SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVENUE SEASIDE, CA 93955

REGULAR MEETING
BOARD OF DIRECTORS
Tuesday, May 14, 2024, 9:30 AM
CITY OF SEASIDE CONFERENCE ROOM

1. CALL TO ORDER

2. ROLL CALL - SANITATION DISTRICT BOARD OF DIRECTORS

Jerry Blackwelder	Chair
John Uy	First Vice Chair
Ian N. Oglesby	Second Vice Chair

3. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

4. PUBLIC COMMENT

Members of the public wishing to address the Seaside County Sanitation District on matters within the jurisdiction of the Board, but not on this agenda, may do so during Public Comment period for up to two minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

5. CONSENT AGENDA

A. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR MARCH AND APRIL 2024

PURPOSE: Receive Seaside County Sanitation District Operations Report for March and April 2024.

RECOMMENDATION: Accept reports. This item is presented for information only.

B. APPROVAL OF MARCH AND APRIL 2024 EXPENDITURE REPORT FOR SEASIDE COUNTY SANITATION DISTRICT AND APPROVE A DRAWDOWN REQUEST OF $278,266.65.

PURPOSE: Approval of March 2024 and April 2024 Expenditures for the Seaside County Sanitation District and approve a drawdown request of $278,266.65.

RECOMMENDATION: Approve the expenditures for March 2024 and April 2024 and approve a drawdown request of $278,266.65. The total additional expenditures for March 2024 were $213,472.65; and for April 2024 the expenditures were $64,794.00.

C. **ADOPT A RESOLUTION APPROVING A FISCAL YEAR 2023-2024 BUDGET AMENDMENT OF $30,000.00 TO THE SEASIDE COUNTY SANITATION DISTRICT (SCSD) ADMINISTRATION - LEGAL SERVICES ACCOUNT**

PURPOSE: The purpose of the item is to obtain a Fiscal Year 2023-2024 budget amendment of $30,000.00 to the SCSD Administration - Legal Services account.

RECOMMENDATION: Adopt a resolution approving a Fiscal Year 2023-2024 budget amendment of $30,000.00 to the SCSD Administration - Legal Services account.

6. **STAFF REPORTS**

Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.

A. **PROVIDE UPDATE ON CAPACITY FEE REFUND FOR SOUTH OF TIOGA HOTEL PROJECT**

B. **PROVIDE UPDATE ON SCSD FEES TO BE INCLUDED IN TAX BILL**

7. **BOARD MEMBERS COMMENTS**

8. **ADJOURNMENT**

Next Regularly Scheduled Meeting:
June 11, 2024
9:30 AM

In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at cityclerk@ci.seaside.ca.us 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. This agenda is posted in compliance with Pursuant to Governor Newsom's Executive Orders N-29-20 and N-33-20 Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.

SEASIDE COUNTY SANITATION DISTRICT **Item No.: 5.A.**
STAFF REPORT

TO: Seaside County Sanitation District

FROM: Nicholas Borges, Acting District Manager

BY: Nisha Patel, Public Works Director/City Engineer
Billy Thomas, Junior Engineer

DATE: May 14, 2024

SUBJECT: **RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR MARCH AND APRIL 2024**

PURPOSE

Receive Seaside County Sanitation District Operations Report for March and April 2024.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

Attached is the Seaside County Sanitation District Operations Report and Flush Map for March and April 2024.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

1. Monthly Sanitation Report March_23-24
2. Flush Map_March_23-24

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3. Monthly Sanitation Report April_23-24
4. Flush Map_April_23-24

Reviewed for Submission to the
Board by:

Nicholas Borges, Acting District Manager

Seaside County Sanitation District
Operations Report

Fiscal Year 2023/2024 Month of March

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded	0	0	0	0	0	0	0	0
Main Line Jetted	262	7,339	4,186	4,869	40,719	307,880	45,167	320,088
Main Line Video	0	0	0	0	1,832	20,280	1,832	21,980
Main Lines Treated for Grease Control (Jet Power II)	262	3,153	277	2,216	6,017	52,766	6,556	58,135
Mainline Root Treatment	0	1,619	0	0	0	10,292	0	11,911
Stoppages & Overflows								
Main Line	0	0	0	1	1	7	1	8
Laterals	0	0	0	0	0	5	0	5
SSO's	0	0	0	0	1	6	1	6

Sewer Repairs
None

Sewer Video due to blockage/repairs

Del Rey Oaks
None

Sand City
None

Seaside
None

Stoppage Locations

Del Rey Oaks
None

Sand City
None

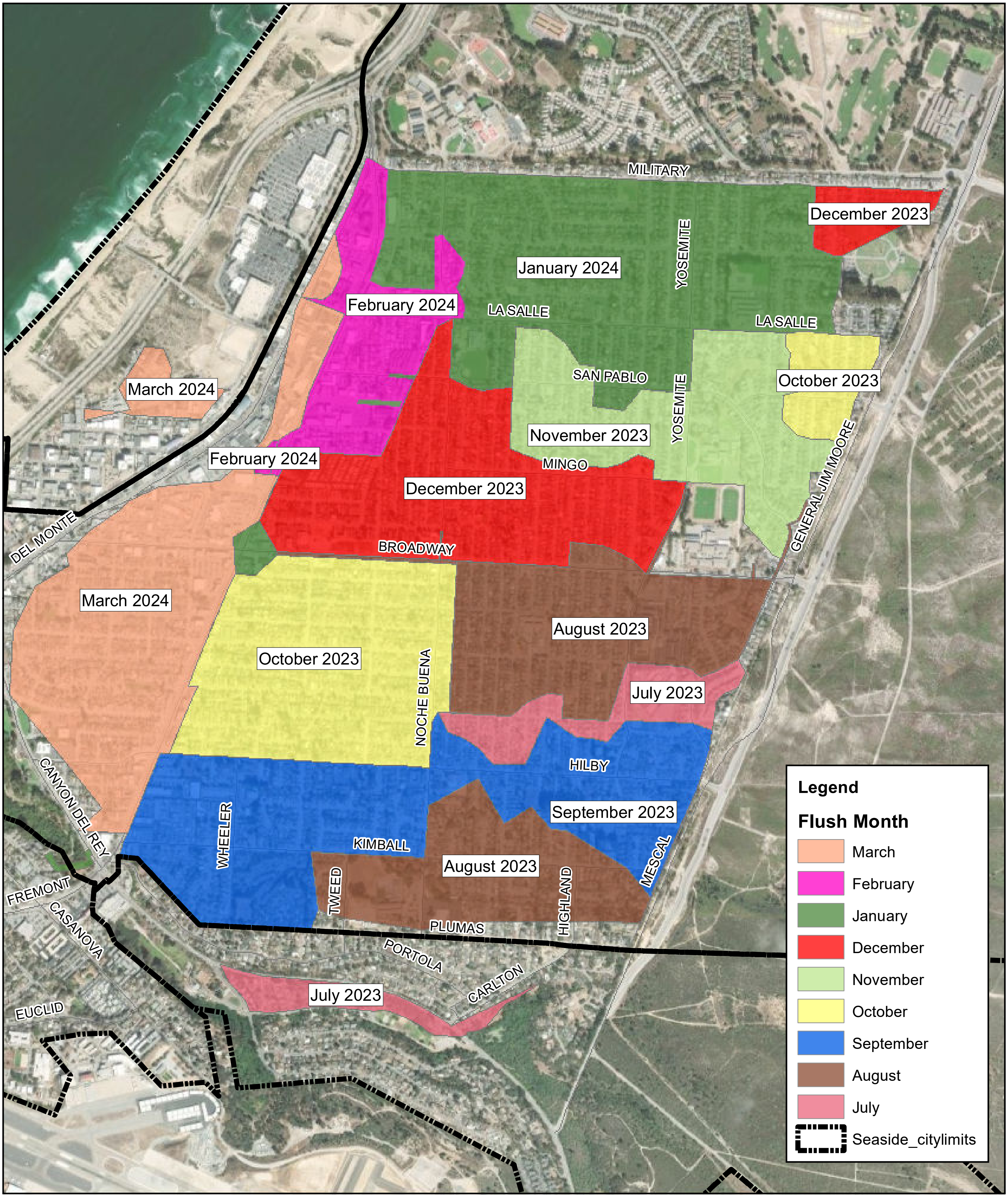
Seaside
1537 Lowell - ML - Debris

Overflow Locations

Del Rey Oaks
None

Sand City
None

Seaside
1537 lowell - ML - Debris



0 1,250 2,500 Feet

Source: SCSD, AMBAG

SEASIDE COUNTY SANITATION DISTRICT

Flush Map: 2023-2024

Exhibit

Seaside County Sanitation District
Operations Report

Fiscal Year 2023/2024 Month of April

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded	0	0	0	0	0	0	0	0
Main Line Jetted	31,365	38,704	7,206	12,075	14,202	322,082	52,773	372,861
Main Line Video	856	856	0	0	857	21,137	1,713	23,693
Main Lines Treated for Grease Control (Jet Power II)	530	3,683	277	2,493	6,863	59,629	7,670	65,805
Mainline Root Treatment	0	1,619	0	0	0	10,292	0	11,911
Stoppages								
Main Line	0	0	0	1	0	7	0	8
Laterals	0	0	0	0	0	5	0	5
SSO's	0	0	0	0	0	6	0	6

Sewer Repairs
None

Sewer Video due to blockage/repairs
None

Stoppage Locations

Del Rey Oaks
None

Sand City
None

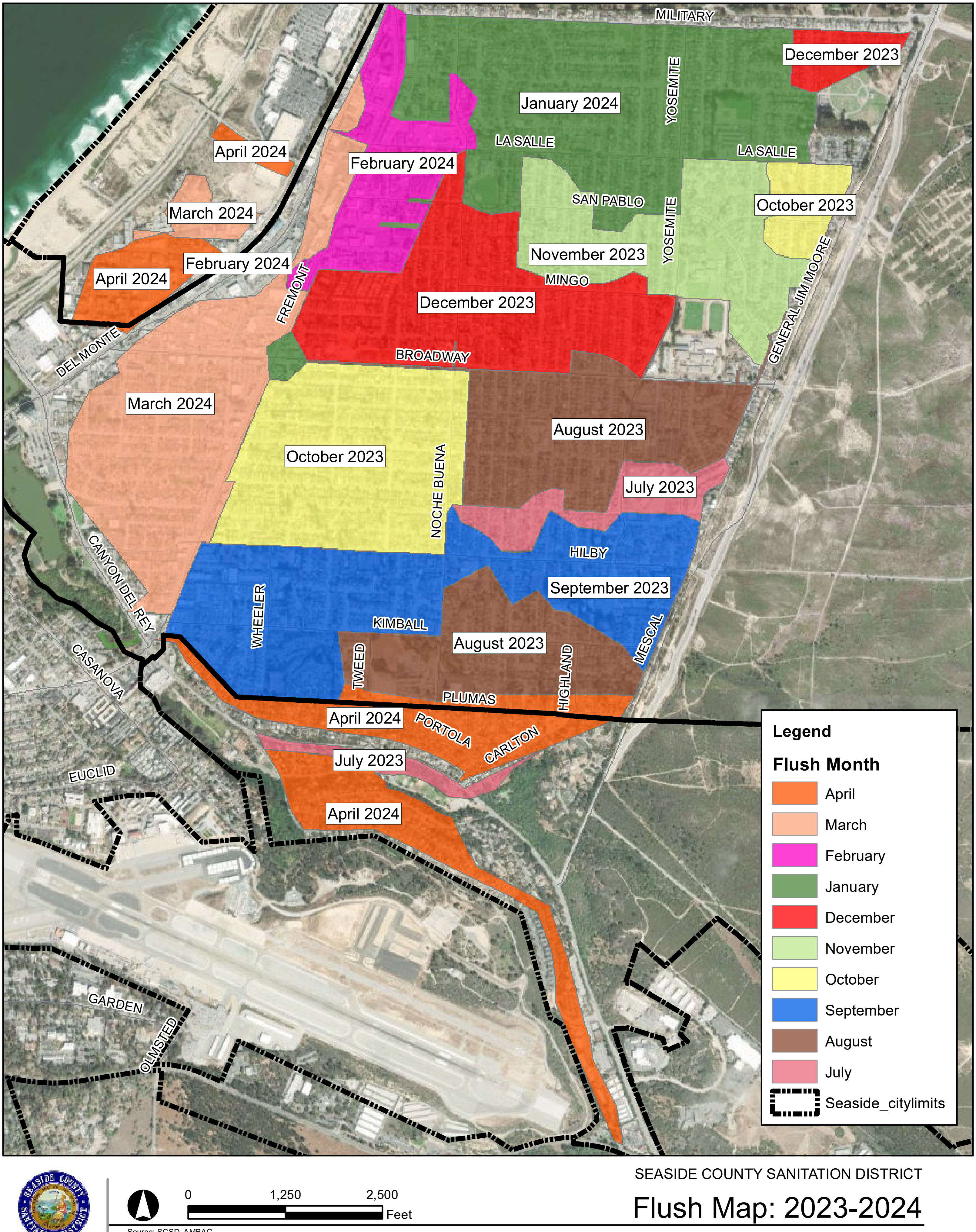
Seaside
None

Overflow Locations

Del Rey Oaks
None

Sand City
None

Seaside
None



SEASIDE COUNTY SANITATION DISTRICT

Flush Map: 2023-2024

 Exhibit

SEASIDE COUNTY SANITATION DISTRICT **Item No.: 5.B.**
STAFF REPORT

TO: Seaside County Sanitation District

FROM: Nicholas Borges, Acting District Manager

BY: Jessica Riley, Assistant Finance Director
Juan Amaya Hernandez, Financial Analyst

DATE: May 14, 2024

SUBJECT: **APPROVAL OF MARCH AND APRIL 2024 EXPENDITURE REPORT FOR SEASIDE COUNTY SANITATION DISTRICT AND APPROVE A DRAWDOWN REQUEST OF $278,266.65.**

PURPOSE

Approval of March 2024 and April 2024 Expenditures for the Seaside County Sanitation District and approve a drawdown request of $278,266.65.

RECOMMENDATION

Approve the expenditures for March 2024 and April 2024 and approve a drawdown request of $278,266.65. The total additional expenditures for March 2024 were $213,472.65; and for April 2024 the expenditures were $64,794.00.

BACKGROUND

The expenditures breakdown for March through April 2024 is as follow: March 2024 $213,472.65; and the expenditures for April were $64,794.00. The local cash balance as of April 30, 2024 was $2,020,396.88 and the cash balance with the County was $1,798,788.43. A drawdown in the amount of $278,266.65 is being requested for March and April 2024 expenses.

FISCAL IMPACT

No Fiscal Impact

ATTACHMENTS

1. March 2024 expenditures spreadsheet
2. April 2024 expenditures spreadsheet
3. May 14 Meeting EFT Form-Public

Reviewed for Submission to the
Board by:

Nicholas Borges, Acting District Manager

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
MARCH 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8110-1045	STATE WASTE DISCHARGE FEE	-	-	-
951-8420-0001	SALARIES	-	-	-
951-8810-0001	SALARIES	13,899.99	11,957.68	1,942.31
951-8810-0002	OVERTIME	84.36	84.36	-
951-8810-0004	UNIFORM ALLOWANCE	-	-	-
951-8810-0006	WORKERS COMPENSATION	2,849.21	2,532.63	316.58
951-8810-0009	SICK LEAVE PAYOFF	-	-	-
951-8810-0010	MANAGEMENT LEAVE PAYOFF	318.62	318.62	-
951-8810-0012	VACATION\COMP TIME PAYOFF	238.95	238.95	-
951-8810-0016	DEFERRED COMPENSATION	203.96	173.84	30.12
951-8810-0017	PARS-ARS 457	-	-	-
951-8810-0020	PART-TIME HOURLY WAGES	-	-	-
951-8810-0030	PERS PENSION OB BOND	75.03	66.69	8.34
951-8810-0031	PERS PENSION	3,142.56	2,344.59	797.97
951-8810-0032	PARS PENSION	2,133.27	1,816.54	316.73
951-8810-0033	LIUNA PENSION	8.00	8.00	-
951-8810-0041	MEDICAL INSURANCE	2,860.72	2,422.82	437.90
951-8810-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8810-0043	FLEX ONE-PLAN FEE	-	-	-
951-8810-0044	RETIREE MEDICAL INSURANCE	-	-	-
951-8810-0051	DENTAL INSURANCE-GUARDIAN	132.31	104.63	27.68
951-8810-0061	VISION INSURANCE	12.79	10.84	1.95
951-8810-0071	LTD	41.79	32.57	9.22
951-8810-0081	LIFE INSURANCE	43.18	33.70	9.48
951-8810-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8810-0092	MEDICARE TAX	206.12	178.82	27.30
951-8810-1022	LEGAL SERVICES	20,747.30	5,706.20	15,041.10
951-8810-1025	CITY AUDIT	10,444.00	10,444.00	-
951-8810-1026	MEDICAL EXAMS	-	-	-
951-8810-1029	TRAINING AND EDUCATION	225.00	225.00	-
951-8810-1030	CONSULTANT	1,176.25	1,176.25	-
951-8810-1033	FITNESS PROGRAM	-	-	-
951-8810-1040	PROPERTY TAX ADMIN FEES	-	-	-
951-8810-1041	STATE WASTE DISCHARGE FEE	-	-	-
951-8810-1045	WASTE DISCHARGE FEE	3,746.00	3,746.00	-
951-8810-2044	COPIER SERVICES	-	-	-
951-8810-2045	MAIL MACHINE MAINTENANCE	-	-	-
951-8810-2052	RADIO REPAIR	-	-	-
951-8810-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8810-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8810-2066	COMPUTER MAINTENANCE	-	-	-
951-8810-2076	CITY OVERHEAD	-	-	-
951-8810-2078	OTHER EXPENSE	-	-	-
951-8810-2090	LIABILITY INSURANCE	-	-	-

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
MARCH 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8810-3092	STATIONARY SUPPLIES	31.48	31.48	-
951-8810-3095	DEPARTMENT CONSUMABLES	-	-	-
951-8810-3104	COMPUTER SOFTWARE	-	-	-
951-8810-4121	MEETINGS AND TRAVEL	-	-	-
951-8810-4122	DUES AND MEMBERSHIPS	-	-	-
951-8810-4124	MAIL SERVICES	-	-	-
951-8810-5132	TELEPHONE	480.84	480.84	-
951-8810-6141	EMPLOYEE AUTO REIMBURSEMENT	-	-	-
951-8810-9196	IMPACT FEES	287,659.08	287,659.08	-
951-8810-9395	VEHICLE MAINTENANCE	45,804.28	40,714.91	5,089.37
951-8810-9396	LIABILITY INSURANCE	-	-	-
951-8810-9397	COMPUTER SYSTEM	2,778.60	2,469.86	308.74
951-8810-9398	CENTRAL SERVICE CHARGES	268,915.50	179,277.00	89,638.50
951-8810-9702	SRAF TRANSFER	-	-	-
951-8820-0001	SALARIES	194,243.89	171,086.27	23,157.62
951-8820-0002	OVERTIME	20,191.98	18,827.09	1,364.89
951-8820-0004	UNIFORM ALLOWANCE	-	-	-
951-8820-0005	PERS	-	-	-
951-8820-0006	WORKERS COMPENSATION	39,134.05	34,785.82	4,348.23
951-8820-0008	UNEMPLOYMENT INSURANCE	-	-	-
951-8820-0009	SICK LEAVE PAYOFF	-	-	-
951-8820-0010	MANAGEMENT LEAVE PAYOFF	-	-	-
951-8820-0012	VACATION\COMP TIME PAYOFF	22,616.30	22,616.30	-
951-8820-0013	SOCIAL SECURITY TAX	-	-	-
951-8820-0014	LIUNA PENSION	-	-	-
951-8820-0015	PARS PENSION	-	-	-
951-8820-0016	DEFERRED COMPENSATION	2,358.77	2,110.22	248.55
951-8820-0017	PARS-ARS 457	-	-	-
951-8820-0020	PART-TIME HOURLY WAGES	-	-	-
951-8820-0030	PERS PENSION OB BOND	1,818.43	1,616.38	202.05
951-8820-0031	PERS PENSION	61,810.50	44,878.72	16,931.78
951-8820-0032	PARS PENSION	-	-	-
951-8820-0033	LIUNA PENSION	651.39	651.39	-
951-8820-0041	MEDICAL INSURANCE	50,932.50	45,247.87	5,684.63
951-8820-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8820-0043	FLEX ONE-PLAN FEE	-	-	-
951-8820-0044	RETIREE MEDICAL INSURANCE	28,928.00	25,312.00	3,616.00
951-8820-0051	DENTAL INSURANCE-GARDIAN	1,797.70	1,463.08	334.62
951-8820-0061	VISION INSURANCE	164.92	143.22	21.70
951-8820-0071	LTD	385.51	318.90	66.61
951-8820-0081	LIFE INSURANCE	314.96	256.27	58.69
951-8820-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8820-0092	MEDICARE TAX	3,112.62	2,766.30	346.32
951-8820-0094	PW-LABOR COST ADJUSTMENT	-	-	-

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
MARCH 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8820-0095	OPEB ANNUAL COST	-	-	-
951-8820-0099	TUITION REIMBURSEMENT	-	-	-
951-8820-1028	COMPUTER PROGRAMMING	-	-	-
951-8820-1029	TRAINING AND EDUCATION	239.20	239.20	-
951-8820-1030	CONSULTANT	-	-	-
951-8820-1033	FITNESS PROGRAM	64.12	50.62	13.50
951-8820-2044	COPY MACHINE MAINTENANCE	-	-	-
951-8820-2049	UNIFORM SERVICE / LAUNDRY	2,829.76	2,532.12	297.64
951-8820-2052	RADIO REPAIR	-	-	-
951-8820-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8820-2054	EQUIPMENT REPAIR	-	-	-
951-8820-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8820-2066	COMPUTER MAINTENANCE	-	-	-
951-8820-2068	REFUSE DISPOSAL	119.00	-	119.00
951-8820-2073	SUBCONTRACTED WORK	19,453.27	19,453.27	-
951-8820-2074	SUBCONTRACT - GREASE PROGRAM	-	-	-
951-8820-2087	EQUIPMENT RENTAL	-	-	-
951-8820-3092	STATIONARY SUPPLIES	-	-	-
951-8820-3095	DEPARTMENT CONSUMABLES	6,669.51	6,235.07	434.44
951-8820-3097	SAFETY EQUIPMENT	2,210.34	607.25	1,603.09
951-8820-3102	COMPUTER SUPPLIES	1,365.00	1,365.00	-
951-8820-4121	MEETINGS AND TRAVEL	2,775.00	2,775.00	-
951-8820-4122	DUES AND MEMBERSHIPS	5,394.25	4,873.00	521.25
951-8820-4124	MAIL SERVICES	-	-	-
951-8820-5131	GAS AND ELECTRIC	11,456.76	8,624.51	2,832.25
951-8820-5132	TELEPHONE	-	-	-
951-8820-5133	WATER	-	-	-
951-8820-6143	VEHICLE MAINTENANCE	-	-	-
951-8820-8183	VIDEO INSPECTION	-	-	-
951-8820-8184	FOG PROGRAM	-	-	-
951-8820-8185	GIS MAINTENANCE & MAPPING	-	-	-
951-8820-8186	PUBLIC WORKS EQUIPMENT	-	-	-
951-8820-8187	DEPARTMENT EQUIPMENT	19,150.98	-	19,150.98
951-8820-8198	FOG PROGRAM	1,733.00	1,733.00	-
951-8820-9395	VEHICLE MAINTENANCE	-	-	-
951-8820-9397	COMPUTER SYSTEM	9,404.54	8,359.59	1,044.95
951-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
951-8820-9399	INTERFUND TRANSFERS OUT	-	-	-
951-8820-9602	PRINCIPAL	-	-	-
951-8820-9605	INTEREST EXPENSE	-	-	-
951-8820-9607	LEASE - SEWER TRUCK	-	-	-
951-8820-9608	LEASE - BACKHOE	-	-	-
951-8820-9999	INTERFUND TRANSFERS OUT	-	-	-
		1,179,585.44	**983,183.36**	**196,402.08**

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
MARCH 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
952-8820-8186	EQUIPMENT - VACTOR TRUCK	-	-	-
952-8820-8187	DEPARTMENT EQUIP - GENERATOR	-	-	-
952-8820-8188	DEPARTMENT EQUIP - CAMERA	-	-	-
952-8820-8189	RATE STUDY	-	-	-
952-8820-8190	VIDEO INSPECTION	-	-	-
952-8820-8191	PICKUP TRUCK WITH CMS	-	-	-
952-8820-8192	PICKUP TRUCK	-	-	-
952-8820-8193	CONNECTION FEE STUDY	-	-	-
952-8820-8194	SEWER SYSTEM MNGT PLAN UPDATE	-	-	-
952-8820-8195	GRAPHIC INFORMATION SYSTEM	-	-	-
952-8820-8196	LAFCO APPLICATION PROJECT	-	-	-
952-8820-8197	GENERATOR	-	-	-
952-8820-9603	DEPRECIATION EXPENSE	-	-	-
952-8820-9605	INTEREST EXPENSE	-	-	-
952-8820-9606	OTHER DEBT SERVICE FEES	-	-	-
952-8820-9608	LEASE PYMTS-VACTOR (PRINCIPAL)	-	-	-
952-8820-9609	LEASE PAYMENTS 2009	-	-	-
952-8820-9901	LOSS (GAIN) ON ASSET DISPOSAL	-	-	-
		-	-	-
953-8820-0016	DEFERRED COMPENSATION	-	-	-
953-8820-0031	PERS PENSION	-	-	-
953-8820-0032	PARS PENSION	-	-	-
953-8820-0041	MEDICAL INSURANCE-NON LIUNA	-	-	-
953-8820-0051	DENTAL INSURANCE	-	-	-
953-8820-0061	VISION INSURANCE	-	-	-
953-8820-0071	LTD	-	-	-
953-8820-0081	LIFE INSURANCE	-	-	-
953-8820-0092	MEDICARE TAX	-	-	-
953-8820-1030	CONSULTANT	-	-	-
953-8820-2054	EQUIPMENT REPAIR	-	-	-
953-8820-9193	STA 321 UPGRADES	-	-	-
953-8820-9194	PRIME CONTRACTOR	-	-	-
953-8820-9195	AMEND MASTER PLAN	-	-	-
953-8820-9196	TRUNK LINE CLEANING	-	-	-
953-8820-9197	HARCOURT AVE.	-	-	-
953-8820-9198	ORTIZ AVE SEWER LINE CLEANING	-	-	-
953-8820-9199	942 ANGELUS WAY PIPE LINING	-	-	-
953-8820-9201	DEL MONTE LIFT STATION UPGRADE	-	-	-
953-8820-9202	ROSITA LIFT STATION UPGRADE	-	-	-
953-8820-9203	ANGELUS WAY SEWER MAIN UPGRADE	-	-	-
953-8820-9204	DEL REY PARK SEWR MAIN UPGRADE	-	-	-
953-8820-9205	DEL MONTE BL SEWR MAIN UPGRADE	-	-	-
953-8820-9206	MILITARY LIFT STATN REPLACEMNT	-	-	-
953-8820-9207	FREMONT BL SEWR MAIN UPGRADE	-	-	-

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
MARCH 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
953-8820-9208	LUZERN ST SEWR MAIN UPGRADE	-	-	-
953-8820-9209	LA SALLE AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9210	TIOGA LIFT STN FEASIBILITY	-	-	-
953-8820-9211	BIRCH AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9212	LAFCO APPLICATION	-	-	-
953-8820-9213	NEW MANHOLE INSTALLATIONS	-	-	-
953-8820-9214	DEL MONTE SWR MAIN REPLACEMENT	-	-	-
953-8820-9215	ROOT INTRUSION SWR MAIN RPLC	7,323.25	7,323.25	-
953-8820-9216	SEWER MASTER PLAN	49,452.30	32,381.73	17,070.57
953-8820-9217	SUTTER ST SEWER MAIN REPLACE	-	-	-
953-8820-9218	SEWER LINE REPLACEMENTS	-	-	-
953-8820-9219	SEWER LATERAL PROGRAM	-	-	-
953-8820-9314	HIGHWAY 1 SEWER LINE CLEANING	-	-	-
953-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
953-8820-9603	DEPRECIATION EXPENSE	-	-	-
953-8820-9604	AMORTIZATION EXPENSE	-	-	-
953-8820-9605	INTEREST EXPENSE	-	-	-
953-8930-2078	OTHER EXPENSE	-	-	-
		56,775.55	**39,704.98**	**17,070.57**
954-2010-0044	RETIREE MEDICAL INSURANCE	-	-	-
954-8810-2088	JUDGEMENTS/DAMAGES	-	-	-
954-8810-2090	INSURANCE	54,413.00	54,413.00	-
954-8810-9398	CENTRAL SERVICE CHARGES	-	-	-
954-8810-9605	INTEREST EXPENSE	-	-	-
		54,413.00	**54,413.00**	**-**
			951-1009	**196,402.08**
			952-1009	**-**
			953-1009	**17,070.57**
			954-1009	**-**
MARCH 2024 DRAWDOWN				**213,472.65**

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
APRIL 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8110-1045	STATE WASTE DISCHARGE FEE	-	-	-
951-8420-0001	SALARIES	-	-	-
951-8810-0001	SALARIES	14,864.27	13,899.99	964.28
951-8810-0002	OVERTIME	84.36	84.36	-
951-8810-0004	UNIFORM ALLOWANCE	-	-	-
951-8810-0006	WORKERS COMPENSATION	3,165.79	2,849.21	316.58
951-8810-0009	SICK LEAVE PAYOFF	-	-	-
951-8810-0010	MANAGEMENT LEAVE PAYOFF	318.62	318.62	-
951-8810-0012	VACATION\COMP TIME PAYOFF	238.95	238.95	-
951-8810-0016	DEFERRED COMPENSATION	219.00	203.96	15.04
951-8810-0017	PARS-ARS 457	-	-	-
951-8810-0020	PART-TIME HOURLY WAGES	-	-	-
951-8810-0030	PERS PENSION OB BOND	83.37	75.03	8.34
951-8810-0031	PERS PENSION	3,226.02	3,142.56	83.46
951-8810-0032	PARS PENSION	2,239.14	2,133.27	105.87
951-8810-0033	LIUNA PENSION	8.00	8.00	-
951-8810-0041	MEDICAL INSURANCE	2,737.61	2,860.72	(123.11)
951-8810-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8810-0043	FLEX ONE-PLAN FEE	-	-	-
951-8810-0044	RETIREE MEDICAL INSURANCE	-	-	-
951-8810-0051	DENTAL INSURANCE-GUARDIAN	118.46	132.31	(13.85)
951-8810-0061	VISION INSURANCE	12.15	12.79	(0.64)
951-8810-0071	LTD	41.79	41.79	-
951-8810-0081	LIFE INSURANCE	43.18	43.18	-
951-8810-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8810-0092	MEDICARE TAX	220.49	206.12	14.37
951-8810-1022	LEGAL SERVICES	20,747.30	20,747.30	-
951-8810-1025	CITY AUDIT	10,444.00	10,444.00	-
951-8810-1026	MEDICAL EXAMS	-	-	-
951-8810-1029	TRAINING AND EDUCATION	225.00	225.00	-
951-8810-1030	CONSULTANT	1,176.25	1,176.25	-
951-8810-1033	FITNESS PROGRAM	-	-	-
951-8810-1040	PROPERTY TAX ADMIN FEES	-	-	-
951-8810-1041	STATE WASTE DISCHARGE FEE	-	-	-
951-8810-1045	WASTE DISCHARGE FEE	3,746.00	3,746.00	-
951-8810-2044	COPIER SERVICES	-	-	-
951-8810-2045	MAIL MACHINE MAINTENANCE	-	-	-
951-8810-2052	RADIO REPAIR	-	-	-
951-8810-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8810-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8810-2066	COMPUTER MAINTENANCE	-	-	-
951-8810-2076	CITY OVERHEAD	-	-	-
951-8810-2078	OTHER EXPENSE	-	-	-
951-8810-2090	LIABILITY INSURANCE	-	-	-

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
APRIL 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8810-3092	STATIONARY SUPPLIES	31.48	31.48	-
951-8810-3095	DEPARTMENT CONSUMABLES	-	-	-
951-8810-3104	COMPUTER SOFTWARE	-	-	-
951-8810-4121	MEETINGS AND TRAVEL	-	-	-
951-8810-4122	DUES AND MEMBERSHIPS	-	-	-
951-8810-4124	MAIL SERVICES	-	-	-
951-8810-5132	TELEPHONE	480.84	480.84	-
951-8810-6141	EMPLOYEE AUTO REIMBURSEMENT	-	-	-
951-8810-9196	IMPACT FEES	287,659.08	287,659.08	-
951-8810-9395	VEHICLE MAINTENANCE	50,893.65	45,804.28	5,089.37
951-8810-9396	LIABILITY INSURANCE	-	-	-
951-8810-9397	COMPUTER SYSTEM	3,087.34	2,778.60	308.74
951-8810-9398	CENTRAL SERVICE CHARGES	298,795.00	268,915.50	29,879.50
951-8810-9702	SRAF TRANSFER	-	-	-
951-8820-0001	SALARIES	202,238.06	194,243.89	7,994.17
951-8820-0002	OVERTIME	20,243.39	20,191.98	51.41
951-8820-0004	UNIFORM ALLOWANCE	-	-	-
951-8820-0005	PERS	-	-	-
951-8820-0006	WORKERS COMPENSATION	43,482.28	39,134.05	4,348.23
951-8820-0008	UNEMPLOYMENT INSURANCE	-	-	-
951-8820-0009	SICK LEAVE PAYOFF	-	-	-
951-8820-0010	MANAGEMENT LEAVE PAYOFF	-	-	-
951-8820-0012	VACATION\COMP TIME PAYOFF	22,616.30	22,616.30	-
951-8820-0013	SOCIAL SECURITY TAX	-	-	-
951-8820-0014	LIUNA PENSION	-	-	-
951-8820-0015	PARS PENSION	-	-	-
951-8820-0016	DEFERRED COMPENSATION	2,457.01	2,358.77	98.24
951-8820-0017	PARS-ARS 457	-	-	-
951-8820-0020	PART-TIME HOURLY WAGES	-	-	-
951-8820-0030	PERS PENSION OB BOND	2,020.48	1,818.43	202.05
951-8820-0031	PERS PENSION	62,389.92	61,810.50	579.42
951-8820-0032	PARS PENSION	-	-	-
951-8820-0033	LIUNA PENSION	651.39	651.39	-
951-8820-0041	MEDICAL INSURANCE	52,654.97	50,932.50	1,722.47
951-8820-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8820-0043	FLEX ONE-PLAN FEE	-	-	-
951-8820-0044	RETIREE MEDICAL INSURANCE	32,724.80	28,928.00	3,796.80
951-8820-0051	DENTAL INSURANCE-GARDIAN	1,797.70	1,797.70	-
951-8820-0061	VISION INSURANCE	169.80	164.92	4.88
951-8820-0071	LTD	385.51	385.51	-
951-8820-0081	LIFE INSURANCE	314.96	314.96	-
951-8820-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8820-0092	MEDICARE TAX	3,226.94	3,112.62	114.32
951-8820-0094	PW-LABOR COST ADJUSTMENT	-	-	-

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
APRIL 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8820-0095	OPEB ANNUAL COST	-	-	-
951-8820-0099	TUITION REIMBURSEMENT	-	-	-
951-8820-1028	COMPUTER PROGRAMMING	-	-	-
951-8820-1029	TRAINING AND EDUCATION	2,286.71	239.20	2,047.51
951-8820-1030	CONSULTANT	-	-	-
951-8820-1033	FITNESS PROGRAM	64.12	64.12	-
951-8820-2044	COPY MACHINE MAINTENANCE	-	-	-
951-8820-2049	UNIFORM SERVICE / LAUNDRY	3,060.42	2,829.76	230.66
951-8820-2052	RADIO REPAIR	-	-	-
951-8820-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8820-2054	EQUIPMENT REPAIR	-	-	-
951-8820-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8820-2066	COMPUTER MAINTENANCE	-	-	-
951-8820-2068	REFUSE DISPOSAL	119.00	119.00	-
951-8820-2073	SUBCONTRACTED WORK	21,378.27	19,453.27	1,925.00
951-8820-2074	SUBCONTRACT - GREASE PROGRAM	-	-	-
951-8820-2087	EQUIPMENT RENTAL	-	-	-
951-8820-3092	STATIONARY SUPPLIES	-	-	-
951-8820-3095	DEPARTMENT CONSUMABLES	7,421.06	6,669.51	751.55
951-8820-3097	SAFETY EQUIPMENT	2,210.34	2,210.34	-
951-8820-3102	COMPUTER SUPPLIES	1,365.00	1,365.00	-
951-8820-4121	MEETINGS AND TRAVEL	3,375.00	2,775.00	600.00
951-8820-4122	DUES AND MEMBERSHIPS	5,492.25	5,394.25	98.00
951-8820-4124	MAIL SERVICES	-	-	-
951-8820-5131	GAS AND ELECTRIC	12,691.90	11,456.76	1,235.14
951-8820-5132	TELEPHONE	-	-	-
951-8820-5133	WATER	-	-	-
951-8820-6143	VEHICLE MAINTENANCE	-	-	-
951-8820-8183	VIDEO INSPECTION	-	-	-
951-8820-8184	FOG PROGRAM	-	-	-
951-8820-8185	GIS MAINTENANCE & MAPPING	-	-	-
951-8820-8186	PUBLIC WORKS EQUIPMENT	-	-	-
951-8820-8187	DEPARTMENT EQUIPMENT	19,150.98	19,150.98	-
951-8820-8198	FOG PROGRAM	1,733.00	1,733.00	-
951-8820-9395	VEHICLE MAINTENANCE	-	-	-
951-8820-9397	COMPUTER SYSTEM	10,449.49	9,404.54	1,044.95
951-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
951-8820-9399	INTERFUND TRANSFERS OUT	-	-	-
951-8820-9602	PRINCIPAL	-	-	-
951-8820-9605	INTEREST EXPENSE	-	-	-
951-8820-9607	LEASE - SEWER TRUCK	-	-	-
951-8820-9608	LEASE - BACKHOE	-	-	-
951-8820-9999	INTERFUND TRANSFERS OUT	-	-	-
		1,243,078.19	**1,179,585.44**	**63,492.75**

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
APRIL 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
952-8820-8186	EQUIPMENT - VACTOR TRUCK	-	-	-
952-8820-8187	DEPARTMENT EQUIP - GENERATOR	-	-	-
952-8820-8188	DEPARTMENT EQUIP - CAMERA	-	-	-
952-8820-8189	RATE STUDY	-	-	-
952-8820-8190	VIDEO INSPECTION	-	-	-
952-8820-8191	PICKUP TRUCK WITH CMS	-	-	-
952-8820-8192	PICKUP TRUCK	-	-	-
952-8820-8193	CONNECTION FEE STUDY	-	-	-
952-8820-8194	SEWER SYSTEM MNGT PLAN UPDATE	-	-	-
952-8820-8195	GRAPHIC INFORMATION SYSTEM	-	-	-
952-8820-8196	LAFCO APPLICATION PROJECT	-	-	-
952-8820-8197	GENERATOR	-	-	-
952-8820-9603	DEPRECIATION EXPENSE	-	-	-
952-8820-9605	INTEREST EXPENSE	-	-	-
952-8820-9606	OTHER DEBT SERVICE FEES	-	-	-
952-8820-9608	LEASE PYMTS-VACTOR (PRINCIPAL)	-	-	-
952-8820-9609	LEASE PAYMENTS 2009	-	-	-
952-8820-9901	LOSS (GAIN) ON ASSET DISPOSAL	-	-	-
		-	**-**	**-**
953-8820-0016	DEFERRED COMPENSATION	-	-	-
953-8820-0031	PERS PENSION	-	-	-
953-8820-0032	PARS PENSION	-	-	-
953-8820-0041	MEDICAL INSURANCE-NON LIUNA	-	-	-
953-8820-0051	DENTAL INSURANCE	-	-	-
953-8820-0061	VISION INSURANCE	-	-	-
953-8820-0071	LTD	-	-	-
953-8820-0081	LIFE INSURANCE	-	-	-
953-8820-0092	MEDICARE TAX	-	-	-
953-8820-1030	CONSULTANT	-	-	-
953-8820-2054	EQUIPMENT REPAIR	-	-	-
953-8820-9193	STA 321 UPGRADES	-	-	-
953-8820-9194	PRIME CONTRACTOR	-	-	-
953-8820-9195	AMEND MASTER PLAN	-	-	-
953-8820-9196	TRUNK LINE CLEANING	-	-	-
953-8820-9197	HARCOURT AVE.	-	-	-
953-8820-9198	ORTIZ AVE SEWER LINE CLEANING	-	-	-
953-8820-9199	942 ANGELUS WAY PIPE LINING	-	-	-
953-8820-9201	DEL MONTE LIFT STATION UPGRADE	-	-	-
953-8820-9202	ROSITA LIFT STATION UPGRADE	-	-	-
953-8820-9203	ANGELUS WAY SEWER MAIN UPGRADE	-	-	-
953-8820-9204	DEL REY PARK SEWR MAIN UPGRADE	-	-	-
953-8820-9205	DEL MONTE BL SEWR MAIN UPGRADE	-	-	-
953-8820-9206	MILITARY LIFT STATN REPLACEMNT	-	-	-
953-8820-9207	FREMONT BL SEWR MAIN UPGRADE	-	-	-

Seaside County Sanitation District
Year-to-Date 2023-2024 Expenses
APRIL 2024

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
953-8820-9208	LUZERN ST SEWR MAIN UPGRADE	-	-	-
953-8820-9209	LA SALLE AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9210	TIOGA LIFT STN FEASIBILITY	-	-	-
953-8820-9211	BIRCH AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9212	LAFCO APPLICATION	-	-	-
953-8820-9213	NEW MANHOLE INSTALLATIONS	-	-	-
953-8820-9214	DEL MONTE SWR MAIN REPLACEMENT	-	-	-
953-8820-9215	ROOT INTRUSION SWR MAIN RPLC	7,323.25	7,323.25	-
953-8820-9216	SEWER MASTER PLAN	50,753.55	49,452.30	1,301.25
953-8820-9217	SUTTER ST SEWER MAIN REPLACE	-	-	-
953-8820-9218	SEWER LINE REPLACEMENTS	-	-	-
953-8820-9219	SEWER LATERAL PROGRAM	-	-	-
953-8820-9314	HIGHWAY 1 SEWER LINE CLEANING	-	-	-
953-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
953-8820-9603	DEPRECIATION EXPENSE	-	-	-
953-8820-9604	AMORTIZATION EXPENSE	-	-	-
953-8820-9605	INTEREST EXPENSE	-	-	-
953-8930-2078	OTHER EXPENSE	-	-	-
		58,076.80	**56,775.55**	**1,301.25**
954-2010-0044	RETIREE MEDICAL INSURANCE	-	-	-
954-8810-2088	JUDGEMENTS/DAMAGES	-	-	-
954-8810-2090	INSURANCE	54,413.00	54,413.00	-
954-8810-9398	CENTRAL SERVICE CHARGES	-	-	-
954-8810-9605	INTEREST EXPENSE	-	-	-
		54,413.00	**54,413.00**	**-**
			951-1009	**63,492.75**
			952-1009	**-**
			953-1009	**1,301.25**
			954-1009	**-**
APRIL 2024 DRAWDOWN				**64,794.00**

COUNTY OF MONTEREY - AUTHORIZATION of ELECTRONIC FUNDS TRANSFER

DEBIT : COUNTY OF MONTEREY
Account Number : Wells Fargo Bank
Account Name : Monterey County Treasurer

CREDIT : **CITY OF SEASIDE OPERATING ACCOUNT**

Pay to Bank : [redacted]

[redacted]

Amount : $ **278,266.65**

AUTHORIZED SIGNATURES:
1 ______________________________
2 ______________________________
3 ______________________________

AUDITOR : ENTER AMOUNT AUTHORIZED FOR TRANSFER AND SIGN FORM

TREASURER : PROCESS TRANSFER, ENTER DATE OF TRANSFER, SIGN FORM AND RETURN TO AUDITOR

AUDITOR		**TREASURER**	
Ana Estrada			
Deputy Auditor	Date	Deputy Treasurer	Date of Transfer

For Auditor-Controller Office use only

Period ________ JV Number ________
Budget Yr. ________ Date ________
Total ________

DESCRIPTION	AT	FD	BU	ORG	ACCT	REP CT	DEBIT	CREDIT
Special District Exp.		603			2530			
Cash		603			1001			

Jessice Riley, Interim Finance Director / Administrative Services (831) 899-6716; SCSD
Expenses for March through April 2024

Prepared By: Date:
Approved By:________________ Date:__________ Keyed By:________________ Date:____________

SEASIDE COUNTY SANITATION DISTRICT **Item No.: 5.C.**
STAFF REPORT

TO: Seaside County Sanitation District

FROM: Nicholas Borges, Acting District Manager

BY: Nisha Patel, Public Works Director/City Engineer
Kirstin van Gend, Administrative Analyst II

DATE: May 14, 2024

SUBJECT: **ADOPT A RESOLUTION APPROVING A FISCAL YEAR 2023-2024 BUDGET AMENDMENT OF $30,000.00 TO THE SEASIDE COUNTY SANITATION DISTRICT (SCSD) ADMINISTRATION - LEGAL SERVICES ACCOUNT**

PURPOSE

The purpose of the item is to obtain a Fiscal Year 2023-2024 budget amendment of $30,000.00 to the SCSD Administration - Legal Services account.

RECOMMENDATION

Adopt a resolution approving a Fiscal Year 2023-2024 budget amendment of $30,000.00 to the SCSD Administration - Legal Services account.

BACKGROUND

Seaside County Sanitation District (SCSD) has an approved the Fiscal Year 2023-2024 Annual Operating and Capital Budget with $15,000.00 in the SCSD Legal Services account.

SCSD had a considerable amount of legal services in Fiscal Year 2023-2024 due to legal questions on multiple issues including the 24 Carlton Drive sewer conflict and sanitary sewer overflow, the Marriot Hotel in Sand City sewer capacity fees, the reimbursement agreement for City Hall Parking Lot/ Sutter Street reroute, and the easement on 594

Harcourt Avenue.

In February 2024, the District Manager authorized a budget transfer of $9,995.00 into the Legal Services account due to the increase in legal services required. However, this amount is insufficient for the remainder of the fiscal year.

On average, the District has been billed $10,000.00 a month for legal services. Therefore, staff is requesting an additional $30,000.00 to cover the remaining three months (April, May, and June) of Fiscal Year 2023-24 to be billed.

FISCAL IMPACT

Staff request funds be transferred from the Consultant fund (Account No. 951-8810-1030), which has over $78,000.00 budget available, and into the Legal Services fund (Account No. 951-8810-1022) to increase the budget from $24,995.00 to $54,955.00.

ATTACHMENTS

1. Resolution

Reviewed for Submission to the Board by:

Nicholas Borges, Acting District Manager

RESOLUTION NO. 24-__

RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT

APPROVING A 2023-2024 BUDGET AMENDMENT OF $30,000.00 TO THE SEASIDE COUNTY SANITATION DISTRICT (SCSD) ADMINISTRATION - LEGAL SERVICES ACCOUNT

WHEREAS, Seaside County Sanitation District (SCSD) has an approved the Fiscal Year 2023-2024 Annual Operating and Capital Budget with $15,000.00 in the SCSD Legal Services account; and

WHEREAS, in February 2024, the District Manager authorized a budget transfer of $9,995.00 to the Legal Services account due to the increase in legal services required in Fiscal Year 2023-24; and

WHEREAS, the District required a considerable amount of legal services due to legal questions on multiple fronts in Fiscal Year 2023-24; and

WHEREAS, on average the monthly bill for legal services has been $10,000.00; and

WHEREAS, additional funds in the amount of $30,000.00 are required to cover the remaining three (3) months of FY 2023-24 that have not yet been billed.

NOW THEREFORE, BE IT RESOLVED that the Seaside County Sanitation District's Board of Directors approve a 2023-2024 budget amendment of $30,000.00 from the Consultant fund (Account No. 951-8810-1030) to the Legal Services fund (Account No. 951-8810-1022).

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held this 14th day of May 2024 by the following votes:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Jerry Blackwelder, Chair

ATTEST:

____
Dominique Davis, District Clerk