\$25,840	\$29,400	\$131,160	\$0	\$25,000	\$0	\$133,600

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - WATER FUND
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
OPERATING INCOME					
Water Fees	896,043	901,000	850,596	927,923	1,048,675
Late Fees	10,063	10,000	9,098	9,925	11,000
Hook-Up Fees	8,086	5,000	3,200	3,491	5,000
Turn on Fees	2,346	2,000	1,865	2,034	2,000
Plan Check & Inspection	0	5,000	608	663	5,000
Miscellaneous Income	0	0	0	0	0
TOTAL OPERATING INCOME	\$916,538	\$923,000	\$865,367	\$944,036	\$1,071,675
NON-OPERATING INCOME					
Standby Charges	201,690	203,546	189,342	206,555	203,154
Property Tax	183,376	187,550	193,455	211,042	200,399
Interest	23,573	20,520	52,151	56,892	38,000
Connection Fees	41,170	31,110	26,937	29,386	63,490
TOTAL NON-OPERATING INCOME	\$449,809	\$442,726	\$461,885	\$503,874	\$505,043
RESERVE REVENUE					
Capital Reserves	36,763	71,755	20,168	22,002	25,840
General Reserves	0	0	0	0	0
TOTAL RESERVE REVENUE	\$36,763	\$71,755	\$20,168	\$22,002	\$25,840
TOTAL REVENUE	\$1,403,110	\$1,437,481	\$1,347,420	\$1,469,912	\$1,602,558
OPERATING EXPENSES					
SALARIES AND BENEFITS					
Salaries	234,511	245,811	210,340	229,462	237,482
Overtime	4,358	7,000	8,614	9,397	8,450
Standby	7,403	7,500	6,832	7,453	7,750
Health Insurance	49,626	48,064	37,130	40,505	36,700
Pers Retirement	39,140	54,838	39,679	43,287	48,371
Workers Comp. Ins.	9,563	12,053	10,560	11,520	13,496
Medicare/FICA	3,558	3,564	3,262	3,558	3,443
Uniforms	1,771	2,280	1,268	1,383	2,250
TOTAL SALARIES & BENEFITS	\$349,930	\$381,110	\$317,684	\$346,565	\$357,942
UTILITIES					
Electricity	159,282	161,200	123,389	134,606	167,648
Water Purchase	23,114	23,114	23,114	23,114	23,114
Telephone/Internet	3,616	3,910	3,073	3,352	4,066
TOTAL UTILITIES	\$186,012	\$188,224	\$149,576	\$161,072	\$194,828

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - WATER FUND
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

MAINTENANCE & SUPPLIES	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
Chemicals	36,183	50,000	50,260	54,829	55,000
Computer/Software	4,816	3,000	717	782	3,000
Equip. Rental/Lease	0	500	340	371	500
Fixed Equip.	41,035	45,000	24,778	27,030	66,000
Fuel & Oil	7,239	7,000	7,612	8,304	7,000
Lab Testing	8,089	8,500	9,872	10,770	12,600
Struct./Grnds.	1,570	1,875	2,925	3,191	3,500
Small Tools/Equip.	2,776	1,500	1,500	1,636	1,500
Supplies	3,979	3,000	3,160	3,447	3,000
Meters/Equip.	8,835	5,000	2,639	2,879	5,000
Vehicles	4,901	4,500	3,939	4,297	4,500
TOTAL MAINT. & SUP.	\$119,421	\$129,875	\$107,742	\$117,537	\$161,600
GENERAL & ADMINISTRATION					
Allocation of General Fund	258,731	239,059	221,386	241,512	258,605
Alarm/Answering Service	926	800	725	791	800
Bank Charges/Fees	0	0	0	0	0
Consulting/Engineering	11,897	10,000	4,059	4,428	10,000
Dues/Subscription	2,789	3,500	909	992	1,525
Insurance	9,823	9,460	10,823	11,806	8,605
Legal/Attorney	1,780	5,000	1,834	2,001	5,000
Licenses/Permits	12,188	13,000	11,404	12,441	13,000
Plan Check & Inspection	1,255	5,000	1,732	1,889	5,000
Professional Service	2,499	2,000	1,957	2,134	8,600
Training & Travel	70	1,000	33	36	1,000
TOTAL G & A	\$301,957	\$288,819	\$254,860	\$278,029	\$312,135
CAPITAL PROJECTS & EQUIPMENT					
Project	36,763	16,755	18,890	20,608	76,000
Equipment	0	55,000	1,278	1,394	81,000
TOTAL CAPITAL	\$36,763	\$71,755	\$20,168	\$22,002	\$157,000
DEBT					
State Loan Payment-DWR	103,628	103,629	103,628	103,629	103,629
State Loan Payment Phase II-SRF	58,739	58,740	29,369	58,740	58,740
TOTAL DEBT	\$162,367	\$162,369	\$132,998	\$162,369	\$162,369
FUNDED DEPRECIATION	175,000	175,000	160,417	175,000	175,000
UNFUNDED DEPRECIATION	0	0	0	0	0
TOTAL EXPENSE	\$1,331,451	\$1,397,152	\$1,143,446	\$1,262,574	\$1,520,874
TRANSFER TO RESERVES	\$41,170	\$31,110	\$26,937	\$29,386	\$63,490
FUND TOTAL	\$30,489	\$9,219	\$177,037	\$177,952	\$18,194

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - SEWER FUND
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
OPERATING INCOME					
Sewer Fees	547,005	594,950	537,281	586,124	628,817
Late Fees	6,280	6,500	6,040	6,589	7,000
Hook-Up Fees	1,553	1,000	500	545	1,000
Turn on Fees	1,544	1,500	1,260	1,375	1,500
Plan Check & Inspection	0	5,000	608	663	5,000
Miscellaneous Income	0	0	0	0	0
TOTAL OPERATING INCOME	\$556,382	\$608,950	\$545,688	\$595,296	643,317
NON-OPERATING INCOME					
Standby Charges	41,310	39,375	38,781	42,306	39,312
Property Tax	100,023	102,300	105,521	115,114	109,308
Interest	7,343	6,480	16,413	17,906	12,000
Connection Fees	55,230	39,140	20,461	22,321	77,670
TOTAL NON-OPERATING INCOME	\$203,907	\$187,295	\$181,176	\$197,647	\$238,290
RESERVE REVENUE					
Capital Reserves	25,033	31,521	21,031	22,943	29,400
General Reserves	0	0	0	0	133,600
TOTAL RESERVE	\$25,033	\$31,521	\$21,031	\$22,943	\$163,000
TOTAL REVENUE	\$785,322	\$827,766	\$747,896	\$815,886	\$1,044,607
OPERATING EXPENSES					
SALARIES AND BENEFITS					
Salaries	156,341	163,874	140,227	152,975	158,321
Overtime	2,906	4,500	5,742	6,265	5,600
Standby	4,935	5,000	4,555	4,969	5,150
Health Insurance	33,531	32,043	25,088	27,368	24,467
Pers Retirement	25,947	36,559	26,276	28,665	32,248
Workers Comp. Ins.	6,315	8,035	6,973	7,607	8,997
Medicare/FICA	2,372	2,376	2,175	2,372	2,296
Uniforms	1,153	1,520	845	922	2,250
TOTAL SALARIES & BENEFITS	\$233,499	\$253,907	\$211,881	\$231,142	\$239,329
UTILITIES					
Electricity	76,973	77,000	61,302	66,875	80,080
Telephone/Internet	2,520	2,710	2,142	2,337	2,818
TOTAL UTILITIES	\$79,494	\$79,710	\$63,444	\$69,212	\$82,898

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - SEWER FUND
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

MAINTENANCE & SUPPLIES	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
Chemicals	17,723	18,000	18,978	20,703	21,000
Computer/Software	1,594	1,000	741	809	1,000
Equip. Rental/Lease	0	500	0	0	500
Fixed Equip.	51,049	40,000	11,304	12,332	37,000
Fuel & Oil	4,837	5,000	5,075	5,536	5,000
Lab Testing	14,693	16,000	22,323	24,352	17,400
Struct./Grnds.	3,140	2,250	5,850	6,382	7,000
Small Tools/Equip.	1,850	2,000	1,000	1,091	2,000
Supplies	2,094	2,500	1,901	2,074	2,500
Vehicles	3,269	4,000	2,626	2,865	4,000
TOTAL MAINT. & SUP.	\$100,249	\$91,250	\$69,798	\$76,144	\$97,400
GENERAL & ADMINISTRATION					
Allocation of General Fund	199,024	183,892	170,297	185,778	198,927
Alarm/Answering Service	841	775	725	791	775
Bank Charges/Fees	0	0	0	0	0
Consulting/Engineering	9,716	30,000	4,004	4,368	10,000
Dues/Subscription	1,712	2,000	82	89	775
Insurance	7,484	7,208	8,246	8,995	6,556
Legal/Attorney	1,477	2,000	859	937	2,000
Licenses/Permits	13,528	13,000	7,821	8,532	15,200
Plan Check & Inspection	483	5,000	1,059	1,155	5,000
Professional Service	6,615	10,000	5,044	5,502	8,500
Training & Travel	143	1,000	783	854	1,000
TOTAL G & A	\$241,022	\$254,875	\$198,920	\$217,003	\$248,733
CAPITAL PROJECTS & EQUIPMENT					
Project	25,033	13,521	0	0	109,000
Equipment	0	18,000	21,031	22,943	54,000
TOTAL CAPITAL	\$25,033	\$31,521	\$21,031	\$22,943	\$163,000
FUNDED DEPRECIATION	98,000	98,000	89,833	98,000	98,000
UNFUNDED DEPRECIATION	0	0	0	0	0
TOTAL EXPENSE	\$777,296	\$809,263	\$654,907	\$714,444	\$929,360
TRANSFER TO RESERVES	\$55,230	\$39,140	\$20,461	\$22,321	\$77,670
FUND TOTAL	(\$47,204)	(\$20,637)	\$72,527	\$79,121	\$37,577

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - SOLID WASTE FUND
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

OPERATING INCOME	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
TOTAL FRANCHISE FEES	\$58,329	\$66,000	\$63,067	\$68,800	\$70,932
EXPENSE					
Allocation of General Fund	39,805	36,778	34,059	37,156	39,785
TOTAL EXPENSES	\$39,805	\$36,778	\$34,059	\$37,156	\$39,785
TRANSFER TO RESERVES	\$18,524	\$29,222	\$29,007	\$31,644	\$31,147
FUND TOTAL	\$0	\$0	\$0	\$0	\$0

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - GENERAL FUND
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
OPERATING INCOME					
Transfer from other Funds	0	0	0	0	0
Miscellaneous Income	2,126	2,000	3,209	3,501	2,000
TOTAL OPERATING	\$2,126	\$2,000	\$3,209	\$3,501	\$2,000
NON-OPERATING INCOME					
Property Tax	50,011	51,150	52,760	57,557	54,654
Interest	0	0	0	0	0
TOTAL NON-OPERATING	\$50,011	\$51,150	\$52,760	\$57,557	\$54,654
RESERVE REVENUE					
Capital Reserves	0	0	0	0	0
General Reserves	0	50,000	23,108	25,209	0
TOTAL RESERVE	\$0	\$50,000	\$23,108	\$25,209	\$0
TOTAL REVENUE	\$52,137	\$103,150	\$79,077	\$86,266	\$56,654
OPERATING EXPENSES					
SALARIES AND BENEFITS					
Salaries	240,918	245,012	221,485	241,620	251,964
Overtime	0	0	14	16	1,000
Health Insurance	54,434	40,509	44,669	48,729	36,003
Health Insurance - Retirees	83,747	58,233	54,268	59,201	48,561
Pers Retirement	38,541	32,399	42,457	46,316	35,622
Workers Comp. Ins.	2,165	2,587	2,391	2,608	2,781
Directors' Fees	6,450	7,000	5,350	5,836	7,000
Medicare/FICA	4,081	4,074	3,573	3,898	4,175
Car Allowance	3,000	3,000	2,750	3,000	3,000
SUI/ETT	1,171	1,500	736	803	1,500
TOTAL SALARIES & BENEFITS	\$434,506	\$394,314	\$377,692	\$412,028	\$391,606
UTILITIES					
Electricity	4,625	4,600	3,552	3,875	4,784
Propane	896	900	856	934	936
Telephone/Internet	4,821	5,210	4,097	4,470	5,418
TOTAL UTILITIES	\$10,342	\$10,710	\$8,505	\$9,278	\$11,138

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - GENERAL FUND
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

MAINTENANCE & SUPPLIES	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
Computer/Software	12,224	3,000	5,672	6,188	3,000
Equip. Rental/Lease	0	0	0	0	0
Fixed Equip.	3,027	0	0	0	0
Office Supplies	2,859	3,000	1,827	1,993	3,000
Parks & Recreation	794	500	314	343	500
Struct./Grnds.	1,659	2,375	2,925	3,191	3,500
Supplies	81	500	498	543	500
TOTAL MAINT. & SUP.	\$20,644	\$9,375	\$11,237	\$12,258	\$10,500
GENERAL & ADMINISTRATION					
Ads./Advertising	1,674	1,500	1,234	1,346	1,500
Alarm/Answering Service	1,855	1,700	1,450	1,582	1,700
Audit	6,000	6,000	6,000	6,545	10,000
Bank Charges/Fees	2,161	2,000	1,972	2,151	3,000
Consulting/Engineering	798	0	0	0	0
Dues/Subscription	4,090	6,500	7,072	7,715	7,100
Elections	0	1,000	549	599	1,000
Insurance	6,081	5,857	6,700	7,309	5,327
LAFCO	7,628	8,000	7,015	7,653	8,000
Legal/Attorney	6,184	10,000	8,921	9,732	15,000
Licenses/Permits	0	0	0	0	0
Postage	19,782	20,000	16,562	18,068	20,000
Professional Service	4,228	4,000	6,214	6,779	7,800
Tax Collection	4,923	5,300	5,286	5,766	5,300
Staff Training & Travel	3,218	3,000	1,311	1,431	5,000
Board Training & Travel	582	1,500	241	263	10,000
TOTAL G & A	\$69,204	\$76,357	\$70,527	\$76,939	\$100,727
CAPITAL PROJECTS & EQUIPMENT					
Project	0	50,000	23,108	25,209	25,000
Equipment	0	0	0	0	0
TOTAL CAPITAL	\$0	\$50,000	\$23,108	\$25,209	\$25,000
FUNDED DEPRECIATION	15,000	15,000	13,750	15,000	15,000
UNFUNDED DEPRECIATION	0		0	0	0
TOTAL EXPENSE	\$549,697	\$555,756	\$504,819	\$550,712	\$553,971
TRANSFERRED TO OTHER FUNDS	(\$497,559)	(\$452,606)	(\$425,742)	(\$464,446)	(\$497,317)
FUND TOTAL	\$0	\$0	\$0	\$0	\$0

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary**

OPERATING INCOME	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
Water Fees	896,043	901,000	850,596	927,923	1,048,675
Sewer Fees	547,005	594,950	537,281	586,124	628,817
Hook-Up Fees	9,639	6,000	3,700	4,036	6,000
Turn on Fees	3,890	3,500	3,125	3,409	3,500
Late Fees	16,343	16,500	15,137	16,513	18,000
Plan Check & Inspection	0	10,000	1,216	1,326	10,000
Miscellaneous Income	2,126	2,000	3,209	3,501	2,000
TOTAL OPERATING	\$1,475,046	\$1,533,950	\$1,414,264	\$1,542,833	\$1,716,992
FRANCHISE INCOME					
TOTAL FRANCHISE	\$58,329	\$66,000	\$63,067	\$68,800	\$70,932
TOTAL OPERATING	\$1,533,375	\$1,599,950	\$1,477,330	\$1,611,633	\$1,787,924
NON-OPERATING INCOME					
Standby Charges	243,000	242,921	228,123	248,861	242,466
Property Tax	333,411	341,000	351,736	383,712	364,361
Interest	30,916	27,000	68,565	74,798	50,000
Connection Fees	96,400	70,250	47,398	51,707	141,160
TOTAL NON-OPERATING	\$703,727	\$681,171	\$695,821	\$759,078	\$797,987
RESERVE REVENUE					
Capital Reserves	61,797	103,276	41,200	44,945	55,240
General Reserves	0	50,000	23,108	25,209	133,600
TOTAL RESERVE	\$61,797	\$153,276	\$64,308	\$70,154	\$188,840
TOTAL NON-OPERATING	\$765,524	\$834,447	\$760,129	\$829,232	\$986,827
TOTAL ALL INCOME	\$2,298,899	\$2,434,397	\$2,237,459	\$2,440,865	\$2,774,751

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

OPERATING EXPENSES

SALARIES AND BENEFITS	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
Salaries	631,769	654,697	572,052	624,056	647,767
Health Insurance	137,591	120,616	106,886	116,603	97,170
Health Insurance - Retiree	83,747	58,233	54,268	59,201	48,561
Pers Retirement	103,627	123,796	108,412	118,268	116,241
Standby	12,338	12,500	11,387	12,422	12,900
Overtime	7,264	11,500	14,371	15,677	15,050
Workers Comp. Ins.	18,043	22,675	19,924	21,735	25,274
Directors' Fees	6,450	7,000	5,350	5,836	7,000
Medicare/FICA	10,010	10,014	9,010	9,829	9,914
Car Allowance	3,000	3,000	2,750	3,000	3,000
SUI/ETT	1,171	1,500	736	803	1,500
Uniforms	2,924	3,800	2,113	2,305	4,500
TOTAL SALARIES & BENEFITS	\$1,017,934	\$1,029,331	\$907,257	\$989,735	\$988,877

UTILITIES

Electricity	240,880	242,800	188,243	205,356	252,512
Propane	896	900	856	934	936
Water Purchase	23,114	23,114	23,114	23,114	23,114
Telephone/Internet	10,957	11,830	9,312	10,158	12,303
TOTAL UTILITIES	\$275,848	\$278,644	\$221,524	\$239,562	\$288,865

MAINTENANCE & SUPPLIES

Chemicals	53,906	68,000	69,238	75,532	76,000
Computer/Software	18,634	7,000	7,130	7,778	7,000
Equip. Rental/Lease	0	1,000	340	371	1,000
Fixed Equip.	95,111	85,000	36,082	39,362	103,000
Fuel & Oil	12,076	12,000	12,687	13,841	12,000
Lab Testing	22,782	24,500	32,195	35,122	30,000
Office Supplies	2,859	3,000	1,827	1,993	3,000
Parks & Recreation	794	500	314	343	500
Struct./Grnds.	6,368	6,500	11,701	12,765	14,000
Small Tools/Equip.	4,626	3,500	2,500	2,727	3,500
Supplies	6,154	6,000	5,558	6,064	6,000
Meters/Equip.	8,835	5,000	2,639	2,879	5,000
Vehicles	8,169	8,500	6,565	7,162	8,500
TOTAL MAINT. & SUP.	\$240,314	\$230,500	\$188,777	\$205,939	\$269,500

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2017/18 Actual, 2018/19 Summary & 2019/20 Preliminary

GENERAL & ADMINISTRATION	Actual 17/18	Budget 18/19	Actual 11 month 7/1/18 - 5/31/19	Annualized F.Y.E. 6/30/19	Preliminary 19/20
Ads./Advertising	1,674	1,500	1,234	1,346	1,500
Alarm/Answering Service	3,622	3,275	2,900	3,164	3,275
Audit	6,000	6,000	6,000	6,545	10,000
Bank Charges/Fees	2,161	2,000	1,972	2,151	3,000
Consulting/Engineering	22,411	40,000	8,063	8,796	20,000
Dues/Subscription	8,591	12,000	8,063	8,796	9,400
Elections	0	1,000	549	599	1,000
Insurance	23,388	22,525	25,768	28,110	20,488
LAFCO	7,628	8,000	7,015	7,653	8,000
Legal/Attorney	9,441	17,000	11,614	12,670	22,000
Licenses/Permits	25,716	26,000	19,226	20,973	28,200
Plan Check & Inspection	1,738	10,000	2,791	3,045	10,000
Postage/Billing	19,782	20,000	16,562	18,068	20,000
Professional Service	13,342	16,000	13,215	14,416	24,900
Tax Collection	4,923	5,300	5,286	5,766	5,300
Staff Training & Travel	3,431	5,000	2,127	2,321	7,000
Board Training & Travel	582	1,500	241	263	10,000
TOTAL G & A	\$154,429	\$197,100	\$132,625	\$144,682	\$204,063
CAPITAL PROJECTS & EQUIPMENT					
Structures/Improvements	61,797	80,276	41,998	45,816	210,000
Equipment	0	73,000	22,309	24,338	135,000
TOTAL CAPITAL	\$61,797	\$153,276	\$64,308	\$70,154	\$345,000
DEBT					
State Loan Payment - DWR	103,628	103,629	103,628	103,629	103,629
State Loan Payment Phase II - SRF	58,739	58,740	29,369	58,740	58,740
TOTAL DEBT	\$162,367	\$162,369	\$132,998	\$162,369	\$162,369
FUNDED DEPRECIATION	\$288,000	\$288,000	\$264,000	\$288,000	\$288,000
UNFUNDED DEPRECIATION	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSE	\$2,200,689	\$2,339,220	\$1,911,490	\$2,100,441	\$2,546,674
CAPACTIY CHARGES TRANSFER	\$96,400	\$70,250	\$47,398	\$51,707	\$141,160
SOLID WASTE FEES TRANSFER	\$18,524	\$29,222	\$29,007	\$31,644	\$31,147
		\$99,472			\$172,307
FUND TOTAL	(\$16,715)	(\$4,295)	\$249,565	\$257,073	\$55,770

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Scott Duffield, General Manager

DATE: June 20, 2019

SUBJECT: Request to receive and file an update on development of a photovoltaic system project and provide direction to staff.

Recommendation

Request to receive and file an update on development of a photovoltaic system project and provide direction to staff.

Background

Your Board has approved development of a photovoltaic system (PVS) project. At the May meeting there was a workshop item for the PVS Project Kickoff meeting.

Discussion

After the May kickoff meeting and subsequent work efforts, the District consultant (Tim Holmes, Kenwood Energy) has prepared a technical memorandum outlining the results of his analysis of the electric rate schedules for District facilities, and the potential for on-site power generation. The technical memorandum (TM) is included as Attachment A.

Staff suggests providing comments to the TM at today's meeting and over the next couple of weeks. Tim Holmes could not attend the meeting today; however, the scope of work provides for a meeting to discuss the TM with your Board. It is the Manager's understanding that we will have that meeting during the regularly scheduled July 18th Board meeting. Alternatively, the Board could choose to have a special meeting, an Operations & Engineering Committee meeting, or both.

Fiscal Implications

This work for development of a PVS project is included in the current Budget.

Moving forward the Board would need to make a decision(s) on how to finance further development and delivery of a PVS project. It is anticipated financing options will be flushed out as a project is developed. The Manager has reached out to several resources to review the District's potential needs and options.

Next Steps to Consider

- Meeting schedule
- Further vetting of the siting needs for the facilities.
- Finalize which site(s) the Board wants to consider for a project(s).
- Develop a Request for Proposals.

Attachments: Attachment A – Technical Memorandum, PV System Opportunity Analysis

File: Projects_PVS

Memo

To: Scott Duffield
 From: Tim Holmes
 Date: June 12, 2019
 Subject: PV System Opportunity Analysis

The goals of this analysis were:

- ✚ Evaluate the solar photovoltaic (PV) energy needs at each of the District's facilities
- ✚ Discuss the option of ownership versus purchase of the energy through a Power Purchase Agreement (PPA)
- ✚ Evaluate space constraints for PV at each facility
- ✚ Provide an overview of Utility Programs that facilitate the installation of PV systems

PV Evaluation

Kenwood Energy evaluated the energy use and renewable energy opportunities at 18 separate facilities. The results were sorted into priorities based on system size. Table 1 shows the results of the analysis for the top priority sites (systems that are sized at 5 kW or larger) based on the capital purchase of the equipment. The results for the lower priority sites are included in Attachment 1. Definitions of the Column Headers and the assumptions used in the analysis are included in Attachment 2.

Table 1

	Estimated Installed Cost	kW DC	Annual Production - kWh	Annual Value of Energy	Internal Rate of Return	Net Present Value
Water Plant	\$518,000	148.0	250,706	\$44,371	7.2%	\$639,446
Sewer Treatment Plant	\$420,000	120.0	203,275	\$53,797	12.5%	\$1,027,847
Pump Station 4	\$350,000	100.0	169,396	\$40,825	11.1%	\$742,031
Pump Station 1	\$212,800	60.8	102,993	\$23,270	10.2%	\$406,812
SCADA	\$35,000	10.0	16,940	\$4,260	11.7%	\$79,290
Lift 2	\$52,200	11.6	19,650	\$4,926	8.3%	\$77,429
Lift Station 3	\$39,600	8.8	14,907	\$3,776	8.5%	\$59,849
Lift Station 10	\$37,800	8.4	14,229	\$3,556	8.3%	\$55,757
Office	\$29,400	8.4	14,229	\$3,616	11.9%	\$67,666
Pump Station 6	\$22,400	6.4	10,841	\$2,739	11.8%	\$51,087
Lift Station 1	\$25,200	5.6	9,486	\$2,379	8.3%	\$37,394
Totals	\$1,742,400	488	826,652	\$187,515		\$3,244,609

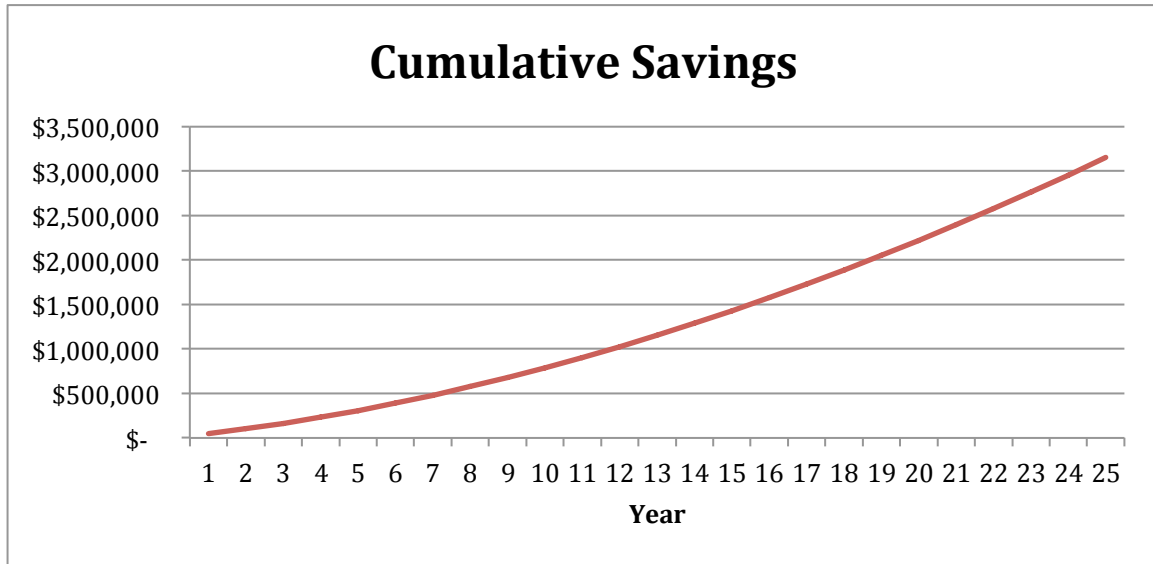
Table 1 shows that over 25 years, the investment in PV can return more than \$3M dollars to the District, in today's dollars, after the original investment has been paid, and the internal-Rate-of-Return of the investment is between 7% and 12.5%.

PV Ownership vs. PPA

A Power Purchase Agreement (PPA) is an option for the installation of PV on District property, and for reducing costs. It is a method of “buying” renewable energy without having any out-of-pocket expenses. Under a PPA, the vendor constructs the PV system at no cost to the District, and the District agrees to buy the energy produced. The vendor can take advantage of tax credits and accelerated depreciation (financial incentives that are not available to the District), and pass the savings along to the District. The advantages to the District are that the renewable energy cost should be less than what the District is currently paying to the utility, the District has no out of pocket expenses, and the District can have a larger Renewable Energy system installed than it may have been able to afford if it used the District funds. The challenge is that the PPA is a complex long-term contract that must be reviewed in detail by experts in the energy and legal industries.

Chart 1 shows the cash flow that could be realized assuming a PPA with an electricity cost of \$0.17 per kWh generated. The net-present-value of the PPA option at this price is less than a direct purchase, but it is very close.

Chart 1



Another challenge with the PPA option is that vendors are generally looking for a large “portfolio” of PV from a customer. The District has the potential to install nearly 500 kW of PV, but that is over 8 different locations, several of which would be pretty small, so overall the District is on the cusp of being an attractive PPA customer.

Space Constraints

The third part of this analysis was to determine if each of the facilities had appropriate space for the installations. In general the District has space at most of the facilities, with some special considerations. Images of each site, including the identified installation areas, are included as Attachment 3. The proposed location is in yellow. Alternative locations are shown in blue.

Sewer Treatment Plant and Office: The District owns the land with plenty of room for a ground-mounted PV system. Installation in the space just to the south of the pond will provide good access to the existing electric panel. Alternate locations are shown in blue.

Water Treatment Plant, Pump Station 1, and Pump Station 4: The District appears to own enough land for a ground-mounted system that could offset costs at the Water Treatment Plant, Pump Station 1, and Pump Station 4. However, the properties are not “contiguous” and the District will need to obtain the proper easements or leases that allow the District to make use of the Aggregated Net Energy Metering (NEMA¹) program to offset costs at pump stations 1 and 4. If the leases are difficult to obtain then the District could opt to install enough PV to serve the water plant only. Per Table 1, all three facilities would require a 309 kW DC system for the former and only 148 kW for the latter. The District does own the land on which Pump Stations 1 and 4 are located, but the spaces are relatively small when compared to the solar needs.

SCADA: The District does not own the property on which the Tank is located, but it does have an irrevocable easement that may allow the District to complete the installation on Tank property.

Lift Station 2: Space is available for an overhead shade canopy. The installation will need to accommodate regular maintenance at the facility, and allow for the as-needed removal of the well pump. The District does not own the property, but it does have an irrevocable easement that may allow the District to complete the installation on the property.

Lift Station 3: Space over the lift station is too small to install the PV system as sized in Table 1, plus there are shading issues in that location. A better location, which is used in the analysis in Table 1, would be in the open space to the west of the lift-station, but that would require a lease or easement.

Lift Station 10: The District does not own the, but it does have an irrevocable easement that may allow the District to complete the installation. There appears to be sufficient space for a shade canopy installed within the existing easement area, without interfering with space for required access for maintenance.

Pump Station 6: The roof at Pump Station 6 will only accommodate about 50% of the PV system as sized in Table 1. There does appear to be enough space within the existing fence to install a shade canopy. The District does not own the property, but it does have an irrevocable easement that may allow the District to complete the installation on the property.

Lift Station 1: There is limited space, and the installation of a shade canopy could create maintenance issues. Installation of a ground-mounted system to the north of the lift station is a good option as long as the District can obtain a lease or easement for the property.

¹ NEMA is explained further below.

Overview of Relevant Utility Programs

The last part of this analysis is informational in nature, and explains why the District will want to use net-energy-metering (NEM) and aggregated-net-energy-metering (NEMA) as the utility tariffs that will allow the District to maximize the value of the PV energy.

The NEM program may be the most important program in the renewable energy industry. This program allows the District to use PG&E's distribution system as the "battery" for the Renewable Energy system. That is, when the system is generating more energy than the facility is using, your PG&E meter will "spin" backwards, creating an energy credit that can be used later (for example, at night when a PV system is not generating any energy). It is important to note that the credit is not just an energy credit, but it is a "value credit" for the entire cost of the electricity.² PG&E will credit the value of the energy generated by the renewable energy system, at the facility's existing PG&E rate. This is important because PV systems generate significant energy in the middle of the day in the summer, which corresponds to when electricity from PG&E is most expensive.

PG&E will move the Peak time periods from the middle of the day (noon to 6 pm) to early evening (4 pm – 9 pm) in November of 2020. However, solar customers will remain "grandfathered" in to the noon to 6 Peak hours for 10 years after the PV system comes online, as long as the PV system construction is completed prior to November 2020.

NEMA is a variation of NEM that allows the excess energy to be used to offset costs at other District properties, as long as those properties are adjacent or contiguous via ownership, leases, or irrevocable easements granting sole use. For example, the District can use NEMA to install a PV system at the wastewater plant and offset costs at the office.

What is not allowed is use of the energy generated at one site to offset costs at another site that is not adjacent or contiguous. This is called "wheeling" and in general it is not allowed. The utility does have a program called Renewable Energy Self-Generation Bill Credit Transfer (RES-BCT) that allows wheeling for public agencies only. However, the RES-BCT program only credits the generation component of the cost, i.e.: ~50% of the value, of the generation. The economics of a solar system is not attractive when the energy is valued at ~ 50 cents on the dollar.

Making sense of any PG&E tariff can be a bit challenging. The RES-BCT tariff is included as Attachment 4. Language is highlighted in Special Condition 2 detailing the cost benefit described in the paragraph above.

Conclusion

Solar PV energy offers the District a good opportunity to reduce operating costs while becoming more environmentally friendly. Although a PPA may be desirable, the logistics of the project may make the PPA option less viable. The next steps are:

² The cost of electricity can be broken down into 10 or more components, but in general there are transmission and distribution charges (T&D), and generation charges. While each rate is different, it is easiest if we consider T&D to account for 50% of the cost and generation to account for the other 50%.

Attachment A

1. Decide if the economics of PV make sense for the District.
2. Address the easement / lease issues at several sites, and to finalize the list of PV facilities.
3. Develop a Request for Proposals (RFP). The RFP can be set up so that both capital purchase costs and PPA costs can be obtained, allowing the District to decide which purchasing option is the best use of District funds.
4. Evaluate the proposals and select a contractor to work with and enter into contract.
5. Implementation of the Project.

Attachment 1
Results for Low Priority Sites

	Estimated Installed Cost	kW DC	Annual Production - kWh	Annual Value of Energy	Internal Rate of Return	Net Present Value
Lift Station 6	\$9,800	2.8	4,743	\$1,170	11.4%	\$21,546
Lift Station 7	\$8,400	2.4	4,066	\$1,006	11.5%	\$18,553
Lift Station 9	\$8,400	2.4	4,066	\$1,014	11.6%	\$18,778
Lift Station 4	\$2,800	0.8	1,355	\$332	11.3%	\$6,091
Lift Station 5	\$2,800	0.8	1,355	\$332	11.3%	\$6,084
Lift Station 8	\$2,800	0.8	1,355	\$334	11.4%	\$6,136
Pump Station 5	\$2,800	0.8	1,355	\$329	11.2%	\$6,017
Totals	\$37,800	11	18,295	\$4,516		\$83,204

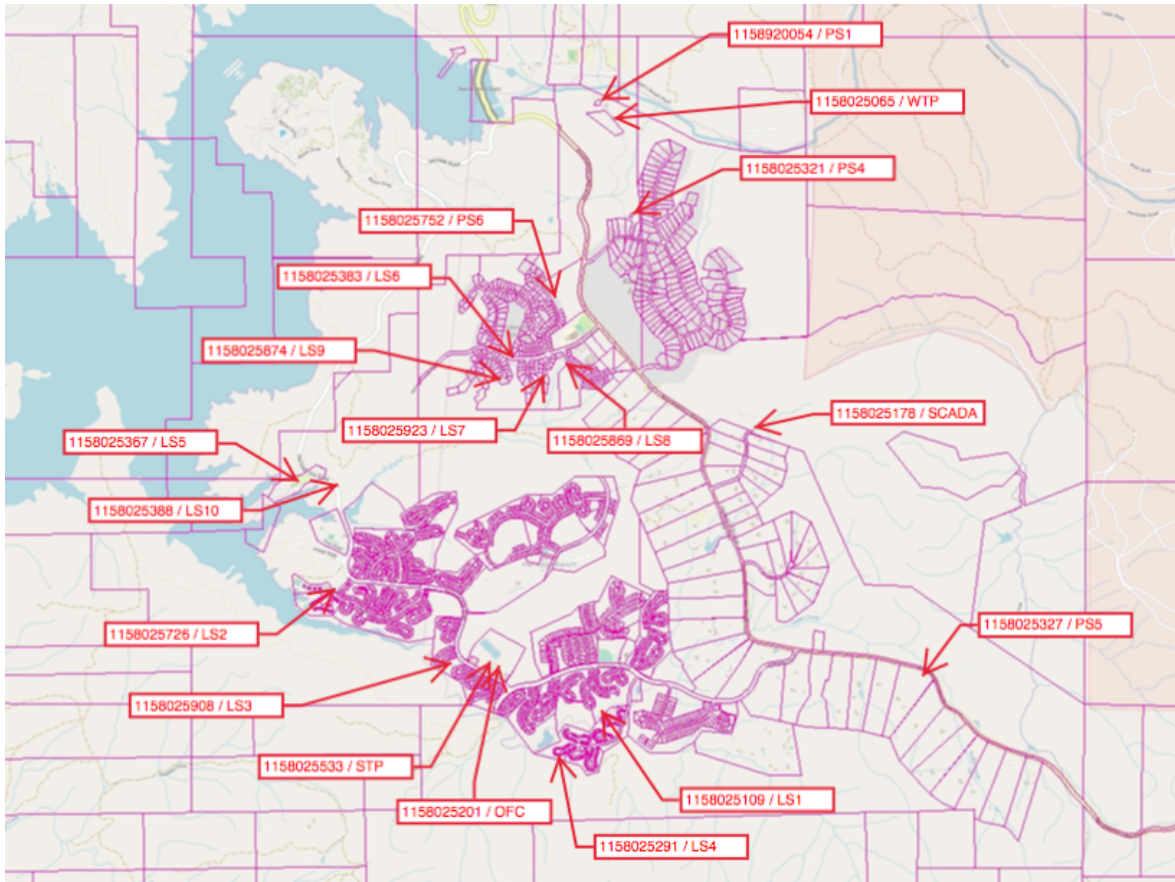
Attachment 2

Table 1 Column Headings

Table 1 Heading Definitions	Definitions and Assumptions
Estimated installed Cost	The turn-key installed cost based on the cost-per-kW below
Roof and Ground Mounted Cost	\$3,500 per kW
Shade Canopy Cost	\$4,500 per kW
kW DC	One kW equals 1,000 watts; kW DC is the most common metric for discussing PV system size
Annual Energy Production - kWh	The projected energy that is generated each year in kWh
Value of Energy	The value of the energy that is generated based on the Utility's price; the same as savings.
Net Present Value	The value of the generated energy over the life of the system, after the original investment has been returned, in today's dollars
Internal Rate of Return	Essentially the interest rate on the investment that corresponds to the net-present-value
Solar Assumptions	
Annual Losses from Dust and Dirt	6.0%
Losses from Shading	0.0%
Financial Assumptions	
Annual Energy Price Escalation	5.0%
Annual PV Power Output Degradation	0.5%
Discount Rate	3.0%
Inflation Rate	2.0%
Yearly maintenance as Percent of Installed cost	1%

Attachment 3 Installation Areas

Map of Facility Locations



Sewer Plant and Office



Water Plant, Pump Station 1, and Pump Station 4

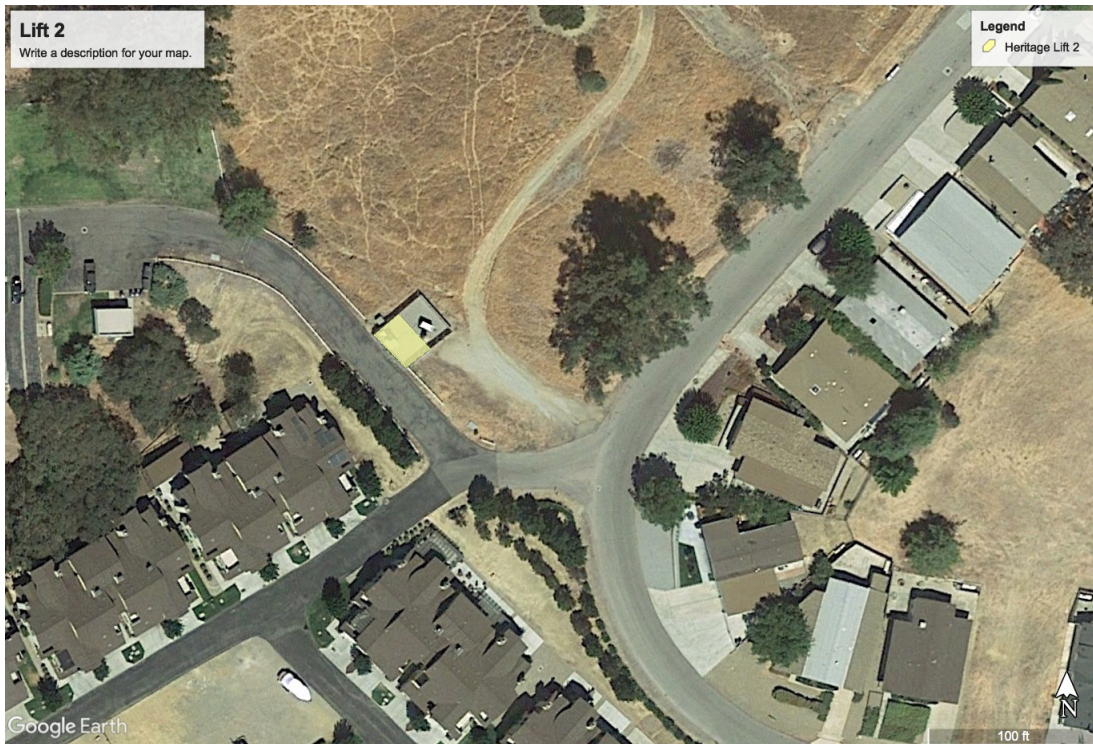


Attachment A

SCADA



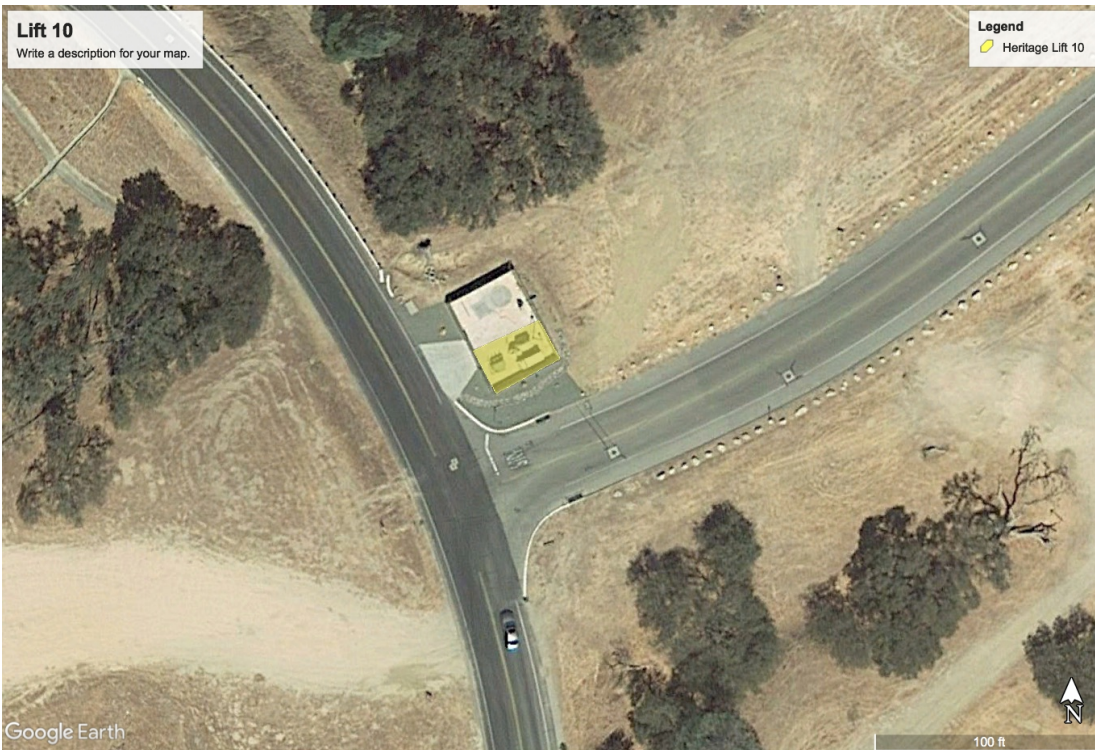
Lift Station 2



Lift Station 3



Lift Station 10

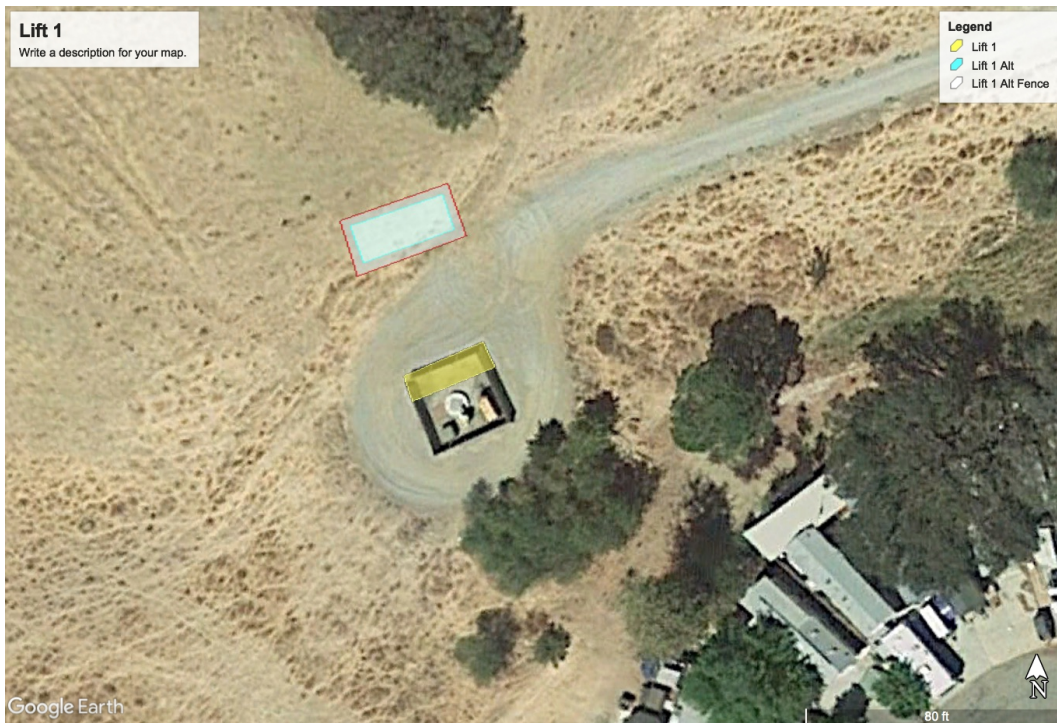


Attachment A

Pump Station 6



Lift Station 1



Attachment 4
RES-BCT Tariff



ELECTRIC RATE SCHEDULE RES-BCT
SCHEDULE FOR LOCAL GOVERNMENT
RENEWABLE ENERGY SELF-GENERATION BILL CREDIT TRANSFER

Sheet 1

see

APPLICABILITY:

This schedule is applicable to an eligible "Local Government" with one or more "Eligible Renewable Generating Facilities" each totaling no more than five megawatts in capacity where any exported energy will be credited to "Benefiting Accounts" of the same Local Government, as described in Public Utilities (PU) Code Section 2830 and in this tariff. To be eligible, the customer must be a "Local Government", defined as a city, county, whether general law or chartered, city and county, special district, school district, political subdivision, or other local public agency, or a joint powers authority (JPA) formed pursuant to the Joint Exercise of Powers Act (Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code) that has as members public agencies located within the same county and same electrical corporation service territory, if authorized by law to generate electricity, but shall not mean a joint powers authority, the state or any agency or department of the state, other than an individual "Campus" (defined as an individual community college campus, individual California State University campus, or individual University of California campus) of the University of California or the California State University, or any JPA that has as members public agencies located in different counties or different electrical corporation service territories, or that has as a member the federal government, any federal department or agency, California or another state, or any department or agency of California or another state. The Local Government must have a "Arrangement" (defined as a Local Government's Generating Account(s) along with the designated Benefiting Accounts that will be receiving the allocated export credits) with one or more designated electric accounts each of which:

- 1. is located within the geographical boundary of the same Local Government, or, for a campus, within the geographical boundary of the city or city and county, if the campus is located in an incorporated area, or county, if the campus is located in an unincorporated area, as is mutually agreed upon by the same Local Government and PG&E;

belongs to a member of a JPA and is located within the geographical boundaries of the group of public agencies that formed the JPA, and the eligible renewable generating facility and the electricity account or accounts are all wholly located within the confines of a single county within which the JPA is located, and electric service is provided by PG&E, with the account or accounts being mutually agreed upon by the JPA and PG&E;

and

- 2. is owned, operated, or on property leased by or under the control of the same Local Government;
- 3. takes service on a bundled, time-of-use (TOU) rate schedule; and
- 4. is located in PG&E's service territory and receives electric service from PG&E;

and where at least one account is a "Generating Account" with an "Eligible Renewable Generating Facility" that:

- 1. is interconnected with PG&E's Electric System;
- 2. meets the definition of an "eligible renewable energy resource" pursuant to the California Renewables Portfolio Standard Program as is defined in Public Utilities Code Section 399.12 (e);

(Continued)



ELECTRIC RATE SCHEDULE RES-BCT
SCHEDULE FOR LOCAL GOVERNMENT
RENEWABLE ENERGY SELF-GENERATION BILL CREDIT TRANSFER

Sheet 2

- 3. has an effective capacity such that there is not more than 5 megawatts total capacity per Generation Account; (L)
- 4. is sized to offset part or all of the electricity load (kWh) of the Arrangement;
- 5. is not taking service under any other PG&E Net Energy Metering tariff; and
- 6. the Local Government does not sell Generating Account's electricity exported to the electrical grid to a third party;

while any other electric account in the Arrangement is a ("**Benefiting Account**") as long as it is eligible to receive generation credit as described in Special Condition 2.

A Local Government may have more than one Arrangement but any Benefiting or Generating Accounts that are included in one Arrangement may not be included in another Arrangement.

BENEFITING ACCOUNT LIMITATIONS: An Arrangement must have no more than 50 Benefiting Accounts.

FIRST AVAILABILITY: RES-BCT will become available 60 days after the first Local Government requests service on this rate schedule.

NETWORK GRID LIMITATIONS: Portions of San Francisco and Oakland, where PG&E has a network grid, have generation export limitations. A Local Government seeking generator interconnections in San Francisco and Oakland must contact PG&E before beginning any work.

RES-BCT CAP: PG&E's RES-BCT service is only offered on a first-come-first-served basis until the cumulative rated generating capacity, based on the nameplate rating, or in the case of a solar generating facility on the total CEC AC rating of the solar modules, supplied by the Local Government in Appendix A of the RES-BCT Application (see Special Condition 3 of this tariff) of all PG&E RES-BCT Eligible Renewable Generating Facilities is 105.25 megawatts, PG&E's proportionate share (42.1%) of the 250-megawatt limitation in PU Code section 2830(h). (L)

PG&E will consider the RES-BCT Cap to have been reached when the interconnected capacity and capacity of applications that have received final building permit approval from the local building authority reaches the megawatts in the prior paragraph, and PG&E will close RES-BCT to new applications, unless directed otherwise by the CPUC or state Legislature.

(Continued)



ELECTRIC RATE SCHEDULE RES-BCT
SCHEDULE FOR LOCAL GOVERNMENT
RENEWABLE ENERGY SELF-GENERATION BILL CREDIT TRANSFER

Sheet 5

TERRITORY: The entire territory served. (L)

RATES: The rate charged at each Generating Account and each associated Benefiting Account in the Arrangement will be in accordance with the Account's PG&E otherwise-applicable rate schedule (OAS). |

Charges for energy (kWh) supplied by PG&E will be based on the metered usage in accordance with Billing (Special Condition 2, below). |

Generating Accounts taking service under RES-BCT may be exempt from the requirements of Schedule S—Standby Service depending on the nature of the generation technology and other conditions. Applicants for RES-BCT should refer to Schedule S to determine whether their Eligible Renewable Generating Facility is exempt. |

BILLING COSTS & CUSTOMER CHARGES: Pursuant to PU Code section 2830(d), in order "to ensure that the transfer of a bill credit to a benefiting account does not result in a shifting of costs to bundled service subscribers", where "the costs associated with the transfer of a bill credit shall include all billing-related expenses", a Local Government shall be responsible to pay for its share of the one-time and on-going expenses PG&E incurs to implement and administer the special billing required to implement the RES-BCT tariff, including billing system programming and maintenance, billing data collection and validation, and administrative labor. PG&E reserves the right to change the charges to reflect actual costs. The One time Billing Setup Recovery Charge reflects PG&E's Billing set-up costs, collected from each Generating Account at the time of its initial setup on this schedule in the Arrangement. The Monthly Billing Administration Charge reflects PG&E's Account management costs, collected from each Generating Account in the Arrangement. |

Monthly Billing Administrative Charge.....\$30.00 per Generating Account |

One time Billing Setup Recovery Charge.....\$500.00 per Generating Account |

SUB SCHEDULE: The Arrangement Generating Account and Benefiting Account will be placed on their respective sub-schedule as described below: |

1. RES-BCTG– For Generating Accounts |

2. RES-BCTB – For Benefiting Accounts (L)

(Continued)



ELECTRIC RATE SCHEDULE RES-BCT
SCHEDULE FOR LOCAL GOVERNMENT
RENEWABLE ENERGY SELF-GENERATION BILL CREDIT TRANSFER

Sheet 7

SPECIAL
CONDITIONS
(Cont'd):

2. BILLING (Continued)

- d) Usage Charges: For each Benefiting Account, the charge for electricity usage shall be calculated, and for each bill component, at the rate schedule applicable to the Benefiting Account, including any cost-responsibility surcharge or other cost recovery mechanism, as determined by the commission, to reimburse the Department of Water Resources for purchases of electricity, pursuant to Division 27 (commencing with Section 80000) of the Water Code.

For the Generating Account, the charge for electricity usage shall be calculated only for the electricity used as measured by the import channel of its meter and for each bill component, at the rate schedule applicable to the Generating Account, including any cost-responsibility surcharge or other cost recovery mechanism, as determined by the commission, to reimburse the Department of Water Resources (DWR) for purchases of electricity, pursuant to Division 27 (commencing with Section 80000) of the Water Code.

- e) Monthly Bill: Each Generating and Benefiting Account's electricity usage charge shall be reduced by the Monthly Bill Credit applicable to that Account.

(D)
|
|
(D)

If, during the monthly billing cycle, the generation component of the electricity charge exceeds the Bill Credit, the Benefiting Account shall be billed for the difference.

If, during the monthly billing cycle, the Bill Credit applied pursuant to this Special Condition section exceeds the generation component of the electricity charge, the difference shall be applied within the Relevant Period and/or carried forward to the next billing cycle as a financial credit to the next billing cycle.

Monthly bills are due for payment upon receipt by the customer-of-record at the Generating or Benefiting Account.

(Continued)



ELECTRIC RATE SCHEDULE RES-BCT
SCHEDULE FOR LOCAL GOVERNMENT
RENEWABLE ENERGY SELF-GENERATION BILL CREDIT TRANSFER

Sheet 8

SPECIAL
CONDITIONS
(Cont'd):

2. BILLING (Continued)

g) Relevant Period: The **Generating Account Relevant Period** for the purpose of *determining* Generating Account Bill Credit is a twelve-month period, or portion thereof, commencing on the anniversary Date of Final Interconnection of the customer's Eligible Renewable Generating Facility to PG&E's electric system and on every subsequent anniversary thereof.

A **Benefiting Account Relevant Period** is a twelve-month period, or portion thereof, corresponding to that of the Generating Account Relevant Period but due to possible differences in billing (and meter read) cycles, may lag in time behind the Generating Account Relevant Period by any number of days up to one full billing cycle.

For the purpose of *applying* Bill Credit, the **Bill Credit Relevant Period** starts and ends at the same time as the Benefiting Account Relevant Period in the Arrangement that is lagging the most behind the Generating Account Relevant Period, within the same Billing Cycle.

For a new RES-BCT arrangement, the initial Benefiting Account Relevant Period will be set so its meter read date is on or after the meter read date of the Generating Account but within the same billing month. During the less-than-one-full billing-cycle period between the start of the Generating Account's Relevant Period and that of the Benefiting account, no bill credit will be applied to that Benefiting Account's usage. (The Benefiting Account's normal Relevant period will still consist of a twelve-month period, it just starts with the first full bill cycle.)

An Arrangement, its Generating Account or *all* its Benefiting Accounts may be terminated by the Local Government before its normal 12-month Relevant Period completes, in which case a Relevant period may only be a portion of the normal 12-month period. Pursuant to PU Code section 2830 (g), this may happen either when a Local Government:

- i) terminates its election of service on RES-BCT, upon providing PG&E with a minimum of 60 days' notice. If the Local Government provides a specific date on or after the 60 days' notice, for service on RES-BCT to end, PG&E will treat the relevant period as described in ii) below. Otherwise if no date is specified, PG&E will end the Generating Account Relevant Period at the end of the first Generating Account billing cycle that falls after the 60 days' notice, and PG&E will end each Benefiting Account and the Bill Credit Relevant Period as described above. The true-up as described in Special Condition 2 (h) below is then performed.

(Continued)



ELECTRIC RATE SCHEDULE RES-BCT
SCHEDULE FOR LOCAL GOVERNMENT
RENEWABLE ENERGY SELF-GENERATION BILL CREDIT TRANSFER

Sheet 10

SPECIAL
CONDITIONS
(Cont'd):

2. BILLING (Continued)

h) The True-up (continued):

If any additional Bill Credit pursuant to Special Condition 2 (c) and (d) and the previous paragraph still remains, PG&E will review the true-up bills for the Generating Account and Benefiting Accounts to determine if any charges for the generation component of the energy charge, as described in Section 2(e), remain to be credited. If yes, PG&E will apply the remaining Bill Credit to the Designated Benefiting Account (as indicated on Appendix A of Form 79-1112) equal to the lesser of: (a) these remaining charges or (b) the remaining Bill Credit. Because the Generating Account must be trued up first, it cannot be the Designated Benefiting Account unless PG&E is able to arrange for all of the Arrangement's meters to be read on the same date.

3. INTERCONNECTION

Prior to receiving approval for Parallel Operation, the Local Government must submit a completed PG&E RES-BCT Application and interconnection documents as follows:

Rate Option	Application	Interconnection Agreement
-------------	-------------	---------------------------

RES-BCT	Online Rule 21 Generator Interconnection Application (79-1174) – replaces application in 79-1112
---------	---

RES-BCT Application – Form Local Government Application for A RES-BCT Arrangement To Take Service on Rate Schedule RES-BCT With Interconnected Eligible Renewable Generation of Not More Than 5 megawatts (Form 79-1112). (only one form required per Arrangement)

Addendum A – Annual Solar Energy Credit Allocation Sheet

Generating Facility Interconnection Application (Form 79-974)

Generating Facility Interconnection Agreement (Form 79-973)

Other related interconnection documents as required by Rule 21

RES-BCTB	No forms required
----------	-------------------

All costs associated with interconnection of an Eligible Renewable Generating Facility at the Generating Account are the responsibility of the local government. For purposes of this paragraph, "interconnection" has the same meaning as defined in Public Utilities Code Section 2803, except that it applies to the interconnection of an eligible renewable generating facility rather than the energy source of a private energy producer. Costs will be as described in PG&E's Electric Rule 21.



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of May 16, 2019

1. 4:00 PM OPEN SESSION / CALL TO ORDER / FLAG SALUTE

President Barker called the meeting to order at 4:00 pm and led the flag salute.

Staff present: General Manager Scott Duffield, Operations Manager/AGM Jason Molinari, Board Secretary / Office Supervisor Kristen Gelos and District Engineer Steve Tanaka.

2. ROLL CALL

Secretary Gelos called the roll. Directors Burgess and Capps were absent. All other Directors were present.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Heritage Ranch resident Mr. Poppen thanked the CSD for participating in the community outreach meeting. He also inquired about flushing hydrants at the marina.

4. PUBLIC HEARINGS

Submittal for approval Resolution 19-04 Confirming Water and Sewer Standby or Availability Charges or Assessments for Property within the District for Fiscal Year 2019/20: Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Cousineau made a motion to approve Resolution 19-04 Confirming Water and Sewer Standby or Availability Charges or Assessments. Director Rowley seconded the motion. The motion passed by the following roll-call vote:

Ayes: Barker, Cousineau, Rowley

Absent: Burgess, Capps

5. PRESENTATIONS

a. Presentation to recognize James Pritchett for ten years of service with the District:

Manager Duffield provided a brief background of Mr. Pritchett's time with the District. The Board thanked him for his service.

6. DISCUSSION ITEMS

a. Request to review and consider approval of a conditional will serve letter for Vesting Tentative Tract Map 2879: Manager Duffield provided a summary of the item and answered any questions the Board had.

Director Cousineau made a motion to approve a conditional will serve letter for Vesting Tentative Tract Maps 2879 and 3110. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley

Absent: Burgess, Capps

b. Request to review and consider approval of a conditional will serve letter for Vesting Tentative Tract Map 3110: Motion and second was made together with item a.

- c. **Request to receive and file the second draft of the FY 2019/20 Budget, and provide direction to staff:** Manager Duffield provided a summary of the second draft budget for FY 2019/20 and answered any questions the Board had.

The report was received and filed.

7. CONSENT ITEMS

- a. **Regular Meeting Minutes:** Receive/approve minutes of regular meeting of April 18, 2019.
- b. **Warrant Register:** Receive/approve April 2019 warrants.
- c. **Treasurer's Report:** Receive/file April 2019 report.
- d. **Treasurer's Report:** Receive/file FY 18/19 3rd Quarter report.
- e. **Fiscal Report:** Receive/file April 2019 status report.
- f. **Manager's Report:** Receive/file April 2019 report.
- g. **Staff Reports:** Receive/file April 2019 reports.

Director Rowley pulled item F and G (Manager and Staff Reports). Director Cousineau made a motion to approve items A, B, C, D and E as presented. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley

Absent: Burgess, Capps

Manager Duffield provided a summary of item F (Manager's Report) and answered any questions the Board had.

Director Cousineau made a motion to approve item F and G as presented. Director Rowley seconded the motion. The motion passed by a unanimous voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

Absent: Burgess, Capps

8. DIRECTORS/MANAGER COMMENTS

No comments

9. WORKSHOP – Photovoltaic System Project Kickoff Meeting

Tim Holmes with Kenwood Energy provided a powerpoint presentation of the data he had collected as well as informed the Board of the next steps in the project.

10. ADJOURNMENT

On a motion by Director Cousineau and seconded by Director Rowley the meeting adjourned at 5:47 pm to the next scheduled meeting on Thursday, June 20, 2019 at 4:00 pm.

APPROVED:

Bill Barker, Board President

ATTEST:

Kristen Gelos, Board Secretary

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

Manager Report For the Month of June 2019

In addition to normal operations and administrative duties, below are updates for several areas of work:

Administration

- Staff is in the budget preparation process for next fiscal year. Staff is awaiting final information for a couple of line items in order to publish the final budget for approval by your Board in July.
- The Manager attended a funding webinar.
- The Manager met with an energy consultant, Ecogreen-Solutions, at their request regarding the energy efficiency programs they offer.
- The Manager had a conference call with a municipal advisor regarding financial management strategies and funding opportunities.
- The Manager attended the California Financing Coordinating Committee 2019 Funding Fair in Santa Maria.
- The Manager met with our CSDA representative to review the initiatives they are working on and other benefits and resources available to their members.
- Staff performed an audit of our billing system and found that the system was not being used to its capability, specifically for billing of “locked off” accounts. The Code of Ordinances states,

“3.240 – Minimum Bills

Upon initial connection of service, each user **shall thereafter pay a minimum charge** as established in Section 3.900 regardless of the amount of actual usage, except where existing services are connected to property not yet improved with a structure used for residential or business, solid waste fees shall not be assessed and except where otherwise approved by the Board.”

This means that once a property is connected to the water and/or sewer system they shall pay the fixed fee portions of the water and sewer rates (the bill), whether they use it or not.

This is also reinforced by Article XIII, Section 6.(b)(4) of Proposition 218 which states,

“(4) No fee or charge may be imposed for a service unless that service is actually used by, or **immediately available to**, the owner of the property in question...”

As your Board knows there are many part-time residents, second home owners, vacation home owners, etc. within the District boundary. In the past, some of these have asked what they can do to not have to pay the water, sewer, and solid waste bills when they were not in residence here. Based on the codes and because once service is immediately available, then the answer is nothing. However, previous

practice was to allow accounts to get and stay “locked off”, which would then not allow the billing system to generate a bill.

Staff has found that the billing system does have the capability to flag accounts with other than the “locked off” status. Moving forward, the practice will be that if an account is not paid, then the status is changed to “cut off”. This will correctly generate a monthly minimum bill even if there is no consumption.

The Board may wish to revisit the District Code of Ordinances to apply the minimum bill provision to all properties with service(s). Currently, the Manager interprets the District Code to allow properties “not yet improved with a structure used for residential or business” to not pay minimum bills.

Operations

- The Operations & Engineering Committee convened a meeting to discuss the approach to using MKN as a resource to help the District with our water and wastewater process controls.
- Staff met with MKN to discuss and initiate the above.
- Additional updates regarding operations can be found in the Operations Report.

Solid Waste

- Staff coordinated with San Miguel Garbage Company for the removal and disposal of the solids generated from our water treatment operations.

Reservoir Status

- As reported by Monterey County Water Resources Agency (MCWRA), as of June 13th the reservoir was at approximately 783 feet in elevation, 76% of capacity, or 287,995-acre feet of storage. MCWRA water releases were at 450 cfs.

Capital Improvement Program (current FY)

- WTP Actuator Replacement: This project is in progress and staff is planning to roll this project into the next FY.
- Lift Station 1-5 Condition Assessment: The condition assessment inspections are complete. Staff is awaiting the inspection report from the vendor.
- The PVS project is progressing with the kickoff meeting having been held May 16-17. A separate item is included in this agenda.

Development

- The District received and responded to a new project referral from the County of San Luis Obispo Department of Planning and Building. The proposed project is

for a secure vehicle storage facility with open, covered, and enclosed storage options; a caretaker's unit with adjoining equipment and maintenance building; and a wash station. The applicant is Snug Harbor, LLC (CJ Rudolph) and the project is located across from the marina on the other side of Heritage Road. A will serve for water and sewer service is required; thus, so are fees and improvements. A copy of the project referral package and the Manager's response letter is attached.

Public Relations and Community

- The Manager met with the HROA General Manager to review items of mutual interest.

Human Resources

- The Personnel Committee convened a meeting to discuss some of the items on today's Closed Session portion of the agenda.

Board Member Information and Learning Opportunities

- CSDA provides numerous trainings throughout the year. The Manager did not see any local opportunities in the near future. If you see a training or related event and would like to attend, please let staff know and we will assist you.

* * *



THIS IS A NEW PROJECT REFERRAL

DATE: 5/30/2019
TO: 1st District Legislative Assistant, Building Division, CAL FIRE / County Fire, Public Works, Heritage Ranch CSD,
FROM: Cody Scheel (805-781-5157 or cscheel@co.slo.ca.us)

PROJECT NUMBER & NAME: DRC2019-00099 SNUG HARBOR, LLC (CJ RUDOLPH)
PROJECT DESCRIPTION: Proposed Site plan for a secure vehicle storage facility with open, covered, and enclosed storage options; a caretaker's unit with adjoining equipment and maintenance building; and a wash station. Location is Heritage Road in Lake Nacimiento.
APN(s): 012-191-068

Return this letter with your comments attached no later than 14 days from receipt of this referral. CACs please respond within 60 days. Thank you.

PART I: IS THE ATTACHED INFORMATION ADEQUATE TO COMPLETE YOUR REVIEW?
[] YES (Please go on to PART II.)
[] NO (Call me ASAP to discuss what else you need. We have only 10 days in which we must obtain comments from outside agencies.)

PART II: ARE THERE SIGNIFICANT CONCERNS, PROBLEMS OR IMPACTS IN YOUR AREA OF REVIEW?
[] YES (Please describe impacts, along with recommended mitigation measures to reduce the impacts to less-than-significant levels, and attach to this letter.)
[] NO (Please go on to PART III.)

PART III: INDICATE YOUR RECOMMENDATION FOR FINAL ACTION.
Please attach any conditions of approval you recommend to be incorporated into the project's approval, or state reasons for recommending denial.

IF YOU HAVE "NO COMMENT," PLEASE SO INDICATE, OR CALL.

Table with 3 columns: Date, Name, Phone



GENERAL APPLICATION FORM

San Luis Obispo County Department of Planning and Building

APPLICATION TYPE - CHECK ALL THAT APPLY

- Emergency Permit Tree Permit Minor Use Permit
- Conditional Use Permit/Development Plan Plot Plan
- Curb, Gutter & Sidewalk Waiver Other Site Plan
- Surface Mining/Reclamation Plan Zoning Clearance
- Amendment to approved land use permit Variance

DRC2019-00099

Site Plan
 012-191-068 /
 SNUG HARBOR, LLC BY CJ RUDOLPH
 A SECURE VEHICLE STORAGE FACILITY WITH OPEN,
 COVERED AND ENCLOSED STORAGE

APPLICANT INFORMATION Check box for contact person assigned to this project

Landowner Name Snug Harbor, LLC by CJ Rudolph Daytime Phone (310) 656-7905
 Mailing Address 1428 Ninth Street, Santa Monica, CA Zip Code 90401
 Email Address: CJ@RandRConstruction.us

Applicant Name Snug Harbor, LLC by CJ Rudolph Daytime Phone (310) 656-7905
 Mailing Address 1428 Ninth Street, Santa Monica, CA Zip Code 90401
 Email Address: CJ@RandRConstruction.us

Agent Name RRM Design Group, Bret Stinson & John Wilbanks Daytime Phone 805 543 1794
 Mailing Address RRM Design Group, 3675 S. Higuera St, Suite 102, San Luis Obispo, Ca Zip Code 93401
 Email Address: bas@stinson@rrmdesign.com & JBWilbanks@RRMDesign.com

PROPERTY INFORMATION

Total Size of Site: 10.2 Acres Assessor Parcel Number(s): 012-191-068
 Legal Description: NA
 Address of the project (if known): Heritage Road, Lake Nacimiento, CA 93446
 Directions to the site (including gate codes) - describe first with name of road providing primary access to the site, then nearest roads, landmarks, etc.: From Gateway Drive, which dead ends into Heritage Ranch Road
 Describe current uses, existing structures, and other improvements and vegetation on the property:
The land is vacant, there are no existing structures, other improvements include

PROPOSED PROJECT

Describe the proposed project (inc. sq. ft. of all buildings): A secure Vehicle Storage Facility with open, covered and enclosed storage options; a caretakers unit with adjoining equipment and maintenance building; and a wash station (see attached Sheet P-1 for more information)

LEGAL DECLARATION

I, the owner of record of this property, have completed this form accurately and declare that all statements here are true. I do hereby grant official representatives of the county authorization to inspect the subject property.

Property owner signature [Handwritten Signature] Date 5/18/19

FOR STAFF USE ONLY



LAND USE PERMIT APPLICATION

San Luis Obispo County Department of Planning and Building

File No _____

Type of project: Commercial Industrial Residential Recreational Other

Describe any modifications/adjustments from ordinance needed and the reason for the request (if applicable): not applicable

Describe existing and future access to the proposed project site: existing and future access will be Heritage Road

Surrounding parcel ownership: Do you own adjacent property? Yes No
If yes, what is the acreage of all property you own that surrounds the project site? 722 Acres for subject parcel

Surrounding land use: What are the uses of the land surrounding your property (when applicable, please specify all agricultural uses):

North: Recreation South: Recreation
East: Residential Multi-Family West: Recreation

For all projects, answer the following:

Square footage and percentage of the total site (approximately) that will be used for the following:

Buildings: 63,320 sq. feet 21.9 % Landscaping: 30,594 sq. feet 10.6 %
Paving: 170,705 sq. feet 59.2 % Other (specify) 23,913 (Existing natural landscape)
Total area of all paving and structures: 5.3 sq. feet acres acres
Total area of grading or removal of ground cover: 9.7 sq. feet acres acres
Number of parking spaces proposed: 6 Height of tallest structure: 34.5'
Number of trees to be removed: 2 Type: California Live Oak
Setbacks: Front 25' Right _____ Left _____ Back _____

Proposed water source: On-site well Shared well Other _____
 Community System - List the agency or company responsible for provision: Heritage Ranch CSD
Do you have a valid will-serve letter? Yes No (If yes, please submit copy)

Proposed sewage disposal: Individual on-site system Other _____
 Community System - List the agency or company responsible for sewage disposal: Heritage Ranch CSD
Do you have a valid will-serve letter? Yes No (If yes, please submit copy)

Fire Agency: List the agency responsible for fire protection: Cal Fire

For commercial/industrial projects answer the following:

Total outdoor use area: 5.9 sq. feet acres acres
Total floor area of all structures including upper stories: 62,120 sq. feet

For residential projects, answer the following: caretakers unit

Number of residential units: 1 Number of bedrooms per unit: 2
Total floor area of all structures including upper stories, but not garages and carports: 1,200 sf.
Total of area of the lot(s) minus building footprint and parking spaces: NA sf



ENVIRONMENTAL DESCRIPTION FORM

San Luis Obispo County Department of Planning and Building

File No _____

The California Environmental Quality Act (CEQA) requires all state and local agencies to consider and mitigate environmental impacts for their own actions and when permitting private projects. The Act also requires that an environmental impact report (EIR) be prepared for all actions that may significantly affect the quality of the environment. The information you provide on this form will help the Department of Planning and Building determine whether or not your project will significantly affect the quality of the environment.

To ensure that your environmental review is completed as quickly as possible, please remember to:

- Answer **ALL** of the questions as accurately and completely as possible.
- Include any additional information or explanations where you believe it would be helpful or where required. Include additional pages if needed.
- If you are requesting a land division or a re-zoning, be sure to include complete information about future development that may result from the proposed land division or rezoning.
- Include references to any reports or studies you are aware of that might be relevant to the questions asked or the answers you provide.

Should a determination be made that the information is inaccurate or insufficient, you will be required to submit additional information upon request.

Physical Site Characteristic Information

Your site plan will also need to show the information requested here:

- Describe the topography of the site:
Level to gently rolling, 0-10% slopes: 8.5 acres
Moderate slopes - 10-20%: 3.2 acres
20-30%: 0.9 acres
Steep slopes over 30%: 0.9 acres
- Are there any springs, streams, lakes or marshes on or near the site? Yes No
If yes, please describe: Lake Nacimiento, less than 500 ft from site entry
- Are there any flooding problems on the site or in the surrounding area? Yes No
If yes, please describe: FEMA 100-year Flood Zone near southeast portion of site
- Has a drainage plan been prepared? Yes No
If yes, please include with application.
- Has there been any grading or earthwork on the project site? Yes No
If yes, please explain: _____
- Has a grading plan been prepared? Yes No
If yes, please include with application.
- Are there any sewer ponds/waste disposal sites on/adjacent to the project? Yes No
- Is a railroad or highway within 300 feet of your project site? Yes No
- Can the proposed project be seen from surrounding public roads? Yes No
If yes, please list: Heritage Road is a private road

Water Supply Information

1. What type of water supply is proposed?
 Individual well Shared well Community water system
2. What is the proposed use of the water?
 Residential Agricultural - Explain _____
 Commercial/Office - Explain Office/store and Caretaker's Unit, wash station
 Industrial – Explain _____
3. What is the expected daily water demand associated with the project? 40 gpm
4. How many service connections will be required? 1
5. Do operable water facilities exist on the site?
 Yes No If yes, please describe: _____
6. Has there been a sustained yield test on proposed or existing wells?
 Yes No If yes, please attach.
7. Does water meet the Health Agency's quality requirements?
Bacteriological? Yes No
Chemical? Yes No
Physical Yes No
Water analysis report submitted? Yes No
8. Please check if any of the following have been completed on the subject property and/or submitted to County Environmental Health.
 Well Driller's Letter Water Quality Analysis(OK or Problems)
 Will Serve Letter Pump Test _____ Hours / _____ GPM
 Surrounding Well Logs Hydrologic Study Other _____

Please attach any letters or documents to verify that water is available for the proposed project.

Sewage Disposal Information

If an on-site (individual) subsurface sewage disposal system will be used: N/A

1. Has an engineered percolation test been accomplished?
 Yes No If yes, please attach a copy.
2. What is the distance from proposed leach field to any neighboring water wells? _____ feet
3. Will subsurface drainage result in the possibility of effluent reappearing in surface water or on adjacent lands, due to steep slopes, impervious soil layers or other existing conditions?
 Yes No
4. Has a piezometer test been completed?
 Yes No If 'Yes', please attach.
5. Will a Waste Discharge Permit from the Regional Water Quality Control Board be required?
 Yes No (a waste discharge permit is typically needed when you exceed 2,500 gallons per day)

If a community sewage disposal system is to be used:

1. Is this project to be connected to an existing sewer line? Yes No
Distance to nearest sewer line: ~ 400 feet Location of connection: Heritage Road - Marina
2. What is the amount of proposed flow? 200 GPD
3. Does the existing collection treatment and disposal system have adequate additional capacity to accept the proposed flow? Yes No

Solid Waste Information

- 1. What type of solid waste will be generated by the project?
 Domestic Industrial Agricultural Other, please explain? _____
- 2. Name of Solid Waste Disposal Company: San Miguel Garbage Co
- 3. Where is the waste disposal storage in relation to buildings? Adjacent to the maintenance barn/caretakers unit
- 4. Does your project design include an area for collecting recyclable materials and/or composting materials?
 Yes No

Community Service Information

- 1. Name of School District: San Miguel Joint Union School District
- 2. Location of nearest police station: San Luis Obispo County Sheriff - Templeton, CA
- 3. Location of nearest fire station: CAL Fire San Luis Obispo County Fire Station 33, 4820 Heritage Road, Paso Robles
- 4. Location of nearest public transit stop: Spring and 24th, Paso Robles
- 5. Are services (grocery/other shopping) within walking distance (1/2 mile or closer) of the project?
 Yes No

Historic and Archeological Information

- 1. Please describe the historic use of the property: Open Space
- 2. Are you aware of the presence of any historic, cultural or archaeological materials on the project site or in the vicinity?
 Yes No
 If yes, please describe: _____
- 3. Has an archaeological surface survey been done for the project site?
 Yes No
 If yes, please include two copies of the report with the application.

Commercial/Industrial Project Information

Only complete this section if you are proposing a commercial or industrial project or zoning change.

- 1. Days of Operation: 7 days a week Hours of Operation: 7 a.m. to 10 p.m.
- 2. How many people will this project employ? 1
- 3. Will employees work in shifts? Yes No
 If yes, please identify the shift times and number of employees for each shift NA
- 4. Will this project produce any emissions (i.e., gasses, smoke, dust, odors, fumes, vapors)?
 Yes No If yes, please explain: _____
- 5. Will this project increase the noise level in the immediate vicinity? Yes No
 If yes, please explain: _____
 (If loud equipment is proposed, please submit manufacturers estimate on noise output.)
- 6. What type of industrial waste materials will result from the project? Explain in detail: NA
- 7. Will hazardous products be used or stored on-site? Yes No
 If yes, please describe in detail: _____
- 8. Has a traffic study been prepared? Yes No If yes, please attach a copy.
- 9. Please estimate the number of employees, customers and other project-related traffic trips to or from the project: Between 7:00 - 9:00 a.m. negligible Between 4:00 to 6:00 p.m. negligible

10. Are you proposing any special measures (carpooling, public transit, telecommuting) to reduce automobile trips by employees Yes No
 If yes, please specify what you are proposing: _____
11. Are you aware of any potentially problematic roadway conditions that may exist or result from the proposed project, such as poor sight distance at access points, connecting with the public road?
 Yes No If yes, please describe: _____

Agricultural Information

Only complete this section if your site is: 1) Within the Agricultural land use category, or 2) currently in agricultural production.

1. Is the site currently in Agricultural Preserve (Williamson Act)? Yes No
2. If yes, is the site currently under land conservation contract? Yes No
3. If your land is currently vacant or in agricultural production, are there any restrictions on the crop productivity of the land? That is, are there any reasons (i.e., poor soil, steep slopes) the land cannot support a profitable agricultural crop? Please explain in detail: NA

Special Project Information

1. Describe any amenities included in the project, such as park areas, open spaces, common recreation facilities, etc.(these also need to be shown on your site plan): Wash station, landscape areas with drought tolerant planting, sidewalk and patio at the caretakers unit, store/equipment maintenance barn
2. Will the development occur in phases? Yes No
 If yes describe: Possible future expansion area (3.6 acres) may be permitted and built at a later phase
3. Do you have any plans for future additions, expansion or further activity related to or connected with this proposal? Yes No If yes, explain: Potential future development proposed on future expansion area
4. Are there any proposed or existing deed restrictions? Yes No
 If yes, please describe: _____

Energy Conservation Information

1. Describe any special energy conservation measures or building materials that will be incorporated into your project *: The covered storage units will employ solar panels on the roof.

*The county's Building Energy Efficient Structures (BEES) program can reduce your construction permit fees. Your building must exceed the California State Energy Standards (Title 24) in order to qualify for this program. If you are interested in more information, please contact the Building Services Division of the Department of Planning and Building at (805) 781-5600.

Environmental Information

1. List any mitigation measures that you propose to lessen the impacts associated with your project:
 The proposed project is intended to reduce impact on adjacent property by providing a safe and secure, properly maintained vehicle storage facility
Potential impacts on existing trees have been minimized through avoidance. Proper stormwater drainage mechanisms will be employed.

2. Are you aware of any unique, rare or endangered species (vegetation or wildlife) associated with the project site? Yes No
 If yes, please list: _____

3. Are you aware of any previous environmental determinations for all or portions of this property?

Yes No

If yes, please describe and provide "ED" number(s): _____

Other Related Permits

1. List all permits, licenses or government approvals that will be required for your project (federal, state and local): Grading Permit and Building Permit

(If you are unsure if additional permits are required from other agencies, please ask a member of the Planning Department staff currently assigned to the project



OVERVIEW

PARCEL STATUS	Active
TAX CODE	000
PRIMARY OWNER	,
SECONDARY OWNERS	CALIFORNIA TWO BUNCH RETURN LLC A MO LLC
PARCEL ADDRESS(ES)	,
COMMUNITY	Heritage Ranch
PLANNING AREA(S)	Nacimiento Sub Area, North County Planning Area
LAND USE	Commercial Retail, Open Space, Recreation, Residential Multi-Family, Residential Single-Family, Residential Suburban, Rural Lands
COMBINING DESIGNATIONS	Flood Hazard, Geologic Study Area
PLANNING AREA STANDARDS	22.104.030, 22.104.030 A9, 22.14.060, 22.14.070, 22.94, 22.94.070, 22.94.070 A, 22.94.070 F
PARCEL FLAGS	CR - Commercial Retail, FH - Flood Hazard, GS - Geologic Study Area, MS4 - MS4 Stormwater Area, MTR - Military Training Route, OS - Open Space, REC - Recreation, RL - Rural Lands, RMF - Residential Multi-Family, RS - Residential Suburban, RSF - Residential Single-Family, STM - Stormwater Management Area

PARCEL DOCUMENTS

Recorded Date	Document Type	Document Number
07/01/2005	Lot (C)	2005-I-002305
07/01/2005	Lot (C)	2005-I-002305
07/01/2005	Lot (C)	2005-I-002305
07/01/2005	Lot (C)	2005-I-002305

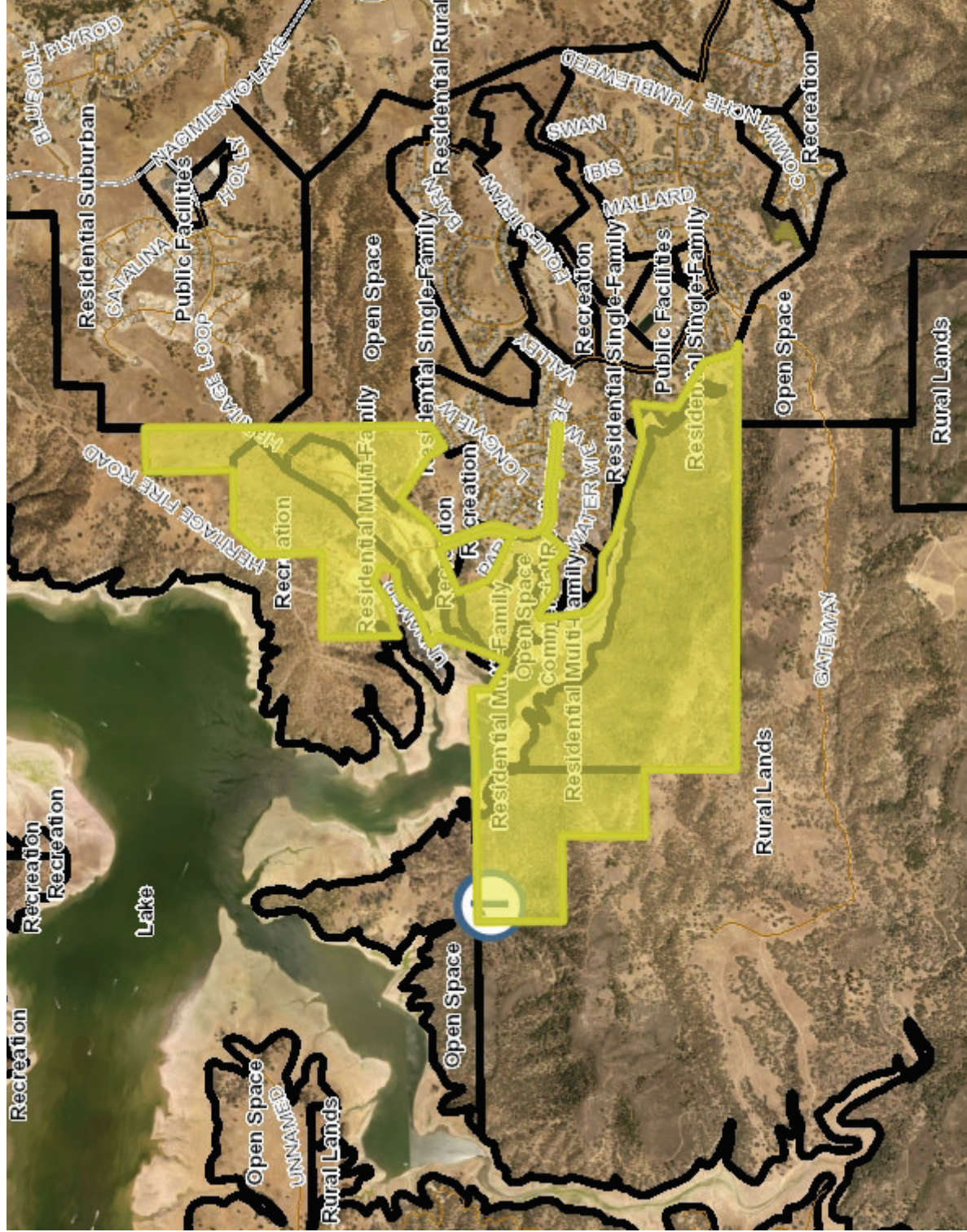
RECORDED LOTS

Lot Number	Lot Flags
T-720-0000-0006-Y	BO - Open Space Agreement, CD - Land Use Conditions, SV - Vesting Tentative or Final Map, VP - Previous Violation

PARCEL HISTORY

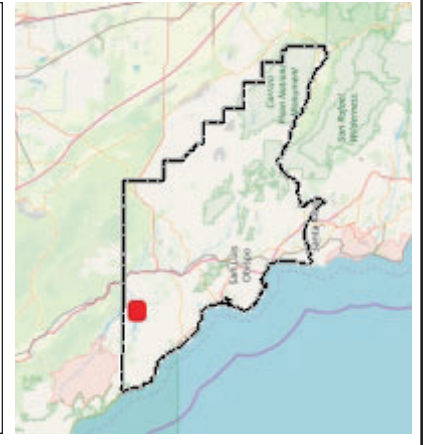
Submitted	Case Number	Case Type	Status
05/21/2019	DRC2019-00099	Land Use	Submitted
<i>A SECURE VEHICLE STORAGE FACILITY WITH OPEN, COVERED AND ENCLOSED STORAGE</i>			

Interactive Data Viewer



Legend

- Roads
 - CallTrans
 - Maintained by SLO CO
 - Private Maintenance
 - Federal or State Maintenance
- Community Advisory Groups
 - Community Advisory Group Boundary
 - Cayucos Citizens Advisory Council Subarea
 - Creston Advisory Body Sub Areas
- Supervisor Districts
- Land Use Outlines



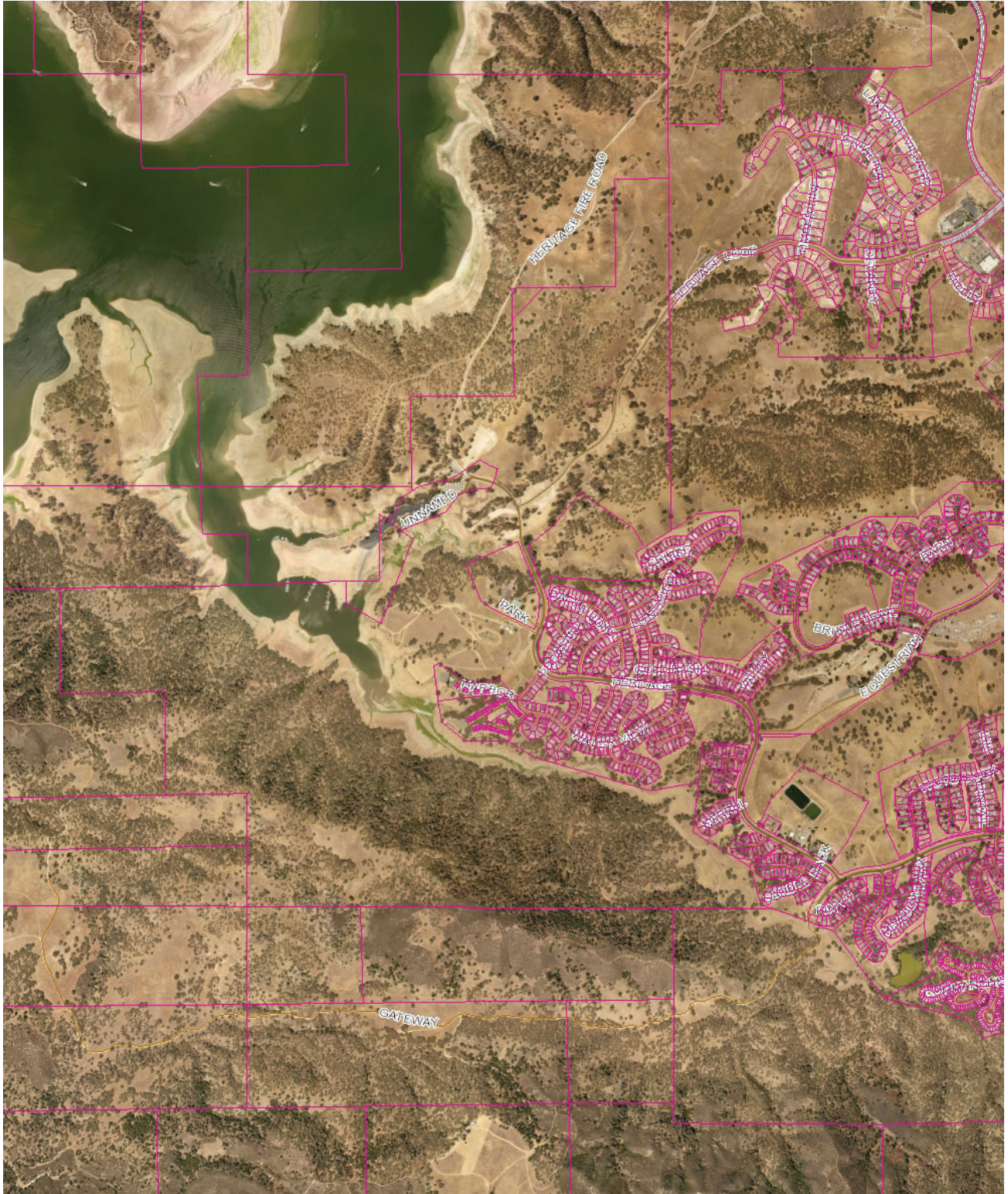
-6,018.65 0 3,009.33 6,018.65 Feet 1:36,112



The County of San Luis Obispo does not assume liability for any damages caused by errors or omissions in the data and makes no warranty of any kind, express or implied, that these data are accurate and reliable.

WGS_1984 Web Mercator_Auxiliary_Sphere
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Map for Reference Purposes Only



- 3,009.33 0 1,504.66 3,009.33 Feet 1: 18,056

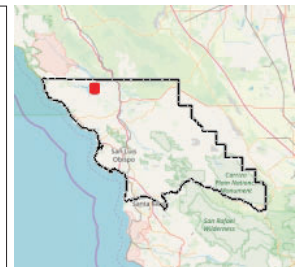
WGS_1984_Web_Mercator_Auxiliary_Sphere
 © County of San Luis Obispo Planning and Building Department



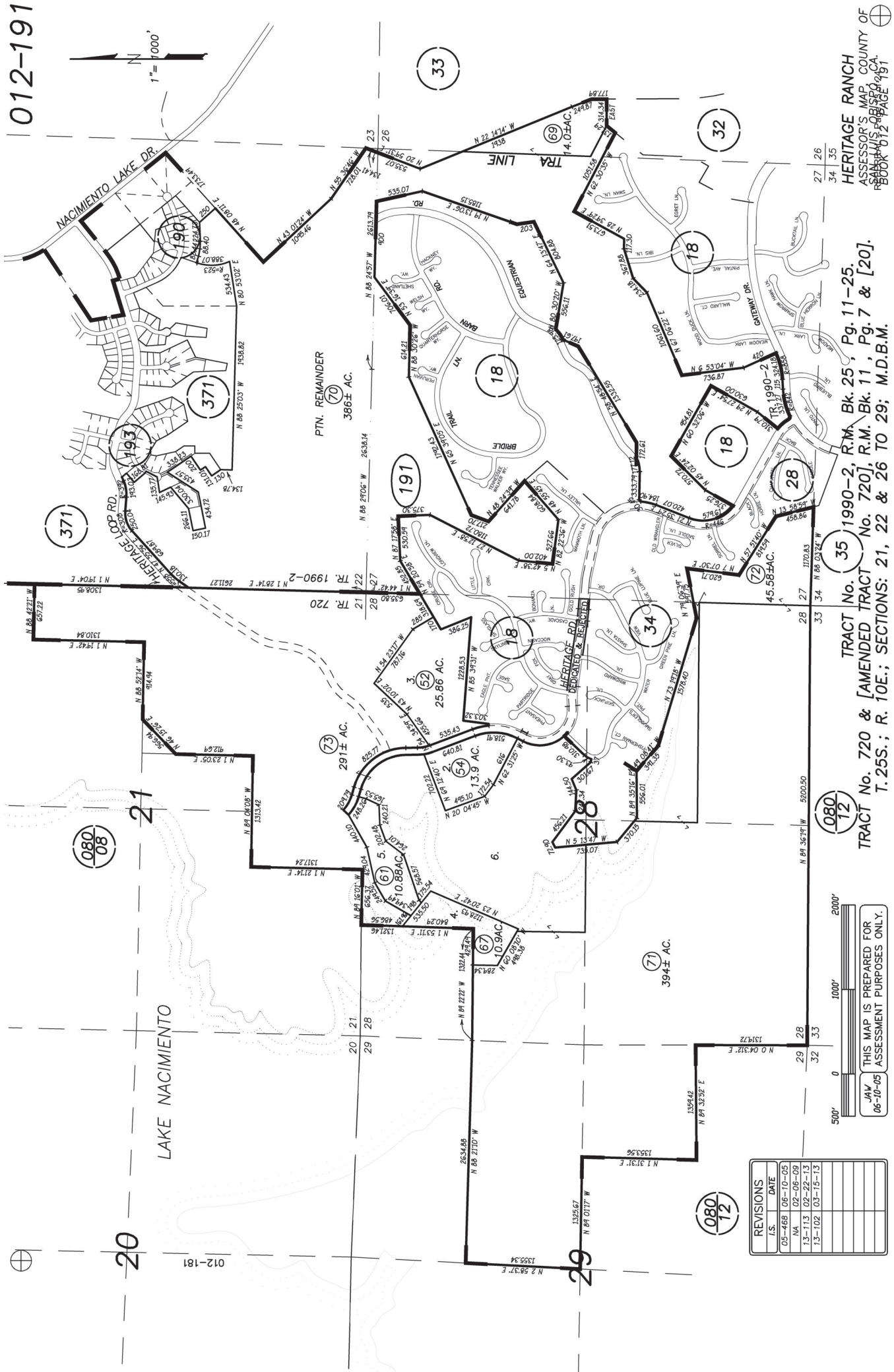
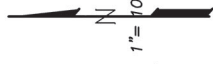
The County of San Luis Obispo does not assume liability for any damages caused by errors or omissions in the data and makes no warranty of any kind, express or implied, that these data are accurate and reliable.
 Map for Reference Purposes Only

Legend

- SLO County Parcels
- Roads**
- CalTrans
- Maintained by SLO CO
- Private Maintenance
- Federal or State Maintenance



012-191



HERITAGE RANCH
ASSESSOR'S MAP, COUNTY OF
SAN MATEO, CALIFORNIA
BOOK 012 PAGE 191

TRACT No. 35 1990-2, R.M. Bk. 25, Pg. 11-25.
TRACT No. 720 & [AMENDED TRACT No. 720], R.M. Bk. 11, Pg. 7 & [20].
T.25S.; R. 10E.; SECTIONS: 21, 22 & 26 TO 29; M.D.B.M.

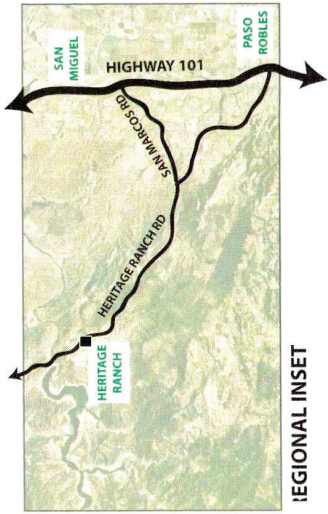
REVISIONS	I.S.	DATE
05-468	06-10-05	
06-113	06-06-05	
13-113	03-22-13	
13-102	03-15-13	

500' 0 1000' 2000'
THIS MAP IS PREPARED FOR
ASSESSMENT PURPOSES ONLY.

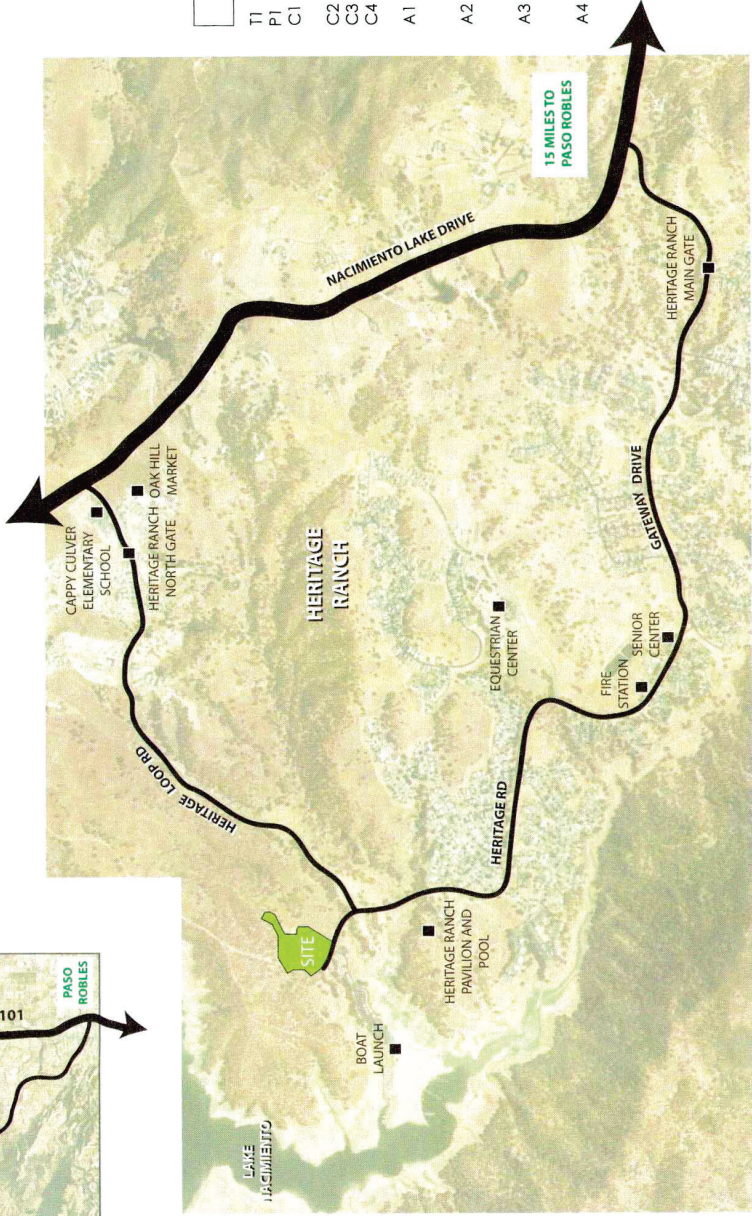
RV/ BOAT STORAGE APPLICATION

Site Plan Review Package

Heritage Ranch, County of San Luis Obispo



REGIONAL INSET



CONTACTS

- APPLICANT**
 Snug Harbor, LLC
 Contact: C.J. Rudolph
 Email: cjr@randrconstruction.us
- ARCHITECT**
 RRM Design Group
 Contact: David Gibbs
 Phone: 805-543-1794
 Email: dpgibbs@rmdesign.com
- ENGINEER**
 RRM Design Group
 Contact: Tim Walters
 Phone: 805-543-1794
 Email: twalters@rmdesign.com
- PLANNING**
 RRM Design Group
 Contact: Bret Stinson
 Phone: 805-543-1794
 Email: bastinson@rmdesign.com

SHEET INDEX

- T1 TITLE SHEET
- P1 SITE DEVELOPMENT CONCEPT
- C1 PRELIMINARY GRADING/ DRAINAGE
- C2 PRELIMINARY UTILITY PLAN
- C3 SITE CROSS SECTIONS
- C4 STORMWATER MANAGEMENT PLAN
- A1 MAINTENANCE/CHECK-IN BUILDING WITH CARETAKER UNIT
- A2 SCHEMATIC FLOOR PLAN MAINTENANCE/CHECK-IN BUILDING WITH CARETAKER UNIT
- A3 SCHEMATIC ELEVATIONS MAINTENANCE/CHECK-IN BUILDING WITH CARETAKER UNIT
- A4 COLOR AND MATERIALS PREFABRICATED STORAGE INSPIRATION IMAGES



SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION
TITLE SHEET

SAN LUIS OBISPO COUNTY, CA

151301-LF1.8
 MAY 20, 2019

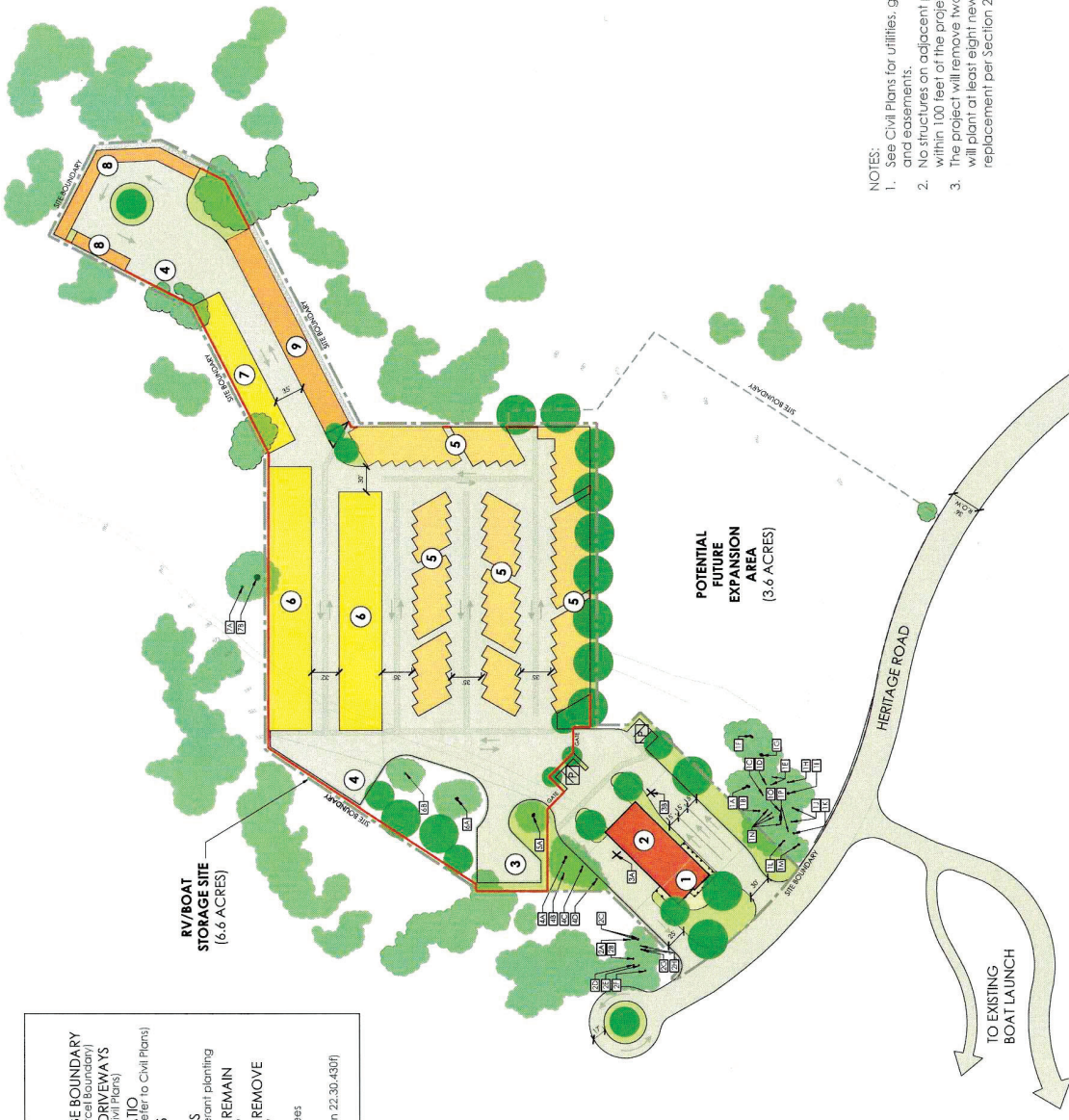


STORAGE LEGEND

- 1 CHECK-IN WITH CARETAKER UNIT
SF Area Included in Maintenance Building
122' x 50' (See A1 Schematic Floor Plan)
- 2 MAINTENANCE BUILDING
- 3 WASH STATION
- 4 OPEN VEHICLE STORAGE AREA
- 5 ENCLOSED STORAGE (58 UNITS)
14'x45' Units (Prelabricated)
- 6 COVERED STORAGE (48 SPACES)
12'x30' Spaces (Prelabricated)
- 7 COVERED STORAGE (14 SPACES)
12'x30' Spaces (Prelabricated)
- 8 ENCLOSED STORAGE (28 UNITS)
10'x15' (Prelabricated)
- 9 ENCLOSED STORAGE (17 UNITS)
15'x30' (Prelabricated)

SITE LEGEND

- RV/BOAT STORAGE BOUNDARY
Site Boundary (Not Parcel Boundary)
- ROADWAYS AND DRIVEWAYS
AC Paving (Refer to Civil Plans)
- SIDEWALK AND PATIO
Concrete or Pavers (Refer to Civil Plans)
- FENCE AND GATES
6' High, 14'x31'L
- LANDSCAPE AREAS
30-70 S.F. drought-tolerant planting
- EXISTING TREES TO REMAIN
Refer to Tree Inventory
- EXISTING TREES TO REMOVE
Refer to Tree Inventory
- PROPOSED TREES
Refer to Tree Inventory
- PARKING AREAS
Refer to Tree Inventory
6 Spaces Provided
(1) Required per Section 22.30.430f



EXISTING TREE INVENTORY

Tree ID	Diameter	Species	Note
1A	24"	Quercus agrifolia	To Remain
1B	15"	Quercus agrifolia	To Remain
1C	8"	Quercus agrifolia	To Remain
1D	6"	Quercus agrifolia	To Remain
1E	10"	Quercus agrifolia	To Remain
1F	28"	Quercus agrifolia	To Remain
1G	18"	Quercus agrifolia	To Remain
1H	12"	Quercus agrifolia	To Remain
1I	24"	Quercus agrifolia	To Remain
1J	12"	Quercus agrifolia	To Remain
1K	12"	Quercus agrifolia	To Remain
1L	12"	Quercus agrifolia	To Remain
1M	12"	Quercus agrifolia	To Remain
1N	10"	Quercus agrifolia	To Remain
1O	8"	Quercus agrifolia	To Remain
1P	6"	Quercus agrifolia	To Remain
2A	8"	Quercus agrifolia	To Remain
2B	8"	Quercus agrifolia	To Remain
2C	12"	Quercus agrifolia	To Remain
2D	12"	Quercus agrifolia	To Remain
2E	15"	Quercus agrifolia	To Remain
2F	12"	Quercus agrifolia	To Remain
2G	10"	Quercus agrifolia	To Remain
2H	8"	Quercus agrifolia	To Remain
3A	15"	Quercus agrifolia	Removed
3B	18"	Quercus agrifolia	Removed
4A	30"	Quercus agrifolia	To Remain
4B	6"	Quercus agrifolia	To Remain
4C	12"	Quercus agrifolia	To Remain
4D	12"	Quercus agrifolia	To Remain
5A	18"	Quercus agrifolia	To Remain
6A	24"	Quercus agrifolia	To Remain
6B	24"	Quercus agrifolia	To Remain
7A	12"	Quercus agrifolia	To Remain
7B	40"	Quercus agrifolia	To Remain

- NOTES:
- See Civil Plans for utilities, grading, walls, and easements.
 - No structures on adjacent properties are within 100 feet of the project boundary.
 - The project will remove two Oak trees, and will plant at least eight new Oak in a 4:1 replacement per Section 22.104.030.

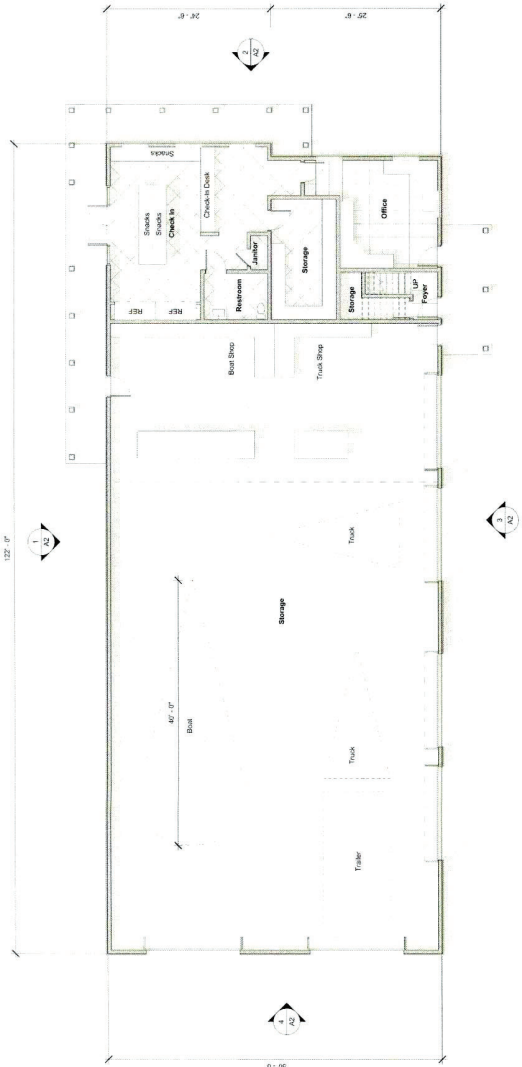
1513-01-LP18
May 20, 2019

P1 rrm design group

SAN LUIS OBISPO COUNTY, CA

SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION SITE DEVELOPMENT CONCEPT

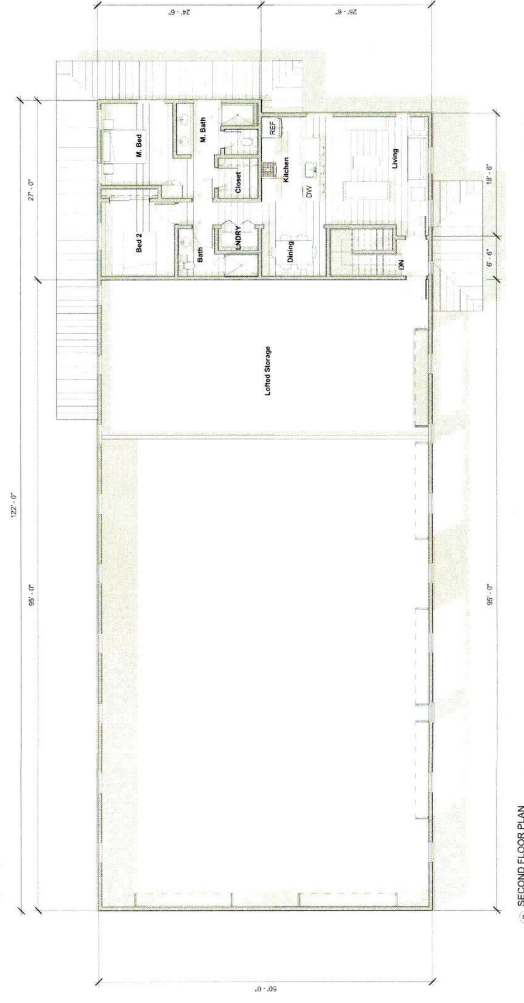




1 GROUND FLOOR PLAN
1/8" = 1'-0"

Legend
 Check in
 Office
 Storage

Gross Area Schedule	
Name	Area
MAINTENANCE/SHOP	4899 SF
CHECK-IN	879 SF
OFFICE	299 SF
CARETAKER UNIT	1189 SF
LOFT STORAGE	1293 SF



2 SECOND FLOOR PLAN
1/8" = 1'-0"

Legend
 Caretaker
 Storage

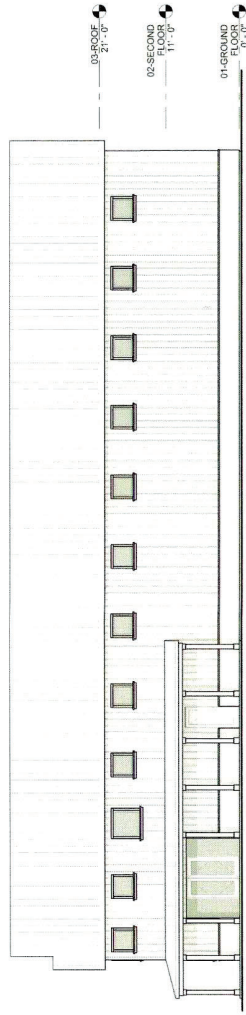


SNIUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION
MAINTENANCE/CHECK-IN BUILDING WITH CARETAKER UNIT: SCHEMATIC FLOOR PLAN

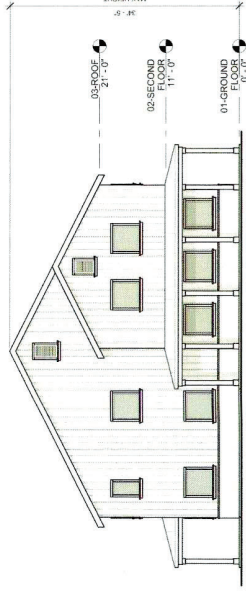
SAN LUIS OBISPO COUNTY, CA

1513-01-LP18
 May 20, 2019

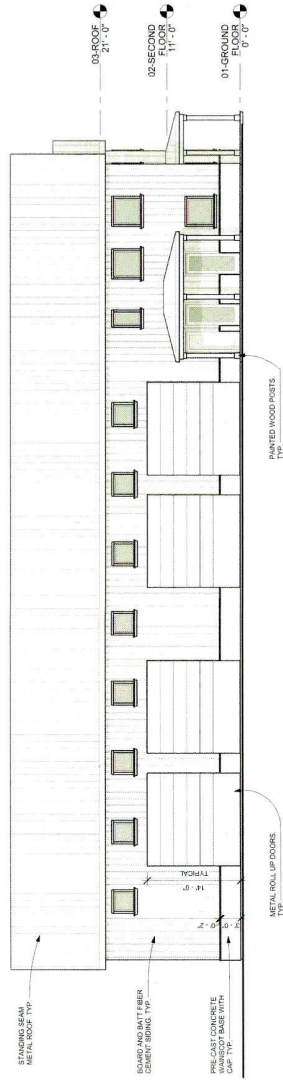




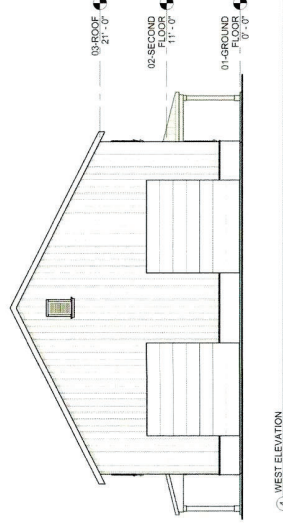
1 NORTH ELEVATION
1/8" = 1'-0"



2 EAST ELEVATION
1/8" = 1'-0"



3 SOUTH ELEVATION
1/8" = 1'-0"



4 WEST ELEVATION
1/8" = 1'-0"



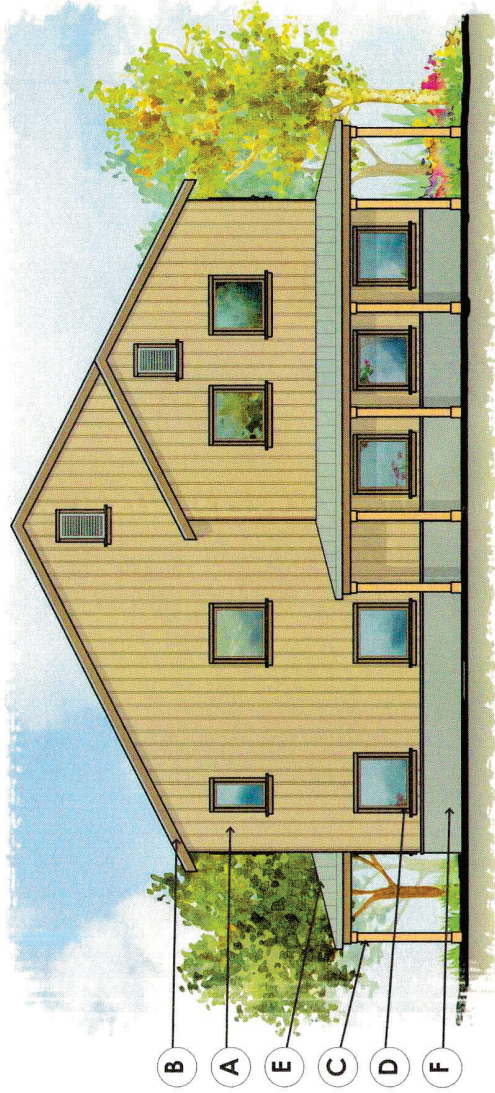
SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION

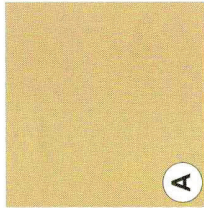
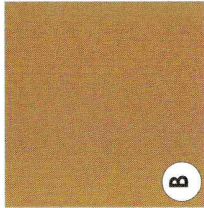
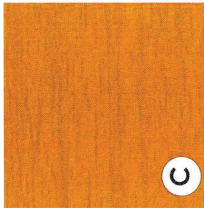

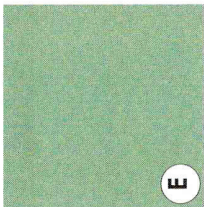
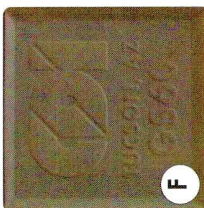

MAINTENANCE/CHECK-IN BUILDING WITH CARETAKER UNIT: SCHEMATIC ELEVATIONS

SAN LUIS OBISPO COUNTY, CA

1513-01-LP18
May 20, 2019





						
WALL COLOR SW 7038 TONY TAUPE	TRIM COLOR SW 7509 TIKI HUT	STAINED WOOD POSTS SW 3127-B CULINARY CREAM	BLACK WINDOW FRAME	ROOF MCELROY STANDING SEAM TEXAS SILVER METALLIC	BUILDING BASE CDI TUSCON, AZ GS60	EXTERIOR GOOSENECK LIGHT FIXTURE

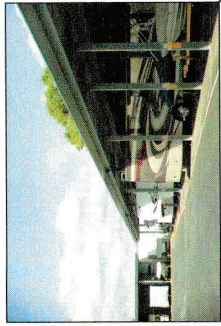


SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION
 MAINTENANCE/CHECK-IN BUILDING WITH CARETAKER UNIT: COLOR AND MATERIALS

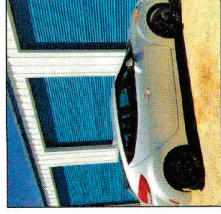
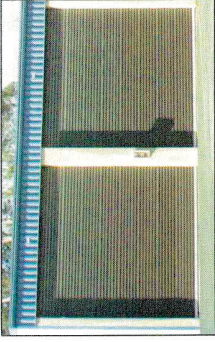
SAN LUIS OBISPO COUNTY, CA

1513-01-LP18
 May 20, 2019

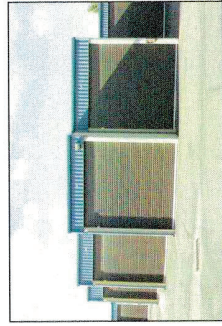
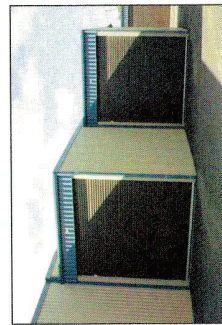




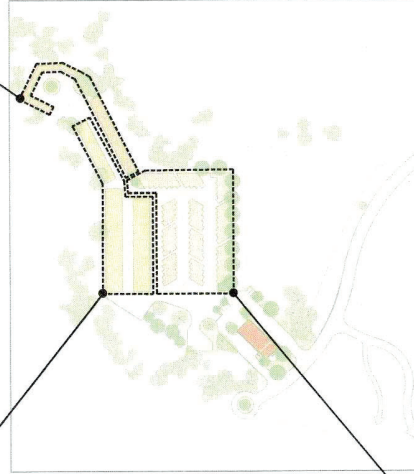
COVERED STORAGE
12' x 50' and 12' x 30'



ENCLOSED STORAGE
10' x 15' and 15' x 30'



ENCLOSED STORAGE
14' x 45'



PREFABRICATED STORAGE
KEY MAP

NOTES:
1. Colors of prefabricated storage will match Barn and Check In Building.
2. Refer to Sheets A1, A10, A3 for Barn and Check In Building.



SNUIG HARBOR, LLC: RV/BOAT STORAGE APPLICATION

PREFABRICATED STORAGE INSPIRATION IMAGES

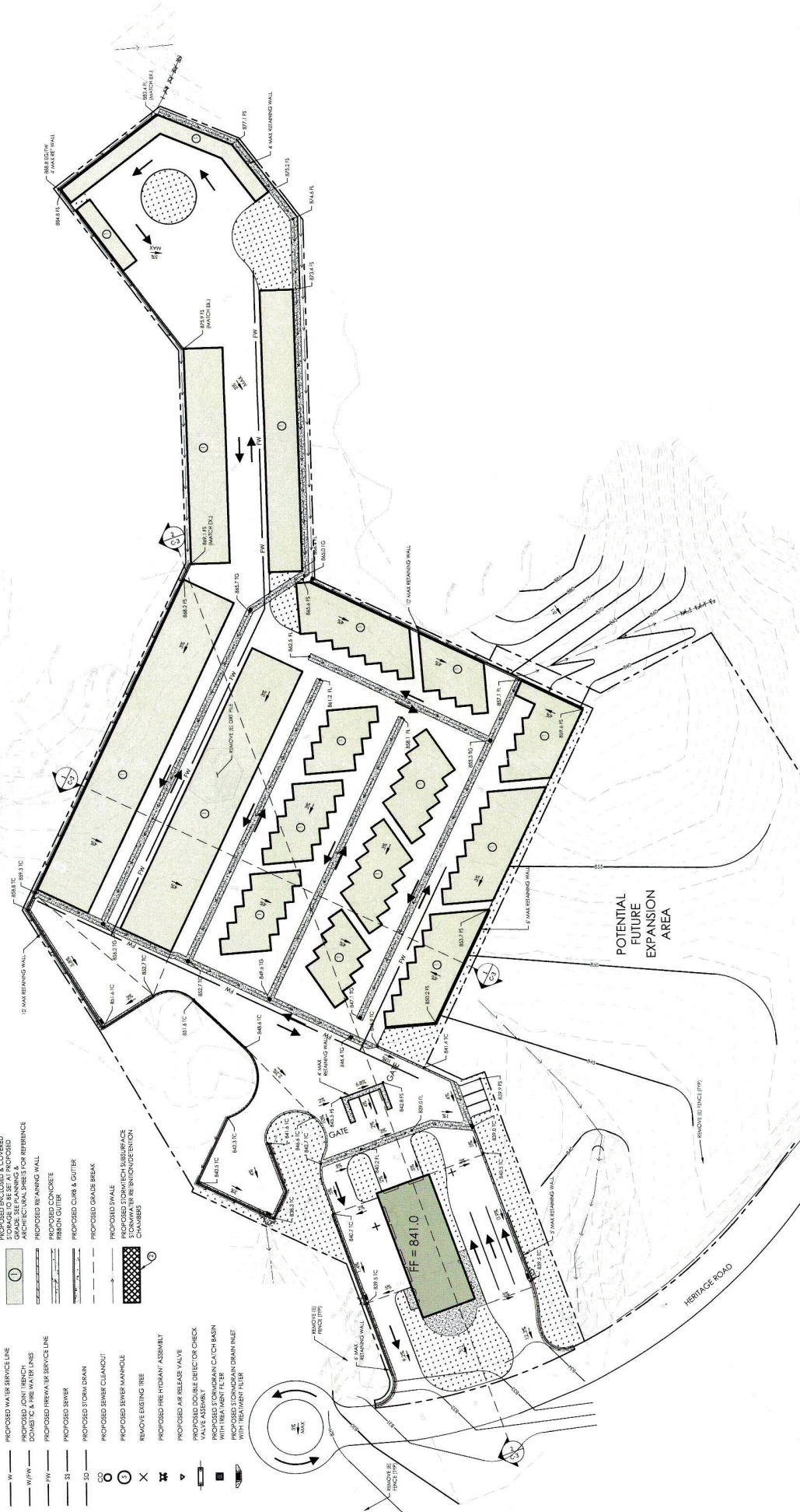
SAN LUIS OBISPO COUNTY, CA

19-301-PT18
MAY 20, 2019



LEGEND

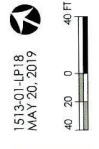
- EXISTING PROPERTY LINE
- EXISTING SEWER MAIN
- EXISTING WATER MAIN
- EXISTING SEWER FORCE MAIN
- EXISTING CONTOUR
- 100' PROPOSED CONTOUR
- W PROPOSED WATER SERVICE LINE
- W/P/W PROPOSED JOINT TRENCH DOWNSIDE BANKING LINES
- RW PROPOSED PERVA BI SERVICE LINE
- SS PROPOSED SEWER
- 30 PROPOSED STORM DRAIN
- PROPOSED SEWER CLEANOUT
- PROPOSED SEWER MANHOLE
- REMOVE EXISTING TREE
- ⊗ PROPOSED FIRE HYDRANT ASSEMBLY
- ⊕ PROPOSED AIR RELEASE VALVE
- ▽ PROPOSED DOUBLE CHECK OR CHECK VALVE ASSEMBLY
- PROPOSED STORMWATER CATCH BASIN WITH TREATMENT FILTER WITH TREATMENT FILTER
- PROPOSED CONCRETE
- PROPOSED OFFICE BUILDING
- PROPOSED AC PAVING
- PROPOSED STORMWATER OVERFLOW DETAIL OR ROCK SLOPE PROTECTION
- PROPOSED LANDSCAPE
- PROPOSED ENCLOSED & COVERED STORMWATER OVERFLOW DETAIL GRADE, SEE PLANNING & ARCHITECTURAL SHEETS FOR REFERENCE
- PROPOSED RETAINING WALL
- PROPOSED CONCRETE REBORN GUTTER
- PROPOSED CURB & GUTTER
- PROPOSED GRADE BREAK
- PROPOSED SWALE
- PROPOSED STORMWATER SUBURANCE CHAMBER WITH RETENTION BENCH



PRELIMINARY GRADING & DRAINAGE

SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION

SAN LUIS OBISPO COUNTY, CA

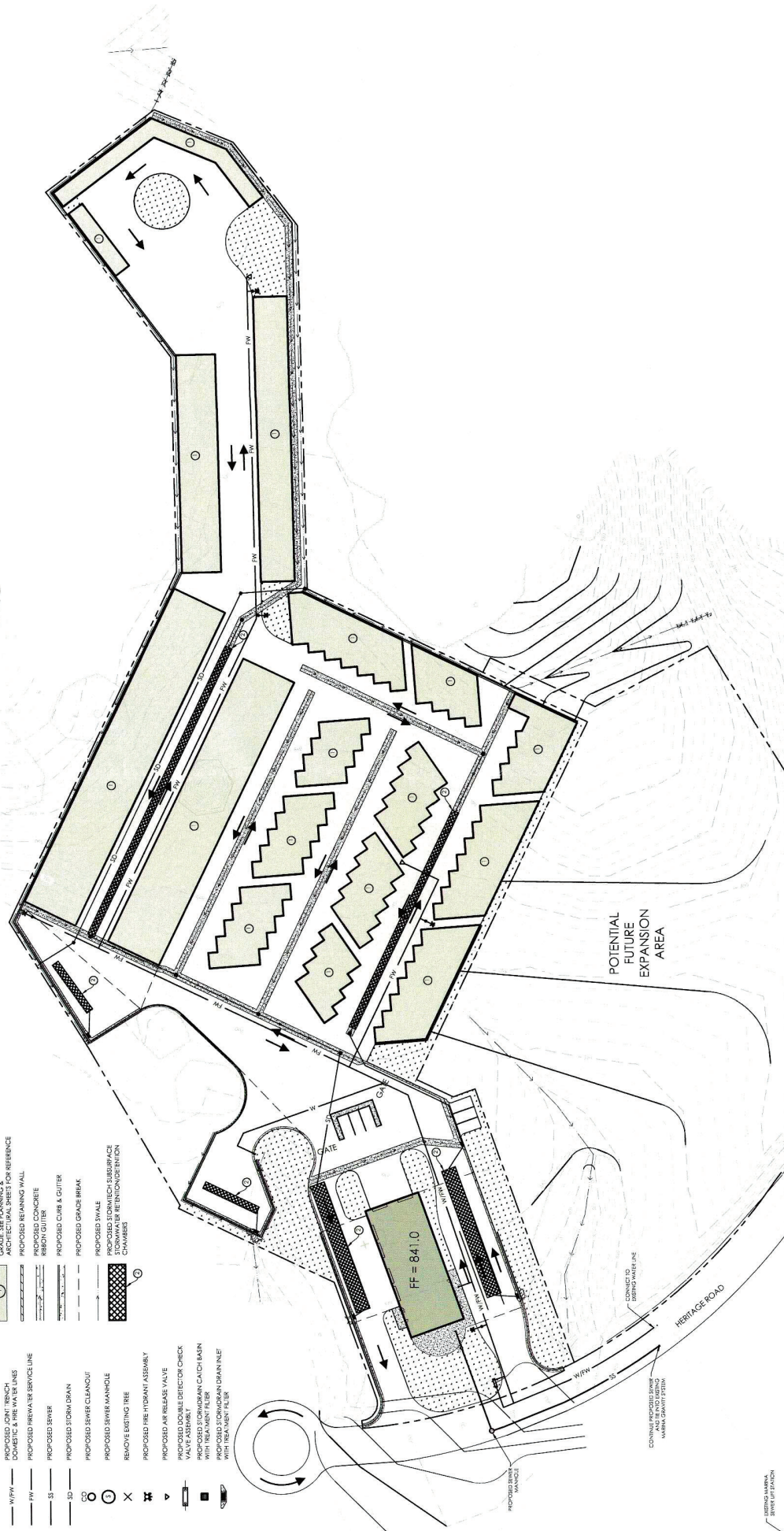


1519-01-UP18
MAY 20, 2019



LEGEND

- EXISTING PROPERTY LINE
- EXISTING SEWER MAIN
- EXISTING WATER MAIN
- EXISTING SEWER FORCE MAIN
- EXISTING CONDUIT
- PROPOSED CONDUIT
- W — PROPOSED WATER SERVICE LINE
- W/PW — PROPOSED CONJ. TRENCH DOMESTIC & FIRE WATER LINES
- FW — PROPOSED IRRIGATION SERVICE LINE
- SS — PROPOSED SEWER
- SD — PROPOSED STORM DRAIN
- PROPOSED SEWER CLEANOUT
- PROPOSED SEWER MANHOLE
- REMOVE EXISTING TREE
- PROPOSED FIRE HYDRANT ASSEMBLY
- PROPOSED AIR RELEASE VALVE
- PROPOSED DOUBLE DETECTOR CHECK VALVE ASSEMBLY WITH PRESSURE CATCH BASIN WITH 180° BACK FLEW
- PROPOSED 20" DRAIN DRAIN LINE WITH TREATMENT FLEW
- PROPOSED CONCRETE
- PROPOSED OFFICE BUILDING
- PROPOSED AC PAVING
- PROPOSED CONCRETE DRIVEWAY/PAVING MATERIALS AND CURB AND GUTTER
- PROPOSED LANDSCAPE
- PROPOSED CONCRETE DRIVEWAYS/STORAGE/STORAGE AND ACCESSED GRADE. SEE PLANNING & ARCHITECTURAL SHEETS FOR REFERENCE
- PROPOSED RETAINING WALL
- PROPOSED CONCRETE
- PROPOSED CURB & GUTTER
- PROPOSED GRADE BREAK
- PROPOSED SWALE
- PROPOSED SWALE EACH SURFACE STORMWATER RETENTION/INFLOW CHAMBERS
- REMOVE EXISTING TREE
- PROPOSED FIRE HYDRANT ASSEMBLY
- PROPOSED AIR RELEASE VALVE
- PROPOSED DOUBLE DETECTOR CHECK VALVE ASSEMBLY WITH PRESSURE CATCH BASIN WITH 180° BACK FLEW
- PROPOSED 20" DRAIN DRAIN LINE WITH TREATMENT FLEW



SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION

PRELIMINARY UTILITY PLAN

1513-01-LP-18
MAY 20, 2019

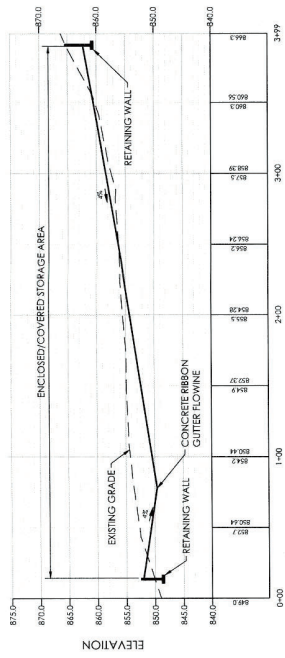
40' 20' 0' 40' FT

C2

rrm design group

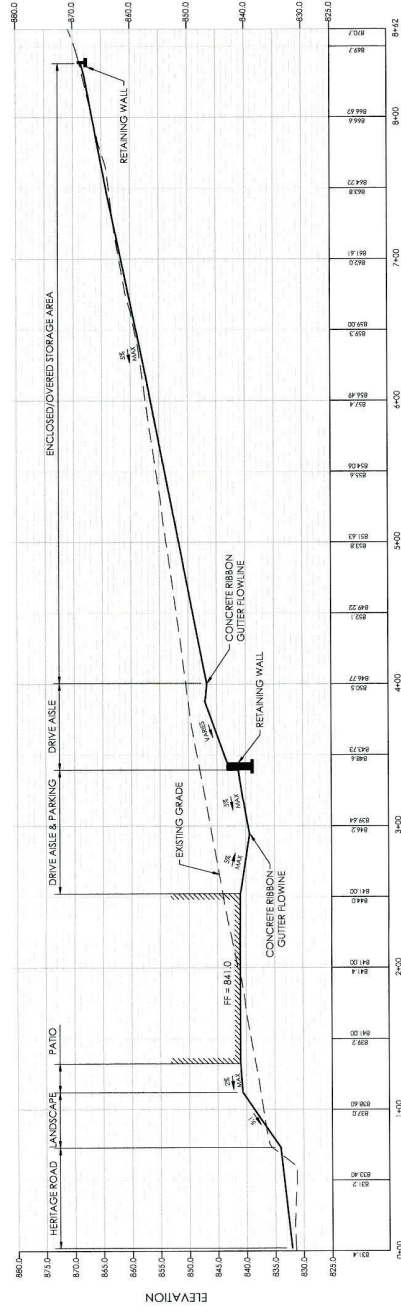
SAN LUIS OBISPO COUNTY, CA

NOTE: SECTION LINES FROM SHEET C1



SITE SECTION 1

HORIZ: 1" = 40'
VERT: 1" = 10'



SITE SECTION 2

HORIZ: 1" = 40'
VERT: 1" = 10'

SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION

PRELIMINARY UTILITY PLAN

SAN LUIS OBISPO COUNTY, CA

1513-01-LP1.8
MAY 20, 2019



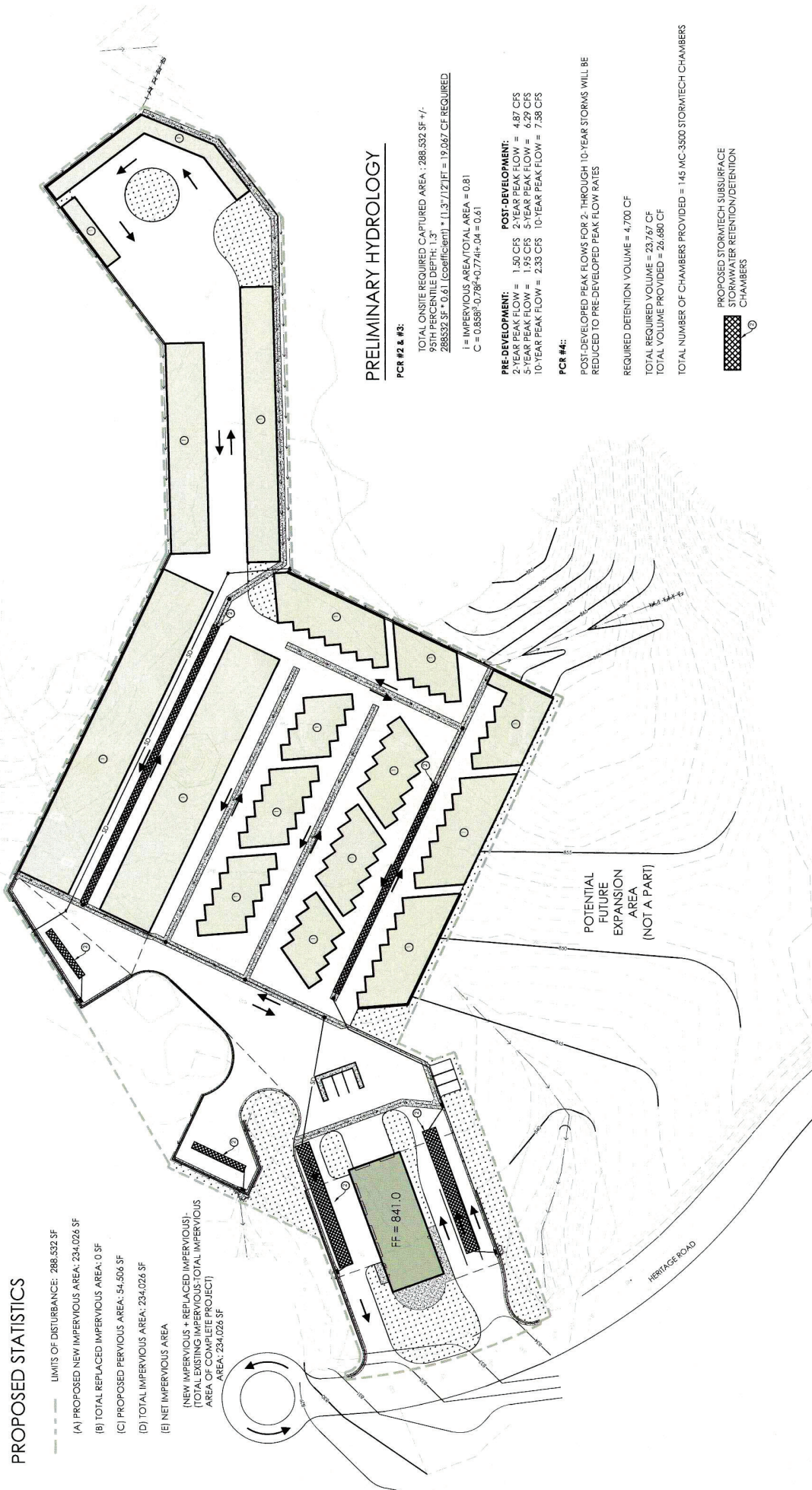
EXISTING STATISTICS

- EXISTING IMPERVIOUS AREA
SITE AREA: 0 SF
- EXISTING PERVIOUS AREA
SITE AREA: 288,532 SF

PROPOSED STATISTICS

- LIMITS OF DISTURBANCE: 288,532 SF
- (A) PROPOSED NEW IMPERVIOUS AREA: 234,026 SF
- (B) TOTAL REPLACED IMPERVIOUS AREA: 0 SF
- (C) PROPOSED PERVIOUS AREA: 54,506 SF
- (D) TOTAL IMPERVIOUS AREA: 234,026 SF
- (E) NET IMPERVIOUS AREA
(NEW IMPERVIOUS + REPLACED IMPERVIOUS) -
(TOTAL EXISTING IMPERVIOUS: TOTAL IMPERVIOUS
AREA OF COMPLETE PROJECT)
AREA: 234,026 SF

- PROPOSED OFFICE BUILDING
- PROPOSED ENCLOSED & COVERED
STORAGE TO BE SET AT PROPOSED
GRADE. SEE PLANNING &
ARCHITECTURAL SHEETS FOR REFERENCE



PRELIMINARY HYDROLOGY

PCR #2 & #3:

TOTAL ON-SITE REQUIRED CAPTURED AREA: 288,532 SF +/-
 95TH PERCENTILE DEPTH: 1.3"
 288,532 SF * 0.61 (coefficient) * (1.3' / 12") = 19,667 CF REQUIRED
 I = IMPERVIOUS AREA/TOTAL AREA = 0.81
 C = 0.858 * 0.78 + 0.774 * 0.4 = 0.61

PRE-DEVELOPMENT:

2-YEAR PEAK FLOW = 1.50 CFS
 5-YEAR PEAK FLOW = 1.95 CFS
 10-YEAR PEAK FLOW = 2.33 CFS

POST-DEVELOPMENT:

2-YEAR PEAK FLOW = 4.87 CFS
 5-YEAR PEAK FLOW = 6.29 CFS
 10-YEAR PEAK FLOW = 7.58 CFS

PCR #4:

POST-DEVELOPED PEAK FLOWS FOR 2, THROUGH 10-YEAR STORMS WILL BE
 REDUCED TO PRE-DEVELOPED PEAK FLOW RATES

REQUIRED DETENTION VOLUME = 4,700 CF
 TOTAL REQUIRED VOLUME = 23,757 CF
 TOTAL VOLUME PROVIDED = 25,680 CF
 TOTAL NUMBER OF CHAMBERS PROVIDED = 145 MC-3000 STORMTECH CHAMBERS



SAN LUIS OBISPO COUNTY, CA

1513-01-LP18
 MAY 20, 2019



REFERRAL -- Page 23 of 24

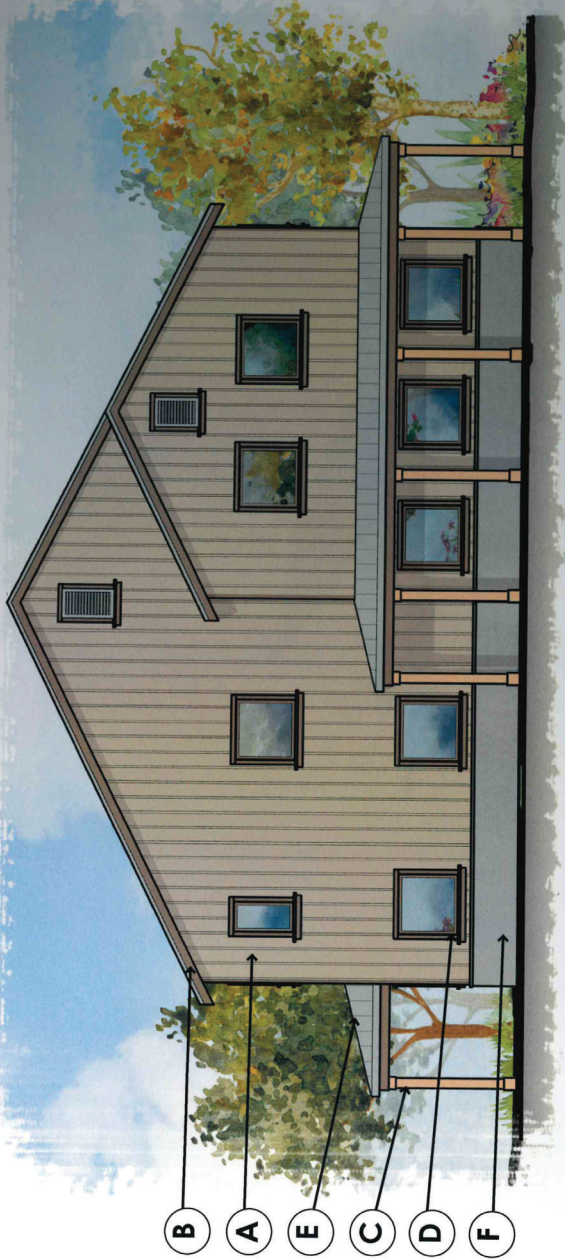
SNUG HARBOR, LLC: RV/BOAT STORAGE APPLICATION

STORMWATER MANAGEMENT PLAN



DRC2019-00099

Site Plan
012-191-068 /
SNUG HARBOR, LLC BY CJ RUDOLPH
A SECURE VEHICLE STORAGE FACILITY WITH OPEN,
COVERED AND ENCLOSED STORAGE



B

A

E

C

D

F



WALL COLOR
SW 7038
TONY TAUPE

A



TRIM COLOR
SW 7509
TIKI HUT

B



STAINED WOOD POSTS
SW 3127-B
CULINARY CREAM

C



BLACK WINDOW FRAME

D



ROOF
MCELROY STANDING SEAM
TEXAS SILVER METALLIC

E



BUILDING BASE
CDI TUCSON, AZ GS60

F



EXTERIOR GOOSENECK
LIGHT FIXTURE

RUDOLPH BARN AND CHECK IN BUILDING COLOR AND MATERIALS BOARD





Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, CA 93446

(805) 227-6230 ~ Fax (805) 227-6231

www.heritageranchcsd.com

June 3, 2019

Cody Scheel
County of San Luis Obispo
Department of Planning & Building
County Government Center
San Luis Obispo, CA 93408

RE: DRC2019-00099 SNUG HARBOR LLC (CJ RUDOLPH), North County E-Referral, Site Plan, Lake Nacimiento APN(s): 012-191-068

Dear Mr. Scheel:

The Heritage Ranch Community Services District (District) is the agency responsible for providing water, sewer, and solid waste services for the subject project. The District has the following comments:

1. The applicant does not have a will-serve for water and sewer services for the subject project. The project should be conditioned accordingly.
2. Page 8, Water Supply Information – Question No. 2 should also indicate residential use of the water.
3. Page 8, Sewage Disposal Information – Question No. 3 was answered “yes”; however, the applicant has not submitted anything to the District for review, therefore this answer may not be correct. This would be determined as part of the request for will-serve process. The need for the applicant to provide any additional capacity, water rights, and other requirements will be determined during that process.
4. Page 9, Solid Waste Information – It is unclear where the waste disposal containers are to be located. What is the County’s and other regulatory agency requirements for the type of disposal services (garbage, recycling, green waste) needed for this project? Are the waste disposal containers required to be enclosed? If so they will need to be sized accordingly.

June 3, 2019

5. Page 11, Other Related Permits – As mentioned in Response No. 1 above, approval by the District (a government agency) is required.

Please contact me at the phone number in this letterhead, or at scott@heritageranchcsd.ca.gov if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Scott B. Duffield". The signature is written in a cursive style with a large initial "S".

Scott B. Duffield, PE
General Manager

Cc: District Board of Directors

File: Development_Snug Harbor LLC, RV / Boat Storage

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2018/19 Budget

OPERATING INCOME	Budget FY 18/19	Actual May	Actual Year to Date	Percentage Year to Date	Variance Explanation
Water Fees	901,000	75,202	850,596	94%	
Sewer Fees	594,950	50,889	537,281	90%	
Hook-Up Fees	6,000	0	3,700	62%	Fluctuates based on activity
Turn on Fees	3,500	400	3,125	89%	
Late Fees	16,500	1,293	15,137	92%	
Plan Check & Inspection	10,000	646	1,216	12%	
Miscellaneous Income	2,000	0	3,209	160%	Surplus Equip & recycling
TOTAL OPERATING INCOME	\$1,533,950	\$128,430	\$1,414,264	92%	

FRANCHISE INCOME

Solid Waste Franchise Fees	66,000	5,871	63,067	96%	
TOTAL FRANCHISE REVENUE	\$66,000	\$5,871	\$63,067	96%	

NON-OPERATING INCOME

Standby Charges	242,921	8,084	228,123	94%	
Property Tax	341,000	16,570	351,736	103%	
Interest	27,000	6	68,565	254%	Fluctuates based on activity
Connection Fees	70,250	0	47,398	67%	Fluctuates based on activity
TOTAL NON-OPERATING INCOME	\$681,171	\$24,659	\$695,821	102%	

RESERVE REVENUE

Capital Reserves	103,276	15,654	41,200	40%	
General Reserves	50,000	0	23,108	46%	
TOTAL RESERVE REVENUE	\$153,276	\$15,654	\$64,308	42%	

TOTAL ALL INCOME	\$2,434,397	\$174,614	\$2,237,459	92%	
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**HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2018/19 Budget**

OPERATING EXPENSES

SALARIES AND BENEFITS	Budget FY 18/19	Actual May	Actual Year to Date	Percentage Year to Date	Variance Explanation
Salaries	654,697	48,177	572,052	87%	
Health Insurance	120,616	9,039	106,886	89%	
Health Insurance - Retiree	58,233	4,415	54,268	93%	
PERS	123,796	11,865	108,412	88%	
Standby	12,500	975	11,387	91%	
Overtime	11,500	1,049	14,371	125%	Fluctuates based on need & staffing
Workers Comp. Ins.	22,675	0	19,924	88%	Paid Annually
Directors' Fees	7,000	450	5,350	76%	
Medicare/FICA	10,014	774	9,010	90%	
Car Allowance	3,000	250	2,750	92%	
SUI/ETT	1,500	0	736	49%	
Uniforms	3,800	0	2,113	56%	
TOTAL SALARIES & BENEFITS	\$1,029,331	\$76,993	\$907,257	88%	

UTILITIES

Electricity	242,800	16,375	188,243	78%	
Propane	900	0	856	95%	
Water Purchase	23,114	0	23,114	100%	Paid Semiannually
Telephone/Internet	11,830	720	9,312	79%	
TOTAL UTILITIES EXPENSE	\$278,644	\$17,095	\$221,524	80%	

MAINTENANCE & SUPPLIES

Chemicals	68,000	6,347	69,238	102%	
Computer/Software	7,000	899	7,130	102%	
Equip. Rental/Lease	1,000	0	340	34%	
Fixed Equip.	85,000	3,343	36,082	42%	
Fuel & Oil	12,000	2,906	12,687	106%	
Lab Testing	24,500	2,467	32,195	131%	TSO & changes in water quality
Office Supplies	3,000	253	1,827	61%	
Parks & Recreation	500	0	314	63%	
Struct./Grnds.	6,500	6,522	11,701	180%	
Small Tools/Equip.	3,500	13	2,500	71%	
Supplies	6,000	559	5,558	93%	
Meters/Equip.	5,000	0	2,639	53%	Fluctuates based on activity
Vehicles	8,500	2,106	6,565	77%	
TOTAL MAINT. & SUPPLY EXPENSE	\$230,500	\$25,413	\$188,777	82%	

HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2018/19 Budget

GENERAL & ADMINISTRATION	Budget FY 18/19	Actual May	Actual Year to Date	Percentage Year to Date	Variance Explanation
Ads./Advertising	1,500	195	1,234	82%	Fluctuates based on activity
Alarm/Answering Service	3,275	0	2,900	89%	
Audit	6,000	0	6,000	100%	
Bank Charges/Fees	2,000	-20	1,972	99%	
Consulting/Engineering	40,000	394	8,063	20%	
Dues/Subscription	12,000	0	8,063	67%	
Elections	1,000	0	549	0%	
Insurance	22,525	0	25,768	114%	Paid Annually
LAFCO	8,000	0	7,015	88%	Paid Annually
Legal/Attorney	17,000	1,175	11,614	68%	
Licenses/Permits	26,000	0	19,226	74%	
Plan Check & Inspection	10,000	618	2,791	28%	
Postage/Billing	20,000	1,254	16,562	83%	
Professional Service	16,000	872	13,215	83%	
Tax Collection	5,300	5,286	5,286	100%	
Staff Training & Travel	5,000	340	2,127	43%	
Board Training & Travel	1,500	0	241	16%	
TOTAL G & A	\$197,100	\$10,112	\$132,625	67%	

CAPITAL PROJECTS & EQUIPMENT

Structures/Improvements	80,276	0	41,998	52%	
Equipment	73,000	15,654	22,309	31%	
TOTAL CAPITAL EXPENSE	\$153,276	15,654	64,308	42%	

DEBT

State Loan Payment	103,629	0	103,628	100%	paid semiannually
State Loan Payment Phase II	58,740	0	29,369	50%	paid semiannually
TOTAL DEBT	\$162,369	\$0	\$132,998		

FUNDED DEPRECIATION	\$288,000	\$24,000	\$264,000	92%	
UNFUNDED DEPRECIATION	\$0	\$0	\$0	0%	

TOTAL EXPENSE	\$2,339,220	\$169,268	\$1,911,490	82%	
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CONNECTION FEES TRANSFER	\$70,250	\$0	\$47,398	67%
SOLID WASTE FEES TRANSFER	\$29,222	\$2,431	\$29,007	99%

FUND TOTAL	(\$4,295)	\$2,915	\$249,565	
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**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
TREASURER'S REPORT
MAY 2019**

SUMMARY REPORT OF ALL ACCOUNTS

Beginning Balance:	\$ 3,679,799.36
Ending Balance:	\$ 3,692,487.72
Variance:	\$ 12,688.36
Interest Earnings for the Month Reported:	\$ 5.63
Interest Earnings Fiscal Year-to-Date:	\$ 68,564.63

ANALYSIS OF REVENUES

Total operating income for water and sewer was:	\$ 128,430.33
Non-operating income was:	\$ 24,659.31
Franchise fees paid to the District by San Miguel Garbage was:	\$ 5,870.92
Interest earnings for the P.P.B. checking account was:	\$ 5.63
Interest earnings for the P.P.B. DWR Loan Services account was:	\$ -
Interest earnings for the P.P.B. DWR Reserve account was:	\$ -
Interest earnings for the P.P.B. SRF Loan Services account was:	\$ -
Interest earnings for the P.P.B. SRF Reserve account was:	\$ -
Interest earnings for the LAIF account was:	\$ -

ANALYSIS OF EXPENSES

Pacific Premier Bank checking account total warrants, fees, and Electronic Fund Transfers was:	\$ 187,970.56
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STATEMENT OF COMPLIANCE

This report was prepared in accordance with the Heritage Ranch Community Services District Statement of Investment Policy. All investment activity was within policy limits. There are sufficient funds to meet the next 30 days obligations. Attached is a status report of all accounts and related bank statements.

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
STATUS REPORT FOR ALL ACCOUNTS
MAY 2019**

BEGINNING BALANCE ALL ACCOUNTS **\$ 3,679,799.36**

OPERATING CASH IN DRAWER **\$300.00**

PACIFIC PREMIER BANK - CHECKING

BEGINNING BALANCE 04/30/2019	\$112,243.81	
DEPOSIT REVENUE & MISCELLANEOUS INCOME	\$200,653.29	
INTEREST EARNED	\$5.63	
TOTAL CHECKS, FEES AND EFT'S	(\$187,970.56)	
TRANSFER TO LAIF ACCOUNT	\$0.00	
ENDING BALANCE 05/31/2019		\$124,932.17

PACIFIC PREMIER BANK DWR LOAN REPAYMENT (1994-2029):

LOAN SERVICES ACCOUNT

BEGINNING BALANCE 04/30/2019	\$84.54	
QUARTERLY DEPOSIT	\$0.00	
INTEREST EARNED	\$0.00	
SEMI-ANNUAL PAYMENT	\$0.00	
ENDING BALANCE 05/31/2019		\$84.54

PACIFIC PREMIER BANK DWR RESERVE ACCOUNT

BEGINNING BALANCE 04/30/2019	\$112,877.24	
INTEREST EARNED	\$0.00	
ENDING BALANCE 05/31/2019		\$112,877.24

PACIFIC PREMIER BANK SDWSRF LOAN SERVICES ACCOUNT

BEGINNING BALANCE 04/30/2019	\$29,432.69	
QUARTERLY DEPOSIT	\$0.00	
INTEREST EARNED	\$0.00	
SEMI-ANNUAL PAYMENT	\$0.00	
ENDING BALANCE 05/31/2019		\$29,432.69

PACIFIC PREMIER BANK SDWSRF RESERVE ACCOUNT

BEGINNING BALANCE 04/30/2019	\$0.00	
QUARTERLY DEPOSIT	\$0.00	
INTEREST EARNED	\$0.00	
ENDING BALANCE 05/31/2019		\$0.00

LOCAL AGENCY INVESTMENT FUND (LAIF)

BEGINNING BALANCE 04/30/2019	\$3,425,161.08	
INTEREST EARNED	\$0.00	
TRANSFER FROM PACIFIC PREMIER CHECKING	\$0.00	
TRANSFER TO PACIFIC PREMIER CHECKING	\$0.00	
ENDING BALANCE 05/31/2019		\$3,425,161.08

ENDING BALANCE ALL ACCOUNTS **\$3,692,487.72**

DIFFERENCE FROM LAST MONTH **Increase \$12,688.36**

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
MAY 2019
WARRANT REGISTER**

PACIFIC PREMIER BANK WARRANTS

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT
05/03/19	CALPERS 457 DEFFERED COMP PROG	PERS 457- DEFFERED COMP.	\$ 1,187.00
05/03/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT	\$ 2,920.43
05/03/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT TIER 2	\$ 778.07
05/03/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT PEPRA	\$ 435.08
05/03/19	CALPERS RETIREMENT SYSTEM	SURVIVOR BENEFIT	\$ 7.44
05/03/19	CALPERS HEALTH BENEFITS	CALPERS HEALTH BENEFITS	\$ 11,480.50
05/03/19	CALPERS HEALTH BENEFITS	EMPLOYEE PAID HEALTH BENEFIT	\$ 795.92
05/03/19	CALPERS HEALTH BENEFITS	EMPLOYEE PAID HEALTH BENEFIT	\$ 795.92
05/09/19	J.B. DEWAR. INC.	FUEL & OIL	\$ 1,432.64
05/10/19	R. BRINK	NET PAYROLL	\$ 2,332.29
05/10/19	J. MOLINARI	NET PAYROLL	\$ 2,966.22
05/10/19	R. ARNOLD	NET PAYROLL	\$ 2,050.84
05/10/19	J. PRITCHETT	NET PAYROLL	\$ 2,241.71
05/10/19	M. HUMPHREY	NET PAYROLL	\$ 1,535.10
05/10/19	K. GELOS	NET PAYROLL	\$ 2,275.44
05/10/19	S. DUFFIELD	NET PAYROLL	\$ 3,002.67
05/10/19	S. BRENNEMAN	NET PAYROLL	\$ 1,538.24
05/10/19	PG&E	ELECTRICITY	\$ 16,375.12
05/13/19	RYAN BRINK	CELL / INTERNET ALLOWANCE	\$ 80.00
05/13/19	CRYSTAL SPRINGS WATER	LAB TESTING	\$ 10.03
05/13/19	BRENNTAG PACIFIC, INC	CHEMICALS	\$ 1,965.44
05/13/19	THE BLUEPRINTER	PROFESSIONAL SERVICES	\$ 17.24
05/13/19	FARM SUPPLY COMPANY	SUPPLIES	\$ 111.35
05/13/19	FGL ENVIRONMENTAL	LAB TESTING	\$ 230.00
05/13/19	FGL ENVIRONMENTAL	LAB TESTING	\$ 130.00
05/13/19	AIRFLOW FILTER SERVICE, INC.	STRUCTURES & GROUNDS	\$ 61.22
05/13/19	JASON MOLINARI	MEDICAL REIMBURSEMENT	\$ 234.63
05/13/19	JASON MOLINARI	CELL / INTERNET ALLOWANCE	\$ 80.00
05/13/19	ROY ARNOLD	CELL / INTERNET ALLOWANCE	\$ 80.00
05/13/19	ANTHONY'S TIRE STORE	VEHICLES	\$ 399.00
05/13/19	ABALONE COAST ANALYTICAL, INC.	LAB TESTING	\$ 792.00
05/13/19	KRISTEN GELOS	MEDICAL REIMBURSEMENT	\$ 753.25
05/13/19	KRISTEN GELOS	CELL / INTERNET ALLOWANCE	\$ 40.00
05/13/19	U.S. BANK	OFFICE TENANT IMPROVEMENT	\$ 124.86
05/13/19	U.S. BANK	VEHICLES	\$ 396.10
05/13/19	U.S. BANK	TRAINING & TRAVEL	\$ 339.84
05/13/19	U.S. BANK	ADVERTISING	\$ 122.00
05/13/19	U.S. BANK	STRUCTURES & GROUNDS	\$ 3,246.37
05/13/19	U.S. BANK	SUPPLIES	\$ 198.01
05/13/19	U.S. BANK	STRUCTURES & GROUNDS	\$ 64.54
05/13/19	U.S. BANK	STRUCTURES & GROUNDS	\$ 51.24
05/13/19	U.S. BANK	STRUCTURES & GROUNDS	\$ 81.73

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
MAY 2019
WARRANT REGISTER**

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT
05/13/19	U.S. BANK	STRUCTURES & GROUNDS	\$ 75.00
05/13/19	U.S. BANK	STRUCTURES & GROUNDS	\$ 2,800.90
05/13/19	U.S. BANK	COMPUTER / SOFTWARE	\$ 215.49
05/13/19	U.S. BANK	SUPPLIES	\$ 22.07
05/13/19	U.S. BANK	MAINTENANCE FIXED EQUIPMENT	\$ 196.02
05/13/19	JAMES A. PRITCHETT	CELL / INTERNET ALLOWANCE	\$ 80.00
05/13/19	CORE & MAIN LP	MAINTENANCE FIXED EQUIPMENT	\$ 2,214.71
05/13/19	CORE & MAIN LP	MAINTENANCE FIXED EQUIPMENT	\$ 137.28
05/13/19	LOWE'S	SUPPLIES	\$ 76.32
05/13/19	LOWE'S	SUPPLIES	\$ 43.67
05/13/19	DATA PROSE LLC	APRIL BILLING / LATE NOTICES	\$ 1,253.64
05/13/19	TOUGH AUTOMATION	LS 5 PUMPS & CONTROLS	\$ 6,286.77
05/13/19	TOUGH AUTOMATION	LS 5 PUMPS & CONTROLS	\$ 369.71
05/13/19	TOUGH AUTOMATION	LS1 ELECTRICAL CONTROLS REPAIR	\$ 7,427.71
05/13/19	TOUGH AUTOMATION	LS1 ELECTRICAL CONTROLS REPAIR	\$ 519.71
05/13/19	TOUGH AUTOMATION	WTP ACTUATOR REPLACEMENT	\$ 1,050.00
05/13/19	WINE COUNTRY BALANCE	PROFESSIONAL SERVICES	\$ 405.00
05/13/19	SCOTT DUFFIELD	MEDICAL REIMBURSEMENT	\$ 128.32
05/13/19	SCOTT DUFFIELD	CELL / INTERNET ALLOWANCE	\$ 40.00
05/13/19	WESTERN EXTERMINATOR COMPANY	STRUCTURES & GROUNDS	\$ 86.00
05/13/19	RIVAL TECHNOLOGY INC.	COMPUTER/SOFTWARE	\$ 539.00
05/13/19	RIVAL TECHNOLOGY INC.	COMPUTER/SOFTWARE	\$ 144.74
05/13/19	FRITZ NEUHAUS	FINAL ACCT CRED.	\$ 47.06
05/14/19	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING TAXES	\$ 2,429.92
05/14/19	INTERNAL REVENUE SERVICE	MEDICARE	\$ 745.86
05/14/19	EDD	SDI	\$ 257.19
05/14/19	EDD	STATE WITHHOLDING	\$ 873.71
05/15/19	HACH COMPANY	LAB TESTING	\$ 230.14
05/17/19	CALPERS 457 DEFFERED COMP PROG	PERS 457- DEFFERED COMP.	\$ 1,225.00
05/17/19	CALPERS RETIREMENT SYSTEM	EMPLOYER'S CONTRIBUTION	\$ 18.60
05/17/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT	\$ 2,920.43
05/17/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT TIER 2	\$ 778.07
05/17/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT PEPRA	\$ 453.83
05/17/19	CALPERS RETIREMENT SYSTEM	SURVIVOR BENEFIT	\$ 7.44
05/17/19	FRIER, CHRIS	US REFUND	\$ 53.20
05/20/19	AT&T	TELEPHONE / INTERNET	\$ 157.97
05/24/19	R. BRINK	NET PAYROLL	\$ 1,994.47
05/24/19	J. MOLINARI	NET PAYROLL	\$ 2,942.59
05/24/19	R. ARNOLD	NET PAYROLL	\$ 2,093.37
05/24/19	J. PRITCHETT	NET PAYROLL	\$ 2,052.89
05/24/19	M. HUMPHREY	NET PAYROLL	\$ 1,535.10
05/24/19	K. GELOS	NET PAYROLL	\$ 2,275.44
05/24/19	B. BARKER	NET PAYROLL	\$ 138.52

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
MAY 2019
WARRANT REGISTER**

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT
05/24/19	M. ROWLEY	NET PAYROLL	\$ 92.35
05/24/19	R. COUSINEAU	NET PAYROLL	\$ 92.35
05/24/19	S. DUFFIELD	NET PAYROLL	\$ 3,145.39
05/24/19	D. CAPPS	NET PAYROLL	\$ 92.35
05/24/19	S. BRENNEMAN	NET PAYROLL	\$ 1,538.24
05/24/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT U/L	\$ 4,750.86
05/24/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT U/L	\$ 85.79
05/24/19	J.B. DEWAR. INC.	FUEL & OIL	\$ 1,011.72
05/28/19	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING TAXES	\$ 2,377.65
05/28/19	INTERNAL REVENUE SERVICE	FICA WITHHOLDING	\$ 55.80
05/28/19	INTERNAL REVENUE SERVICE	MEDICARE	\$ 746.36
05/28/19	EDD	SDI	\$ 252.85
05/28/19	EDD	STATE WITHHOLDING	\$ 862.34
05/28/19	STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$ 58.98
05/28/19	STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$ 143.69
05/28/19	WALLACE GROUP	CONSULTING & ENGINEERING	\$ 393.92
05/28/19	WALLACE GROUP	PLAN CHECK - TRACT 3110	\$ 570.00
05/28/19	WALLACE GROUP	PLAN CHECK - TRACT 2879	\$ 47.50
05/28/19	ADAMSKI, MOROSKI, MADDEN, CUMB	LEGAL & ATTORNEY	\$ 1,175.00
05/28/19	RYAN BRINK	MEDICAL REIMBURSEMENT	\$ 303.04
05/28/19	THE TRIBUNE	ADVERTISING	\$ 72.60
05/28/19	CHARTER COMMUNICATIONS	INTERNET	\$ 79.99
05/28/19	KRITZ EXCAVATING & TRUCKING	MAINTENANCE FIXED EQUIPMENT	\$ 29.67
05/28/19	BRENNTAG PACIFIC, INC	CHEMICALS	\$ 2,443.19
05/28/19	BRENNTAG PACIFIC, INC	CHEMICALS	\$ 1,938.14
05/28/19	FGL ENVIRONMENTAL	LAB TESTING	\$ 1,075.03
05/28/19	C&N TRACTORS	VEHICLES	\$ 255.82
05/28/19	WESTERN JANITOR SUPPLY	SM TOOLS & EQUIP / SUPPLIES	\$ 170.14
05/28/19	FLUID RESOURCE MANAGEMENT	PROFESSIONAL SERVICES	\$ 200.00
05/28/19	FLUID RESOURCE MANAGEMENT	PROFESSIONAL SERVICES	\$ 250.00
05/28/19	NAPA AUTO PARTS	VEHICLES	\$ 126.55
05/28/19	CORE & MAIN LP	MAINTENANCE FIXED EQUIPMENT	\$ 764.85
05/28/19	BURT INDUSTRIAL SUPPLY	FUEL & OIL	\$ 461.15
05/28/19	COAST COUNTIES PETERBILT	VEHICLES	\$ 928.14
05/29/19	AT&T	TELEPHONE/INTERNET	\$ 82.21
05/29/19	BAUTISTA'S CLEANING SERVICE	STRUCTURES & GROUNDS	\$ 180.00
05/31/19	CALPERS 457 DEFFERED COMP PROG	PERS 457- DEFFERED COMP.	\$ 1,225.00
05/31/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT	\$ 2,932.48
05/31/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT TIER 2	\$ 778.07
05/31/19	CALPERS RETIREMENT SYSTEM	PERS RETIREMENT PEPRA	\$ 453.83
05/31/19	CALPERS RETIREMENT SYSTEM	SURVIVOR BENEFIT	\$ 7.44
GRAND TOTAL FOR ALL WARRANTS			\$ 143,352.82

Operations Report

May 2019

Water Treatment:

- 12.96 Million gallons of water was treated
- Worked with programmer to tune the new actuator on Filter 1 as part of the actuator replacement capital project
- Annual cleaning of the four filters at the water treatment plant using muriatic acid
- Replaced service line on Blue Bird Lane and repaired service line on Mammoth Lane
- Collected semi-annual water samples
- Sourced replacement part for the plate settler actuator
- Staff from Michael K. Nunley and Associates (MKN) visited the water treatment plant to evaluate the plant performance and assist staff with ongoing water quality issues. The next task is to evaluate alternative chemicals to increase the performance of the plate settler.
- Scheduled asphalt patching of numerous water leak sites throughout Heritage Ranch
- Toured the City of Paso Robles Water Treatment Plant which also treats Nacimiento water
- Installed replacement auger for the potassium permanganate system

Wastewater Treatment:

- 1.87 Million gallons of wastewater was treated
- Located sewer lateral on Lakeside Village Drive
- Scheduled annual hydro-jetting and lift station cleaning
- Completed monthly lift station checks
- Requested quotes to relocate a portion of the existing fence at Lift Station 2