Administration and Finance Committee Meeting
Monday, January 6, 2020 at 3:00 p.m.

The District's Administration and Finance Committee met in the Templeton Community Services District's Board Room on Monday, January 6, 2020 at 3:00 p.m.

Present: Committee Members Geoff English and Wayne Petersen. Also present were General Manager Jeff Briltz, Finance Officer Natalie Klock, and Board Secretary Laurie Ion. Also present via conference call was Edward Raya, Lead Advisor - Human Resources with RGS (Regional Government Services).

Compensation Study: Mr. Raya provided the Committee with the proposed agency comparison list for the compensation study. He noted that it had been challenging to find comps. He indicated that RGS typically looks at the County, Population Served, Operating Budget, # of Full Time Employees (FTE), Services Provided and Median Income. GM Briltz agreed and noted that the challenge is to do a single set comparative. He noted that this is difficult to do with the Fire Department as some of the noted agencies have multiple stations which makes it difficult for comparison purposes. He noted that other agencies such as Heritage Ranch and Vandenberg Village CSDs do not provide fire services. Mr. Raya advised the Committee that fire and recreation services are rare with special districts, hence the need to include cities. He said the same was true of agencies that had combination water and sewer departments.

Director English suggested the City of Guadalupe be used as a comparison. He noted that they have a population of 7,500. He said the City was unique in that the Fire Chief also serves as the Police Chief. He also suggested the City of Gonzales as they have a population of 8,000 and a Fire Department.

Mr. Raya advised the Committee that the comparisons need to stay under ten agencies. He said RGS wanted 5 comps for each position. He indicated that
7 to 10 agencies were ideal for the study, especially since they were working on a tight timeline.

After further discussion the Committee chose the following agencies:
- Cambria CSD
- Los Osos CSD
- Nipomo CSD
- Oceano CSD
- Vandenberg Village CSD
- City of Morro Bay
- City of Grover Beach
- City of Guadalupe
- City of Gonzales
- City of Greenfield

It was noted that there should be 8 to 9 comps for Water and Wastewater, as well as Administration. Raya said there should end up being 5 to 6 comps for Fire and Parks and Recreation. GM Briltz said he would like to create a baseline that could be used in the future.

Board Room Upgrades: General Manager Briltz noted that previously the Committee had discussed a technology update for the District’s Board Meeting Room. He noted that staff desired additional input from the Committee regarding the room configuration, their priorities etc. He advised the Committee that staff had looked into the cost of replacing the current tables. The quotes ranged from $9,900 to $17,000. The Committee indicated that they desired to have the tables in an arch or u-shape (similar to what is currently utilized). It was noted that the tables should be purchased at a later date to accommodate the technology needs first.

Further discussion ensued wherein the following priorities were determined:
1. TV Screens & Projection Equipment (allows for Skyping with consultants)
2. Recording and Integrated Audio System
3. Timer with a light
4. Tables (budget in the next fiscal year budget)

There being no further business to discuss, the Committee Meeting concluded at 4:25 p.m.

Respectfully submitted,

Laurie Ion, Board Secretary
<table>
<thead>
<tr>
<th>AGENCY</th>
<th>COUNTY</th>
<th>POPULATION SERVED</th>
<th>OPERATING BUDGET</th>
<th># FTE</th>
<th>SERVICES*</th>
<th>Median Income**</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEMPLETON CSD</td>
<td>San Luis Obispo</td>
<td>7,700</td>
<td>$5,808,600</td>
<td>40</td>
<td>W, WW, F, P&amp;R, SL, RF</td>
<td>$76,002</td>
</tr>
<tr>
<td>CITY OF ARROYO GRANDE</td>
<td>San Luis Obispo</td>
<td>18,213</td>
<td>$43,213,000</td>
<td>102</td>
<td>FS (F-FCFA)</td>
<td>$63,558</td>
</tr>
<tr>
<td>CITY OF PASO ROBLES</td>
<td>San Luis Obispo</td>
<td>31,918</td>
<td>$113,000,000</td>
<td>211</td>
<td>FS</td>
<td>$61,682</td>
</tr>
<tr>
<td>CITY OF ATASCADERO</td>
<td>San Luis Obispo</td>
<td>30,330</td>
<td>$43,100,000</td>
<td>109</td>
<td>FS</td>
<td>$66,342</td>
</tr>
<tr>
<td>CAMBRIA CSD</td>
<td>San Luis Obispo</td>
<td>6,500</td>
<td>$16,717,000</td>
<td>29</td>
<td>W, WW, F, P&amp;R, SL, RF</td>
<td>$65,788</td>
</tr>
<tr>
<td>CITY OF GROVER BEACH</td>
<td>San Luis Obispo</td>
<td>13,156</td>
<td>$28,562,727</td>
<td>75</td>
<td>(Fire -FCFA)</td>
<td>$61,482</td>
</tr>
<tr>
<td>CITY OF MORRO BAY</td>
<td>San Luis Obispo</td>
<td>10,234</td>
<td>$29,206,400</td>
<td>99</td>
<td>FS</td>
<td>$50,914</td>
</tr>
<tr>
<td>LOS OSOS CSD</td>
<td>San Luis Obispo</td>
<td>7,086</td>
<td>$8,005,027</td>
<td>11</td>
<td>W, SL, P&amp;R, F (Cal-Fire SLO)</td>
<td>$73,082</td>
</tr>
<tr>
<td>NIPOMO CSD</td>
<td>San Luis Obispo</td>
<td>18,370</td>
<td>$8,405,000</td>
<td>19</td>
<td>W, WW, SL</td>
<td>$70,226</td>
</tr>
<tr>
<td>OCEANO CSD</td>
<td>San Luis Obispo</td>
<td>7,600</td>
<td>$8,300,000</td>
<td>13</td>
<td>W, WW, SL, P&amp;R, (F-FCFA)</td>
<td>$55,421</td>
</tr>
<tr>
<td>CITY OF PISMO BEACH</td>
<td>San Luis Obispo</td>
<td>8,213</td>
<td>$45,300,000</td>
<td>88</td>
<td>FS (Cal-Fire)</td>
<td>$77,316</td>
</tr>
<tr>
<td>SOUTH SAN LUIS OBISPO SD</td>
<td>San Luis Obispo</td>
<td>38,000</td>
<td>$5,477,000</td>
<td>11</td>
<td>WW</td>
<td>$63,558</td>
</tr>
<tr>
<td>SAN MIGUEL CSD</td>
<td>San Luis Obispo</td>
<td>2,300</td>
<td>$2,096,731</td>
<td>10</td>
<td>W, WW, F</td>
<td>$53,750</td>
</tr>
<tr>
<td>KING CITY</td>
<td>Monterey</td>
<td>14,221</td>
<td>$14,234,708</td>
<td>38</td>
<td>NO WATER</td>
<td>$39,445</td>
</tr>
<tr>
<td>CITY OF GREENFIELD</td>
<td>Monterey</td>
<td>17,517</td>
<td>$14,246,915</td>
<td>94</td>
<td>FS</td>
<td>$52,375</td>
</tr>
</tbody>
</table>

* SERVICES W=Water WW = Wastewater, FS = Full Service, SL = Street Lighting, P&R = Parks & Rec, F = Fire, RF = Refuse

** From Datausa
Hi Ragen,
Thank you so much for you help. It's very much appreciated!
Laurie

Hi Laurie,
A dealer will be reaching out to you to provide a price for the 2 options you are interested in.

Or
ADMINISTRATION/FINANCE COMMITTEE MEETING
January 6, 2020 at 3:00 p.m.

The District Administration/Finance Committee will meet on Monday, January 6, 2020, at 3:00 p.m. in the Board Meeting Room of the Templeton Community Services District at 206 5th Street, Templeton, CA.

AGENDA:

1) Compensation Study – Proposed Agencies Comparison: The Committee will review the proposed comparison agencies for the District’s Compensation Study.

2) Board Room Upgrades: The Committee will discuss options for replacing the Board Room Tables and prioritize technology update.

The public is invited to attend this meeting and will be afforded time to discuss any item on the agenda.

Stay connected – www.templetoncsd.org – Go to “Notify Me”